



Agenda
Village of Glen Ellyn
Regular Meeting
Monday, April 28, 2014
7:00 PM

Glen Ellyn Civic Center, Galligan Board Room

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 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.

A. Call to Order

B. Roll Call

C. Pledge of Allegiance

D. Village Recognition: (Village Clerk Galvin)

1. The Village received an email from Woofin & Hoofin in appreciation for helping to make their Puppypalooza event a very fun and successful night at the Civic Center, which raised nearly \$1,000 to donate to the DuPage County Animal Care and Control.
2. A grateful business thanked Bill Keel in Planning & Development for going out of his way to facilitate the work that needed to be done on the pavement outside their building.
3. Glenbard West High School sent a note to Police Chief Phil Norton thanking him for his commanding performance as their Master of Ceremonies at the Sixth Annual Spellapalooza.
4. The DuPage County Emergency Telephone System Board sent a letter of thanks and sincere appreciation to the Police Department for its service and efforts in helping to facilitate the design, deployment and operation of a regional public safety voice communications network.
5. The Village accepts the resignation of John Kohnke, Administrative Hearing Officer, and thanks him for his service.
6. The Village accepts the resignation of Nancy Fox Ardell, Ethics Officer, and thanks her for her service.
7. The Village accepts the resignation of Gary Fasules, Commissioner of the Plan Commission, and thanks him for his service.
8. The Village Board and Management Team congratulate Paula Moritz of the Planning and Development Department who is celebrating her five-year anniversary with the Village.

E. Audience Participation

1. Motion to affirm the appointment of Timothy A. Armstrong by Village President Alexander W. Demos to serve as Hearing Officer and to preside over the Village Administrative Adjudication Hearings as authorized by Village Ordinance No. 5859-VC regarding Administrative Ordinance Hearing Department.
2. Motion to affirm the appointment of Steven M. Ruffalo by Village President Alexander W. Demos to serve as Ethics Officer.
3. Motion to affirm the appointment of James W. Ozog by Village President Alexander W. Demos to serve as Plan Commissioner with a term ending May 2015.
4. 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.

F. 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 Payroll and Vouchers totaling \$1,697,638.51 (Trustee Elliott)

1. March 18, 2014 Special Workshop Minutes.
2. March 24, 2014 Special Workshop Minutes.
3. March 24, 2014 Special Meeting Minutes.
4. April 7, 2014 Special Meeting Minutes.
5. Total Expenditures (Payroll and Vouchers) - \$1,697,638.51.

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.

6. Renew the GIS Consortium Service Provider Contract with Municipal GIS Partners, Inc., in the amount of \$61,352 to be expensed equally to the General Fund, Water Fund, and Sewer Fund. (Information Technology Manager Binkerd)

7. Waive Section 10-4-14(B)17 (Promotional Activities), and Section 10-5-13(N) (Outdoor Merchandise) of the Village Code and approve the Historical Society's Vintage Auto Fest on May 18, 2014 at Stacy's Tavern Museum and History Park. (Administrative Intern Keenan)
 8. Ordinance No. 6231, An Ordinance Approving a Variation from the Side Yard Setback Requirements of the Zoning Code to Allow a Two-Story Addition for the Property at 280 Hawthorne Boulevard. (Planning and Development Director Hulseberg)
 9. Ordinance No. 6232, An Ordinance approving Variations from the Lot Coverage Ratio, Floor Coverage Ratio, and Lot Area Requirements of the Zoning Code to allow a Two-Story Addition and Porch Addition for the Property at 593 Glen Ellyn Place. (Planning and Development Director Hulseberg)
 10. Resolution No. 14-05, A Resolution Accepting an Amendment to the DuPage County Land Use Plan to Incorporate the Roosevelt Road (Route 38) Land Use Plan Update. (Planning and Development Director Hulseberg)
 11. Ordinance No. 6233, An Ordinance granting approval of zoning variations to accommodate a War Memorial at Spaulding Park located at 671 Crescent Boulevard. (Planning and Development Director Hulseberg)
 12. Award of a contract in the amount of \$24,905 for the Wilson Avenue Pumping Station masonry wall rehabilitation to ACB Masonry, LLC. of Glen Ellyn, Illinois, to be expensed to the Water and Sanitary Sewer Fund. (Public Works Director Hansen)
 13. Resolution No. 14-06, A Resolution Approving and Authorizing Membership in the Pension Fairness for Illinois Communities Coalition. (Assistant Village Manager Stonitsch)
 14. Resolution No. 14-07, A Resolution Updating Village of Glen Ellyn Tax Increment Financing and Economic Incentive Guidelines. (Economic Development Coordinator Hannah)
 15. Reject all bids received on April 17, 2014 for the Chidester-Elm-Lenox-Linden Roadway and Utility Improvements Project and rebid the project on an expedited schedule. (Professional Engineer Minix)
- G. Village Financial Scorecard: (Presented by Jim Savio of Sikich LLP) (Discussion Only)**
1. Jim Savio from the Accounting and Auditing Firm Sikich LLP will present the Village's Financial Scorecard, which compares Glen Ellyn to 10 peer communities in taxes, revenues, expenditures and services.

H. RISE, Inc. Downtown Retail Interior Improvement Award: (Presented by Economic Development Coordinator Hannah) (Trustee O'Shea)

1. Motion to approve a Downtown Retail Interior Improvement Award request in the amount of \$15,000 to RISE, Inc., 499 Pennsylvania Avenue.

I. Proposed Village Budget for SY2014: (Presented by Finance Director Wachtel) (Trustee Burket)

1. Second Reading/Adoption of Ordinance No. 6230, An Ordinance Adopting the Annual Village of Glen Ellyn Expenditure Budget in the Net Amount of \$37,573,078 including the Compensation Plan for the Short 2014 Fiscal Year Beginning May 1, 2014, and Ending December 31, 2014.

J. Crescent Boulevard Reconstruction Project: (Presented by Professional Engineer Minix) (Trustee Clark)

1. Motion to approve an agreement with Burns & McDonnell Engineering, Inc. of Downers Grove, Illinois, for Phase II design engineering services associated with the Crescent Boulevard Reconstruction Project, in the lump sum amount of \$236,500 to be expensed to the Capital Projects Fund.

K. 2014 Municipal Electric Aggregation Agreement: (Presented by Village Consultant David Hoover with NIMEC) (Trustee Elliott)

1. Motion to approve award of a contract to _____ for the joint purchase of electricity for the Village of Glen Ellyn Electricity Aggregation Program for a term of _____ month(s).

L. Bike It! Art Project: (Presented by Administrative Intern Keenan) (Trustee Ladesic)

1. Motion to approve the Bike It! Art Project that will be held from June 15, 2014 to July 27, 2014 at various locations throughout Glen Ellyn.

M. Reminders

1. A Village Board Meeting is scheduled for Monday, May 12, 2014 at 7:00PM in the Galligan Board Room of the Glen Ellyn Civic Center.
2. A Village Board Workshop is scheduled for Monday, May 19, 2014 at 7:00PM in Room 301 of the Glen Ellyn Civic Center.

N. Other Business

O. Adjournment



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Recognition
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1186)

DOC ID: 1186

The Village received an email from Woofin & Hoofin in appreciation for helping to make their Puppypalooza event a very fun and successful night at the Civic Center, which raised nearly \$1,000 to donate to the DuPage County Animal Care and Control.

ATTACHMENTS:

- Recognition 01 Woofin Hoofin Puppypalooza (PDF)

From: Mark Franz
Sent: Monday, April 14, 2014 7:11 AM
To: Kristen Schrader; Justin Keenan
Subject: FW: Thank You For Your Support!

Thanks.

Mark



From: Mary Ladesic [mailto:woofinhoofin@gmail.com]
Sent: Saturday, April 12, 2014 5:07 PM
To: manager@glenellyninfo.org
Subject: Thank You For Your Support!

Dear Manager Franz,

On behalf of the entire Woofin & Hoofin team, we would like to thank you for allowing us to use the Civic Center gym for our Puppypalooza event that we held on March 15th. Our event turned out to be a great success for the DuPage County Animal Care and Control, and the space was perfectly sized and allowed for a wonderful night. We were able to donate nearly \$1000 to the shelter. Attached are a few photos from the event. Again, we truly appreciate your support that helped make Puppypalooza a very fun and successful night.

Sincerely,
Mary and Hannah Ladesic
Co-Presidents, Woofin & Hoofin
woofinhoofin@gmail.com







Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Recognition
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1187)

DOC ID: 1187

A grateful business thanked Bill Keel in Planning & Development for going out of his way to facilitate the work that needed to be done on the pavement outside their building.

ATTACHMENTS:

- Recognition 02 Bill Keel from Morreale Real Estate Services (PDF)

From: Karen Ciszek [mailto:KarenC@morrealeres.com]
Sent: Friday, April 18, 2014 1:44 PM
To: William Keel
Subject: Thank you from Morreale

Mr. Keel,

Thank you very much for facilitating the work that had to be done to fill in that gaping hole outside of our building!

It was filled in today and we are very grateful that you went out of your way to make it happen.

Kindest regards,



Karen Ciszek
Executive Assistant
Morreale Real Estate Services, Inc.
455 Taft Avenue
Glen Ellyn, IL 60137
630.545.5366
www.morrealeres.com

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Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Recognition
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1188)

DOC ID: 1188

Glenbard West High School sent a note to Police Chief Phil Norton thanking him for his commanding performance as their Master of Ceremonies at the Sixth Annual Spellapalooza.

ATTACHMENTS:

- Recognition 03 Chief Norton Spellapalooza (PDF)

Dear Larry

I thank you again for
your "commanding" performance
as our Master of Ceremonies
for the 5th Annual
Spellapalooza. Besides being
a community-wide event
supporting literacy, it was
a lot of fun. Thanks to you!
The funds raised are very
important to fulfilling our
mission.

Bestfully,
Joyce Nathan



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Recognition
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1189)

DOC ID: 1189

The DuPage County Emergency Telephone System Board sent a letter of thanks and sincere appreciation to the Police Department for its service and efforts in helping to facilitate the design, deployment and operation of a regional public safety voice communications network.

ATTACHMENTS:

- Recognition 04 PD Re DuPage ETSB (PDF)



EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY

Enhanced 9-1-1 Emergency Service for DuPage County
 421 N. County Farm Road Wheaton, Illinois 60187
 Main: 630-550-7743 Fax: 630-955-1130

BOARD MEMBERS:

Mr. Jerome "JR" McBride
 Chairman
 DuPage County Board Representative

Mr. Joseph Block
 Vice Chairman
 Village of Addison
 DuPage Mayors & Managers
 Conference Representative

Mrs. Gwen Henry
 DuPage County Treasurer
 Ex-Officio

Mr. Gary King
 Secretary - DuPage County Clerk
 Ex-Officio

Chief Bradley Bloom
 Hinsdale Police Department
 DuPage Chiefs of Police
 Association Representative

Mr. Martin Bourke
 Village of Bloomingdale
 DuPage Mayors & Managers
 Conference Representative

Deputy Chief James Connolly
 Westmont Fire Department
 DuPage County Fire Chiefs
 Association Representative

Mr. Gary Grasso
 DuPage County Board Representative

Mr. David Jordan
 DuPage County Sheriff's Representative

Ms. Amy J. Curtis
 Public Representative

Mr. Brian Tegtmeyer, ENP
 DuPage Public Safety Communication
 (DU-COMM) Representative

Mr. Michael G. Tillman, RPL
 Superior Air-Ground Ambulance
 Services Inc.
 Emergency Services Representative

Ms. Linda M. Zerwin
 Executive Director
 9-1-1 System Coordinator

April 9, 2014

Glen Ellyn Police Department
 Chief Phillip Norton
 535 Duane Street
 Glen Ellyn, IL 60137

Dear Phillip,

Attached to this letter is resolution ETS-021-14: Resolution acknowledging the contribution of the members of the Radio Steering Committee (RSC) and Project Manager to the Emergency Telephone System Board of DuPage County. The Radio Steering Committee was constituted on December 14, 2006 and operated through December 3, 2013, for one of DuPage ETSB's largest and most critical endeavors, *The DuPage Emergency Dispatch Interoperable Radio System (DEDIRS)*.

You are receiving this resolution as a member of the RSC.

On behalf of the current members of DuPage ETSB, please accept our thanks and sincere appreciation for your service and efforts in completing the DEDIRS mission to facilitate the design, deployment and operation of a scalable regional public safety voice communications network in order to improve the safety of our citizens and the responsiveness and the protection of our public safety officers.

Sincerely,

Jerome "JR" McBride

/lmz
 Encl.



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Recognition
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1201)

DOC ID: 1201

The Village accepts the resignation of John Kohnke, Administrative Hearing Officer, and thanks him for his service.



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Recognition
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1203)

DOC ID: 1203

The Village accepts the resignation of Nancy Fox Ardell, Ethics Officer, and thanks her for her service.



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Recognition
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1205)

DOC ID: 1205

**The Village accepts the resignation of Gary Fasules, Commissioner
of the Plan Commission, and thanks him for his service.**



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Recognition
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1190)

DOC ID: 1190

The Village Board and Management Team congratulate Paula Moritz of the Planning and Development Department who is celebrating her five-year anniversary with the Village.



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Appointment
Prepared By: Kristen Schrader

SCHEDULED

AGENDA ITEM (ID # 1199)

DOC ID: 1199

Motion to affirm the appointment of Timothy A. Armstrong by Village President Alexander W. Demos to serve as Hearing Officer and to preside over the Village Administrative Adjudication Hearings as authorized by Village Ordinance No. 5859-VC regarding Administrative Ordinance Hearing Department.

Background:

For several years now, the Village has been utilizing an Administrative Hearing process to adjudicate local parking citations. This type of in-house adjudication program is common among municipalities, and is a more cost effective means for the Village to process such citations as opposed to seeking resolution through the County system.

Issues:

Under the Village Code, the Village President appoints the Hearing Officer with the advice and consent of the Village Board. President Demos is recommending Mr. Timothy A. Armstrong for appointment to the Hearing Officer position. Mr. Armstrong has over 20 years of experience in commercial litigation, and is a long-time resident of Glen Ellyn. Moreover, Mr. Armstrong also previously served as a Village Trustee for several years, so he brings an in-depth knowledge of the Village's operations and the community as a whole.

Mr. Armstrong is currently a Partner at the law office of Berglund, Armstrong, & Mastny, P.C. in Oakbrook, Illinois. He received his law degree from John Marshal Law School in 1989, and received his B.A. in Psychology/Political Science from the University of Denver.

Recommendation:

Village President Demos is requesting Board consent to the appointment of Mr. Timothy A. Armstrong as the new Village Hearing Officer.

cc: Mark Franz, Village Manager



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Recognition
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1204)

DOC ID: 1204

Motion to affirm the appointment of Steven M. Ruffalo by Village President Alexander W. Demos to serve as Ethics Officer.



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Appointment
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1206)

DOC ID: 1206

Motion to affirm the appointment of James W. Ozog by Village President Alexander W. Demos to serve as Plan Commissioner with a term ending May 2015.

ATTACHMENTS:

- Ozog, James PC Application (PDF)

VILLAGE OF GLEN ELLYN

PERSONAL PROFILE OF APPLICANT
FOR SERVICE ON VOLUNTEER ADVISORY BOARD OR COMMISSION

Name OZOG JAMES W. Today's Date 02/19/2014
 (Last) (First) (Initial)
 Home Address 485 Montclair Glen Ellyn IL 60137
 Phone No.(s) 630 790 2426 630 248 6274 E-mail j.ozog@goldbergsegalla.com
312 572 8406
 Business Address (including name of company) Goldberg Segalla LLP, 311 South
Wacker Drive, Suite 2450, Chicago IL 60606
 Business Phone 312 572 8406 Number of Years Glen Ellyn Resident 28

EDUCATIONAL BACKGROUND AND OTHER PERTINENT EXPERIENCE

Name, Location, Etc.	From	To
Northwestern Univ. B.S.	1970	1974
Washington U. in St. Louis	1974	1977
School of Law		

CIVIC AND FRATERNAL ORGANIZATIONS AND ACTIVITIES

EVANS SCHOLARS FOUNDATION - ACTIVE ALUM
FORMER ST. PET'S CHOIR AND VOLUNTEER
GW BOOSTERS AND VOLUNTEER
VOLUNTEER PRO BONO ATTORNEY, OUR FIELD OUR TOWN, 2010-2011

BUSINESS OR PROFESSIONAL ACTIVITIES

(including type of present employment)

CURRENTLY ACTIVE DEFENSE TRIAL AND CORPORATE
ATTORNEY; ACTIVE IN MANY BAR ASSOCIATIONS;
IN-DEPTH KNOWLEDGE OF Village Code, including Zoning,
AS LEAD ATTORNEY FOR OFOT in 2010-2011.

PLEASE INDICATE VILLAGE BOARD/COMMISSION INTERESTS

POLICE & FIRE, ZONING BD OF Appeals, Bldg Board
OF Appeals, PLAN, ENVIRONMENTAL

Thank you for your interest! Please return this completed form to:

Glen Ellyn Village Clerk, 535 Duane Street, Glen Ellyn, IL 60137

(630) 547-5204 (630) 469-8849 Fax





Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Minutes
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1195)

DOC ID: 1195

March 18, 2014 Special Workshop Minutes.

ATTACHMENTS:

- Minutes 03-18-2014 Special Workshop (PDF)

Minutes**Village of Glen Ellyn Board of Trustees
Special Workshop Meeting
March 18, 2014****Call to Order**

President Demos called the meeting to order at 6:05 p.m.

Roll Call

Upon Roll Call by Clerk Galvin, Trustees Burket, Elliott, Ladesic, McGinley and O'Shea answered "Present".

Staff present: Village Manager Franz, Assistant Village Manager Stonitsch, Finance Director Wachtel, Public Works Director Hansen, Police Chief Norton, Assistant Public Works Director Buckley, Professional Engineer Minx, Utilities Superintendent Greenberg and Fleet Manager Frasco.

Also Present: Tat Skirvin, Finance Committee.

Pledge of Allegiance

President Demos asked Frank Frasco to lead the Pledge of Allegiance.

Public Works Department Budget Overview (Public Works Director Hansen)**1. Operations - General Fund**

The Public Works Department is responsible for a wide variety of programs that provide the basic services required by Village residents. The Department handles the design and construction of Village infrastructure in addition of numerous maintenance activities. The work performed in the Department includes the drinking water distribution system, sanitary sewage and storm water collection systems, streets, street signs and pavement markings, traffic signals, street lighting, public sidewalks. Central Business District landscaping and parking lots, parkway trees and snow removal operations. The management, purchase and maintenance of the entire village fleet of trucks and equipment is conducted by Public Works. As the lead agency, the Public Works Director also oversees the daily operation of Glenbard Wastewater Authority that is jointly owned and operated by the Villages of Glen Ellyn and Lombard.

Village assets maintained by the Public Works Department include:

- 86 miles of roadway,
- approx. 850 Village owned streetlights,
- approx. 15,500 parkway trees,
- approx. 4,000 street and traffic signs,
- Downtown benches and trash receptacles,
- 70 miles of storm sewer mains,
- 4,400 storm sewer inlets, basins and manholes,
- 1,265 fire hydrants,
- 147 miles of water mains,
- approx. 8,200 water service valves,
- 2 one million gallon ground level water reservoirs,

Minutes
 Special Workshop Meeting
 Glen Ellyn Village Board of Trustees
 Tuesday, March 18, 2014
 Page 2

- 2 elevated water storage tanks,
- 2 water pressure adjusting stations,
- 2 water pumping stations,
- 2 stand-by ground water wells,
- 85 miles of sanitary sewer mains,
- 4 sanitary sewer lift stations,
- 2,000 sanitary sewer manholes.

The Village has 150 tons of salt left. The cost of salt can be reduced by purchasing when there is less demand.

Salaries have been reduced in the budget by \$90,000. Some high paying positions were eliminated. Replacement employees were hired at a lower salary. Public Works is almost fully staffed. The Department has received \$225,000 in grants from CMAC via RTA and they are perusing a grant from Com Ed.

2. Capital Projects Fund – Professional Engineer Minix

Most upcoming Capital Projects are focused on the CBD. The goal is to coordinate the efforts of the Village Board and the Capital Improvements Commission to implement. Projects being considered include: streets, landscaping, over/under pass, parking lots/structures, development and sidewalk improvements. The Capital Improvements Commission is an integral part in moving forward. There is also the continuation in forming a long-term plan regarding the Lake Ellyn flooding events.

Admin & Engineering:

Assistant Director Buckley stated they will be utilizing GIS and Cartegraph. Cartegraph will require going from server based software to website based software.

Uniforms: Assistant Director Buckley stated that Public Works pays \$250 per employee to provide all office, administrative and engineering employees to wear logo shirts. The shirts are almost always worn daily and at conferences and training. Maintenance workers are provided \$600 and rarely spend it all.

Director Hansen stated that the clothing allowance is considered for safety and risk management purposes. President Demos asked if other municipalities offer less. Director Hansen responded that employees in municipalities that have union shops make more.

Trustee McGinley commented that she cannot reconcile the overtime in the budget. Assistant Director Buckley responded that is because the Department starting using Cartegraph in August. Furthermore, there is a separate line item for snow removal overtime in Operations.

Trustee O'Shea inquired about snow removal overtime. Assistant Director Buckley responded that a shift in 12 hours: 7:00 a.m. to 7:00 p.m. and 7:00 p.m. to 7:00 a.m. A normal shift is 8 hours, the extra 4 hours is overtime if it snows. Manager Franz also responded that they augment the personnel with seasonal employees. Weekend work is all overtime. One of the seasonal employees is also a seasonal for the Recreation Department. Seasonal employees are paid \$18 hour and a seasonal village employee is paid \$22.50 hourly.

Trustee Ladesic asked how this affects the Affordable Care Act. Assistant Director Buckley responded the ACA takes into consideration hours worked yearly and not weekly.

Minutes
Special Workshop Meeting
Glen Ellyn Village Board of Trustees
Tuesday, March 18, 2014
Page 3

Engineering/Consulting Fees

Trustee Elliott inquired about the fees paid to engineers and consultant, which he considers very high. Engineer Minix responded that these are referenced in the budget footnotes. Trustee McGinley asked why and Finance Director Wachtel responded in order to eliminate inter fund transfers. Finance Committee Chairman Skirvin commented that he does not like interfund transfers. Trustee Elliott remarked that he wants to make sure they are reflecting the true cost of the debt – including engineering and consulting costs.

Operations

Director Hansen commented on the goal to convert street lighting to LED on Roosevelt. There are fixture issues and they may need to remove and replace due to structural issues.

Snow operations: they want to clear faster, Director Hansen stated that Public Works was never fully staffed this season.

A short break was taken from 7:39 p.m. to 7:51 p.m.

Trustee McGinley asked about monitoring the permeable pavers.

Trustee McGinley also asked about telephone costs. Assistant Director Buckley responded that crew leaders have data phones. Utilities have a different plan as they use their phones more.

Trustee McGinley commented on the \$40,000 for flowers, including Stacey's Corners. Assistant Director Buckley responded that Stacey's Corners is charged back to the Village. The Village used perennials at the Glenwood commuter lot but residents complained about the lack of color.

Assistant Director Buckley also commented on hydrant painting. They used to use seasonal employees to paint the fire hydrants but due to the materials used, they now feel it is best to use a contractor. Utilities Superintendent Greenberg remarked this is due to OSHA requirements.

Equipment Services – Fleet Manager Frasco

Manager Frasco stated that the vehicle lifts at Public Works are over 30 years old and need to be replaced.

Public Works maintains the Village's 175 vehicles and equipment. This includes all Village Department, Glen Ellyn Volunteer Fire Company and Glenbard Wastewater Authority vehicles. The Village purchases fuel in full tanker loads.

Capital – Engineer Minix

Downtown has streetscape and roadway improvements that are extremely expensive investments with big dollars at stake. Additional projects with no dollars associated with them include: fire and police stations, parking decks and a railroad over/under pass.

Trustee McGinley asked about the quote for the railroad over/under pass. Engineer Minix responded that will go before the Board in May. Trustee McGinley said that should not be included in the budget since no dollars are associated with the project.

Minutes
Special Workshop Meeting
Glen Ellyn Village Board of Trustees
Tuesday, March 18, 2014
Page 4

Trustee O'Shea asked why capitals are in the budget – do they need to be. Director Hansen responded it is a place to start. Manager Franz responded that the Board has to prioritize. Plans do not happen overnight, projects need to be engineered and there is a purchasing process.

Trustee Elliott stated he would like to back off some of these projects until we know if we want to move forward. Manager Franz asked the Board for direction.

Trustee McGinley asked what the bottom line is for Capitals. Trustee Elliott inquired about the \$900,000 for the salt dome. Director Hansen responded that it now looks like \$700,000. Finance Chairman Skirvin responded that you cannot approve a budget without a plan. You need a context. What is the fund balance? President Demos commented that we need a budget that we can afford, we need to prioritize.

Assistant Manager Stonitsch added that the Fire Company needs an exhaust filtration at the Fire Stations. The cost is approximately \$125,000 and they are pursuing a \$90,000 FEMA grant to offset this purchase.

Assistant Manager Stonitsch added that the History Center needs a new roof and the estimate is \$35,000. Trustee Elliott offered suggestions to lower the Village's investment in the cost of the roof. Trustee Ladesic offered to assist in the process of pricing the new roof.

Adjournment

At 9:28 p.m. Trustee Elliott moved and Trustee Burket seconded the motion to adjourn. Motion carried.

Respectfully submitted,

Catherine Galvin,
Village Clerk



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Minutes
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1196)

DOC ID: 1196

March 24, 2014 Special Workshop Minutes.

ATTACHMENTS:

- Minutes 03-24-2014 Special Workshop (PDF)

Minutes**Village of Glen Ellyn Board of Trustees****Special Workshop Meeting****March 24, 2014****Call to Order**

President Demos called the meeting to order at 6:03 p.m.

Roll Call

Upon Roll Call by Clerk Galvin, Trustees Burket, Elliott, Ladesic, McGinley and O'Shea answered "Present".
Trustee

Staff present: Village Manager Franz, Assistant Village Manager Stonitsch, Assistant to the Village Manager Schrader, Finance Director Wachtel, Planning and Development Director Hulseberg, Police Chief Norton, Deputy Police Chief Action, Deputy Police Chief Holmer, Assistant Finance Director Coyle, Economic Development Coordinator Hannah, GEVFC Chief Bodony, Assistant Fire Chief Clark and GEVFC Treasurer Chereskin.

Pledge of Allegiance

President Demos asked Finance Committee Chairman Erik Ford to lead the Pledge of Allegiance.

Economic Development and Tax Increment Financing Districts (Economic Development Coordinator Hannah and Village Manager Franz)

The Economic Development Department is responsible for developing, directing and administering the economic development functions for the Village. The primary goal is to develop and execute strategies to enhance the economic viability of the Village through the implementation and oversight of programs and initiatives established by the Village Board and Village Manager that will attract new businesses and encourage expansion and retention of existing businesses to promote a stronger economic base.

Major initiatives for this short upcoming budget year:

- Raise visibility of Glen Ellyn in all media formats,
- Increase business recruitment efforts through real estate broker events,
- Launch new business handbook and supplementary tools for new and existing businesses to assist in growing their business in Glen Ellyn, and
- Reach out to existing Glen Ellyn businesses to provide insight to the benefits of the façade grant program and increase participation.

Director of Economic Development Director Hannah reviewed the 2 TIF Districts in Illinois; the Downtown TIF and the Roosevelt Road TIF. Trustee O'Shea asked for a breakdown of the costs incurred with the TIF Districts.

Director Hannah commented on the quality of life campaign: work, play, live – destination Glen Ellyn. Trustee McGinley commented on the \$50,000 budgeted for marketing. Manager Franz responded that this year they advertised on WXRT.

Minutes
 Special Workshop Meeting
 Glen Ellyn Village Board of Trustees
 Monday, March 24, 2014
 Page 2

Trustee Elliott stated that he is struggling with the amount since it is difficult to measure success. How do you gauge the value? Director Hannah responded that this is about marketing and branding; a lot is not tangible. Director Hannah further responded that with marketing and economic development you can look at the sales tax numbers, the hotel/motel numbers and the vacancy rates of the CBD which is less than 5%. Trustee Elliott asked how we compare ourselves to other communities, Director Hannah responded that it is difficult to compare as there are many variables.

Finance Committee Chairman added that sales tax numbers are really the only number to consider. It is difficult to measure, to gauge success. You need to have an element of faith and watch it all the time. Trustee McGinley stated that she would like more details behind the numbers. Trustee Ladesic commented that he hears other communities mentioned on the radio at no charge all the time and why isn't Glen Ellyn.

Trustee O'Shea commented that he is confused with the rolls that the Village, the Chamber of Commerce and the Downtown Alliance play. Are we working together in the best manner possible? Manager Franz responded that they are trying to do so and meet monthly and are always looking at ways to partner. Trustee Burket added that the success hinges on all 3 working together.

Alliance of Downtown Progress Report - Jill Foucre, Vice President of the Alliance of Downtown Glen Ellyn (Alliance) and Owner, Marcel's Culinary Experience

Ms. Foucre presented the Board with an update since last addressing the Board at the November 18, 2013 Workshop Meeting. The Alliance is requesting \$52,800 for the short budget year. The Alliance goals have not changed and have completed three events this year. The completed events are: the Indoor Sidewalk Sale, Restaurant Week (new this year) and Spa Hop. Upcoming events are the Wedding Walk and Wines and Finds. Seventy businesses are Alliance members.

The goal is to focus on all events to generate revenue. Event expenses have been reduced, especially print expenses which have been reduced by 18%. They are currently conducting a 90 day time study to evaluate if the Executive Director position can be reduced from a full time position to part time.

A new membership newsletter has been created. The summer sidewalk sale and the fall fashion show will be joint Chamber of Commerce/Alliance events.

Ms. Foucre pointed out the meaningful shift in resources. Every event has a marketing line within the event budget. Sponsorships are being sought for events; they are focusing on realtors and builders. The Alliance is working with Director Hannah on a destination marketing campaign for Glen Ellyn. "We are a support role for the Village", Jill Foucre.

Finance Committee Chairman Ford stated that the Alliance is not another organization in town doing what they do. The Alliance drives repeat shopping into downtown Glen Ellyn. The Chamber provides business to business support.

At 7:15 p.m. President Demos apologized to members of the Glen Ellyn Volunteer Fire Company who were scheduled to address the Board.

Trustee McGinley stated that the Alliance Executive Director should only be paid \$20 an hour.

Trustee Elliott asked how their success is measured overall.

Minutes
Special Workshop Meeting
Glen Ellyn Village Board of Trustees
Monday, March 24, 2014
Page 3

Ms. Foucre responded that last year the Alliance Executive Director's health insurance was eliminated and the salary has not changed since 2011. To change the budget so drastically while the Alliance is transitioning would be a significant challenge. The changes made were meaningful changes and the Alliance is gaining momentum. This could create crippling challenges when we are on the rise.

Adjournment

At 7:31 p.m. Trustee Elliott moved and Trustee O'Shea seconded the motion to adjourn. Motion carried.

Respectfully submitted,

Catherine Galvin,
Village Clerk



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Minutes
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1197)

DOC ID: 1197

March 24, 2014 Special Meeting Minutes.

ATTACHMENTS:

- Minutes 03-24-2014 Special Meeting (PDF)

**Minutes
Special Meeting
Glen Ellyn Village Board of Trustees
Monday, March 24, 2014**

Call to Order

Village President Demos called the meeting to order at 7:29 p.m.

Roll Call

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

Pledge of Allegiance

President Demos asked Bob Minix to lead the Pledge of Allegiance.

Village Recognition:

1. A resident called to compliment Crew Leader Mark Mellor and Maintenance Worker Steve Hughes of the Public Works Department for quickly clearing up a frozen water line in the street and restoring water to their home.
2. The Hadley Junior High School Drama Department sent an email to Administrative Clerk Jackie Chernesky and Custodian Dave Heighway in appreciation of their efforts in promoting their production of The Little Mermaid.
3. The Village accepts the resignation of Michael L. Cavanagh, commissioner of the Recreation Commission, and thanks him for his service.
4. The Village Board and Management Team congratulate the following employees who recently celebrated an anniversary as a Village employee:

Robert Greenberg	Public Works Department	30 Years
Arturo Acosta	Facilities Maintenance Division	10 Years

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:

Motion to approve the following items including Payroll and Vouchers totaling \$1,310,792.22:

1. Total Expenditures (Payroll and Vouchers) - \$1,310,792.22.

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

2. Resolution No. 14-02, A Resolution to Determine the Status of Minutes of Certain Executive Session Minutes Held in 2012 and 2013.

Minutes
 Special Meeting
 Glen Ellyn Village Board of Trustees
 Monday, March 24, 2013
 Page 2

3. Ordinance No. 6226-VC, An Ordinance of the Village of Glen Ellyn to Amend Various Sections of the Village Code.

4. Resolution No. 14-03, A Resolution Authorizing Adoption of the 2014 Official Zoning District Map for the Village.

A motion was made by Trustee Burket and seconded by Trustee Elliott to approve the Consent Agenda.

Upon roll call, Trustees Burket, Elliott, Ladesic, McGinley and O'Shea voted "Aye." Motion carried.

Agenda Item G - Sunset Slush Vendor Cart in Central Business District:

Since 1995, the Village Board authorized one or more license agreements to allow temporary equipment and structures on the public sidewalk in the central business district. The agreements have allowed the placement of tables and chairs, a hot dog cart, a gelato cart, and wind enclosures on downtown sidewalks. While a majority of the license agreements have been to allow tables and chairs on the public walks, the Village Board has also allowed 2 vendor carts during this timeframe. The hot dog cart has been permitted for 17 years and a gelato cart was approved for 1 year in 2009.

Erik Anderson, owner of Sunset Slush, would like to operate a portable cart for the purpose of selling Italian ice in front of the Citibank building at 444 N. Main Street from May 15 to September 15. If approved by the Village Board for this first year, his license agreement would be administratively approved in future years.

Mr. Anderson has submitted a signed license agreement, site plan, certificate of insurance, letter of authorization from the property owner, and other required documentation to allow an Italian ice cart at the northwest corner of Main and Duane Street south of the RR tracks and Prairie Path.

The DuPage County Health Department requires that the inventory be stored in an approved commissary. Mr. Anderson has made arrangements with Olive 'n Vinnie's to store his inventory and cart in their space across the street. The Health Department has approved this arrangement. Staff has raised some concerns about the location from a safety standpoint, but understands that Mr. Anderson prefers to be on Main Street, has an agreement with Citibank, and could utilize no parking/no standing /crosswalk signs to address these safety issues.

It is requested that the Village Board consider Mr. Anderson's request and make a motion to either approve, deny, or modify the license agreement for a Sunset Slush vendor cart.

President Demos recused himself from discussion as his wife owns a restaurant downtown and Trustee McGinley took over.

Director Hulseberg explained that Mr. Erik Anderson would like to open Sunset Slush from May 15 to September 15. Trustee Burket asked how many street vendors the Village has. Director Hulseberg responded the hot dog cart has been in operation for 17 years. For one year a gelato cart operated downtown. There are no regulations pertaining to street vendors. Trustee Burket responded that anyone can get one and Director Hulseberg responded that anyone can ask; it is at the discretion of the Board.

Minutes
 Special Meeting
 Glen Ellyn Village Board of Trustees
 Monday, March 24, 2013
 Page 3

Trustee Burket asked how do we limit the number of carts. Director Hulseberg responded there is not a great demand and that anyone can ask; it is at the discretion of the Board. Gia Via Sweets is a food truck that required a waiver from the Village Board to park a truck on private property to sell cupcakes. There have been no complaints about the food truck and their agreement was just renewed.

Trustee O'Shea commented on the revenue the Village would receive; a \$50 license and a onetime \$100 fee. Director Hulseberg responded the Village would also receive the sales tax revenue.

Trustee Elliott requested that this be tabled and he would like to discuss this with Attorney Mathews. The Board agreed to table.

Mr. Erik Anderson, 654 Euclid Ave., approached the Board to discuss Sunset Slush as he was told he would be permitted to speak at the meeting. Mr. Anderson and his family are partnering with two other long time Glen Ellyn families regarding this venture. After vacationing for several years they enjoyed the Sunset Slush product which is sold on the beaches in North Carolina and decided to bring Sunset Slush to Glen Ellyn, with plans to expand to Elmhurst and Wheaton if successful.

Per DuPage County Health Department regulations, the cart will be stored across the street at Olive & Vinnie's. They will be paying rent. They are looking to partner with the schools, the Park District and the library. They are community centered. If they are successful Mr. Anderson explained that they would love to have a small storefront but they would like to see if their product is well received. They are excited to bring Sunset Slush here.

Mr. Anderson explained that 3 long time Glen Ellyn families want to have a business in Glen Ellyn & they believe the downtown could use an outdoor desert option.

Trustee McGinley inquired about their timeline. Mr. Anderson responded that it will take 4-6 weeks to receive the cart once it is ordered. Everything is in place with Sunset Slush and the DuPage County Health Department pending Village Board approval. Mr. Anderson also stated they would like to start their business in Glen Ellyn and see how it goes.

Trustee Elliott commented that he is not trying to derail the project; he would like to discuss this with the Village attorney. This is tabled until the April 7 Village Board Meeting.

Manager Franz asked if staff should hold off on the renewal for the hotdog vendor. The consensus of the Board said yes.

Agenda Item H - 2011 Essex-Lake-Oak-Grand (ELOG) Drainage and Roadway Improvements Project:

Included in the project closeout package described herein are a change order form and Resolution for Village Board consideration in support of a final and balancing change order for the ELOG Drainage and Roadway Improvements Project. Construction was substantially completed in late 2011 by PirTano Construction Company of Addison. Due to continuing assessment of sanitary sewer main rehabilitation options for the pipe that drains Essex Court through private properties, the final roadway work in the court area was completed in the fall of 2013. Agreement on final

Minutes
 Special Meeting
 Glen Ellyn Village Board of Trustees
 Monday, March 24, 2013
 Page 4

quantities has been reached after negotiations between staff, the project engineers (RHMG) and contractor.

At the time of the award of the construction contract, RHMG Engineers were retained to provide construction oversight services for the project. The Board approved amount of compensation was \$175,000, including a 10% contingency.

Due to the extended length of project construction and ongoing support services provided by the engineer, RHMG has requested additional compensation above the current appropriation level for their contract. Mr. Rickert requests additional compensation of \$7,242 beyond the original Board authorization of \$175,000 to a total amount of \$182,242.

RHMG's performance on the project was very good and the firm kept in consistent and meaningful contact with both the contractor and Village staff throughout the active construction period and during the 2012-2013 timeframe. It is recommended that Amendment No. 1 to the RHMG Engineering Services Agreement for Construction Services be approved. The Amendment revises the not-to-exceed compensation level from \$159,118 (not including contingency) to \$182,242. Additional funding of \$7,242 is requested from FY-14 Capital Projects Fund, Account No. 40000 - 580160, Project No. 00702 to supplement the original contingency monies and square the funding with the total actual engineering costs.

Trustee Ladesic expressed concerns over the costs associated with contaminated soil at this site and related expenses for quarantine, testing and removal. Manager Franz responded that the total cost was \$10,516.

A motion was made by Trustee Ladesic and seconded by Trustee McGinley to approve the following with a single vote.

1. Resolution No. 14-04, A Resolution Concerning the Determination of the Glen Ellyn Village Board that Change Order Number One - Final with PirTano Construction Company, Inc. for an increase of \$22,261 is required for the Essex-Lake-Oak-Grand (ELOG) Drainage and Roadway Improvements Project for a Revised and Final Contract Cost of \$1,717,424.
2. Motion to increase the appropriation for construction phase engineering services associated with the ELOG Drainage and Roadway Improvements Project provided by RHMG Engineers in the amount of \$7,242, for a revised total appropriation of \$182,242 to be expensed to the FY14 Capital Projects Fund.
3. Motion to approve Amendment No. 1 to the services agreement with RHMG Engineers for the ELOG Drainage and Roadway Improvements Project for additional construction engineering expenses in the amount of \$23,124 resulting in a total not-to-exceed fee of \$182,242 for the work.

Upon roll call, Trustees Burket, Elliott, Ladesic, McGinley and O'Shea voted "Aye." Motion carried.

Agenda Item I. - 2014 Street Resurfacing Project: (Presented by Professional Engineer Minix):

The 2014 Street Resurfacing Project area is made up of essentially four distinct areas within the Village - two in the far north and two in the far south. The attached map identifies the subdivisions included in the project area as Derby Glen, Danby Woods, Brentwood Place, and Orchard Glen. This is the first of three major projects to be bid this construction season.

Minutes
 Special Meeting
 Glen Ellyn Village Board of Trustees
 Monday, March 24, 2013
 Page 5

A total of about 10,225 feet (1.94 miles) of roadway improvements are planned. The focus of the project is primarily to improve the pavements in these areas. However, as we perform the resurfacing, we will review and incorporate improvements to the sidewalk network, correct any deficiencies in curbs and complete minor drainage adjustments, as necessary. Project costs, including construction and construction management, are estimated to be about \$1,065,000 with approximately \$1,000,000 in construction expenses.

Bids were received on February 25, 2014 for the project. Eight contractors submitted bids with Schroeder Asphalt Services of Huntley, IL, submitting the low bid of just over \$938,000. The Schroeder bid was a mere \$2,600 less (about 0.2 percent) than the second low bid, and about 28 percent lower than the engineer's estimate of \$1,200,000.

The Village has worked with Schroeder Asphalt Services on past projects and each time has yielded a quality end product and a strengthened working relationship.

Trustee Ladesic asked if the project could be rebid to obtain a lower price. The \$50,000 engineering costs appear high and this is not a lot of roadway. A student engineer could cost \$30,000 plus benefits. Engineer Minix suggested not rebidding this project and mentioned experience as a competing factor amongst engineers.

Trustee Elliott asked if expenses could be reduced by doing some of the engineering in house. Manager Franz responded that Engineer Minix will be retiring and that they will need to conduct some successive planning.

President Demos responded that seldom will a Board request to staff up, we will always have to outsource certain engineering projects and he believes that this job was bid well.

A motion was made by Trustee McGinley and seconded by Trustee O'Shea to approve award of a construction contract to Schroeder Asphalt Services of Huntley, Illinois for improvements associated with the 2014 Street Resurfacing Project, in the amount of \$995,000 (including a 6% contingency), to be expensed to the Capital Projects Fund. This motion was amended from \$1,000,000 to \$995,000.

Upon roll call, Trustees Burket, Elliott, Ladesic, McGinley and O'Shea voted "Aye." Motion carried.

Agenda Item J. - Sanitary Sewer System Engineering Agreements: (Presented by Public Works Director Hansen):

RJN Group is an engineering consultant that specializes in sanitary sewer system improvements. The objective of the work they perform is to maximize the capacity of the sanitary sewer system by reducing storm water infiltration. Their work helps to reduce sewer back-ups in residents' basements during rain events. Based on previous work performed by RJN Group in the Village and the flood event that occurred in 2013, it was determined by RJN Group that the Village can reduce infiltration and inflow (I/I) into the sanitary sewer system that will improve the capacity of the system.

Two methods to reduce (I/I) have been recommended by RJN. One method involves dyed water flooding of cross-connected storm sewers and catch basins at 17 suspect locations previously smoke tested. Once dye testing is completed the proper repair method can be prescribed and implemented at these locations.

The other method to reduce infiltration and inflow (I/I) into the sanitary sewer system is manhole rehabilitation in the areas evaluated during the Sanitary Sewer Evaluation Surveys (SSES) performed from 2009-2012 by RJN Group

Minutes
 Special Meeting
 Glen Ellyn Village Board of Trustees
 Monday, March 24, 2013
 Page 6

(approximately 120 manholes). RJN has given a proposal to continue the engineering work to make these improvements.

Furthermore, because of the street improvements scheduled for the central business district (CBD), Management is recommending that the Village develop a specific plan to address I/I, structural, and operations and maintenance issues that may be present in the Village's central business district (CBD) sanitary and storm sewer systems.

Approximately 120 manholes have been designated as high priority for rehabilitation from the 2009-2012 SSES studies. RJN will review recommended rehabilitation methods with the Village to confirm use of the most effective approach for each manhole, based on cost, inflow and infiltration reduction, and structural improvement. This process will determine the best solution to make improvements to these manholes and oversee the work.

In addition, to the dye testing in the Central Basin, RJN will work with the Village to develop a plan for assessing of the Village sanitary and storm sewer systems within the central business district (CBD). The goal of this plan is to ensure that the assessment and any construction work identified by the assessment is completed prior to the planned improvements in the CBD.

Director Hansen commented that when the CBD improvements are underway, he does not want any surprises. This is a proactive approach and an opportunity to assess the infrastructure. Trustee Elliott responded that he considers this a high priority.

A motion was made by Trustee O'Shea and seconded by Trustee Elliott to approve award of two engineering agreements to RJN Group of Wheaton, Illinois for improvements associated with the sanitary sewer system in the amount not to exceed \$101,100 (including a \$10,000 contingency), to be expensed to the Sanitary Sewer Fund, Capital Projects Fund.

Upon roll call, Trustees Burket, Elliott, Ladesic, McGinley and O'Shea voted "Aye." Motion carried.

Agenda Item K - 2013 Village Links Improvement Project Closeout Report. (Discussion Only):

Recreation Director Matt Pekarek presented a final report on the cost of constructing facility improvements at the Village Links golf course in 2013.

