

UNITED CITY OF YORKVILLE
ADMINISTRATION COMMITTEE MEETING
Wednesday, November 20, 2019 6:00pm
City Hall Conference Room
800 Game Farm Road, Yorkville, IL

Committee Members In Attendance:

Chairman Chris Funkhouser Alderman Jason Peterson
Alderman Dan Transier Alderman Joe Plocher

Other City Officials In Attendance:

Assistant City Administrator Erin Willrett
City Finance Director Rob Fredrickson
Public Works Director Eric Dhuse

Others in Attendance: None

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

Citizen Comments: None

Minutes for Correction/Approval: October 16, 2019

The minutes were approved as presented.

New Business:

1. ADM 2019-64 Monthly Budget Report for October 2019

Finance Director Fredrickson said the City is halfway through the FY 2020 and one more property tax allotment will be received in November. Municipal sales are 3% higher than last year and non-home rule, income taxes and local use taxes are all up. Excise taxes are down about 13% and will continue to decline as fewer landlines are in use. For information.

2. ADM 2019-65 Monthly Treasurer's Report for October 2019

Finance Director Fredrickson reported the following:

\$13,124,377 Beginning Fund Balance
\$18,542,022 YTD Revenues
\$13,261,470 YTD Expenses
\$18,404,929 Projected Ending Fund Balance

This moves to the City Council.

3. ADM 2019-66 Cash Statement for September 2019

This is for information.

4. ADM 2019-67 Monthly Website Report for October 2019

Ms. Willrett said the number of visits is trending upward from last year in October and the Police Department is now placing stats on the website.

5. ADM 2019-68 Ordinance for Amended Levy and Assessment of Taxes...for Special Service Area (Fox Hill)

Mr. Fredrickson gave the history of the Fox Hill tax levy and the trail maintenance costs. An increase of \$12 per parcel is proposed for FY 2021, \$18 the next year and \$20 the following year to cover the annual maintenance costs. It is hoped to have a positive Fund Balance by 2025. Mr. Dhuse added that extra costs were incurred this year due to tree diseases and additional tree-trimming. There is also a fee for the private management company. This moves to the City Council.

6. ADM 2019-69 Ordinance for Amended Levy and Assessment of Taxes...for Special Service Area (Sunflower Estates)

Staff recommends a \$19 increase for FY 2021 and \$20 annual increase thereafter through 2025 to eventually achieve a positive Fund Balance. The increased costs are for naturalized basin maintenance, bond maintenance costs, management fee, mowing and tree trimming. The ordinance moves to the City Council.

7. ADM 2019-70 Bond Abatement Ordinances a-g (see agenda)

Mr. Fredrickson gave a brief history of the abatements and past actions. He said in the next five years, three of the larger bonds will mature. Staff is recommending these seven bonds be abated in full which also means the bonds and debt service for them will not appear on the tax rolls. This item will move to City Council with committee approval.

8. ADM 2019-71 Special Service Area Abatement Ordinances (a-e) (see agenda)

These are partial abatements for SSA's throughout the City. A couple of the SSA's are decreasing, however, the cost for others is increasing from 1.5%-2%. These abatement recommendations move forward to City Council with committee approval.

Old Business:

1. ADM 2019-35 Facilities Master Plan RFQ

Ms. Willrett said Mayor Purcell and Administrator Bart Olson have met with one of the proposing firms from the RFQ process. The Mayor prefers to focus on one facility and look at the others short-term. He would like to discuss further with staff, formulate a plan to bring back to committee and discuss future actions. An RFQ has been put out for this revised plan, interviews were done, but no selection has been made yet. She proposed closing out the RFQ process.

Chairman Funkhouser said the Mayor wishes to move forward with a Public Works facility and that the City Council could choose an architect for smaller projects. But Mr. Funkhouser cautioned about the lack of cost information for the smaller projects and wishes to move forward with a full study. He also said a location, funding, etc. has not been determined.

Aldermen Plocher and Peterson agreed with focusing on a long-overdue Public Works building. Alderman Plocher said Public Works has new trucks, but they must sit outside due to lack of a facility. Alderman Transier asked if both a Public Works building and shorter term study could be done. Summarizing the Mayor's thoughts, Alderman Peterson said the Mayor does not wish to spend money when some of the TIF's are in deficit and that the department heads can determine building needs. Mr. Peterson added that money has been spent twice for studies with no action being taken and he suggested looking at the Van Emmon Center and the land behind the Home Depot.

After much discussion, Chairman Funkhouser suggested moving this matter to the full Council at the December meeting. It was decided that a 20-year proposal would be drafted by staff for the December 10th Council meeting if time allows, otherwise it will be brought to the January committee meeting or City Council. Staff will take steps to close out the QVS process and bring the recommendations to the next Council or committee meeting, depending on timing.

2. ADM 2019-45 Website Redesign Update

Ms. Willrett said the project is on hold due to concern for banner wording and photos. More feedback is needed from Civic Plus. The live date of December 17th will be delayed pending approval and she will bring alternative pictures, graphics, etc., to a future committee meeting.

3. ADM 2019-63 Liquor Code Regulations - Number of Available Licenses

Due to the Mayor's role as Liquor Commissioner, this item will be tabled until the Mayor can be present at the December 18th meeting.

Additional Business: None

There was no further business and the meeting adjourned at 6:50pm.

Respectfully transcribed by
Marlys Young, Minute Taker