

**UNITED CITY OF YORKVILLE
ADMINISTRATION COMMITTEE MEETING
Wednesday, February 15, 2017 6:00pm
City Hall Conference Room**

Committee Members In Attendance:

Chairman Jackie Milschewski Alderman Seaver Tarulis
Alderman Joel Frieders

Absent: Alderman Diane Teeling

Other City Officials In Attendance:

City Administrator Bart Olson Finance Director Rob Fredrickson

Guests:

Mike Rennels, Fox Valley TV

The meeting was called to order at 6:00pm by Chairman Jackie Milschewski.

Citizen Comments: None

Minutes for Correction/Approval: January 18, 2017

The minutes were approved as presented.

New Business:

1. ADM 2017-14 Monthly Budget Report for January 2017

Mr. Olson said the sales tax is strong, however, income tax is a little below estimate. No further action.

2. ADM 2017-15 Monthly Treasurer's Report for January 2017

Mr. Fredrickson reported the following:

\$17,243,885	Beginning Fund Balance
\$28,371,698	YTD Revenues
\$31,914,844	YTD Expenses
\$13,700,739	Projected Ending Fund Balance

This report will move forward to the Council consent agenda.

3. ADM 2017-16 Cash Statement for December 2016

Mr. Fredrickson gave an update on the IMET funds and said a meeting is to be held in March or April regarding the distribution of funds being held. It is hoped that 43-50% of the City's total loss will be recovered.

4. ADM 2017-17 Bills for Payment

No comments.

5. ADM 2017-18 Monthly Website Report for January 2017

No discussion.

6. ADM 2017-19 Water, Sewer and Road Infrastructure Fee Renewal

Mr. Olson stated the recommended amounts are the same as last year and are tied to the 2018 budget. A small amount of extra water revenue is expected and several unfunded projects are in need of that revenue. No rate increase is expected for 2018, but it will be reviewed for 2019.

7. ADM 2017-20 Travel Expense Authorization – Elected Officials, MetroWest Drivedown

Administrator Olson said there is a new policy included in this packet. He will approve an estimate of expenses at the beginning of the year based on attendance of past events and authorize other events as they occur. This moves to the Council consent agenda.

8. ADM 2017-21 Aurora Area Convention and Visitors Bureau (AACVB) Marketing Plan

Mr. Olson said the AACVB provided a list of publications in which tourism ads would be beneficial. One of them is the “GO” guide which is an AACVB publication. He said the AACVB Marketing Manager seemed optimistic regarding better advertising deals. Alderman Frieders and Tarulis said they were happy to see some attention now being focused on Yorkville. Some ad ideas were included and the committee provided input. This matter will move forward to the next City Council meeting and AACVB will be asked to give a 5-minute presentation.

9. ADM 2017-22 Comcast Cable Franchise Agreement

Mr. Olson said it is renewal time for a 10-year agreement to allow Comcast to continue to operate in the City. He said it is basically the same with the addition of a future PEG fee with a choice of paying it out of pocket or levying a customer fee. A Public Hearing meeting must be held to allow for public comments. The agreement will start March 1. Alderman Frieders said the community is lucky to have the consortium and the public access facility. Mr. Olson commented that he would like to see a partnership with AACVB and the consortium to produce digital ads and videos and promote Yorkville as a tourism location. The committee was in favor of this. This agreement moves to the March 14 Council agenda for action and a Public Hearing will be held on March 28.

Old Business: None

Additional Business: None

There was no further business and the meeting adjourned at 6:19pm.

Respectfully transcribed by
Marlys Young, Minute Taker