Budget - On September 24, 2012 the Village Board awarded a low bid contract to E.P. Doyle & Son, Inc. of Wheaton, IL to construct improvements at the Village Links at a cost of \$5,444,000. Village Links staff planned on completing several related projects in-house at a budgeted cost of \$610,000. Design costs for architects and engineers were budgeted at \$246,000. The total project budget was \$6,300,000.

Our budgets included contingencies for the work to be done by staff and for the design costs, but after the low bid for the general contract came in much higher than expected, we did not have any funds left for any contingency in that contract. It was unreasonable to expect that we would not need a contingency for the general contract. Unexpected expenses are always encountered on a construction project, especially with a project that involved extensive excavation and building remodeling where some conditions are not known until construction is underway.

The Village Board approved the construction contract with the understanding that we would develop some contingency funds by working with the contractor to identify contract components that Village Links staff could

Minutes
 Special Meeting
 Glen Ellyn Village Board of Trustees
 Monday, March 24, 2013
 Page 7

complete at a lower cost and by value engineering other components. Construction Contract - We successfully freed up contingency funds in the general contract. During construction there were 37 additions to the contract at a cost of \$203,000, and 11 contract deductions at a savings of \$258,000.

Significant cost increases included additional excavation to compensate for poor soil (\$38,000), changes to civil engineering plans for curbing, grading and retaining wall construction (\$30,000), changes to the patio bar required by the county Health Department (\$20,000), the expansion of the trash enclosure to accommodate a fuel tank (\$11,000), a drainage repair to remedy ponding in the parking lot (\$10,000), additional top soil (\$9,200), revisions to the existing building including masonry, carpentry, staining and painting (\$8,000), tile/carpet removal and replacement in hallways between restaurant and Pro Shop (\$7,600), floor plan changes in new restaurant to use vinyl flooring instead of carpet (\$7,300).

Significant contract deductions included having staff install irrigation on the golf course and driving range (-\$140,000), relocation of a ComEd electrical transformer (-\$55,000), re-routing a sanitary sewer (-\$22,000), eliminating walls around the banquet patio (-\$8,400). (Note: some of these savings involved a cost shift to the in-house portion of the project.) When completed, the general contract cost \$54,000 less than the original bid. In-House Projects - Significant portions of the project were shifted to the Village Links staff. Village Links staff completed almost 20% of the total project value in-house. Even with that expanded scope of work the total cost of all in-house projects came in \$15,000 under the original budget.

Architect and Engineer Costs - Design costs came in \$43,000 under budget. We saved considerable money by relying on staff to monitor construction and answer contractor questions about the plans instead of having the civil engineer on site as frequently as planned. We also employed the golf course architect less than anticipated because Village Links staff did most of the golf course construction and needed less oversight. The overall project was completed \$113,000 (1.8%) under budget.

Director Pekarek thanked the Village Links staff and the volunteers of the Master Plan Steering Committee, the Guidance Group on Aesthetics, the Architectural Review Commission, the Plan Commission, Capital Improvements Commission, Finance Committee, the Recreation Commission and the Village Board – past and present.

Ponding in the parking lot led to an increase of \$10,000 for drainage repair.

Trustee O'Shea commented that this was a great job, it is a great facility. Trustee O'Shea asked if the light problems are being worked on and if some are overloaded or if it an issue with dimmers. Director Pekarek responded that the project is closed and not any issues are being addressed as warranty issues. Seven months are left on the warranty.

President Demos remarked that if something isn't working it is either due to poor design, improper installation, or due to product design. Let's use the warranties to address these issues as soon as possible.

Minutes
Special Meeting
Glen Ellyn Village Board of Trustees
Monday, March 24, 2013
Page 8

Reminders

1. The next Special Village Board Workshop is scheduled for Monday, April 7, 2014 at 6:00PM in Room 301 of the Glen Ellyn Civic Center.
2. The next Village Board Meeting is scheduled for Monday, April 14, 2014 at 7:00PM in the Galligan Board Room of the Glen Ellyn Civic Center.

Adjournment

At 8:45 p.m. a motion was made by Trustee Elliott and seconded by Trustee Burket to adjourn. Motion carried.

Respectfully submitted,

Catherine Galvin,
Village Clerk

Attachment: Minutes 03-24-2014 Special Meeting (1197 : Minutes 03-24-2014 Special Meeting)



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Minutes
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1198)

DOC ID: 1198

April 7, 2014 Special Meeting Minutes.

ATTACHMENTS:

- Minutes 04-07-2014 Special Meeting (PDF)

Minutes
Village of Glen Ellyn Board of Trustees
Special Meeting
Monday April 7, 2014

Call to Order

President Pro Tem McGinley called the meeting to order at 6:02 p.m.

Roll Call

Upon Roll Call by Clerk Galvin, Trustees Burket, Ladesic, McGinley and O'Shea answered "Present". Trustee Elliott arrived at 6:03 p.m. President Demos arrived at 6:56 p.m.

Staff present: Village Manager Franz, Assistant Village Manager Stonitsch, Finance Director Wachtel, Administrative Intern Keenan, Planning and Development Director Hulseberg, Police Chief Norton, Deputy Police Chief Action, Assistant Finance Director Coyle, Assistant Public Works Director Buckley, Professional Engineer Minix, Utilities Superintendent Greenberg, GEVFC Chief Bodony, Assistant Fire Chief Clark, GEVFC Treasurer Chereskin and Village Attorney Mathews.

Also Present: Finance Committee Chairman Ford.

Pledge of Allegiance

President Pro Tem McGinley asked Trustee Jim Burket to lead the Pledge of Allegiance.

Sunset Slush Vendor Cart in Central Business District:

At the March 24 meeting, the Village Board discussed a request by Erik Anderson with Sunset Slush to allow a portable Italian ice cart in front of the Citibank building at 444 N. Main Street. After some discussion, this item was tabled and scheduled for further consideration at the April 7 special meeting of the Village Board.

There was some discussion at the March 24 meeting about other communities' regulations related to vendor carts and some Trustees suggested that the Village should take a broader look at the issue. There has not historically been a large demand for vendor carts in Glen Ellyn. Therefore, specific regulations for vendor carts are not contained in the Village Code. Instead, Chapter 8 of the Code simply requires approval of a license agreement to allow vendor carts to operate in the public right-of-way. Among other things, the standard license agreement requires that a 5-foot wide area be maintained on the sidewalk free of any obstructions, that trash receptacles be provided and that the applicant maintain liability insurance with the Village being named an additional insured.

The proposed license agreement for Sunset Slush would be valid until December 31 of this year. Therefore, one option would be to approve the proposed license agreement for the 2014 calendar year during which time staff could research potential vendor cart regulations. This would not be unlike the one-year agreement previously entered into for the gelato cart. It would also allow staff time to develop proposed regulations specific to vendor carts and give the Board a chance to consider the issue without delaying action on the current application. Some of the regulations that staff has found in other Codes that the Board may want to consider as part of a potential vendor cart Ordinance include such things as establishing a maximum number of available licenses, giving preference to existing businesses and establishing a minimum distance from which vendor carts would need to be located from restaurants.

Minutes
 Regular Board Meeting
 Glen Ellyn Village Board of Trustees
 Monday, April 7, 2014
 Page 2

Trustee Ladesic expressed safety concerns with the location near the railroad tracks and backing up traffic. Trustee Burket also expressed safety concerns. Chief Norton expressed his concerns. Trustee Burket would like to see Sunset Slush at another location that would be safer. Trustee O'Shea responded this could not be any different than parents dropping their kids off at Einstein's bagels across the street.

Mr. Erik Anderson, 654 Euclid, Glen Ellyn expressed his willingness to locate to an area deemed safer. Mr. Anderson originally thought he needed to find a location on a private sidewalk – that is why he approached Citibank but would be willing to move near Olive & Vinnie's across the street. Trustee Elliott asked how this would be safer. Trustee Ladesic responded it would be different due to safety concerns and the flow of traffic. The Board was polled and reached a consensus on relocating. Trustee Elliott suggested that the Board move forward to approve the petitioner's request.

Trustee Burket responded that he wants to discuss the location now. Manager Franz recommended they approve but develop regulations. They need to discuss the threshold number of vendors, how close to a restaurant and allow existing restaurants a first shot at carts. Trustee Elliott agreed that the Village needs criteria in place.

Mr. Joe Snellgrove, Heaven-Lee Hot Dogs, 526 Crescent Street, Glen Ellyn approached the Board to inquire about his status with the Village. Mr. Snellgrove heard that his permit is being held up. Manager Franz responded that the Village is creating an Ordinance and putting regulations in place that will affect him. Mr. Snellgrove responded that in 2010 the State of Illinois passed regulations and he pays the same state fees and taxes as a restaurant. Mr. Snellgrove added that he pays sales tax.

Trustee Burket asked if he is on private property. Mr. Snellgrove responded that he pays rent for the sidewalk space he utilizes on private property. Trustee O'Shea commented that the agreement should not change this year; any changes should not take place until next year.

A motion was made by Trustee Elliott and seconded by Trustee Clark to consider a license agreement with Sunset Slush to allow for a vendor cart to serve Sunset Slush products in the Central Business District.

Upon roll call, Trustees Clark, Elliott, McGinley and O'Shea voted "Aye."

Trustees Burket and Ladesic voted "Nay".

Motion carried.

Agenda Item F. Fire Department - GEVFC Chief Bodony and Finance Director Wachtel

1. Fire Services Fund
2. General Fund
 - a. Emergency Medical Services
 - b. Fire Department
3. Volunteer Fire Company Budget
 - a. GEVFC 2014 Operating Budget

The Fire SSA and the Ambulance Service Charge used to be in the General Fund. This will be moving into the newly created Fire Services Fund. The SSA funds will be used for the vehicles.

Minutes
 Regular Board Meeting
 Glen Ellyn Village Board of Trustees
 Monday, April 7, 2014
 Page 3

Trustee Elliott inquired about the SSA and the EAV and commented that he wants to make sure that the fees are fair and that Glen Ellyn residents are not overburdened.

Chief Bodony explained that the Fire Company has a committee system. The Finance committee meets with all of the committees. Needs vs. wants are determined, spending is determined by their revenue stream and any surplus is put aside for the vehicles. Over the last few years the reserves were worked down as one quarter of the residents were providing the revenue stream for the GEVFC. Chief Bodony also explained that most of the members purchase their own uniforms; the exception is their turn out gear.

The Fire Company has allocated half a million from their reserves for the purchase of new pumpers. Trustee O'Shea commented that this seems like a fair budget and hopes they can bring back some of the social programs for volunteers.

Chief Bodony thanked the Board for their support and for what they are doing and have done to create a better revenue stream.

Trustee McGinley asked if their budget had an increase for I.T. Chief Bodony responded yes, that the Fire Company needs a new server.

President Demos commented that he is happy with the Fire Company budget; and he appreciates the efforts of the GEVFC. Manager Franz informed the Board that the Intergovernmental Agreement between the Village and the GEVFC will be brought before the Board at the April 21 meeting.

G. Recreation Department - Recreation Director Matt Pekarek

Trustee O'Shea asked if they should have had a ten year plan for the Links prior to starting the construction project. Director Pekarek responded that was done before the Board approved. Manager Franz responded that the Finance Committee provided assistance with the ten year plan. Trustee Ladesic asked what the total sales have been since the restaurant opened. Trustee Elliott stated that he would like to see a monthly report detailing the restaurant operations. Finance Committee Chairman Ford added that drilling down on the reporting will provide a higher level of detail.

Trustee O'Shea asked if the restaurant is running as efficiently as possible. Director Pekarek responded that they are trying different things such as the Sunday Brunch. Trustee Ladesic asked if any weddings are scheduled. Director Pekarek responded that 2 weddings are scheduled. Trustee Ladesic mentioned that he would like to see more weddings at the Links. Trustee O'Shea responded that they will never get any large weddings as the banquet room is too small.

Manager Franz commented that part of the reason the Links remodel was done was due to the facility falling apart. Trustee McGinley responded the Village needs the Links to be a year round profit center. Director Pekarek responded that public golf courses throughout DuPage County used tax dollars for their remodels and expansions. The Village used a different model and did not utilize tax dollars. Their projections have been modest.

President Demos stated he would like to see reports from the Links on a monthly basis. Trustee Elliott added that he would like to see their revenue and projection. Trustee O'Shea commented that this is a make or break year for the Links.

Minutes
 Regular Board Meeting
 Glen Ellyn Village Board of Trustees
 Monday, April 7, 2014
 Page 4

Director Pekarek also discussed the Links marketing. The Maude Group has provided assistance with signage, templates for brochures and outings and dining. They need to increase their marketing.

A short break was taken from 8:25 p.m. to 8:48 p.m.

H. Public Works Department - Assistant Director of Public Works Dave Buckley

1. Water and Sewer Fund
2. Motor Fuel Tax Fund
3. Parking Fund

The Water and Sewer Fund is based on usage and projections. They audit to look for ways to reduce usage. Their next budget will include a leak detection service. Trustee Elliott asked about loss. Utilities Superintendent Greenberg responded that the current loss is approximately 10%. Some of that loss can be attributed and tracked with water main breaks. Assistant Director Buckley added that there is a water main that runs under Illinois Route 53 and the DuPage River. The project to re-line this water main will be contracted out.

President Demos asked if the Village's buildings are metered. Utilities Superintendent Greenberg responded that they are.

Assistant Director Buckley commented that since they have started in house televising, 10 miles have been televised; 3.25 miles have been cleaned.

With regards to flooding, they are considering a rear yard cost share initiative. That is not in the current budget, but a possibility in the future.

With regards to travel, Utilities Superintendent Greenberg stated that they are required to attend water and sewer classes to maintain licenses. The electricians require training for process controls.

Costs associated with maintenance of the right of way after a water main breaks include: material, gravel, concrete or asphalt, soil testing, spoil hauling and landscaping.

Utilities Superintendent Greenberg addressed the fire hydrants. The Village owns 1,258 hydrants. 300 hydrants are due to be painted, repaired or replaced this year.

The RTU is their largest equipment expenditure. It has been running for 23 years and is no longer supported. Public Works will be moving to an Allen-Bradley. Sixty-three percent of water departments are now using Allen-Bradley. The cost includes labor and hardware.

Engineer Minix addressed the 15-18 parking lots and the Parking Fund. Assistant Director Buckley stated that they will conduct a rate study in order to evaluate revenue. The MFT will be utilized to evaluate costs of salt, salt storage and street lighting.

Minutes
 Regular Board Meeting
 Glen Ellyn Village Board of Trustees
 Monday, April 7, 2014
 Page 5

I. Administration Department - Administrative Intern Justin Keenan

1. Solid Waste Fund

Some of the budgeted funds are for totter replacement. Toters have not needed replacement as often as thought. They are looking to replace approximately 10 of the 50-60 garbage cans in the CBD this year at a cost of \$4,500.

Trustee McGinley asked about purchasing a Big Belly for the same price as replacing the 10; this is solar powered and compacts as well. One could be purchased in this budget year as a trial with additional added over time.

Reminders

1. A Special Village Board Workshop is scheduled for Thursday, April 10, 2014 at 6:00PM in Room 301 of the Glen Ellyn Civic Center.
2. A Regular Village Board Meeting is scheduled for Monday, April 14, 2014 at 7:00PM in the Galligan Board Room, with a Special Workshop beginning at 6:00PM in Room 301 of the Glen Ellyn Civic Center.

Adjournment

At 10:10 p.m. a Motion was made by Trustee Clark and seconded by Trustee Burket to adjourn to Executive Session for the purpose of discussing the appointment, employment, compensation, discipline, performance or dismissal of specific employees and adjourning thereafter without returning to open session.

Upon roll call, Trustees Burket, Clark, Elliott, Ladesic, McGinley and O'Shea voted "Aye." Motion carried.

Respectfully submitted,

Catherine Galvin,
 Village Clerk

Attachment: Minutes 04-07-2014 Special Meeting (1198 : Minutes 04-07-2014 Special Meeting)



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Vouchers
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1191)

DOC ID: 1191

Total Expenditures (Payroll and Vouchers) - \$1,697,638.51.
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.

ATTACHMENTS:

- Vouchers 04-28-2014 (PDF)

**Approval of Vouchers
For the Village Board Meeting of April 28, 2014**

EXPENDITURES:

Accounts Payable Warrant 0414-2	4/11/2014	\$	243,469.38	
Accounts Payable Warrant 0414-3	4/18/2014	\$	591,381.62	
Sub-Total		\$	834,851.00	Warrant Total \$ 834,851.00

PAYROLL EXPENDITURES

	<u>April 4, 2014</u>	<u>April 18, 2014</u>	
Net Employee Payroll Checks	\$255,631.95	\$263,052.31	
Employee & Employer Payroll Deductions:			
Employee Deductions*	125,552.31	128,978.81	
IMRF - Employer contribution	23,594.66	24,057.81	
Social Security/Medicare Tax Withheld - Employer portion	20,741.12	21,178.54	
Total Payroll	\$ 425,620.04	\$ 437,267.47	\$ 862,787.51
			GRAND TOTAL \$ 1,697,638.51

* 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.

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VILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG
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WARRANT: 0414-2

TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE VOUCHER PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
1641 AUTO BODY TECHNIQUES 48305 03/13/14 INVOICE: 41014		211178	P	04/11/14	134000	520935	IMPOUND FEES
VENDOR TOTALS	580.00 YTD INVOICED					580.00 YTD PAID	160.00
6393 RAZORBACK HOLDINGS, LLC 48303 03/13/14 INVOICE: 2000374		211179	P	04/11/14	134000	530105	OPERATING SUPPLIES
VENDOR TOTALS	1,263.70 YTD INVOICED					1,263.70 YTD PAID	249.95
8798 ANTHONY F ALBERGO 48257 04/02/14 INVOICE: CR040814		211180	P	04/11/14	1000	450100	POLICE ORDINANCE FINES
VENDOR TOTALS	50.00 YTD INVOICED					50.00 YTD PAID	50.00
7263 ALL SOURCE INDUSTRIES, INC 48304 03/31/14 INVOICE: 2257		211181	P	04/11/14	143200	530105	OPERATING SUPPLIES
48304 03/31/14 INVOICE: 2257		211181	P	04/11/14	50100	530105	OPERATING SUPPLIES
48304 03/31/14 INVOICE: 2257		211181	P	04/11/14	50200	530105	OPERATING SUPPLIES
VENDOR TOTALS	2,307.33 YTD INVOICED					2,307.33 YTD PAID	136.52
1107 AMERICAN EXPRESS 468973 04/08/14 INVOICE: AMEXFEE-7		12984	W	04/11/14	50100	520835	BANKING SERVICES
468973 04/08/14 INVOICE: AMEXFEE-7		12984	W	04/11/14	50200	520835	BANKING SERVICES
468973 04/08/14 INVOICE: AMEXFEE-7		12984	W	04/11/14	54000	520835	BANKING SERVICES
950556 04/08/14 INVOICE: AMEXVGE-59		12988	W	04/11/14	50100	520835	BANKING SERVICES
950556 04/08/14 INVOICE: AMEXVGE-59		12988	W	04/11/14	50200	520835	BANKING SERVICES
950556 04/08/14 INVOICE: AMEXVGE-59		12988	W	04/11/14	54000	520835	BANKING SERVICES
AMEX-109 04/08/14 INVOICE: AMEXREC-60		12987	W	04/11/14	55720	520810	CREDIT CARD FEES
AMEX-109 04/08/14 INVOICE: AMEXREC-60		12987	W	04/11/14	55730	520810	CREDIT CARD FEES
AMEX-109 04/08/14 INVOICE: AMEXREC-60		12987	W	04/11/14	55750	520810	CREDIT CARD FEES
VENDOR TOTALS	15,734.06 YTD INVOICED					15,734.06 YTD PAID	2.34
8803 ENOCH ANDERSON							2.34
							2.35
							651.81
							45.26
							63.37
							916.75

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

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WARRANT: 0414-2

TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE VOUCHER PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
48295 INVOICE: 48295	04/09/14	211182	P	04/11/14	540	120210	56.11
VENDOR TOTALS		56.11	YTD INVOICED			56.11	YTD PAID
64 ASSOCIATED SALES AND BAG COMPANY							
48306 INVOICE: N295710	04/03/14	211183	P	04/11/14	143200	530105	56.11
48306 INVOICE: N295710	04/03/14	211183	P	04/11/14	50100	530105	55.92
48306 INVOICE: N295710	04/03/14	211183	P	04/11/14	50200	530105	55.92
VENDOR TOTALS		167.76	YTD INVOICED			167.76	YTD PAID
71 AUTO TRUCK , INC.							
48307 INVOICE: 1223106	03/26/14	211184	P	04/11/14	65000	570155	2,966.00
VENDOR TOTALS		3,122.38	YTD INVOICED			3,122.38	YTD PAID
8437 B & F CONSTRUCTION CODE SERVICES, INC							
48308 INVOICE: 38983	04/04/14	211185	P	04/11/14	126000	521048	1,611.51
VENDOR TOTALS		62,785.27	YTD INVOICED			62,785.27	YTD PAID
6950 BUILDING & FIRE CODE ACADEMY							
48309 INVOICE: 48940	03/31/14	211186	P	04/11/14	126000	520620	315.00
VENDOR TOTALS		665.00	YTD INVOICED			665.00	YTD PAID
1003 BURNS & MCDONNELL ENGINEERING CO.							
48258 INVOICE: 68035-16	03/20/14	211187	P	04/11/14	40000	580160	25,624.28
48259 INVOICE: 68035-15	02/27/14	211187	P	04/11/14	40000	580160	5,431.06
VENDOR TOTALS		89,463.91	YTD INVOICED			89,463.91	YTD PAID
120 CANON SOLUTIONS AMERICA, INC							
48312 INVOICE: 4012514286	04/01/14	211188	P	04/11/14	121200	520975	83.82
VENDOR TOTALS		18,519.59	YTD INVOICED			18,519.59	YTD PAID
128 CARQUEST AUTO PARTS OF WHEATON IL, INC							
48317 INVOICE: 1603-173271	03/03/14	211189	P	04/11/14	65000	530300	12.12
48318 INVOICE: 03/04/14	03/04/14	211189	P	04/11/14	65000	530310	4.31

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

WARRANT: 0414-2

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TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

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04/18/2014 12:43
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WARRANT: 0414-2

TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
48344 INVOICE: 1603-174273	03/27/14			211189	P	04/11/14	65000 530310	PARTS PURCHASED	6.86
VENDOR TOTALS	11,287.84	YTD INVOICED					11,287.84	YTD PAID	
1854 CARTEGRAPH SYSTEMS INC. 48311 INVOICE: R-0914314	01/02/14			211190	P	04/11/14	50100 521055	PROFESSIONAL SERVICES - 0	9,979.55
VENDOR TOTALS	22,371.90	YTD INVOICED					22,371.90	YTD PAID	9,979.55
137 CDW GOVERNMENT, INC. 48262 INVOICE: KS93394	03/26/14			211191	P	04/11/14	121400 520975	MAINTENANCE-EQUIPMENT	225.00
VENDOR TOTALS	15,127.93	YTD INVOICED					15,127.93	YTD PAID	225.00
6043 CHICAGO PARTS & SOUND LLC 48310 INVOICE: 585934	04/08/14			211192	P	04/11/14	65000 530310	PARTS PURCHASED	49.79
48313 INVOICE: 585932	04/08/14			211192	P	04/11/14	65000 530310	PARTS PURCHASED	53.88
48314 INVOICE: 586241	04/09/14			211192	P	04/11/14	65000 530310	PARTS PURCHASED	213.32
48315 INVOICE: 584782	04/02/14			211192	P	04/11/14	65000 530310	PARTS PURCHASED	73.20
48316 INVOICE: 585091	04/03/14			211192	P	04/11/14	65000 530310	PARTS PURCHASED	93.52
VENDOR TOTALS	9,854.97	YTD INVOICED					9,872.97	YTD PAID	483.71
8797 STACIE GOSEN CHIU 48260 INVOICE: TXR040814	04/07/14			211193	P	04/11/14	4000 410600	REAL ESTATE TRANSFER TAX	417.00
VENDOR TOTALS	417.00	YTD INVOICED					417.00	YTD PAID	417.00
3640 ROBERT CVENGROS 48261 INVOICE: 40814	04/04/14			211194	P	04/11/14	40000 580160	12001 STREET IMPROVEMENTS	75.00
VENDOR TOTALS	75.00	YTD INVOICED					75.00	YTD PAID	75.00
204 DAILY HERALD 48346 INVOICE: T4368386	03/21/14			211195	P	04/11/14	126000 520905	PRINTING	109.25
48347 INVOICE: T4368384	03/21/14			211195	P	04/11/14	126000 520905	PRINTING	150.65
VENDOR TOTALS	7,878.65	YTD INVOICED					7,878.65	YTD PAID	259.90

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
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PAID WARRANT REPORTPG 5
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WARRANT: 0414-2

TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
241 DU-COMM 48264 INVOICE: 15141	04/01/14			211196	P	04/11/14	135000 520920	DU-COMM	33,100.25
VENDOR TOTALS		536,218.73	YTD INVOICED				536,218.73	YTD PAID	
8796 JASON DUDISH-POULSEN 48263 INVOICE: TXR040814	04/07/14			211197	P	04/11/14	4000 410600	REAL ESTATE TRANSFER TAX	2,118.00
VENDOR TOTALS		2,118.00	YTD INVOICED				2,118.00	YTD PAID	2,118.00
1979 DUPAGE COUNTY EMERGENCY MANAGEMENT 48345 INVOICE: 41014	04/07/14			211198	P	04/11/14	134000 520600	DUES-SUBSCRIPTIONS-REG FE	20.00
VENDOR TOTALS		20.00	YTD INVOICED				20.00	YTD PAID	20.00
8327 ETS CORPORATION 48294 INVOICE: ETSREC-12 48294 INVOICE: ETSREC-12 48294 INVOICE: ETSREC-12	04/08/14			12989	W	04/11/14	55720 520810	CREDIT CARD FEES	2,488.93
VENDOR TOTALS		49,886.20	YTD INVOICED				49,886.20	YTD PAID	2,903.75
291 EUCLID BEVERAGE, LTD 48348 INVOICE: 8177815203	04/03/14			211199	P	04/11/14	55730 530400	BEER AND WINE	395.25
VENDOR TOTALS		39,522.25	YTD INVOICED				39,522.25	YTD PAID	395.25
1726 BRIDGESTONE RETAIL OPERATIONS, LLC 48349 INVOICE: 206173	04/09/14			211200	P	04/11/14	65000 530315	TIRES	667.64
VENDOR TOTALS		7,771.97	YTD INVOICED				7,771.97	YTD PAID	667.64
311 THE TERRAMAR GROUP, INC 48265 INVOICE: 59964 48350 INVOICE: 60003	03/31/14			211201	P	04/11/14	65000 570155	VEHICLES	98.71
VENDOR TOTALS		8,213.49	YTD INVOICED				8,213.49	YTD PAID	116.98
4739 GORDON FOOD SERVICE, INC. 48351 INVOICE: 156080550	04/02/14			211202	P	04/11/14	55730 530420	FOOD/RESALE	370.51

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
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PAID WARRANT REPORTPG 6
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WARRANT: 0414-2

TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION
48351 INVOICE: 156080550	04/02/14			211202	P	04/11/14	55730 530105	OPERATING SUPPLIES
VENDOR TOTALS				15,775.61	YTD INVOICED		15,775.61	YTD PAID
368 GRACE LUTHERAN CHURCH								
48352 INVOICE: GRACE-31	04/11/14			211203	P	04/11/14	121500 521055	PROFESSIONAL SERVICES - O
48352 INVOICE: GRACE-31	04/11/14			211203	P	04/11/14	121500 521195	TELECOMMUNICATIONS
VENDOR TOTALS				8,100.00	YTD INVOICED		8,100.00	YTD PAID
8458 GREENSCAPE HOMES, LLC								
48298 INVOICE: 48298	04/09/14			211204	P	04/11/14	540 120210	ACCOUNTS REC'D - UTILITY BI
VENDOR TOTALS				127.14	YTD INVOICED		127.14	YTD PAID
2081 HAMPTON, LENZINI AND RENWICK, INC.								
48266 INVOICE: 20140235	03/11/14			211205	P	04/11/14	40000 580160	GLENWOOD-ARBOR-RIDGEWOOD
48266 INVOICE: 20140235	03/11/14			211205	P	04/11/14	50100 580100	GLENWOOD-ARBOR-RIDGEWOOD
48266 INVOICE: 20140235	03/11/14			211205	P	04/11/14	50200 580100	GLENWOOD-ARBOR-RIDGEWOOD
VENDOR TOTALS				74,667.45	YTD INVOICED		74,667.45	YTD PAID
8805 HARI SUBS DBA JERSEY MIKE'S SUBS								
48297 INVOICE: 48297	04/09/14			211206	P	04/11/14	500 120210	ACCOUNTS REC'D - UTILITY BI
VENDOR TOTALS				2.24	YTD INVOICED		2.24	YTD PAID
3364 JAMES & KRISTIN HARRINGTON								
48353 INVOICE: VR041014	04/07/14			211207	P	04/11/14	1000 420100	VEHICLE LICENSES
VENDOR TOTALS				70.00	YTD INVOICED		70.00	YTD PAID
8696 MICHAEL HAYES								
48356 INVOICE: 41014	04/09/14			211208	P	04/11/14	55730 520904	ENTERTAINMENT
VENDOR TOTALS				900.00	YTD INVOICED		900.00	YTD PAID
4547 HD SUPPLY WATERWORKS, LTD.								
48268 INVOICE: C170618	03/20/14			211209	P	04/11/14	50100 521025	MAINTENANCE-VALVES
48268	03/20/14			211209	P	04/11/14	50100 521020	MAINTENANCE-HYDRANTS

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

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PAID WARRANT REPORTPG 7
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WARRANT: 0414-2

TO FISCAL 2014/12 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: C170618								
48269 03/26/14				211209	P	04/11/14	50100	521025 MAINTENANCE-VALVES
INVOICE: C188002								
48269 03/26/14				211209	P	04/11/14	50100	521020 MAINTENANCE-HYDRANTS
INVOICE: C188002								
VENDOR TOTALS				14,456.76	YTD INVOICED		14,456.76	YTD PAID
6405 HIGHLAND BAKING CO								
48357 03/31/14				211210	P	04/11/14	55730	530420 FOOD/RESALE
INVOICE: 642679								
48358 04/08/14				211210	P	04/11/14	55730	530420 FOOD/RESALE
INVOICE: 646632								
48359 04/07/14				211210	P	04/11/14	55730	530420 FOOD/RESALE
INVOICE: 646150								
48360 04/05/14				211210	P	04/11/14	55730	530420 FOOD/RESALE
INVOICE: 645267								
48361 04/04/14				211210	P	04/11/14	55730	530420 FOOD/RESALE
INVOICE: 644625								
48362 04/03/14				211210	P	04/11/14	55730	530420 FOOD/RESALE
INVOICE: 644008								
VENDOR TOTALS				16,515.11	YTD INVOICED		16,515.11	YTD PAID
7516 HILL MECHANICAL SERVICE								
48354 02/06/14				211211	P	04/11/14	121300	520970 MAINTENANCE-BUILDING & GR
INVOICE: 211646								
48355 02/13/14				211211	P	04/11/14	121300	520970 MAINTENANCE-BUILDING & GR
INVOICE: 211989								
VENDOR TOTALS				9,772.78	YTD INVOICED		9,772.78	YTD PAID
8801 SCOTT HOPPER								
48267 03/30/14				211212	P	04/11/14	550	120225 EXCHANGE CLEARING - RBC R
INVOICE: GR040814								
VENDOR TOTALS				315.00	YTD INVOICED		315.00	YTD PAID
422 ILLINOIS SECRETARY OF STATE								
48271 04/04/14				211213	P	04/11/14	65000	530305 LICENSE PLATES
INVOICE: 40814								
48272 04/04/14				211214	P	04/11/14	65000	530305 LICENSE PLATES
INVOICE: 40814-1								
VENDOR TOTALS				1,701.00	YTD INVOICED		1,701.00	YTD PAID
426 ILLINOIS STATE POLICE								
48363 03/31/14				211215	P	04/11/14	121100	521055 PROFESSIONAL SERVICES - O
INVOICE: 41014								

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 8
appdwari

WARRANT: 0414-2

TO FISCAL 2014/12 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		2,388.50	YTD INVOICED			2,388.50	YTD PAID	94.50
8799 ROBERT KLOSKOWSKI								
48270	03/29/14		211216	P	04/11/14	143200	OPERATING SUPPLIES	97.90
INVOICE: 1457								
VENDOR TOTALS		97.90	YTD INVOICED			97.90	YTD PAID	97.90
1127 JAMES J BENES AND ASSOCIATES, INC.								
48364	03/31/14		211217	P	04/11/14	100	ESCROWS - DEVELOPER DEPOS	732.79
INVOICE: 1115.038								
48365	03/31/14		211217	P	04/11/14	100	ESCROWS - DEVELOPER DEPOS	185.31
INVOICE: 1115.039								
VENDOR TOTALS		21,163.83	YTD INVOICED			21,163.83	YTD PAID	918.10
7606 JR'S AUTO TOWING, INC								
48366	04/06/14		211218	P	04/11/14	134000	IMPOUND FEES	160.00
INVOICE: 18022								
VENDOR TOTALS		1,335.00	YTD INVOICED			1,335.00	YTD PAID	160.00
612 KONICA MINOLTA BUSINESS SOLUTIONS INC								
48367	04/01/14		211219	P	04/11/14	143100	MAINTENANCE-EQUIPMENT	273.94
INVOICE: 250607728								
VENDOR TOTALS		2,919.86	YTD INVOICED			2,919.86	YTD PAID	273.94
7190 LEADSONLINE, LLC								
48394	03/01/14		211220	P	04/11/14	134000	DUES-SUBSCRIPTIONS-REG FE	1,492.00
INVOICE: 227178								
VENDOR TOTALS		1,492.00	YTD INVOICED			1,492.00	YTD PAID	1,492.00
546 LEN'S ACE HARDWARE, INC.								
48368	03/03/14		211221	P	04/11/14	65000	OPERATING SUPPLIES	15.29
INVOICE: 58285								
48368	03/03/14		211221	P	04/11/14	65000	PARTS PURCHASED	4.48
INVOICE: 58285								
48369	03/03/14		211221	P	04/11/14	65000	PARTS PURCHASED	2.24
INVOICE: 58286								
48370	03/04/14		211221	P	04/11/14	50200	OPERATING SUPPLIES	6.29
INVOICE: 58304								
48371	03/07/14		211221	P	04/11/14	50200	OPERATING SUPPLIES	32.36
INVOICE: 58350								
48372	03/07/14		211221	P	04/11/14	143200	OPERATING SUPPLIES	7.19
INVOICE: 58354								
48373	03/11/14		211221	P	04/11/14	50200	MAINTENANCE-STORM SEWERS	13.74
INVOICE: 58410								
48374	03/13/14		211221	P	04/11/14	50100	OPERATING SUPPLIES	114.40

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 9
appdwarr

WARRANT: 0414-2

TO FISCAL 2014/12 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: 48375	03/13/14	58434		211221	P	04/11/14	121300	OPERATING SUPPLIES
INVOICE: 48376	03/13/14	58441		211221	P	04/11/14	50100	OPERATING SUPPLIES
INVOICE: 48377	03/14/14	58457		211221	P	04/11/14	50200	OPERATING SUPPLIES
INVOICE: 48378	03/14/14	58460		211221	P	04/11/14	50100	OPERATING SUPPLIES
INVOICE: 48379	03/14/14	58462		211221	P	04/11/14	50100	OPERATING SUPPLIES
INVOICE: 48380	03/17/14	58506		211221	P	04/11/14	50200	OPERATING SUPPLIES
INVOICE: 48381	03/18/14	58517		211221	P	04/11/14	50100	OPERATING SUPPLIES
INVOICE: 48382	03/19/14	58530		211221	P	04/11/14	50100	OPERATING SUPPLIES
INVOICE: 48383	03/19/14	58536		211221	P	04/11/14	143200	MAINTENANCE-STREET LIGHTS
INVOICE: 48384	03/21/14	58585		211221	P	04/11/14	143200	OPERATING SUPPLIES
INVOICE: 48385	03/21/14	58587		211221	P	04/11/14	50100	MAINTENANCE-OTHER
INVOICE: 48386	03/21/14	58589		211221	P	04/11/14	143200	OPERATING SUPPLIES
INVOICE: 48387	03/21/14	58591		211221	P	04/11/14	50100	MAINTENANCE-OTHER
INVOICE: 48388	03/21/14	58593		211221	P	04/11/14	50100	MAINTENANCE-OTHER
INVOICE: 48389	03/24/14	58614		211221	P	04/11/14	143200	OPERATING SUPPLIES
INVOICE: 48390	03/24/14	58615		211221	P	04/11/14	143200	OPERATING SUPPLIES
INVOICE: 48391	03/26/14	58670		211221	P	04/11/14	50200	OPERATING SUPPLIES
INVOICE: 48392	03/28/14	58714		211221	P	04/11/14	50200	OPERATING SUPPLIES
INVOICE: 48393	03/31/14	58758		211221	P	04/11/14	50200	OPERATING SUPPLIES
VENDOR TOTALS							11,665.15	YTD INVOICED
644 NETTOYER, INC.							11,665.15	YTD PAID
48275	03/31/14			211222	P	04/11/14	65000	REPAIRS-CONTRACTUAL/LABOR
INVOICE: 7010							521180	
VENDOR TOTALS							3,640.60	YTD INVOICED
562 M.E.SIMPSON CO., INC.							3,640.60	YTD PAID

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

4.40
9.89
8.09
25.19
-25.19
17.99
27.83
3.58
32.36
4.70
11.83
32.38
18.89
-18.89
6.11
23.63
9.88
18.42
4.66
13.64425.38
375.60
375.60

04/18/2014 12:43
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 10
appdwarr

WARRANT: 0414-2

TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
48273 INVOICE: 25223 48274 INVOICE: 25257	03/21/14 25223 03/25/14 25257			211223 211223	P P	04/11/14 04/11/14	50100 50100	PROFESSIONAL SERVICES - O PROFESSIONAL SERVICES - O	715.00 450.00
VENDOR TOTALS		13,495.00	YTD INVOICED				13,495.00	YTD PAID	1,165.00
8807 MARY LINDA KEEFE 2007 TRUST 48300 INVOICE: 48300	04/09/14 48300			211224	P	04/11/14	540	ACCOUNTS RECV - UTILITY BI	25.83
VENDOR TOTALS		25.83	YTD INVOICED				25.83	YTD PAID	25.83
7982 S & C MATCO TOOLS, INC 48398 INVOICE: 15729	04/07/14 15729			211225	P	04/11/14	65000	OPERATING SUPPLIES	453.69
VENDOR TOTALS		1,515.82	YTD INVOICED				1,515.82	YTD PAID	453.69
6009 MERCHANT WAREHOUSE 967260 INVOICE: MERCH-60 967260 INVOICE: MERCH-60 967260 INVOICE: MERCH-60	04/08/14 967260 04/08/14 967260 04/08/14 967260 04/08/14			12986 12986 12986	W W W	04/11/14 04/11/14 04/11/14	50100 50200 54000	BANKING SERVICES BANKING SERVICES BANKING SERVICES	1,108.28 1,108.28 1,108.27
VENDOR TOTALS		26,108.19	YTD INVOICED				26,108.19	YTD PAID	3,324.83
8668 MID-WEST INSTITUTIONAL FOODS DISTRIBUTORS, INC 48395 INVOICE: 167157 48396 INVOICE: 168528 48397 INVOICE: 168840	04/03/14 167157 04/07/14 168528 04/07/14 168840			211226 211226 211226	P P P	04/11/14 04/11/14 04/11/14	55730 55730 55730	FOOD/RESALE FOOD/RESALE FOOD/RESALE	345.52 382.71 41.73
VENDOR TOTALS		6,361.55	YTD INVOICED				6,361.55	YTD PAID	769.96
8790 A NEW DAIRY CO, INC 48400 INVOICE: 1377421 48400 INVOICE: 1377421 48401 INVOICE: 1378411 48401 INVOICE: 1378411 48402 INVOICE: 1377905 48402	04/01/14 1377421 04/01/14 1377421 04/08/14 1378411 04/08/14 1378411 04/04/14 1377905 04/04/14			211227 211227 211227 211227 211227	P P P P P	04/11/14 04/11/14 04/11/14 04/11/14 04/11/14	55730 55730 55730 55730 55730	BEVERAGES/RESALE FOOD/RESALE BEVERAGES/RESALE FOOD/RESALE BEVERAGES/RESALE	15.20 434.78 13.16 174.29 15.20 135.81

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 11
appdwari

WARRANT: 0414-2

TO FISCAL 2014/12 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: 1377905								
VENDOR TOTALS				1,283.72	YTD INVOICED		1,283.72	YTD PAID
7689 MICHAEL NICKELS								
48403	04/03/14			211228	P	04/11/14	143200	520600
INVOICE: ER041014								DUES-SUBSCRIPTIONS-REG FE
VENDOR TOTALS				5.00	YTD INVOICED		5.00	YTD PAID
651 NORTHERN ILLINOIS GAS COMPANY								
48276	04/02/14			211229	P	04/11/14	135000	521200
INVOICE: 48276								UTILITIES
48277	04/03/14			211229	P	04/11/14	50100	521200
INVOICE: 48277								UTILITIES
VENDOR TOTALS				62,520.19	YTD INVOICED		62,520.19	YTD PAID
655 NORTHERN ILLINOIS UNIVERSITY								
48399	03/24/14			211230	P	04/11/14	126000	520965
INVOICE: PRI 4003								PROFESSIONAL SERVICES-PLA
VENDOR TOTALS				9,240.00	YTD INVOICED		9,240.00	YTD PAID
677 PALATINE OIL CO., INC.								
48280	03/27/14			211231	P	04/11/14	65000	530300
INVOICE: 7040955								GAS AND OIL
VENDOR TOTALS				269,474.28	YTD INVOICED		269,474.28	YTD PAID
684 PAVIA-MARTING & CO.								
48281	03/19/14			20140044	P	04/11/14	40000	580160
INVOICE: 14008								2014 STREET IMPROVEMENTS
48283	04/03/14			20140044	P	04/11/14	40000	580160
INVOICE: 14014								2014 STREET IMPROVEMENTS
VENDOR TOTALS				62,055.53	YTD INVOICED		62,055.53	YTD PAID
8535 PAYPAL								
468983	04/08/14			12985	W	04/11/14	50100	520835
INVOICE: PAYPAL-9								BANKING SERVICES
468983	04/08/14			12985	W	04/11/14	50200	520835
INVOICE: PAYPAL-9								BANKING SERVICES
468983	04/08/14			12985	W	04/11/14	54000	520835
INVOICE: PAYPAL-9								BANKING SERVICES
VENDOR TOTALS				5,321.05	YTD INVOICED		5,321.05	YTD PAID
8802 ARTHUR PECH								
48278	04/07/14			211233	P	04/11/14	1000	420100
INVOICE: VR040814								VEHICLE LICENSES

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
mayrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 12
appdwarr

WARRANT: 0414-2

TO FISCAL 2014/12 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		90.00	YTD	INVOICED		90.00	YTD	PAID
8808 CHARLES/ LINDA PERKINS								90.00
48301	04/09/14			211234	P	04/11/14	540	
INVOICE: 48301								ACCOUNTS REC'D - UTILITY BI
VENDOR TOTALS		43.93	YTD	INVOICED		43.93	YTD	PAID
8806 GERALD A PERKINS								43.93
48299	04/09/14			211235	P	04/11/14	540	
INVOICE: 48299								ACCOUNTS REC'D - UTILITY BI
VENDOR TOTALS		171.35	YTD	INVOICED		171.35	YTD	PAID
7233 PIRTANO CONSTRUCTION COMPANY, INC.								171.35
48285	12/09/13			211236	P	04/11/14	40000	
INVOICE: 15403-SW								580160 00702 ESSEX COURT DRAINAGE IMPR
48285	12/09/13			211236	P	04/11/14	50100	
INVOICE: 15403-SW								580100 00702 ESSEX COURT DRAINAGE IMPR
48285	12/09/13			211236	P	04/11/14	50200	
INVOICE: 15403-SW								580100 00702 ESSEX COURT DRAINAGE IMPR
VENDOR TOTALS		42,598.39	YTD	INVOICED		42,598.39	YTD	PAID
700 THE PITNEY BOWES BANK INC								42,598.39
48432	04/10/14			12990	W	04/10/14	122000	
INVOICE: 41014								POSTAGE & SHIPPING
VENDOR TOTALS		24,000.00	YTD	INVOICED		24,000.00	YTD	PAID
1020 PRAXAIR DISTRIBUTION, INC.								2,000.00
48279	03/28/14			211237	P	04/11/14	134000	
INVOICE: 49004160								OPERATING SUPPLIES
VENDOR TOTALS		2,767.85	YTD	INVOICED		2,767.85	YTD	PAID
6552 PROVANTAGE CORPORATION								176.77
48284	03/28/14			211238	P	04/11/14	121400	
INVOICE: 7023159								COMPUTER EQUIPMENT/PROJEC
48284	03/28/14			211238	P	04/11/14	126000	
INVOICE: 7023159								OFFICE SUPPLIES
48404	04/03/14			211238	P	04/11/14	134000	
INVOICE: 7029488								OFFICE SUPPLIES
VENDOR TOTALS		20,748.18	YTD	INVOICED		20,748.18	YTD	PAID
735 RADCO COMMUNICATIONS, INC.								577.24
48407	04/04/14			211239	P	04/11/14	65000	
INVOICE: 79751								PARTS PURCHASED
VENDOR TOTALS								153.55

