

APPROVED W/ CORRECTIONS
4/19/17

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

Committee Members In Attendance:

Chairman Jackie Milschewski Alderman Seaver Tarulis
Alderman Diane Teeling

Absent: Alderman *Joel Frieders*

Other City Officials In Attendance:

Interim Assistant City Administrator Erin Willrett
Finance Director Rob Fredrickson

Guests:

Nina Stanley, Alliant/Mesirow Insurance Services

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

Citizen Comments: None

Minutes for Correction/Approval: February 15, 2017

The minutes were approved as presented.

New Business:

1. ADM 2017-23 Monthly Budget Report for February 2017

Mr. Fredrickson reported the sales tax and home rule sales tax increased 6% year over year exceeding the combined budget amounts by \$250,000. Income tax declined slightly. Water sales is about \$160,000 over budget and a general fund surplus of \$200,000 is predicted.

2. ADM 2017-24 Monthly Treasurer's Report for February 2017

Mr. Fredrickson reported the following:

\$17,243,885	Beginning Fund Balance
\$30,635,067	YTD Revenues
\$34,265,260	YTD Expenses
\$13,613,692	Projected Ending Fund Balance

No further discussion.

3. ADM 2017-25 Cash Statement for January 2017

Informational.

4. ADM 2017-26 Bills for Payment

No discussion or comments.

5. ADM 2017-27 Monthly Website Report for February 2017

No discussion.

6. ADM 2017-28 EEI Hourly Rates for FY 18

There is a new contract and increase. No further discussion and this moves to the consent agenda.

7. ADM 2017-29 Refuse Rates

Mr. Fredrickson said this will codify the rates approved with the Advanced Disposal contract approved at City Council on January 24. The rates decrease by 14% in 2018 and from 2019-2022 will increase 2.5% yearly. This moves to the consent agenda.

8. ADM 2017-30 Reciprocal Agreement on Exchange of Information between the City and the Illinois Department of Revenue

This is the third amendment to this agreement, said Mr. Fredrickson. It requires that sales tax information reported for each business be kept confidential by staff members and requires them to acknowledge the confidentiality. This moves to the consent agenda.

9. ADM 2017-31 FY 18 Insurance Renewals

Nina Stanley of Alliant/Mesirow Insurance Services was present to explain the insurance rates for the next FY. Ms. Willrett said the City had budgeted an 8% increase for health insurance while Blue Cross Blue Shield increased by 13%. Alliant was able to negotiate down to a 4.6% increase.

The City budgeted 8% for dental. A new dental provider, Sunlife, asked for a 4.4% increase less than the current City rates for a better plan and was recommended.

The vision plan and life insurance will be provided by Dearborn National.

Ms. Willrett said staff recommends the above-mentioned companies as the providers for the next FY. Alderman Teeling asked how the companies are rated. Ms. Stanley explained the underwriting may be different or rates might be according to industry standards/location/current rates. This moves to the consent agenda.

10. ADM 2017-32 Building Conditions Survey – RFQ Results

Ms. Willrett said the RFQ results are included in the packet. Originally, the City went out for proposals, however, most responses were from engineering or architectural firms and State statute then requires qualifications. The proposals were returned without being opened. With a qualifications process, the costs are not submitted at that time and it's negotiated with the chosen company. There were 18 qualifications received and staff reviewed and ranked them. EMG ranked the highest and the City began talks for the cost of services. The firm will do an analysis of City buildings and make various recommendations for improvements, but will not do the repairs. The information will be input in a program available to the City to help determine the status of the buildings.

City staff recommends EMG for scope of services at \$102,890. Alderman Tarulis recommended a presentation by EMG to the City Council. He received results from Joliet Junior College from a similar project and is meeting with company officials next week. This will move to the regular agenda for a presentation and questions/answers.

11. ADM 2017-33 Information Technology Services – RFP Results

Assistant Administrator Willrett said the City is seeking approval of the following contracts:

1. Contract with IT vendor Interdev
2. IGA with Oswego for shared IT services
3. IGA with other northern suburbs for membership in the IT consortium

The City looked at joining the consortium in 2016 and it has now approved membership for both Yorkville and Oswego. Interdev is also in the consortium. With the shared IT services, the City will get 8 hours per week at \$32,000 annually and the rates are lower due to the joint agreement. Oswego will have their services for 32 hours per week. Ms. Willrett recommended approval of all three agreements. The committee concurred and this moves to the consent agenda.

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