



Minutes
Village of Glen Ellyn
Regular Workshop Meeting
Monday, October 15, 2018
7:00 PM
Glen Ellyn Civic Center, Room 301

A. Call to Order

Attendee Name	Title	Status
Diane McGinley	Village President	Present
Bill Enright	Village Trustee	Present
Gary Fasules	Village Trustee	Present
John Kenwood	Village Trustee	Present
Pete Ladesic	Village Trustee	Present
Craig R. Pryde	Village Trustee	Present
Mark Senak	Village Trustee	Present
John Chereskin	Village Clerk	Present
Mark Franz	Village Manager	Present
Greg Mathews	Village Attorney	Present
William Holmer	Assistant Village Manager	Present
Christina Coyle	Finance Director	Present
Julius Hansen	Public Works Director	Present
Frank Frasco	Supervisor	Present

B. Pledge of Allegiance

President McGinley called the meeting to order at 7:00 p.m.

C. Roll Call

D. Audience Participation

None

E. DuPage Foundation Update (Assistant Village Manager Holmer) (Discussion Only)

1. Michael Sitrick from the DuPage Foundation will provide an update on the Glen Ellyn Fund.

Assistant Village Manager Holmer presented background on the Glen Ellyn Fund and stated in 2017, the Village Board signed a Memorandum of Understanding (MOU) with the DuPage Foundation which paved the way for the Village and the Foundation to create a relationship which is designed to establish a funding vehicle that would combine community projects and programs with philanthropically-minded Glen Ellyn residents.

Mike Malone stated they have been having discussions with Glen Ellyn residents and families regarding possibly considering Glen Ellyn when they are doing estate planning.

Mike Sitrick, Vice President for Advancement with the DuPage Foundation, stated the foundation has enjoyed their partnership with the Village, and this partnership has been extremely successful so far. Mr. Sitrick stated they have raised over \$265,000 in gifts so far and with the other monies, there is approximately \$400,000 in the bank. Mr. Sitrick stated this Glen Ellyn Fund initiative gives flexibility to donors with a multiple mix of community projects and programs. Mr. Sitrick stated the initial bucket is the permanently endowed Field of Interest funds, and the foundation will work on grant guidelines for this. Mr. Sitrick stated the other funds are Designated Funds and Donor-Advised Funds.

Mr. Malone stated Assistant Village Manager Holmer does attend the monthly committee meetings and is a communication link between the Village and the foundation.

Trustee Pryde asked how donor-advised funds are being regulated. Mr. Sitrick stated they did try to address this in the MOU, and they do preface acceptance of funds from donors with a conversation with the Village on the request. Mr. Sitrick stated there are contingencies built into the fund agreements as well.

Mr. Malone stated they are happy with the results thus far. Mr. Malone stated they have not received any estate gifts yet as the donated monies have all been regular gifts.

Mr. Sitrick passed around the brochure for this and an organizational chart which shows the Fund Options Initiative Prospects. Mr. Sitrick thanked the Village for its support.

President McGinley asked about the mosaic tiles for the pedestrian tunnel project to which Mr. Sitrick stated this has been mentioned.

Trustee Pryde asked who is eligible for grant applications. Mr. Sitrick stated this is addressed in the MOU, and the Village, non-profits and the Park District among others are eligible.

RESULT:	DISCUSSION ONLY
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F. 2019 Budget (Finance Director Coyle) (Discussion Only)

1. Fire Services Fund

Finance Director Coyle presented information on the 2019 draft budget for Fire Services and stated there are minimal changes in revenues. Finance Director Coyle stated the Fire Services Fee is up a bit due to newly-annexed properties and new businesses in the Village. Finance Director Coyle stated in expenditures, the Fire Company Contribution was down and referred to the Fire Company budget page. Finance Director Coyle stated there is one vehicle for purchase in 2019 which is a buggy. Finance Director Coyle stated on 4-3, there is a detailed list of where the Fire Services Fee goes to.

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Village Clerk Chereskin stated they still owe 10% on the aerial which the Fire Company will receive next year. Finance Director Coyle stated this is in the projection as it will rollover to 2019.

Finance Director Coyle referenced 4-7 and stated this is a complete listing of the Fire Company Capital Replacement Schedule.

