

UNITED CITY OF YORKVILLE
ADMINISTRATION COMMITTEE MEETING
Wednesday, November 16, 2016 6:00pm
City Hall Conference Room

Committee Members In Attendance:

Chairman Jackie Milschewski Alderman Seaver Tarulis
Alderman Joel Frieders Alderman Diane Teeling

Other City Officials In Attendance:

Interim Assistant City Administrator Erin Willrett
Finance Director Rob Fredrickson
Administrative Intern Nicole Kathman

Guests: None

The meeting was called to order at 6:00pm by Chairman Jackie Milschewski.

Citizen Comments: None

Minutes for Correction/Approval: October 19, 2016

The minutes were approved as presented.

New Business:

1. ADM 2016-73 Monthly Budget Report for October 2016

Mr. Fredrickson said the budget is moving along as expected and it is halfway through the year. He believes the sales tax will exceed the budget by about \$100,000. The State income tax is tracking at 90% and is down from the first 6 months. No other comments.

2. ADM 2016-74 Monthly Treasurer's Report for October 2016

Mr. Fredrickson reported the following:

\$17,24,3885 Beginning Fund Balance
\$23,419,758 YTD Revenues
\$20,334,926 YTD Expenses
\$20,328,716 Projected Ending Fund Balance

No comments or further action.

3. ADM 2016-75 Cash Statement for September 2016

Alderman Frieders inquired about the IMET funds. Mr. Fredrickson said a court date is expected at the end of October and he hopes for disbursements in 2017.

4. ADM 2016-76 Bills for Payment

No discussion or comments.

5. ADM 2016-77 Monthly Website Report for October 2016

Ms. Kathman reported the top download from the site is the new Parks & Rec catalog. Mr. Frieders clarified the name of the website service!

6. ADM 2016-78 Meeting Schedule for 2017

There was a brief discussion of the meeting days, but it was decided to keep them on Tuesday.

7. ADM 2016-79 Auditing Services RFP

Mr. Fredrickson said the 5-year contract is up with the present auditor, necessitating an RFP for proposals. This item will move to the Council consent agenda

8. ADM 2016-80 Bond Abatement Ordinances (see agenda for ordinances included)

These are standard abatements and the first to be fully abated since 2011. In past years, there were only partial abatements. These will move to the Council consent agenda.

9. ADM 2016-81 2016 SSA Abatement Ordinances (see agenda for ordinances included)

These ordinances include abatements for Raintree Village, Windett Ridge, Central Grande Reserve, Raintree Village II and Bristol Bay II. Some of the amounts have decreased partially due to fewer people and are guided by the debt service. These ordinances also move to the Council consent agenda.

10. ADM 2016-82 Ordinance for the Amended Levy and Assessment of Taxes for the Fiscal Year Beginning May 1, 2017 and Ending April 30, 2018 in and for the United City of Yorkville Special Service Area Number 2004-201 (Fox Hill)

The Fox Hill SSA is on a 10-year repayment schedule and it finished the year with a negative fund balance due to one-time expenditures. There is a need to levy \$9,365 to realize a zero fund balance by the end of FY 2025. Individual amounts will increase by \$10 per year for each PIN. This moves to the Council consent agenda.

11. ADM 2016-83 Ordinance for the Amended Levy and Assessment of Taxes for the Fiscal Year Beginning May 1, 2017 and Ending April 30, 2018 in and for the United City of Yorkville Special Service Area Number 2006-119 (Sunflower Estates)

This is on a 10-year payback schedule and has a negative fund balance of \$31,000+ as of end of FY 2016. This is due to some one-time costs. The levy will decrease \$59 annually per PIN. This also moves to the Council consent agenda.

12. ADM 2016-84 Resolution Approving an Intergovernmental Agreement between the Illinois Office of the Comptroller and the City Regarding Access to Comptroller's Local Debt Recovery Program

Mr. Fredrickson had previously recommended engaging Municipal Collection Services since they also provide a file format for the Comptroller's office and the process involves minimal staff. This will move to the consent agenda.

Old Business:

Alderman Frieders noted that the agenda did not have to include discussion regarding AACVB and Heads and Beds!

Additional Business:

There was no further business and the meeting adjourned at 6:19pm.

Respectfully transcribed by
Marlys Young, Minute Taker