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 0414-2

PG 13
appdwari

TO FISCAL 2014/12 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	9,285.78	YTD INVOICED			9,285.78	YTD PAID	153.55
737 RAILROAD MANAGEMENT CO., LLC 48286 04/01/14 INVOICE: 307013		211240	P	04/11/14	143200	LEASED EQUIPMENT	450.15
VENDOR TOTALS	450.15	YTD INVOICED			450.15	YTD PAID	450.15
742 RED WING BRANDS OF AMERICA, INC 48406 03/31/14 INVOICE: 123064327		211241	P	04/11/14	65000	SAFETY SUPPLIES	117.00
VENDOR TOTALS	3,883.98	YTD INVOICED			3,883.98	YTD PAID	117.00
750 REZEK, HENRY, MEISENHEIMER/GENDE INC 48287 03/31/14 20130030 INVOICE: 12-3		211242	P	04/11/14	40000	STREET IMPROVEMENTS	9,195.91
48287 03/31/14 20130030 INVOICE: 12-3		211242	P	04/11/14	50100	LENOX LINDEN	2,500.00
48287 03/31/14 20130030 INVOICE: 12-3		211242	P	04/11/14	50200	LENOX LINDEN	2,500.00
48288 06/30/13 20120017 INVOICE: 21		211242	P	04/11/14	40000	ESSEX COURT DRAINAGE IMPR	420.87
48289 05/31/13 20120017 INVOICE: 20		211242	P	04/11/14	40000	ESSEX COURT DRAINAGE IMPR	988.85
48290 02/28/14 20120017 INVOICE: 22		211242	P	04/11/14	40000	ESSEX COURT DRAINAGE IMPR	6,020.08
48290 02/28/14 20120017 INVOICE: 22		211242	P	04/11/14	50100	ESSEX COURT DRAINAGE IMPR	100.00
48290 02/28/14 20120017 INVOICE: 22		211242	P	04/11/14	50200	ESSEX COURT DRAINAGE IMPR	146.13
48291 03/31/14 20140036 INVOICE: 4-6		211242	P	04/11/14	40000	CAPITAL IMPROVEMENTS	3,937.80
VENDOR TOTALS	83,607.16	YTD INVOICED			83,607.16	YTD PAID	25,809.64
762 ROSCOE COMPANY 48405 04/09/14 INVOICE: 1306392		211243	P	04/11/14	65000	TELECOMMUNICATIONS	90.76
48405 04/09/14 INVOICE: 1306392		211243	P	04/11/14	143100	MAINTENANCE-BUILDING & GR	30.23
VENDOR TOTALS	3,081.17	YTD INVOICED			3,081.17	YTD PAID	120.99
8811 SEAN E SALINS 48408 04/09/14 INVOICE: 41014		211244	P	04/11/14	55730	ENTERTAINMENT	200.00
VENDOR TOTALS	200.00	YTD INVOICED			200.00	YTD PAID	200.00

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 14
appdwarr

WARRANT: 0414-2

TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE VOUCHER PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
6093 SCHAMBERGER BROTHERS, INC 48412 04/08/14 INVOICE: 6690		211245	P	04/11/14	55730	530400	963.35
						BEER AND WINE	
VENDOR TOTALS	12,771.50 YTD INVOICED					12,771.50 YTD PAID	963.35
7116 THEOPHILUS SCHMID TRUST B 48420 04/08/14 INVOICE: FY14-12		211246	P	04/11/14	53000	521155	963.35
						RENTAL-LEASE	
VENDOR TOTALS	6,000.00 YTD INVOICED					6,000.00 YTD PAID	500.00
800 SOUKUP HARDWARE STORES 48418 03/14/14 INVOICE: 58957		211247	P	04/11/14	134000	530105	500.00
						OPERATING SUPPLIES	
VENDOR TOTALS	1,309.79 YTD INVOICED					1,309.79 YTD PAID	25.18
1379 SOUTHERN WINE & SPIRITS OF ILLINOIS 48411 04/03/14 INVOICE: 9881519		211248	P	04/11/14	55730	530401	25.18
						WINE	
VENDOR TOTALS	46,075.00 YTD INVOICED					46,075.00 YTD PAID	841.84
806 STANDARD EQUIPMENT COMPANY 48410 04/02/14 INVOICE: A3683302		211249	P	04/11/14	50200	521055	841.84
						PROFESSIONAL SERVICES - O	
VENDOR TOTALS	214,279.67 YTD INVOICED					214,279.67 YTD PAID	9,672.05
2687 STAPLES CONTRACT & COMMERCIAL, INC. 48292 03/28/14 INVOICE: 3226618859		211250	P	04/11/14	143100	530100	9,672.05
						OFFICE SUPPLIES	
VENDOR TOTALS	9,050.83 YTD INVOICED					9,050.83 YTD PAID	50.64
7600 STUEVER & SONS, INC 48417 04/03/14 INVOICE: 50639		211251	P	04/11/14	55730	530105	50.64
						OPERATING SUPPLIES	
VENDOR TOTALS	2,469.00 YTD INVOICED					2,469.00 YTD PAID	130.00
826 SUBURBAN DOOR CHECK & LOCK SERVICE INC 48409 02/06/14 INVOICE: 445051		211252	P	04/11/14	121600	520970	130.00
						MAINTENANCE-BUILDING & GR	
VENDOR TOTALS	4,627.80 YTD INVOICED					4,627.80 YTD PAID	182.00
844 SYSCO FOOD SERV - CHICAGO, INC 48413 04/03/14 INVOICE: 404031231		211253	P	04/11/14	55730	530420	182.00
						FOOD/RESALE	

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 15
appdwarr

WARRANT: 0414-2

TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
48414 INVOICE: 404041094	04/04/14			211253	P	04/11/14	55730	530105	OPERATING SUPPLIES
48414 INVOICE: 404041094	04/04/14			211253	P	04/11/14	55730	530420	FOOD/RESALE
48415 INVOICE: 403310289	03/31/14			211253	P	04/11/14	55730	530410	DRY GOODS
48415 INVOICE: 403310289	03/31/14			211253	P	04/11/14	55730	530105	OPERATING SUPPLIES
48415 INVOICE: 403310289	03/31/14			211253	P	04/11/14	55730	530405	BEVERAGES/RESALE
48415 INVOICE: 403310289	03/31/14			211253	P	04/11/14	55730	530420	FOOD/RESALE
48416 INVOICE: 404070371	04/07/14			211253	P	04/11/14	55730	530405	BEVERAGES/RESALE
48416 INVOICE: 404070371	04/07/14			211253	P	04/11/14	55730	530105	OPERATING SUPPLIES
48416 INVOICE: 404070371	04/07/14			211253	P	04/11/14	55730	530420	FOOD/RESALE
VENDOR TOTALS				210,498.35	YTD INVOICED			210,498.35	YTD PAID
8812 VERRA TAFT INVOICE: 41014	04/08/14			211254	P	04/11/14	1000	420100	VEHICLE LICENSES
VENDOR TOTALS				6.00	YTD INVOICED			6.00	YTD PAID
8809 THAI THAI EXPRESS LLC INVOICE: 48302	04/09/14			211255	P	04/11/14	500	120210	ACCOUNTS RECV - UTILITY BI
VENDOR TOTALS				129.65	YTD INVOICED			129.65	YTD PAID
892 UNITED COFFEE SERVICE, INC. INVOICE: 533412	04/03/14			211256	P	04/11/14	134000	530105	OPERATING SUPPLIES
VENDOR TOTALS				4,380.08	YTD INVOICED			4,380.08	YTD PAID
8498 URS CORPORATION INVOICE: 5811493	03/12/14			20140046	P	04/11/14	40000	580160	ELM-GENEVA-COTTAGE
8498 URS CORPORATION INVOICE: 5811493	03/12/14			20140046	P	04/11/14	50100	580100	ELM-GENEVA-COTTAGE
8498 URS CORPORATION INVOICE: 5811493	03/12/14			20140046	P	04/11/14	50200	580100	ELM-GENEVA-COTTAGE
VENDOR TOTALS				60,510.57	YTD INVOICED			60,510.57	YTD PAID
886 U.S. VENTURE, INC INVOICE: 5811493	04/09/14			211258	P	04/11/14	65000	530315	TIRES
VENDOR TOTALS									

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

175.50
736.00
173.32
191.28
19.34
1,795.06
48.83
58.99
1,359.04
6,241.06
6.00
6.00
129.65
129.65
125.45
125.45
2,263.91
500.00
500.00
3,263.91
451.08

04/18/2014 12:43

VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

WARRANT: 0414-2

VENDOR NAME

DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION
INVOICE: 48422	5110045							
INVOICE: 48423	03/20/14			211258	P	04/11/14	530310	PARTS PURCHASED
INVOICE: 48423	5011567							
INVOICE: 48423	04/04/14			211258	P	04/11/14	530310	PARTS PURCHASED
INVOICE: 48423	8512519							
VENDOR TOTALS	2,517.96	YTD INVOICED					2,517.96	YTD PAID
911 AURORA LAUNDRY COMPANY, INC								
INVOICE: 48425	03/31/14			211259	P	04/11/14	530446	LINENS AND RENTALS
INVOICE: 48426	S13049							
INVOICE: 48426	04/02/14			211259	P	04/11/14	530445	UNIFORMS
INVOICE: 48426	13148							
INVOICE: 48426	04/02/14			211259	P	04/11/14	530446	LINENS AND RENTALS
INVOICE: 48426	13148							
INVOICE: 48426	04/02/14			211259	P	04/11/14	530105	OPERATING SUPPLIES
INVOICE: 48427	13148							
INVOICE: 48427	04/02/14			211259	P	04/11/14	530446	LINENS AND RENTALS
INVOICE: 48427	S13453							
VENDOR TOTALS	13,713.92	YTD INVOICED					13,713.92	YTD PAID
915 VERIZON WIRELESS SERVICES LLC								
INVOICE: 48428	03/18/14			211260	P	04/11/14	520933	STATE DRUG FORFEITURE EXP
INVOICE: 48428	9721964589							
VENDOR TOTALS	34,350.72	YTD INVOICED					34,350.72	YTD PAID
7711 WINDY CITY DISTRIBUTION COMPANY								
INVOICE: 48429	04/02/14			211261	P	04/11/14	530400	BEER AND WINE
INVOICE: 48429	447292							
VENDOR TOTALS	14,853.37	YTD INVOICED					14,853.37	YTD PAID
8813 WOOFIN & HOOFIN								
INVOICE: 48430	03/21/14			211262	P	04/11/14	240100	ESCROWS - DEVELOPER DEPOS
INVOICE: 48430	41014							
VENDOR TOTALS	100.00	YTD INVOICED					100.00	YTD PAID
8810 JAMES/ROBERTA ZAURA								
INVOICE: 48431	04/08/14			211263	P	04/11/14	410600	REAL ESTATE TRANSFER TAX
INVOICE: 48431	TXR041014							
VENDOR TOTALS	2,340.00	YTD INVOICED					2,340.00	YTD PAID
REPORT TOTALS								
COUNT								AMOUNT

243,469.38

PG 16
appdwarr
TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

04/18/2014 12:43 | VILLAGE OF GLEN ELLYN
maryr | PAID WARRANT REPORT

WARRANT: 0414-3

VENDOR NAME
DOCUMENT

INV DATE VOUCHER PO

CHECK NO T CHK DATE GL ACCOUNT

PG 17
appdwari
TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

GL ACCOUNT DESCRIPTION

TOTAL PRINTED CHECKS 86 233,641.58
TOTAL WIRE TRANSFERS 7 9,827.80

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 18
appdwarr

WARRANT: 0414-3

TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
8181 MWSTAR WASTE HOLDINGS CORPORATION 48433 03/31/14 INVOICE: TB0000012243				211264	P	04/18/14	143200 521115	LANDFILL FEES	1,742.09
VENDOR TOTALS			8,635.05 YTD INVOICED				8,635.05 YTD PAID		1,742.09
51 ANCEL, GLINK, DIAMOND, BUSH, DICIANNI & 48474 03/10/14 INVOICE: 3146324-0314				211265	P	04/18/14	100 240100	ESCROWS - DEVELOPER DEPOS	2,531.25
48474 03/10/14 INVOICE: 3146324-0314				211265	P	04/18/14	121200 520700	LEGAL - GENERAL COUNSEL	7,993.02
VENDOR TOTALS			146,641.69 YTD INVOICED				146,641.69 YTD PAID		10,524.27
8480 APPLIED INDUSTRIAL TECHNOLOGIES, INC 48505 04/09/14 INVOICE: 96395095				211266	P	04/18/14	65000 530105	OPERATING SUPPLIES	97.08
VENDOR TOTALS			807.51 YTD INVOICED				807.51 YTD PAID		97.08
2959 APWA CHICAGO METRO CHAPTER C/O 48434 04/11/14 INVOICE: 41514				211267	P	04/18/14	143200 520600	DUES-SUBSCRIPTIONS-REG FE	60.00
VENDOR TOTALS			1,450.00 YTD INVOICED				1,450.00 YTD PAID		60.00
58 ARMBRUST PLUMBING, HEATING, & AIR, INC. 48506 01/14/14 INVOICE: 73990				211268	P	04/18/14	50100 521055	PROFESSIONAL SERVICES - O	428.33
VENDOR TOTALS			428.33 YTD INVOICED				428.33 YTD PAID		428.33
2269 B&H FOTO & ELECTRONICS CORP. 48508 04/07/14 INVOICE: 81913270				211269	P	04/18/14	134000 580110	EQUIPMENT/CAPITAL OUTLAY	2,166.66
VENDOR TOTALS			5,795.56 YTD INVOICED				5,795.56 YTD PAID		2,166.66
6832 POWER UP BATTERIES LLC 48475 02/11/14 INVOICE: 487-103414-01				211270	P	04/18/14	134000 530105	OPERATING SUPPLIES	74.99
48476 02/13/14 INVOICE: 487-239351				211270	P	04/18/14	121400 570110	COMPUTER EQUIPMENT/PROJEC	135.60
48477 03/11/14 INVOICE: 487-103637-01				211270	P	04/18/14	121400 570110	COMPUTER EQUIPMENT/PROJEC	132.00
VENDOR TOTALS			3,078.95 YTD INVOICED				3,078.95 YTD PAID		342.59
82 BELL FUELS, INC. 48437 04/02/14 INVOICE: 204887				211271	P	04/18/14	55710 530300	GAS AND OIL	2,500.00

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
maryr

VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

PG 1:
appdwarr

WARRANT: 0414-3

TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE VOUCHER PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
48437 INVOICE: 204887 48438 INVOICE: 204888	04/02/14 204887 04/02/14 204888	211271	P	04/18/14	55780	530300	641.76
		211271	P	04/18/14	55710	530300	611.46
VENDOR TOTALS	43,466.81 YTD INVOICED					43,466.81 YTD PAID	3,753.16
8610 RICHARD JOSEPH BENDA 48511 INVOICE: 41714	04/15/14 41714	211272	P	04/18/14	55730	520904	250.00
						ENTERTAINMENT	250.00
VENDOR TOTALS	1,000.00 YTD INVOICED					1,000.00 YTD PAID	106.46
8804 REGINALD BENJAMIN 48499 INVOICE: 48499	04/16/14 48499	211273	P	04/18/14	540	120210	106.46
						ACCOUNTS RECV - UTILITY BI	106.46
VENDOR TOTALS	106.49 YTD INVOICED					106.49 YTD PAID	842.00
8817 JAMES HAROLD BEUTJER PLUMBING & HEATING, INC. 48507 INVOICE: 35521	01/30/14 35521	211274	P	04/18/14	50100	521055	842.00
						PROFESSIONAL SERVICES - O	842.00
VENDOR TOTALS	842.00 YTD INVOICED					842.00 YTD PAID	348.00
1225 CHECKPOINT PRESS, INC. 48478 INVOICE: 29702	04/02/14 29702	211275	P	04/18/14	121200	520615	348.00
						RECRUITING AND TESTING	348.00
VENDOR TOTALS	696.00 YTD INVOICED					696.00 YTD PAID	638.50
96 BONNELL INDUSTRIES, INC. 48509 INVOICE: 154387-IN	04/11/14 154387-IN	211276	P	04/18/14	65000	530310	638.50
						PARTS PURCHASED	638.50
VENDOR TOTALS	15,713.62 YTD INVOICED					15,713.62 YTD PAID	150.00
8633 PETER BOURJAILY 48510 INVOICE: 41714	04/15/14 41714	211277	P	04/18/14	55730	520904	150.00
						ENTERTAINMENT	150.00
VENDOR TOTALS	900.00 YTD INVOICED					900.00 YTD PAID	2,921.66
101 BRIDGESTONE GOLF, INC. 48435 INVOICE: 1002205248 48436 INVOICE: 1002206220	03/13/14 1002205248 03/14/14 1002206220	211278	P	04/18/14	55750	520945	394.16
		211278	P	04/18/14	55750	520945	3,315.76
VENDOR TOTALS	3,769.22 YTD INVOICED					3,769.22 YTD PAID	

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43

VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

WARRANT: 0414-3

PG 20
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TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
124 CARLSON PAINT, GLASS, ART & HARDWARE INC 48479 01/27/14 INVOICE: 115232 48480 01/13/14 INVOICE: 119780 VENDOR TOTALS				211279	P	04/18/14	121300	520970	1,818.00
				211279	P	04/18/14	121300	520970	86.34
				1,904.34	YTD INVOICED			1,904.34	1,904.34
673 PAHCS II 48482 04/01/14 INVOICE: 153954 VENDOR TOTALS				211280	P	04/18/14	60000	520870	461.60
				4,924.08	YTD INVOICED			4,924.08	461.60
8728 CHARM-TEX, INC 48442 03/24/14 INVOICE: 85227-IN VENDOR TOTALS				211281	P	04/18/14	134000	530220	57.40
				154.51	YTD INVOICED			154.51	57.40
6831 CLARK BAIRD SMITH LLP/FKA-SGDB LAWFIRM LLP 48481 04/03/14 INVOICE: 4391 VENDOR TOTALS				211282	P	04/18/14	121200	520701	153.75
				23,932.64	YTD INVOICED			23,932.64	153.75
1862 CLASSIC GRAPHIC INDUSTRIES INC. 48518 04/07/14 INVOICE: 74179 VENDOR TOTALS				211283	P	04/18/14	50100	520900	546.19
				2,796.22	YTD INVOICED			2,796.22	546.19
7273 CMS COMMUNICATIONS, INC. 48519 02/28/14 INVOICE: W756981 48520 03/31/14 INVOICE: W757464 VENDOR TOTALS				211284	P	04/18/14	55735	520975	180.00
				211284	P	04/18/14	121400	521055	90.00
				2,109.60	YTD INVOICED			2,109.60	270.00
171 COCA-COLA REFRESHMENTS USA INC 48521 04/11/14 INVOICE: 2288306513 VENDOR TOTALS				211285	P	04/18/14	55730	530405	438.36
				8,335.29	YTD INVOICED			8,335.29	438.36
175 COMMONWEALTH EDISON COMPANY 48440 04/10/14 INVOICE: 48440 48441 04/10/14 INVOICE: 48441 VENDOR TOTALS				211286	P	04/18/14	50200	521200	101.58
				211286	P	04/18/14	21000	521190	209.89

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 21
appdwarr

WARRANT: 0414-3

TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
48512 INVOICE: 48512	04/15/14			211286	P	04/18/14	521200	UTILITIES	94.68
48513 INVOICE: 48513	04/15/14			211286	P	04/18/14	521200	UTILITIES	36.24
VENDOR TOTALS		95,690.69	YTD INVOICED				95,690.69	YTD PAID	442.39
6610 COMCAST CABLE COMMUNICATIONS, LLC 48443 INVOICE: 48443	04/04/14			211287	P	04/18/14	40000	STREET IMPROVEMENTS	64.18
VENDOR TOTALS		943.08	YTD INVOICED				943.08	YTD PAID	64.18
189 COUNTRYSIDE WELDING INC 48515 INVOICE: 12694	02/24/14			211288	P	04/18/14	50100	PROFESSIONAL SERVICES - O	1,125.00
48516 INVOICE: 12665	02/03/14			211288	P	04/18/14	50100	PROFESSIONAL SERVICES - O	2,375.00
48517 INVOICE: 12710	03/21/14			211288	P	04/18/14	50100	PROFESSIONAL SERVICES - O	500.00
VENDOR TOTALS		13,440.00	YTD INVOICED				13,440.00	YTD PAID	4,000.00
204 DAILY HERALD 48444 INVOICE: T4367496	03/12/14			211289	P	04/18/14	143200	PROFESSIONAL SERVICES - O	186.30
48522 INVOICE: T4369198	03/31/14			211289	P	04/18/14	40000	STREET IMPROVEMENTS	120.75
48523 INVOICE: T4369563	04/03/14			211289	P	04/18/14	40000	CONTRACT STREET MAINTENAN	83.95
VENDOR TOTALS		7,878.65	YTD INVOICED				7,878.65	YTD PAID	391.00
1279 DUPAGE COUNTY CHIEFS OF POLICE ASSN 48445 INVOICE: 41514	04/10/14			211290	P	04/18/14	134000	DUES-SUBSCRIPTIONS-REG FE	125.00
VENDOR TOTALS		500.00	YTD INVOICED				500.00	YTD PAID	125.00
291 EUCLID BEVERAGE, LTD 48524 INVOICE: 8177815262	04/10/14			211291	P	04/18/14	55730	BEER AND WINE	766.10
VENDOR TOTALS		39,522.25	YTD INVOICED				39,522.25	YTD PAID	766.10
3075 FIRST ADVANTAGE OCCUPATIONAL HEALTH SVCS 48483 INVOICE: 46621403	03/31/14			211292	P	04/18/14	60000	RISK MANAGEMENT	292.50
VENDOR TOTALS		653.75	YTD INVOICED				653.75	YTD PAID	292.50

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 22
appdwari

WARRANT: 0414-3

TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE VOUCHER PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION
311 THE TERRAMAR GROUP, INC 48527 04/09/14 INVOICE: 60061		211293	P	04/18/14	65000	530310 PARTS PURCHASED
VENDOR TOTALS	8,213.49 YTD INVOICED				8,213.49 YTD PAID	39.16
315 ACUSHNET COMPANY 48446 03/14/14 INVOICE: 5465851		211294	P	04/18/14	55750	520945 PRODUCTS/RESALE
VENDOR TOTALS	12,313.62 YTD INVOICED				12,313.62 YTD PAID	39.16
8449 FREEWAY FORD-STERLING TRUCK SALES, INC 48525 04/09/14 INVOICE: 7577		211295	P	04/18/14	65000	570155 VEHICLES
48526 04/09/14 INVOICE: 7578		211295	P	04/18/14	65000	570155 VEHICLES
VENDOR TOTALS	121,187.00 YTD INVOICED				121,187.00 YTD PAID	2,786.60
4320 GALANOPOULOS & GALGAN 48531 04/15/14 INVOICE: VR041714		211296	P	04/18/14	1000	420100 VEHICLE LICENSES
VENDOR TOTALS	50.00 YTD INVOICED				50.00 YTD PAID	50.00
330 GLOVES INC 48529 04/07/14 INVOICE: 1178320-00		211297	P	04/18/14	50100	530225 SAFETY SUPPLIES
48529 04/07/14 INVOICE: 1178320-00		211297	P	04/18/14	50200	530225 SAFETY SUPPLIES
VENDOR TOTALS	592.20 YTD INVOICED				592.20 YTD PAID	296.10
8391 GALLS, LLC 48447 03/21/14 INVOICE: 1745316		211298	P	04/18/14	134000	530445 UNIFORMS
VENDOR TOTALS	3,343.60 YTD INVOICED				3,343.60 YTD PAID	296.10
922 VILLAGE OF GLEN ELLYN 120495-106 04/01/14 INVOICE: 120495-108		12991	W	04/21/14	135000	521200 UTILITIES
121350-109 04/01/14 INVOICE: 121350-110		12992	W	04/21/14	121600	521200 UTILITIES
122670-109 04/01/14 INVOICE: 122670-110		12993	W	04/21/14	121600	521200 UTILITIES
127680-111 04/01/14 INVOICE: 127680-112		12996	W	04/21/14	50100	521200 UTILITIES
140210-107 04/01/14 INVOICE: 140210-108		12997	W	04/21/14	53000	521200 UTILITIES

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
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VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

PG 23
appdwarr

WARRANT: 0414-3

TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

VENDOR NAME

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

140220-109	04/01/14			12998	W	04/21/14	53000	521200	UTILITIES	17.00
INVOICE: 140220-110										
140250-109	04/01/14			12999	W	04/21/14	55710	521200	UTILITIES	20.00
INVOICE: 140250-110										
315090-107	04/01/14			13000	W	04/21/14	121300	521200	UTILITIES	856.22
INVOICE: 315090-108										
410010-108	04/01/14			13001	W	04/21/14	121300	521200	UTILITIES	349.50
INVOICE: 410010-109										
411170-101	04/01/14			13002	W	04/21/14	55710	521200	UTILITIES	33.80
INVOICE: 411170-102										
413030-105	04/01/14			13003	W	04/21/14	55720	521200	UTILITIES	135.66
INVOICE: 413030-106										
413030-105	04/01/14			13003	W	04/21/14	55730	521200	UTILITIES	275.44
INVOICE: 413030-106										
423925-109	04/01/14			13004	W	04/21/14	135000	521200	UTILITIES	195.50
INVOICE: 423925-110										
470951	04/01/14			12994	W	04/21/14	121600	521200	UTILITIES	17.00
INVOICE: 122675-34										
470961	04/01/14			12995	W	04/21/14	50100	521200	UTILITIES	21.50
INVOICE: 127675-13										

VENDOR TOTALS

28,424.92 YTD INVOICED 28,424.92 YTD PAID

356 GLEN ELLYN VOLUNTEER FIRE CO.

48598 04/17/14
INVOICE: 41714

211299 P 04/18/14 135000 521055 PROFESSIONAL SERVICES - O

2,205.35

VENDOR TOTALS

247,180.76 YTD INVOICED 247,180.76 YTD PAID

929 W.W. GRAINGER INC
48530 04/08/14
INVOICE: 9410417670

211300 P 04/18/14 65000 530105 OPERATING SUPPLIES

2,050.00

VENDOR TOTALS

9,916.61 YTD INVOICED 9,916.61 YTD PAID

7298 GREENSCAPE HOMES LLC
48528 03/18/14
INVOICE: HMR041714

211301 P 04/18/14 500 240205 HYDRANT METER DEPOSITS

164.44

VENDOR TOTALS

130,154.89 YTD INVOICED 130,154.89 YTD PAID

5988 HR SIMPLIFIED
48448 04/07/14
INVOICE: 38325

211302 P 04/18/14 60000 520895 INSURANCE-HOSPITAL, GROUP

500.00

VENDOR TOTALS

2,820.00 YTD INVOICED 2,820.00 YTD PAID

399 HYDROTEX PARTNERS, LTD
48532 04/07/14
INVOICE: 192378

211303 P 04/18/14 65000 530300 GAS AND OIL

175.00

3,900.46

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 24
apdwari

WARRANT: 0414-3

TO FISCAL 2014/12 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		16,714.94	YTD INVOICED				16,714.94	YTD PAID	3,900.46
8815 IH3 PROPERTY ILLINOIS LP 48500 04/16/14 INVOICE: 48500				211304	P	04/18/14	540	ACCOUNTS RECV - UTILITY BI	104.35
VENDOR TOTALS		104.35	YTD INVOICED				104.35	YTD PAID	104.35
419 ILLINOIS MUNICIPAL LEAGUE 48485 03/20/14 INVOICE: 23821-IN 48486 03/31/14 INVOICE: 23864-IN				211305	P	04/18/14	121200	RECRUITING AND TESTING	40.00
				211305	P	04/18/14	121200	RECRUITING AND TESTING	20.00
VENDOR TOTALS		2,019.00	YTD INVOICED				2,019.00	YTD PAID	60.00
422 ILLINOIS SECRETARY OF STATE 48533 04/15/14 INVOICE: 41714 48534 04/15/14 INVOICE: 41714-1				211306	P	04/18/14	65000	LICENSE PLATES	105.00
				211306	P	04/18/14	65000	LICENSE PLATES	105.00
VENDOR TOTALS		1,701.00	YTD INVOICED				1,701.00	YTD PAID	210.00
8818 ILLINOIS WOMEN'S GOLF ASSOCIATION 48536 04/15/14 INVOICE: 41714				211307	P	04/18/14	55700	DUES-SUBSCRIPTIONS-REG FE	25.00
VENDOR TOTALS		25.00	YTD INVOICED				25.00	YTD PAID	25.00
5110 INSITUFORM TECHNOLOGIES USA, INC. 48537 02/28/14 INVOICE: 218621 48538 01/29/14 INVOICE: 213904 48539 03/21/14 INVOICE: 221569				211308	P	04/18/14	50200	SANITARY SEWER LININ	82,955.52
				211308	P	04/18/14	50200	SANITARY SEWER LININ	65,165.76
				211308	P	04/18/14	50200	SANITARY SEWER LININ	43,843.14
VENDOR TOTALS		442,906.92	YTD INVOICED				442,906.92	YTD PAID	191,964.42
444 INTERSTATE BATTERY SYS OF SW CHICAGO 48535 04/15/14 INVOICE: 57566192				211309	P	04/18/14	65000	PARTS PURCHASED	233.90
VENDOR TOTALS		1,338.40	YTD INVOICED				1,338.40	YTD PAID	233.90
500 JULIE, INC. 48541 03/31/14 INVOICE: 2014-0620-1				211310	P	04/18/14	50100	JULIE	1,786.98

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 25
appdwarr

WARRANT: 0414-3

TO FISCAL 2014/12 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	6,841.75	YTD INVOICED			6,841.75	YTD PAID 1,786.98
522 KOVATCH MOBILE EQUIPMENT CORP 48542 04/04/14 INVOICE: VA 57968		211311	P	04/18/14	65000	PARTS PURCHASED 336.93
VENDOR TOTALS	848.46	YTD INVOICED			848.46	YTD PAID 336.93
8819 SAMUEL KOZUREK 48543 04/14/14 INVOICE: ER041714		211312	P	04/18/14	143200	UNIFORMS 89.98
VENDOR TOTALS	89.98	YTD INVOICED			89.98	YTD PAID 89.98
546 LEN'S ACE HARDWARE, INC. 48449 03/07/14 INVOICE: 58360 48450 03/10/14 INVOICE: 58385 48451 03/17/14 INVOICE: 58505 48452 03/18/14 INVOICE: 58516 48453 03/25/14 INVOICE: 58644		211313	P	04/18/14	55710	OPERATING SUPPLIES 27.88
		211313	P	04/18/14	55720	OPERATING SUPPLIES 8.09
		211313	P	04/18/14	55710	OPERATING SUPPLIES 6.10
		211313	P	04/18/14	55710	OPERATING SUPPLIES 56.66
		211313	P	04/18/14	55715	OPERATING SUPPLIES 16.14
VENDOR TOTALS	11,665.15	YTD INVOICED			11,665.15	YTD PAID 114.87
595 MENARDS, INC. 48544 04/10/14 INVOICE: 52323 48544 04/10/14 INVOICE: 52323		211314	P	04/18/14	50200	MAINTENANCE-STORM SEWERS 7.59
		211314	P	04/18/14	50100	MAINTENANCE-HYDRANTS 45.78
VENDOR TOTALS	1,943.47	YTD INVOICED			1,943.47	YTD PAID 53.37
599 MICHAEL'S UNIFORM CO. 48484 03/21/14 INVOICE: 71908		211315	P	04/18/14	126000	UNIFORMS 271.53
VENDOR TOTALS	7,418.91	YTD INVOICED			7,418.91	YTD PAID 271.53
615 MIZUNO USA, INC. 48454 03/21/14 INVOICE: 3956591 RI		211316	P	04/18/14	55750	PRODUCTS/RESALE 138.41
VENDOR TOTALS	3,926.20	YTD INVOICED			3,926.20	YTD PAID 138.41
1082 MUNICIPAL INS COOPERATIVE AGENCY 48487 04/17/13		211317	P	04/18/14	60000	LIABILITY INSURANCE - MIC 1,000.00

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 26
appdwari

WARRANT: 0414-3

TO FISCAL 2014/12 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: 14998 049785	10/24/13			211317	P	04/18/14	60000	LIABILITY INSURANCE - MIC
INVOICE: 15492 049787	01/08/14			211317	P	04/18/14	60000	LIABILITY INSURANCE - MIC
INVOICE: 15493 049786	10/30/13			211317	P	04/18/14	60000	LIABILITY INSURANCE - MIC
INVOICE: 15572 049783	03/02/14			211317	P	04/18/14	60000	LIABILITY INSURANCE - MIC
INVOICE: 15576 049784								
VENDOR TOTALS			487,158.77	YTD INVOICED			487,158.77	YTD PAID
488 JOHN NERI CONSTRUCTION CO.								
INVOICE: 48540 02/20/14				211318	P	04/18/14	50100	PROFESSIONAL SERVICES - O
INVOICE: 41714								
VENDOR TOTALS			48,586.41	YTD INVOICED			48,586.41	YTD PAID
7183 NEWEGG INC								
INVOICE: 48547 04/07/14				211319	P	04/18/14	134000	OFFICE SUPPLIES
INVOICE: 1200388307								
VENDOR TOTALS			4,960.98	YTD INVOICED			4,960.98	YTD PAID
651 NORTHERN ILLINOIS GAS COMPANY								
INVOICE: 48492 04/07/14				211320	P	04/18/14	121600	UTILITIES
INVOICE: 48493 04/07/14				211320	P	04/18/14	121600	UTILITIES
INVOICE: 48493 04/07/14				211320	P	04/18/14	21000	STREET LIGHTING/ENERGY CO
INVOICE: 48494 03/31/14				211320	P	04/18/14	135000	UTILITIES
INVOICE: 48495 04/04/14				211320	P	04/18/14	55710	UTILITIES
INVOICE: 48545 03/21/14				211320	P	04/18/14	55720	UTILITIES
INVOICE: 48546 03/21/14				211320	P	04/18/14	55720	UTILITIES
INVOICE: 48546								
VENDOR TOTALS			62,520.19	YTD INVOICED			62,520.19	YTD PAID
654 NORTHEAST MULTI-REG. TRAINING								
INVOICE: 48455 04/01/14				211321	P	04/18/14	134000	EMPLOYEE EDUCATION
INVOICE: 179594								
VENDOR TOTALS			8,105.00	YTD INVOICED			8,105.00	YTD PAID
8814 OAK CONSULTING, INC								
INVOICE: 48456 03/28/14				211322	P	04/18/14	121200	PROFESSIONAL SERVICES - O
INVOICE: 4177								

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43

VILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 27
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WARRANT: 0414-3

TO FISCAL 2014/12 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	3,495.00	YTD INVOICED			3,495.00	YTD PAID
8544 ROBERT OCHOA	04/15/14					
48548 INVOICE: 41714		211323	P	04/18/14	55730	ENTERTAINMENT
VENDOR TOTALS	1,000.00	YTD INVOICED			1,000.00	YTD PAID
1458 OFFICE DEPOT, INC	03/27/14					
48457 INVOICE: 702674026001		211324	P	04/18/14	134000	OFFICE SUPPLIES
VENDOR TOTALS	8,837.81	YTD INVOICED			8,837.81	YTD PAID
676 PACKEY WEBB FORD, INC.	04/09/14					
48549 INVOICE: 124413		211325	P	04/18/14	65000	PARTS PURCHASED
48550 INVOICE: 124425	04/10/14	211325	P	04/18/14	65000	PARTS PURCHASED
VENDOR TOTALS	9,058.32	YTD INVOICED			9,068.15	YTD PAID
693 PERKINS, PRYDE & KENNEDY ARCHITECTS PC	03/31/14					
48551 INVOICE: 2013-2246		211326	P	04/18/14	21000	580100 00610 SALT DOME STORAGE FACILIT
VENDOR TOTALS	47,906.81	YTD INVOICED			47,906.81	YTD PAID
715 PRESCIENT DEVELOPMENT, INC.	04/07/14					
48458 INVOICE: 414002W		211327	P	04/18/14	121400	PROFESSIONAL SERVICES - 0
VENDOR TOTALS	8,437.50	YTD INVOICED			8,437.50	YTD PAID
742 RED WING BRANDS OF AMERICA, INC	04/09/14					
48459 INVOICE: 123064507		211328	P	04/18/14	50100	SAFETY SUPPLIES
48459 INVOICE: 123064507	04/09/14	211328	P	04/18/14	50200	SAFETY SUPPLIES
48557 INVOICE: 123064595	04/12/14	211328	P	04/18/14	65000	SAFETY SUPPLIES
48558 INVOICE: 123064328	03/31/14	211328	P	04/18/14	65000	SAFETY SUPPLIES
VENDOR TOTALS	3,883.98	YTD INVOICED			3,883.98	YTD PAID
6514 REPUBLIC SERVICES, INC.	03/15/14					
48556 INVOICE: 551-01010756493		211329	P	04/18/14	54000	ALLIED WASTE SERVICES
					521080	

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 28
appdwari

WARRANT: 0414-3

TO FISCAL 2014/12 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		1,176,382.11		YTD INVOICED			1,176,382.11	YTD PAID	97,026.05
3409 RESOURCE DATA SYSTEMS 48496 04/09/14 INVOICE: 98553				211330	P	04/18/14	121400	570110	COMPUTER EQUIPMENT/PROJEC
VENDOR TOTALS		250.00		YTD INVOICED			250.00	YTD PAID	250.00
8707 G. E. RIDDIFFORD COMPANY 48552 12/17/13 INVOICE: 14273-IN				211331	P	04/18/14	121300	520970	MAINTENANCE-BUILDING & GR
48553 12/17/13 INVOICE: 14274-IN				211331	P	04/18/14	121300	520970	MAINTENANCE-BUILDING & GR
48554 11/22/13 INVOICE: 14234-IN				211331	P	04/18/14	45000	570125	FIRE STATION RENOVATION
48555 11/22/13 INVOICE: 14233-IN				211331	P	04/18/14	45000	570125	FIRE STATION RENOVATION
VENDOR TOTALS		10,411.50		YTD INVOICED			10,411.50	YTD PAID	10,411.50
8816 EUGENE F RIPSTRA 48501 04/16/14 INVOICE: 48501				211332	P	04/18/14	540	120210	ACCOUNTS REC'D - UTILITY BI
VENDOR TOTALS		16.16		YTD INVOICED			16.16	YTD PAID	16.16
761 RONNOCO HOLDINGS, INC 48561 04/10/14 INVOICE: 764100435				211333	P	04/18/14	55730	530405	BEVERAGES/RESALE
VENDOR TOTALS		6,388.26		YTD INVOICED			6,388.26	YTD PAID	356.76
765 RUSS'S PLUMBING & SEWER INC 48559 11/19/13 INVOICE: 2690				211334	P	04/18/14	50100	521055	PROFESSIONAL SERVICES - O
48560 04/01/14 INVOICE: 2825				211334	P	04/18/14	50200	521055	PROFESSIONAL SERVICES - O
VENDOR TOTALS		5,185.00		YTD INVOICED			5,185.00	YTD PAID	356.76
791 SHEMIN NURSERIES, INC. 48564 04/08/14 INVOICE: 831269				211335	P	04/18/14	143200	521057	CBD APPEARANCE
48565 04/15/14 INVOICE: 831614				211335	P	04/18/14	143200	521057	CBD APPEARANCE
VENDOR TOTALS		35,755.00		YTD INVOICED			35,755.00	YTD PAID	1,494.20
8820 MARY LOU SKALKOS 48566 04/16/14				211336	P	04/18/14	1000	420100	VEHICLE LICENSES
									70.00

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
maryr

VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

PG 30
appdwarr

WARRANT: 0414-3

TO FISCAL 2014/12 05/01/2013 TO 04/30/2014

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
48573 INVOICE:	03/14/14			211342	P	04/18/14	55750	PRODUCTS/RESALE	-1,269.00
48574 INVOICE:	21751934			211342	P	04/18/14	55750	PRODUCTS/RESALE	-664.00
48575 INVOICE:	03/14/14			211342	P	04/18/14	55750	PRODUCTS/RESALE	-180.00
48576 INVOICE:	21752087			211342	P	04/18/14	55750	PRODUCTS/RESALE	-2,456.69
48577 INVOICE:	03/26/14			211342	P	04/18/14	55750	PRODUCTS/RESALE	-2,451.00
48578 INVOICE:	22500188			211342	P	04/18/14	55750	PRODUCTS/RESALE	33.58
48579 INVOICE:	03/17/14			211342	P	04/18/14	55750	PRODUCTS/RESALE	33.58
48580 INVOICE:	21752086			211342	P	04/18/14	55750	PRODUCTS/RESALE	818.40
48581 INVOICE:	03/14/14			211342	P	04/18/14	55750	PRODUCTS/RESALE	589.31
48582 INVOICE:	21751933			211342	P	04/18/14	55750	PRODUCTS/RESALE	196.44
48583 INVOICE:	02/22/14			211342	P	04/18/14	55750	PRODUCTS/RESALE	382.67
48584 INVOICE:	21571427			211342	P	04/18/14	55750	PRODUCTS/RESALE	26.07
48585 INVOICE:	02/22/14			211342	P	04/18/14	55750	PRODUCTS/RESALE	57.27
48586 INVOICE:	21571425			211342	P	04/18/14	55750	PRODUCTS/RESALE	211.42
48587 INVOICE:	02/24/14			211342	P	04/18/14	55750	PRODUCTS/RESALE	424.54
48588 INVOICE:	21577330			211342	P	04/18/14	55750	PRODUCTS/RESALE	369.71
48589 INVOICE:	02/27/14			211342	P	04/18/14	55750	PRODUCTS/RESALE	665.72
48590 INVOICE:	21590259			211342	P	04/18/14	55750	PRODUCTS/RESALE	514.15
48591 INVOICE:	02/26/14			211342	P	04/18/14	55750	PRODUCTS/RESALE	136.86
48591 INVOICE:	21585828			211342	P	04/18/14	55750	PRODUCTS/RESALE	
48591 INVOICE:	02/28/14			211342	P	04/18/14	55750	PRODUCTS/RESALE	
48591 INVOICE:	21602722			211342	P	04/18/14	55750	PRODUCTS/RESALE	
48591 INVOICE:	02/26/14			211342	P	04/18/14	55750	PRODUCTS/RESALE	
48591 INVOICE:	21585829			211342	P	04/18/14	55750	PRODUCTS/RESALE	
48591 INVOICE:	02/21/14			211342	P	04/18/14	55750	PRODUCTS/RESALE	
48591 INVOICE:	21567415			211342	P	04/18/14	55750	PRODUCTS/RESALE	
48591 INVOICE:	03/25/14			211342	P	04/18/14	55750	PRODUCTS/RESALE	
48591 INVOICE:	21690288			211342	P	04/18/14	55750	PRODUCTS/RESALE	
48591 INVOICE:	03/26/14			211342	P	04/18/14	55750	PRODUCTS/RESALE	
48591 INVOICE:	21695522			211342	P	04/18/14	55750	PRODUCTS/RESALE	
VENDOR TOTALS				7,541.57	YTD INVOICED			7,541.57 YTD PAID	3,362.75
854 TERRACE SUPPLY COMPANY									
48469 INVOICE:	03/31/14			211343	P	04/18/14	55715	OPERATING SUPPLIES	12.71
48570 INVOICE:	937662			211343	P	04/18/14	65000	LEASED EQUIPMENT	22.63
48570 INVOICE:	03/31/14								
48570 INVOICE:	937126								
VENDOR TOTALS				690.75	YTD INVOICED			690.75 YTD PAID	35.34
8821 THOROGHBRED BRANDS									
48569	04/15/14			211344	P	04/18/14	100	BUSINESS LICENSE A/R	100.00

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 31
| appdwari

WARRANT: 0414-3

TO FISCAL 2014/12 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: BR041714						
VENDOR TOTALS	100.00	YTD INVOICED		100.00	YTD PAID	100.00
865 ACUSHNET COMPANY						
48461	03/21/14					
INVOICE: 2486751		211345	P	04/18/14	55750	PRODUCTS/RESALE
48462	03/19/14					
INVOICE: 2475449		211345	P	04/18/14	55750	PRODUCTS/RESALE
48463	03/19/14					
INVOICE: 2475452		211345	P	04/18/14	55750	PRODUCTS/RESALE
48464	03/25/14					
INVOICE: 2508375		211345	P	04/18/14	55750	PRODUCTS/RESALE
VENDOR TOTALS	41,653.19	YTD INVOICED		41,653.19	YTD PAID	2,440.61
870 TOUR EDGE GOLF MFG INC						
48465	04/03/14					
INVOICE: IN-01000673		211346	P	04/18/14	55750	PRODUCTS/RESALE
48466	04/03/14					
INVOICE: IN-01000773		211346	P	04/18/14	55750	PRODUCTS/RESALE
48467	04/04/14					
INVOICE: IN-01000862		211346	P	04/18/14	55750	PRODUCTS/RESALE
VENDOR TOTALS	4,462.47	YTD INVOICED		4,462.47	YTD PAID	3,868.81
872 TRAFFIC CONTROL & PROTECTION INC						
48571	04/15/14					
INVOICE: 79755		211347	P	04/18/14	143200	MAINTENANCE-SIGNS
VENDOR TOTALS	8,933.85	YTD INVOICED		8,933.85	YTD PAID	433.75
7644 TREES R US, INC.						
48502	04/11/14					
INVOICE: 15746		20140009	P	04/18/14	143200	TREE REMOVAL
48502	04/11/14					
INVOICE: 15746		20140009	P	04/18/14	143200	EMERALD ASH BORER PROGRAM
48503	04/04/14					
INVOICE: 15719		20140009	P	04/18/14	143200	TREE TRIMMING
48504	03/31/14					
INVOICE: 15709		20140009	P	04/18/14	143200	TREE TRIMMING
48596	03/20/14					
INVOICE: 15694		20140009	P	04/18/14	143200	TREE TRIMMING
VENDOR TOTALS	249,640.27	YTD INVOICED		249,640.27	YTD PAID	37,574.68
1190 HD SUPPLY FACILITIES MAINT LTD.						
48470	02/11/14					
INVOICE: 265831		211349	P	04/18/14	50100	OPERATING SUPPLIES
						1,160.76

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43

VILLAGE OF GLEN ELLYN
PAID WARRANT REPORTPG 32
appdwari

WARRANT: 0414-3

TO FISCAL 2014/12 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

9,084.90 YTD INVOICED

9,084.90 YTD PAID

1,160.76

911 AURORA LAUNDRY COMPANY, INC

48592

04/08/14

211350 P 04/18/14 55730

530446

LINENS AND RENTALS

45.18

INVOICE: S14116

48593

04/09/14

211350 P 04/18/14 55730

530445

UNIFORMS

28.76

INVOICE: 13859

48593

04/09/14

211350 P 04/18/14 55730

530446

LINENS AND RENTALS

230.21

INVOICE: 13859

48593

04/09/14

211350 P 04/18/14 55730

530105

OPERATING SUPPLIES

58.01

VENDOR TOTALS

13,713.92 YTD INVOICED

13,713.92 YTD PAID

362.16

915 VERIZON WIRELESS SERVICES LLC

48471

04/01/14

211351 P 04/18/14 134000

521195

TELECOMMUNICATIONS

1,061.80

INVOICE: 9722783742

48471

04/01/14

211351 P 04/18/14 121300

521195

TELECOMMUNICATIONS

113.88

INVOICE: 9722783742

48471

04/01/14

211351 P 04/18/14 126000

521195

TELECOMMUNICATIONS

117.66

VENDOR TOTALS

34,350.72 YTD INVOICED

34,350.72 YTD PAID

1,293.34

3995 WAREHOUSE DIRECT OFFICE PRODUCTS

48473

04/08/14

211352 P 04/18/14 143100

530100

OFFICE SUPPLIES

12.60

INVOICE: 2284180-0

48473

04/08/14

211352 P 04/18/14 143200

530100

OFFICE SUPPLIES

12.60

INVOICE: 2284180-0

48473

04/08/14

211352 P 04/18/14 50100

530100

OFFICE SUPPLIES

12.59

INVOICE: 2284180-0

48473

04/08/14

211352 P 04/18/14 50200

530100

OFFICE SUPPLIES

12.59

VENDOR TOTALS

2,083.16 YTD INVOICED

2,083.16 YTD PAID

50.38

935 WATER RESOURCES INC.

48594

03/03/14

211353 P 04/18/14 50100

521015

MAINTENANCE-WATER METERS

1,800.00

INVOICE: 28502

VENDOR TOTALS

51,955.22 YTD INVOICED

51,955.22 YTD PAID

1,800.00

3848 WITTEK GOLF SUPPLY CO INC

48472

03/14/14

211354 P 04/18/14 55750

520945

PRODUCTS/RESALE

772.25

INVOICE: 309217

VENDOR TOTALS

1,787.63 YTD INVOICED

1,787.63 YTD PAID

772.25

8822 BENJAMIN ZEIDMAN

48595

04/16/14

211355 P 04/18/14 1000

420100

VEHICLE LICENSES

15.00

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)

04/18/2014 12:43 | VILLAGE OF GLEN ELLYN
mayr | PAID WARRANT REPORT

PG 33
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WARRANT: 0414-3

TO FISCAL 2014/12 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: VR041714

VENDOR TOTALS

15.00 YTD INVOICED

15.00 YTD PAID

15.00

REPORT TOTALS

591,381.62

COUNT

AMOUNT

TOTAL PRINTED CHECKS

92

589,176.27

TOTAL WIRE TRANSFERS

14

2,205.35

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

Attachment: Vouchers 04-28-2014 (1191 : Vouchers 04-28-2014)



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Contract
Prepared By: Mark Binkerd

SCHEDULED

AGENDA ITEM (ID # 1179)

DOC ID: 1179 A

**Renew the GIS Consortium Service Provider Contract with
Municipal GIS Partners, Inc., in the amount of \$61,352 to be
expensed equally to the General Fund, Water Fund, and Sewer Fund.
(Information Technology Manager Binkerd)**

Background

A Geographic Information System (GIS) is a system that stores, manipulates, manages, and presents geographically referenced data. Last May we entered into a contract with Municipal GIS Partners, Inc., (Attachment 1 - Village Board Memo) to provide GIS resources to the Village of Glen Ellyn. They provided us with technical resources (both on-site and remote), software, software licenses and hosting for the Village's GIS system. In the first year significant progress has been made implementing GIS projects for the Village. We worked with individual village departments to identify GIS needs and put together a draft 5-year plan which prioritizes projects needed by each department. The Map Office tool was provided (ahead of schedule) for both public and internal use that gives the public and staff access to a robust collection of GIS tools. These tools allow easy access to a wide variety of information from a geographic interface. Training sessions were also held to train the village staff on how to use the new GIS tools to simplify their work processes. Attachment 2 provides a more detailed summary of GIS accomplishments and the overall utilization of GIS by both staff and the public. The draft 5-year plan for future GIS initiatives is also attached for the board's review (Attachment 3).

