



Agenda
Glen Ellyn Village Board of Trustees
Monday, September 26, 2011
8:00 p.m. – Galligan Board Room

1. Call to Order
2. Roll Call
3. Pledge of Allegiance to be led by Gilda Ross, a representative of the Glenbard Parent Series.
4. Village Recognition:
 - A. The Village Board accepts the resignation of James Piszczek from the Capital Improvements Commission and thanks him for his service to the Village.
 - B. A resident emailed the Village to thank them for doing such a good job with his branch and brush removal following the last storm event.
 - C. The Utility Dynamics Corporation sent a letter of appreciation commending Professional Engineer Bob Minix for his assistance with the Braeside Neighborhood Lighting Improvements project.
 - D. Lombard Village President William Mueller sent a letter of appreciation to our Police Department and Volunteer Fire Company, thanking them for their assistance with a recent fire involving a building which had been struck by lightning.
 - E. The Police Chief of Hanover Park forwarded a letter of thanks to Sergeant Stephen Smith and Police Officers Andrew Downey and James Monson for their assistance with a recent homicide investigation.
 - F. Police Chief Phil Norton received a letter from School Superintendent John Perdue, thanking him for participating in a planning meeting and for continuing to be involved in helping to improve the quality of education in our community.
 - G. Community Service Officer Rose Volpe received a very nice letter of appreciation from a senior resident of Raintree, thanking her for her patience and understanding.
 - H. The Police Department received a letter of thanks from a resident of Lambert Farms for installing temporary parking restriction signage in their neighborhood.

5. Audience Participation

A. Proclamation in observance of Fire Prevention Week, October 9 – 15. Pete Campbell, Chief of the Volunteer Fire Company, will accept the proclamation.

B. Open:

Members of the public are welcome to speak to any item *not* specifically listed on tonight's agenda for up to three minutes. For those items which are on tonight's agenda, the public will have the opportunity to comment at the time the item is discussed. In either case, please complete the Audience Participation form and turn it in to the Village Clerk.

6. Consent Agenda

The following items are considered routine business by the Village Board and will be approved in a single vote in the form listed below: *(Trustee Cooper)*

A. Village Board Meeting Minutes:

1. September 12, 2011 Regular Workshop
2. September 12, 2011 Regular Meeting

B. Total Expenditures (Payroll and Vouchers) - \$1,323,484.21.

The vouchers have been reviewed by Trustee Cooper prior to this meeting.

C. Motion to waive Section 10-4-8(B) of the Glen Ellyn Zoning Code to permit St. Mark's Episcopal Church to conduct their annual pumpkin patch at 393 N. Main Street between October 8 and October 31, 2011. *(Assistant to the Village Manager Schrader)*

D. Ordinance No. 5959, an Ordinance Approving a Variation from the Side Yard Setback Requirements of the Zoning Code to Allow a One-Car Detached Garage for Property at 325 Windsor Avenue. *(Planning and Development Director Hulseberg)*

E. Ordinance No. 5960-VC, an Ordinance to Amend Section 9-5-6 (Schedule F; Parking Prohibited at All Times) of the Village Code of the Village of Glen Ellyn, Illinois Regarding Parking on Riford Road at Oak Street. *(Police Chief Norton)*

F. Motion to approve an annual agreement with Tyler Technologies for MUNIS financial software support and licensing in the amount of \$44,550.82 to be expensed to the FY12 General Fund. *(Interim Finance Director Noller)*

G. Motion to approve an invoice from Kramer Tree Specialists in the amount of \$59,760 for the special emergency Branch and Brush collection, to be expensed to the FY11/12 Residential Solid Waste Fund. *(Interim Public Works Director Perrigo)*

- H. Appointment of Student Commissioner to Village Commission.
7. Planning and Development Director Staci Hulseberg and Interim Public Works Director Jeff Perrigo will present information on the proposed changes to the Tree Preservation Ordinance – Private Property, Public Property and Arboricultural Specifications Manual. These changes simplify various provisions, eliminate internal conflicts, and clarify regulations and definitions, among other things. *(Trustee Friedberg)*
- A. Ordinance No. 5961-VC, an Ordinance to Amend Title 4, Chapter 8 (Tree Preservation) of the Glen Ellyn Village Code Regarding Tree Preservation on Private Property.
- B. Ordinance No. 5962-VC, an Ordinance to Amend Title 8, Chapter 4 (Forestry Management) of the Glen Ellyn Village Code Regarding Tree Preservation on Public Property.
- C. Ordinance No. 5963, an Ordinance to Adopt a Revised Arboricultural Specifications Manual to Replace the Manual Adopted by Ordinance No. 4927.
8. Interim Finance Director Larry Noller will present the FY11/12 First Quarter Report.
9. Reminders:
- A Meet Mayor Mark Open House has been scheduled for Monday, October 3, 2011 from 7:00 p.m. to 8:30 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.
 - The next Regular Village Board Meeting is scheduled for Monday, October 10, 2011 with the Workshop beginning at 7 p.m. and the Regular Board Meeting beginning at 8 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.
10. Other Business?
11. Motion to adjourn to Executive Session for the purposes of discussing the appointment, employment, compensation, discipline, performance or dismissal of specific employees, adjourning thereafter without returning to open session. *(Trustee Hartweg)*
12. Press Conference



A-5A

VILLAGE OF GLEN ELLYN

Proclamation

WHEREAS, Fire Prevention Week has been observed since 1922 to commemorate the importance of informing the public about preventing fires and is being observed this year with the theme "It's Fire Prevention Week! Protect Your Family from Fire!"; and

WHEREAS, the Glen Ellyn Volunteer Fire Company is the finest example of the tradition of volunteerism in the Village, providing high-quality fire protection for our residents and businesses; and

WHEREAS, the Glen Ellyn Volunteer Fire Company firefighters are dedicated to reducing the occurrence of residential and commercial fires and fire injuries through prevention and protection education; and

WHEREAS, the courage, caring and commitment exemplified by past and present members of the Glen Ellyn Volunteer Fire Company help to keep Glen Ellyn a safe, great place in which to live;

NOW, THEREFORE, I, MARK PFEFFERMAN, President of the Village of Glen Ellyn, Illinois, do hereby declare the week of October 9-15 Fire Prevention Week, and encourage all residents of the Village of Glen Ellyn to support the efforts of Glen Ellyn's fire and emergency services through their many fundraising events.

Village President

attest:

Village Clerk

Date

Minutes
Regular Village Board Workshop
Glen Ellyn Village Board of Trustees
September 12, 2011

A-6A,

Time of Meeting: 7:00 p.m.

Present: President Pfefferman; Trustees Friedberg, McGinley, Hartweg, Ladesic, and Henninger; Village Clerk Connors, Village Attorney Diamond.
Staff present: Village Manager Franz, Assistant to the Village Manager - Admin. Schrader, Interim Finance Director Noller, Interim Public Works Director Perrigo, Planning and Development Director Hulseberg, 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 Hartweg, Henninger, Friedberg, Ladesic, and McGinley responded "Present." Trustee Cooper was excused.

2. Tree Preservation Ordinance

President Pfefferman gave a short introduction and a previous background of events leading up to the current recommendations from the Environmental Commission. The recommendations incorporated consistencies and ease of use and were discussed among staff at various levels. Staff discussions were taken back to the Commission for consideration with the understanding that the result would be the final recommendations now before the Village Board. President Pfefferman mentioned that Environmental Commission Chairman Lee Neary was present.

Planning and Development Director Staci Hulseberg presented a more recent evaluation of the topic from the April 25, 2011 Workshop forward which included above and beyond recommendations for Village Board consideration to the May 16 Workshop which included comments from Public Works as well as other input from Village Trustees and the Environmental Commission. The Village Attorney has reviewed the proposed ordinance. The Village Board is being asked to consider the revised ordinance as directed at the May 16 Workshop which incorporates the Village Attorney's comments.

The Tree Preservation Ordinance relates to three separate ordinances in the Village Code that was adopted in 1998. The three elements were: the protection of trees on the public right-of-way; the protection of trees on private property; and the adoption of National Arboricultural Standards.

Changes to public right-of-way trees pertain mainly to definitions. The proposed changes to the Arboricultural Standards are minor in nature. These two are not being

brought before the Village Board for discussion at this time. They will be considered at another time.

The changes to the private tree preservation is being presented for discussion at this meeting. The ordinance presented follows direction of the Village Board that it should not incorporate any above and beyond recommendations of the Environmental Commission; it should include the Village Manager's version; and the Arboricultural Standards manual should remain part of the Village Code.

The other changes to the private TPO were made by the Village Attorney that included allowing the Village Forester to make minor technical changes and to delete the clear-cut provision and make it a separate ordinance. It was explained that a separate ordinance could allow the private TPO to impact only single family homes. Staff was requesting direction to prepare two ordinances – a separate clear-cut ordinance and a private TPO eliminating clear-cut. Arboricultural Standards provision would be included in the public ordinance.

The Village Board discussed the obligation of the Village Forester, options available, and how the ordinance/s would be enforceable. It was agreed that the Village Board needs more time to consider the private Tree Preservation Ordinance. The ordinance will be brought back before the Board in two weeks.

President Pfefferman brought up the question regarding discussion by the Village Board concerning green plantings and whether the Village Board should set a greens policy. He asked if this should be part of a Tree Preservation Ordinance and if so how and when should it be done.

3. Other Items?

None

4. Adjournment

At 8:00 p.m., Trustee McGinley moved, seconded by Trustee Hartweg to adjourn to the Regular Village Board Meeting in the Galligan Board Room. All voted "aye." Motion passed; Village Board Workshop adjourned.

Submitted by:

Suzanne R. Connors,
Village Clerk

Minutes
Regular Meeting
Glen Ellyn Village Board of Trustees
Monday, September 12, 2011

A-6A₂

Call to Order

Village President Pfefferman called the meeting to order at 8:02 p.m.

Roll Call

Upon roll call by Village Clerk Connors, Village President Pfefferman and Trustees Friedberg, Hartweg, Henninger, Ladesic and McGinley answered, "Present." Trustee Cooper was excused.

Pledge of Allegiance

- A. The Pledge of Allegiance was led by Nancy Ristau, a member of the Daughters of the American Revolution, Ana Harman Chapter. She accepted a Proclamation declaring Saturday, September 17, as Constitution/Citizenship Day in Glen Ellyn. and gave some information about the local chapter and how to join.

Village Recognition:

- A. Administrative Services Coordinator Patti Underhill received a note of thanks from Bridge Communities, thanking her for prompt service and wonderful support.
- B. Police Chief Phil Norton and Deputy Chief Bill Holmer received a note of thanks from Superintendent of Schools Ann Riebock, forwarding her appreciation for their vigilance and support to each of the schools as they open for another year.
- C. Police Officer James Monson received a letter from the Wheaton Police Department, thanking him for his assistance in solving several major crimes in the Wheaton/Glen Ellyn area.
- D. A letter of thanks and appreciation was sent to Administrative Intern Andrew Letson from Lee Marks, Chairman of the Historic Preservation Commission. Andrew recently served as Staff Liaison to the Commission and provided excellent support to the group.

Audience Participation

- A. Proclamation in observance of National Public Lands Day scheduled for Saturday, September 24. Renae Frigo, Naturalist of the Glen Ellyn Park District accepted the Proclamation and spoke about activities planned for Saturday, September 24, at Churchill Park.

- B. Dave Harris, Executive Director of the Glen Ellyn Park District, was introduced. He gave some of his background and spoke of his enthusiasm for his new position. The Village Board was pleased to meet Mr. Harris and warmly welcomed him.
- C. Marcia Lamoureux, 660 Hillside, spoke regarding crosswalks and drivers yielding to pedestrians in crosswalks. She also suggested that the Village needs more trees and that homeowners should add trees near sidewalks to add street shade while avoiding overhead wires.

Consent Agenda

Village Manager Mark Franz presented the Consent Agenda: Village President Pfefferman called for questions and/or discussion of the items on the Consent Agenda.

Trustee McGinley moved and Trustee Henninger seconded the motion that the following items are considered routine business by the Village Board and will be approved in a single vote in the form listed below:

- A. Village Board Meeting **Minutes**:
 - 1. August 22, 2011 Board Workshop
 - 2. August 22, 2011 Regular Meeting
- B. Total **Expenditures** (Payroll and Vouchers) - \$2,013,432.29.

The vouchers had been reviewed by Trustee McGinley prior to this meeting.

- C. **Resolution No. 11-11**, a Resolution to **Determine the Status of Minutes** of Certain Executive Sessions Held in 2005, 2008, 2009, 2010, and 2011 and to **Authorize the Destruction of Audio or Video Recordings** of Certain Executive Sessions Held in 2008 and 2009.
- D. **Approve** the recommendation of Village President Pfefferman that the following **appointments** be made for Boards and Commissions:

Building Board of Appeals

Kennedy Hartsfield – appointment for a term ending December 31, 2012

Recreation Commission

Jeffrey Parker – appointment as a Student Commissioner for a term ending December 31, 2012

- E. **Reassign ordinance numbers** as follows: Ordinance No. 5945 to Ordinance No. 5952; Ordinance No. 5946 to Ordinance No. 5953; and Ordinance No. 5947 to Ordinance No. 5954. Ordinances passed August 22, 2011 were assigned ordinance numbers previously issued.

- F. **Ordinance No. 5955-VC**, an Ordinance to **Amend the Liquor Control Code Chapter 19 of Title 3, Section 12 (Restriction on Number of Licenses)** of the Village Code of Glen Ellyn, Illinois, to Decrease the Number of Permitted Class B-1 Liquor Licenses.
- G. Waive Sections 10-4-14(B)17 and 10-5-5(B)4-35 (Special Use for Outdoor Sales, Storage, Tents, Promotional Activities and Events), and Section 10-5-11-N (All Business, Merchandise and Display to be Conducted Entirely within an Enclosed Building) of the Zoning Code and Sections 4-5-7 (Prohibiting Attention-Getting Devices), 3-2-12 (Carnivals), 6-3-2 (Dangerous Animals) and 6-3-8 (Prohibited Animals) of the Village Code in order to permit the **Glen Ellyn Historical Society** to host the **Tavern Days** event.
- H. **Resolution No. 11-12**, a Resolution Providing for a **Feasibility Study** on the Designation of a Portion of the Village of Glen Ellyn (Downtown TIF District) as a Redevelopment Project Area.
- I. **Ordinance No. 5956**, an Ordinance of the Village of Glen Ellyn, Illinois Authorizing the **Establishment of a Tax Increment Financing Interested Parties Registry and Adopting Registration Rules for Such Registry**. Assistant to the Village Manager-Admin. Schrader explained the steps that needed to be taken following the adoption of this ordinance. A website is being developed that will allow for public comment.

Upon roll call, Trustees McGinley, Henninger, Friedberg, Hartweg and Ladesic voted "Aye." Motion carried.

Ordinance No. 5958-VC – 490 N. Main Street - Creating Class B-6 Liquor License

Administrative Services Coordinator Patti Underhill presented information on a new Class-B-6 Liquor License for Marcel's Culinary Experience located at 490 North Main Street. She explained that the license was requested so that alcohol could be used and served during cooking classes. The classes are initially going to be offered between 11a.m. and 10p.m., Monday-Saturday and noon-5p.m. on Sunday.

The Village Board asked about the amount of liquor used in the classes, the number of people who would be participating and when the business anticipated opening. Marcel's owner, Jill Foucre, was present to discuss the business and cooking classes and hoped to open sometime in the next week or so.

Trustee Friedberg moved and Trustee Hartweg seconded the motion that Ordinance No. 5958- VC be passed. An Ordinance to Amend (Liquor Control Code) Chapter 19 of Title 3, Section 11 (Classification of Licenses) of the Village Code of Glen Ellyn, Illinois by Creating a Class-B-6 Liquor License Classification and to Amend Chapter 19 of Title 3, Section 3-19-11, Section 3-19-12 and Section 3-19-13.

Upon roll call, Trustees Friedberg, Hartweg, Henninger, Ladesic and McGinley voted "Aye." Motion carried.

Ordinance No. 5957 – 455 Roosevelt Road – Exterior Appearance and Sign

Planning and Development Director Staci Hulseberg presented information on the requests of Peter Skiouris, trustee of property located at 455 Roosevelt Road, for revised exterior appearance and sign variation approval for the recent renovation of Giordano's Restaurant and Pizzeria located at 455 Roosevelt Road. The Architectural Review Commission reviewed the requests at public hearings and meetings on April 13, 2011 and May 11, 2011. By a vote of 3-2, the Architectural Review Commission recommended approval of the requests.

On June 27, 2011, by a vote of 4-3, the Village Board subsequently denied the requests. Revised plans have been prepared by the petitioner in an attempt to address the Village Board's concerns. The new plans were presented to address the Village Board's concerns. Director Hulseberg demonstrated revised exterior which added awnings and arbor vitae.

Trustee Ladesic moved and Trustee Hartweg seconded the motion that Ordinance 5957 be passed. An Ordinance Amending Ordinance 5844 and Approving Revisions to the Exterior Appearance and Sign Variations Previously Granted for Giordano's Restaurant and Pizzeria Located at 455 Roosevelt Road.

Upon roll call, Trustee Ladesic, Hartweg, Friedberg, Henninger and McGinley voted "Aye." Motion carried.

Resolution No. 11-13 – Community Planning Program Grant Funds

Planning and Development Director Staci Hulseberg presented information about a \$50,000 grant awarded to the Village by the Chicago Metropolitan Agency for Planning (CMAP) to complete a Downtown Streetscape Plan and Parking Study. Completion of these projects will further the recommendations in the Downtown Strategic Plan. There were 20 applications, but only 15 grants were available. She detailed what the plan would include.

Trustee McGinley moved and Trustee Henninger seconded the motion that Resolution No. 11-13 be passed. A Resolution to Accept Community Planning Program Grant Funds from the Chicago Metropolitan Agency for Planning.

Upon roll call, Trustees McGinley, Henninger, Friedberg, Hartweg and Ladesic voted "Aye." Motion carried.

Reminders

- The Village Board Workshop scheduled for Monday, September 19, 2011 has been cancelled. The 2011/12 Leadership Planning Session and Retreat will be held on Monday, September 19, from 6:30 p.m. to 9:30 p.m. at the Glen Ellyn History Center.

- The next Regular Village Board Meeting is scheduled for Monday, September 26, 2011, with the Workshop beginning at 7 p.m. and the Regular Board Meeting beginning at 8 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

Other Business?

Trustee Ladesic mentioned the large number of people who were present for the Backyard BBQ during the past weekend. The organizers were pleased with the success.

Adjournment

At 9:07 p.m. Trustee Henninger moved and Trustee McGinley seconded the motion to adjourn to Executive Session for the purposes of discussing litigation and the appointment, employment, compensation, discipline, performance or dismissal of specific employees, adjourning thereafter without returning to open session.

Upon roll call, Trustees Henninger, McGinley, Friedberg, Hartweg and Ladesic voted "Aye." Meeting adjourned.

