



Agenda  
Village of Glen Ellyn  
Regular Village Board Meeting  
Monday, July 8, 2013  
7:00 p.m. – Galligan Board Room

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*Village Board Meeting Procedures Statement*

*Visitors are most welcome to attend all meetings of the Village Board and can find copies of the Agenda on their chairs or online at [www.glenellyn.org](http://www.glenellyn.org) prior to the meeting. Meetings are taped and also televised on WideOpenWest Channel 6, AT&T Channel 99, and Comcast Cable Services Channel 10. Any individual with a disability requiring a reasonable accommodation in order to participate in a meeting should contact Harold Kolze, Village of Glen Ellyn ADA Coordinator, 630-469-5000, at least five (5) business days in advance of the next scheduled meeting. All matters on the Agenda may be discussed, amended, and acted upon.*

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Village Recognition: *(Village Clerk Galvin)*
  - A. A resident sent an email of gratitude and thanks to Public Works for quickly fixing an uneven patch on Park Boulevard.
  - B. A grateful resident thanked Public Works Director Julius Hansen for his expedited assistance with a request.
  - C. Glenbard Township High School District 87 sent a thank you note to the Administration Department for publicly acknowledging on the Village marquee the retirement of Glenbard West Principal Dr. Jane Thorsen.
  - D. Public Works Maintenance Worker Mike Nichels received a compliment from a resident for the timely removal of a branch hanging from a parkway tree.
  - E. Congratulations to Officer Dustin Green who graduated on June 27, 2013 from the University of Illinois at Urbana-Champaign Police Training Institute for Basic Law Enforcement.
  - F. The Police Department received a note from the Pfefferman Family expressing their sincerest thanks for its reliable and friendly service over the last four years.
  - G. The Friends for Don Darby thanked the Police Department for its generous donation to the Don Darby Fundraiser.
  - H. The Police Department received a letter from a former intern expressing his appreciation for the experience which served to solidify his commitment to pursue a career in law enforcement.

- I. Deputy Chief Bill Holmer received a thank you note from a resident for the excellent service he provided in addressing an issue.
- J. The Wheaton Police Department sent a letter recognizing the efforts of Sergeant Jim King, Officer Brad Booton, and Officer Brent Pacyga for their professional assistance during an inter-departmental matter.
- K. Officer David Gill received a thank you letter from the Wheaton Police Department for his assistance in resolving a matter.
- L. The Glendale Heights Police Department sent letters of appreciation to Officer Brad Booton and Officer Dave Scuito for their quick response and professional conduct which contributed to the successful resolution of a matter.
- M. The Village thanks student commissioner Christina Clewlow for her service on the Environmental Commission and wishes her well in her future endeavors.

5. Audience Participation

A. Proclamation honoring the Glen Ellyn 4<sup>th</sup> of July Committee.

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. It is requested that, if possible, one spokesman for a group be appointed to present the views of the entire group. Speakers who are recognized are requested to step to a microphone and state their name, address and the group they are representing prior to addressing the Village Board.

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: (*Village Manager Franz*)

Motion to approve the following items including: (*Trustee Elliott*)

A. Village Board Meeting Minutes:

1. June 24, 2013 Regular Meeting

B. Total Expenditures (Payroll and Vouchers) - \$1,093,215.57.

The vouchers have been reviewed by Trustee Elliott and by Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.

C. Motion to approve the recommendation of Village President Demos that Heidi Lannen be appointed as a commissioner to the Plan Commission for a term ending May 2016.

- D. Ordinance No. 6149-VC, An Ordinance Amending the Village Code regarding Official Meetings of the Glen Ellyn Village Board. *(Assistant to the Village Manager Schrader)*
- E. Ordinance No. 6150, An Ordinance Proposing Approval of a Redevelopment Plan and Project for and the Designation of the Roosevelt Road/Park Boulevard Project Area and the Adoption of Tax Increment Financing Therefor, Convening a Joint Review Board and Calling a Public Hearing in Connection Therewith. *(Assistant to the Village Manager Schrader)*
- F. Ordinance No. 6151, An Ordinance Granting Approval of a Special Use Permit and the Exterior Appearance for Property Commonly Known as 535 Pennsylvania Avenue. *(Planning and Development Director Hulseberg)*
- G. Ordinance No. 6152, An Ordinance Authorizing Execution of the Illinois Public Works Mutual Aid Network Agreement (IPWMAN). *(Assistant Public Works Director Buckley)*
- H. Resolution No. 13-15, A Resolution to Adopt the DuPage County Natural Hazards Mitigation Plan. *(Assisant Public Works Director Buckley)*
- I. Various actions required to close-out the construction phase contracts for the project to install rear-yard easement area drainage improvements in the Braeside Subdivision: *(Professional Engineer Minix)*
  - 1. Resolution No. 13-16, A Resolution Concerning the Determination of the Glen Ellyn Village Board that Change Order Number One - Final with Apollo Trenchless, Inc. for a Decrease of \$33,693 is Required for the Braeside Area Localized Drainage Improvements Project for a Revised and Final Contract Cost of \$567,635 and a Time Extension of 34 Days.
  - 2. Motion to increase the appropriation for construction phase engineering services associated with the Braeside Area Localized Drainage Improvements Project provided by Civiltech Engineering in the amount of \$29,188, for a revised total appropriation of \$102,188 to be expensed to the Capital Project Fund.
  - 3. Motion to approve Amendment No. 1 to the services agreement with Civiltech Engineering for the Braeside Area Localized Drainage Improvements Project for additional construction engineering expenses in the amount of \$36,204 resulting in a total not-to-exceed fee of \$102,188 for the work.
- J. Village Links Sod Purchase: *(Recreation Director Pekarek)*
  - 1. Motion to rescind the purchase of Creeping Bentgrass Sod awarded by the Village Board on March 18, 2013 to H&E Sod Nursery of Markham, Illinois.
  - 2. Motion to waive competitive bidding for an emergency purchase of Creeping Bentgrass Large Roll Sod from Central Sod Farms of Plainfield, Illinois in a not-to-exceed amount of \$54,000, which includes a 10% contingency, to be expensed to the Recreation Fund.

7. Assistant to the Village Manager Kristen Schrader will present information on proposed rate adjustments to monthly refuse and recycling services for the residential collection of the Village's approximately 7,200 single-family and duplex households. *(Trustee Ladesic)*

Ordinance No. 6153-VC, An Ordinance Amending Chapter Six of Title Seven (Solid Waste Collection and Disposal) of the Village Code.

8. Professional Engineer Bob Minix will present information on two recommendations formulated by the Capital Improvements Commission in favor of new sidewalk installation on Oak and Brandon. *(Trustee McGinley)*

9. Reminders:

- The next Village Board Workshop scheduled for Monday, July 15, 2013 will be a Village Board Strategic Planning Session at 6:00 p.m., location to be determined.
- The next Village Board Meeting is scheduled for Monday, July 22, 2013 at 7:00 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

10. Other Business?

11. Adjournment

A-4A

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**From:** Julius Hansen  
**Sent:** Monday, July 01, 2013 2:57 PM  
**To:** Kristen Schrader  
**Cc:** Dave Buckley  
**Subject:** FW: Thank You

Kristen , this compliment was recently given to the public works department. The crew did a great job responding and solving this problem as requested by a resident.

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**From:** Dot Frerichs [mailto:dotfrerichs@gmail.com]  
**Sent:** Monday, July 01, 2013 2:02 PM  
**To:** Julius Hansen  
**Subject:** Thank You

Dear Mr. Hansen,

Wow, I'm impressed. Your and your team did a great job fixing the uneven patch on Park Street. I am also surprised to see the repair fixed so quickly. You have my gratitude and thanks.

If only our Congress reacted so quickly.....

Have a wonderful 4th!

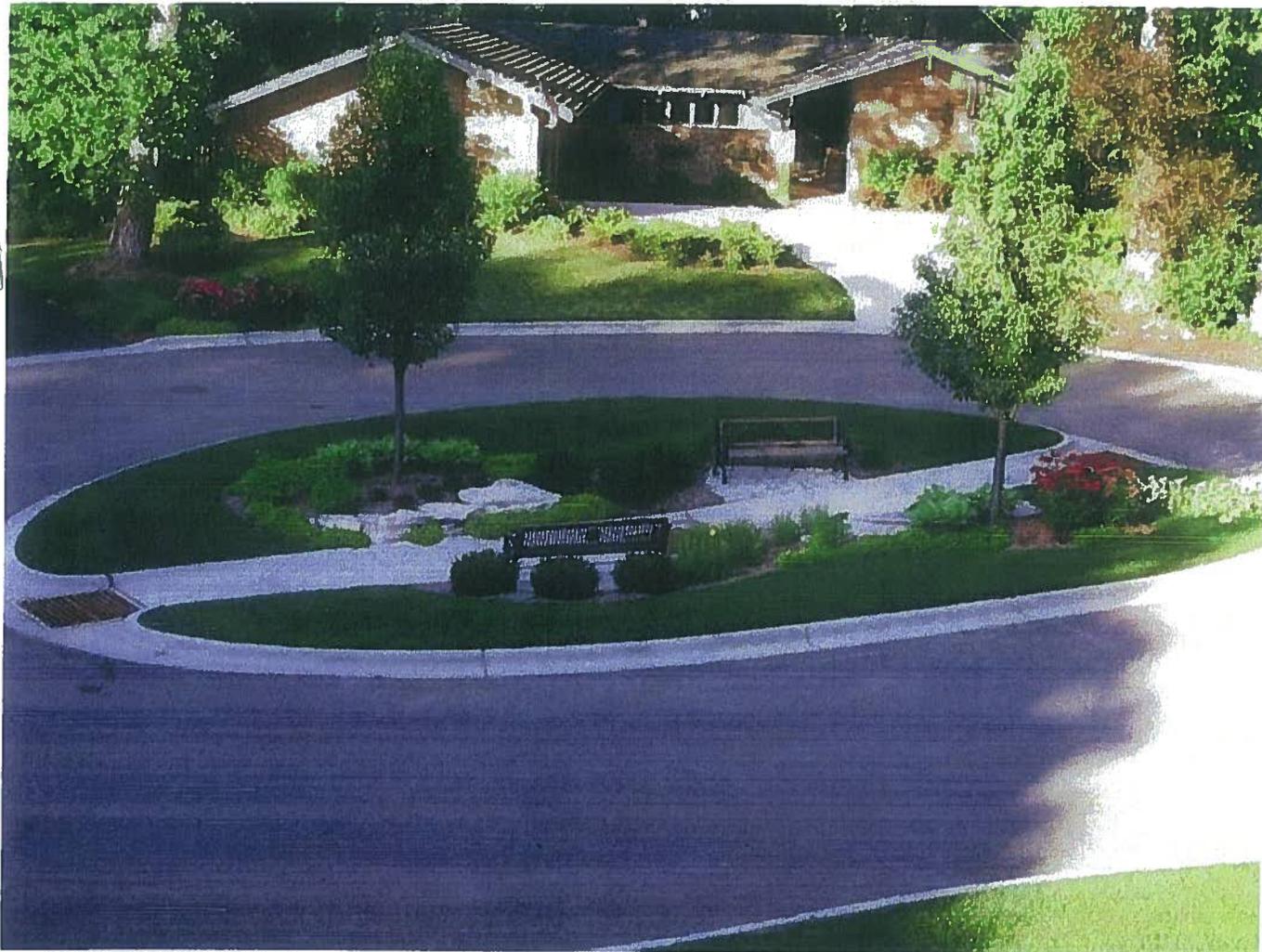
Sincerely,

Dorothy Frerichs

**Sent:** Tuesday, June 18, 2013 6:54 PM  
**To:** Julius Hansen  
**Cc:** Bob Minix; Mark Franz  
**Subject:** RE: Reimbursement check

A-4B

That's wonderful news. Thank you very much for your help in expediting this request. It occurred to me that you might like to see the finished product all in bloom. (See attached photo.)  
Dan and Midge Anderson



*Daniel P. Anderson  
668 Essex Road  
Glen Ellyn, IL 60137  
Phone: 630-858-7891*

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**From:** Julius Hansen [mailto:jhansen@glenellyn.org]  
**Sent:** Tuesday, June 18, 2013 5:54 PM  
**To:** 'Dan Anderson'  
**Subject:** Reimbursement check

Mr. Anderson a village check for \$4,000 will be mailed to you this Friday, and I am sorry that you had to wait so long. Thanks for the help on the project!

A-4C

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**From:** Peg Mannion [mailto:Peg\_Mannion@glenbard.org]  
**Sent:** Wednesday, June 26, 2013 2:30 PM  
**To:** Kristen Schrader  
**Subject:** Thank you  
Hi Kristen,

Thank you very much for putting the congratulations to Dr. Thorsen on the village marquee. That was very considerate of you.

She has been an exceptional educational leader who has truly made a difference in the lives of thousands of students. I sincerely appreciate the village publicly acknowledging her.

Thank you!  
Peg

Peg Mannion, APR  
Community Relations Coordinator  
Glenbard Township High School District 87  
(630) 469-9100 Ext. 5124  
[peg\\_mannion@glenbard.org](mailto:peg_mannion@glenbard.org)

Follow Glenbard District 87 at [www.twitter.com/GlenbardDist87](http://www.twitter.com/GlenbardDist87)

**CONFIDENTIALITY NOTICE & ABUSE REPORTING:**

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A-4D

**From:** Julius Hansen  
**Sent:** Monday, June 24, 2013 12:01 PM  
**To:** Kristen Schrader  
**Subject:** FW: Compliment

A resident has recognized good customer service....

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**From:** Eric Hendrickson  
**Sent:** Monday, June 24, 2013 10:34 AM  
**To:** Kathryn Horn; Julius Hansen; Dave Buckley; Jennifer Brown; Mike Zitzka  
**Subject:** RE: Compliment

I will give a copy to Mike N as he was the one who did this work today.

Eric Hendrickson  
Forestry Crew Leader  
Glen Ellyn Public Works

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**From:** Kathryn Horn  
**Sent:** Monday, June 24, 2013 10:24 AM  
**To:** Julius Hansen; Dave Buckley; Jennifer Brown; Eric Hendrickson; Mike Zitzka  
**Subject:** Compliment

Mike McCoy of 825 Abbey Dr. 630-390-1220 called to compliment the crew on quickly removing a branch hanging from the parkway tree.

He was very pleased with the service provided.

***Kathryn Horn***  
Village of Glen Ellyn  
Public Works Department  
30 S. Lambert Rd.  
Glen Ellyn, IL 60137  
(630) 469-6756  
Fax (630) 469-3128



UNIVERSITY OF ILLINOIS  
AT URBANA - CHAMPAIGN

POLICE TRAINING INSTITUTE

*Graduation Ceremony  
for  
Basic Law Enforcement  
Class #2952*

*June 27, 2013*

*Certified by  
Illinois Law Enforcement Training and  
Standards Board*

A-4E

**Basic Law Enforcement  
Class #2952**

Alex M. Amaya	Decatur Police Dept.
Patrick W. Bailey	Piatt County Sheriff's Ofc.
Clay G. Blum	Bradley University
Dustin L. Borum	S. I. U. - Carbondale Campus
Dixie L. Brazelton	Urbana Police Dept.
Matthew D. Bruning	Mercer County Sheriff's Ofc.
Chad E. Carlson *	Champaign County Sheriff's Ofc.
Aaron T. Carr	Decatur Police Dept.
Joel M. Clausing	Macomb Police Dept.
Matthew G. Coates *	Bradley University
Cody L. Collins	Altamont Police Dept.
Christopher M. Comrie	Danville Police Dept.
Naisla J. Corona	Lake Bluff Police Dept.
Adam S. Costas	Rock Island Police Dept.
Austin J. Cox	Warren County Sheriff's Ofc.
Caleb M. Cunningham	Peoria Police Dept.
Ryan R. Davenport	Belvidere Police Dept.
Justin D. Decker	Mount Carmel Police Dept.
Ian P. Dennis	Beardstown Police Dept.
Richard S. Downing, Jr.	Milan Police Dept.
Eric J. Dusenberry	Colona Police Dept.
Justin W. Emery	S. I. U. - Carbondale Campus
Wayne Eubank, Jr.	Peoria County Sheriff's Ofc.
Joshua L. Feeney	Bradley University
Chaney R. Ferguson	Bushnell Police Dept.
Cloee L. Frank	Carbondale Police Dept.
Jerrid C. Fuller	Peoria County Sheriff's Ofc.
Travis J. Garcia	Bourbonnais Police Dept.
Dustin W. Green	Glen Ellyn Police Dept.
Kevin A. Guffey	Will County Sheriff's Ofc.
Trey G. Harris	Carbondale Police Dept.
Nathan E. Hastings	Bradley University
Christopher S. Heaton, II	Peoria Police Dept.
Robert K. Henschel	Mokena Police Dept.
Sean K. Higgins	Decatur Police Dept.
Anna M. Hochbaum	Champaign Police Dept.
Eric J. Keller	Carbondale Police Dept.
Stanley J. Kester, Jr.	Peoria County Sheriff's Ofc.
Justin J. Kitts	East Peoria Police Dept.
Brock W. Landis	Hancock County Sheriff's Ofc.
Anna E. Legner	El Paso Police Dept.

A-4F

May 13, 2013

MPL

Dear Chief Norton,

I would like to send my sincere thanks to all of the Officers and C.S.O.s that have visited us over the last four years! They have made it to our door through all kinds of weather, mad it through kids playing everywhere, me yelling or tripping over stuff to get to the door and even

pet the dog! They couldn't have been nicer to us.

Please tell them how much we appreciate them and all they do!

Sincerely,

Martha Pfferman

Thank you for your generous donation to the Don Darby Fundraiser. It was a huge success and will help support Don and his family at this difficult time. Your thoughtfulness was greatly appreciated.

Sincerely,

*Friends For Don Darby*

Dear Glen Ellyn Police Department,

A-4H

Thank-you for allowing me to intern with the department for the past two months. I enjoyed the experience and have learned so much. Everyone was so honest and open to answering any questions I had. This internship has further reinforced my desire to enter a career in law enforcement. I especially liked how all members of the department work together with a common goal in mind. I will be attending the University of Illinois at Champaign-Urbana this next fall and hope to run into some of you if you go down there for training.

Thank-you all for this awesome experience,

Samie  
Buttars



# Proclamation

## HONORING THE GLEN ELLYN 4<sup>TH</sup> OF JULY COMMITTEE

WHEREAS, the Fourth of July Committee, comprised of volunteers from the Glen Ellyn community, has organized and developed the Fourth of July celebration for many, many years; and

WHEREAS, festivities have included an exciting Boat Regatta, Picnic in the Park, Freedom Four Run, a grand Parade, family activities, and a breathtaking fireworks display; and

WHEREAS, the strong sense of volunteerism exhibited in the Village of Glen Ellyn is the backbone of our community, and a characteristic that sets Glen Ellyn apart as an outstanding municipality comprised of caring individuals, families, and community leaders committed to excellence and service;

NOW, THEREFORE, I, ALEXANDER DEMOS, PRESIDENT OF THE VILLAGE OF GLEN ELLYN, ILLINOIS, do hereby extend the gratitude of the Glen Ellyn Village Board to the Fourth of July Committee and encourage the residents of our Village to recognize and honor those among us who have dedicated their time, energy, and enthusiasm in order to preserve our Village traditions.

\_\_\_\_\_  
VILLAGE PRESIDENT  
ATTEST:

\_\_\_\_\_  
VILLAGE CLERK

\_\_\_\_\_  
DATE

A-6A

**Minutes  
Regular Board Meeting  
Glen Ellyn Village Board of Trustees  
Monday, June 24, 2013**

**Call to Order**

Village President Demos called the meeting to order at 7:02 p.m.

**Roll Call**

Upon roll call by Village Clerk Galvin, Village President Demos and Trustees Clark, Elliott, and Friedberg answered "Present". Trustees Ladesic, McGinley and O'Shea were excused.

**Pledge of Allegiance**

President Demos asked Lee Marks, Historic Preservation Chairman to lead the Pledge of Allegiance.

**Village Recognition:**

- A. A resident sent a thank you letter to Stormwater Engineer Ray Ulreich of the Planning and Development Department for his help in addressing their stormwater runoff issue.
- B. Community Service Officer Perez received a complimentary message from a resident for closing and locking his vehicle door after it was inadvertently left open.
- C. A grateful resident complimented the Police Department for its enforcement of the stop sign at Main Street and Crescent Boulevard.
- D. Public Works Crew Leader John Hubsy received a thank you note from a grateful resident for his knowledgeable, competent, and friendly assistance in overseeing a project at their residence.
- E. The Village thanks the following Commissioners for their service and wishes them well in their future endeavors.

Architectural Review Commission  
 Jill Mulvihill  
 Michael Wilson

Plan Commission  
 Paul Isaac

- F. The Village Board and Management Team congratulates the following employees who recently celebrated an anniversary as a Village employee:

Barbara Utterback	Planning and Development Department	20 Years
J. Diane Roozen	Finance Department	5 Years
Michelle Cahue	Police Department	5 Years

## **Audience Participation:**

Ruth Laughlin, Training Coordinator and Advocate Supervisor for CASA (Court Appointed Special Advocate) of DuPage accepted a Proclamation honoring CASA of DuPage County's 20th Anniversary.

Historic Preservation Chairman Lee Marks presented the final 2012 Historic Preservation Award to the Garippo Family.

## **Consent Agenda**

President Demos called for questions and/or discussion of the items in the Consent Agenda. Village Manager Franz presented the Consent Agenda, to be approved in a single vote:

- A. Village Board Meeting Minutes:
  - 1. June 10, 2013 Regular Meeting
- B. Total Expenditures (Payroll and Vouchers) - \$2,910,342.28.

The vouchers have been reviewed by Trustee Clark and by Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.
- C. Ordinance No. 6139-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 to Increase and Decrease the Number of Various Permitted Liquor Licenses.
- D. Ordinance No. 6140, An Ordinance of the Village of Glen Ellyn Ascertaining the Prevailing Rate of Wages for Laborers, Workmen, and Mechanics Employed by Contractors Performing Public Works for the Village.
- E. Ordinance No. 6141, An Ordinance Approving Variations from the Front Yard and Corner Side Yard Setback Requirements of the Zoning Code to Allow a New Second Floor Dormer Addition for Property at 426 Hillside Avenue.
- F. Ordinance No. 6142, An Ordinance Approving Variations from the Lot Area and Corner Side Yard Setback Requirements of the Zoning Code to Allow a New Single Family Residence for Property at 109 Grove Avenue.
- G. Ordinance No. 6143-VC, An Ordinance Establishing Subsection "O" (Execute License Agreements) to Section 1 (Village Manager) of Chapter 7 (Officers and Employees) of Title I (Administrative) and Amending Chapter 1 (Streets and Sidewalks) of Title 8 (Public Ways and Property) to Allow Administrative Review and Approval of Tables and Chairs in the Public Right-of-Way.
- H. Ordinance No. 6144-VC, An Ordinance Approving Text Amendments to the Glen Ellyn Zoning Code as identified by Sterling Codifiers.
- I. DuPage County Stormwater and Floodplain Ordinances:
  - 1. Ordinance No. 6145-VC, An Ordinance Amending Chapter 7 of Title 4 (Stormwater and Flood Plain Regulations) of the Village Code to Adopt the DuPage County Countywide Stormwater and Flood Plain Ordinance as Amended
  - 2. Ordinance No. 6146-VC, An Ordinance Approving Text Amendments to the Glen Ellyn Zoning Code.

- J. Motion to waive competitive bidding for a single source purchase which is an authorized exception in the purchasing policy to approve the purchase of forty (40) Taser X2 Electronic Control Devices from Ray O'Herron & Company of Lombard, Illinois in the amount of \$45,320 to be expensed to the General Fund.
- K. Motion to waive sections 10-4-17.1(B) (promotional activities), 8-1-11 (street obstructions) and 4-5-7(G) (prohibited signs) of the Village Code to permit School of Rock and the Alliance of Downtown Glen Ellyn to host up to two live acoustic guitar musicians on the sidewalk at 536B Crescent Boulevard on Mondays in July, August and September between 1 p.m. and 2 p.m.
- L. Ordinance No. 6147, An Ordinance Granting Approval of Sign Variations and the Exterior Appearance for Dunkin Donuts/Baskin Robbins to be located at 651 Roosevelt Road.
- M. Motion to approve the recommendation of Village President Alexander Demos that the following appointments be made to the Architectural Review Commission:  
  
Phillip C. Hartweg for a term ending May 2016  
Mark N. Senak for a term ending May 2016

Director of Planning and Development Director Hulseberg presented Consent Agenda Item G:

Ordinance No. 6143-VC, An Ordinance Establishing Subsection "O" (Execute License Agreements) to Section 1 (Village Manager) of Chapter 7 (Officers and Employees) of Title I (Administrative) and Amending Chapter 1 (Streets and Sidewalks) of Title 8 (Public Ways and Property) to Allow Administrative Review and Approval of Tables and Chairs in the Public Right-of-Way.

Approval of Tables and Chairs in the Public Right-of-Way would be under administrative review. Director Hulseberg stated that members of the public never come forward to comment and this revision will expedite the process. Director Hulseberg also stated that Village Attorney Mathews told her they need to have a seven day cancellation clause, which the Village has always had.

Trustee Elliott commented that he would prefer to see new businesses have to come before the Board since if the public were to comment, it would be with a new business and that is an opportunity for the public to provide comment. Trustee Elliott also agreed that current businesses do not need to come before the Board and that administrative rule would suffice.

Trustee Clark had concerns that with the time between Board Meetings, Administrative Rule would help expedite the process. Trustee Friedberg remarked that his overall preference is to see the same rules apply to all.

Director of Planning and Development Hulseberg presented Consent Agenda Item L:

Ordinance No. 6147, An Ordinance Granting Approval of Sign Variations and the Exterior Appearance for Dunkin Donuts/Baskin Robbins to be located at 651 Roosevelt Road.

Director Hulseberg explained that Dunkin Donuts (the former Oberweis building), requested additional signage and that they have also worked to change the cumbersome drive thru configuration. Director Hulseberg also stated that the Plan Commission voted 5-0 to approve the Sign Variance and staff approves the variance as well.

Trustee Clark made a motion to approve the Consent Agenda, which was seconded by Trustee Friedberg.

Upon roll call, Trustees Clark, Elliott, Friedberg and Village President Demos voted "Aye." Motion carried.

### **Agenda Item 7:**

Professional Engineer Minix presented information regarding recommendations made by RHMG Engineers for improving the performance of Lake Ellyn during storm events.

Engineer Minx commented that the following present analysis, design and permitting challenges that will need to be addressed: pipe capacity, downstream impacts, and East Branch of the DuPage River Storage.

Trustee Elliott made a motion to approve an agreement with RHMG Engineers for design engineering services for the design of Lake Ellyn outlet control structure modifications and FEQ modeling assistance, in the total not-to-exceed amount of \$59,000 (including a 10% contingency), to be expensed to the Capital Projects Fund. The motion was seconded by Trustee Clark.

Upon roll call, Trustees Clark, Elliott, Friedberg and Village President Demos voted "Aye." Motion carried.

### **Agenda Item 8:**

Planning and Development Director Staci Hulseberg presented information regarding proposed amendments to the Subdivision Regulations Code. The proposed amendments seek to improve the quality of Village subdivision design, pedestrian safety and streetscape quality.

Director Hulseberg summarized the changes as follows:

Increase the minimum rights-of-way diameter of a cul-de-sac from 100 feet to 116 feet; this will create more space for parkway improvements, specifically trees and sidewalks.

Allow developers to plant parkway trees, rather than pay a fee to the Village and have Public Works select and install the trees. Amendments are included regarding tree diversity and warranties.

Trustee Friedberg made a motion to adopt Ordinance No. 6147-VC, An Ordinance Approving Subdivision Regulations Code Text Amendments. The motion was seconded by Trustee Elliott.

Upon roll call, Trustees Clark, Elliott, Friedberg and Village President Demos voted "Aye." Motion carried.

### **Reminders:**

The next Village Board Meeting is scheduled for Monday, July 8, 2013 at 7:00 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

The next Village Board Workshop scheduled for Monday, July 15, 2013 will be a Village Board Strategic Planning Session at 6:00 p.m., location to be determined.

### **Adjournment**

At 7:40 p.m. Trustee Clark moved and Trustee Friedberg seconded the motion to adjourn the meeting.

Respectfully submitted,

Catherine Galvin,  
Village Clerk

**Approval of Vouchers  
For the Village Board Meeting of July 8, 2013**

**EXPENDITURES:**

	Check Date	Amount Paid
Accounts Payable Warrant 0613-3	6/21/2013	\$ 168,722.85
Accounts Payable Warrant 0613-4	6/28/2013	\$ 479,194.60
<b>Sub-Total</b>		<b>\$ 647,917.45</b>

**Warrant Total \$ 647,917.45**

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**PAYROLL EXPENDITURES**

**June 28, 2013**

**Net Employee Payroll Checks**

**\$272,232.63**

**Employee & Employer Payroll Deductions:**

Employee Deductions*	126,738.89
IMRF - Employer contribution	24,431.92
Social Security/Medicare Tax Withheld - Employer portion	21,894.68

**Total Payroll**

**\$ 445,298.12**

**\$ -**

**\$ 445,298.12**

**GRAND TOTAL \$ 1,093,215.57**

\* Employee deductions include contributions for pensions, health insurance, union dues and other employee directed deductions such as tax withholdings, 457 & 125 plan contributions and supplemental life insurance.







06/28/2013 10:48  
maryr

VILLAGE OF GLEN ELLYN  
PAID WARRANT REPORT

PG 4  
appdwarr

WARRANT: 0613-3

TO FISCAL 2014/02 05/01/2013 TO 04/30/2014

VENDOR NAME

DOCUMENT

INV DATE VOUCHER PO

CHECK NO T CHK DATE GL ACCOUNT

GL ACCOUNT DESCRIPTION

VENDOR NAME	DOCUMENT	INV DATE VOUCHER PO	CHECK NO T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD INVOICED	YTD PAID	YTD
VENDOR TOTALS							1,320.00	1,320.00	1,320.00
2899 KEVIN & ROBERTA CLEARY									
41462	06/17/13		207744 P	06/21/13	40000	580160 00702 ESSEX COURT DRAINAGE IMPR	580160	580160	7,416.00
INVOICE:	61813								
VENDOR TOTALS							7,416.00	7,416.00	7,416.00
5316 PACIFIC RIM VENTURES INC									
41463	05/08/13		207745 P	06/21/13	55750	520945 PRODUCTS/RESALE	520945	520945	429.84
INVOICE:	602741-00								
VENDOR TOTALS							429.84	429.84	429.84
1279 DUPAGE COUNTY CHIEFS OF POLICE ASSN									
41556	06/19/13		207746 P	06/21/13	134000	520600 DUES-SUBSCRIPTIONS-REG FE	520600	520600	25.00
INVOICE:	62013								
VENDOR TOTALS							25.00	25.00	25.00
291 EUCLID BEVERAGE, LTD									
41493	06/12/13		207747 P	06/21/13	55730	530400 BEER AND WINE	530400	530400	1,904.80
INVOICE:	9990300595								
VENDOR TOTALS							6,747.40	6,747.40	1,904.80
1726 BRIDGESTONE RETAIL OPERATIONS, LLC									
41534	06/18/13		207748 P	06/21/13	65000	530315 TIRES	530315	530315	669.20
INVOICE:	195427								
VENDOR TOTALS							2,524.95	2,524.95	669.20
311 THE TERRAMAR GROUP, INC									
41535	06/14/13		207749 P	06/21/13	65000	530310 PARTS PURCHASED	530310	530310	78.63
INVOICE:	58007								
VENDOR TOTALS							966.11	966.11	78.63
315 ACUSHNET COMPANY									
41494	06/05/13		207750 P	06/21/13	55750	520945 PRODUCTS/RESALE	520945	520945	106.81
INVOICE:	5019811								
41495	05/31/13		207750 P	06/21/13	55750	520945 PRODUCTS/RESALE	520945	520945	298.68
INVOICE:	5007934								
41496	05/28/13		207750 P	06/21/13	55750	520945 PRODUCTS/RESALE	520945	520945	89.89
INVOICE:	4998532								
41497	05/16/13		207750 P	06/21/13	55750	520945 PRODUCTS/RESALE	520945	520945	97.16
INVOICE:	4977322								
41498	05/22/13		207750 P	06/21/13	55750	520945 PRODUCTS/RESALE	520945	520945	46.59
INVOICE:	4987673								
41499	05/28/13		207750 P	06/21/13	55750	520945 PRODUCTS/RESALE	520945	520945	57.91

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VILLAGE OF GLEN ELLYN  
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TO FISCAL 2014/02 05/01/2013 TO 04/30/2014

VENDOR NAME

DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD PAID	
INVOICE: 4997851											
VENDOR TOTALS											
348	GLEN ELLYN CHAMBER OF COMMERCE	41536	06/13/13	207751	P	06/21/13	121200	PUBLIC RELATIONS	521230	2,251.14	697.04
INVOICE: 10839											
VENDOR TOTALS											
198	HERITAGE-CRYSTAL CLEAN INC	41502	06/04/13	207752	P	06/21/13	65000	LEASED EQUIPMENT	521125	9,400.00	50.00
INVOICE: 12520608											
VENDOR TOTALS											
1470	HINSDALE NURSERIES INC.	41500	06/13/13	207753	P	06/21/13	143200	TREE REPLACEMENT	521100	247.52	247.52
INVOICE: 708059											
VENDOR TOTALS											
389	HOLSTEIN'S GARAGE	41501	05/31/13	207754	P	06/21/13	65000	REPAIRS-CONTRACTUAL/LABOR	521180	2,141.50	2,141.50
INVOICE: 4275											
VENDOR TOTALS											
405	ICMA	41506	06/13/13	207755	P	06/21/13	121200	DUES-SUBSCRIPTIONS-REG FE	520600	180.00	150.00
INVOICE: 439879-2											
41507			06/13/13	207755	P	06/21/13	121200	DUES-SUBSCRIPTIONS-REG FE	520600	200.00	200.00
INVOICE: 348985-1											
VENDOR TOTALS											
414	ILLINOIS DEPT. OF REVENUE	ST-1-93	06/18/13	11455	W	06/19/13	55700	SALES TAXES - LINKS	520955	1,360.00	1,360.00
INVOICE: ST-1-94											
VENDOR TOTALS											
419	ILLINOIS MUNICIPAL LEAGUE	41504	06/03/13	207756	P	06/21/13	121200	RECRUITING AND TESTING	520615	3,565.00	2,471.00
INVOICE: 21647-IN											
VENDOR TOTALS											
426	ILLINOIS STATE POLICE	41505	05/31/13	207757	P	06/21/13	134000	PROFESSIONAL SERVICES - O	521055	60.00	20.00
INVOICE: 61813											
VENDOR TOTALS											
TOTAL											
346.50											

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WARRANT: 0613-3

TO FISCAL 2014/02 05/01/2013 TO 04/30/2014

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD	YTD
VENDOR TOTALS										1,132.00	346.50
444 INTERSTATE BATTERY SYS OF SW CHICAGO	41537	06/17/13			207758	P	06/21/13	65000	PARTS PURCHASED	530310	91.95
INVOICE:		33026096									
VENDOR TOTALS										91.95	91.95
449 IPMA	41503	05/31/13			207759	P	06/21/13	121200	DUES-SUBSCRIPTIONS-REG FE	520600	379.00
INVOICE:		24192018									
VENDOR TOTALS										379.00	379.00
5573 J.G. UNIFORMS, INC.	41508	05/28/13			207760	P	06/21/13	134000	UNIFORMS	530445	290.00
INVOICE:		30740									
41509		05/28/13			207760	P	06/21/13	134000	UNIFORMS	530445	299.93
INVOICE:		30739									
VENDOR TOTALS										880.93	589.93
8303 LEADER PETROCHEM II, LLC	41510	05/16/13			207761	P	06/21/13	65000	PARTS PURCHASED	530310	369.99
INVOICE:		1EN4066									
VENDOR TOTALS										369.99	369.99
8306 BETH LILLY	41557	06/18/13			207762	P	06/21/13	100	ESCROWS - DEVELOPER DEPOS	240100	100.00
INVOICE:		61813									
VENDOR TOTALS										100.00	100.00
584 MCCANN INDUSTRIES, INC.	41512	06/10/13			207763	P	06/21/13	50200	MAINTENANCE-STORM SEWERS	521005	55.80
INVOICE:		1320107									
VENDOR TOTALS										634.03	55.80
595 MENARDS, INC.	41539	06/13/13			207764	P	06/21/13	50200	MAINTENANCE-STORM SEWERS	521005	54.82
INVOICE:		26551									
VENDOR TOTALS										207.82	54.82
5335 NATIONAL PROCESSING COMPANY	NPCREC-60	05/31/13			11456	W	06/21/13	55720	CREDIT CARD FEES	520810	112.46
INVOICE:		NPCREC-64									
NPCREC-60		05/31/13			11456	W	06/21/13	55730	CREDIT CARD FEES	520810	7.81

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VILLAGE OF GLEN ELLYN  
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TO FISCAL 2014/02 05/01/2013 TO 04/30/2014

VENDOR NAME	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD	YTD PAID	10.93
INVOICE: NPCREC-64											
NPCREC-60	05/31/13			11456	W	06/21/13	55750	CREDIT CARD FEES	520810		10.93
INVOICE: NPCREC-64											
VENDOR TOTALS				2,553.97						2,553.97	131.20
7183 NEWEGG INC	06/12/13										
INVOICE: 1200040275				207765	P	06/21/13	121400	COMPUTER EQUIPMENT/PROJEC	570110		508.11
VENDOR TOTALS				1,303.87						1,303.87	508.11
8305 NORTHWEST CONTRACTORS											
INVOICE: 62013				207766	P	06/21/13	1000	CONTRACTOR REGISTRATION	420410		50.00
VENDOR TOTALS				50.00						50.00	50.00
738 RAY O'HERRON CO. INC.											
INVOICE: 1310215-IN	04/05/13			207767	P	06/21/13	134000	UNIFORMS	530445		256.00
INVOICE: 1311554-IN	04/16/13			207767	P	06/21/13	134000	UNIFORMS	530445		123.90
INVOICE: 1315458-IN	05/16/13			207767	P	06/21/13	134000	UNIFORMS	530445		139.90
INVOICE: 1315470-IN	05/16/13			207767	P	06/21/13	134000	UNIFORMS	530445		70.99
INVOICE: 1318481-IN	06/14/13			207767	P	06/21/13	134000	UNIFORMS	530445		79.80
VENDOR TOTALS				6,539.35						6,539.35	670.59
5541 ORBIT ENTERPRISES, INC.											
INVOICE: 20892	06/02/13			207768	P	06/21/13	55720	OPERATING SUPPLIES	530105		750.00
VENDOR TOTALS				750.00						750.00	750.00
676 PACKEY WEBB FORD, INC.											
INVOICE: C15436	06/18/13			207769	P	06/21/13	65000	REPAIRS-CONTRACTUAL/LABOR	521180		230.35
INVOICE: C15436	06/18/13			207769	P	06/21/13	65000	REPAIRS-CONTRACTUAL/PARTS	521185		423.27
VENDOR TOTALS				2,381.21						2,381.21	653.62
6994 PITNEY BOWES, INC											
INVOICE: 3971413-JN13	06/13/13			207770	P	06/21/13	122000	MAINTENANCE-EQUIPMENT	520975		435.00

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TO FISCAL 2014/02 05/01/2013 TO 04/30/2014

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD PAID
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VENDOR TOTALS											549.78	YTD PAID	435.00
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6552	PROVANTAGE CORPORATION	41516	06/07/13		207771	P	06/21/13	121400	MAINTENANCE-EQUIPMENT	520975		1,939.00
	INVOICE:	6721952										
41555		06/12/13			207771	P	06/21/13	121400	COMPUTER EQUIPMENT/PROJEC	570110		670.00
	INVOICE:	6727425										

VENDOR TOTALS											6,395.91	YTD PAID	2,609.00
6047	PUBLIC SAFETY SERVICES, INC	41542	06/17/13		207772	P	06/21/13	135000	AMBULANCE SERVICE	520925		1,303.80	
	INVOICE:	3090											

VENDOR TOTALS											189,621.30	YTD PAID	1,303.80
746	RELIABLE HIGH PERFORMANCE PRODUCTS, INC	41543	06/06/13		207773	P	06/21/13	50100	UNIFORMS	530445		54.55	
	INVOICE:	68581											
41543		06/06/13			207773	P	06/21/13	50200	UNIFORMS	530445		54.55	
	INVOICE:	68581											

VENDOR TOTALS											786.10	YTD PAID	109.10
774	SCHIEFLER'S FLOWERS	41519	06/05/13		207774	P	06/21/13	143200	CBD APPEARANCE	521057		1,000.00	
	INVOICE:	5375											

VENDOR TOTALS											2,000.00	YTD PAID	1,000.00
799	SNAP-ON TOOLS	41545	06/14/13		207775	P	06/21/13	65000	OPERATING SUPPLIES	530105		43.85	
	INVOICE:	51551											

VENDOR TOTALS											343.85	YTD PAID	43.85
806	STANDARD EQUIPMENT COMPANY	41547	06/07/13		207776	P	06/21/13	50200	PROFESSIONAL SERVICES - O	521055		658.89	
	INVOICE:	A36833											

VENDOR TOTALS											180,270.36	YTD PAID	658.89
835	SUPERIOR BEVERAGE CO.	41520	06/13/13		207777	P	06/21/13	55730	BEER AND WINE	530400		1,284.75	
	INVOICE:	525684											

VENDOR TOTALS											2,424.70	YTD PAID	1,284.75
7118	THE KITCHEN STUDIO OF GLEN ELLYN, INC.	41538	06/17/13		207778	P	06/21/13	5010	SALE OF NEW METERS	440512		440.00	

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VILLAGE OF GLEN ELLYN  
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TO FISCAL 2014/02 05/01/2013 TO 04/30/2014

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION
-----									
INVOICE: 62013									
VENDOR TOTALS									
865 ACUSHNET COMPANY	41521	05/29/13			207779	P	06/21/13	55750	PRODUCTS/RESALE
INVOICE:	1751302								
41522	05/10/13				207779	P	06/21/13	55750	PRODUCTS/RESALE
INVOICE:	1674747								
VENDOR TOTALS									
8302 JEFFREY ULM	41523	06/18/13							
INVOICE:	61813								
VENDOR TOTALS									
8044 US BANK NATIONAL ASSOCIATION	41527	06/20/13			11457	W	06/18/13	55700	2012 GO BONDS INTEREST
INVOICE:	62013								
VENDOR TOTALS									
915 VERIZON WIRELESS SERVICES LLC	41548	06/01/13			207781	P	06/21/13	134000	TELECOMMUNICATIONS
INVOICE:	9705841315								
41548	06/01/13				207781	P	06/21/13	121200	TELECOMMUNICATIONS
INVOICE:	9705841315								
41548	06/01/13				207781	P	06/21/13	121300	TELECOMMUNICATIONS
INVOICE:	9705841315								
41548	06/01/13				207781	P	06/21/13	126000	TELECOMMUNICATIONS
INVOICE:	9705841315								
VENDOR TOTALS									
3995 WAREHOUSE DIRECT OFFICE PRODUCTS	41552	06/12/13			207782	P	06/21/13	143100	OFFICE SUPPLIES
INVOICE:	1973033-0								
41552	06/12/13				207782	P	06/21/13	143200	OFFICE SUPPLIES
INVOICE:	1973033-0								
41552	06/12/13				207782	P	06/21/13	50100	OFFICE SUPPLIES
INVOICE:	1973033-0								
41552	06/12/13				207782	P	06/21/13	50200	OFFICE SUPPLIES
INVOICE:	1973033-0								
VENDOR TOTALS									
8153 JOHN WEBB	41549	06/10/13			207783	P	06/21/13	100	ESCROWS - DEVELOPER DEPOS
INVOICE:	11.0012								

					440.00	YTD PAID			440.00
					520945				274.40
					520945				73.71
					1,971.19	YTD PAID			348.11
					520140				40.00
					40.00	YTD PAID			40.00
					551135				73,538.29
					73,538.29	YTD PAID			73,538.29
					521195				1,009.74
					521195				59.90
					521195				116.92
					521195				143.46
					5,181.99	YTD PAID			1,330.02
					530100				16.99
					530100				16.99
					530100				16.99
					530100				16.99
					175.86	YTD PAID			67.96
					240100				576.70

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VENDOR NAME DOCUMENT	INV DATE	VOUCHER PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD INVOICED
VENDOR TOTALS								15,040.83	15,040.83
957 WHOLESALE DIRECT INC									
41459	02/13/13		207784	P	06/21/13	65000	PARTS PURCHASED	530310	530310
INVOICE:	100005807								
41526	06/10/13		207784	P	06/21/13	65000	PARTS PURCHASED	530310	530310
INVOICE:	200516								
41550	06/13/13		207784	P	06/21/13	65000	PARTS PURCHASED	530310	530310
INVOICE:	200595								
41551	06/12/13		207784	P	06/21/13	65000	PARTS PURCHASED	530310	530310
INVOICE:	200560								
VENDOR TOTALS								1,096.09	1,096.09
3848 WITTEK GOLF SUPPLY CO INC									
41524	05/20/13		207785	P	06/21/13	55750	PRODUCTS/RESALE	520945	520945
INVOICE:	296278								
41525	05/28/13		207785	P	06/21/13	55720	OPERATING SUPPLIES	530105	530105
INVOICE:	296838								
VENDOR TOTALS								740.13	740.13

REPORT TOTALS	COUNT	AMOUNT
TOTAL PRINTED CHECKS	54	47,623.61
TOTAL WIRE TRANSFERS	5	121,099.24
<b>TOTAL</b>	<b>59</b>	<b>168,722.85</b>



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VILLAGE OF GLEN ELLYN  
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TO FISCAL 2014/02 05/01/2013 TO 04/30/2014

VENDOR NAME

DOCUMENT INV DATE VOUCHER PO CHECK NO T CHK DATE GL ACCOUNT GL ACCOUNT DESCRIPTION

VENDOR TOTALS 2,610.00 YTD INVOICED 2,610.00 YTD PAID 2,610.00

120 CANON BUSINESS SOLUTIONS INC.  
41652 06/13/13 207795 P 06/28/13 50100 OFFICE SUPPLIES 38.09  
INVOICE: 143407139  
41652 06/13/13 207795 P 06/28/13 50200 OFFICE SUPPLIES 38.09  
INVOICE: 143407139

VENDOR TOTALS 981.08 YTD INVOICED 981.08 YTD PAID 76.18

8322 JENNIFER CHILDE  
41754 06/26/13 207796 P 06/28/13 4000 REAL ESTATE TRANSFER TAX 3,600.00  
INVOICE: TXR062713

VENDOR TOTALS 3,600.00 YTD INVOICED 3,600.00 YTD PAID 3,600.00

1207 CIVILTECH ENGINEERING, INC.  
41651 06/10/13 207797 P 06/28/13 40000 SIDEWALK IMPROVEMENTS 2,014.72  
INVOICE: 40959

VENDOR TOTALS 2,014.72 YTD INVOICED 2,014.72 YTD PAID 2,014.72

171 COCA-COLA REFRESHMENTS USA INC  
41649 06/13/13 207798 P 06/28/13 55730 BEVERAGES/RESALE 812.37  
INVOICE: 2258061801  
41650 06/21/13 207798 P 06/28/13 55730 BEVERAGES/RESALE 598.16  
INVOICE: 2278150806

VENDOR TOTALS 3,708.88 YTD INVOICED 3,708.88 YTD PAID 1,410.53

175 COMMONWEALTH EDISON COMPANY  
41637 04/10/13 11566 W 06/10/13 50200 UTILITIES 86.80  
INVOICE: 41637  
41638 04/17/13 11567 W 06/17/13 143200 ESDA EXPENSE 52.07  
INVOICE: 41638  
41638 04/17/13 11567 W 06/17/13 21000 STREET LIGHTING/ENERGY CO 176.27  
INVOICE: 41638  
41638 04/17/13 11567 W 06/17/13 53000 UTILITIES 31.68  
INVOICE: 41638  
41720 04/16/13 11568 W 06/17/13 50100 UTILITIES 45.86  
INVOICE: 41720  
41721 04/16/13 11569 W 06/17/13 50200 UTILITIES 29.17  
INVOICE: 41721  
41722 04/16/13 11570 W 06/17/13 50200 UTILITIES 83.22  
INVOICE: 41722  
41723 04/16/13 11571 W 06/17/13 50100 UTILITIES 970.01  
INVOICE: 41723  
41724 04/16/13 11572 W 06/17/13 50100 UTILITIES 64.71  
INVOICE: 41724  
41725 04/16/13 11573 W 06/17/13 50100 UTILITIES 82.40



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VILLAGE OF GLEN ELLYN  
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TO FISCAL 2014/02 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD PAID
VENDOR TOTALS									1,729.00	856.00
225 THE DIRECT RESPONSE RESOURCE, INC.										
41654	06/14/13			207804	P	06/28/13	50100	PROFESSIONAL SERVICES - O	521055	540.60
INVOICE: 13-GE06										
41654	06/14/13			207804	P	06/28/13	50200	PROFESSIONAL SERVICES - O	521055	524.70
INVOICE: 13-GE06										
41654	06/14/13			207804	P	06/28/13	54000	PROFESSIONAL SERVICES - O	521055	524.70
INVOICE: 13-GE06										
VENDOR TOTALS									13,615.00	1,590.00
242 DU-KANE ASPHALT CO.										
41653	06/09/13			207805	P	06/28/13	143200	OPERATING SUPPLIES, ASPHA	530210	142.80
INVOICE: 22075										
VENDOR TOTALS									761.04	142.80
8314 PRISCILLA EICK										
41657	06/21/13			207806	P	06/28/13	121200	VILLAGE COMMISSIONS	520140	40.00
INVOICE: 62513										
VENDOR TOTALS									40.00	40.00
280 EMERGENCY MEDICAL PRODUCTS INC										
41765	05/14/13			207807	P	06/28/13	135000	OPERATING SUPPLIES	530105	737.50
INVOICE: 1555107										
VENDOR TOTALS									1,319.09	737.50
7750 ENGINEERING ENTERPRISES, INC										
41767	05/30/13			20130015	P	06/28/13	40000	STREET IMPROVEMENTS	580160	21,075.74
INVOICE: 52601										
41767	05/30/13			20130015	P	06/28/13	50100	CAPITAL IMPROVEMENTS	580100	3,500.00
INVOICE: 52601										
41767	05/30/13			20130015	P	06/28/13	50200	CAPITAL IMPROVEMENTS	580100	3,500.00
INVOICE: 52601										
VENDOR TOTALS									28,075.74	28,075.74
283 ENGINEERING RESOURCE ASSOC INC										
41741	05/28/13			207809	P	06/28/13	143100	PROFESSIONAL SERVICES - O	521055	600.60
INVOICE: 120209.02										
VENDOR TOTALS									8,429.00	600.60
8327 ETS CORPORATION										
41740	05/31/13			11588	W	06/27/13	55720	CREDIT CARD FEES	520810	3,302.15
INVOICE: ETSREC-1										
41740	05/31/13			11588	W	06/27/13	55730	CREDIT CARD FEES	520810	229.32



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VENDOR NAME

INVOICE:	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
41574	05/27/13			11482	W	06/21/13	55720	OPERATING SUPPLIES	17.98
41575	05/27/13			11483	W	06/21/13	121200	EMPLOYEE RECOGNITION	80.00
41576	05/27/13			11484	W	06/21/13	121200	DUES-SUBSCRIPTIONS-REG FE	100.00
41577	05/27/13			11485	W	06/21/13	121500	OPERATING SUPPLIES	13.49
41578	05/27/13			11486	W	06/21/13	121500	OPERATING SUPPLIES	8.99
41579	05/27/13			11488	W	06/21/13	121200	TRAVEL	250.00
41580	05/27/13			11489	W	06/21/13	121200	TRAVEL	272.19
41581	05/27/13			11490	W	06/21/13	121200	PUBLIC RELATIONS	99.44
41582	05/27/13			11491	W	06/21/13	121200	RECRUITING AND TESTING	295.00
41583	05/27/13			11492	W	06/21/13	121200	EMPLOYEE RECOGNITION	31.47
41584	05/27/13			11493	W	06/21/13	121200	PUBLIC RELATIONS	58.00
41585	05/27/13			11494	W	06/21/13	121200	EMPLOYEE EDUCATION	23.10
41586	05/27/13			11495	W	06/21/13	121200	EMPLOYEE EDUCATION	449.92
41587	05/27/13			11496	W	06/21/13	121200	OFFICE SUPPLIES	48.00
41588	05/27/13			11498	W	06/21/13	65000	PARTS PURCHASED	14.95
41590	05/27/13			11499	W	06/21/13	65000	PARTS PURCHASED	31.95
41591	05/27/13			11500	W	06/21/13	65000	PARTS PURCHASED	153.98
41592	05/27/13			11501	W	06/21/13	65000	PARTS PURCHASED	68.85
41593	05/27/13			11504	W	06/21/13	143100	EMPLOYEE RECOGNITION	26.55
41594	05/27/13			11506	W	06/21/13	134000	UNIFORMS	37.00
41595	05/27/13			11509	W	06/21/13	143100	EMPLOYEE RECOGNITION	29.91
41596	05/27/13			11510	W	06/21/13	143100	EMPLOYEE RECOGNITION	23.27
41597	05/27/13			11512	W	06/21/13	126000	OFFICE SUPPLIES	56.27
41598	05/27/13			11513	W	06/21/13	126000	DUES-SUBSCRIPTIONS-REG FE	1,356.00
41599	05/27/13			11515	W	06/21/13	121300	OPERATING SUPPLIES	33.95
41600	05/27/13			11517	W	06/21/13	55715	MAINTENANCE-EQUIPMENT	119.24



WARRANT: 0613-4

TO FISCAL 2014/02 05/01/2013 TO 04/30/2014

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION		
41624	INVOICE:	05/27/13			11546	W	06/21/13	121200	520305	EMPLOYEE RECOGNITION	106.50
	SCHK-85										
41625	INVOICE:	05/27/13			11548	W	06/21/13	134000	520933	STATE DRUG FORFEITURE EXP	21.55
	SMIS-73										
41626	INVOICE:	05/27/13			11549	W	06/21/13	134000	520933	STATE DRUG FORFEITURE EXP	28.15
	SMIS-74										
41627	INVOICE:	05/27/13			11550	W	06/21/13	134000	520933	STATE DRUG FORFEITURE EXP	16.73
	SMIS-75										
41628	INVOICE:	05/27/13			11551	W	06/21/13	134000	520933	STATE DRUG FORFEITURE EXP	11.08
	SMIS-76										
41629	INVOICE:	05/27/13			11552	W	06/21/13	134000	520933	STATE DRUG FORFEITURE EXP	626.85
	SMIS-77										
41630	INVOICE:	05/27/13			11554	W	06/21/13	55720	530105	OPERATING SUPPLIES	464.00
	VESJ-191										
41631	INVOICE:	05/27/13			11555	W	06/21/13	55720	520600	DUES-SUBSCRIPTIONS-REG FE	731.00
	VESJ-192										
41632	INVOICE:	05/27/13			11556	W	06/21/13	55750	520945	PRODUCTS/RESALE	-10,391.00
	VESJ-193										
41633	INVOICE:	05/27/13			11559	W	06/21/13	134000	520934	DARE PROGRAM EXPENSES	372.60
	WEEN-119										
41634	INVOICE:	05/27/13			11560	W	06/21/13	134000	520934	DARE PROGRAM EXPENSES	47.70
	WEEN-120										
ACOA-64	INVOICE:	05/27/13			11460	W	06/21/13	121300	530105	OPERATING SUPPLIES	164.47
	ACO-83										
ALLN-69	INVOICE:	05/27/13			11463	W	06/21/13	55720	530105	OPERATING SUPPLIES	100.20
	ALLN-188										
ATKM-76	INVOICE:	05/27/13			11468	W	06/21/13	55700	580100	CAPITAL IMPROVEMENTS	491.17
	ATKM-212										
BINM-76	INVOICE:	05/27/13			11473	W	06/21/13	50100	520835	BANKING SERVICES	15.00
	BINM-299										
BINM-76	INVOICE:	05/27/13			11473	W	06/21/13	50200	520835	BANKING SERVICES	15.00
	BINM-299										
BUCD-70	INVOICE:	05/27/13			11477	W	06/21/13	143100	530445	UNIFORMS	90.00
	BUCD-164										
CAMM-77	INVOICE:	05/27/13			11480	W	06/21/13	55720	530105	OPERATING SUPPLIES	241.35
	CAMM-237										
DENK-39	INVOICE:	05/27/13			11542	W	06/21/13	121200	520615	RECRUITING AND TESTING	1,125.00
	SCHK-81										
FRAF-69	INVOICE:	05/27/13			11497	W	06/21/13	65000	521180	REPAIRS-CONTRACTUAL/LABOR	180.95
	FRAF-175										
FRAM-20	INVOICE:	05/27/13			11487	W	06/21/13	121200	520620	EMPLOYEE EDUCATION	149.00
	FRAM-108										
GRER-51	INVOICE:	05/27/13			11502	W	06/21/13	50100	520620	EMPLOYEE EDUCATION	444.50
	GRER-81										
GRER-51	INVOICE:	05/27/13			11502	W	06/21/13	50200	520620	EMPLOYEE EDUCATION	444.50
	GRER-81										
HANJ-11	INVOICE:	05/27/13			11503	W	06/21/13	143100	520305	EMPLOYEE RECOGNITION	45.00
	HANJ-40										
HARJ-65	INVOICE:	05/27/13			11505	W	06/21/13	134000	520620	EMPLOYEE EDUCATION	395.00
	HARJ-191										
HEFJ-76	INVOICE:	05/27/13			11507	W	06/21/13	121500	520160	SENIOR CENTER GRANT EXPEN	90.68



WARRANT: 0613-4

TO FISCAL 2014/02 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD PAID
VENDOR TOTALS							404,543.00	YTD PAID	404,543.00	269,915.50
8145 GOLF CLUB MASTERS, INC 41742 03/14/13 INVOICE: 580				207814	P	06/28/13	55720	OPERATING SUPPLIES	530105	4,995.00
VENDOR TOTALS							4,995.00	YTD PAID	4,995.00	4,995.00
4739 GORDON FOOD SERVICE, INC. 41665 06/12/13 INVOICE: 152027343				207815	P	06/28/13	55730	BEVERAGES/RESALE	530405	239.04
41665 06/12/13 INVOICE: 152027343				207815	P	06/28/13	55730	DRY GOODS	530410	65.30
41665 06/12/13 INVOICE: 152027343				207815	P	06/28/13	55730	FOOD/RESALE	530420	3,101.96
VENDOR TOTALS							3,406.30	YTD PAID	3,406.30	3,406.30
368 GRACE LUTHERAN CHURCH 41661 06/28/13 INVOICE: GRACE-21				207816	P	06/28/13	121500	PROFESSIONAL SERVICES - O	521055	175.00
41661 06/28/13 INVOICE: GRACE-21				207816	P	06/28/13	121500	TELECOMMUNICATIONS	521195	125.00
VENDOR TOTALS							600.00	YTD PAID	600.00	300.00
929 W.W. GRAINGER INC 41666 06/07/13 INVOICE: 9161419503				207817	P	06/28/13	50100	OPERATING SUPPLIES	530105	105.12
VENDOR TOTALS							929.80	YTD PAID	929.80	105.12
8326 PAUL J/MARY ELLEN HYDE GREEN 41755 06/26/13 INVOICE: TXR062713				207818	P	06/28/13	4000	REAL ESTATE TRANSFER TAX	410600	1,995.00
VENDOR TOTALS							1,995.00	YTD PAID	1,995.00	1,995.00
7298 GREENSCAPE HOMES LLC 41663 06/13/13 INVOICE: 20120812				207819	P	06/28/13	100	ESCROWS - DEVELOPER DEPOS	240100	9,457.00
VENDOR TOTALS							9,882.00	YTD PAID	9,882.00	9,457.00
7756 EDWIN HANCOCK ENGINEERING CO 41672 06/18/13 INVOICE: 13-0272				207820	P	06/28/13	143200	PROFESSIONAL SERVICES - O	521055	420.00
VENDOR TOTALS							420.00	YTD PAID	420.00	420.00



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TO FISCAL 2014/02 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE VOUCHER PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD PAID
41676 INVOICE: 1115.034-1	05/31/13 1115.034-1	207827	P	06/28/13	143100 521055	PROFESSIONAL SERVICES - O	9,395.75	970.71
VENDOR TOTALS							9,395.75	970.71
8312 RONALD KAMMES 41677 INVOICE: TXR062513	06/21/13 TXR062513	207828	P	06/28/13	4000 410600	REAL ESTATE TRANSFER TAX	410600	864.00
VENDOR TOTALS							864.00	864.00
8315 STEVEN/MELISA KNEZ 41678 INVOICE: 20111438	06/21/13 20111438	207829	P	06/28/13	100 240100	ESCROWS - DEVELOPER DEPOS	240100	5,046.75
VENDOR TOTALS							5,046.75	5,046.75
924 VILLAGE OF LOMBARD 41744 INVOICE: 2013-00002035	05/30/13 2013-00002035	207830	P	06/28/13	40000 580100	CONSTRUCTION PROJECTS	580100	2,267.56
VENDOR TOTALS							2,267.56	2,267.56
8318 PATRICK MALEY 41639 INVOICE: 41639	06/26/13 41639	207831	P	06/28/13	540 120210	ACCOUNTS REC - UTILITY BI	120210	214.94
VENDOR TOTALS							214.94	214.94
595 MENARDS, INC. 41679 INVOICE: 26927	06/17/13 26927	207832	P	06/28/13	143200 530105	OPERATING SUPPLIES	530105	2.26
VENDOR TOTALS							207.82	2.26
3780 METROPOLITAN MAYORS CAUCUS 41758 INVOICE: 2013-288	06/11/13 2013-288	207833	P	06/28/13	121200 520600	DUES-SUBSCRIPTIONS-REG FE	520600	960.75
VENDOR TOTALS							960.75	960.75
1212 MURPHY & MILLER, INC 41680 INVOICE: 202424	05/31/13 202424	207834	P	06/28/13	45000 570105	CIVIC CENTER RENOVATION	570105	1,825.00
VENDOR TOTALS							48,600.00	1,825.00
643 NEENAH FOUNDRY COMPANY 41682 INVOICE: 775594	06/13/13 775594	207835	P	06/28/13	50200 521005	MAINTENANCE-STORM SEWERS	521005	270.00
41683 INVOICE: 06/13/13	06/13/13	207835	P	06/28/13	50100 521050	MAINTENANCE-OTHER	521050	616.00



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TO FISCAL 2014/02 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE	VOUCHER PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
41684 INVOICE: 13017	06/12/13	20130032	207839	P	06/28/13	580100 13005	2013 STREET IMPROVEMENTS	500.00
VENDOR TOTALS		15,807.77	YTD INVOICED			15,807.77	YTD PAID	5,939.44
7749 PAYMENT SERVICE NETWORK, INC 41635 INVOICE: PSN-13	06/25/13		11564	W	06/28/13	520835	BANKING SERVICES	276.73
41635 INVOICE: PSN-13	06/25/13		11564	W	06/28/13	520835	BANKING SERVICES	138.36
41635 INVOICE: PSN-13	06/25/13		11564	W	06/28/13	520835	BANKING SERVICES	138.36
VENDOR TOTALS		1,102.40	YTD INVOICED			1,102.40	YTD PAID	553.45
496 JOSEPH G POLLARD CO., INC. 41686 INVOICE: 1355167-IN	06/10/13		207840	P	06/28/13	530105	OPERATING SUPPLIES	52.51
VENDOR TOTALS		52.51	YTD INVOICED			52.51	YTD PAID	52.51
1020 PRAXAIR DISTRIBUTION, INC. 41763 INVOICE: 46304626	05/31/13		207841	P	06/28/13	530105	OPERATING SUPPLIES	152.35
VENDOR TOTALS		581.23	YTD INVOICED			581.23	YTD PAID	152.35
6552 PROVANTAGE CORPORATION 41685 INVOICE: 6731129	05/17/13		207842	P	06/28/13	530100	OFFICE SUPPLIES	57.50
VENDOR TOTALS		6,395.91	YTD INVOICED			6,395.91	YTD PAID	57.50
7936 REMPE-SHARPE AND ASSOCIATES, INC 41746 INVOICE: 23344	06/07/13	20130041	207843	P	06/28/13	580100 13007	CAPITAL IMPROVEMENTS	3,255.30
VENDOR TOTALS		3,255.30	YTD INVOICED			3,255.30	YTD PAID	3,255.30
750 REZEK, HENRY, MEISENHEIMER/GENDE INC 41747 INVOICE: 6-5	05/31/13	20130030	207844	P	06/28/13	580160 13003	STREET IMPROVEMENTS	630.01
VENDOR TOTALS		1,450.44	YTD INVOICED			1,450.44	YTD PAID	630.01
756 RJN GROUP, INC. 41689 INVOICE: 6	06/07/13	20130016	207845	P	06/28/13	580100	CAPITAL IMPROVEMENTS	9,307.50
VENDOR TOTALS		9,307.50	YTD INVOICED			9,307.50	YTD PAID	9,307.50

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VILLAGE OF GLEN ELLYN  
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TO FISCAL 2014/02 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD PAID
761 RONNOCO HOLDINGS, INC 41690 INVOICE: 764164330 41691 INVOICE: 764157324	06/13/13			207846	P	06/28/13	55730	BEVERAGES/RESALE	530405	480.76
VENDOR TOTALS									992.82	512.06
7116 THEOPHILUS SCHMID TRUST B 41707 INVOICE: FY14-2	06/28/13			207847	P	06/28/13	53000	RENTAL-LEASE	521155	992.82
VENDOR TOTALS									1,000.00	500.00
8311 JOSEPH SHEEHAN 41692 INVOICE: TXR062513	06/21/13			207848	P	06/28/13	4000	REAL ESTATE TRANSFER TAX	410600	1,185.00
VENDOR TOTALS									1,185.00	1,185.00
795 SIKICH LLP 41762 INVOICE: 163899	06/25/13			207849	P	06/28/13	122000	AUDIT	520825	7,500.00
VENDOR TOTALS									7,500.00	7,500.00
799 SNAP-ON TOOLS 41694 INVOICE: 100001	06/14/13			207850	P	06/28/13	143200	OPERATING SUPPLIES	530105	300.00
VENDOR TOTALS									343.85	300.00
1150 SOUKUP'S SEWER SERVICE INC. 41696 INVOICE: 223092	05/16/13			207851	P	06/28/13	121300	OPERATING SUPPLIES	530105	150.00
VENDOR TOTALS									150.00	150.00
1379 SOUTHERN WINE & SPIRITS OF ILLINOIS 41702 INVOICE: 9329878	06/20/13			207852	P	06/28/13	55730	SPIRITS	530402	785.65
VENDOR TOTALS									1,193.65	785.65
3776 ST PETRONILLE CHURCH 41693 INVOICE: MR062813	06/21/13			207853	P	06/28/13	500	UTILITY SERVICE DEPOSITS	240200	150.00
VENDOR TOTALS									150.00	150.00
8319 RICHARD D STANLEY									150.00	150.00





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VILLAGE OF GLEN ELLYN  
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TO FISCAL 2014/02 05/01/2013 TO 04/30/2014

VENDOR NAME

DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD PAID
41750	04/22/13			207863	P	06/28/13	530105	OPERATING SUPPLIES	231.41	
INVOICE:	939884									
VENDOR TOTALS 1,505.71 YTD INVOICED 1,505.71 YTD PAID										
911 AURORA LAUNDRY COMPANY, INC										
41711	06/12/13			207864	P	06/28/13	530445	UNIFORMS	11.00	
INVOICE:	81444									
41711	06/12/13			207864	P	06/28/13	530105	OPERATING SUPPLIES	28.20	
INVOICE:	81444									
41711	06/12/13			207864	P	06/28/13	530105	OPERATING SUPPLIES	2.10	
INVOICE:	81444									
41712	06/12/13			207864	P	06/28/13	530446	LINENS AND RENTALS	102.00	
INVOICE:	S81351									
41713	06/19/13			207864	P	06/28/13	530445	UNIFORMS	8.80	
INVOICE:	82149									
41713	06/19/13			207864	P	06/28/13	530105	OPERATING SUPPLIES	1.68	
INVOICE:	82149									
41713	06/19/13			207864	P	06/28/13	530105	OPERATING SUPPLIES	27.57	
INVOICE:	82149									
41714	06/21/13			207864	P	06/28/13	530446	LINENS AND RENTALS	42.17	
INVOICE:	S82524									
41715	06/19/13			207864	P	06/28/13	530446	LINENS AND RENTALS	64.86	
INVOICE:	S82232									
VENDOR TOTALS 345.76 YTD INVOICED 345.76 YTD PAID										
8007 KEVIN WACHTEL										
41717	06/20/13			207865	P	06/28/13	60000	LIABILITY INSURANCE - MIC	95.66	
INVOICE:	ER062613									
VENDOR TOTALS 1,531.63 YTD INVOICED 1,531.63 YTD PAID										
4850 THOMAS WATERS										
41718	06/20/13			207866	P	06/28/13	520140	VILLAGE COMMISSIONS	40.00	
INVOICE:	62613									
VENDOR TOTALS 40.00 YTD INVOICED 40.00 YTD PAID										
8321 SCOTT/JUDY WILGENBUSCH										
41716	06/21/13			207867	P	06/28/13	500	UTILITY SERVICE DEPOSITS	150.00	
INVOICE:	MR062613									
VENDOR TOTALS 150.00 YTD INVOICED 150.00 YTD PAID										
8256 MICHAEL ZAHER										
41719	05/15/13			207868	P	06/28/13	100	ESCROWS - DEVELOPER DEPOS	1,000.00	
INVOICE:	20130521									
VENDOR TOTALS 1,000.00 YTD INVOICED 1,000.00 YTD PAID										

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VILLAGE OF GLEN ELLYN  
PAID WARRANT REPORT

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WARRANT: 0613-4

TO FISCAL 2014/02 05/01/2013 TO 04/30/2014

VENDOR NAME

DOCUMENT

INV DATE VOUCHER PO

CHECK NO T CHK DATE GL ACCOUNT

GL ACCOUNT DESCRIPTION

REPORT TOTALS

479,194.60

COUNT AMOUNT

TOTAL PRINTED CHECKS 83 153,494.71  
TOTAL WIRE TRANSFERS 128 325,699.89

\*\* END OF REPORT - Generated by Mary Romanelli \*\*

A-6D

MEMORANDUM

TO: Mark Franz, Village Manager 3  
Al Stonitsch, Assistant Village Manager  
FROM: Kristen Schrader, Assistant to the Village Manager  
DATE: June 27, 2013  
RE: Village Code Updates: Meetings



**Background and Issues**

The Village Board recently updated their monthly meeting schedule for workshops and meetings, including number of, and time of these official meetings. New Village Board Meetings will be held at 7 p.m. on the second and fourth Mondays of each month in lieu of 8 p.m., and a Board Workshop will be held on the third Monday of every month at 7 p.m. Pre-Board Workshops on the second and fourth Mondays of every month will no longer be held. With these adjustments, minor updates also need to be made to the Village Code to ensure we are in compliance with the regulations outlined in our Code. Please find below the proposed updates, with the proposed ordinance attached codifying these updates.

