

**UNITED CITY OF YORKVILLE
ADMINISTRATION COMMITTEE MEETING
Wednesday, May 18, 2022 6:00pm
City Council Chambers
800 Game Farm Rd., 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 ongoing Covid-19 pandemic.

All attendees were in person.

Committee Members In Attendance:

Vice-Chairman Chris Funkhouser
Alderman Craig Soling
Alderman Seaver Tarulis

Absent: Alderman Dan Transier

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 6:02pm by Vice-Chairman Chris Funkhouser and he announced those who were present.

Citizen Comments: None

Minutes for Correction/Approval: March 16, 2022

The minutes were approved as presented.

New Business:

1. ADM 2022-22 Budget Reports for March and April 2022

Mr. Olson reported \$412,000 in sales tax appears in the March figures and \$312,000 in April. He said the budget figures are modeled monthly and in general, the models were as expected and were in line with estimates. Year over year, the sales were up 23%, partly due to rule changes and Covid. He said FY '24 estimates are positive. He further stated that income taxes exceed expectations and there should be no major issues on the expenditure side.

Alderman Soling clarified if sales tax are collected by the city on anything purchased on-line. Mr. Olson confirmed that is true and non-home rule tax is collected as well. There is also a law that requires collection of local sales tax.

2. ADM 2022-23 Treasurer's Reports for March and April 2022

Mr. Fredrickson reported the following:

	<u>March</u>	<u>April</u>
Beginning Fund Balance:	\$14,992,735	\$14,992,735
YTD Revenue:	\$51,272,228	\$55,776,852
YTD Expenses	\$37,917,909	\$41,123,935
Projected Ending Fund Balance:	\$28,347,054	\$29,645,652

These reports will move to the Council consent agenda.

3. ADM 2022-24 Cash Statements for December 2021 through March 2022

Finance Director Fredrickson said the first page is the cash report and the second page is the investments. He said the interest rates are slowly increasing and there are investments in US Treasuries to keep them safe.

4. ADM 2022-25 Website Reports for March and April 2022

Ms. Willrett reported the number of website and social media visits are on the upswing. There was a spike this month as residents searched Groot waste disposal service information. Social media reflected human interest stories and Groot information.

5. ADM 2022-26 Fiscal Year 2023 Computer Purchase

Quotes for new computers have been received from Dell and Paragon. The city began a computer replacement schedule 5 years ago and each 5 years there is a large number of replacements, however, Ms. Willrett said this is not indicative of the usual purchase. She said the request is for 49 PC's at a cost of \$74,898.95. There is also a quote from Paragon for 23 wireless mice/keyboards and some monitors. Alderman Funkhouser asked if the purchases could be staggered for a better rotation. Mr. Olson said eventually the rotation will improve through attrition or other circumstances.

Alderman Funkhouser asked about possible credit pertaining to the wireless keyboard since the proposal includes a wired keyboard with the computer. Ms. Willrett said Dell gives government agency pricing which the city received. Some of the employees made requests for the wireless keyboards. He also asked if the larger monitors had good resolution and if they were actually needed. The larger ones are used in the Clerk's office to scan and retrieve documents and in Community Development for GIS, said Ms. Willrett. This item moves to the Council consent agenda.

6. ADM 2022-27 Employee Manual Amendment – Health Insurance

Mr. Olson said the union contract requires an annual physical to secure a lower employee contribution amount. All unions have had that language for at least one contract, and it will now be extended to all other employees. This moves to the consent agenda.

Old Business: None

Additional Business:

Alderman Funkhouser brought forward the issue of budgeting funds for the connection from Rt. 47 to Bristol Bay since active development is taking place there. He would like to expedite the city obligation rather than delay until Rt. 47 is done. Mr. Olson said an IDOT meeting was held this week and they provided an updated schedule for Galena to Kennedy and the northern section including the Bristol Bay area. There is no start date yet and it will be a few years before work is begun. He said the city could expedite, but risk losing out on unit pricing and there could be coordination issues after building begins. Alderman Funkhouser inquired if there is a way to start looking forward at plans due to the volume of traffic and he said a secondary entry would be helpful. Mr. Olson will inquire about the plans. Alderman Soling added that several times traffic is shut down on Galena causing a concerning situation in emergencies.

There was no further business and the meeting adjourned at 6:21pm.

Respectfully transcribed by
Marlys Young, Minute Taker