

**CITY OF BYRON
MINUTES OF THE ADMINISTRATIVE COMMITTEE
REGULAR MEETING
WEDNESDAY, NOVEMBER 15, 2023, 5:15 PM
BYRON CITY HALL**

Alderman Isaacs called the meeting to order at 5:16 pm.

1. ROLL CALL –

MEMBERS PRESENT: Alderman Todd Isaacs, Alderman Mittzi Fulrath, Alderman Ron Boyer

MEMBERS ABSENT: None

OTHERS PRESENT: Mayor John Rickard, Clerk Caryn Huber, Administrator Brian Brooks, Attorney Aaron Szeto, Police Chief Todd Murray, Sheila McCammond (Byron Chamber of Commerce)

- 2. APPROVAL OF AGENDA – November 15, 2023 –**Alderman Isaacs motioned to approve, as presented, the November 15, 2023, Administrative Committee meeting agenda. Motion seconded by Alderman Boyer. Roll call vote: Fulrath, AYE; Boyer, AYE; Isaacs, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.
- 3. PUBLIC COMMENT –** None
- 4. APPROVAL OF MINUTES – October 18, 2023 –**Alderman Boyer motioned to approve, as presented, the October 18, 2023, Administrative Committee meeting minutes. Motion seconded by Alderman Fulrath. Roll call vote: Boyer, AYE; Isaacs, AYE; Fulrath, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.
- 5. MIRACLE ON 2ND ST. APPROVAL –** Sheila McCammond presented the Byron Chamber's Miracle on 2nd St. schedule and layout for committee approval. She also asked if a tree could be placed on City property for the tree lighting. **Alderman Isaacs motioned to recommend council approval to allow Miracle on 2nd St. as presented, and to authorize the Mayor to make any last minute changes if necessary.** Motion seconded by Alderman Fulrath. Roll call vote: Isaacs, AYE; Fulrath, AYE; Boyer, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.
- 6. DETERMINATION OF FUNDS NEEDED FOR 2023 TAX LEVY –** Administrator Brooks stated that at least 20 days before adopting the tax levy ordinance, council must approve an estimate of funds needed. The EAV is \$85,000,000, which is a \$6,000,000 increase over last year. The EAV does not include the TIF District. After discussion, Administrator Brooks estimated a need of \$690,000, which is 104.7% of taxes extended last year. With the increase of the EAV, the tax rate will go down. **Alderman Isaacs motioned to recommend council approval to estimate the determination of funds needed for the 2023 levy at \$690,000.** Motion seconded by Alderman Boyer. Roll call vote: Fulrath, AYE; Boyer, AYE; Isaacs, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.
- 7. TAX LEVY ORDINANCE –** Administrator Brooks will adjust the tax levy ordinance to reflect the \$690,000 needed. **Alderman Isaacs motioned to recommend council approval of**

the tax levy ordinance with the adjustment of funds needed as \$690,000. Motion seconded by Alderman Fulrath. Roll call vote: Boyer, AYE; Isaacs, AYE; Fulrath, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.

8. **ORDINANCE ABATING TAX LEVY ON G.O. BONDS SERIES 2014A** – Administrator Brooks stated that this ordinance and the next one on the agenda are regarding bonds that we do not levy for. **Alderman Isaacs motioned to recommend council approval of the Ordinance Abating Tax Levy on G.O. Bonds Series 2014A and 2014B. Motion seconded by Alderman Boyer. Roll call vote: Isaacs, AYE; Fulrath, AYE; Boyer, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.**
9. **ORDINANCE ABATING TAX LEVY ON G.O. BONDS SERIES 2014B** – See item #8
10. **RENEWAL OF LIABILITY AND WORKER’S COMP INSURANCE WITH ICRMT** – Administrator Brooks reported that our policies with ICRMT renew on December 1. Our application has been approved and the quote is \$495 higher than what we had budgeted. Administrator Brooks has asked CoyleKiley to receive quotes from other carriers next year to ensure that we are staying competitive. He added that we should also look into increasing our cyber coverage. **Alderman Fulrath motioned to recommend council approval of renewing the City’s liability and worker’s comp insurance with ICRMT. Motion seconded by Alderman Boyer. Roll call vote: Fulrath, AYE; Boyer, AYE; Isaacs, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.**
11. **221 N. WALNUT ST. SIDEWALK REPLACEMENT TIF AGREEMENT** – Administrator Brooks stated that Fehr Graham is moving forward with the design and Mr. Miller is moving forward with getting quotes. Ideally, the same contractor will be hired to do both the sidewalk and the building. The demo may still be done this year and the concrete work will be done in spring.
12. **ORDINANCE UPDATING BUILDING CODES** – Administrator Brooks continues to work with Building Inspector Casper Manheim on the ordinance to update the building codes to 2021. Sprinklers will be required on 4-family homes, but not on single or 2-family homes. The ordinance adopts the State of Illinois plumbing code and the National Electric Code. The International Energy Conservation Code will be added. They are also reviewing fines.
13. **CITY ADMINISTRATOR UPDATES** – No updates.
14. **ADJOURN** – Alderman Isaacs motioned to adjourn the Administrative Committee meeting. Seconded by Alderman Fulrath. Roll call vote: Boyer, AYE; Isaacs, AYE; Fulrath, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.

Alderman Isaacs adjourned the meeting at 5:53 pm.

Respectfully submitted,

Caryn A. Huber, City Clerk of Byron, Illinois