

CITY OF WARRENVILLE
CITY COUNCIL
Minutes of Regular Council Meeting
Held on Monday, October 19, 2020

In accordance with social distancing requirements, Governor Pritzker's Executive Orders 2020-43 and 2020-44, and Section 7(e) of the Illinois Open Meetings Act (see Public Act 101-0640), this meeting was held virtually.

AGENDA

I. OPENING CEREMONIES

A. Call to Order

Mayor Brummel called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Mayor David Brummel, Ald. Stu Aschauer, Clare Barry, Fred Bevier, Kathy Davolos, Leah Goodman, Jeff Krischel, Bill Weidner, and Robert Wilson

Absent: None

Also Present: City Administrator John Coakley, Assistant City Administrator Cristina White, Finance Director Kevin Dahlstrand, Community and Economic Development Director Ron Mentzer, Deputy Public Works Director Phil Kuchler, Police Chief Ray Turano, Treasurer Larry Brenner, Attorney Brooke Lenneman, and City Clerk Emily Larson

C. Pledge of Allegiance

D. Presentation of the FY 2020 Comprehensive Annual Financial Report (CAFR)

Brad Porter, partner at Lauterbach & Amen, LLP, presented the annual audit report to the Council. He thanked Finance Director Dahlstrand and his staff for their efficient handling of the audit that was completed in August, 2020. He noted that the Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its Comprehensive Annual Financial Report (CAFR) for the fiscal year ending April 30, 2020 (FY 2020). Mr. Porter said he believes that the City will also meet the Certificate of Achievement Program's requirements and be submitted to the GFOA to determine its eligibility for the FY 2021 CAFR.

Mr. Porter said it was a clean audit and contained no discrepancies. The CAFR includes the Management's Discussion and Analysis (MD&A), which reviews the changes that occurred between last year and this year and what to expect in the future, as well as a transmittal letter that explains more about the City, and a report with statistics on ten-year trend information.

Note: the complete report is available on the City's website and a hard copy of the report is available for review at City Hall.

Discussion: Referring to the virtual nature of the audit, Ald. Goodman asked if there are any additional risks going forward when audits have to be conducted. Mr. Porter stated many sessions were held virtually, but many sessions were also held at City Hall, maintaining all of the COVID-19 protocols.

Ald. Goodman said the report seems to be out of date because of the economic volatility since April 30, 2020. She asked if there have been any changes done since April 30, 2020. Mr. Porter noted that the market is very volatile but the City's plan is to continue to control expenses to the end of the fiscal year.

Ald. Goodman noted that the report was done several months after the economic decline and questioned why time was spent on out-of-date information. Mr. Porter said they feel the City has a good capital plan even during the pandemic and have taken appropriate courses of action.

Ald. Goodman said she is concerned with the drop in the percent funded in the Police Pension Fund and that needs to continue to be monitored. Mr. Porter said the fund is doing well in comparison to other municipalities. He noted that this is the first year the City did not meet the calculated contribution amount recommended by the actuary.

Ald. Goodman asked staff if it is their intention to only fund the amount received through the levy, but not 100 percent. Director Dahlstrand said the difference lies between the actuary and the collection of property taxes at the county level. He said the numbers fell slightly short but feels it will improve in the coming year.

II. CITIZENS COMMENTS

Bob Siebert, Albright Court, commented that there is currently no resident representative on the TIF #3 Technical Committee who can protect the taxpayers.

III. OFFICIALS AND STAFF COMMENTS

A. Mayor

Trick or Treat Hours

Mayor Brummel announced that the City has established the October 31 Trick or Treat hours of 3:00 p.m. to 7:00 p.m. for Halloween. More information can be found on the City's website. Please take into consideration the Illinois Department of Public Health's recommendations for Halloween Festivities Guidance for celebrating this year.

COVID-19 Update

Mayor Brummel announced that DuPage County is experiencing a rise in COVID-19 activity. Residents are strongly encouraged to continue following personal protective measures for the prevention and spread of COVID-19 by wearing a mask in public, washing hands, and maintaining a safe social distance from people outside your household. Remember to stay home when you feel sick, and stay

focused on working together as a community to slow the spread of the virus and keep our friends, loved ones, and neighbors safe.

B. Clerk

2021 Consolidated Election

Clerk Larson announced that the election petition packets are now available for the Consolidated Election on April 6, 2021. Municipal offices up for election include Mayor, City Clerk, Treasurer, and one alderman from each of the four City wards. Packets must be filed with the City Clerk December 14 – 21, 2020. Packets are available at the Manning Avenue entrance to City Hall and are on the City's Election webpage at www.warrenville.il.us/322/Elections.

