

MINUTES
VILLAGE OF ELBURN COMMITTEE OF THE WHOLE (COW)
MAY 4, 2020

Board Members Present: President Jeff Walter, Trustees: Ken Anderson, Sue Filek, Bill Grabarek, Patricia Schuberg, Matt Wilson

Board Members Absent: Chris Mondri

Staff Members Present: Village Administrator John Nevenhoven; Finance Director Doug Elder, Village Attorney Bill Thomas, Police Chief Nick Sikora; Building Commissioner Tom Brennan; Public Works Supt Phil VanBogaert; Village Engineer Julie Morrison

Others Present: Elburn Herald Reporter Susan O'Neill; Bruce Aderman; Chris Hanson from A.B.A.T.E.

1. Call to Order – Mayor Walter called the meeting to order at 7:50 PM.
2. Roll Call – A roll call ensued.
3. Public Comment – None
4. Discussion:
 - a. Proposed Budget Deferrals – Finance Director Elder reviewed the COVID-19 Financial Response Plan memo included in the Board packet. We are looking at significant reductions in revenue for our Village. IML put out a reduced schedule from the State but it is not certain. The Board previously reviewed two scenarios: 1) a quick hit/recovery with a 22% revenue reduction (approximately \$974K range); and 2) possibly \$1.9M revenue reduction for scenario B with a long, slow recovery. Department heads have identified possible reductions (included in Board packet) in their budgets to get us through this challenge. The total possible reductions come to \$1,138,547 which meets scenario A but not Scenario B.

Discussion ensued as to where the 22% came from and how we get to 22% fund by fund. Elder will re-send a spreadsheet reviewed at the last meeting to the Board with an explanation. Further discussion ensued as to if/when we should dip into Village reserves because some of the items/projects identified in Public Works will be hard to cut. Mayor Walter wants to make sound decisions based on Elburn, not based on data that includes Chicago, etc. Elder suggested a "wait and see" approach before making final budget adjustments—another month or two will tell more as to how to proceed. Elder suggested cutting expenses first and dipping into reserves later. Most economists are saying the recession has already started and Elder agrees. Trustee Anderson suggested holding expenses for now and stated other governmental entities are not jumping into reserves right away. Trustee Wilson agreed.

Village Admin Nevenhoven said what happens over the next 2-4 months will be very telling and it will take a few months for revenue to rebound. The Village is pushing out as much information as possible to businesses. Nevenhoven discussed initiatives to get one voice for municipalities. We need to get Elburn open again.

There was consensus to hold off on all capital projects (no new projects, no new purchases, no new hires) until further notice. Everything is frozen except for operational day-to-day projects. Public Works Supt VanBogaert clarified water and sewer projects will go forward because they are enterprise funds but there will be no new street projects for the time being. Chief Sikora

confirmed he will move forward with the new squad car purchase but everything else will be on a holding pattern in the Police Department.

Mayor Walter said the decision about Elburn Days will be made the end of May.

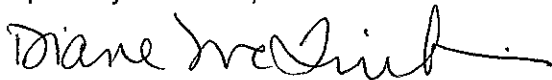
Going forward, this topic will be on each agenda.

- b. Strategic Plan Update – Nevenhoven highlighted and stated the Strategic Plan is now two years old and a lot of progress has been made. All departments and employees are doing a great job. Would like to revise/update the strategic plan next year following the election.

5. Other Business

- The Village was contacted by the Mayor of Sugar Grove who expects the Crown property will be de-annexed at their meeting tomorrow night.
 - Village Engineer Julie Morrison reported she is working on Elburn Station punch lists for Phases 1 and 2.
 - Morrison and Engineer John Whitehouse will review the Liberty Park plans and provide comments on stormwater.
 - Mayor Walter reported a two-hour meeting was held last week with Shodeen. He commended Morrison for representing the Village of Elburn to ensure Shodeen understands where the Village stands to make sure things get done right.
 - Trustee Grabarek suggested looking into the WRT admin code to see if funds placed on deposit can be refunded.
 - The May 18 meeting will be via Zoom or in person.
6. Adjourn – Trustee Grabarek moved to adjourn the meeting at 9:14 p.m. The motion was seconded by Trustee Filek and passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin
Village Clerk