**1-6-3: MEETINGS:**

(A) Regular Meetings: The regular meetings of the board of trustees shall be held on the second and fourth Monday in each calendar month in each year at the hour of ~~seven eight~~ o'clock (7:00) P.M. The meeting place of the board of trustees shall be in the boardroom, in the civic center, unless otherwise specified by the board of trustees.

B) Village Board Workshops: ~~One (1) Three (3)~~ village board workshops ~~shall~~ will be held each month. The village board shall hold the workshops at the hour of seven o'clock (7:00) P.M. on the ~~second and fourth~~ third Mondays of ~~each~~ every month of each year, ~~prior to the beginning of regular meetings. At these workshops, the village board may discuss any items on the eight o'clock (8:00) P.M. agenda requiring advanced discussion and other matters determined pertinent by the village board. The village board shall also hold a workshop at the hour of seven o'clock (7:00) P.M. the third Monday of each calendar month of each year. At that the~~ workshop, the village board may discuss any item of current business or matters involving future attention. No formal action shall be taken at any workshop meetings. The meeting place of the board of trustees shall be in the civic center, unless otherwise specified by the board of trustees.

**Action Requested**

Attached for consideration at the July 8, 2013 Village Board meeting please find an Ordinance amending the Village Code for official Village Board Meetings.

**Attachments**

- Ordinance

cc: Patti Underhill, Administrative Services Coordinator

**Village Of Glen Ellyn**

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**Ordinance No. \_\_\_\_\_ - VC**

**An Ordinance Amending the Village Code regarding  
Official Meetings of the Glen Ellyn Village Board  
Glen Ellyn, IL 60137**

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**Adopted by the  
President and the Board of Trustees  
of the Village of Glen Ellyn  
DuPage County, Illinois  
This \_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_.**

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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. \_\_\_\_\_ - VC**  
**An Ordinance Amending the Village Code regarding**  
**Official Meetings of the Glen Ellyn Village Board**  
**Glen Ellyn, IL 60137**

**Whereas**, the Glen Ellyn Village Board holds official meetings of the public body on a monthly basis in the form of Village Board Workshops and Meetings; and

**Whereas**, the current Village Board Meeting schedule includes Workshops on the second, third and fourth Mondays of every month at 7 p.m. and Board Meetings at 8 p.m. on the second and fourth Mondays of every month; and

**Whereas**, the Village Board wishes to update the schedule of the monthly workshops and meetings to include one Workshop meeting on the third Monday of every month at 7 p.m. and two Board Meetings on the second and fourth Mondays of every month at 7 p.m.

**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 1-6-3 of the Village Code is hereby amended to read as follows:

**1-6-3: MEETINGS:**

- (A) **Regular Meetings:** The regular meetings of the board of trustees shall be held on the second and fourth Monday in each calendar month in each year at the hour of seven o'clock (7:00) P.M. The meeting place of the board of trustees shall be in the boardroom, in the civic center, unless otherwise specified by the board of trustees.
- B) **Village Board Workshops:** One (1) village board workshop will be held each month. The village board shall hold the workshop at the hour of seven o'clock (7:00) P.M. on the third Monday of every month of each year. At the workshop, the village board may discuss any item of current business or matters involving future attention. No formal action shall be taken at any workshop meetings. The meeting place of the board of trustees shall be in the civic center, unless otherwise specified by the board of trustees.

**Section Two:** This Ordinance shall be in full force and effect from and after the 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 \_\_\_\_\_.)

A-6E

MEMORANDUM

TO: Mark Franz, Village Manager *zf*  
FROM: Kristen Schrader, Assistant to the Village Manager *KS*  
DATE: July 1, 2013  
RE: Roosevelt Road TIF Public Hearing and JRB Notice Ordinance



**Background**

Recently the Village made available for public review the proposed Tax Increment Financing District Redevelopment Plan, which includes the Eligibility Study and Housing Impact Study (attached). The next step in the TIF process is the adoption of an ordinance setting the date and place for review of this document at a Joint Review Board meeting and a Public Hearing. The ordinance has been prepared and is attached.

The Joint Review Board (JRB) is composed of representatives from local taxing bodies, as well as a public member who lives within the TIF boundaries. The JRB provides an opportunity for the various taxing bodies to provide their input and opinion on the matter to the municipal authorities. The JRB is scheduled to meet on July 31, 2013 at 2 p.m. in the Civic Center, with additional meeting(s) as needed thereafter. Following the completion of the JRB, a Public Hearing at a Village Board Meeting is then held, with the hearing scheduled for September 9, 2013 at 7 p.m.

The Village Board is requested to consider the attached ordinance setting the date and time of the JRB and Public Hearing at the Village Board Meeting on July 8, 2013. As in the past, we will continue to keep communication open with the various taxing bodies regarding the upcoming JRB meeting and TIF process.

**Recommendation**

I recommend that the ordinance providing notice on the TIF Public Hearing and Joint Review Board be approved.

**Action Requested**

This item will be presented to the Village Board via the consent agenda on July 8, 2013:

An Ordinance Proposing Approval of a Redevelopment Plan and Project for and the Designation of the Roosevelt Road/Park Boulevard Project Area and the Adoption of Tax Increment Financing Therefor, Convening a Joint Review Board and Calling a Public Hearing in Connection Therewith.

**Attachments**

- Ordinance
- Proposed Redevelopment Plan

cc: Staci Hulseberg, Planning and Development Director  
Kevin Wachtel, Finance Director  
Christina Coyle, Assistant Finance Director  
Michele Stegall, Village Planner

Village Of Glen Ellyn

---

Ordinance No. \_\_\_\_\_

**An Ordinance Proposing Approval of a  
Redevelopment Plan and Project for and the  
Designation of the Roosevelt Road/Park Boulevard  
Project Area and the Adoption of Tax Increment  
Financing Therefor, Convening a Joint Review Board  
and Calling a Public Hearing in Connection Therewith  
Glen Ellyn, IL 60137**

---

Adopted by the  
President and the 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 Proposing Approval of a  
Redevelopment Plan and Project for and the  
Designation of the Roosevelt Road/Park Boulevard  
Project Area and the Adoption of Tax Increment  
Financing Therefor, Convening a Joint Review Board  
and Calling a Public Hearing in Connection Therewith  
Glen Ellyn, IL 60137**

**WHEREAS**, pursuant to the Tax Increment Allocation Redevelopment Act, as amended ("**TIF Act**"), the Corporate Authorities of the Village determine that it is advisable and in the best interests of the Village and certain affected taxing districts that the Village approve a proposed redevelopment plan ("**Redevelopment Plan**") and project ("**Project**") for and designate a proposed redevelopment project area to be known as the Roosevelt Road/Park Boulevard Project Area ("**Redevelopment Project Area**"), as legally described in **EXHIBIT A** attached to and, by this reference, made a part of this Ordinance, and that the Village adopt tax increment allocation financing for the proposed Redevelopment Project Area; and

**WHEREAS**, pursuant to Section 11-74.4-4.2 of the TIF Act the Village is required to create an interested parties registry for activities related to the proposed Redevelopment Project Area, to adopt reasonable registration rules, and to prescribe requisite registration forms for residents and organizations active within the Village that seek to be placed on the interested parties registry ("**Registry**"); and

**WHEREAS**, the TIF Act requires the Village to convene a joint review board and conduct a public hearing prior to the adoption of ordinances approving a redevelopment plan and project, designating a redevelopment project area, and adopting tax increment allocation financing therefor, at which hearing any interested person or affected taxing district may file with the Village Clerk written objections to and may be heard with respect to the proposed Redevelopment Plan and Project; and

**WHEREAS**, the TIF Act requires that the joint review board consist of a representative selected by each community college district, local elementary school district and high school district or each local community unit school district, park district, library district, township, fire protection district and county that will have authority to directly levy taxes on the property within the proposed Redevelopment Project Area at the time that the proposed Redevelopment Project Area is approved, as well as a representative selected by the Village and a public member to consider the subject matter of the public hearing; and

**WHEREAS**, the TIF Act requires that the time and place of such public hearing be fixed by ordinance or resolution adopted by the Corporate Authorities; and

**WHEREAS**, the TIF Act requires that not less than ten (10) days prior to adopting such ordinance or resolution fixing the time and place of a public hearing, the Village must make available for public inspection a redevelopment plan or a separate report that provides in reasonable detail the

basis for the proposed Redevelopment Project Area's qualifying as a "redevelopment project area" under the Act; and

**WHEREAS**, the TIF Act requires that notice of the public hearing be given by publication and mailing; and

**WHEREAS**, the Corporate Authorities determine that it is advisable to convene a joint review board and hold a public hearing to consider the proposed approval of the proposed Redevelopment Plan and Project.

**NOW THEREFORE, BE IT ORDAINED** by the Village President and the Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, as follows:

**Section 1: Recitals.** The foregoing recitals are incorporated into this Ordinance as if fully set forth in this Section 1.

**Section 2: Redevelopment Plan and Project Proposed; Availability of Eligibility Survey and Report.** The approval of the Redevelopment Plan and Project, the designation of the Redevelopment Project Area and the adoption of tax increment allocation financing are proposed. The firm of Kane, McKenna & Associates, Inc., has conducted an eligibility survey of the proposed Redevelopment Project Area and has prepared its report ("**Report**") that the proposed area qualifies as a "redevelopment project area" as defined in the TIF Act, which survey and findings have been presented to the Corporate Authorities. The Report has been on file and available for public inspection for at least ten (10) days in the offices of the Village Clerk as required under the TIF Act.

**Section 3: Registry Created; Registration Rules and Forms.** A Registry has been created for the proposed Redevelopment Project Area. The Corporate Authorities have authorized and directed the Village Clerk to maintain the Registry for the proposed Redevelopment Project Area. The registration rules for the Registry have been approved by the Corporate Authorities and are available from the Village Clerk.

**Section 4: Joint Review Board Convened.** A joint review board ("**JRB**") as set forth in the TIF Act is hereby convened and the board shall meet, review such documents and issue such report as set forth in the TIF Act. The first meeting of the joint review board will be held at 2:00 p.m. on the July 31, 2013, at the Glen Ellyn Civic Center, 535 Duane Street, Glen Ellyn, Illinois. The JRB will be established for the purposes set forth in the Act. The JRB will consist of one representative selected by each community college district, local elementary school district and high school district or each local community unit school district, park district, library district, township, fire protection district, and county that has authority to directly levy taxes on the property within the proposed Redevelopment Project Area. In addition, a representative selected by the Village, and a public member will also be appointed to the JRB.

**Section 5: Time and Place of Public Hearing Fixed.** A public hearing ("**Hearing**") will be held by the Village President and the Board of Trustees of the Village at 7:00 p.m. on September 9, 2013, at the Glen Ellyn Civic Center, 535 Duane Street, Glen Ellyn, Illinois, for the purpose of hearing from any interested persons or affected taxing districts regarding the proposed approval of the Redevelopment Plan and Project, designation of the Redevelopment Project Area, and adoption of tax increment allocation financing for the Redevelopment Project Area.

**Section 6: Publication of Notice of Hearing.** Notice of the Hearing, substantially in the form attached as **EXHIBIT B**, will be published at least twice, the first publication to be not more than thirty (30) nor less than ten (10) days prior to the Hearing, in a newspaper of general circulation within the taxing districts having property in the proposed Redevelopment Project Area.

**Section 7: Mailing of Notice of Hearing Authorized.** The following Notices will be mailed to the following parties:

(a) Notice will be delivered by certified mail to the person or persons in whose name the general taxes for the last preceding year were paid on each lot, block, tract or parcel of land lying within the proposed Redevelopment Project Area not less than ten (10) days prior to the date set for the Hearing. In the event taxes for the last preceding year were not paid, the notice will also be sent to the persons last listed on the tax rolls within the preceding three (3) years as the owners of such property.

(b) Notice will be delivered by first class mail to all residential addresses located outside the proposed Redevelopment Project Area and within 750 feet of the boundaries of the proposed Redevelopment Project Area and to those organizations and residents that have registered with Registry within a reasonable time after the adoption of this ordinance.

(c) Notice will be delivered by certified mail to all taxing districts of which taxable property is included in the proposed Redevelopment Project Area and to the Illinois Department of Commerce and Economic Opportunity not less than 45 days prior to the Hearing, and such notice (i) shall advise the taxing bodies represented on the JRB of the time and place of the first meeting of the JRB and (ii) shall also include an invitation to each taxing district and the Illinois Department of Commerce and Economic Opportunity to submit written comments prior to the date of the Hearing to the Village, to the attention of the Village Clerk, Village Hall, 535 Duane Street, Glen Ellyn, Illinois 60137 concerning the subject matter of the Hearing. Each such mailed notice to the taxing districts shall include a copy of the Report, the name of an appropriate person to contact for additional information, and a copy of the proposed Redevelopment Plan and Project.

**Section 4. Effective Date:** This Ordinance shall be in full force and effect upon its passage, approval and publication in the manner required by law.

**Passed** by the Village President and Board of Trustees of the Village of Glen Ellyn, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2013.

**Ayes:**

**Nays:**

**Absent:**

Approved by the Village President of the Village of Glen Ellyn, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
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\_\_\_\_.)

**EXHIBIT A**

**LEGAL DESCRIPTION OF REDEVELOPMENT PROJECT AREA**

TIF DISTRICT  
GLEN ELLYN  
LEGAL DESCRIPTION

THAT PART OF THE SOUTHWEST AND SOUTHEAST QUARTER OF SECTION 14, THE SOUTHWEST QUARTER OF SECTION 15, THE NORHTWEST QUARTER OF SECTION 24 AND THE NORTHWEST AND NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 39 NORTH RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE PROLONGATION WESTERLY OF THE NORTH LINE OF BLOCK 28 IN IN E.W. ZANDER'S COUNTRY HOMES ADDITION TO GLEN ELLYN, PER DOCUMENT 095781, WITH THE WEST RIGHT OF WAY LINE OF MAIN STREET; THENCE EASTERLY ALONG THE NORTH LINE AND PROLONGATION OF SAID NORTH LINE OF BLOCK 28 900.1 FEET TO THE NORTHEAST CORNER OF SAID BLOCK 28; THENCE NORTHERLY ALONG THE WEST RIGHT OF WAY LINE OF PARKSIDE AVENUE 66 FEET TO THE INTERSECTION OF THE WESTERLY EXTENSION OF THE SOUTH LINE OF LOT 6 OF ARTHUR T MCINTOSH AND COMPANY'S PARK BOULEVARD SUBDIVISION, PER DOCUMENT 205846 AND SAID WEST RIGHT OF WAY LINE; THENCE EASTERLY ALONG THE SOUTH LINE AND THE EXTENSION THEREOF OF LOTS 6, 7 AND 8 OF SAID ARTHUR T MCINTOSH AND COMPANY'S PARK BOULEVARD SUBDIVISION 350 FEET TO THE SOUTHWEST CORNER OF LOT 9 IN SPEAR'S ADDITION TO GLEN ELLYN, PER DOCUMENT 220042; THENCE CONTINUING EASTERLY ALONG THE SOUTH LINE OF LOTS 7, 8 AND 9 IN SPEARS' ADDITION TO GLEN ELLYN, 165 FEET TO THE SOUTHWEST CORNER OF LOT 19 OF GLENGARRY COURT PLANNED UNIT DEVELOPMENT PER DOCUMENT R1972-044648; THENCE CONTINUING EASTERLY ALONG THE SOUTH LINE OF SAID LOT 19 237 FEET TO THE EAST LINE OF PARK BOULEVARD; THENCE SOUTHERLY ALONG THE EAST LINE OF PARK BOULEVARD TO THE NORTHWEST CORNER OF LOT 13 OF BLOCK 1 IN ROOSEVELT GARDEN HOMESITES SUBDIVISION PER DOCUMENT 148152; THENCE EAST ALONG THE NORTH LINE OF SAID LOT 13 265.91 FEET TO THE NORTHEAST CORNER OF SAID LOT 13; THENCE SOUTH 50 FEET TO THE SOUTHEAST CORNER OF SAID LOT 13; THENCE WEST 273.87 FEET TO THE SOUTHWEST CORNER OF SAID LOT 13; THENCE SOUTHERLY 101.06 FEET ALONG THE WESTERLY LINES OF LOTS 14 AND 15 OF BLOCK 1 IN SAID ROOSEVELT GARDEN HOMESITES SUBDIVISION TO THE NORTHWEST CORNER OF LOT 16 OF BLOCK 1 IN SAID SUBDIVISION; THENCE EASTERLY 289.79 FEET TO THE NORTHEAST CORNER OF SAID LOT 16; THENCE SOUTH 50 FEET TO THE SOUTHEAST CORNER OF SAID LOT 16; THENCE EASTERLY 150 FEET TO THE SOUTHEAST CORNER OF LOT 26 OF BLOCK 1 IN SAID ROOSEVELT GARDEN HOMESITES SUBDIVISION; THENCE SOUTH 158.28 FEET TO THE SOUTHEAST CORNER OF LOT 25 OF BLOCK 1 IN SAID SUBDIVISION SAID POINT ALSO BEING ON THE NORTHERLY RIGHT OF WAY LINE OF ROOSEVELT ROAD; THENCE EASTERLY ALONG THE NORHTERLY RIGHT OF WAY LINE OF ROOSEVELET ROAD 1,860 FEET TO THE SOUTHEAST CORNER OF LOT 21 IN BLOCK 19 IN ROOSEVELT GARDEN HOMESITES; THENCE CONTINUING EASTERLY ALONG THE PROLONGATION OF THE LAST DESCRIBED COURSE 100 FEET TO THE EASTERLY RIGHT OF WAY LINE OF ILLINOIS ROUTE 53; THENCE SOUTHERLY ALONG SAID EASTERLY RIGHT OF WAY LINE 66 FEET TO THE NORTHWEST CORNER OF LOT 1 MARYKNOLL OFFICE SUBDIVISION PER DOCUMENT R1997-020954; THENCE SOUTHERLY ALONG THE WEST LINE OF SAID LOT 1 AND THE PROLONGATION OF SAID WEST LINE 675.75 TO THE NORHTWEST CORNER OF LOT 1 IN THE MARYKNOLL

ASSESSMENT PLAT NO. 2 PER DOCUMENT R2006-135489; THENCE WESTRLY 144.4 FEET MORE OR LESS TO THE NORTHEAST CORNER OF LOT 1 OF BLOCK 6 IN ROOSEVELT HILLS SUBDIVISION PER DOCUMENT 268777; THENCE CONTINUING WESTERLY ALONG THE SOUTH RIGHT OF WAY LINE OF PERSHING AVENUE AND THE WESTERLY EXTENSION THEREOF TO THE EAST LINE OF OUT LOT A IN THE TOWNHOMES OF WATERS EDGE SUBDIVISION, PER DOCUMENT R2005-148006 SAID EASTERLY LINE ALSO BEING THE WESTERLY RIGHT OF WAY LINE OF NICOLL WAY; THENCE NORTHWESTERLY ALONG THE EAST LINE OF SAID OUT LOT A 98.54 FEET TO THE SOUTHEAST CORNER OF KINGSBROOK GLEN TOWNHOMES PUD PER DOCUMENT R2006-159398; THENCE CONTINUING NORHTWESTERLY ALONG THE EASTERLY LINE OF SAID KINGSBROOK GLEN TOWNHOMES PUD SAID LINE ALSO BEING THE WESTERLY RIGHT OF WAY LINE OF NICOLL WAY ALONG THE ARC OF A CURVE CONCAVE TO THE SOUTHWEST WITH A RADIUS OF 1207.24 FEET, 185.16 FEET; THENCE CONTINUING ALONG SAID LINE ALONG THE ARC OF A CURVE CONCAVE TO THE NORTHEAST WITH A RADIUS OF 498.97 FEET, 120.93 FEET; THENCE NORTHWESTERLY ALONG THE ARC OF A CURVE CONCAVE TO THE SOUTHWEST WITH A RADIUS OF 25.00 FEET, 27.15 FEET TO THE SOUTHERLY RIGHT OF WAY LINE OF TAFT AVENUE; THENCE WESTERLY ALONG SAID SOUTHERLY RIGHT OF WAY LINE ALONG THE ARC OF A CURVE CONCAVE TO THE SOUTH WITH A RADIUS OF 5142.71 FEET, 419.25 FEET TO THE NORTHWEST CORNER OF AFORESAID KINGSBROOK GLEN TOWNHOMES PUD; THENCE CONTINUING WESTERLY ALONG THE SOUTH LINE OF TAFT AVENUE, SAID LINE ALSO BEING THE NORTHERLY LINE OF LOTS 8 THROUGH 13 IN ROOSEVELT HILLS PER DOCUMENT 268777, 249.15 FEET TO A POINT OF COMPOUND CURVATURE; THENCE CONTINUING WESTERLY ALONG THE SOUTHERLY RIGHT OF WAY LINE OF TAFT AVENUE ALONG THE ARC OF A CURVE CONCAVE TO THE NORTH WITH A RADIUS OF 5,38.95 FEET, 170.15 FEET TO THE INTERSECTION OF THE NORTHEAST CORNER OF THE VACATED RIGHT OF WAY LINE OF SOUTH ELLYN DRIVE AND THE SOUTH LINE OF TAFT AVENUE; THENCE SOUTHWESTERLY ALONG SAID VACATED LINE 80 FEET TO THE NORTHWEST CORNER OF THE VACATED RIGHT OF WAY LINE OF SOUTH ELLYN DRIVE AND THE SOUTH LINE OF TAFT AVENUE; THENCE CONTINUING WESTERLY ALONG THE SOUTH RIGHT OF WAY LINE OF TAFT AVENUE AND THE PROLONGATION OF SAID SOUTH RIGHT OF WAY LINE SAID LINE BEING THE ARC OF A CURVE CONCAVE TO THE NORTH WITH A RADIUS OF 4,727.96 FEET TO THE NORTH 621.95 FEET MORE OR LESS TO THE WEST RIGHT OF WAY LINE OF PARK AVENUE; THENCE NORHTERLY ALONG THE SAID WEST RIGHT OF WAY LINE OF PARK AVENUE 362.25 FEET TO THE SOUTH RIGHT OF WAY LINE OF ROOSEVELT ROAD, SAID LINE BEING 50' SOUTH OF THE NORTH LINE OF THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 39 NORTH RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN; THENCE WESTERLY ALONG SAID RIGHT OF WAY LINE 265.5 FEET MORE OR LESS TO THE NORTHEAST CORNER OF LOT 9 IN JOHN S WAGNERS'S SECOND ADDITION TO GLEN ELLYN PER DOCUMENT 802295; THENCE CONTINUING WESTERLY ALONG THE SOUTH RIGHT OF WAY LINE OF ROOSEVELT ROAD 855 FEET TO A POINT 55 FEET EAST OF THE NORHWEST CORNER OF LOT 1 IN JOHN S WAGNER'S FIRST ADDITION TO GLEN ELLYN PER DOCUMENT 689814; THENCE NORHTEASTERLY TO THE NORTH RIGHT OF WAY LINE OF ROOSEVELT ROAD SAID POINT BEING 195 FEET EAST OF THE SOUTHWEST CORNER OF BLOCK 28 IN E.W. ZANDER'S COUNTRY HOMES ADDITION TO GLEN ELLYN PER DOCUMENT 095781; THENCE NORTH PARRALLEL WITH THE WEST LINE OF SAID BLOCK 28, 171.7 FEET; THENCE WEST PARALLEL WITH THE SOUTH LINE OF SAID BLOCK 28 AND THE PROLONGATION THEREOF 261 FEET TO THE WESTERLY RIGHT OF WAY LINE OF MAIN STREET; THENCE NORTH ALONG THE WESTERLY RIGHT OF WAY LINE OF SAID MAIN STREET 180 FEET MORE OR LESS TO THE POINT OF BEGINNING.

## EXHIBIT B

### FORM OF NOTICE OF PUBLIC HEARING

#### VILLAGE OF GLEN ELLYN, DUPAGE COUNTY, ILLINOIS PROPOSED ROOSEVELT ROAD/PARK BOULEVARD REDEVELOPMENT PROJECT AREA

Notice is hereby given that on the 9<sup>th</sup> day of September, 2013, at 7:00 p.m. at the Village Hall, 535 Duane Street Street, Glen Ellyn, Illinois, a public hearing will be held to consider the approval of the proposed redevelopment plan (the "*Redevelopment Plan*") and project (the "*Project*") and the designation of that certain proposed redevelopment project area to be known as the Roosevelt Road/Park Boulevard Redevelopment Project Area (the "*Redevelopment Project Area*"). The Redevelopment Project Area consists of the territory legally described in Exhibit 1 attached and is generally described below:

The RPA is generally described as including a contiguous area generally described as parcels along Roosevelt Road the first part of which is on the south side of Roosevelt Road between Route 53 and Park Boulevard, and the second part is on the north side of Roosevelt Road between Park Boulevard and Main Street. The first part includes parcels bounded on the north by Roosevelt Road, on the east by Route 53, on the south by Pershing and Taft Avenues and on the west by Park Boulevard; this area also includes parcels along the northeast corner of Park Boulevard and Roosevelt Road. The second portion of the RPA includes parcels bounded on the east by Park Boulevard, on the south by Roosevelt Road, on the west by Main Street and on the north by approximately Park Plaza as if extended to Main Street. Adjacent rights of way are also included.

There will be considered at the hearing approval of the Redevelopment Plan and Project for and the designation of the proposed Redevelopment Project Area and adoption of tax increment allocation financing therefor. The proposed Redevelopment Plan and Project is on file and available for public inspection at the office of the Village Clerk, Village Hall, 535 Duane Street, Glen Ellyn, Illinois. Pursuant to the Redevelopment Plan and Project the Village proposes to alleviate conservation area conditions in the Redevelopment Project Area and to enhance the tax base of the Village and the taxing districts having taxable property within the Redevelopment Project Area by utilizing tax increment financing to fund various eligible project costs to stimulate private investment within the Redevelopment Project Area. These eligible project costs may include, but may not be limited to, studies, surveys, professional fees, property assembly and relocation costs, construction of public improvements and facilities, rehabilitation, administrative and other professional costs, all as authorized under the Tax Increment Allocation Redevelopment Act, as amended. The Redevelopment Plan objectives include promoting and protecting the health, safety, morals and welfare of the public by establishing a public/private partnership, establishing economic growth, development and training in the Village by working within the guidelines of the business attraction and retention strategies developed by the Village, encouraging private investment while conforming with the Village's comprehensive plan, restoring and enhancing the Village's tax base, enhancing the

value of the proposed Redevelopment Project Area, improving the environmental quality of the proposed Redevelopment Project Area, and retaining and attracting employment opportunities within the proposed Redevelopment Project Area. To achieve these objectives, the Redevelopment Plan proposes to provide assistance by paying or reimbursing costs related to the acquisition, construction and installation of public facilities, property assembly, rehabilitation, site preparation and improvement, job training and other eligible redevelopment project costs, the execution of one or more redevelopment agreements, and the payment of financing, administrative and other professional costs.

Prior to the date of the hearing, each taxing district having property in the Redevelopment Project Area and the Illinois Department of Commerce and Economic Opportunity may submit written comments to the Village, to the attention of the Village Clerk, Glen Ellyn Civic Center, 535 Duane Street, Glen Ellyn, Illinois 60137.

There is hereby convened a joint review board to consider the proposed Redevelopment Plan and Project for and the designation of the proposed Redevelopment Project Area and the adoption of tax increment allocation financing therefor. The joint review board shall consist of a representative selected by each community college district, local elementary school district and high school district or each local community unit school district, park district, library district, township, fire protection district and county that will have the authority to directly levy taxes on the property within the Redevelopment Project Area at the time that the Redevelopment Project Area is approved, a representative selected by the Village, and a public member. The first meeting of said joint review board shall be held at 2:00 p.m. on the 31<sup>st</sup> day of July, 2013, at the Glen Ellyn Civic Center, 535 Duane Street, Glen Ellyn, Illinois.

At the hearing, all interested persons or affected taxing districts may file written objections with the Village Clerk and may be heard orally with respect to any issues regarding the approval of the Redevelopment Plan and Project for and the designation of the Redevelopment Project Area and the adoption of tax increment allocation financing therefor. The hearing may be adjourned by the Village President and the Board of Trustees of the Village without further notice other than a motion to be entered upon the minutes of the hearing fixing the time and place of the subsequent hearing.

/s/

---

Village Clerk  
Village of Glen Ellyn  
DuPage County, Illinois

STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF DUPAGE         )

**CERTIFICATION OF ORDINANCE AND MINUTES**

I, the undersigned, do hereby certify that I am the duly qualified and acting Village Clerk of the Village of Glen Ellyn, DuPage County, Illinois (the "*Village*"), and that as such official I am the keeper of the records and files of the Village President and the Board of Trustees of the Village (the "*Corporate Authorities*").

I do further certify that the foregoing is a full, true and complete transcript of that portion of the minutes of the meeting of the Corporate Authorities held on the \_\_\_ day of \_\_\_\_\_, 2013, insofar as same relates to the adoption of an ordinance entitled:

AN ORDINANCE proposing the approval of a Redevelopment Plan and Project for and the designation of the Roosevelt Road/Park Boulevard Redevelopment Project Area and the adoption of tax increment allocation financing therefor, convening a joint review board and calling a public hearing in connection therewith

a true, correct and complete copy of which said ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice; that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Corporate Authorities at least 48 hours in advance of the holding of said meeting; that said agenda described or made specific reference to said ordinance; that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the Village, this \_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Village Clerk

(Seal)

**Draft Dated 6.24.13**

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**VILLAGE OF GLEN ELLYN**

**TIF REDEVELOPMENT PLAN**

**ROOSEVELT ROAD/PARK BOULEVARD TIF DISTRICT**

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**Prepared By:**

**Kane, McKenna and Associates, Inc.**

**Prepared For:**

**The Village of Glen Ellyn, Illinois**

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**June 2013**

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### LIST OF EXHIBITS

Exhibit A	-	Boundary Map
Exhibit B	-	Legal Description
Exhibit C	-	TIF Qualification Report
Exhibit D	-	Housing Impact Study
Exhibit E	-	Existing Land Use Map
Exhibit F	-	Potential Land Use Map

# I. INTRODUCTION

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The Village of Glen Ellyn (the "Village") is a mature community located in DuPage County, Illinois, adjacent to the Village of Glendale Heights on its north, the Village of Lombard on its east, the Villages of Downers Grove and Lisle on its south, and the Village of Wheaton on its west.

**Community Background.** The Village was settled in the mid-1830's and incorporated in 1882. After a long period of growth, the municipality has leveled off at population of 27,450 according to the 2010 Census (a slight increase over the 2000 population of 27,040). Median household income as of the most recent Census survey was \$89,000, well above the state average of \$57,000.

The Village has a number of assets that support future economic development. In addition to strong purchasing power (based on household income), the Village has a robust transportation network. For example, the Village has vehicular access to Chicago and its greater metropolitan area via the North South Tollway (I-355), the extension of the Eisenhower Expressway (I-290) and the Reagan Tollway (I-88); as well as Illinois Route 38 (Roosevelt Road), Route 53 (South Columbine Road), Route 56 (Butterfield Road), and Route 64 (North Avenue). The Village is also served by the Metra rail service (Union Pacific West commuter line) and PACE bus routes.

The Village contains a mix of commercial, residential and institutional uses with limited utility and light industrial uses. The Village is essentially landlocked by bordering municipalities. Given limited opportunities for redevelopment, the Village is focusing attention on areas that can increase the local tax base and provide non-residential revenues (including sales taxes) to the community. These conditions highlight the need to promote redevelopment needs through appropriate planning processes.

The Village currently utilizes its Comprehensive Plan including its Zoning Map and the Village's Zoning Ordinance (and any amendments thereto) to coordinate economic development. The Village intends to attract and encourage retail, mixed use, and commercial users to locate, upgrade, expand and/or modernize their facilities within the Village as part of its ongoing economic development planning. A necessary strategy for the Village in pursuing new retail, mixed use, and commercial development will be to eliminate certain existing adverse conditions within some portions of the community, and to find new means to strengthen and further diversify the Village's tax base.

## A. The Redevelopment Plan

**The TIF District.** The area discussed in this Roosevelt Road/Park Boulevard Redevelopment Plan and Project (the "Plan" or the "Redevelopment Plan and Project") is the proposed Roosevelt Road/Park Boulevard Redevelopment Project Area (the "Redevelopment Project Area", the "RPA" or the "TIF District"). The RPA is a contiguous area generally described as parcels along Roosevelt Road the first part of

which is between Route 53 and Park Boulevard, and the second part is between Park Boulevard and Main Street. The first portion includes parcels bounded on the north by Roosevelt Road, on the east by Route 53, on the south by Pershing and Taft Avenues and on the west by Park Boulevard; this area also includes parcels along the northeast corner of Park Boulevard and Roosevelt Road. The second portion of the RPA includes parcels bounded on the east by Park Boulevard, on the south by Roosevelt Road, on the west by Main Street and on the North by approximately Park Plaza as if extended to Main Street. Adjacent rights of way are also included.

The RPA is approximately thirty one (31) acres in size excluding rights-of-way. The RPA includes approximately sixty one (61) tax parcels according to the data available from the Assessor's offices of DuPage County and Milton Township. A boundary map of the RPA is attached as Exhibit A. The RPA is legally described in Section II.

The RPA consists primarily of commercial, retail, and residential uses. The area contains approximately fifty three (53) structures, of which approximately forty one (41), or seventy seven percent (77%), are thirty-five (35) years of age or older. According to Village, County and Township records, thirty four (34) of these structures were constructed between 1942 and 1971. There are approximately one hundred eighty seven (187) inhabited residential units in the RPA.

The advanced age associated with many of these structures, as well as the site improvements and public infrastructure that surround them, has led to a high incidence of adverse conditions as defined by the Tax Increment Allocation Redevelopment Act of Chapter 65 ILCS Section 5/11-74.4 et seq., as amended (the "TIF Act" or the "Act"). Adverse conditions include deterioration, obsolescence, and deleterious land use.

Additional conditions that contribute to negative influences within the RPA include deleterious layout and lack of community planning which are evidenced throughout the area. These conditions have been documented pursuant to site visits by Kane, McKenna and Associates, Inc. (KMA), as well as a review of Village, County and Township records (refer to Exhibit C for additional information about the conditions). These conditions also result in an overall lack of new private sector investment which is further evidenced by a lag in growth or decline of the equalized assessed value (EAV) for the RPA when compared to the EAV growth for the rest of the Village.

On balance, the combination of these negative factors limits the opportunities for private reinvestment within and around the RPA. Such factors potentially suppress the value of future development and weaken the potential for business growth limiting employment and contributing to the lack of sustained investment in the area.

**Rationale for Redevelopment Plan.** The Village recognizes the need for implementation of a strategy to revitalize existing retail, mixed use, and commercial, properties within the boundaries of the RPA and to stimulate and enhance new retail, mixed use, and commercial development. Business retention and expansion are key components of the strategy to promote private development within strategically critical commercial areas of the Village.

The needed private investment in the RPA may only be possible if tax increment financing (TIF) is adopted pursuant to the TIF Act. Incremental property tax revenue generated by the development will play a decisive role in encouraging private development. Existing conditions, such as those associated with properties located within the RPA, that may have precluded intensive private investment in the past will be eliminated. Ultimately, the implementation of the Redevelopment Plan and Project will benefit the Village and all the taxing districts, which encompass the area in the form of a significantly expanded tax base.

The designation of the area as a Redevelopment Project Area will allow the Village to address area deficiencies including (but not limited to):

- Establishing a pattern of land-use activities that will increase efficiency and economic relationships, especially as such uses complement adjacent commercial and residential land uses;
- Provision of roadway and traffic improvements within the area, including a comprehensive review of ingress and egress requirements that satisfy area circulation, parking, loading/unloading requirements, and connections to major arterials;
- Entering into redevelopment agreements in order to further the redevelopment of underutilized sites;
- Improving area appearance through rehabilitation of structures, landscape, streetscape and signage programs;
- Coordinating land assembly in order to provide sites for more modern redevelopment plans; and
- Providing infrastructure that is adequate in relation to redevelopment plans.

The area on the whole would not reasonably be anticipated to be redeveloped in a coordinated manner without the adoption of the Redevelopment Plan and Project, herein. The Village, with the assistance of KMA, has prepared this Redevelopment Plan and Project to use tax increment financing in order to address local needs and to meet redevelopment goals and objectives.

The adoption of this Redevelopment Plan and Project makes possible the implementation of a comprehensive program for the economic redevelopment of the RPA. By means of public investment, the RPA will become a more viable area that will attract private investment. The public investment will set the stage for the redevelopment of the area with private capital. This in turn will lead to the retention, expansion and attraction of retail, mixed use, and commercial development into the Village in general and the RPA in particular.

Through this Redevelopment Plan and Project, the Village will serve as the central force for marshaling the assets and energies of the private sector for a unified cooperative public-private redevelopment effort. Ultimately, the implementation of the Redevelopment Plan and Project will benefit the Village and all the taxing districts, which encompass the RPA in the form of a stabilized and expanded tax base, the retention of existing businesses, the creation of new businesses and the creation of new employment opportunities within the Village as a result of induced private sector investment within the area.

## **B. Summary**

**Village Findings.** The Village, through legislative actions as required by the Act, finds:

- That the RPA as a whole has not been subject to growth and development through investment by private enterprise;
- That in order to promote and protect the health, safety, and welfare of the public, certain conditions that have adversely affected redevelopment within the RPA need to be addressed, and that redevelopment of such areas must be undertaken;
- To alleviate the adverse conditions, it is necessary to encourage private investment and enhance the tax base of the taxing districts in such areas by the development or redevelopment of certain areas;
- That public/private partnerships are determined to be necessary in order to achieve development goals;
- That without the development focus and resources provided for under the Act and as set forth in this Plan, growth and development would not reasonably be expected to be achieved;
- That the use of incremental tax revenues derived from the tax rates of various taxing districts in the RPA for the payment of redevelopment project costs is of benefit to the taxing districts, because the taxing districts would not derive the benefits of an increased assessment base without addressing the coordination of redevelopment; and
- That the TIF Redevelopment Plan conforms to the Village's *Comprehensive Plan*, as detailed in Section III of this report.

It is further found, and certified by the Village, in connection to the process required for the adoption of this Plan pursuant to the Act, that the projected redevelopment of the RPA would potentially result in the displacement of ten (10) inhabited residential units or more. Therefore, *this Plan includes a Housing Impact Study.*

The redevelopment activities that will take place within the RPA will produce benefits that are reasonably distributed throughout the RPA. Redevelopment of the

RPA area is tenable only if a portion of the improvements and other costs are funded by TIF.

Pursuant to the Act, the RPA includes only those contiguous parcels of real property and improvements thereon substantially benefited by the redevelopment project. Also pursuant to the Act, the area in the aggregate is more than 1½ acres. A boundary map of the RPA is included in Exhibit A of this Plan.

**II. RPA LEGAL DESCRIPTION**

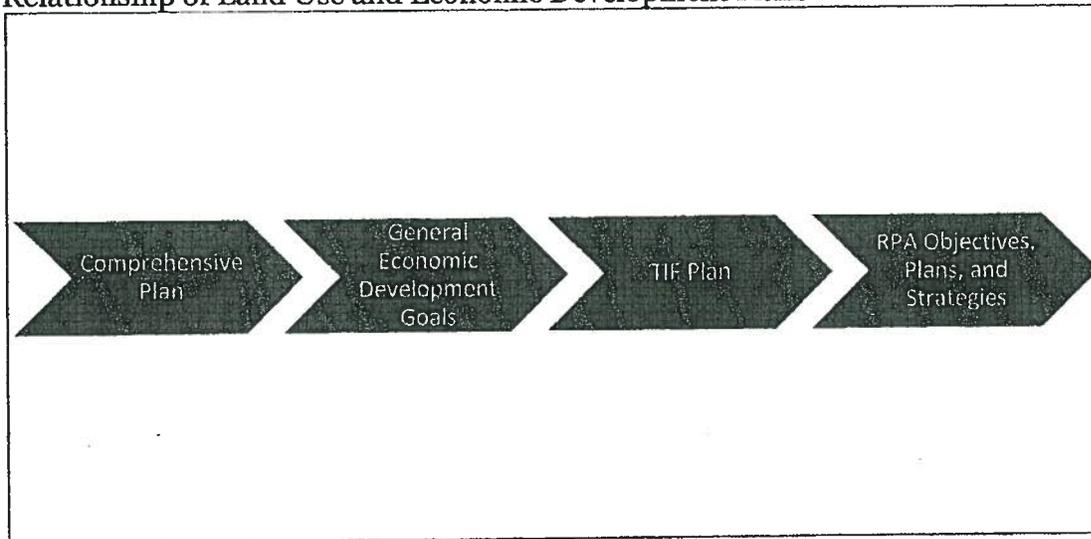
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The Redevelopment Project Area legal description is attached in Exhibit B.

### III. RPA GOALS AND OBJECTIVES

The Village has established a number of economic development goals, objectives, and strategies which would determine the kinds of activities to be undertaken within the TIF District. These efforts would conform to and promote the achievement of land use objectives in the Village's *Comprehensive Plan*.

Exhibit 1  
Relationship of Land Use and Economic Development Plans



As indicated in the exhibit above, the Village's primary planning document is the *Comprehensive Plan* which describes the overall vision for the Village and is the foundation for Village initiatives such as the TIF District. This overarching planning document determines future land uses and influences all other Village planning effort such as the TIF planning process.

#### A. General Economic Development Goals of the Village.

The redevelopment of the proposed RPA would further the Village's overarching land use objectives, which are contained in its *Comprehensive Plan*, zoning ordinance, and other land use planning elements. In the *Comprehensive Plan*, the Village has articulated a number of public policy objectives which would be supported by the Village's adoption of the proposed RPA as a TIF District (see exhibit below).

Exhibit 2  
Comprehensive Plan Elements (Excerpts)

Goal	Objective
Community Appearance and Character	<ul style="list-style-type: none"> <li>Upgrade the image and appearance of existing commercial buildings</li> <li>Enhance community gateways through special signage, landscaping and other</li> </ul>

<p>Housing and Residential Areas</p>	<p>features</p> <ul style="list-style-type: none"> <li>• Promote high standards of design and construction for all development</li> <li>• Protect residential areas from the encroachment of incompatible land uses</li> <li>• Promote the improvement and rehabilitation of deteriorating residential properties</li> </ul>
<p>Commercial, Retail and Office Development</p>	<ul style="list-style-type: none"> <li>• Maintain and expand the range of retail, commercial and office establishments within the Village.</li> <li>• Improve access, parking, traffic circulation, signage and other operational conditions within all existing office, retail and commercial areas.</li> <li>• Improve and upgrade Roosevelt Road as a retail and business area serving the Village and surrounding region.</li> <li>• Promote the redevelopment of marginal, obsolete and vacant commercial properties.</li> <li>• Encourage compatible new office, retail and commercial development in selected locations</li> <li>• Minimize and mitigate any negative impact of office, retail and commercial activities on neighboring land-use areas.</li> </ul>
<p>Transportation</p>	<ul style="list-style-type: none"> <li>• Encourage the provision of adequate parking for all activity areas</li> </ul>

The broad goals and objectives of the *Comprehensive Plan* would be complemented by economic development goals for the Village, as follows:

- 1) Encourage an attractive and distinctive community image and identity that builds upon and enhances Glen Ellyn's traditional qualities and characteristics, and distinguishes it from surrounding communities.
- 2) Expand a system of commercial, retail, and office development that provides local residents with employment opportunities and needed goods and services, increases the Village sales and property taxes, and enhances the image and appearance of the community.
- 3) Develop a balanced transportation system that provides for safe and efficient movement of vehicles and pedestrian, reinforces surrounding development patterns, and enhances regional transportation facilities.

- 4) Establish Roosevelt Road as a “connector” which links together and unites the north and south sides of Glen Ellyn, as well as the neighborhoods east and west of I-355 tollway.
- 5) Promote office use, as well as the combination and consolidation of multiple properties to create more attractive redevelopment sites.
- 6) Consider marketing smaller sites for uses that require less parking and customer access such as free standing office/research and high tech businesses.
- 7) Encourage the consolidation of curb cuts and access drives and the reconfiguration of parking areas focusing on improving the appearance of the areas through screening, buffering, landscape strips around the periphery of lots, and interior landscaped islands.
- 8) Encourage continued streetscape improvements for the area including landscaped parkways, street trees, light fixtures, public signage, and pedestrian amenities.

#### **B. Specific Objectives and Strategies for the RPA.**

The general goals for economic development cited above would be supported by specific objectives, strategies and performance measures that would “drive” the redevelopment activities undertaken within the RPA. TIF designation would allow the Village to pursue the following objectives within the RPA:

- 1) Upgrade the image and appearance of existing commercial areas, including buildings, parking lots, signage, and the public rights-of-way.
- 2) Promote high standards of design and construction for all development within the Village.
- 3) Encourage the corrective maintenance and rehabilitation of older commercial properties in poor condition.
- 4) Minimize and mitigate any negative impact of office, retail, and commercial activities on neighboring land uses.
- 5) Encourage the combination and consolidation of small commercial lots to enhance opportunities for coordinated improvements and new developments.
- 6) Maintain and expand the range of retail, commercial, and office establishments in the Village.
- 7) Promote the redevelopment of marginal, obsolete, and vacant commercial properties.

- 8) Discourage additional “strip” commercial development within the Village.
- 9) Ensure that adequate stormwater management provisions are included in all new commercial developments.

### **C. Redevelopment Strategies.**

RPA designation will allow the Village to implement certain strategies established in the Comprehensive Plan, identified below:

Land Use – As set forth in the Comprehensive Plan, basic land use patterns and character are established on Roosevelt Road. The Village seeks to encourage the enhancement of existing businesses and assist in the improvement of properties in decline. The Village also seeks to promote high quality redevelopment within the RPA. The Village may consider combination or consolidation of properties in order to create attractive redevelopment opportunities and the Village may address pedestrian, traffic, and streetscape related improvements in order to coordinate connections along Roosevelt Road.

Sites and Buildings – The appearance of improvements and the repair of deficient buildings are important objectives for the Village, given the visibility and traffic counts along Roosevelt Road. Vacancies should also be addressed (primarily at the southeast portion of the RPA). The Village also would intend to encourage the grouping and clustering of structures to assist in coordination of building location, parking, access drives, and pedestrian amenities including attractive landscape and streetscape treatments. Review of outdoor storage areas (including vehicle storage) could also be part of redevelopment activities. The overall goal is to maintain a high quality image and character of the Village.

Traffic Circulation – The Village should continue to explore the monitoring of turning movements, traffic signal functions, and other controls along Roosevelt Road in order to improve traffic circulation and access to local businesses.

*(Source: Glen Ellyn Comprehensive Plan, April, 2001, pages 59-60)*

The implementation of the Redevelopment Plan and Project will serve to improve the overall quality of life within the RPA and contribute to the economic development of the Village as a whole.

## **IV. EVIDENCE OF THE LACK OF DEVELOPMENT AND GROWTH; FISCAL IMPACT ON TAXING DISTRICTS**

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### **A. Evidence of the Lack of Development and Growth Within the RPA.**

As documented in Exhibit 3 of this Plan, the RPA has suffered from a lack of development and would qualify as a conservation area. In recent years, the area has not benefited from sustained private investment and/or redevelopment and instead has experienced physical and economic decline. Absent intervention by the Village, properties within the RPA would not be likely to increase in market value.

The proposed RPA exhibits various conditions which, if not addressed by the Village, would eventually worsen. For example, structures and site improvements reflect obsolescence, deterioration, deleterious layout; lack of community planning; and experienced a lag in the growth or decline of the EAV when compared with the remainder of the Village for four of the last five years. These various conditions discourage private sector investment in business enterprises.

### **B. Assessment of Fiscal Impact on Affected Taxing Districts.**

It is anticipated that the implementation of this Redevelopment Plan and Project will have a minimal financial impact on most of the affected taxing districts. In fact, the action taken by the Village to stabilize and encourage growth of its tax base through the implementation of this Redevelopment Plan and Project will have a positive impact on the affected taxing districts by arresting declines in assessed valuations.

Given that there is the potential for new mixed use and commercial/residential development, the Village has included in this Redevelopment Plan and Project the provisions for distributions to such taxing districts and will follow the guidelines provided by the Act to compensate the districts at levels dictated by the increase in students, as provided for in the TIF Act.

Any surplus Special Tax Allocation Funds, to the extent any surplus exists, will be proportionately shared, based on the appropriate tax rates for a given year, with the various taxing districts, including the Village, after all TIF eligible costs either expended or incurred as an obligation by the Village have been duly accounted for through administration of the Special Tax Allocation Fund to be established by the Village as provided by the Act.

## **V. TIF QUALIFICATION FACTORS PRESENT IN RPA**

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### **A. Findings.**

The RPA was studied to determine its qualifications under the TIF Act. It was determined that the area as a whole qualifies as a TIF District under Illinois law based upon conservation area factors. Refer to the Qualification Report (Exhibit C) which is attached as part of this plan.

### **B. Eligibility Survey.**

Representatives of KMA evaluated the RPA over a period from March 2013 through the date of this Redevelopment Plan and Project. Analysis was aided by certain reports obtained from the Village of Glen Ellyn and other sources. In KMA's evaluation, only information was recorded which would directly aid in the determination of eligibility for the proposed Roosevelt Road/Park Boulevard Redevelopment Project Area.

## **VI. HOUSING IMPACT STUDY FINDINGS**

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### **A. Findings.**

The RPA was studied in order to determine if a housing impact study would need to be conducted pursuant to the TIF Act. Because the Village cannot certify that ten (10) or more residents may not be displaced and the RPA contains more than seventy-five (75) inhabited residential units, a housing impact study is required to be completed. The study is attached as Exhibit D.

## **VII. REDEVELOPMENT PROJECT**

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### **A. Redevelopment Plan and Project Objectives.**

The Village proposes to realize its goals and objectives of encouraging the redevelopment of the RPA and encouraging private investment through public finance techniques including, but not limited to, Tax Increment Financing:

- 1) By implementing a plan that provides for the retention and expansion of existing businesses, and the attraction of users to redevelop existing retail, mixed use, and commercial structures, as well as vacant parcels that are, or may become available, within the RPA.
- 2) By constructing public improvements which may include (if necessary):
  - i. Street and sidewalk improvements (including new street construction and widening of current streets);
  - ii. Utility improvements (including, but not limited to, water, stormwater management, flood control and sanitary sewer projects consisting of construction and rehabilitation);
  - iii. Signalization, traffic control and lighting;
  - iv. Off-street parking (if applicable);
  - v. Landscaping, public signage, and beautification; and
  - vi. Public facilities
- 3) By entering into redevelopment agreements with developers for qualified redevelopment projects, including (but not limited to) the provision of an interest rate subsidy as allowed under the Act.
- 4) By providing for land assembly, site preparation, environmental remediation (if necessary), clearance, and demolition, including grading and excavation.
- 5) By the redevelopment of certain buildings through necessary rehabilitation and improvement of structures.
- 6) By exploring and reviewing job training programs in coordination with any Village, federal, state, and county programs.
- 7) By entering into agreements with other public bodies for the development or construction of public facilities and infrastructure.

## **B. Redevelopment Activities.**

Pursuant to the foregoing objectives, the Village will implement a coordinated program of actions, including, but not limited to, site preparation, clearance, acquisition, demolition, provision of public infrastructure and related public improvements, and rehabilitation of structures, if necessary.

### Site Preparation, Clearance, and Demolition

Property within the RPA may be acquired and improved through the use of site clearance, excavation, environmental remediation or demolition prior to redevelopment. The land may also be graded and cleared prior to redevelopment.

### Land Assembly and Relocation

Certain properties or interests in properties in the RPA may be acquired by purchase or the exercise of eminent domain. Properties owned or acquired by the Village may be assembled and reconfigured into appropriate redevelopment sites. It is expected that the Village would facilitate private acquisition through reimbursement of acquisition and related costs through the write-down of its acquisition costs. Such land may be held or disposed of by the Village on terms appropriate for public or private development, including the acquisition of land needed for construction of public facilities or improvements. Relocation activities may also be undertaken by the Village.

### Public Improvements

The Village may, but is not required to provide, public improvements in the RPA to enhance the immediate area and support the Redevelopment Plan and Project. Appropriate public improvements may include, but are not limited to:

- Improvements and/or construction of public utilities including extension of water mains as well as flood control and sanitary and storm sewer systems;
- Beautification, identification markers, landscaping, lighting, and signage of public right-of-ways; and
- Construction of new (or rehabilitation of existing) public facilities to allow for the redevelopment of the existing sites for new mixed use or retail/commercial uses.

### Rehabilitation

The Village may provide for the rehabilitation of certain structures within the RPA in order to provide for the redevelopment of the area and conformance to

Village code provisions. Improvements may include exterior and facade related work as well as interior related work.

#### Interest Rate Write-Down/Construction of Housing Units

The Village may enter into agreements with owners/developers whereby a portion of the interest cost of a construction, renovation or rehabilitation project is paid for on annual basis out of the Special Tax Allocation fund of the RPA, in accordance with the Act. In addition, the Village may provide for the payment of up to 50% of the cost of new construction of housing units to be occupied by low income or very low income households as provided for by the Act.

#### Job Training

The Village may assist facilities and enterprises located within the RPA in obtaining job training assistance. Job training and retraining programs currently available from or through other governments include, but are not limited to:

- Federal programs;
- State of Illinois programs;
- Applicable local vocational educational programs, including community college sponsored programs;
- Other federal, state, county or non-profit programs that are currently available or will be developed and initiated over time.

### **C. General Land Use Plan.**

Existing land use generally consists of a mix of primarily retail, commercial, and residential uses. Existing and potential land uses are shown in Exhibits E and F attached hereto and made a part of this Plan. The proposed land uses will conform to the Village's Comprehensive Plan (including any amendments thereto).

### **D. Additional Design and Control Standards for Community Development in the Village of Glen Ellyn.**

The appropriate design controls, as set forth in the Village's Comprehensive Plan, Zoning Ordinance and Building Codes (including any amendments thereto) shall apply to the RPA.

### **E. Estimated Redevelopment Project Costs.**

Redevelopment project costs mean and include the sum total of all reasonable or necessary costs incurred or estimated to be incurred, as provided in the Act, and any such costs incidental to this Redevelopment Plan and Project. Private investments, which supplement redevelopment project costs, are expected to substantially exceed

such redevelopment project costs. Eligible costs permitted under the Act which may be pertinent to this Redevelopment Plan and Project include:

1. Costs of studies and surveys, development of plans and specifications, implementation and administration of the redevelopment plan including, but not limited to, staff and professional service costs for architectural, engineering, legal, marketing, financial, planning, or other special services, provided, however, that no charges for professional services may be based on a percentage of the tax increment collected; except that after November 1, 1999, no contracts for professional services, excluding architectural and engineering services, may be entered into if the terms of the contract extend beyond a period of three (3) years. In addition, redevelopment project costs shall not include lobbying expenses;
  - 1.1 After July 1, 1999, annual administrative costs shall not include general overhead or administrative costs of the municipality that would still have been incurred by the municipality if the municipality had not designated a redevelopment area or approved a redevelopment plan;
2. The cost of marketing sites within the redevelopment project area to prospective businesses, developers, and investors;
3. Property assembly costs, including, but not limited to, acquisition of land and other property, real or personal, or rights or interest therein, demolition of buildings, site preparation, site improvements that serve as an engineered barrier addressing ground level or below ground environmental contamination, including, but not limited to, parking lots and other concrete or asphalt barriers, and the clearing and grading of land;
4. Costs of rehabilitation, reconstruction or repair or remodeling of existing public or private buildings, fixtures and leasehold improvements; and the costs of replacing an existing public building if pursuant to the implementation of a redevelopment project the existing public building is to be demolished to use the site for private investment or devoted to a different use requiring private investment; including any direct or indirect costs relating to Green Globes or LEED certified construction elements or construction elements with an equivalent certification;
5. Costs of the construction of public works or improvements, including any direct or indirect costs relating to Green Globes or LEED certified construction elements or construction elements with an equivalent certification, except that on and after November, 1, 1999 redevelopment project costs shall not include the cost of constructing a new municipal public building principally used to provide offices, storage space, or conference facilities or vehicle storage, maintenance, or repair for administrative, public safety, or public works personnel and that is not intended to replace an existing public building as provided under

paragraph (3) of subsection (q) of Section 11-74.4-3 unless either (i) the construction of the new municipal building implements a redevelopment project that was included in a redevelopment plan that was adopted by the municipality prior to the effective date of this amendatory Act of the 91<sup>st</sup> General Assembly or (ii) the municipality makes a reasonable determination in the redevelopment plan, supported by information that provided that basis for that determination, that the new municipal building is required to meet an increase in the need for public safety purposes anticipated to result from the implementation of the redevelopment plan;

6. Costs of job training and retraining projects including the costs of "welfare to work" programs implemented by businesses located within the redevelopment project area;
7. Financing costs, including but not limited to all necessary and incidental expenses related to the issuance of obligations and which may include payment of interest on any obligations issued pursuant to the Act accruing during the estimated period of construction of any redevelopment project for which such obligations are issued and for not exceeding 36 months thereafter and including reasonable reserves related thereto;
8. To the extent the municipality by written agreement accepts and approves the same, all or a portion of a taxing district's capital (and additional student tuition) costs resulting from the redevelopment project necessarily incurred or to be incurred within a taxing district in furtherance of the objectives of the redevelopment plan and project;
9. For redevelopment project areas designated (or redevelopment project areas amended to add or increase the number of tax-increment-financing assisted housing units) on or after November 1, 1999 an elementary, secondary, or unit school district's increased costs attributable to assisted housing units located within the redevelopment project area for which the developer or redeveloper receives financial assistance through an agreement with the municipality or because the municipality incurs the cost of necessary infrastructure improvements within the boundaries of the assisted housing sites necessary for the completion of that housing as authorized by the Act, and which costs shall be paid by the municipality from the Special Tax Allocation Fund when the tax increment revenue is received as a result of the assisted housing units and shall be calculated annually as follows:
  - a) for foundation districts, excluding any school district in a municipality with a population in excess of 1,000,000, by multiplying the district's increase in attendance resulting from the net increase in new students enrolled in that school district who reside in housing units within the redevelopment project area that have received financial assistance through an agreement with the municipality or because the municipality incurs the cost of

necessary infrastructure improvements within the boundaries of the housing sites necessary for the completion of that housing as authorized by the Act since the designation of the redevelopment project area by the most recently available per capita tuition cost as defined in Section 10-20.12a of the School Code less any increase in general State aid as defined in Section 18-8.05 of the School Code attributable to these added new students subject to the following annual limitations:

- (i) for unit school districts with a district average 1995-96 Per Capita Tuition Charge of less than \$5,900, no more than 25% of the total amount of property tax increment revenue produced by those housing units that have received tax increment finance assistance under this Act;
  - (ii) for elementary school districts with a district average 1995-96 Per Capita Tuition Charge of less than \$5,900, no more than 17% of the total amount of property tax increment revenue produced by those housing units that have received tax increment finance assistance under this Act; and
  - (iii) for secondary school districts with a district average 1995-96 Per Capita Tuition Charge of less than \$5,900, no more than 8% of the total amount of property tax increment revenue produced by those housing units that have received tax increment finance assistance under this Act.
- b) For alternate method districts, flat grant districts, and foundation districts with a district average 1995-96 Per Capita Tuition charge equal to or more than \$5,900, excluding any school district with a population in excess of 1,000,000, by multiplying the district's increase in attendance resulting from the net increase in new students enrolled in that school district who reside in housing units within the redevelopment project area that have received financial assistance through an agreement with the municipality or because the municipality incurs the cost of necessary infrastructure improvements within the boundaries of the housing sites necessary for the completion of that housing as authorized by the Act since the designation of the redevelopment project area by the most recently available per capita tuition cost as defined in Section 10-20.12a of the School Code less any increase in general state aid as defined in Section 18-8.05 of the School Code attributable to these added new students subject to the following annual limitations:
- (i) for unit school district, no more than 40% of the total amount of property tax increment revenue produced by those housing units that have received tax increment finance assistance under this Act;

- (ii) for elementary school district, no more than 27% of the total amount of property tax increment revenue produced by those housing units that have received tax increment finance assistance under this Act; and
  - (iii) for secondary school districts, no more than 13% of the total amount of property tax increment revenue produced by those housing units that have received tax increment finance assistance under the Act.
- c) Any school district in a municipality with a population of 1,000,000, additional restrictions apply.

Any school district seeking payment shall, after July 1 and before September 30 of each year, provide the municipality with reasonable evidence to support its claim for reimbursement before the municipality shall be required to approve or make the payment to the school district. If the school district fails to provide the information during this period in any year, it shall forfeit any claim to reimbursement for that year. School districts may adopt a resolution waiving the right to all or a portion of the reimbursement otherwise required by the Act. By acceptance of this reimbursement the school district waives the right to directly or indirectly set aside, modify, or contest in any manner the establishment of the redevelopment project area or projects;

10. For redevelopment project areas designated (or redevelopment project areas amended to add or increase the number of tax-increment-financing assisted housing units) on or after January 1, 2005, a public library district's increased costs attributable to assisted housing units located within the redevelopment project area for which the developer or redeveloper receives financial assistance through an agreement with the municipality or because the municipality incurs the cost of necessary infrastructure improvements within the boundaries of the assisted housing sites necessary for the completion of that housing as authorized by this Act shall be paid to the library district by the municipality from the Special Tax Allocation Fund when the tax increment revenue is received as a result of the assisted housing units. This paragraph applies only if (i) the library is located in a county that is subject to the Property Tax Extension Limitation Law or (ii) the library district is not located in a county that is subject to the Property Tax Extension Limitation Law but the district is prohibited by any other law from increasing its tax levy rate without a prior voter referendum.

