

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL  
OF THE UNITED CITY OF YORKVILLE, KENDALL COUNTY, ILLINOIS,  
HELD IN THE CITY COUNCIL CHAMBERS,  
800 GAME FARM ROAD ON  
TUESDAY, APRIL 14, 2020**

Mayor Purcell called the meeting to order at 7:00 p.m. and led the Council in the Pledge of Allegiance.

**ROLL CALL**

City Clerk Pickering called the roll.

Ward I	Koch	Present (electronic attendance)
	Transier	Present
Ward II	Milschewski	Present (electronic attendance)
	Plocher	Present
Ward III	Funkhouser	Present
	Frieders	Present (electronic attendance)
Ward IV	Tarulis	Absent
	Peterson	Present (electronic attendance)

Staff in attendance at city hall: City Administrator Olson, Chief of Police Jensen, and Attorney Orr.

Staff in attendance electronically: City Clerk Pickering, Public Works Director Dhuse, Community Development Director Barksdale-Noble, Finance Director Fredrickson, Parks and Recreation Director Evans, Assistant City Administrator Willrett, Purchasing Manager Parker, and EEI Engineer Sanderson.

Clerk's Note: Due to COVID-19, requirements of the Open Meetings Act have been temporarily suspended by Governor Pritzker via Executive Order 2020-07, which suspends the provisions of the Open Meetings Act, 5 ILCS 120, "Specifically, (1) the requirement in 5 ILCS 120/2.01 that "members of a public body must be physically present" is suspended; and (2) the condition in 5 ILCS 120/7 limiting when remote participation is permitted are suspended".

Members of the public were able to attend this meeting in person while practicing social distancing as well as being able to access the meeting remotely via Zoom which allowed for video, audio and telephonic participation.

A meeting notice was posted on the city's website on the agenda, minutes and packets webpage with instructions regarding remote meeting access and a link was included for the public to participate in the meeting remotely: <https://us04web.zoom.us/j/499433873?pwd=S0FNeWp2ZkVhVUdhZ1dtK3Z5TE9sUT09>. The Zoom meeting ID was 499 433 873.

**QUORUM**

A quorum was established.

**AMENDMENTS TO THE AGENDA**

None.

**PRESENTATIONS**

None.

**PUBLIC HEARINGS**

**Gas N Wash – Proposed Special Service Area 2020-1**

Mayor Purcell opened the public hearing for the Gas N Wash Proposed Special Service Area 2020-1. He asked if anyone from the public wished to comment on the proposed backup SSA. No comments were received from the public. Mayor Purcell asked if any of the council members wished to comment. Alderman Funkhouser commented that this SSA is a backup SSA only. Upon hearing no further comments, Mayor Purcell then closed the public hearing.

**CITIZEN COMMENTS ON AGENDA ITEMS**

None.

**CONSENT AGENDA**

None.

**MINUTES FOR APPROVAL**

Mayor Purcell entertained a motion to approve the minutes of the regular City Council meetings of March 10, 2020 and March 24, 2020 as presented. So moved by Alderman Peterson; seconded by Alderman Funkhouser.

Motion unanimously approved by a viva voce vote.

**BILLS FOR PAYMENT**

Mayor Purcell entertained a motion to approve the bill list in the amount of \$519,061.26 (vendors); \$604,544.08 (payroll period ending 3/20/20 and 4/3/20); for a total of \$1,123,605.34. So moved by Alderman Milschewski; seconded by Alderman Koch.

Motion approved by a roll call vote. Ayes-7 Nays-0  
Milschewski-aye, Funkhouser-aye, Transier-aye, Plocher-aye,  
Frieders-aye, Peterson-aye, Koch-aye

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**REPORTS**

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**MAYOR'S REPORT**

**Vehicle Parades During COVID-19**

Mayor Purcell mentioned that the police department has started participating in vehicle parades to help celebrate the birthdays of children who are at home during COVID-19.

**Road to Better Roads Program Update**

Mayor Purcell reported that at the last City Council meeting, the council approved the Road to Better Roads main contract as well as a contract for additional street work on Greenbriar Road subject to the Mayor's review and approval. In light of the current COVID-19 crisis, Mayor Purcell said that he has reviewed both contracts and has authorized the main Road to Better Roads contract which is funded from MFT funds. He said that he did not authorize the additional work contract for Greenbriar Road at this time because a portion of the funding for this project would come from the city-wide capital fund and he wants to make sure that funds would be available prior to moving forward with the additional work.

