

**Minutes  
Special Village Board Workshop  
Glen Ellyn Village Board of Trustees  
March 18, 2013**

Time of Meeting: 6:00 p.m.

Present: President Pfefferman; Trustees Friedberg, Hartweg, Henninger and Ladesic; Deputy Village Clerk Solomon; Staff present: Village Manager Franz, Assistant Village Manager Stonitsch, Assistant to the Village Manager Schrader, Police Chief Norton, Finance Director Wachtel, Assistant Finance Director Coyle, Recreation Director Pekarek, Engineer Bob Minix, Facilities Maintenance Director Kolze and Administrative Intern Strong. Trustee McGinley at 6:08 p.m. Public Works Director Hansen at 6:11 p.m.; Planning and Development Director Hulseberg at 6:24 p.m.

**1. Call to Order**

President Pfefferman called the Board Workshop to order at 6:00 p.m. with a roll call. Trustees Friedberg, Hartweg and Henninger responded "Present." Trustee McGinley arrived at 6:08 p.m. Trustee Cooper was excused.

**2. FY 13/14 Budget Overview**

- a. Finance Director Wachtel presented information on the Finance Department's accomplishments in for FY 12/13 and goals for FY 13/14. Budget highlights for the Finance Department include moving the IT cost center so staffing then makes up 80% of the total budget for this department, no changes in staffing levels, estimated payroll expenses projected slightly above the budget and audit fees.
- b. The Insurance Fund will see a 5% increase for health and liability premiums.
- c. The Police Pension Fund tracks employee and employer contributions, investment income, administrative expenses and pension annuity payments. Expenses cover existing annuities and one anticipated disability pension, which has not yet been finalized.
- d. The largest component of the General Fund for the Fire Department is the paramedic service contract, which changes by a CPI adjustment, lowered by savings from staff turnover at the paramedic company
- e. The largest revenue sources for the Corporate Revenue Fund include the final \$100,000 installment from the Glen Ellyn Park District for the 2001 loan of \$1,000,000, and \$60,000 installment for the Ambulance purchase from FY2009.
- f. The Debt Service fund remains essentially a net neutral fund, wherein revenues match expenditures. This year includes the final bond payment for the 2003 GO bonds for storm sewers. The Village has also budgeted for the repayment of the Library bonds, which is a change from previous years.
- g. The Village is not anticipating much activity in the CBD TIF Fund due to generally declining EAVs.

There was discussion regarding certain items in these budgets and the awareness of what financial information is posted on the website, and

- h. Assistant to the Village Manager Schrader presented information on the Facilities Maintenance Reserve Fund which is the Capital replacement fund for most Village buildings. There are a variety of proposed projects for FY 13/14, and some projected will be deferred based on need and funding.
- i. For the Residential Solid Waste Fund, this enterprise fund pays for the weekly waste collection of approximately 7,200 households. There is a new contract with Republic Services (Allied Waste), and fund reserves are down due to the summer 2012 storm event. Annual refuse and recycling service cost consideration will occur in early summer 2013 based on CPI increase from Republic Services.

There was discussion regarding the proposed projects in the Facilities Maintenance Reserve Fund and possible increases for water and sewer rates.

- j. Public Works Director Hansen presented information on the Public Works' General Fund (Administration, Engineering and Operations) and showed an organizational chart for the Public Works Department which affects the FY 13/14 budget. There was a lengthy discussion about what items are assigned to which funds. Village Manager Franz said the staff will look at the items again.
- k. The Equipment Services Fund will include the proposed purchase on a used street sweeper and 2 heavy-duty lifts for the Reno Center.
- l. The Parking Fund's budget will be increased over FY 12/13.
- m. The Water and Sewer Fund's budget will also be increased over FY 12/13.
- n. The Motor Fuel Tax Fund will include the purchase of salt and the building of a new salt storage building.
- o. Professional Engineer Minix presented information on the FY 13/14 Capital Projects Fund as well as the Water Fund and Sanitary Fund. In the fall of 2012, the Engineering Division performed a comprehensive update to the Village long-term master plan for roadway, water, sewer and parking infrastructure. The results of the Capital Plan updates are presented in the overall comprehensive Five-Year Capital Improvements Plan published in the Capital Program section of the draft FY 13/14 budget. Engineer Minix showed a map of the Village's street construction projects. Trustee Henninger asked what a possible new police station would do to the five-year plan to which Engineer Minix responded there would need to be careful planning and push-back on some projects if this station were to happen.

Minutes  
Village Board Workshop  
Glen Ellyn Village Board of Trustees  
March 18, 2013 – page 3

#### **4. Adjournment**

At 7:59 p.m. Trustee Henninger moved and Trustee McGinley seconded the motion to adjourn to the regular Village Board Meeting in the Galligan Board Room. All voted “Aye.” Meeting adjourned.

Respectfully Submitted,  
Debbie Solomon,  
Deputy Village Clerk

Reviewed by,  
Patti Underhill  
Acting Village Clerk