

FY06/07

BUDGET FOOTNOTES **SPECIAL PROGRAMS FUND EXPENDITURES**

1. **Personnel Services: (FY05/06 Estimated Actual - \$53,000)** Includes an allocation of 25% of the salary of the Assistant Village Manager for personnel costs related to cable television administration (\$23,000) plus new temporary Media Specialist position (\$30,000) which began in July, 2005 following the transition of local cable television broadcasting from the Glen Ellyn Media Foundation to the Village Civic Center.

(FY06/07 Budget - \$0) Beginning May 1, 2007, the personnel costs of the Media Specialist are budgeted in the Communications Division "Personnel Services" category. The services of the Assistant Village Manager position are budgeted as a service charge and are reflected in the "IFT – Service Charge" line item of the Communications Division.
2. **Professional Services / Glen Ellyn Media Foundation: (\$0)** At its June 20, 2005 workshop, the Village Board decided to cease its financial contributions to the Glen Ellyn Media Foundation and instead relocate GETV activities to the Civic Center to reduce the operating costs of the cable television function and to establish the Village web-site, separate from the community web-site. The Media Foundation Board subsequently decided to cease its activities and officially dissolved on November 21, 2005.
3. **Professional Services – Legal: (FY05/06 Estimated Actual - \$11,000)** The estimate for the FY05/06 fiscal year represents Village Attorney legal services connected with the dissolution of the Glen Ellyn Media Foundation.
4. **Cable Television Division: (FY06/07 Budget - \$0)** Beginning May 1, 2006, all cable television related expenditures will be budgeted in the Communications Division.
5. **Personnel Services: (\$38,800)** This represents salary expenses for a part-time temporary Media Specialist position (30 hours per week) which coordinates programming on G.E.T.V. and assists with other media related activities.
6. **Postage: (\$14,700)** Postage costs for mailing of bi-monthly Village newsletters (\$10,200) and annual Village Calendar (\$4,500).
7. **Printing: (\$26,000)** Provides funds for the printing of bi-monthly Village newsletters (\$14,000), and the annual Village Calendar (\$12,000).
8. **Village Web Site: (\$5,000)** Budgeted costs include annual web site hosting fees, annual maintenance fee for on-line Village Code, and miscellaneous web-development tools and services.

9. **Professional Services/Other: (\$14,500)** Provides funds for the layout, writing, and other professional services for the bi-monthly Village Newsletter (\$10,500) and the annual Village Calendar (\$4,000).
10. **IFT / Service Charge: (\$25,000)** This service charge represents approximately 25% of the salary costs of the Assistant Village Manager position (budgeted in the General Fund) for the coordination of a variety of public information activities including cable television, bi-monthly Village Newsletters, and the annual Village Calendar.
11. **Equipment: (\$5,500)** Includes the planned replacement of the GETV production / editing computer (\$3,500) which is five years old and not supportable on the Village's network infrastructure (GETV - Apple vs. Village network - Microsoft). Also includes Adobe production studio software (\$2,000).
12. **Salaries: (\$8,000)** Funds for the Village Facilities Maintenance staff to perform light maintenance, remodeling oversight and cleaning activities at Stacy's Tavern Museum and the History Center, and two soon-to-be purchased properties in the same area: 810 & 816 Main Street. This figures represents a 25% increase from last year for minor "start-up" maintenance work at the new properties.

13. **Maintenance / Building & Grounds: (\$15,000)**

Stacy's Tavern Museum & Yalding House exterminator	\$1,300
Fire detection, protection and RPZ water "valve" inspection and repair	1,300
Roof inspection and preventative maintenance – Stacy's Tavern Museum and History Center	2,500
Contingency Repairs - Stacy's Tavern Museum and History Center	2,400
Contingency for contractor repairs – 810 & 816 Main Street	<u>7,500</u>
Total	<u><u>\$15,000</u></u>

14. **Stacy's Tavern and History Center: (\$25,500)**

Parking lot repairs, seal coat and re-stripe – History Center	5,500
Replace exterior siding, paint & seal as needed – Stacy's Tavern	<u>20,000</u>
Total	<u><u>\$25,500</u></u>