Trustee Senak asked about the parking issue at the south fire house and asked if the budget will address

this. Fire Chief Clark stated there is an issue with the lack of parking, but the budget will not address this. Fire Chief Clark stated there has been a parking issue since the hotel was demolished and that parking lot was removed. Trustee Pryde asked when the fire house needs additional parking. Fire Chief Clark stated their biggest needs for parking are during the trainings on Sunday morning from 7:30 a.m. to 10:30 a.m. and Monday evenings from 7:00 p.m. to 10:00 p.m. or when they have events. Trustee Ladesic suggested shutting down Exmoor during the Sunday mornings. Trustee Pryde stated there is a right-of-way on Taft Avenue and asked if Taft could be widened to add angled parking. Public Works Director Hansen this could be an option as they would need to see what utilities are there, but he is unsure of a cost for this. Public Works Director Hansen stated they have received complaints about the parallel parking on Taft already as it is hard to see and get around other cars, but angled parking could help this issue.

Trustee Fasules asked if the Police Department's conference room could be used during the Fire Company's classroom training.

Assistant Village Manager Holmer stated they have been working with a neighbor to possibly use private property for short-term parking. Village Manager Franz stated the staff will look at this issue as there are other needs that might need to be addressed at the same time they address the parking. Trustee Kenwood asked if the Fire Company has enough funds for training. Village Clerk Chereskin stated the number Trustee Kenwood is referring to is only the Village's side, and the Fire Company's piece is reflected in the Fire Budget.

Trustee Kenwood asked about the Service Fees. Finance Director Coyle stated in 2017, the Village Board added the Capital Fire Services Fee which is solely for Capital Funding for the Fire Company. Finance Director Coyle stated in the 2019 budget, there is a reserve study to look at all the Village facilities which includes the fire houses.

Trustee Pryde asked about Impact Fees. Attorney Mathews stated these are Developer Donations as statutes prohibit against demanding impact fees when a developer comes to a community.

RESULT:	DISCUSSION ONLY
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2. Equipment Services

Finance Director Coyle presented information on the Equipment Services budget and stated the increase for Gas and Oil is only 22.7% and not the 1451% listed. Finance Director Coyle stated on 7-17 and 7-18, there is a list of the vehicles being replaced and any other equipment outlay from the Equipment Services Fund.

Trustee Pryde asked if raw vehicles are purchased and then upgraded. Equipment Services Superintendent Frasco stated the costs listed are for the raw vehicles purchased and the upgrades as well. Equipment Services Superintendent Frasco stated they do auction the Village's old cars online. Finance Director Coyle stated these auction results do go into the Equipment Services revenues.

Finance Director Coyle referred to the fold-out page in the Equipment Services budget and stated this is a list of the Equipment Services Replacement Schedule and includes every vehicle the Village owns and shows when each vehicle is up for replacements.

Trustee Pryde thanked Equipment Services Superintendent Frasco for his work and stated he has saved the Village a lot of money. Equipment Services Superintendent Frasco stated he has a great team for this.

Trustee Ladesic asked about possible leasing of vehicles and locking in a fixed rate. Equipment Services Superintendent Frasco stated he has looked into leasing which is only 3 to 4 years for a vehicle; however, the Village usually keeps vehicles for 10 to 12 years, and it is more economical to buy a vehicle and then get money back for the used vehicle when it is sold at auction. Trustee Ladesic asked if Equipment Services

Superintendent Frasco had talked to Ford about its leasing program. Equipment Services Superintendent Frasco stated he has not talked to Ford, but has talked to Enterprise about leasing. Equipment Services Superintendent Frasco stated he has not looked into the leasing of police vehicles lately. Trustee Ladesic stated he will forward the article he read on leasing programs.

Trustee Kenwood asked about the lifetime of a squad car to which Equipment Services Superintendent Frasco stated this is approximately 3 to 5 years.

Trustee Pryde asked if Equipment Services is lacking or missing anything. Equipment Services Superintendent Frasco stated the Village treats Equipment Services well, and their department does not need anything.

3. Pension Fund

Finance Director Coyle presented information on the Pension Fund and stated the revenues include the employee contribution, the interest income and the transfer to the Police Pension from the General Fund. Finance Director Coyle stated there will be a pension discussion at the October 22nd Village Board Meeting about possible changes in how the Village does the Police Pension Fund.

Trustee Pryde asked about the change in the Investment Manager. Finance Director Coyle stated the Investment Manager and Investment Consultant were both external and not in-house, and the Village is now using an Investment Consultant.

4. Budget Discussion and Wrap Up

Trustee Ladesic asked about the schedule moving forward as he may need more information on this budget. Finance Director Coyle stated there will be a public hearing at the October 22nd Village Board meeting, and the Village Board will vote on final adoption at the November 12th Village Board meeting. Finance Director Coyle stated the staff would like direction from the Village Board on the 2019 draft budget.

Trustee Kenwood stated the balanced budget assumes a CPI of 2.1% and 0.7% on new growth. Finance Director Coyle stated this is for both the General Fund and the Capital Fund.