The amount paid to a library district under this paragraph shall be calculated by multiplying (i) the net increase in the number of persons eligible to obtain a library card in that district who reside in housing units within the redevelopment project area that have received financial assistance through an agreement with the municipality or because the

municipality incurs the cost of necessary infrastructure improvements within the boundaries of the housing sites necessary for the completion of that housing as authorized by this Act since the designation of the redevelopment project area by (ii) the per-patron cost of providing library services so long as it does not exceed \$120. The per-patron cost shall be the Total Operating Expenditures Per Capita as stated in the most recent Illinois Public Library Statistics produced by the Library Research Center at the University of Illinois. The municipality may deduct from the amount that it must pay to a library district under this paragraph any amount that it has voluntarily paid to the library district from the tax increment revenue. The amount paid to a library district under this paragraph shall be no more than 2% of the amount produced by the assisted housing units and deposited into the Special Allocation Fund.

A library district is not eligible for any payment under this paragraph unless the library district has experienced an increase in the number of patrons from the municipality that created the tax-increment-financing district since the designation of the redevelopment project area.

Any library district seeking payment under this paragraph shall, after July 1 and before September 30 of each year, provide the municipality with convincing evidence to support its claim for reimbursement before the municipality shall be required to approve or make the payment to the library district. If the library district fails to provide the information during this period in any year, it shall forfeit any claim to reimbursement for that year. Library districts may adopt a resolution waiving the right to all or a portion of the reimbursement otherwise required by this paragraph. By acceptance of such reimbursement, the library district shall forfeit any right to directly or indirectly set aside, modify, or contest in any manner whatsoever the establishment of the redevelopment project area or projects;

11. Relocation costs to the extent that the Village determines that relocation costs shall be paid or is required to make payment of relocation costs by federal or state law;
12. Payment in lieu of taxes;
13. Costs of job training, advanced vocational education or career education, including but not limited to courses in occupational, semi-technical or technical fields leading directly to employment, incurred by one or more taxing districts, provided that such costs (i) are related to the establishment and maintenance of additional job training, advanced vocational education or career education programs for persons employed or to be employed by employers located in the redevelopment project area; and (ii) when incurred by a taxing district or taxing districts other than the Village, are set forth in a written agreement by or among the Village and the taxing district or taxing districts, which agreement describes the program to be undertaken, including but not limited to the number of

employees to be trained, a description of the training and services to be provided, the number and type of positions available or to be available, itemized costs of the program and sources of funds to pay for the same, and the term of agreement. Such costs include, specifically, the payment by community college districts of costs pursuant to Section 3-37, 3-38, 3-40 and 3-40.1 of the Public Community College Act and by school districts of costs pursuant to Section 10-22.20a and 10-23.3a of the School Code;

14. Interest costs incurred by a redeveloper related to the construction, renovation or rehabilitation of a redevelopment project provided that:
  - a) such costs are to be paid directly from the Special Tax Allocation Fund established pursuant to the Act;
  - b) such payments in any one-year may not exceed 30% of the annual interest costs incurred by the developer with regard to the redevelopment project during that year;
  - c) if there are not sufficient funds available in the Special Tax Allocation Fund to make the payment pursuant to this paragraph then the amounts so due shall accrue and be payable when sufficient funds are available in the Special Tax Allocation Fund;
  - d) the total of such interest payments paid pursuant to the Act may not exceed 30% of the total (i) cost paid or incurred by the redeveloper for the redevelopment project plus (ii) redevelopment project costs excluding any property assembly costs and any relocation costs incurred by a municipality pursuant to the Act;
  - e) the cost limits set forth in subparagraphs (b) and (d) shall be modified for the financing of rehabilitated or new housing units for low-income households and very low-income households, as defined in Section 3 of the Illinois Affordable Housing Act and the percentage of 75% shall be substituted for 30% in subparagraphs (b) and (d);
  - f) Instead of the eligible costs provided by subparagraphs (b) and (d), as modified by this subparagraph, and notwithstanding any other provisions of the Act to the contrary, the municipality may pay from tax increment revenues up to 50% of the cost of construction of new housing units to be occupied by low-income households and very low-income households as defined in Section 3 of the Illinois Affordable Housing Act. The cost of construction of those units may be derived from the proceeds of bonds issued by the municipality under the Act or other constitutional or statutory authority or from other sources of municipal revenue that may be reimbursed from tax increment revenues or the proceeds of bonds issued to finance the construction of that housing. The eligible costs provided under this subparagraph (f) shall be an eligible cost for the construction,

renovation, and rehabilitation of all low and very low-income housing units, as defined in Section 3 of the Illinois Affordable Housing Act, within the redevelopment project area. If the low and very low-income units are part of a residential redevelopment project that includes units not affordable to low and very low-income households, only the low and very low-income units shall be eligible for benefits under subparagraph (f).

The standards for maintaining the occupancy by low-income households and very low-income households, as defined in Section 3 of the Illinois Affordable Housing Act, of those units constructed with eligible costs made available under the provisions of this subparagraph (f) shall be established by guidelines adopted by the municipality. The responsibility for annually documenting the initial occupancy of the units by low-income households and very low-income households, as defined in Section 3 of the Illinois Affordable Housing Act, shall be that of the then current owner of the property. For ownership units, the guidelines will provide, at a minimum, for a reasonable recapture of funds, or other appropriate methods designed to preserve the original affordability of the ownership units. For rental units, the guidelines will provide, at a minimum, for the affordability of rent to low and very low-income households. As units become available, they shall be rented to income-eligible tenants. The municipality may modify these guidelines from time to time; the guidelines, however, shall be in effect for as long as tax increment revenue is being used to pay for costs associated with the units or for the retirement of bonds issued to finance the units or for the life of the redevelopment project area, whichever is later;

15. If the redevelopment project area is located within a municipality with a population of more than 100,000, the cost of day care services for children of employees from low-income families working for businesses located within the redevelopment project area and all or a portion of the cost of operation of day care centers established by redevelopment project area businesses to serve employees from low-income families working in businesses located in the redevelopment project area. For the purposes of this paragraph, "low-income families" means families whose annual income does not exceed 80% of the municipal, county, or regional median income, adjusted for family size, as the annual income and municipal, county or regional median income are determined from time to time by the United States Department of Housing and Urban Development.
16. Unless explicitly stated herein the costs of construction of new privately owned buildings shall not be an eligible redevelopment project cost;
17. After November 1, 1999, none of the redevelopment project costs enumerated in this subsection shall be eligible redevelopment projects if those costs would provide direct financial support to a retail entity

initiating operations in the redevelopment project area while terminating operations at another Illinois location within 10 miles of the redevelopment project area but outside the boundaries of the redevelopment project area municipality. For purposes of this paragraph, termination means a closing of a retail operation that is directly related to the opening of the same operation or like retail entity owned or operated by more than 50% of the original ownership in a redevelopment project area, but it does not mean closing an operation for reasons beyond the control of the retail entity, as documented by the retail entity, subject to a reasonable finding by the municipality that the current location contained inadequate space, has become economically obsolete, or was no longer a viable location for the retailer or serviceman;

18. No cost shall be a redevelopment project cost in a redevelopment project area if used to demolish, remove, or substantially modify a historic resource, after August 26, 2008, unless no prudent and feasible alternative exists. "Historic Resource" means (i) a place or structure that is included or eligible for inclusion on the National Register of Historic Places or (ii) a contributing structure in a district on the National Register of Historic Places. This restriction does not apply to a place or structure for which demolition, removal, or modification is subject to review by the preservation agency of a Certified Local Government designated as such by the National Park Service of the United States Department of the Interior.

If a special service area has been established pursuant to the Special Service Area Tax Act or Special Service Area Tax Law, then any tax incremental revenues derived from the tax imposed pursuant to Special Service Area Tax Act or Special Service Area Tax Law may be used within the redevelopment project area for the purposes permitted by that Act or Law as well as the purposes permitted by the TIF Act.

Estimated costs are shown on the next page. Adjustments to these cost items may be made without amendment to the Redevelopment Plan and Project.

Exhibit 3  
 Estimated Project Costs

Program Actions/Improvements	Estimated Costs*
1. Land Acquisition, Assembly Costs and Relocation Costs	\$16,000,000
2. Demolition, Site Preparation, Environmental Cleanup and Related Costs	6,500,000
3. Utility Improvements including, but not limited to water system, storm/flood control system, sanitary sewers and road and rights-of-way improvements	7,500,000
4. Public facilities and infrastructure (inclusive of approved capital costs for Village and other tax districts)	1,000,000
5. Rehabilitation Programs	6,600,000
6. Interest Rebate Costs/New Construction: low income/very low income households - pursuant to the Act	8,000,000
7. Planning, Legal, Engineering, Administrative and Other Professional Service Costs	3,150,000
8. Job Training	250,000
9. School Tuition Costs Pursuant to the Act	<u>\$1,000,000</u>
<b>TOTAL ESTIMATED PROJECT COSTS</b>	<b>\$50,000,000</b>

\*All project cost estimates are in year 2013 dollars. In addition to the above stated costs, any bonds issued to finance a phase of the Project may include an amount sufficient to pay customary and reasonable charges associated with the issuance of such obligations as well as to provide for capitalized interest and reasonably required reserves, as well as annual interest payments. Adjustments to the estimated line item costs above are expected. Each individual project cost will be reevaluated in light of the projected private development and resulting tax revenues as it is considered for public financing under the provisions of the Act. The line item amounts set forth above are not intended to place a not to exceed limit on the described expenditures as the specific items listed above are not intended to preclude payment of other eligible redevelopment project costs in connection with the redevelopment of the RPA, provided the amount of payments for the Total Estimated Project Costs shall not exceed the combined overall budget amount shown above as provided for in the TIF Act. Adjustments may be made in line items within the total, either increasing or decreasing line item costs for redevelopment.

Pursuant to the Act, the Village may utilize net incremental property tax revenues received from other existing or future contiguous redevelopment project areas to pay eligible redevelopment project costs or obligations issued to pay such costs in the Roosevelt Road/Park Boulevard Redevelopment Project Area, and vice versa.

**F. Sources of Funds to Pay Redevelopment Project Costs Eligible Under Illinois TIF Act.**

Funds necessary to pay for public improvements and other project costs eligible under the Act are to be derived principally from property tax increment revenues, proceeds from municipal obligations to be retired primarily with tax increment revenues and interest earned on resources available but not immediately needed for the Redevelopment Plan and Project.

Redevelopment project costs specifically contemplate those eligible costs set forth in the Act and do not contemplate the preponderance of the costs to redevelop the area. The majority of development costs will be privately financed, and TIF or other public sources are to be used, subject to approval by the Village Board, only to leverage and commit private redevelopment activity.

The tax increment revenues, which will be used to pay debt service on the municipal obligations, if any, and to directly pay redevelopment project costs, shall be the incremental increase in property taxes attributable to the increase in the equalized assessed value of each taxable lot, block, tract or parcel of real property in the RPA over and above the initial equalized assessed value of each such lot, block, tract or parcel in the RPA in the 2012 tax year for the RPA.

Among the other sources of funds which may be used to pay for redevelopment project costs and debt service on municipal obligations issued to finance project costs are the following: certain local sales or utility taxes, special service area taxes, the proceeds of property sales, certain land lease payments, certain Motor Fuel Tax revenues, certain state and federal grants or loans, certain investment income, and such other sources of funds and revenues as the Village may from time to time deem appropriate.

The Redevelopment Project Area would not reasonably be expected to be developed in a coordinated manner without the use of the incremental revenues provided by the Act.

The Village may also direct incremental revenues from the Redevelopment Project Area to any existing or future contiguous redevelopment project areas for redevelopment activities in conformance with the provisions of the Act and it may also receive incremental revenues from any existing or future contiguous redevelopment project areas in order to further the redevelopment activities described in this Plan.

**G. Nature and Term of Obligations to be Issued.**

The Village may issue obligations secured by the Special Tax Allocation Fund established for the Redevelopment Project Area pursuant to the Act or such other funds as are available to the Village by virtue of its home rule powers pursuant to the Illinois State Constitution.

Any and/or all obligations issued by the Village pursuant to this Redevelopment Plan and Project and the Act shall be retired not more than twenty-three (23) years after

the year of adoption of the ordinance approving the Redevelopment Project Area. However, the final maturity date of any obligations issued pursuant to the Act may not be later than twenty (20) years from their respective date of issuance. One or more series of obligations may be issued from time to time in order to implement this Redevelopment Plan and Project. The total principal and interest payable in any year on all obligations shall not exceed the amount available in that year or projected to be available in that year, may be payable from tax increment revenues and from bond sinking funds, capitalized interest, debt service reserve funds, and all other sources of funds as may be provided by ordinance.

Those revenues not required for principal and interest payments, for required reserves, for bond sinking funds, for redevelopment project costs, for early retirement of outstanding securities, and to facilitate the economical issuance of additional bonds necessary to accomplish the Redevelopment Plan and Project, may be declared surplus and shall then become available for distribution annually to taxing districts overlapping the RPA in the manner provided by the Act.

Such securities may be issued on either a taxable or tax-exempt basis, as general obligation or revenue bonds, with either fixed rate or floating interest rates; with or without capitalized interest; with or without deferred principal retirement; with or without interest rate limits except as limited by law; and with or without redemption provisions, and on such other terms, all as the Village may determine.

#### **H. Most Recent Equalized Assessed Valuation (EAV) of Properties in the Redevelopment Project Area.**

The most recent estimate of equalized assessed valuation (EAV) for tax year 2012 of the property within the RPA is approximately \$14,359,203.

#### **I. Anticipated Equalized Assessed Valuation (EAV).**

Upon completion of the anticipated private development of the Roosevelt Road/Park Boulevard Redevelopment Project Area over a twenty-three (23) year period, it is estimated that the equalized assessed valuation (EAV) of the property within the Roosevelt Road/Park Boulevard Redevelopment Project Area will be within a range of approximately \$40,000,000 million to \$ 60,000,000 million.

## VIII. DESCRIPTION AND SCHEDULING OF REDEVELOPMENT PROJECT

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### A. Redevelopment Project.

An implementation strategy will be employed with full consideration given to the availability of both public and private funding. It is anticipated that a phased redevelopment will be undertaken.

The Redevelopment Project will begin as soon as the private entities have obtained financing approvals for appropriate projects and such uses conform to the Village's Comprehensive Plan (including any amendments thereto). Depending upon the scope of the development as well as the actual uses, the following activities may be included in each phase:

Land Assembly: Certain properties in the RPA may be acquired and assembled into an appropriate redevelopment site, and assembly costs or relocation costs or provided for by the Act may also be paid.

Demolition and Site Preparation: The existing improvements located within the RPA may have to be reconfigured or prepared to accommodate new uses or expansion plans. Demolition of certain parcels may be necessary for future projects. Additionally, the redevelopment plan contemplates site preparation, or other requirements necessary to prepare the site for desired redevelopment projects.

Rehabilitation: The Village may assist in the rehabilitation of private or public facilities, buildings or site improvements located within the RPA.

Landscaping/Buffering/Streetscaping: The Village may fund certain landscaping projects, which serve to beautify public properties or rights-of-way and provide buffering between land uses.

Water, Sanitary Sewer, Storm Sewer and Other Utility Improvements: Certain utilities may be extended or re-routed to serve or accommodate the new development. Upgrading of existing utilities may be undertaken. The provision of necessary detention or retention ponds may also be undertaken by the Village. Utility services may also be provided or relocated in order to accommodate the renovation or expansion of buildings.

Public Infrastructure/Facility Improvements: Widening of existing road improvements and/or vacation of roads may be undertaken by the Village. Certain secondary streets/roads may be extended or constructed. Related curb, gutter, and paving improvements could also be constructed as needed. Public facilities including parking areas may be constructed that would be available to the general public.

Utility services may also be provided or relocated in order to accommodate the renovation or expansion of buildings.

Traffic Control/Signalization: Traffic control or signalization improvements that improve access to the RPA and enhance its redevelopment may be constructed.

Public Safety Related Infrastructure: Certain public safety improvements including, but not limited to, public signage, public facilities, and streetlights may be constructed or implemented.

Interest Costs Coverage: The Village may fund certain interest costs incurred by a developer for construction, renovation or rehabilitation of a redevelopment project. Such funding would be paid for out of annual tax increment revenue generated from the RPA as allowed under the Act.

Professional Services: The Village may fund necessary planning, legal, engineering, administrative and financing costs during project implementation. The Village may reimburse itself from annual tax increment revenue if available.

Potential Payments to School Districts: The Village may fund payments to School Districts pursuant to the provisions of the Act.

## **B. Commitment to Fair Employment Practices and Affirmative Action.**

As part of any Redevelopment Agreement entered into by the Village and any private developers, both will agree to establish and implement an honorable, progressive, and goal-oriented affirmative action program that serves appropriate sectors of the Village. The program will conform to the most recent Village policies and plans.

With respect to the public/private development's internal operations, both entities will pursue employment practices, which provide equal opportunity to all people regardless of sex, color, race or creed. Neither party will discriminate against any employee or applicant because of sex, marital status, national origin, age, or the presence of physical handicaps. These nondiscriminatory practices will apply to all areas of employment, including: hiring, upgrading and promotions, terminations, compensation, benefit programs and education opportunities.

All those involved with employment activities will be responsible for conformance to this policy and the compliance requirements of applicable state and federal regulations.

The Village and private developers will adopt a policy of equal employment opportunity and will include or require the inclusion of this statement in all contracts and subcontracts at any level. Additionally, any public/private entities will seek to ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites, and in all facilities at which all employees are assigned to work. It shall be specifically ensured that all on-site supervisory personnel are aware of and carry

out the obligation to maintain such a working environment, with specific attention to minority and/or female individuals.

Finally, the entities will utilize affirmative action to ensure that business opportunities are provided and that job applicants are employed and treated in a nondiscriminatory manner. Underlying this policy is the recognition by the entities that successful affirmative action programs are important to the continued growth and vitality of the community.

**C. Completion of Redevelopment Project and Retirement of Obligations to Finance Redevelopment Costs.**

This Redevelopment Project and retirement of all obligations to finance redevelopment costs will be completed within twenty-three (23) calendar years after the year of adoption of an ordinance designating the Roosevelt Road/Park Boulevard Redevelopment Project Area. The actual date for such completion and retirement of obligations shall not be later than December 31 of the year in which the payment to the municipal treasurer pursuant to the Act is to be made with respect to ad valorem taxes levied in the twenty-third calendar year after the year of the initial adoption of the ordinance approving the RPA.

## **IX. PROVISIONS FOR AMENDING THE TIF PLAN AND PROJECT**

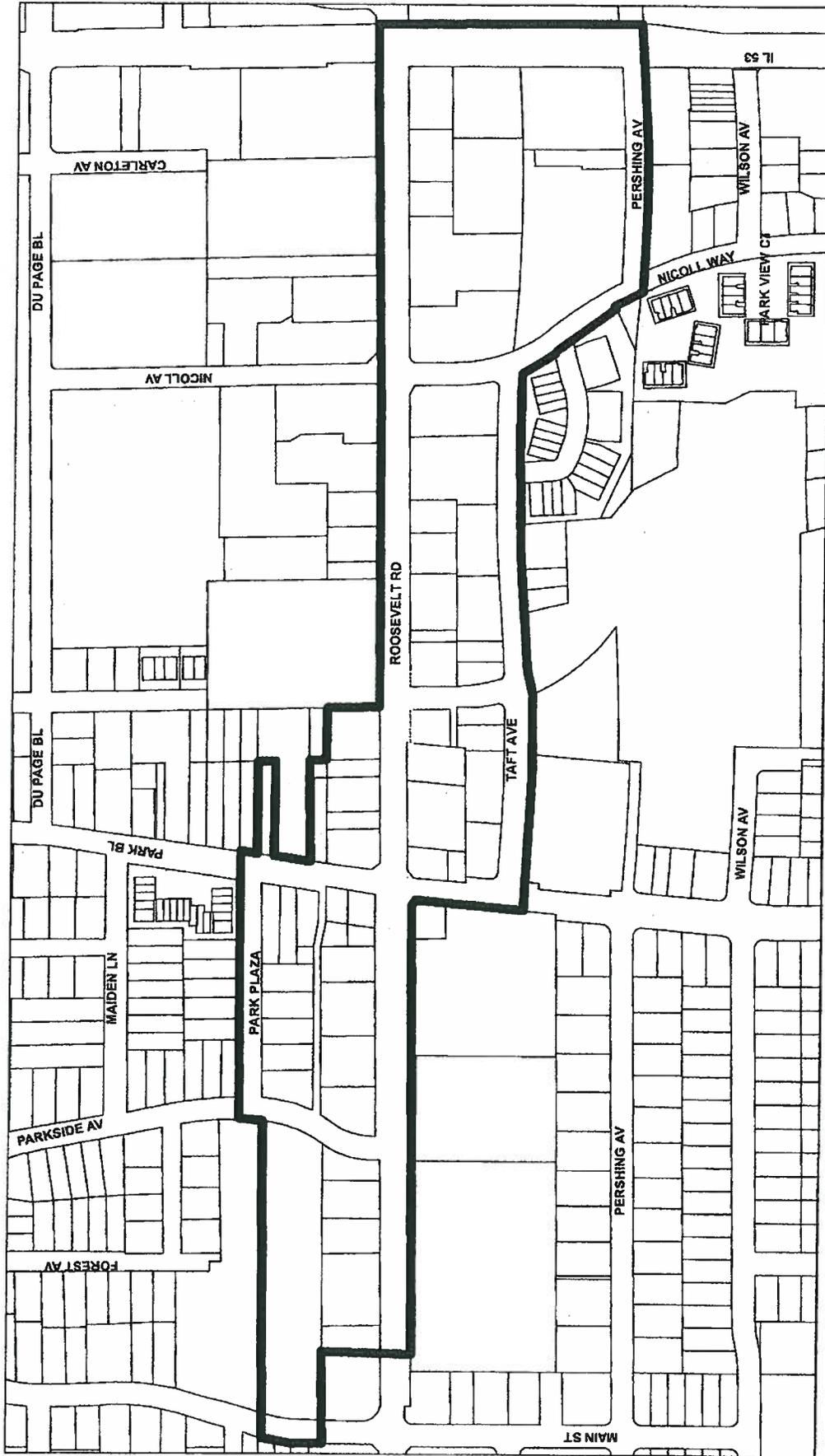
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This Redevelopment Plan and Project may be amended pursuant to the provisions of the Act.

**EXHIBIT A**

**BOUNDARY MAP**

# Roosevelt Road TIF Boundaries



**EXHIBIT B**  
**LEGAL DESCRIPTION**

TIF DISTRICT  
GLEN ELLYN  
LEGAL DESCRIPTION

THAT PART OF THE SOUTHWEST AND SOUTHEAST QUARTER OF SECTION 14, THE SOUTHWEST QUARTER OF SECTION 15, THE NORHTWEST QUARTER OF SECTION 24 AND THE NORTHWEST AND NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 39 NORTH RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE PROLONGATION WESTERLY OF THE NORTH LINE OF BLOCK 28 IN IN E.W. ZANDER'S COUNTRY HOMES ADDITION TO GLEN ELLYN, PER DOCUMENT 095781, WITH THE WEST RIGHT OF WAY LINE OF MAIN STREET; THENCE EASTERLY ALONG THE NORTH LINE AND PROLONGATION OF SAID NORTH LINE OF BLOCK 28 900.1 FEET TO THE NORTHEAST CORNER OF SAID BLOCK 28; THENCE NORTHERLY ALONG THE WEST RIGHT OF WAY LINE OF PARKSIDE AVENUE 66 FEET TO THE INTERSECTION OF THE WESTERLY EXTENSION OF THE SOUTH LINE OF LOT 6 OF ARTHUR T MCINTOSH AND COMPANY'S PARK BOULEVARD SUBDIVISION, PER DOCUMENT 205846 AND SAID WEST RIGHT OF WAY LINE; THENCE EASTERLY ALONG THE SOUTH LINE AND THE EXTENSION THEREOF OF LOTS 6, 7 AND 8 OF SAID ARTHUR T MCINTOSH AND COMPANY'S PARK BOULEVARD SUBDIVISION 350 FEET TO THE SOUTHWEST CORNER OF LOT 9 IN SPEAR'S ADDITION TO GLEN ELLYN, PER DOCUMENT 220042; THENCE CONTINUING EASTERLY ALONG THE SOUTH LINE OF LOTS 7, 8 AND 9 IN SPEARS' ADDITION TO GLEN ELLYN, 165 FEET TO THE SOUTHWEST CORNER OF LOT 19 OF GLENGARRY COURT PLANNED UNIT DEVELOPMENT PER DOCUMENT R1972-044648; THENCE CONTINUING EASTERLY ALONG THE SOUTH LINE OF SAID LOT 19 237 FEET TO THE EAST LINE OF PARK BOULEVARD; THENCE SOUTHERLY ALONG THE EAST LINE OF PARK BOULEVARD TO THE NORTHWEST CORNER OF LOT 13 OF BLOCK 1 IN ROOSEVELT GARDEN HOMESITES SUBDIVISION PER DOCUMENT 148152; THENCE EAST ALONG THE NORTH LINE OF SAID LOT 13 265.91 FEET TO THE NORTHEAST CORNER OF SAID LOT 13; THENCE SOUTH 50 FEET TO THE SOUTHEAST CORNER OF SAID LOT 13; THENCE WEST 273.87 FEET TO THE SOUTHWEST CORNER OF SAID LOT 13; THENCE SOUTHERLY 101.06 FEET ALONG THE WESTERLY LINES OF LOTS 14 AND 15 OF BLOCK 1 IN SAID ROOSEVELT GARDEN HOMESITES SUBDIVISION TO THE NORTHWEST CORNER OF LOT 16 OF BLOCK 1 IN SAID SUBDIVISION; THENCE EASTERLY 289.79 FEET TO THE NORTHEAST CORNER OF SAID LOT 16; THENCE SOUTH 50 FEET TO THE SOUTHEAST CORNER OF SAID LOT 16; THENCE EASTERLY 150 FEET TO THE SOUTHEAST CORNER OF LOT 26 OF BLOCK 1 IN SAID ROOSEVELT GARDEN HOMESITES SUBDIVISION; THENCE SOUTH 158.28 FEET TO THE SOUTHEAST CORNER OF LOT 25 OF BLOCK 1 IN SAID SUBDIVISION SAID POINT ALSO BEING ON THE NORTHERLY RIGHT OF WAY LINE OF ROOSEVELT ROAD; THENCE EASTERLY ALONG THE NORHTERLY RIGHT OF WAY LINE OF ROOSEVELET ROAD 1,860 FEET TO THE SOUTHEAST CORNER OF LOT 21 IN BLOCK 19 IN ROOSEVELT GARDEN HOMESITES; THENCE CONTINUING EASTERLY ALONG THE PROLONGATION OF THE LAST DESCRIBED COURSE 100 FEET TO THE EASTERLY RIGHT OF WAY LINE OF ILLINOIS ROUTE 53; THENCE SOUTHERLY ALONG SAID EASTERLY RIGHT OF WAY LINE 66 FEET TO THE NORTHWEST CORNER OF LOT 1 MARYKNOLL OFFICE SUBDIVISION PER DOCUMENT R1997-020954; THENCE SOUTHERLY ALONG THE WEST LINE OF SAID LOT 1 AND THE PROLONGATION OF SAID WEST LINE 675.75 TO THE NORHTWEST CORNER OF LOT 1 IN THE MARYKNOLL

ASSESSMENT PLAT NO. 2 PER DOCUMENT R2006-135489; THENCE WESTRLY 144.4 FEET MORE OR LESS TO THE NORTHEAST CORNER OF LOT 1 OF BLOCK 6 IN ROOSEVELT HILLS SUBDIVISION PER DOCUMENT 268777; THENCE CONTINUING WESTERLY ALONG THE SOUTH RIGHT OF WAY LINE OF PERSHING AVENUE AND THE WESTERLY EXTENSION THEREOF TO THE EAST LINE OF OUT LOT A IN THE TOWNHOMES OF WATERS EDGE SUBDVISION, PER DOCUMENT R2005-148006 SAID EASTERLY LINE ALSO BEING THE WESTERLY RIGHT OF WAY LINE OF NICOLL WAY; THENCE NORTHWESTERLY ALONG THE EAST LINE OF SAID OUT LOT A 98.54 FEET TO THE SOUTHEAST CORNER OF KINGSBROOK GLEN TOWNHOMES PUD PER DOCUMENT R2006-159398; THENCE CONTINUING NORHTWESTERLY ALONG THE EASTERLY LINE OF SAID KINGSBROOK GLEN TOWNHOMES PUD SAID LINE ALSO BEING THE WESTERLY RIGHT OF WAY LINE OF NICOLL WAY ALONG THE ARC OF A CURVE CONCAVE TO THE SOUTHWEST WITH A RADIUS OF 1207.24 FEET, 185.16 FEET; THENCE CONTINUING ALONG SAID LINE ALONG THE ARC OF A CURVE CONCAVE TO THE NORTHEAST WITH A RADIUS OF 498.97 FEET, 120.93 FEET; THENCE NORTHWESTERLY ALONG THE ARC OF A CURVE CONCAVE TO THE SOUTHWEST WITH A RADIUS OF 25.00 FEET, 27.15 FEET TO THE SOUTHERLY RIGHT OF WAY LINE OF TAFT AVENUE; THENCE WESTERLY ALONG SAID SOUTHERLY RIGHT OF WAY LINE ALONG THE ARC OF A CURVE CONCAVE TO THE SOUTH WITH A RADIUS OF 5142.71 FEET, 419.25 FEET TO THE NORTHWEST CORNER OF AFORESAID KINGSBROOK GLEN TOWNHOMES PUD; THENCE CONTINUING WESTERLY ALONG THE SOUTH LINE OF TAFT AVENUE, SAID LINE ALSO BEING THE NORTHERLY LINE OF LOTS 8 THROUGH 13 IN ROOSEVELT HILLS PER DOCUMENT 268777, 249.15 FEET TO A POINT OF COMPOUND CURVATURE; THENCE CONTINUING WESTERLY ALONG THE SOUTHERLY RIGHT OF WAY LINE OF TAFT AVENUE ALONG THE ARC OF A CURVE CONCAVE TO THE NORTH WITH A RADIUS OF 5,38.95 FEET, 170.15 FEET TO THE INTERSECTION OF THE NORTHEAST CORNER OF THE VACATED RIGHT OF WAY LINE OF SOUTH ELLYN DRIVE AND THE SOUTH LINE OF TAFT AVENUE; THENCE SOUTHWESTERLY ALONG SAID VACATED LINE 80 FEET TO THE NORTHWEST CORNER OF THE VACATED RIGHT OF WAY LINE OF SOUTH ELLYN DRIVE AND THE SOUTH LINE OF TAFT AVENUE; THENCE CONTINUING WESTERLY ALONG THE SOUTH RIGHT OF WAY LINE OF TAFT AVENUE AND THE PROLONGATION OF SAID SOUTH RIGHT OF WAY LINE SAID LINE BEING THE ARC OF A CURVE CONCAVE TO THE NORTH WITH A RADIUS OF 4,727.96 FEET TO THE NORTH 621.95 FEET MORE OR LESS TO THE WEST RIGHT OF WAY LINE OF PARK AVENUE; THENCE NORHTERLY ALONG THE SAID WEST RIGHT OF WAY LINE OF PARK AVENUE 362.25 FEET TO THE SOUTH RIGHT OF WAY LINE OF ROOSEVELT ROAD, SAID LINE BEING 50' SOUTH OF THE NORTH LINE OF THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 39 NORTH RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN; THENCE WESTERLY ALONG SAID RIGHT OF WAY LINE 265.5 FEET MORE OR LESS TO THE NORTHEAST CORNER OF LOT 9 IN JOHN S WAGNERS'S SECOND ADDITION TO GLEN ELLYN PER DOCUMENT 802295; THENCE CONTINUING WESTERLY ALONG THE SOUTH RIGHT OF WAY LINE OF ROOSEVELT ROAD 855 FEET TO A POINT 55 FEET EAST OF THE NORHWEST CORNER OF LOT 1 IN JOHN S WAGNER'S FIRST ADDITION TO GLEN ELLYN PER DOCUMENT 689814; THENCE NORHTEASTERLY TO THE NORTH RIGHT OF WAY LINE OF ROOSEVELT ROAD SAID POINT BEING 195 FEET EAST OF THE SOUTHWEST CORNER OF BLOCK 28 IN E.W. ZANDER'S COUNTRY HOMES ADDITION TO GLEN ELLYN PER DOCUMENT 095781; THENCE NORTH PARRALLEL WITH THE WEST LINE OF SAID BLOCK 28, 171.7 FEET; THENCE WEST PARALLEL WITH THE SOUTH LINE OF SAID BLOCK 28 AND THE PROLONGATION THEREOF 261 FEET TO THE WESTERLY RIGHT OF WAY LINE OF MAIN STREET; THENCE NORTH ALONG THE WESTERLY RIGHT OF WAY LINE OF SAID MAIN STREET 180 FEET MORE OR LESS TO THE POINT OF BEGINNING.

**EXHIBIT C**  
**TIF QUALIFICATION REPORT**

Draft Dated 06.24.13

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**VILLAGE OF GLEN ELLYN**

**TIF QUALIFICATION REPORT  
ROOSEVELT ROAD/PARK BOULEVARD TIF DISTRICT**

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**A study to determine whether all or a portion of an area located in the Village of Glen Ellyn qualifies as a conservation area as set forth in the definition in the Tax Increment Allocation Redevelopment Act of 65 ILCS Section 5/11-74.4-3, et seq., as amended.**

**Prepared For: Village of Glen Ellyn, Illinois**

**Prepared By: Kane, McKenna and Associates, Inc.**

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**June 2013**

**VILLAGE OF GLEN ELLYN  
QUALIFICATION REPORT  
ROOSEVELT ROAD/PARK BOULEVARD TIF DISTRICT  
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EXHIBIT 1

Proposed TIF Boundary Map

EXHIBIT 2

List of Tax Parcels

## **I. INTRODUCTION AND BACKGROUND**

In the context of planning for the proposed Roosevelt Road/Park Boulevard Redevelopment Project Area (the "RPA", or "Study Area") under the provisions of the "Tax Increment Allocation Redevelopment Act", Ch. 65 Section 5/11-74.4-1 *et. seq.* of the Illinois Compiled Statutes, as amended (hereinafter referred to as the "Act"), the Village of Glen Ellyn (the "Village") has authorized the study of the RPA in its entirety to determine whether it qualifies for consideration as a Tax Increment Financing District (the "TIF" or "TIF District"). Kane, McKenna and Associates, Inc. ("KMA") has agreed to undertake the study of the RPA.

The RPA is located in the central portion of the Village and consists primarily of retail, commercial and residential uses. The RPA is a contiguous area generally described as parcels along Roosevelt Road the first part of which is on the south side of Roosevelt Road between Route 53 and Park Boulevard, and the second part is on the north side of Roosevelt Road between Park Boulevard and Main Street. (Refer to Exhibit 1). The first part includes parcels bounded on the north by Roosevelt Road, on the east by Route 53, on the south by Pershing and Taft Avenues and on the west by Park Boulevard; this area also includes parcels along the northeast corner of Park Boulevard and Roosevelt Road. The second portion of the RPA includes parcels bounded on the east by Park Boulevard, on the south by Roosevelt Road, on the west by Main Street and on the North by approximately Park Plaza as if extended to Main Street. Adjacent rights of way are also included.

According to the data available from Du Page County, and the Milton Township Assessor's Office the RPA is approximately thirty one (31) acres in size excluding rights of way and contains approximately sixty one (61) tax parcels including approximately fifty three (53) buildings with approximately one hundred eighty-seven (187) residential units. Seventy-seven percent (77%) of the structures within the RPA are in excess of thirty-five (35) years in age.

The RPA exhibits characteristics of deterioration and obsolescence that are often indicative of properties that are near the end of their useful lives or affected by market conditions due to age and condition of the properties. Further, because much of the RPA was developed in an era before the Village actively practiced modern land use planning, the RPA suffers from adverse impacts associated with a lack of community planning and deleterious land use and layout. The RPA did not have the benefit of developing under the guidelines of an economic development plan. The high-level of traffic along the Roosevelt Road corridor creates problematic ingress/egress within the RPA and requires the coordination of future parking needs as well as improved internal circulation between users. The RPA is also hindered by a lack of buffering between residential and commercial uses and the lack of modernized site improvements or coordinated streetscape and signage treatments. Both conditions are further examples of the detrimental effects of unguided development.

The RPA is also hindered by a lack of adequately sized commercial lots in relation to present day planning standards and by inadequate loading and unloading areas due to the size of the lots and the presence of adjacent single family residential lots.

Finally, the growth of the equalized assessed valuation (EAV) of all the properties in the Study Area declined in four (4) of the last five (5) years; and it was found to lag behind the EAV growth of the remainder of the Village and the Consumer Price Index for all Urban Consumers (CPI-U) for four (4) of the last five (5) tax years. The qualification factors discussed within this TIF Qualification Report (the "Report") qualify the RPA as a conservation area, as that term is hereinafter defined pursuant to 65 ILCS 5/11-74.4-3 et. seq., as amended.

Many of the surface improvements within the Study Area were found to have varying degrees of deterioration. Sidewalks, streets, driveways, and parking lots exhibited significant cracking and uneven surfaces. In addition several buildings exhibited missing or cracked mortar, and needed for repairs to exterior siding/fascia and frame components (windows and/or doors).

The Village believes that the RPA can be a candidate for redevelopment if the qualification factors discussed in this report are mitigated. Further, the Village believes that the use of TIF can mitigate these negative obstacles that currently impede redevelopment. From a planning standpoint, the redevelopment of the RPA is consistent with Village planning efforts to improve Roosevelt Road frontage properties and maintain or improve tax base and valuations along an important corridor of the Village.

**The Village cannot certify that it does not plan to dislocate ten (10) or more inhabited residential units as part of this redevelopment effort; further the RPA contains more than seventy-five (75) inhabited residential units. As such, pursuant to the Act, as amended, the Village will prepare a housing impact study.**

### Objectives

The Village's redevelopment objectives propose to ameliorate to the extent possible the negative impact of the qualification factors which are prevalent in much of the Study Area and enhance retail, commercial, and mixed use opportunities where appropriate. To achieve these objectives the Village proposes the following guidelines:

- To encourage redevelopment within the RPA that will address the piecemeal development practices, mitigate conditions associated with older building conditions and vacancies, and attract new land uses which are consistent with the existing uses and provide an enhanced tax base to support the entire Village;
- To implement coordinated development/design practices as set forth in the Village's Comprehensive Plan and to promote redevelopment in accordance with current planning standards;
- To assist site assembly and preparation in order to provide for the reuse of properties for this stated purpose;
- To coordinate area parking facilities and to improve access to site; and

- To install the necessary infrastructure improvements for improved ingress and egress and loading and unloading areas, and to add buffering to single family residential uses for the light industrial and retail/commercial areas, and to support proposed new development in accordance with modern planning standards.

The Village's Comprehensive Plan specifically sets forth policies for commercial areas (summarized below):

**“Improvement Guidelines:**

Each of Glen Ellyn's existing commercial and business areas should be strengthened and upgraded. Viable existing stores and businesses should be improved and enhanced. New uses, particularly retail and convenience commercial uses that serve the needs of local residents, should be promoted.

New commercial, business and mixed-use development should be of a size and scale compatible with the established image and character of Glen Ellyn. Commercial and business development should be characterized by the highest possible standards of design and construction.

Since commercial and business areas are located along important traffic routes, access to individual properties should be carefully controlled to minimize conflicts with through traffic. The consolidation of access drives for adjacent properties should be encouraged.

Adequate off-street parking should be provided within all commercial and businesses areas. The consolidation of parking facilities for two or more businesses should be encouraged. Parking lots should be attractively landscaped, particularly along major streets.

The image and appearance of commercial and business areas should also be upgraded. Projects should be undertaken to improve the appearance of the public rights-of-way, including landscaping, lighting, signage, sidewalks, crosswalks and pedestrian amenities. Enhancements to private properties should include facade, parking lot and signage improvements.”

*Source: Glen Ellyn Comprehensive Plan, April 2001, page 18.*

The Village's general economic development goals are to enhance retail/commercial and mixed use opportunities within the Village and the RPA. Given the Village's goals as well as the conditions described in this Report, the Village has made a determination that it is highly desirable to promote the redevelopment of the RPA. Without an implementation plan for redevelopment, Village officials believe current conditions will worsen. The Village intends to create and implement such a plan in order to restore, stabilize and increase the economic base associated with the RPA which will not only increase tax revenues associated with the RPA but also benefit the community as a whole.

Because of the conditions observed in the RPA and the required coordination of future land uses, the Village enthusiastically supports the foregoing redevelopment objectives. The Village has determined that redevelopment should take place through the benefit and guidance of comprehensive planning process for economic development controlled by the Village. Through this coordinated effort, the RPA is expected to improve. Development barriers, inherent with current conditions within the RPA, which impede economic growth under existing market standards, are expected to be eliminated.

The Village has further determined that redevelopment currently planned for the RPA may only be feasible with public finance assistance. The creation and utilization of a TIF redevelopment plan is intended by the Village to help provide the assistance required to eliminate conditions detrimental to successful redevelopment of the RPA.

The use of TIF relies upon induced private redevelopment in the RPA creating higher real estate value that would otherwise decline or stagnate without such investment. The result of such investment will lead to increased property taxes compared to the previous land use (or lack of use). In this way the existing tax base for all tax districts is protected and a portion of future increased taxes are pledged to attract the needed private investment.

## II. QUALIFICATION CRITERIA

With the assistance of Village staff, Kane, McKenna and Associates, Inc. examined the RPA initially in the early spring of 2013 to the date of this report, and reviewed information collected for the RPA to determine the presence or absence of appropriate qualifying factors listed in the Act. The relevant sections of the Act are found below.

The Act sets out specific procedures, which must be adhered to in designating a redevelopment project area. By definition, a “redevelopment project area” is:

“an area designated by the municipality, which is not less in the aggregate than 1 ½ acres and in respect to which the municipality has made a finding that there exist conditions which cause the area to be classified as a blighted area or a conservation area, or a combination of both a blighted area and conservation area.”

Under the Act, conservation area is defined as any improved area within the boundaries of a redevelopment project area located within the territorial limits of the municipality in which fifty percent (50%) or more of the structures in the area have an age of thirty-five (35) years or more. Such an area is not yet a blighted area, but because of a combination of three (3) or more of the following factors, may be considered as a conservation area:

(A) Dilapidation: An advanced state of disrepair or neglect of necessary repairs to the primary structural components of building or improvements in such a combination that a documented building condition analysis determines that major repair is required or the defects are so serious and so extensive that the buildings must be removed.

(B) Obsolescence: The condition or process of falling into disuse. Structures have become ill suited for the original use.

(C) Deterioration: With respect to buildings, defects including, but not limited to major defects in the secondary building components such as doors, windows, porches, gutters and downspouts and fascia. With respect to surface improvements, the condition of roadways, alleys, curbs, gutters, sidewalks, off-street parking and surface storage areas evidence deterioration, including, but limited to, surface cracking, crumbling, potholes, depressions, loose paving material and weeds protruding through paved surfaces.

(D) Presence of Structures Below Minimum Code Standards: All structures that do not meet the standards of zoning, subdivision, building, fire and other governmental codes applicable to property, but not including housing and property maintenance codes.

(E) Illegal Use of Individual Structures: The use of structures in violation of applicable federal, State, or local laws, exclusive of those applicable to the presence of structures below minimum code standards.

(F) Excessive Vacancies: The presence of buildings that are unoccupied or under-utilized and that represent an adverse influence on the area because of the frequency, extent or duration of the vacancies.

(G) Lack of Ventilation, Light, or Sanitary Facilities: The absence of adequate ventilation for light or air circulation in spaces or rooms without windows, or that require the removal of dust, odor, gas, smoke or other noxious airborne materials. Inadequate natural light and ventilation means the absence of skylights or windows for interior spaces or rooms and improper window sizes and amounts by room area to window area ratios. Inadequate sanitary facilities refer to the absence or inadequacy of garbage storage and enclosure, bathroom facilities, hot water and kitchens and structural inadequacies preventing ingress and egress to and from all rooms and units within a building.

(H) Inadequate Utilities: Underground and overhead utilities such as storm sewers and storm drainage, sanitary sewers, water lines and gas, telephone and electrical services that are shown to be inadequate. Inadequate utilities are those that are: (i) of insufficient capacity to serve the uses in the redevelopment project area; (ii) deteriorated, antiquated, obsolete or in disrepair; or (iii) lacking within the redevelopment project area.

(I) Excessive Land Coverage and Overcrowding of Structures and Community Facilities: The over-intensive use of property and the crowding of buildings and accessory facilities onto a site. Examples of problem conditions warranting the designation of an area as one exhibiting excessive land coverage are: (i) the presence of buildings either improperly situated on parcels or located on parcels of inadequate size and shape in relation to present-day standards of development for health and safety and (ii) the presence of multiple buildings on a single parcel. For there to be a finding of excessive land coverage, these parcels must exhibit one or more of the following conditions: insufficient provision for light and air within or around buildings, increased threat of spread of fire due to the close proximity of buildings, lack of adequate or proper access to a public right-of-way, lack of reasonably required off-street parking or inadequate provision for loading service.

(J) Deleterious Land-Use or Layout: The existence of incompatible land-use relationships, buildings occupied by inappropriate mixed-uses or uses considered to be noxious, offensive or unsuitable for the surrounding area.

(K) Environmental Clean-Up: The proposed redevelopment project area has incurred Illinois Environmental Protection Agency or United States Environmental Protection Agency remediation costs for, or a study conducted by an independent consultant recognized as having expertise in environmental remediation has determined a need for the clean-up of hazardous waste, hazardous substances or underground storage tanks required by State or federal law, provided that the remediation costs constitute a material impediment to the development or redevelopment of the redevelopment project area.

(L) Lack of Community Planning: The Proposed redevelopment project area was developed prior to or without the benefit or guidance of a community plan. This means that the development occurred prior to the adoption by the municipality of a comprehensive or other community plan or that the plan was not followed at the time of the area's development. This factor must be documented by evidence of adverse or incompatible land-use relationships, inadequate street layout, improper subdivision, parcels of inadequate shape and size to meet contemporary development standards or other evidence demonstrating an absence of effective community planning.

(M) Lag in EAV: The total equalized assessed value of the proposed redevelopment project area has declined for three (3) of the last five (5) calendar years for which information is available, or is increasing at an annual rate that is less than the balance of the municipality for three (3) of the last five (5) calendar years for which information is available, or is increasing at an annual rate that is less than the Consumer Price Index for All Urban Consumers published by the United States Department of Labor or successor agency for three (3) of the last five (5) calendar years for which information is available.

### **III. THE PROPOSED RPA**

The RPA is located in the central portion of the Village and consists primarily of retail, commercial and residential uses. The RPA is a contiguous area generally described as parcels along Roosevelt Road the first part of which is between Route 53 and Park Boulevard, and the second part is between Park Boulevard and Main Street. The first part includes parcels bounded on the north of Roosevelt Road, on the east by Route 53, on the south by Pershing and Taft Avenues and on the west by Park Boulevard; this area also includes parcels along the northeast corner of Park Boulevard and Roosevelt Road. The second portion of the RPA includes parcels bounded on the east by Park Boulevard, on the south by Roosevelt Road, on the west by Main Street and on the North by approximately Park Plaza and Dorset Avenue as if extended to Main Street. Adjacent rights of way are also included.

The RPA consists of approximately fifty-three (53) buildings and approximately sixty-one (61) tax parcels. The RPA is approximately thirty-one (31) acres in size excluding rights of way and includes approximately one hundred eighty-seven (187) inhabited residential units. The RPA is comprised predominantly of retail, commercial and residential uses.

The RPA described herein meets the eligibility requirements for designation as a conservation area under the Act as documented below. All of the parcels were examined to determine the number of structures aged thirty-five (35) years or greater, as required under the conservation area criteria of the Act. It was determined by site surveys, Du Page County and Milton Township Assessor data and Village input that seventy-seven percent (77%) of the structures in the RPA were thirty-five (35) years or greater. Furthermore, the RPA as a whole was found to evidence six (6) qualification factors. The minimum required for a finding of a conservation area is that fifty percent (50%) or more of the improved structures are thirty-five (35) years old or greater and the existence of three (3) qualification factors dictated by the Act.

It was further found that the required qualifying factors are reasonably distributed throughout the RPA. KMA and the Village reserve the right to make additional findings in connection with this report prior to the adoption of the TIF District. Thus, the report is subject to revisions to the extent such revisions are allowable prior to any action by the Village to adopt the TIF District, as permitted in accordance with the Act.

#### **IV. METHODOLOGY OF EVALUATION**

In evaluating the RPA's potential qualification as a TIF District, the following methodology was utilized:

- 1) Site surveys of the RPA were undertaken by representatives from KMA. Site surveys were completed for each parcel within a block (based upon Sidwell blocks). A photographic record and analysis of the RPA was conducted and was used to supplement site surveys.
- 2) Exterior evaluation of structures was completed noting such conditions as deterioration, obsolescence, excessive vacancies, and deleterious land use and layout. Additionally, 2007 through 2012 tax information from the Du Page County Clerk's Office, County and township tax data, site data, local history (discussions with Village officials and staff), and an evaluation of area-wide factors that have affected the RPA's development (e.g., lack of community planning, and lag in equalized assessed value) were reviewed. KMA studied the RPA in its entirety. Village redevelopment goals and objectives for the RPA were also reviewed with Village staff.
- 3) Existing structures and site conditions were initially surveyed only in the context of checking, to the best and most reasonable extent available, qualification factors of specific structures and site conditions on the parcels.
- 4) The age of structures within the RPA was examined, plus the thirteen (13) other qualification factors for TIF designation as a conservation area under the Act. Evaluation was made by reviewing the information from the site surveys and other relevant information collected for the RPA and determining how it measured when evaluated against the qualification factors.

**V. QUALIFICATION OF PROPOSED RPA/FINDINGS OF ELIGIBILITY**

Based upon KMA’s evaluation of parcels in the Study Area and analysis of each of the eligibility factors summarized in Section II, the following factors are present to support qualification of the proposed TIF District as a conservation area. These factors are found to be clearly present and reasonably distributed throughout the Study Area, as required under the TIF Act. In addition to age at least three other qualifying factors were found to be present to a meaningful extent throughout the RPA.

Summary of TIF Qualifying Factors

Area Within Proposed RPA	Maximum Possible Factors per Statute	Minimum Factors Needed to Qualify per Statute	Qualifying Factors Present in Proposed RPA
Conservation Area (Improved)	13	3	6 Deleterious Layout Lagging EAV Deterioration Obsolescence Lack of Community Planning Inadequate Utilities

A. Threshold Qualification

Age. Based upon site survey; and Du Page County and Milton Township data, approximately seventy-seven percent (77%) or approximately 41 of the 53 structures in the RPA were found to be thirty-five (35) years of age or older.

B. Other Conservation Factors

1. Deleterious Land Use or Layout. The Act refers to deleterious land use or layout as the existence of incompatible land-use relationships, buildings occupied by inappropriate mixed-uses or uses considered to be noxious, offensive or unsuitable for the surrounding area.

According to DuPage County, Milton Township Assessor, and discussions with Village staff, a majority (over 60%) of the improvements found within the Study Area were built before 1971. As a result, these properties were developed during a period before the Village had in place an effective community planning process to guide development procedures. Properties were developed with little regard to adjacent land uses, and without foresight into the intensity of commercial operations present today, in part due to the importance of automobile traffic and the need for sufficient parking. In terms of land uses, commercial, retail, and residential uses inappropriately overlap in some areas, when compared to the modern land use standards currently employed by the Village.

In general, poor parcel layout and lack of buffering account for deleterious land use/layout. Regarding the parcel layout, certain commercial and retail facilities are not configured to easily accommodate the daily movement and loading of truck traffic. In the lots adjacent to residential uses, there are loading/unloading difficulties in terms of truck traffic going down narrow alley ways or narrow rear lots or areas. The parcel layout is also affected by issues related to the coordination of individual uses to the movement of traffic along Roosevelt Road (one of the busiest arterial roads in or near the Village – based upon review of IDOT data).

As a result, there are certain issues pertaining to ingress/egress. Many of the retail businesses have little space for ingress/egress, much less “transitional” frontage roads that would separate slower moving traffic approaching a business (e.g., to park and shop) from faster moving traffic along Roosevelt Road. A majority of the businesses have shallow parcel depths that do not afford much room for loading, unloading, or parking, in comparison to modern uses. Additionally, the execution of turns into retail establishments is difficult since (a) vehicles have to slow rapidly to execute the turn, (b) turns need to be made into a tight space due to the narrow/shallow parking lots and (c) entering the parking lot areas customers need to avoid closely situated cars already parked in the narrow lots (or which may be backing up to leave the store). These conditions are also compounded by the need for drive up windows or uses that may result in “stacking” of cars within the parking lot.

2. Lag in EAV. The Act refers to lag in EAV as the total equalized assessed value of the proposed redevelopment project area has declined for three (3) of the last five (5) calendar years prior to the year in which the redevelopment project area is designated, or is increasing at an annual rate that is less than the balance of the municipality for three (3) of the last five (5) calendar years, for which information is available or increasing at an annual rate that is less than the Consumer Price Index for All Urban Consumers published by the United States Department of Labor or successor agency for three (3) of the last five (5) calendar years prior to the year in which the redevelopment project area is designated.

The total Equalized Assessed Value (“EAV”) of the RPA has declined for four (4) of the last five (5) years (2009, 2010, 2011, and 2012). Additionally, the total EAV of the RPA has grown at an annual rate that is less than the growth in the total EAV for balance of the Village for four (4) of the last five (5) years. A summary of this analysis is presented in the table below. Finally, the total EAV of the RPA has grown at an annual rate that is less than the Consumer Price Index for Urban Consumers (CPI-U) in four (4) of the last five (5) years.

Tax Year	EAV	Percent Change	Balance of the Village 's EAV	Percent Change	CPI
2012	14,359,203	-7.26%	\$1,229,249,235	-6.07%	2.10%
2011	15,482,820	-9.62%	1,308,772,287	-7.56%	3.20%
2010	17,130,850	-17.53%	1,415,806,113	-3.40%	1.60%
2009	20,772,880	-1.14%	1,465,674,595	0.47%	-0.40%
2008	21,012,070	10.68%	1,458,858,883	6.49%	3.80%
2007	18,983,976		1,369,920,338		
			1,240,556,082		

Source: DuPage County Assessor's Office, Milton Township Assessor

3. Deterioration. The Act defines deterioration to cover either a) primary building components or b) surface improvements. With respect to surface improvements, the condition of roadways, alleys, curbs, gutters, sidewalks, off-street parking and surface storage areas may evidence deterioration, including, but not limited to, surface cracking, crumbling, potholes, depressions, loose paving material and weeds protruding through paved surfaces.

Regarding surface improvements, the RPA exhibited a number of problems:

- Rutted and cracked lots and drives.
- Parking lots with potholes and "alligator" cracking.

Approximately 80% of the tax parcels exhibited deterioration in either surface improvements or building components.

Deterioration in building components was observed in:

- Apartment uses north of Roosevelt Road.
- Garage building along Park Boulevard.
- Hotel uses along Exmoor Avenue.
- Rear portions of several buildings located north of Roosevelt Road.

In addition, roof replacement and roof repairs were reported to be required for buildings located in the Roosevelt Glen business park, and the parking lots exhibit considerable deferred maintenance resulting in deteriorated conditions.

4. Obsolescence. The Act states that obsolescence is the condition or process of falling into disuse or structures that have become "ill-suited" for their original use. The RPA exhibits both functional and economic obsolescence.

Approximately thirty-four (34) structures or 64% were built on or before 1971 – the year in which the Village adopted its first comprehensive plan. Market conditions have changed, including the development of larger neighborhood shopping centers east of the RPA (Pickwick Place or Baker Hill) and west of the RPA (Market Plaza). Competitive pressures relating to office uses, hotel uses and auto related uses have impacted the valuations of these properties, as well as potential for reuse. Outside storage and vehicle storage are currently categorized as existing non-conforming uses, and any reuse of the properties would require a more intensive redevelopment concept (e.g., no outside storage uses). Furthermore, obsolescence is demonstrated by the fact that the value of the parcels has declined on an absolute and relative basis during four (4) of the last five (5) years, as described above.

Building setbacks, buffering, and parking would also require coordination – in line with current Village planning practices and modern development standards.

Certain area-wide factors also contribute to obsolescence. For instance, many of the area's parcels are platted in a manner that results in sub-optimally shaped land uses that have proven to be difficult to develop as compared to modern development standards. This is evidenced by (a) the shallow (i.e., lacking depth) lots of certain parcels, (b) lack of coordinated ingress/egress (internal circulation) and (c) overall parcel configurations. Parcel configurations are often limited, due to adjacent uses (residential) and contribute to area-wide obsolescence. There are a number of automobile-related uses that are poorly configured as well, including vehicle storage.

5. Lack of Community Planning. The Act refers to lack of community planning as the proposed redevelopment project area was developed prior to or without the benefit or guidance of a community plan. This means that the development occurred prior to the adoption by the municipality of a comprehensive or other community plan or that the plan was not followed at the time of the area's development. This factor must be documented by evidence of adverse or incompatible land-use relationships, inadequate street layout, improper subdivision, parcels of inadequate shape and size to meet contemporary development standards or other evidence demonstrating an absence of the effective community planning.

The Village adopted its first Village-wide comprehensive plan in 1971, followed by a revised comprehensive plan in 1986, and again in 2001. Approximately sixty-four (64%) of the structures were developed or built on or before 1971, by comparison.

Furthermore, the pre-1971 development has resulted in incompatible land-use relationships and inadequate street layouts. As discussed above (see finding #1), there are certain incompatibilities relationships between residential and non-residential uses, and commercial businesses lack certain internal roads for circulation off of Roosevelt Road. Commercial and retail land uses on smaller lots resulted in a multiplicity of commercial structures (restaurants, office/service establishments, strip centers, auto related uses) that benefit from traffic and visibility along Roosevelt Road. These uses created pressure in relation to provisions for parking, multiple curb cuts, and buffering to adjacent residential uses (e.g., screening of trash receptacles, loading and unloading requirements, and building setbacks).

The Village's Comprehensive Plan specifically identifies portions of the Roosevelt Road corridor, as well as the corridor as a whole, in relation to Village planning efforts. Several excerpts from the Comprehensive Plan are found below:

- 1) "Roosevelt Road is a major east-west arterial street that connects Glen Ellyn to nearby communities and the regional highways system. It is also an intensely developed land-use corridor providing sites for a wide range of retail, office and service uses."
- 2) "Existing Land-Use. The Roosevelt Road corridor contains a diverse mix of land uses including retail stores, service establishments and offices. A number of multi-family residential developments are located just north and south of the commercial area, as are several important public facilities and parks and recreational areas."
- 3) "With the exception of the two shopping centers, most blocks along Roosevelt Road between Nicoll Avenue and Lambert Road are characterized by smaller, freestanding retail and commercial establishments located on small lots with very limited lot depths. This is also true of the commercial properties along Roosevelt Road east of I-355. In general, the frontage lots along the south side of Roosevelt Road are somewhat larger than the lots along the north side. *The small lot sizes represent constraints for many contemporary commercial uses, particularly retail establishments.*" (Emphasis added).

*Source: Glen Ellyn Comprehensive Plan, April 2001, page 55.*

- 4) "Access and circulation. Roosevelt Road is designated State Route 38 and is under the jurisdiction of the Illinois Department of Transportation (IDOT). Roosevelt Road is designated a Strategic Regional Arterial by IDOT, and it has significant regional continuity. It extends from downtown Chicago west to Geneva and beyond. It carries relatively heavy traffic as it passes through Glen Ellyn, and much of this traffic has neither origin nor destination within the community.

Roosevelt Road has five-lane cross section throughout its length in Glen Ellyn, with the center lane functioning as a left turn lane. Traffic signals exist at Finley Road, Baker Hill Drive, Nicoll Avenue, Park Boulevard, Main Street, Lambert Road, and the ramps to and from the I-355 expressway.

*Because of its width and the amount of traffic it carries, Roosevelt Road creates a barrier between the north and south sides of Glen Ellyn. The corridor is difficult to negotiate for both pedestrians and bicyclists.* [emphasis added]

- 5) "Parking. While the shopping centers and office parks are served by large, consolidated parking lots, most commercial uses along Roosevelt Road have small, separate off-street parking lots served by individual access drives. Most parking lots are located either in front or at the side of commercial buildings.

Curb parking is not permitted along Roosevelt Road or along any of the north-south street segments that pass through the commercial area."

"Appearance and Character. While several of the newer buildings along Roosevelt Road are attractively designed and served by well-landscaped parking lots, some properties along the corridor have a "tired" and "dated" appearance and have little landscaping or green space. Few of the individual buildings are visually related to adjacent or nearby structures."

"While many improvements have already been undertaken, more could be done to further upgrade the image and appearance of buildings, parking lots and signage, and to help visually unify the corridor as it passes through the Glen Ellyn community."

*Source: Glen Ellyn Comprehensive Plan, April 2001, page 56.*

Current area-wide conditions have not improved since 2001, and the downturn in real estate market is reflected in both the decrease in market valuations, as well as the overall character of the RPA (e.g., deterioration of improvements).

6. Inadequate Utilities. Under the TIF Act, inadequate utilities can be defined as underground and overhead utilities such as storm sewers and storm drainage, sanitary sewers, water lines and gas, or telephone and electrical services that are shown to be inadequate. Inadequate utilities are those that are: (i) of insufficient capacity to serve the uses in the redevelopment project area; (ii) deteriorated, antiquated, obsolete or in disrepair; or (iii) lacking within the redevelopment project area.

The Village engineer, and its consulting engineer, have reviewed the condition of the utilities within the RPA and found that:

- a) Water main repairs and upgrades along the Roosevelt Road corridor are required, but challenging due to the traffic along the arterial roads as well as the number of areas, and the location of other adjacent utility services. The frequency of water main breaks are largely due to cast iron materials and the existing soils conditions that cause the metals to deteriorate.
- b) Sanitary sewer service will most likely require rehabilitation and/or lining based upon the age, material, and condition of the existing sewers.

## **VI. SUMMARY OF FINDINGS AND OVERALL ASSESSMENT OF QUALIFICATION**

The following is a summary of relevant qualification findings as it relates to the potential designation of the RPA by the Village as a TIF District:

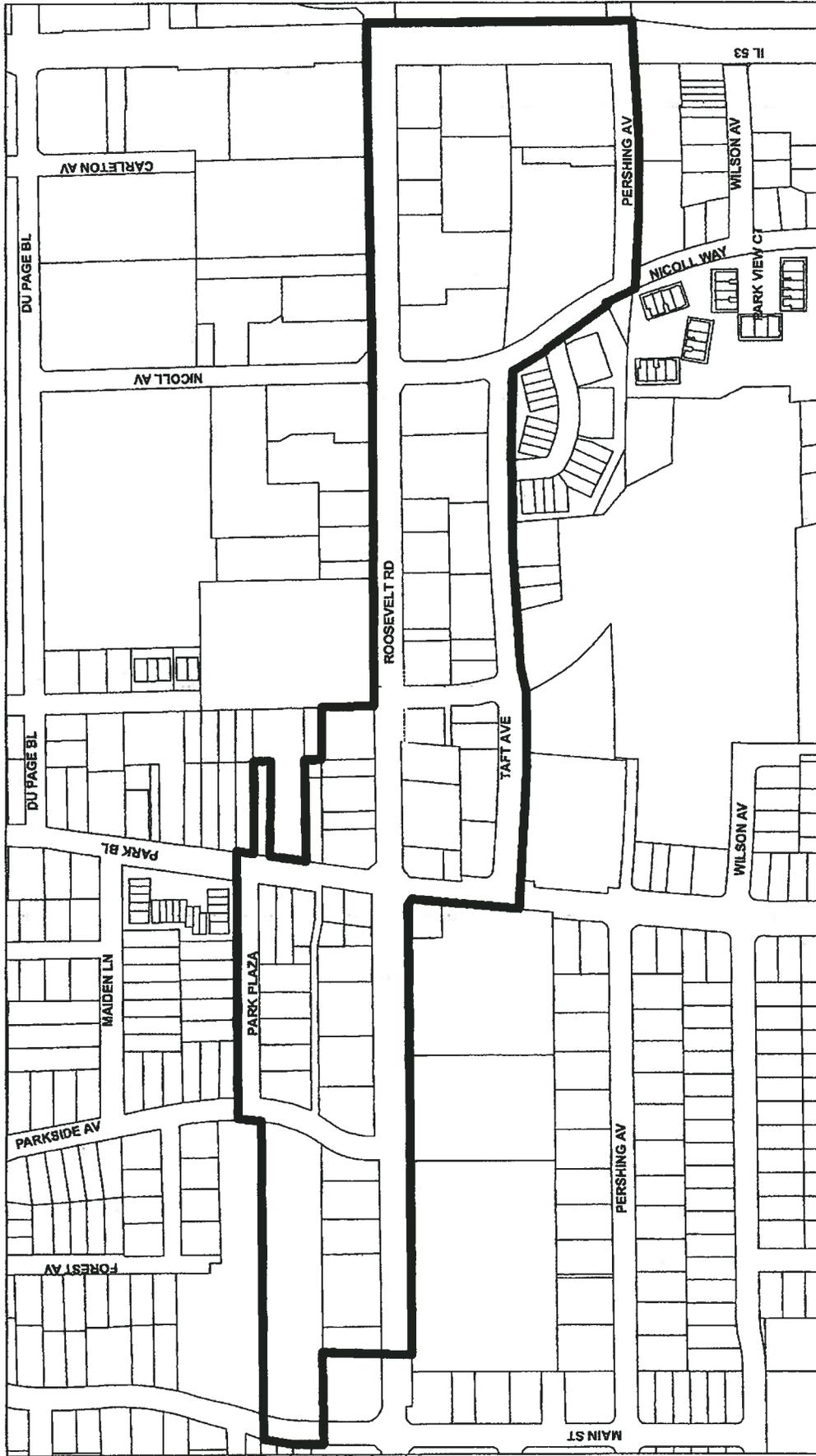
1. The RPA is contiguous and is greater than 1½ acres in size.
2. The RPA qualifies as a conservation area. A more detailed analysis of the qualification findings is outlined in Section V of this report.
3. All property in the RPA would substantially benefit by the proposed redevelopment project improvements.
4. The sound growth of taxing districts applicable to the RPA, including the Village, has been impaired by the factors found present in the RPA.
5. The RPA would not be subject to redevelopment without the investment of public funds, including property tax increments.