Recommendation

We see a fully functional GIS as a long term strategic asset to the Village. Intergovernmental cooperation has been a high priority of the Village Board and this innovative delivery model will achieve long term efficiency benefits for the Village of Glen Ellyn versus the cost of attempting to replicate this program completely in house. Staff recommends board approval of a recommendation to renew the GIS Consortium Service Provider Contract (Attachment 4) with Municipal GIS Partners, Inc., in the amount of \$61,352 (8 months SY14). Through this contract Municipal GIS partners will provide 775 staff hours, including an on-site GIS Specialist (3-days a week), licensed software, and hosting services for our GIS data.

Action Requested

Approve a staff recommendation to renew the GIS Consortium Service Provider Contract with Municipal GIS Partners, Inc., in the amount of \$61,352 (8 months SY14). These funds have been allocated in the SY14 budget.

ATTACHMENTS:

- GIS Contract Renewal Attachment 1 (PDF)
- GIS Contract Renewal Attachment 2 (PDF)

- GIS Contract Renewal Attachment 3 (PDF)
- GIS Contract Renewal Attachment 4 (PDF)

Attachment 1

MEMORANDUM

TO: Mark Franz, Village Manager *MF*
FROM: Mark Binkerd, IT Manager
DATE: 04/12/2013
RE: GIS Implementation and Village Board Consideration

**Background**

Village staff has been working on the development of GIS (Geographic Information System) functionality for the past 10 years. The efforts have been focused in the Public Works department where the use of GIS has had the greatest impact. Unfortunately, due to the cost and complexity of developing a GIS we have not been able to realize the benefits of a fully functional GIS. Progress has been made over the last year towards creating various databases established for utilities and other infrastructure, but a fully functional GIS program will be difficult to achieve on our own. The investment we have made to date in GIS has made clear the huge potential benefits of having a fully functional GIS available to all of the Village staff.

Issues

While we see huge potential benefits from a fully functional GIS, we have yet to be able to develop a fully functional system due to the cost and complexity of such a system. Much of the effort to create a GIS requires a specialized, highly technical skill set. To date we have been able to leverage the technical skills of some of our existing staff and been able to hire interns, and an engineering firm to complete specific projects. The problem is that with the current model we are not progressing at a rate sufficient to create and sustain a viable GIS that can be used by all of the Village staff.

We are not alone in this struggle. Other municipalities of our size share the same issues we are facing. The solution is clear, increased investment in the development of a GIS. Some communities have decided to develop GIS independently and others have joined together into a consortium where they can share intellectual property, development resources, and software costs. We have looked at both approaches and we believe there are significant benefits to a collaborative approach:

Staffing costs would be similar whether internal or through the consortium if we follow the same staffing model which has proven to be successful. The consortium approach also gives us access to a group of experts in GIS development that would not be available internal to our organization.

Membership in the consortium provides instant access to a GIS which has been in development for 15 years and is evolving daily. To replicate that functionality through internal development staff would take several years of effort.

GIS ImplementationDate
Page 2

Specialized software for the development and hosting of the GIS is shared among member agencies in the consortium model. These costs are recurring and the software costs would be higher if we develop GIS internally.

Development costs are shared among the members of the consortium and there is guaranteed support of the GIS for the life of the system. With an internal development the costs are born solely by the Village and continuity of support depends on a smaller pool of staff resources.

To realize a functioning GIS it would require positional data for all of the Village assets. This need exists independent of which approach is used to achieve the GIS. The GIS department at DuPage County is a source we have and will continue to rely on for some of this information. We will also need to continue to make geo-location of Village assets a systemic part of what we do to fully realize the benefits of a GIS. At the February 28th board workshop MGP made a presentation to the board explaining the consortium and laying out the benefits of a cooperative approach. MGP also met in subsequent meetings with the Village management and staff to provide more details and answer questions. The GIS Consortium offers many products at no additional start up costs, such as web access for residents and other customers. Once the database is fully operational, datasets that will be of interest to the public can be deployed, making that information more readily available, saving staff resources. We would also be able to use existing data from MUNIS or (police CAD) to provide maps for various purposes. This expands the use of GIS from its primary users (Public Works and Planning and Zoning) to other Village Departments (Police, Administration and Finance).

The consortium currently has 22 member communities (list attached). Each member community gets one vote on the consortium board. Since its inception no member has left the consortium. There is a onetime membership fee to join the consortium of \$10,000. The ongoing expenses cover staffing, shared software licenses and hosting fees. A projection of the costs for the consortium over the next five years is attached.

Recommendation

We see a fully functional GIS as a strategic asset to the Village. Intergovernmental cooperation has been a high priority of the Village Board and this approach will achieve long term efficiency benefits for the Village of Glen Ellyn. Management recommends the board approve a recommendation to enter into a membership agreement for a GIS Consortium for a onetime fee of \$10,000 and enter into the GIS Consortium Service Provider Contract with Municipal GIS Partners, Inc., in the amount of \$85,392 (11 months FY14).

Action Requested

Approve a recommendation from management to enter into a membership agreement for a GIS Consortium for a onetime fee of \$10,000 and enter into the GIS Consortium Service Provider Contract with Municipal GIS Partners, Inc., in the amount of \$85,392 (11 months FY14). These funds have been allocated in the FY14 budget and accessed equally to the general fund, water fund, and sewer fund.

Village of Glen Ellyn - GIS Budget

Traditional GIS Consortium Model

PROGRAM STAFFING	2013	2014	2015	2016	2017
GISC Specialist	55,567	58,346	61,263	64,326	67,542
GISC Coordinator	6,938	7,285	7,649	8,031	8,433
GISC Analyst	6,938	7,285	7,649	8,031	8,433
GISC DBA	7,227	7,588	7,967	8,366	8,784
GISC Developer	7,227	7,588	7,967	8,366	8,784
GISC Manager	7,227	7,588	7,967	8,366	8,784
TBD					
PROGRAM STAFFING SUB-TOTAL	91,123	95,679	100,463	105,486	110,760
LAYER DEVELOPMENT					
Photogrammetric Mapping					
Rapid conversion					
TBD					
LAYER DEVELOPMENT SUB-TOTAL					
HARDWARE					
GIS Workstation					
GIS Server					
Plotter/printer					
GIS Thin-client					
GIS Remote Access Service (RAS)					
TBD					
HARDWARE SUB-TOTAL					
SOFTWARE					
Arc/Info (ESRI)					
ArcView Licenses (ESRI)					
ArcGIS Server (ESRI)					
GISC Shared Initiatives	1,532	2,265	1,880	1,675	1,761
TBD					
SOFTWARE SUB-TOTAL	1,532	2,265	1,880	1,675	1,761
MAINTENANCE & LICENSES					
Hardware - GIS Workstation					
Hardware - GIS Server					
Hardware - Plotter/printer					
Software - Arc/Info (ESRI)		3,000	3,000	3,000	3,000
Software - ArcView Licenses (ESRI)		2,800	2,000	1,200	1,200
Software -ArcGIS Server (ESRI)					
TBD					
MAINTENANCE & LICENSES SUB-TOTAL		5,800	5,000	4,200	4,200
OTHER COSTS					
Supplies & Materials & Postage	500	500	500	500	500
Furniture & Fixtures					
GISC Initiation Fee	10,000				
TBD					
OTHER COSTS SUB-TOTAL	10,500	500	500	500	500
TOTAL PROGRAM BUDGET	103,155	104,244	107,843	111,861	117,221

Village of Glen Ellyn - GIS Budget

Traditional GIS Consortium Model

This section provides a description of the budget line-items above.

PROGRAM STAFFING (GISC)

- This is the staffing component of the budget. These services are provided by MGP, founder of the GISC.
- An annual contract is required with MGP for these services. All other components of the budget are with other vendors.
- Your GISC allocation math is 49% based on 6.8 square miles. According to GISC bylaws your actual allocation needs to be a factor of 10% (40% or 50%).
- This budget is based on 50% allocation. This means that a specialist will be assigned to your community 5 days per a 2-week period excluding vacation and holidays.
- Rates and allocations are negotiated and determined by the GIS Consortium members annually.
- This budget assumes a program start date on May 1, 2013.

LAYER DEVELOPMENT**Base Mapping - Discretionary**

- The Base Mapping program is a cooperative initiative to collect aerial photo and produce planimetric mapping (building footprints, road surface, curbs features etc), topography mapping (elevation model, 1 ft contours) and digital orthoimagery. Community staff will determine if this base mapping component is required during the annual program review that is conducted each year.

Rapid Conversion - Discretionary

- Rapid conversion is an option for off-shoring some of the larger dataset conversions particularly utilities.
- This item is generally utilized when there is no digital source and the data is being developed from paper. It does not appear this will be needed for this program.

HARDWARE

- Hardware in the traditional budget is procured and owned by the community.
- MGP provides specifications for all GIS equipment when procurements are required.
- The community may elect to defer or eliminate some of these items based on existing hardware.
- The GIS Workstation is operated by the assigned specialist. This includes the ArcInfo software license referenced below.
- The Village will use the web access version of MapOffice(TM) thereby not requiring a local version of ArcGIS Server.

SOFTWARE

- ArcInfo is the GIS professional platform that will be used by the assigned specialist to manage and analyze the data.
- The Village currently has 6-licenses of ArcGIS Basic (ArcView) - one primary floating, one primary single-use, and 4 secondary single use. MGP and Village staff will determine how many licenses are required based on the MapOffice access and the number of ArcGIS Basics required for department use including Cartegraph seats.
- GISC Shared Initiatives include the public version of MapOffice, ESRI business analyst online, ArcGIS extensions, GoToMeeting, hardware and other items that are cost shared by the GISC membership.
- Esri extensions including Tracking Analyst, Spatial Analyst, 3D Analyst and Network Analyst owned by the Village will be evaluated and discontinued if available in the GISC Shared Initiative offering and not otherwise required by staff.

MAINTENANCE & LICENSES

- This category provides costs for supporting hardware and software licenses and maintenance agreements.
- Hardware maintenance is zero since this is typically managed through the IT department at purchase.
- Software annual maintenance is based on the products proposed in the software section.

OTHER EXPENSES

- Supplies and materials include an estimate of printing fees, supplies, and other related costs.
- GIS Consortium Membership is a one-time membership cost to join the GIS Consortium.
- There are no annual membership dues for the GIS Consortium.

Current GIS Consortium Membership

Member	Since	Population	Parcels	Area (sq. miles)
City of Highland Park	2000	31,614	11,168	12.20
Village of Glencoe	2000	8,782	3,603	3.79
City of Park Ridge	2000	37,775	13,432	7.12
Village of Lincolnshire	2000	7,039	2,867	4.59
City of Des Plaines	2002	57,062	20,000	14.37
Village of Deerfield	2002	18,420	6,258	5.54
Village of Morton Grove	2003	22,451	8,923	5.09
Village of Winnetka	2003	12,187	5,604	3.87
Village of Skokie	2005	66,820	22,203	10.06
Village of Lincolnwood	2005	11,810	5,284	2.69
Village of Glenview	2008	45,292	19,900	13.85
Village of Norridge	2007	14,582	5,136	1.81
Village of Wheeling	2008	38,555	7,199	8.75
Elk Grove Village	2008	34,727	10,869	11.30
Village of Riverside	2008	8,507	3,298	2.00
Village of Oak Brook	2008	8,702	8,183	8.30
City of Lake Forest	2010	20,990	11,241	16.90
Village of Tinley Park	2011	58,322	35,820	14.86
Village of Mundelein	2012	33,235	10,270	9.95
Village of Woodridge	2012	30,934	19,512	8.50
Village of Buffalo Grove	2013	42,909	15,721	9.30
Village of Northbrook	2013	33,170	null	13.00
Economies of Scale (TOTAL)		643,665	246,691	187.40

Village of Glen Ellyn

2013-2014 Community GIS Report

June 1st 2013 – February 28th, 2014

Authored by:

Mark Binkerd, Information Technology Manager, Village of Glen Ellyn

Dan Millen, GIS Specialist, MGP Inc.

Erik Voight, GIS Coordinator, MGP Inc.

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Village of Glen Ellyn

2013-2014 Community GIS Report

Executive Summary

This report accounts for the activity of the community's GIS program for the past year. The report serves as an overview of the benefits of the GIS program and specifically the utilization of resources by community staff and residents.

For 2013-2014, 29 desktop GIS projects were worked on and the web mapping product, MapOffice™, tools and tasks were used 7,049 times. Using the standard cost efficiency calculations a total efficiency of \$141,342 has been achieved by the community so far in 2013-2014. The GIS Specialist contract hours are currently exceeding the total contracted hours by 9% for the year, with no additional charge to the village. In addition, all target completion dates for implementing the GIS program, which were provided at the initial program kickoff meeting in June 2013, were either met or completed ahead of schedule.

This year several high impact projects were completed. These projects include the release of MapOffice™ Web Access, the village's internal mapping application for department staff, the analysis of permissible medical marijuana dispensary and cultivation center locations within the village, and vehicle driving route optimization to support a grant proposal for funding to be used in hiring an outside vendor to inspect village trees.

Background

A geographic information system (GIS) is a system that stores, manipulates, manages and presents geographically referenced data. In the case of local government this typically includes addresses, utilities and regulatory boundaries. The community is a member of the GIS Consortium (GISC), a 23 member organization that works collectively to achieve the benefits of a GIS program. Through collaboration and cost sharing the community is able to create value by identifying opportunities while minimizing cost and risk.

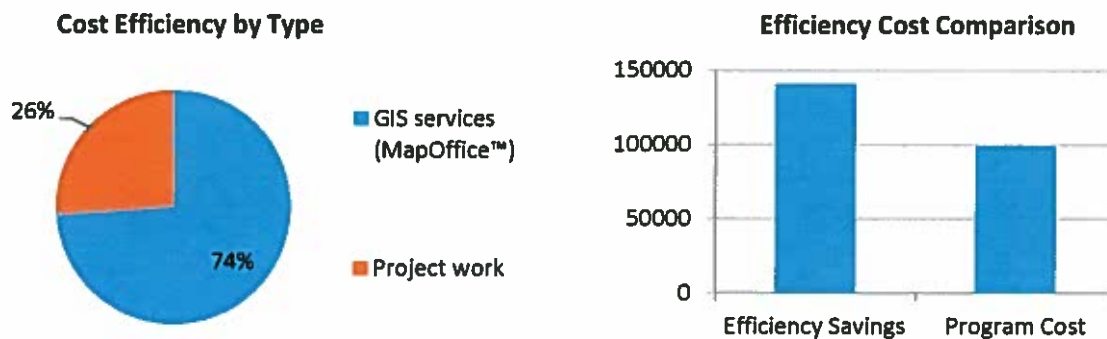
Village of Glen Ellyn

2013-2014 Community GIS Report

GIS Program Performance

GIS has the ability to benefit all community departments. GIS can increase cost efficiency in a variety of ways from cost avoidance and time savings to increased productivity and better decision making.

When estimating a community's GIS program performance we attempt to account for these efficiencies at the project level and in its service to staff and residents. Project work is tracked by the Specialist while the uses of GIS services are tracked by product.



MapOffice™ Public accounts for the resident's use of GIS, while MapOffice™ Web Access accounts for the use of GIS by internal staff. MapOffice™ products are typically used to increase the cost efficiency of community staff time associated with conducting more repetitive tasks or answering frequently asked questions from the residents. In contrast, project work is typically reserved for more high impact analysis or one-off requests that require the expertise of the on-site GIS Specialist to organize and complete.

Contract Performance

This year the community contracted for 720 hours of GIS Specialist staffing. At this point in the contract the village is receiving 65 hours, or 9%, more than it contracted for, with no additional charge to the community. When considering all MGP contracted positions, the village is currently receiving 196 hours, or 18% over the contracted amount.

Village of Glen Ellyn

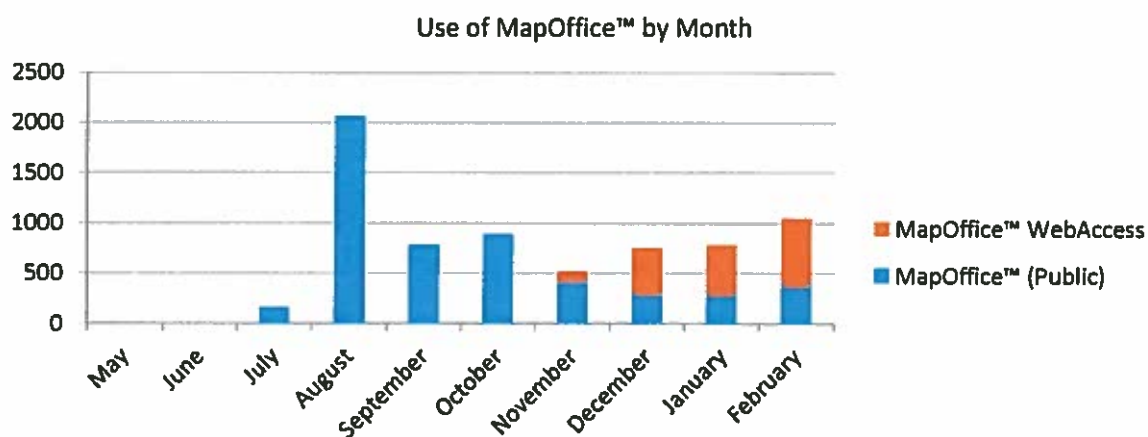
2013-2014 Community GIS Report

MapOffice™ Use

Each time MapOffice™ is used by community residents or community staff, it is logged. The graph below of Use of MapOffice™ by Month reviews the count of total tool usage across all MapOffice™ platforms per month.

As of February 2014, there have been four formal training sessions conducted with three village departments on how to use the tools and functions available in MapOffice™. Trainings with the remaining departments are currently being scheduled and should occur before the summer of 2014.

NOTE: MapOffice™ Public was officially released on the village website in August 2013 and MapOffice™ Web Access was made available to village staff in October 2013.



With each tool use, there is associated cost efficiency. This efficiency attempts to measure the time saved doing the task in MapOffice™ versus having to do it without it. Efficiency per tool is determined by the use and the complexity of the tool. The calculation compares how long the process would take without a GIS and compares it to having a GIS. The hourly rate associated with that time is estimated at \$50, which accounts for wage plus health and benefits. The following table indicates some of the tools with the highest savings as used by the community. Combining the total tool usage across all platforms of MapOffice™, the current overall cost efficiency for the community is \$104,442.

Top 5 MapOffice™ Uses and Their Estimated Efficiencies

Name	Hits	Savings
Parcel summary	1,895	\$45,948
Find and go	1,475	\$17,141
Map view	1,241	\$3,984
Google™ Map View	553	\$4,133
Photo view	522	\$3,898

Village of Glen Ellyn

2013-2014 Community GIS Report

Shared Services

When the GIS Consortium was created in 1999, it was on the basis of sharing staff to reduce costs. Today, the GIS Consortium looks to share hardware, software, and other services for the continued reduction of costs. These include services such as the hosting of MapOffice™ Public, advanced extensions of GIS Software, ESRI Business Analyst Online, and supporting centralized hardware and software initiatives.

Shared Services Savings

Item	Standard Costs	Local Costs	Savings
GISC Shared Services	\$38,850	\$1,510	\$37,340
• Hardware • Software • Extensions • Web hosting • GoToMeeting • MapOffice™ Web Access			
Remote Access Service	\$4,200	\$0	\$0
		Total	\$37,340

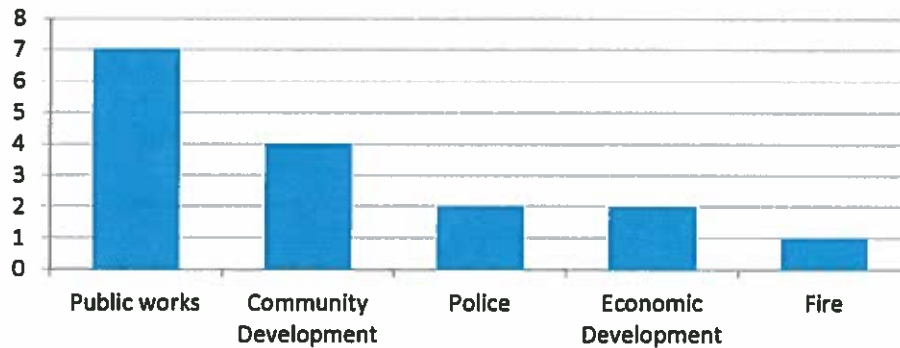
Village of Glen Ellyn

2013-2014 Community GIS Report

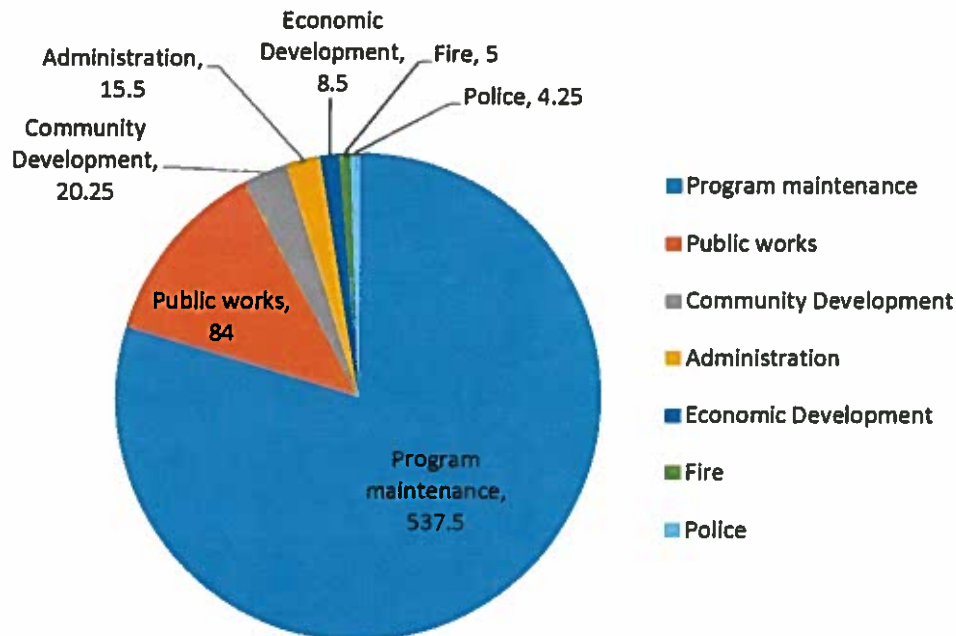
GIS Projects

The focus this past year was data conversion and development related to setting up the GIS program and getting the data ready for use in more complex projects and analysis moving forward. The 29 unique GIS projects that were worked on for all community departments generated an estimated cost efficiency of \$36,900. The table below indicates which departments generated the largest project counts so far this year.

GIS Projects by Department



GIS Projects by Department in Total Hours



A list of high impact, example GIS projects consortium wide is available on the GIS Consortium website's bulletin page (www.gisconsortium.org/bulletin).

Project Planning

During the program development phase, a strategic, 5 year GIS project plan was developed using input for each village department. Creating a project plan in this way ensures the GIS program is working in step with the strategic goals of the village moving forward. Based on this plan, and other initiatives that came up throughout the year, here are three projects that had a great impact on the community:

- **GIS Data Centralization and Development** – In order to maximize efficiency when working on GIS projects or displaying information in MapOffice™, it is important to have GIS data in a central location that follows a common structure. This makes establishing relationships between data much easier, resulting in increased accuracy and a more robust data set for future analysis. To accomplish this, an inventory of all GIS datasets available in each of the village departments was conducted and then that data was migrated into a centralized GIS environment. This centralization allowed the village to retain the integrity of the original data while also making it more accessible to village GIS applications, such as MapOffice™. This process also involved the development of numerous datasets that did not previously exist to help provide users, from both the general public and from village departments, a richer information experience when using MapOffice™ to view village assets or properties.
- **MapOffice™ Web Access release and village department trainings** – MapOffice™ Web Access, a cloud-based mapping and property information program, was released in October 2013 to all village staff and quickly assisted many village employees in their everyday workflow. Using this comprehensive information tool saves village staff countless hours when looking up property information, locating utilities, or accessing any of the other numerous tools and information that the program offers. Department trainings were held for village staff following the application's release to demonstrate the functionality and capabilities of the program and will continue to be held going forward.
- **Medical marijuana dispensary and cultivation area analysis** – This analysis was done in direct response to a recent state resolution allowing medical marijuana sales in Illinois. Using information provided by the new law in the analysis, multiple map products were developed to assist village staff with knowing where it's permissible and prohibited for medical marijuana dispensaries or cultivation centers to legally locate. Having these map products available helped provide vital information to the Planning and Development Department in responding when responding to questions or inquiries related to possible medical marijuana businesses locating in the village.

Village of Glen Ellyn

2013-2014 Community GIS Report

Looking ahead through the end of 2014, the community is looking forward to continuing its success with the implementation of these strategic project initiatives from the 5 year project plan:

- **Collecting and tracking sidewalk trip hazards through a mobile application** – Using new mobile data collection technology, locations of sidewalk trip hazards that need to be addressed will be collected out in the field using a tablet or Smartphone and seamlessly integrated into GIS for display in MapOffice™ and other map products. This allows Public Works Department staff to load information from the field directly into GIS without the need to learn the full desktop GIS software environment. This will replace the need for staff to manually mark-up paper maps and provide those paper maps to GIS to manually input this information into the system, thereby improving the department's workflow efficiency.
- **Release of Community Portal** – Community Portal is a customizable, public facing property information application that will reside on the village's website for use by residents, village staff, and any other interested parties. This application involves a user querying an address in a search window and receiving all related information linked to that address. The information returned can be customized based on village departments and differs from the current version of MapOffice™ that's on the website in that the default display environment will not include a map but instead offer the map as a supplemental option. The intent of this application is to help simplify the information search process for a property by providing village departments the ability to share information that's more targeted and relevant to the user.
- **Integration of GIS and Cartegraph** – Cartegraph is a work order and inventory management program that the Public Works department currently uses. As a result of some additional functionality that was added to the software this year, GIS will be linked to Cartegraph to display work orders and other department assets stored in the application within the MapOffice™ environment. This will provide the department with the ability to view this vital information within the context of its location in the village, which will assist with improving the overall efficiency of their day-to-day operations. This integration will also allow for Public Works to share work order and asset information with other village departments from a common platform that can be readily accessed from any village computer. This will allow for increased transparency between departments, which will help to increase the overall efficiency of inter-departmental workflows.

Village of Glen Ellyn (DRAFT)

GIS Project plan by community fiscal year

5/2013 - 4/2014

<u>Department</u>	<u>Primary Contact</u>	<u>Title</u>	<u>Description</u>	<u>Task Status</u>
All departments	Mark Binkerd	Conversion of Community GIS Data to the GIS Consortium Data Standard	Convert the Village's existing GIS data holdings to the GIS Consortium (GISC) data model so this data can be used for analysis and displayed in GISC applications, such as MapOffice. This will involve taking an inventory of all datasets and working with Village staff to ensure all data is correctly brought over.	Completed
All departments	Mark Binkerd	MapOffice Public Release Announcement for Quarterly Newsletter	Create a release announcement for the Village's quarterly newsletter for MapOffice Public, so the public is made aware of its availability.	Completed
All departments	Mark Binkerd	Release MapOffice Public	Release of MapOffice Public (scheduled for August 19, 2013).	Completed
All departments	Mark Binkerd	Release MapOffice Web Access	Release of MapOffice Web Access (scheduled for November 12, 2013).	Completed
Community Development	Meredith Hannah	Available Sites in MapOffice	Custom Overlay: Display Village's vacant/available sites MapOffice. A list of these sites currently exists on the Village's website.	Completed
Community Development	Michele Stegall	Park District Boundaries	Custom Overlay: Display park district boundaries for the Glen Ellyn Park District and Butterfield Park District in MapOffice Web Access. A custom URL will be created for residents to easily access this information.	Completed
Community Development, Administration	Staci Hulseberg	TIF District in MapOffice Web Access	Custom Overlay: Create a layer that displays the boundaries of the Village's tax-increment financing district.	Completed
Community Development	Michele Stegall	Zoning Map	Redesign the standard zoning map product for the community using GIS.	Completed
Public Works	Jeff Perrigo	Complete Conversion of Sanitary Sewer Data to GIS Consortium Standard	Convert existing community sanitary sewer data to the GIS Consortium data standard.	Completed
Public Works	Jeff Perrigo	Complete Conversion of Storm Sewer Data to GIS Consortium Standard	Convert existing community stormwater sewer data to the GIS Consortium data standard.	Completed
Public Works	Jeff Perrigo	Complete Conversion of Water System Data to GIS Consortium Standard	Convert existing community water system data to the GIS Consortium data standard.	Completed
Public Works, Fire	Jeff Perrigo	Hydrant Flow Rates in MapOffice Web Access	Integrate existing hydrant flow rate data into the water system network so flow rates can be displayed in GIS.	Completed
Administration	Mark Franz	Street Jurisdiction, Ownership, and FAU Route Map	Create a street map and custom overlay showing the street jurisdiction, ownership, and FAU route locations.	Completed
All departments	Mark Franz	Community Map	Redesign the standard street map product for the community from GIS. This map should include address annotation and Village landmarks.	In Progress
All departments	Mark Binkerd	MapOffice Web Access Trainings for Village Staff	After the release of MapOffice Web Access, schedule trainings for Village employees that are specific to department workflows.	In Progress
Finance	Kevin Wachtel	Community-Owned Properties in MapOffice Web Access	Custom Overlay: Create a layer that displays the locations and types of Village-owned properties.	In Progress
	Jim Bodony; Jeff Perrigo	Fire Response Area Map	Create a standard map product that displays the boundaries of the Village Fire Department's response areas, as well as addresses and hydrants. This	In Progress

Attachment: GIS Contract Renewal Attachment 3 (1179 : SY14 GIS Contract Renewal)

Village of Glen Ellyn - GIS Project plan by community fiscal year

5/2014 - 12/2014

<u>Department</u>	<u>Primary Contact</u>	<u>Title</u>	<u>Description</u>	<u>Task Status</u>
Administration	Mark Franz	MapOffice Introduction Document for New Residents	Create a document that details uses for MapOffice for new residents. This document will be distributed in welcome packets for new residents.	Not Started
Administration	Kristen Schrader	National Historic Register Landmarks in MapOffice Web Access	Custom Overlay: Display the locations of landmarks in the Village that are designated as National Historic Register landmarks. This will include associating maps of these locations with articles, which will be used in developing a historical tour guide.	Not Started
All departments	Mark Binkerd	Basic Village GIS Data in a Mobile Environment	Provide a means for Village staff to access GIS data and maps on smartphones. This will be a secured environment that the public will not be able to access.	Not Started
All departments	Al Stonitsch	Community Portal Release	Populate various community related data in the appropriate GIS feature classes and tables to be used in the Community Portal application. Community Portal is a property information program that will be located on the village website that will allow a resident or community staff member the ability to retrieve property information without accessing a map.	Not Started
Community Development	Michele Stegall	Community Aerial Imagery Map	Design a standard community map with the most current orthoimagery available for use in planning and development projects.	Not Started
Community Development	Staci Hulseberg	Impervious Surface Impact on Storm Water Management Fees	Track the percentage of impervious surface on new construction, and determine the impact this has on storm water management fees using GIS. This analysis will be focused on residential and commercial developments.	Not Started
Community Development	Michele Stegall	Planned Unit Developments in MapOffice Web Access	Custom Overlay: Display the locations of planned unit developments (PUDs) in the Village.	Not Started
Community Development	Michele Stegall	Subdivision Map	Create a standard subdivision map for the Village that displays subdivision boundaries and names.	Not Started
Community Development, Administration, Fire	Staci Hulseberg	Special Service Areas in MapOffice Web Access	Custom Overlay: Create a layer that displays the boundaries of economic special service areas located within the Village. This layer will focus on residential and commercial areas.	Not Started
Community Development	Staci Hulseberg	Village Annexations in MapOffice Web Access	Custom Overlay: Display properties that have been annexed by the Village as a custom overlay. The date of the annexation will be important in future analysis.	Not Started
Finance	Kevin Wachtel	Billing Location Map	Create a map that displays the distribution of billing based on various services throughout the Village.	Not Started
Fire	Jim Bodony	Assist With Response Planning to Incidents Far from a Water Source	Use GIS to determine areas where distances between water sources and potential response locations are the furthest. The initial plan is to highlight properties that are outside of a 750 foot buffer from a hydrant, with the distance possibly changing once the results are seen. This will be used to help plan for potential fires at these locations.	Not Started

Village of Glen Ellyn - GIS Project plan by community fiscal year

Fire	Jim Bodony	Dead-end and One Way Streets in MapOffice Web Access	Custom Overlay: Display streets that are one way or dead-ends in MapOffice Web Access for emergency response purposes.	Not Started
Fire	Jim Bodony	Fire Response Drive Time Analysis	Use GIS to analyze existing drive times and station locations for the fire department to determine if there are more optimal alternatives.	Not Started
Parks	Chris Petaric	Village Golf Course Tee Box and Green Locations in MapOffice Web Access	Custom Overlay: Display the locations of tee boxes and green locations as well as ambulance driving routes at golf courses in the Village. This will help emergency response locate specific areas of a golf course when needed.	Not Started
Police	Philip Norton	Calls for Service in MapOffice Web Access	Business Intelligence: Display the locations and information associated with police calls for service in MapOffice Web Access. This will require the acquisitions and conversion of call data from DU-COMM.	Not Started
Police	Philip Norton	Police Beat Map	Build a standard Police beat map product for the community using GIS.	Not Started
Police	Philip Norton	Police SubBeat Map	Create a map that displays the boundaries of police subbeats for the Village. Boundaries may need to be obtained from DU-COMM.	Not Started
Police	Philip Norton	Sex Offender Locations in MapOffice	Custom Overlay: Create a layer that can be displayed in MapOffice that will display the location of sex offenders in the Village.	Not Started
Police	Philip Norton	Traffic Accident Analysis	Analyze the locations and frequency of traffic accidents reported in the Village to help focus policing efforts.	Not Started
Public Works	Jeff Perrigo	Buffalo Box Inventory Collection	Using the ArcGIS Collector App on a mobile device, capture buffalo box locations out in the field to bring into GIS.	Not Started
Public Works	Dave Buckley	Cartegraph Integration (OMS)	Create a connection between Cartegraph data and GIS. This will include the ability to view data using Business Intelligence connections in MapOffice and the ability to create custom maps of data on request.	Not Started
Public Works	Jeff Perrigo	Hydrant Flushing and Maintenance in MapOffice Web Access	Business Intelligence: Display hydrant work that has been done related to flushing and maintenance in MapOffice Web Access. This will require integrating existing data and knowledge from Village staff.	Not Started
Public Works	Jeff Perrigo	Incorporate Utility As-Built and Plan Documents Hyperlinks in MapOffice Web Access	Custom Overlay: Display utility as-builts and other plan documents in MapOffice Web Access using hyperlinks that have already been created. These documents will be associated with their corresponding features in the different utility systems. This may require scanning documents that are not in the system yet.	Not Started
Public Works	Jeff Perrigo	Incorporate Sanitary Sewer Televising Hyperlinks in GIS Consortium Data	Include hyperlinks that reference ancillary information to sanitary sewer features. This includes hyperlinks to televised videos of the sanitary system that have already been created.	Not Started
Public Works	Jeff Perrigo	Sanitary Sewer Backups in MapOffice Web Access	Custom Overlay: Integrate existing sanitary sewer backup data to be displayed in MapOffice Web Access. This will be used to determine where potential updates to the system may be needed.	Not Started
Public Works	Dave Buckley	Sign Inventory in MapOffice Web Access	Business Intelligence: Establish a connection to the sign inventory database maintained in the Village's Cartegraph system to MapOffice Web Access so sign locations and associated information can be displayed. Maintenance history should be displayed as well.	Not Started

Village of Glen Ellyn - GIS Project plan by community fiscal year

Public Works	Jeff Perrigo	Snow Plow Route Map Book and Route Time Reduction	Create a map book that displays snow plow routes in an easily accessible way for workers in the field. Also analyze existing snow plow routes used by Village staff to determine routes that will result in less time plowing. Create an area by area map, route by directions, and include alleys.	Not Started
Public Works	Dave Buckley	Tree Inventory in MapOffice Web Access	Business Intelligence: Establish a connection to the tree inventory database maintained in the Village's Cartegraph system to MapOffice Web Access so tree locations and associated information can be displayed.	Not Started
Public Works	Jeff Perrigo	Utility Map Book	Create a map book that details the Village's utility networks in an easily	Not Started
Public Works, Fire	Dave Buckley	Ownership and Maintenance of Village Assets in MapOffice Web Access	Identify and track the ownership and maintenance of assets (i.e. striping, streetlights, traffic signals, utility features). This information will then be displayed in MapOffice Web Access. Field data collection and research of plan documents may be necessary.	Not Started

2015

<u>Department</u>	<u>Primary Contact</u>	<u>Title</u>	<u>Description</u>	<u>Task Status</u>
Administration	Kristen Schrader	Local Landmark District Analysis	Using existing local and national landmarks, data on historical tourism, and qualifications for landmark status use analysis to derive local landmark districts that will be used in determining future landmarks.	Not Started
Administration	Kristen Schrader	Refuse Cart Locations in MapOffice Web Access	Custom Overlay: Display the locations of Village-maintained refuse carts in MapOffice Web Access. This will provide a better understanding of how these carts are distributed spatially.	Not Started
Administration	Mark Franz	Refuse Pickup Effectiveness in MapOffice Web Access	Business Intelligence: Track and display the locations where garbage & recycling was missed during collection and complaints from residents were reported for use in analysis to improve collection services.	Not Started
Community Development	Staci Hulseberg	Property Development History MapOffice Web Access	Custom Overlay: Display property development history in MapOffice Web Access. This layer will be developed using tear down and construction information obtained from Village sources.	Not Started
Finance	Christina Coyle	Compare Vendor Employee Lists with Employee Payroll Database	Use GIS to identify employees submitting fraudulent invoices for payment under a different vendor name, but using the employee's address (so the check goes there). Addresses from the vendor lists and the addresses from the payroll/human resources database will be used to compare to identify any issues.	Not Started
Finance	Kevin Wachtel	Estimated Assessed Value Comparison in MapOffice Web Access	Custom Overlay: Calculate the percentage of change in estimated assessed value (EAV) for properties located in the Village by year. This information can then be displayed in GIS as a custom overlay.	Not Started
Finance, Administration	Kevin Wachtel	Business License Information in MapOffice Web Access	Business Intelligence: Incorporate business license information from MUNIS into MapOffice Web Access so business license information can be obtained by selecting properties spatially. This will require a connection to MUNIS.	Not Started

