

UNITED CITY OF YORKVILLE
ADMINISTRATION COMMITTEE MEETING
Wednesday, May 15, 2019 6:00pm
City Hall Conference Room

Committee Members In Attendance:

Chairman Chris Funkhouser Alderman Dan Transier
Alderman Jason Peterson

Absent: Alderman Joe Plocher

Other City Officials In Attendance:

Mayor John Purcell Assistant City Administrator Erin Willrett
City Administrator Bart Olson Finance Director Rob Fredrickson

Others in Attendance: None

The meeting was called to order at 6:01pm by Chairman Chris Funkhouser.

Citizen Comments: None

Minutes for Correction/Approval: March 20, 2019

The minutes were approved as presented.

New Business:

1. ADM 2019-18 Monthly Budget Report for March and April 2019

Mr. Olson presented the 12-month budget report and said this report provides a good month-to-month comparison. March figures reflect the holiday sales and the holiday receipts were down by 10% this year over last year. He explained the income tax is per capita-based and the city receives about \$105 per resident. The use tax is based on out-of-state on-line purchases and is outperforming expectations. Chairman Funkhouser asked to have an asterisk placed by on-line items and Alderman Peterson asked that another column be added to show overages/deficits or transfer of funds to another category. Mr. Olson said a cover letter summary could be provided.

Administrator Olson said the expenditure numbers are not yet final, but are following trends from previous years. Mayor Purcell asked about municipal vs. non-home rule sales taxes for which Mr. Olson gave an explanation.

There was discussion about taxes collected from the businesses in Kendall Marketplace. It was also noted that inspections were up by 1800%. This report will be forwarded to the full Council.

2. ADM 2019-19 Monthly Treasurer's Report for March and April 2019

Mr. Fredrickson reported the below revenue figures. Mayor Purcell asked about the enterprise fund which includes infrastructure fees, water fees and investment earnings. This moves to the full Council for approval by vote.

March	April	
\$11,544,948	\$11,544,948	Beginning Fund Balance
\$29,387,187	\$31,843,184	YTD Revenues
\$28,272,261	\$29,978.667	YTD Expenses
\$12,659,874	\$13,409,465	Projected Ending Fund Balance

3. ADM 2019-20 Cash Statement for February and March 2019

Alderman Peterson asked what occurs when CD's reach their maturity dates. Mr. Fredrickson said the city uses an agency called PMA to search throughout the country for the best rates. Mr. Fredrickson also briefly discussed other options. Agreements will be examined next month after agencies are vetted by staff.

4. ADM 2019-21 Bills for Payment

The bill list will no longer come to the Administration committee since these bills will have been approved by the time this committee meets.

5. ADM 2019-22 Monthly Website Report for March and April 2019

Ms. Willrett said the website is on the upswing, gaining visitors, followers and likes. She said there are 3 months of history for comparison in the report. Alderman Transier asked who updates the pages. Staff and Parks and Rec Administrators make the changes and Ms. Willrett said staff will begin a website re-design in June. Mr. Olson noted that messages come in all hours of the day and people expect 24/7 monitoring.

The committee discussed the fact that information is available on various sites like Facebook and 'neighborhood' sites as well as the city website. Chairman Funkhouser asked about obtaining analytics for duration of the visit and clicks thru on the city site as compared to other sites. Ms. Willrett said visitors do not stay or click on the site, so a direct link is provided for most information. She will provide the requested analytics. This item is informational.

6. ADM 2019-23 Required Reporting to Municipality by Yorkville Police Pension Board

Mr. Fredrickson said this is the annual report which shows actuarial valuation from the city compared to the actuarial valuation done by the Illinois Department of Insurance. He said the report shows the city's contribution will be just over \$1.1 million this year, up \$150,000 over the previous year. Mr. Fredrickson gave a history of the process and explanation of the increase. He expects better returns in the future based on equity investments and if there is a shortfall, the money will come from the general fund. The Pension Board has financial advisers who assist with investments.

The Mayor asked about the IMRF fund status. It is currently in the 90% range for the Police Department. Mayor Purcell asked if the city could pay more than is owed in a given year for IMRF or the police pension. Only the annual required contribution is paid for the police pension fund. This report moves to the City Council for information as well as to the Police Pension Board.

7. ADM 2019-24 Travel Authorizations for FY 2020

There are three travel authorizations for the upcoming FY and Mr. Olson said the authorizations are mandated by State law to be voted on in open session. There was a brief discussion about the upcoming conferences and not budgeting for the third night of the IML conference if no one attends. This item will move forward to City Council for a vote.

Old Business: None

Additional Business:

Chairman Funkhouser noted that Lisa Pickering has assumed the duties of City Clerk and Rob Fredrickson is the City Treasurer. City code sets the stipend amount and meeting fee for the Clerk and the Mayor will be reviewing the salary.

There was no further business and the meeting adjourned at 7:14pm.

Respectfully transcribed by
Marlys Young, Minute Taker