These findings, in the judgment of KMA, provide the Village with sufficient justification to consider designation of the RPA as a TIF District.

The RPA has not benefited from coordinated planning efforts by either the public or private sectors. There is a need to focus redevelopment efforts relating to the improvement of infrastructure and property maintenance as well as the coordination of redevelopment efforts for modern uses. These efforts will be important to the RPA's anticipated improvement and preservation of tax base.

**EXHIBIT 1**  
**PROPOSED TIF BOUNDARY MAP**

# Roosevelt Road TIF Boundaries



**EXHIBIT 2**  
**TAX PARCEL LIST**



**EXHIBIT D**  
**HOUSING IMPACT STUDY**

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**VILLAGE OF GLEN ELLYN  
HOUSING IMPACT STUDY  
PROPOSED ROOSEVELT ROAD/PARK BOULEVARD. TIF  
DISTRICT**

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**A study undertaken by the Village of Glen Ellyn  
pursuant to the requirements of the Tax Increment  
Allocation Redevelopment Act 65 ILCS 5/11-74.4-3,  
et. seq. (as amended).**

**Prepared by: The Village of Glen Ellyn**

**in conjunction with**

**Kane, McKenna and Associates, Inc.**

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June 2013

**VILLAGE OF GLEN ELLYN  
HOUSING IMPACT STUDY  
PROPOSED ROOSEVELT ROAD/PARK BLVD. TIF DISTRICT**

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## I. RESIDENTIAL UNIT DATA

### A. Introduction and Background

Pursuant to the Tax Increment Allocation Redevelopment Act, 65 ILCS, Section 5/11-74.4-3 et seq. of the Illinois Compiled Statutes as amended (the "TIF Act"), if a redevelopment plan would result in the displacement of residents from ten (10) or more inhabited residential units, or if the redevelopment project contains seventy-five (75) or more inhabited residential units and no certification stating that displacement will not occur, then the Village of Glen Ellyn (the "Village") must prepare a housing impact study.

Based upon site survey and Village information as of May 7, 2013, the Village has identified approximately 186 residential units located in approximately 16 structures in the Redevelopment Project Area (RPA) that it may displace during the period in which the area is redeveloped. There are a total of 187 residential units in the RPA, located in approximately 17 structures.

The Village proposes to redevelop the area promoting mixed uses, including commercial, retail, and residential uses.

The Village has jointly prepared this document with Kane, McKenna and Associates, Inc. in order to conform to the provisions of the TIF Act.

### B. Type of Units

The TIF Act requires that data regarding the nature of the housing, whether single-unit or multi-unit, be examined and a finding be placed in the Housing Impact Study herein.

Kane, McKenna and Associates, Inc. and Village officials have identified approximately 16 multi-unit structures and 1 single-unit apartment unit. These structures are located throughout the proposed Redevelopment Project Area (RPA). See attached map for the location of said structures.

The residential structures were identified by performing exterior site surveys and reviewing Village data.

### C. Unit Breakdown

The TIF Act requires that a municipality provide a breakdown of the number and type of housing units, if available.

Exhibit 1 provides an analysis showing the distribution of housing units, with the number of housing units broken down by the number of rooms. Information regarding the type of rooms specific to the proposed RPA was not available from local sources. Instead, U.S. Census Bureau data was used for an area that, while covering the RPA, was not coterminous with the RPA.

The data in Exhibit 1 is based on Census "Block Group" data compiled by the U.S. Census Bureau. The Census Block Group data covers all parcels within the proposed RPA. However, because the Census Block Group data is not coterminous with the proposed RPA and covers a larger "footprint" than the RPA, **the RPA necessarily encompasses only a portion of the Census Block Groups listed below.**<sup>1</sup>

Please note that Census data in Exhibit 1 has not been updated as of April 8, 2013. Although certain 2010 Census data have been posted to the Census.gov website, including the information pertaining to population counts (referenced in Exhibit 2), no new data has been published for housing.

**Exhibit 1  
Housing Analysis by Room Size**

Rooms	Block Group 1, Census Tract 8427.06	Block Group 3, Census Tract 8421
1	0	17
2	11	36
3	13	22
4	24	123
5	20	69
6	64	112
7+	506	604
<b>Total</b>	<b>628</b>	<b>903</b>

Source: U.S. Census Bureau (2000 Census)

**D. Status of Units**

The TIF Act requires that a determination be made regarding the status of each unit's habitation no less than forty-five (45) days before the date that the ordinance or resolution establishing the public hearing is adopted.

Based upon Village of Glen Ellyn data, the Village has made a determination as of May 7, 2013 that 100% of the 17 residential structures within the area are inhabited. The area contains 16 multi-unit structures and one apartment unit

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<sup>1</sup>The Census Bureau measures data at the block, block group, and census tract levels (from smallest to largest unit of measure). A census tract would cover several block groups which in turn covers multiple blocks.

located in a commercial structure. Note that habitation status was determined at a fixed point in time (May 7, 2013), was estimated based on Village assessment, and is subject to change. This information will be updated as required by the TIF Act.

**E. Ethnic Composition of Residents**

The TIF Act requires that the ethnic composition of the residents in the inhabited residential units be identified. Under the TIF Act, the data requirement as to the racial and ethnic composition of the residents in the inhabited residential units shall be deemed to be fully satisfied by data from the most recent federal Census. Accordingly, the most recent (2010) Census data was used to identify the racial and ethnic makeup of the area.

The 2010 Census units that encompass the RPA are comprised of two (2) Census blocks groups. Listed below is the racial/ethnic distribution of the residents living in these block groups. As noted, the RPA encompasses only a portion of the Census block groups listed below. **As a result, the block group data cover an area that is larger than the RPA.**

**Exhibit 2  
Demographic Profile of Area Covering Proposed RPA**

	Block Group 1, Census Tract 8427.06		Block Group 3, Census Tract 8421	
White	1,240	86%	1,863	82%
African American	57	4%	129	6%
American Indian/ Alaska Native	3	0%	4	0%
Asian	78	5%	163	7%
Native Hawaiian/ Pacific Islander	0	0%	0	0%
Other Race	40	3%	90	4%
Two or More Races	21	1%	32	1%
<b>TOTAL</b>	<b>1,439</b>		<b>2,281</b>	
Hispanic	1,439		2,281	
Non-Hispanic	1,439		2,281	
Total	1,439		2,281	

Source: U.S. Census Bureau (2000 Census)  
Note: Geographic Units Defined by U.S. Census Bureau

## II. REDEVELOPMENT PLAN REQUIREMENTS AND RELOCATION ASSISTANCE

Pursuant to the TIF Act, Section II of the Housing Impact Study must contain four components as indicated below.

### A. Identification of Units That May Be Slated for Displacement

The TIF Act requires that the housing impact study identify those units, by location and number that will or may be removed as a result of the redevelopment plan.

There are 186 total housing units which may be slated for displacement. Note that a portion of these units include long term occupancy of hotel units. Please refer to Appendix B for the location and description of these units. Although the Village does not contemplate any displacement as of the date of this study, at a future point in time it is possible that the Village could pursue redevelopment that results in displacement, including private sector projects where the municipal role is limited to provision of limited developer incentives. Accordingly, Appendix B lists 186 units as subject to displacement.

### B. Village's Plans for Relocation Assistance

The TIF Act requires that the municipality outline a plan for relocation assistance for those units, if any, that may be removed as a result of the redevelopment of the RPA.

The Village will provide relocation assistance pursuant to regulations promulgated under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) and as specified in the TIF Act. Said regulations will serve as the basis for its relocation plan for any residents who would be displaced as a result of the redevelopment effort and the Village may undertake assistance in addition to such guidelines based upon the needs of the residents or the projects .

As stated above, the Village's plan for relocation assistance for those qualified residents in the Redevelopment Project Area whose residences may be removed shall be consistent with the requirements set forth in the TIF Act. No specific relocation plan has been prepared by the Village as of the date of this report because no project has been approved by the Village. Until such a redevelopment project is approved, there is no certainty that any removal of residences will actually occur.

### C. Identification of Replacement Housing Alternatives

The TIF Act states that the municipality shall identify the availability of replacement housing for those residents whose residences are to be removed and shall identify the type, location and costs of the housing.

Utilizing information from the Multiple Listing Service (MLS) maintained by the National Association of Realtors as a *preliminary* roster of available housing units, the Village identified a range of residential units and locations that are within the price range of units located within the RPA. Specifically, Glen Ellyn housing for sale as of March 2013 was reviewed. Units within single- or multi-family structures listed at prices between \$150,000 and \$500,000 were reviewed. By comparison, 2010 Census data shows that the median home values were \$274,800 and \$249,400 for the two Census block groups listed above.

It is expected that the MLS data would be updated as needed by the Village.

Appendix C includes sales data for single-unit housing derived from National Association of Realtors data for Glen Ellyn.

For information about rental units, median rents were derived from the 2010 Census median rent data. Based upon this information, a listing of replacement rental housing was generated to determine the types and costs of units that would be available to displaced residents. Refer to Appendix D.

**The information contained in Appendix C and D are not meant to be exhaustive, but serves as an example of alternative housing available within the Village in price ranges similar to the existing housing within the RPA.**

D. Relocation Assistance to Be Provided

In addition to relocation plan as identified in Section II.B above, the TIF Act states that the type and extent of relocation assistance to be provided by the municipality must be identified. The Village plans on providing relocation assistance to those individuals who qualify under the TIF Act. As stated, the Village will utilize URA guidelines as the basis for its relocation assistance where appropriate.

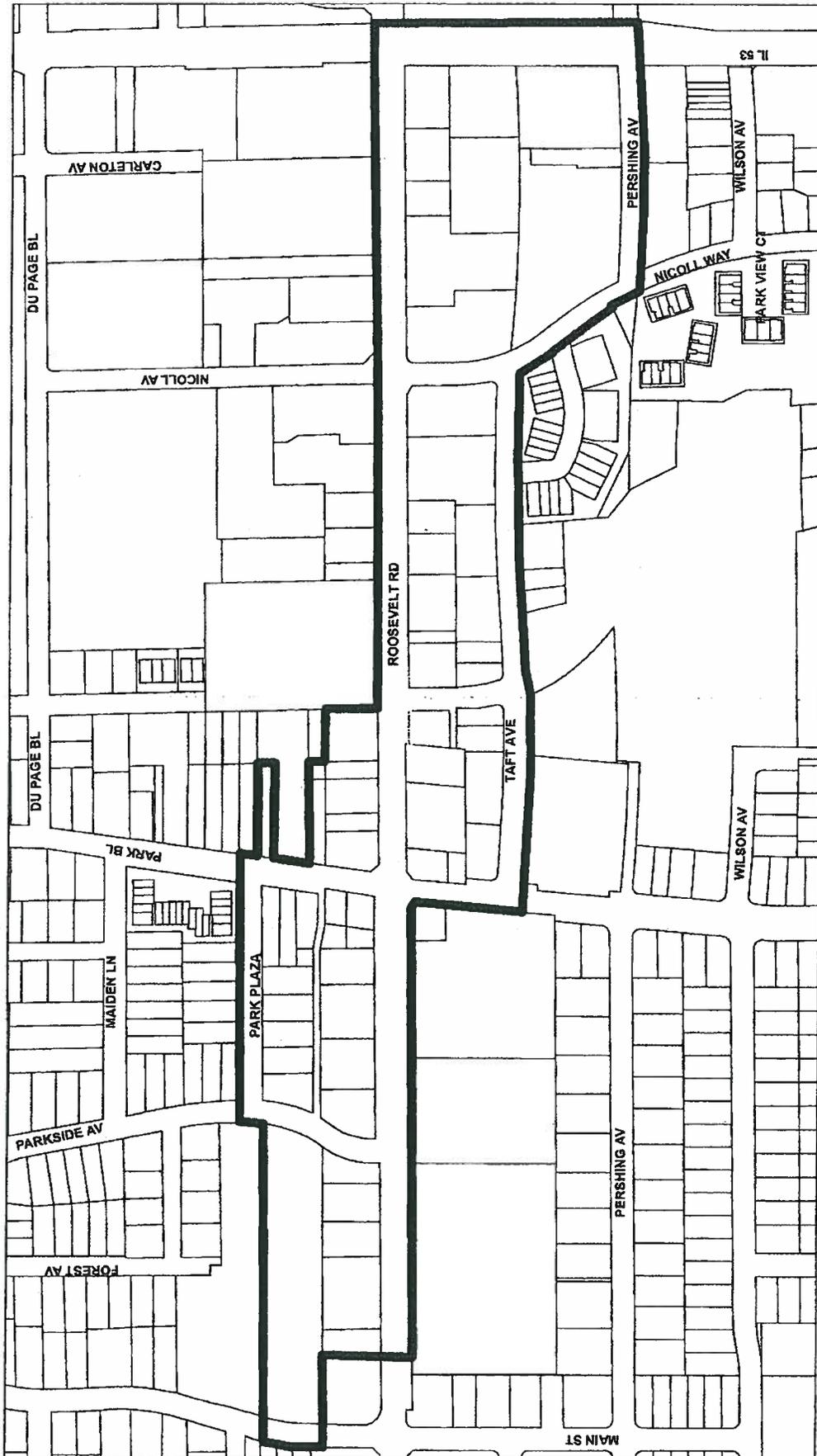
### **III. REQUIREMENTS FOR VERY LOW AND LOW-INCOME RESIDENTS**

Per the TIF Act, no redevelopment plan shall remove residential housing units that are occupied by households of low-income and very low-income persons unless the plan provides, with respect to inhabited housing that are to be removed for households of low-income and very low-income persons, affordable housing and relocation assistance not less than that which would be provided under the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and the regulations under the Act. The municipality shall make a good faith effort to ensure that this affordable housing is located on or near the redevelopment project area within the municipality.

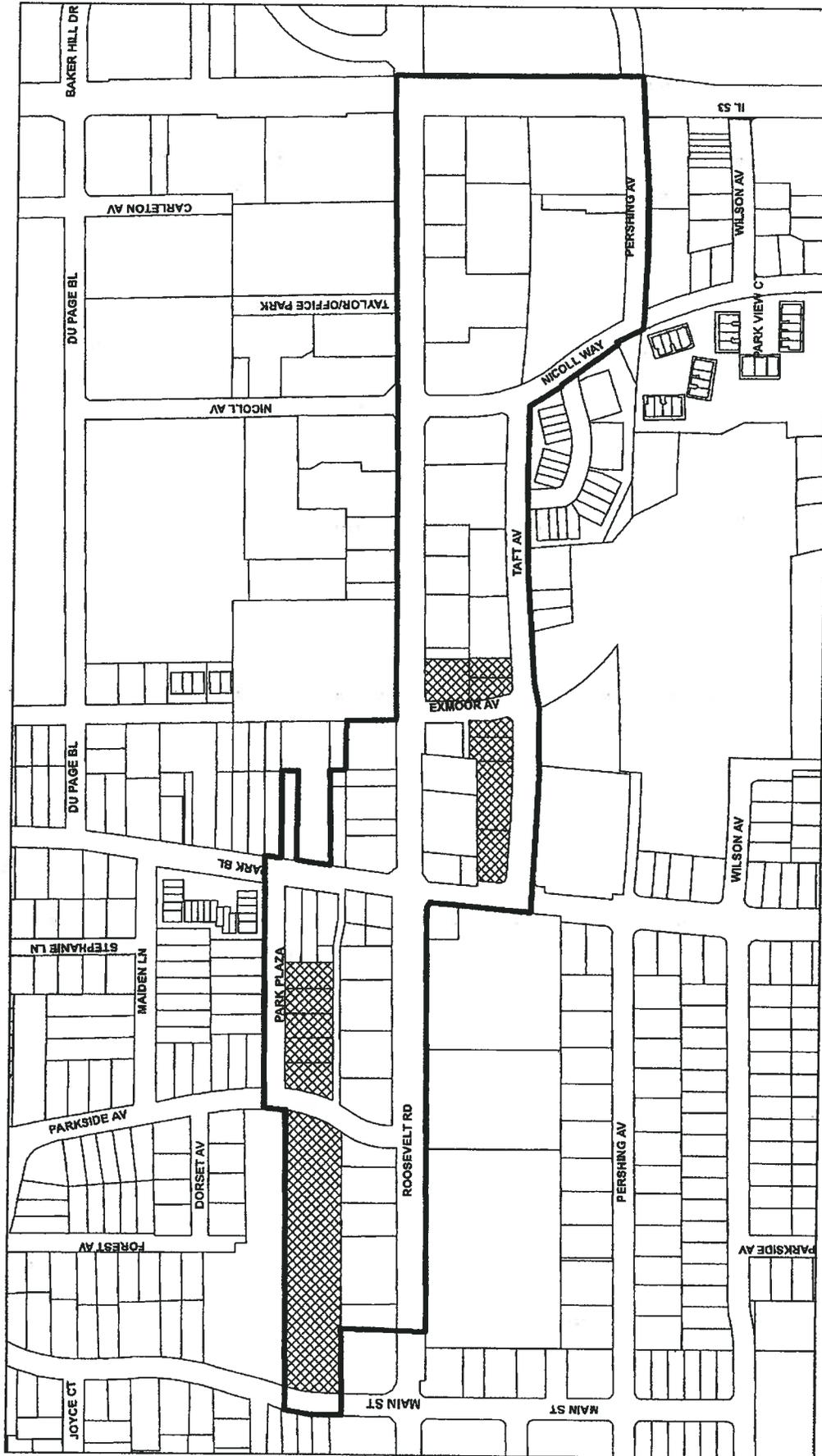
If the Village does relocate residents within the RPA, the Village will need to determine if those residents fall into the low-income and very low-income category. At that point, the Village will act appropriately and provide relocation assistance to those residents that would be relocated pursuant to the requirements of the TIF Act. The Village will also expect to work with local housing agencies and organizations to ensure that relocated residents find comparable housing.

**Appendix A**  
**Study Area Map**

# Roosevelt Road TIF Boundaries



# Roosevelt Road TIF: Location of Housing Units



Proposed TIF District Boundary  
Housing Units

**Appendix B**  
**Location of Housing Units Subject to Potential Displacement**



**Appendix C**  
**MLS Data – Single-Unit Residences for Sale**

**Village of Glen Ellyn  
Replacement Housing (Owner-Occupied Housing for Sale)**

Address	Price (\$000)	BR	BA
663 N. Park	500	2	2
424 Greenfield	499	5	3
881 Maryknoll	499	4	3
705 Kingsbrook Gln	484	3	3
374 Amy Court	479	4	3
23W117 Red Oak Dr	475	4	3
73 Newton Ave	475	4	3
290 Scott Ave	475	3	3
530 Elm St.	572	4	3
831 Woodland Dr	469	5	3
529 Maiden Ln	464	3	3
876 Chancel Cir	450	4	3
885 Smith St.	450	4	3
2S407 Golfview Dr.	450	4	3
565 Taylor	450	3	3
148 N. Park	449	3	3
22W101 Busch	494	3	3
586 Crescent Blvd, Apt 207	437	2	2
586 Eastern	434	4	3
313 Marion Ave.	430	4	2
567 Anthony St.	429	3	2
874 Chancel Cir #874	429	5	4
177 Kenilworth	425	4	3
23W112 Kings Ct	424	4	3
1N631 Main St.	424	5	4
430 Turner Ave.	422	3	3
1N172 Main St.	419	4	3
22W230 McCarron Rd	419	4	3
489 Greenfield	410	4	2
22W270 Stanton	396	4	3
774 Glenbard Rd	394	4	3
23W231 St Charles Rd	389	3	3
214 Crest Rd	389	3	3
750 Kenilworth Ave.	389	4	3
728 Hill Ave.	385	2	2
1S575 Marston Ct.	384	5	3
2S403 Park Blvd	381	4	3
21W711 Marston	380	4	3
676 Prairie Ave.	379	3	2
466 Sunset Ct.	379	4	3
no address	379	2	3
846 Saddlewood Dr	375	3	3
192 Hill Ave.	375	4	3
366 Bryant Ave.	374	5	2
542 Stafford Ln.	370	4	3

2S753 Parkview Dr. #753	370	3	4
409 Cottage Ave.	364	4	2
324 Lorraine St.	363	4	2
859 W. Driveway	360	3	4
89 N. Ott	359	4	3
162 Newton	355	4	3
840 Saddlewood Dr	354	3	3
47 S. Driveway #47	354	3	4
152 N. Park Blvd	354	3	2
900 Saddlewood Dr #900	349	3	3
524 Stafford Ln	349	3	3
209 Regent	349	3	3
21W640 Marston	349	3	3
283 Lorraine	344	4	3
2S736 Lakeside Dr	341	3	4
22W102 Sheffield Ct	335	4	3
139 S Milton Ave	334	4	3
1S531 Sunnybrook Rd	330	3	2
2S611 Ashley Dr.	330	3	2
380 Grandview	329	4	1
21W715 Buckingham Rd	329	4	3
333 May Ave	325	3	3
830 Lenox Rd	324	3	3
21W611 Kensington Rd	317	5	3
155 N. Park Blvd	315	3	2
21W634 Kensington Rd	315	4	3
22W500 Lakeside Dr.	314	3	3
469 Hawthorne Blvd	299	4	2
933 N. Main St.	299	3	2
100 Newton Ave.	299	3	2
534 Elm St.	289	2	1
305 Roscommon Ct.	289	2	3
66 Lambert Ave.	289	3	3
835 Seminary Circle	289	3	3
22W105 Sheffield Ct.	289	3	2
2 S. 501 Ashley Dr.	284	4	2
21W555 Glen Valley Dr.	279	4	2
2S128 Monticello Ct.	279	3	2
140 Tanglewood Dr.	279	2	3
65 Woodview Dr.	279	3	4
852 Hill Ave.	279	3	2
141 Tanglewood Dr.	275	2	4
344 May Ave.	275	4	1
23W168 Sherbrooke Ln.	269	3	2
146 Tanglewood	269	4	4
263 Hill Ave.	269	4	1
270 S Kenilworth Ave.	259	3	1
120 Geneva Rd.	259	5	4
90 S Park Blvd.	259	5	2
570 Crescent Blvd Unit 407	249	2	2
315 S. Park Blvd.	249	2	2

519 N. Main St. Apt 4Cn	240	2	2
804 Riford Rd.	239	4	2
1N678 Goodrich Ave.	239	3	2
817 Western Ave.	239	4	2
612 Park Plz	239	3	3
47 Tanglewood	237	3	4
441 N. Park Blvd Apt 5D	230	2	2
no address	229	2	2
49 N. Ott	224	4	2
515 N. Main St.	220	2	2
70 Tanglewood	220	3	4
248 Linden St.	220	2	2
1N620 Park Blvd	219	3	2
441 N Park Blvd. Apt 3B	219	2	2
337 Indian Dr	215	3	1
22W116 Butterfield Rd.	215	2	3
22W416 Rt. 53	215	3	2
21W611 Glen Valley Dr.	215	4	2
556 Lowden Ave.	213	3	2
586 Elm St.	209	3	2
501 Forest Ave. Aprt 405	209	1	1
22W425 Arbor Ln	208	3	2
23W074 North Ave.	204	4	2
2S068 Churchill Ln.	200	4	2
428 Lorraine St.	200	3	1
2N240 Diane Ave.	199	3	2
no address	199	4	2
1N531 Main St.	198	4	2
605 Lowden Ave.	194	3	1
138 S. Ellyn Ave.	189	2	1
2N356 Pleasant Ave.	189	3	1
940 Highland Ave.	189	2	1
3S438 Tamarack Dr.	185	3	1
2N654 Bernice Ave.	179	3	2
2N334 Euclid Ave.	175	3	2
2N060 Bernice	169	3	2
2N653 Amy Ave.	169	4	2
38 S Park Blvd.	159	3	2
no address	159	2	2
55 S Main St.	158	3	2

Note: All residences listed for sale as of March 6, 2013. Residences include single-family detached and attached (condo, townhome) dwelling in the Village of Glen Ellyn

Search Criteria: Listings between \$150,000 and \$500,000

Source: Realtor.com

**Appendix D**  
**Rental Housing Analysis**

## Census 2000 - Median Contract Rent

Block Group 1, Census Tract 8427.06	Block Group 3, Census Tract 8421
\$673	\$829

Source: 2000 Census. 2010 Census data not available

**Village of Glen Ellyn  
Replacement Housing (Owner-Occupied Housing for Rent)**

Address	Monthly Cost	BR	BA
325 Ramblewood, Glen Ellyn	748-895	1	1
325 Ramblewood, Glen Ellyn	799-841	1	1
325 Ramblewood, Glen Ellyn	813-883	1	1
325 Ramblewood, Glen Ellyn	836	1	1
325 Ramblewood, Glen Ellyn	933	1	1
325 Ramblewood, Glen Ellyn	1023-1227	2	2
325 Ramblewood, Glen Ellyn	1098-1145	2	2
325 Ramblewood, Glen Ellyn	1463-1545	3	2
503 Duane, Glen Ellyn	845-985	S	1
1250 Old Bond Ct., Glen Ellyn	775	S	1
1250 Old Bond Ct., Glen Ellyn	925	1	1
1250 Old Bond Ct., Glen Ellyn	1035-1135	2	1.5
1250 Old Bond Ct., Glen Ellyn	1265-1390	3	1.5
607 East Gundersen Drive, Carol Stream, IL	785-860	1	1
607 East Gundersen Drive Carol Stream, IL	960-1060	2	1
1750 East 22nd Street Wheaton, IL	910-950	1	1
1750 East 22nd Street Wheaton, IL	1010-1170	2	1
1750 East 22nd Street Wheaton, IL	1250	2	2
248 Robert Court Glendale Heights	950	1	1
248 Robert Court Glendale Heights	1125-1300	2	2
1445 Lorraine Rd. Wheaton	930-950	1	1
1445 Lorraine Rd. Wheaton	1250-1350	2	2
1300 S. Finley Rd., Lombard	928-1365	1	1
1300 S. Finley Rd., Lombard	1254-1821	2	2
1300 S. Finley Rd., Lombard	1304-1876	2	2
1300 S. Finley Rd., Lombard	1586-2221	3	2
900 Crescent, Wheaton	785-830	1	1
885 Farnham Lane, Wheaton	1325	2	2
1147 Briarbrook Drive, Wheaton	1052-1195	1	1
1147 Briarbrook Drive, Wheaton	1106-1243	1	1
1147 Briarbrook Drive, Wheaton	1350-1365	2	2
1147 Briarbrook Drive, Wheaton	1511-1527	2	2
830 Foxworth Blvd., Lombard	850	1	1
830 Foxworth Blvd., Lombard	880	1	1
830 Foxworth Blvd., Lombard	950	1	1
830 Foxworth Blvd., Lombard	1025	2	1
830 Foxworth Blvd., Lombard	1065	2	1
1245 Fordham Drive, Glendale Heights	920-1460	1	1
1245 Fordham Drive, Glendale Heights	935-1700	1	1
1245 Fordham Drive, Glendale Heights	975-1725	1	1
1245 Fordham Drive, Glendale Heights	1065-1705	1	1
1245 Fordham Drive, Glendale Heights	1115-1935	1	1
1245 Fordham Drive, Glendale Heights	1135-1960	2	1
1245 Fordham Drive, Glendale Heights	1130-1960	2	2
1245 Fordham Drive, Glendale Heights	1185-1990	2	2

1245 Fordham Drive, Glendale Heights	1305-1990	2	2
1245 Fordham Drive, Glendale Heights	1315-1440	2	2
1245 Fordham Drive, Glendale Heights	1770	3	2
2101 South Finley Rd., Lombard	996-1161	1	1
2101 South Finley Rd., Lombard	1121-1349	1	1
2101 South Finley Rd., Lombard	1184-1439	1	1
2101 South Finley Rd., Lombard	1432-1721	2	2
2101 South Finley Rd., Lombard	1591-1799	2	2
2101 South Finley Rd., Lombard	1624-1736	2	2
10 Woodland Court, Lombard	915	1	1
10 Woodland Court, Lombard	1055-1080	2	1.5
278 E. St. Charles Rd., Carol Stream	740	1	1
278 E. St. Charles Rd., Carol Stream	848	2	1
278 E. St. Charles Rd., Carol Stream	1094	3	1
2 Wheaton Center, Wheaton	874-1028	S	1
2 Wheaton Center, Wheaton (10 floor plans)	920-1334	1	1
2 Wheaton Center, Wheaton (8 floor plans)	1114-1741	2	2
535 Thornhill Dr., Carol Stream	850-1085	1	1
535 Thornhill Dr., Carol Stream	1210-1360	2	2
2845 Easton St., Downers Grove	1015-1100	S	1
2845 Easton St., Downers Grove	1480-1555	1	1
2845 Easton St., Downers Grove	1495-1605	1	1
2845 Easton St., Downers Grove	1530-1615	1	1
2845 Easton St., Downers Grove	1950-2225	2	1
2845 Easton St., Downers Grove	1845-1970	2	2
2845 Easton St., Downers Grove	2499-3080	2	2.5
121 N. Cross St., Wheaton IL	1260-1384	S	1
121 N. Cross St., Wheaton IL	1425-1952	1	1
121 N. Cross St., Wheaton IL	1860-2031	1	1
121 N. Cross St., Wheaton IL	2421	2	1
121 N. Cross St., Wheaton IL	1900-2540	2	2
121 N. Cross St., Wheaton IL	2459-2601	2	2
121 N. Cross St., Wheaton IL	3350-3699	3	2
201 Flame Dr., Carol Stream	840-850	1	1
201 Flame Dr., Carol Stream	1036-1050	2	1
201 Flame Dr., Carol Stream	1062-1072	2	2
201 Flame Dr., Carol Stream	1070-1072	2	2
301-313 Main St., Lombard	725	S	1
301-313 Main St., Lombard	825-995	1	1
2019 N. Main St., Wheaton	950-980	1	1
2019 N. Main St., Wheaton	1225	1	1
2019 N. Main St., Wheaton	1250	2	2
2019 N. Main St., Wheaton	1275	2	2
2019 N. Main St., Wheaton	1400	3	2
702-714 West Roosevelt, Wheaton	850-895	1	1
310 S. Main St., Lombard	1600-1950	2	2

Note: All residences listed for rent as of April 4, 2013.

Search Criteria: Residences located within 3 miles of Glen Ellyn

Source: Rent.com

**Appendix C**  
**MLS Data - Single-Unit Residences for Sale**

**Village of Glen Ellyn  
Replacement Housing (Owner-Occupied Housing for Sale)**

Address	Price (\$000)	BR	BA
663 N. Park	500	2	2
424 Greenfield	499	5	3
881 Maryknoll	499	4	3
705 Kingsbrook Gln	484	3	3
374 Amy Court	479	4	3
23W117 Red Oak Dr	475	4	3
73 Newton Ave	475	4	3
290 Scott Ave	475	3	3
530 Elm St.	572	4	3
831 Woodland Dr	469	5	3
529 Maiden Ln	464	3	3
876 Chancel Cir	450	4	3
885 Smith St.	450	4	3
2S407 Golfview Dr.	450	4	3
565 Taylor	450	3	3
148 N. Park	449	3	3
22W101 Busch	494	3	3
586 Crescent Blvd, Apt 207	437	2	2
586 Eastern	434	4	3
313 Marion Ave.	430	4	2
567 Anthony St.	429	3	2
874 Chancel Cir #874	429	5	4
177 Kenilworth	425	4	3
23W112 Kings Ct	424	4	3
1N631 Main St.	424	5	4
430 Turner Ave.	422	3	3
1N172 Main St.	419	4	3
22W230 McCarron Rd	419	4	3
489 Greenfield	410	4	2
22W270 Stanton	396	4	3
774 Glenbard Rd	394	4	3
23W231 St Charles Rd	389	3	3
214 Crest Rd	389	3	3
750 Kenilworth Ave.	389	4	3
728 Hill Ave.	385	2	2
1S575 Marston Ct.	384	5	3
2S403 Park Blvd	381	4	3
21W711 Marston	380	4	3
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846 Saddlewood Dr	375	3	3
192 Hill Ave.	375	4	3
366 Bryant Ave.	374	5	2
542 Stafford Ln.	370	4	3

2S753 Parkview Dr. #753	370	3	4
409 Cottage Ave.	364	4	2
324 Lorraine St.	363	4	2
859 W. Driveway	360	3	4
89 N. Ott	359	4	3
162 Newton	355	4	3
840 Saddlewood Dr	354	3	3
47 S. Driveway #47	354	3	4
152 N. Park Blvd	354	3	2
900 Saddlewood Dr #900	349	3	3
524 Stafford Ln	349	3	3
209 Regent	349	3	3
21W640 Marston	349	3	3
283 Lorraine	344	4	3
2S736 Lakeside Dr	341	3	4
22W102 Sheffield Ct	335	4	3
139 S Milton Ave	334	4	3
1S531 Sunnybrook Rd	330	3	2
2S611 Ashley Dr.	330	3	2
380 Grandview	329	4	1
21W715 Buckingham Rd	329	4	3
333 May Ave	325	3	3
830 Lenox Rd	324	3	3
21W611 Kensington Rd	317	5	3
155 N. Park Blvd	315	3	2
21W634 Kensington Rd	315	4	3
22W500 Lakeside Dr.	314	3	3
469 Hawthorne Blvd	299	4	2
933 N. Main St.	299	3	2
100 Newton Ave.	299	3	2
534 Elm St.	289	2	1
305 Roscommon Ct.	289	2	3
66 Lambert Ave.	289	3	3
835 Seminary Circle	289	3	3
22W105 Sheffield Ct.	289	3	2
2 S. 501 Ashley Dr.	284	4	2
21W555 Glen Valley Dr.	279	4	2
2S128 Monticello Ct.	279	3	2
140 Tanglewood Dr.	279	2	3
65 Woodview Dr.	279	3	4
852 Hill Ave.	279	3	2
141 Tanglewood Dr.	275	2	4
344 May Ave.	275	4	1
23W168 Sherbrooke Ln.	269	3	2
146 Tanglewood	269	4	4
263 Hill Ave.	269	4	1
270 S Kenilworth Ave.	259	3	1
120 Geneva Rd.	259	5	4
90 S Park Blvd.	259	5	2
570 Crescent Blvd Unit 407	249	2	2
315 S. Park Blvd.	249	2	2

519 N. Main St. Apt 4Cn	240	2	2
804 Riford Rd.	239	4	2
1N678 Goodrich Ave.	239	3	2
817 Western Ave.	239	4	2
612 Park Plz	239	3	3
47 Tanglewood	237	3	4
441 N. Park Blvd Apt 5D	230	2	2
no address	229	2	2
49 N. Ott	224	4	2
515 N. Main St.	220	2	2
70 Tanglewood	220	3	4
248 Linden St.	220	2	2
1N620 Park Blvd	219	3	2
441 N Park Blvd. Apt 3B	219	2	2
337 Indian Dr	215	3	1
22W116 Butterfield Rd.	215	2	3
22W416 Rt. 53	215	3	2
21W611 Glen Valley Dr.	215	4	2
556 Lowden Ave.	213	3	2
586 Elm St.	209	3	2
501 Forest Ave. Aprt 405	209	1	1
22W425 Arbor Ln	208	3	2
23W074 North Ave.	204	4	2
2S068 Churchill Ln.	200	4	2
428 Lorraine St.	200	3	1
2N240 Diane Ave.	199	3	2
no address	199	4	2
1N531 Main St.	198	4	2
605 Lowden Ave.	194	3	1
138 S. Ellyn Ave.	189	2	1
2N356 Pleasant Ave.	189	3	1
940 Highland Ave.	189	2	1
3S438 Tamarack Dr.	185	3	1
2N654 Bernice Ave.	179	3	2
2N334 Euclid Ave.	175	3	2
2N060 Bernice	169	3	2
2N653 Amy Ave.	169	4	2
38 S Park Blvd.	159	3	2
no address	159	2	2
55 S Main St.	158	3	2

Note: All residences listed for sale as of March 6, 2013. Residences include single-family detached and attached (condo, townhome) dwelling in the Village of Glen Ellyn

Search Criteria: Listings between \$150,000 and \$500,000

Source: Realtor.com

**Appendix D**  
**Rental Housing Analysis**

## Census 2000 - Median Contract Rent

Block Group 1, Census Tract 8427.06	Block Group 3, Census Tract 8421
\$673	\$829

Source: 2000 Census. 2010 Census data not available

**Village of Glen Ellyn  
Replacement Housing (Owner-Occupied Housing for Rent)**

Address	Monthly		
	Cost	BR	BA
325 Ramblewood, Glen Ellyn	748-895	1	1
325 Ramblewood, Glen Ellyn	799-841	1	1
325 Ramblewood, Glen Ellyn	813-883	1	1
325 Ramblewood, Glen Ellyn	836	1	1
325 Ramblewood, Glen Ellyn	933	1	1
325 Ramblewood, Glen Ellyn	1023-1227	2	2
325 Ramblewood, Glen Ellyn	1098-1145	2	2
325 Ramblewood, Glen Ellyn	1463-1545	3	2
503 Duane, Glen Ellyn	845-985	S	1
1250 Old Bond Ct., Glen Ellyn	775	S	1
1250 Old Bond Ct., Glen Ellyn	925	1	1
1250 Old Bond Ct., Glen Ellyn	1035-1135	2	1.5
1250 Old Bond Ct., Glen Ellyn	1265-1390	3	1.5
607 East Gundersen Drive, Carol Stream, IL	785-860	1	1
607 East Gundersen Drive Carol Stream, IL	960-1060	2	1
1750 East 22nd Street Wheaton, IL	910-950	1	1
1750 East 22nd Street Wheaton, IL	1010-1170	2	1
1750 East 22nd Street Wheaton, IL	1250	2	2
248 Robert Court Glendale Heights	950	1	1
248 Robert Court Glendale Heights	1125-1300	2	2
1445 Lorraine Rd. Wheaton	930-950	1	1
1445 Lorraine Rd. Wheaton	1250-1350	2	2
1300 S. Finley Rd., Lombard	928-1365	1	1
1300 S. Finley Rd., Lombard	1254-1821	2	2
1300 S. Finley Rd., Lombard	1304-1876	2	2
1300 S. Finley Rd., Lombard	1586-2221	3	2
900 Crescent, Wheaton	785-830	1	1
885 Farnham Lane, Wheaton	1325	2	2
1147 Briarbrook Drive, Wheaton	1052-1195	1	1
1147 Briarbrook Drive, Wheaton	1106-1243	1	1
1147 Briarbrook Drive, Wheaton	1350-1365	2	2
1147 Briarbrook Drive, Wheaton	1511-1527	2	2
830 Foxworth Blvd., Lombard	850	1	1
830 Foxworth Blvd., Lombard	880	1	1
830 Foxworth Blvd., Lombard	950	1	1
830 Foxworth Blvd., Lombard	1025	2	1
830 Foxworth Blvd., Lombard	1065	2	1
1245 Fordham Drive, Glendale Heights	920-1460	1	1
1245 Fordham Drive, Glendale Heights	935-1700	1	1
1245 Fordham Drive, Glendale Heights	975-1725	1	1
1245 Fordham Drive, Glendale Heights	1065-1705	1	1
1245 Fordham Drive, Glendale Heights	1115-1935	1	1
1245 Fordham Drive, Glendale Heights	1135-1960	2	1
1245 Fordham Drive, Glendale Heights	1130-1960	2	2
1245 Fordham Drive, Glendale Heights	1185-1990	2	2

1245 Fordham Drive, Glendale Heights	1305-1990	2	2
1245 Fordham Drive, Glendale Heights	1315-1440	2	2
1245 Fordham Drive, Glendale Heights	1770	3	2
2101 South Finley Rd., Lombard	996-1161	1	1
2101 South Finley Rd., Lombard	1121-1349	1	1
2101 South Finley Rd., Lombard	1184-1439	1	1
2101 South Finley Rd., Lombard	1432-1721	2	2
2101 South Finley Rd., Lombard	1591-1799	2	2
2101 South Finley Rd., Lombard	1624-1736	2	2
10 Woodland Court, Lombard	915	1	1
10 Woodland Court, Lombard	1055-1080	2	1.5
278 E. St. Charles Rd., Carol Stream	740	1	1
278 E. St. Charles Rd., Carol Stream	848	2	1
278 E. St. Charles Rd., Carol Stream	1094	3	1
2 Wheaton Center, Wheaton	874-1028	S	1
2 Wheaton Center, Wheaton (10 floor plans)	920-1334	1	1
2 Wheaton Center, Wheaton (8 floor plans)	1114-1741	2	2
535 Thornhill Dr., Carol Stream	850-1085	1	1
535 Thornhill Dr., Carol Stream	1210-1360	2	2
2845 Easton St., Downers Grove	1015-1100	S	1
2845 Easton St., Downers Grove	1480-1555	1	1
2845 Easton St., Downers Grove	1495-1605	1	1
2845 Easton St., Downers Grove	1530-1615	1	1
2845 Easton St., Downers Grove	1950-2225	2	1
2845 Easton St., Downers Grove	1845-1970	2	2
2845 Easton St., Downers Grove	2499-3080	2	2.5
121 N. Cross St., Wheaton IL	1260-1384	S	1
121 N. Cross St., Wheaton IL	1425-1952	1	1
121 N. Cross St., Wheaton IL	1860-2031	1	1
121 N. Cross St., Wheaton IL	2421	2	1
121 N. Cross St., Wheaton IL	1900-2540	2	2
121 N. Cross St., Wheaton IL	2459-2601	2	2
121 N. Cross St., Wheaton IL	3350-3699	3	2
201 Flame Dr., Carol Stream	840-850	1	1
201 Flame Dr., Carol Stream	1036-1050	2	1
201 Flame Dr., Carol Stream	1062-1072	2	2
201 Flame Dr., Carol Stream	1070-1072	2	2
301-313 Main St., Lombard	725	S	1
301-313 Main St., Lombard	825-995	1	1
2019 N. Main St., Wheaton	950-980	1	1
2019 N. Main St., Wheaton	1225	1	1
2019 N. Main St., Wheaton	1250	2	2
2019 N. Main St., Wheaton	1275	2	2
2019 N. Main St., Wheaton	1400	3	2
702-714 West Roosevelt, Wheaton	850-895	1	1
310 S. Main St., Lombard	1600-1950	2	2

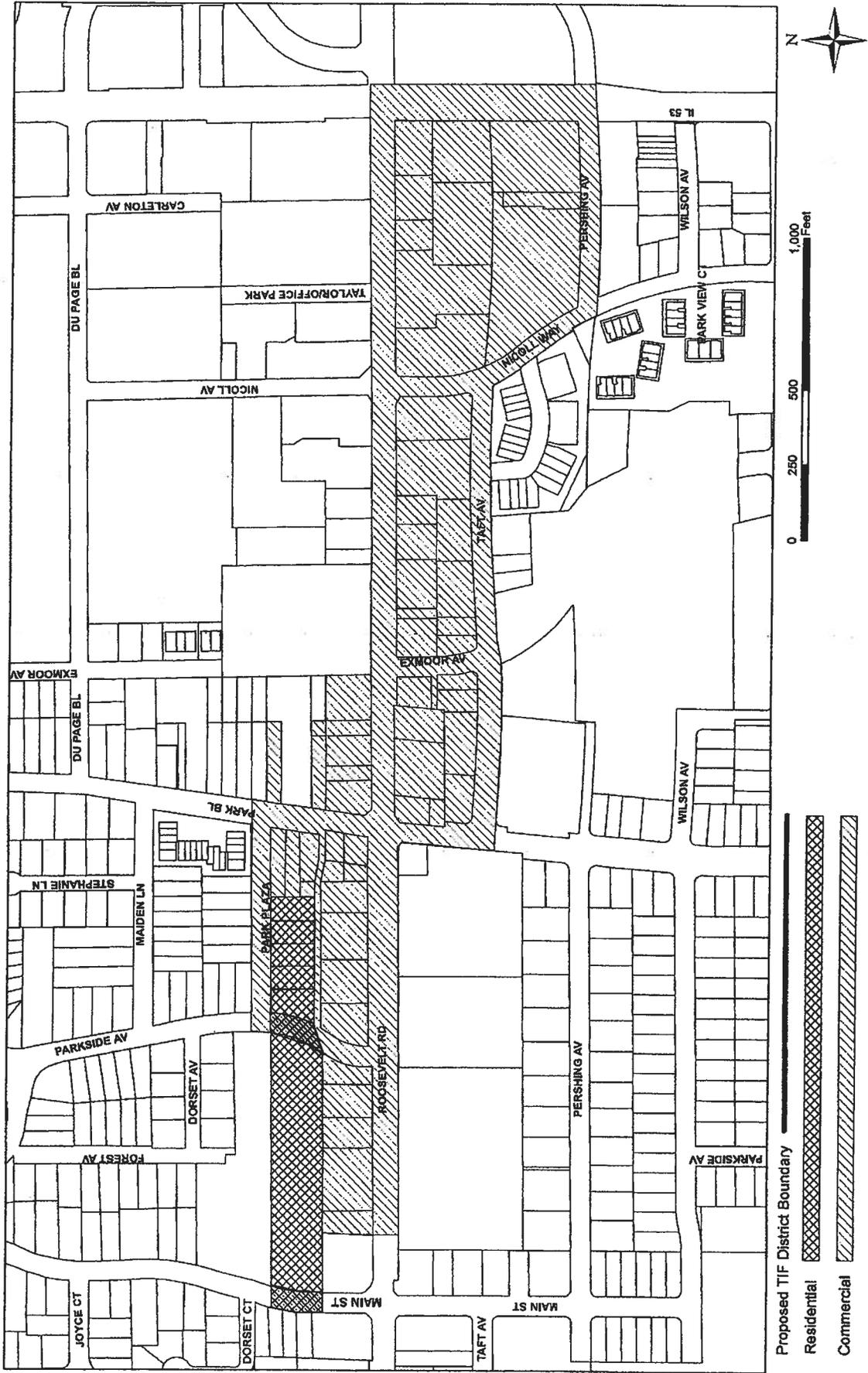
Note: All residences listed for rent as of April 4, 2013.

Search Criteria: Residences located within 3 miles of Glen Ellyn

Source: Rent.com

**EXHIBIT E**  
**EXISTING LAND USE MAP**

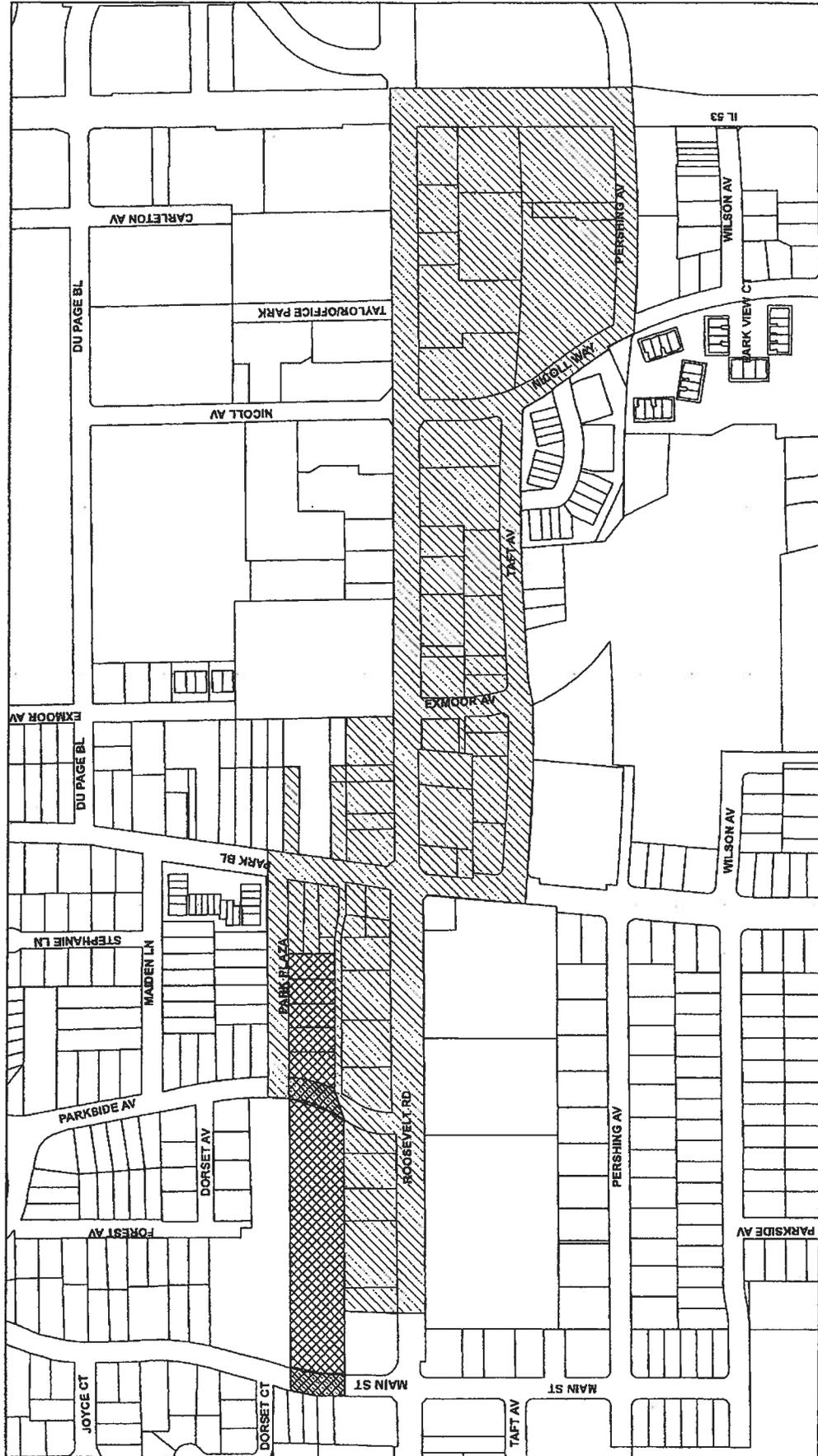
# Roosevelt Road TIF Existing Land Uses



**EXHIBIT F**

**POTENTIAL LAND USE MAP**

# Roosevelt Road TIF Potential Land Uses



- Proposed TIF District Boundary
- Mixed-Use Residential
- Mixed-Use Commercial

A-6F

MEMORANDUM

**TO:** Mark Franz, Village Manager

**FROM:** Staci Hulseberg, Planning & Development Director  
 Michele Stegall, Village Planner *MJS*

**DATE:** July 1, 2013

**FOR:** July 8, 2013 Village Board Meeting

**RE:** 535 Pennsylvania Avenue - Magenium Solutions, LLC  
 Special Use Permit and Exterior Appearance



**Background.** Magenium Solutions, LLC, contract purchaser of the former Antiques by the Avenue property located at 535 Pennsylvania Avenue, is requesting approval of a special use permit and the exterior appearance to accommodate the relocation of Magenium Solutions to the site. Magenium is an IT consulting firm serving the Chicagoland area. They are proposing to relocate their offices from Wheaton into the rear 5,500 square feet of the building. The front 2,200 square feet facing Pennsylvania Avenue would be maintained as retail space. No tenants have yet been identified for the front space. As part of the project, a number improvements are proposed to the building and site including the relocation of the entrance from the northwest corner of the building to the center of the north elevation, installation of a new storefront window system, installation of additional windows and doors along west, north and eastern building elevations, installation of new aluminum and glass canopies over the northern and western entranceways, repaving and restriping of the parking lot and landscape enhancements, among other things.

The subject property is located in the central business district on the south side of Pennsylvania Avenue between Main Street and Forest Avenue. The property is zoned C5A Central Business District/Central Retail Core sub-district. In order to accommodate the project, the petitioner is specifically requesting approval of the following:

- A. A special use permit in accordance with Section 10-4-17.1(B)32 of the Glen Ellyn Zoning Code to allow a professional office in the rear portion of the existing building on the property
- B. Exterior appearance approval in accordance with the Appearance Review Guidelines adopted on October 9, 2006 as Ordinance 5508.

**Architectural Review Commission Recommendation.** The Architectural Review Commission considered the proposed exterior appearance at public meetings on June 26, 2013. By a vote of 5-0, the Architectural Review Commission recommended approval of the request subject to the following conditions:

- 1. That the project is constructed in substantial conformance with the plans as submitted and the testimony presented at the June 26, 2013 public meeting of the Architectural Review Commission.

2. That the color of the window trim match the color of the canopy and exterior light fixtures as close as possible.
3. That the downspouts and other utilitarian features be painted to match the building.

**Plan Commission Recommendation.** The Plan Commission reviewed the requested special use permit at a public hearing on June 27, 2013. No members of the public spoke at the hearing. By a vote of 8-0, the Plan Commission recommended approval of the requested special use permit subject to the following conditions:

1. That the project is constructed in substantial conformance with the plans as submitted and the testimony presented at the June 27, 2013 public hearing of the Plan Commission.
2. That a Plat of Consolidation for the property is prepared and recorded prior to the issuance of a temporary occupancy permit.

**Action Requested.** The Village Board may approve, approve with conditions or deny the requested special use permit and exterior appearance. An Ordinance approving the requests as recommended by the Architectural Review Commission and Plan Commission is attached.

**Attachments.**

- Aerial Photo
- Draft Minutes from June 26, 2013 ARC Meeting
- Draft Minutes from June 27, 2013 Plan Commission Meeting
- Ordinance
- Excerpts from Petitioner's Application Packet

Cc: Thomas C. LaMantia, Magenium Solutions, L.L.C.  
Christopher D. Lauriat, Church Building Architects, Inc.

# 535 Pennsylvania Ave.



Prepared By: Planning and Development  
Date: May 16, 2013  
2009 Aerial Photo





Chairman Burdett asked about the wall by the front doors facing Pennsylvania Avenue to which Mr. Lauriat stated this will be a feature wall of chipped limestone which will bring character and interest to the front. Chairman Burdett asked about the revised landscape plan to which Mr. Lauriat responded there are revised species on the plan so the plants are not crowded. Commissioner Dohrer stated he thinks this is an attractive plan. He stated the canopy choice is much improved, and the landscaping plan is good. He asked if there would be adequate parking spaces to which Mr. Lauriat stated they will only lose 1 parking space to the landscape island. Magenium Solutions' Managing Director Colleen LaMantia stated most employees are not in the office much as the employees are at the client sites or working remotely so the parking will be fine. Commissioner Dohrer stated he likes the green wall.

Commissioner Dickie stated they have done an admirable job on this plan, and he likes the detailing. He stated the proposed canopies are handsome, and he likes the green wall. He stated the colors and materials are very appropriate.

Commissioner Senak stated the plan is wonderful and is consistent with the downtown's architecture. He stated the proposed canopies are more reflective of the downtown style. He stated this property will be one of the more beautiful buildings in that area.

Student Commissioner Howard stated she likes the plan, and this will be a nice addition to the community as the property now is unappealing.

Commissioner Albrecht stated the canopies are great, and she likes the details and color combinations. She stated the west wall with the green space is phenomenal, and she likes the urns used on the ground in the back.

Chairman Burdett stated this is a great design and thanked the petitioner for being responsive to the pre-application meeting comments. He stated he agrees with the staff recommendations of painting the window trim to match the canopies and painting the downspouts to match the building. He stated the landscaping plan works, and the canopy is wonderful.

Commissioner Senak made a motion to recommend approval of the proposed exterior appearance for 535 Pennsylvania Avenue with the conditions of painting the window trim to match the color of the canopies and exterior light fixtures and to paint the downspouts and utilitarian elements to match the building. The motion was seconded by Commissioner Dohrer and carried unanimously by a vote of 5-0.

### **3. Autumn Leaves, 190 Geneva Road – Exterior Appearance**

Village Planner Stegall presented information on a request from The LaSalle Group regarding exterior appearance approval of a proposed one-story approximately 30,000 square foot memory care facility proposed at 190 Geneva Road. She stated the property is located at the northwest corner of Geneva Road and Bloomingdale Road and is surrounded by R2 zoning and single-family homes. She stated in order to proceed with the project, the petitioner will need to receive approval of a Zoning Map Amendment, Special Use Permit and Exterior Appearance. She stated the Plan Commission is scheduled to review the proposed R3 rezoning and requested Special Use Permit at a public hearing on June 27, 2013.

Village Planner Stegall stated the building is designed to have a traditional residential style, and the floor plan is laid out with the different wings branching off of a central common area which helps break up the mass of the building. She stated the fluctuations in the roof line, building wall offsets and a variety of windows further help break up the bulk of the structure. She stated the landscape plan has been reviewed by the Village's landscape consultants, Planning Resource Associates, who is satisfied with the plan.

Matthew Krummick, Regional Director of Development for The LaSalle Group, 1900 E. Golf Road, Suite 1120, Schaumburg, Illinois, stated The LaSalle Group develops, builds and operates memory care residences throughout the country. He stated they currently have 5 residences operating in the Chicagoland area with 2 additional locations under construction. He stated the Autumn Leaves of Glen Ellyn would be their 1<sup>st</sup> residence in DuPage County.

Michael Arenson, Architect with SAS Architects & Planners, 630 Dundee Road, Northbrook, Illinois, stated they built a similar building in Vernon Hills to this proposed building. He stated the building exterior would be constructed with brick and would have a limestone base, asphalt shingles for the roof, vinyl shutters for the sides of the windows and a fountain in front of the building. He showed a picture of different views of the site and explained how the different gable sizes help to break up the roofs.

Nick Patera, Architect with Teska Associates, Inc., 627 Grove Street, Evanston, Illinois, stated the total site area is 3.82 acres, with 2.29 acres proposed to be green space. He described the levels of plantings and stated they picture how the outside looks from a resident's view inside. He stated there would be foundation plantings, deciduous, ornamental and evergreen trees, parkway plantings along Bloomingdale Road and wandering gardens on either side of the building among other things.

Chairman Burdett stated the neighborhood residents may be concerned with the screening to which Mr. Patera stated by the time you would get to the foundation of the building, you would go through 3 layers of plantings as well as the fence to provide reassurance. Commissioner Albrecht stated the landscape plan would be a stair-step progression.

Commissioner Senak asked about specifics in design for this type of housing to which Mr. Arenson stated they start by driving around a community to see the colors and materials used as well as the different types of buildings. Mr. Arenson stated they are using brick because Glen Ellyn is a community that uses a lot of brick. Mr. Krummick stated Glen Ellyn has a sense of character and texture and they would not want to abrasively try to build something which did fit with the surrounding community.

Commissioner Dohrer stated he was concerned initially, but complemented the architects on a well-integrated design. He stated the proposed materials are good, and the landscape plan was well-thought out.

Commissioner Dickie stated the scale is appropriate, the gables work well and the landscape plan is successful for existing and new plantings. He stated the layering effect in the landscaping is appreciated.

Commissioner Senak asked about the lighting in the rear parking area to which Mr. Arenson stated the lights will comply with the Village's ordinance and not shine on the surrounding neighbors. Mr. Arenson stated the lights will be on timers and can be shut off too if need be.

Student Commissioner Howard stated the building looks welcoming and blends in with the surrounding neighborhood.

Commissioner Albrecht stated the landscape plan is outstanding. She stated she likes the different heights and turnings of the building. She stated she would like to see a stronger color for the brick and hardy board to bring more contrast.

Chairman Burdett stated the residence will be an appropriate use for that corner and will have a home-like feel. He stated they used a good mix of textures in the building materials. He stated the landscape plan is crucial.

Commissioner Albrecht made a motion to recommend approval of the proposed exterior appearance for 190 Geneva Road. The motion was seconded by Commissioner Dickie and carried unanimously by a vote of 5-0.

#### **4. Public Comments**

Gary Mayo, 831 Glencoe Street, Glen Ellyn, Illinois, stated his home is adjacent to 190 Geneva Road. He stated he has seen the aerial pictures of the landscape plan but would like to see the plan from a street level. Village Planner Stegall stated she would give him a copy of the application packet. She stated the landscape screening would also be talked about at the Plan Commission meeting.

#### **5. Chairman's Report**

Chairman Burdett welcomed Commissioner Mark Senak and Student Commissioner Maddie Howard to the ARC and thanked former Commissioners Mulvihill and Wilson for their service as their terms ended.

#### **6. Trustee's Report**

None

#### **7. Staff Report**

Village Planner Stegall stated the Wayfinding Study is still online through June 28, 2013, and residents are encouraged to take the online survey for 3 potential design schemes. She stated there will be a meeting on July 10, 2013.

**8. Other Business**

None

**9. Adjourn**

As there was no other business to discuss, Chairman Burdett asked for a motion to adjourn. Commissioner Albrecht moved, seconded by Commissioner Dickie to adjourn the meeting at 8:43 p.m. The motion carried unanimously by a vote of 5-0.

Submitted by: Debbie Solomon, Recording Secretary

Reviewed by: Michele Stegall, Village Planner

DRAFT  
PLAN COMMISSION  
MINUTES  
JUNE 27, 2013

The meeting was called to order by Chairperson Mary Loch at 7:34 p.m. Plan Commissioners David Allen, Craig Bromann, Gary Fasules, Jeff Girling, Tracy Heming-Littwin, Jeff Mansfield, Ray Whalen and Lyn Whiston were present. Plan Commissioner Jay Strayer was excused. Also present were Trustee Liaison Robert Friedberg (arrival time 7:37 p.m.), Village Attorney Julie Tappendorf, Village Planner Michele Stegall, Traffic Engineer Daniel Schoenberg and Recording Secretary Barbara Utterback.

Plan Commissioner Mansfield moved, seconded by Plan Commissioner Girling, to recommend approval of the minutes of the June 13, 2013 Plan Commission minutes. The motion carried unanimously by voice vote.

The two items on the agenda were regarding Magenium Solutions LLC, 535 Pennsylvania Avenue, and Autumn Leaves, 190 Geneva Road.

MAGENIUM SOLUTIONS LLC, 535 PENNSYLVANIA AVENUE – SPECIAL USE PERMIT  
A REQUEST FOR APPROVAL OF A SPECIAL USE PERMIT TO ALLOW A PROFESSIONAL OFFICE TO OCCUPY A PORTION OF THE EXISTING BUILDING AT 535 PENNSYLVANIA AVENUE. THE SUBJECT PROPERTY IS LOCATED ON THE SOUTH SIDE OF PENNSYLVANIA AVENUE BETWEEN MAIN STREET AND FOREST AVENUE IN THE C5A CENTRAL BUSINESS DISTRICT, CENTRAL RETAIL CORE SUBDISTRICT.

Plan Commissioner Bromann recused himself regarding the subject public hearing.

Plan Commissioner Whiston moved, seconded by Plan Commissioner Heming-Littwin, to open the public hearing.

Staff Presentation

Village Planner Michele Stegall stated that Magenium Solutions is requesting approval of a Special Use Permit to allow a portion of the building at 535 Pennsylvania to be used as an office. She stated that the subject building is located on the south side of Pennsylvania Avenue between Forest Avenue and Main Street and is in the C5A Central Business District which is the downtown retail core. Ms. Stegall added that the petitioner is proposing to relocate from Wheaton to a back space in the subject building and she displayed a site and floor plan of that building. She added that the petitioner plans to divide the site into three spaces and that Magenium Solutions would occupy approximately 5,500 square feet in the rear of the building. She stated that the petitioner plans to maintain approximately 2,000 square feet in the front of the building facing Pennsylvania Avenue for retail or other permitted uses. Ms. Stegall stated that the petitioners will bring some nonconforming site conditions into conformance with the Village Code. She stated that the petitioner plans to re-pave and re-stripe the existing parking lot. She also stated that there is an existing landscape island near Pennsylvania Avenue that the petitioner

will enhance and another landscape island will be added at the southern end of the property that will bring the parking lot into conformance with the landscape code in regard to islands. She also stated that there is an existing dumpster located in the parking lot that will be enclosed as required by Code and that there will be 13 parking spaces on the property after the project is complete instead of the current 14 spaces as one space will be lost to a landscape island. Ms. Stegall stated that the street and public parking area will be available for visitors to the site. She added that the petitioner will bring a couple of requirements into conformance at this site. Ms. Stegall also stated that there are no parking requirements for businesses in the downtown retail core. Ms. Stegall added that Magenium Solutions is an IT consulting firm with approximately 60 employees, many of whom work off-site. Ms. Stegall added that the subject property consists of two lots and that a plat of consolidation is required for the project.

### Petitioner's Presentation

Tim Traxinger, the petitioner, 1309 Irving, Wheaton, Illinois stated that his consulting company works with mostly Fortune 500 companies and that 15 employees are hourly contractors and 45 employees are full-time employees. Mr. Traxinger stated that the 45 employees work from home and that 5-10 people are currently in the office. He stated that they now need more space because employees will be added to the office. Mr. Traxinger stated that the reason they are interested in the subject property is because they deal with cutting edge Microsoft items so they want to create a cutting edge office of the future without limitations to show to their clients.

### Questions from the Plan Commission

Ms. Stegall responded to Plan Commissioner Heming-Littwin that the parking lot on the site will be used only by people in that building. She also responded that staff is recommending that the plat of consolidation not be required until occupancy as the Village is in discussions with the property owner about possibly installing a public pathway along the rear property line that would be an easier route for people to reach the train station and could affect the plat provisions. Ms. Stegall added that the Village is trying to tie into some of the concepts in the streetscape plan for alley enhancements. Ms. Stegall responded to Plan Commissioner Girling that there are no parking requirements for properties in the C5A zoning district.