Village of Glen Ellyn - GIS Project plan by community fiscal year

Fire	Jim Bodony	Buildings with Sprinkler Systems in MapOffice Web Access	Custom Overlay: Display the locations of buildings that have sprinkler systems in MapOffice Web Access.	Not Started
Fire	Jim Bodony	High Pressure Pipelines in MapOffice Web Access	Custom Overlay: Display the location and coverage of high pressure pipelines that run through the Village. Pipeline plans are needed to determine the actual locations of these lines.	Not Started
Fire	Jim Bodony	Truss Roof Buildings in MapOffice Web Access	Custom Overlay: Display the locations of residential and commercial buildings with truss roofing in MapOffice Web Access. The data for this will come from Planning and Development. This will help firemen identify at-risk buildings.	Not Started
Police	Philip Norton	Incidents by Unit and Office Number in MapOffice Web Access	Business Intelligence: Track the number of incidents in the Village by unit number and officer number and display the results in MapOffice Web Access for future analysis. Investigation of obtaining data on incident count by officer will be needed.	Not Started
Police	Philip Norton	Premise Alerts in MapOffice Web Access	Business Intelligence: Display properties that have been flagged by police staff for concern or danger in MapOffice Web Access. This will make officers aware of a property that may require extra caution during investigation.	Not Started
Police, Fire	Philip Norton	Hazardous Material Locations in MapOffice Web Access	Custom Overlay: Integrate existing documents and information related to the locations of hazardous materials held by local businesses and industries into MapOffice Web Access to be displayed. This can be added through Firehouse.	Not Started
Public Works	Jeff Perrigo	Retention/Detention Basins in MapOffice Web Access	Custom Overlay: Create a layer that displays the locations of retention/detention basins and stormwater easements in the Village, and also provides attributes that include ownership and maintenance of the basins. accessible format for workers in the field.	Not Started
Public Works	Jeff Perrigo	Water Main Breaks & Repairs in MapOffice Web Access	Business Intelligence: Integrate existing water main break and repair data and track new incidents in MapOffice Web Access. This will be used to analyze trends to determine areas of the water system that may need updates.	Not Started

2016

<u>Department</u>	<u>Primary Contact</u>	<u>Title</u>	<u>Description</u>	<u>Task Status</u>
Administration	Mark Franz	Historical Power Outages in MapOffice Web Access	Business Intelligence: Integrate data related to power outages in the Village into MapOffice Web Access for use in analyzing power outages over time. This will help the Village work with private utility companies to improve service and update portions of the electrical system.	Not Started
Community Development	Ray Ulreich	Depressions and Low-Lying Area Map Production	Create data for MapOffice and maps for depressions and low-lying areas that lead to flooding and drainage issues.	Not Started
Community Development	Ray Ulreich	Drainage Complaints in MapOffice Web Access	Business Intelligence: Display the locations of drainage complaints made by residents. This could be a possible Business Intelligence connection that is maintained in a Microsoft Access database.	Not Started

Attachment: GIS Contract Renewal Attachment 3 (1179 : SY14 GIS Contract Renewal)

Village of Glen Ellyn - GIS Project plan by community fiscal year

Community Development	Staci Hulseberg	Land Use Map Development	Create a land use map for the village based on data provided by Planning and Development.	Not Started
Finance	Kevin Wachtel	Analyze Sales Tax Performance by Location and Time	Analyze trends in sales tax by space and time using sales tax collection data. This will help Village staff to better understand how sales tax is collected throughout the Village.	Not Started
Finance	Kevin Wachtel	Real Estate Transfer Tax in MapOffice Web Access	Business Intelligence: Track the number of times a property has been sold in the Village. Investigation is needed to determine how data will be acquired.	Not Started
Finance	Kevin Wachtel	Reduce Water Meter Reading Route Times	Analyze routes used for reading water meters to determine routes that result in lower reading times.	Not Started
Finance	Kevin Wachtel	Water Meter Dimensions Inventory	Track the size dimensions of water meters throughout the Village, which can then be accessed with MapOffice Web Access. This will require integrating Village data and staff knowledge, and potentially doing field data collection.	Not Started
Fire	Jim Bodony	Bike Path Access Points in MapOffice Web Access	Custom Overlay: Display the locations of access points that emergency response personnel can use for tollways and bike paths.	Not Started
Fire	Jim Bodony	Fire Inspection Status in MapOffice Web Access	Business Intelligence: Create a layer that can be used to track properties that are past-due for a fire inspection, or where an inspection is past due. This can be added with through Firehouse.	Not Started
Fire	Jim Bodony	Key Holder and Knox Box Information in MapOffice Web Access	Custom Overlay: Display keyholder and the locations of knox boxes for properties in the Village in MapOffice Web Access. This can be added through Firehouse.	Not Started
Fire	Jim Bodony	Multi-level Buildings in MapOffice Web Access	Custom Overlay: Display the location and any important attributes related to buildings that are greater than or equal to 3 stories in the Village.	Not Started
Police	Philip Norton	Building Lock Codes in MapOffice Web Access	Custom Overlay: Display documents and information related to building lock codes associated with structures in the Village. This will allow officers to easily enter buildings when responding to an incident.	Not Started
Police	Philip Norton	Senior Medical Alert Bracelets in MapOffice Web Access	Business Intelligence: Display properties in MapOffice Web Access where a senior citizen is registered having a medical alert bracelet. This will make officers more prepared when responding to calls at these residences.	Not Started
Public Works	Dave Buckley	Comed Ownership and Billing Information in MapOffice Web Access	Business Intelligence: Using Comed billing and Village staff knowledge, integrate Comed ownership and billing rates for streetlights and other Comed structures in the Village. This will help Village staff determine how much they are charged by Comed, as well as resource for identifying any issues with billing.	Not Started
Public Works	Jeff Perrigo	Sanitary Sewer Main Stub Locations in MapOffice Web Access	Custom Overlay: Display the locations of sanitary sewer main stubs in GIS. This will require integrating existing data and knowledge from Village staff, as well as possible field data collection.	Not Started
Public Works	Jeff Perrigo	Utility System Maintenance and Improvement Inventory	Integrate utility system maintenance and improvement inventory completed by RJN Engineering with utility data.	Not Started

Village of Glen Ellyn - GIS Project plan by community fiscal year

2017

<u>Department</u>	<u>Primary Contact</u>	<u>Title</u>	<u>Description</u>	<u>Task Status</u>
Administration	Mark Franz	Architectural Survey Results into MapOffice Web Access	Custom Overlay: Display the results of architectural surveys completed in the Village in MapOffice Web Access. These documents will be linked with their associated structure. This project will involve aggregating related data and documents, and possibly scanning documents into the system.	Not Started
Finance	Kevin Wachtel	Stops in Water Meter Reading in MapOffice Web Access	Business Intelligence: Track when water meters have stops (gravel or other debris) so maintenance can be initiated and areas with higher stopping incidents can be addressed.	Not Started
Finance	Kevin Wachtel	Water Billing Based on Water Service Connection	Analyze the relationship between known water customers and connections to the water distribution system. This will help optimize the water billing process and determine if new recipients need to be billed.	Not Started
Finance	Kevin Wachtel	Wireless Water Meters into MapOffice Web Access	Custom Overlay: Display the locations of wireless water meters in the Village for inventory purposes. This will require identifying the locations of these meters using documents and field verification.	Not Started
Fire	Jim Bodony	Mobile Access to Building Inspection Information	Provide a method for accessing building inspection information from a Firehouse database through GIS in a mobile environment.	Not Started
Fire	Jim Bodony	Mobile Access to Pre-Plans	Display pre-plans in a mobile environment that is accessed via GIS. This is dependent on scanning existing documents into the system. This could be added through Firehouse.	Not Started
Police	Philip Norton	Building Floor Plan Documents into MapOffice Web Access	Custom Overlay: Integrate building floor plan documents to buildings in MapOffice Web Access so officers can access plans before responding to calls. Floor plans are ideal for buildings such as schools. This project will involve integrating with Village document software and scanning plans that are not in the system yet.	Not Started
Police	Philip Norton	Customization of Notification Areas for Reverse 911 Messages	Create custom notification area overlays that can be used for targeted reverse 911 messaging systems. These can be designed according to specific event areas.	Not Started
Police	Philip Norton	False Police Incident Reports in MapOffice Web Access	Business Intelligence: Display the locations of false incident reports in MapOffice Web Access for future analysis. More information is needed to determine how this data will be acquired.	Not Started
Public Works	Dave Buckley	JULIE Ticket Locations in MapOffice Web Access	Custom Overlay: Create a layer in MapOffice Web Access that displays the locations of JULIE tickets. This will help staff and residents before starting work in an area.	Not Started
Public Works	Jeff Perrigo	Mobile GIS Template for a Damage Assessment Inventory	Create a template that a worker can use in the field with a mobile device that will allow them to track damaged assets in a GIS environment.	Not Started
Public Works	Dave Buckley	Work Order Status Application for Residents	Develop a method that allows the public to initiate a work order and track it's status using an interactive map. This will allow Village staff to have more interaction with the public.	Not Started

Village of Glen Ellyn - GIS Project plan by community fiscal year

Annual

<u>Department</u>	<u>Primary Contact</u>	<u>Title</u>	<u>Description</u>	<u>Task Status</u>
Administration	Mark Franz	Capital Improvement Planning Projects	Display information related to a Capital Improvement Plan, as well as it's spatial location. This will allow staff to identify areas that should be targeted for projects as well as the locations where previous projects have been completed. This will include a custom overlay showing the street ratings in the street pavement program that will assist in determining which streets will be resurfaced on a yearly basis.	Not Started
All departments	Mark Binkerd	Client Training and Support	Prepare for and train community staff members on the general use of products, systems, or methods that do not fit into existing projects. This typically includes training staff members to use ArcGIS software, but does not include training on GIS Consortium software such as MapOffice Advanced or Mobile Data Viewer.	Not Started
All departments		Community Map	Update standard community street map using GIS.	Not Started
All departments	Mark Binkerd	Data and Geodatabase Maintenance	GIS Consortium standard geodatabases outside of existing projects, including regular publication of data to community staff using ArcGIS software.	Not Started
All departments	Mark Binkerd	Parcel Data Maintenance	Integrate county parcel data with all GIS Consortium standards, specifically the addressing model and all layers coincident with parcels.	Not Started
All departments	Mark Binkerd	Support Based Work	Ad-hoc support of community staff requests for maps, data, and/or other outputs.	Not Started
Community Development	Michele Stegall	Zoning Map	Update standard community zoning map product using GIS.	Not Started
Fire	Jim Bodony	Fire Response Area Map Book	Create a map book that displays Village Fire department response areas, roads, important places, addresses, and hydrants (with flow rates). This includes response areas in unincorporated areas. This book will be based on a grid that will allow users to easily find the area they are looking for.	Not Started
Police	Philip Norton	Special Event Planning	Assist village staff in planning for Village events by using GIS to display features such as parking, parade routes, road closures, event spaces, etc.	Not Started
Public Works		Sewer Utility Maintenance	Creation and maintenance of data and projects specifically with GIS Consortium sewer utility model. This typically includes combined, sewage, and storm systems.	Not Started
Public Works	Jeff Perrigo	Sidewalk Trip Hazards Data Collection	Using the ArcGIS Collector App on a mobile device, collect locations out in the field where sidewalk squares need to be repaired. This data can then be incorporated back into GIS seamlessly.	Not Started
Public Works		Water Utility Maintenance	Creation and maintenance of data and projects specifically with GIS Consortium water utility model.	Not Started

GIS Consortium Service Provider Contract

This CONTRACT made and entered into this 1st day of May, 2014, by and between the Village of Glen Ellyn, an Illinois municipal corporation (hereinafter referred to as "Village"), and Municipal GIS Partners, Inc. (MGP), 701 Lee Street, Suite 1020, Des Plaines, Illinois 60016 (hereinafter referred to as "Consultant"); and

WHEREAS, the Village desires to engage the Consultant to provide support services in connection with the Village's geographical information system ("GIS"); and

WHEREAS, the Consultant represents to be in compliance with Illinois Statutes relating to professional registration of individuals and has the necessary expertise and experience to furnish such services upon the terms and conditions set forth herein below;

NOW, THEREFORE, it is hereby agreed by and between the Village and the Consultant that:

I. SCOPE OF SERVICES

The Scope of Services shall be as set forth in the "Proposal for Geographic Information System Services" (Attachment 1). Should there be a conflict in terms between this Contract and the Proposal, this Contract shall control.

II. PERFORMANCE OF WORK

All work hereunder shall be performed under the direction of the Village Manager of the Village or his designee (hereinafter referred to as the "Village Manager").

III. INDEPENDENT CONTRACTOR

The Consultant shall at all times be deemed to be an independent contractor, engaged by the Village to perform the services set forth in Attachment 1. Neither the Consultant nor any of its employees shall be considered to be employees of the Village for any reason, including but not limited to for purposes of workmen's compensation law, Social Security, or any other applicable statute or regulation.

IV. PAYMENT TO THE CONSULTANT

For work associated with the project, the Consultant shall be reimbursed in an amount NOT TO EXCEED \$61,352.

- A. The Consultant shall submit invoices in a format approved by the Village.
- B. The Consultant shall maintain records showing actual time devoted and cost incurred. The Consultant shall permit the authorized representative of the Village to inspect and audit all data and records of the Consultant for work done under this Contract. The Consultant shall make these records available at reasonable times during the Contract period, and for a year after termination of this Contract.
- C. The Village shall make monthly payments to the Consultant based upon actual progress. Payment will be made in accordance with the Illinois Prompt Payment Act.

V. TERMINATION OF AGREEMENT

Notwithstanding any other provision hereof, the Village may terminate this Contract at any time upon fifteen (15) days prior written notice to the Consultant. In the event that this Contract is so terminated, the Consultant shall be paid for services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of work completed determined on the basis of the percentage completed as agreed upon between the Village and the Consultant.

VI. TERM

This Contract shall become effective as of the date the Consultant is given a written Notice to Proceed and, unless terminated for cause or pursuant to Article V foregoing, shall expire on December 31, 2014, or on the date the Village Manager determines that all of the Consultant's work under this Contract is completed. A determination of completion shall not constitute a waiver of any rights or claims which the Village may have or thereafter acquire with respect to any breach hereof by the Consultant.

VII. RENEWAL OF CONTRACT

The Village shall decide at least sixty (60) days before the end of the Term, as defined in Article VI of this Contract, whether the Village desires to engage the Consultant in another Contract to provide support services in connection with the Village's geographical information system. The Village shall provide the Consultant written notice within thirty (30) days of said decision.

VIII. NOTICE OF CLAIM

If the Consultant wishes to make a claim for additional compensation as a result of action taken by the Village, the Consultant shall give written notice of his claim within fifteen (15) days after occurrence of such action. No claim for additional compensation shall be valid unless so made. Any changes in the Consultant's fee shall be valid only to the extent that such changes are included in writing signed by the Village and the Consultant. Regardless of the decision of the Village Manager relative to a claim submitted by the Consultant, all work required under this Contract as determined by the Village Manager shall proceed without interruption.

IX. BREACH OF CONTRACT

If any party violates or breaches any term of this Contract, such violation or breach shall be deemed to constitute a default, and the other party has the right to seek such administrative, contractual or legal remedies as may be suitable to the violation or breach; and, in addition, if any party, by reason of any default, fails within thirty (30) days after notice thereof by the other party to comply with the conditions of the Contract, the other party may terminate this Contract.

X. INDEMNIFICATION

The Consultant shall indemnify and save harmless the Village and its officers and employees from and against any and all loss, liability and damages of whatever nature, including Workmen's Compensation claims by Consultant's employees, in any way resulting from or arising out of negligent actions or omissions of the Consultant in connection herewith, including negligent actions or omissions of

employees or agents of the Consultant arising out of the performance of this Contract.

XI. NO PERSONAL LIABILITY

No official, director, officer, agent, or employee of any party shall be charged personally or held contractually liable by or to the other party under any term or provision of this Contract or because of its or their execution, approval, or attempted execution of this Contract.

XII. NON-DISCRIMINATION

In all hiring or employment made possible or resulting from this Contract, there shall be no discrimination against any employee or applicant for employment because of sex, age, race, color, creed, national origin, sexual orientation, marital status, of the presence of any sensory, mental, or physical handicap, unless based upon a bona fide occupational qualification, and this requirement shall apply to, but not be limited to, the following: employment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. No person shall be denied, or subjected to discrimination in receipt of the benefit of any services or activities made possible by or resulting from this Contract on the grounds of sex, race, color, creed, national origin, marital status, the presence of any sensory, mental or physical handicap or age except minimum age and retirement provisions. Any violation of this provision shall be considered a violation of a material provision of this Contract and shall be grounds for cancellation, termination or suspension, in whole or in part, of the Contract by the Village.

XIII. ASSIGNMENT AND SUCCESSORS

This Contract and each and every portion thereof shall be binding upon the successors and the assigns of the parties hereto; provided, however, that no assignment shall be made without the prior written consent of the Village.

XIV. DELEGATING AND SUBCONTRACTING

Any assignment, delegation or subcontracting shall be subject to all the terms, conditions and other provisions of this Contract and the Consultant shall remain liable to the Village with respect to each and every item, condition and other provision hereof to the same extent that the Consultant would have been obligated if it had done the work itself and no assignment, delegation or subcontract had been made.

XV. NO CO-PARTNERSHIP OR AGENCY

It is understood and agreed that nothing herein contained is intended or shall be construed to, in any respect, create or establish the relationship of co-partners between the Village and the Consultant, or as constituting the Consultant as the general representative or general agent of the Village for any purpose whatsoever.

XVI. SEVERABILITY

The parties intend and agree that, if any paragraph, subparagraph, phrase, clause, or other provision of this Contract, or any portion thereof, shall be held to be void or otherwise unenforceable, all other portions of this Contract shall remain in full force and effect.

XVII. HEADINGS

The headings of the several paragraphs of this Contract are inserted only as a matter of convenience and for reference and in no way are they intended to define, limit, or describe the scope of intent of any provision of this Contract, nor shall they be construed to affect in any manner the terms and provisions hereof or the interpretation or construction thereof.

XVIII. MODIFICATION OR AMENDMENT

This Contract constitutes the entire Contract of the parties on the subject matter hereof and may not be changed, modified, discharged, or extended except by written amendment duly executed by the parties. Each party agrees that no representations or warranties shall be binding upon the other party unless expressed in writing herein or in a duly executed amendment hereof, or Change Order as herein provided.

XIX. APPLICABLE LAW

This Contract shall be deemed to have been made in, and shall be construed in accordance with the laws of the State of Illinois.

XX. NEWS RELEASES

The Consultant may not issue any news releases without prior approval from the Village Manager nor will the Consultant make public proposals developed under this Contract without prior written approval from the Village Manager prior to said documentation becoming matters of public record.

XXI. COOPERATION WITH OTHER CONSULTANTS

The Consultant shall cooperate with any other persons in the Village's employ on any work associated with the project.

XXII. NOTICES

All notices, reports and documents required under this Contract shall be in writing and shall be mailed by first class mail, postage prepaid, addressed as follows:

If to Village:

Village of Glen Ellyn
Mark Binkerd
535 Duane Street
Glen Ellyn IL 60137

If to Consultant:

MGP, Inc.
Thomas A. Thomey
701 Lee Street, Suite 1020
Des Plaines, IL 60016

XXIII. INTERFERENCE WITH PUBLIC CONTRACTING: P.A. 85-1295

The Consultant certifies hereby that it is not barred from entering into this Contract as a result of violations of either Section 33E-3 or Section 33E-4 of the Illinois Criminal Code.

XXIV. SEXUAL HARASSMENT POLICY: 775 ILCS 5/2-105(A)(4)

The Consultant certifies hereby that it has a written Sexual Harassment Policy in full compliance with 775 ILCS 5/2-105(A)(4).

XXV. WRITTEN COMMUNICATIONS

All recommendations and other communications by the Consultant to the Village Manager and to other participants, which may affect cost or time of completion, shall be made or confirmed in writing. The Village Manager may also require other recommendations and communications by the Consultant be made or confirmed in writing.

IN WITNESS WHEREOF, the undersigned have placed their hands and seals hereto on the date first above written.

ATTEST:

Village Clerk

Village Manager

ATTEST:

CONSULTANT

By _____

By _____

Its _____

Its _____

Proposal for Geographic Information System Services
Attachment 1

1) GENERAL PURPOSE

The purpose of this agreement is for the Village to enter an agreement with the Consultant for all or part of its geographic information system (GIS) management, development, operation, and maintenance. In addition to supporting the existing GIS program, the Consultant will identify opportunities for continued development and enhancement.

The Village will be sharing management, development, and maintenance expertise and staffing with other municipalities as a member of the Geographic Information System Consortium (GISC). The benefits to the Village include, but are not limited to, collective bargaining for rates and services, shared development costs, and joint purchasing and training.

The Consultant is the sole Service Provider for GISC and is responsible for providing the necessary GIS professional resources to support this entity. The Consultant will facilitate and manage resource, cost, and technical innovation sharing among GISC members.

2) CONFIDENTIALITY

This attachment includes proprietary and confidential information. It shall not be copied, circulated, or otherwise provided to any person or organization that is not part of the process established for its consideration without the advance written permission of MGP, Inc.,

3) SERVICE TYPES

For the purpose of cost accounting, the Consultant will provide two (2) service types to the Village. The intent of this distinction is to track specific types of investment without overburdening general operation of the GIS program. Many of these services will go unnoticed to the Village but are required to sustain the GIS program. The Consultant will employ reasonable professional discretion when specific direction is not provided by the Village or the GIS Consortium.

- A. Services relate to the direct management, development, operation, and maintenance of the Village GIS required to reasonably support the system.
- B. Services relating to the investigation, research, and development of new functionality and capability for the GIS Consortium and its members.

4) SERVICES

The Consultant will help provide the necessary resources to support the Village GIS program. The allocation of these resources will be reasonably commensurate with the level of expertise required to fulfill the specific task thus enabling efficient use of Village investment. The Consultant includes, but is not limited to, the following personnel:

- A. A GIS Manager that is responsible for the overall implementation of the GIS program based on the directions and instructions of the Village. The GIS Manager will provide senior-consultant services and will provide coordination and facilitation of GISC developments and initiatives. Budget forecasting and work reporting will be provided by the GIS Manager as directed by the Village.
- B. A GIS Coordinator is responsible for the operation of the GIS program including the coordination of resources. The GIS Coordinator will provide services to the Village in determining the short- and long-term needs of the GIS program. The GIS Coordinator will be responsible for managing the program resources including Consultant resources, external agencies, and Village committees and user groups.
- C. A GIS Platform Administrator is responsible for managing the data model and administering the database and related information. The GIS Platform Administrator plans, implements, and configures the data to enhance performance and maintain integrity of the data system.
- D. A GIS Application Developer that is responsible for the conceptualization, design, development, testing, installation, documentation, training, and maintenance of GIS and related software. Software includes, but is not limited to; computer programs, form designs, user manuals, data specifications, and associated documentation.
- E. A GIS Analyst is responsible for analyzing and planning special projects that require skills beyond the typical operation of the system. Special projects may include the development of ad hoc maps, layers, databases, and user solutions.
- F. A GIS Specialist that provides the daily operation, maintenance, and support of the GIS. This individual is typically fully allocated to the Village and is responsible for database development and maintenance, map production, user training and help-desk, user group support, and system support and documentation.
- G. A GIS/RAS (Remote Access Service) Specialist provides the same services as the GIS Specialist above using equipment hosted by the service provider.

5) PROJECTED UTILIZATION

Projected utilization is an estimate of service hours required of the Consultant by the Village. This projection is established by and between the Village, GISC, and the Consultant. Although variations are anticipated, the Village and the Consultant have a fiduciary responsibility to GISC and its members to meet their projected utilization. Significant variations in actual utilization may negatively influence service rates for GISC members. The anticipated projected utilization for each Consultant service is:

- A. 548 hours of GIS Specialist
- B. hours of GIS/RAS Specialist
- C. 55 hours of GIS Coordinator

- D. 55 hours of GIS Analyst
- E. 39 hours of GIS Platform Administrator
- F. 39 hours of GIS Application Developer
- G. 39 hours of GIS Manager

6) SERVICE RATES

Rates are based on projected utilization of GISC members in collective bargaining with the Consultant. The Consultant guarantees these rates for the term of this agreement as long as actual utilization is reasonably consistent with projected utilization. The Consultant has the right to assign a cost-of-living adjustment one (1) time per year with prior notice to the Village. The GISC collective bargaining rates are as follows:

- A. \$ 70.50 per hour for GIS Specialist
- B. \$ 74.00 per hour for GIS/RAS Specialist
- C. \$ 88.50 per hour for GIS Coordinator
- D. \$ 88.50 per hour for GIS Analyst
- E. \$ 110.10 per hour for GIS Platform Administrator
- F. \$ 110.10 per hour for GIS Application Developer
- G. \$ 110.10 per hour for GIS Manager

7) FACILITIES AND EQUIPMENT

The Village is required to provide the Consultant adequate space, furnishings, hardware, and software to fulfill the objectives of the GIS program. The facilities requirement is no different than would be otherwise required by the Village to support a GIS program. The rate structure extended to GISC members is contingent on these provisions for the Consultant. Facilities and equipment include, but are not limited to, the following

- A. Full-time office space for the GIS Specialist and periodic office space for guests. This space should effectively and securely house all required GIS systems, peripherals, and support tools. This space must be available during normal business hours.
- B. Furnishings including adequate desk(s), shelving, and seating accommodations for the GIS Specialist and periodic guests. A telephone line and phone to originate and receive outside calls. A network connection with access to the Internet.
- C. Hardware including a workstation, server, plotter, printer, digitizer, scanner and network infrastructure.
- D. Software including GIS software(s), productivity tools, application development tools, commercial databases, and network access software.
- E. The Village is responsible for installing, operating, and maintaining the backup and recovery systems for all Village owned GIS assets that permits the Consultant to continue services within a reasonable period of time following a disaster.

8) BILLING & PAYMENT

The Consultant will invoice the Village on a monthly basis for work completed and work in-progress. The Consultant requires 100% payment. Payment will be made in accordance with the Illinois Prompt Payment Act.

9) INTELLECTUAL PROPERTY

If any intellectual property should be developed during the course of this agreement, the Village and the Consultant shall be joint owners of said intellectual property.

- A. It is understood that this agreement does not grant to the Village or any employees, partners, business associates or other associated parties thereof, any rights in any intellectual property developed by the Consultant outside the terms of this agreement, or any protectable interests stemming there from.
- B. The Village and the Consultant agree, that no assignments, authorization of reuse by others, giveaways, license grants, sales, transfer, security interests, or any other grant of rights for any intellectual property that may be developed during this agreement, will be made to any third party without a written agreement between the Village and the Consultant.
- C. If this agreement between the Village and the Consultant should be terminated, the Village shall, in good faith, allow the Consultant, any reasonable use of any Intellectual Property developed during this Contract.



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Special Event
Prepared By: Justin Keenan

SCHEDULED

AGENDA ITEM (ID # 1182)

DOC ID: 1182 B

Waive Section 10-4-14(B)17 (Promotional Activities), and Section 10-5-13(N) (Outdoor Merchandise) of the Village Code and approve the Historical Society's Vintage Auto Fest on May 18, 2014 at Stacy's Tavern Museum and History Park. (Administrative Intern Keenan)

Background

On Sunday, May 18, 2014 from 11:00 a.m. to 5:00 p.m. the Glen Ellyn Historical Society will be hosting a Vintage Auto Fest at Stacy's Tavern Museum and History Park located at 800 N. Main Street. At least 30 vintage cars and 500 visitors are expected for the event. Please see the attached event application and approval letter for further details. All relevant Village Departments have reviewed this request and are comfortable with the event as presented.

Action Requested

Motion to waive Section 10-4-14(B)17 (Promotional Activities), and Section 10-5-13(N) (Outdoor Merchandise) of the Village Code and approve the Historical Society's Vintage Auto Fest on May 18, 2014 at Stacy's Tavern Museum and History Park.

Attachments

1. Vintage Auto Fest Approval Letter
2. Vintage Auto Fest Special Event Application

ATTACHMENTS:

- Historical Society Vintage Auto Fest Approval Letter (DOC)
- Historical Society Vintage Auto Fest Special Event Application (PDF)



April 29, 2014

Jan Shupert-Arick, Executive Director
Glen Ellyn Historical Society
800 N. Main Street
Glen Ellyn, IL 60137

RE: 2014 Vintage Auto Fest

Dear Ms. Shupert-Arick:

This letter is to confirm action taken at the Village Board Meeting on Monday, April 28, 2014 regarding the Glen Ellyn Historical Society's Vintage Auto Fest event scheduled for May 18, 2014, as described in your attached application. Approval of the event is outlined below. Please contact the appropriate Village Department should you have any questions on the Village's approval.

1. Approval for the event to occur on Sunday, May 18, 2014 from 11:00 a.m. to 5:00 p.m. at Stacy's Tavern Museum and History Park located at 800 N. Main Street.
2. Section 10-4-14(B)17 of the Village Code concerning outdoor merchandise, storage, promotional activities or tents in the C2 Community Commercial District has been waived for the event.
3. Section 10-5-13(N) of the Village Code concerning that all business, service, storage, merchandise, display, etc. shall be conducted wholly within an enclosed building has been waived for the event.
4. Sales of non-alcoholic drinks and food will be allowed at Stacy's Tavern Museum and History Park between 11:00 a.m. and 5:00 p.m. on Sunday, May 18, 2014 only after approval by the DuPage County Health Department.
5. Extra refuse/recycling receptacles will be placed by the Facilities Division at Stacy's Tavern Museum and History Center. The Historical Society should designate the containers as either for refuse or recycling, plastic bags provided by the Historical Society should be used to line the containers and they should be emptied by the Society as necessary throughout the event. The Historical Society should contact Allied Waste directly at 630-469-1036 to make arrangements for a refuse/recycling pickup following the event. All additionally placed trash/recycling receptacles must be turned upside down once the event has ended so that the containers are not used prior to pickup by the Facilities Division.
6. The use of free-standing tents will be allowed under the following conditions: they are a minimum of 10 feet from any building, have protective covers on tent anchors, have no cooking equipment within them, comply with all applicable building regulations and if larger than 400 square feet, are inspected by the Planning and Development Department Building Inspector prior to the

Civic Center

535 Duane Street
Glen Ellyn, IL 60137

Administration

630-469-5000
Fax 630-469-8849

Finance

630-547-5235
Fax 630-469-1757

Planning and Development

630-547-5250
Fax 630-547-5370

Police

630-469-1187
Fax 630-469-1861

Public Works

30 South Lambert Road
Glen Ellyn, IL 60137
630-469-6756
Fax 630-469-3128

**The Village Links and
Recreation**

485 Winchell Way
Glen Ellyn, IL 60137
630-469-8180
Fax 630-469-8580

www.glenellyn.org
www.villagelinksgolf.com

event. Please contact the Planning and Development Department at 630-547-5250 to arrange for an inspection prior to the event should you need to arrange one. The cost for the inspection is \$50.00.

7. A list of contact names and cell phone numbers of those responsible for the event as well as a map of the grounds indicating the location of the following: food/drink sale, restroom facilities (location and number), car parking and any other facilities associated with the event must be submitted to the Administration Department at event@glenellyninfo.org by Friday, May 9, 2014.
8. Please work with the Police Chief or his designee at 630-469-1187 to discuss details regarding parking or traffic related concerns.
9. The Historical Society must provide access to a sufficient number of restrooms (minimum of 4 stations), along with hand washing stations for the entire length of the event. State Plumbing Code requires one unit per 50 people of expected attendance.
10. Evidence of insurance from the Glen Ellyn Historical Society in the amount of \$2 million listing the Village as additionally insured has been received by the Village.

Copies of your letter, together with this reply, are being furnished to appropriate staff members so that necessary arrangements can be made to carry out the requests of your organization. If you have any questions, please contact the appropriate Village personnel. The Village wishes you a successful Vintage Auto Fest event in 2014!

Sincerely,

Mark Franz
Village Manager

cc: Staci Hulseberg, Planning and Development Director
Phil Norton, Police Chief
Dave Buckley, Assistant Public Works Director
Bill Holmer, Deputy Police Chief
Joe Kvapil, Building and Zoning Official
Kristen Schrader, Assistant to the Village Manager
Patti Underhill, Administrative Services Coordinator



Village of Glen Ellyn Special Event Permit Application

The Special Event Permit Application must be submitted at least **sixty (60) days prior** to the event date in order to ensure sufficient time for processing. Please contact the Administration Department at 630-469-5000, or refer to the Special Event Permit Application Guidelines at www.glenellyn.org for more information.

EVENT INFORMATION			
Event Title	Glen Ellyn Vintage Auto Fest		
Type of Event	☐ Carnival or Rides ☐ Business Special Event ☐ Festival ☐ Outdoor Concert ☐ Parade ☐ Tent Sale ☐ Walk/Run/Bike ☐ Zoo/Circus ☒ Other (please specify): <u>Vintage Car Show</u>		
Event Date(s)	Sunday, May 18, 2014	Time	11 a.m. to 5 p.m.
Alternate Date(s)		Time	
First Time Applicant?	☐ Yes ☒ No	Is it an Annual Event?	☐ Yes ☒ No
Event Website (if any)	www.GlenEllynHistory.org		Anticipated Attendance 500
Location of Event Please list all requested street or sidewalk closures noting time(s) each street will be closed.	Glen Ellyn History Park (no street closures) PAID MAR 27 2014 \$3500 CL #1289 VILLAGE OF GLEN ELLYN		
Describe the Event Please describe your event in detail including any additional information that may be important to understanding its scope and purpose. Please attach any promotional materials regarding the event.	The public will be invited to a vintage auto show. Cars will be parked on the grounds near Stacy's Tavern Museum. Vintage cars will register in advance and enter between 9 & 11 am at 557 Geneva Road. Public programs relating to Glen Ellyn's early automobiles & auto garages, the Packard Company, the Studebaker Car Company, and the Lincoln Highway will be held at the History Center.		
Please see Section 3 of the Special Event Application Guidelines for more information regarding Event Activities			
Event Activities Please check all items that will be included in your event. *Extraordinary activities may require additional licenses, fees or submittals (See Guidelines for additional information).	☐ Alcohol* ☐ Animals* ☐ Automobiles ☐ Balloons/Signs/Decorations ☐ Bands/Live Music ☐ Carnival Rides* ☐ Floats ☒ Food Booth(s) ☐ Parade/Race* ☐ Parking Lots* ☐ Portable Toilets ☐ Promotional Signage ☐ Sound Equipment ☐ Stage/Bandshell ☐ Streets/Sidewalks* ☐ Tents ☐ Vendors ☒ Other (please specify): <u>Bake Sale</u>		

EVENT ORGANIZER INFORMATION					
Name (First/Last)	Jan Shupert-Arick, Ex. DIR, G.E. H.S.				
Address	800 N. Main St.			Apt./Unit	
City	Glen Ellyn	State	IL	Zip Code	60137
Home Phone	630-469-1867	Cell Phone (personal)	260-452-8140		
E-mail Address	Director @ GlenEllynHistory.org				
Name of Sponsoring Organization(s) (If applicable/different)					
Organization's Legal Status	☐ Governmental Entity ☒ Non-profit Entity ☐ Commercial Business				
Sponsoring Organization Main Contact (If applicable/different)	(Same)				
Address				Apt./Unit	
City		State		Zip Code	
Daytime Phone		E-Mail			

All applications should be completed and submitted **not less** than sixty (60) days prior to the event date. Applications that are complete and submitted to the Village along with any necessary submittals will be processed by Village staff. Incomplete applications will be held for processing until it is complete. Please return your completed Special Event Permit Application to:

By Mail/Drop Off: Village of Glen Ellyn, Administration Department, 535 Duane Street Glen Ellyn, IL 60137

By Email: events@glenellyninfo.org

For Office Use Only

Conditions of Approval:

Police Chief/Designee (if applicable)	Date
Village Manager/Designee	Date



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Ordinance
Prepared By: Joe Kvapil

SCHEDULED

ORDINANCE 6231

DOC ID: 1185 A

Ordinance No. 6231, An Ordinance Approving a Variation from the Side Yard Setback Requirements of the Zoning Code to Allow a Two-Story Addition for the Property at 280 Hawthorne Boulevard. (Planning and Development Director Hulseberg)

Background

The property owners, Michael and Jill Flaherty, are requesting approval of a variation from Glen Ellyn Zoning Code Section 10-4-8(D)3 to allow the construction of a two-story addition with a side yard setback of 3 feet in lieu of the minimum required side yard setback of 6.5 feet. The owners would like to modify the existing home by constructing an addition to the existing first floor attached garage with a second floor addition above that is proposed to be set back 3 feet from the side yard lot line. The Zoning Code does not allow structures on this lot to be set back less than 6.5 feet from the side yard lot line.

The subject property is a corner lot in the R2 Residential Zoning District on the northwest corner at the intersection of Hawthorne Boulevard and Kenilworth Avenue. Notice of the public hearing was published in the Daily Herald on March 7, 2014. The Zoning Board of Appeals conducted a public hearing on the requested variation on Tuesday, March 25, 2014. At the meeting, the adjacent neighbor most affected by the variation spoke in favor of the variation request and no persons spoke in opposition.

Issues

The Zoning Board of Appeals was in favor of the variation because they felt that there are practical difficulties or particular hardships in the application of the Zoning Code regulations on this property and that the conditions on this property are unique and not generally applicable to other properties in this zoning district. This corner lot is only 60.5 feet wide and less than the minimum required 80 feet. Other options for a new detached garage in the rear were considered and rejected since additional impervious paved surfaces would be required on this steeply sloping lot that receives significant stormwater runoff from adjacent properties. Also the option of a garage in the rear yard with access onto Kenilworth was rejected since Kenilworth is a higher traffic street and a higher safety risk. The addition was designed to be lower than permitted and lower than the existing home to reduce any negative impact on the adjacent property. The ZBA members found that the variation would not alter the essential character of the locality.

Recommendation

At the public hearing on March 25, 2014, the Zoning Board of Appeals voted on a motion to recommend approval of the requested variation which carried unanimously with five (5) "yes" votes. In accordance with this recommendation, staff has prepared an ordinance to **approve** the requested variation.

Action Requested

It is requested that the Village Board consider the petitioners' request, the recommendation offered by the Zoning Board of Appeals, and any further evidence or testimony presented at the Village Board Meeting and grant, deny or amend the requested variation.

Attachments

- Ordinance
- Minutes of ZBA meeting dated March 25, 2014
- Photos of the Subject Property
- Location Map
- Excerpts from the Petitioners' Application packet

CC: Michael and Jill Flaherty

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Ordinance No. _____

**An Ordinance Approving a Variation from the
Side Yard Setback Requirements of the Zoning Code to allow a
Two-Story Addition for Property at**

280 Hawthorne Boulevard

Glen Ellyn, IL 60137

Whereas, Michael and Jill Flaherty, owners of the property at 280 Hawthorne Boulevard,
Glen Ellyn, Illinois, which is legally described as follows:

The East 60 feet of Lot 4 in Block 1 in Robertson's 7th Addition to Glen Ellyn being a subdivision in the East half of Section 10, Township 39 North, Range 10, East of the Third Principal Meridian, according to the Plat thereof recorded October 20, 1908 as Document 94950 in DuPage County, Illinois.

P.I.N.: 05-10-205-020

have petitioned the President and Board of Trustees of the Village of Glen Ellyn for a variation from Glen Ellyn Zoning Code Section 10-4-8(D)3 to allow the construction of a two-story addition with a side yard setback of 3 feet in lieu of the minimum required side yard setback of 6.5 feet; and

Whereas, following due notice by publication in the Daily Herald not less than fifteen (15) nor more than thirty (30) days prior thereto, and by mailing notice to all property owners within 250 feet of the subject property at least ten (10) days prior thereto, and following the placement of a placard on the subject property not less than fifteen (15) days prior thereto, the Glen Ellyn Zoning Board of Appeals conducted a public hearing on March 25, 2014, at which the petitioners presented

evidence, testimony, and exhibits in support of the variation request and one (1) person appeared in favor of the variation and no (0) persons appeared in opposition thereto; and

Whereas, based upon the evidence, testimony, and exhibits presented at the public hearing on March 25, 2014, the Zoning Board of Appeals adopted findings of fact and voted on a motion to approve the variation, which carried unanimously with five (5) “yes” votes, resulting in a recommendation for approval as set forth in its draft Minutes dated March 25, 2014, appended hereto as Exhibit "A"; and

Whereas, the President and Board of Trustees have reviewed the exhibits and evidence presented at the aforementioned public hearing and have considered the findings of fact and recommendations of the Zoning Board of Appeals; and

Whereas, the President and Board of Trustees make the following findings of fact:

- A. That the plight of the owner is due to unique circumstances since this corner lot is significantly narrower than current zoning code requirements and the position of the existing home does not allow expansion from a one-car to a two-car attached garage that complies with the current side yard setback requirements;
- B. That the variation, if granted, will not alter the essential character of the locality since a two-car attached garage with a second floor above is consistent with typical residential improvements and designed to be compatible with the existing home;
- C. That the particular physical surroundings, shape or topographical condition of the specific property involved would bring practical difficulty or particular hardship upon the owner as distinguished from a mere inconvenience, if the strict letter of the regulation were to be carried out

since the lot slopes steeply from the rear to the front and other options for a detached garage would increase impervious surfaces and stormwater runoff on the property;

D. That the conditions upon which the variation is based would not be applicable generally to other property within the same zoning district since the conditions on this property are unique;

E. That the purpose of the variation is not based exclusively upon a desire to make more money out of the property since the applicants intend to make these improvements for their own personal use and have no desire to sell the property or move from the home;

F. That the practical difficulty or particular hardship has not been created by any persons presently having an interest in the property since the current and prior owners have made no significant exterior alterations to this home since it was constructed in 1928;

G. That the variation will not be detrimental to the public comfort, morals, and welfare or injurious to other property or improvements in the neighborhood in which the property is located since the use is permitted in the zoning district and it will be constructed in accordance with all applicable zoning code regulations other than the variation granted;

H. That the variation will not substantially increase the hazard from fire or other dangers to said property and not otherwise impair the public health, safety, or general welfare of the inhabitants of the Village since it is a structure that will be constructed in accordance with all applicable building code regulations;

I. That the variation will not diminish or impair property values within the neighborhood since it is a property improvement that will increase property values;

J. That the variation will not unduly increase traffic congestion or decrease traffic safety in the public streets since no change to the existing code compliant residential vehicle access and parking use is proposed on the property;

K. That the variation will not result in an increase in public expenditures or create a nuisance since these are improvements to the existing code compliant single-family residential use in a residential zoning district;

L. That the variation is the minimum variation that will make possible the reasonable use of the land, building or structure: and

Whereas, the President and Board of Trustees, based on the aforementioned findings of fact, find it appropriate to grant the variation presented to the Zoning Board of Appeals.

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: The draft Minutes of the March 25, 2014 Glen Ellyn Zoning Board of Appeals meeting, Exhibit "A" appended hereto, are hereby accepted, and the findings of fact and conclusions set forth in the preambles above are hereby adopted as the findings of fact and conclusions of the corporate authorities of the Village of Glen Ellyn.

Section Two: Based upon the above findings of fact, the President and Board of Trustees hereby approve a variation from Glen Ellyn Zoning Code Section 10-4-8(D)3 to allow the construction of a two-story addition with a side yard setback of 3 feet in lieu of the minimum required side yard setback of 6.5 feet at 280 Hawthorne Boulevard, Glen Ellyn, Illinois, which is legally described as follows:

The East 60 feet of Lot 4 in Block 1 in Robertson's 7th Addition to Glen Ellyn being a subdivision in the East half of Section 10, Township 39 North, Range 10, East of the Third Principal Meridian, according to the Plat thereof recorded October 20, 1908 as Document 94950 in DuPage County, Illinois.

P.I.N.: 05-10-205-020

Section Three: This grant of variation to construct a two-story addition is conditioned upon the construction being completed in substantial conformance with the plans and the Application for Variation received by the Planning & Development Department and signed on February 26, 2014 and the testimony and exhibits provided at the March 25, 2014 Zoning Board of Appeals public hearing.

Section Four: The Building and Zoning Official is hereby authorized and directed to issue building permits for the subject property, consistent with the variation granted herein, provided that all conditions set forth hereinabove have been met and that the proposed construction is in compliance with all other applicable laws and ordinances. This grant of variation shall expire and become null and void twenty-four (24) months from the date of passage of this Ordinance unless a building permit to begin construction in reliance on this variation is applied for within said twenty-four (24) month time period and construction is continuously and vigorously pursued provided, however, the Village Board, by motion, may extend the period during which permit application, construction, and completion shall take place.

Section Five: The Village Clerk is hereby authorized and directed to cause a copy of this Ordinance approving the variation to be recorded with the DuPage County Recorder of Deeds.

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

Section Seven: Failure of the owner 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 said

Ordinance, shall subject the owner 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 _____, 2014.

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 _____).

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ATTACHMENTS:

- Minutes of ZBA Meeting dated March 25, 2014 (PDF)
- Photos of the Subject Property (PDF)

Ordinance 6231

Meeting of April 28, 2014

- Location Map (PDF)
- 280 Hawthorne application packet excerpts (PDF)

DRAFT
ZONING BOARD OF APPEALS
MINUTES
MARCH 25, 2014

The meeting was called to order by Acting Chairperson Greg Constantino at 7:01 p.m. ZBA Members James Bourke, Larry LaVanway, Meg Maloney, John Micheli and Chip Miller were present. Chairperson Rick Garrity and ZBA Member Ed Kolar were excused. Also present were Trustee Liaison Pete Ladesic, Building and Zoning Official Joe Kvapil and Recording Secretary Barbara Utterback.

Acting Chairperson Constantino explained the procedures of the Zoning Board of Appeals.

On the agenda were two public hearings regarding the properties at 280 Hawthorne Blvd. and 593 Glen Ellyn Place.