**2019 Year End Report  
(CC 2020-16)**

Mayor Purcell said that a copy of the 2019 Year End Report can be found in the meeting packet.

**Ordinance 2020-25**

**Granting Emergency Powers to the Mayor  
of the United City of Yorkville  
(CC 2020-17)**

Mayor Purcell entertained a motion to approve an Ordinance Granting Emergency Powers to the Mayor of the United City of Yorkville. So moved by Alderman Plocher; seconded by Alderman Frieders.

Mayor Purcell commented that this is the same ordinance that was approved at the last City Council meeting. This ordinance extends the emergency powers granted to the Mayor until the next meeting of the City Council. It was asked if the Mayor had utilized any of the authority granted in the previous ordinance in the past few weeks. Mayor Purcell responded that he had not enacted any of the emergency powers and that he did not plan to enact any unless it becomes necessary.

Motion approved by a roll call vote. Ayes-7 Nays-0  
Funkhouser-aye, Transier-aye, Plocher-aye, Frieders-aye,  
Peterson-aye, Koch-aye, Milschewski-aye

**Resolution 2020-14**

**Authorizing the Disposal of Personal Property Owned  
by the City (City Owned Police Vehicles)  
(CC 2020-18)**

Mayor Purcell entertained a motion to approve a Resolution Authorizing the Disposal of Personal Property Owned by the City (City Owned Police Vehicles). So moved by Alderman Frieders; seconded by Alderman Koch.

Motion approved by a roll call vote. Ayes-7 Nays-0  
Transier-aye, Plocher-aye, Frieders-aye, Peterson-aye,  
Koch-aye, Milschewski-aye, Funkhouser-aye

**PUBLIC WORKS COMMITTEE REPORT**

**Public Works Facility  
(PW 2020-19)**

Administrator Olson updated the City Council on the status of the request for qualifications for a space needs analysis for the Public Works and Parks maintenance facilities. At the March 10<sup>th</sup> meeting, the council had authorized staff to issue the RFQ. Prior to the RFQ being issued, the COVID-19 pandemic started which resulted in staff putting the RFQ issuance on hold until the city has more information on how the pandemic will be affecting the city’s finances. The plan is to hold the RFQ and not to issue it until further notice.

**ECONOMIC DEVELOPMENT COMMITTEE REPORT**

No report.

**PUBLIC SAFETY COMMITTEE REPORT**

No report.

**ADMINISTRATION COMMITTEE REPORT**

**Budget Reports for February and March 2020  
(CC 2020-19)**

Alderman Funkhouser said that the budget reports for February and March 2020 are informational and can be found in the meeting packet. Administrator Olson commented that the department wide expenditures are generally where staff would expect them to be at this time of the year. Sales tax figures prior to the pandemic exceeded expectations. With the ongoing pandemic staff is monitoring sales tax revenues along with other revenue streams.

**Treasurer’s Report for March 2020  
(CC 2020-20)**

Alderman Funkhouser made a motion to approve the Treasurer’s Report for March 2020; seconded by Alderman Milschewski.

Motion approved by a roll call vote. Ayes-7 Nays-0  
Plocher-aye, Frieders-aye, Peterson-aye, Koch-aye,  
Milschewski-aye, Funkhouser-aye, Transier-aye

**Cash Statements for January and February 2020  
(CC 2020-21)**

Alderman Funkhouser said that the cash statements for January and February 2020 are informational and can be found in the meeting packet.

**PARK BOARD**

**Stronger Together - #UnitedYorkville Campaign**

Parks and Recreation Director Evans encouraged the City Council and Yorkville residents to participate in the Stronger Together #UnitedYorkville campaign. The purpose of the campaign is to bring the community together and it is hoped that everyone will participate and share positive comments and photos along with the UnitedYorkville hashtag.

**Virtual Classes**

Director Evans reported that due to the pandemic, staff has been holding virtual classes on the Parks and Recreation Facebook page as well as virtual classes for the preschool program.

