

**Minutes
Special Village Board Workshop
FY 11/12 Budget Workshop
Glen Ellyn Village Board of Trustees
March 7, 2011**

Time of Meeting: 6:00 P.M.

Present: President Pfefferman; Trustees Hartweg, Ladesic, Thorsell, Cooper, Henninger; Village Clerk Connors. Staff present: Interim Village Manager Burghard, Schrader, Noller, Perrigo, Pekarek, Hulseberg, Norton, Izzo until 7:45 p.m., and Kolze until 7:45 p.m. Fire Chief Raffensparger until 7:05 p.m.

1. Roll Call

President Pfefferman called the Special Board Workshop to order at 6:00 P.M. with a roll call. President Pfefferman, Trustees Hartweg, Ladesic, Thorsell, Cooper, and Henninger responded "Here."

2. Comments

President Pfefferman thanked Village management and staff for their hard work on the budget and their effort to ensure cost savings. Interim Village Manager Burghard commented that staff did the vast amount of work and cooperated to present a balanced budget. He noted that this a team budget and he is proud to work with them.

3. FY 11/12 Budget Overview

Interim Finance Director Larry Noller thanked all department heads and staff for their assistance and described the General Fund which has the previous Special Programs Fund merged into it. The General Fund now has 13 funds, which is one less fund than in previous years. The total budget is \$39.8 million or 2.5% less than FY10/11. It is anticipated that there will be an \$83,000 surplus for FY11/12. Mr. Noller gave an overview of some new sources of revenues and discussed the blending of Special Programs Fund into the General Fund. Some special programs such as economic development, the History Park, and Senior Services have been moved to the General Fund. He detailed Special Programs expenses and revenues that are going to be shown in the General Fund budget. Mr. Noller announced the planned dates for future budget workshops prior to the adoption of the FY11/12 budget which will take effect on May 1, 2011.

4. General Fund Departmental Overviews:

>Volunteer Fire Company Fire Chief Scott Raffensparger reviewed the history of the use of the financial support from the Village to the Fire Company. He explained that the Fire Company is an independent corporation with its own budget. He explained some of the services provided to the Fire Company by the Village.

>Assistant to the Village Manager-Administration Kristen Schrader presented the Administration portion which includes the budgets for Board and Clerk, Administration Department, Facilities Maintenance, and the addition of Senior Services and the History Park that have been moved from the Special Programs Fund. If a new Clerk takes office there would be a 2.8% increase in that budget; Facilities Maintenance has an increase of .5% due to increased responsibilities at the Public Works Department and there is a \$2,000 increase from FY 10/11 for Senior Services. Expenses for the History Park include the demolition of the Carey House. Interim Village Manager Burghard explained that the forgiveness of the Historical Society debt will be shown in the Corporate Reserve Fund when the agreement is complete. He detailed the many previous Special Programs Funds that have been included as new items in the Administration budget which amounted to a .2% increase from FY 10/11.

>Police Chief Phil Norton presented the Police Department budget. Three officers are being retained and one more is being added by bringing an officer back from County duty. Education costs should be low because it is anticipated only one new officer will be hired. He explained that DuComm costs were down; the reason for the reduction in fines; the reason for overtime costs and that the Village Prosecutor had agreed to keep his fee at the same level which is low. Last year's grants were detailed and the department keeps looking for more.

>Planning and Development Director Staci Hulseberg presented the general Planning and Development budget that shows a slight increase of 4.1% due to personnel increase. The department reduced other areas in an attempt to offset the increase, but FY10/11 permits have begun to rise, and it is anticipated that this trend will continue, so personnel time will increase. She discussed specific projects from last year and those anticipated for next year.

Interim Village Manager Burghard announced that Ms. Hulseberg has been asked to assist in absorbing economic development in the General Fund budget. He asked Ms. Hulseberg to discuss the results of the Village Board survey from last week.

Ms. Hulseberg explained that this is the first time the economic development portion will be part of the Planning and Development Department. She displayed the results of the survey the Village Board completed. Dollars were assigned to each priority. She gave the background as to where each dollar amount came from and how much was allotted

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for each priority. Some items were not recommended for any funding and some for minimum funding. It is proposed that grant programs be handled by the Village.

Interim Village Manager Burghard explained that there is a limit on the amount of resources available and the Village must realistic setting achievable goals. Facade grants could turn things around. The Village can show they are committed to its downtown by setting and achieving realistic goals. Not everyone is going to be pleased. Two kinds of facade grants are available, but application guidelines should be modeled to qualify for the grants.

Neil Dishman, 395 Prospect, Economic Development Corp. board member, suggested ways to completely fund the EDC.

Janet Avila, 677 Main, expressed agreement with Mr. Dishman and spoke in favor of investing in the downtown. She voiced her feelings that the Downtown Alliance efforts were starting to attract people and businesses to the downtown. She encouraged the Village to begin to implement the Downtown Plan and not wait until it becomes obsolete.

Robert Friedberg, 641 Pleasant, spoke about taking time to focus on what can be done in a short period of time and asked about the success of the facade grants, who keeps the data concerning the grants, and if there is any data available.

Janie Patch, EDC Executive Director, spoke with information regarding the facade grants and gave other information regarding EDC.

>Interim Public Works Director Jeff Perrigo presented information on the General Fund portion of the Public Works budget – Administration (including Engineering) and Operations. The General Fund area represents 14% of the Public Works budget. The budget for Administration is approximately \$850,000 and Operations \$1.2 million. Mr. Perrigo outlined the General Fund FY 11/12 goals including EAB treatments and parkway tree replacement . He has scheduled no increase from FY10/11 and anticipates a budget reduction of about 1%. Mr. Perrigo listed deferred items amounting to \$200,000-\$225,000 for FY11/12 due to budget constraints.

Diane McGinley, 293 Abbotsford, asked about Home Rule Sales Tax and suggested that residents be allowed to have input as to what kind of trees they want planted in the parkway.

>Interim Finance Director Larry Noller presented the Finance Department budget. He expects no increase in the department's budget from FY10/11. 70% of the budget is staff costs. It is reduced for FY11/12 due to the Finance Director vacancy. Mr. Noller detailed the department's goals including long-term financial forecasting and working with the Village's utility vendor to lower costs.

Robert Friedberg, 641 Pleasant, was informed that salaries shown in the budget assumed the Village was at full staff. This was in answer to his question.

Interim Finance Director Noller outlined the budget calendar until the FY11/12 budget is approved and in effect.

President Pfefferman offered a thank you to all who worked to put the budget together. The Village Board appreciates their efforts.

5. Reminders

Larry Noller outlined the budget calendar and mentioned that the draft budget will be available on-line, at the Glen Ellyn Library and at the Village of Glen Ellyn Clerk's Office.

6. Adjournment

Trustee Cooper moved and Trustee Henninger seconded to adjourn the meeting at 10:03 p.m. All present voted "Aye." Meeting adjourned.

Respectfully Submitted,

Suzanne R. Connors
Village Clerk