

**UNITED CITY OF YORKVILLE  
ADMINISTRATION COMMITTEE MEETING  
Wednesday, July 15, 2020 6:00pm  
City Hall Conference Room**

**Note:** This meeting was held in accordance with Public Act 101-0640 and Gubernatorial Disaster Proclamation issued by Governor Pritzker pursuant to the powers vested in the Governor under the Illinois Emergency Management Agency Act. This allows remote attendance for this meeting to encourage social distancing due to the current Covid-19 pandemic.

**Committee Members In Attendance:**

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

**Other City Officials In Attendance:**

City Administrator Bart Olson/in-person attendance  
Assistant City Administrator Erin Willrett/remote  
Finance Director Rob Fredrickson/remote  
Purchasing Manager Carri Parker/remote

**Others in Attendance:** none

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

**Citizen Comments:** None

**Minutes for Correction/Approval:** June 17, 2020

The minutes were approved as presented. Chairman Funkhouser took roll call: Peterson-yes, Plocher-yes, Transier-yes, Funkhouser-yes. Carried 4-0.

**New Business:**

***1. ADM 2020-45 Budget Report for June 2020***

Mr. Olson said income tax and use tax are up 6% and 29%, respectively, year over year, but they are state-wide figures not influenced locally. He said the income tax fluctuates greatly for many reasons. The 29% increase in use tax was due to a general move towards on-line purchases. Mr. Olson explained the future trend of spending that will affect the taxes and that use tax will likely decrease. This is for information.

**2. ADM 2020-46 Treasurer's Report June 2020**

Finance Director Fredrickson reported the following:

\$6,482,674 Year to Date Revenue

\$4,213,854 Year to Date Expenses

He said the budget presentation would be in October. Chairman Funkhouser called the roll to approve the report: Peterson-yes, Plocher-yes, Transier-yes, Funkhouser-yes. Passed 4-0. This moves to the July 28<sup>th</sup> City Council consent agenda.

**3. ADM 2020-47 Cash Statement for May 2020**

This is an informational report and shows the cash balance and investments. Mr. Fredrickson also noted a good interest rate on some of the CD's.

**4. ADM 2020-48 Website Report for June 2020**

Ms. Willrett noted the higher number of visitors and increased social interaction with the Police Department. The Parks and Rec summer program also began.

**5. ADM 2020-49 4<sup>th</sup> Quarter Budget Review – Fiscal Year 2020**

Mr. Fredrickson summarized the report and said overall FY 2020 ended very strong. Sales tax should be up 5% year over year, non-home rule was up and local use taxes were up about 15% year over year. A deficit was predicted for the General Fund, however, it ended with a surplus of about \$635,000. The Fund Balance is growing and the General Fund should be up. The Water and Sewer funds did well and Parks & Rec will hit their projected budgeted deficit amount. The auditors will be coming soon and final numbers will be presented in September. This item will proceed to City Council on approval by roll call: Peterson-yes, Plocher-yes, Transier-yes, Funkhouser-yes. Carried 4-0.

**6. ADM 2020-50 Fiscal Year 2020 Budget Amendment – Downtown TIF II**

This is part of the annual audit process said Mr. Fredrickson. All funds in the city are under budget, however, the TIF II was slightly over budget. He said he would like to make a correction so that the auditors do not penalize the city, so a budget amendment was presented. Chairman Funkhouser called the committee roll to approve moving this forward to City Council: Peterson-yes, Plocher-yes, Transier-yes, Funkhouser-yes. Carried 4-0.

**7. ADM 2020-51 Ordinance Amending City Code Regarding Contracts and Purchases (Phase 2)**

Ms. Parker said this was discussed and approved at City Council on May 26<sup>th</sup>. She said these changes will facilitate an open and fair procurement process. She summarized the changes made and said the changes are consistent with Oswego's ordinance and provides transparency with the public and vendors. This will move forward to City Council on a roll call vote: Peterson-yes, Plocher-yes, Transier-yes, Funkhouser-yes. Carried 4-0.

**Old Business:**

***1. ADM 2020-37 School District - IGA***

Mr. Olson said the school has notified the city that no programming will be allowed in their facilities this fall due to the pandemic. Mr. Evans will speak with the schools to determine if that is negotiable and discuss with the Park Board regarding other facility possibilities. The budget impact is severe since the basketball program generates about \$200,000. Alderman Transier asked if the schools charged a fee to use their basketball courts. Mr. Olson said he thought it was free. This will come back to committee next month for further discussion.

***2. ADM 2020-39 Governing Ordinance – Discussion of Review and Changes***

Administrator Olson commented that overall the City Council can govern as they wish. Special meetings are governed by state statute and that either the Mayor or three Aldermen can call a special meeting and determine the agenda. A former governing ordinance allowed the Mayor, but not three Aldermen, to add items to the City Council agenda. The proposal says that setting an agenda would be at the direction of the committee, any three Aldermen, or the Mayor with consent of one chairperson. Mr. Olson wanted to inform the committee that “the Mayor with consent of one chairperson” would be a restriction of state statute and similar to restrictions of 12 years ago. Chairman Funkhouser said if it creates a conflict, it should be eliminated.

Alderman Transier asked if any issue has arisen in the last 15 years where the Council and Mayor could not agree. Mr. Olson said that there had been some issues in the past and the reason for the ordinance is to make the procedure clear. It was decided it would be beneficial to have the other Alderman review this so it will be moved to City Council on the Administration agenda. Roll call: Peterson-yes, Plocher-yes, Transier-yes, Funkhouser-yes. Carried 4-0.

**Additional Business:** None

There was no further business and the meeting adjourned at 6:30pm.

Respectfully transcribed by  
Marlys Young, Minute Taker/remote attendance