Respectfully Submitted,

Suzanne R. Connors
Village Clerk

DRAFT

A-6C

September 27, 2011

Joe Campagna
St. Mark's Episcopal Church
393 N. Main Street
Glen Ellyn, IL 60137

Re: 2011 St. Mark's Pumpkin Patch

Dear Mr. Campagna:

This letter is to confirm action taken at the Village Board Meeting on Monday, September 26, 2011, regarding St. Mark's Pumpkin Patch scheduled to occur at 393 N. Main Street between Saturday, October 8, 2011 and Monday, October 31, 2011 as described in your letter of September 14, 2011. The Village Board approved your request and temporarily waived the pertinent section of the Village Code, Section 10-4-8(B) to allow a special promotional event by a non-residential use in a Residential District which is not listed as a permitted or special use in the zoning district. The Village Board approval further allows for the following:

1. Approval for St. Mark's Episcopal Church to host their annual Pumpkin Patch at 393 N. Main Street between Saturday, October 8, 2011 and Monday, October 31, 2011. The Pumpkin Patch may be conducted Monday through Friday, 9:00 a.m. to 8:00 p.m., Saturday, 10:00 a.m. to 6:00 p.m., and Sunday, 11:00 a.m. to 5:00 p.m.
2. St. Mark's Episcopal Church is reminded that pumpkins may not be placed in the public right-of-way, parkway or public sidewalk.
3. If signs or other attention getting devices are used for the event, they must be in accordance with Sign Code.
4. The use of freestanding tents or canopies will be allowed on the St. Marks campus provided they are placed in a manner to allow emergency vehicle access. Tents or canopies must meet the following conditions: they are a minimum of 10 feet from any building, have no cooking equipment within them, comply with all applicable building regulations and are inspected by the Planning and Development Department Building Inspector prior to the event. Please contact the Planning and Development Department at 630-547-5250 to arrange for an inspection prior to the event. The cost for an inspection is \$50.00.
5. A certificate of liability insurance in the amount of \$2 million showing St. Mark's as insured must be presented to Assistant to the Village Manager - HR Danamarie Izzo by Tuesday, October 4, 2011.

In the future, please remember that event request letters should be provided to the Village a minimum of 30 days in advance of an event.

Copies of your letter, together with this reply, are being furnished to appropriate staff members so that necessary arrangements can be made to carry out the requests of your organization. If you have any questions, please contact the appropriate Village personnel.

Sincerely,

Mark Franz
Village Manager

cc: Staci Hulseberg, Director of Planning and Development
Phil Norton, Police Chief
Bill Holmer, Deputy Police Chief
Dave Buckley, Assistant Public Works Director
Danamarie Izzo, Assistant to the Village Manager – HR
Patti Underhill, Administrative Services Coordinator

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St. Mark's Episcopal Church

Glen Ellyn Village Board
Attention: Kristen Denny
535 Duane Street
Glen Ellyn IL 60137

September 14, 2011

Dear Ms. Denny,

The purpose of this letter is to request permission from the village to allow St. Mark's Episcopal Church to sponsor its 5th annual Pumpkin Patch.

This is strictly a not-for-profit endeavor. St. Marks keeps none of the proceeds. The bulk of the proceeds are given to the farmers that grow the pumpkins. A smaller portion is designated for a charitable organization in our area.

Our shipment of pumpkins is scheduled for October 8th, 2011. They will be distributed around the church grounds, but none will be placed on the parkway. Our last day of sales will be October 31, 2011. Tentative hours of operation are as follows:

Monday-Friday 9:00 a.m. to 8:00 p.m.
Saturday 10:00 a.m. to 6:00 p.m.
Sunday 11:00 a.m. to 5:00 p.m.

The only purpose of this endeavor is to sell pumpkins. No food will be served. We will have a non-enclosed canopy (8' x 8'), for the comfort of our volunteers and patrons, in the event of rain.

I look forward to receiving your decision. Please feel free to contact me directly if you have any questions or need additional information.

Sincerely,



Joe Campagna
jcampagna42@hotmail.com
630-942-0668/773-914-4556
Co-Chair

393 North Main Street
Glen Ellyn, IL 60137-5068
630.858.1020
fax 630.858.1035
www.stmarksglenellyn.org

MEMORANDUM

A-6D

TO: Mark Franz, Village Manager

FROM: Staci Hulseberg, Director of Planning & Development
Joe Kvapil, Building and Zoning Official

DATE: September 19, 2011

FOR: September 26, 2011 Village Board Meeting

SUBJECT: 325 Windsor Avenue – Side Yard Setback Variation



Petition: The property owners, Phillip and Shannon Damato, are requesting approval of a variation from the Glen Ellyn Zoning Code, Section 10-5-4(A)4c, to allow the construction of a one-car detached garage that is within 2.56 feet of the south side yard lot line and within 4 feet of the north side yard lot line in lieu of the minimum required side lot line setback of 6.75 feet. The subject property is an interior lot located on the east side of Windsor Avenue in the R2 Residential District.

Public Hearing: The Zoning Board of Appeals conducted a public hearing on the requested variation on Tuesday, August 23, 2011. Notice of the public hearing was published in the Glen Ellyn News on August 10, 2011. At the meeting, one person spoke in favor of and no persons spoke in opposition to the variation request. The Zoning Board of Appeals was in favor of the variation because they felt that the position of the home on the lot and the irregular shape of the property created a hardship, the owners of the adjacent properties were in support of the variation, and the garage would cause no adverse effects in the area. The Zoning Board of Appeals voted on a motion to recommend approval of the variation request. The motion carried unanimously with five (5) “yes” votes and zero (0) “no” votes.

Village Board: It is requested that the Village Board consider the petitioners' request and the recommendation offered by the Zoning Board of Appeals. Staff has prepared an ordinance to approve the requested variation as recommended by the Zoning Board of Appeals.

Attachments:

- Draft Minutes of ZBA meeting dated August 23, 2011
- Photos of the Subject Property
- Plat of Survey
- Location Map
- Ordinance
- Notice of Public Hearing
- List of Addresses
- Petitioners' Application packet

CC: Phillip and Shannon Damato

DRAFT
ZONING BOARD OF APPEALS
MINUTES
AUGUST 23, 2011

The meeting was called to order by Acting Chairperson Barbara Fried at 7:30 p.m. Board Members Gregory Constantino, Gary Fasules, Mary Ozog and Dale SiligmueLLer were present. Board Member Ed Kolar and Chairman Rick Garrity were excused. Also present were Trustee Liaison Peter Cooper, Building and Zoning Official Joe Kvpil and Recording Secretary Barbara Utterback.

Acting Chairperson Fried described the proceedings of the Zoning Board of Appeals.

Board Member Ozog moved, seconded by Board Member Constantino, to approve the minutes of the July 12, 2011 and July 26, 2011 ZBA minutes. The motion carried unanimously by voice vote.

One public hearing was on the agenda for the property at 325 Windsor Avenue.

PUBLIC HEARING – 325 WINDSOR AVENUE

A REQUEST FOR APPROVAL OF A ZONING VARIATION REQUEST FROM THE GLEN ELLYN ZONING CODE, SECTION 10-5-4(A)4c, TO ALLOW THE CONSTRUCTION OF A ONE-CAR DETACHED GARAGE THAT IS 2.56 FEET FROM THE RIGHT SIDE YARD LOT LINE, 4 FEET FROM THE LEFT SIDE YARD LOT LINE AND 10 FEET FROM THE REAR LOT LINE IN LIEU OF THE MINIMUM REQUIRED SIDE AND REAR LOT LINE SETBACK OF 13.5 FEET.

(Phillip and Shannon Damato, owners)

Staff Report

Building and Zoning Official Joe Kvpil stated that Phillip and Shannon Damato, owners of the property at 325 Windsor Avenue, are requesting one variation from the Glen Ellyn Zoning Code to allow the reconstruction of an existing one-car detached garage of the same size and at the same location as the existing garage. Mr. Kvpil stated that the variation is necessary because the existing garage does not meet the minimum side and rear yard setbacks. Mr. Kvpil displayed a photograph of the subject house and stated that the property is on an interior lot on the east side of Windsor Avenue in the R2 Zoning District. He also stated that the subject property is not in a designated flood area. Mr. Kvpil added that four building permits have been granted for the subject property and no prior zoning variations have been granted. Mr. Kvpil displayed a map of the subject property and surrounding area. Mr. Kvpil also stated that the public hearing notice and staff report contained an error regarding the required setback which should have been 6.75 feet instead of 13.50 feet. He added that republishing the notice is unnecessary because correction of the error actually reduces the variation requested. Board Member Ozog pointed out that in the Zoning Variation Table, the right and left side yard setbacks should be corrected to reflect the 6.75-foot requirement and that the

rear yard "point" setback subsequently would be eliminated. Mr. Kvapil agreed that the detached garage would be 2.56 feet from the right side yard lot line and 4 feet from the left side yard lot line, both of which would require a variation. Mr. Kvapil stated that building a new garage in the same location as the existing deteriorated garage requires a variation.

Mr. Kvapil stated that the pie shape of the subject lot results in an unusually wide lot width and a fairly small rear yard area. He added that the area of the required rear yard is approximately 1,000 square feet and that the required rear yard area of a normal 66-foot wide lot would be 2,640 square feet.

Petitioners' Presentation

Philip Damato, owner of the subject property at 325 Windsor Avenue, Glen Ellyn, Illinois, displayed a photograph of the deteriorated garage on his property which he believes was built in 1948. Mr. Damato stated that building a new garage near the middle of his yard would meet the Village zoning requirements, however, building at that location would eliminate the living space in the yard. Mr. Damato stated that he is asking for permission to demolish his existing garage and build an exact duplicate in the same location. Mr. Damato displayed a photograph of his and his neighbor's garages and stated that his neighbor would like Mr. Damato to replace his existing deteriorated garage. Mr. Damato added that the garage would look skewed if it was built 6-1/2 feet from the property line. Mr. Damato also added that he is not comfortable with his children currently being in the garage nor with parking his car in the garage due to its deteriorated condition.

Responses to Questions from the ZBA

Mr. Damato responded to Board Member Constantino that the existing garage is dangerous because there are a number of holes in the roof, the garage is leaning, the rear of the garage is shored up with plywood and there is mold, water damage and cracked concrete in the garage. Mr. Damato added that the driveway will remain as is. Mr. Damato also responded that there will be no water drainage problems to impact the neighbors and that the new garage will be the same height as the existing garage.

Persons in Favor of or in Opposition to the Petition

David Leach, 252 Sawyer Avenue, Glen Ellyn, Illinois stated he has no objection to the proposed garage being built as he feels it would be safer than the current garage which is leaning.

Comments from the ZBA

The ZBA members were supportive of the proposed garage because they felt that the pie shape of the lot is a practical difficulty which limits the location of the garage and the small yard would be eliminated if the garage was relocated. They also felt that unusual

circumstances regarding this project are the wide frontage of the lot that creates a wider side yard requirement. The ZBA members also were in favor of the proposed project because the neighbors are supportive and there are no apparent adverse effects that would be caused regarding drainage issues.

Motion

Board Member Constantino moved, seconded by Board Member Siligmuller, to recommend that the Village Board approve a variation at 325 Windsor Avenue for a variation from Section 10-5-4(A)4c of the Glen Ellyn Zoning Code to allow the construction of a one-car detached garage that is 2.56 feet from the right side yard lot line and 4 feet from the left side yard lot line in lieu of the minimum required side lot line setback of 6.75 feet. The reasons for the recommendation of approval of the proposed garage are the unique shape of the lot, the potential loss of the back yard, the unique circumstances created by the pie shaped wide frontage, the proposed garage will be the exact same size and height as the existing garage and will alleviate the hazardous condition of the existing building and the existing condition was not created by the property owner.

The motion carried unanimously with 5 “yes” votes as follows: Board Members Constantino, Siligmuller, Fasules, Ozog and Acting Chairman Fried voted yes.

Trustee Report

Trustee Cooper updated the ZBA regarding the proposed widening of Hawthorne Boulevard and a variation presented to the Village Board regarding a property on Harding Avenue.

Staff Report

In response to Acting Chairperson Fried, Mr. Kvapil updated the ZBA members regarding the College of DuPage.

Mr. Kvapil stated that a notation will be added to the Notice of Public Hearing in the future stating, “Any other zoning relief necessary to construct the project as depicted on the plans presented or revised at the public hearing or at a public meeting of the Village Board.” Mr. Kvapil stated that this statement is included for Plan Commission projects and that the notation is also applicable to the ZBA process.

Mr. Kvapil stated that the next regularly scheduled ZBA meeting will be cancelled.

There being no further business before the Zoning Board of Appeals, the meeting was adjourned at 8:20 p.m.

Submitted by:
Barbara Utterback
Recording Secretary

Reviewed by:
Joe Kvapil
Building & Zoning Official



Village of Glen Ellyn

Ordinance No. _____

**An Ordinance Approving a Variation from the
Side Yard Setback Requirements
of the Zoning Code
to Allow a One-Car Detached Garage
for Property at 325 Windsor Avenue
Glen Ellyn, IL 60137**

**Adopted by the
President and Board of Trustees
Of the Village of Glen Ellyn
DuPage County, Illinois
this _____ day of _____, 20 ____.**

Published in pamphlet form by the authority of the
President and Board of Trustees of the Village of
Glen Ellyn, DuPage County, Illinois, this _____
day of _____, 20 ____.

Ordinance No. _____

**An Ordinance Approving a Variation from the
Side Yard Setback Requirements
of the Zoning Code
to Allow a One-Car Detached Garage
for Property at 325 Windsor Avenue
Glen Ellyn, IL 60137**

Whereas, Phillip and Shannon Damato, owners of the property at 325 Windsor Avenue, Glen Ellyn, Illinois, which is legally described as follows:

Lot 16 in Block 2 in Chesterfield Heights, being a subdivision of part of Sections 10 and 15, Township 39 North, Range 10, East of the Third Principal Meridian, according to the Plat thereof recorded October 9, 1924 as Document 183453, in DuPage County, Illinois.

P.I.N.: 0515205025

have petitioned the President and Board of Trustees of the Village of Glen Ellyn for a variation from the Glen Ellyn Zoning Code, Section 10-5-4(A)4c, to allow the construction of a one-car detached garage that is 2.56 feet from the south side yard lot line, and 4 feet from the north side yard lot line in lieu of the minimum required side yard setback of 6.75 feet; and

Whereas, following due notice by publication in the Daily Herald not less than fifteen (15) nor more than thirty (30) days prior thereto, and by mailing notice to all property owners within 250 feet of the subject property at least ten (10) days prior thereto, and following the placement of a placard on the subject property not less than fifteen (15) days prior thereto, the Glen Ellyn Zoning Board of Appeals conducted a public hearing on August 23, 2011, at which the petitioners presented

evidence, testimony, and exhibits in support of the variation request and one person appeared in favor of the variation and no persons appeared in opposition thereto; and

Whereas, based upon the evidence, testimony, and exhibits presented at the public hearing on August 23, 2011, the Zoning Board of Appeals adopted findings of fact and voted on a motion to approve the Variation, which carried by a vote of five (5) “yes” and zero (0) “no,” resulting in a recommendation for approval as set forth in its draft Minutes dated August 23, 2011, appended hereto as Exhibit "A"; and

Whereas, the President and Board of Trustees have reviewed the exhibits and evidence presented at the aforementioned public hearing and have considered the findings of fact and recommendations of the Zoning Board of Appeals; and

Whereas, the President and Board of Trustees make the following findings of fact:

- A. That the plight of the owner is due to unique circumstances since the unusual pie-shaped lot results in a greater setback requirement and smaller rear yard than a typical rectangular lot;
- B. That the variation, if granted, will not alter the essential character of the locality since the proposed new one-car detached garage replaces the prior existing one-car detached garage in the same size and location on the lot and detached garages are common accessory structures in the residential district;
- C. That the particular physical shape of the specific property brings particular hardship upon the owner as distinguished from a mere inconvenience if the strict letter of the regulation were to be carried out since the small available outdoor living area in the rear yard area would be further reduced if the garage were set back the required distance into the rear yard;

D. That the conditions upon which the variation is based would not be applicable generally to other property within the same zoning district since the property is a unique shape and the home is set back on the property beyond the minimum required front yard setback;

E. That the purpose of the variation is not based exclusively upon a desire to make more money out of the property since the applicant has expressed no intention for further development or sale of the property;

F. That the practical difficulty or particular hardship has not been created by any persons presently having an interest in the property since the conditions that generated this request for a variation were existing when the applicant purchased the property;

G. That the variation will not diminish or impair property values within the neighborhood since a one-car detached garage is a common residential property improvement and the new garage replaces an existing garage that was in disrepair;

H. That the variation will not create a nuisance since the existing driveway and street approach are in code compliance and no changes to these existing conditions will be made;

I. That the variation is the minimum variation that will make possible the reasonable use of the land, building or structure since a larger detached garage is permitted by the zoning code but the applicant has elected to construct a smaller structure; and

Whereas, the President and Board of Trustees, based on the aforementioned findings of fact, find it appropriate to grant the variation presented to the Zoning Board of Appeals.

Now, Therefore, be it Ordained by the President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in exercise of its home rule powers, as follows:

Section One: The draft Minutes of the August 23, 2011 Glen Ellyn Zoning Board of Appeals meeting, Exhibit "A" appended hereto, are hereby accepted, and the findings of fact and conclusions set forth in the preambles above are hereby adopted as the findings of fact and conclusions of the corporate authorities of the Village of Glen Ellyn.

Section Two: Based upon the above findings of fact, the President and Board of Trustees hereby approve a variation from the Glen Ellyn Zoning Code, Section 10-5-4(A)4c, to allow the construction of a one-car detached garage that is 2.56 feet from the south side yard lot line and 4 feet from the north side yard lot line at 325 Windsor Avenue, Glen Ellyn, Illinois, which is legally described as follows:

Lot 16 in Block 2 in Chesterfield Heights, being a subdivision of part of Sections 10 and 15, Township 39 North, Range 10, East of the Third Principal Meridian, according to the Plat thereof recorded October 9, 1924 as Document 183453, in DuPage County, Illinois.

P.I.N.: 0515205025

Section Three: This grant of variation to construct a one-car detached garage is conditioned upon the construction being completed in substantial conformance with the plans and the Application for Variation received by the Planning & Development Department received and signed on July 20, 2011 and the testimony and exhibits provided at the August 23, 2011 Zoning Board of Appeals public hearing.

Section Four: The Building and Zoning Official is hereby authorized and directed to issue building permits for the subject property, consistent with the variation granted herein, provided that all conditions set forth hereinabove have been met and that the proposed construction is in compliance with all other applicable laws and ordinances. This grant of variation shall expire and become null and void twenty-four (24) months from the date of passage of this Ordinance unless a

building permit to begin construction in reliance on this variation is applied for within said twenty-four (24) month time period and construction is continuously and vigorously pursued provided, however, the Village Board, by motion, may extend the period during which permit application, construction, and completion shall take place.

