

UNITED CITY OF YORKVILLE  
ADMINISTRATION COMMITTEE MEETING  
Wednesday, June 21, 2017 6:00pm  
City Hall Conference Room

**Committee Members In Attendance:**

Chairman Jackie Milschewski      Alderman Chris Funkhouser  
Alderman Joe Plocher              Alderman Alex Hernandez

**Other City Officials In Attendance:**

Interim Assistant City Administrator Erin Willrett  
Finance Director Rob Fredrickson

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

**Citizen Comments:** None

**Minutes for Correction/Approval: April 19, 2017**

The minutes were approved as presented.

**New Business:**

**1. ADM 2017-41 Monthly Budget Report for April and May 2017**

There were no comments for the April report and May is shaping up as expected, said Mr. Fredrickson.

**2. ADM 2017-35 Monthly Treasurer's Report for April and May 2017**

Mr. Fredrickson reported the following:

<u>April</u>	<u>May</u>	
\$17,243,885	---	Beginning Fund Balance
\$34,736,552	1,650,240	YTD Revenues
\$37,147,110	2,111,638	YTD Expenses
\$14,833,327	---	Projected Ending Fund Balance

Mr. Fredrickson said the other figures will be available next month with final numbers in September. These reports will move forward to the Council consent agenda.

**3. ADM 2017-43 Cash Statement for March and April 2017**

No comments or discussion.

**4. ADM 2017-44 Bills for Payment**

No comments or discussion.

**5. ADM 2017-45 Monthly Website Report for April and May 2017**

Ms. Willrett presented the stats for the website and she also did a 4-month snapshot. She said she spoke with the host Civic Plus and the number of searches/visits exceeds other similar municipalities. All analytics come through Civic Plus.

**6. ADM 2017-46 4<sup>th</sup> Quarter Budget Review – Fiscal Year 2017**

Mr. Fredrickson said the numbers looked good and he presented some of the highlights. He said the municipal sales tax was about \$2.94 million and the non-home rule tax was \$2.26 million. Both were up about 6% 'year over year'. The telecommunications tax of \$360,000 (compared to \$390,000 last year) will be decreasing as landlines disappear. Income tax is down throughout the State, however, it is thought it might be due to new software and different allocations. The General Fund surplus balance will be at \$500,000 for the end of the FY, making the overall Fund Balance at over \$6 million for year-end. He also recapped some of the past history and figures for other departments. All this information is on the website.

**7. ADM 2017-47 Prevailing Wage Ordinance**

Ms. Willrett said this is the annual ordinance required by the State and is in line with State of Illinois wages paid for public projects. This moves to the Council consent agenda.

**8. ADM 2017-48 FY 2018 Travel Authorization**

This was passed by the State in 2016 as part of a State Expense Control Act. Future travel expenses are requested prior to travel and certain conferences are already approved for attendance. This moves to the Council consent agenda.

**9. ADM 2017-49 Fortigate Firewall Purchase**

Ms. Willrett said the Consortium has recommended this purchase since the City computer firewall has nearly reached its lifespan. The cost is \$23,492 and Fortigate is the preferred vendor. The Consortium IT staff will oversee. This moves to the Council consent agenda.

**10. ADM 2017-50 Selection of Committee Liaisons**

Alderman Plocher was selected as the new liaison to the Library.

**11. ADM 2017-51 Meeting Dates**

The meetings dates and time as presented were approved by the committee.

**Old Business:** None

**Additional Business:** None

There was no further business and the meeting adjourned at 6:17pm.

Respectfully transcribed by  
Marlys Young, Minute Taker