Trustee Senak stated he is not very comfortable with the budget as it stands right now as he feels the increase in taxes may be excessive. Trustee Senak stated the revenue growth seems fine, but the expenditures are increasing at a rate faster than inflation. Finance Director Coyle stated all funds do greatly fluctuate due to the Capital Projects for the year. Finance Director Coyle stated the General Funds' expenditures are only increasing 1.3% from 2018 to 2019. Finance Director Coyle referred to the budget memo that was sent to the Village Board on Friday and stated they can take the increase to the levy out, but this could mean some line items in the budget will need to be taken out. Trustee Senak asked what would need to be given up if there is no increase in the levy. Finance Director Coyle stated if there is no increase in the levy, this would take away approximately \$72,000 in CPI and \$24,000 in new growth. There was a discussion regarding what items could possibly be removed from the 2019 draft budget.

President McGinley asked for a consensus from the Village Board on the 2.1% CPI for the General Fund, and the outcome was mixed with some Trustees wanting to keep the 2.1%, some wanting to reduce the CPI by the possible surplus and some wanting no CPI. There was a discussion regarding the proposed 2.1% CPI for the General Fund in the levy.

Trustee Kenwood asked if there is a structural issue with the draft budget. Finance Director Coyle stated if the Village Board decides to keep the items in the budget memo that could be cut then there would be a structural issue.

The consensus of the Village Board is to keep the new growth for both the General Fund and the Capital Projects Fund.

Trustee Senak stated he is opposed to the CPI for both the General Fund and the Capital Projects Fund. Trustee Senak stated he would keep the extra \$10,000 for the Youth and Family Counseling Services, and he will review the budget more to see if there is anything else he thinks could come out of this budget.

Trustee Pryde asked if there could possibly be a budget surplus in 2019. Finance Director Coyle stated before 2016, the revenues were usually up 3% against the budget; however, starting in 2017, the Village has had flat revenues due to the changes at the state level.

President McGinley asked for a consensus if the CPI was reduced to \$30,000, and there was a divide on this. Trustee Fasules stated the Village Board needs to get things in position for the next 20 years.

There was a discussion regarding possibly making the Economic Development Coordinator position a full-time position.

President McGinley stated there will be a first reading of the 2019 draft budget at the October 22nd Village Board Meeting, and there will be a straw vote then.

Trustee Ladesic stated he would like to see the dollars tracked for insurance transfers, and the Village should step up their efforts on grants. Trustee Ladesic stated they need to look at cell tower leases as he feels the Village needs to strengthen their negotiation on these. Trustee Ladesic suggested all Village-owned street lights have microsites. Attorney Mathews stated this is difficult as this is strictly regulated as a revenue opportunity.

President McGinley stated for next week's straw vote, they should start with the 2.1% CPI.

G. Electronic Voucher Review (Finance Director Coyle) (Discussion Only)

1. Finance Director Coyle will demonstrate the electronic voucher review system.

Finance Director Coyle presented background on the new electronic voucher review for the Trustees.

Village Manager Franz stated the Village transitioned to a more-automated accounts payable system which has a more effective system for voucher review.

Trustee Fasules asked what the statutory requirement is for reviewing a municipality's vouchers. Attorney Mathews stated there is none. Trustee Fasules asked why the Trustees are doing this then. Village Manager Franz stated the Village Board can choose whatever they would like to do, but this review is useful and does give a second level of oversight.

Finance Director Coyle showed an example in the system of how the Trustees can do the reviewing of vouchers. Trustee Pryde stated he did do this electronic review, and it did take him approximately the same amount of time as reviewing hard copies of the vouchers.

Finance Director Coyle stated the staff can send the zip file of vouchers in a link to all the Trustees each week. President McGinley stated the Village Board can have access to the voucher link each week, and the Trustees will continue to review the vouchers in Trustee last name alphabetical order.

Attorney Mathews asked if Trustee review of the vouchers is in the current purchasing policy. Finance Director Coyle stated she will review this.

H. Other Items

None

I. Motion to adjourn to Executive Session for discussion concerning collective negotiating matters of deliberations on salary schedules for one or more classes of employees pursuant to 5 ILCS 120/2 (C)(2) without returning to open session thereafter.

RESULT:	APPROVED [6 TO 0]
MOVER:	John Kenwood, Village Trustee
SECONDER:	Craig R. Pryde, Village Trustee
AYES:	Enright, Fasules, Kenwood, Ladesic, Pryde, Senak
PRESENT:	McGinley

Respectfully submitted Debbie Solomon, Recording Secretary

Reviewed and approved John A. Chereskin, Village Clerk