Section Five: The Village Clerk is hereby authorized and directed to cause a copy of this Ordinance approving the variation to be recorded with the DuPage County Recorder of Deeds.

Section Six: This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form.

Section Seven: Failure of the owner or other party in interest or a subsequent owner or other party in interest to comply with the terms of this Ordinance, after execution of said Ordinance, shall subject the owner or party in interest to the penalties set forth in Section 10-10-18 "A" and "B" of the Village of Glen Ellyn Zoning Code.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this ____ day of _____, 2011.

Ayes:

Nays:

Absent:

Approved by the Village President of the Village of Glen Ellyn, Illinois, this ____ day of _____, 20____.

Village President of the
Village of Glen Ellyn, Illinois

Attest:

Village Clerk of the
Village of Glen Ellyn, Illinois

(Published in pamphlet form and posted on the ____ day of _____).

X:\PlanDev\BUILDING\ZBA\ORDINANCE\WINDSOR325-SIDE.doc



NOTICE OF PUBLIC HEARING

Phillip and Shannon Damato, owners of the property at 325 Windsor Avenue, are requesting a public hearing for a variation in accordance with Section 10-10-12 of the Glen Ellyn Zoning Code. The owners would like to remove and replace the existing nonconforming one-car detached garage with a new garage of the same size and in the same location. The Zoning Code does not allow accessory structures to be reconstructed in a nonconforming location. The Glen Ellyn Zoning Board of Appeals will conduct a public hearing to consider this Variation on **Tuesday, August 23, 2011** at 7:30 p.m. on the third floor in the Civic Center, 535 Duane Street, Glen Ellyn, Illinois. Anyone is welcome to attend.

The property owners are requesting approval of a variation from the Glen Ellyn Zoning Code Section 10-5-4(A)4c, to allow the construction of a one-car detached garage that is within 2.56 feet of the right side yard lot line, and within 4 feet of the left side yard lot line, and within 10 feet from the rear lot line in lieu of the minimum required side and rear lot line setback of 13.5 feet.

The property is zoned R2, Residential District, and is legally described as follows:

Lot 16 in Block 2 in Chesterfield Heights, being a subdivision of part of Sections 10 and 15, Township 39 North, Range 10, East of the Third Principal Meridian, according to the Plat thereof recorded October 9, 1924 as Document 183453, in DuPage County, Illinois. P.I.N.: 0515205025

Plans related to the proposed addition are available for public review in the Planning and Development Department, Civic Center, 535 Duane Street, Glen Ellyn, Illinois. If you have questions, please contact Joe Kvapil, Building & Zoning Official, at (630) 547-5244. For individuals with disabilities who have questions regarding the accessibility of the meeting or facilities, contact Harold Kolze, ADA Coordinator, at (630) 547-5209.

(Published in The Daily Herald on Wednesday, August 10, 2011)

VILLAGE OF GLEN ELLYN
535 Duane Street
Glen Ellyn, Illinois 60137
(630) 547-5250

APPLICATION FOR VARIATION



Note to the Applicant: This application should be filed with, and any questions should be directed to the Director of the Village Planning and Development Department.

The undersigned hereby petitions the Village of Glen Ellyn, Illinois, for one or more variations from the Glen Ellyn Zoning Code (Ordinance No. 3617-Z, as amended), as described in this application.

I. APPLICANT INFORMATION

(Note: The applicant must comply with Section 10-10-10(B) of the Zoning Code).

Name: Phillip Damato

Address: 325 Windsor ave.

Phone No.: 630-790-2964

Fax No.: -

E-mail: pmd27@msn.com

Ownership Interest in the Property in Question: Home owner

II. INFORMATION REQUIRED BY SECTION 10-10-10(B) OF THE ZONING CODE, IF APPLICABLE

NOTE: All parties, whether petitioner, agent, attorney, representative and or organization et al. must be fully disclosed by true name and address in compliance with Section 10-10-10(B) of the Zoning Code. Disclosure forms are attached for your convenience.

Name and address of the legal owner of the property (if other than the applicant):

Name and address of the person or entity for whom the applicant is acting (if the applicant is acting in a representative capacity):

Is the property in question subject to a contract or other arrangement for sale with the fee owner? (Circle "Yes" or "No")

YES

NO

If YES, the contract purchaser must provide a copy of the contract to the Village and must either be a co-petitioner to this application or submit the attached Affidavit of Authorization with the application packet.

Is the property in question the subject of a land trust agreement? (Circle "Yes" or "No")

YES

NO

If YES, (1) either the trustee must be a co-petitioner or submit the attached Affidavit of Authorization from the trustee to represent the holders of the beneficial interests in the trust and (2) the applicant must provide a trust disclosure in compliance with "An Act to Require Disclosure of All Beneficial Interests", Chapter 148, Section 71 et seq., Illinois Revised Statutes, signed by the trustee.

III. PROPERTY INFORMATION

Common address: 325 Windsor ave.

Permanent tax index number: 05-15-005-025

Legal description: _____

Zoning classification: Residential

Lot size: 170 ft. x 154 ft. Area: _____ sq. ft.

Present use: Single family residence

IV. INFORMATION REGARDING THE VARIATION(S) REQUESTED

Description of the variation(s) requested (including identification of the Zoning Code provisions from which variation is sought) and proposed use(s):

Request to replace an existing 1 car garage with a new 1 car garage of exact dimensions. I wish to keep the new garage in the same location. 10-5-4 (A) 4c

Estimated date to begin construction: August 1, 2011

Names and addresses of any experts (e.g., planner, architect, engineer, attorney, etc.):

V. EVIDENCE RELATING TO ZONING CODE STANDARDS FOR A VARIATION

The following items are intended to elicit information to support conclusions by the ZBA or PC and the Village Board that the required findings/standards for a variation under the Zoning Code have been established and met. Therefore, please complete these items carefully.

A. Standards Applicable to All Variations Requested

1. Provide evidence that due to the characteristics of the property in question, there are practical difficulties or particular hardship for the applicant/owner in carrying out the strict letter of the Zoning Code:

The lot is uniquely shaped and the zoning code
interferes with the buildable area of the lot.

2. (a) Provide evidence that the property in question cannot yield a reasonable return if permitted to be used under the conditions allowed by the Zoning Code (i.e., without one or more variations):

OR

- (b) Provide evidence that the plight of the applicant/owner is due to unique circumstances relating to the property in question:

The lot is "pie shaped". The lot does
not have a rear lot line.

3. Provide evidence that the requested variation(s), if granted, will not alter the essential character of the locality of the property in question:

The variation will allow for replacement of
the existing structure. The dimensions of the
new structure will mirror the dimensions of the
existing structure.

B. For the purpose of supplementing the above standards, the ZBA or PC, in making its recommendation that there are practical difficulties or particular hardships, shall also take into consideration the extent to which the evidence establishes or fails to establish the following facts favorably to the applicant:

1. Provide evidence that the particular physical surroundings, shape or topographical condition of the property in question would bring particular hardship upon the applicant/owner as distinguished from a mere inconvenience if the strict letter of the Zoning Code were to be carried out:
Compliance with the setbacks would reduce the already small available outdoor living area in the rear yard due to the placement of the home on the lot and the configuration of the lot shape.
2. Provide evidence that the conditions upon which the petition for variation is based would not be applicable generally to other property within the same zoning district:
The rear yard outdoor living area would not be equivalent to other regular shaped lots in the area.
3. Provide evidence that the purpose of the variation is not based exclusively upon a desire to make more money out of the property in question:
The purpose of the variation is to replace the existing garage that is dilapidated with a new garage of the same dimensions.
4. Provide evidence that the alleged difficulty or particular hardship has not been created by any person presently having an interest in the property in question or by the applicant.
The garage is an existing structure from the original purchase of the home.
5. Provide evidence that the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property in question is located
A new structure will not be detrimental to the public welfare. The current garage is at risk of collapse.
6. Provide evidence that the proposed variation will not:
 - a. Impair an adequate supply of light and air to adjacent property;
The size and dimensions of the new structure will be the same as the now standing structure.

- b. Substantially increase the hazard from fire or other dangers to the property in question or adjacent property;
Compliance with the setbacks will bring the new garage closer to the home and wood deck in the rear yard.
 - c. Otherwise impair the public health, safety, comfort, morals or general welfare of the inhabitants of the Village;
A new garage is safer for my neighbors and the children who go in it.
 - d. Diminish or impair property values within the neighborhood;
A new garage will increase the value of the property.
 - e. Unduly increase traffic congestion in the public streets and highway;
The garage is in the rear of the home.
 - f. Create a nuisance; or
It will not create a nuisance in the neighborhood.
 - g. Results in an increase in public expenditures.
The garage is a private structure.
7. Provide evidence that the variation is the minimum variation that will make possible the reasonable use of the land, building or structure.
The new garage will be the same dimensions as the garage that is now standing. I wish to replace it in the same exact location.
8. Please add any comments which may assist the Zoning Board of Appeals of Appeals in reviewing this application.
The existing garage is old, unkept and a hazard. The roof has many holes.

VI. EVIDENCE RELATING TO FLOOD HAZARD VARIATION REQUESTS

The following items must be completed only if the requested variation is from Chapter 6 of the Zoning Code (relating to Flood Hazard Land Use Regulations.) If no such variation is being requested, the applicant should skip this section and complete Section VII below.

- A. Items applicable only to variation requested from the requirements of Chapter 6 of the Zoning Code (relating to Flood Hazard Land Use Regulations) that, if granted, would result in a structure not being protected to the elevation of the base flood.

1. Provide evidence that the structure is to be located on a lot contiguous to and surrounded by lots with existing structures constructed below the base flood level.

Not Applicable

2. Provide evidence that the applicant has acknowledged that (a) such construction below the base flood level will increase the risk to life and property and that the applicant proceeds with knowledge of these risks; and (b) any variation is contingent upon the applicant obtaining approval from other agencies having jurisdiction when the variance violates the requirements of such agencies.

Not Applicable

B. Items applicable only to variations requested from the requirements in Chapter 6 of the Zoning Code (relating to Flood Hazard Land Use Regulations) that, if granted, would significantly impede or increase the flow and passage of floodwaters.

1. Provide evidence that the use will not result in an increased flood height greater than 0.1 feet within the designated regulatory floodway.

Not Applicable

2. Provide evidence that the resulting increase in the base flood elevations will not affect any existing structures or utilities.

Not Applicable

3. Provide evidence that the owners of the properties affected by the increased base flood elevation are compensated for the resulting effect on property values, and they give their written agreement to granting the variation.

Not Applicable

4. Provide evidence that the resulting increased flood elevations will not affect any flood protection structures.

Not Applicable

VII. CERTIFICATIONS, CONSENT AND SIGNATURE(S)

I (We) certify that all of the statements and documents submitted as part of this application are true and complete to the best of my (our) knowledge and belief.

I (We) consent to the entry in or upon the premises described in the application by any authorized official of the Village of Glen Ellyn.

I (We) certify that I (we) have carefully reviewed the Glen Ellyn Zoning Variation Request Package and applicable provisions of the Glen Ellyn Zoning Code.

I (We) consent to accept and pay the cost to publish a notice of Public Hearing as submitted on an invoice from the publishing newspaper. I (we) understand that our request will not be scheduled for a Village Board agenda until and unless this invoice is paid.

 _____

Signature of Applicant(s)

7/20/2011

Date filed

AFFIDAVIT OF AUTHORIZATION

I, Phillie Damato owner of the property described as
325 Windsor ave. Lot 16 in block 2 in Chesterfield Heights.

verify that _____
is duly authorized to apply and represent my interests before the Glen Ellyn Architectural
Review Commission, Plan Commission, Zoning Board of Appeals and/or Village Board. Owner
acknowledges that any notice given applicant is actual notice to owner.

OWNER

NOTARY

August 8, 2011

Joe Kvapil
Building and Zoning
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

Dear Mr. Kvapil,

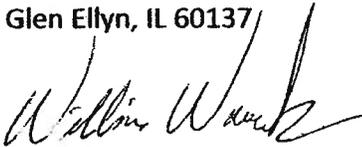
Please accept this letter as an indication of our willingness to allow our neighbors, Phil and Shannon Damato, to build a new garage on their property at 325 Windsor Avenue.

If you have any questions or require additional information from us, please feel free to contact us at 630-858-2466 or wawczak@sbcglobal.net.

Sincerely,



Bernadette Wawczak
320 Lorraine Street
Glen Ellyn, IL 60137



William Wawczak
320 Lorraine Street
Glen Ellyn, IL 60137

252 Sawyer Avenue
Glen Ellyn, IL 60137

August 14, 2011

Dear Mr. Kvapil:

We reside at 252 Sawyer Avenue, Glen Ellyn, IL. We own the property immediately South of Philip and Shannon Damato.

We are writing this letter to support without reservation, the Damato's request for a zoning variance to build a new garage on their property.

We are confident this addition to our neighborhood will enhance the overall esthetic of the adjoining yards and neighborhood.

If you have any questions or should require additional information, we can be contact directly at 630-790-0296.

Sincerely,
David and Sena Leach
252 Sawyer Avenue
Glen Ellyn, IL 60137

Michael and Karen Barnes
337 Windsor Ave
Glen Ellyn, IL

Mr. Joe Kvapil
Building and Zoning Official
City of Glen Ellyn
535 Duane St
Glen Ellyn, IL 60137

Thursday, August 11, 2011

Dear Mr Kvapli,

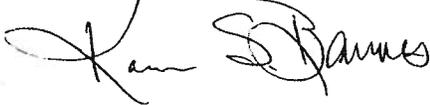
We live next door to Phil and Shannon Damato at 337 Windsor Ave and encourage you to approve the variation needed to remove and rebuild the garage located on their property.

We see the new garage as an improvement to the neighborhood

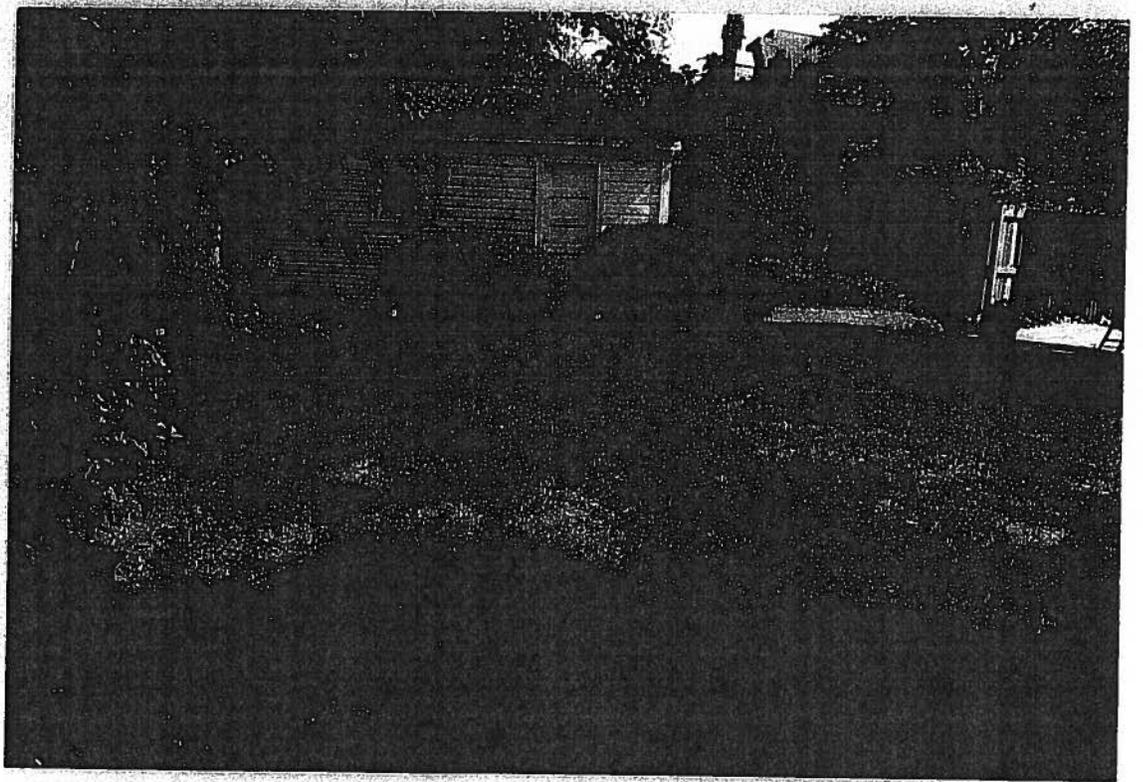
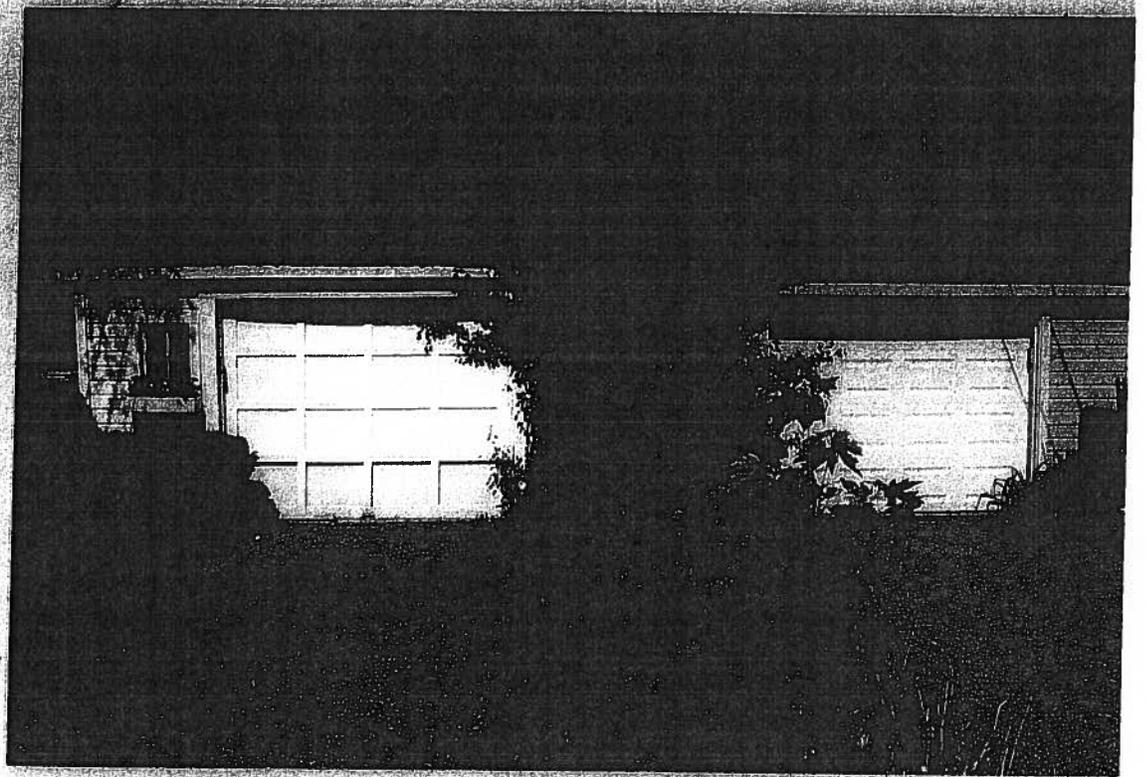
Sincerely yours,