Early Voting

Clerk Larson announced that DuPage County residents may vote early at the Courtyard Restaurant on Route 59 in Warrenville. Hours are 9:00 a.m. to 7:00 p.m., Monday through Friday, and 9:00 a.m. to 5:00 p.m., Saturday and Sunday.

C. Treasurer

No report

D. Aldermen

Mack Road Bridge

Ald. Bevier said he virtually attended a meeting on the Mack Road Bridge and the engineers report states the bridge was built in the 1950's and noted that the bridge was reconstructed in 1978 and so he would like to have the report updated.

Thank you

Ald. Davolos thanked staff for providing reports to the Council so that the aldermen do not have to come in to City Hall during the COVID-19 restrictions.

Open Enrolment

Ald. Goodman announced that open enrolment period for health insurance is November 1 through December 15, 2020. More information can be found on the Healthcare.gov website.

E. Administrator

COVID-19 Update

City Administrator Coakley reminded residents to follow DuPage County's COVID-19 guidelines by following the three W's; wash hands, wear masks, and watch social distance. He reported that the COVID-19 rate is rising in DuPage County and additional restrictions might have to be put back in place by the state.

F. Attorney

No report

IV. APPROVAL OF AGENDA

ALD. WEIDNER MOVED, second by Ald. Davolos, to approve the items on the Agenda for the October 19, 2020, City Council regular meeting.

ROLL CALL VOTE:

Aye: Ald. Barry, Weidner, Krischel, Wilson, Aschauer, Goodman, Bevier, and Davolos
Nay: None
MOTION ADOPTED

V. APPROVAL OF MINUTES

ALD. WEIDNER MOVED, second by Ald. Davolos, to approve:

- A. Minutes of the October 5, 2020, City Council regular meeting
- B. Minutes of the October 12, 2020, Public Works and Infrastructure Committee regular meeting

ROLL CALL VOTE:

Aye: Ald. Krischel, Wilson, Bevier, Barry, Goodman, Davolos, Weidner, and Aschauer
Nay: None
MOTION ADOPTED

VI. CONSENT AGENDA – OMNIBUS VOTE

- A. Accept Mayor Brummel’s recommendation and pass resolution R2020-62, extending the duration of the March 16, 2020, Declaration of Emergency until the adjournment of the next regular, special, or emergency meeting of the City Council
- B. Accept Public Works and Infrastructure Committee recommendation and approve resolution R2020-63, authorizing staff to apply for the ITEP grant and pledging to provide the City funds necessary for the local share for the Route 59 Multi-Use Paths project
- C. Accept Public Works and Infrastructure Committee recommendation and assign Aldermen Weidner and Krischel to work with staff to review and update the Capital Maintenance and Replacement Plan and develop recommendations for City Council consideration
- D. Accept Public Works and Infrastructure Committee recommendation and direct staff to implement a sewer and water incentive program, discounting the surcharge fees for future sewer and water connections by 50%, effective immediately, and ending on December 31, 2023
- E. Accept Public Works and Infrastructure Committee recommendation and adopt the Safety Committee’s *Safe Lifting* policy, effective immediately
- F. Accept Mayor Brummel’s recommendation and approve the appointment of Phillip Ebbesen, to fill a commissioner vacancy on the Bicyclist and Pedestrian Commission for a three-year term set to expire April 30, 2022
- G. Receive and file the FY 2020 Comprehensive Annual Financial Report (CAFR)

- H. Receive and file report of invoices paid up to October 14, 2020, in the amount of \$79,133.94
- I. Authorize expenditures for invoices due on or before November 2, 2020, in the amount of \$123,012.12
- J. Receive and file report of Master Debit Card Expenditures for the month of September 2020, in the amount of \$6,457.53

ALD. WEIDNER MOVED, second by Ald. Davolos, to approve the items on the Consent Agenda.

ROLL CALL VOTE:

Aye: Ald. Aschauer, Goodman, Weidner, Bevier, Wilson, Barry, Davolos, and Krischel

Nay: None

MOTION ADOPTED

VII. REGULAR AGENDA

A. Everton Subdivision Estate Signs

ALD. DAVOLOS MOVED, second by Ald. Barry, to accept staff recommendation, waive second reading, and pass ordinance O2020-36, approving variations from the Sign Ordinance of the City of Warrenville to allow three 70 square-foot, 12 foot tall real estate signs for the Everton Subdivision.