PUBLIC HEARING – 280 HAWTHORNE BOULEVARD

A REQUEST FOR APPROVAL OF A VARIATION FROM THE GLEN ELLYN ZONING CODE, SECTION 10-4-8(D)3, TO ALLOW THE CONSTRUCTION OF A TWO-STORY ADDITION WITH A SIDE YARD SETBACK OF 3 FEET IN LIEU OF THE MINIMUM REQUIRED SIDE YARD SETBACK OF 6.5 FEET.
(Michael and Jill Flaherty, petitioners)

Staff Presentation

Joe Kvapil, Building and Zoning Official, stated that Michael and Jill Flaherty, owners of the property at 280 Hawthorne Boulevard, and Architect Rick Rearick are requesting approval of a variation from Section 10-4-8(D)3 of the Glen Ellyn Zoning Code to allow the construction of a two-story addition with a side yard setback of 3 feet in lieu of the minimum required side yard setback of 6.5 feet. Mr. Kvapil displayed a map of the subject area and indicated the location of the subject property which is in the R2 Residential Zoning District. He stated that the property is defined as a corner lot on the northwest corner at the intersection of Hawthorne Boulevard and Kenilworth Avenue and the zoning and land use surrounding the property is single-family residential. Mr. Kvapil also indicated the location of nearby property owners who signed a petition in support of the variation request. Mr. Kvapil stated that Village records indicate that no other variations have previously been granted for this property. He added that the home was constructed in 1928 and only a few building permits have been issued over the years.

Mr. Kvapil displayed a plat of the subject property and stated that the owners propose to remove an existing one-story attached garage on the side of the home and construct a new two-story addition on the same side of the home and a one-story addition to the rear of the home. He added that the addition to the side of the home will include a two-car attached garage that will replace the existing one-car attached garage. He added that the addition is proposed to be set back 3 feet from the side yard lot line in lieu of the minimum required side yard setback of 6.5 feet, and a variation is, therefore, required.

Zoning Board of Appeals

-2-

March 25, 2014

Mr. Kvapil displayed a plat of survey of the property at 276 Hawthorne Boulevard which is next door to the subject property and is set back approximately 16.5 feet from the common side yard lot line. He added that their driveway which goes to a detached garage is included within this space. Mr. Kvapil also stated that the petitioners' application packet includes a letter from the property owners of 276 Hawthorne Boulevard stating that they are in support of the subject variation request.

Mr. Kvapil displayed an elevation sketch that indicated the proposed roof height which is in compliance with the code. He added that the property is not located within a designated flood area or a local depressional area. He stated that topographical contour maps indicate 2-foot contour lines and a general slope in the area of 4-5 feet from the far northwest corner to the southeast corner. He added that since the disturbed area will exceed 1,500 square feet, a stormwater engineering plan must be reviewed and approved by the Village stormwater engineer prior to issuance of the building permit. He also stated that since the disturbed area will exceed 300 square feet, a tree preservation permit plan must be approved by the Village consulting arborist prior to the issuance of a building permit.

Questions to Staff from the Zoning Board of Appeals

ZBA Member Miller asked if the 3-foot setback extends from the roof line to the edge or from the ground level, and Mr. Kvapil responded that the setback extends from the ground level. Mr. Kvapil also responded that eaves are allowed to go into a setback as much as 3 feet. ZBA Member LaVanway asked if side yard setbacks are universal or if there are any allowances pertaining to what structures are being built on a neighboring property. Mr. Kvapil responded that the Zoning Code disregards adjacent property conditions. ZBA Member Bourke commented that in a letter from a neighbor, the required setback was referred to as being 6 feet, and Mr. Kvapil responded that the required setback is actually 6-1/2 feet. Mr. Kvapil responded to ZBA Member Micheli that a property would need to meet all building requirements (unless a variation(s) was granted) even though a house next door had a variation(s) granted. Mr. Kvapil also stated that a building permit could be denied even though it met zoning code requirements if there were safety issues involved. At ZBA Member Micheli's request, Mr. Kvapil clarified contour line numbers on the topographical map. Mr. Kvapil also added that the greatest drop between the northwest corner and the southeast corner would be seven.

Petitioners' Presentation

Michael and Jill Flaherty, the petitioners, of 280 Hawthorne Boulevard, Glen Ellyn, Illinois and Rick Rearick, architect, of 155 N. Park Blvd., Glen Ellyn, Illinois spoke on behalf of the proposed variation request. Ms. Flaherty stated that they purchased the subject home 13 years ago. She stated that the home was built in 1928 and has been very well maintained over the years. She stated that they very much like the deep rear yard.

Zoning Board of Appeals

-3-

March 25, 2014

Ms. Flaherty stated that she and her husband have three (3) children and their home which has three bedrooms and one bathroom has become crowded. She also stated that they now have a second car. Ms. Flaherty stated that they would like to add more family area to the home as well as parking and storage space. Ms. Flaherty stated that her husband has a business in Glen Ellyn and that they love the town. She stated that they have looked at other houses for sale in Glen Ellyn but have decided they would like to stay where they are.

Ms. Flaherty stated that Architect Rick Rearick has prepared architectural plans that expand on the existing 1-car garage and add space to the rear of the home. She added that the added space is practical and would be the least disruptive option to the lot. Ms. Flaherty stated that they had considered a detached garage, however, that would require extending the driveway and that having a garage in the middle or back corner of the yard would eat up much of the yard and, therefore, was not a practical option. She added that the addition will not change the character of the house. She stated that they brought the plans and spoke to all of their neighbors regarding the proposed project. Ms. Flaherty stated that they have an undersized corner lot and that the size of their lot limits their options which is why they are asking for a side yard setback variation.

Dr. Flaherty stated that traffic near their home is terrible as they live close to Hadley Junior High and have difficulty pulling in and out of their driveway during school start and close times. He stated that they felt it would be most practical to add onto the existing driveway so that they do not have to continue to juggle their cars in and out of the driveway. Dr. Flaherty stated that there is an 8-foot drop to their property from the house to the north and that rain runs through their yard during a storm and onto Kenilworth Avenue. He added that they are, therefore, concerned regarding adding additional impervious surface in their rear yard that could cause flooding. Ms. Flaherty stated they would like to maintain as much of their yard as they currently have.

Mr. Rearick stated that one of the hardships is that the subject lot is only 60 feet wide and that the minimum width for a corner lot in Glen Ellyn is 80 feet and with setbacks being more on a corner lot than an interior lot, any expansion in the east-west direction is restricted. He added it is too difficult to do any type of change in the north-south direction.

Questions from the Zoning Board of Appeals

ZBA Member Miller asked if the petitioners had inquired how the stormwater that runs into their yard would be affected if they built their garage in the northwest corner of their lot. Dr. Flaherty responded that they have the ability to have a 3-foot setback if the garage was put in the north corner, however, their neighbors' southern exposure would be obstructed. Dr. Flaherty stated that parking on Kenilworth Avenue is a hardship due to the amount of traffic, and he added that there have been two auto accidents in front of their home. Ms. Flaherty stated that if a garage in the corner of the lot has Kenilworth Avenue access, 170 feet of the

Zoning Board of Appeals

-4-

March 25, 2014

driveway will need to be shoveled when it snows and that flooding could also result. Mr. Rearick, the petitioners' architect, stated that he had looked into detaching the garage but that accessing the house by walking down Kenilworth to enter the home would be a hardship. He added that moving the garage from the front to the rear of the home is not practical, the homes to the north will have a view of the garage and it is not a good design. Mr. Rearick responded to ZBA Member LaVanway that the subject lot is nonconforming. Acting Chairperson Constantino asked if a detached garage was added to the lot, would it be required to be in the rear, and Mr. Kvapil responded that the garage would need to be set back 18 feet from the east property line. Acting Chairperson Constantino asked if it would be possible to have a detached garage not in the far end of the lot but near the house and maintain the driveway on the westerly side. Mr. Rearick responded that would not be possible due to the contours of the land which have a heavy slope on the western edge and that a retaining wall would be necessary, much impervious surface would be taken up and there would be water issues. ZBA Member Bourke stated he is sympathetic with the petitioners regarding the busy intersection by their corner lot. He asked about having the garage come in right by the house off of Hawthorne and then slide the addition to the west. He stated that would afford closeness to the house for visitors and to bring in groceries and that a variation wouldn't be required on the other side. Mr. Rearick responded that was not good design because of the setback at that location. Mr. Kvapil responded to ZBA Member Bourke that a drainage plan will be required for this project. Mr. Flaherty submitted a photo looking off of Kenilworth Avenue and stated they had at one time thought about locating their garage at that location but stated an electric pole is there. Mr. and Ms. Flaherty responded to ZBA Member Micheli that the pole is one of the reasons that they did not locate the garage there as it is an obstacle. They also responded to ZBA Member Micheli that they did not inquire as to the cost of removing the pole. ZBA Member Micheli asked what the minimum required width for a garage per car is. Mr. Kvapil responded 12 feet for 1 car with an 8-foot wide door and 2 feet on each side. He also responded 20 feet for 2 cars with a 16-foot wide door and 2 feet on each side. Mr. Rearick responded to ZBA Member Micheli that the inside of the subject garage will be 19 feet 8 inches which will be tight. Regarding the western variation that is being requested to 3 feet from 6-1/2 feet, ZBA Member Micheli asked Mr. Kvapil how that would change for any other situation. Mr. Kvapil responded that if the lot width is 80 feet, the required side yard setback would be 10% of the lot width or 8 feet.

Persons in Favor of or in Opposition to the Request

Rosie Gardner of 276 Hawthorne Avenue, Glen Ellyn, Illinois stated she is the Flahertys' neighbor on the west side. She stated that the Flahertys' provided the details of their proposed project and she supports their project. Mr. Flaherty responded to ZBA Member LaVanway that Ms. Gardner viewed the correct plans. ZBA Member Micheli asked Ms. Gardner if she was concerned that her property could be impacted and she could be unable to build on her site if the proposed variation is approved. Ms. Gardner stated she did not have a problem regarding the approval of the proposed variation. Mr. Kvapil added that Fire Department access to

Zoning Board of Appeals

-5-

March 25, 2014

single-family homes is generally adequate from the street. He stated that the Fire Code states that as long as a vehicle is within 150 feet of any part of the building, the Fire Code regulations are met. He added that all homes in town can probably be served adequately by a fire truck in the street. Mr. Rearick added that an advantage to having a corner lot would be that a fire truck could access a site more easily.

Comments from the Zoning Board of Appeals

All of the ZBA Members were in favor of the proposed variation request. ZBA Member Miller stated that although he originally felt opposed to the request, after he learned about the elevation changes and the swale in the back of the property, he felt the petitioners were limited regarding their choices to keep the character of their home and to prevent flooding. He felt they did their due diligence in trying to figure out their best solution. ZBA Member Maloney felt that the petitioners have a difficult lot to work with. ZBA Member LaVanway stated that the neighbors were supportive and that the variation request will not impact light, air, etc., to other properties. ZBA Member Bourke felt that the unique situation is the side lot and the location near a school. Acting Chairperson Constantino was supportive of the request. He stated that concerns regarding the attached garage could create greater risk of flooding or disrupting water drainage. He added that the subject lot is narrow and nonconforming and that the unique circumstances involve the traffic pattern and the location of the nearby school. He added there are more practical options to locating the two-car garage and the owners have not contributed to the condition as it is an existing condition related to the age of the lot.

ZBA Member Bourke moved, seconded by ZBA Member LaVanway, to close the public hearing. The motion carried unanimously by voice vote.

Motion

ZBA Member Miller moved, seconded by ZBA Member Bourke, after considering the application of Michael and Jill Flaherty and the testimony and evidence presented at this public hearing, the Zoning Board of Appeals recommends the approval of the variation requested after deliberations and the following findings of fact: That the plight of the owners is due to unique circumstances of a 7-foot elevation drop from the northwest to the southeast with a swale running to Kenilworth Avenue and that the variation, if granted, will not alter the essential character of the locality because the home will be similar in design to other homes in the area. He stated that additional findings of fact are that the lot is 60 feet wide versus the standard 80-foot wide lot which results in a practical hardship under the conditions permitted in the Zoning regulations to avoid flooding and to avoid side yard setback the garage cannot really be placed anywhere in the back yard except for in the center which would dramatically alter the character of the property and the neighborhood.

Zoning Board of Appeals

-6-

March 25, 2014

The motion carried unanimously with five (5) yes votes as follows: ZBA Members Miller, Bourke, LaVanway, Micheli and Acting Chairperson Constantino voted yes.

PUBLIC HEARING –593 GLEN ELLYN PLACE

A REQUEST FOR APPROVAL OF THREE (3) VARIATIONS FROM THE GLEN ELLYN ZONING CODE AS FOLLOWS: 1. SECTION 10-4-8(E)1 TO ALLOW THE CONSTRUCTION OF A SECOND-FLOOR ADDITION AND A FIRST FLOOR STAIR AND FRONT PORCH ADDITION WITH A 23% LOT COVERAGE RATIO IN LIEU OF THE MAXIMUM PERMITTED 20% LOT COVERAGE RATIO. 2. SECTION 10-8-6(B)4.e TO ALLOW THE CONSTRUCTION OF A SECOND-FLOOR ADDITION AND A FIRST FLOOR STAIR AND FRONT PORCH ADDITION WITH A 41% FLOOR AREA RATIO IN LIEU OF THE MAXIMUM PERMITTED 40% FLOOR AREA RATIO. 3. SECTION 10-8-6(B)3 TO ALLOW THE CONSTRUCTION OF A SECOND FLOOR ADDITION AND A FIRST FLOOR STAIR AND FRONT PORCH ADDITION ON A 5,686-SQUARE FOOT LOT IN LIEU OF THE MINIMUM REQUIRED 6,534 SQUARE FOOT LOT AREA.

(John and Charlene Bedrosian, owners, and Jamie Simoneit, architect)

Staff Presentation

Building and Zoning Official Joe Kvapil stated that the petitioners are John and Charlene Bedrosian, owners of the property at 593 Glen Ellyn Place, and the applicants' representative is Architect Jamie Simoneit. Mr. Kvapil stated that the petitioners are requesting approval of three variations from the Glen Ellyn Zoning Code as follows: 1. Section 10-4-8(E)1 to allow the construction of a second floor addition and a first floor stair and front porch addition with a 23% lot coverage ratio in lieu of the maximum permitted 20% lot coverage ratio. 2. Section 10-8-6(B)4.e to allow the construction of a second-floor addition and a first floor stair and front porch addition with a 41% floor area ratio in lieu of the maximum permitted 40% floor area ratio. 3. Section 10-8-6(B)3 to allow the construction of a second floor addition and a first floor stair and front porch addition on a 5,686-square foot lot in lieu of the minimum required 6,534 square foot lot area. Mr. Kvapil displayed a map and stated that the property is an interior lot on the south side of Glen Ellyn Place. He added that the zoning and land use surrounding the subject property is single-family residential. He also displayed a map and indicated that nine (9) property owners have signed a petition in support of the variation requests. He stated that Village records indicate that no zoning variations have been granted for the subject property and that very few permits have been issued for this property.

Mr. Kvapil stated that the owners propose to remove part of an existing one-story rear screened porch, and he displayed an outline of the existing building and the proposed additions superimposed on a plat of survey. He stated that an existing first floor is being constructed up to the second floor. He also indicated the location of an existing one-story porch and stated that the end of the porch will be removed and the balance of the porch will be reconstructed. He indicated the location of a new one-story open entrance porch and stated that on one side,



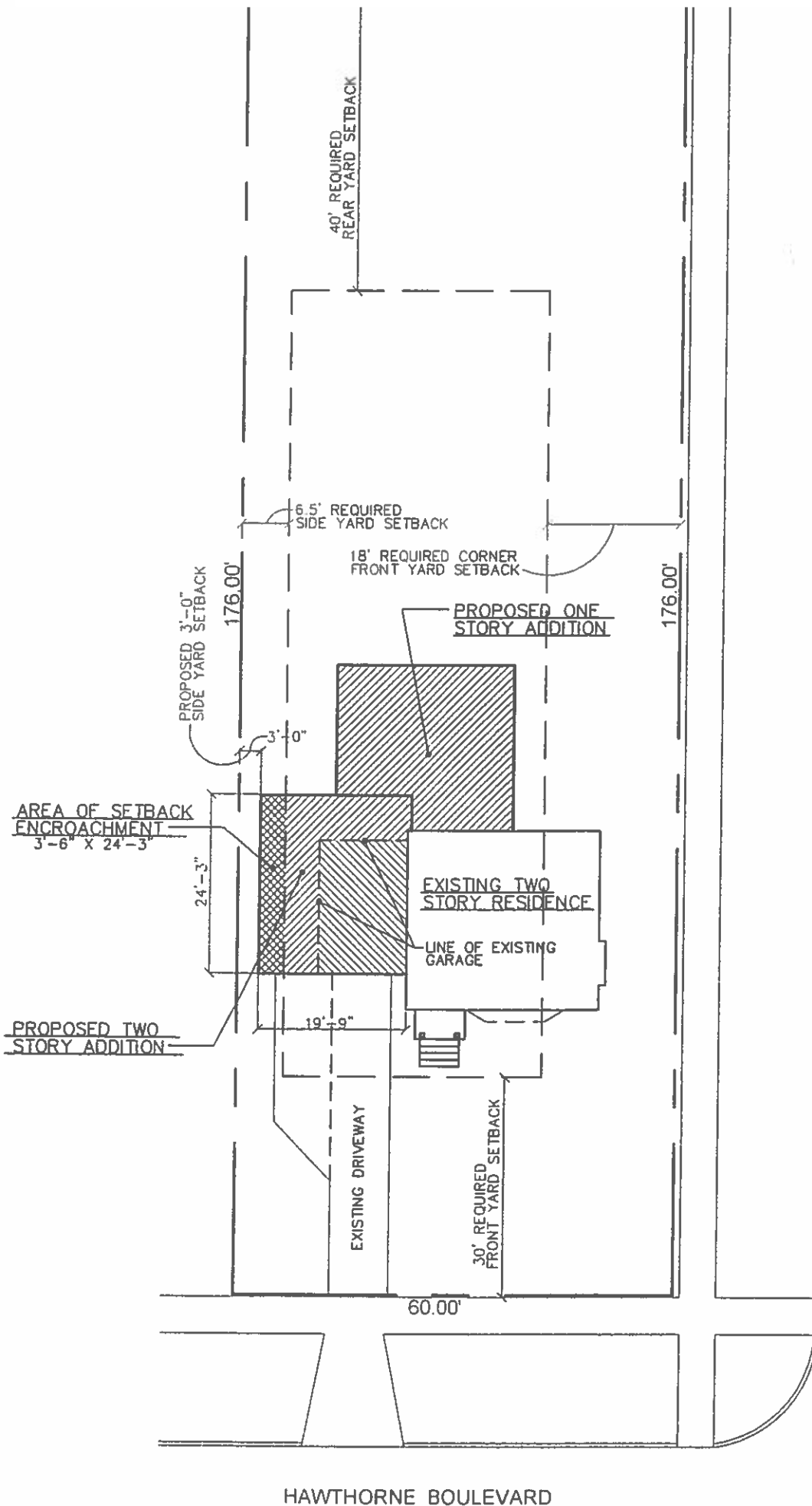


350 Foot Buffer
from
280 Hawthorne Blvd.



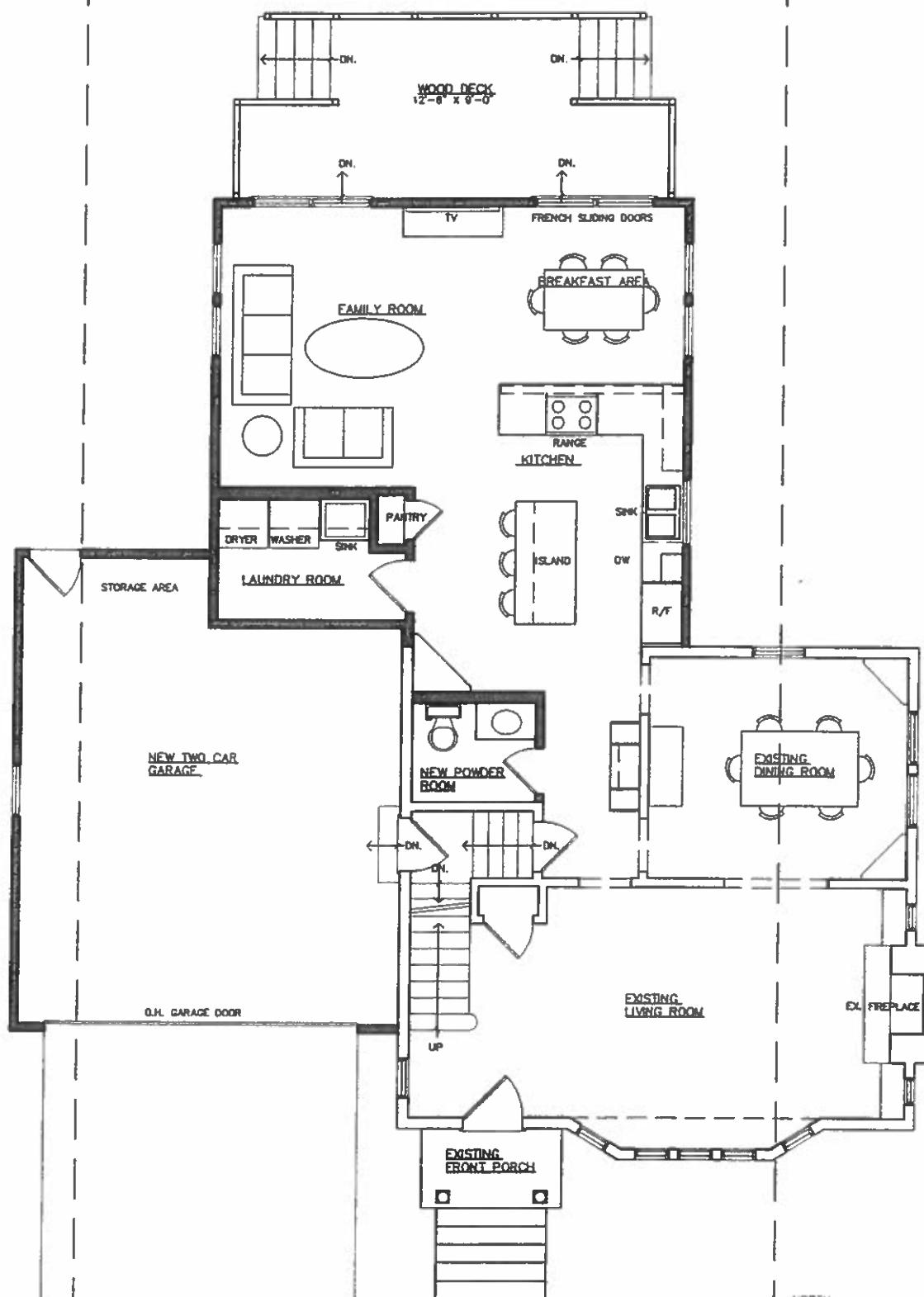


by Frank J. Hustile
ILLINOIS REGISTERED LAND SURVEYOR NO. 7248




PROPOSED SITE PLAN
 SCALE: 1" = 20'-0"
 1/31/14
 ADDITION TO THE FLAHERTY RESIDENCE
 280 HAWTHORNE BLVD., GLEN ELLYN, IL 60137
 KENILWORTH AVENUE

HAWTHORNE BOULEVARD



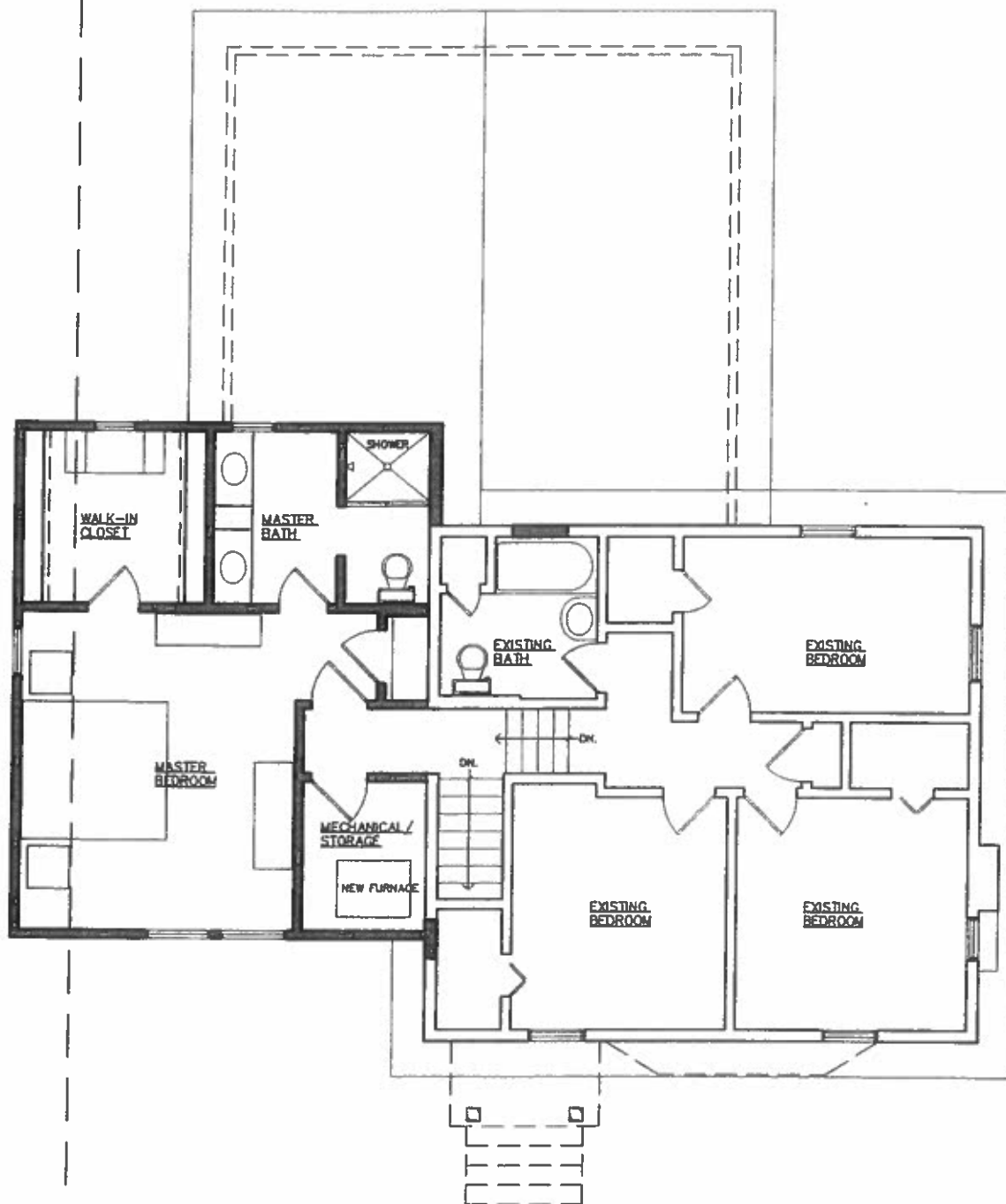
PROPOSED FIRST FLOOR PLAN

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

ADDITION TO THE FLAHERTY RESIDENCE

280 HAWTHORNE BLVD. GLENN ELLYN, IL 60137

1/31/14



PROPOSED SECOND FLOOR PLAN

SCALE 1/8" = 1'-0"

ADDITION TO THE FLAHERTY RESIDENCE

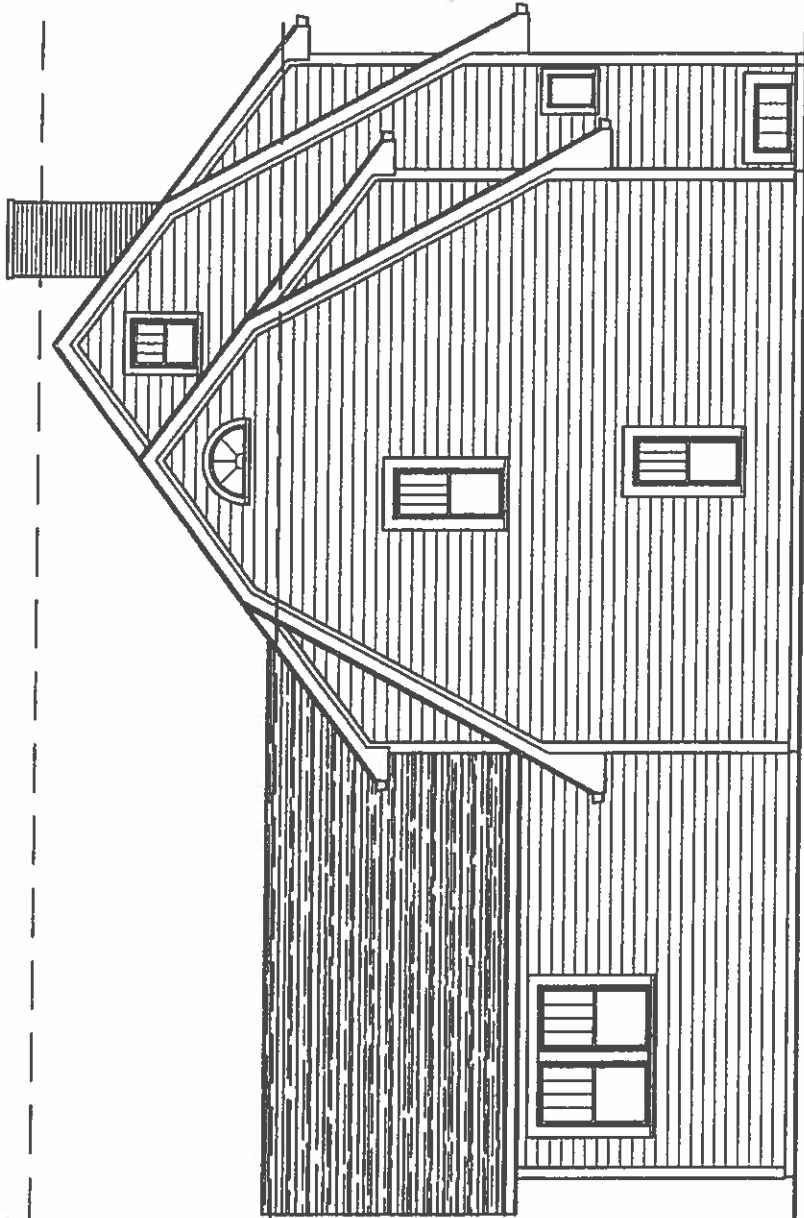
280 HAWTHORNE BLVD GLEN ELLYN, IL 60137

8/21/14





PROPOSED SOUTH ELEVATION
SCALE 1/8" = 1'-0"
ADDITION TO THE FLAHERTY RESIDENCE
280 HAWTHORNE BLVD. GLENNVIEW, IL 60137 12/31/14



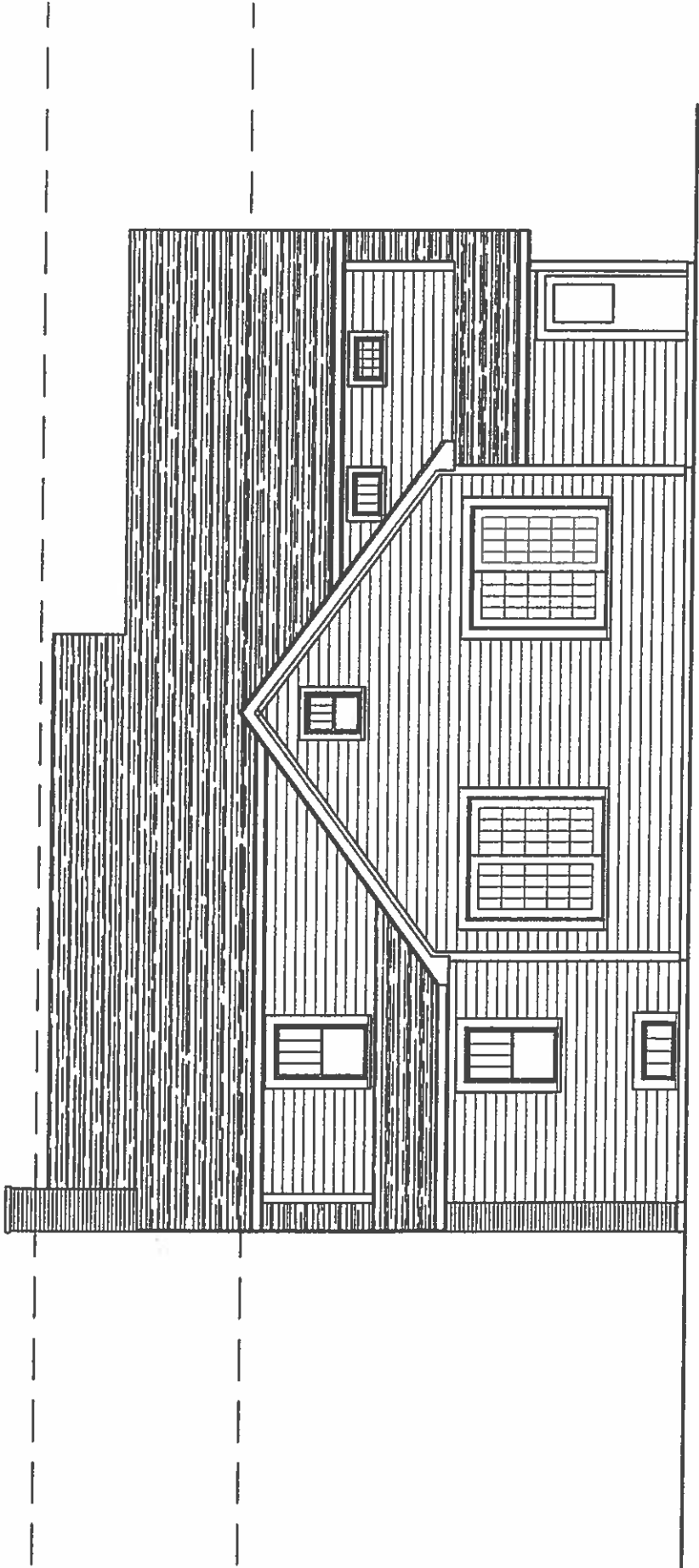
PROPOSED WEST ELEVATION

SCALE 1/8" = 1'-0"

ADDITION TO THE FLAHERTY RESIDENCE

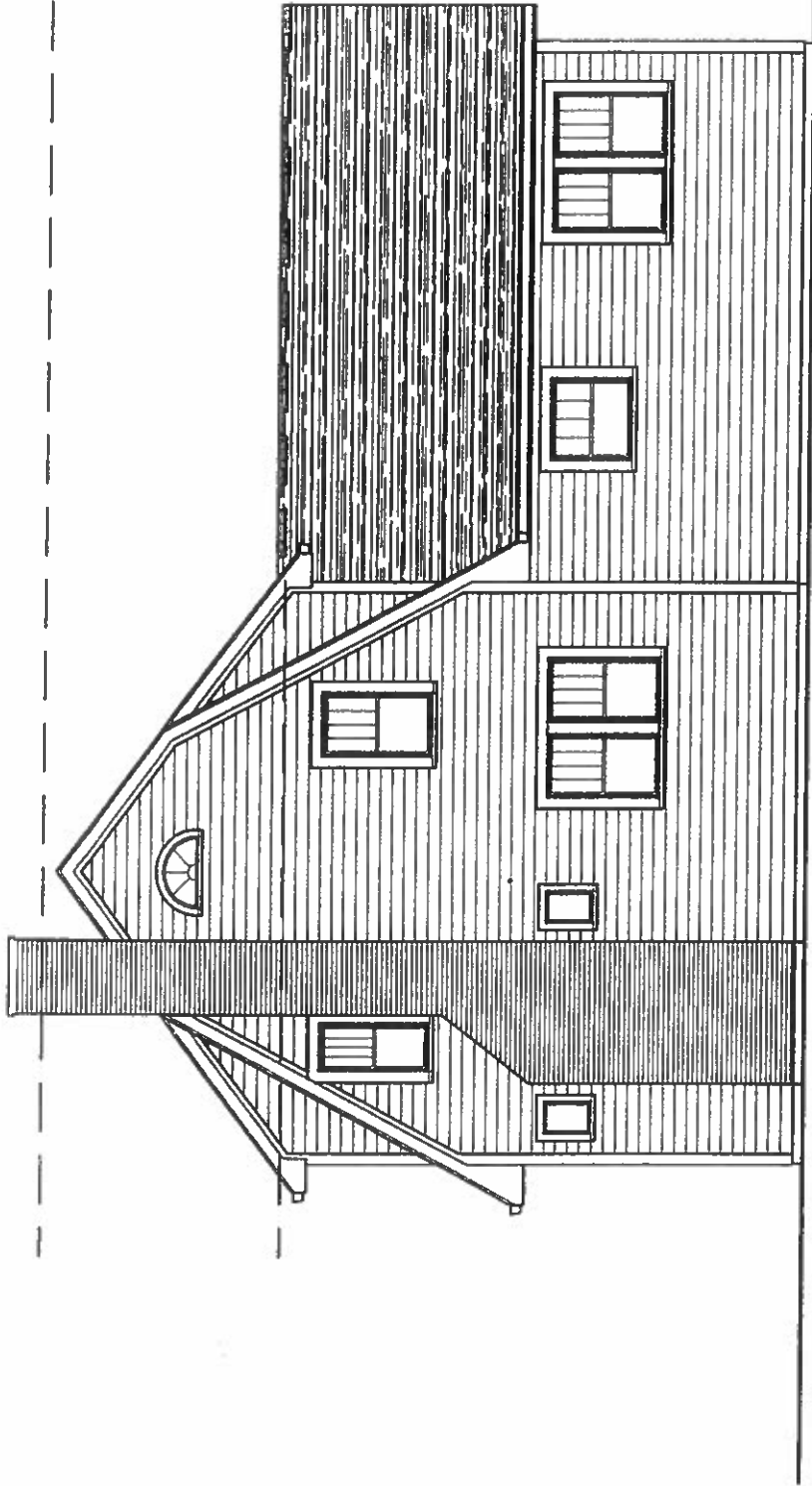
280 HAWTHORNE BLVD. GLEN ELLYN, IL 60137

1/3/11#



PROPOSED NORTH ELEVATION
SCALE: 1/8" = 1'-0"
ADDITION TO THE FLAHERTY RESIDENCE
280 HAWTHORNE BLVD. CLEVELAND, OH 44115

TG3114



PROPOSED EAST ELEVATION
SCALE: 1/8" = 1'-0"

ADDITION TO THE FLAHERTY RESIDENCE
280 HAWTHORNE BLVD GLENVIEW, IL 60037
1/5/14

January 31, 2014

Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

Dear Zoning Board and Village Board members,

We are signing this petition to express our support for the variance request submitted by Michael and Jill Flaherty for their home located at 280 Hawthorne Boulevard.

We understand the reasons they are requesting this variance for the decrease in the interior side yard setback and we feel that this decrease will not add any problems or issues that will affect the neighborhood.

We do not feel that any properties in the area of this home will be negatively impacted if this variance is granted. We feel that the proposed decreased interior side yard setback will not alter the essential character of the property in question but enhance their home and therefore have a positive impact on our neighborhood.

Thank you for your consideration.

Print Name	Address	Signature
Rosetta N Gardner, 276 Hawthorne		Rosetta N Gardner
PAUL GARDNER	276 HAWTHORNE	Paul Gardner
STEVE KOCH	288 Hawthorne	Steve Koch
ANDREW MINTER	614 KENILWORTH AVE	Andrew Minter
Julie Minter	614 Kenilworth Ave.	Julie Minter
Sue Allgaier	262 Hawthorne	Sue Allgaier
Marks Allgaier	262 Hawthorne	Marks Allgaier
Elaine Wright	609 Kenilworth	Elaine Wright
Cynthia Beck	613 Kenilworth	Cynthia Beck

Rosetta N. and Paul R. Gardner
276 Hawthorne Blvd.
Glen Ellyn, IL 60137

January 29, 2014

Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

Attn: Zoning Board and Village Board members

Dear Village of Glen Ellyn Zoning Board and Village Board Members:

It is our understanding that our neighbors on the east side—the Flaherty family—would like to be able to plan an addition to their home to provide for a two-car rather than one-car garage and additional living space. The Flahertys have shown and discussed with us architectural drawings of the proposed structural changes.

With this letter we wish to express our support of the build out that they desire. As depicted in the architectural drawings that they shared with us, we understand that the proposed west wall on the plans will be 3 feet from our lot line while the current village code calls for a 6-foot minimum setback, necessitating a variance to build on the difference. We also understand that the proposed roofline would be at a higher elevation than it is currently. Both of these proposed structural changes are acceptable to us. Let us know if we may address any questions or speak further to our support of the Flaherty's desired build out.

Sincerely,



Rosetta N. and Paul R. Gardner







Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Ordinance
Prepared By: Joe Kvapil

SCHEDULED

ORDINANCE 6232

DOC ID: 1192

Ordinance No. 6232, An Ordinance approving Variations from the Lot Coverage Ratio, Floor Coverage Ratio, and Lot Area Requirements of the Zoning Code to allow a Two-Story Addition and Porch Addition for the Property at 593 Glen Ellyn Place. (Planning and Development Director Hulseberg)

Background

The property owners, John and Charlene Bedrosian, are requesting approval of three variations from the Zoning Code. The owners would like to modify their existing home by constructing a second floor addition, a two-story stair addition, and a porch addition resulting in a 23.4% lot coverage ratio and a 41% floor area ratio on a lot that is 5,686 square feet in area. The Zoning Code does not allow additions on a lot to exceed a 20% lot coverage ratio, exceed a 40% floor area ratio or be constructed on a lot less than 6,534 square feet in area.

The subject property is an interior lot in the R2 Residential Zoning District on the south side of Glen Ellyn Place. Notice of the public hearing was published in the March 7, 2014 edition of the Daily Herald. No persons spoke in favor of or in opposition to the variation requests however, the petitioner presented a petition in favor of the improvements signed by local property owners which included all property owners adjacent to 593 Glen Ellyn Place.

Issues

The owners propose to remove part of an existing one-story rear screened porch, construct a second-floor addition over the existing home, add a small two-story addition to accommodate a new interior stairway, and add a new one-story porch. Approximately 39 square feet of existing rear porch area is being removed to offset the small 73 square foot new porch and the new 11 square foot stairway addition resulting in only 45 square feet of additional floor area. Although this home is relatively small at 1,290 square feet in area, the variations are required due to the very small nonconforming lot area of 5,686 square feet.

The proposed new porch is not eligible for the front porch lot coverage ratio bonus because the porch is not located within, and does not extend into, the front yard or corner side yard. Otherwise, up to 140 square feet of porch area could be excluded from the lot coverage ratio.

The Zoning Board of Appeals was in favor of the variation because they felt that there are practical difficulties or particular hardships in the application of the Zoning Code regulations on this property, and that the conditions on this property are unique and not generally applicable to other properties in this zoning district. The non-conforming lot width of 50 feet, the nonconforming rear yard setback of 33 feet, and the non-conforming lot area of only 5,686 square feet, place significant restrictions on possible physical and functional property improvements on this lot. In spite of these limitations, the addition was designed to meet all current building setback requirements. The ZBA members found that the requested area variations were insignificant, that the variations had no

adverse affect on the adjacent properties, and that the variations would not alter the essential character of the locality.

Recommendation

At the public hearing on March 25, 2014 the Zoning Board of Appeals voted on a motion to recommend approval of the requested variations which carried unanimously with five (5) “yes” votes. In accordance with this recommendation staff has prepared an ordinance to **approve** the requested variations.

Action Requested

It is requested that the Village Board consider the petitioners' request, the recommendation offered by the Zoning Board of Appeals, and any further evidence or testimony presented at the Village Board Meeting and grant, deny or amend the requested variations.

Attachments

- Ordinance
- Minutes of ZBA meeting March 25, 2014
- Photos of the Subject Property
- Location Map
- Petitioners' Application packet

CC: John and Charlene Bedrosian

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Ordinance No. _____

**An Ordinance Approving Variations from the
Lot Coverage Ratio, Floor Coverage Ratio and
Lot Area Requirements of the Zoning Code to allow a
Two-Story Addition and Porch Addition for Property at**

593 Glen Ellyn Place

Glen Ellyn, IL 60137

Whereas, John and Charlene Bedrosian, owners of the property at 593 Glen Ellyn Place, Glen Ellyn, Illinois, which is legally described as follows:

Lot 13 in Glen Ellyn Place, a subdivision of part of Lot 34 of Assessment Division of Section 11, Township 39 North, Range 10, East of the Third Principal Meridian, in DuPage County, Illinois.