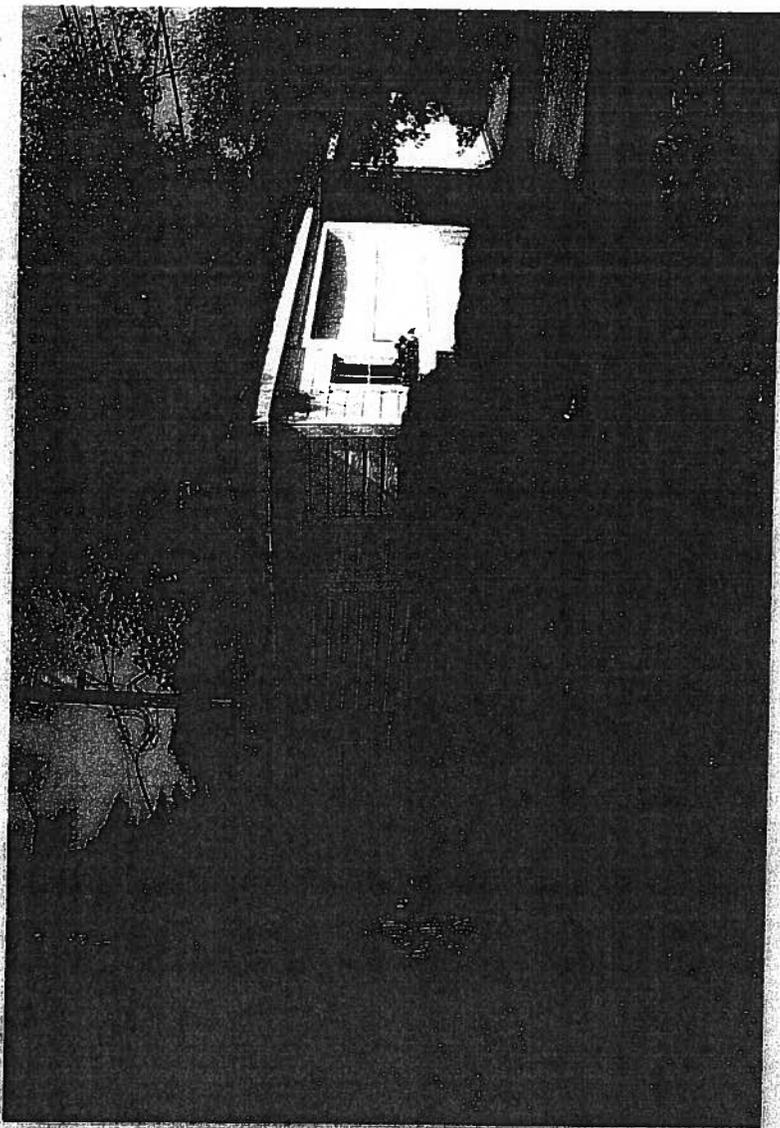


Michael Barnes



Karen Barnes





GLEN ELLYN POLICE DEPARTMENT
MEMORANDUM

A-6E

TO: Deputy Chief Holmer
FROM: Sergeant Norm Webber *NW*
DATE: September 1, 2011
SUBJECT: **Parking on Riford at Oak**

It was brought to my attention that the east side of Riford just north and south of the Oak is posted as NO PARKING THIS SIDE, but there is not an ordinance designating this area as a no parking zone.

Riford at Oak has a slight bend in the roadway, which makes it difficult for vehicles traveling on Riford to see oncoming traffic when vehicles are parked on the east side of the street.

I have drafted an ordinance which prohibits parking on the east side of Riford just north and south of Oak. This ordinance would bring the village code up to date as to the locations of the No Parking signs currently in place.

A copy of the draft ordinance is attached to this memo. Please let me know if you have any questions.

Chief -

We really noticed ~~the~~ causing problems during the recent construction of a new home on the east side of Riford Road. The curve on Riford limits visibility of oncoming traffic. We established a temporary no parking zone during construction - this would make it permanent.

W

OK. RM

ORDINANCE NO. _____ - VC

AN ORDINANCE TO AMEND SECTION 9-5-6
(SCHEDULE F; PARKING PROHIBITED AT ALL TIMES)
OF THE VILLAGE CODE OF THE
VILLAGE OF GLEN ELLYN, ILLINOIS
REGARDING PARKING ON RIFORD ROAD AT OAK STREET

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF GLEN ELLYN, DUPAGE COUNTY, ILLINOIS, in the exercise of its home rule powers, as follows:

SECTION ONE: Section 9-5-6 (SCHEDULE F; PARKING PROHIBITED AT ALL TIMES) of the Glen Ellyn Village Code is hereby amended by the addition of the following:

Name of Street	District	Hours Prohibited
Riford Road (east side)	From the south line of Oak Street to a point 137 feet south of that same line.	Parking Prohibited At All Times
Riford Road (east side)	From the north line of Oak Street to a point 163 feet north of that same line	Parking Prohibited At All Times

SECTION TWO: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION THREE: This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form.

PASSED by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this _____ day of _____, 20____.

AYES:

NAYS:

ABSENT:

APPROVED by the Village President of the Village of Glen Ellyn, Illinois, this
_____ day of _____, 20____.

Village President of the Village
of Glen Ellyn, Illinois

ATTEST:

Village Clerk of the Village
of Glen Ellyn, Illinois

(Published in pamphlet form and posted on the _____ day of _____,
20____.)

MEMORANDUM

DATE: September 15, 2011
TO: Mark Franz, Village Manager
FROM: Larry Noller, Interim Finance Director LN
RE: MUNIS Annual Support and Licensing

Background

We have utilized MUNIS software as the Village's enterprise financial software system since 2003. Tyler Technologies is the sole source vendor for MUNIS support and licensing. Our MUNIS system requires an annual agreement with Tyler Technologies, which covers all the modules utilized by Village departments including general ledger, utility billing, accounts payable, payroll, human resources management, general billing, permits, and business licenses. Our annual support and license agreement is due for renewal in October. The \$44,550.82 cost has been included in the FY12 Finance Department budget in the General Fund.

Action Requested

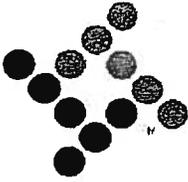
Village Board approval of an annual agreement with Tyler Technologies for MUNIS support and licensing in the amount of \$44,550.82 at the September 26, 2011 board meeting to be expensed to the FY12 General Fund-Finance Department.

Recommendation

Approval and payment of the support and licensing agreement is recommended.

Attachments

- Invoices from Tyler Technologies
- Support and licensing agreement with Tyler Technologies



tyler
technologies

Remittance:
Tyler Technologies, Inc.
(FEIN 75-2303920)
P.O. Box 678168
Dallas, TX 75267-8168

Invoice

Invoice No	Date	Page
52906	08/17/2011	1 of 2

Questions:

Phone: 207-781-2260
Toll-free: 1-800-772-2260
Email: munis.accounting@tylertech.com
Fax: 207-781-2459 (Accounting Dept)

Bill To: VILLAGE OF GLEN ELLYN
ATTN: JON BATEK
535 DUANE STREET
GLEN ELLYN, IL 60137

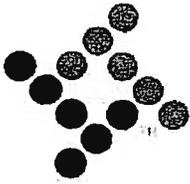
Ship To: VILLAGE OF GLEN ELLYN
ATTN: JON BATEK
535 DUANE STREET
GLEN ELLYN, IL 60137

Customer No.	Ord No	PO Number	Ext Ref No.	Currency	Terms	Due Date
4703	26866			USD	DUE	08/17/2011

Date	Description	Units	Rate	Extended Price
Contract No.: GLEN ELLYN, IL				
	SUPPORT & UPDATE LICENSING - ACCOUNTS RECEIVABLE Maintenance: Start: 25/Oct/2011, End: 24/Oct/2012	1	2,478.80	2,478.80
	SUPPORT & UPDATE LICENSING - ACCTG/GL/BUDGET/AP Maintenance: Start: 25/Oct/2011, End: 24/Oct/2012	1	11,774.29	11,774.29
	SUPPORT & UPDATE LICENSING - BUSINESS LICENSES Maintenance: Start: 25/Oct/2011, End: 24/Oct/2012	1	2,253.85	2,253.85
	SUPPORT & UPDATE LICENSING - CRYSTAL REPORTS Maintenance: Start: 25/Oct/2011, End: 24/Oct/2012	1	2,927.62	2,927.62
	SUPPORT & UPDATE LICENSING - GENERAL BILLING Maintenance: Start: 25/Oct/2011, End: 24/Oct/2012	1	1,126.92	1,126.92
	SUPPORT & UPDATE LICENSING - HUMAN RESOURCES MANAGEMENT Maintenance: Start: 25/Oct/2011, End: 24/Oct/2012	1	1,734.73	1,734.73
	SUPPORT & UPDATE LICENSING - MUNIS OFFICE Maintenance: Start: 25/Oct/2011, End: 24/Oct/2012	1	1,915.34	1,915.34
	SUPPORT & UPDATE LICENSING - PARKING TICKETS Maintenance: Start: 25/Oct/2011, End: 24/Oct/2012	1	3,442.41	3,442.41
	SUPPORT & UPDATE LICENSING - PAYROLL Maintenance: Start: 25/Oct/2011, End: 24/Oct/2012	1	2,613.99	2,613.99
	SUPPORT & UPDATE LICENSING - PERMITS & CODE ENFORCEMENT Maintenance: Start: 25/Oct/2011, End: 24/Oct/2012	1	3,305.06	3,305.06



\$ \$ I N V O I C E % 5 2 9 0 6 % 0 8 / 1 7 / 2 0 1 1 % 4 7 0 3 %



tyler
technologies

Remittance:

Tyler Technologies, Inc.
(FEIN 75-2303920)
P.O. Box 678168
Dallas, TX 75267-8168

Invoice

Invoice No	Date	Page
52906	08/17/2011	2 of 2

Questions:

Phone: 207-781-2260
Toll-free: 1-800-772-2260
Email: munis.accounting@tylertech.com
Fax: 207-781-2459 (Accounting Dept)

Bill To: VILLAGE OF GLEN ELLYN
ATTN: JON BATEK
535 DUANE STREET
GLEN ELLYN, IL 60137

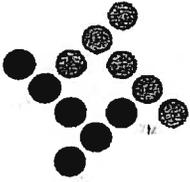
Ship To: VILLAGE OF GLEN ELLYN
ATTN: JON BATEK
535 DUANE STREET
GLEN ELLYN, IL 60137

Customer No.	Ord No	PO Number	Ext Ref No.	Currency	Terms	Due Date
4703	26866			USD	DUE	08/17/2011

Date	Description	Units	Rate	Extended Price
	SUPPORT & UPDATE LICENSING - PROJECT ACCOUNTING Maintenance: Start: 25/Oct/2011, End: 24/Oct/2012	1	2,253.85	2,253.85
	SUPPORT & UPDATE LICENSING - PURCHASE ORDERS Maintenance: Start: 25/Oct/2011, End: 24/Oct/2012	1	2,703.75	2,703.75
	SUPPORT & UPDATE LICENSING - UTILITY BILLING Maintenance: Start: 25/Oct/2011, End: 24/Oct/2012	1	3,267.21	3,267.21
	SUPPORT & UPDATE LICENSING - UTILITY BILLING INTERFACE Maintenance: Start: 25/Oct/2011, End: 24/Oct/2012	1	991.74	991.74
	TYLER FORM PROCESSING SUPPORT Maintenance: Start: 25/Oct/2011, End: 24/Oct/2012	1	2,503.67	2,503.67

Subtotal	45,293.23
Sales Tax	0.00
Invoice Total	45,293.23

41,850.82



tyler
technologies

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52907	08/17/2011	1 of 1

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535 DUANE STREET
GLEN ELLYN, IL 60137

Customer No.	Ord No	PO Number	Ext Ref No.	Currency	Terms	Due Date
4703	26867			USD	DUE	08/17/2011

Date	Description	Units	Rate	Extended Price
Contract No.: GLEN ELLYN, IL				
	MUNIS GUI SITE LICENSE SUPPORT	1	2,700.00	2,700.00
Maintenance: Start: 25/Oct/2011, End: 24/Oct/2012				

Subtotal	2,700.00
Sales Tax	0.00
Invoice Total	2,700.00



**ANNUAL SUPPORT AGREEMENT AND LICENSE AGREEMENT
FOR MUNIS® SOFTWARE**

Invoice to: 4703	Village of Glen Ellyn	Contact: Jon Batek
Address:	Attn: Jon Batek 535 Duane Street Glen Ellyn, IL 60137	Telephone: 630.547.5213

This Support and License Agreement (herein "Agreement") is entered into between Village of Glen Ellyn (Licensee) with its principal place of business at 535 Duane Street, Glen Ellyn, IL and Tyler Technologies, Inc., MUNIS Division, (Licensor) with its principal place of business at 370 US Route One, Falmouth, Maine, 04105 on this 25th day of October 2011.

The headings used in the Agreement are for reference purposes only and shall not be deemed a part of this Agreement.

The Licensee agrees to purchase and MUNIS agrees to provide services for the products listed below in accordance with the following terms and conditions.

I. Term of Agreement

This Agreement is effective as of 10/25/11 and shall remain in force until 10/24/12 (one-year term). Upon termination of this Agreement the Licensee may renew the Agreement for subsequent one-year periods at the then current fee structure as established by the Licensor.

II. Scope of the Agreement

Both parties acknowledge that this Agreement covers both Support and Licensing for the products listed below, used by the Licensee for the operations of: City/Town/Village School County Other (This Agreement is limited to only those entities marked.)

III. Payment

- Licensee agrees to pay MUNIS \$ 41,850.82 ~~45,299.23~~, for licensing and support services, as described below. This payment is due and payable upon execution of the Agreement.
2. Additional charges. Any services performed by MUNIS for the Licensee, which are not covered by the Agreement, will be charged at the then applicable time rate*. All materials supplied in connection with such non-covered maintenance or support will be charged to the Licensee. Any additional charges will be added to the next invoice submitted to the Licensee and shall be due on the same date as the other charges included in that invoice.

IV. Covered Products

This Agreement is limited to the following listed products which are registered for Licensee's Windows 2008 system.

Application:		Application:	
Accounting/GL/BG/AP	D	Tyler Forms Processing	D
Accounts Receivable	D	UB Interface	C
Bus Licenses	D	Utility Billing	C
HR Management	B		
General Billing	D		
MUNIS Crystal Reports	D		
MUNIS Office	D		
Parking Tickets	B		
Payroll	B		
Permits Code Enforcement	C		
Project & Grant Accounting	D		
Purchase Orders	D		

Licensee¹

Date

Tyler Technologies, Inc., MUNIS Division


Richard E. Peterson, Jr., President
Date August 11, 2011

* Current Billable Service Rates are available on request.
Rates are subject to change and a contract for services or a Purchase Order is required to hold a quoted rate.

¹ Licensee's acceptance signature is optional. Payment of this contract by Licensee signifies acceptance of the terms and conditions outlined herein. MUNIS will not accept any changes to this contract.

V. Terms and Conditions for Licensing:

1. **Grant of License:** Upon execution of this Agreement, Licensee is hereby granted the non-exclusive and non-transferable license and right to use the current version of the MUNIS Licensed Programs listed in Section IV., and related materials. This License will also cover any additional revisions that Licensor may release during the term of this Agreement. The Licensor agrees to extend and the Licensee agrees to accept a license subject to the terms and conditions contained herein for the current version of the MUNIS software products identified in Section IV.
2. **Limited Use:** The software products listed are licensed for use only for the benefit of the Licensee listed in this Agreement. This license is registered for the Licensee's computer system identified in Section IV. As long as a current License and Support Agreement is in place, this License may be transferred to any other hardware system used for the benefit of Licensee. Licensee agrees to notify Licensor prior to transferring the licensed products to any other system. The right to transfer this license is included in the cost of this Agreement. The cost for new media or any required technical assistance to accommodate the transfer would be billable charges to the Licensee.
3. **Confidentiality:** The Licensee agrees that the Products are proprietary to the Licensor and have been developed as a trade secret at the Licensor's expense. The Licensee agrees to keep the software products confidential and use its best efforts to prevent any misuse, unauthorized use or unauthorized disclosures by any party of any or all of the Products or accompanying documentation.
4. **Modification:** The Products may be modified but such modification shall be only for the use on the Licensee's system for which the Products are licensed and shall not cause the Licensee or anyone performing such modification to gain any proprietary or other interest in the Products.
5. **Copies:** The Licensee may make copies of the licensed Products for archive purposes only. The Licensee will repeat any proprietary notice on the copy of the Product. The documentation accompanying the product may not be copied except for internal use.
6. **Warranty:** For as long as a current software support agreement is in place, the Licensor will warrant that all MUNIS® software programs will operate as described in the brochures and user manuals of MUNIS. If a program fails to operate in the manner described within these documents, the Licensor will correct the problem at no charge to the Licensee. If Licensee has made modifications to the software programs, Licensor will no longer warrant the performance of those programs, which contain modifications, unless specifically authorized in writing by the Licensor.

