

Minutes  
Regular Village Board Workshop  
Glen Ellyn Village Board of Trustees  
November 15, 2010

Time of Meeting: 7:00 p.m.

Present: President Pfefferman; Trustees Comerford, Cooper, Hartweg, Henninger, Ladesic, Thorsell; Acting Village Clerk Utterback  
Staff: Village Manager Jones, Schrader, Noller, Caracci, Hulseberg, Norton, Attorney Diamond

1. Call to Order.

President Pfefferman called the meeting to order at 7:00 p.m.

2. Public Comments.

President Pfefferman congratulated Glenbard West and Glenbard South High Schools on performing amazing musicals over the weekend. He also announced that the League of Women Voters is hosting a meeting at the Civic Center this coming Thursday at 7:30 p.m. to discuss the Illinois Fiscal Crisis.

3. Review of November 22, 2010 Village Board Meeting.

Trustee Thorsell requested removing Item C from the Consent Agenda (Motion to accept the recommendation of Village President Pfefferman that Michael Morange be appointed to the Building Board of Appeals for a term ending December 31, 2012) because she felt a conflict of interest situation could occur with the appointment of a staff member who would potentially review decisions he made in the field. President Pfefferman stated that the item will be moved to the regular agenda. Planning and Development Director Hulseberg responded to President Pfefferman that, per code, the BBA requires one of its members to be a staff member, and she offered to prepare a report for the Village Board this week regarding BBA membership. President Pfefferman requested a history of appeals in that report. Hulseberg added that Mr. Morange was the Chairman of the Electrical Commission for many years. Hulseberg explained for President Pfefferman that in addition to BBA members reviewing codes and amendments, there might also be an instance where they are asked to review an appeal regarding a decision made by the Building and Zoning Official. Trustee Thorsell stated that there had been conflict of interest on the Electrical Commission regarding decisions. Trustee Henninger added that the challenge is filling the BBA position with a qualified Village employee.

7. Acting Finance Director Larry Noller presented information on five Special Service Area taxing districts which apply to commercial properties along the

Roosevelt Road corridor (3), in the downtown Central Business District (1), and at Stacy's Corners (1). These SSAs provide partial funding for the operations of the Glen Ellyn Economic Development Corporation and are as follows: SSA #13 in the amount of \$55,600, SSA #14 in the amount of \$127,500, SSA #15 in the amount of \$5,700, SSA #16 in the amount of \$3,000 and SSA #17 in the amount of \$800. Noller stated that the SSAs have been renewed indefinitely. The SSAs have an authorized maximum tax rate of 15 cents per \$100 of assessed value, and the EDC Board has recommended to maintain the tax rate of 12-1/2 cents for the operations for the coming year, which is the same tax rate as the past 7 years. Noller displayed a chart indicating how the proposed tax levies at the 12-1/2 cent rate were calculated assuming a rate of growth in the assessments of 5% for 2010 over 2009. Noller stated staff is recommending a total levy of \$193,000, however, with the assumption being slightly inflated for budget purposes, the amount collected will probably be approximately \$185,000. Manager Jones commented that if the rate was raised from 12-1/2 cents to 15 cents within the downtown SSA, an additional \$10,500 would be available that could be used to fund snow plowing in the downtown or provide additional funding for the downtown organization. President Pfefferman requested that Noller prepare sample bills for small, medium and large SSA payers based on 12-1/2% and 15%. Trustee Thorsell suggested trying to determine the interest of the downtown business/property owners regarding paying for snow removal, etc., at this time. Manager Jones added that last year the EDC mailed a survey to the downtown businesses who responded that they were interested in snow removal but were not willing to pay for it. Public Works Director Caracci responded to President Pfefferman that the downtown business owners have not been contacted via a "walk-around" regarding snow removal. Trustee Cooper clarified that the "walk-around" that had been discussed previously related to self-compliance. Trustee Ladesic stated that more information should be collected from the downtown business owners and suggested that this issue could be the first charge of the downtown organization. Trustee Cooper stated that after extensive discussions a few months ago, the Board had agreed not to increase taxes or expenditures any further, and he was reluctant to revisit this issue so soon after that decision. Trustees Henninger and Hartweg agreed with Trustee Cooper. Manager Jones stated that this levy would be for next fiscal year. Trustee Comerford inquired if an economic development SSA can be used for operating expenses. Noller responded that the ordinance approving the economic development SSAs includes "and other services" in the Special Service Area. Trustee Ladesic was in favor of gathering information regarding the possibility of making cuts for snow removal rather than increasing taxes. President Pfefferman summarized that a decision needs to be made whether the Board is in favor of using the potential revenue. Trustee Henninger was in favor of gathering information and considering increasing the funding for the downtown organization, and other Trustees agreed with that recommendation. Trustee Henninger suggested delaying this SSA to allow for further discussion at a subsequent workshop, and Noller responded that this SSA could be moved back with the regular levy on December 13. The Board agreed to delay this SSAs for discussion at a future date.

