

APPROVED 5/15/19

**UNITED CITY OF YORKVILLE
ADMINISTRATION COMMITTEE MEETING
Wednesday, March 20, 2019 6:00pm
City Hall Conference Room**

Committee Members In Attendance:

Vice-Chairman Joe Plocher Alderman Chris Funkhouser
Alderman Jason Peterson

Absent: Alderman Jackie Milschewski

Other City Officials In Attendance:

City Administrator Bart Olson
City Finance Director Rob Fredrickson

Others in Attendance:

Jim Nesci, Alliant Insurance Services

The meeting was called to order at 6:00pm by Vice-Chairman Joe Plocher.

Citizen Comments: None

Minutes for Correction/Approval: February 20, 2019

The minutes were approved as presented on a unanimous voice vote.

Vice-Chairman Plocher asked to move item #7 forward on the agenda.

New Business:

7. ADM 2019-16 Insurance Renewals for FY 2020 (out of order)

Mr. Olson referred to a memo from Mr. Fredrickson regarding the employee insurance for next FY. He said the vision and dental rates are locked in from previous years and staff has recommended keeping the same health and dental plan from the previous year. Mr. Nesci from Alliance Insurance said his firm went out to market this year to explore rates and managed to get a slight decrease on the medical. The employee contribution rates will need City Council approval, so this moves to the regular agenda on March 26th.

1. ADM 2019-10 Monthly Budget Report for February 2019

The Christmas sales will be reported next month and Mr. Olson said there was about a 2% decrease. He believes Christmas sales may be occurring earlier than December. Overall, the sales tax is tracking ahead of schedule. Other income tax distributions

have exceeded budget estimates. Alderman Plocher questioned why the spike in taxes occurred, then dropped, then rose again. Mr. Olson said some stores may not have posted their taxes on a timely basis. This item is informational.

2. ADM 2019-11 Monthly Treasurer's Report for February 2019

Finance Director Fredrickson reported the following revenues:

\$11,544,948	Beginning Fund Balance
\$27,771,305	YTD Revenues
\$26,332,547	YTD Expenses
\$12,983,707	Projected Ending Fund Balance

Committee members approved the report on a voice vote and this moves to the Council consent agenda.

3. ADM 2019-12 Cash Statement for January 2019

For information, there was no discussion.

4. ADM 2019-13 Bills for Payment

No discussion.

5. ADM 2019-14 Monthly Website Report for February 2019

Mr. Olson summarized the report saying that the followers are trending upwards on Facebook and Twitter. Informational.

6. ADM 2019-15 Water, Sewer, and Road Infrastructure Fee Renewal

This is a 1-year renewal of these fees and at the same rate as last year. Mr. Olson said with inflation, these rates have actually decreased a bit. He said these fees allowed many water, sewer and road projects, which could not be afforded for a few years. Alderman Funkhouser said he would like these rates to be reduced a bit in the next 5-year cycle. Mr. Olson said, dependent on developer obligations, debt service will fall off and some projects may be funded with cash. It was also noted that land acquisition for a water project is budgeted. This item moves to the Council consent agenda since there are no changes.

8. ADM 2019-17 EEI Hourly Rates for FY 2020

These rates are approved each year and Mr. Olson said a base level contract of \$240,000 is budgeted for EEI. He said this base is important for work done on contracts or developer-reimbursed projects. These rates become effective May 1. The committee approved and it moves to the consent agenda.

Old Business:

1. ADM 2019-09 Police Department Staffing

Mr. Olson said staff is still working on the Police Department overtime spreadsheet that was requested. It was felt that the statistics may not justify an additional police officer. This item will come back to committee next month.

Additional Business: None

There was no further business and the meeting adjourned at 6:20pm.
Respectfully transcribed by Marlys Young, Minute Taker