



Village of Itasca
Finance and Operations Meeting Minutes
Tuesday, May 12, 2020
7:00 p.m.
Via Zoom Video Communication

1. Call to Order

The Finance and Operations Committee Meeting was called to order at 7:03 p.m. by Mayor Pruyn.

Roll Call

PRESENT: Mayor Jeff Pruyn, Trustee Dino Gavanese, Trustee Ellen Leahy, Trustee Jeff Aiani, Trustee Kathy Linsner (Co-Chair), Trustee Mike Latoria.

ABSENT: Trustee Frank Madaras (Chair).

Others Present: Director of Police Bob O'Connor, Deputy Chief John Matuga, Deputy Chief Barry Kauther, Administrative Services Manager Jessica Spencer, Community Development Director Shannon Malik Jarmusz, Information Technology Manager Dan Corcoran, Village Engineering Consultant Mark Wesolowski, Public Works Director Ross Hitchcock, Utilities Superintendent Mike Subers, Deputy Clerk Deanne Curelo, Village Administrator Carie Anne Ergo, Village Clerk Jody Conidi.

2. Pledge of Allegiance

Mayor Pruyn led the Pledge of Allegiance.

3. Audience Participation

No Audience Participation.

4. Meeting Minutes

a. Finance and Operations Committee Meeting Minutes – April 30, 2019

Trustee Gavanese moved to approve the Finance and Operations Committee Meeting Minutes for April 30, 2019. Trustee Linsner seconded. Motion carried by unanimous voice vote.

Mayor Pruyn reported surrounding counties, including DuPage County, want to separate from the Northeast region, primarily Cook County and Chicago, to have better COVID-19 benchmarks and better results for the Restore Illinois plan. Trustee Linsner reported DuPage County has low COVID-19 testing and increased testing would lower the percentage of COVID-19 cases, and there was an increase of COVID-19 cases after Easter that hasn't declined.

5. Budget Workshop Review

Administrative Services Manager Spencer reported equalized assessed value with 2019 data were slightly higher than last year, property tax extended levies were restricted to a 5% cap, and the police pension levy will use the bulk of homeowner levies. The general fund budget has a 35% sales tax decrease and the Henricksen sales tax rebate. The general fund revenues have a state shared income tax decrease of 15% and a food and beverage taxes decrease of 30%. The Village Board recommended food and beverage taxes be decreased by 50% or 75%.

Trustee Madaras joined the virtual meeting at 7:23 p.m.

Village Administrator Ergo reported global expenditure highlights as a 2.5% average personnel wage increase, personnel benefits increase with additional vision insurance, increased janitorial and cleaning supply costs, and a 1.5% increase in workers' compensation insurance.

Village Administrator Ergo reported 2021 corporate fund expenditure highlights. Administration eliminated a full-time human resource manager, utility billing clerk, and accounting clerk, outsourced the finance director, added a full-time administrative services manager and fiscal assistant, added a part-time human resources manager consultant, retained outsourced accounting and financial services, and funded the Suburban O'Hare Commission (SOC) and Itasca Senior Club for a 2.9% Administrative budget increase. Public Works eliminated a full-time general services operator, combined administrative and public works engineering, and increased landscaping services for a .5% budget increase. Community Development eliminated full-time building inspection and plumbing inspectors, increased contracted building and inspection services, and reduced planning services for a 2.2% budget increase. Police included 100% of the annual pension contribution per actuary, eliminated one sergeant, and increased Addison Dispatch Center services for a 3.1% budget increase. Information Technology increased support agreements for exiting hardware and software maintenance and technology upgrades to enable remote access for a 13% budget increase.

Village Administrator Ergo provided capital projects fund highlights. Roadway expenses are Bloomingdale Road reconstruction engineering, Arlington Heights Road reconstruction construction, Park Boulevard/Pierce Place/Devon Avenue intersection improvements engineering, annual street resurfacing, and roadway re-urbanization. Pedestrian and bikeway expenses are annual sidewalk maintenance program, Pierce Place sidewalk extension engineering, and bike/pedestrian paths for Elgin O'Hare Western Access Corridor engineering. Storm water expenses are Elm Street storm sewer project and home flooding research and response. Fleet replacement was postponed. Buildings and grounds expenses are Public Works roof replacement, Metra Station improvements, Center Street property improvements, land acquisition and development, and monument signage. Technology and equipment expenses are enterprise resource platform specs and computer system updates.

Village Administrator Ergo reported motor fuel tax fund highlights are a carryover of funds for safe routes to schools and Bloomingdale Road construction; and hotel tax fund highlights are a rollover of all fiscal year 2020 expenses for funds to be reprogrammed for hotel needs and planning smaller, social distancing events.

The next Finance and Operations Meeting is Tuesday, May 26, 2020 at 7:00 p.m.

Trustee Leahy will contact ComEd to investigate the cost of burying overhead utility lines.

6. Old Business
No Old Business.

7. New Business
No New Business.

8. Closed Session

No Closed Session.

9. Adjournment

Trustee Leahy moved to adjourn the Finance and Operations Committee Meeting at 8:45 p.m. Trustee Gavanes seconded. Motion carried by unanimous voice vote.

Submitted this 12th day of May 2020:



Jody A. Conidi, Village Clerk