VI. Terms and Conditions for Support:

1. **Scope of Services:** MUNIS will provide the following services for the benefit of the Licensee.
 - a.) MUNIS shall provide software-related telephone support to the Licensee. Support personnel will accept phone calls during MUNIS's normal working hours (8:00 A.M. to 6:00 P.M., Eastern Standard Time, Monday through Friday) for the term of this Agreement, limited to a reasonable number of calls of reasonable duration. Assistance and support requests, which require special assistance from MUNIS's development group, will be taken and directed by support personnel. In the event that support representatives are unavailable to receive calls, messages will be taken and calls will be returned within one working day.
 - b.) MUNIS will continue to maintain a master set of the current computer programs on appropriate media, as well as hardcopy printout of source code programs and documentation.
 - c.) MUNIS will maintain staff that is appropriately trained to be familiar with Licensee's software programs that are listed in Section IV in order to render assistance, should it be required.
 - d.) MUNIS will provide Licensee with all program enhancements, modifications or updates that MUNIS may make to the then Current Release of the program applications covered in this Agreement.
 - e.) In the case of system software new Release(s), the Licensee will also be required to pay whatever fees the manufacturer charges to MUNIS for the new Release. Licensee understands that and agrees that six (6) months after shipment by MUNIS of new Releases, MUNIS shall cease to support the earlier Release and for the balance of the term, MUNIS shall support the new Release.
 - f.) MUNIS will make available appropriately trained personnel to provide Licensee additional training, program changes, analysis, consultation, recovery of data, conversion, non-coverage maintenance service, etc., billable at the current per diem rate. All expenses will be billed in accordance with the then current Tyler Travel Policy.
2. **Limitations and Exclusions:** The support and services of this Agreement do not include the following:
 - a.) Installation of the Licensed Software, onsite support, application design, and other consulting services, or any support requested outside of normal business hours.
 - b.) The Licensee shall be responsible for implementing at its expense, all changes to the Current Release. Licensee understands that changes furnished by MUNIS for the Current Software Release are for implementation in the Current Software Release, as it exists without customization or Licensee alteration.
3. **Licensee Responsibilities:**
 - a.) The Licensee shall provide, at no charge to MUNIS, full and free access to the programs covered hereunder: working space; adequate facilities within a reasonable distance from the equipment; and use of machines, attachments, features, or other equipment necessary to provide the specified support and maintenance service.
 - b.) The Licensee shall install and maintain for the duration of this Agreement, a modem and associated dial-up telephone line or other connection method acceptable to MUNIS. The Licensee shall pay for installation, maintenance and use of such equipment and associated telephone line use charges. MUNIS at its option, shall use this modem and telephone line in connection with error correction. Such access by MUNIS shall be subject to prior approval by the Licensee in each instance.
4. **Non-Assignability:** The Licensee shall not have the right to assign or transfer its rights hereunder to any party.
5. **Excused Non-Performance:** MUNIS shall not be responsible for delays in servicing the products covered by this Agreement caused by strikes, lockouts, riots, epidemic, war, government regulations, fire, power failure, acts of God, or other causes beyond its control.
6. **Limitation of Liability:** The liability of MUNIS is hereby limited to a claim for a money judgement not exceeding the total amount paid by the Licensee for services under this Agreement. **THE LICENSEE SHALL NOT IN ANY EVENT BE ENTITLED TO, AND MUNIS SHALL NOT BE LIABLE FOR, INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY NATURE, EVEN IF MUNIS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, IRRESPECTIVE OF THE NATURE OF THE LICENSEE'S CLAIM.**

VII. General

1. **Governing Law:** This agreement shall be governed by, and construed in accordance with the laws of Client's state of domicile. The invalidity or unenforceability of any provisions of this agreement shall not affect the validity or enforceability of any other provision.
2. **Modification of this Contract:** No modifications or amendment of this Agreement shall be effective unless set forth in writing and signed by both the Licensee and MUNIS.
3. **Suspension:** Support and services will be suspended whenever Licensee's account is thirty days overdue. Support and services will be reinstated when Licensee's account is made current.
4. **Entire Agreement:** THIS AGREEMENT CONSTITUTES THE COMPLETE AND EXCLUSIVE STATEMENT OF THE AGREEMENT BETWEEN THE LICENSEE AND MUNIS WHICH SUPERSEDES ALL PROPOSALS, ORAL OR WRITTEN, AND OTHER COMMUNICATIONS BETWEEN THEM RELATING TO THE SOFTWARE SUPPORT AND MAINTENANCE SERVICE OF THE PRODUCTS COVERED BY THIS AGREEMENT.
5. **Trademarks:** MUNIS and the MUNIS Logo are registered trademarks of Tyler Technologies, Inc.

A-6G



To: Mark Franz, Village Manager
From: Jeffrey D. Perrigo, Interim Public Works Director
Date: September 07, 2011
Re: Special Branch and Brush Pick Up – July 29 Storm

Issue

The Village, and northeast Illinois for that matter, has seen some extreme weather events occurring on a near-weekly basis during this past summer. Many of these storms have produced heavy rains and extremely high winds. Most of the clean-up efforts were managed in such a way that the branch and brush pick-ups were timely and done as part of our normally scheduled branch and brush pick-ups, or performed by Public Works forces.

One exception relates to a storm that occurred on Friday, July 29th. A massive wind shear affected much of the Village between Roosevelt Road and the CBD. During that storm, Public Works received nearly 100 calls for tree related issues, approximately 30 of those calls dealt with parkway trees that had fallen including at least two of which had landed on houses.

A special emergency branch and brush pick-up was requested immediately and forces from Kramer Tree Specialists were on site on Saturday, July 30. Three crews worked all day on Saturday to address the massive amounts of debris left from the storm. In addition, during the following week (Monday through Friday), Kramer had multiple crews traversing the Village in attempt to clean up the debris. All totaled, Kramer removed 1,245 yards of branches and brush from the Village's parkways.

The invoice total for this special clean-up is \$59,760 and will be expensed to the FY 11/12 Residential Solid Waste Fund. As funding was not budgeted for this special collection due to its unforeseen nature, reserve funds will be used. Approximately \$400K is available in reserve funds currently. I spoke with Joe Kramer about the possibility of reducing the rate for the work to a non-emergency rate. However, given the amount of weekend work and the breadth of the storm throughout the area, he was not able to extend the non-emergency rate to us for the first time in twelve years.

Action Requested

Motion to approve attached invoice from Kramer Tree Specialists, Inc. in the amount of \$59,760 for the Special Emergency Branch and Brush to be expensed to the reserve within the FY 11/12 Residential Solid Waste Fund (Brush/Branch Service), Account No. 54000-521085.

Recommendation

Approve invoice as presented.

Attachments

- Contract Unit Prices sheet
- Invoice from Kramer Tree Specialists, Inc. for the emergency branch and brush pick up dated August 08, 2011.

2. Contractor Kramer Tree Specialists, Inc. will complete the work for the following prices from May 1, 2008 through October 31, 2010.

We propose to execute this Brush Pickup Proposal, subject to the terms and conditions set forth in the proposal documents attached hereto and made a part hereof. Also, by submitting this proposal, we agree that we are aware of and in compliance with Public Act 85-1295 of the criminal code which became effective January 1, 1989, related to bid-rigging, awarding, and changing contracts.

ALTERNATE 1

Lump Sum Price Per Month, disposed at Contractor's site.

2008 \$ <u>21,400.-</u>	Per Month x 6 Months =	\$ <u>128,400.-</u>
2009 \$ <u>22,000.-</u>	Per Month x 6 Months =	\$ <u>132,000.-</u>
2010 \$ <u>22,500.-</u>	Per Month x 6 Months =	\$ <u>135,000.-</u>

ALTERNATE 2

Pricing per cubic yard, disposed at Contractor's site/per cubic yard:

2008 \$ <u>37.⁰⁰</u>	Per Cubic Yard x 3,700 Cu/Yd. =	\$ <u>136,900.-</u>
2009 \$ <u>38.⁰⁰</u>	Per Cubic Yard x 3,700 Cu/Yd. =	\$ <u>140,600.-</u>
2010 \$ <u>39.⁰⁰</u>	Per Cubic Yard x 3,700 Cu/Yd. =	\$ <u>144,300.-</u>

EMERGENCY WORK - 3 PERSON CREW

2008 \$ <u>46.-</u>	Per Cubic Yard	\$ _____
2009 \$ <u>47.-</u>	Per Cubic Yard	\$ _____
2010 \$ <u>48.-</u>	Per Cubic Yard	\$ _____

SUBMITTED BY:

COMPANY Kramer Tree Specialists, Inc. PHONE 630-293-5444
ADDRESS 701 Church Street +, West Chicago, IL 60185
SIGNATURE Joseph Kramer
TITLE President DATE 2/28/08
ATTESTED BY Bunny Peters CORPORATE SEAL
TITLE Office Manager



Kramer Tree Specialists, Inc.

300 Charles Court
West Chicago, IL 60185
Office: (630) 293-5444
Fax: (630) 293-7667 www.kramertree.com

INVOICE

August 8, 2011

Page 1

Invoice #: 10048

Due Date: 09/07/2011

Invoice Date: 08/08/2011

Proposal #: 309246

Sales Rep: OFFICE

Terms in Days: 30

Joe Caracci
Village of Glen Ellyn - Public Works - Brush
30 S. Lambert Road
Glen Ellyn, IL 60137

Item#	Service(s) Performed	Qty	Plant Species	Completed	Unit Price	Item Amount
5	Municipal Brush Removal	1	Brush	08/08/11	\$59,760.00	\$59,760.00

Special Emergency Brush Collection, 7/30/11 - 8/5/11
Total 1245 cubic yards at \$48 per cubic yard. Total \$59,760.

CODE	AMOUNT	APPROVAL	DATE
54000 - 521085	59,760.00	<i>JJC</i>	08.16.11

Visa, Mastercard and Discover Accepted

Card #: _____
Exp Date: _____ 3 Digit Code: _____
Name: _____
Signature: _____

If you prefer, you may call our office with credit card information.

Sub Total:	59,760.00
Winter Discount:	0.00
Invoice Adjustment:	0.00
Invoice Total:	59,760.00
Deposits/Credits Applied:	0.00
Invoice Balance:	59,760.00

Please include your invoice number 10048 on your payment.

Payment is expected by the Invoice Due Date. If payment in full is not received by the above Due Date, customer will be liable for a late fee of 1.5% per month (24% per annum) with a \$5.00 minimum Finance Charge, and a \$10.00 Service Fee. Customer will be liable for ALL costs of collection including but not limited to attorney's fees incurred in collecting past due invoices.

Thank you for your business and entrusting the care of your trees with Kramer Tree Specialists, Inc.



Fiscal Year 2011/12 First Quarter Budget Report

This report highlights the financial performance and position of the Village for the period starting May 1, 2011 and ending July 31, 2011 with a focus on actual revenues and expenditures compared to our fiscal year 2011/12 approved budget as well as actual revenues and expenditures compared to the previous fiscal year. More detailed information on the fiscal year to date performance of each of the Village's 13 funds may be found immediately following this summary.

GENERAL FUND

The Village concluded the first quarter of our 2011/12 fiscal year with General Fund revenues in excess of expenditures by \$765,000. We expect to see a significant surplus in the first quarter as we receive 50% of our property taxes in June.

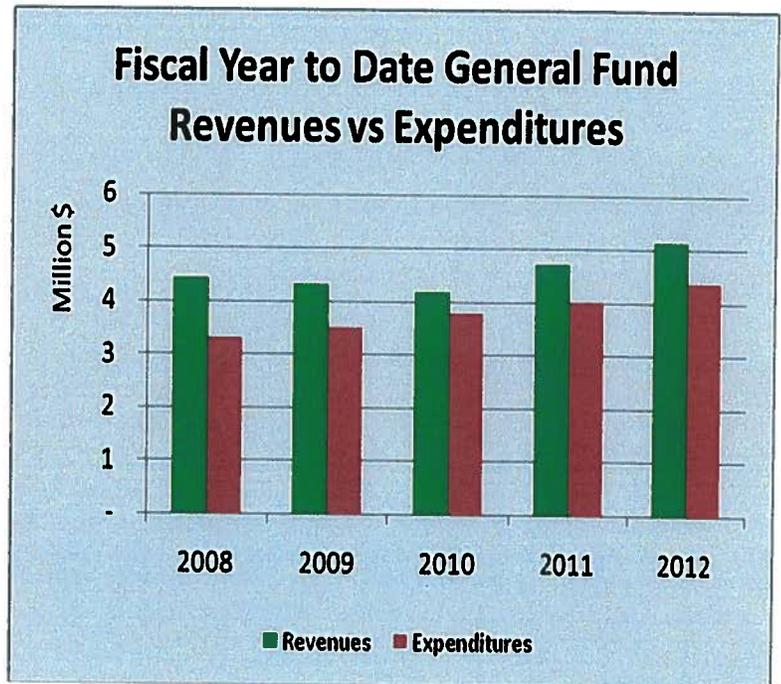
Special Programs Fund Merge

In 2010, the Village Board asked the Finance Commission to examine the Special Programs Fund (SPF). Following their review, the Finance Commission made the recommendation that the Village merge the SPF into the General Fund and that the process of funding community groups be reconfigured for efficiency and transparency.

As a result of that recommendation and Village Board concurrence, the SPF has been closed as part of the FY12 budget and the approximately \$800,000 in revenues and expenditures formerly allocated within the SPF have been moved to the General Fund.

General Fund Revenues

First quarter General Fund revenues were up by \$439,000, or about 9.4% compared to the same period last year. About half of the increase is entirely due to revenue that that was formally allocated to the Special Programs Fund. Without these new revenues, income would be up about 4.5% from last year.



State Sales tax, the General Fund's single largest revenue source, was essentially flat through the first quarter and slightly below budgeted projections. (See page 8 for detailed history).

Our new **1% home rule sales tax** went in to effect July 1, 2009. First quarter receipts are up about 2% from last year, but slightly below budget through the end of the quarter. (See page 9 for detailed history)

State income tax has rebounded a bit since the first quarter of FY11. First quarter receipts are up by over \$18,000 or 3% compared to the prior year. Our FY12 budget projection for income tax was based on IML estimates of a 2.8% increase over last year. Since then, the IML modified its projection to about a 6% decrease. In addition, the municipal share of this revenue has been under repeated threats of cuts from the State. (See page 10 for detailed history).

Building permit revenue has dropped significantly with receipts down about 35% compared to last year.

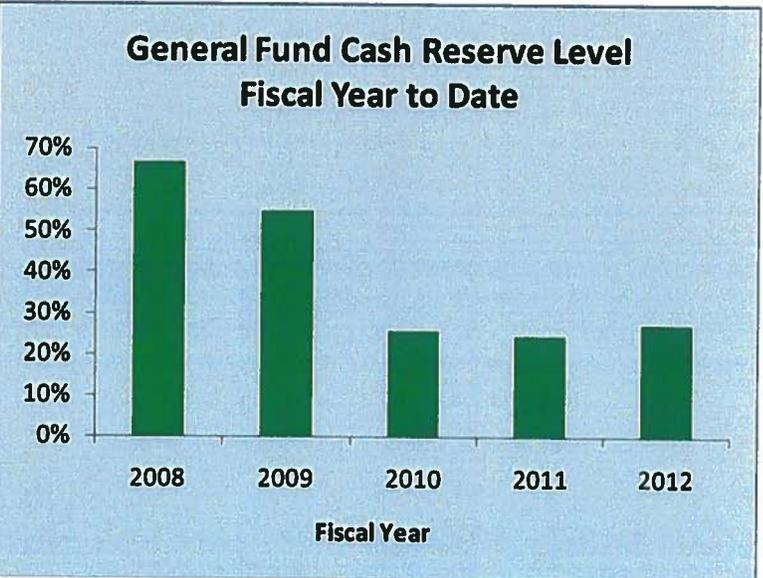
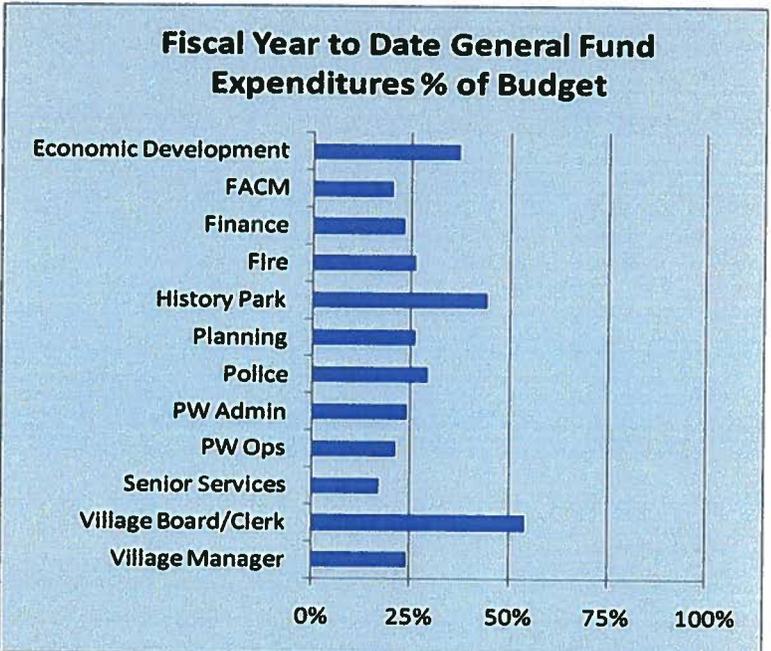
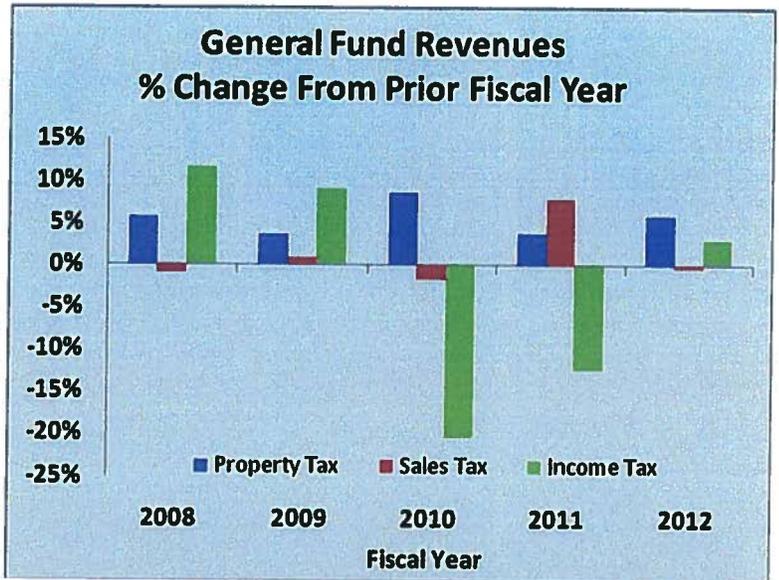
Interest earnings are unchanged from last year and are unfortunately no longer a significant source of revenue for the General Fund as interest rates have dropped to essentially zero. During the mid 2000s, interest revenue was one of the General Fund's largest revenues, amounting to nearly \$750,000 in FY07.

General Fund Expenditures

General Fund expenditures ended the first quarter \$443,000 or 11% above last year, and within budget at 26%. As with revenues, approximately half of the increase is a result of the merge with the Special Programs Fund. Without the merge with the SPF, General Fund expenditures would be up 5.5%.

Cash Reserves

As of July 31, 2011, our General Fund cash reserves of \$4.34 million are equivalent to 27% of current annual budgeted operating expenses of



\$16.03 million, slightly above our 25% cash reserve policy.

CAPITAL PROJECTS FUND

Capital Projects Fund revenues are up about \$370,000 due primarily to an infusion of property tax revenue. The property tax revenue comes from tax dollars previously dedicated to debt payments on voter approved infrastructure improvement bonds. In 2008, the Village Board approved a plan endorsed by the Capital Improvements Commission to reallocate the bond payment tax dollars to an ongoing revenue source for street maintenance. This puts the Village on a pay as you go street repair program and avoids future borrowing. Utility taxes were lower than last year and real estate transfer taxes dropped significantly following a rebound in FY11.

