

UNITED CITY OF YORKVILLE
ADMINISTRATION COMMITTEE MEETING
Wednesday, September 16, 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/in-person Alderman Dan Transier/in-person
Alderman Jason Peterson/in-person Alderman Joe Plocher/in-person

Other City Officials In Attendance:

City Administrator Bart Olson/in-person
Assistant City Administrator Erin Willrett/remote
Finance Director Rob Fredrickson/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: July 15, 2020

The minutes were approved as presented.

New Business:

1. ADM 2020-52 Budget Report for July and August 2020

Mr. Olson said the June super sales were unexpectedly high in spite of the pandemic. Use tax was up 40% year over year due to people being home and shopping on-line. He also summarized the other taxes.

2. ADM 2020-53 Treasurer's Report July and August 2020

Finance Director Fredrickson reported the following:

	<u>July</u>	<u>August</u>
Beginning Fund Balance:	\$12,704,300	\$12,704,300
YTD Revenue:	\$ 8,303,127	\$11,673,319
YTD Expenses	\$ 6,310,078	\$ 8,206,066
Project. Ending Fund Balance:	\$14,697,349	\$16,171,553

These reports will move forward to the City Council consent agenda.

3. ADM 2020-54 Website Report for July and August 2020

Ms. Willrett said August traffic is usually high due to Hometown Days, but it was canceled this year. She said social media remained strong especially for information regarding a storm that month.

4. ADM 2020-55 Fiscal Year End 2020 Budget Report (Unaudited)

Mr. Fredrickson said even though these numbers are unaudited, they should be final. He reported on the various taxes and reported a surplus of \$630,000 with an ending Fund Balance of about \$7.5 million. He also reported on the water and sewer funds which were positive and better than anticipated. There will be a more detailed report in October as part of the audit presentation. This is for information.

5. ADM 2020-56 Tax Levy Estimate

Administrator Olson said this is the first review of the 2020 tax levy. Staff is proposing to capture 'new construction' only and the amount will be reflected in a Public Hearing where a vote will be taken. That amount is projected to be \$82,059 and would result in a flat amount for residents if only 'new construction' is accepted. Overall the recommended levy is \$3,419,921, \$774,251 for the Library and \$840,225 for the referendum for Library bonds from a few years ago. Mr. Olson said there are 2 variables: the Library tax levy and the police pension amount. Committee members were OK with 'new construction' only. Alderman/Library Liaison Transier noted that the Library had not discussed the tax levy at their last meeting. This discussion moves to the City Council.

6. ADM 2020-57 Sick Leave Donation Policy Amendment

There is currently a sick leave donation policy according to Assistant Administrator Willrett and she said employees have been asking how to donate. Staff reviewed the language and felt it was overly-burdensome on the donor so policies from other municipalities were examined. Staff is proposing revised language and will provide for a blind pool available for all employees to use for catastrophic illnesses. She said the donor would not be taxed on time they donate. Alderman Peterson commented this was a very good policy for employees and the other committee members agreed. This moves to the City Council consent agenda.

Old Business: None

Additional Business: None

There was no further business and the meeting adjourned at 6:17pm.

Respectfully transcribed by
Marlys Young, Minute Taker/in-person