

UNITED CITY OF YORKVILLE
ADMINISTRATION COMMITTEE MEETING
Wednesday, December 15, 2021 6:00pm
City Hall Council Chambers
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.

Note: All attendees were in person.

Committee Members In Attendance:

Vice-Chairman Chris Funkhouser
Alderman Seaver Tarulis

Alderman Dan Transier
Alderman Craig Soling

Other City Officials In Attendance:

City Administrator Bart Olson
Assistant City Administrator Erin Willrett

Finance Director Rob Fredrickson

Others in Attendance: None

The meeting was called to order at 6:00pm by Vice-Chairman Chris Funkhouser and he announced those present.

Citizen Comments: None

Minutes for Correction/Approval: November 17, 2021

The minutes were approved as presented.

New Business:

1. ADM 2021-53 Budget Report for November 2021

Mr. Olson said sales tax is doing very well. Half of the ARPA Act federal funds from last year were received and the other half is expected in the summer. The funds will be considered during budget discussions with several eligible expenses for which the funds can be used.

2. ADM 2021-54 Treasurer's Report for November 2021

Finance Director Fredrickson gave the report which will move to the consent agenda:

Beg. Fund Balance:	\$14,992,729
YTD Revenues:	\$35,483,475
YTD Expenses	\$20,417,472
Proj. Ending Fund Balance:	\$30,058,732

3. ADM 2021-55 Cash Statement for September 2021

This is informational with cash balances and investment balances being reported.

4. ADM 2021-56 Website Report for November 2021

Ms. Willrett reported the views plateaued for holiday celebrations and garbage/leaf pickup. Holiday celebrations were also popular. The numbers were up from last year when many events were canceled due to the covid pandemic. The report shows people are viewing the website as well as social media outlets.

5. ADM 2021-57 Sales Tax Performance and Budget Projections

Mr. Olson said projections are a bit behind. Since sales tax have been up 30%, staff did not want to allow the funds to accrue for a year and reflect a large surplus at that time. There is 6 months of actual data plus projected data, on which some assumptions have been made. Mr. Olson commented on some of the various sales tax received. He estimates the city will finish the year with \$4.26 million in sales tax translating to an 18% increase over last year. He proposed anything over 18% be placed into citywide capital. December sales tax are expected to be up 23%.

Non-home rule sales tax which was created via referendum in 2012, was also reviewed. It was up 13% year over year and is projected to result in \$3.28 million or a 20% increase. Any funds over that amount are also proposed to be placed in citywide capital.

No formal budget amendment is being recommended and Mr. Olson asked the Council to agree that that any surplus as discussed, will be placed into the citywide capital fund on a monthly basis. If the amounts become too large between the two sales tax funds, it may be used for necessary equipment, roads, etc. Mr. Olson referred to the summary and said in the first 6 months this fiscal year, sales tax has been up 30% year over year.

Committee members asked when the new sales tax laws go into effect. Two of those dates were July 2020 and January 2021. Alderman Transier asked that updates be provided of overages being deposited into the Fund Balance. For December, over \$93,000 has been deposited. This item will be taken to the first January Council meeting.

6. ADM 2021-58 Minute Taker Review

Ms. Willrett said 2007 was the last time the minute taker compensation was reviewed and the salary has remained static since that time. Staff is recommending repeal of the resolution that covers the salary in order to more easily adjust wages. They recommend a flat rate of \$85 per meeting and a cancellation fee. Of 16 communities surveyed, only one used a contract employee, while most do minutes in-house. Aldermen were OK with repeal of the pay structure to make it more competitive. This moves to the open agenda.

Old Business: None

Additional Business: None

There was no further business and the meeting adjourned at 6:21pm.
Respectfully transcribed by Marlys Young, Minute Taker