

**UNITED CITY OF YORKVILLE  
ADMINISTRATION COMMITTEE MEETING  
Wednesday, January 18, 2023 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 unless otherwise noted.**

**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  
Alderman Ken Koch via Zoom

**Others in Attendance:**

Mr. Chris Childress, Progressive Business Solutions

The meeting was called to order at 6:00pm by Vice-Chairman Chris Funkhouser. He stated who was present and noted the Governor's Executive Order.

**Citizen Comments:** None

**Minutes for Correction/Approval:** November 16, 2022

The minutes were approved as presented.

**New Business:**

*Item #7 was moved forward on the agenda.*

***7. ADM 2023-07 Residential Electric Aggregation and Solar Proposals***

Mr. Olson said staff had selected some preliminary sites for potential solar energy panels. Design engineering and contracts will also be needed. Those sites and comments are:

Library: Upper end savings are estimated and the Library is interested in the project.

Prairie Pointe: There is a one-acre vacant lot next to the new city hall, but the city must determine if they want to lock up the site for 15-25 years. It is a lower lying lot and would need fencing, mowing and snow removal. A childcare site is nearby. Alderman Funkhouser said the lot might not be ideal for several reasons. Alderman Tarulis believes Menards may have a difficult time developing nearby lots in Prairie Meadows and he said Prairie Meadows residents do not like the idea of panels here. Alderman Soling raised concerns about possible ice chunks sliding off, however, the pitch of the arrays can be shifted to pitch backwards. Alderman Transier likes the location since it's a vacant lot. It was questioned if Bridge Park and Bristol Bay were considered. Mr. Childress said there was not enough usage at Bridge Park, but he will look at Bristol Bay.

Tremont (near Raintree): Site has paved parking lot, additional property would be needed for storage tanks, solar would help offset costs, possible 12-foot canopy above parking lot. Alderman Funkhouser said a canopy would defeat the purpose of the existing permeable parking lot and suggested the canopy could be on the expanded site.

Bristol Ridge & Kennedy Road: There is an existing city well at this site and it is a conservation property, part of which is in the flood plain. The power generated here would directly serve the well. Alderman Transier said it's an appropriate spot since the land cannot be used for anything else, however, Alderman Funkhouser said this is pristine land. Mr. Childress said peak hour use drives the cost up.

Lehman Crossing: This site is located north of Grande Reserve near the water tower. It could be expanded for Lake Michigan water, already has a couple underground storage tanks and is fenced. Adjacent property could be purchased for a ground solar array site or it could be placed on top of the tanks.

Mr. Olson said there will be more discussion and a contract must be negotiated. This item will come back in February

***1. ADM 2023-01 Budget Reports for November 2022 and December 2022***

Mr. Olson said the numbers are close to budget estimates, though some were slightly less. No shortfall in budget projections is expected. This is informational.

***2. ADM 2023-02 Treasurer's Reports for November 2022 and December 2022***

Mr. Fredrickson reported the following:

	<u>November</u>	<u>December</u>
Beginning Fund Balance:	\$27,366,832	\$27,400,675
YTD Revenue:	\$29,432,368	\$34,148,203
YTD Expenses	\$26,624,138	\$35,656,150
Projected Ending Fund Balance:	\$30,175,062	\$25,892,727

These will move forward to the Council consent agenda.

***3. ADM 2023-03 Cash Statements for September – November 2022***

Mr. Fredrickson said the cash balance and investments are contained in the report and he noted that interest rates are changing. Interest earned last year was \$25,000 and this year he expects more than \$300,000.

**4. ADM 2023-04 Review of Invoices Between \$5,000 and \$25,000**

This report is being provided each month to show staff authorizations of expenditures.

**5. ADM 2023-05 Website Reports for November 2022 and December 2022**

Assistant Administrator Erin Willrett said December and January website visits are down due to no activities. She noted the re-design process is underway and next month she will bring a 'moodboard' and layout for consideration.

**6. ADM 2023-06 Ordinance Amending the Yorkville City Code, Title 3, Chapter 7, Section 3-7-2 (Solicitors, Hawkers, and Itinerant Merchants)**

Mr. Olson said the Girl Scouts informed the city they would be doing door-to-door sales. After reviewing the code, he said even the Girl Scouts require a license as a solicitor. Mr. Olson spoke with Chief Jensen and it was determined the city would allow kids to go door-to-door so a code amendment was drafted that would remove the need for a license for non-profits or kids under 18. Alderman Transier suggested adding language regarding school-sanctioned events and allowance for selling in district #115 boundaries. Alderman Soling said for-profit groups should register. Mr. Olson will consult Attorney Orr and will bring a revised draft back to committee.

**8. ADM 2023-08 Beecher Park/School District Discussion**

The school district approached Parks & Rec with a proposal for a parking lot. The school and city, including Tim Evans, met regarding additional parking for the school. They propose to pave an area in Beecher Park now used as t-ball fields and the fields would be moved to another location there. The Park Board will review the proposal at their upcoming Board meeting which Alderman Koch will attend.

**Old Business:** None

**Additional Business:**

Alderman Funkhouser has been contacted by a library Board member regarding building maintenance issues. He asked for a discussion about funding, maintenance and the city's obligation for the building. The library has their own budget and levy and the city helps with landscaping, parking lot, plowing, etc. Mr. Olson said the city is helping to navigate the various facility issues, specifically the HVAC system. He had discussions with Library Director Augustine to determine repair needs and to discuss funding. He told the library that if a huge project is needed, the city can contribute. Facilities Manager Steve Raasch has hired firms to analyze the HVAC systems prior to any decision about a total system replacement. On another note, Alderman Soling said the Mayor has asked him to serve as library liaison.

There was no further business and the meeting was adjourned at 7:12pm.

Respectfully transcribed by  
Marlys Young, Minute Taker