Mr. Traxinger responded to Plan Commissioner Mansfield that the proposed change will not be that dramatic because they do not make money when their people are on the site and, therefore, the majority of their contractors are not on the site. Mr. Traxinger added that they have been in business for five years and the company has grown 35% per year. He added that three people will be located in the back office, however, they need room for other employees when they are in the office. Mr. Traxinger responded to Plan Commissioner Mansfield that parking is available on site and that employees are in the parking lot for very limited periods of time. Plan Commissioner Mansfield asked where deliveries would occur and if delivery times would be restricted. Mr. Traxinger responded that they need to determine and speak with any future tenants before he could provide that information. Plan Commissioner Mansfield asked if there is a safety concern regarding one exit for both retail spaces. Ms. Stegall responded that the floor plan currently is very conceptual and the petitioner will need to go through the building permit process where all of the fire related codes will be reviewed.

Questions or Comments from the Public

No persons spoke in favor of or in opposition to the subject request.

Plan Commissioner Mansfield moved, seconded by Plan Commissioner Heming-Littwin, to close the public hearing.

Comments from the Plan Commission

All of the Plan Commissioners were supportive of the proposed Special Use Permit request. Plan Commissioner Whiston added that the subject building has been vacant for a while, and Plan Commissioner Allen commented that the Architectural Review Commissioners had been supportive of this project at their meeting last evening.

Motion

Plan Commissioner Mansfield moved, seconded by Plan Commissioner Heming-Littwin, to recommend approval of the request by Magenium Solutions LLC for approval of a Special Use Permit in accordance with Section 10-4-17.1(B)32 of the Glen Ellyn Zoning Code to allow an office at 535 Pennsylvania based on the findings of fact in the petitioner's application packet and presented by the petitioner at this meeting as well as the findings included in the deliberation of the Plan Commission subject to the following conditions: 1. The project shall be constructed in substantial conformance with the plans as submitted and the testimony as presented at the public hearing of the Plan Commission. 2. That a Plat of Consolidation be prepared and recorded prior to the issuance of a temporary occupancy permit.

The motion carried unanimously with eight (8) "yes" votes and zero (0) "no" votes as follows: Plan Commissioners Mansfield, Heming-Littwin, Allen, Fasules, Girling, Whalen, Whiston and Chairperson Loch voted yes.

**Village Of Glen Ellyn**

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**Ordinance No. \_\_\_\_\_**

**An Ordinance Granting Approval of a Special Use Permit  
and the Exterior Appearance for Property Commonly Known as  
535 Pennsylvania Avenue  
Glen Ellyn, IL 60137**

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**Adopted by the  
President and the Board of Trustees  
of the Village of Glen Ellyn  
DuPage County, Illinois  
This \_\_\_\_ Day of \_\_\_\_\_, 20 \_\_\_\_.**

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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 Granting Approval of a Special Use Permit  
and the Exterior Appearance for Property Commonly Known as  
535 Pennsylvania Avenue  
Glen Ellyn, IL 60137**

**Whereas**, Magenium Solutions, LLC, (hereinafter “Magenium”), contract purchaser of property located at 535 Pennsylvania Avenue is requesting approval of the following:

- A. A special use permit in accordance with Section 10-4-17.1(B)32 of the Glen Ellyn Zoning Code to allow a professional office in the rear portion of the existing building on the property; and
- B. Exterior appearance approval in accordance with the Appearance Review Guidelines adopted on October 9, 2006 as Ordinance 5508;

to accommodate the relocation of Magenium into the rear approximately 5,500 square feet of the existing building on the site; and

**Whereas**, the subject property is located on south side of Pennsylvania Avenue between Main Street and Forest Avenue in the C5A Central Business District, Central Retail Core sub-district and is legally described as follows:

THE WESTERLY 48 FEET OF EACH OF LOTS 1 AND 15, AND THE EASTERLY 51 FEET OF LOT 2 (EXCEPT THE SOUTHERLY 10 FEET OF THE WESTERLY 48 FEET OF LOT 15 AFORESAID, AND OF THE EASTERLY 51 FEET OF LOT 2, AFORESAID, MEASURED PARALLEL TO THE SOUTHERLY LINE OF LOTS 2 AND 15 AFORESAID IN BLOCK 3 IN COUNTY CLERK’S SECOND ASSESSMENT DIVISION IN THE SOUTHWEST QUARTER OF SECTION 11, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 3, 1906 AS DOCUMENT 88052, IN DUPAGE COUNTY, ILLINOIS.

P.I.N.s: 05-11-317-018 and 05-11-317-019; and

**Whereas**, at the June 26, 2013 public meeting of the Architectural Review Commission, the petitioner presented evidence, testimony, and exhibits relative to the request for exterior appearance approval and no persons spoke either in favor of or in opposition to the request; and

**Whereas**, based upon the evidence, testimony, and exhibits presented at the June 26, 2013 Architectural Review Commission public meeting, by a vote of five (5) “yes” and zero (0) “no”, the Architectural Review Commission recommended approval of the proposed exterior appearance as set forth in the minutes of the June 26, 2013 Architectural Review Commission, a draft of which is attached hereto as Exhibit “A”; and

**Whereas**, following due and proper publication of notice in the Daily Herald not less than fifteen (15) nor more than thirty (30) days prior thereto, and following written notice to all property owners within 250 feet, and the placement of a placard on the subject property not less than fifteen (15) days prior thereto, the Plan Commission of the Village of Glen Ellyn conducted a public hearing on June 27, 2013, at which hearing the Plan Commission considered the requested special use permit; and

**Whereas**, at the June 27, 2013 Plan Commission public hearing no members of the public spoke either in favor of or in opposition to the requested special use permit; and

**Whereas**, after having considered the evidence presented, including the exhibits and materials submitted, by a vote of eight (8) “yes” and zero (0) “no”, the Plan Commission recommended approval of the requested special use permit as set forth in the minutes of the June 27, 2013 Plan Commission meeting, a draft of which is attached hereto as Exhibit “B”; and

**Whereas**, the Village President and Board of Trustees have reviewed the evidence, exhibits, and materials presented at the June 26, 2013 Architectural Review Commission public meeting and the June 27, 2013 Plan Commission public hearing and have considered the recommendations of the Architectural Review Commission and Plan Commission and hereby adopt the findings of fact for the requested special use permit as set forth in Exhibit “C” attached hereto; and

**Whereas**, the President and Board of Trustees have determined that approving the exterior appearance of the project is consistent with the goals of the Glen Ellyn Appearance Review Guidelines and that granting the requested special use permit is consistent with the goals of the Glen Ellyn Zoning Code.

**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:** Based upon a review of the evidence, testimony, and exhibits presented at the June 26, 2013 Architectural Review Commission meeting and the June 27, 2013 Plan Commission public hearing, the Village President and Board of Trustees hereby grant approval of the requested special use permit and exterior appearance in order to accommodate the relocation of Magenium into the rear portion of the existing building at 535 Pennsylvania Avenue and allow related building and site improvements subject to the following conditions:

- A. The project shall be constructed in substantial conformance with the testimony presented at the June 26, 2013 Architectural Review Commission meeting and the June 27, 2013 Plan Commission public hearing, and with the petitioner's application packet including the following plans and documents referenced below, as though they were attached to this Ordinance:
1. Application for Special Use Permit signed May 21, 2013
  2. Exterior Appearance Application dated May 21, 2013
  3. Letter from Tom LaMantia dated May 15, 2013
  4. Frontier Angle Shade Light Fixture
  5. Site Plan prepared by Church Building Architects dated June 19, 2013 a reduced copy of which is attached hereto as Exhibit "D"
  6. Landscape Plan prepared by Church Building Architects dated June 19, 2013 a reduced copy of which is attached hereto as Exhibit "E"
  7. Floor Plan prepared by Church Building Architects dated June 19, 2013
  8. Roof Plan prepared by Church Building Architects dated June 19, 2013
  9. North and West Building Elevations prepared by Church Building Architects dated June 19, 2013 a reduced copy of which is attached hereto as Exhibit "F"
  10. South and East Building Elevations prepared by Church Building Architects dated June 19, 2013 a reduced copy of which is attached hereto as Exhibit "G"
  11. Entrance Canopy Details prepared by Church Building Architects dated June 19, 2013 a reduced copy of which is attached hereto as Exhibit "H"

12. Refuse Enclosure Plan and Elevations prepared by Church Building Architects dated June 19, 2013

and these plans and documents shall be filed with and made part of the permanent records of the Glen Ellyn Planning and Development Department.

- B. That the color of the window trim match the color of the canopies and exterior light fixtures as close as possible.
- C. That the downspouts and other utilitarian features be painted to match the building.
- D. That a Plat of Consolidation for the property shall be prepared and recorded prior to the issuance of a temporary occupancy permit.

**Section Two:** The Building and Zoning Official is hereby authorized to issue all necessary building and occupancy permits pursuant to the special use permit and exterior appearance approved herein provided that all the conditions set forth hereinabove have been met and that the applicant complies with all other applicable laws and ordinances of the Village of Glen Ellyn. This grant of approval of the requested special use permit and proposed exterior appearance shall expire and become null and void within 24 months of the date of this Ordinance unless the requisite permits are applied for within said time period provided, however, that the Village Board, by motion, may extend the period during which a building permit must be applied for. Further, the Village Board may, for good cause shown, waive or modify any conditions set forth in this Ordinance without requiring that the matter return to the Architectural Review Commission or Plan Commission for further review.

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

**Section Four:** Failure of the owners 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 such Ordinance, shall subject the owners 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 \_\_\_\_\_, 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 \_\_\_\_\_.)

X:\Plandev\PLANNING\DEVELOPMENT PROJECTS\Pennsylvania\Pennsylvania 535, SUP, EA\Ordinance.doc

**Exhibit "C"**  
**Findings of Fact for**  
**Requested Special Use Permit**

1. The proposed use will be harmonious and in accordance with the general objectives, or within a specific objective of the Comprehensive Plan and/or Zoning Code because an office is permitted in the C5A district with the approval of a special use permit and the front of the building will be maintained for retail use.
2. The proposed project is designed and shall be maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the area because the use will be located within an existing building and the proposed changes to the building and site will enhance the area.
3. The proposed use will not be hazardous or disturbing to existing or future neighborhood uses of the property because the proposed use will be a passive office use similar to other office uses located on this same block.
4. The proposed use will be served adequately by existing public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water, sewers and schools, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services because the utilization of public facilities and services will be similar to the existing building.
5. The proposed use will not create excessive additional requirements at public cost for public facilities and services, and will not be detrimental to the economic welfare of the Village because an increase in the need for public facilities and services is not anticipated and the proposed use will result in the occupation of a long vacant building which should have a positive impact on the economic welfare of the Village.
6. The use will not involve activities, processes, materials, equipment and/or conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare and odors because the proposed office use is not anticipated to produce excessive noise, smoke, fumes, glare or odors and no on-street parking is anticipated under normal usage.
7. The project will have vehicular approaches to the property which shall be so designed as not to create an undue interference with traffic on surrounding public streets or roads because the street frontage and existing parking facilities will remain.
8. The project will not increase the potential for flood damage to adjacent property or require additional public expense for flood protection, rescue or relief because the only additional impervious surface proposed on the site are permeable pavers in the back patio area which will undergo stormwater review as part of the normal building permit process.
9. The project will not result in the destruction, loss or damage of natural, scenic or historic features of major importance to the community because the proposed improvements have been designed in keeping with the historic character of the area and should enhance the building and site.

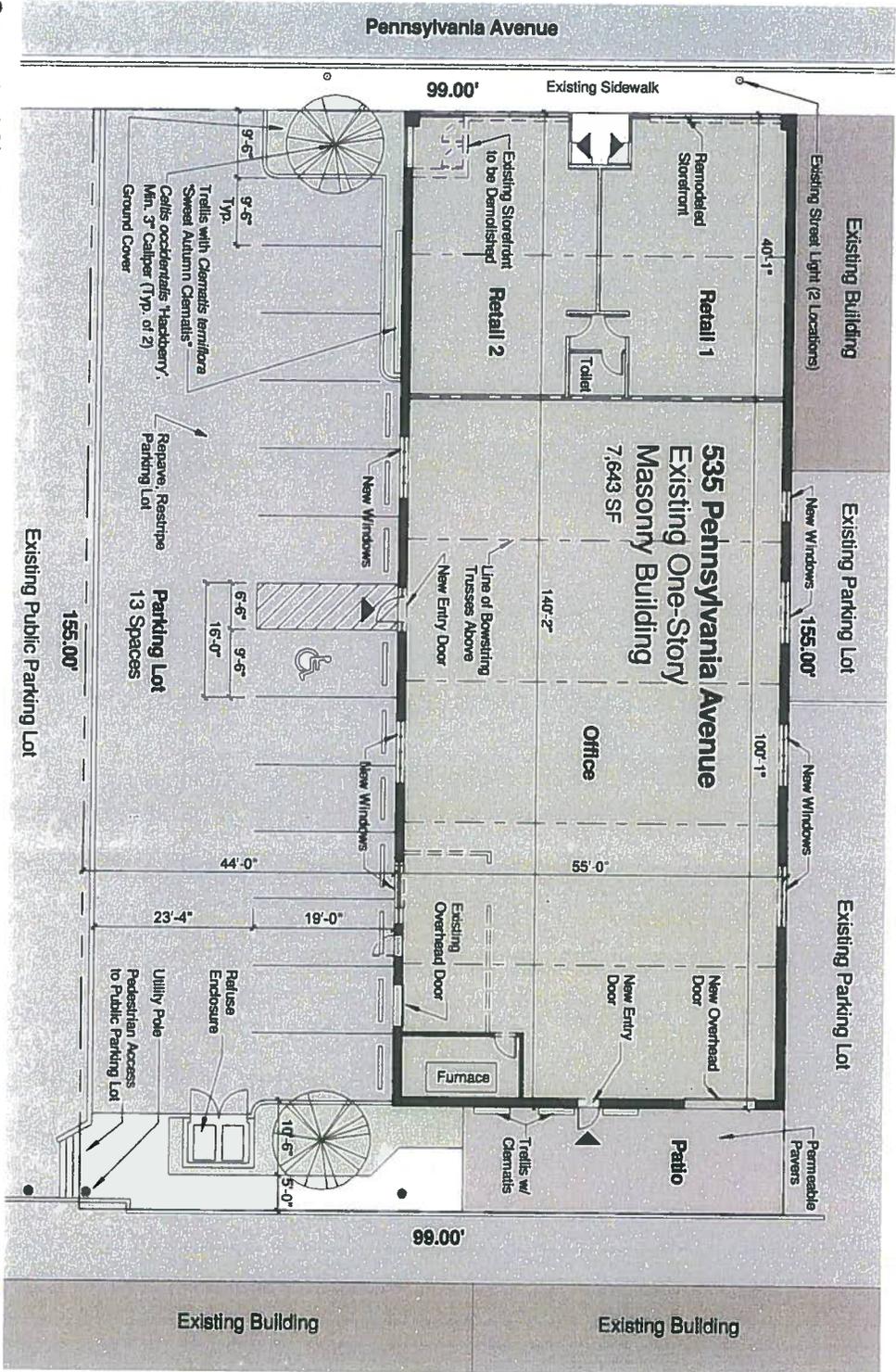
**Renovation and Buildout**

535 Pennsylvania Avenue  
Glen Ellyn, Illinois 60137

**Village of Glen Ellyn  
Zoning Submission**

**Conceptual Site Plan**

Note: Applicant proposes to salvage decorative stone urns from parapet and reinstall as a landscape feature in the Patio area.



**Conceptual Site Plan**  
SCALE: 1/16" = 1'-0"

**Exhibit "D"**



**Magenium Solutions**  
Applicant  
240 East Willow Avenue, Suite 103  
Wheaton, Illinois 60157  
630.768.5902  
www.magenium.com



**Church Building Architects, Inc.**  
Architect  
1825 College Avenue, Suite 130  
Wheaton, Illinois 60157  
630.260.1177  
www.churchbuilding.com

Project No.: 457  
Date: 19 June 2013

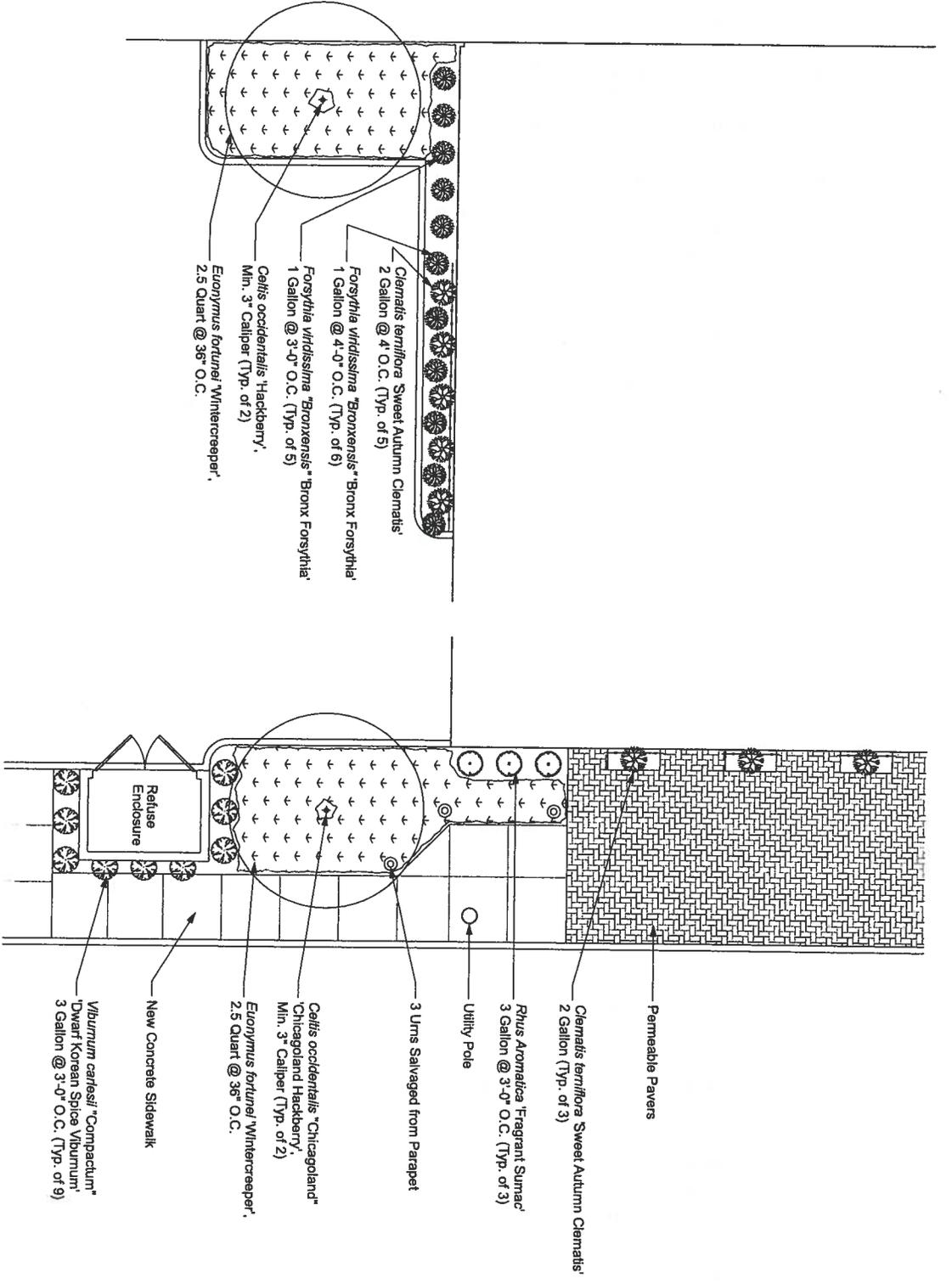
These plans are schematic and are subject to further refinement and completion with code-required details, the safety requirements, and coordination with existing systems.  
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**Renovation and Buildout**

535 Pennsylvania Avenue  
Glen Ellyn, Illinois 60137

**Village of Glen Ellyn  
Zoning Submission**

Conceptual Landscape Plan



Conceptual Landscape Plan  
SCALE: 1/8" = 1'-0"

**Exhibit "E"**

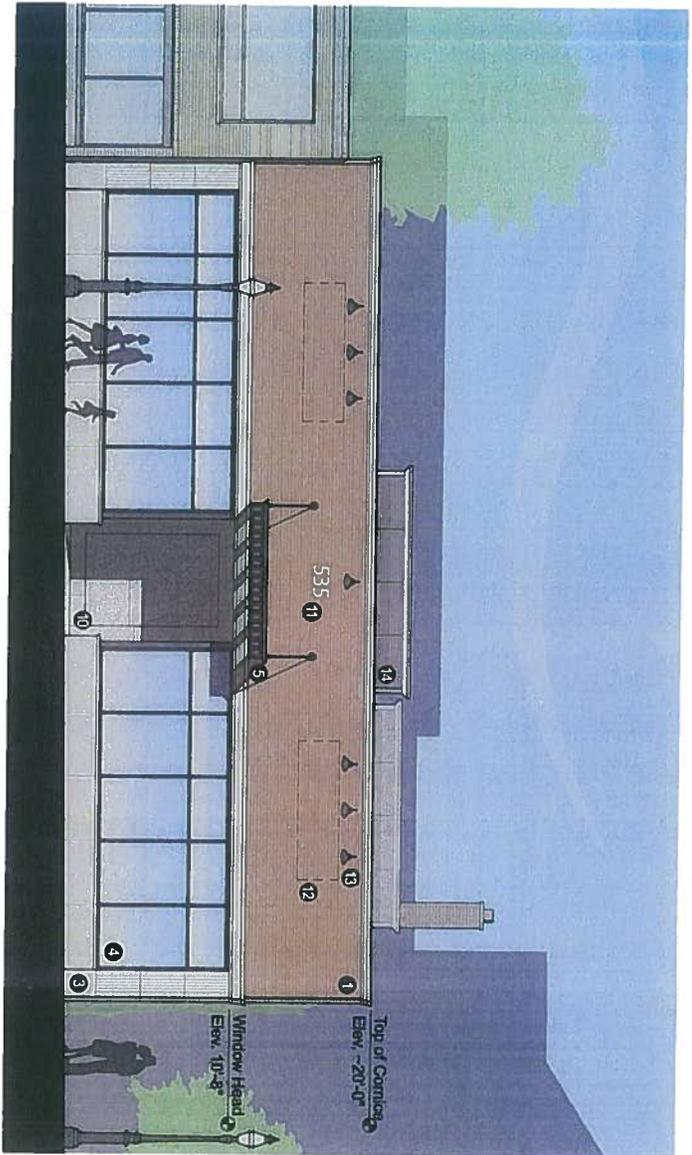


**Magenium Solutions**  
Applicant  
240 East Willow Avenue, Suite 103  
Wheaton, Illinois 60187  
630.788.5902  
www.magenium.com

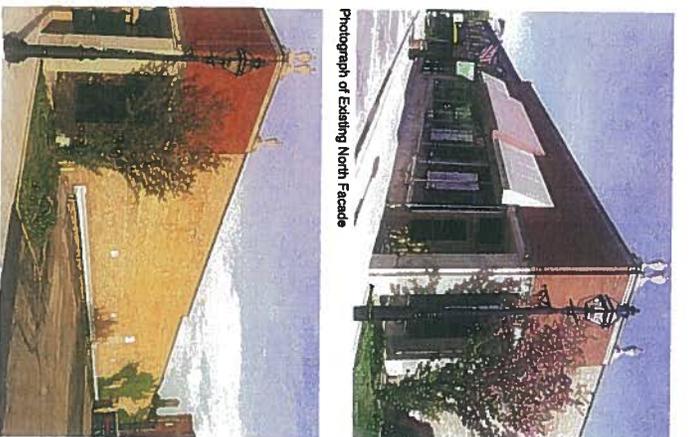


**Church Building Architects, Inc.**  
Architect  
1825 College Avenue, Suite 130  
Wheaton, Illinois 60187  
630.280.4177  
www.churchbuilding.com

Project No.: 457  
Date: 19 June 2013  
These plans are schematic and are subject to further refinement for compliance with code-required zoning, life safety requirements, and coordination with existing systems.  
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Proposed North Elevation with Renovated Storefront for One or Two Retail Tenants  
SCALE: 1/8" = 1'-0"



Photograph of Existing North Facade

Photograph of Existing West Facade

**Renovation and Buildout**

535 Pennsylvania Avenue  
Glen Ellyn, Illinois 60137

**Village of Glen Ellyn  
Zoning Submission**

**Conceptual Elevations, Photographs**

**Material Legend**

- 1 Existing Faça Brick
- 2 Existing Common Brick
- 3 Existing Dressed Limestone or Match
- 4 New Aluminum Storefront
- 5 New Painted Aluminum and Glass Canopy
- 6 Paint to Match Storefront
- 7 Alum. & Frosted Glass Overhead Sect. Door
- 8 Cable Trolis with Flowering Vines
- 9 Existing Galv. Alum. Gutter & Downspout
- 10 Chipped Limestone w/ Smooth Border
- 11 Stainless Steel Address (Max Area 2 SF)
- 12 Retail Sign w/ External Lighting (2 at 24 SF)  
For Location Only, Tenants TBD
- 13 Goose-neck Light Fixture
- 14 Prefin. Alum. Equipment Screening



**Magenium Solutions**

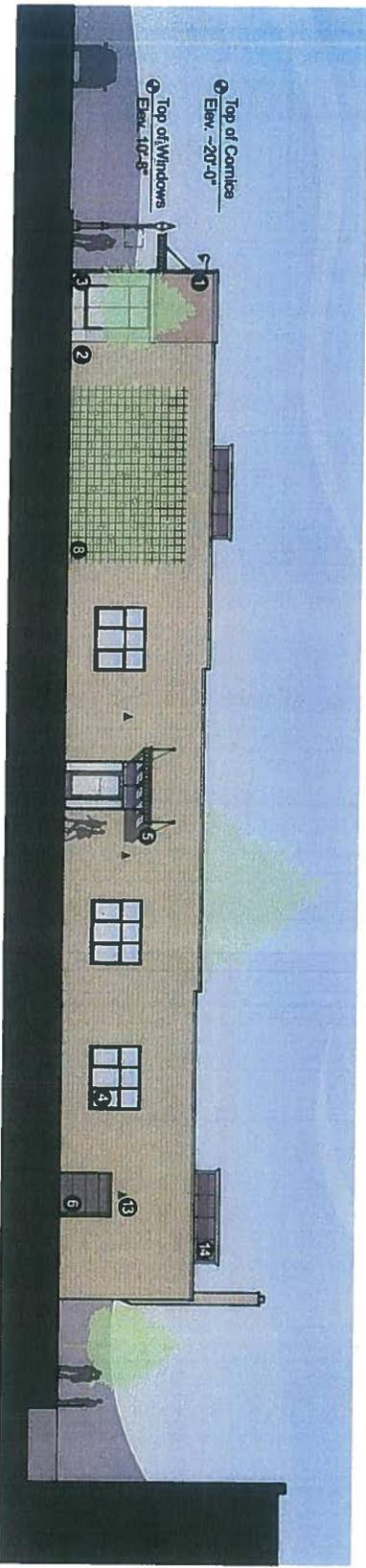
Applicant  
240 East Willow Avenue, Suite 103  
Wheaton, Illinois 60187  
630.788.5962  
www.magenium.com



Church Building Architects, Inc.  
Architect  
1825 College Avenue, Suite 130  
Wheaton, Illinois 60187  
630.280.4177  
www.churchbuilding.com

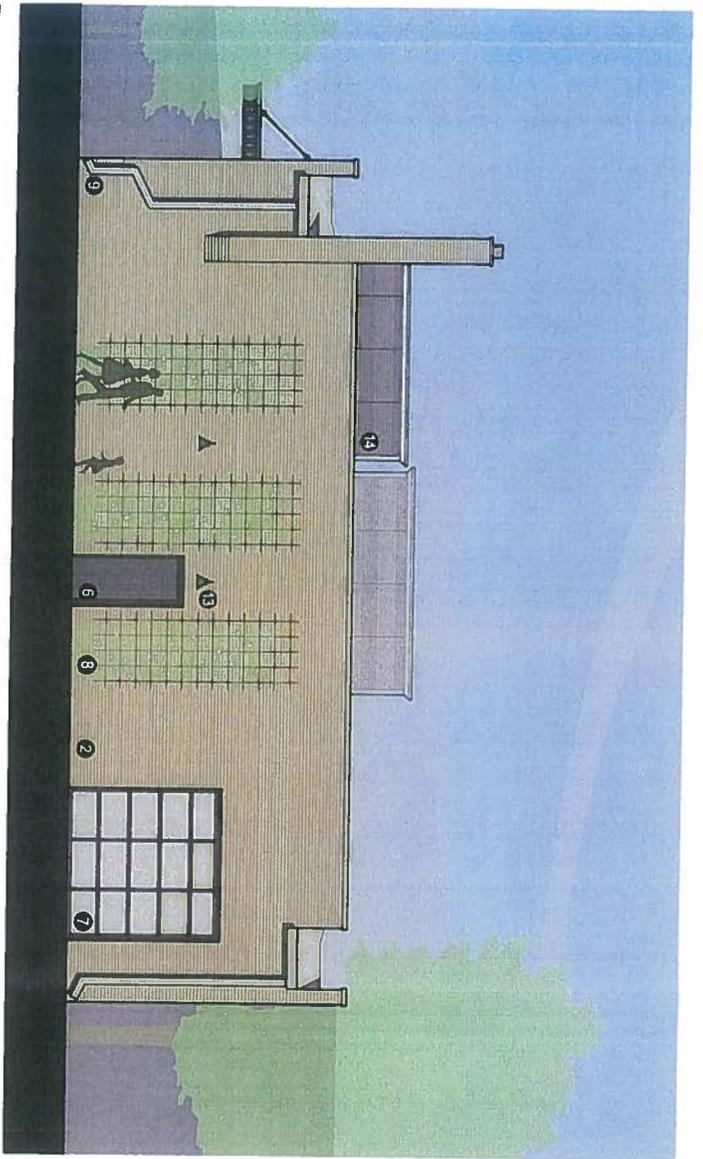
Project No.: 457  
Date: 19 June 2013

These plans are schematic and are subject to further refinement, improvements, and coordination with existing systems.  
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Proposed West Elevation with New Green Wall Feature and Office Tenant Entrance  
SCALE: 1/16" = 1'-0"

**Exhibit "F"**



Proposed South Elevation with New Walkway, Doors, and Green Wall  
SCALE: 1/8" = 1'-0"



Photograph Along South Property Line Facing East



Photograph of Existing East Facade



Proposed East Elevation (Section through 543 Pennsylvania)  
SCALE: 1/8" = 1'-0"

**Renovation and Buildout**  
535 Pennsylvania Avenue  
Glen Ellyn, Illinois 60137

**Village of Glen Ellyn  
Zoning Submission**

Conceptual Elevations, Photographs

**Material Legend**

- 1 Existing Face Brick
- 2 Existing Common Brick
- 3 Existing Dressed Limestone or Match
- 4 New Aluminum Storefront
- 5 New Painted Aluminum and Glass Canopy
- 6 Paint to Match Storefront
- 7 Alum. & Frosted Glass Overhead Sect. Door
- 8 Cable Trails with Flowering Vines
- 9 Existing Galv. Alum. Gutter & Downspout
- 10 Chipped Limestone w/ Smooth Border
- 11 Stainless Steel Address (Max Area 2 SF)
- 12 Retail Sign w/ External Lighting (2 at 24 SF)  
For Location Only; Tenants TBD
- 13 Goose-neck Light Fixture
- 14 Prefin. Alum. Equipment Screening



**Magenium Solutions**  
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240 East Willow Avenue, Suite 103  
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**Church Building Architects, Inc.**  
Architect  
1825 College Avenue, Suite 130  
Wheaton, Illinois 60187  
630.250.1177  
www.churchbuilding.com

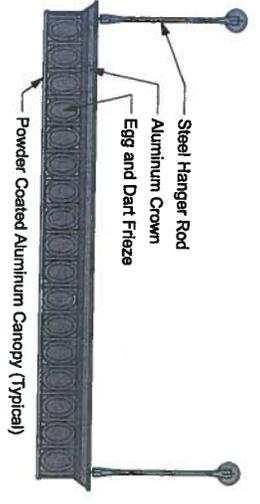
Project No.: 457  
Date: 19 June 2013

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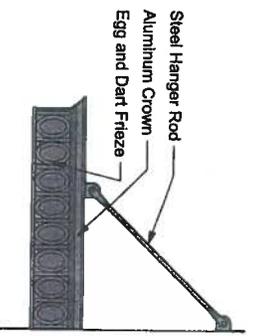
**Exhibit "G"**

**Renovation and Buildout**  
 535 Pennsylvania Avenue  
 Glen Ellyn, Illinois 60131

**Village of Glen Ellyn  
 Zoning Submission**  
 Canopy Details, Material Examples



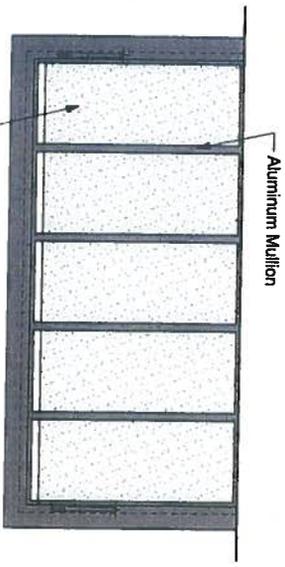
Typical Canopy Front Elevation



Typical Canopy Side Elevation

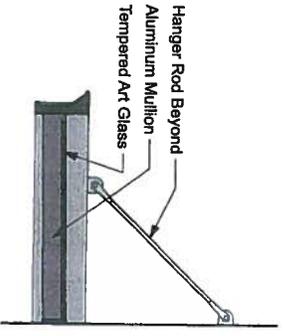


Photograph of Chipped Limestone for Feature Wall



Typical Canopy Plan

Entrance Canopy Details  
 SCALE: 3/8" = 1'-0"



Typical Canopy Section



Photograph of Art Glass for Entrance Canopies



Photograph of Cable Trellis



**Magenium Solutions**  
 Applicant  
 240 East Willow Avenue, Suite 103  
 Wheaton, Illinois 60187  
 630.768.6902  
 www.magenium.com



**Church Building Architects, Inc.**  
 Architects  
 1825 College Avenue, Suite 130  
 Wheaton, Illinois 60187  
 630.280.1177  
 www.churchbuilding.com

Project No.: 457  
 Date: 19 June 2013

These plans are schematic and are subject to further refinement for permit, construction, and coordination with existing systems.  
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**Exhibit "H"**

## APPLICATION FOR SPECIAL USE PERMIT

The undersigned petitions the President and Village Board of Trustees of the Village of Glen Ellyn, Illinois, to consider the Special Use described in this application.

**Date Filed:** \_\_\_\_\_ **Application No:** \_\_\_\_\_

**Name of Applicant:** Magenium Solutions, LLC

**Contact Information:** Thomas C. Lamantia

**Address of Applicant:** 240 East Willow Road, Wheaton, Illinois 60189

**Business Phone:** 630-786-5902 **Fax:** \_\_\_\_\_

**Cell/Home Phone:** 630-768-5513 **Email:** thomas.lamantia@magenium.com

**Property Interest of Applicant:** Contract Purchaser

(Owner, Contract Purchaser, Owner Representative)

### Contact Information:

**Name of Owner:** ATG Trust Company, as Trustee UAD 8/1/2007 and known as Trust

**Address of Owner:** One South Wacker Dr., 24th Floor,  
Chicago, Illinois 60606-4654

Number  
07-033

**Business Phone:** 312.338.7878 **Fax:** 312-224-0264

**Cell/Home Phone:** \_\_\_\_\_ **Email:** memannix@atgtrust.com

**Address and Legal Description of Property:** 535 Pennsylvania Avenue,  
Glen Ellyn, Illinois 60137

05-11-317-018 (affects part) 05-11-317-019 (affects part)

**Permanent Index No. (PIN):** \_\_\_\_\_ **Zoning:** C5A

**Lot Dimensions:** 99 X 155 **Lot Area:** 15,345 sq. ft.

**Present Use:** Vacant commercial

**Requested Use/Construction:** Conversion to office use with adjoining parking, and construction of entry door from parking lot.

**Estimated Date to Begin New Use/Construction:** within 90 days

### Name(s), Address(es) and Phone No(s). of Experts (architects, engineers, etc.):

John P. Martin, Attorney, Huck Bouma, PC, 1755 S. Naperville Road,  
Wheaton, Illinois 60189, 630-221-1755

Christopher D. Lauriat, Architect, Church Building Architects,  
1825 College Avenue, Suite 130, Wheaton, Illinois 60187,  
630-260-1177 x 14

**Narrative Statement** evaluating the economic effects on adjoining property, the effect of such elements as noise, glare, odor, fumes and vibration on adjoining property, a discussion of the general compatibility with the adjacent and other properties in the district, the effect of traffic, and the relationship of the proposed use to the Comprehensive Plan, and how it fulfills the

requirements of paragraph (E) of Section 10-10-14 of the Zoning Code; except that the building will be occupied, there will be no essential change to the adjoining neighborhood. The utilization of this property for the conduct of general business operations will introduce no noise, glare, odors, fumes or other external negative effects impacting the neighborhood and enhance and will in fact complete the general office nature of the immediate areas surrounding this property.

**Describe How the Special Use:**

1. Will be harmonious with and in accordance with the general objectives, or within a specific objective of the Comprehensive Plan and/or this Zoning Code; This proposed project will add an office to an area of the Village populated in its entirety by a mixed selection of offices.
2. Will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area; inasmuch as the general character of this Pennsylvania Avenue lot is virtually all office, the character of this area will be enhanced by conversion of a difficult property to office usage.
3. Will not be hazardous or disturbing to existing or future neighborhood uses; The intended use will be passive office activity with no external impact.
4. Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water, sewers and schools, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services; The utilization of public services will be similar to the existing retail purpose of the building.
5. Will not create excessive additional requirements at public cost for public facilities and services, and will not be detrimental to the economic welfare of the Village; As stated above, this use will "round out" to office nature of this block.
6. Will not involve uses, activities, processes, materials, equipment and/or conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors; There will be no external impact of this proposed use. We anticipate no street parking under normal usage.
7. Will have vehicular approaches to the property, which shall be so designed as not to create an undue interference with traffic on surrounding public streets or roads; Street frontage and existing parking facilities will remain as they currently exist.

8. Will not increase the potential for flood damage to adjacent property or require additional public expense for flood protection, rescue or relief: Property will stay as is. Any required parking lot changes will be engineered.
9. Will not result in destruction, loss or damage of natural, scenic or historic features of major importance to the community: The anticipated building improvements will have no effect on scenic or historic features of the Village but will substantially enhance the streetscape

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

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

I (We) consent to pay the Village of Glen Ellyn all costs incurred for transcribing the public hearing on this application.

I (We) understand that no final action shall be taken by the Village Board subsequent to the public hearing until and upon payment of transcribing fees.

5-21-2013  
Date

  
Signature of Applicant

**THE BEST INTERESTS OF THE APPLICANT WILL BE SERVED  
BY COMPLETING THIS APPLICATION IN DETAIL**

**EXTERIOR APPEARANCE REVIEW  
APPLICATION**

Please complete and return this form to the Planning and Development Department, 535 Duane St.,  
Glen Ellyn, IL 60137. If you have questions, please phone: 630.547.5250

**I. APPLICATION INFORMATION:**

A. Date Filed: 5-21-2013 B: Application No. \_\_\_\_\_

C. Project Name: MAGENIUM SOLUTIONS LLC

D. Project Description: RENOVATION + INTERIOR BUILDOUT

E. Address of Property: 575 PENNSYLVANIA

F. Permanent Index No. 05-11-317-018 G. Zoning: CSA

H. Name of Applicant: THOMAS C LAMANTIA ON BEHALF OF MAGENIUM SOLUTIONS LLC

I. Address of Applicant: 240 E. WILLOW AVE. STE 103 WHEATON, IL 60187

J. Phone No. (Business): 630.786-5902 (Home) 630.690-5812

K. Fax No. (Business): 630.786.5909 (Home) \_\_\_\_\_

L. E-mail Address of Applicant: tc@magnum.com

M. Name of Property Owner: Purchaser: MAGENIUM SOLUTIONS LLC

N. Address of Property Owner: Owner - ATG Trust Company as Trustee 440 S/1/2007 and  
One South Wacker Dr, 24th Floor Known as  
Chicago, IL 60604 Trust #07-0

O. Phone No. (Business): 312-335-7878 (Home) (fax) 312-224-0203

P. E-Mail Address of Property Owner: memaanix@atgtrust.com

**II. CONFORMANCE WITH APPEARANCE REVIEW GUIDELINES:** SEE ATTACHED  
(You may attach separate sheets as needed to answer any of the following questions)

Q. Please explain why the proposed architectural style was chosen. (EXISTING BUILDING)

R. Provide information about the architectural style and exterior materials of the buildings in the surrounding area: \_\_\_\_\_

S. Please explain how the project complies with the Appearance Review Guidelines: APPLICANT IS  
ADDING OR REPLACING STOREFRONT, WINDOWS, DOORS, + SIGNINGS

T. Please explain why any deviations from the Appearance Review Guidelines are proposed: \_\_\_\_\_

Signature: [Handwritten Signature] Date: 5-21-2013

Attachment to 'Exterior Appearance Review Application'  
13 June 2013

*II. CONFORMANCE WITH APPEARANCE REVIEW GUIDELINES:*

*Q. Please explain why the proposed architectural style was chosen.*

The building is existing. The applicant has taken care to replace the storefront with windows of similar scale and proportion. Windows added on the east and west facades will be of similar style. The limestone columns and cornices on the north façade will be cleaned and restored. The limestone base at the north façade will be replaced with matching stone, though with the addition of a sill to prevent water damage to the stone below. A metal and glass canopy will be added at each of the two entrances. The style of the canopy is similar to one at the Surrey Hotel in New York (see photograph), though the canopy proposed is smaller and less ornate.

*R. Provide information about the architectural style and exterior materials of the buildings in the surrounding area:*

Downtown Glen Ellyn contains a variety of architecture built including Neoclassical, Tudor Revival, Italian Renaissance Revival, Spanish Revival, Queen Anne, Commercial, Modern, Postmodern, and Contemporary styles. Most structures have facades of brick and stone, while a few utilize stucco, wood siding, or terra cotta. Most storefronts in the area have aluminum frames, with a few exceptions in steel or wood. Many buildings have fabric awnings in variety of styles and colors, and several buildings employ more substantial metal-clad roof canopies over their main entrances.

*S. Please explain how the project complies with the Appearance Review Guidelines:*

The applicant proposes to maintain and restore several distinctive architectural features, specifically the limestone columns, lintel, and cornice at the north façade. Additions to the building, which include windows, doors, decorative light fixtures, and canopies will maintain a traditional character. A trellis with flowering vines will enhance blank walls on the west and south elevations. New mechanical equipment will be located on the roof, behind light-colored screening. Future retail signage will be individual letters or a carved sign with relief, with external lighting in either case.

*T. Please explain why any deviations from the Appearance Review Guidelines are proposed:*

Pursuant to our discussion at Pre-application Meeting with the ARC on May 22, the applicant proposes to relocate three stone urns from the parapet to the landscaped area at the south end of the property. One urn is missing and the applicant is concerned about the others falling. While the Guidelines suggest fabric awnings be used, the applicant proposes installing two metal and glass suspended *canopies*, one at each major entrance. The canopies will be traditional in appearance. There are several examples of metal canopies in the C5A and C5B zoning districts (see photographs). While the applicant prefers not to use fabric awnings for a variety of reasons, the applicant will consider adding awnings once retail tenants are determined. Retail signage and awnings are not part of this application and will be submitted for the ARC's consideration at a later date once retail tenants are determined.

OWNERSHIP BY LAND TRUST

Date: 5/21/13

Address: 535 Pennsylvania Avenue, Glen Ellyn, Illinois 60137

Legal Description: See Attached

TRUSTEE: ATG Trust Company TRUST NO.: 07-033

Address: One South Wacker, 24th Floor, Chicago, Illinois 60606-4654

LIST ALL BENEFICIARIES:

Name: Carl Formento <sup>a/k/a Carl Formento, Jr.</sup> Address: 2007 Gladstone Dr. Wheaton IL 60157

Name: Carole Formento Address: "

Name: Julie Formento Address: 120 Settlers Dr. Naperville IL

Name: \_\_\_\_\_ Address: 60565

Name: \_\_\_\_\_ Address: \_\_\_\_\_

**OWNERSHIP BY A CORPORATION**

Date: June 12, 2013

Address: 240 E. willow Ave. STE 103, Wheaton, IL 60187

Legal Description: See attached

**LIST ALL SHAREHOLDERS AND OFFICERS/DIRECTORS (AND % OF INTEREST OWNED IN EXCESS OF 5% OF STOCK)**

Name: Timothy J. Traxinger Address: 1309 Irving Ave, Wheaton, IL % 49

Name: Colleen M. Lamantia Address: 1320 E. Forest, Wheaton, IL % 51

Name: \_\_\_\_\_ Address: \_\_\_\_\_ % \_\_\_\_\_

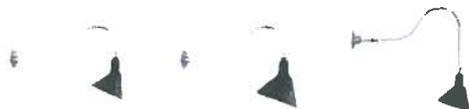
# The Frontier Angle Shade

CODE: BLE-G-ASFC-PC

\$300.00



8' Frontier Angle Shade, 100-Black | G22 Gooseneck Arm  
980-Brushed Aluminum  
Click to enlarge



Shade Size:	12" Shade (+\$30.00)
Finishes:	100-Black
Gooseneck Arms:	G2 Gooseneck Arm (+\$139.00)
Gooseneck Arm Finish:	Same as Shade
Wire Cage:	None
Cast Guard & Glass:	None
Cage or Guard Finish:	N/A- Not Applicable
Wattage:	GU24 Bi-Pin CFL Socket (+\$10.00)

ADD TO MY WISH LIST

Google +

CUSTOMER REVIEWS

SEND TO FRIEND

## Finish Chart / Features

Powdercoat Finishes:	Durable finish colors to fit any style from traditional to retro to modern	<a href="#">Click to View</a>
Gooseneck Arms:	Dozens of styles, projections, designs and angles to choose from	<a href="#">Click to View</a>
Wire Cage :	Add vintage flavor to any shade with a wire cage	<a href="#">Click to View</a>
Guard & Glass :	Protect your bulb and add vintage style and color	<a href="#">Click to View</a>

## Product Details

Angle Shade Sign Lights - their name speaks for themselves! Their angled shape plays a big factor in their ability to extend outward and properly display artwork, a business storefront or a company logo. Their American made qualities allow them to illuminate your area for years! [Read More>](#)

### Shade Sizes:

- 08" Shade: 8"W x 08"H | Guard and Glass Not Available
- 10" Shade: 10"W x 10 ½"H
- 12" Shade: 12"W x 12"H
- 14" Shade: 14"W x 14 ½"H

### Additional Information:

- **Finish:** Multiple (See Finish Options)
- **Mounting:** Multiple (See Mounting Options)
- **Backplate Dimensions:** 4 ¼" Diameter
- **Max Wattage Per Socket:** 200W Standard Incandescent (Bulb Not Included)
- **Number Of Sockets:** 1
- **Use:** CSA Listed For Wet Locations

# Renovation and Buildout

535 Pennsylvania Avenue  
Glen Ellyn, Illinois 60137

## Village of Glen Ellyn Zoning Submission

### Conceptual Site Plan

Note: Applicant proposes to salvage decorative stone urns from parapet and reinstall as a landscape feature in the Patio area.



**Magenium Solutions**  
Applicant  
240 East Willow Avenue, Suite 103  
Wheaton, Illinois 60187  
830.768.5802  
www.magenium.com

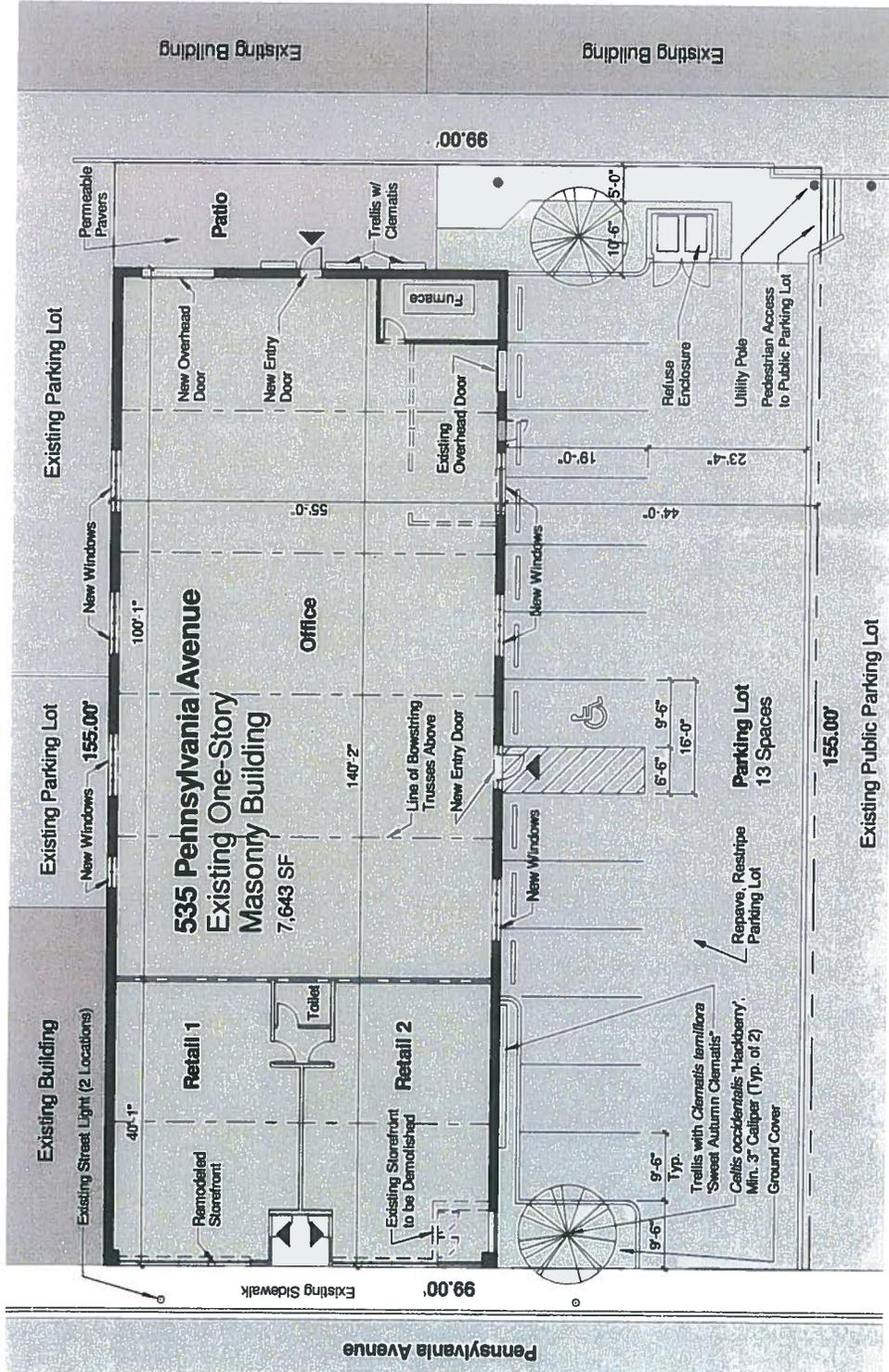


**Church Building Architects, Inc.**  
Architect  
1825 College Avenue, Suite 130  
Wheaton, Illinois 60187  
630.260.1177  
www.churchbuilding.com

Project No.: 457  
Date: 19 June 2013

These plans are submitted and are subject to further refinement for compliance with code-related and other regulatory requirements, and coordination with existing systems.

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Conceptual Site Plan  
SCALE: 1/16" = 1'-0"

# Renovation and Buildout

535 Pennsylvania Avenue  
Glen Ellyn, Illinois 60137

## Village of Glen Ellyn Zoning Submission

Conceptual Landscape Plan



**Magenium Solutions**  
Applicant  
240 East Willow Avenue, Suite 103  
Wheaton, Illinois 60157  
630.768.5902  
www.magenium.com

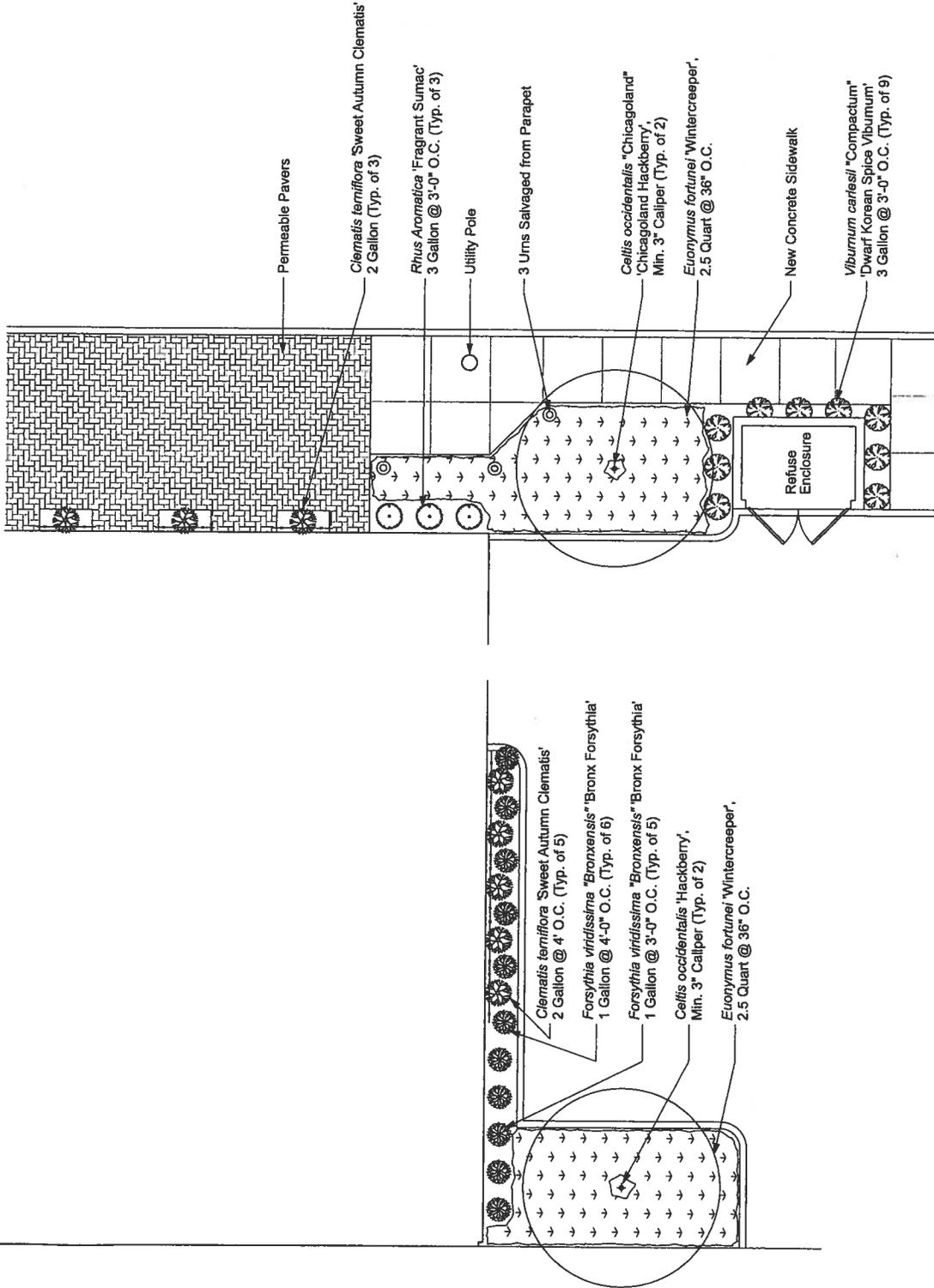


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Architect  
1825 College Avenue, Suite 130  
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Date: 19 June 2013

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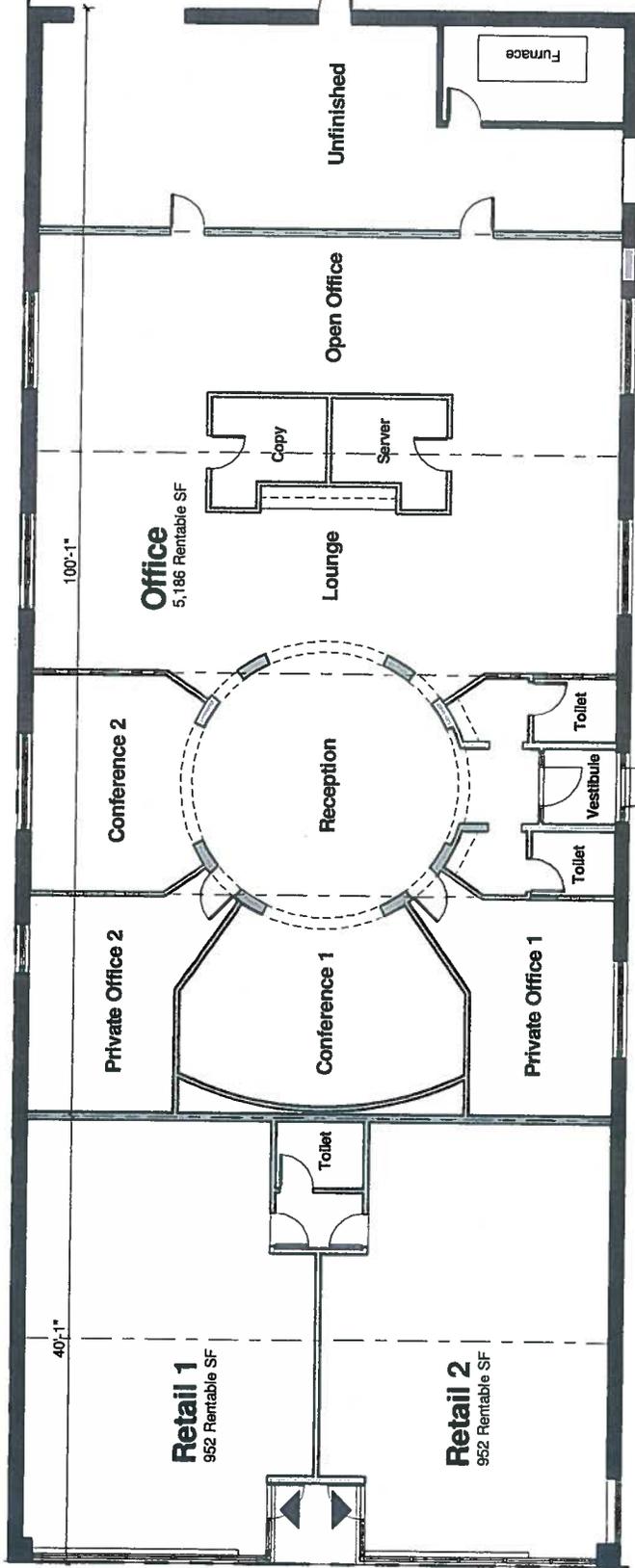
Conceptual Landscape Plan  
SCALE: 1/8" = 1'-0"

# Renovation and Buildout

535 Pennsylvania Avenue  
Glen Ellyn, Illinois 60137

## Village of Glen Ellyn Zoning Submission

Conceptual Floor Plan



**Magenium Solutions**  
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Wheaton, Illinois 60187  
630.788.5902  
www.magenium.com



Conceptual Floor Plan

SCALE: 3/32" = 1'-0"



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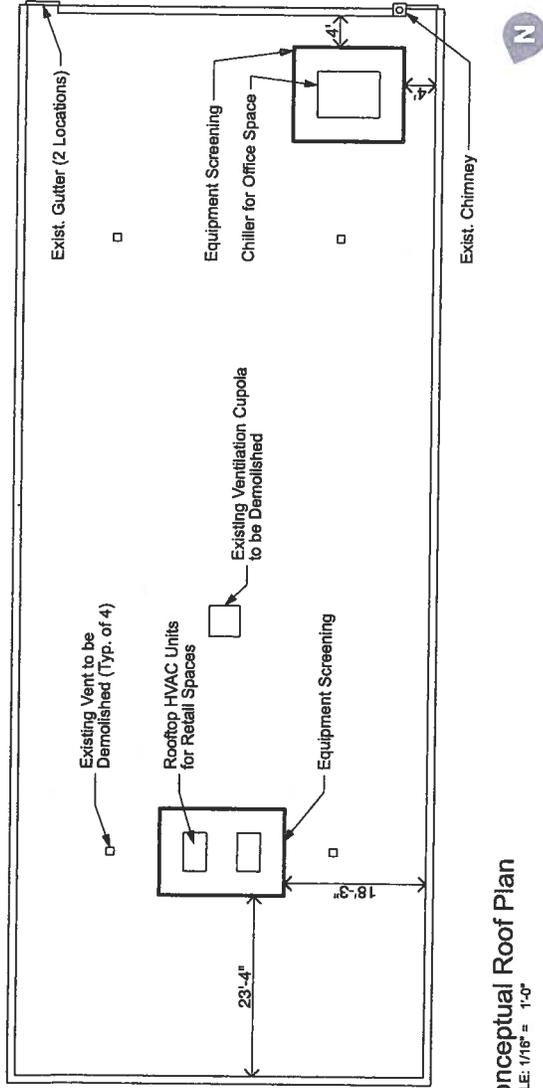
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# Renovation and Buildout

535 Pennsylvania Avenue  
Glen Ellyn, Illinois 60137

## Village of Glen Ellyn Zoning Submission

### Conceptual Roof Plan



Conceptual Roof Plan  
SCALE: 1/16" = 1'-0"

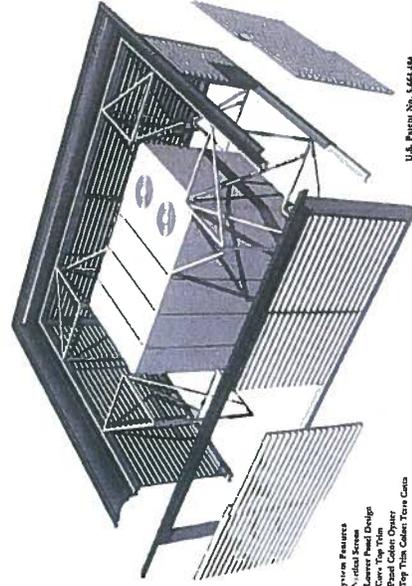


Diagram of Equipment Screening



Photograph of Existing Ventilation Cupola



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Applicant  
240 East Willow Avenue, Suite 103  
Wheaton, Illinois 60187  
630.766.5902  
www.magenium.com



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Date: 19 June 2013

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# Renovation and Buildout

535 Pennsylvania Avenue  
Glen Elyn, Illinois 60137

## Village of Glen Elyn Zoning Submission

Conceptual Elevations, Photographs

### Material Legend

- 1 Existing Face Brick
- 2 Existing Common Brick
- 3 Existing Dressed Limestone or Match
- 4 New Aluminum Storefront
- 5 New Painted Aluminum and Glass Canopy
- 6 Paint to Match Storefront
- 7 Alum. & Frosted Glass Overhead Sect. Door
- 8 Cable Trellis with Flowering Vines
- 9 Existing Galv. Alum. Gutter & Downspout
- 10 Chipped Limestone w/ Smooth Border
- 11 Stainless Steel Address (Max Area 2 SF)
- 12 Retail Sign w/ External Lighting (2 at 24 SF)  
For Location Only, Tenants TBD
- 13 Gooseneck Light Fixture
- 14 Prefin. Alum. Equipment Screening



### Magenium Solutions

Applicant  
240 East Willow Avenue, Suite 103  
Wheaton, Illinois 60187  
630.768.5802  
www.magenium.com

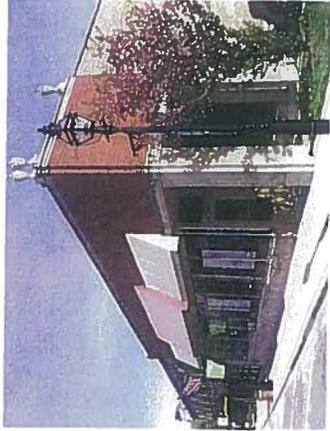


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Architect  
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Wheaton, Illinois 60187  
630.280.1177  
www.churchbuilding.com