15. **Glen Ellyn Youth and Family Counseling Service: (\$25,000)** The Glen Ellyn Youth and Family Counseling Service provides direct counseling services to troubled youths and families. Working in concert with the Glen Ellyn school districts and the Police Department, the service provides problem assessment, family therapy, individual therapy, crisis intervention, and marriage counseling.
16. **Community Assistance Program: (\$800)** Community Assistance Program began under the Federal General Revenue Sharing Program of 1972. Its purpose is to provide property tax assistance and rent subsidies for Glen Ellyn senior residents. The program provides

\$400 per year to help these seniors cope with property taxes and rental costs, with the goal of assisting them to remain in their homes and function independently. Because no new participants have been added since the mid-1980's, the number of participants decrease by attrition (FY06/07 – 2 participants).

17. **Salaries: (\$28,500)** Provides funding for two part-time Senior Services Coordinators who share a weekly work schedule of 25 hours at the Senior Center hosted by Grace Lutheran Church located in downtown Glen Ellyn at Forest and Pennsylvania.
18. **Senior Transportation: (\$42,000)** In the summer of 1998, the Village began participation in a pilot taxi program sponsored by the Inter-Agency Paratransit Coordination Council (IAPCC) organized by DuPage County. This group of some forty agencies, including DuPage County, many municipalities, townships, and social services agencies, organized to seek transportation solutions for the elderly and disabled. Pilot II, a subsidized, on-call taxi program was the result of that effort. Under Pilot II, taxi coupons were sold to qualified seniors and disabled participants. These \$5 coupons were subsidized by a \$3.00 donation by the Village (60% cost share), with \$2.00 paid by the rider (40% cost share).

Beginning in July, 2004 Glen Ellyn became a participant in a new transportation program initiated in DuPage County. "Ride DuPage" is the result of efforts of the IAPCC to create a seamless transportation system for senior citizens and disabled persons in DuPage County. This program, once fully implemented, will replace the Pilot II program which is planned to be discontinued by the end of calendar 2006. Highlights of the Ride DuPage program include use of one central reservation phone number and a central dispatching location. In addition to taxi cabs, PACE mini-busses are now available to service riders with special needs. Expanded availability of transportation also means fewer restrictions on service hours and trip destinations. Users of the program pay their discounted fare at the time of their trip, eliminating the need to advance-purchase individual coupons. The Village is billed monthly by PACE for services used by Glen Ellyn's registered riders.

Interest in the Ride DuPage program has been overwhelming. For the Village's fiscal year 2005/06 ending April 30, 2006, we are projecting a total of 4,000 rides to be provided to more than 300 Glen Ellyn seniors and residents with disabilities who are registered to participate in the program. This is about four times the estimated number of rides completed under the Pilot II coupon program which we discontinued in June, 2004.

While most of the increases in the Village's cost of the Ride DuPage program have been based on increased demand for the service, there has been a "shift" in the level of the Village's subsidy of this program since we began in July, 2004, compared to our 60% subsidy under the Pilot II program. A review of program cost data indicates that the Village's subsidy level under the Ride DuPage program is about 85% of the total program costs. An increase will be needed in the rider-share portion of these transportation costs in order to reduce the Village's subsidy to 60%. Presently, Ride DuPage participating local governments are using a fee structure which charges the rider \$1.50 for the first 6 miles of each trip with an additional \$1.50 for each mile thereafter. The average trip length for Glen Ellyn users has been just under 4 miles. For May 1, 2006, we estimate that an increase in the "base" 6 mile fare from \$1.50 to \$4.00 will be needed to return the Village's transportation subsidy to 60% of total program

costs. This scenario does not, however, take into account any reduction in program demand given the proposed fare increase. In an effort to ease the initial impact on program users, it was decided to begin with a May 1, 2006 rider fare increase from \$1.50 to \$3.00 for the first 6 miles of a trip, rather than the \$4.00 originally projected. This is expected to decrease the Village's current subsidy level from 85% to 70%. Future increases will be implemented based on a quarterly review of program expenses until a 60% Village subsidy is achieved.

