

**CITY OF BYRON
MINUTES OF THE ADMINISTRATIVE COMMITTEE
REGULAR MEETING
WEDNESDAY, MARCH 20, 2024, 5:15 PM
BYRON CITY HALL**

Alderman Isaacs called the meeting to order at 5:15 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 Eric Miller

- 2. APPROVAL OF AGENDA – March 20, 2024 –**Alderman Isaacs motioned to approve, as presented, the March 20, 2024, Administrative Committee meeting agenda. Motion seconded by Alderman Fulrath. 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 – January 17, 2024 –**Alderman Boyer motioned to approve, as presented, the January 17, 2024 Administrative Committee minutes. Motion seconded by Alderman Fulrath. Roll call vote: Boyer, AYE; Isaacs, AYE; Fulrath, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.
- 5. APPROVAL OF MINUTES – February 21, 2024 –** Alderman Isaacs motioned to approve, as presented, the February 21, 2024 Administrative Committee minutes. Motion seconded by Alderman Fulrath. Roll call vote: Isaacs, AYE; Fulrath, AYE, Boyer, ABS. Motion passed: AYE, 2; NAY, 0; ABS, 1.
- 6. APPROVAL OF MINUTES – March 13, 2024 – Special Budget Meeting -** Alderman Isaacs motioned to approve, as presented, the March 13, 2024 Administrative Committee Special Meeting minutes. Motion seconded by Alderman Boyer. Roll call vote: Fulrath, AYE, Boyer, AYE; Isaacs, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.
- 7. 2024 MURAL –** The next mural will be painted on the front of the City Hall building. The committee viewed two versions of the mural proposed by the artist Brett Whitacre. The price of the mural was discussed. Because of the size, this mural will be more than the previous two murals, and Administrator Brooks has accounted for this in the budget. Clerk Huber stated that we have been able to fund about half of the cost of the previous two murals through sponsorships. We will attempt to have the cost of the primer and the priming donated. We will need to rent a lift. Mr. Whitacre has also agreed to touch up the City logo on the building. **Alderman Isaacs motioned to pass both designs to Council, with a recommendation for council approval to proceed with one of the designs. Motion seconded by Alderman Fulrath. Roll call vote: Boyer, AYE; Isaacs, AYE; Fulrath, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.**

- 8. REVIEW OF RAFFLE ORDINANCE** – Administrator Brooks included raffle ordinances from several communities in Dropbox. McHenry has a \$3,000,000 limit and a time limit of 365 days. A bond will be required from the non-profit organization that is running the raffle. However, the bond requirement can be waived with a vote from the organization. Currently, we do not charge a fee for a raffle permit, and Administrator Brooks suggested the committee also consider the addition of a fee, possibly on a sliding scale. Administrator Brooks would like direction from the committee to begin a draft of a revised ordinance. He also suggested doing a background check on the raffle manager. Alderman Isaacs agreed with the idea of a bond in the amount of the projected payout, or a waiver from the organization. He suggested a cap of \$1,000,000 with a 365-day time limit. It will be on the council agenda for first read at the next meeting, and the committee will discuss further next month.
- 9. 2024-2025 BUDGET ORDINANCE** – Changes have been made to the budget ordinance based on the discussion at last week's budget meeting. Attorney Miller reminded the committee that the budget must be made available for public inspection for 10 days prior to passage, and a public hearing needs to be held.

Executive Session was moved to the end of the agenda as time allows.

- 11. BUDGET ADJUSTMENTS ORDINANCE** – Administrator Brooks stated that a rough draft of the Budget Adjustments Ordinance is in Dropbox. He expects more changes to be made prior to passage.
- 12. 221 N. WALNUT ST. SIDEWALK REPLACEMENT TIF AGREEMENT** – No updates.
- 13. CITY ADMINISTRATOR UPDATES** – No updates.

(10.) EXECUTIVE SESSION – Executive Session pursuant to 5 ILCS 120/2 (c)(1) of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees – Alderman Isaacs motioned to go into Executive Session at 5:53 pm. Motion seconded by Alderman Boyer. Roll call vote: Isaacs, AYE; Fulrath, AYE; Boyer, AYE. AYE, 3; NAY, 0; ABS, 0.

The Committee reconvened in Open Session at 6:00 pm. There was no action taken in Executive Session. Roll Call: Alderman Isaacs, Alderman Fulrath, Alderman Boyer.

14. ADJOURN – Alderman Boyer motioned to adjourn the Administrative Committee meeting. Seconded by Alderman Fulrath. Roll call vote: Fulrath, AYE; Boyer, AYE; Isaacs, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.

Alderman Isaacs adjourned the meeting at 6:00 pm.

Respectfully submitted,

Caryn A. Huber, City Clerk of Byron, Illinois