Project No.: 457  
Date: 19 June 2013

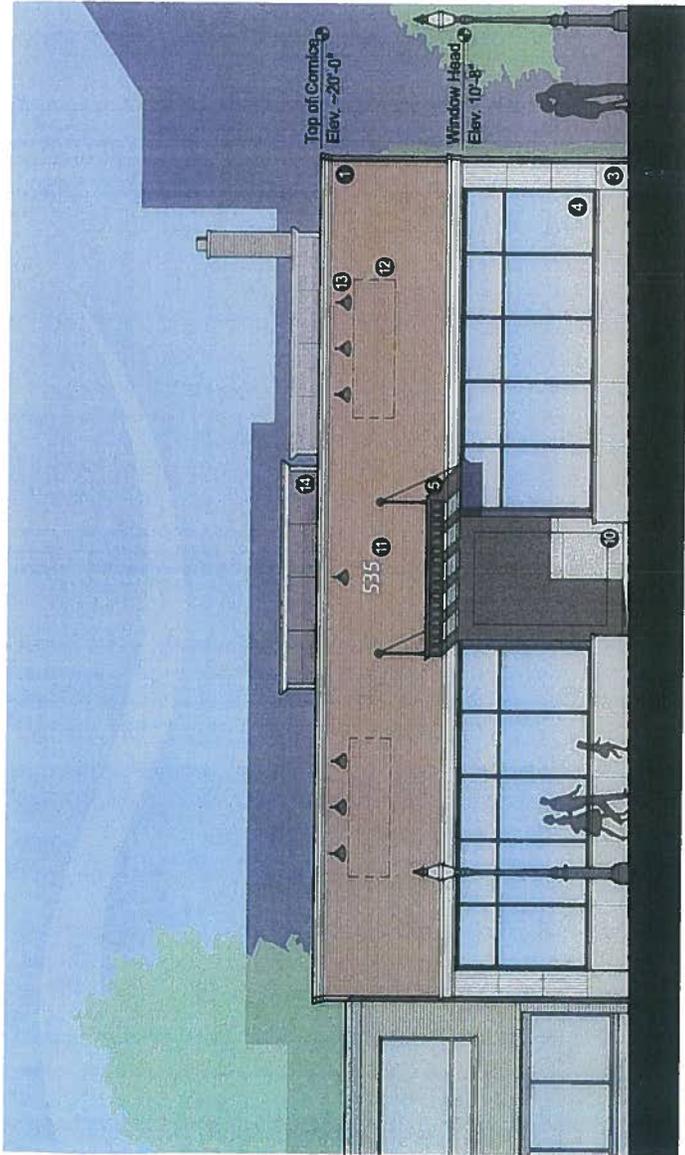
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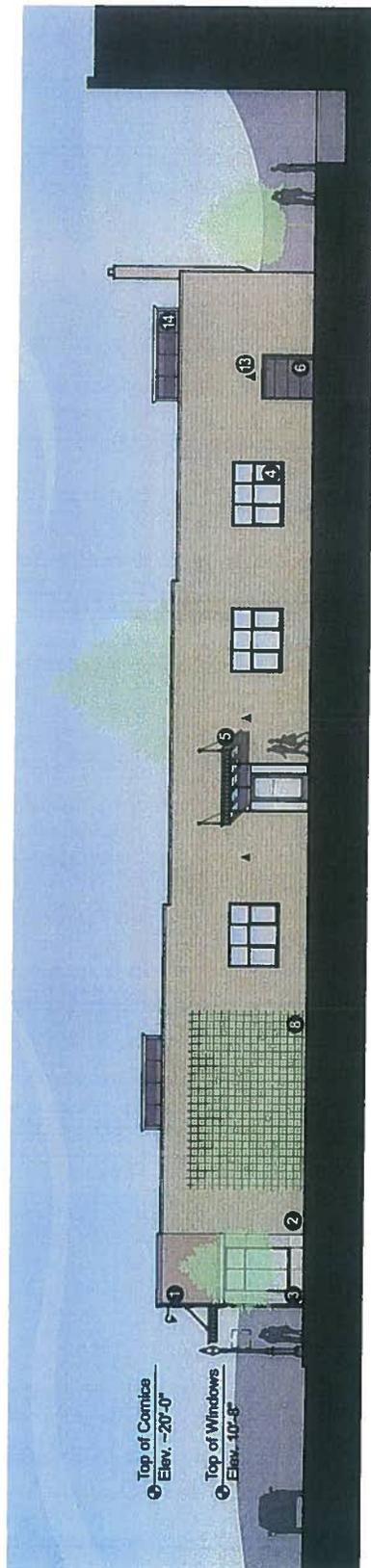
Photograph of Existing North Facade



Photograph of Existing West Facade



Proposed North Elevation with Renovated Storefront for One or Two Retail Tenants  
SCALE: 1/8" = 1'-0"



Proposed West Elevation with New Green Wall Feature and Office Tenant Entrance  
SCALE: 1/8" = 1'-0"

# Renovation and Buildout

535 Pennsylvania Avenue  
Glen Ellyn, Illinois 60137

## Village of Glen Ellyn Zoning Submission

Conceptual Elevations, Photographs

### Material Legend

- 1 Existing Face Brick
- 2 Existing Common Brick
- 3 Existing Dressed Limestone or Match
- 4 New Aluminum Storefront
- 5 New Painted Aluminum and Glass Canopy
- 6 Paint to Match Storefront
- 7 Alum. & Frosted Glass Overhead Sect. Door
- 8 Cable Trellis with Flowering Vines
- 9 Existing Galv. Alum. Gutter & Downspout
- 10 Chipped Limestone w/ Smooth Border
- 11 Stainless Steel Address (Max Area 2 SF)
- 12 Retail Sign w/ External Lighting (2 at 24 SF)  
For Location Only, Tenants TBD
- 13 Gosseneck Light Fixture
- 14 Prefin. Alum. Equipment Screening



### Magenium Solutions

Applicant  
240 East Willow Avenue, Suite 103  
Wheaton, Illinois 60187  
630.788.5622  
www.magenium.com



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Architect  
1825 College Avenue, Suite 130  
Wheaton, Illinois 60187  
630.260.1177  
www.churchbuilding.com

Project No.: 457  
Date: 18 June 2013

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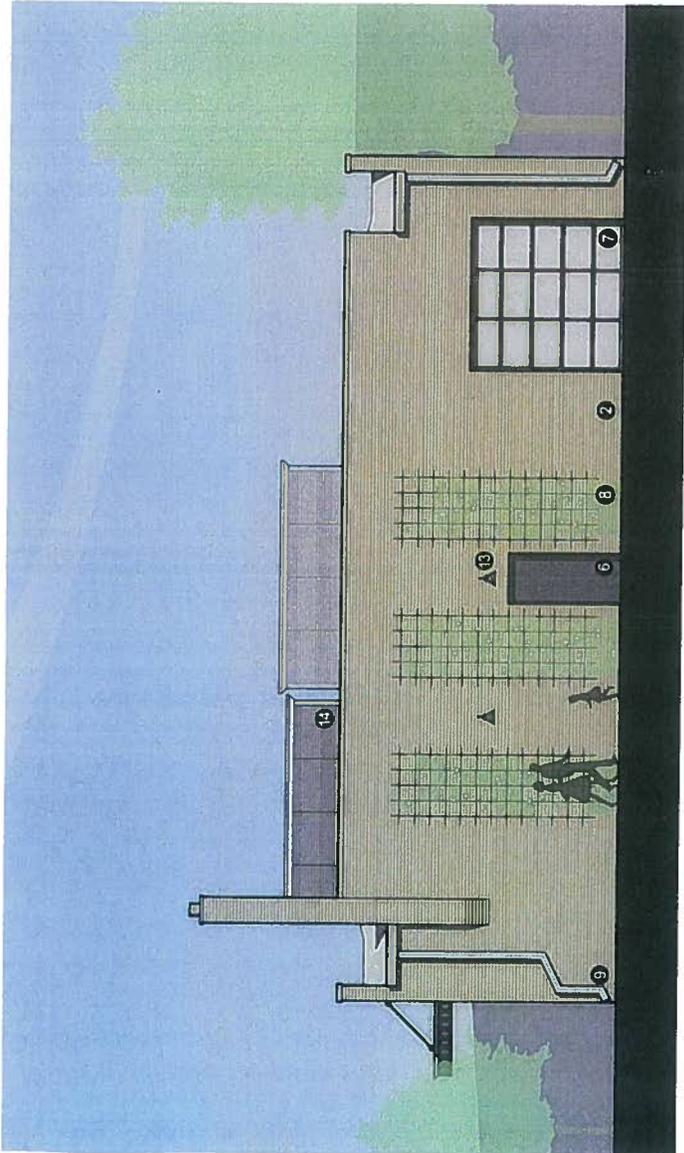
© Copyright Church Building Architects 2013



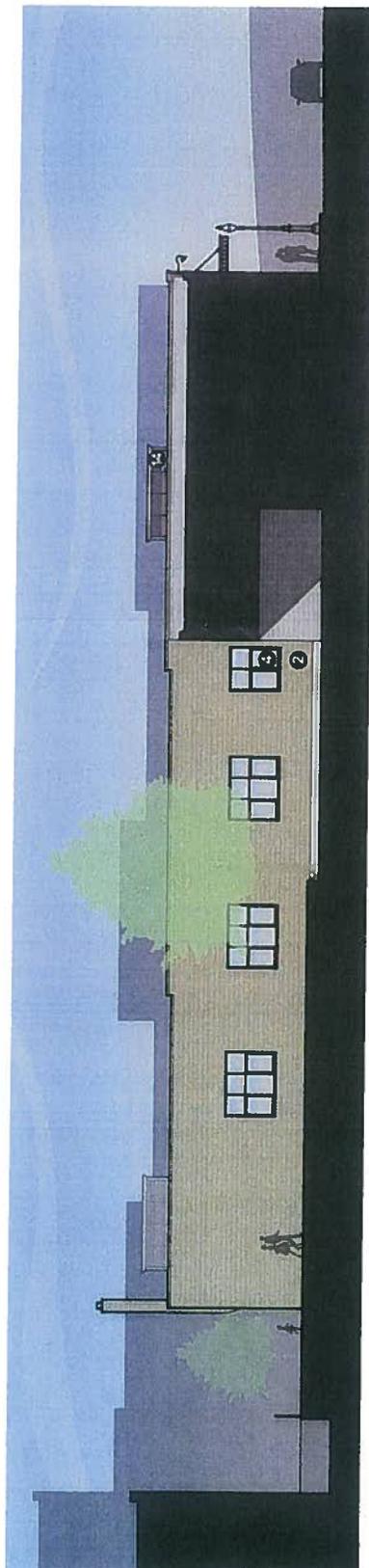
Photograph Along South Property Line Facing East



Photograph of Existing East Facade



Proposed South Elevation with New Walkway, Doors, and Green Wall  
SCALE: 1/8" = 1'-0"



Proposed East Elevation (Section through 543 Pennsylvania)  
SCALE: 1/8" = 1'-0"

# Renovation and Buildout

535 Pennsylvania Avenue  
Glen Ellyn, Illinois 60137

## Village of Glen Ellyn Zoning Submission

Canopy Details, Material Examples



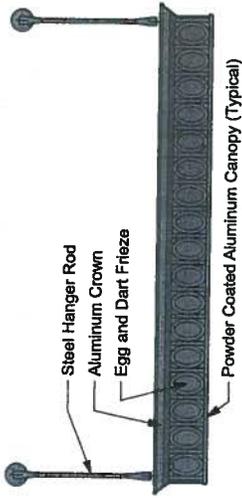
Photograph of Chipped Limestone for Feature Wall



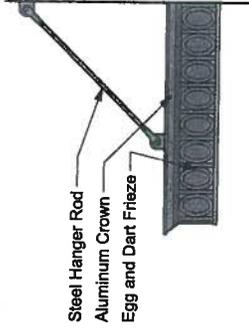
Photograph of Art Glass for Entrance Canopies



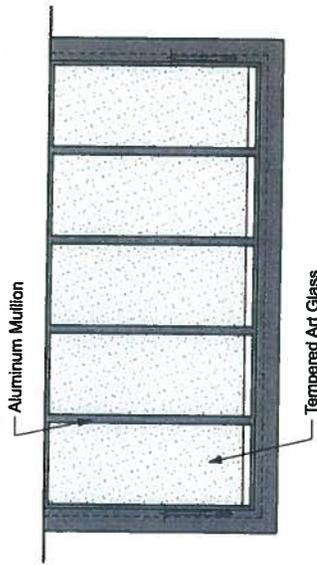
Photograph of Cable Trellis



Typical Canopy Front Elevation



Typical Canopy Side Elevation



Typical Canopy Plan

Entrance Canopy Details  
SCALE: 3/8" = 1'-0"



### Magenium Solutions

Applicant  
240 East Willow Avenue, Suite 103  
Wheaton, Illinois 60187  
630.768.6902  
www.magenium.com



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Architect  
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Wheaton, Illinois 60187  
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Project No.: 457

Date: 19 June 2013

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**Renovation and Buildout**

535 Pennsylvania Avenue  
Glen Ellyn, Illinois 60137

**Village of Glen Ellyn  
Zoning Submission**

Canopies in Downtown Glen Ellyn  
Canopy Examples



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Wheaton, Illinois 60187  
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www.magenium.com



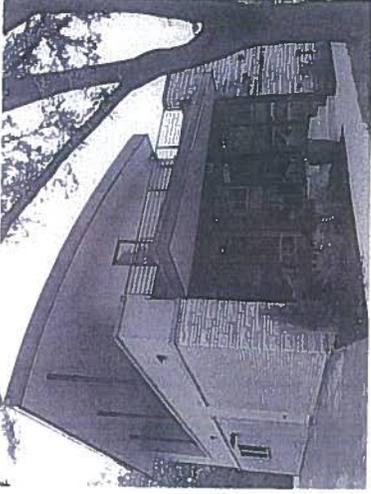
**Church Building Architects, Inc.**

Architect  
1825 College Avenue, Suite 130  
Wheaton, Illinois 60187  
630.260.1177  
www.churchbuilding.com

Project No.: 457  
Date: 19 June 2013

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for construction. They are not intended for construction without  
improvements, and coordination with existing systems.

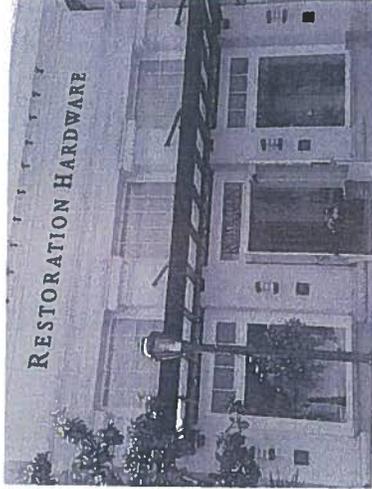
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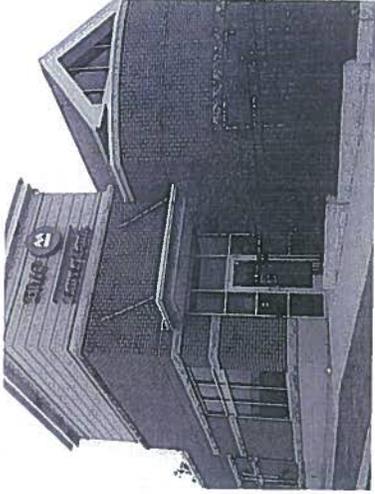
568 Pennsylvania Avenue



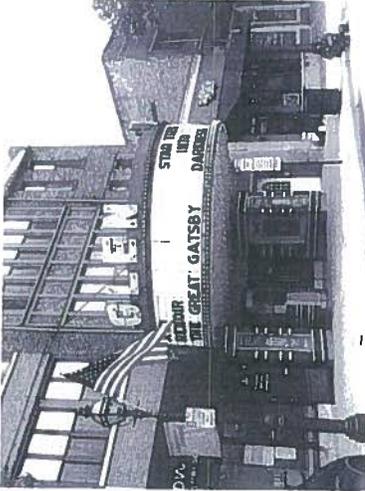
526 Crescent Boulevard



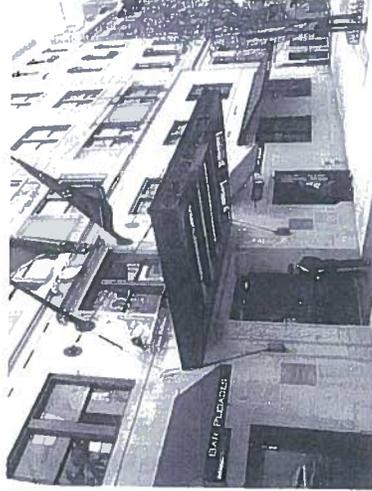
Restoration Hardware, Seattle



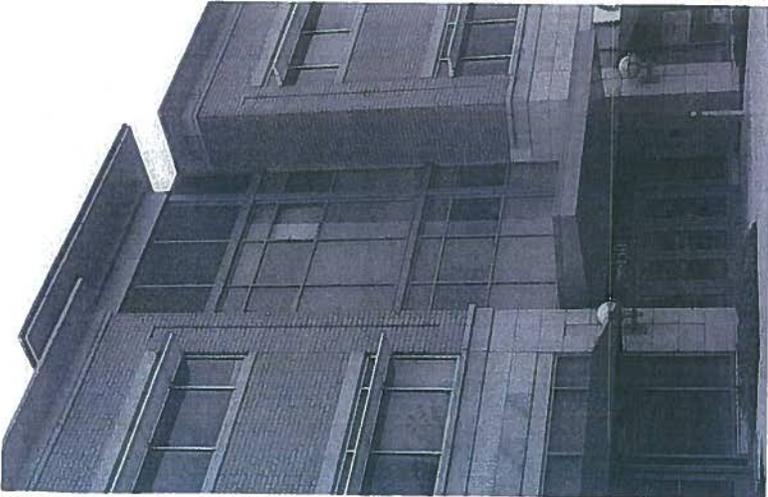
405 Pennsylvania Avenue



540 Crescent Boulevard



Surrey Hotel, New York



430 Pennsylvania Avenue



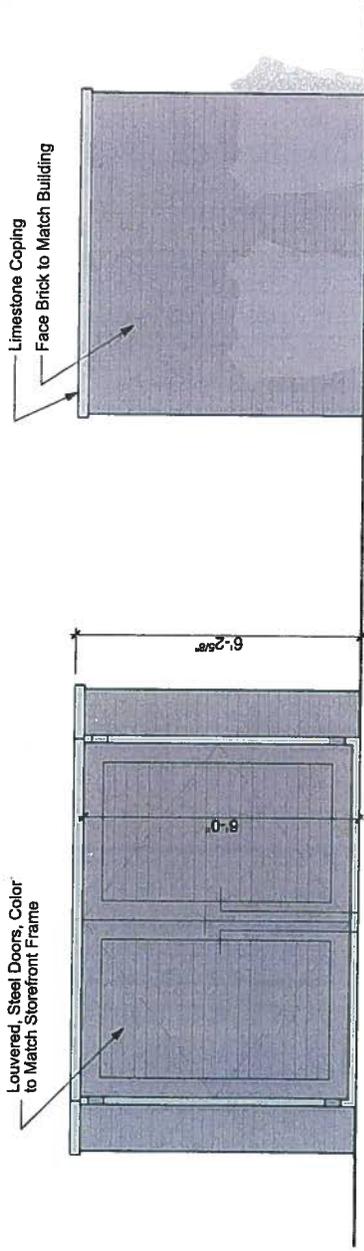
1315 South Washtenaw Avenue, Chicago

**Renovation and Buildout**

535 Pennsylvania Avenue  
Glen Ellyn, Illinois 60137

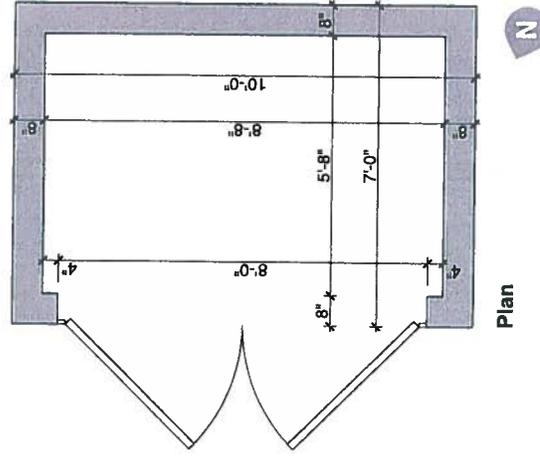
**Village of Glen Ellyn  
Zoning Submission**

Refuse Enclosure

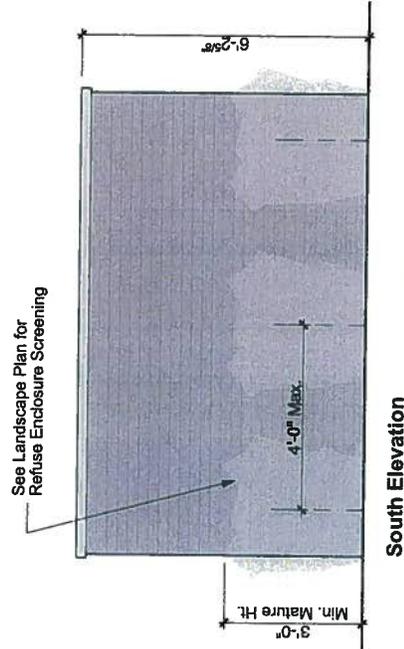


**North Elevation**

**West Elevation (East Similar)**



**Plan**



**South Elevation**

**Refuse Enclosure Plan and Elevations**

SCALE: 3/8" = 1'-0"



**Magenium Solutions**  
Applicant  
240 East Willow Avenue, Suite 103  
Wheaton, Illinois 60187  
630.768.5902  
www.magenium.com



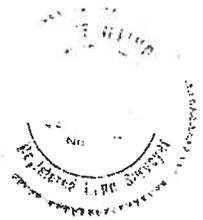
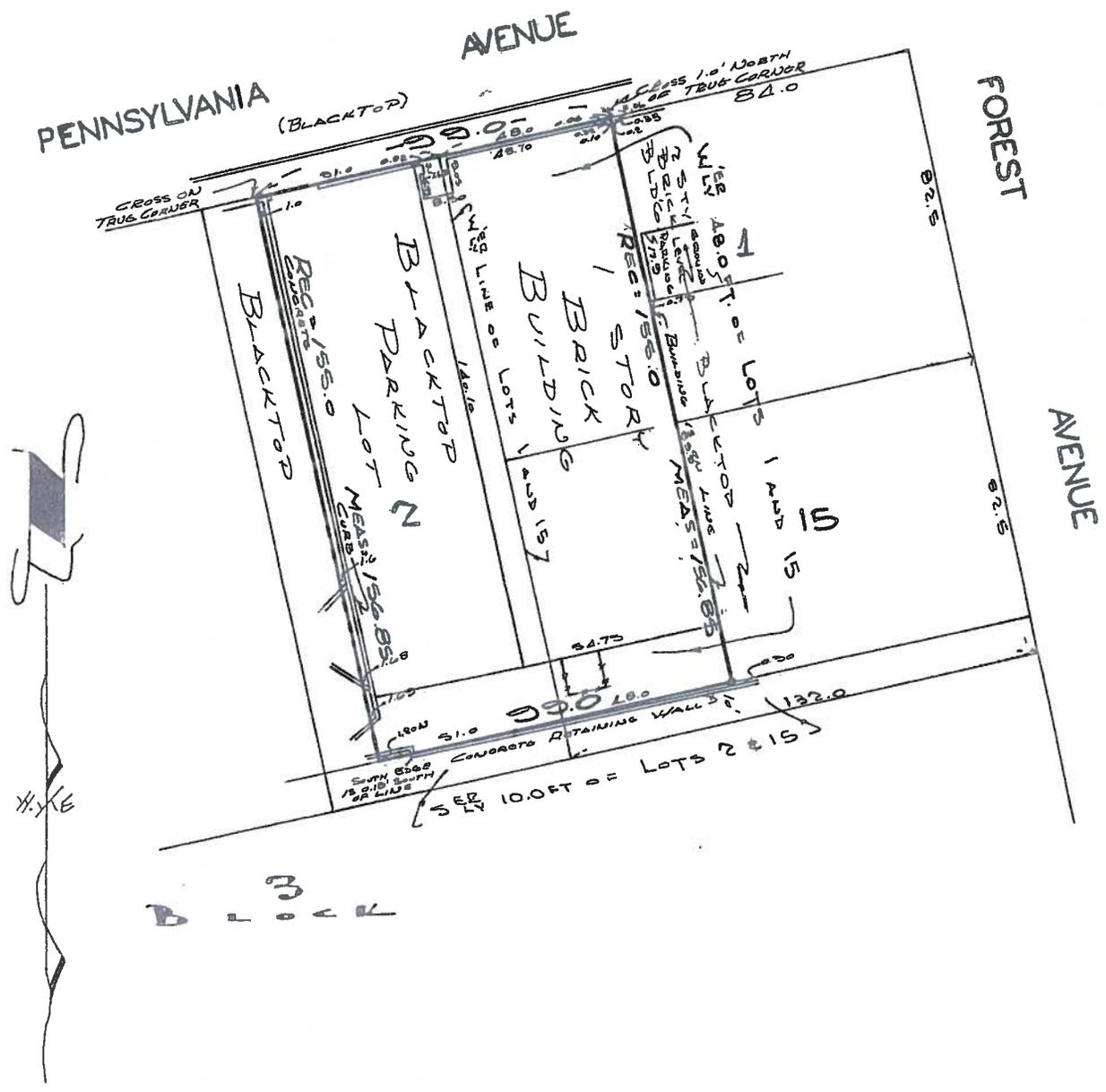
**Church Building Architects, Inc.**  
Architect  
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Wheaton, Illinois 60187  
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Project No.: 457  
Date: 19 June 2013

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OF THE WESTERLY 48.0 FEET OF EACH OF LOTS 1 AND 15 AND THE EASTERLY 51.0 FEET OF LOT 2 (EXCEPT THE SOUTHERLY 10.0 FEET OF THE WESTERLY 48.0 FEET OF LOT 15, AFORESAID, AND OF THE EASTERLY 51.0 FEET OF LOT 2, AFORESAID, MEASURED PARALLEL TO THE SOUTHERLY LINE OF LOTS 2 AND 15, AFORESAID) IN BLOCK 3 IN COUNTY CLERK'S SECOND ASSESSMENT DIVISION IN THE SOUTHWEST QUARTER OF SECTION 11, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 3, 1906, AS DOCUMENT 88052, IN DUPAGE COUNTY, ILLINOIS.



STATE OF ILLINOIS S.S.  
 COUNTY OF DUPAGE S.S.  
 THIS IS TO CERTIFY THAT I, AN ILLINOIS LAND SURVEYOR, HAVE SURVEYED THE PROPERTY DESCRIBED IN THE ABOVE CAPTION(S) AS SHOWN BY THE ANNEXED PLAT WHICH IS A CORRECT AND TRUE REPRESENTATION OF SAID SURVEY.  
 GIVEN UNDER MY HAND AND SEAL AT LOMBARD, ILLINOIS, THIS . . . . .  
 13<sup>TH</sup> DAY OF SEPTEMBER, A.D. 1976.  
*Glen D. Krisch*  
 ILLINOIS LAND SURVEYOR NO. 1506

BUILDINGS LOCATED AS SHOWN ON THIS . . . . .  
 13<sup>TH</sup> DAY OF SEPT. . . . . A.D. 1976.  
*Glen D. Krisch*  
 ILLINOIS LAND SURVEYOR NO. 1506

COMPARE DESCRIPTION AND POINTS BEFORE BUILDING AND REPORT ANY APPARENT DIFFERENCE TO THE SURVEYOR.

REFER TO DEED OR GUARANTEE POLICY FOR BUILDING LINE RESTRICTIONS NOT SHOWN ON PLAT OF SURVEY

**GLEN D. KRISCH**  
 LAND SURVEYOR  
 555 SOUTH EDSON AVENUE  
 LOMBARD, ILLINOIS 60148  
 PHONE 627-5589

Order No. 3467-76	o Found Iron Stake	Drawn . . . . .
File No. 3467	o Drove Iron Stake	Checked . . . . .
For. <i>UNITED REALTORS</i>	All Dimensions Given in Feet and Decimals Thereof	
Notes . . . . .	Scale of Plat . . . . . Feet to the Inch	

A-66

MEMORANDUM

TO: Mark Franz, Village Manager

FROM: David Buckley, Assistant Public Works Director DB

DATE: June 28, 2013

SUBJECT: Illinois Public Works Mutual Aid Network (IPWMAN) Agreement



**Background:**

After the July 2012 storm, the DuPage County Office of Emergency Management and Homeland Security held follow up meetings to assess the DuPage County Public Works Mutual Aid functionality. It was determined that the state mutual aid organization, The Illinois Public Works Mutual Aid Network (IPWMAN), and DuPage County Public Works Mutual Aid needed to work together to coordinate response and recovery efforts after emergency or disaster events. Both organizations provide a formalized system for government agencies to enter into a written mutual aid agreement to provide and receive emergency assistance in the event of natural or man-made disasters or other situations that require action or attention beyond the normal capabilities of an agency. This concept embodies the concept of "community helping community" by providing an organized process for response to an emergency. An agency requesting assistance receives the type of equipment, materials and personnel services that are needed to react to the event.

It was decided at a recent DuPage County Public Works Mutual Aid meeting that all DuPage County municipalities would join IPWMAN to eliminate competing requests for aid during emergencies and create a single point of contact within the county during emergency measures. The Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., provides the basic legal authority for units of local government to contract with other units of government.

**Issues:**

Glen Ellyn has already passed an ordinance and signed an agreement with DuPage County for mutual aid; an ordinance needs to be passed and an agreement signed with The Illinois Public Works Mutual Aid Network (IPWMAN). This will insure that Glen Ellyn has the opportunity to request or provide assistance to those in need due to an emergency event. Joining IPWMAN will benefit Glen Ellyn and keep the Village in step with the recommendations of DuPage County Office of Emergency Management.

There is modest yearly cost to join IPWMAN based on population. The cost for Glen Ellyn is \$250 per year. After the passage of the ordinance and the signing of the agreement, Glen Ellyn Public Works will complete the IPWMAN application by completing the resource survey and the emergency contact forms.

**Recommendation:**

I recommend the Village of Glen Ellyn pass the ordinance to execute the agreement with The Illinois Public Works Mutual Aid Network (IPWMAN).

**Action Requested:**

Motion to approve the execution of the agreement with The Illinois Public Works Mutual Aid Network (IPWMAN) by the passing of the ordinance.

**Attachments:**

Illinois Public Works Mutual Aid Network Ordinance  
Illinois Public Works Mutual Aid Network Agreement

**Village of Glen Ellyn**

---

**Ordinance No. \_\_\_\_\_**

**An Ordinance Authorizing Execution of the  
Illinois Public Works Mutual Aid Network Agreement (IPWMAN)**

---

**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 60137

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Ordinance No. \_\_\_\_\_

**An Ordinance Authorizing Execution of the  
Illinois Public Works Mutual Aid Network Agreement (IPWMAN)**

**Whereas**, the Constitution of the State of Illinois, 1970, Article VII, Section 10, authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance; and,

**Whereas**, the "Intergovernmental Cooperation Act", 5 ILCS 220/1 et seq., provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government; and,

**Whereas**, Section 5 of the "Intergovernmental Cooperation Act", 5 ILCS 220/5, provides that any one or more public agencies may contract with any one or more public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform, provided that such contract shall be authorized by the governing body of each party to the contract; and,

**Whereas**, the Village President and the Board of Trustees of Glen Ellyn have determined that it is in the best interests of the Village of Glen Ellyn and its residents to enter into an intergovernmental agreement to secure to each the benefits of mutual aid in public works and the protection of life and property from an emergency or disaster and to provide for public works assistance, training and other necessary functions to further the response and recovery from said emergency or disaster. The principal objective of the public works mutual aid assistance being the response to and recovery from any emergency or disaster and the return of the community to as near normal as quickly as possible.

**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:** That the Village President and Village Clerk be and are hereby authorized to execute an Agreement for participation in the Illinois Public Works Mutual Aid Network (IPWMAN), a copy of said Agreement being attached hereto and being made a part hereof.

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 \_\_\_\_ .)

## **Illinois Public Works Mutual Aid Network Agreement**

This Public Works Agreement (hereinafter "Agreement") is entered into by The Village of Glen Ellyn which has, by executing this Agreement, manifested its intent to participate in an Intrastate Program for Mutual Aid and Assistance, hereinafter entitled the "Illinois Public Works Mutual Aid Network (IPWMAN)"; and

*WHEREAS*, the Constitution of the State of Illinois, 1970, Article VII, Section 10, (hereinafter "Act") authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance; and

*WHEREAS*, any community that is a home rule unit of local government under the 1970 Constitution of the State of Illinois and as such may exercise any power and perform any function pertaining to its government and affairs; and

*WHEREAS*, the Act provides that any one or more public agencies may contract with any one or more other public agencies to set forth fully the purposes, powers, rights, objectives and responsibilities of the contracting Parties; and

*WHEREAS*, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government including a unit of local government from another state; and

*WHEREAS*, the Parties to this Agreement may voluntarily agree to participate in mutual aid and assistance activities conducted under the State of Illinois Intrastate Mutual Aid and Assistance Program and the Interstate Emergency Management Assistance Compact (EMAC). Parties may voluntarily agree to participate in an interstate Mutual Aid and Assistance Program for public works related agencies including, but not limited to; local municipal public works departments, township road districts, unit road districts, county highway departments, public water agencies and public wastewater agencies or any other governmental entity that performs a public works function through this Agreement if such a program were established.

*WHEREAS*, the Parties hereto are units of local government as defined by the Constitution of the State of Illinois and the Intergovernmental Cooperation Act; and

*WHEREAS*, the Parties recognize that they are vulnerable to a variety of potential, natural and man-made disasters; and

*WHEREAS*, the Parties to this Agreement wish to provide mutual aid and assistance to one another during times of disaster or public works emergencies.

*NOW, THEREFORE*, the Parties agree as follows:

## **SECTION I: PURPOSE**

The Illinois Public Works Mutual Aid Network (IPWMAN) program is hereby established to provide a method whereby public works related agencies, including, but not limited to, local municipal public works departments, township road districts, unit road districts, county highway departments, public water agencies and public wastewater agencies or any other governmental entity that performs a public works function in need mutual aid assistance may request aid and assistance in the form of personnel, equipment, materials and/or other associated services as necessary from other public works related agencies. The purpose of this Agreement is to formally document such a program.

## **SECTION II: DEFINITIONS**

The following definitions will apply to the terms appearing in this Agreement.

A. "*AGENCY*" means any municipal public works agency, township road district, unit road district, county highway departments, publicly-owned water organization and publicly-owned wastewater organization or any other governmental entity that performs a public works function that abides by the provisions as found in this Agreement.

B. "*AID AND ASSISTANCE*" includes, but is not limited to, personnel, equipment, facilities, services, materials and supplies and any other resources needed to provide mutual aid response.

C. "*AUTHORIZED REPRESENTATIVE*" means a Party's employee who, by reason of his or her position, has been authorized, in writing by that Party, to request, offer, or provide aid and assistance pursuant to this Agreement. Each Party's initial authorized representative, and the representative's title, is listed on the contact list. If the title of the authorized representative as listed by name on the contact list has changed, such change shall have no effect on the authority of the authorized representative and the named person shall continue to be the authorized representative until a different person is named as the authorized representative in writing by the Party. In the event that the person who is listed as authorized representative is no longer employed by the Party, the successor in the office formerly held by the authorized representative shall automatically become the authorized representative unless the Party indicates otherwise in writing. Each Party's authorized representative shall be responsible to designate someone to supervise that Party's employees who are engaged in the receipt or furnishing of aid and assistance, including, but not limited to, opening of public ways; removal of debris; building of protective barriers; management of physical damage to structures and terrain; transportation of persons, supplies, and equipment; and repair and operation of municipal utilities.

D. "*BOARD OF DIRECTORS*" is a group of representatives from the Parties to the IPWMAN Agreement elected to organize and maintain the program. The Board of Directors shall consist of members of the IPWMAN. Qualifications and terms for the Board members shall be defined in the By-Laws of the Illinois Public Works Mutual Aid Network, Inc.

E. "*BOARD MEMBER*" is a representative of the Association (IPWMAN) serving on the Board of Directors.

F. "*DISASTER*" means a calamitous incident threatening loss of life or significant loss or damage to property, including, but not limited to flood, winter storm, hurricane, tornado, dam break, or other naturally-occurring catastrophe or man-made, accidental, military, or paramilitary incident, or biological or health disasters or a natural or manmade incident that is, or is likely to be, beyond the control of the services, personnel, equipment and facilities of a Party that requires assistance under this Mutual Aid and

Assistance Agreement, but must be coordinated through the appropriate local accredited/certified Emergency Management Agency coordinator.

G. "*IPWMAN*" is the acronym for the Illinois Public Works Mutual Aid Network.

H. "*LOCAL EMERGENCY*" is defined as an urgent need requiring immediate action or attention beyond normal capabilities, procedures and scope for aid and assistance by an agency.

I. "*MUTUAL AID RESOURCE LIST*" means the list of the equipment, personnel and other resources that each Party has available for the provision of aid and assistance to other Parties. This list shall be periodically updated in accordance with the Operational Plan.

J. "*NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)*" a Presidential directive that provides a consistent nationwide approach that allows federal, state, local and tribal governments as well as private-sector and nongovernmental organizations to work together to manage incidents and disasters of all kinds.

K. "*PARTY*" means an agency which has adopted and executed this Agreement.

L. "*PERIOD OF ASSISTANCE*" means a specified period of time when a Responding Agency assists a Requesting Agency. The period commences when personnel, equipment, or supplies depart from a Responding Agency's facility and ends when the resources return to their facility (portal to portal). All protections identified in the Agreement apply during this period. The specified Period of Assistance may occur during response to or recovery from an emergency, as previously defined.

M. "*RESPONDING AGENCY*" means the Party or Agency which has received a request to furnish aid and assistance from another Party and has agreed to provide the same.

N. "*REQUESTING AGENCY*" means the Party or Agency requesting and receiving aid and assistance from a Responding Agency.

### **SECTION III: RESPONSIBILITY OF PARTIES**

A. *PROVISION OF AID*. Each Party recognizes that it may be requested to provide aid and assistance at a time when it is necessary to provide similar aid and assistance to the Party's own constituents. This Agreement shall not be construed to impose any unconditional obligation on any Party to provide aid and assistance. A Party may choose not to render aid and assistance at any time, for any reason.

B. *RECRUITMENT*. The Parties hereby encourage each other to enlist other agencies to adopt and execute this Agreement.

C. *AGREEMENT FOR BENEFIT OF PARTIES*. All functions and activities performed under this Agreement are for the benefit of the Parties to this Agreement. Accordingly, this Agreement shall not be construed to be for the benefit of any third parties and no third parties shall have any right or cause of action against the Parties to this Agreement.

D. *IMMUNITIES*. All immunities provided by law to the Parties shall be fully applicable to the Parties providing or receiving aid and assistance pursuant to this Agreement, including, but not limited to, the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101, et seq.

E. *MEMBERSHIP*. To be a member in good standing, a Party shall be responsible for dues and other obligations as specified in the IPWMAN By-Laws and Operational Plan.

#### **SECTION IV: ANNUAL REVIEW**

At a minimum, the Board of Directors shall meet annually at a meeting place designated by the Board of Directors to review and discuss this Agreement and, if applicable, to recommend amendments to this Agreement. The Board of Directors shall have the power and signing authority to carry out the purposes of this Agreement, including but not limited to the power to: adopt by-laws; execute agreements and documents approved by the Board of Directors; develop specific operating plans, procedures and protocol for requesting assistance; organize meetings; operate a website; disseminate information; create informational brochures; create subcommittees; maintain lists of the Parties; maintain equipment and supply inventory lists; and deal with Party issues.

#### **SECTION V: PROCEDURES FOR REQUESTING ASSISTANCE**

The Board of Directors will promulgate and regularly update procedures for requesting assistance through the Illinois Public Works Mutual Aid Network (IPWMAN) Operational Plan.

#### **SECTION VI: RESPONDING AGENCY'S ASSESSMENT OF AVAILABILITY OF RESOURCES**

The Board of Directors will promulgate and regularly update procedures for responding agency's assessment of availability of resources through IPWMAN Operational Plan.

#### **SECTION VII: SUPERVISION AND CONTROL**

A. *DESIGNATION OF RESPONDING AGENCY'S SUPERVISORY PERSONNEL.* Responding Agency shall designate a representative who shall serve as the person in charge of coordinating the initial work assigned to the Responding Agency's employees by the Requesting Agency. The Requesting Agency shall direct and coordinate the work being assigned to the Responding Agency(s) and the Requesting Agency's employees. All actions shall be consistent with and in accordance with the National Incident Management System (NIMS) and the IPWMAN Operational Plan.

B. *RESPONSIBILITIES OF RESPONDING AGENCY'S SUPERVISORY PERSONNEL.* The Board of Directors will promulgate and regularly update procedures for Responding Agency's supervisory personnel through the IPWMAN Operational Plan.

#### **SECTION VIII: LENGTH OF TIME FOR AID AND ASSISTANCE; RENEWABILITY; RECALL**

The Board of Directors will promulgate and regularly update procedures for length of time for aid and assistance; renewability; recall through the Illinois Public Works Mutual Aid Network (IPWMAN) Operational Plan.

It is presumed that a Responding Agency's aid and assistance shall be given for an initial minimum period of twelve (12) hours. Thereafter, assistance shall be extended as the Responding Agency and Requesting Agency shall agree. The twelve (12) hour period shall start when the aid and assistance departs from Responding Agency's location with the intent of going to Requesting Agency's location. The aid and assistance shall end when it returns to Responding Agency's location with the understanding between the Responding Agency and Requesting Agency that provision of aid and assistance is complete.

Responding Agency may recall its aid and assistance at any time at its sole discretion. Responding Agency shall make a good faith effort to give the Requesting Agency as much advance notice of the recall as is practical under the circumstances.

#### **SECTION IX: DOCUMENTATION OF COST & REIMBURSEMENT OF COST**

A. *PERSONNEL* – Responding Agency shall continue to pay its employees according to its then prevailing ordinances, rules, regulations, and collective bargaining agreements. At the conclusion of the period of aid and assistance, the Responding Agency shall document all direct and indirect payroll costs plus any taxes and employee benefits which are measured as a function of payroll (i.e.; FICA, unemployment, retirements, etc.).

B. *RESPONDING AGENCY'S TRAVELING EMPLOYEE NEEDS* – Responding Agency shall document the basic needs of Responding Agency's traveling employees, such as reasonable lodging and meal expenses of Responding Agency's personnel, including without limitation transportation expenses for travel to and from the stricken area during the period of aid and assistance.

C. *EQUIPMENT* – Responding Agency shall document the use of its equipment during the period of aid and assistance including without limitation all repairs to its equipment as determined necessary by its on-site supervisor(s) to maintain such equipment in safe and operational condition, fuels, miscellaneous supplies, and damages directly caused by provision of the aid and assistance.

D. *MATERIALS AND SUPPLIES* – Responding Agency shall document all materials and supplies furnished by it and used or damaged during the period of aid and assistance.

E. *REIMBURSEMENT OF COSTS* – Equipment, personnel, materials, supplies and/or services provided pursuant to this Agreement shall be at no charge to the Requesting Agency, unless the aid and assistance is requested for more than five (5) calendar days. If aid and assistance is requested from the State of Illinois to be activated as a State asset, the Responding Agency will be reimbursed for personnel, materials, supplies and equipment from the first day of the response to the event by the State of Illinois. Materials and supplies will be reimbursed at the cost of replacement of the commodity. Personnel will be reimbursed at Responding Agency rates and equipment will be reimbursed at an appropriate equipment rate based upon either pre-existing locally established rates, the Federal Emergency Management Agency Equipment Rate Schedule or that published by the Illinois Department of Transportation. In the event that there is no such appropriate equipment rate as described above, reimbursement shall be at the actual cost incurred by the Responding Agency.

#### **SECTION X: RIGHTS AND PRIVILEGES OF RESPONDING AGENCY'S EMPLOYEES**

Whenever Responding Agency's employees are rendering aid and assistance pursuant to this Agreement, such employees shall retain the same powers, duties, immunities, and privileges they would ordinarily possess if performing their duties within the geographical limits of Responding Agency.

#### **SECTION XI: WORKERS' COMPENSATION**

The Parties agree that Requesting Agency shall be responsible for payment of workers' compensation benefits owed to Requesting Agency's employees and that Responding Agency shall be responsible for payment of workers' compensation benefits owed to Responding Agency's employees.

#### **SECTION XII: INSURANCE**

Each Party shall bear the risk of liability for its agency and its agency's employees' acts and omissions and shall determine for itself what amount of insurance it should carry, if any. Each Party understands and agrees that any insurance coverage obtained shall in no way limit that Party's responsibility under Section XIII of this Agreement to indemnify and hold the other Parties to this Agreement harmless from such liability.

#### **SECTION XIII: INDEMNIFICATION**

Each Party hereto agrees to waive all claims against all other Parties hereto for any loss, damage, personal injury or death occurring in consequence of the performance of this Mutual Aid Agreement; provided, however, that such claim is not a result of gross negligence or willful misconduct by a Party hereto or its personnel.

Each Party requesting aid pursuant to this Agreement hereby expressly agrees to hold harmless, indemnify and defend the Party rendering aid and its personnel from any and all claims, demands, liability, losses, suits in law or in equity which are made by a third party provided, however, that all employee benefits, wage and disability payments, pensions, worker's compensation claims, damage to or destruction of equipment and clothing, and medical expenses of the Party rendering aid or its employees shall be the sole and exclusive responsibility of the Party rendering aid; and further provided that such claims made by a third party are not the result of gross negligence or willful misconduct on the part of the Party rendering aid. This indemnity shall include attorney fees and costs that may arise from providing aid pursuant to this Agreement.

#### **SECTION XIV: NON-LIABILITY FOR FAILURE TO RENDER AID**

The rendering of assistance under the terms of this Agreement shall not be mandatory if local conditions of the Responding Agency prohibit response. It is the responsibility of the Responding Agency to immediately notify the Requesting Agency of the Responding Agency's inability to respond; however, failure to immediately notify the Requesting Agency of such inability to respond shall not constitute evidence of noncompliance with the terms of this section and no liability may be assigned.

No liability of any kind or nature shall be attributed to or be assumed, whether expressly or implied, by a party hereto, its duly authorized agents and personnel, for failure or refusal to render aid. Nor shall there be any liability of a party for withdrawal of aid once provided pursuant to the terms of this Agreement.

**SECTION XV: NOTICE OF CLAIM OR SUIT**

Each Party who becomes aware of a claim or suit that in any way, directly or indirectly, contingently or otherwise, affects or might affect other Parties of this Agreement shall provide prompt and timely notice to the Parties who may be affected by the suit or claim. Each Party reserves the right to participate in the defense of such claims or suits as necessary to protect its own interests.

**SECTION XVI: AMENDMENTS**

Proposed amendments to this Agreement shall be submitted to the Board of Directors. Amendments shall be approved by majority vote of the Board of Directors.

**SECTION XVII: ADDITIONAL PARTIES**

Additional agencies may become Parties to this Agreement, provided that such agencies:

- (1) Approve and execute this Agreement.
- (2) Provide a fully executed copy of this Agreement to the Board of Directors.
- (3) Provide the name and title of an authorized representative to the Board of Directors.
- (4) Annually provide a list of mutual aid resources to its local accredited/certified Emergency Management Agency. If requested, the agency may need to assist its local accredited/certified Emergency Management Coordinator with data entry of its mutual aid resources into a web-based format (NIMS Source).

Upon submission of the items enumerated above to the Board of Directors and receipt of acknowledgement from the Board of Directors, the submitting agency shall be regarded as a Party to the Agreement.

**SECTION XVIII: NOTICES**

Notices and requests as provided herein shall be deemed given as of the date the notices are deposited, by First Class Mail, addressed to the Board of Directors who will notify each of the Parties' representatives.

**SECTION XIX: INITIAL TERM OF AGREEMENT; RENEWAL; TERMINATION**

The initial term of this Agreement shall be one (1) year from its effective date. Thereafter, this Agreement shall automatically renew for additional one-year terms commencing on the anniversary of the effective date of this Agreement. Any Party may withdraw from this Agreement at any time by giving written notification to the Board of Directors. The notice shall not be effective until ninety (90) days after the notice has been served upon the Board of Directors by First Class mail. A Party's withdrawal from this Agreement shall not affect that Party's liability or obligation incurred under this Agreement prior to the date of withdrawal. This Agreement shall continue in force and effect as to all other Parties until such time as a Party withdraws. Failure to adopt any amended agreement within ninety (90) days of said amended agreement will signify a Party's withdrawal from the Agreement.

**SECTION XX: HEADINGS**

The headings of various sections and subsections of this Agreement have been inserted for convenient reference only and shall not be construed as modifying, amending, or affecting in any way the express terms and provisions of this Agreement or their interpretation.

**SECTION XXI: SEVERABILITY**

Should any clause, sentence, provision, paragraph, or other part of this Agreement be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder of this Agreement. Each of the Parties declares that it would have entered into this Agreement irrespective of the fact that any one or more of this Agreement's clauses, sentences, provisions, paragraphs, or other parts have been declared invalid. Accordingly, it is the intention of the Parties that the remaining portions of this Agreement shall remain in full force and effect without regard to the clause(s), sentence(s), provision(s), paragraph(s), or other part(s) invalidated.

**SECTION XXII: EFFECTIVE DATE**

This Agreement shall be effective on the date of the acknowledgement letter sent by the Board of Directors.

**SECTION XXIII: WAIVER**

Failure to enforce strictly the terms of this Agreement on one or more occasions shall not be deemed a waiver of the right to enforce strictly the terms of this Agreement on any other occasion.

**SECTION XXIV: EXECUTION OF COUNTERPARTS**

This Agreement may be signed in any number of counterparts with the same effect as if the signatures thereto and hereto were upon the same instrument.

**SECTION XXV: PRIOR IPWMAN AGREEMENTS**

To the extent that provisions of prior IPWMAN Agreements between signatories to this Agreement are inconsistent with this Agreement, all prior agreements for mutual aid and assistance between the Parties hereto are suspended.

**SECTION XXVI: PROHIBITION ON THIRD PARTIES AND ASSIGNMENT OF RIGHTS/DUTIES**

This Agreement is for the sole benefit of the Parties and no person or entity shall have any rights under this Agreement as a third-Party beneficiary. Assignments of benefits and delegations of duties created by this Agreement are prohibited and must be without effect.

*NOW, THEREFORE*, each of the Parties have caused this IPWMAN Mutual Aid Agreement to be executed by its duly authorized representative who has signed this Agreement as of the date set forth below.

*Approved and executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.*

*For the Agency*

By: \_\_\_\_\_

Attest: \_\_\_\_\_

**APPROVED (as to form):**

By: \_\_\_\_\_

*On behalf of the Illinois Public Works Mutual Aid Network*

*Approved and executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.*

By: \_\_\_\_\_  
President of IPWMAN Board of Directors

Attest: \_\_\_\_\_  
IPWMAN Secretary/Treasurer

*Approved by the IPWMAN Interim Board of Directors on September 17, 2008. Amended by the IPWMAN Interim Board of Directors on August 19, 2009. Amended by the IPWMAN Board of Directors on June 16, 2010*

A-6H

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**MEMORANDUM**

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**TO:** Mark Franz, Village Manager  
**FROM:** Julius Hansen, Public Works Director  
**DATE:** July 1, 2013  
**SUBJECT:** DuPage County Natural Hazard Mitigation Plan

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**Background:**

The DuPage County Natural Hazards Mitigation Plan was approved by FEMA and has been officially adopted by the DuPage County Board with resolution #JPS-006-13. The Village of Glen Ellyn must pass a resolution by July 12<sup>th</sup>, 2013 demonstrating the adoption of the plan. Once the resolution is passed by the village it will be submitted to DuPage County.

The purpose of the plan is basically two-fold:

- To address the potential impacts of and mitigation opportunities for natural hazards afflicting DuPage County (floods, severe winter/summer storms, tornados, extreme temperatures, microbursts, hail, drought, earthquakes).
- To ensure eligibility for federal pre-disaster and post-disaster mitigation funds (Hazard Mitigation Grant Program, Pre-Disaster Mitigation Program & Flood Mitigation Assistance), all at 75% federal to 25% state/local share.

Due to the large size of the plan, a copy has not been attached. You can view a copy of the Mitigation Plan at <http://www.dupageco.org/WorkArea/DownloadAsset.aspx?id=41719>.

**Issues:**

The Village is subject to natural hazards and has recently experienced these hazards. The purpose of the DuPage County Natural Hazards Mitigation Plan is to protect citizens and reduce damage from natural hazards. Adopting *The Plan* is a good thing for the Village. There are a number of action items that would improve awareness and define procedures for dealing with natural hazards similar to those experienced in the last two years (wind storms, flooding, snow events). Applying *The Plan* will be a collaborative effort between all departments within the Village. By approving *The Plan*, we are committing that we will work towards establishing guidelines that will help assist and provide the best protection for our residents.

**Recommendation:**

I recommend the Village of Glen Ellyn pass the resolution to adopt the DuPage County Natural Hazards Mitigation Plan.

**Action Requested:**

Motion to approve the adoption of the DuPage County Natural Hazards Mitigation Plan with the passing of a resolution.

**Attachments:**

DuPage County Natural Hazards Mitigation Plan Resolution

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION TO ADOPT THE DU PAGE COUNTY NATURAL HAZARDS  
MITIGATION PLAN FOR THE VILLAGE OF GLEN ELLYN

WHEREAS, the Village of Glen Ellyn is subject to natural hazards, such as floods, winter and summer storms, earthquakes, and tornados, extreme heat events; and

WHEREAS, natural hazards can damage property, close businesses, disrupt traffic, can threaten lives, and present public health and safety hazards; and

WHEREAS, the DuPage County Natural Hazards Mitigation Workgroup has prepared a recommended DuPage County Natural Hazards Mitigation Plan that reviews the Village's options to protect people and reduce damage from the hazards; and

WHEREAS, the Village of Glen Ellyn has participated in the development of the DuPage County Natural Hazards Mitigation Plan; and

WHEREAS, the recommended DuPage County Natural Hazards Mitigation Plan has been presented for review by residents, federal, state, and regional agencies;

NOW, THEREFORE, BE IT RESOLVED 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: The DuPage County Natural Hazards Mitigation Plan is hereby adopted as an official plan of the Village.

SECTION TWO: The DuPage County Natural Hazards Mitigation Plan identifies a series of action items. The following action items are hereby assigned to the noted person or department of the Village. The designated person or department shall be responsible for the implementation of the action item, provided the resources are available, by the deadline listed in the Plan.

- A. Improvement of Building Code Effectiveness Grading Schedule (BCEGS) Rating – Planning & Development Department
- B. Urban Forestry – Participation in Tree City USA – Public Works Department
- C. Community Rating System Participation – Planning & Development Department
- D. Community Rating System Information Workshop – Planning & Development Department
- E. Property Protection Checklist - Public Works / Planning & Development Departments
- F. Property Protection Projects – Public Works Department
- G. Continued Watershed Management – Public Works / Planning & Development Departments
- H. Structural Flood Control Projects – DuPage County Stormwater Management
- I. Stream Maintenance Programs – Public Works / Recreation Departments
- J. Participation in StormReady – Public Works / Police Departments
- K. Identification of Floodplain Structures – Public Works/Planning & Development Departments
- L. Review of Critical Facilities – Public Works / Police Departments
- M. Development of Flood Stage Maps – DuPage County Stormwater Management
- N. Seek Mitigation Grant Funding for Additional Mitigation Planning Cost Beneficial Projects – Administration / Public Works Departments
- O. Development of a Public Information Strategy – Administration / Public Works / Police / Planning & Development Departments
- P. Property Protection References – Public Works / Planning & Development Departments

SECTION THREE: The Public Works Professional Engineer is hereby appointed as the Village's representative on the DuPage County Natural Hazards Mitigation Workgroup. The offices charged with implementation of action items in Section Two shall keep the representative advised of their progress and recommendations.

SECTION FOUR: This Resolution shall be in full force and effect from and after its passage and approval.

PASSED by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

AYES:

NAYS:

ABSENT:

APPROVED by the Village President of the Village of Glen Ellyn, Illinois this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Village President of the  
Village of Glen Ellyn, Illinois

ATTEST:

\_\_\_\_\_  
Village Clerk of the  
Village of Glen Ellyn, Illinois

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MEMORANDUM

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**TO:** Mark Franz, Village Manager

**FROM:** Julius Hansen, Public Works Director  
Bob Minix, Professional Engineer 

**DATE:** July 2, 2013

**SUBJECT:** Braeside Area Localized Drainage Improvements Project  
Recommendation for Approval of Change Order No. 1 (Final) with Apollo  
Trenchless, Inc. and Amendment No. 1 to the Engineering Services Agreement  
with Civiltech Engineering, Inc.



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Enclosed herewith are a change order form and Resolution for Village Board consideration in support of a final and balancing change order for the **Braeside Area Localized Drainage Improvements Project**. Construction was recently completed on June 3, 2013 by Apollo Trenchless, Inc. Agreement on final quantities has been reached after negotiations between staff, the engineering construction manager (Civiltech) and contractor.

In September 2012 the Village Board approved award of a \$630,000 contract (including 5% contingency) to Apollo Trenchless for the Braeside drainage improvements project. Apollo submitted the lowest responsible bid of five received with their proposed cost of \$601,300, about 13% below the engineer's estimate for the work. The project scope included installation of storm sewers, inlets and other types of drainage connections and to perform grading in the rear-yard utility easements between Surrey Drive and Heather Lane, Heather Lane and Londonberry Lane, and Londonberry Lane and Brighton Place in the Braeside Subdivision. In May 2011 the Village was awarded \$570,000 in Community Development Block Grant (CDBG) Disaster Recovery "IKE" – Public Infrastructure Program funds for construction of the drainage project.

Change Order No. 1 will be the final and balancing change order for the project. As final contract quantities are now established, this change order documents the balancing of items for existing contract items and addresses out-of-scope work items performed on the project. The extent of balancing between current and final contract quantities and a listing of the new items is contained in the change order form and will be discussed further herein.

Change Order No. 1 – Final would **decrease** the value of the contract by **\$33,693** resulting in a change in the current contract price from \$601,328 to a final cost of **\$567,635**. The contract time will be extended 34 days from the original completion date of November 30, 2012, due to utility company relocation issues, weather and poor ground conditions for a portion of the work. The number of extra days is based on the period between May 1 and June 3, 2013, with no days charged from December 1, 2012 to April 30, 2013 per the IDOT working day definition. As the amount of change exceeds both \$10,000 and 30 days, Village Board action is mandated for approval of the change order.

This memorandum also requests approval of an amendment to the Engineering Services Agreement with Civiltech Engineering for additional construction management expenses associated with the conduct of the project beyond the original completion date. Additional funding of about \$29,200 is sought to compensate the consultant for just over 300 hours of added oversight required.

**CHANGE ORDER NO. 1 - FINAL**

In addition to the summary presented on the attached Change Order form for CO #1, this memorandum will provide additional background and justification for the project work items. A total of 38 existing and 7 new items are covered in the change order. Modifications to the existing contract are required to accurately reflect actual project needs and field conditions.

A summary of all the recommended changes in contract quantities is presented in the detailed spreadsheet accompanying the Change Order form. The following table provides a summary review of the final contract status for an individual item or related group.

Original Contract Items

Many of the individual original contract pay items can be grouped into similar or related categories of work. The following **Quantity Balancing** table provides a summary review of the final contract status for an individual item or related group, based on the final project spreadsheet.

<b>BRAESIDE AREA LOCALIZED DRAINAGE IMPROVEMENTS PROJECT BALANCING OF ORIGINAL CONTRACT QUANTITIES</b>			
<b>Category of Work</b>	<b>Original Contract Cost</b>	<b>Costs in Excess of Original Contract Amounts</b>	<b>Costs Less Than Original Contract Amounts</b>
Preconstruction Video	\$2,500	-	-
Construction Layout	\$4,100	-	-
Tree Protection / Mulching	\$11,500		\$4,100
Erosion Control	\$5,550		\$2,800
Traffic Control	\$3,000	-	-
Adjustments / Relocations	\$9,500		\$7,850
Storm Sewer Piping	\$247,898	\$13,260	
Drainage Structures in ROW	\$20,900	\$1,000	
Drainage Structures in Easements	\$250,250		\$39,850
Exploratory / Undercutting	\$750		\$551
Grading / Embankment	\$5,650		\$5,302
Sodding / Seeding / Watering	\$14,380		\$756
Concrete Restorations	\$4,500	\$320	

<b>BRAESIDE AREA LOCALIZED DRAINAGE IMPROVEMENTS PROJECT BALANCING OF ORIGINAL CONTRACT QUANTITIES (continued)</b>			
<b>Category of Work</b>	<b>Original Contract Cost</b>	<b>Costs in Excess of Original Contract Amounts</b>	<b>Costs Less Than Original Contract Amounts</b>
Pavement Patching	\$9,500	\$615	
Driveways	\$1,350		\$794
Fence Repairs	\$10,000		\$7,910
<b>Subtotals</b>	<b>\$601,328</b>	<b>\$15,195</b>	<b>\$69,913</b>
<b>Net Reduction in Cost – Original Contract Items</b>			<b>\$54,718</b>

As shown above, the project experienced under-runs in most classes of work, with over-runs in just a few areas, the most noteworthy being additional storm sewer pipe installation. The reduction in quantities generally resulted from items not needed during the course of the project or fewer amounts required based on field conditions, particularly for drainage structures located in the easement areas where the most appropriate type selected was of lesser cost.

New Contract Items

Seven new contract items were required through the course of construction, as summarized in the following table:

<b>BRAESIDE AREA LOCALIZED DRAINAGE IMPROVEMENTS PROJECT NEW ITEMS REQUIRED TO MEET FIELD / PROJECT CONDITIONS</b>		
<b>Item No.</b>	<b>Description</b>	<b>Cost</b>
39	Water Main Repair on Briar: repair of a leaking water main found during construction	\$960
40	Cold Patch: temporary cover of trenches over winter on Briar	\$3,190
41	Water Main Investigation: Exploratory excavation using specialized equipment	\$2,625
42	Change in Ground Conditions: Very difficult drilling conditions were encountered during Drill Run #3 with multiple broken rods	\$8,865
43	Additional Fence Repair: materials and labor beyond the scope of a typical fence removal and replacement	\$765
44	Structure Adjustments: additional structure adjustments and sump pump hook-ups were performed to assist in improving the drainage behind 1145 Surrey	\$2,155
45	Additional Fittings: Compensation for bends and plugs required for installations associated with Contract Item #21, Sump Pump Service Connection inlets	\$2,465
<b>TOTAL ADDITIONAL ITEMS</b>		<b>\$21,025.00</b>

Of particular note is Item No. 42 dealing with the problems encountered by the contractor in installing a section of pipe in the rear yards between Heather and Surrey on the east end. The primary method of pipe installation on the project was a directional drilling technique that involves horizontal boring of a pilot hole, back-reaming to the proper size and then pulling back the 8-inch PVC storm sewer.

After two successful runs on the areas to the south, the driller experienced great difficulty in finding a workable bore path on the east leg of Run No. 3. Multiple attempts were required and multiple drilling rods were broken (an unusual occurrence). It is speculated that this ground area contained numerous boulders and cobbles. Since this condition differed materially from previous ground encountered, consideration was given to the contractor for partial reimbursement of his additional expenses, in the negotiated amount of just under \$9,000. The compensation included labor and equipment time for the HDD rig for days spent primarily in recovering and repairing the broken rods in early December 2012.

The total net change for existing contract items was a decrease of \$54,718. The new additions to the original contract associated with Change Order No. 1 resulted in an increase of \$21,025. Hence the overall net change for all items is the change order value, a decrease in the contract price of \$33,693.

### CIVILTECH SERVICES AGREEMENT AMENDMENT

At the time of the award of the construction contract, Civiltech Engineering was retained to provide construction oversight services for the project. The Board approved amount of compensation was \$73,000, including a 10% contingency.

Civiltech estimated their compensation based on the original contract completion date of November 30, 2012. The pace of work by the contractor was slowed by a combination of factors including utility company location issues in the congested rear-yard easement areas; difficult drilling conditions, particularly related to the drilling efforts in the third area of construction between Heather and Surrey; personnel health issues; and slower than anticipated work production rates. The effort by the contractor was consistent, continuous and generally positive even in the December 2012 and January 2013 timeframe when substantial completion of the project was ultimately achieved. As such, I did not consider imposition of liquidated damages as appropriate; however, significant additional time was spent by the engineer to oversee the project including final restorations that were performed in the spring of 2013.

Please note the letter from Civiltech Director of Construction Engineering Services Jim Ewers dated June 28, 2013. Mr. Ewers requests additional compensation of \$29,210 beyond the original Board authorization of \$73,000 to a total amount of \$102,187. An additional 300 hours of personnel effort was expended by Civiltech to complete all the needed services.

In assessing this request, it is important to consider the contribution of Civiltech to the overall project. Three items are noted:

- **A difficult project was successfully completed.** Scope of work, rear-yard locations, working conditions, contractor issues and time of year all were challenges dealt with by the Civiltech team in achieving the delivery of a meaningful improvement to the Braeside community. Civiltech was instrumental in attaining and maintaining progress throughout the project by actively engaging the contractor on a regular and continuing basis.

- **Project construction cost came in below the bid amount.** Final project layout and selection of the appropriate drainage structures for installation were all done by Civiltech. Note that \$630,000 was allotted for the construction contract that was delivered for \$567,000 and that the Village was responsible for any eligible construction costs above \$570,000.
- **IKE-PI grant paperwork and documentation were complete and timely.** Civiltech coordinated all ongoing construction documentation required by the project grant management team. The grant will cover all contractor costs for the project.

In summary, the firm earned the requested additional compensation amount and it is recommended that Amendment No. 1 to the Civiltech Engineering Services Agreement be approved. The Amendment revises the not-to-exceed compensation level from \$65,984 to **\$102,188**. Additional funding of **\$29,188** is requested from FY-14 Capital Projects Fund, Account No. 40000 – 580100, Project No. 12002 to supplement the original contingency monies and square the funding with the total actual engineering costs.

enc. as noted

cc: Kristen Schrader, Assistant to the Village Manager – Administration  
Jeff Perrigo, Civil Engineer

Resolution No. \_\_\_\_\_

**A Resolution Concerning the Determination of the Glen Ellyn Village Board that  
Change Order Number One - Final with Apollo Trenchless, Inc.  
For a Decrease of \$33,693 Is Required for the  
Braeside Area Localized Drainage Improvements Project  
For a Revised and Final Contract Cost of \$567,635 and a Time Extension of 34 Days**

Whereas, Chapter 720, Section 5/33-E-9 of the Illinois Compiled Statutes 2002 requires change orders on public contracts involving total cumulative changes of more than Ten Thousand Dollars (\$10,000) in value or a cumulative total of thirty (30) days in time to be made by written determination; and

Whereas, it has been determined that it would be beneficial to the Village to make adjustments to current contract unit quantities to match as-constructed amounts and to compensate the contractor for additional work performed on the project;

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

**Section One:** The Corporate Authorities of the Village make the written determination that the circumstances necessitating the change were not within the contemplation of the contract as signed and that this change order is in the best interest of the Village.

**Section Two:** The change order which this determination involves relates to the following contract: Braeside Area Localized Drainage Improvements Project, Apollo Trenchless, Inc. The nature of Change Order Number One - Final and the amount of change is as follows: Adjust original contract quantities for 38 current contract items to reflect actual installed and measured amounts and to account for 7 new items, including: repair of a leaking water main on Briar; placement of asphalt cold patch on various trenches as a temporary surface restoration during winter; exploratory excavation of a water main on Briar between Heather and Surrey; change in ground conditions causing drilling equipment breakdowns in one section of drilling between Heather and Surrey;

additional fence replacement behind 1183 Heather and 1182 Londonberry due to AT&T repair work requirements; various structure adjustments behind 1145 Surrey and sump pump connections at 1148 and 1152 Heather to improve drainage; and additional fittings and plugs for storm sewer sump pump connection arrangements to meet field conditions, all for a net cost decrease of thirty-three thousand six hundred ninety-three dollars (\$33,693), for a revised and final contract price of five hundred sixty-seven thousand six hundred thirty-five dollars (\$567,635), with a time extension of thirty-four (34) days resulting in a revised completion date of June 3, 2013.