The budgeted amount for FY06/07 is calculated as follows:

Estimated number of trips	4,000
Average total 100% cost per trip (1-way)	\$15
Estimated total program cost	<u>\$60,000</u>
Village Share (70%)	\$42,000
Rider Share (30%)	<u>\$18,000</u>
Estimated Total Program Cost	<u>\$60,000</u>

19. **Senior Services: (\$73,400)** The Senior Services Center located at Grace Lutheran Church is also a Hot Meals Program site sponsored by the DuPage Senior Citizens Council. The Center provides about 10,000 meals annually to about 75 Glen Ellyn seniors. While Glen Ellyn does not contribute directly to the purchase of meals, the two part-time Senior Services Coordinator positions which are funded by the Village, serve as a counseling, outreach and referral service to Glen Ellyn seniors and their families. Our Senior Services Center staff coordinate some 120 community volunteers who work in a variety of capacities, including Hot Meals. Volunteers include high school students, community leaders, senior citizens and representatives from service clubs such as Kiwanis, Junior Women and Glen Ellyn Women's Club.

Examples of the ways seniors were served by the Senior Center and Senior Services positions in FY05/06 include the following:

- a. distribution of information on the aging process to care givers and program participants;
- b. monitoring of frail and disabled seniors who require special attention because of illness or mental deterioration, coordination with families, medical service, social workers, building managers and others; provided many miscellaneous services such as providing a site for 150 flu shots, delivery of Christmas baskets in cooperation with the Junior Women's Club, and made public informational presentations to church and community groups;
- c. provided a comfortable atmosphere for diners Monday through Friday at the Center. Seasonal parties, monthly bingo, entertainment by volunteers, informational talks to help enrich the lives of the seniors served.
- d. circulated the monthly newsletter to over 300 residents highlighting events, the menu and other items of information pertinent to the senior community;
- e. worked with the College of DuPage Older Adult Institute to provide weekly classes;
- f. served as a refreshment stop for the Glen Ellyn/Wheaton Crop Walk;

- g. free monthly blood pressure screening by Grace Lutheran Church Parish nurse;
- h. served as a site for registering for the RTA Special User Card;
- i. initiate transition into Ride DuPage program, including promotion of new program, registration of new users, continue work with County, Pace and IAPCC to resolve transportation issues and ensure a smooth transition into the program;
- j. active member of SALT (Seniors and Lawmen Together) Council, attended monthly meetings aimed at keeping the senior citizens of Milton Township informed about current issues involving their safety and protection.

20. **SSA Transfer To EDC: (\$146,600)** The Special Service Areas or SSAs are special property tax districts covering all commercially-zoned areas in Glen Ellyn - Roosevelt Road, the Central Business commercial district, and Five Corners. A separate levy of 12.5¢ per \$100 of assessed value (the Village may charge up to 15¢ per \$100 assessed value per Village Board action in 1999) is extended on each commercially-zoned property located within the boundaries of the Special Service Areas (except SSA 9 at 5¢) for the purpose of providing primary funding for operations of the Glen Ellyn Economic Development Corporation (EDC). All proceeds from the Special Service Area tax are transferred to the EDC following receipt by the Village.

The SSA tax rate was increased in 2003 from 10¢ to 12.5¢ per \$100 of assessed value. This increase provides funding for the promotional banner program in the Central Business District and along Roosevelt Road.

21. **Economic Development Corporation: (\$46,000)** This amount represents additional Village contributions requested by the Economic Development Corporation which are in addition to the SSA property taxes described above.

22. **CBD Retail Partnership: (\$10,000)** A collaborative effort is underway between downtown Central Business District retailers, the Glen Ellyn Chamber of Commerce, the Glen Ellyn Economic Development Corporation and the Village to implement a campaign to promote the downtown as a destination for shoppers and diners from within and outside the community. Each of the four partners will contribute \$10,000 for the first year to promote and establish retail events through the use of a project consultant. Annual funding of \$10,000 is proposed for a period of three years, and continuation to years 2 and 3 will be determined annually based on an evaluation of the project's results.

