

**CITY OF BYRON
MINUTES OF THE ADMINISTRATIVE COMMITTEE
WEDNESDAY, DECEMBER 7, 2022, 5:15 PM
BYRON CITY HALL**

Alderman Hanlin called the meeting to order at 5:15 pm.

1. ROLL CALL –

MEMBERS PRESENT: Alderman Christy Hanlin, Alderman Todd Isaacs, Alderman Jessica Nehring

MEMBERS ABSENT: None

OTHERS PRESENT: Clerk Caryn Huber, Attorney Aaron Szeto

- 2. APPROVAL OF AGENDA – DECEMBER 7, 2022 –** Alderman Isaacs motioned to approve, as presented, the December 7, 2022, Administrative Committee meeting agenda. Motion seconded by Alderman Nehring. Roll call vote: Isaacs, AYE; Nehring, AYE; Hanlin, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.
- 3. PUBLIC COMMENT –** None
- 4. APPROVAL OF MINUTES – November 2, 2022 –** Alderman Nehring motioned to approve, as presented, the November 2, 2022, Administrative Committee meeting minutes. Motion seconded by Alderman Isaacs. Roll call vote: Nehring, AYE; Hanlin, AYE; Isaacs, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.
- 5. BI-ANNUAL BOND ISSUE –** Clerk Huber stated that a Public Hearing will be held tonight at 6:25pm. Alderman Isaacs asked if we are doing a two-year bond. Alderman Hanlin questioned whether we should reconsider the length of time in case the new City Administrator has a different idea regarding the bonds. Attorney Szeto suggested keeping it at two years (rather than every year) since the fees involved are substantial.
- 6. TAX LEVY –** Alderman Isaacs stated that the City's EAV has gone up to \$79,500,000 which means our tax rate can drop but our tax dollars will increase. He explained there are several categories with a fixed tax rate. The total levy we are requesting is \$658,600. **Alderman Isaacs motioned to approve the tax levy as presented for \$658,600. Motion seconded by Alderman Hanlin. Roll call vote: Hanlin, AYE; Isaacs, AYE; Nehring, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.**
- 7. UTV ORDINANCE –** Alderman Hanlin addressed the idea of issuing a day pass for visitors. Because we do not have staff at City Hall on the weekends and evenings, she feels it would be difficult to issue and monitor. Attorney Szeto asked if there has been more than one request for the day pass. He suggested waiting to see if there was a bigger group interested in the pass at some point.

Attorney Szeto discussed the possibility of adding more staff at City Hall. Employees have "worn many hats". With several retirements coming up, he asked the committee to consider the possibility of adding more staff. Additional revenue streams should be explored, including raising the tax levy annually to keep up with inflation.

8. **ADJOURN – Alderman Isaacs motioned to adjourn the Administrative Committee meeting. Seconded by Alderman Nehring. Roll call vote: Isaacs, AYE; Nehring, AYE; Hanlin, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.**
Alderman Hanlin adjourned the meeting at 5:37pm.

Respectfully submitted,

Caryn A. Huber, City Clerk of Byron, Illinois