**Section Three:** This written determination shall be preserved and in a permanent project file that is open to the public.

**Section Four:** This Resolution shall be in full force and effect from and after its passage and approval.

**Passed** by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

**Ayes:**

**Nays:**

**Absent:**

**Approved** by the Village President of the Village of Glen Ellyn, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Village President of the Village  
of Glen Ellyn, Illinois

**Attest:**

\_\_\_\_\_  
Village Clerk of the Village  
of Glen Ellyn, Illinois

## CHANGE ORDER

Order No.: 1 (Final)

Date: July 8, 2013

Agreement Date: September 12, 2012

NAME OF PROJECT: BRAESIDE AREA LOCALIZED DRAINAGE IMPROVEMENTS PROJECT

OWNER: VILLAGE OF GLEN ELLYN

CONTRACTOR: APOLLO TRENCHLESS, INC.

The following changes are hereby made to the **CONTRACT DOCUMENTS**:

Attached hereto is a spreadsheet dated July 1, 2013 showing the original and revised contract quantities for 38 original contract items and 7 new items. These balancing adjustments (a net decrease of \$54,717.72) and new items (net increase of \$21,024.79) are the result of field changes and circumstances encountered during project construction. All extra work was performed as directed by the project engineering team. The contract time was changed to accommodate utility relocation issues, weather, and unusual ground conditions with extra time charged between May 1, 2013 and June 3, 2013 (construction completion date), with no days charged in the period from December 1, 2012 to April 30, 2013 per the IDOT working day definition.

### Change to CONTRACT PRICE:

Current **CONTRACT PRICE**: \$601,328.00

The **CONTRACT PRICE** due to this **CHANGE ORDER** will be **DECREASED** by **\$33,692.93**

The new **CONTRACT PRICE (FINAL)** including this **CHANGE ORDER** will be **\$567,635.07**

### Change to CONTRACT TIME:

Original **CONTRACT TIME**: Project Completion: November 30, 2012

The **CONTRACT TIME** due to this **CHANGE ORDER** will be **INCREASED** by **34 days**

The **CONTRACT COMPLETION DATE** including this **CHANGE ORDER** will be June 3, 2013

### APPROVALS:

Approved by Village Board on: \_\_\_\_\_

Requested by: Civiltech Engineering

Reviewed by: Village of Glen Ellyn

Recommended by: Village of Glen Ellyn

Approved by: Village of Glen Ellyn

Accepted by: Apollo Trenchless, Inc.

**VILLAGE OF GLEN ELLYN**  
**2012 BRAESIDE AREA LOCALIZED DRAINAGE IMPROVEMENTS PROJECT**  
**BALANCING OF ORIGINAL CONTRACT ITEMS AS NEEDED + NEW CONTRACT ITEMS FOR CHANGE ORDER NO. 1 (FINAL)**  
 7/1/2013 by R J Minix

Item No.	Description	Unit	Original Contract Quantity	Final Quantity	Unit Cost	Original Contract Cost	Final Cost
1	PCC Sidewalk Removal & Replacement, 5"	SF	200	314.5	\$ 5.00	\$ 1,000.00	\$ 1,572.50
2	Combination Concrete Curb & Gutter Removal & Replacement, Type B-4.18, Special	LF	100	45.4	\$ 25.00	\$ 2,500.00	\$ 1,135.00
3	Combination Concrete Curb & Gutter Removal & Replacement, Type B-6.18	LF	40	84.5	\$ 25.00	\$ 1,000.00	\$ 2,112.50
4	Driveway Pavement Removal & Replacement	SY	30	12.4	\$ 45.00	\$ 1,350.00	\$ 556.20
5	Hot-Mix Asphalt (HMA) Pavement Restoration	SY	100	106.47	\$ 95.00	\$ 9,500.00	\$ 10,114.65
6	Grading & Shaping Swales	SY	1,100	116.1	\$ 3.00	\$ 3,300.00	\$ 348.15
7	Sodding, Special	SY	500	860.38	\$ 12.75	\$ 6,375.00	\$ 10,969.85
8	Seeding, Special	SY	1,100	583.2	\$ 4.55	\$ 5,005.00	\$ 2,653.70
9	Adjust Water Main, 8"	LF	20	0.0	\$ 275.00	\$ 5,500.00	\$ -
10	Storm Sewers, 6 PVC SDR-26 ASTM D-2241	LF	150	249.3	\$ 35.00	\$ 5,250.00	\$ 8,725.50
11	Storm Sewers, 8 PVC SDR-26 ASTM D-2241	LF	50	41.0	\$ 45.00	\$ 2,250.00	\$ 1,845.00
12	Storm Sewers, 12 PVC SDR-26 ASTM D-2241	LF	107	102.25	\$ 55.00	\$ 5,885.00	\$ 5,623.75
13	Storm Sewers, 8 PVC SDR-21 (Directional Bored)	LF	2,700	2,819.70	\$ 84.44	\$ 227,988.00	\$ 238,095.47
14	Inlets, Type A with C.1. Frame & Grate	EA	25	15	\$ 4,500.00	\$ 112,500.00	\$ 67,500.00
15	Alternate Inlet Connection	EA	5	2	\$ 4,750.00	\$ 23,750.00	\$ 9,500.00
16	Catch Basins, 4' Dia., Type A with Frame & Grate	EA	1	1	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
17	Catch Basins, 4' Dia., Type A with Frame, Grate & Curb Box	EA	2	2	\$ 4,500.00	\$ 9,000.00	\$ 9,000.00
18	Manholes, 7' Dia., Type A with Frame & Lid	EA	1	1	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
19	Connect To Existing Structure	EA	4	4	\$ 350.00	\$ 1,400.00	\$ 1,400.00
20	Connect To Existing Pipe	EA	1	2	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
21	Sump Pump Service Connection	EA	25	29	\$ 4,500.00	\$ 112,500.00	\$ 130,500.00
22	Core Drilling of Inlet	EA	15	29	\$ 100.00	\$ 1,500.00	\$ 2,900.00
23	Televising of Storm Sewers	LF	2,900	3,052.9	\$ 2.25	\$ 6,525.00	\$ 6,869.03
24	Inlet and Pipe Protection	EA	30	22	\$ 125.00	\$ 3,750.00	\$ 2,750.00
25	Sanitary Sewer Replacement, 10" PVC SDR 26	LF	20	11	\$ 150.00	\$ 3,000.00	\$ 1,650.00
26	Supplemental Watering	UNIT	40	0	\$ 75.00	\$ 3,000.00	\$ -
27	Installation & Maintenance of Protective Tree Fence	LF	250	296	\$ 25.00	\$ 6,250.00	\$ 7,400.00
28	Earth Saw Cut Of Tree Roots	LF	50	0	\$ 55.00	\$ 2,750.00	\$ -
29	Tree Mulching	EA	5	0	\$ 500.00	\$ 2,500.00	\$ -
30	Storage Shed Relocation	EA	2	0	\$ 500.00	\$ 1,000.00	\$ -
31	Perimeter Erosion Barrier	LF	120	0	\$ 15.00	\$ 1,800.00	\$ -

VILLAGE OF GLEN ELLYN  
 2012 BRAESIDE AREA LOCALIZED DRAINAGE IMPROVEMENTS PROJECT  
 BALANCING OF ORIGINAL CONTRACT ITEMS AS NEEDED + NEW CONTRACT ITEMS FOR CHANGE ORDER NO. 1 (FINAL)  
 7/1/2013 by R J Minix

Item No.	Description	Unit	Original Contract Quantity	Final Quantity	Unit Cost	Original Contract Cost	Final Cost
32	Exploratory Excavation	CY	50	19.9	\$ 10.00	\$ 500.00	\$ 199.00
33	Undercutting For Utilities	CY	50	0	\$ 5.00	\$ 250.00	\$ -
34	Construction Layout	LS	1	1	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00
35	Pre-Construction Video Taping	LS	1	1	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
36	Existing Fence Removal & Re-Installation	LF	1,000	209.0	\$ 10.00	\$ 10,000.00	\$ 2,090.00
37	Embankment, Special	CY	50	0.0	\$ 47.00	\$ 2,350.00	\$ -
38	Traffic Control & Protection	LS	1	1	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
<b>TOTAL (ORIGINAL CONTRACT ITEMS)</b>						\$ 601,328.00	\$ 546,610.28
						<b>Net Decrease</b>	\$ 54,717.72

**EXTRA ITEMS**

39	T & M Repair of Water Main on Briar between Brighton and Londonberry	LS	0	1.0	\$958.99	\$ -	\$ 958.99
40	Asphalt Cold Patch, 4" Depth	SY	0	27.76	\$115.00	\$ -	\$ 3,192.40
41	T & M Exploratory Excavation to Determine Water Main Depth and Configuration	LS	0	1.0	\$2,622.27	\$ -	\$ 2,622.27
42	Change in Ground Conditions in Directional Drill Run between Heather and Surrey	LS	0	1.0	\$8,864.02	\$ -	\$ 8,864.02
43	Additional Fence Repair behind 1183 Heather and 1182 Londonberry due to AT&T Damage Repair	LS	0	1.0	\$766.50	\$ -	\$ 766.50
44	Structure Adjustments behind 1145 Surrey and Sump Pump Connections at 1148 & 1152 Heather	LS	0	1.0	\$2,153.78	\$ -	\$ 2,153.78
45	Additional Fitting and Plugs for Storm Sewer Sump Pump Connections	LS	0	1.0	\$2,466.83	\$ -	\$ 2,466.83
<b>TOTAL (EXTRA ITEMS)</b>						\$ -	\$ 21,024.79

**FINAL COSTS - TOTAL PROJECT**

\$ 601,328.00	\$ 567,635.07
<b>Net Decrease</b>	\$ 33,692.93

**CAPITAL PROJECT FUND (40000-580100)**

\$ -	\$ 567,635.07
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June 28, 2013

Mr. Julius J. Hansen  
Director of Public Works  
Village of Glen Ellyn  
30 South Lambert  
Glen Ellyn, IL 60137  
Attn: Mr. Robert Minix

Re: Braeside Drainage Improvements; Supplement for Construction Engineering Services

Dear Mr. Minix:

We are requesting a supplement to our Construction Engineering Services Agreement to raise the level of compensation to \$102,187.37 which represents an increase over the original estimated contract amount of \$73,000 and payments received to date of \$72,981.14. Our original contract amount is exhausted, and the requested amount is for engineering services already performed beyond our original contract that were required to complete the project.

This supplement is necessary due to the additional engineering time that was required to properly inspect and document the contractor's work which ran far beyond the original estimated completion. Our proposal provided our best estimate of time necessary for Construction Engineering. The original contract was to run approximately three months and be completed at the end of November, 2012. The contractor's rate of progress was substantially less than customary estimation, and they did not fully complete the project until just recently at the end of June, 2013. This project duration is well beyond Civiltech's estimated time to close out the project. There were also other contributing factors to the contractor's increased time to complete the project such as differing soil conditions on pipe bore number 3 and slow progress in winter conditions. All of the work was inspected to ensure an acceptable final product for the Village which required the additional hours of Construction Engineering.

We are requesting an additional 300.5 hours of time to cover the required Construction Engineering over and above the original estimate. With an average hourly rate of \$36.68 and our lowered over head multiplier for Glen Ellyn of 2.65, the total amount for the additional Construction Engineering time is \$29,206.23.

We hope this will meet with your approval. If this request for a supplement to our Construction Engineering Agreement is acceptable, please execute below and return one copy to us.

Should you have any questions, please do not hesitate to contact us. Thank you for the opportunity to work with you on this eventually successful improvement, and we look forward to continuing our shared efforts together.

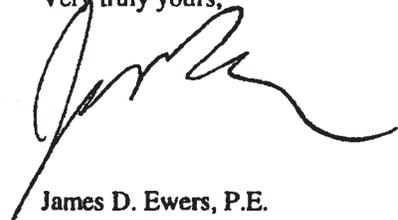
Accepted By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Very truly yours,

A handwritten signature in black ink, appearing to read 'James D. Ewers', written over a horizontal line.

James D. Ewers, P.E.

Director of Construction  
Engineering Services  
Civiltech Engineering, Inc.

A-GJ

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MEMORANDUM

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TO: Mark Franz, Village Manager  
Al Stonitsch, Acting Village Manager

FROM: Matt Pekarek, Recreation Director

*Matt Pekarek*

DATE: July 2, 2013

RE: Purchase of Large Roll Creeping Bentgrass Sod

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**Background**

On March 18, 2013 the Village Board approved the purchase of sod for the driving range renovation that is part of the Village Links Facility Improvement Project currently under construction. Purchases were awarded to the low responsive bidders as follows:

Central Sod Farms - 5-acres of Bluegrass Sod - \$0.195 per SF - \$42,471.00 total

H&E Sod - 1.5-acres of Bentgrass Sod - \$0.65 per SF - \$42,471.00 total (the similarity in total cost is coincidental)

Last week we called H&E Sod to arrange for the first delivery of Bentgrass Sod and were told that the sod was in good shape in the spring but that the sod is now off-color after a chemical application and some flooding. The condition of the sod that they described is unacceptable. Laying sod is problematic at this time of year because turf grasses do not extend roots in summer months. This makes it difficult to keep large areas of summer laid sod alive. It is unwise to lay damaged sod at this time of year because of the likelihood that the sod will die.

In March we only received one other proposal for creeping bentgrass sod, from Central Sod Farms - \$0.75 per SF - \$49,005 total. Central Sod Farms has agreed to provide us with PennLinks® creeping bentgrass sod at \$0.75 per SF, plus an equipment charge of \$100 per day.

There is no other reasonable affordable alternatives to these two sod suppliers. There are no other creeping bentgrass sod farms in this area. It is not feasible to truck sod from a greater distance, because the sod would arrive damaged by heat in hot weather and alternately is expensive to refrigerate when transporting long distances by truck or rail.

We wish to finish the driving range work as soon as possible to restore customer service and generate revenue. In order to keep work on the driving range progressing and, after consultation with Village Manager Franz, we have negotiated an agreement with Central Sod Farms to purchase the necessary sod from them at \$0.75 per S.F. plus a \$100 per day equipment rental charge, with delivery to begin early next week.

1.5-acres of sod at \$0.75 per S.F. extends to \$49,005. A 10% contingency will cover any additional sod that might be needed and any equipment rental charges. With a 10% contingency, the total not-to-exceed amount is \$54,000. This is about \$8,000 more than was approved in March. The added cost will be covered by overall project contingencies approved by the Village Board in September 2012 and we remain on track to complete the project within the \$6.3-million budget approved by the Village Board.

As a side note, this problem with creeping bentgrass sod is not delaying the opening of the driving range. When we learned of the problem with creeping bentgrass availability, our grounds staff modified their work plan on the driving range and have stayed productive installing the bluegrass sod portion of the project. The driving range work progress continues to be vulnerable to disruptions from rain and wet conditions both at the sod farm and at the Village Links.

### **Recommendation**

I recommend that the Village Board rescind the award of the purchase of creeping bentgrass sod from H&E Sod of Markham, IL, waive competitive bidding and accept the proposal of Central Sod Farms Inc. of Plainfield, IL to provide approximately 1.5 acres of Large Roll Pennlinks II Creeping Bentgrass Sod for \$.75 per S.F., plus a 10% contingency for a not to exceed amount of \$54,000, to be charged to the Recreation Fund Budget, Account #55 700 580 100.

### **Actions Requested**

Approve a Motion rescinding the purchase of Creeping Bentgrass Sod awarded by the Village Board on March 18, 2013 to H&E Sod Nursery of Markham, IL.

Approve a Motion waiving competitive bidding for the purchase of Large Roll Creeping Bentgrass Sod.

Approve a Motion approving the purchase of approximately 1.5-acres of Large Roll Creeping Bentgrass Sod from Central Sod Farms of Plainfield, IL in a not-to-exceed amount of \$54,000, which includes a 10% contingency.

**Attachments**

Memorandum and Attachments regarding Sod Purchase from March 2013.

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**MEMORANDUM**

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**TO:** Mark Franz, Village Manager  
**FROM:** Matt Pekarek, Recreation Director  
**DATE:** March 12, 2013  
**RE:** Purchase of Large Roll Sod

*Matt Pekarek*



**Background**

The Village Links driving range is being renovated. The installation of driving range sod was originally included as an alternate to the general construction contract for this project, at an added cost of \$156,316. This alternate to the general contract was not accepted, because Recreation Department staff can install the sod less expensively in-house.



Driving Range Tee - The renovation plan includes the installation of large roll Blue Grass Blend sod to grass the 1.75-acre driving range tee and part of the fairway landing area.

Driving Range Landing Zone - About 9-acres in the fairway landing zone and surrounding area need to be grassed. About 1.5-acres of large roll Creeping Bentgrass sod will be installed to form a target fairway. About 3.25-acres of large roll Bluegrass Blend sod will be installed around the bentgrass. To control costs, the remaining 4.25-acres on the edges of the driving range will be seeded to a bluegrass blend.

Sod vs. Seed - The use of Sod allows the driving range to reopen about four months sooner than if the area was seeded. This is important to the golf customers who wish to use the driving range this year. Equally important, the use of Sod will help us begin to generate revenue quicker than if seed was used. Our average four month May through August driving range revenue for the last three years is \$135,000.

Large Roll vs. Standard Roll - Typically sod comes in small rolls 2'x6' (12 S.F.) that are laid by hand. Some vendors sell Large Roll Sod that is 4'x80' (320 S.F.) and can be laid using equipment. Our Bid Specifications required that sod be provided in a minimum 42-inch width. Large Roll Sod offers two advantages. The larger rolls allow the sod to be installed quicker, reducing labor costs and limiting excessive wear and tear on staff. More importantly, the Large Roll Sod has considerably fewer seam lines. On the driving range tee, fewer seam lines will produce a nice hitting surface more quickly. In the landing zone, fewer seam lines creates a better surface for picking golf balls. Golf balls tend to get trapped in sod seam lines, making it difficult to pick balls mechanically with equipment and increasing labor costs to pick by hand.

Creeping Bentgrass – PennLinks II® Creeping Bentgrass will be installed in a target fairway in the landing zone. The shorter growth characteristics of the bentgrass and the color differentiation with Blue Grass will create a good visual target similar to that found on the golf course.

## Issues

Sealed Bid – Prior to running the Request for Bid Advertisement, we contacted sod vendors to inquire about the availability of Large Roll Sod. Most of the sod growers have gone out of business since the onset of the economic recession and the slowdown in housing construction. We only found two sod vendors capable of providing bentgrass and bluegrass Large Roll Sod in a width 42-inches or wider.

A Request for Bid was advertised in the February 28, 2013 Daily Herald.

We sent Bid and Specification packets to three area sod vendors:

Central Sod Farms, Plainfield, IL

Dunteman Turf Farms, LLC, Kaneville, IL

H&E Sod Nursery, Markham, IL

We received one request for a Bid and Specification Packet in response to the Request For Bid Advertisement. As requested, we sent a packet to:

John Deere Landscapes, Cleveland, OH

On March 11, 2013 one Sealed Bid was received and opened. The one bid was submitted by Dunteman Turf Farms, LLC of Kaneville, IL who proposed an alternate bid of 24" large roll Blue Grass Blend Sod at \$.21 per Square Foot. There was no bid submitted for Bentgrass Sod.

We recommend that the bid submitted by Dunteman Turf Farms LLC was for large roll Blue Grass sod cut at a 24-inch width be rejected because it does not comply with the minimum 42-inch width specified.

Proposals Sought - After the sealed bids were opened and because we had not received any bids that met our specifications, we contacted two sod vendors who had received the Bid Packet but had not submitted bids, and asked them to provide us a written quote on Large Roll Sod that meets our specifications. Both vendors submitted quotes via email.

		Sod Width	Acres	S.F.	Cost Per S.F.	Extended Cost
<b>Bluegrass Blend Sod</b>						
Sealed Bid	Dunteman Turf Farms LLC	24"	5.0	217,800	\$ 0.210	\$ 45,738
Post Bid - Proposal	Central Sod Farms Inc.	42"	5.0	217,800	\$ 0.195	\$ 42,471
Post Bid - Proposal	H&E Sod Nursery	48"	5.0	217,800	\$ 0.210	\$ 45,738
<b>Bentgrass Sod</b>						
Sealed Bid	no bids					
Post Bid - Proposal	Central Sod Farms	42"	1.5	65,340	\$ 0.750	\$ 49,005
Post Bid - Proposal	H&E Sod Nursery	48"	1.5	65,340	\$ 0.650	\$ 42,471

Central Sod Farms of Plainfield, IL proposed to provide us with Large Roll Blue Grass Blend Sod (42" width) for \$.195 per S.F. At 5-acres (217,800 S.F.) this would extend to \$42,471.

H&E Sod Nursery of Markham, IL proposed to provide us with Large Roll Bentgrass Sod (48" width) for \$.650 per S.F. At 1.5-acres (65,340 S.F.) this would extend to \$42,471.

**Recommendation**

I recommend that the Village Board approve a motion to reject all bids for Large Roll Sod received on March 11, 2013 because no responsive bids were received.

I recommend that the Village Board approve a motion to waive competitive bidding and accept the lowest proposal received from Central Sod Farms Inc. of Plainfield, IL to provide approximately 5-acres of Large Roll Blue Grass Blend Sod for \$.195 per S.F., plus a 10% contingency for a not to exceed amount of \$46,718, and accept the lowest proposal received from H&E Sod of Markham, IL to provide approximately 1.5-acres of Large Roll Pennlinks II Creeping Bentgrass Sod for \$.65 per S.F., plus a 10% contingency for a not to exceed amount of \$46,718. Both purchases are to be charged to the Recreation Fund Budget, Account #55 700 580 100.

Note: it is coincidental that the two dollar amounts recommended for acceptance are identical.

**Action Requested**

Approve a Motion to reject all bids and approve a Motion to approve the purchase of Large Roll Sod to the vendors submitting the lowest competitive proposals.

**Attachments**

Advertisement – Request For Bids  
Request For Bid and Specifications  
Bid submitted by Dunteman Turf Farms LLC  
Email proposals submitted by Central Sod Farms Inc. and H&E Sod Nursery

**REQUEST  
FOR BIDS**

**Large Roll Sod**  
Village of Glen Ellyn  
Recreation Department  
Village Links of Glen Ellyn  
Glen Ellyn, Illinois

The Village of Glen Ellyn Recreation Department will accept bids for the purchase of Large Roll Sod, including approximately 4 acres of bluegrass blend sod and approximately 1.5 acres of Pennlinks 110 creeping bentgrass sod, or equal. The Large Roll Sod is to be delivered cut in large rolls a minimum of 42-inches in width.

Sealed Bids marked "Sealed Bid - Large Roll Sod, Do Not Open" must be received at the Office of the Village Clerk, Village of Glen Ellyn, 525 Duane Street, Glen Ellyn, Illinois 60137, no later than 12:00 noon on Monday March 11, 2013. Bids will be opened at that time and place.

Bid and Specification Pack- als can be obtained from Golf Course Superintendent Chris Pekorek, Village Links of Glen Ellyn, 498 Harding Avenue, Glen Ellyn, Illinois, 630-469-2077 x2, or via email at [purchasing@villageofglenellyn.com](mailto:purchasing@villageofglenellyn.com).

The Village of Glen Ellyn is an equal opportunity employer M/F.  
Published in Daily Herald  
February 28, 2013 (4331663)

**CERTIFICATE OF PUBLICATION**

**Paddock Publications, Inc.**

**Daily Herald**

Corporation organized and existing under and by virtue of the laws of the State of Illinois, DOES HEREBY CERTIFY that it is the publisher of the **DAILY HERALD**. That said **DAILY HERALD** is a secular newspaper and has been circulated daily in the Village(s) of Addison, Bensenville, Bloomingdale, Carol Stream, Glendale Heights, Glen Ellyn, Itasca, Keeneyville, Lisle, Lombard, Medinah, Naperville, Oak Brook, Oakbrook Terrace, Roselle, Villa Park, Warrenville, West Chicago, Wheaton, Winfield, Wood Dale

County(ies) of DuPage  
and State of Illinois, continuously for more than one year prior to the date of the first publication of the notice hereinafter referred to and is of general circulation throughout said Village(s), County(ies) and State.

I further certify that the **DAILY HERALD** is a newspaper as defined in "an Act to revise the law in relation to notices" as amended in 1992 Illinois Compiled Statutes, Chapter 7150, Act 5, Section 1 and 5. That a notice of which the annexed printed slip is a true copy, was published February 28, 2013 in said **DAILY HERALD**.

IN WITNESS WHEREOF, the undersigned, the said **PADDOCK PUBLICATIONS, Inc.**, has caused this certificate to be signed by, this authorized agent, at Arlington Heights, Illinois.

**PADDOCK PUBLICATIONS, INC.**  
**DAILY HERALD NEWSPAPERS**

BY Paula Baltz  
Authorized Agent

Control # 4331663

## **REQUEST FOR BIDS**

### **Large Roll Sod**

Village of Glen Ellyn Recreation Department  
Village Links of Glen Ellyn  
Glen Ellyn, Illinois

The Village of Glen Ellyn Recreation Department will accept bids for the purchase of Large Roll Sod, including approximately 5-acres of bluegrass blend sod and approximately 1.5-acres of Pennlinks II® creeping bentgrass sod, or equal. The Large Roll Sod is to be delivered cut in large rolls a minimum of 42-inches in width.

Sealed Bids marked "Sealed Bid - Large Roll Sod, Do Not Open" must be received at the Office of the Village Clerk, Village of Glen Ellyn, 535 Duane Street, Glen Ellyn, Illinois 60137, no later than 12:00 noon on Monday March 11, 2013. Bids will be opened at that time and place.

Bid and Specification Packets can be obtained from Golf Course Superintendent Chris Pekarek, Village Links of Glen Ellyn, 490 Harding Avenue, Glen Ellyn, Illinois, 630-469-2077 x2, or via email at [purchasing@villagelinksgolf.com](mailto:purchasing@villagelinksgolf.com).

The Village of Glen Ellyn is an equal opportunity employer M/F.

## **INSTRUCTIONS TO BIDDERS**

### **Large Roll Sod**

Village of Glen Ellyn Recreation Department  
Village Links of Glen Ellyn  
Glen Ellyn, Illinois

1. It is not the intent nor the purpose of these specifications to prohibit a vendor from bidding or securing a contract for the proposed Large Roll Sod. However, the specifications do outline the necessary requirements for the Large Roll Sod best suited to the needs of the Village of Glen Ellyn Recreation Department.
2. All Bids shall be submitted on the attached Bid Form.
3. Sealed Bids marked "Sealed Bid - Large Roll Sod, Do Not Open" must be received at the Office of the Village Clerk, Village of Glen Ellyn, 535 Duane Street, Glen Ellyn, Illinois 60137, no later than 12:00 noon on Monday March 11, 2013. Bids will be opened at that time and place.
4. Bidders shall be required to fill all specifications and requirements of the Village of Glen Ellyn Recreation Department as stated herein. The Village reserves the right to accept the Bid that best meets its needs, and may waive any provision contained within the specifications. The Village reserves the right to reject all bids if doing so is in its best interest.
5. Turfgrass types are specified herein. However, the Village will consider alternate turf types that perform equal to those specified.
6. Separate Awards of Bid will be made for each turf type. The Bluegrass Blend Sod will be awarded to the low responsive bid for Bluegrass Sod or equal. The Penlinks II® Creeping Bentgrass Sod will be awarded to the low responsive bidder for Penlinks II® Creeping Bentgrass Sod or equal.
7. Bids will be awarded based on a Square Foot unit price that includes the entire cost of the sod, including the cost of harvesting, delivering, and unloading on the ground at the Village Links of Glen Ellyn, 485 Winchell Way, Glen Ellyn, IL, and the Village's use of 3-point tractor mount hitch installation equipment or other self contained equipment sufficient to install one a minimum of one acre of sod during an 8 hour work day.
8. The quantity of Large Roll Sod to be purchased is estimated in the Specifications. Actual quantities might vary slightly to accommodate installation or delivery requirements.
9. By Illinois State Law, municipalities, such as the Village of Glen Ellyn, are exempt from retail Sales Tax. The Sales Tax Exemption I. D. Number of the Village of Glen Ellyn is E9997 4452 06.
10. It is anticipated that the award of the Large Roll Sod Bids will be made on Monday, March 18, 2013.

## **REQUIREMENTS**

### **Large Roll Sod**

Village of Glen Ellyn Recreation Department  
Village Links of Glen Ellyn  
Glen Ellyn, Illinois

1. INTENT - These Requirements cover all things necessary or proper for, or incidental to the furnishing and delivery of said Large Roll Sod.
2. ALTERNATES - Alternates will be considered. Bidders must include details of any alternates to the requirements or specifications. In determining what constitutes an alternate equal to the specified Large Roll Sod, the decision of the Village Links of Glen Ellyn Golf Course Superintendent is final.
3. SOD - The sod is to be grown, maintained, harvested, rolled, transported and unloaded in a manner that complies with all industry standard and practices. All industry standards and practices regarding Bluegrass Blend Large Roll Sod and Pennlinks II® Creeping Bentgrass Blend Large Roll Sod are included herein, as if they were individually mentioned in these Requirements and Specifications.
4. AWARD - The purchase of each Large Roll Sod turf type will be awarded to the lowest responsive bidder. The purchase of each turf type will be awarded separately, based on the lowest delivered Square Yard unit price.
5. PAYMENT - Payment will be made after the Large Roll Sod has been delivered and the vendor presents the Village of Glen Ellyn with an invoice. A payment check will be issued within 10 to 30 days of receipt of invoice. At the discretion of the vendor, invoices can be presented individually per delivery, or for the total amount when all sod has been delivered.

## **SPECIFICATIONS**

### **Large Roll Sod**

Village of Glen Ellyn Recreation Department  
Village Links of Glen Ellyn  
Glen Ellyn, Illinois

#### **Turf Type and Quantities** -

1. Approximately 5-acres of a Bluegrass Blend or equal suitable for a golf driving range practice tee.
2. Approximately 1½-acres of Pennlinks II® creeping bentgrass or equal suitable for a golf course fairway.

**Turf Condition** - The turf should be grown and maintained using sod industry standards. The turf should be developed from seed using certified seed. Certified seed tags should be available upon request. The turf should be grown on topsoil within the same agronomic growing zone as the Glen Ellyn, IL installation site. The turf should be mature, disease free, free of excessive thatch and free of contamination from other turf types and weeds. The Village reserves the right to inspect the turf to confirm these conditions.

**Large Roll Size** - The sod should be cut in large rolls that are a minimum of 42-inches wide.

**Delivery** - Individual sod orders will be placed on a schedule mutually agreeable to both the vendor and the Village. Sod will be delivered freshly cut, within 24-hours of being cut in the field. Sod will be delivered on the ground at the installation site at the Village Links of Glen Ellyn, 485 Winchell Way, Glen Ellyn, IL.

**Installation Equipment** - The vendor will provide 3-point hitch tractor mount installation equipment or other self contained equipment sufficient to install a minimum of one acre of sod during an 8 hour work day. The vendor will provide this equipment for the Village to use while installing the sod.

**BID FORM**

**Large Roll Sod**

Village of Glen Ellyn Recreation Department  
Village Links of Glen Ellyn  
Glen Ellyn, Illinois

Honorable President and Board of Trustees  
Village of Glen Ellyn, Illinois

President and Trustees:

The undersigned does hereby certify that he has examined the Instructions to Bidders, Specifications and Requirements and proposes to furnish the Large Roll Sod as described therein and will deliver same to the Village of Glen Ellyn at the following lump sum prices:

1. Approximately 5-acres of a Bluegrass Blend or equal suitable for a golf driving range practice tee.	\$ _____ per Square Foot
Please note any alternate provisions to the specifications _____	
_____	
_____	

2. Approximately 1½-acres of Penlinks II® creeping bentgrass or equal suitable for a golf course fairway.	\$ _____ per Square Foot
Please note any alternate provisions to the specifications _____	
_____	
_____	

Company or Corporation Name \_\_\_\_\_

Company or Corporation Official \_\_\_\_\_

Witness \_\_\_\_\_ hand(s) & Seal \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

If an individual, sign and give address \_\_\_\_\_

Address \_\_\_\_\_

If a partnership, sign all individual names and give address of each partner \_\_\_\_\_

Partnership Name

Address \_\_\_\_\_  
\_\_\_\_\_

Names and addresses of individual partners

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If a corporation, officers duly authorized should sign, attach corporate seal

Address \_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_

ATTEST; \_\_\_\_\_

\_\_\_\_\_  
Secretary

CORPORATE SEAL

**BID FORM**

**Large Roll Sod**

Village of Glen Ellyn Recreation Department  
Village Links of Glen Ellyn  
Glen Ellyn, Illinois

Honorable President and Board of Trustees  
Village of Glen Ellyn, Illinois

President and Trustees:

The undersigned does hereby certify that he has examined the Instructions to Bidders, Specifications and Requirements and proposes to furnish the Large Roll Sod as described therein and will deliver same to the Village of Glen Ellyn at the following lump sum prices:

1. Approximately 5-acres of a Bluegrass Blend or equal suitable for a golf driving range practice tee. \$ 0.21 per Square Foot

Please note any alternate provisions to the specifications: OUR LARGE ROLL SOD IS 24" WIDE PER ROLL. OUR 3 PT HITCH INSTALLERS CAN ACCOMMODATE 2 - 24" ROLLS AT ONE TIME. REQUIRES 50 H.P. TRACTOR OR LARGER TO LIFT 2 ROLLS.

2. Approximately 1/2-acres of Pennlinks 1100 creeping bentgrass or equal suitable for a golf course fairway. \$ \_\_\_\_\_ per Square Foot

Please note any alternate provisions to the specifications \_\_\_\_\_

Company or Corporation Name DUNTEMAN TURF FARMS, LLC  
 Company or Corporation Official Paul S. Dunteman, Member

Witness 1 hand(s) & Seal 1 this 6<sup>th</sup> day of March, 2013.

If an individual, sign and give address Jenni A. Myers  
 Address 9663 County Line Rd  
 Hinckley, IL 60520



If a partnership, sign all individual names and give address of each partner

DUNTEMAN TURF FARMS, LLC

Partnership Name

Address 46W 340 MAIN ST.  
KANEVILLE, IL 60144

Names and addresses of individual partners

ROBERT G. DUNTEMAN  
31670 OAKMONT DR. ELBURN, IL 60120  
WILLIAM M. DUNTEMAN  
10828 COUNTY LINE RD  
BIRCH ROCK, IL 60511

If a corporation, officers duly authorized should sign, attach corporate seal

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Secretary

CORPORATE SEAL





Chris Pekarek <cpekarek@villagelinksgolf.com>

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## Village Links Sod Bid

2 messages

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Chris Pekarek <cpekarek@villagelinksgolf.com>  
To: paulb@centralsod.com

Mon, Mar 11, 2013 at 12:48 PM

Hi Paul,

The attached bid was due today.

Please email your bid back to me today.

Thanks,

—  
Chris Pekarek  
Golf Course Superintendent  
Village Links of Glen Ellyn  
630 469-2077 ext 2 office  
630 341-4958 mobile

---

 VillageLinksSod13.pdf  
82K

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paulb@centralsod.com <paulb@centralsod.com>  
To: Chris Pekarek <cpekarek@villagelinksgolf.com>

Mon, Mar 11, 2013 at 1:58 PM

Chris, Sorry for the delay with your bid.

for approximately 5 acres of bluegrass sod in 42" big rolls the price for sq. ft. delivered in (full load quantities 9000' + ) will be \$.195 per sq Ft.

Approximately 1.5 acres of pennlinks 11 will be \$0.75 per sq. ft. delivered (full load quantities 9000' + )

with a minimum of 1 acre to maintain pricing. **Bentgrass will most likely be harvested in 30" big rolls or standard 24" x 60" small rolls.**

If you have any questions feel free to call me at any time.

Thank You  
Paul Burger  
Central Sod Farms  
25605 W. 111th  
Plainfield, Il. 60544

**BID FORM**

**Large Roll Sod**

Village of Glen Ellyn Recreation Department  
Village Links of Glen Ellyn  
Glen Ellyn, Illinois

Honorable President and Board of Trustees  
Village of Glen Ellyn, Illinois

President and Trustees:

The undersigned does hereby certify that he has examined the Instructions to Bidders, Specifications and Requirements and proposes to furnish the Large Roll Sod as described therein and will deliver same to the Village of Glen Ellyn at the following lump sum prices:

1. Approximately 5-acres of a Bluegrass Blend or equal suitable for a golf driving range practice tee.	\$ <u>0.21</u> per Square Foot
Please note any alternate provisions to the specifications _____	
_____	
_____	

2. Approximately 1½-acres of Pennlinks II® creeping bentgrass or equal suitable for a golf course fairway.	\$ <u>0.65</u> per Square Foot
Please note any alternate provisions to the specifications _____	
_____	
_____	

Company or Corporation Name H&E Sod Nursery  
Company or Corporation Official Tarin Haberich

Witness \_\_\_\_\_ hand(s) & Seal \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

If an individual, sign and give address \_\_\_\_\_

Address \_\_\_\_\_

If a partnership, sign all individual names and give address of each partner

Partnership Name

Address

Names and addresses of individual partners

If a corporation, officers duly authorized should sign, attach corporate seal

Address

By:

ATTEST; \_\_\_\_\_

\_\_\_\_\_  
Secretary

CORPORATE SEAL

A-7

MEMORANDUM

TO: Mark Franz, Village Manager
Al Stonitsch, Assistant Village Manager
FROM: Kristen Schrader, Assistant to the Village Manager
Kevin Wachtel, Finance Director
DATE: July 3, 2013
RE: 2013-2014 Refuse and Recycling Rates



Background

The Village contracted with Allied Waste (Republic Services) for a 5-year contract from August 1, 2005 to July 31, 2010 for solid waste collection services. The contract was extended for an additional two years through July 31, 2012. With the contract set to expire in mid 2012, the Village sent out a request for proposal for residential solid waste collection services to all solid waste companies that serve the Glen Ellyn area in February 2012. Resulting from the competitive proposal process was two bids, with Republic Services awarded the contract due to their aggressive pricing.

The new 5-year contract with Republic continued the services that residents appreciate in the Village, including Monday collection, weekly yard waste collection April – November, use of refuse and recycling carts with stickers for additional needs and the unlimited clean sweep collection every other year. With the new contract, the Village was required to adjust monthly billing rates. Billing rates include a monthly base rate (rates from Republic Services for refuse and recycling), as well as a supplementary rate for branch and brush collection, toter replacement, clean sweep, administration and a recycling rebate. The current rate structure is outlined in the table below.

Adjusted Rates - August 1, 2012

Table with 8 columns: Service, Base Rate, Supplemental Rates (Brush & Branch, Clean Sweep, Toter, Admin., Recycling Credit), Total. Rows include 35, 65, 95 gallon curb and rear services for standard and senior residents.

The Solid Waste Fund is an enterprise fund like the Water and Sewer Fund and Parking Lot Fund. The primary revenue source for enterprise funds are user fees that pay for the services provided for the fund. The Village's revenue policy as it relates to enterprise funds is as follows:

*Village enterprise funds (e.g. Water and Sanitary Sewer, Recreation, Parking, Residential Solid Waste) shall have fees set in such a manner which fully support all direct and indirect (depreciation of capital) costs associated with providing the service.*

## Issues

### *Annual Base Rate Adjustment*

The Village's contract with Republic Services provides for an annual increase based upon the Chicago consumer price index (CPI) for the following 12 months, with maximum percentage increases set at 4.5% for years 1-3 of the contract and 3.5% for years 4-5. The most recent CPI increase for May 2012 to May 2013 is 1.5%. Therefore, per the contract, Republic has requested in the attached letter that the base rate for services be adjusted by 1.5% for August 1, 2013 through July 31, 2014. Also adjusted will be the sticker costs for refuse and yard waste, which will adjust from \$2.35 to \$2.40. Management is comfortable that the CPI increase is appropriate and the base rate should be adjusted by 1.5%.

### *Recycling Rebate Adjustment*

Last August, the Village introduced a monthly credit to each refuse account based on recycling revenues received by the Village in the previous year, with the credit adjusted on an annual basis depending on the level of recycling revenues received by the Village for the prior year. For the first year of the rebate, August 1, 2012 to July 31, 2013, the rebate was \$2.15 per month per account (based upon revenues from the previous year of \$185,000). For the August 1, 2013 through July 31, 2014, the rate should be adjusted to \$0.60 (based upon revenues from the previous year of \$51,000). The rebate is significantly lower than last year's due to fluctuation in the recycling market that paid less per ton for recyclables. Over the past few years, the Village's recycling rebate has fluctuated from year to year, with revenues ranging from \$20,000 in FY09/10 to \$200,000 in FY07/08. Attached is documentation from the Republic Services demonstrating the significant decrease in the recycling market over the last year. Management recommends adjusting the recycling rebate for August 1, 2013 through July 31, 2014 to \$0.60.

### *Administration Fee*

Last year, Management proposed a \$1.45 monthly fee to cover our administrative costs, including a proportionate share of ongoing billing and banking services. As part of the rate review, the Village Board lowered the rate charged to customers to \$1.25 per month, and set that as a goal. Management is suggesting that a \$1.35 administrative fee is necessary this year. As our online account access and future e-billing becomes available and proliferates, we anticipate additional cost savings to achieve the \$1.25 administrative fee targets.

### *Emergency Preparedness Rate Adjustment*

Over the past 9 years, the Village has incurred approximately \$285,000 for additional branch and brush services related to storm events; the most significant of which occurred last July 2012, with over \$180,000 in storm related costs incurred to the Residential Solid Waste Fund. This has resulted in cash reserves dropping below Village policy requirements, and a significant portion of the existing cash reserves are being set aside for toter replacement in FY2017. At the end of FY13/14, our budget projected ending cash reserves of \$307,000, of which \$142,000 is set aside for toter replacement, will have approximately \$165,000 available to support the Fund's operations. As the Solid Waste Fund is an enterprise fund, user fees must account for all expenditures within the fund over the long term. The

current supplementary rate structure does not provide funding for any storm related emergency collections, as has been a demonstrated need over the past 9 years. In years past, the fund's cash reserves were able to absorb these periodic expenses without impacting customer rates.

Using historical data, including increasing costs for each event, we are anticipating that we will spend an average of \$30,000 per year for storm cleanup efforts. The \$1.75/month/account supplementary rate for branch and brush pickup provides funding only for the annual contract rate with Trees 'R Us. In order to cover these anticipated storm clean up costs, Management is recommending that the supplementary charge for branch and brush collection be adjusted from \$1.75 to \$2.55/month/account. The additional \$0.80 will provide the Village with coverage to fund emergency clean up costs, while at the same time, not generating excessive reserves for the fund.

### **Recommendation**

Management recommends adjusting the refuse and recycling base rate by 1.5% and the administration fee by \$0.10, as well as the supplementary rate for the recycling rebate to \$0.60. Additionally, Management recommends consideration of an adjustment to the supplementary rate for emergency preparedness needs. However, Management recognizes the significance of the rate increases due to the decreased recycling rebate, as well as the need to begin funding for emergency preparedness. Therefore, we have prepared three rate adjustment options for board consideration at the July 8 Board Meeting.

*Option 1:* Adjust base rate by 1.5%, adjust recycling rebate to \$0.60 and admin fee to \$1.35, defer adjustment for emergency preparedness until August 1, 2014.

*Option 2:* Adjust base rate by 1.5%, adjust recycling rebate to \$0.60 and admin fee to \$1.35, adjust supplementary rate for emergency preparedness by \$0.40 in year 1, then \$0.80 in year 2.

*Option 3:* Adjust base rate by 1.5%, adjust recycling rebate to \$0.60 and admin fee to \$1.35, adjust supplementary rate for emergency preparedness by \$0.80.

The attached spreadsheets demonstrate the funding alternatives and projected cash reserves for the three options, as well as the overall monthly billing rate cost of each option, in comparison to the current monthly rate.

### **Action Requested**

The Village Board is requested to consider the proposed options for rate adjustments for residential solid waste collection services at the July 8, 2013 Village Board Meeting. Management has prepared for the Board's consideration three ordinances based on the above options to amend Village Code Section 7-6-4 related to collection fees.

Ordinance No. \_\_\_\_\_-VC, an Ordinance Amending Chapter Six of Title Seven (Solid Waste Collection and Disposal) of the Village Code of Glen Ellyn, Illinois

### **Attachments**

- Exhibit 1: Republic Services letter regarding rate adjustment
- Exhibit 2: Recycling Market Documentation
- Exhibit 3: Spreadsheet: Comparison of funding alternative and projected cash reserves
- Exhibit 4: Spreadsheet: Comparison of Rates for 3 funding options
- Exhibit 5: Draft Ordinances

Exhibit 1



July 3, 2013

Ms. Kristen Schrader  
Assistant To The Village Manager Administration,  
Village of Glen Ellyn,  
535 Duane Street,  
Glen Ellyn, IL 60137

Re: Price adjustment as of August 1, 2013

Dear Kristen:

As per the agreement for Residential Solid Waste Collection Services between Republic Services / Allied Waste and the Village of Glen Ellyn, I am writing to inform you of the new rates effective August 1, 2013. The Consumer Price Index – All Consumers for the Chicago-Gary – Kenosha area is used for the annual change during the preceding calendar year, that percentage is 1.5%. I have enclosed a copy of this statistic for you approval.

As we discussed the new rates that will be in effect as of August 1, 2013 are as follows:

35gallon cart Curbside service	\$11.60
35 gallon cart Senior Curbside service	\$10.55
35 gallon regular rear door service	\$19.30
35 gallon Senior rear door service	\$17.50
65 gallon carts Curbside service	\$15.15
65 gallon carts rear door service	\$25.40
96 gallon carts Curbside Service	\$17.20
96 gallon carts rear door service	\$25.40

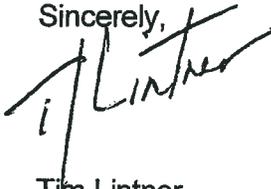
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1330 Gasket Drive  
Elgin, IL 60120  
847-429-7370 • Fax 847-429-7383  
republicservices.com

Solid Waste Sticker	\$2.40
Yard Waste Sticker	\$2.40
Leaf Sticker	\$1.50

I trust this meets with your approval; please feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim Lintner". The signature is written in a cursive style with a large initial "T" and "L".

Tim Lintner  
Municipal Services Manager  
Allied Waste / Republic Services

twine that does not exceed fifty (50) pounds in weight, two (2) feet in diameter, and four (4) feet in length.

- (i) "Rear Door" shall mean adjacent to or within ten feet of the rear of the residence.

### 3. Scope of Work

The Contractor shall be the exclusive refuse, recycling and yard waste collector for single family attached and detached residences (hereinafter referred to as single family) within the Village boundaries.

The Contractor shall be responsible for everything required to be performed, and shall provide and furnish all of the labor, materials, necessary tools, expendable equipment and supplies, vehicles, transportation services, and landfill and compost facility space required to perform and complete the collection and disposal of refuse and yard waste, and make all of the necessary arrangements for the delivery of all recyclables to an agreed upon location or otherwise as designated by the Village.

The Contractor may, at its option, contract separately with businesses, institutions, and agencies for collection service outside the scope of this contract, subject to all individual Village codes and ordinances governing private refuse collectors generally, and providing that such operations shall not interfere with the satisfactory carrying out of the work under this contract. Any contracts between the Contractor and businesses, multi-family complexes, institutions, and agencies shall covenant that said contract shall not interfere with the terms and conditions set forth under this Agreement.

### 4. Agreement Term

The initial term of this Agreement will be five (5) years commencing on August 1, 2012, and shall remain in full force and effect through midnight on July 31, 2017. At the expiration of the initial five (5) year term, the Village reserves the right to renew and extend this Agreement an additional two (2) years. If such an extension is desired by the Village, the Contractor will be notified no later than 150 days (March 1, 2017) before the expiration of the initial five (5) year term.

Beginning August 1, 2013, and on the first day of every August thereafter throughout the term of this Agreement or any extension thereof, the fee for refuse services provided pursuant to this Agreement shall be adjusted on the basis of the then-current costs in accordance with the following formulas:

- (a) The fee for refuse services will be adjusted annually beginning on August 1, 2013 based on the percentage of change of the published Consumer Price Index during the preceding calendar year. The percentage of change of the Consumer Price Index shall be computed by using the most updated information available.

- (b) Price change computations which result in fractions equal to or greater than one half (1/2) of one cent shall be rounded up to the nearest cent. Price change computations which result in fractions less than one half (1/2) of one cent shall be rounded down to the nearest cent.
- (c) The total Annual Adjustment shall not be greater than five percent (5%) of the previous year's cost for services provided under the Agreement or any extension thereof.

Commencing not less than five (5) months (150 days) prior to the commencement of the extension of the Agreement, the Village and the Contractor shall engage in good faith negotiations to develop solid waste collection rates attributable to the forthcoming years in question. Among the factors to be considered shall be increased or decreased costs incurred by the Contractor, and increases in the Contractor's productivity, the Contractor's service since the beginning of the Agreement, and prices paid in comparable communities. In the event the Village and the Contractor are unable to agree upon a suitable price, either party may terminate this Agreement by written notice to the other party at least ninety (90) days prior to the expiration date of this Agreement. Otherwise, the Agreement will terminate on July 31, 2017.

## 5. Program Design

### Refuse

All "households" as defined in Section D-2, located within the Village's corporate boundaries shall be provided with weekly collection and disposal of all "refuse" as defined in Section D-2, all household "construction and demolition debris" as defined in Section D-2, and all "large household items" as defined in Section D-2.

### Yard Waste

All "households" as defined in Section D-2, located within the Village's corporate boundaries, shall be provided with weekly curbside collection and proper disposal of all "yard waste" as defined in Section D-2. Weekly yard waste collection shall begin each year on April 1 and end on November 30 of that same year with the Village having the option to extend the program through December 31.

The Village requests the Contractor provide a proposal for a separate leaf disposal sticker or other alternative for the collection of leaves. For purposes of the proposal and for collection, leaves must be contained separately from all other forms of "yard waste" as defined in Section D-2.

### Recycling

All "households" as defined in Section D-2, located within the Village's corporate boundaries shall receive weekly collection of all "recyclable materials" as defined in Section D-2.

### Consumer Price Index - All Urban Consumers 12-Month Percent Change

Series Id: CUURA207SA0  
Not Seasonally Adjusted  
Area: Chicago-Gary-Kenosha, IL-IN-WI  
Item: All items  
Base Period: 1982-84=100  
Years: 2003 to 2012

Year	Annual
2003	1.8
2004	2.2
2005	3.0
2006	2.1
2007	3.3
2008	3.8
2009	-1.2
2010	1.4
2011	2.7
2012	1.5

Village of Glen Ellyn Recycle Rebate

Glen Ellyn - 2011 (100% Rebate)

Month	Tons	Dollars	\$ / Ton Rebate
January	372.92	\$ 14,000.09	\$ 37.54
February	286.55	\$ 15,651.61	\$ 54.60
March	291.31	\$ 16,985.58	\$ 58.31
April	305.82	\$ 17,345.55	\$ 56.72
May	415.71	\$ 24,997.79	\$ 60.13
June	324.92	\$ 17,738.67	\$ 54.59
July	313.66	\$ 17,384.00	\$ 55.42
August	404.83	\$ 23,983.88	\$ 59.24
September	345.07	\$ 20,473.46	\$ 59.33
October	396.67	\$ 21,400.12	\$ 53.95
November	381.35	\$ 8,782.76	\$ 23.03
December	371.72	\$ 7,160.68	\$ 19.26
<b>Totals</b>	<b>4210.63</b>	<b>\$205,904.18</b>	

Glen Ellyn - 2012 (100% Rebate)

Month	Tons	Dollars	\$ / Ton Rebate
January	431.00	\$ 9,279.77	\$ 21.53
February	280.77	\$ 7,348.65	\$ 26.17
March	279.88	\$ 7,609.01	\$ 27.19
April	360.14	\$ 10,459.94	\$ 29.04
May	308.48	\$ 8,301.94	\$ 26.91
June	294.20	\$ 5,438.42	\$ 18.49
July	316.62	\$ 3,022.35	\$ 9.55
August	244.19	\$ -	\$ -
September	281.15	\$ -	\$ -
October	315.30	\$ 1,568.64	\$ 4.98
November	304.35	\$ 2,589.86	\$ 8.51
December	391.60	\$ 3,776.58	\$ 9.64
<b>Totals</b>	<b>3807.68</b>	<b>\$ 59,395.15</b>	

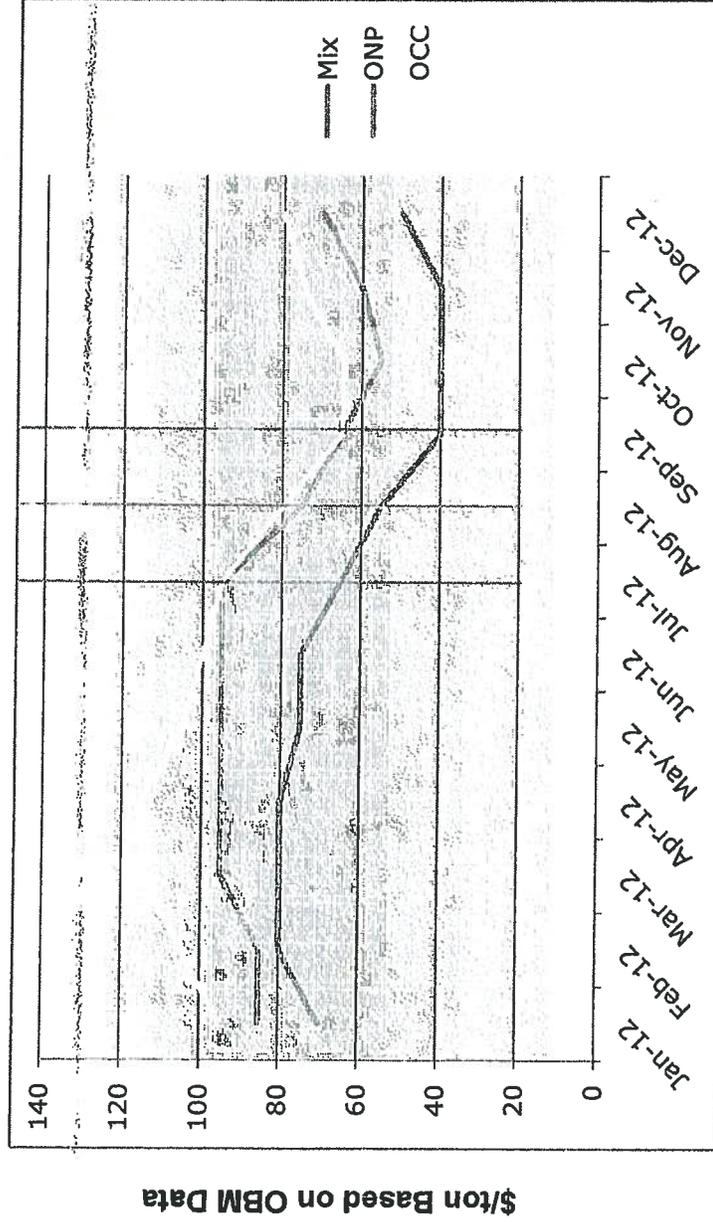
Glen Ellyn - 2013 (100% Rebate)

Month	Tons	Dollars	\$ / Ton Rebate
January	299.02	\$ 2,787.42	\$ 9.32
February	251.70	\$ 2,076.86	\$ 8.25
March	258.27	\$ 4,466.64	\$ 17.29
April	347.16	\$ 4,336.78	\$ 12.49
May	302.76	\$ 1,893.32	\$ 6.25
June	314.65	\$ 2,377.67	\$ 7.56
July			
August			
September			
October			
November			
December			
<b>Totals</b>	<b>3807.68</b>	<b>\$ 59,395.15</b>	

Exhibit 2

# 2012 Pricing – Chicago

## OCC, ONP, Mixed Paper



Source: Pulp and Paper Week



**RRC**  
RESIDENTIAL  
RECYCLING  
CONFERENCE

**RESIDENTIAL RECYCLING CONFERENCE**  
MARCH 10-11, 2013 • WYATT REGENCY SQUARE • CHICAGO, IL

**AMERICA CHUNG NAM LLC**  
PAPER MILL • RECYCLING • PACKAGING

Village of Glen Ellyn  
Solid Waste Fund  
Comparison of funding alternative and projected cash reserves for operations  
Year end projections, rounded to the nearest 1,000

	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23
Total operating costs (1.5% annual growth)	\$ 1,418,000	\$ 1,439,000	\$ 1,461,000	\$ 1,483,000	\$ 1,505,000	\$ 1,528,000	\$ 1,551,000	\$ 1,574,000	\$ 1,597,000	\$ 1,621,000
Required cash reserves, per policy (growing to 35%)	369,000	389,000	409,000	430,000	452,000	474,000	496,000	519,000	543,000	568,000
<b>1. Existing methodology - no restorative funding</b>										
Cash reserves for operations	\$ 165,000	\$ 165,000	\$ 165,000	\$ 165,000	\$ 165,000	\$ 165,000	\$ 165,000	\$ 165,000	\$ 165,000	\$ 165,000
Cash reserve over (under) policy	(204,000)	(224,000)	(244,000)	(265,000)	(287,000)	(309,000)	(331,000)	(354,000)	(378,000)	(403,000)
<b>2. Emergency Preparedness Funding at \$.40 in year 1, then \$.80, with \$30,000 storm costs per year</b>										
Cash reserves for operations	\$ 170,000	\$ 209,000	\$ 249,000	\$ 288,000	\$ 328,000	\$ 367,000	\$ 407,000	\$ 446,000	\$ 486,000	\$ 525,000
Cash reserve over (under) policy	(199,000)	(180,000)	(160,000)	(142,000)	(124,000)	(107,000)	(89,000)	(73,000)	(57,000)	(43,000)
<b>3. Emergency Preparedness Funding at \$.80, with \$30,000 storm costs per year</b>										
Cash reserves for operations	\$ 205,000	\$ 244,000	\$ 284,000	\$ 323,000	\$ 363,000	\$ 402,000	\$ 442,000	\$ 481,000	\$ 521,000	\$ 560,000
Cash reserve over (under) policy	(164,000)	(145,000)	(126,000)	(107,000)	(89,000)	(71,000)	(55,000)	(38,000)	(22,000)	(7,000)

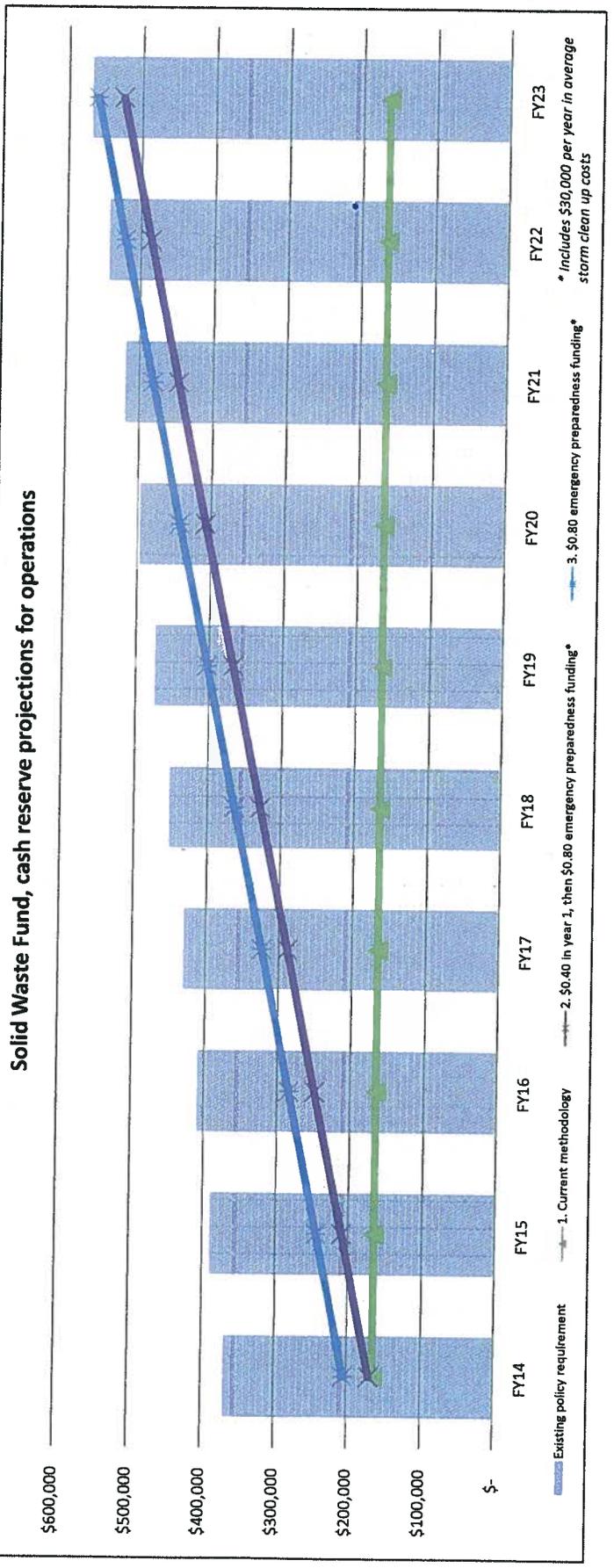




Exhibit 5  
with 3  
Funding  
Options

VILLAGE OF GLEN ELLYN

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ORDINANCE NO. \_\_\_\_\_-VC

AN ORDINANCE AMENDING CHAPTER SIX OF TITLE SEVEN  
(SOLID WASTE COLLECTION AND DISPOSAL)  
OF THE VILLAGE OF GLEN ELLYN, ILLINOIS

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ADOPTED BY THE  
PRESIDENT AND BOARD OF TRUSTEES  
OF THE  
VILLAGE OF GLEN ELLYN  
DUPAGE COUNTY, ILLINOIS  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_

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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. \_\_\_\_\_-VC

AN ORDINANCE AMENDING CHAPTER SIX OF TITLE SEVEN  
(SOLID WASTE COLLECTION AND DISPOSAL)  
OF THE VILLAGE OF GLEN ELLYN, ILLINOIS

WHEREAS, the President and Board of Trustees on June 25, 2012, approved an agreement for solid waste collection and disposal services following a request for proposal process; and

WHEREAS, the agreement provides that refuse and recycling rates be adjusted on an annual basis per the Chicago consumer price index.

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: Section 7-6-4(A) of the Glen Ellyn Village Code is hereby deleted in its entirety and replaced with the following:

- (A) Residential Collections: Effective August 1, 2013, the fees to be charged for residential solid waste collection and disposal services shall be as follows:

<u>Monthly Refuse Collection Program</u>	<u>Monthly Base Rate</u>
Curbside collection of one Village provided 35-gallon wheeled cart	\$11.60
Curbside collection of one Village provided 65-gallon wheeled cart	\$15.15
Curbside collection of one Village provided 95-gallon wheeled cart	\$17.20
Senior rate for curbside collection of one Village provided 35-gallon wheeled cart	\$10.55
Rear door collection of one Village provided 35-gallon wheeled cart	\$19.30
Rear door collection of one Village provided 65-gallon wheeled cart	\$25.40

Option 1

Rear door collection of one Village provided 95-gallon wheeled cart \$25.40

Senior rate for rear door collection of one Village provided 35-gallon wheeled cart \$17.50

Monthly Supplemental Rate:

In addition to the base rate, each account will also be charged a monthly fee for branch and brush collection, clean sweep, toter replacement, administration of the program and a recycling *credit*. \$4.00

Individual Sticker Prices

Refuse Sticker \$2.40

Yard waste \$2.40

Leaf Sticker \$1.50

Large household items One (1) Refuse Sticker

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

PASSED by the Village 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

option 2

Rear door collection of one Village provided 95-gallon wheeled cart \$25.40

Senior rate for rear door collection of one Village provided 35-gallon wheeled cart \$17.50

Monthly Supplemental Rate:

In addition to the base rate, each account will also be charged a monthly fee for branch and brush collection, clean sweep, toter replacement, administration of the program and a recycling *credit*.  
8/1/13 – 7/31/14: \$4.40  
8/1/14 – 7/31/15: \$4.80

Individual Sticker Prices

Refuse Sticker \$2.40  
Yard waste \$2.40  
Leaf Sticker \$1.50  
Large household items One (1) Refuse Sticker

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

PASSED by the Village 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

OPTION 3

Rear door collection of one Village provided 95-gallon wheeled cart \$25.40

Senior rate for rear door collection of one Village provided 35-gallon wheeled cart \$17.50

Monthly Supplemental Rate:

In addition to the base rate, each account will also be charged a monthly fee for branch and brush collection, clean sweep, toter replacement, administration of the program and a recycling *credit*. \$4.80

Individual Sticker Prices

Refuse Sticker \$2.40

Yard waste \$2.40

Leaf Sticker \$1.50

Large household items One (1) Refuse Sticker

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

PASSED by the Village 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:

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Village Clerk of the  
Village of Glen Ellyn, Illinois

(Published in pamphlet form and posted on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.)

A-8

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**MEMORANDUM**

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**TO:** Mark Franz, Village Manager

**FROM:** Julius Hansen, Public Works Director  
Bob Minix, Professional Engineer

**DATE:** July 1, 2013

**SUBJECT:** Oak-Euclid-Forest-Alley Improvements Project  
2013 Street Improvements Project  
New Sidewalk Issues on Oak and Brandon:  
Capital Improvements Commission Recommendations  
Request for Village Board Review and Consideration



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**ISSUE**

Associated with the active 2013 roadway improvements projects are questions regarding the appropriateness of proposed new sidewalk. The Oak-Euclid-Forest-Alley Improvements Project includes rehabilitation of three street segments and an alley: resurfacing of Oak Street between Western and Main; enhanced resurfacing of Euclid between Hawthorne and Oak and Forest between Maple and Oak; and reconstruction of the north-south alley between Oak and Elm east of Western. Currently, the south side of Oak between Western and Main has very limited public sidewalk. The 2013 Street Improvements Project involves rehabilitation of five roadway segments: resurfacing of Country Club Lane; curb/sidewalk replacement and resurfacing of Miller Court; and enhanced resurfacing of Cranston Court, Grandview between Smith and Hill and Brandon between Hill and Hillside. On the east side of Brandon between Ridgewood and Hillside, no public sidewalk is currently installed.

