

**Minutes**  
**Regular Village Board Workshop**  
**Glen Ellyn Village Board of Trustees**  
**August 23, 2010**

Time of Meeting: 7:00 P.M.

Present: President Pfefferman; Trustees Hartweg, Comerford, Cooper, Thorsell, Henninger; Village Clerk Connors. Village Attorney Diamond. Trustee Ladesic arrived at 7:15 p.m.  
Staff present: Village Manager Jones, Assistant to the Village Manager Schrader, Department Managers Batek, Hulseberg, Caracci, Police Chief Norton.

**1. Call to Order**

President Pfefferman called the Board Workshop to order at 7:00 P.M. with a roll call. Trustees Thorsell, Comerford, Cooper, Ladesic, Hartweg, and Henninger responded "Here."

**2. Finance Commission Special Programs Fund Recommendation**

Finance Director began by giving a background of the Special Programs Fund, what makes up the Fund, and explaining that the Finance Commission began reviewing the Fund in December 2009. He listed the three sources of revenue for the fund: Special Services tax levied in the commercial districts, cable franchise fees, and hotel tax. The expenses paid from the Special Programs Fund fall into five categories: public information; historic preservation; senior services; economic development and other. The Special Programs Fund makes up about 1 ½% of the current budget. The Finance Commission was asked to review the Fund and make recommendations of improving and streamlining the process of how the Fund fits into the overall budget. Chairman Parker was present to answer questions and it was noted that he had forwarded preliminary findings from the Finance Commission prior to the meeting. The recommendations were unanimously adopted on April 9, 2010 and are on the Village website for anyone's review.

The recommendations are as follows:

1. Fold the Special Programs Fund into the General Fund.
2. Advertise the potential availability of community group funding and the process of submitting applications via Village communications mechanisms such as newsletter, web site, e-mail, and cable television.
3. At an appropriate time during the annual budget process, the Village Board shall determine a total level of funding (from the General Fund) that will be made available to community groups.

4. The Village Board will develop and set up guidelines as to what types of community organizations should be considered for funding and/or what types should not be considered for funding.
5. Village management shall review all requests for funding and make a recommendation to the Village Board fund allocations (which shall total no more than the amount determined in recommendation #3) to specific community groups.
6. The Village Board shall review management recommendations as part of the review of the entire budget.

After discussion and questions, the Village Board thanked the Finance Commission for their work. It was determined that Village Manager Jones, Assistant to the Village Manager-Administration Schrader, and the Finance Department implement the recommendations in the order suggested by the Village Board.

The Village Board was asked if anything was needed from the Finance Commission prior to the financial annual review that will be conducted in the near future. If Village Board members need any information, they were asked to contact Finance Commission Chairman Parker or Village Manager Jones.

### **3. First Quarter Finance Report**

As of July 31, 2010, the first quarter of the FY 2010/11 year is complete. Finance Director Batek gave a brief overview. Although revenues exceeded expenditures by \$759,000, it is the 5<sup>th</sup> worse in the last 6 years. Revenues are up due to new revenue sources; without them, the increase would only be \$3,000. Mr. Batek detailed individual sources of revenues including income taxes which are down. State income taxes are lower than budgeted. Reimbursement for services are down due primarily to the renegotiation of the contract with the Glenbard Wastewater Authority. Changes to the budget are allowing the Village to remain near initial projections.

### **4. Other Items?**

None

### **5. Adjournment**

At 7:50 p.m., Trustee Comerford moved, seconded by Trustee Ladesic to adjourn. Trustees Ladesic, Comerford, Hartweg, Cooper, Thorsell, and Henninger voted “aye.”

Submitted by:

Suzanne R. Connors,  
Village Clerk