**PLANNING AND ZONING COMMISSION**

**Kendall Marketplace Residential - Townhomes**

Mayor Purcell said that he has received various comments about the townhome development that is proposed for the property located behind the Home Depot at Kendall Marketplace. He is hoping to have the discussion at the May 12<sup>th</sup> council meeting as he would prefer for the discussion to take place in person and not as an electronic attendance meeting if at all possible.

**CITY COUNCIL REPORT**

**National Suicide Prevention + Action Month  
Proclamation Project**

Alderman Frieders reported that he is continuing his outreach and education through Hope For The Day. He has been conducting online meetings to continue his outreach during the pandemic.

**CITY CLERK’S REPORT**

No report.

**COMMUNITY & LIAISON REPORT**

**Aurora Area Convention & Visitors Bureau (AACVB)**

Alderman Funkhouser reported that the AACVB has been doing well with their outreach during the pandemic. AACVB Executive Director Carlson recently did an online interview and highlighted some of the area parks including their importance to the region. Alderman Funkhouser noted that the tourism grant that is part of the organization's funding has been indefinitely suspended.

**STAFF REPORT**

No report.

**MAYOR'S REPORT (CONT'D)**

**Ordinance 2020-26**

**Approving the 2020-2021 Fiscal Budget  
(CC 2020-22)**

Mayor Purcell said that if the City Council agrees, he would like the budget to be approved tonight as proposed with the realization that city revenues are going to take a substantial hit. He doesn't think that there will be enough additional information in two weeks to make a good estimation of the amount of budget cuts that will need to be made. The reality is that it will be a few months before the city sees the actual financial impact to city revenues as a result of the stay at home order. He said there are projects that will need to be put on hold either temporarily or maybe even indefinitely. His goal is to move forward so that the city has a budget in place prior to May 1<sup>st</sup>.

Mayor Purcell entertained a motion to approve an Ordinance Approving the 2020-2021 Fiscal Budget, incorporating budget adjustments #1 through #8. So moved by Alderman Funkhouser; seconded by Alderman Frieders.

Discussion took place as to what timeline the city could expect in terms of receiving our revenue disbursements from the state. Administrator Olson said that currently the state is communicating that it is business as usual for municipal revenues. Hospital and Medicaid payments will most likely be the priority for the state to pay first. Some of the fear that municipalities have expressed is that dedicated municipal revenue streams may be put in a different queue than normal. For now, staff is expecting to receive our municipal revenues as they normally come in. Revenue streams can be one, two, or three months in arrears from the time the revenue occurs and when the revenue is disbursed to the city. For instance, sales tax is the city's largest revenue stream as well as being the most volatile with bars and restaurants closing. The city will not know the impact on sales tax revenue until June, which is when the March revenues will be disbursed. Motor fuel taxes are two months in arrears which means the city will receive the March revenues in May.

It was asked if the state income tax referendum was still going to be on the November ballot. Administrator Olson said that it was his understanding that yes, the income tax referendum would still be on the ballot.

Discussion also took place on the city's current fund balance. Administrator Olson clarified that staff expected to have a 40% fund balance at the end of fiscal year 2020. During fiscal year 2020, the city will experience a month and a half of impacted revenues due to the pandemic, but those revenues will not be received until fiscal year 2021. It was also asked what the city's most direct source of income is. Administrator Olson explained that the city's largest direct revenue stream comes from the city's utility bills. These utility payments help the city's enterprise funds as well as the city's cash flow.

Mayor Purcell said that staff is in the process of determining items that the city can hold off on or cut back. He said for instance the Public Works and Parks departments will not be hiring part-time seasonal help this year. Between the two departments, this could save \$100,000. Additionally, the Community Development department is now outsourcing as few inspections as possible.

Motion approved by a roll call vote. Ayes-7 Nays-0  
Frieders-aye, Peterson-aye, Koch-aye, Milschewski-aye,  
Funkhouser-aye, Transier-aye, Plocher-aye

**ADDITIONAL BUSINESS**

None.

**CITIZEN COMMENTS**

None.

**EXECUTIVE SESSION**

None.

ADJOURNMENT

Mayor Purcell entertained a motion to adjourn the City Council meeting. So moved by Alderman Frieders; seconded by Alderman Plocher.

Motion unanimously approved by a viva voce vote.

Meeting adjourned at 7:41 p.m.

Minutes submitted by:



Lisa Pickering,  
City Clerk, City of Yorkville, Illinois