

Minutes
Regular Village Board Workshop
Glen Ellyn Village Board of Trustees
February 18, 2008

Time of Meeting: 7:00 P.M.

Present: President Hase; Trustees Armstrong, Comerford, Ladesic, Lee, Norton, Thorsell;
Staff: Barrett, Batek, Caracci, Denney, Hulseberg, Norton

1. President Hase called the Village Board Workshop Meeting to order at 7:02 P.M.

2. Public Comments?

None.

3. Review agenda for February 25, 2008 Regular Village Board Meeting.

The Village Board reviewed the agenda for the 8:00 P.M. Regular Business Meeting.

Consent Agenda

There was discussion on Consent Agenda 6E, a resolution which endorses the positions and priorities adopted by the DuPage Mayors and Managers Conference (DMMC) in support of municipal interests communicated to state legislators. A Trustee inquired if the Village has previously passed resolutions endorsing the positions and priorities of DMMC and Acting Village Manager Curt Barrett responded that the Village has previously supported the Conference through resolutions, but has not done so annually.

Following discussion on Consent Agenda 6E, discussion ensued on Consent Agenda 6D, a motion to approve an intergovernmental agreement with the City of Naperville for the financial support of the Regional Permanent Household Hazardous Waste Facility. A Trustee inquired if Village staff expects this agreement to continue on an annual basis and Acting Village Manager Barrett responded that Village staff does expect to renew the intergovernmental agreement with the City of Naperville on an annual basis.

There were no further questions on the Consent Agenda.

Non-Consent Agenda

8. Planning and Development Director Staci Hulseberg presented information on the petition by property owners Jon and Karen Kenwood to permit a variation from Section 10-4-8(E)1 to allow the construction of a two-story addition with a lot coverage ratio of 21.4 percent in lieu of the 20 percent maximum lot coverage ratio allowed for two-story residences. The property is located on the west side of Exmoor Avenue between Fairview Avenue and DuPage Boulevard. The Zoning Board of Appeals considered this request at two public hearings on January 8,

2008 and January 22, 2008, voting 6-1 to recommend Village Board approval of the variation on January 22, 2008.

Hulseberg explained that the Zoning Board of Appeals considered this variation at two public hearings as a result of concern over the lot coverage ratio increase, however many of the concerns were allayed when the petitioners reduced the size of the proposed addition. Daryl Drake, architect for the property owners, then spoke on behalf of his clients by stating that they worked with Village staff and the Zoning Board of Appeals to alter the requested addition and that the updated request is the smallest practical addition for his clients. Following these presentations, a Trustee commented that the Village needs to revisit its lot coverage ratio requirements in the future. The Village Board noted it is amenable to the approval of the variation request.

7. Finance Director Jon Batek presented information on three proposed ordinances which will reduce or abate property taxes in the amount of \$1,039,723. Two of the proposed abatements include reductions in debt service on previously issued general obligation bonds issued to School District #87 for the acquisition of Memorial Park from the Glen Ellyn Park District and to the Village Links Golf Course to assist in obtaining financing for the renovation of their 18-hole golf course. The final proposed abatement will reduce debt costs on refunding bonds by \$430,000, continuing a pledge made by a prior Village Board previous to the successful passage of the 1987 \$15 million street improvement referendum. This pledge called for abatements over the 20-year life of the original bonds until a total of \$10 million is abated.

Finance Director Batek explained that property tax abatements have been considered on an annual basis for the past 20 years and that refunding \$430,000 from the Debt Service Fund will help residents to avoid a one-time spike in property taxes next year (2008). The refund will alleviate approximately \$60 in taxes for a home appraised at \$500,000. A Trustee then questioned whether the Village should approve the third ordinance to abate \$430,000 in taxes as the money may be needed in the future. Batek responded that the Village does not have to approve the final ordinance for tax abatements, however he recommends approval of the ordinance as the \$430,000 resulted from interest income and will not further impact available resources in the Capital Projects Fund and Water/Sanitary Sewer Funds which previously funded this abatement. The Village Board noted it is amenable to moving forward with the property tax abatements.

9. Public Works Director Joe Caracci presented information on the motion to authorize payment to the DuPage Medical Group for the Village's share of expenses associated with the undergrounding of overhead wires on Western Avenue north of Pennsylvania, in the amount of \$104,372. In May 2007 the Village Board agreed to partner with the DuPage Medical Group (DMG) to expand the scope of utility undergrounding on Western Avenue north of Pennsylvania Avenue. By partnering with DMG, the undergrounding of overhead wires on Western Avenue would be completed from Pennsylvania Avenue up to

the Village's Pennsylvania Avenue undergrounding effort begun in 2006. The estimated share of Village expenses was \$115,000 prior to the start of the Western Avenue corridor job. Under the management of DMG, the work was substantially accomplished in 2007 and the Village has been billed for its 1/3 share of the total project cost of \$313,115.