On the expense side, the Sunset/Turner reconstruction project was the major expenditure infrastructure improvement expenditure during the first quarter. Cash reserves in the Capital Projects Fund have been reduced significantly in recent years due to our aggressive street program. We are monitoring this fund closely to ensure sufficient cash flow is maintained.

WATER AND SEWER FUND

Beginning May 1, the Village's cost of purchasing water from the DuPage Water Commission increased by 10%. The Village raised water rates by 5% and sewer rates by 10% in May and metered water and sewer revenue is on budget at the end of the first quarter. Cash reserves are higher than last year, but still well below our 25% minimum policy level.

RESIDENTIAL SOLID WASTE FUND

Revenue in the Solid Waste Fund is up about 15% due to recycling rebates. Recycling rebates reached \$200,000 in FY08, but ended in late FY09 after a collapse in the recycling market. There has been a recovery in the market and we began receiving rebates again in late FY10. The increase in recycling revenue has allowed us to keep the rates charged to residents unchanged this year while the actual cost of the service has increased by 2% in August.

RECREATION FUND

The Village Links experienced little change in the number of green fee rounds played from May through the end of July compared to the same period last year with revenue up about 3%.

PENSION FUND

As of July 31, 2011, the Police Pension Fund cash and investment balances were \$21.9 million, up approximately \$1.7 million since this time last year. The increase includes \$518,000 from the Village General Fund for the first half of the FY12 required annual pension contribution.

Village of Glen Ellyn
Budget to Actual Summary Report
For the Quarter Ended July 31, 2011

100 - General Fund

	Prior FY 10/11 YTD	FY 11/12 Revised Budget	Current FY 11/12 Actual	% of Budget	\$ Greater (Less) Than FY10/11	
Revenues						
State Sales Tax	\$ 734,989	\$ 3,190,000	\$ 732,386	23%	\$ (2,603)	1
1% Home Rule Sales Tax	380,991	1,720,000	388,125	23%	7,134	2
Property Tax	1,360,735	2,888,000	1,441,421	50%	80,686	3
State Income Tax	609,048	2,160,000	627,305	29%	18,257	4
Road & Bridge Tax	204,472	420,000	212,474	51%	8,002	5
State Use Tax	80,775	330,000	100,027	30%	19,252	6
PPRT	30,102	125,000	36,121	29%	6,019	7
Auto Rental Tax	4,698	20,000	4,355	22%	(343)	
Fire Service SSAs	94,501	197,000	98,370	50%	3,869	8
Vehicle Stickers	54,253	380,000	60,986	16%	6,733	9
Ambulance Service Fees	158,603	675,000	142,488	21%	(16,115)	10
Building Permits	183,868	550,000	120,178	22%	(63,690)	11
Other Fees & Licenses	177,237	256,000	177,508	69%	271	12
Police Fines	117,038	500,000	127,524	26%	10,486	
Reimbursements from						
Other Funds/Agencies	432,247	1,650,000	550,781	33%	118,534	13
Federal and State Grants	-	4,000	1,368	34%	1,368	
Interest Income	3,334	20,000	3,664	18%	330	14
Miscellaneous Income	58,542	225,000	72,844	32%	14,302	
Subtotal Revenues (Non SPF)	<u>\$ 4,685,433</u>	<u>\$ 15,310,000</u>	<u>\$ 4,897,925</u>	32%	<u>\$ 212,492</u>	15
Hotel Tax	-	105,000	22,981	22%	22,981	
Economic Development SSAs	-	184,000	85,471	46%	85,471	
Cable Franchise Fees	-	460,000	123,806	27%	123,806	
Demolition Tax	-	11,000	3,850	35%	3,850	
Federal and State Grants	-	39,000	-	0%	-	
Reimbursements	9,725	-	-	0%	(9,725)	
Subtotal Revenues (SPF)	<u>\$ 9,725</u>	<u>\$ 799,000</u>	<u>\$ 236,108</u>	30%	<u>\$ 226,383</u>	16
Total Revenues	<u>\$ 4,695,158</u>	<u>\$ 16,109,000</u>	<u>\$ 5,134,033</u>	32%	<u>\$ 438,875</u>	

Village of Glen Ellyn
Budget to Actual Summary Report
For the Quarter Ended July 31, 2011

100 - General Fund

FOOTNOTES

1. **State Sales Tax:** Sales tax receipts are essentially flat compared to the same quarter last fiscal year. See page 8 for a 10 year history.
2. **1% Home Rule Sales Tax:** The home rule sales tax began in July 2009 and does not include food or autos. See page 9 for detailed history.
3. **Property Tax:** The Village receives about 50% of its extended property taxes in June of each year and the remaining 50% in September.
4. **State Income Tax:** Income tax revenue is up 3% compared to FY11. Our budget is based on early IML projections of a 2.86% increase in FY12. See page 10 for a 10 year history.
5. **Road & Bridge Tax:** Revenue dedicated to road maintenance which is collected by Milton Township. By State law the township must share half of collections with the Village.
6. **State Use Tax:** Village share of state tax imposed on out of state retail purchases.
7. **Personal Property Replacement Tax:** Replacement taxes are revenues collected by the state of Illinois and paid to local governments to replace money that was lost by local governments when their powers to impose personal property taxes on corporations, partnerships, and other business entities were taken away with the 1979 Constitution.
8. **Fire Special Service Areas:** This special property tax in unincorporated Glen Ellyn helps support fire and emergency services.
9. **Vehicle Stickers:** The majority of vehicle sticker revenue is collected in the last quarter of the fiscal year as stickers must be renewed by April 30 of each year.
10. **Ambulance Service Fees:** The Village provides ambulance services thru a contracted paramedic vendor and collects fees from users. Collections to date in FY12 are about 10% below FY11.
11. **Building Permits:** Building permits are down 35% compared to last year.
12. **Other Fees & Licenses:** Includes liquor licenses, business and contractor registration and miscellaneous police service fees. The majority of liquor license revenue is collected early in the fiscal year.
13. **Reimbursements:** The General Fund is reimbursed for services provided to other agencies, including the Public Library and the Glenbard Wastewater Authority as well as by other Village enterprise funds such as the Recreation Fund and Water & Sewer Fund.

Village of Glen Ellyn
Budget to Actual Summary Report
For the Quarter Ended July 31, 2011

100 - General Fund

- 14. Interest Income:** Interest income, once a major revenue source for the General Fund, has been essentially eliminated due to historically low interest rates.
- 15. General Fund Revenues:** With the merge of the Special Programs Fund into the General Fund in FY12, nearly \$800,000 in revenue has been added to the General Fund. This "new" revenue is offset by expenditures which were formally included in the Special Programs Fund. The reallocated revenues are shown separately in order to facilitate an "apples to apples" comparison of FY12 General Fund revenues with FY11. Excluding the Special Programs Fund revenues, General Fund revenue is up 4.5% from FY11.
- 16. Former Special Programs Fund Revenues:** These revenues were formally in the Special Programs Fund which was merged with the General Fund in FY12. These revenues are shown separately in order to facilitate an "apples to apples" comparison of FY12 General Fund revenues with FY11.
- 17. Village Board & Clerk:** This Department is over 50% of budget in the first quarter due to payment of dues to various organizations including the DuPage Mayors and Managers Conference.
- 18. Police:** The Village contributes 50% of its annual required contribution to the Police Pension Plan in June and the other 50% in September. The FY12 required contribution is \$1,036,000.
- 19. General Fund Expenditures:** With the merge of the Special Programs Fund into the General Fund in FY12, nearly \$800,000 in expenditures were added to the General Fund. These "new" expenditures are offset by corresponding revenue which was formally included in the Special Programs Fund. The reallocated expenditures are shown separately in order to facilitate an "apples to apples" comparison of FY12 General Fund expenditures with FY11. Excluding the Special Programs Fund reallocation, General Fund expenditures are up 5.5% from FY11.
- 20. Former Special Programs Fund Revenues:** These expenditures were formally in the Special Programs Fund which was merged with the General Fund in FY12. These expenditures are shown separately in order to facilitate an "apples to apples" comparison of FY12 General Fund expenditures with FY11.
- 21. Cash Reserves:** General Fund cash reserves are slightly above the Village's 25% minimum reserve policy.

Village of Glen Ellyn
General Fund
Sales Tax - Ten Year History

Month Received by Village	Sales Tax - Ten Year History										\$ Change From Prior Year Gain/(Loss)	% Change From Prior Year Gain/(Loss)
	FY02/03	FY03/04	FY04/05	FY05/06	FY06/07	FY07/08	FY08/09	FY09/10	FY10/11	FY11/12		
May	245,669	210,214	210,135	237,117	223,492	219,626	227,039	199,934	230,931	233,740	2,809	1.2%
Jun	207,070	220,704	226,302	254,043	222,303	243,546	225,651	238,645	231,267	253,579	22,312	9.6%
Jul	252,075	246,270	229,772	237,826	247,526	223,624	240,130	242,671	272,791	245,067	(27,724)	(10.2%)
1st Q. Total	704,814	677,188	666,209	728,986	693,321	686,796	692,820	681,250	734,989	732,386	(2,603)	(0.4%)

Aug	247,313	218,852	231,022	219,122	245,798	259,975	246,141	251,180	263,827		
Sep	253,987	237,037	236,483	255,413	234,778	251,937	255,210	250,496	273,893		
Oct	238,244	223,721	228,010	225,688	228,002	240,209	249,699	234,060	243,749		
Nov	222,642	187,987	237,293	238,140	250,565	270,617	277,470	268,810	274,209		
Dec	244,317	254,070	248,645	249,229	221,387	249,109	242,329	243,398	250,668		
Jan	199,369	199,880	218,535	205,120	222,929	246,659	237,604	249,003	248,628		
Feb	222,486	224,960	242,384	223,168	252,740	238,984	270,094	245,921	278,833		
Mar	251,252	282,412	263,665	298,263	280,122	283,239	281,229	289,304	298,781		
Apr	228,888	229,510	260,778	272,110	250,552	267,846	257,380	272,753	252,047		
Total	2,813,312	2,735,617	2,833,024	2,915,239	2,880,194	2,995,371	3,009,976	2,986,175	3,119,624	732,386	
Budget	2,730,000	2,790,000	2,735,000	2,925,000	2,900,000	3,000,000	3,136,000	3,000,000	3,000,000	3,190,000	
% of Budget	103%	98%	104%	100%	99%	100%	96%	100%	104%	23%	
% Increase/ (Decrease) from Prior Year	0.8%	(2.8%)	3.6%	2.9%	(1.2%)	4.0%	0.5%	(0.8%)	4.5%		

Note: There is a three month lag between the month retailers collect sales taxes and when the Village receives payment from the Illinois Department of Revenue. For example, the Village receives taxes which were collected in January in April.

Village of Glen Ellyn
General Fund
HR Sales Tax - Three Year History

Month Received by Village				% of State Sales Tax	\$ Change From Prior Year Gain/(Loss)	% Change From Prior Year Gain/(Loss)
	FY09/10	FY10/11	FY11/12			
May	-	109,541	119,921	51.93%	10,380	9.5%
Jun	-	137,957	134,909	58.33%	(3,048)	(2.2%)
Jul	-	133,493	133,295	48.86%	(198)	(0.1%)
1st Q. Total	-	380,991	388,125	52.81%	7,134	1.9%
Aug	-	141,563	-			
Sep	42	146,323	-			
Oct	122,144	132,611	-			
Nov	156,497	161,725	-			
Dec	141,476	143,851	-			
Jan	140,395	135,813	-			
Feb	133,821	147,976	-			
Mar	167,827	173,882	-			
Apr	151,258	148,985	-			
Total	1,013,460	1,713,720	388,125			
Budget	875,000	1,750,000	1,720,000			
% of Budget	116%	98%	23%			
% Increase/ (Decrease) from Prior Year	NA	69.1%				

Village of Glen Ellyn
General Fund
State Income Tax - Ten Year History

Month Received by Village	FY02/03	FY03/04	FY04/05	FY05/06	FY06/07	FY07/08	FY08/09	FY09/10	FY10/11	FY11/12	\$ Change From Prior Year Gain/(Loss)	% Change From Prior Year Gain/(Loss)
May	232,259	224,357	221,346	274,837	300,200	353,307	411,166	328,839	266,823	251,173	(15,650)	(5.9%)
Jun	138,656	142,797	121,480	170,637	214,514	225,351	219,791	175,582	142,274	163,860	21,586	15.2%
Jul	165,280	147,431	161,156	190,719	203,511	223,133	243,312	191,171	199,951	212,272	12,321	6.2%
1st Q. Total	536,195	514,585	503,982	636,193	718,225	801,791	874,269	695,592	609,048	627,305	18,257	3.0%
Aug	112,875	96,853	107,316	118,897	126,311	133,935	141,873	130,133	131,089			
Sep	114,110	97,273	123,321	125,576	133,651	137,387	136,400	124,255	134,436			
Oct	165,341	139,309	173,756	201,133	228,600	234,067	242,598	191,473	195,387			
Nov	115,412	93,208	120,763	131,787	138,242	150,446	151,515	144,264	147,046			
Dec	109,021	120,723	116,957	119,468	135,568	137,102	118,018	113,400	162,625			
Jan	165,526	151,341	163,585	180,245	181,769	202,289	199,292	199,333	185,404			
Feb	124,069	166,092	199,174	222,181	252,099	298,927	250,579	211,259	229,119			
Mar	176,366	109,384	129,901	125,763	133,586	159,593	135,806	130,720	114,275			
Apr	145,201	142,942	189,068	201,808	227,518	230,351	209,659	203,935	196,592			
Total	1,764,116	1,631,710	1,827,823	2,063,051	2,275,569	2,485,888	2,460,009	2,144,363	2,105,021	627,305		
Budget	2,000,000	1,725,000	1,740,000	1,850,000	2,140,000	2,349,000	2,503,000	2,440,000	2,100,000	2,160,000		
% of Budget	88%	95%	105%	112%	106%	106%	98%	88%	100%	29%		
% Increase/ (Decrease) from Prior Year	(7.7%)	(7.5%)	12.0%	12.9%	10.3%	9.2%	(1.0%)	(12.8%)	(1.8%)			

Village of Glen Ellyn
Budget to Actual Summary Report
For the Quarter Ended July 31, 2011

200 - Corporate Reserve Fund

	Prior FY 10/11 YTD	FY 11/12 Revised Budget	Current FY 11/12 Actual	% of Budget	Greater (Less) Than FY10/11													
Revenues																		
DMMC Loan Repayment	\$ 4,020	\$ 4,000	\$ 4,261	107%	\$ 241	1												
GE Park Dist Loan Repayment	-	100,000	-	0%	-	2												
GEHS - 820 N Main	230,000	-	-	-	(230,000)	3												
Rent - GEHS Properties	5,277	12,600	3,307	26%	(1,970)													
Interest Income	594	3,500	606	17%	12													
General Fund Reimbursement	11,500	60,000	15,000	25%	3,500	4												
Total Revenues	\$ 251,391	\$ 180,100	\$ 23,174	13%	\$ (228,217)													
Expenditures																		
Contractual Services	\$ -	\$ 38,250	\$ 20,700	54%	\$ 20,700													
Total Expenditures	\$ -	\$ 38,250	\$ 20,700	54%	\$ 20,700													
Budgeted Gain/(Loss)		\$ 141,850																
Net Income (Loss)	\$ 251,391		\$ 2,474															
Outstanding Encumbrances	-		(3,000)															
Net Income (Loss) after Encumbrances	\$ 251,391		\$ (526)															
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;"><u>7/31/2010</u></th> <th style="text-align: center;"><u>7/31/2011</u></th> </tr> </thead> <tbody> <tr> <td>Cash Reserves (in \$1,000's)</td> <td style="text-align: right;">\$ 1,157</td> <td style="text-align: right;">\$ 902</td> </tr> <tr> <td>100% Reserve Policy</td> <td style="text-align: right;">(1,157)</td> <td style="text-align: right;">(902)</td> </tr> <tr> <td>Unobligated Cash Reserves</td> <td style="text-align: right;"><u>\$ -</u></td> <td style="text-align: right;"><u>\$ -</u></td> </tr> </tbody> </table>								<u>7/31/2010</u>	<u>7/31/2011</u>	Cash Reserves (in \$1,000's)	\$ 1,157	\$ 902	100% Reserve Policy	(1,157)	(902)	Unobligated Cash Reserves	<u>\$ -</u>	<u>\$ -</u>
	<u>7/31/2010</u>	<u>7/31/2011</u>																
Cash Reserves (in \$1,000's)	\$ 1,157	\$ 902																
100% Reserve Policy	(1,157)	(902)																
Unobligated Cash Reserves	<u>\$ -</u>	<u>\$ -</u>																

FOOTNOTES

1. **DMMC Loan Repayment:** Payment on a \$125,000, 20-year loan the Village made in FY01 to assist in the acquisition and renovation of their facility in Oak Brook.
2. **GE Park District Loan Repayment:** The Village made a \$1,000,000 interest free loan to the Park District to assist with the demolition of the Maryknoll Seminary in 2000. Payment is due in December of each year.
3. **GEHS Loan - 820 N Main:** The Village purchased the property at 820 N Main in 2008 at a final cost of \$463,100 for use by the Historical Society. The Historical Society was scheduled to begin reimbursing the Village in FY10. The Village received \$230,000 from the Historical Society in July 2010 after the Village Board agreed to eliminate the remaining debt following an anonymous donation of \$200,000.
4. **Fire Company Reimbursement:** In FY09 The Village made a one time transfer of cash reserves from the Corporate Reserve Fund to purchase two new ambulances. The General Fund Fire Division is reimbursing the cost of this purchase over five years.

Village of Glen Ellyn
Budget to Actual Summary Report
For the Quarter Ended July 31, 2011

210 - Motor Fuel Tax Fund

	Prior FY 10/11 YTD	FY 11/12 Revised Budget	Current FY 11/12 Actual	% of Budget	Greater (Less) Than FY10/11
Revenues					
State Allotments	\$ 168,782	\$ 693,000	\$ 161,258	23%	\$ (7,524)
Interest Income	68	500	18	4%	(50)
Miscellaneous Income	-	13,000	-	0%	-
Total Revenues	<u>\$ 168,850</u>	<u>\$ 706,500</u>	<u>\$ 161,276</u>	23%	<u>\$ (7,574)</u>
Expenditures					
Street Maintenance	\$ 150,000	\$ 400,000	\$ 150,000	38%	\$ - 1
Street Lighting	24,252	156,000	24,997	16%	745
Road Salt	-	200,000	-	0%	-
Total Expenditures	<u>\$ 174,252</u>	<u>\$ 756,000</u>	<u>\$ 174,997</u>	23%	<u>\$ 745</u>
Budgeted Gain/(Loss)		<u>\$ (49,500)</u>			
Net Income (Loss)	<u>\$ (5,402)</u>		<u>\$ (13,721)</u>		
Outstanding Encumbrances	<u>(105,000)</u>		<u>-</u>		
Net Income (Loss) after Encumbrances	<u>\$ (110,402)</u>		<u>\$ (13,721)</u>		

	<u>7/31/2010</u>	<u>7/31/2011</u>
Cash Reserves (in \$1,000's)	\$ 15	\$ 192
100% Reserve Policy	<u>(15)</u>	<u>(192)</u>
Unobligated Cash Reserves	<u>\$ -</u>	<u>\$ -</u>

FOOTNOTES

- Street Maintenance:** This amount represents transfers to the General Fund (\$400,000) to reimburse labor and equipment costs associated with street maintenance activities.
- Cash Reserves:** MFT cash reserves are higher due to supplemental payments from the state in FY11 as part of the Jobs Now! program.

