

**CITY OF BYRON
MINUTES OF THE ADMINISTRATIVE COMMITTEE
WEDNESDAY, MARCH 3, 2021, 5:15 PM
BYRON CITY HALL**

Alderman Hanlin called the meeting to order at 5:19 pm.

1. ROLL CALL –

MEMBERS PRESENT: Chairman Alderman Christy Hanlin (participating by phone), Alderman Todd Isaacs, Alderman Jessica Nehring

MEMBERS ABSENT: Alderman Dan Reilly

OTHERS PRESENT: Clerk Caryn Huber, Attorney Aaron Szeto, Economic Development Director Larry Hewitt

2. APPROVAL OF AGENDA – MARCH 3, 2021 - Alderman Isaacs motioned to approve, as presented, the March 3, 2021, Administrative Committee meeting agenda.

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 – FEBRUARY 3, 2021 – Alderman Isaacs motioned to approve, as presented, the February 3, 2021, Administrative Committee meeting minutes. Seconded by Alderman Hanlin. Roll call vote: Nehring, AYE; Hanlin, AYE; Isaacs, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.

5. SBA LEASE BUYOUT PROPOSAL – SBA has proposed a buyout offer for \$300,000, which is approximately a 15 year buyout, for a small piece of land they currently lease from the city for \$1,529/month. The contract allows them to lease the space for 50 years. Alderman Hanlin asked if this action would encumber councils after this group. Attorney Szeto said that typically municipalities enter into contracts for one year, however, leases are treated differently and can go longer. Alderman Isaacs added that, over time, the buyout would be the equivalent of less than half of the monthly rate we currently receive. After discussion, Alderman Hanlin motioned to not move forward with the buyout proposal. Motion seconded by Alderman Nehring. Roll call vote: Hanlin, AYE; Isaacs, AYE; Nehring, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.

6. BYRON MUNICIPAL CODE AMENDMENTS TO CHAPTER 2 – Clerk Huber reported that an ordinance with proposed changes to Byron Municipal Code Chapter 2 is included in Dropbox. The TAS Committee was not able to discuss the changes earlier today, but they will meet to review in the next several weeks. In the meantime, Clerk Huber asked the committee to review the document and contact her, Attorney Szeto, or Mayor Rickard with questions or comments. Attorney Szeto listed some of the changes being considered: taking out references to a City Manager and Comptroller; reviewing residency requirement for employees; and clarifying duties between Clerk, Treasurer and Clerical Supervisor, etc. to reflect existing staffing and duties.

7. **ADJOURN – Alderman Hanlin motioned to adjourn the meeting. Seconded by Alderman Isaacs. Roll call vote: Isaacs, AYE; Nehring, AYE; Hanlin, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.**

Alderman Hanlin adjourned the meeting at 5:33 pm.

Respectfully submitted,

Caryn A. Huber, City Clerk of Byron, Illinois