

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE VILLAGE BOARD OF THE
VILLAGE OF BUFFALO GROVE HELD IN THE JEFFREY S. BRAIMAN COUNCIL CHAMBERS,
50 RAUPP BOULEVARD, BUFFALO GROVE, ILLINOIS, AND VIA AUDIO/VIDEO CONFERENCING
MONDAY, AUGUST 31, 2020**

CALL TO ORDER

President Sussman called the meeting to order at 7:38 P.M. This meeting is being conducted in person as well as via audio and video conferencing.

ROLL CALL

Roll call indicated the following present at Village Hall: Trustees Ottenheimer, Johnson, Smith and Pike. President Sussman and Trustees Stein and Weidenfeld were present via audio/video conferencing.

Also present were: Dane Bragg, Village Manager; Patrick Brankin, Village Attorney; Jenny Maltas, Deputy Village Manager; Chris Stilling, Deputy Village Manager; Art Malinowski, Director of Human Resources; Chris Black, Finance Director; Evan Michel, Management Analyst; Darren Monico, Village Engineer; Mike Reynolds, Director of Public Works; Geoff Tollefson, Director of Golf Operations; Julie Kamka, Deputy Clerk; and Police Chief Casstevens.

The Committee of the Whole Meeting consisted of staff reports and Board discussion on the following topics.

DEPUTY CLERK

Mr. Bragg recognized Deputy Clerk Julie Kamka as she leaves to become the City Clerk in Evans, Colorado, noting that the Village of Buffalo Grove thanks her for her 21 years of service and wishes her well in her new venture.

2019 AUDIT

Matt Beran, Lauterbach and Amen, noted that he appreciated the efforts of Mr. Black and Ms. Mosqueda in preparing the annual audit. Mr. Beran then reviewed the Audit Report and the Management Letter

PRELIMINARY 2021 PROPERTY TAX LEVY

Mr. Black reviewed staff's recommendation for the FY 2020 Property Tax Levy to be extended and collected in 2021, details of which are contained in his memo to Mr. Bragg of August 27, 2020, after which he answered questions from the Board.

FY 2021 FINANCIAL FORECAST

Mr. Black presented a forward look at the Village's General Fund's revenues and expenditures in order to provide an early financial assessment and identify significant issues that should be addressed in the budget development process, details of which are contained in the FY 2021 Financial Forecast prepared by staff.

COVID-19 BUDGET IMPACT

Mr. Black presented the Covid-19 Budget Impact report, details of which are contained in his memo to Mr. Bragg of July 27, 2020.

Ms. Maltas reviewed the Voluntary Separation Incentive report, details of which are contained in her memo to the Board of August 27, 2020.

It was noted that residents should be assured that staff has done an excellent job of dealing with this pandemic and that all Village services will remain at a high level. Chief Casstevens also assured that the level of service concerning the health and safety of our residents will not change.

2021 WAGE POOL

Mr. Malinowski presented the 2021 Wage Pool recommendations, details of which are contained in the memo of August 25, 2020 from him and Ms. Golbach, after which he answered questions from the Board.

2021 CAPITAL IMPROVEMENT PLAN

Mr. Monico presented an overview of the requests received leading into the 2021 budget cycle for the 2021 Preliminary Requests for the 2021-2040 Capital Improvement Plan, details of which are contained in his memo and attachment to Mr. Bragg of August 27, 2020, after which he answered questions from the Board.

VILLAGE NEWS UPDATE

Ms. Maltas reviewed the Village newsletter and other communication platforms that the Village uses to communicate with residents, noting that staff recommends continuing to provide a digital Village News through the end of 2020, details of which are contained in her memo to the Board of August 27, 2020.

QUESTIONS FROM THE AUDIENCE

President Sussman reviewed the parameters to be followed by speakers and asked if there were any questions from the audience on items not on tonight's agenda; there were no such questions.

EXECUTIVE SESSION

Moved by Johnson, seconded by Smith, to adjourn the Regular Meeting and move to Executive Session to discuss **Section 2(C)(11) of the Illinois Open Meetings Act: Litigation, when an Action Against, Affecting or on Behalf of the Particular Public Body has been Filed and is Pending Before a Court or Administrative Tribunal, or when the Public Body finds that an Action is Probable or Imminent, in which case the Basis for the Finding shall be Recorded and Entered into the Minutes of the Closed Meeting.** Upon roll call, Trustees voted as follows:

AYES: 6 – Stein, Ottenheimer, Weidenfeld, Johnson, Smith, Pike

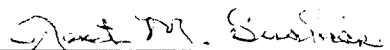
NAYS: 0 – None

Motion declared carried.

The Board moved to Executive Session from 9:29 P.M. until 9:45 P.M.

ADJOURNMENT

The meeting was adjourned at 9:29 P.M.



Janet M. Sirabian, Village Clerk

APPROVED BY ME THIS 21st DAY OF September 2020


Beverly Sussman
Village President