Village of Glen Ellyn
Budget to Actual Summary Report
For the Quarter Ended July 31, 2011

220 - Special Programs Fund

	Prior FY 10/11 YTD	FY 11/12 Revised Budget	Current FY 11/12 Actual	% of Budget	Greater (Less) Than FY10/11
Revenues					
Property Taxes (SSAs)	\$ 88,831	\$ -	\$ -	-	\$ (88,831)
Cable Franchise Fees	111,543	-	-	-	(111,543)
Hotel / Motel Tax	29,562	-	-	-	(29,562)
Interest Income	141	-	-	-	(141)
Demolition Tax	1,650	-	-	-	(1,650)
Grants	-	-	-	-	-
Miscellaneous Income	373	-	-	-	(373)
Total Revenues	\$ 232,100	\$ -	\$ -	-	\$ (232,100)
Expenditures					
Public Information	\$ 19,975	\$ -	\$ -	-	\$ (19,975)
Historic Preservation	25,625	-	-	-	(25,625)
Senior Services	17,743	-	-	-	(17,743)
Economic Development	129,896	-	-	-	(129,896)
Other Activities	12,821	-	-	-	(12,821)
Total Expenditures	\$ 206,060	\$ -	\$ -	-	\$ (206,060)
Budgeted Gain/(Loss)		\$ -			
Net Income (Loss)	\$ 26,040		\$ -		
Outstanding Encumbrances	(16,818)				
Net Income (Loss) after Encumbrances	\$ 9,222		\$ -		

	<u>7/31/2010</u>	<u>7/31/2011</u>
Cash Reserves (in \$1,000's)	\$ 186	\$ -
25% Minimum Reserve Policy	(189)	-
Unobligated Cash Reserves	\$ (3)	\$ -

FOOTNOTES

- Special Programs Fund Merge:** In 2010, the Village Board asked the Finance Commission to examine the Special Programs Fund. Following their review, the Finance Commission made the recommendation that the Village merge the Special Programs Fund into the General Fund and that the process of funding community groups be reconfigured for efficiency and transparency.

As a result of that recommendation and Village Board concurrence, the Special Program Fund has been closed as part of the FY11/12 budget and the revenues and expenditures formerly allocated within this fund have been moved to the General Fund.

- Cash Reserves:** All Special Program Fund cash reserves were transferred to the General Fund as part of the fund merge in FY12.

Village of Glen Ellyn
 Budget to Actual Summary Report
 For the Quarter Ended July 31, 2011

300 - Debt Service Fund

	Prior FY 10/11 YTD	FY 11/12 Revised Budget	Current FY 11/12 Actual	% of Budget	Greater (Less) Than FY10/11
Revenues					
Property Taxes	\$ 1,085,622	\$ 1,660,000	\$ 830,833	50%	\$ (254,789)
Interest Income	197	2,000	175	9%	(22)
Total Revenues	\$ 1,085,819	\$ 1,662,000	\$ 831,008	50%	\$ (254,811)
Expenditures					
Bond Principal Payments	\$ -	\$ 1,550,000	\$ -	0%	\$ -
Bond Interest Payments	101,825	99,600	51,536	52%	(50,289)
Other Debt Costs	400	2,500	200	8%	(200)
Total Expenditures	\$ 102,225	\$ 1,652,100	\$ 51,736	3%	\$ (50,489)
Budgeted Gain/(Loss)		\$ 9,900			
Net Income (Loss)	\$ 983,594		\$ 779,272		
Outstanding Encumbrances	-		-		
Net Income (Loss) after Encumbrances	\$ 983,594		\$ 779,272		

	<u>7/31/2010</u>	<u>7/31/2011</u>
Cash Reserves (in \$1,000's)	\$ 986	\$ 802
100% Reserve Policy	(986)	(802)
Unobligated Cash Reserves	\$ -	\$ -

Village of Glen Ellyn
Budget to Actual Summary Report
For the Quarter Ended July 31, 2011

400 - Capital Projects Fund

	Prior FY 10/11 YTD	FY 11/12 Revised Budget	Current FY 11/12 Actual	% of Budget	Greater (Less) Than FY10/11
Revenues					
Property Tax	\$ 490,125	\$ 1,530,000	\$ 766,038	50%	\$ 275,913 1
Telecommunications Tax	319,751	1,200,000	302,311	25%	(17,440) 2
Electricity Use Tax	219,698	975,000	221,479	23%	1,781
Natural Gas Use Tax	82,711	300,000	58,766	20%	(23,945)
Real Estate Transfer Tax	163,903	400,000	130,273	33%	(33,630)
Community Develop Grant	11,452	300,000	-	0%	(11,452)
Interest Income	1,962	5,000	1,791	36%	(171)
Miscellaneous Income	1,121	27,000	179,755	666%	178,634 3
Total Revenues	\$ 1,290,723	\$ 4,737,000	\$ 1,660,413	35%	\$ 369,690
Expenditures					
Infrastructure Improvements	\$ 1,101,558	\$ 6,801,478	\$ 537,347	8%	\$ (564,211) 4
General Fund Engineering	28,125	116,000	29,000	25%	875
Miscellaneous	-	15,000	646	4%	646
Total Expenditures	\$ 1,129,683	\$ 6,932,478	\$ 566,993	8%	\$ (562,690)
Budgeted Gain/(Loss)		\$ (2,195,478)			
Net Income (Loss)	\$ 161,040		\$ 1,093,420		
Outstanding Encumbrances	(4,465,208)		(4,691,943)		
Net Income (Loss) after Encumbrances	\$ (4,304,168)		\$ (3,598,523)		

	<u>7/31/2010</u>	<u>7/31/2011</u>
Cash Reserves (in \$1,000's)	\$ (1,547)	\$ (1,422)
100% Reserve Policy	1,547	1,422
Unobligated Cash Reserves	\$ -	\$ -

FOOTNOTES

- Property Tax:** Beginning in FY10, a portion of the Village's property tax levy previously dedicated to debt service was reallocated towards maintaining the 20 year street program.
- Telecommunications Tax:** Our 6% telecommunications tax continues a long term decline. Some of the decline is likely due to changes in telecommunications, such as greater use of internet based communications.
- Miscellaneous:** Includes \$178,000 in reimbursements from DuPage County for Crescent Ave jurisdiction transfer and Riford Road improvements.

Village of Glen Ellyn
Budget to Actual Summary Report
For the Quarter Ended July 31, 2011

400 - Capital Projects Fund

4. **Infrastructure Improvements:** Expenditures in this category to date for FY11 include payments on the following projects and include construction and/or engineering expenses:

Sunset/Turner	\$	398,427
Braeside Lighting		86,451
Miscellaneous		35,223
Essex Court Drainage		8,705
Crescent Corridor		4,846
Riford Road		2,791
South Park LAPP ARRA Stimulus Project		904
	\$	<u>537,347</u>

Village of Glen Ellyn
Budget to Actual Summary Report
For the Quarter Ended July 31, 2011

450 - Facilities Maintenance Reserve Fund

	Prior FY 10/11 YTD	FY 11/12 Revised Budget	Current FY 11/12 Actual	% of Budget	Greater (Less) Than FY10/11
Revenues					
Transfers from Departments	\$ -	\$ -	\$ -	0%	\$ - 1
Interest Income	672	2,500	684	27%	12
Total Revenues	<u>\$ 672</u>	<u>\$ 2,500</u>	<u>\$ 684</u>	27%	<u>\$ 12</u>
Expenditures					
Facility Repairs / Renovations	\$ 7,490	\$ 30,000	\$ -	0%	\$ (7,490)
	<u>\$ 7,490</u>	<u>\$ 30,000</u>	<u>\$ -</u>	0%	<u>\$ (7,490)</u>
Budgeted Gain/(Loss)		<u>\$ (27,500)</u>			
Net Income (Loss)	\$ (6,818)		\$ 684		
Outstanding Encumbrances	<u>(1,076)</u>		<u>-</u>		
Net Income (Loss) after Encumbrances	<u>\$ (7,894)</u>		<u>\$ 684</u>		

	<u>7/31/2010</u>	<u>7/31/2011</u>
Cash Reserves (in \$1,000's)	\$ 1,038	\$ 1,042
100% Reserve Policy	<u>(1,038)</u>	<u>(1,042)</u>
Unobligated Cash Reserves	<u>\$ -</u>	<u>\$ -</u>

FOOTNOTES

- 1. Transfers From Departments:** Due to budget constraints, no transfers from other funds were budgeted for the past three fiscal years.

Village of Glen Ellyn
Budget to Actual Summary Report
For the Quarter Ended July 31, 2011

500 - Water & Sanitary Sewer Fund

Water Division	Prior FY 10/11 YTD	FY 11/12 Revised Budget	Current FY 11/12 Actual	% of Budget	Greater (Less) Than FY10/11
Revenues					
Metered Revenue	\$ 1,248,110	\$ 5,283,000	\$ 1,297,667	25%	\$ 49,557 1
Interest Income	917	3,500	914	26%	(3)
Other Revenue	64,738	100,000	64,431	64%	(307) 2
Total Revenues	\$ 1,313,765	\$ 5,386,500	\$ 1,363,012	25%	\$ 49,247
Expenditures					
Personnel Services	\$ 148,084	\$ 560,900	\$ 155,883	28%	\$ 7,799
Contractual Services	223,694	1,066,294	202,121	19%	(21,573)
Commodities	417,864	2,072,700	456,834	22%	38,970 3
Capital Outlay	637,155	1,489,947	335,991	23%	(301,164) 4
Total Expenditures	\$ 1,426,797	\$ 5,189,841	\$ 1,150,829	22%	\$ (275,968)
Budgeted Gain/(Loss)		\$ 196,659			
Net Income (Loss)	\$ (113,032)		\$ 212,183		
Outstanding Encumbrances	(1,235,791)		(1,024,364)		
Net Income (Loss) after Encumbrances	\$ (1,348,823)		\$ (812,181)		

Sanitary Sewer Division	Prior FY 10/11 YTD	FY 11/12 Revised Budget	Current FY 11/12 Actual	% of Budget	Greater (Less) Than FY10/11
Revenues					
Metered Revenue	\$ 949,750	\$ 4,085,000	\$ 1,031,084	25%	\$ 81,334 5
Property Tax - Lambert Farm	50,709	97,000	51,207	53%	498
Interest Income	917	3,500	914	26%	(3)
Other Revenue	309,464	1,287,999	478,132	37%	168,668
Total Revenues	\$ 1,310,840	\$ 5,473,499	\$ 1,561,337	29%	\$ 250,497
Expenditures					
Personnel Services	\$ 141,695	\$ 531,300	\$ 147,988	28%	\$ 6,293
Contractual Services	902,239	3,932,795	943,024	24%	40,785 6
Commodities	3,237	15,100	2,681	18%	(556)
Debt Service	-	108,000	-	0%	-
Capital Outlay	538,701	1,809,028	276,243	15%	(262,458) 4
Total Expenditures	\$ 1,585,872	\$ 6,396,223	\$ 1,369,936	21%	\$ (215,936)
Budgeted Gain/(Loss)		\$ (922,724)			
Net Income (Loss)	\$ (275,032)		\$ 191,401		
Outstanding Encumbrances	(1,547,503)		(903,492)		
Net Income (Loss) after Encumbrances	\$ (1,822,535)		\$ (712,091)		

	<u>7/31/2010</u>	<u>7/31/2011</u>
Cash Reserves (in \$1,000's)	\$ (537)	\$ 649
25% Minimum Reserve Policy	(1,999)	(2,018)
Unobligated Cash Reserves	\$ (2,536)	\$ (1,369)

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Village of Glen Ellyn
 Budget to Actual Summary Report
 For the Quarter Ended July 31, 2011

500 - Water & Sanitary Sewer Fund

FOOTNOTES

1. **Metered Water Revenue:** Water rates were increased 5% in May from \$6.04 to \$6.34 per 1,000 gallons.
2. **Other Revenue:** Includes connection fees and inspections.
3. **Commodities:** This item primarily represents the cost of water purchased from the DuPage Water Commission which increased its rates by 10% this year.
4. **Capital Outlay Water and Sanitary Sewer Divisions:** Capital outlays to date were for system improvements related to the following projects:

	Water	Sanitary Sewer	Total
Sunset/Turner Improvements	\$ 328,815	\$ 262,395	591,210
Roslyn and Scott Sewer Extension	-	6,316	6,316
Miscellaneous	7,176	7,532	14,708
	\$ 335,991	\$ 276,243	\$ 612,234

5. **Metered Sewer Revenue:** Sewer rates were increased 10% in May from \$4.90 to \$5.39 per 1,000 gallons.
6. **Contractual Services:** Includes payments to the Glenbard Wastewater Authority for sewage treatment which increased about 3.5% this year.
7. **Cash Reserves:** Cash reserves have rebounded since FY11 but are still well below our 25% minimum policy after deducting encumbrances and utility deposits. The rate increases implemented in FY12 were intended to partially restore adequate cash reserves.

Village of Glen Eilyn
Water/Sanitary Sewer Fund
Water/Sanitary Sewer Metered Revenue - Ten Year History

Month Collected by Village	FY02/03	FY03/04	FY04/05	FY05/06	FY06/07	FY07/08	FY08/09	FY09/10	FY10/11	FY11/12	\$ Change From Prior Year	% Change From Prior Year
May	482,489	512,738	651,286	617,293	580,979	522,440	588,152	632,740	680,593	744,243	63,650	9.4%
Jun	564,656	594,414	654,287	680,998	658,088	732,857	697,835	637,766	775,487	745,296	(30,191)	-3.9%
Jul	577,425	712,693	639,330	885,620	803,451	828,735	644,209	756,612	741,780	839,212	97,432	13.1%
1st Q. Totals	1,624,570	1,819,845	1,944,903	2,183,911	2,042,518	2,084,031	1,930,196	2,027,118	2,197,860	2,328,751	130,891	6.0%

Aug	799,154	810,485	790,522	1,016,107	812,768	843,911	796,373	771,195	852,176			
Sep	676,417	807,468	774,946	930,300	797,200	774,309	889,729	794,394	915,070			
Oct	594,079	679,395	747,394	821,336	636,195	732,709	696,173	772,366	778,383			
Nov	526,812	532,903	653,500	703,014	578,071	626,348	624,462	620,836	777,946			
Dec	513,143	507,704	599,372	564,710	638,902	656,690	618,494	617,748	695,979			
Jan	472,135	602,265	638,247	601,908	565,871	599,244	681,105	670,931	678,203			
Feb	550,400	569,288	595,301	616,354	586,925	592,578	666,574	610,443	824,362			
Mar	508,432	554,519	576,347	604,298	598,016	617,558	547,239	565,124	541,975			
Apr	441,794	548,284	556,710	489,785	531,574	540,771	535,180	570,506	657,818			
Total	6,706,935	7,432,156	7,877,242	8,531,723	7,788,040	8,068,149	7,985,525	8,020,662	8,919,773	2,328,751		
Budget	7,065,000	6,950,000	8,450,000	8,450,000	8,260,000	8,175,000	8,175,000	8,740,000	9,465,000	9,368,000		
% of Budget	95%	107%	93%	101%	94%	99%	98%	92%	94%	25%		
% Change from Prior Year	-1.5%	10.8%	6.0%	8.3%	-8.7%	3.6%	-1.0%	0.4%	11.2%			

Water Rate*	eff 7-1-03	eff 5-1-04	eff 6-1-08	eff 7-1-09	eff 6-1-10	eff 5-1-11
\$	4.72	\$ 4.92	\$ 5.10	\$ 5.49	\$ 6.04	\$ 6.34
Sewer Rate*	3.49	3.91	4.45	4.45	4.90	5.39
\$	8.21	\$ 8.83	\$ 9.55	\$ 9.94	\$ 10.94	\$ 11.73

* Per 1,000 gallons of water metered.

Village of Glen Ellyn
Budget to Actual Summary Report
For the Quarter Ended July 31, 2011

530 - Parking Fund

	Prior FY 10/11 YTD	FY 11/12 Revised Budget	Current FY 11/12 Actual	% of Budget	Greater (Less) Than FY10/11
Revenues					
Parking Income	\$ 36,007	\$ 332,000	\$ 33,107	10%	\$ (2,900) 1
Interest Income	590	2,400	640	27%	50
Total Revenues	<u>\$ 36,597</u>	<u>\$ 334,400</u>	<u>\$ 33,747</u>	10%	<u>\$ (2,850)</u>
Expenditures					
Contractual Services	\$ 153,361	\$ 381,885	\$ 58,380	15%	\$ (94,981) 2
Commodities	27	4,500	173	4%	146
Capital Outlay	-	-	-	0%	-
Total Expenditures	<u>\$ 153,388</u>	<u>\$ 386,385</u>	<u>\$ 58,553</u>	15%	<u>\$ (94,835)</u>
Budgeted Gain/(Loss)		<u>\$ (51,985)</u>			
Net Income (Loss)	<u>\$ (116,791)</u>		<u>\$ (24,806)</u>		
Outstanding Encumbrances	(8,506)		(16,909)		
Net Income (Loss) after Encumbrances	<u>\$ (125,297)</u>		<u>\$ (41,715)</u>		

	<u>7/31/2010</u>	<u>7/31/2011</u>
Cash Reserves (in \$1,000's)	\$ 864	\$ 944
25% Minimum Reserve Policy	(90)	(96)
Unobligated Cash Reserves	<u>\$ 774</u>	<u>\$ 848</u>

FOOTNOTES

- Parking Income:** Parking revenues for the first quarter are at 10% of budget. This situation is typical because parking spaces which are leased on an annual basis are renewed in the month of December each year. As a result, revenues are expected to "pick-up" during the third quarter.
- Contractual Services:** The FY11 amount Included resurfacing of the Glenwood-Crescent lot.