8. Acting Finance Director Larry Noller presented information on two Special Service Area taxing districts which only apply to unincorporated areas to the north and south of the Village limits that are served by the Glen Ellyn Volunteer Fire Company. The purpose of these SSAs is to levy a special tax to help defray the costs related to providing fire protection and other emergency services to these areas. These SSAs were established in November, 2009, following a statutorily prescribed public notice and hearing process and are as follows: SSA #18 in the amount of \$104,018 and SSA #19 in the amount of \$93,063. Noller stated that prior to the establishment of these SSAs, fire services to unincorporated areas have been provided largely without contribution from the property owners which means the Village was subsidizing services to unincorporated homeowners. Noller stated that these two SSAs comprise 6.75% and 6.04% of the total special service area, and he described the levy calculation formula. Noller stated that the tax levy rates for last fiscal year for this area were at 8-1/2 to 9 cents and the rates for next fiscal year are expected to be similar to last year. Noller responded to Trustee Henninger that the topic of ambulances is expected to be reviewed at a future Village Board Workshop. The Village Board intends to proceed with this item at the Regular Meeting next week.

9. Acting Finance Director Larry Noller presented information related to a special property tax in the amount of \$96,000 which applies only to property owners in portions of the Lambert Farms Subdivision who are located within the Special Service Area Number 12 taxing district. Noller explained that this SSA was established to construct a public sanitary sewer system in the Lambert Farms area that was previously served by private septic systems. This SSA is intended to repay the Village for a low-interest loan in the amount of \$1.5 million that funded the improvements. This is the 5<sup>th</sup> year of the 20-year loan period. The Village Board intends to proceed with this item at the Regular Meeting next week.

10. Planning and Development Director Staci Hulseberg presented information on the request of Royal Glen LLC, owner of property located at 1200 Roosevelt Road, for approval of a special use permit for a private school in accordance with Section 10-4-15(B)15 of the Glen Ellyn Zoning Code. The request is being made to allow Northwood University to occupy 2,500 square feet in the existing 50,025 square-foot, four-story office building on the property. Hulseberg described the location of the building and displayed an aerial photograph as well as photographs of the building. Hulseberg stated that Northwood University moved into their current location approximately two months ago and promptly complied when they were informed by staff that an application for a special use permit application needed to be submitted. Hulseberg explained that the university offers adult level college courses and she described class sizes and class hours, which are off-peak from the office uses that occupy the building. The Plan Commission held a public hearing for approval of a special use permit for Northwood University on October 28, 2010, and approval was recommended by a vote of 9-1 subject to conditions. The Village Board intends to proceed with this item at the Regular Meeting next week.