P.I.N.: 05-11-309-004

have petitioned the President and Board of Trustees of the Village of Glen Ellyn for three variations from the Glen Ellyn Zoning Code as follows:

1. Section 10-4-8(E)1 to allow the construction of a second floor addition, a two-story stair addition, and a one-story porch addition with a 23.4% lot coverage ratio in lieu of the maximum permitted 20% lot coverage ratio;
2. Section 10-8-6(B)4.e to allow the construction of a second floor addition, a two-story stair addition, and a one-story porch addition with a 41% floor area ratio in lieu of the maximum permitted 40% floor area ratio;
3. Section 10-8-6(B)3 to allow the construction of a second floor addition, a two-story stair addition, and a one-story porch addition on a 5,686 square foot lot in lieu of the minimum required 6,534 square foot lot; and

Whereas, following due notice by publication in the Daily Herald not less than fifteen (15) nor more than thirty (30) days prior thereto, and by mailing notice to all property owners within 250 feet of the subject property at least ten (10) days prior thereto, and following the placement of a placard on the subject property not less than fifteen (15) days prior thereto, the Glen Ellyn Zoning Board of Appeals conducted a public hearing on March 25, 2014, at which the petitioners presented evidence, testimony, and exhibits in support of the variation request and no persons appeared in favor of or in opposition thereto; and

Whereas, based upon the evidence, testimony, and exhibits presented at the public hearing on March 25, 2014, the Zoning Board of Appeals adopted findings of fact and voted on a motion to approve the variations, which carried unanimously with five (5) "yes" votes, resulting in a recommendation for approval as set forth in its draft Minutes dated March 25, 2014, appended hereto as Exhibit "A"; and

Whereas, the President and Board of Trustees have reviewed the exhibits and evidence presented at the aforementioned public hearing and have considered the findings of fact and recommendations of the Zoning Board of Appeals; and

Whereas, the President and Board of Trustees make the following findings of fact:

- A. That the plight of the owner is due to unique circumstances since this lot area is significantly less than the minimum required lot area which places considerable restrictions on the physical and functional improvements possible on this property;
- B. That the variations, if granted, will not alter the essential character of the locality since many homes on this short dead end street have been constructed and improved in the past on existing small nonconforming lots;

- C. That the particular physical surroundings, shape or topographical condition of the specific property involved would bring practical difficulty or particular hardship upon the owner as distinguished from a mere inconvenience if the strict letter of the regulations were to be carried out since conforming lot building setbacks and height restrictions are applicable and the permitted lot coverage area is reduced as a result of the lot shape and nonconforming lot area;
- D. That the conditions upon which the variations are based would not be applicable generally to other property within the same zoning district since the conditions on this property are unique and the lot area is exceptionally small at only 65% of the current minimum required new lot area;
- E. That the purpose of the variations is not based exclusively upon a desire to make more money out of the property since the applicants intend to make these improvements for their own personal use and have no desire to sell the property or move from the home;
- F. That the practical difficulty or particular hardship has not been created by any persons presently having an interest in the property since the current owners have made no significant exterior alterations to this home since they purchased the home in 1992;
- G. That the variations will not be detrimental to the public comfort, morals, and welfare or injurious to other property or improvements in the neighborhood in which the property is located since the use is permitted in the zoning district and it will be constructed in accordance with all applicable zoning code regulations other than the variations granted;
- H. That the variations will not substantially increase the hazard from fire or other dangers to said property and not otherwise impair the public health, safety, or general welfare of the inhabitants of the Village since it is a structure that will be constructed in accordance with all applicable building code regulations;

- I. That the variations will not diminish or impair property values within the neighborhood since it is a property improvement that will increase property values;
- J. That the variations will not unduly increase traffic congestion or decrease traffic safety in the public streets since no change to the existing code compliant residential vehicle access and parking use is proposed on the property;
- K. That the variations will not result in an increase in public expenditures or create a nuisance since these are improvements to the existing code compliant single-family residential use in a residential zoning district;
- L. That the variations are the minimum variations that will make possible the reasonable use of the land, building or structure; and

Whereas, the President and Board of Trustees, based on the aforementioned findings of fact, find it appropriate to grant the variations presented to the Zoning Board of Appeals.

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: The draft Minutes of the March 25, 2014 Glen Ellyn Zoning Board of Appeals meeting, Exhibit "A" appended hereto, are hereby accepted, and the findings of fact and conclusions set forth in the preambles above are hereby adopted as the findings of fact and conclusions of the corporate authorities of the Village of Glen Ellyn.

Section Two: Based upon the above findings of fact, the President and Board of Trustees hereby approve three variations from the Glen Ellyn Zoning Code as follows:

1. Section 10-4-8(E)1 to allow the construction of a second floor addition and a first floor stair and front porch addition with a 23.4% lot coverage ratio in lieu of the maximum permitted 20% lot coverage ratio.

2. Section 10-8-6(B)4.e to allow the construction of a second floor addition and a first floor stair and front porch addition with a 41% floor area ratio in lieu of the maximum permitted 40% floor area ratio.

3. Section 10-8-6(B)3 to allow the construction of a second floor addition and a first floor stair and front porch addition on a 5,686 square foot lot in lieu of the minimum required 6,534 square foot lot

at 593 Glen Ellyn Place, Glen Ellyn, Illinois, which is legally described as follows:

Lot 13 in Glen Ellyn Place, a subdivision of part of Lot 34 of Assessment Division of Section 11, Township 39 North, Range 10, East of the Third Principal Meridian, in DuPage County, Illinois.

P.I.N.: 05-11-309-004

Section Three: This grant of variations to construct a two-story addition and porch is conditioned upon the construction being completed in substantial conformance with the plans and the Application for Variations received by the Planning & Development Department and signed on February 26, 2014 and the testimony and exhibits provided at the March 25, 2014 Zoning Board of Appeals public hearing.

Section Four: The Building and Zoning Official is hereby authorized and directed to issue building permits for the subject property, consistent with the variation granted herein, provided that all conditions set forth hereinabove have been met and that the proposed construction is in compliance with all other applicable laws and ordinances. This grant of variations shall expire and become null and void twenty-four (24) months from the date of passage of this Ordinance unless a building permit to begin construction in reliance on these variations is applied for within said twenty-four (24) month time period and construction is continuously and vigorously pursued

provided, however, the Village Board, by motion, may extend the period during which permit application, construction, and completion shall take place.

Section Five: The Village Clerk is hereby authorized and directed to cause a copy of this Ordinance approving the variations to be recorded with the DuPage County Recorder of Deeds.

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

Section Seven: Failure of the owner 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 said Ordinance, shall subject the owner 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 _____, 2014.

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 _____).

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AREA.doc

ATTACHMENTS:

- Minutes of ZBA Meeting March 25, 2014 (PDF)
- Photos of the Subject Property (PDF)
- Location Map (PDF)
- 593 Glen Ellyn Place petitioners application packet excerpts (PDF)

Zoning Board of Appeals

-6-

March 25, 2014

~~The motion carried unanimously with five (5) yes votes as follows: ZBA Members Miller, Bourke, LaVanway, Micheli and Acting Chairperson Constantine voted yes.~~

PUBLIC HEARING –593 GLEN ELLYN PLACE

A REQUEST FOR APPROVAL OF THREE (3) VARIATIONS FROM THE GLEN ELLYN ZONING CODE AS FOLLOWS: 1. SECTION 10-4-8(E)1 TO ALLOW THE CONSTRUCTION OF A SECOND-FLOOR ADDITION AND A FIRST FLOOR STAIR AND FRONT PORCH ADDITION WITH A 23% LOT COVERAGE RATIO IN LIEU OF THE MAXIMUM PERMITTED 20% LOT COVERAGE RATIO. 2. SECTION 10-8-6(B)4.e TO ALLOW THE CONSTRUCTION OF A SECOND-FLOOR ADDITION AND A FIRST FLOOR STAIR AND FRONT PORCH ADDITION WITH A 41% FLOOR AREA RATIO IN LIEU OF THE MAXIMUM PERMITTED 40% FLOOR AREA RATIO. 3. SECTION 10-8-6(B)3 TO ALLOW THE CONSTRUCTION OF A SECOND FLOOR ADDITION AND A FIRST FLOOR STAIR AND FRONT PORCH ADDITION ON A 5,686-SQUARE FOOT LOT IN LIEU OF THE MINIMUM REQUIRED 6,534 SQUARE FOOT LOT AREA.

(John and Charlene Bedrosian, owners, and Jamie Simoneit, architect)

Staff Presentation

Building and Zoning Official Joe Kvapil stated that the petitioners are John and Charlene Bedrosian, owners of the property at 593 Glen Ellyn Place, and the applicants' representative is Architect Jamie Simoneit. Mr. Kvapil stated that the petitioners are requesting approval of three variations from the Glen Ellyn Zoning Code as follows: 1. Section 10-4-8(E)1 to allow the construction of a second floor addition and a first floor stair and front porch addition with a 23% lot coverage ratio in lieu of the maximum permitted 20% lot coverage ratio. 2. Section 10-8-6(B)4.e to allow the construction of a second-floor addition and a first floor stair and front porch addition with a 41% floor area ratio in lieu of the maximum permitted 40% floor area ratio. 3. Section 10-8-6(B)3 to allow the construction of a second floor addition and a first floor stair and front porch addition on a 5,686-square foot lot in lieu of the minimum required 6,534 square foot lot area. Mr. Kvapil displayed a map and stated that the property is an interior lot on the south side of Glen Ellyn Place. He added that the zoning and land use surrounding the subject property is single-family residential. He also displayed a map and indicated that nine (9) property owners have signed a petition in support of the variation requests. He stated that Village records indicate that no zoning variations have been granted for the subject property and that very few permits have been issued for this property.

Mr. Kvapil stated that the owners propose to remove part of an existing one-story rear screened porch, and he displayed an outline of the existing building and the proposed additions superimposed on a plat of survey. He stated that an existing first floor is being constructed up to the second floor. He also indicated the location of an existing one-story porch and stated that the end of the porch will be removed and the balance of the porch will be reconstructed. He indicated the location of a new one-story open entrance porch and stated that on one side

Zoning Board of Appeals

-7-

March 25, 2014

of the house is a new extension bump-out from the exterior wall for a new interior stairway that goes up from the first through the second floors. Mr. Kvapil stated that the proposed additions result in a lot coverage area that exceeds the maximum 20% for a two-story home and a variation is required. Mr. Kvapil clarified that the variation documents indicate that the proposed lot coverage ratio is 23%, however, the lot coverage ratio is actually 23.4% which is consistent with variation calculations in the past. Mr. Kvapil added that the zoning code also places restrictions on additions and alterations to nonconforming properties and this property does not conform in lot area, lot width or in the rear yard setback. He stated that those restrictions mean that this condition is limited to a total floor area of 40% of the lot. He added that if the first and second floor areas are calculated, the floor area would be slightly over 40%. He stated that open porches, screen porches, attics and basements are not counted in that percentage. He also stated that these alterations are permitted on nonconforming properties where the lot is at least 6,530 square feet. He added that the subject lot was subdivided at only 5,686 square feet and, therefore, a variation is required. Mr. Kvapil stated one other factor to consider is that the new entry front porch is not eligible for an open front porch bonus because the Zoning Code states that a front porch is eligible when the front porch projects beyond the front line of the house.

Mr. Kvapil displayed a topographical map and stated that the subject property is not located in a designated flood area or local depressional area. He stated that contour map records indicate that this property has a moderate slope and the existing natural stormwater runoff direction is to the southeast. He stated that this property receives stormwater runoff from adjacent properties to the west that flows to the Glenbard West High School parking lot and Ellyn Avenue. Mr. Kvapil stated that since the new impervious area or the disturbed area will not exceed 300 square feet, neither compensatory storage nor a drainage plan is required to be submitted for review.

Petitioner's Presentation

Daniel James Simoneit, the petitioner's architect, Z + O, 504 Hillside Avenue, Glen Ellyn, Illinois stated that John and Charlene Bedrosian, the homeowners, were unable to attend this evening's meeting. He stated that this home is one of the smallest homes on one of the smallest lots he has ever worked on in town. Mr. Simoneit stated that he had issues regarding the location of the front yard and issues regarding floor area ratio which he stated was eliminated in 2002.

Mr. Simoneit stated that the petitioners have lived in the subject home for 22 years and have performed minor improvements to the interior of the house. He also described some changes made to the home over the years prior to the petitioners living there and displayed and described floor plans of the existing home. He added there is a flat roof design at the back of the home with multiple eaves that hold water.

Zoning Board of Appeals

-8-

March 25, 2014

Mr. Simoneit stated that the Bedrosians' have one child and would like to have his grandparents visit for extended periods of time. He stated it is the Bedrosians' desire to expand their home and keep it in character with the neighborhood, the block and the existing architecture as well as emulate all of the details on the home. Mr. Simoneit stated they believe they will have a more traditional floor plan when the project is complete. He stated the key to the project is to get some connections to the rear yard. Mr. Simoneit stated that he plans to add doors to the back of the home, shorten the original sun porch, open up the wall and the single door off of the family room and create a new family room out of the former master bedroom. He stated that the reason for the bump-out on the side is so a staircase can be built to the second floor. Mr. Simoneit stated that one of the reasons for adding the porch addition is to add character and to provide some type of shelter for guests at the front door. He added that one enters the home at grade and in order to open the door, one must open the door then stand back up on a staircase to allow the door to open and then come back down to open the screen door so that guests can enter. Mr. Simoneit stated by adding a porch, the staircase will be removed from the home and brought outside and the home will have a typical entry.

Mr. Simoneit stated that the bedrooms will move to the second floor. He stated that they will continue to have three bedrooms and the rooms will be small. He stated that Ms. Bedrosian will also be able to move her office from the basement to an upper floor. Mr. Simoneit displayed and described a 3D model of the improvements.

Mr. Simoneit stated that every house on the block with the exception of one ranch has been modified to a great extent. He added that the petitioners plan to stay in their home for a long time.

Questions from the Zoning Board of Appeals

Mr. Kvapil explained for Acting Chairperson Constantino that the existing lot coverage ratio is 22% and that the increase being requested is 1.4%. Mr. Kvapil responded to ZBA Member Micheli that the front porch is added to the area calculated in lot coverage area. Acting Chairperson Constantino asked what the net increase in lot coverage ratio is, and Mr. Kvapil responded 45 square feet. ZBA Member Miller asked if the bump-out goes all the way to the ground, and Mr. Simoneit responded no. ZBA Member Bourke asked if the back porch received a bonus, and Mr. Kvapil responded no. Mr. Kvapil responded to ZBA Member Micheli that the front porch bonus was created to enhance and maintain the existing character of the Village.

Persons in Favor of or in Opposition to the Request

No persons spoke in favor of or in opposition to the variation requests.

Zoning Board of Appeals

-9-

March 25, 2014

Comments from the Plan Commissioners

ZBA Member Miller stated that he was supportive of the proposed project. ZBA Member Maloney also was supportive as she felt the small addition adds value to the property. ZBA Member LaVanway was in favor of the project as the lot is significantly nonconforming, neighbors signed a petition supporting the project and there currently is an issue with the front porch. ZBA Member Bourke was supportive of the requests due to the unique character of the neighborhood and added that the project would be an enhancement to the neighborhood. ZBA Member Micheli stated that he was strongly in support of the project and added that the subject neighborhood is very unique. Acting Chairperson Constantino was in favor of the requests as the lot is extremely small and the additional lot coverage is only 45 square feet.

ZBA Member Bourke moved, seconded by ZBA Member LaVanway, to close the public hearing. The motion carried by voice vote.

Motion

ZBA Member Miller moved, seconded by ZBA Member Bourke, that after considering the application of John and Charlene Bedrosian of 593 Glen Ellyn Place and the testimony and evidence presented at this public hearing, the Zoning Board of Appeals recommends the approval of the variation(s) requested after deliberations and the following findings of fact: That the plight of the owner is due to unique circumstances, including the 5,686 square foot lot which is one of the smallest lots in the Village and that the variation, if granted, will not alter the essential character of the locality because the design will enhance the neighborhood. Also that the conditions upon which the petition is based are not applicable to other properties because of the small size of the lot and that the variation is the minimum variation that will make possible the reasonable use of the property because the porch does not get a bonus without enlarging it and the current entry is a tripping hazard and nearly impossible for emergency services to use.

The motion carried unanimously with five (5) yes votes and zero (0) no votes as follows: ZBA Members Miller, Bourke, LaVanway, Micheli and Acting Chairperson Constantino voted yes.

Trustee Report

Trustee Liaison Pete Ladesic reported on the status of the Village budget.

Staff Report

Mr. Kvapil stated that two variations will be heard at the next ZBA meeting.

The meeting was adjourned at 9:20 p.m.

0511309004_04082004.HTM

593 GLEN ELLYN PLACE



05/1309004_04082004.HTM

593 GLEN ELLYN PLAC



F.9.c
350 Foot Buffer
from
593 Glen Ellyn Pl.

Lake
Ellyn
Park

Village of Glen Ellyn

Hawthorne Blvd.

Glen Ellyn Pl.

Ellyn Ave.

Ellyn Ct.

Deerpark Rd.

Park Blvd.

Forest Ave.

Legend

- 350 Foot Buffer from 593 Glen Ellyn Pl
- 593 Glen Ellyn Pl.
- Parcels within 350 Foot Buffer



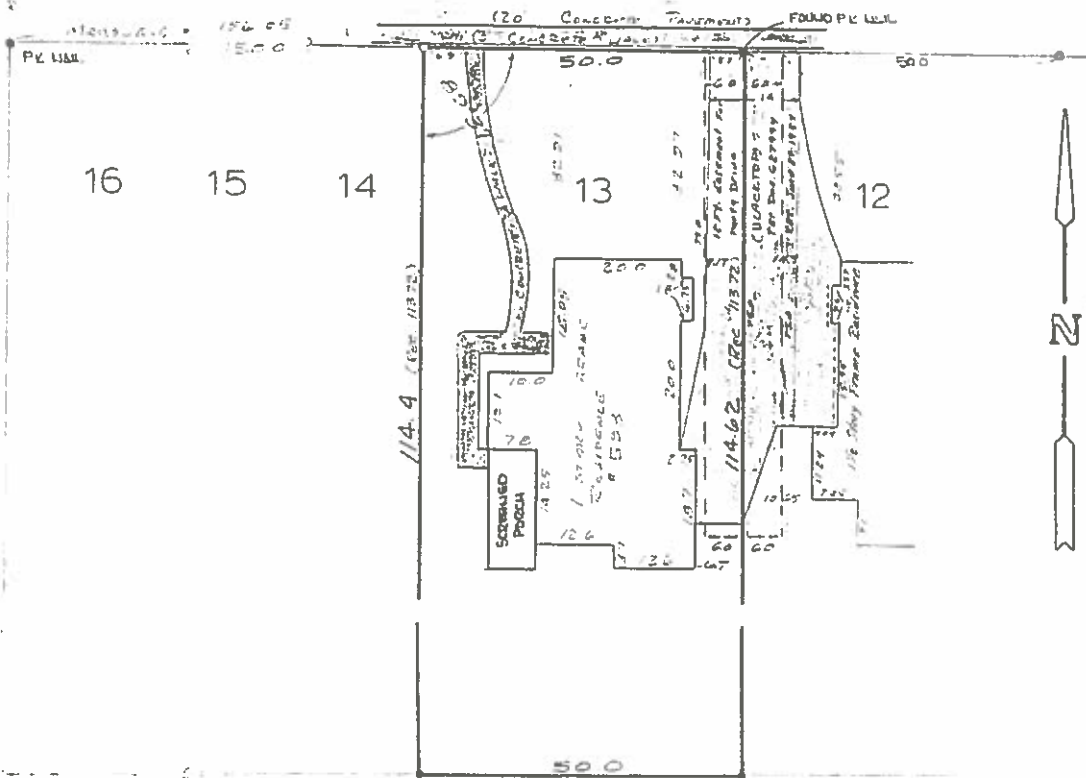
SURVEY OF

LOT 13 IN GLEN ELLYN PLACE, A SUBDIVISION OF PART OF LOT 34 OF ASSESSMENT DIVISION OF SECTION 11, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN DU PAGE COUNTY, ILLINOIS.

GLEN ELLYN PLACE

BLVD.

PARK



STATE OF ILLINOIS } 53
 COUNTY OF DU PAGE

REMOVED AND ADDITIONAL IMPROVEMENTS
 LOCATED THIS 17th DAY OF May, 1969
 WEBSTER & ASSOCIATES, INC.

BY Edgar B. Webster
 ILLINOIS LAND SURVEYOR NO. 1354

Received 9/18/74

BUILDINGS LOCATED AS SHOWN ON THIS
 19th DAY OF May, A.D. 1969
Edgar B. Webster
 ILLINOIS LAND SURVEYOR NO. 1354

COMPARE DESCRIPTION AND POINTS BEFORE BUILDING
 AND REPORT ANY APPARENT DIFFERENCE TO THE SUR-
 VEYOR.

STATE OF ILLINOIS } S.
 COUNTY OF DU PAGE

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 WHEATON, ILLINOIS,
 THIS 19th DAY OF May, A.D. 1969.
Edgar B. Webster
 ILLINOIS LAND SURVEYOR NO. 1354

REFER TO DEED OR GUARANTEE POLICY FOR BUILDING LINES AND EASEMENTS NOT SHOWN HEREON

213 W. WESLEY STREET
 WHEATON, ILLINOIS 60187

WEBSTER and ASSOCIATES
 LAND SURVEYING AND CIVIL ENGINEERING

PHONE:
 401-1518 - 7603

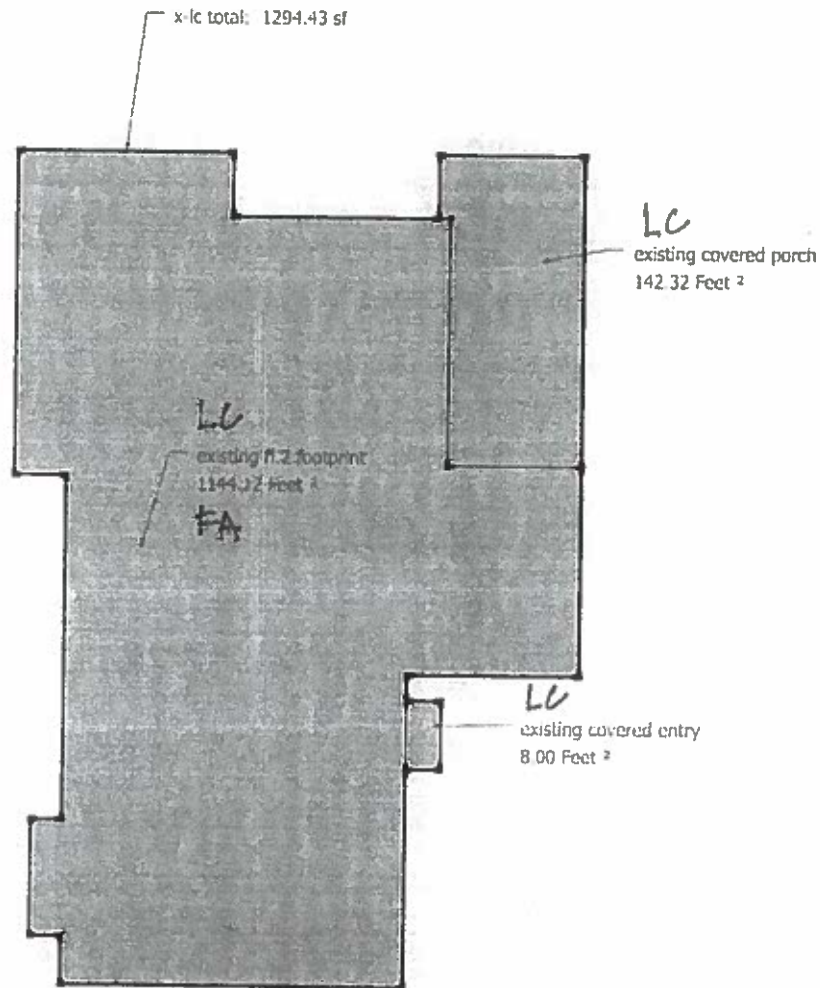
File No. 22223
 For JOHNSON VESTRA... Ord. No. 32584
 Notes:

• Found Iron Stake
 • Drove Iron Stake
 All Dimensions Given in Feet and Decimals Thereof
 Scale of Plat. 20' = 1" Foot to the Inch

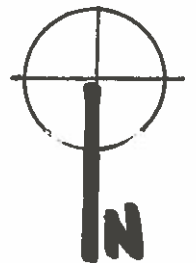
Drawn: RDS
 Checked: RDS
 Sur. By: RDS

EXISTING LOT COVERAGE : 129444 SF
 $\div$ 5686.00 SF LOT AREA
.22 LUR

BEDROSIAN RESIDENCE: 11.035
 2013-09.09

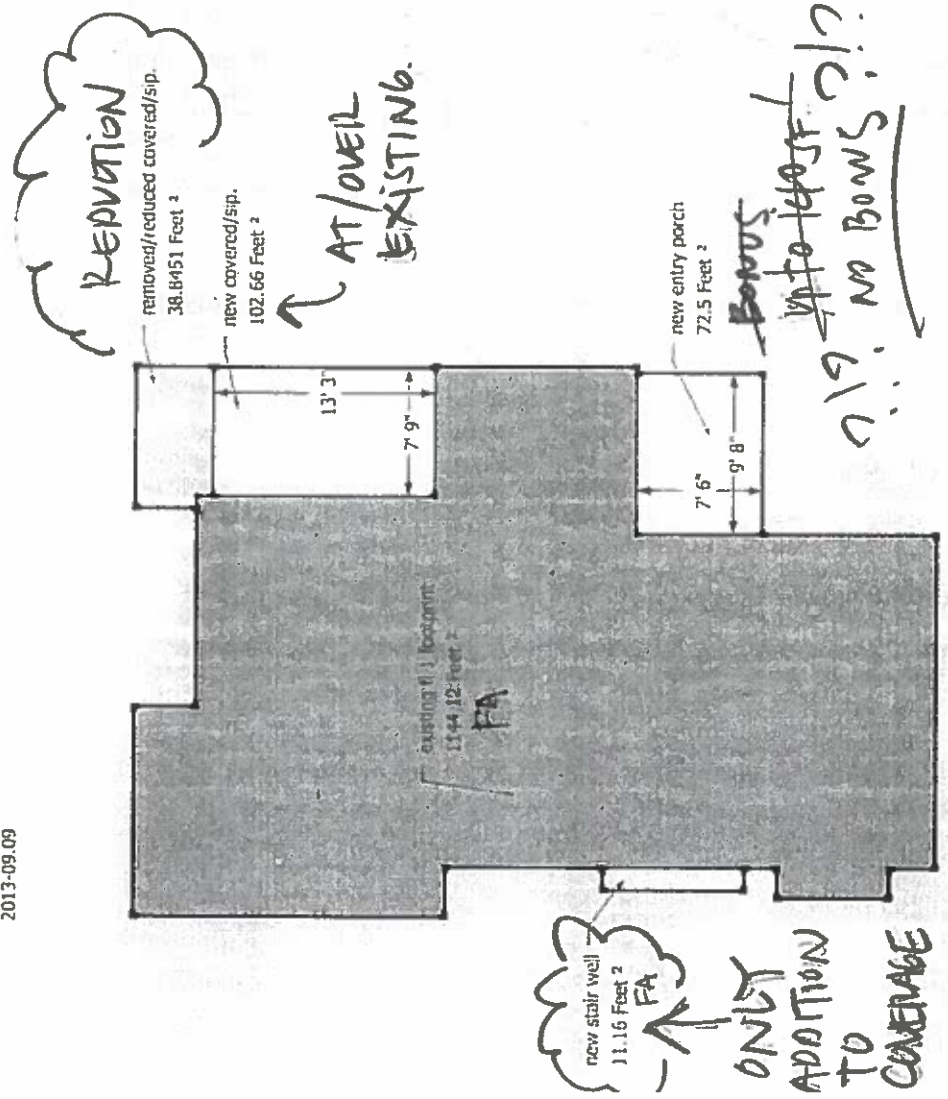


EXISTING FLOOR AREA : 1144.12
 $\div$ 5686.00 SF LOT AREA
.20 FAR

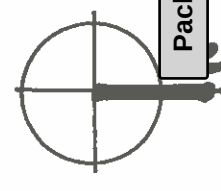


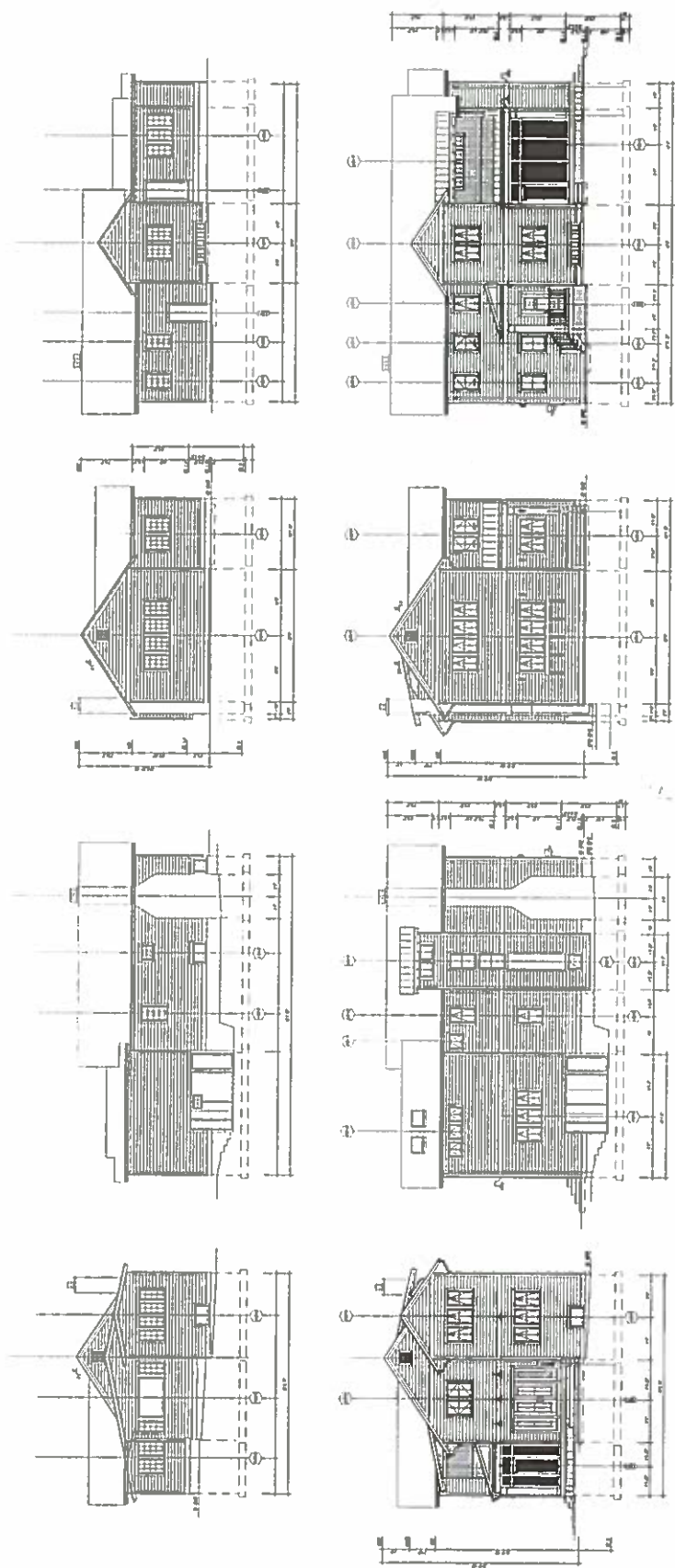
PROPOSED WT COVERAGE : 1330.44 SF
 ÷ 5686.00 SF
 .23 LCR W/ NEW 72.5 SF ENTRY PORCH

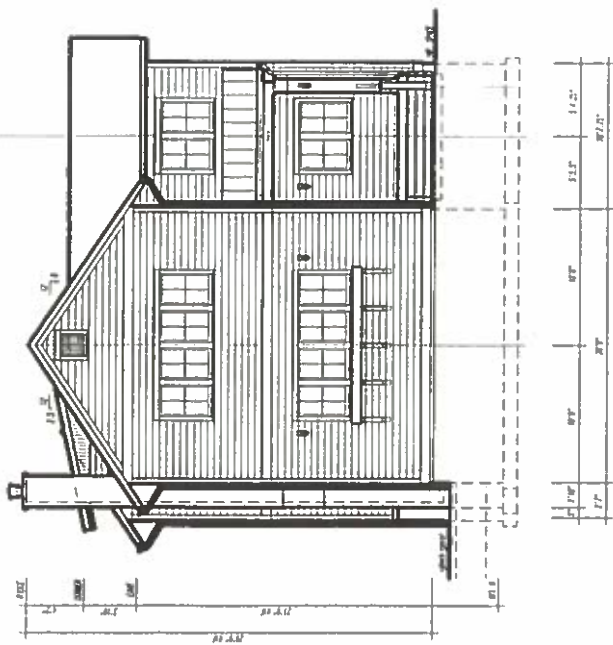
BEDROSIAN RESIDENCE: 11.035
 2013-09-09



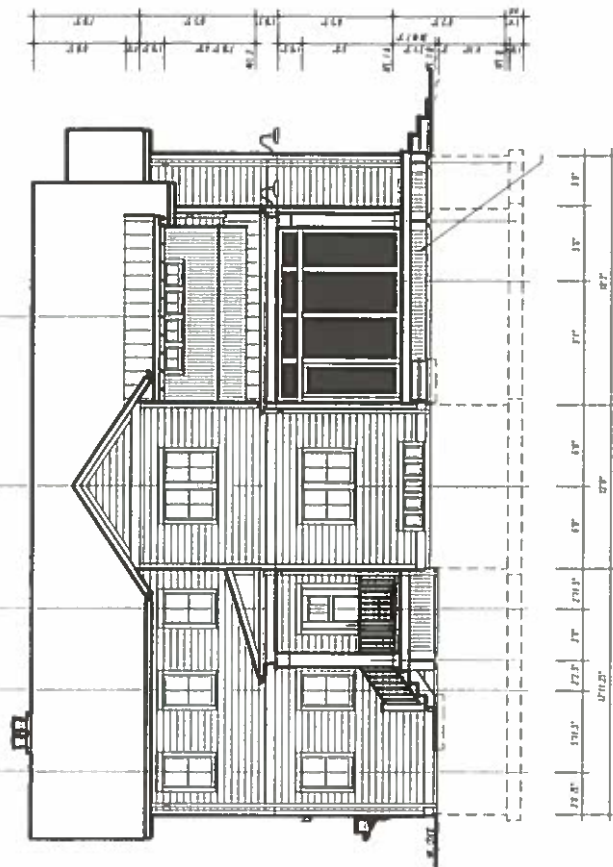
PROPOSED FLOOR AREA: 2380.43 SF
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 .41 FAR (104.99% INCREASE)