Village of Glen Ellyn
Budget to Actual Summary Report
For the Quarter Ended July 31, 2011

540 - Residential Solid Waste Fund

	Prior FY 10/11 YTD	FY 11/12 Revised Budget	Current FY 11/12 Actual	% of Budget	Greater (Less) Than FY10/11
Revenues					
Billings to Customers	\$ 306,814	\$ 1,320,000	\$ 318,263	24%	\$ 11,449
Interest Income	257	1,000	309	31%	52
Miscellaneous Income	<u>20,918</u>	<u>50,000</u>	<u>59,962</u>	120%	<u>39,044</u> 1
Total Revenues	<u>\$ 327,989</u>	<u>\$ 1,371,000</u>	<u>\$ 378,534</u>	28%	<u>\$ 50,545</u>
Expenditures					
Weekly Pick-Up Service	\$ 254,245	\$ 1,042,000	\$ 254,268	24%	\$ 23
Brush Pick-Up Service	44,000	150,000	45,000	30%	1,000
Capital Outlay	-	10,000	-	0%	-
Miscellaneous	<u>28,241</u>	<u>152,000</u>	<u>32,562</u>	21%	<u>4,321</u>
Total Expenditures	<u>\$ 326,486</u>	<u>\$ 1,354,000</u>	<u>\$ 331,830</u>	25%	<u>\$ 5,344</u>
Budgeted Gain/(Loss)		<u>\$ 17,000</u>			
Net Income (Loss)	<u>\$ 1,503</u>		<u>\$ 46,704</u>		
Outstanding Encumbrances	-		-		
Net Income (Loss) after Encumbrances	<u>\$ 1,503</u>		<u>\$ 46,704</u>		

	<u>7/31/2010</u>	<u>7/31/2011</u>
Cash Reserves (in \$1,000's)	\$ 435	\$ 543
25% Minimum Reserve Policy	<u>(346)</u>	<u>(336)</u>
Unobligated Cash Reserves	<u>\$ 89</u>	<u>\$ 207</u>

FOOTNOTES

- Miscellaneous Revenue:** Late in FY09, the recycling market collapsed and we were notified by Allied Waste that recycling rebates would end indefinitely. Rebates resumed in late FY10 and have since come in on a monthly basis. FY12 amounts have returned to pre-FY09 levels.

Village of Glen Ellyn
Budget to Actual Summary Report
For the Quarter Ended July 31, 2011

550 - Recreation Fund

	Prior FY 10/11 YTD	FY 11/12 Revised Budget	Current FY 11/12 Actual	% of Budget	Greater (Less) Than FY10/11
Revenues					
Green Fees	\$ 785,433	\$ 1,900,000	\$ 783,692	41%	\$ (1,741) 1
Range, Pro-Shop, Carts, Food	554,165	1,370,000	596,521	44%	42,356 1
Interest Income	1,450	8,000	1,354	17%	(96)
Miscellaneous Income	67,179	162,800	76,079	47%	8,900
Total Revenues	\$ 1,408,227	\$ 3,440,800	\$ 1,457,646	42%	\$ 49,419
Expenditures					
Administration	\$ 195,661	\$ 1,043,400	\$ 180,793	17%	\$ (14,868) 2
Golf Course Maintenance	327,078	933,300	290,446	31%	(36,632)
Golf Service	196,372	683,200	205,411	30%	9,039
Food Services	207,954	575,400	217,267	38%	9,313
Parks Maintenance	13,589	15,500	6,641	43%	(6,948) 3
Pro Shop	40,513	163,900	60,038	37%	19,525
Motor Carts	16,019	45,600	17,193	38%	1,174
Total Expenditures	\$ 997,186	\$ 3,460,300	\$ 977,789	28%	\$ (19,397)
Budgeted Gain/(Loss)		\$ (19,500)			
Net Income (Loss)	\$ 411,041		\$ 479,857		
Outstanding Encumbrances	-		-		
Net Income (Loss) after Encumbrances	\$ 411,041		\$ 479,857		

	<u>7/31/2010</u>	<u>7/31/2011</u>
Cash Reserves (in \$1,000's)	\$ 2,524	\$ 2,412
25% Minimum Reserve Policy	(830)	(807)
Unobligated Cash Reserves	\$ 1,694	\$ 1,605

Village of Glen Ellyn
 Budget to Actual Summary Report
 For the Quarter Ended July 31, 2011

550 - Recreation Fund

FOOTNOTES

1. **Recreation Fund Revenue:** Excluding interest and miscellaneous income, Recreation Fund revenue has increased 3% compared to last year.

Green Fee Rounds

	FY 08/09	FY 09/10	FY 10/11	FY 11/12	% Change From Prior Year
May	10,074	10,122	9,412	8,387	-10.9%
June	12,851	10,827	10,571	10,856	2.7%
July	14,012	13,398	11,169	11,648	4.3%
1st Q. Totals	36,937	34,347	31,152	30,891	-0.8%
August	13,431	11,622	11,883		
September	9,033	10,489	9,589		
October	5,460	3,588	5,877		
November	1,634	2,383	2,409		
December	22	108	15		
January	7	3	12		
February	86	-	43		
March	1,816	1,832	1,209		
April	4,207	6,728	4,301		
Total	72,633	71,100	66,490	30,891	

2. **Administration Budget:** The Administration budget includes all capital expenses, insurance, and bond payments for the Recreation Fund.

3. **Parks Maintenance:** FY11 includes storm water engineering for Lambert Lake.

Village of Glen Ellyn
Recreation Fund
Greens Fee Revenue - Ten Year History

Month Received by Village	FY02/03	FY03/04 ¹	FY04/05	FY05/06	FY06/07	FY07/08	FY08/09	FY09/10	FY10/11	FY11/12	\$ Change From Prior Year Gain/(Loss)	% Change From Prior Year Gain/(Loss)
	May	219,075	70,406	73,297	259,385	236,888	295,117	269,068	270,981	250,437		
Jun	307,448	95,192	161,599	320,663	312,763	345,137	318,730	281,641	250,384	276,636	26,252	10.5%
Jul	342,082	100,516	401,690	365,632	335,203	375,857	364,228	346,388	284,613	302,684	18,071	6.3%
1st Q. Total	868,605	266,114	636,586	945,680	884,854	1,016,110	952,026	899,010	785,434	783,692	(1,742)	-0.2%
Aug	342,098	101,398	358,577	322,785	336,839	299,099	352,602	299,210	295,170			
Sep	246,658	64,742	311,656	263,730	231,667	308,175	235,115	264,164	226,227			
Oct	114,697	41,992	170,505	173,243	119,932	147,973	135,272	77,778	136,880			
Nov	23,582	11,441	36,671	46,920	37,379	30,205	27,710	41,340	42,227			
Dec	505	2,400	1,952	111	1,281	176	39,099	39,487	40,020			
Jan	301	687	69	1,445	919	464	31	14	56			
Feb	473	1,437	718	994	10	-	389	-	192			
Mar	6,835	11,959	13,340	16,531	19,049	3,214	32,319	27,827	13,173			
Apr	41,577	50,152	155,979	162,056	117,819	113,035	105,193	163,584	108,315			
Total	1,645,331	552,322	1,686,053	1,933,495	1,749,749	1,918,451	1,879,756	1,812,414	1,647,694	783,692		
% Change From Prior Year	-11.4%	-66.4%	205.3%	14.7%	-9.5%	9.6%	-2.0%	-3.6%	-9.1%			
Budget	1,885,000	650,000	1,700,000	2,250,000	1,990,000	1,950,000	1,980,000	1,900,000	1,930,000	1,900,000	-1.6%	
% of Budget	87%	85%	99%	88%	88%	98%	95%	95%	85%	41%		

1. The 18 hole course at the Village Links was closed for renovation in November, 2002. The course reopened in late-June 2004.

Village of Glen Ellyn
Budget to Actual Summary Report
For the Quarter Ended July 31, 2011

600 - Insurance Fund

	Prior FY 10/11 YTD	FY 11/12 Revised Budget	Current FY 11/12 Actual	% of Budget	Greater (Less) Than FY10/11
Revenues					
Transfers from Departments	\$ 470,050	\$ 1,944,800	\$ 486,200	25%	\$ 16,150
Payments by Other Agencies	106,500	438,700	109,675	25%	3,175
Participant Contributions	124,181	551,000	134,606	24%	10,425
Interest Income	550	3,000	745	25%	195
Miscellaneous Income	2,178	-	-		(2,178)
Total Revenues	\$ 703,459	\$ 2,937,500	\$ 731,226	25%	\$ 27,767
Expenditures					
Health Benefits Plan	\$ 491,837	\$ 2,186,000	\$ 528,759	24%	\$ 36,922
Liability Insurance	594,643	730,000	508,635	70%	(86,008) 1
Miscellaneous	3,539	17,000	136	1%	(3,403)
	\$ 1,090,019	\$ 2,933,000	\$ 1,037,530	35%	\$ (52,489)
Budgeted Gain/(Loss)		\$ 4,500			
Net Income (Loss)	\$ (386,560)		\$ (306,304)		
Outstanding Encumbrances	-		-		
Net Income (Loss) after Encumbrances	\$ (386,560)		\$ (306,304)		

	<u>7/31/2010</u>	<u>7/31/2011</u>
Cash Reserves (in \$1,000's)	\$ 812	\$ 1,091
100% Reserve Policy	(812)	(1,091)
Unobligated Cash Reserves	\$ -	\$ -

FOOTNOTES

- Liability Insurance:** The premium for the MICA insurance pool for property, liability, and workers compensation is paid early in the fiscal year. This year's premium decreased due to favorable claims experience.

Village of Glen Ellyn
Budget to Actual Summary Report
For the Quarter Ended July 31, 2011

650 - Equipment Services Fund

	Prior FY 10/11 YTD	FY 11/12 Revised Budget	Current FY 11/12 Actual	% of Budget	Greater (Less) Than FY10/11
Revenues					
Transfers from Departments	\$ 373,500	\$ 1,589,700	\$ 397,425	25%	\$ 23,925
Payments by Other Agencies	12,211	80,500	25,322	31%	13,111
Interest Income	1,397	5,000	1,669	33%	272
Miscellaneous Income	6,734	20,000	33,675	168%	26,941
Total Revenues	\$ 393,842	\$ 1,695,200	\$ 458,091	27%	\$ 64,249
Expenditures					
Personnel Services	\$ 75,257	\$ 319,200	\$ 80,596	25%	\$ 5,339
Contractual Services	30,925	124,300	30,299	24%	(626)
Commodities	19,049	32,200	5,573	17%	(13,476)
Vehicle Operating	68,786	450,000	53,088	12%	(15,698)
Vehicles and Equipment	415,242	293,600	450	0%	(414,792)
Total Expenditures	\$ 609,259	\$ 1,219,300	\$ 170,006	14%	\$ (439,253)
Budgeted Gain/(Loss)		\$ 475,900			
Net Income (Loss)	\$ (215,417)		\$ 288,085		
Outstanding Encumbrances			(99,228)		
Net Income (Loss) after Encumbrances	\$ (215,417)		\$ 188,857		

	<u>7/31/2010</u>	<u>7/31/2011</u>
Cash Reserves (in \$1,000's)	\$ 2,094	\$ 2,609
100% Reserve Policy	(2,094)	(2,609)
Unobligated Cash Reserves	\$ -	\$ -

Village of Glen Ellyn
 Budget to Actual Summary Report
 For the Quarter Ended July 31, 2011

900 - Police Pension Fund

	Prior FY 10/11 YTD	FY 11/12 Revised Budget	Current FY 11/12 Actual	% of Budget	Greater (Less) Than FY10/11
Revenues					
Employee Contributions	\$ 79,221	\$ 300,000	\$ 81,418	27%	\$ 2,197
Village Contribution	471,500	1,036,000	518,000	50%	46,500
Investment Income	187,442	500,000	38,964	8%	(148,478)
Total Revenues	\$ 738,163	\$ 1,836,000	\$ 638,382	35%	\$ (99,781)
Expenditures					
Pensions	\$ 329,975	\$ 1,394,500	\$ 340,808	24%	\$ 10,833
Administrative Costs	18,670	60,300	11,797	20%	(6,873)
	\$ 348,645	\$ 1,454,800	\$ 352,605	24%	\$ 3,960
Budgeted Gain/(Loss)		\$ 381,200			
Net Income (Loss)	\$ 389,518		\$ 285,777		
Outstanding Encumbrances	-		-		
Net Income (Loss) after Encumbrances	\$ 389,518		\$ 285,777		

	<u>7/31/2010</u>	<u>7/31/2011</u>
Cash Reserves (in \$1,000's)	\$ 20,147	\$ 21,891
100% Reserve Policy	(20,147)	(21,891)
Unobligated Cash Reserves	\$ -	\$ -

Village of Glen Ellyn
 Schedule of Cash and Investment Balances
 As of July 31, 2011

	Cash/ Checking	Illinois Funds	IMET	Investments	Total	Investment Income			
						FY10/11	FY11/12	% Change	
General Fund	\$ (122,547)	\$ 196,369	\$ 5,637,700	\$ -	\$ 5,711,522	\$ 3,334	\$ 3,664	330	9.9%
Corporate Reserve Fund*	102,928	99,764	702,905	-	905,597	594	606	12	100.0%
Motor Fuel Tax Fund	-	191,663	-	-	191,663	68	18	-50	-73.5%
Special Programs Fund	-	-	-	-	-	141	-	-141	-100.0%
Debt Service Fund	3,881	98,101	700,191	-	802,173	197	175	-22	-11.2%
Capital Projects Fund	5,280	1,650,889	1,615,167	-	3,271,336	1,962	1,791	-171	-8.7%
Facilities Maint Reserve Fund	83,840	110,818	847,286	-	1,041,944	672	684	12	1.8%
Water and Sanitary Sewer Fund	3,616	36,002	2,784,811	-	2,824,429	1,834	1,828	-6	-0.3%
Parking Fund	6,911	169,531	784,000	-	960,442	590	640	50	8.5%
Residential Solid Waste Fund	140,866	60,874	340,895	-	542,635	257	309	52	20.2%
Recreation Fund	210,142	17,562	2,184,749	-	2,412,453	1,450	1,354	-96	-6.6%
Insurance Fund	29,075	438,997	623,084	-	1,091,156	550	745	195	35.5%
Equipment Services Fund	184,627	110,633	2,412,542	-	2,707,802	1,397	1,669	272	19.5%
	\$ 648,619	\$ 3,181,203	\$ 18,633,330	\$ -	\$ 22,463,152	\$ 13,046	\$ 13,483	\$ 437	3.3%
Police Pension Fund	-	465,638	-	21,424,946	21,890,584	24,513	101,872	77,359	315.6%

Average Yields FY2011/12 YTD 0.00%
 Average Yields FY2010/11 YTD 0.30%

0.03%
 0.16%

0.31%
 0.28%

Village of Glen Ellyn
 Analysis of Available Cash Reserves
 As of July 31, 2011
 (in thousands)

Fund	Last Year Cash & Investment Balances	Current Year Cash & Investment Balances	(a)		Less Deposits/ Other	Balance Subject to Reserve Policy	(b) Reserve Policy	Less Minimum Reserve Policy	Available Cash
			Less Encumbrances	Less Reserve					
1 General	\$ 4,967	\$ 5,712	\$ (502)	\$ (869)	\$ 4,340	25%	\$ (4,008)	\$ 332	
2 Corporate Reserve	1,161	906	(3)	(1)	902	100%	(902)	-	
3 Motor Fuel Tax	120	192	-	-	192	100%	(192)	-	
4 Special Programs	203	-	-	-	-	25%	-	-	
5 Debt Service	986	802	-	-	802	100%	(802)	-	
6 Capital Projects	2,919	3,271	(4,692)	(1)	(1,422)	100%	-	(1,422)	
7 Facilities Maint Reserve	1,039	1,042	-	-	1,042	100%	(1,042)	-	
8 Water and Sanitary Sewer Fund	2,492	2,824	(1,928)	(248)	649	25%	(2,018)	(1,369)	
9 Parking	873	960	(17)	-	944	25%	(96)	848	
10 Residential Solid Waste	435	543	-	-	543	25%	(336)	207	
11 Recreation	2,524	2,412	-	-	2,412	25%	(807)	1,605	
12 Insurance	812	1,091	-	-	1,091	100%	(1,091)	-	
13 Equipment Services	2,094	2,708	(99)	-	2,609	100%	(2,609)	-	
	<u>\$ 20,624</u>	<u>\$ 22,463</u>	<u>\$ (7,241)</u>	<u>\$ (1,119)</u>	<u>\$ 14,103</u>		<u>\$ (13,902)</u>	<u>\$ 201</u>	
14 Police Pension	20,147	21,891	-	-	21,891	100%	(21,891)	-	

(a) Encumbrances represent the unexpended portion of approved contracts for goods and services as of the end of the quarter. While encumbrances are not expenditures, they do represent a reduction in the level of available spendable cash at the close of the quarter.

(b) Operating funds are subject to the Village's 25% minimum cash reserve policy. This policy requires that at least 25% of the operating budget (excluding capital outlay and debt service) be retained as reserves. Other funds are 100% reserved for specific programs or functions. These are explained in the footnotes on the next page.

The following footnotes correspond to the numbers on the left of the schedule on the previous page.

1. **General Fund** - Amount subject to reserve is 25% of budget minus capital expenditures ($\$16,030,000 \times 25\% = \$4,008,000$).
2. **Corporate Reserve Fund** - All Corporate Reserve Fund cash is reserved for emergency needs or for assisting other Village funds via loans.
3. **Motor Fuel Fund** - All Motor Fuel Tax revenue from the State is reserved by law for street maintenance.
4. **Special Programs Fund** - This fund was closed at the end of FY2010/11 and the remaining cash reserves were transferred into the General Fund.
5. **Debt Service Fund** - The cash in the Debt Service Fund represents funds accumulated from various sources to pay for principal and interest costs on the Village's outstanding debt obligations. These dollars are not available for reallocation.
6. **Capital Projects Fund** - Essentially all of the Capital Projects Fund cash is reserved. Real estate transfer taxes and utility tax revenues are reserved for street and storm sewer capital projects as part of our 20-year street and storm sewer improvement plan.
7. **Facilities Maintenance Reserve Fund** - This reserve is established for future replacement of major Village building components in the Civic Center, Reno Public Works Building, Fire Stations 1 and 2, Stacy Tavern Museum and the History Center. These funds are not available for reallocation.
8. **Water and Sanitary Sewer Fund** - Amount subject to reserve is 25% of budget minus capital expenditures ($\$8,072,000 \times 25\% = \$2,018,000$).
9. **Parking Fund** - Amount subject to reserve is 25% of budget minus capital expenditures ($\$384,000 \times 25\% = \$96,000$).
10. **Residential Solid Waste Fund** - Amount subject to reserve is 25% of budget minus capital expenditures ($\$1,344,000 \times 25\% = \$336,000$).
11. **Recreation Fund** - Amount subject to reserve is 25% of budget minus capital expenditures ($\$3,229,300 \times 25\% = \$807,000$).
12. **Insurance Fund** - All funds transferred to the Insurance Fund are budgeted to pay premiums and associated costs and are not available for reallocation.
13. **Equipment Services Fund** - This reserve is established for the scheduled replacement of Village vehicles and is not available for reallocation.
14. **Police Pension Fund** - All Police Pension funds are reserved for paying pensions of retired police officers.