23. **Contributions/Historical Society: (\$25,000)** Provides continued funds for the Historical Society to assist it in reaching goals outlined in their business plan. Contribution for FY06/07 was reduced from the Historical Society's original funding request of \$30,000.

24. **Contributions/School District 87: (\$0)** Funds included in this line covered an annual contribution to School district #87 to assist in funding the District's purchase of the old Glen Ellyn Library building as required in the agreement between the Village and School District dated July 10, 1995. The Village completed this obligation in the FY04/05 fiscal year.

25. **Glen Ellyn Children's Chorus: (\$10,000)** Eighth annual request for funds to help broaden the Chorus' financial base, and provide continued enhancement of the quality of life in the Village through support of the arts. In FY99/00, when the first contribution was approved, the Village Board indicated that funding may not be possible for future years, and should not be considered permanent. The Chorus received annual support during the past fiscal years as follows:

FY99/00	\$20,000
FY00/01	\$20,000
FY01/02	\$20,000
FY02/03	\$15,000
FY03/04	\$12,000
FY04/05	\$10,000
FY05/06	\$12,000
FY06/07	\$10,000 (reduced from \$15,000 requested)

26. **Glen Ellyn 4th of July Committee: (\$6,000)** This payment provides support for Fourth of July activities including the parade, fireworks display, fundraising and insurance costs, and represents almost 15% of their \$41,000 budget for their July, 2006 events.
27. **Historic Preservation Commission: (\$20,000)** Funds allocated will assist our Historic Preservation Commission in completing a Historic Structures Survey in the northeast portion of the Village. The cost shown here is the estimated gross cost of completing this phase of the survey. A total of \$14,000 in revenues are anticipated in connection with this project through a 70% State grant, making the net Village cost a total of \$6,000.
28. **Holiday Decorations: (\$20,000)** Funds to cover the cost of holiday decorations in the downtown area (\$17,000). Civic Center and Fire Station 1 seasonal lighting expenses (\$3,000) are also paid from this line.
29. **Energy Grant Program: (\$0)** In FY02/03 the Village was the recipient of an \$80,000 grant from the Illinois Department of Commerce and Community Affairs (IDCCA) to complete a two year community energy project designed to help promote and educate homes and businesses in Glen Ellyn about energy conservation and efficiency. These expenses are paid directly from the grant proceeds (\$64,000 received in July, 2002 and \$16,000 final payment received in December, 2004). All grant projects were mostly completed by the end of FY04/05. A summary of project expenses is shown below:

Public awareness / educational programs	\$30,000
Installation of high-efficiency HVAC system at 800 N. Main Glen Ellyn History Center	25,000
Installation of high-efficient lighting in gymnasiums at the Glen Ellyn Park District's Spring Avenue Recreation Center and Main Street facilities.	12,000
Installation of high-efficient lighting in the Civic Center gymnasium	13,000
	<u>\$80,000</u>

30. **Interfund Transfers (Facilities Maintenance/Streets/Police): (\$24,000)**

Reimbursement to General Fund for General Fund staff expenses related to community events such as, Taste of Glen Ellyn/Village Fair, cardboard boat regatta, July 4th parade/fireworks, Chamber summer sidewalk sale, and Chamber Holiday walk.

31. **Equipment: (\$14,000)** This line includes the cost of equipment (other than waste containers, which are included in the Solid Waste Fund) and minor repairs in the Central Business District as well as funds for historical markers, which may be erected by the Village as suggested by our Historical Preservation Commission (\$2,000).

An additional \$8,000 is allocated to fund a joint effort with the Glen Ellyn Park District to encourage block parties through the use of a portable "party wagon" which provides various party essentials (tables, chairs, barricades, grill, tent/shelter, etc.). The Park District will assume responsibility for this "party wagon" trailer of this shared cost program. The Village will continue to receive, review, and approve temporary street closure requests for resident/neighborhood block parties. About 90 block party requests were approved in calendar 2005.

A total of \$4,000 is budgeted for the purchase of 5 additional black and gold Village entry-way signs.