

UNITED CITY OF YORKVILLE  
ADMINISTRATION COMMITTEE MEETING  
Wednesday, January 20, 2021 6:00pm  
City Hall Conference Room  
800 Game Farm Road, Yorkville, IL

**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 Jason Peterson/remote  
Alderman Dan Transier/remote Alderman Joe Plocher/remote

**Other City Officials In Attendance:**

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

**Others in Attendance:** None

The meeting was called to order at 6:00pm by Chairman Chris Funkhouser and he announced those who were present in-person and remotely.

**Citizen Comments:** None

**Minutes for Correction/Approval:** November 18, 2020

The minutes were approved as presented.

**New Business:**

***1. ADM 2021-01 Budget Report for November and December 2020***

Mr. Olson said updates have been given at City Council meetings. Sales tax will increase since more purchases are now being taxed, but the January increases will not be known until the April reports are issued.

***2. ADM 2021-02 Treasurer's Report for November and December 2020***

Finance Director Fredrickson reported the following:

	<b>November</b>	<b>December</b>
Beginning Fund Balance:	\$12,703,923	\$12,703,923
YTD Revenues:	\$21,450,667	\$24,351,182
YTD Expenses	\$15,371,280	\$23,208,420
Projected Ending Fund Balance	\$18,783,310	\$13,846,685

This moves to the City Council consent agenda.

**3. ADM 2021-03 Website Report for November and December 2020**

Ms. Willrett reported the Facebook followers were fewer in December. There were fewer site visits overall since there are not as many events in December.

**4. ADM 2021-04 Disposal of Real Property – Old Bank Building and Kendall Marketplace Property**

Mr. Olson provided highlights of his memo regarding these properties. He said the city does not have a use for either property and is seeking direction to dispose of them. The 2 methods of disposal under the Municipal Code are to appoint a broker or use an RFP process to solicit a developer. Ms. Dubajic was consulted and said residential developers might be interested. Mr. Olson pointed out the attached jail project and Oswego's lumberyard project as 2 examples of revitalization. He is seeking feedback on the process and what committee members desire for the site.

Kendall Marketplace Discussion

This site is west of the Target and committee members said nearby residents would likely prefer more residential. Mr. Olson added that the city can place any restrictions on the use. Mr. Transier asked if a broker must be publicly solicited and Mr. Olson said the city can just designate the broker. Administrator Olson said the market value is about \$300,000-\$400,000 and should be sold at not less than 80% of the market value. The land was originally donated by developers. Parking area was one suggested use since there is a nearby park. Committee members concurred to sell it by broker and this will move to the City Council.

Old Bank Building Discussion

The building is being used for parks activities and the parking lot is being used for city events. Committee suggestions were to use a broker and sell or demolish it and build a parking lot or parking garage. Mr. Olson noted that the property is in a TIF district and would generate prospective buyers who would request TIF incentives. He recommended an RFP to promote interest and maintain a certain level of control. Also suggested were a 'trade plus money' and that offers should be solicited with a clause to retain parking for city events. Alderman Plocher said the conversation should be moved to the entire City Council for input. Comments from this committee will also be shared with the Council in a revised memo from Mr. Olson.

**Old Business:** None

**Additional Business:** None

There was no further business and the meeting adjourned at 6:29pm.

Respectfully transcribed by Marlys Young, Minute Taker/remote