Caracci stated that the overall project cost for the Village is lower than expected, that the work should be completed in the next month on Western Avenue and that Comcast will soon begin work on Pennsylvania Avenue. A Trustee then inquired as to what organization is responsible for removing the utility poles once all wires have been undergrounded and Public Works Director Caracci responded that the poles are owned by ComEd, however AT&T is required to remove them.

There were no further questions regarding the upcoming agenda for the Village Board meeting on February 25, 2008.

Village Board Workshop Agenda

4. Planning and Development Director Hulseberg presented the consideration of the composition of the Downtown Advisory Committee (DAC) by requesting Village Board input on the current list for the DAC. Several suggestions made by the Village Board included the President of College of DuPage, a local school district finance representative and a Park Board member. Hulseberg asked the Board to forward any specific names for the DAC to Village Staff by the end of the week and commented that the current list includes 15 organizations, which will be narrowed down to approximately 15 committee members. Several Trustee inquiries ensued regarding the organizational status of the Downtown Glen Ellyn Alliance, the picking of replacements for DAC members who cannot attend a meeting, and the next steps for finalizing the DAC. Hulseberg concluded by noting that once the Board has confirmed a final list of organizations to include on the DAC, Village staff will mail letters to these organizations requesting an organizational recommendation for a DAC committee member.
5. Acting Village Manager Barrett presented information on a suggestion for Village participation with a tree carving beautification project at Stacy's Corners. Acting Manager Barrett stated that the proposed beautification project includes the carving of two trees at Stacy's Corners, which are located on DuPage County right-of-way and are maintained by the Glen Ellyn Park District. As a result of the location of the trees, a Trustee has been in contact with the County regarding the project and the County has presented the Village with two options for the carving of the trees, including oversight by the County of the carvings, or the Village acquiring the right-of-way from the County and proceeding with the project as it sees fit. Barrett requested Village Board feedback on whether it is interested in the beautification project, and if so, how it would like to proceed with regards to the County's provided options. The Village Board indicated that it would like Village staff to contact the Glen Ellyn Park District to determine their interest in acquiring the land and involvement with the beautification project prior to any additional Village action.

6. Finance Director Batek presented the third quarter financial report and provided an update on the General Fund. Batek stated that the Village is forecasting a year end surplus of between \$500,000 and \$700,000, the Village's year-to-date revenue has increased along with the Village's sales tax and that the state's income tax continues to provide strong revenue for the Village. Batek summarized the financial outlook for FY 08/09 by noting that the decrease in interest income will negatively affect the Village as there have been drastic cuts in federal rates and that the Village's hotel/motel tax decreased as a result of the closure of the Holiday Inn for refurbishing. Batek then spoke on the current status of the Capital Projects Fund, the FY 08/09 budget process and several proposed initiatives for the FY 08/09 budget that the Village has postponed in order to balance the budget.

Batek also presented two personnel change requests for the Administration and Planning and Development Departments including the addition of a full-time Administrative Analyst in lieu of the part-time Administrative Intern and the conversion of a part-time planner into a full-time planner. A Trustee asked why the Village is suggesting ending its participation in the Northern Illinois University (NIU) Internship Program and Batek responded that it was being sacrificed to use funds towards a full-time position that will help bolster staff coverage in the Village Manager's Office. Another Trustee expressed the opinion that it is important to provide students interested in local government with an internship opportunity. The Village Board therefore noted it would also like to maintain the Administrative Intern position. The presentation concluded with discussion on fee increases for Village services, the Public Works Department tree budget and the proposed vehicle purchases for FY 08/09.

7. Other Items?

Acting Village Manager Barrett explained that per the Village Board's request, Village staff researched the Emerald Ash Borer low-interest loan and found that it is offered on a first come, first served basis and that the loan can be used for materials and new trees, but not for removal of infected trees. Barrett concluded by stating that Village staff recommends further review of the loan details before any additional action is taken.

8. Adjournment

At 8:40 P.M. Trustee Lee moved and Trustee Armstrong seconded the motion to adjourn the Regular Village Board Workshop.

Prepared by:

Kristen Denney
Administrative Intern