The Glen Ellyn Capital Improvements Commission has formulated two recommendations in favor of new sidewalk installation on Oak and Brandon. The Village Board is requested to review these recommendations at their July 8, 2013 meeting and render a final decision on the sidewalk matters.

**BACKGROUND**

The Capital Improvements Commission requested that new sidewalk be considered along the corridor of any street undergoing rehabilitation this year. The CIC wants to insure that the long term interests of the community are met with every project, with a particular focus on pedestrian accommodation and linkages. As such, new sidewalk designs were incorporated into the projects and residents advised of the proposed public walk installations. For both projects, corridor residents expressed concerns about new walk construction. In these circumstances, the CIC devotes a meeting to receive staff information and public input and to develop a recommendation regarding the new sidewalk that is now being conveyed to the Village Board for consideration and a final decision.

In May 2013, the Capital Improvements Commission considered the various issues associated with new sidewalks on both Oak and Brandon and formulated recommendations regarding new sidewalk construction that will be presented herewith. It should be noted that both the Oak-Euclid-Forest-Alley and 2013 Street Improvements contracts include provisions for new sidewalk construction, but that construction item may be deleted from the work when a final decision is rendered by the Glen Ellyn Village Board.

The purpose of this memorandum is to present the CIC recommendations with the associated background information, highlighting the pertinent facts and rationale for each.

### **CAPITAL IMPROVEMENTS COMMISSION FORMAL CONSIDERATION**

At the May 14, 2013 Capital Improvements Commission meeting, both the Oak and Brandon new sidewalk situations were reviewed. For each project, the commissioners heard a staff presentation on the new sidewalk issues, asked questions and discussed project particulars with staff, took input from other audience members and began deliberating formally on the sidewalk issues. The approved minutes from the May 14 meeting provide a detailed summary of the sidewalk discussions and citizen interactions from that evening.

The **staff presentation** provided an overview and background on the issues and CIC process. Proposed layouts of the new sidewalk were presented and discussed. Sidewalk installation considerations were offered including surrounding sidewalk network; proximity to important destinations; alignment options; building setbacks; tree/landscaping impacts; feasibility of construction; costs; timing; and stakeholder input. The staff report concluded with a statement of general support for new sidewalk but concerns about project costs.

**Resident comments** included concerns regarding pedestrian safety; little apparent need or support for new sidewalk; position of the sidewalk relative to existing buildings; negative impacts on aesthetics, landscaping, trees and drainage; and accumulations of snow from plowing operations for sidewalks located immediately adjacent to the curb.

**CIC deliberations** involved considerations specific to each corridor and are discussed in further detail for each recommendation.

### **CIC RECOMMENDATIONS**

For the installation of new sidewalk on **Oak Street between Western and Main:**

**“The Commission recommends that sidewalk be installed on the south side of Oak Street between Western and Main with emphasis on keeping the sidewalk closer to the street away from homes, but not sacrificing trees where possible. This recommendation will be revisited based on budget concerns as identified by staff.”**

The recommendation was **unanimously approved by the eight attending commissioners.**

In the deliberations prior to crafting the recommendation, each commissioner commented on the overall advisability of the proposed walk and expressed various recommendations for an effective alignment. In general, the commissioners saw long-term benefit to new sidewalk in the Oak Street corridor and favored moving the sidewalk into an alignment generally closer to the roadway to provide a greater buffer. Cost considerations and project schedule were also discussed, with the commissioners desiring an opportunity to review the bid results from the May 22 bid opening at their June meeting.

For the installation of new sidewalk on **Brandon between Ridgewood and Hillside:**

**“The Commission recommends that a four foot wide sidewalk be installed on the east side of Brandon between Hillside and Ridgewood, keeping the sidewalk on the curb and moving utility poles where necessary. The project will be revisited based on budget concerns as identified by staff.”**

**The recommendation was approved with a split vote of five in favor and three opposed.**

The commissioners in favor of new sidewalk on the east side of Brandon supported the installation as a community benefit but generally wanted the sidewalk against the curb to maximize the distance from the walk to the homes. With the extensive scope of work proposed for Brandon, construction with the project is logical and appropriate to obtain the best final product. Three commissioners opposed the recommendation citing lack of need, expense and low level of connectivity the new sidewalk would provide. Again, all commissioners desired the opportunity to review the recommendation in light of 2013 Street Improvements Project bid results from the May 30 letting.

### **FINANCIAL CONSIDERATIONS**

Based on the bid results, the cost of the new sidewalk on Oak Street will be about **\$90,500** and on Brandon about **\$46,750**. The sidewalk will be funded out of the Capital Projects Fund. At the June 11, 2013 CIC meeting, the commissioners reviewed the sidewalk project costs and the current status of the Capital Project fund. Following this review, no modification to either the Oak Street or the Brandon Avenue new sidewalk recommendation was considered.

### **ACTION REQUESTED**

The Village Board is requested to review the material included herein and consider the Capital Improvements Commission recommendations for new sidewalks on Oak and Brandon. Area residents have been invited to appear at the July 8, 2013 Board meeting to provide direct input to the Board. Public Works staff will be present at the upcoming Board meeting to provide the lead-off presentation and to answer any questions. Members of the Capital Improvements Commission will also be advised of the upcoming meeting and some are anticipated to be present and likely will assist with the presentation and, of course, answer any questions.

**BACKGROUND INFORMATION**

A series of documents are enclosed that provide most of the essential background on the Oak and Brandon new sidewalk questions, with significantly more detail. This information includes:

- A memorandum to the Members of the Capital Improvements Commission dated May 11, 2013 providing background information and data, and requesting the CIC to develop recommendations for new sidewalk installations on Oak and Brandon. The information transmitted to the commissioners is substantially included herewith, including cover memo, meeting agenda; staff memo; and various plans and sketches.
- Minutes from the May 14, 2013 Capital Improvements Commission meeting
- Page one of the Information Letter No. 4 for the Oak-Euclid-Forest-Ally Project and Information Letter No. 3 for the 2013 Street Improvements Project, both dated June 27, 2013 inviting corridor residents interested in new sidewalk issues to attend the July 8, 2013 Village Board meeting.

enc. as noted

cc: Kristen Schrader, Assistant to the Village Manager – Administration  
Jeff Perrigo, Civil Engineer  
Capital Improvements Commission

## **Interoffice Memorandum**

**to:** Members of the Capital Improvements Commission  
**from:** Bob Minix, Professional Engineer *Bob Minix*  
**subject:** **May 2013 CIC Meeting – Information Transmittal**  
**date:** May 11, 2013

The May 2013 meeting of the Glen Ellyn Capital Improvements Commission is scheduled for 7:30 PM Tuesday evening, May 14, 2013 in Room 301 of the Civic Center. The principal topics of discussion will be new sidewalks on the south side of Oak Street between Western and Main and on Brandon Avenue between Ridgewood and Hillside.

The enclosed packet contains information pertaining to the sidewalk issues including a summary memo and attachments focusing on the new sidewalk segments under current consideration. In addition, the meeting agenda, a copy of the draft minutes from the April 9, 2013 meeting and the May 2013 Project Activity report are provided herein.

Please contact me at 630-547-5514 (direct line) or via email ([bobm@glenellyn.org](mailto:bobm@glenellyn.org)) if you have any questions or comments. See you on Tuesday night.

**cc:** Julius Hansen, Public Works Director  
Jeff Perrigo, Civil Engineer  
Patti Underhill, Acting Village Clerk / Administrative Services Coordinator  
Karen Blake, Recording Secretary



## AGENDA

# ***CAPITAL IMPROVEMENTS COMMISSION***

Glen Ellyn Civic Center – Room 301  
Glen Ellyn, IL 60137

**Tuesday, May 14, 2013**  
**7:30 PM**

- I. Call to Order
- II. Audience Participation (non-agenda items)
- III. Approval of Minutes from the April 9, 2013 Meeting
- IV. Consideration of New Sidewalk on the South Side of Oak Street between Western and Main Associated with Pending Street Rehabilitation – OEFA Project
  - Village Staff Report (Professional Engineer Bob Minix)
  - CIC Questions to Staff
  - Audience Comments and Input
  - CIC Deliberations
  - Formulation and Approval of a Recommendation
- V. Consideration of New Sidewalk on the East Side of Brandon between Ridgewood and Hillside Associated with Pending Street Rehabilitation – 2013 Street Improvements Project
  - Village Staff Report (Professional Engineer Bob Minix)
  - CIC Questions to Staff
  - Audience Comments and Input
  - CIC Deliberations
  - Formulation and Approval of a Recommendation
- VI. Other Business (as required)
- VII. Adjournment

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## MEMORANDUM

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**TO:** Capital Improvements Commission

**FROM:** Bob Minix, Professional Engineer 

**DATE:** May 11, 2013

**SUBJECT:** Oak-Euclid-Forest-Alley Improvements Project  
2013 Street Improvements Project  
New Sidewalk Considerations with Request for CIC Recommendations



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### ISSUES

Slated for construction in 2013 are two roadway improvement projects that involve multiple locations throughout the Village. The **Oak-Euclid-Forest-Alley (OEFA) Improvements Project** will rehabilitate about 5,500 ft. of Village streets and an alley, consisting of resurfacing of Oak between Western and Main, reconstruction of Euclid between Hawthorne and Oak and Forest between Maple and Oak and construction of the north-south alley in the block bounded by Western, Elm, Prairie and Oak. The **2013 Street Improvements Project** provides for resurfacing and reconstruction of about 4,000 ft. of roadways including Country Club Lane, Cranston Court, Miller Court, Brandon between Hill and Hillside and Grandview between Smith and Hill. In both projects, substantial underground improvements are also programmed.

Both projects offer opportunities for installation of new sidewalk where none currently exists. On Oak Street in the five blocks between Western and Main, the south side of the street—with the exception of two locations – does not have public sidewalk. On the east side of Brandon between Ridgewood and Hillside, this two block segment has no sidewalk.

The May 2013 meeting of the Capital Improvements Commission will be devoted to further examining the new feasibility and appropriateness of new sidewalk in the Oak and Brandon corridors.

### ACTION REQUESTED

Public meetings have been conducted for both the OEFA (March 2013) and 2013 Street (April 2013) projects. Both meetings provided an overview of the planned improvements, including new sidewalk installation. The CIC review/recommendation & Village Board consideration/final decision process was also described. At both meetings, residents in attendance expressed concerns about the proposed new sidewalk installations.

The Capital Improvements Commission is the designated body to provide an initial review and consideration of the appropriate roadway design elements – including sidewalks – and to formulate needed recommendations. It is requested that the CIC formally consider the issue of

new sidewalks in 2013 project areas and to formulate a recommendation to the Glen Ellyn Village Board for the Board's ultimate decision. As is typical, project residents have been advised of the upcoming new sidewalk deliberations by the CIC. A copy of the letter of invitation for both projects is enclosed. While the letters were distributed to all project residents, it is anticipated that the Oak and Brandon corridor homeowners directly impacted by new sidewalk construction will constitute the majority of attendees at the May CIC meeting.

## **OAK STREET NEW SIDEWALK**

### **Information Package**

- **Consultant Products – Baxter & Woodman Engineers** were retained to provide design services for the project in August 2012. The consultant was directed to provide a conceptual layout of sidewalk on the south side of Oak between Western and Main. This layout has been field reviewed by staff and its current form reflects staff input, including that of **Consulting Arborist Dave Coulter**. Excerpts from the project plan set (4 sheets Nos. 8-11, double-sided) are enclosed that depict both the proposed new sidewalk on the south side of Oak, as well as the existing sidewalk on the north side.

Starting at Western and proceeding east, the proposed alignment is more “traditional” in that the new sidewalk would occupy a location in the parkway close to the right-of-way line. A basically straight-line alignment is proposed, changing as needed to avoid parkway trees. As the sidewalk approaches Euclid, a large parkway tree (27” Silver Maple) at 746 Euclid is being evaluated by Village Forestry Division personnel for health and structural condition; if removed, the sidewalk alignment could be straightened. In the block between Euclid and Highland, public sidewalk exists at 511 Oak and would be fully utilized.

The block of Oak between Highland and Main is perhaps the most challenging for sidewalk installation due to the rolling topography found there. This block features a sidewalk alignment primarily adjacent to the curb. This proposed alignment means that the existing sidewalk at 541 Oak would be removed and replaced closer to the curb, with the current footprint area replaced with turf.

- **GIS Information -- The Village Engineering Division** excerpted information from the Village and DuPage County GIS to provide two graphics: the first depicting the sidewalk network in proximity to the Oak Street corridor under discussion; and the second showing the footprint of residences on lots, with setback distances to resident homes estimated thereon.
- **Resident Input** – A petition from property owners adjacent to the south side of Oak Street between Western and Main was received on April 15 and is enclosed. The signees request that sidewalk **not be constructed**, citing negative impacts due to close proximity to the homes and lack of need. A nearby Euclid resident expressed support for sidewalk in the corridor if the sidewalk could be located near the curb (email enclosed).

### **Sidewalk Installation Considerations, with Staff Comments**

- Surrounding Sidewalk Network – West of Western, the sidewalk network is generally complete on both sides of the street. Between Western and Main, the east-west streets generally have sidewalk on only one side of the street with incomplete segments and gaps along the south side of Geneva, south side of Oak, south side of Maple and north side of Linden. During the 2002 Maple-Linden II project, the Village Board considered additional sidewalk on Linden and Maple between Main and Western, but ultimately decided to build new sidewalk only on the north side of Maple. The two locations on the south side of Oak Street between Western and Main that have sidewalk are newer homes. Oak east of Main has sidewalk on both sides of the street except for missing segments on the north side between Forest and Park and Grand and Riford.
- Proximity to Important Destinations – Forest Glen School is located on Elm between Highland and Main Street, within one block of Oak Street at Highland.
- Alignment – Options exist in the corridor between Western and Euclid to place the sidewalk closer to the curb, if desired. In the segments between Euclid and Main, the alignment is much more constrained.
- Setbacks – There are 13 residences in the proposed sidewalk corridor on Oak Street. Of the 11 homes currently without sidewalk, 3 have setbacks that appear to be less than 20 ft. between the principal structure and right-of-way line, and all three are west of Euclid. The available width for sidewalk placement in the parkway is about 22 ft.
- Trees & Landscaping – Other than the tree previously mentioned at 746 Euclid, no other trees would need to be removed to construct the sidewalk. As appropriate, some smaller trees may be relocated by staff if the walk alignment could be improved. The parkway areas appear more heavily landscaped on the west side of the proposed sidewalk corridor.
- Feasibility of Construction – It appears that the sidewalk could be readily constructed; again the most challenging segment would be between Highland and Main due to the topography of the parkway in that area. Consulting Arborist Dave Coulter did not mention any compelling reasons to not build the sidewalk.
- Costs – The project engineers estimate the cost of the new sidewalk at \$100,000 for the approximately 1,600 ft. of new sidewalk to be constructed, including all restorations. The project bid opening is May 22; the current engineer's estimate for the entire project currently exceeds budgeted funds.
- Timing – The installation of new sidewalk is not necessarily critical with this construction cycle on Oak Street, as the street is only undergoing a basic resurfacing.
- Stakeholder Input – Issues include the intrusive nature of the sidewalk since setbacks from the Oak Street right-of-way are short in some cases; potential tree impacts;

disruption to existing landscaping; and historical basis for no sidewalk on the south side of Oak Street.

### Recommendation

Staff Recommendation – Staff supports installation of new sidewalk wherever possible, especially in areas near elementary schools. The alignment between Western and Euclid can be modified to place the sidewalk nearer the curb to provide greater apparent setbacks. A concern is the cost of the new sidewalk in light of current estimates in advance of the May 23 OEFA project bid opening.

CIC Recommendation – The CIC is requested to consider staff and resident input and develop their recommendations for new sidewalk on the south side of Oak between Western and Main. A suggested form of a motion is presented below:

**The Glen Ellyn Capital Improvements Commission has evaluated the feasibility and advisability of new sidewalk improvements on the south side of Oak Street between Western and Main and recommends that it (be / not be) constructed as part of the Oak-Euclid-Forest-Alley Improvements Project. (reasons). (other considerations).**

### BRANDON AVENUE NEW SIDEWALK

#### Information Package

- **Consultant Products – Pavia-Marting Engineers** are providing design services for the 2013 Street Improvements Project. On the Brandon corridor, the consultant provided a concept layout for new sidewalk on the east side between Ridgewood and Hillside. Their original concept, shown at the April public meeting, featured a sidewalk alignment generally well into the parkway away from the curb and closer to homes. The initial layout has been revised to place the sidewalk in an alignment between the utility poles and trees, much closer to the curb. The proposed Brandon sidewalk improvements are shown on two color exhibits, Ridgewood to Phillips and Phillips to Hillside. It should be noted that additional keywalks crossing Brandon will be constructed as part of the project to provide as convenient a sidewalk network as possible for pedestrians.
- **GIS Information -- The Village Engineering Division** excerpted information from the Village GIS to provide a graphic depicting the sidewalk network in proximity the Brandon project corridor.
- **Resident Input** – While no formal petition has been received, three of the four impacted property were present at the April public meeting and expressed significant reservations about new sidewalk adjacent to their homes and their clear desire to not have the proposed walk constructed. The resident concerns included close proximity to the homes in general and specifically to residence entrances, landscaping impacts, loss of car parking space and lack of need. Approximately 15 years ago, the Village proposed to install sidewalk in this corridor of Brandon as part of an annual sidewalk program. That

project was abandoned in the face of significant opposition to new sidewalk on the part of impacted property owners.

### **Sidewalk Installation Considerations, with Staff Comments**

- ❑ Surrounding Sidewalk Network – In the area generally bounded by Hill, Lorraine, Duane and Main Street, the Village sidewalk network is nearly complete, except for some sections of Glenwood and the area of Brandon being considered. The relative completeness of the network reflects the area’s proximity to the Central Business District, Library (two blocks away from Brandon and Hillside) and St. Petronille school (three blocks away from Brandon and Hillside).
- ❑ Alignment – The depicted alignment reflects a basically straight sidewalk without sharp bends around existing utility poles. Due to cross-slopes, installation of retaining walls will be required in some locations.
- ❑ Setbacks – For the four homes in the project corridor, the setback between the principal residence and the right-of-way line is about 10 ft., but appears to be less than 5 ft. for the 400 Ridgewood property. The available parkway width is about 22 ft.
- ❑ Trees & Landscaping – In general, the corridor features numerous parkway trees at each property and privately-maintained landscaping in the parkway, especially nearer the homes.
- ❑ Feasibility of Construction – The currently proposed alignment is feasible to construct. If utility pole relocation is sought, the overall project timeline could be adversely impacted.
- ❑ Costs – About 560 ft. of new 5 ft. wide sidewalk would be constructed on the east side of Brandon at an estimated cost of \$25,000 for the sidewalk only. A rough estimate for retaining wall expenses would be \$15,000 resulting in a total new sidewalk related cost of \$40,000.
- ❑ Timing – The construction of new sidewalk should be constructed in conjunction with the proposed Brandon roadway improvements to achieve the best installation and finished / integrated look as possible.
- ❑ Stakeholder Input – It is anticipated that the impacted residents will attend the upcoming meeting to reiterate their opposition to new sidewalk construction.

### **Recommendation**

**Staff Recommendation** – Staff strongly supports installation of the new sidewalk on the east side of Brandon between Ridgewood and Hillside in order to complete the Village network in proximity to the Village core and to take advantage of the opportunity presented by the roadway improvements project to achieve the best installation possible.

CIC Recommendation – The CIC is requested to consider staff and resident input and develop their recommendations for new sidewalk on the east side of Brandon between Ridgewood and Hillside. A suggested form of a motion is presented below:

**The Glen Ellyn Capital Improvements Commission has evaluated the feasibility and advisability of new sidewalk improvements on the east side of Brandon Avenue between Ridgewood and Hillside and recommends that it (be / not be) constructed as part of the 2013 Street Improvements Project. (reasons). (other considerations).**

May 2, 2013



## INFORMATION LETTER NO. 2 OAK-EUCLID-FOREST-ALLEY IMPROVEMENTS PROJECT

Dear Corridor Residents, Institutions and Other Interested Parties:

Thank you to those residents that attended the March 21 Public Information meeting that presented information about the upcoming project to improve the roadway and infrastructure on Oak Street between Western and Main; Euclid between Hawthorne to Oak; Forest between Maple and Oak; and the alley between Oak and Elm east of Western. The project will be out for bid early next week with a bid opening slated for May 22. Project construction will be underway in June.

Prior to the start of construction, another public information meeting will be conducted, this one focusing on construction-related issues. Please look for an upcoming letter regarding that opportunity to meet with the project team that will lead the construction effort.

One of the items of discussion at the March 21 meeting was the proposed new sidewalk on the south side of Oak Street between Western and Main. At the meeting and in a follow-up letter and petition, a number of residents expressed opposition to the proposed sidewalk. As mentioned, a process exists to address citizen concerns about the project that involves first a review and recommendation by the Village Capital Improvements Commission and second, consideration and a final decision by the Village Board of Trustees. Please note that on the contract plans, the Village reserves the right to delete the new Oak sidewalk if the Village Board ultimately decides forego walk construction there.

I would like to invite you to the upcoming May Capital Improvements Commission meeting that will focus on the feasibility and advisability of new sidewalk along the Oak Street corridor between Main and Western. The CIC meeting is scheduled for **Tuesday evening, May 14, 2013**. The meeting will take place in **Room 301** of the **Civic Center, 535 Duane Street, starting at 7:30 PM**.

In reviewing this matter, the CIC will receive a staff report, request audience comments and input, develop a recommendation and vote on the matter. A written report of the CIC proceedings, together with their recommendation, will be forwarded to the Village Board for final consideration at a future Board meeting. All parties interested in the issue of new sidewalk in the Oak Street corridor are requested to attend the May 14, 2013 Capital Improvements Commission meeting.

Following staff presentation(s), those attending the meeting will be invited to express their views on the new sidewalk issue. While each viewpoint is important, it is requested that each speaker make a good faith effort to raise new or different issues / considerations / opinions and avoid repeating previously stated items as much as possible. In this manner the discussions and overall meeting can be effectively conducted.

If you have any questions regarding the upcoming CIC meeting, please contact me at 630-547-5514 or [bobm@glenellyn.org](mailto:bobm@glenellyn.org). I look forward to the discussion and the development of the CIC recommendation.

Very truly yours,

A handwritten signature in black ink that reads "Bob Minix". The signature is written in a cursive, flowing style.

Bob Minix, Professional Engineer  
Glen Ellyn Public Works Department

May 3, 2013



## INFORMATION LETTER NO. 2 2013 STREET IMPROVEMENTS PROJECT

Dear Corridor Residents, Institutions and Other Interested Parties:

Thank you to those residents that attended the April 23 Public Information meeting that presented information about the upcoming project to improve the roadway and infrastructure on Country Club Lane, Miller Court, Cranston Court, Grandview between Smith and Hill and Brandon between Hill and Hillside. The project will be out for bid this month with a bid opening slated for early June. Project construction should be underway in late June or early July.

Prior to the start of construction, another public information meeting will be conducted, this one focusing on construction-related issues. Please look for an upcoming letter regarding that opportunity to meet with the project team that will lead the construction effort.

One of the items of discussion at the April 23 meeting was the proposed new sidewalk on the east side of Brandon between Ridgewood and Hillside. At the meeting, a number of residents expressed opposition to the proposed sidewalk. As mentioned, a process exists to address citizen concerns about the project that involves first a review and recommendation by the Village Capital Improvements Commission and second, consideration and a final decision by the Village Board of Trustees. Please note that on the contract plans, the Village reserves the right to delete the new Brandon sidewalk if the Board ultimately decides to forego walk construction there.

I would like to invite you to the upcoming May Capital Improvements Commission meeting that will focus on the feasibility and advisability of new sidewalk along the Brandon Avenue corridor between Ridgewood and Hillside. The CIC meeting is scheduled for **Tuesday evening, May 14, 2013**. The meeting will take place in **Room 301 of the Civic Center, 535 Duane Street, starting at 7:30 PM**. Please note that at this meeting, the CIC will also be considering a new sidewalk issue on another project along Oak Street, with the Oak Street sidewalk discussion occurring first on the agenda.

In reviewing the Brandon sidewalk matter, the CIC will receive a staff report, request audience comments and input, develop a recommendation and vote on the matter. A written report of the CIC proceedings, together with their recommendation, will be forwarded to the Village Board for final consideration at a future Board meeting. All parties interested in the issue of new sidewalk in the Brandon Avenue corridor are requested to attend the May 14, 2013 Capital Improvements Commission meeting.

Following staff presentation(s), those attending the meeting will be invited to express their views on the new sidewalk issue. While each viewpoint is important, it is requested that each speaker make a good faith effort to raise new or different issues / considerations / opinions and avoid repeating previously stated items as much as possible. In this manner the discussions and overall meeting can be effectively conducted.

If you have any questions regarding the upcoming CIC meeting, please contact me at 630-547-5514 or bobm@glenellyn.org. I look forward to the discussion and the development of the CIC recommendation.

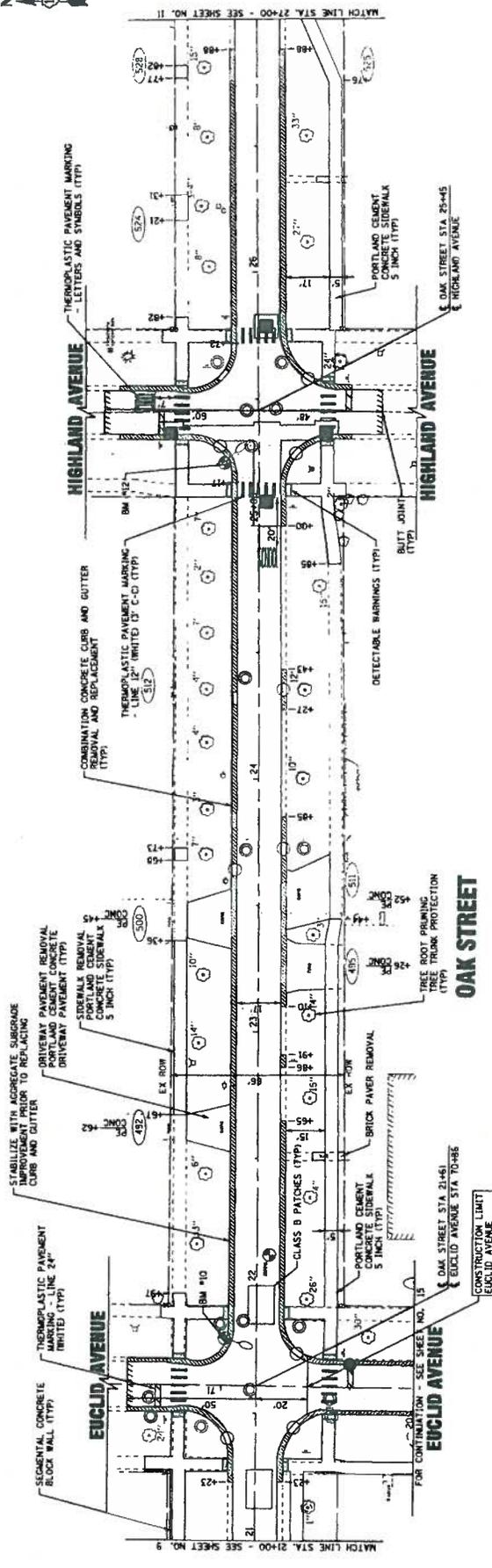
Very truly yours,

A handwritten signature in black ink that reads "Bob Minix".

Bob Minix, Professional Engineer  
Glen Ellyn Public Works Department







**OAK STREET**

STATION	ELEVATION	REMARKS
770		
765		
760		
755		
750		
745		
21+00	757.98	
21+50	756.36	
22+00	755.63	
22+50	754.92	
23+00	754.55	
23+50	754.18	
24+00	754.16	
24+50	754.18	
25+00	754.46	
25+50	755.08	
26+00	756.07	
26+50	757.21	
27+00	758.95	

**OAK STREET PLAN AND PROFILE**

VILLAGE OF GLEN ELLYN, ILLINOIS  
 OAK - EUCLID - FOREST - ALLEY IMPROVEMENTS

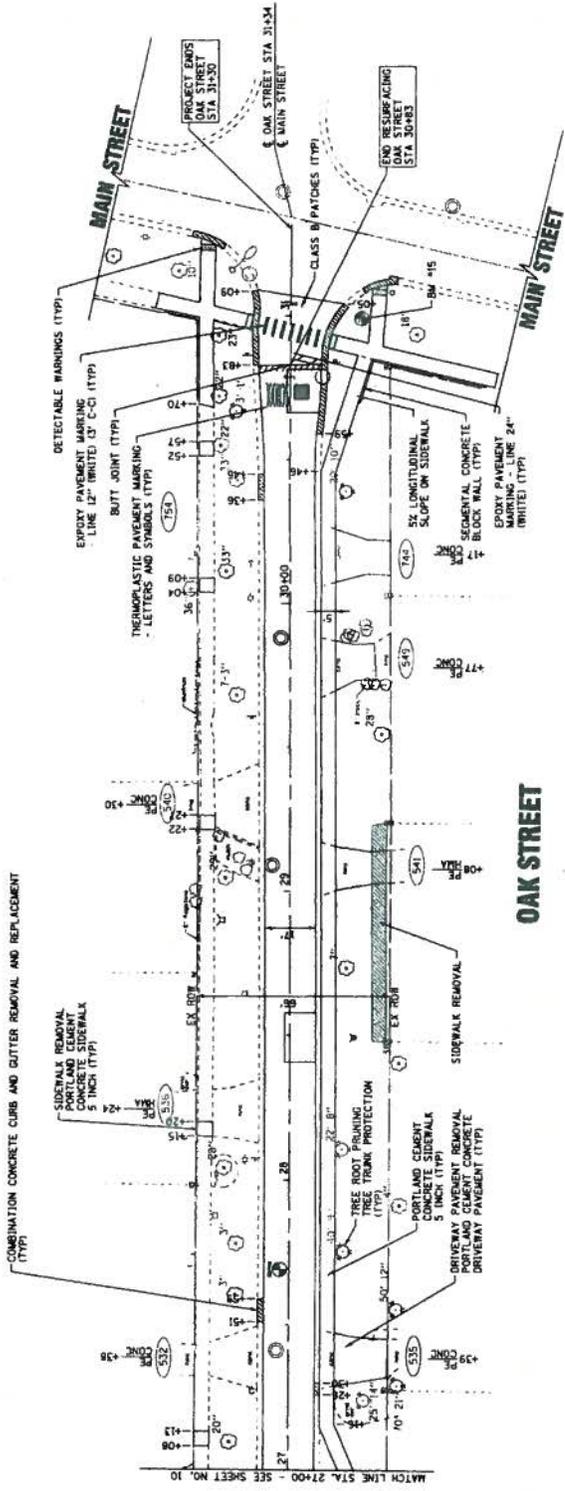
SCALE: 1/4" = 1'-0" HORIZ. 1/8" = 1'-0" VERT.

DATE: 01-30-13  
 FILE: 12013-001-000-007

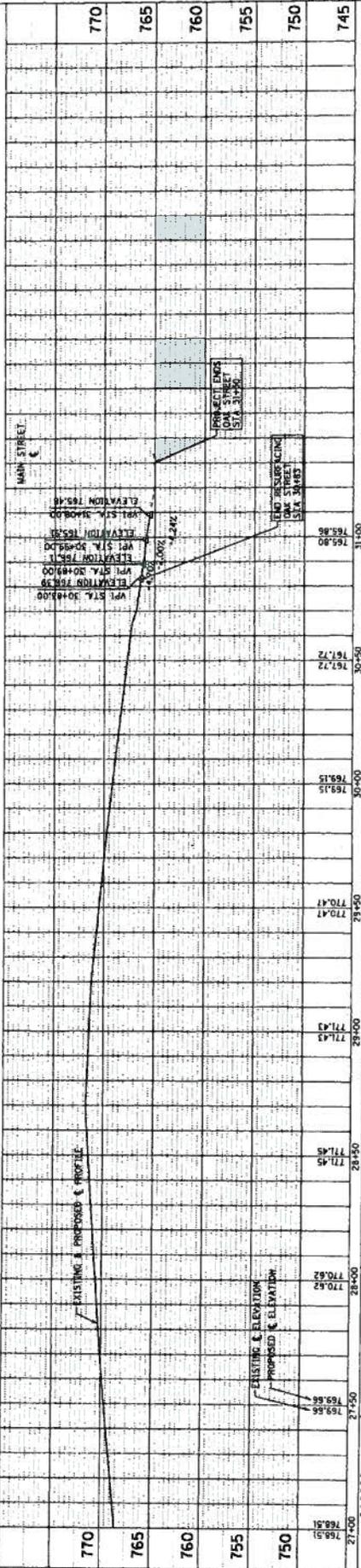
REVISIONS:  
 NO. DATE BY  
 1 01-30-13 JAF  
 2 01-30-13 JAF

DESIGNED BY: JAF  
 CHECKED BY: JAF  
 DATE: 01-30-13

PROJECT NO.: 12013-001-000-007  
 COUNTY: ILLINOIS  
 CONTRACT NO.:  
 SHEET NO.: 10



**OAK STREET**



STATION	ELEVATION
27+00	768.51
27+50	769.56
28+00	770.52
28+50	771.45
29+00	770.41
29+50	769.15
30+00	767.72
30+50	765.86
31+00	765.16

**OAK STREET PLAN AND PROFILE**

**VILLAGE OF GLEN ELLYN, ILLINOIS  
OAK - EUCLID - FOREST - ALLEY IMPROVEMENTS**

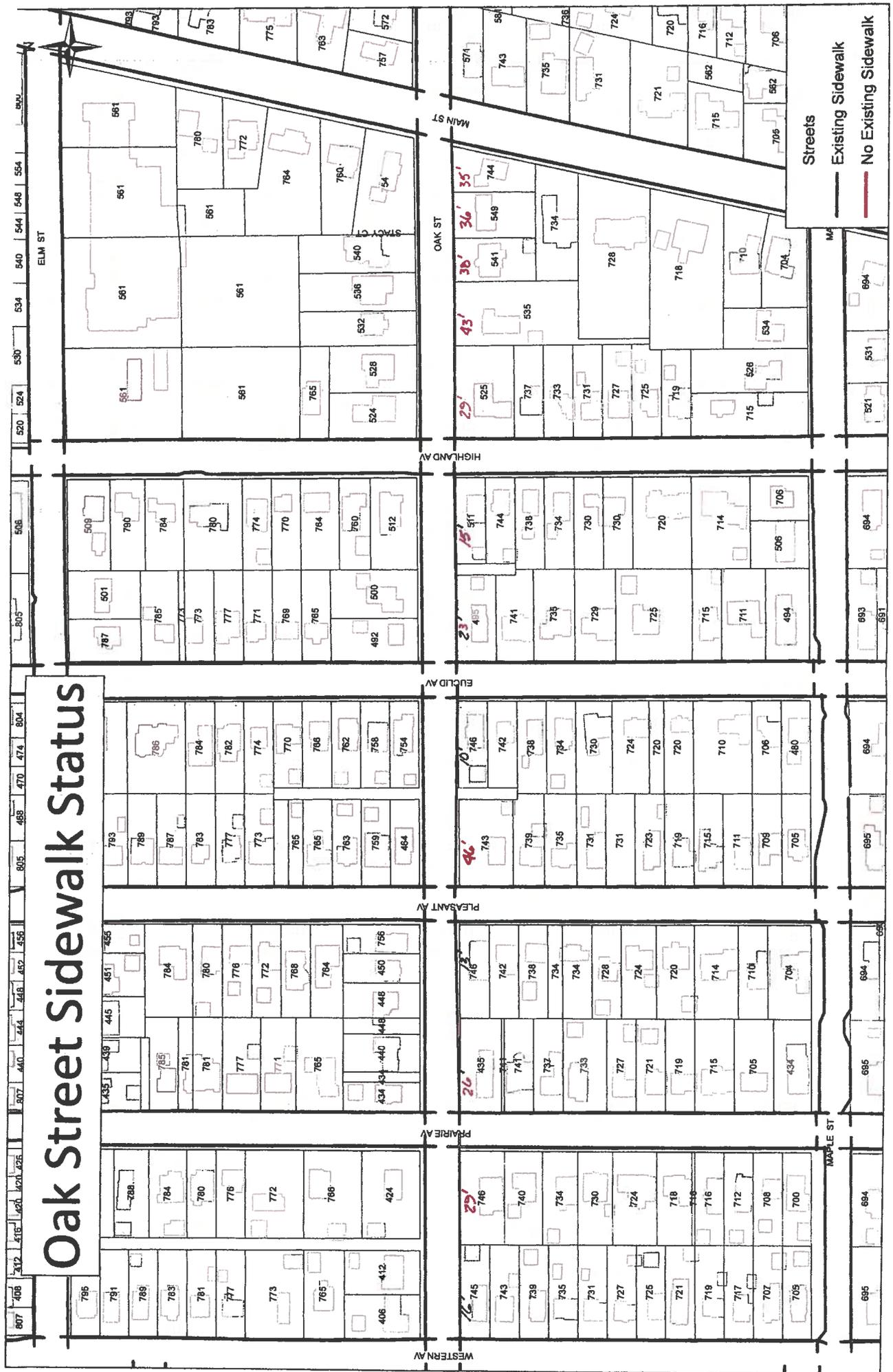
SCALE: 1" = 20' H, 1" = 5'

ST. 27+00 TO STA. 31+00

COUNTY: ILLINOIS  
 DISTRICT: 11  
 SECTION: 50  
 SHEET: 11  
 CONTRACT NO.:  
 FILE: 10703-DIT-094-001  
 DATE: 01-30-13  
 CHECKED: JF  
 DRAWN: JF  
 DESIGNED: JF  
 REVISED: 28-5-00  
 REVISED: 08-11-09  
 REVISED: 08-11-09  
 REVISED: 08-11-09



# Oak Street Sidewalk Status



**Streets**  
 Existing Sidewalk  
 No Existing Sidewalk

Mr. Minix,

At the March meeting, you said you would listen to our wishes about the sidewalk on Oak St. I hope that is true. There are many reasons specific to my property which I sent to you via e-mail on March 22 and which I have included a copy in this letter. However the reasons on the petition are general and apply to all.

I have passed around a petition **against** installing a sidewalk on the south side of Oak St. to my neighbors. As you can see, of the 12 homeowners affected, (2 are newer construction and already have a sidewalk along Oak St.), one didn't care, one never was home but the neighbor says they are against it, and 9 are against the installation of a sidewalk.

I hope you will take this into consideration when finalizing the plans.

Thank-you,  
Missy McMaster  
495 Oak St.  
(630)858-3684

PUBLIC

APR 15 2013

VILL



Missy McMaster &lt;mcmastermissy@gmail.com&gt;

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**495 Oak St**

1 message

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**Missy McMaster** <mcmastermissy@gmail.com>

To: bobm@glenellyn.org

Fri, Mar 22, 2013 at 9:51 AM

Bob,

I was at the street improvement meeting last night and would like to express my feelings against putting a sidewalk across my front yard. We have lived in our house for 32 years and have gotten along fine without a sidewalk on our side of the street. There is one across the street and children have to cross the street somewhere to get to school as ours did when they were young. We have some large trees whose root system is very wide. Also we have put in a brick sidewalk which goes from the front door to the street and from the front door to the garage which would be messed up. The last time the water main broke in front of our house a lot of dirt was washed out from under the grass and there is a low spot which always has standing water when it rains hard or the snow melts quickly. Your sidewalk would either be under water or have a lot of ice on it a lot of the time. Lastly, a sidewalk would cut up our front yard and driveway (where we park a car), and impinge on our privacy because our house is fairly close to the street.

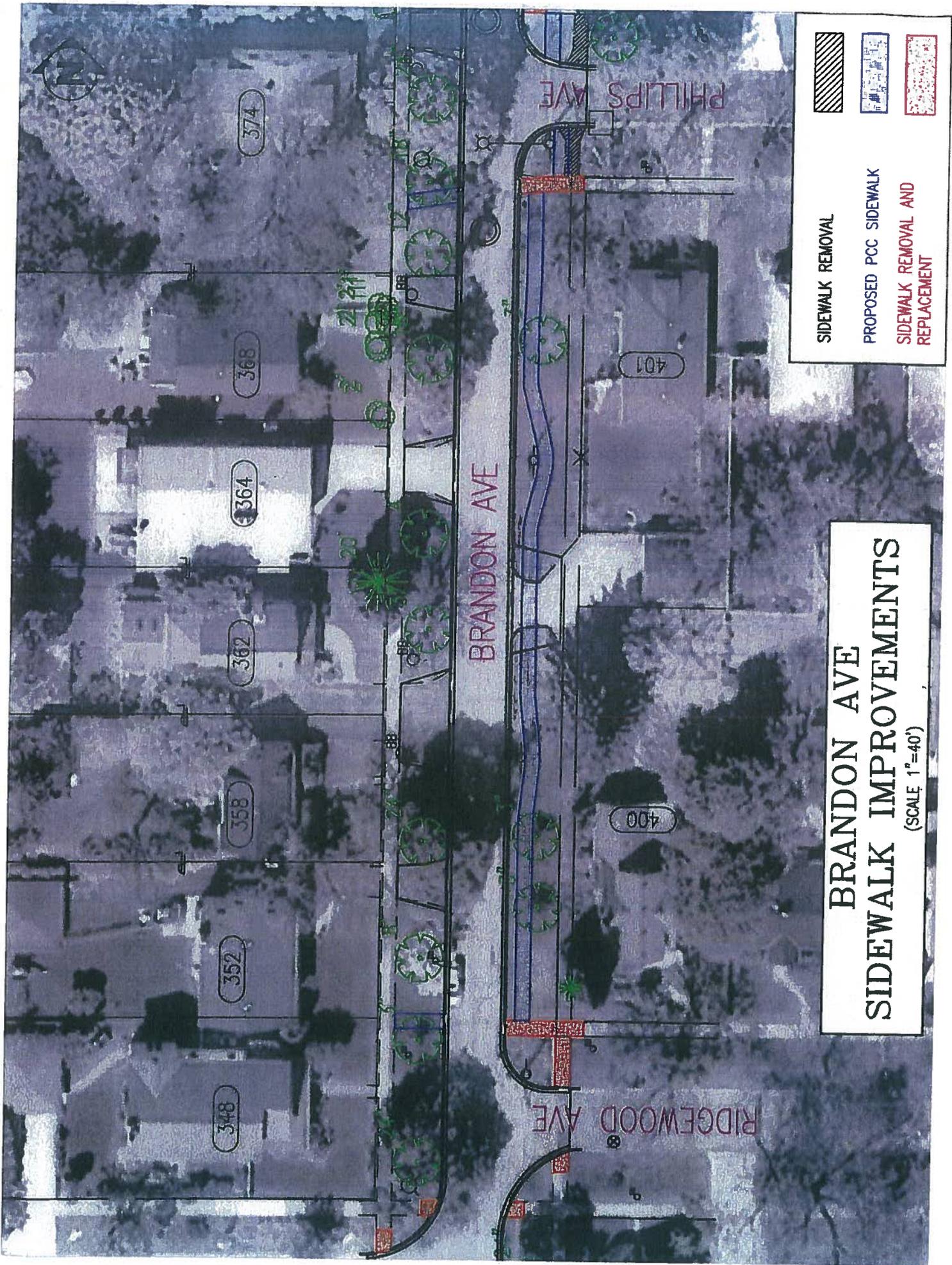
We would also like you to put in a drainage extension on the Eucid side of our house for our sump pump. We are at the bottom of a hill and our sump drains all winter unless it is frigid outside.

I would also like to remind you that there are 2 drainage pipes which are hooked up to the sewer on the east side of our house. They were put in by the builder of the house on our east side. We had a lot of flooding in our back yard due to construction of a McMansion to the south and uphill of us. The drains have helped a lot.

Thank you,  
Missy McMaster  
(630)858-3684  
495 Oak St.  
mcmastermissy@gmail.com

We, the undersigned, are against the village installing a sidewalk on the south side of Oak St. from Western to Main St. because our houses are so close to the street and the lot lines are so close to our houses that we feel our privacy will be negatively impacted. Furthermore, they are not needed because there are sidewalks on the north side of the street already.

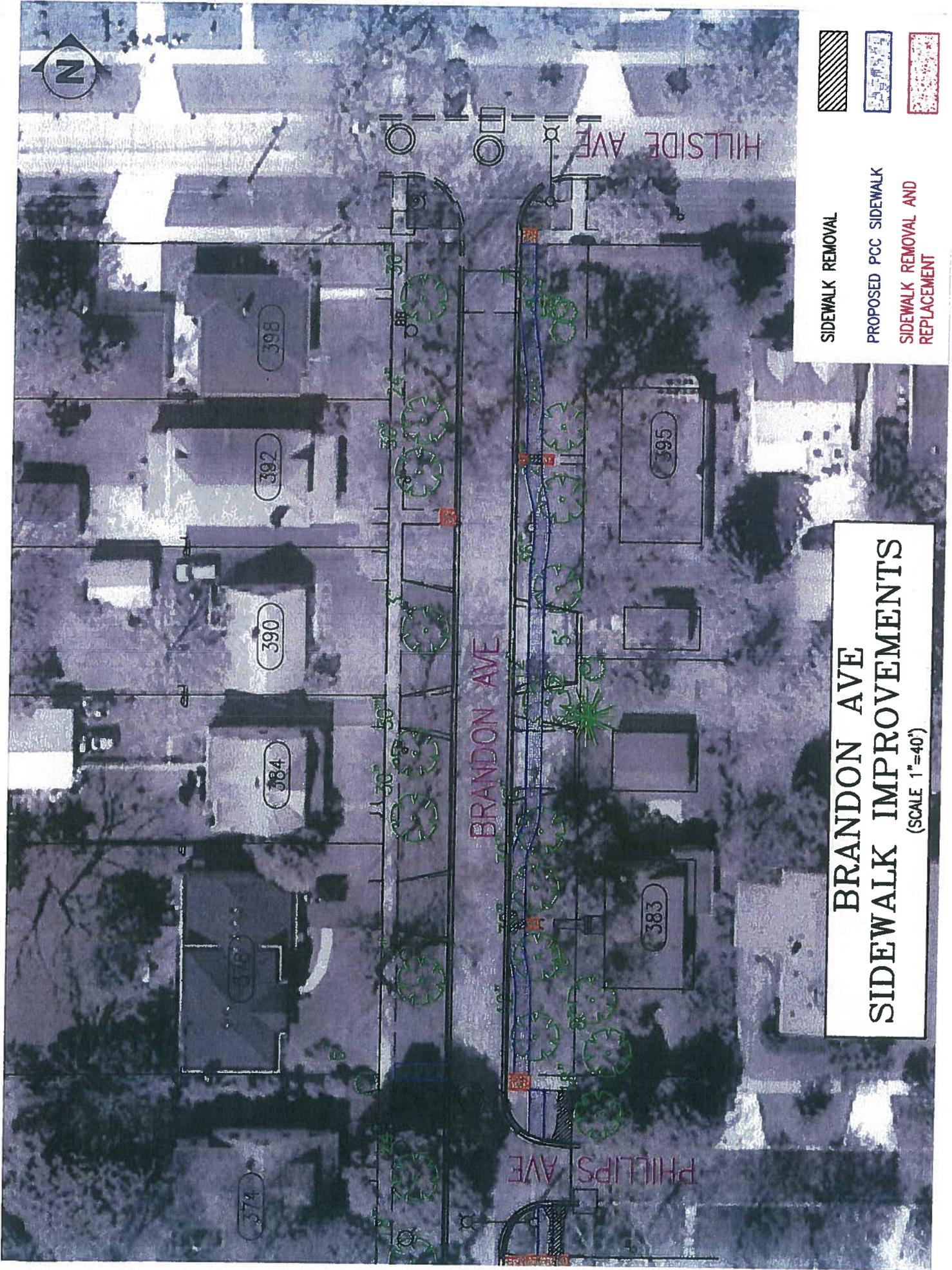
Name	Address	Phone Number
Will + Elinor McMaster Will + Elinor McMaster	495 Oak St	(630) 858-3684
Mary Miller	746 Euclid	630 624 6743
MARK MILLER	746 EUCLID AV	630-365-6450
Doris E. Chaney	746 PLEASANT	630 790 0528
Harold E. Chaney	746 PLEASANT	630-790-0528
Jessie Hoffman	746 PRAIRIE AVE	630 790 1305
Alice Agresti	525 Oak	358-5417
Joseph Mueller	535 Oak	555-6847
Eugene + Debbie Eggs	549 Oak	<del>630-326-9691</del>
Abraham J. Moody	744 N. Main	630-469-2192



SIDEWALK REMOVAL  
PROPOSED PCC SIDEWALK  
SIDEWALK REMOVAL AND REPLACEMENT

**BRANDON AVE  
SIDEWALK IMPROVEMENTS**  
(SCALE 1"=40')





SIDEWALK REMOVAL  
 PROPOSED PCC SIDEWALK  
 SIDEWALK REMOVAL AND REPLACEMENT

**BRANDON AVE**  
**SIDEWALK IMPROVEMENTS**  
 (SCALE 1"=40')

BRANDON AVE

HILLSIDE AVE

PHILLIPS AVE

398

392

390

384

374

395

383

50' 50' 50' 50' 50'

# Brandon Avenue Sidewalk Status



# MINUTES

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BOARD OR COMMISSION: Capital Improvements      DATE: May 14, 2013  
MEETING: Regular  X       Special \_\_\_\_\_      CALLED TO ORDER: 7:35 PM  
QUORUM: Yes       X       No      \_\_\_\_\_      ADJOURNED: 10:53 PM

## MEMBER ATTENDANCE:

PRESENT: Chairman Colliander, Commissioners Brugh, Burton, Lindquist, O'Carroll, Pryde, Ryne and Thelen

OTHERS: Trustee Ladesic (attending at the request of the Village President, as the new Board was just seated the previous evening and the CIC liaison selection is pending), Public Works Director Julius Hansen, Professional Engineer Bob Minix

ABSENT: Commissioner Lane

AUDIENCE: Several residents interested in new sidewalk items on the regular agenda

## CALL TO ORDER:

The May 14, 2013 meeting of the Capital Improvements Commission was called to order at 7:33 PM by Chairman Colliander. A quorum was present. For the benefit of the audience present, Chairman Colliander reviewed the steps to be taken at this meeting.

## AUDIENCE PARTICIPATION:

None other than the new sidewalk matters.

## APPROVAL OF MINUTES:

Commissioner Lindquist moved to approve the April 9, 2013 regular meeting minutes. The motion was seconded by Commissioner Burton and carried unanimously.

## CONSIDERATION OF NEW SIDEWALK ON THE SOUTH SIDE OF OAK STREET BETWEEN WESTERN AND MAIN ASSOCIATED WITH PENDING STREET REHABILITATION:

P.E. Minix summarized the scope of this project. There will be underground infrastructure repairs, street rehabilitation and complete reconstruction of an alley in concrete. Forest and Euclid will be completely restructured and Oak Street will be resurfaced. The Oak Street water mains will be lined. Bids totaling between \$2.5 and \$3 million are anticipated at the May 22 bid opening. In the project, installation of sidewalk will be considered for five blocks on the south side of Oak. The goal is for this Commission to make a recommendation on sidewalk and the

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Board to consider the recommendation in June if possible. At this time, the sidewalk is a contract bid item, but the Village has reserved the right to delete it if desired.

P.E. Minix explained where the potential new sidewalk on Oak would be installed in relation to the curb. There are homes very close to the property line, some as close as 10 feet. The engineer's estimate for the sidewalk is \$100,000. This is higher than normal because the planned resurfacing of Oak would not otherwise require curb and driveway restoration. The estimate for the entire project is approximately 15% over staff estimates, thus making cost a valid consideration. The sidewalk on Oak could be done outside the scope of this project. Stakeholder input included a petition from residents opposing it. Staff generally supports the new sidewalk, particularly given its proximity to schools. However, cost is a concern.

Commissioner Pryde asked about the alley. It will be concrete with minor changes in alignment. It will have an inverted crown and new storm sewers will collect sump pump and backyard water and carry it north to Elm Street. The alley north of Oak between Pleasant and Euclid was paved by the residents and is plowed by the Village. The short alley south of Oak is not plowed.

Commissioners questioned P.E. Minix about the location within the right-of-way of various sections of sidewalk, including the possible addition of retaining walls. The possibility of moving it around existing trees was also discussed.

AUDIENCE COMMENTS AND INPUT:

Audience participation was started by Missy McMaster of 495 Oak Street. She expressed concern about brick walkways from houses to the street and asked about regulations governing parking across sidewalks. Another resident mentioned he would lose 2 of 4 parking spaces with a sidewalk in place. This resident also expressed concern about storm water capacity during the recent storm.

Mark Miller of 746 Euclid Avenue noted flooding concerns at 492 Oak and 765 Euclid as a project issue. He also expressed concern that sidewalks at the curb are dangerous for children.

Pat Lowery of 435 Oak expressed concerns that sidewalks take away from the aesthetics of the neighborhood, and also about spending \$100,000 in today's economy.

Sherman Cornell of 743 Pleasant felt that a sidewalk would increase his snow removal obligations, and has landscaping that would be impacted by its construction.

At this point, Chairman Colliander explained that the Commission is on a 20-30 year plan for Village streets. At the time of repair, the infrastructure is evaluated, and also the most cost effective way to install sidewalk if there is none. The Commission tries to make recommendations that are in the best interest of the Village, and the Board of Trustees must approve any recommendation made by this Commission.

Mike Lanaghan of 424 Oak Street asked about the construction schedule. P.E. Minix said that it would probably start on Oak in mid-June.

Mark Miller asked for information on an alley shared by three or four residents. P.E. Minix said that it is Village property. The Commissioners expressed the opinion that there seemed to be no reason why the Village could not plow the alley.

CIC QUESTIONS TO STAFF:

Commissioners asked for clarification on the width of the Village right-of-way and setbacks of some homes from the curb and/or the right-of way.

CIC DELIBERATIONS:

Commissioner Thelen said that it seemed that the sidewalk could be installed with reasonable efficiency. Some issues raised indicate keeping it closer to the street and away from homes.

Commissioner Pryde sees the sidewalk as a good long term improvement. It is a financial investment that will benefit residents yet to come. He also favors moving the sidewalk closer to the curb rather than closer to the homes.

Commissioner Brugh gave the new Hawthorne Blvd. sidewalk as an example of where most people are happy with sidewalks once installed, and noted that a potential home purchaser will be glad there is a sidewalk.

Chairman Colliander applies the standard of whether or not a new sidewalk will improve the area. He has not been aware of any resident complaining of reduced property values after a sidewalk installation. He would like to see it as close to the curb as possible, although avoiding trees worth saving, concluding that he is in favor of it, but as close to the street as possible rather than no sidewalk at all or under a resident's window.

Commissioner Ryne said that, in general, he would like to see them installed, and that the staff plan accommodates the houses for the most part. However, he made note of the residents' concerns about speeding cars in the area.

Commissioner Lindquist is in favor of the sidewalk and preferred the alignment nearer the curb.

Commissioner O'Carroll noted that the Village benefits from a staff that is very thorough and, historically, makes very few poor decisions. Change is always difficult, but at the end of the day sidewalks are a positive change for the street, the community and residents.

Commissioner Burton supports the proposed sidewalk, but is concerned about the cost of installation now as opposed to in conjunction with later nearby projects. There was general discussion concerning the schedule for this and future years for nearby projects, and the scope of those projects.

Chairman Colliander asked about bad soils. P.E. Minix said that there will not be a problem on Oak, but there is concern on Euclid and that has been anticipated in the engineer's estimate. Both projects will be bid out by the time the Board considers the Commission's recommendations, and that there also will be another Commission meeting before the Board meeting in June. There was general discussion concerning the schedule and the financials.

Commissioner Thelen made the following motion:

**"The Commission recommends that sidewalk be installed on the south side of Oak Street between Western and Main with emphasis on keeping the sidewalk closer to the street away from homes, but not sacrificing trees where possible. This recommendation will be revisited based on budget concerns as identified by staff."**

Chairman Colliander seconded the motion and it passed unanimously.

**CONSIDERATION OF NEW SIDEWALK ON THE EAST SIDE OF BRANDON BETWEEN RIDGEWOOD AND HILLSIDE ASSOCIATED WITH PENDING STREET REHABILITATION:**

**VILLAGE STAFF REPORT:**

P.E. Minix reviewed the scope of the 2013 Street Improvements Project, which includes work on five different street segments. As part of the project, extensive underground and roadway work is proposed on Brandon between Hill and Hillside. Two blocks on the east side of Brandon between Ridgewood and Hillside do not have sidewalks and new sidewalk is proposed for installation with the project. The current plan pushes the proposed sidewalk closer to the curb to avoid existing landscaping and stairs, but far enough off it to avoid utility poles. There is already a robust sidewalk system in the area with nearby destinations including the library, St. Petronille's and the CBD. With the major work planned on Brandon this year, now is the time to install new sidewalk if it is to be done. If there is a choice between this sidewalk and the Oak Street sidewalk for 2013, staff clearly prefers the Brandon sidewalk because of the timing. The cost is estimated to be approximately \$25,000 for 600 feet of sidewalk plus retaining wall installation for a total of approximately \$50,000. The wall is to buttress the existing lawn and will be a landscaping wall. There will be a level platform where steps intersect with the sidewalk. There was discussion concerning the possibility of using arms on the utility poles to allow moving the poles without moving the lines themselves. It was noted that homes are setback 10 feet or closer in some cases from the Village right-of-way.

**AUDIENCE COMMENTS AND INPUT:**

Carol Mykietka of 358 Brandon said that she admires the landscaping on the house across the street and that a sidewalk would detract from the aesthetics. The Village has done without this sidewalk for 40 years.

Joe Trunk of 362 Brandon noted that a new sidewalk would not affect his property, but feels it would be intrusive, and questions whether or not it is necessary.

Naomi Hirsh of 383 Brandon said that the sidewalk aesthetics would be awful. There is no traffic on Brandon and children play in the street.

David Loffing of 400 Ridgewood noted that sidewalk has been previously opposed because of the lack of value to the community. There is a full network of sidewalks now, particularly if the connections to adjacent sidewalk are upgraded as described.

John Dace of 374 Brandon expressed opposition to the proposed new sidewalk.

CIC QUESTIONS TO STAFF:

Commissioners questioned staff about the plan revisions, which, being closer to the curb, now allows for parking in resident driveways. P.E. Minix reiterated that with the complete reconstruction of Brandon, installing new sidewalk now will help provide an integrated appearance, and noted that Hawthorne looks good because it was done all at once.

CIC DELIBERATIONS:

Commissioner Thelen has not personally viewed the location, but feels it has challenges. He questioned the need for the walk and whether or not it would add to safety.

Commissioner Pryde also noted the challenges, and that he would support sidewalk installation only if the utility poles were moved and it was placed against the curb. Going closer to homes would create grading issues.

Commissioner Brugh said that while the landscaping is nice, the community would be better served with sidewalk. Staff does a good job of making it look good after installation. He is in favor.

Chairman Colliander felt opposed to the sidewalk, as it really does not provide a high level of connectivity, and noted it should be against the curb or not at all. Commissioner Pryde noted that two feet behind the curb would already be disturbed by the reconstruction, so only one additional foot would be disturbed if the sidewalk is placed against the curb. The landscape/retaining walls will be required even if the sidewalk is against the curb.

Commissioner Lindquist was in favor, and recommended a four foot wide sidewalk against the curb.

Commissioner O'Carroll asked about the reasoning for sidewalk on both sides of a street. P.E. Minix said that there are homes on both sides of a street, and that there is use and a value to sidewalks that serve each resident of the Village. That is why sidewalk is required when any new home is built. Commissioner O'Carroll noted the cost savings of installing while reconstructing the street, and echoed the sentiment of keeping it against the curb. He also noted that there is resident opposition nearly every time a new sidewalk is considered, but the Commission must consider what is good for the community and roadway design. He

recommended installing the sidewalk against the curb, but expressed concern if the cost becomes prohibitive.

Commissioner Burton expressed support for the sidewalk, noting that now is the time with the entire roadway undergoing reconstruction. He supported a carriage walk against the curb.

Commissioner Brugh made the following motion:

**"The Commission recommends that a four foot wide sidewalk be installed on the east side of Brandon between Hillside and Ridgewood, keeping the sidewalk on the curb and moving utility poles where necessary. The project will be revisited based on budget concerns as identified by staff."**

The motion was seconded by Commissioner Lindquist. The motion passed with a vote of five in favor and three opposed as follows:

AYE: Brugh, Ryne, Lindquist, O'Carroll and Burton.

NAY: Thelen, Colliander and Pryde

The Commissioners discussed the budget noting that \$100,000-\$200,000 cannot be added to the budget each year indefinitely. It was suggested that the budget be discussed at the next meeting.

**TRUSTEE'S REPORT:**

Trustee Ladesic said that the new Village President and Trustees have been sworn in, and that Trustee Dean Clark will be the new liaison for this Commission.

**OTHER BUSINESS:**

There was no other business discussed.

**ADJOURNMENT:**

Commissioner Burton moved to adjourn the meeting. Commissioner O'Carroll seconded the motion, and it was carried unanimously. The May 14, 2013 meeting was adjourned at 10:53 PM.

Submitted by Karen Blake, Recording Secretary  
Reviewed by R. Minix, Village of Glen Ellyn Public Works

June 27, 2013



## INFORMATION LETTER NO. 4 OAK-EUCLID-FOREST-ALLEY IMPROVEMENTS PROJECT

Dear Corridor Residents, Institutions and Other Interested Parties:

The purpose of this letter is threefold: to advise you of the upcoming Village Board Meeting where the recommendations of the Glen Ellyn Capital Improvements Commission regarding new sidewalk on Oak Street will be considered by the Board; to provide a project schedule overview; and to advise you of a pending letter that will summarize most of the information covered at this week's public information meeting regarding construction activities and issues.

### NEW SIDEWALK – VILLAGE BOARD CONSIDERATION OF CIC RECOMMENDATION

On May 14, 2013 the Glen Ellyn Capital Improvements Commission considered the question of new sidewalk installation on the south side of Oak Street between Western and Main. The CIC received a staff report, took public comment, discussed the issues and formulated the following recommendation which was approved unanimously by the eight attending commissioners:

**"The Commission recommends that sidewalk be installed on the south side of Oak Street between Western and Main with emphasis on keeping the sidewalk closer to the street away from homes, but not sacrificing trees where possible. This recommendation will be revisited based on budget concerns as identified by staff."**

For a more complete description of the proceedings, please review the May 14, 2013 meeting minutes for the Capital Improvements Commission posted on the Village Website.

At the June 11, 2013 meeting of the CIC, the commissioners reviewed the bid prices for the project. Based on those discussions, the Capital Improvements Commission did not modify or qualify their earlier recommendation.

The next formal step in the process will be the final consideration and decision of the new sidewalk issue by the Village Board as they review the CIC recommendation. This review will occur at the near the close of the July 8, 2013 Village Board Meeting, scheduled for **Monday evening, July 8, 2013**. The Board meeting starts at **7:00 PM** and will take place in the Galligan Board Room, located on the third floor of the Civic Center, 535 Duane Street. All interested parties are requested to attend and provide their comments during the public input portion of the new sidewalk discussion.

### PROJECT SCHEDULE

Swallow Construction has provided the construction team with the following schedule:

Oak Street, Western to Main:  
Oak, Main to Euclid  
Oak, Euclid to Western

Work Currently Underway  
Completed by August 16, 2013  
Completed by late August

June 27, 2013



## **INFORMATION LETTER NO. 3 2013 STREET IMPROVEMENTS PROJECT**

Dear Corridor Residents, Institutions and Other Interested Parties:

The purpose of this letter is threefold: to advise you of the upcoming **Village Board Meeting** where the recommendations of the Glen Ellyn Capital Improvements Commission regarding new sidewalk on Brandon will be considered by the Board; to invite you a **Public Information Meeting** to discuss construction related items; and to provide a preliminary **Work Schedule** based on initial discussions between the project construction team.

### **NEW SIDEWALK – VILLAGE BOARD CONSIDERATION OF CIC RECOMMENDATION**

On May 14, 2013 the Glen Ellyn Capital Improvements Commission considered the question of new sidewalk installation on the east side of Brandon Avenue between Ridgewood and Hillside. The CIC received a staff report, took public comment, discussed the issues and formulated the following recommendation which was approved in a split vote of 5 yes and 3 no by the attending commissioners:

**“The Commission recommends that a four foot wide sidewalk be installed on the east side of Brandon between Hillside and Ridgewood, keeping the sidewalk on the curb and moving utility poles where necessary. The project will be revisited based on budget concerns as identified by staff.”**

For a more complete description of the proceedings, please review the May 14, 2013 meeting minutes for the Capital Improvements Commission posted on the Village Website.

At the June 11, 2013 meeting of the CIC, the commissioners reviewed the bid prices for the project. Based on those discussions, the Capital Improvements Commission did not modify or qualify their earlier recommendation.

The next formal step in the process will be the final consideration and decision of the new sidewalk issue by the Village Board as they review the CIC recommendation. This review will occur near the close of the July 8, 2013 Village Board Meeting, scheduled for **Monday evening, July 8, 2013**. The Board meeting starts at **7:00 PM** and will take place in the Galligan Board Room, located on the third floor of the Civic Center, 535 Duane Street. All interested parties are requested to attend and provide their comments during the public input portion of the new sidewalk discussion.

### **PUBLIC INFORMATION MEETING FOR CONSTRUCTION**

Village staff is pleased to announce that bids have been received and a construction contract awarded for the 2013 Street Improvements Project. On May 30, 2013 bids were received by the Village for the project. The low bid of \$2,064,000 was submitted by R. W. Dunteman Company of Addison, with four contractors participating. The Village Board approved award of the construction contract to Dunteman at their June 10, 2013 meeting as well as the hiring of Engineering Resource Associates to provide construction engineering services for the project.