



Village of Itasca  
Finance and Operations Meeting Minutes  
Tuesday, June 9, 2020  
7:00 p.m.  
Itasca Municipal Complex, Board of Trustees Room

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**1. Call to Order**

Mayor Pruyn called to order the Finance and Operations Committee Meeting at 7:02 p.m.

**Roll Call**

PRESENT: Mayor Jeff Pruyn, Trustee Dino Gavanis, Trustee Jeff Aiani.

VIA ZOOM: Trustee Ellen Leahy.

ABSENT: Trustee Frank Madaras (Chair), Trustee Kathy Linsner (Co-Chair),  
Trustee Mike Latoria.

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, Village Administrator Carie Anne Ergo, Deputy Clerk Deanne Curelo, Village Clerk Jody Conidi.

**2. Pledge of Allegiance**

Mayor Pruyn led the Pledge of Allegiance.

**3. Audience Participation**

No Audience Participation.

Trustee Latoria arrived at 7:03 p.m.

Trustee Madaras joined the meeting via Zoom Video Communication at 7:03 p.m.

**4. Meeting Minutes – May 26, 2020**

Trustee Gavanis moved to approve the Finance and Operations Committee Meeting Minutes for May 26, 2020. Trustee Leahy seconded. Motion carried by unanimous voice vote.

**5. Budget Workshop Review Discussion**

Administrative Services Manager Spencer reported the hotel tax fund accounted for 9.83% of the revenue for the fiscal year 2019 budget and 9.17% for the fiscal year 2020 budget, all hotel tax for 2019 has been collected, the fourth quarter of fiscal year 2020 has not been counted yet, and overnight stays for January, February, and March 2020 were higher than normal.

Trustee Linsner arrived at 7:12 p.m.

Administrative Services Manager Spencer reported the Itasca Holiday Inn was sold in April 2020 and the new owners are filing for tax exception status, and the hotel tax fund is projected to decrease 69% from last year.

Administrative Services Manager Spencer reported debt included a \$24 million 2019 Building America bond, \$6.9 million 2010 GO bond, \$6.96 million General Obligation bond, SAA bonds for Spring Lake Executive Campus and Hamilton Lakes Business Park, and two IEPA loans, and a GO Refunding bond was paid off in December 2019.

Village Administrator Ergo recapped budget items reviewed over the three budget meetings.

Trustee Linsner asked Director of Police O'Connor if a previous request for a consultant to study current police staffing and adopting 12-hour shifts. Director O'Connor confirmed proposals for a consultant were received when COVID-19 halted further discussions.

Mayor Pruyn thanked staff for working on a difficult budget, voiced concern about next year's budget, and inquired how soon the timing for revenues coming back would be known. Village Administrator Ergo replied a quarterly report and full evaluation mid-year will be used to compare revenues received compared to anticipated to know if major shifts will be required for fiscal year 2022.

Administrative Services Manager Spencer reported a higher number of Village residents are carrying a water bill balance and residents are not accumulating penalties. Village Administrator Ergo reported hotels are the largest deficient water users and the Westin Chicago Northwest, Hyatt Place Chicago Itasca, and Eaglewood Resort and Spa have plans to reopen the end of June or July 2020 with projections of less than 50% occupancy.

Village Administrator Ergo thanked Administrative Services Manager Spencer for preparing the budget and department heads for making budget cuts, stated the Village is in a good financial position to weather the storm and not impact residents and businesses which took years of planning by the Mayor and Village Board, and the Appropriation Ordinance will be introduced for discussion at the Committee of the Whole on Tuesday, July 7, 2020.

**6. Old Business**

No Old Business.

**7. New Business**

No New Business.

**8. Closed Session**

No Closed Session.

**9. Adjournment**

Trustee Gavanis moved to adjourn the Finance and Operations Committee Meeting at 7:45 p.m. Trustee Linsner seconded. Motion carried by unanimous voice vote.

Submitted this 9th day of June 2020:

  
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Jody A. Conidi, Village Clerk