Discussion: Director Mentzer reported that Ordinance O2020-36 does not include the specific directions to move the sign to the southeast corner of the property. The City Attorney has determined that a new public notice and public hearing is required before the City can properly approve an off-site M/I Homes real estate marketing sign on the ARP property.

ROLL CALL VOTE:

Aye: Ald. Barry, Goodman, Weidner, Krischel, Bevier, Davolos, Aschauer, and Wilson

Nay: None

MOTION ADOPTED

B. FY 2021 Financial Update

City Administrator Coakley provided an update of the City's current and projected fiscal condition. Staff currently projects an overall City revenue loss of nearly \$1,998,000, across all funds. This figure represents a modest improvement from a projected loss of \$2,102,768 presented in the September 16, 2020, update. He noted that staff continues to work on keeping expenses down. He emphasized that the City is facing significant revenue losses.

Finance Director Dahlstrand said the \$103,000 decrease in projected loss is an improvement since last month. The motor fuel tax revenues anticipated from the

new Thorntons gas station will help the CMRP. He thanked staff for keeping down expenditures.

City Administrator Coakley said staff continues to spend significant time and effort assessing the potential long-term impacts on City revenues and working to identify material expenditures in all funds, which may be able to be delayed or cut as a means of conserving fiscal resources. He noted that the Illinois Fair Tax referendum on the November 3, 2020, ballot might have an impact on the upcoming budget. He said the loss of revenue from the Hotel Tax fund would have an impact on City sponsored events next year.

Ald. Barry thanked staff for the report and encouraged everyone to support local businesses.

Ald. Davolos thanked staff for being conservative in spending and being transparent in the reports.

Ald. Goodman said a quarterly report with a graph would be most helpful. She asked if a projection on the impact of the virus could be incorporated in the report. She said, if the projections increase over time, what are the projections for the next six months, and asked if we are at the bottom now.

Finance Director Dahlstrand said the City is not at the bottom yet and any projections would be dependent on the level of funding from the state.

City Administrator Coakley agreed and said spending adjustments would be made as revenues are received from the state. He noted there seems to be regional help that is a slow but steady increase. Essential services continue to do well as restaurants have provided service outdoors as well as delivery. The City anticipates that Thorntons and Culver's will be generating additional sales, food and beverage, and utility taxes.

Ald. Goodman noted that the weekly report update should also include a COVID-19 resources relief report in order to see the bigger picture. She asked if there are strings attached to the Illinois Public Risk Fund (IPRF) that provided a stimulus check for \$3,690.00.

City Administrator Coakley said there are no strings attached to the IPRF grant funds. He noted that the City has submitted some of the City's COVID-19 related expenses to the County for CARES Act funding.

Finance Director Dahlstrand said \$683,000 is eligible for reimbursement and the City has received \$408,000. He will provide an update to Council as soon as the City receives final approval.

City Administrator Coakley said this covers expenses that are eligible under the CARES Act funding and will help offset extra expenses but cannot be tied to lost revenue.

Ald. Goodman noted the preliminary approval from DuPage County is encouraging. She asked that more information on projections be provided to Council and should be explained in a clearer way.

Finance Director Dahlstrand said the two reports do not show the same data: the October 14 report shows a cash basis and the October 10 report is a financial update on where the City is currently.

City Administrator Coakley noted an outside consultant will be providing other ways to present the budget and assisting staff with financial forecasting.

Ald. Krischel thanked staff for the report and appreciates that the City is being proactive.

Ald. Weidner thanked staff for making cut-back decisions.

Mayor Brummel thanked staff for making prudent decisions.

City Administrator Coakley also thanked staff for making creative decisions to continue working without putting people at risk during this pandemic.

VIII. UNFINISHED BUSINESS

None

IX. NEW BUSINESS

None

X. CLOSED SESSION

ALD. BARRY MOVED, second by Ald. Bevier, to enter into Closed Session to discuss the following:

- 5 ILCS 120/2 (c) (2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees
- 5 ILCS 120/2 (c) (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

ROLL CALL VOTE:

Aye: Ald. Davolos, Aschauer, Krischel, Weidner, Wilson, Barry, Goodman, and Bevier

Nay: None

MOTION ADOPTED

The same members of the Council returned to open session at 9:13 p.m.

XI. ADJOURN

ALD. WEIDNER MOVED, second by Ald. Davolos, to adjourn.

ROLL CALL VOTE:

Aye: Ald. Aschauer, Barry, Bevier Davolos, Goodman, Krischel, Weidner, and Wilson

Nay: None

MOTION ADOPTED

The regular Council meeting adjourned at 9:15 p.m.

Approved: _____

Emily J. Larson, City Clerk