11. Planning and Development Director Staci Hulseberg presented information regarding a proposed amendment to the Glen Ellyn Sign Code to allow shopping centers comprised of 6.5 acres or more to display light pole banner signs. Hulseberg stated that last year the Village Board approved a sign code amendment that permits car dealerships to display banners on light poles and that the owners of Market Plaza Shopping Center have requested an amendment to the Village Sign Code that would allow private banners on their parking lot light poles. Hulseberg stated that staff is in favor of an amendment to the Sign Code to allow regional shopping centers that are 6.5 acres or more in size to display private banners. She stated that Market Plaza, Pickwick Place and Baker Hill shopping centers would be eligible to have light pole signs and that the banners would draw attention to the centers and would be used as additional identification. Hulseberg stated that four members of the Architectural Review Commission expressed support for this proposed amendment. Hulseberg responded to President Pfefferman that the College of DuPage currently has some banners on their sign poles that are not allowed per code. President Pfefferman suggested including COD in the proposed amendment to allow banners on their light poles, and Hulseberg responded that she will review that possibility. Trustee Cooper also suggested possibly including other schools in the proposed amendment as well as the office buildings east on Roosevelt Road. He also questioned why the proposal is limited by type of usage and not size of usage, and Hulseberg responded acreage could be used but she wanted to research who/what would be included if acreage is the criteria. Hulseberg also commented that if the banners are used too widely, they will lose their effectiveness and the streetscape could have a cluttered appearance. Hulseberg stated she will research all suggested locations for the possibility of banners on their light poles.

12. Planning and Development Director Staci Hulseberg presented information on a proposed amendment to the Zoning Code that would require decorative displays to be placed in ground floor storefront windows of vacant commercial buildings in the C5A and C5B Zoning Districts. This is an initiative discussed in the Downtown Strategic Plan and was recommended by the Transitional Downtown Advisory Committee. Hulseberg stated that this item was brought before the Village Board on September 13, 2010, however, was removed from the agenda at the request of the Chamber of Commerce. Based on comments from the Chamber and the Village Attorney, a revised version of the amendment has been prepared for Village Board review. Hulseberg added that input was also requested from the downtown property owners, however, no feedback was received by staff. Hulseberg responded to Trustee Ladesic that an advertising sign without merchandise will be permitted in a storefront window. Also in response to Trustee Ladesic, Hulseberg agreed to remove the word “nearby” from the text with regard to merchandise on display from other stores. Hulseberg responded to Trustee Henninger that there will be no requirement for a certain level of quality regarding a stand to bring merchandise up to the window level. Trustee Hartweg suggested some type of review of the windows to be sure that a display has not become outdated, and

Hulseberg stated she could add “current holiday displays” to the text. The Village Board intends to proceed with this item at the Regular Meeting next week

4. Finance Director Larry Noller again presented information regarding the proposed 2010 Village property tax levy. Noller stated that the Finance Commission reviewed the Village’s practice of voluntarily imposing a State tax cap on the general operating levy, which is a means of limiting reliance on property taxes, and recommended to continue voluntarily imposing the tax cap for the 2010 levy. Noller displayed and described a recap of the levy which is recommended to maintain the operating levy at 4.2 percent for the general operating levy. Noller estimated that the total net cost would be approximately \$28.00 for a \$500,000 home. Trustee Cooper commented that the Finance Commission compared ten peer home rule communities and Glen Ellyn is the only community that maintains the tax cap. Trustee Henninger stated that an update of the library’s projections will be forwarded to the Village Board this week. At President Pfefferman’s request, Noller stated that the Finance Commission has asked to review the capital operating portion of the levy in order to have a better understanding of that portion of the levy. Noller stated that a public hearing is scheduled for December 6 with the final adoption planned for December 13.

5. Other items?

Trustee Thorsell requested updated information from Public Works Director Joe Caracci regarding snow. Caracci responded that Public Works is in the process of gathering quotes.

6. Adjournment.

At 8:06 p.m. Trustee Hartweg moved, seconded by Trustee Ladesic, to adjourn to Executive Session for the purpose of discussing pending litigation without returning to open session. All Trustees voted “aye.”

Submitted by,

Barbara Utterback  
Acting Village Clerk