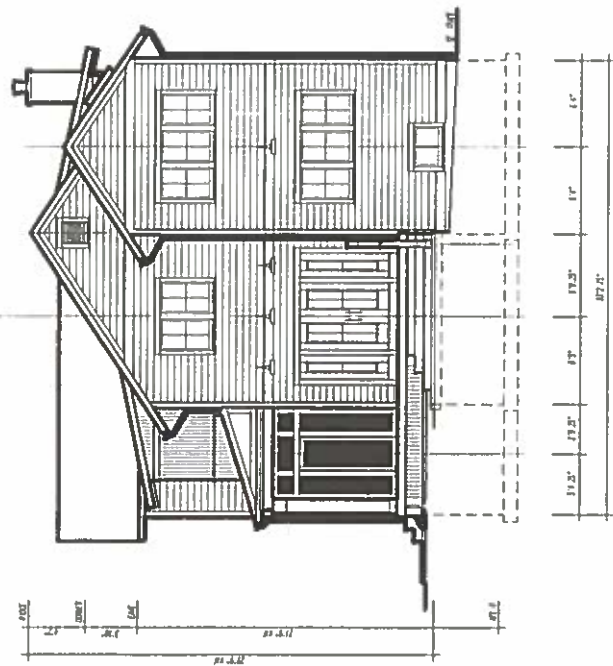




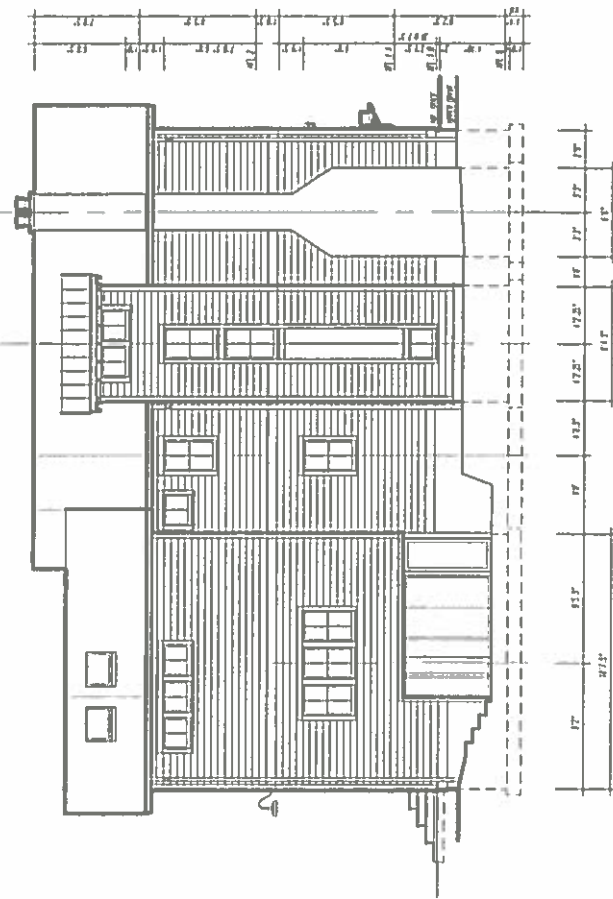
NORTH FACADE



WEST FACADE

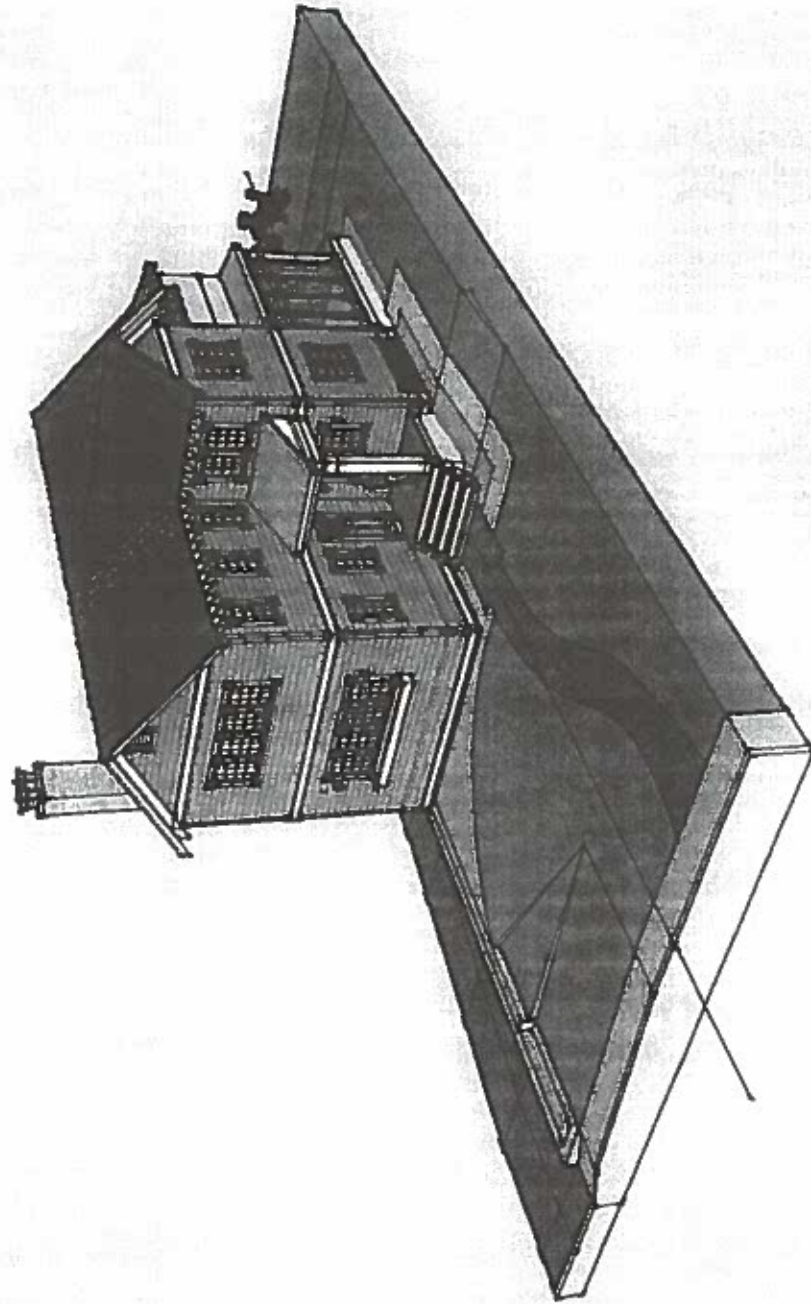


SOUTH FACADE

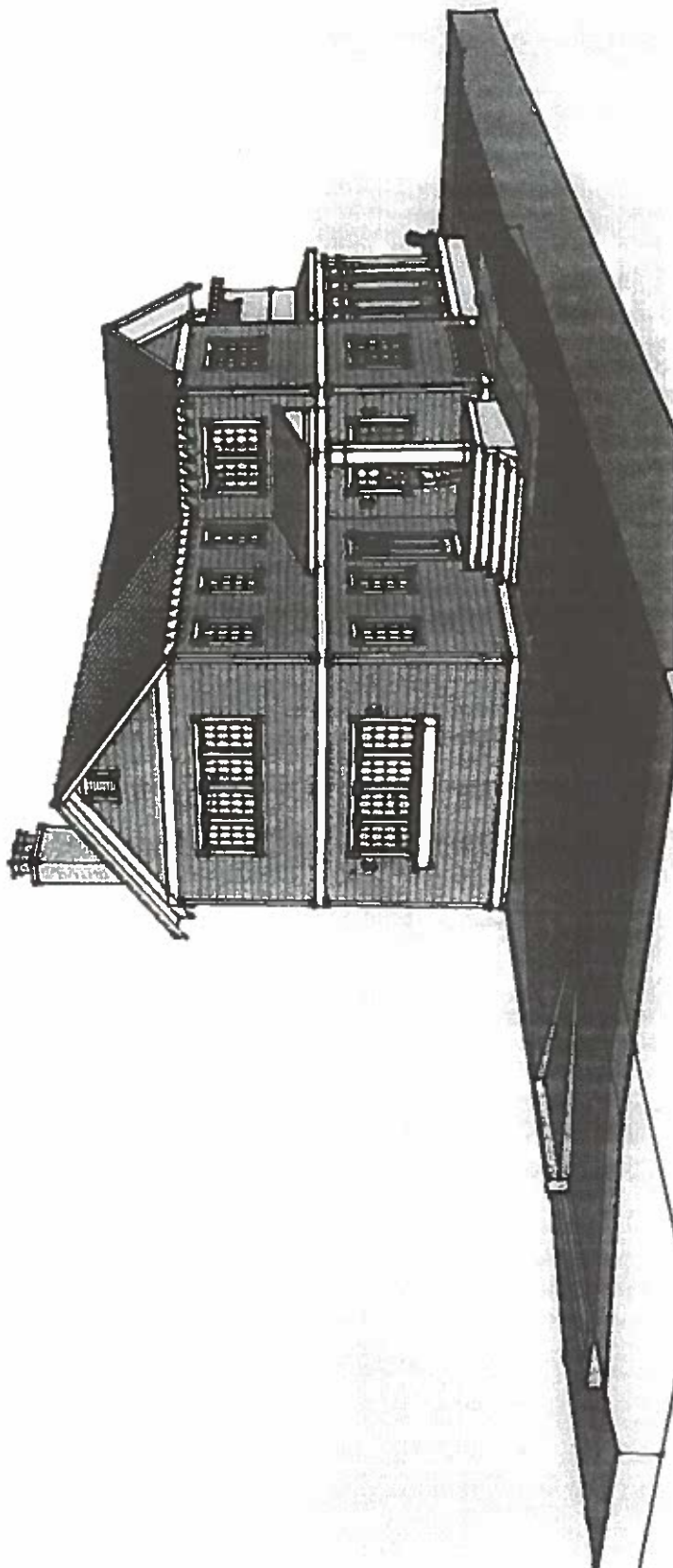


EAST FACADE

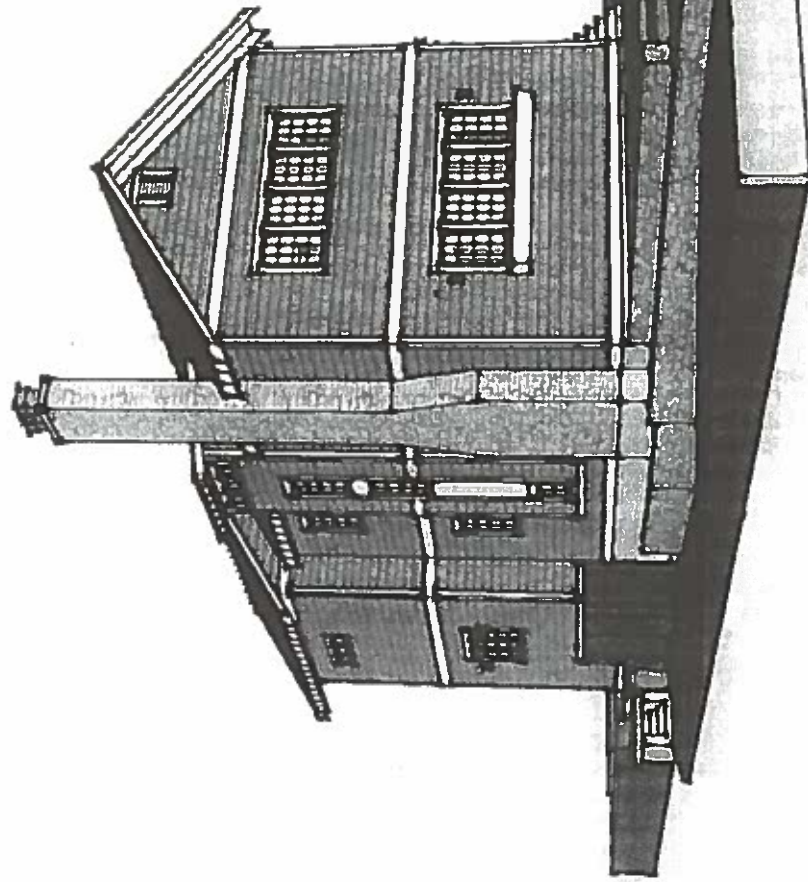
BEDROSIAN RESIDENCE: 11.035
2013-09-09



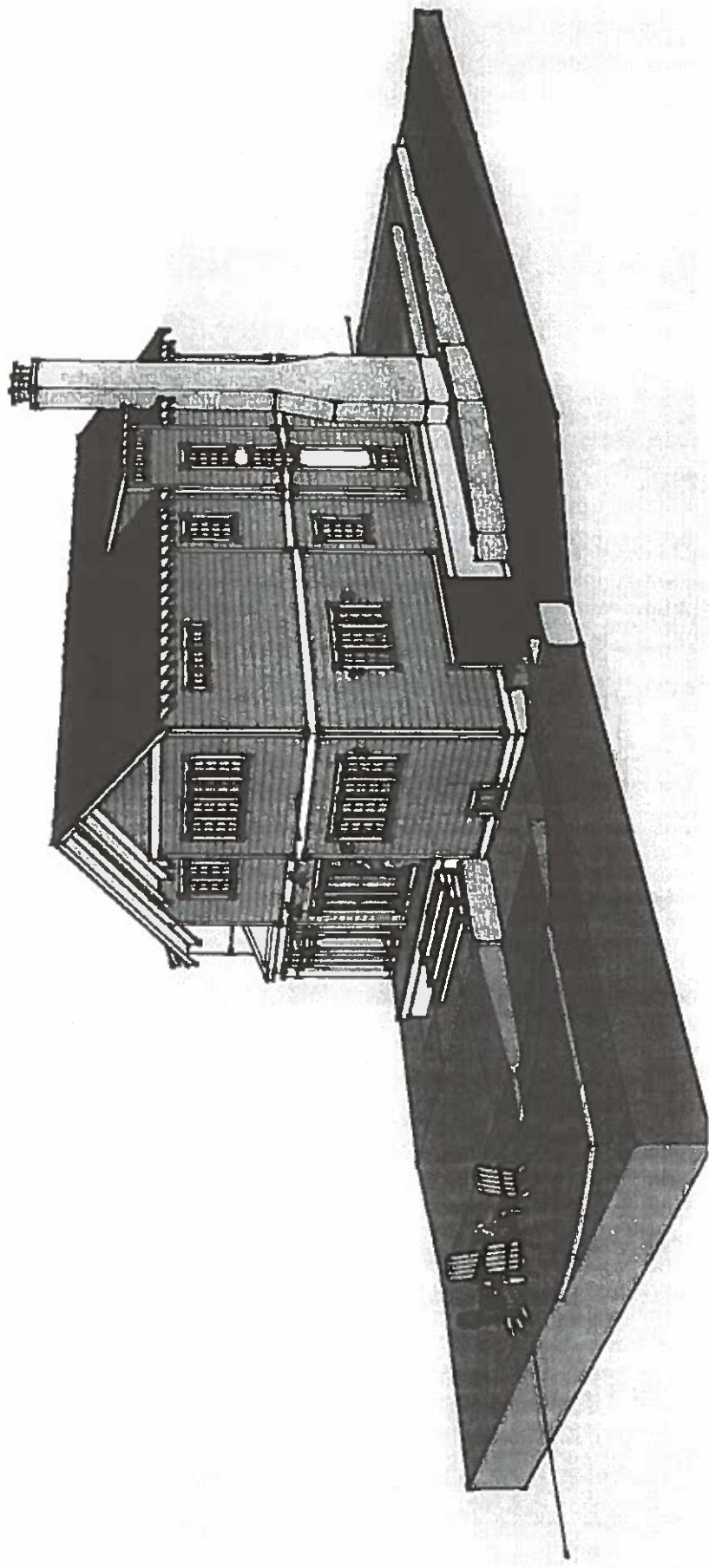
BEDROSIAN RESIDENCE: 11.035
2013-09.09



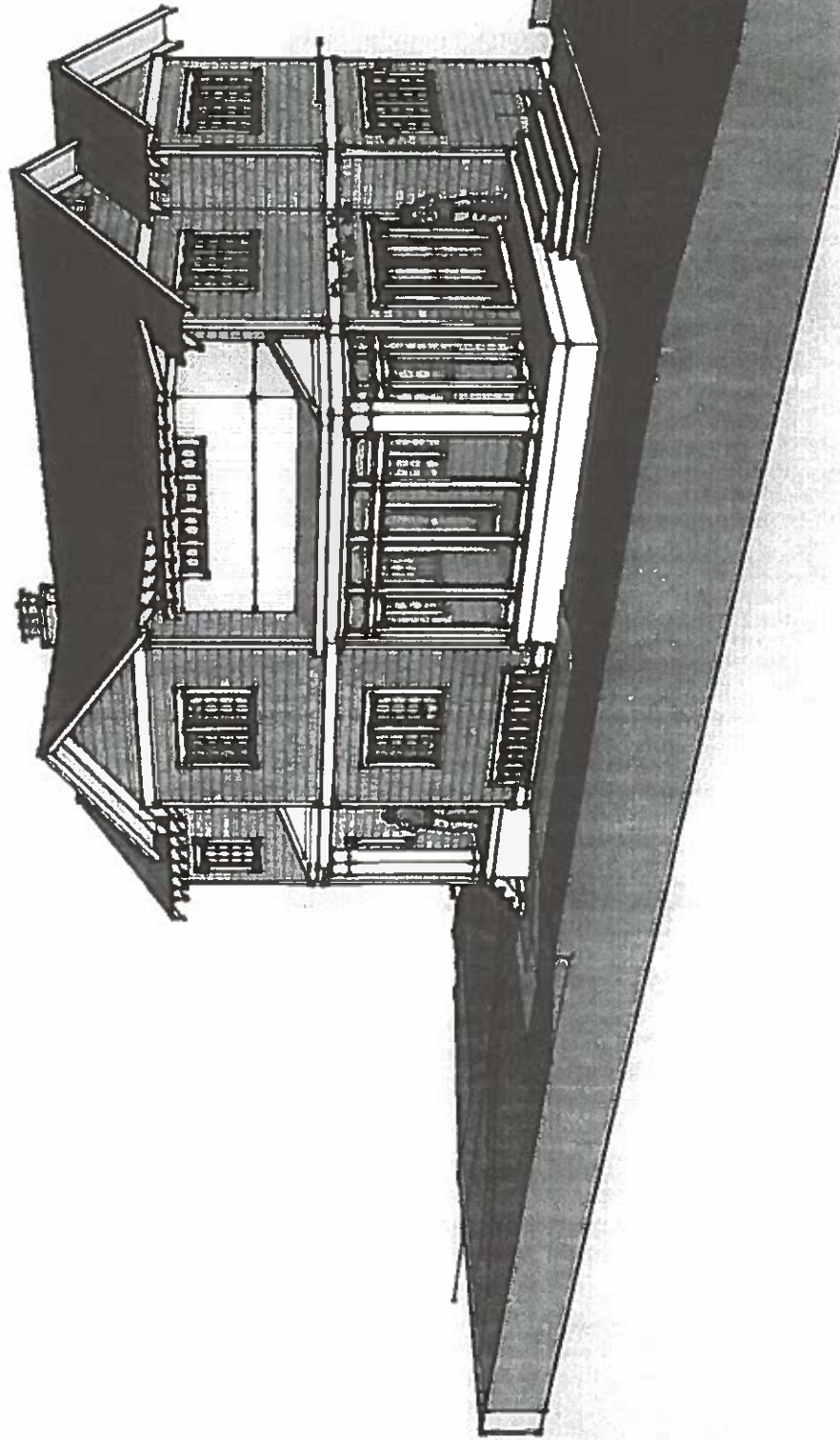
BEDROSIAN RESIDENCE, 11.035
2013-09-09

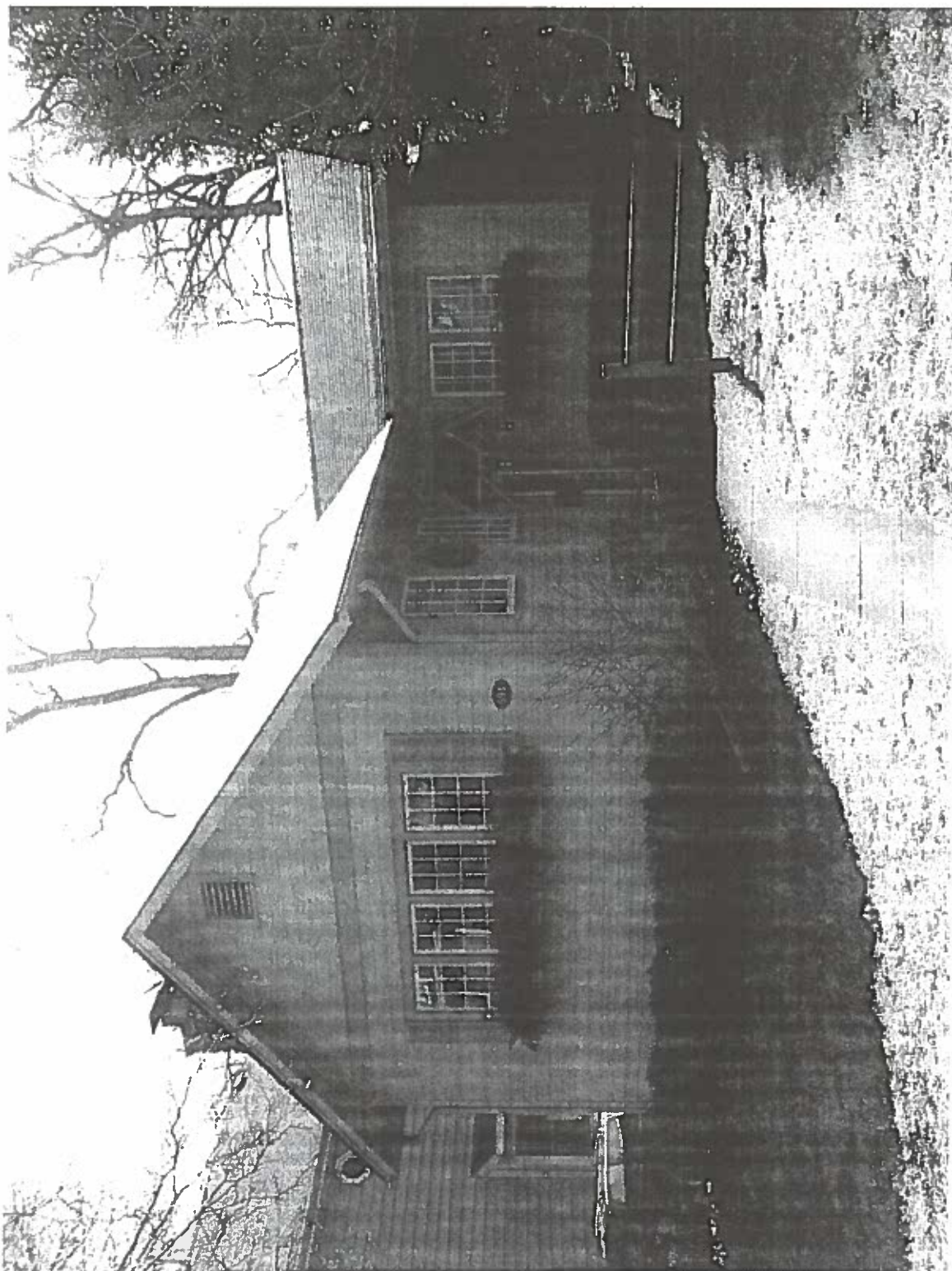


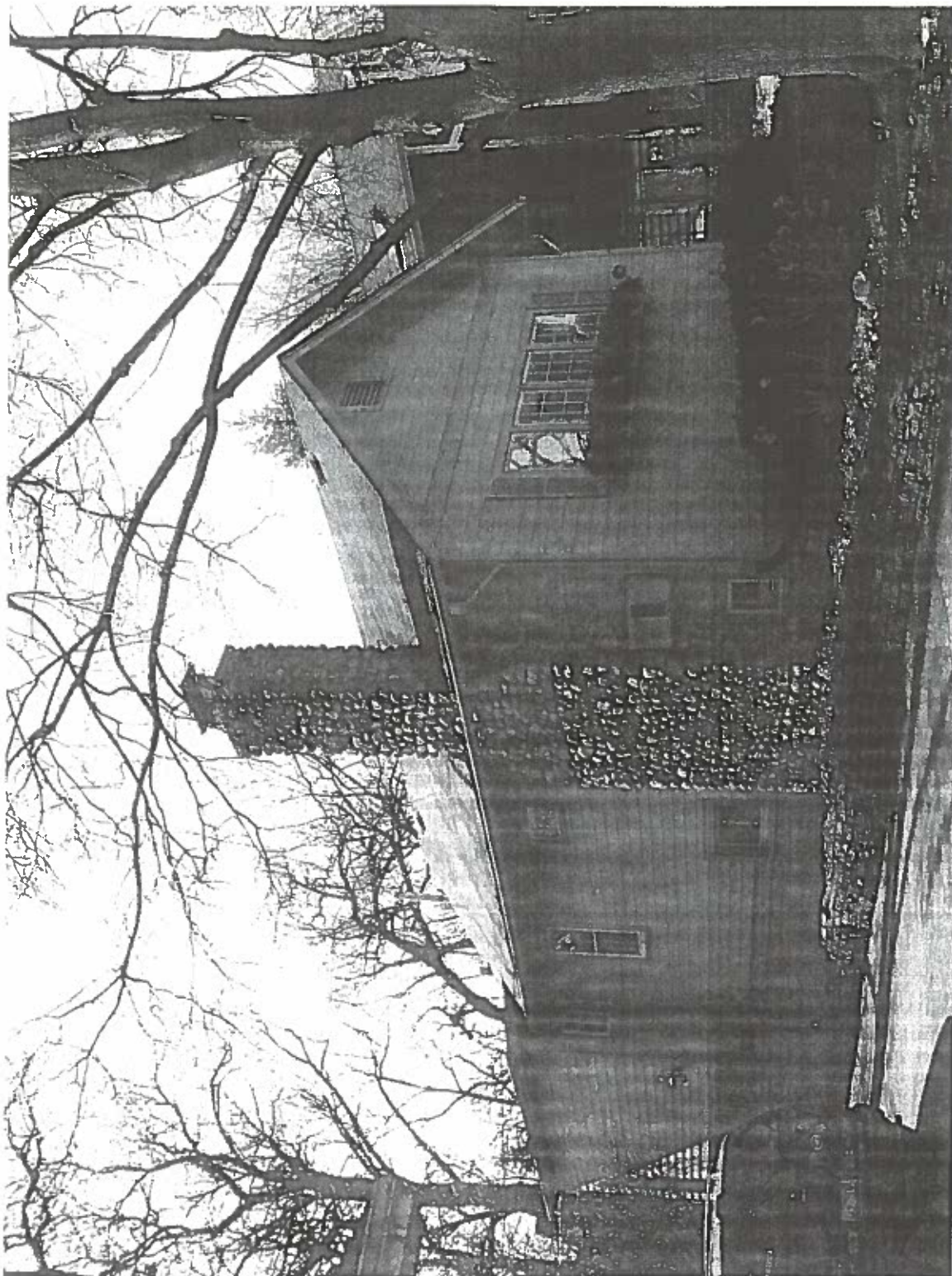
BEDROSIAN RESIDENCE: 11.035
2013-09.09

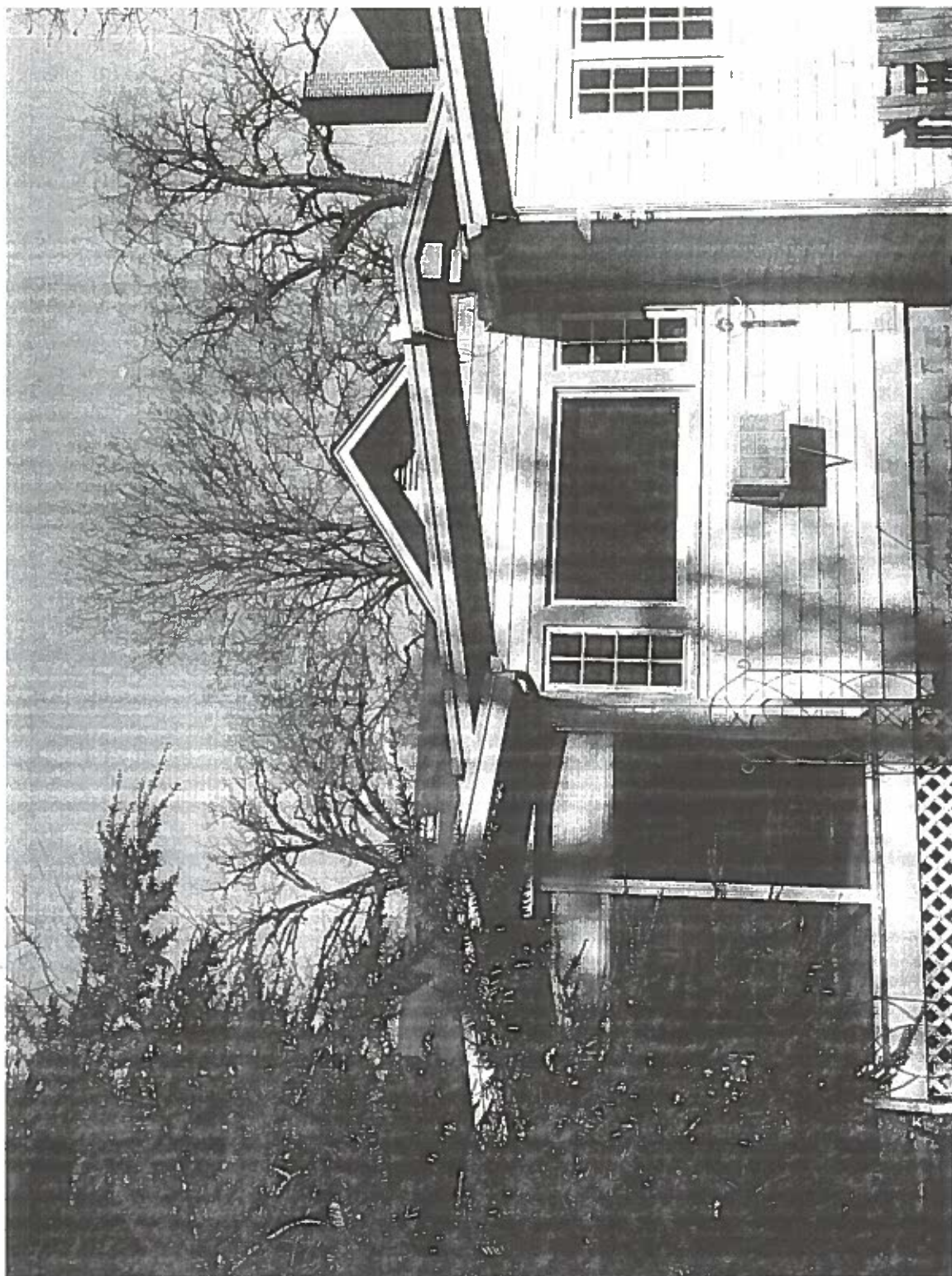


BEDROSIAN RESIDENCE: 11.035
2013-09.09









PETITION FOR VARIANCE REQUEST

SECOND STORY ADDITION

593 GLEN ELLYN PLACE

GLEN ELLYN, ILLINOIS

SECOND STORY SQUARE FOOTAGE EXCEEDS THE VILLAGE BUILDING
CODE REQUIREMENT BY APPROXIMATELY 90 SQUARE FEET

BY SIGNING THIS DOCUMENT, THE PROPERTY OWNER REPRESENTS
THAT THERE IS NO OBJECTION TO THIS VARIANCE REQUEST.

NAME	PROPERTY ADDRESS	DATE
TIBOR VALYI-NAGY	597 Glen Ellyn Place	12/29/2013
Michael Murphy	589 Glen Ellyn Place	12/29/2013
Jim Maltz	586 Glen Ellyn Place	12/29/2013
Betty Anne Ulbricht	590 Glen Ellyn Place	12/29/13
KATHY BURKET	601 Glen Ellyn Place	12/29/13
AMY SHERMAN	605 Glen Ellyn Place	12/29/13
Maria Kingen	604 Glen Ellyn Place	12/29/13
KEVIN RIZ	600 Glen Ellyn Place	12/29/13
Don H. H. H.	560 GLEN ELLYN PLACE NECK PATH RD	12/29/13
	Glen Ellyn Place	
	Glen Ellyn Place	
	Glen Ellyn Place	
	Glen Ellyn Place	
	Glen Ellyn Place	
	Glen Ellyn Place	
	Glen Ellyn Place	
	Glen Ellyn Place	
	Glen Ellyn Place	

EAST ADJACENT NEIGHBOR

WEST ADJACENT NEIGHBOR



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Resolution
Prepared By: Lauren Parisi

SCHEDULED

RESOLUTION 14-05

DOC ID: 1155 E

Resolution No. 14-05, A Resolution Accepting an Amendment to the DuPage County Land Use Plan to Incorporate the Roosevelt Road (Route 38) Land Use Plan Update. (Planning and Development Director Hulseberg)

Background. This past year, Planning and Development Director Hulseberg participated in DuPage County's Roosevelt Road corridor planning study. The purpose of the study was to evaluate community planning policies for unincorporated parcels along the corridor. The final report highlights the key issues and opportunities along the Roosevelt Road corridor that will allow the County to plan for and serve unincorporated parcels. The project was funded by a \$100,000 grant that DuPage County received from the Chicago Metropolitan Agency for Planning (CMAP). The study is complete and the County Board recently amended the land use plan to include the new development strategies called for along the Roosevelt Road corridor. The County is encouraging Glen Ellyn to adopt the amended land use plan to assist them in implementing the different land use initiatives suggested for the area.

A very small portion of Roosevelt Road in Glen Ellyn is included in the study and the recommendations of the study do not conflict with the Village's planning objectives or the Village's Comprehensive Plan for this area. Please find attached a copy of the first chapter of the study, along with the pages of the study referencing Glen Ellyn. The only portion of unincorporated land in the study that is within the Glen Ellyn planning district is a portion of Tollway property located east of I-355, west of Valley Road, and north of Roosevelt Road. This land is owned by the Tollway and will not be developed in the future. Staff has no objection to accepting this DuPage County planning study.

Action Requested. The Village Board is being asked to consider a Resolution accepting the DuPage County Land Use Plan for the Roosevelt Road corridor.

Attachment. Resolution
Roosevelt Road Corridor Plan Excerpts

Cc: Michele Stegall, Village Planner

Resolution _____**A Resolution Accepting an Amendment to the
DuPage County Land Use Plan to Incorporate
the Roosevelt Road (Route 38) Land Use Plan Update**

Whereas, the County of DuPage, (“the County”) received planning assistance services through the Chicago Metropolitan Agency for Planning (“CMAP”) to prepare an arterial corridor land use plan update for the Roosevelt Road (Route 38); and

Whereas, CMAP has adopted the GO TO 2040 Plan as the long-range regional comprehensive plan for the seven-county Chicago region, encompassing Cook, DuPage, Kane, Kendall, Lake, McHenry and Will counties, and has provided assistance as a means of advancing the plan’s implementation which includes multi-jurisdictional collaboration on land use planning issues; and

Whereas, with the assistance of CMAP and the consulting firm of Teska and Associates, the County developed a strategy to develop strategic land use plan updates for the Roosevelt Road (Route 38) corridor including the following:

1. The County created a steering committee consisting of all municipalities within the Roosevelt Road (Route 38) corridor, CMAP, and the DuPage Mayors and Managers Conference; and
2. The steering committee held several meetings to discuss, vet and collaborate on the land use trends within the corridor, historic development concerns and issues along the corridor and the land use goals of the various municipalities within the corridor; and
3. The consulting firm of Teska and Associates developed the concepts and goals of the steering committee along with current planning and development principals and created

several working land use plan concepts that were then vetted with focus groups and at a public hearing where business owners, neighborhood representatives, local citizen groups and other interested parties within the corridor had the opportunity to comment and provide suggestions for the land use plan update; and

Whereas, in December of 2013 the Roosevelt Road Steering Committee met to consider the final product created from the series of meetings, focus groups, and hearings and generally agreed that the Roosevelt Road (Route 38) Corridor Land Use Plan Update is an acceptable planning tool that will help guide future development within the corridor for both the County and the municipalities.

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 Village President and Board of Trustees hereby accept the amendments to the 1990 DuPage County Land Use Plan to incorporate the Roosevelt Road (Route 38) Corridor Land Use updates.

Section Two: This Resolution shall be in full force and effect from and after its passage and approval, as provided by law.

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\INTERNS\lparisi\Formal Documents\County Land Use Plan Resolution.doc

HISTORY:

04/14/14 Glen Ellyn Village Board

ATTACHMENTS:

- DPC RR Rd LU Plan with GE Excerpts (PDF)



Roosevelt Road Corridor Planning Study

DuPage County Corridor Planning Studies

Prepared for DuPage County as part of the Chicago Metropolitan Agency
for Planning's (CMAP) Local Technical Assistance Program

January 7, 2014



Prepared by Teska Associates, Inc. & Business Districts, Inc.



Purpose of Study

The impetus for this study is rooted in an ongoing land use planning process that DuPage County has undertaken with various updates since 1990. In an effort to reinvigorate the planning process, the County decided to focus its efforts on unincorporated parcels, given their more immediate impact on providing services and addressing zoning policies regarding development.

The overall purpose of this corridor planning study is to produce a set of land use, development, and policy guidelines that DuPage County and the corridor communities can use to promote and influence development along the Roosevelt Road Corridor. This study is also intended to advance the four core tenets of CMAP's GO TO 2040 Plan, as summarized below.



In 2010, the Chicago Metropolitan Agency for Planning (CMAP) released its GO TO 2040 Plan, which is the long-range comprehensive plan for the Chicago region, including DuPage, Cook, Kane, Kendall, Lake, McHenry, and Will Counties. In particular, the GO TO 2040 Plan explores opportunities and policies regarding land use, transportation, economics, environment, housing, social systems, demographics, governance, and the quality-of-life of communities throughout the Chicago region. As summarized below, the four core tenets of the GO TO 2040 Plan are: (1) Livable Communities; (2) Human Capital; (3) Efficient Governance; and (4) Regional Mobility.

For more information, please visit: www.cmap.illinois.gov



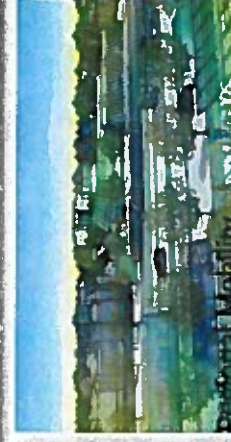
Livable communities typically display common characteristics, such as promoting healthy lifestyles, creating safe spaces, promoting walkability, providing transportation choices, and enhancing accessibility to opportunities for education, housing, commerce, and employment. These characteristics promote cost effectiveness for residents, families, businesses, and governments. They also ensure that districts like the Roosevelt Road Corridor enhance livability in DuPage County and advance the economic competitiveness of the region.



To remain economically competitive, districts like the Roosevelt Road Corridor must support sustainable employment growth that provides good paying jobs to the local workforce and equips them with the knowledge and skills to vie for jobs within the local, regional, and global marketplaces. While commerce opportunities abound along Roosevelt Road, the corridor is also home to National University of Health Sciences and within proximity to Elmhurst College, College of DuPage, and Midwestern University to prepare a skilled and capable workforce.



As a corridor that traverses through five municipalities, two townships, and the County itself, efficient governance over how the Roosevelt Road Corridor evolves is imperative to ensure economic, physical, and human resources are maximized to their greatest capacities. The findings of this study build upon data and input from the various communities, governing bodies, and transportation agencies that are impacted by or have oversight of the corridor. A collective assessment provides concise information for efficient decision making.



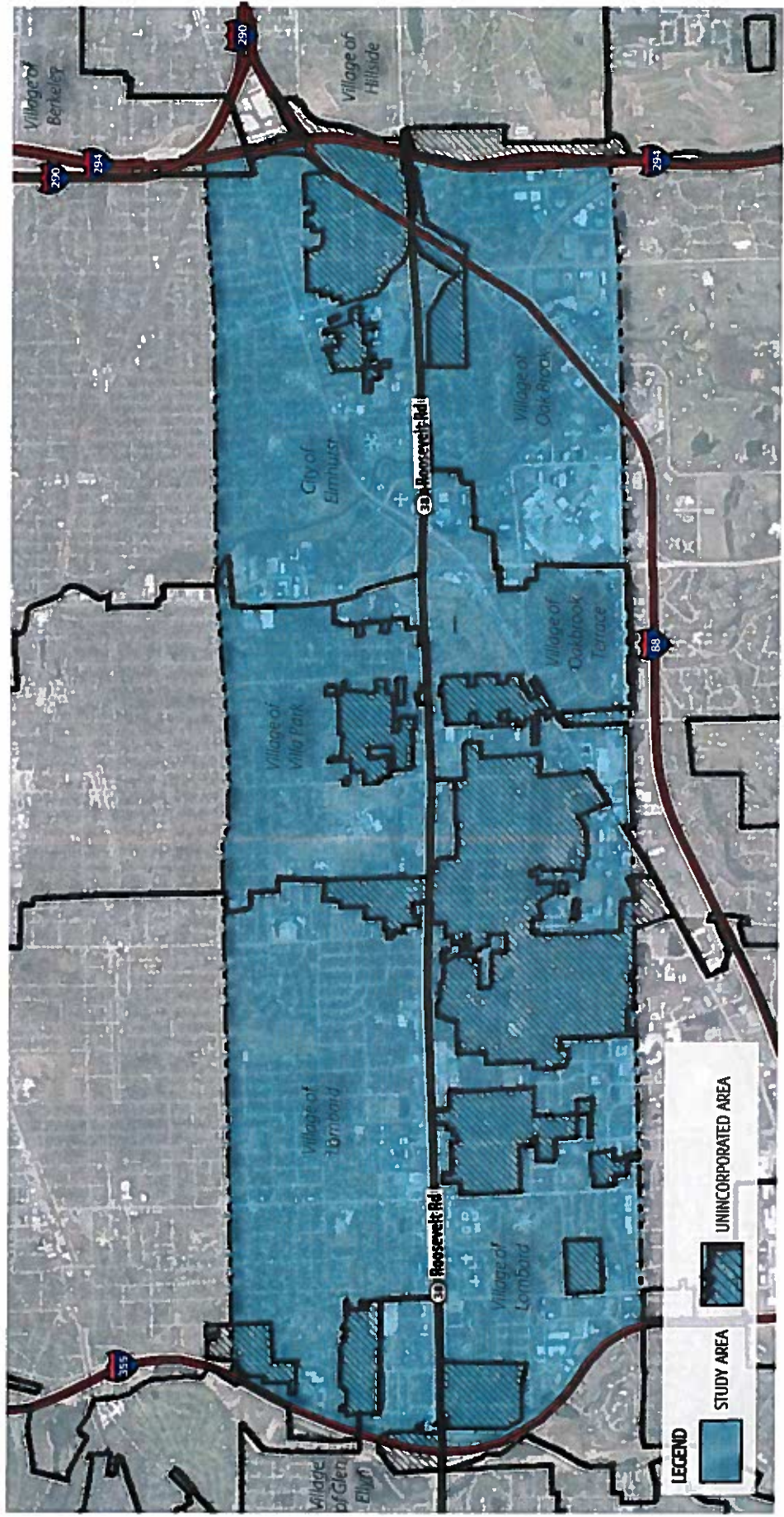
With average daily traffic as high as 49,900 cars per day along Roosevelt Road, there is no question that the corridor is one of the most critical components of DuPage County's transportation network for residents, visitors, commuters, and businesses. The corridor connects people to homes, jobs, shops, services, schools, and recreation facilities. Making proper investments to improve the mobility of the corridor is important to keep people and products moving safely and efficiently whether by car, truck, bus, train, bike, or on foot.

Study Area

As illustrated in Figure 1.1, the Study Area consists of the unincorporated parcels within a one-mile distance from Roosevelt Road and generally bounded by Madison Street on the north, I-290/I-294 on the east, 22nd Street on the south, and I-355 on the west (blue shaded area). Corridor communities include Lombard, Glen Ellyn, Villa Park, Oakbrook Terrace, Oak Brook, and Elmhurst. Berkeley and Hillside are located to the east beyond I-290/I-294. Unincorporated parcels are indicated by the black hatched areas.

WHEAT	BLOOMINGDALE	ADDISON
VAN BUREN	WHEELER	YORK
WHEELER	WHEELER	WHEELER

FIGURE 1.1
Study Area



Corridor Planning Approach

With the four core tenets of CMAP's GO TO 2040 Plan as a foundation, the planning approach for the Roosevelt Road Corridor utilizes existing data from the County, the corridor communities, transportation agencies, and other relevant organizations to generate a solid baseline from which to build strategies that guide the progressive evolution of the corridor. In addition, the approach integrates feedback from community members and stakeholders to ensure the plan is supported at the municipal level.

Given the expansive coverage of the Roosevelt Road Corridor, the Study Area is organized into nine sub-planning areas, as depicted in Figure 1.2. Each sub-planning area represents a cluster of unincorporated areas along the corridor, as well as embodies distinct characteristics that emphasize the diverse conditions, issues, and opportunities throughout the Study Area. For example, Area 1 includes a single family residential neighborhood and forest preserve near a major interchange, while Area 4 is presently comprised of mixed residential uses and commercial frontage along Roosevelt Road.

Community input and corridor issues and opportunities are summarized in Section 2 of this study.

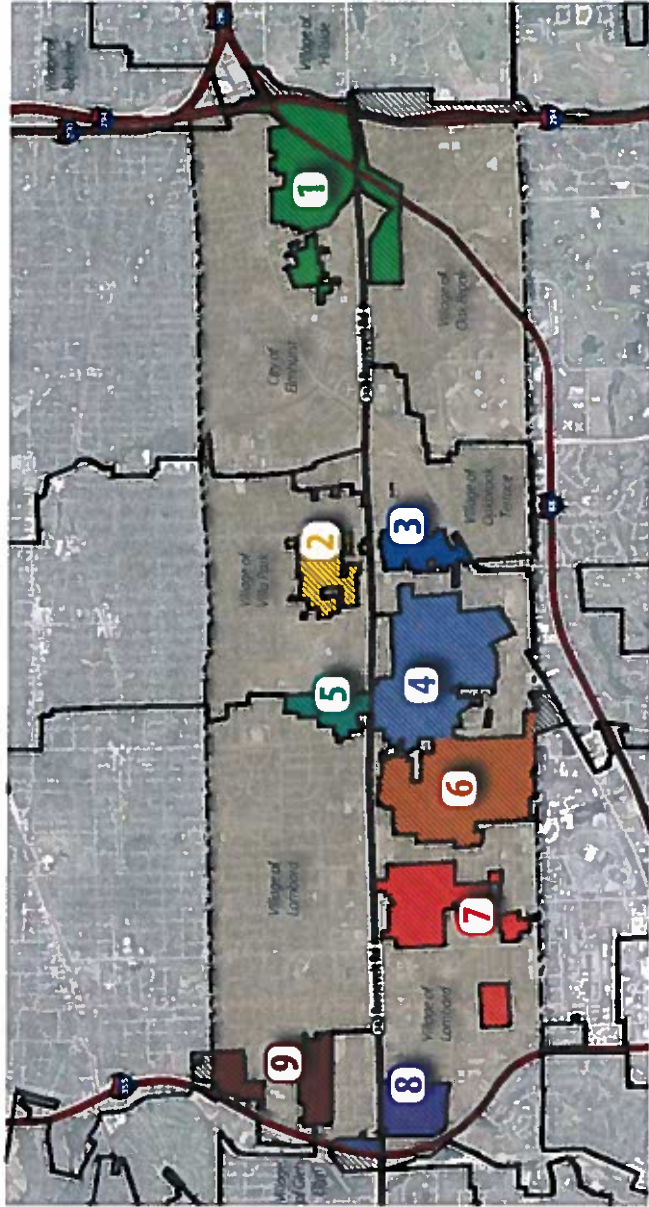


FIGURE 1.2
Sub-Planning Areas for the Roosevelt Road Corridor

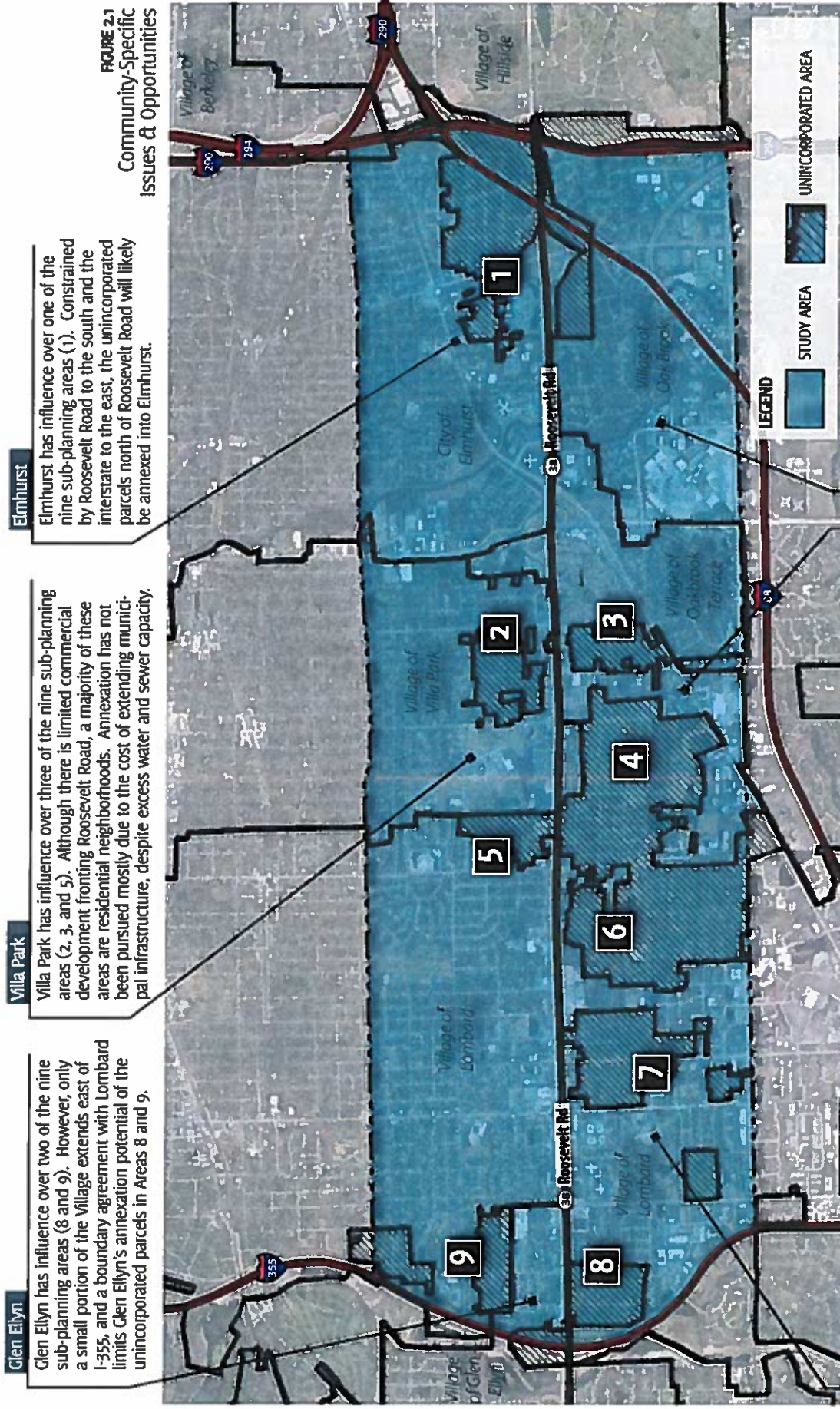
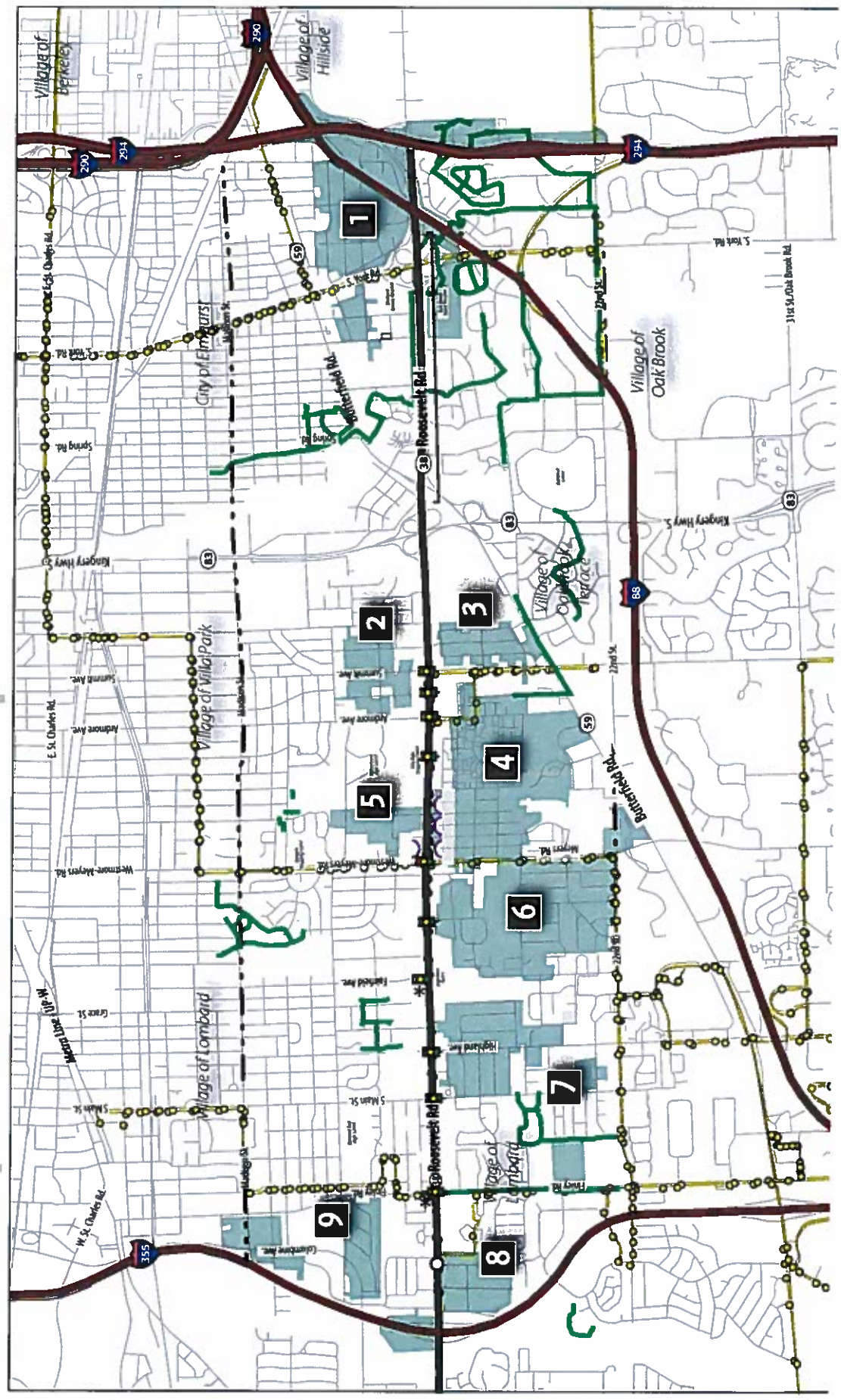


FIGURE 2.2
Transportation Elements

The map below illustrates transportation elements serving the entire Study Area for the Roosevelt Road Corridor. Each of the nine sub-planning areas is also indicated on the map. The individual sub-planning area analyses, provided later in this document, describe the impact of the transportation elements for each sub-planning area.

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AREA 8 Sub-Planning Area Analysis

Area 8 generally encompasses unincorporated parcels in two separate sub-areas, one north of Roosevelt Road and the other to the south. Both sub-areas are generally located west of Finley Road and east of I-355. Area 8 is adjacent to two municipalities: Lombard on the south and east and Glen Ellyn on the northwest. With commercial development along Roosevelt Road, Area 8 is mostly comprised of single family residential homes on large lots.

Existing Land Use & Transportation Elements

Prominent Land Uses

Although Area 8 is separated into two discontinuous sub-areas, only the southern sub-area has been developed, particularly with commercial businesses along Roosevelt Road and single family residential lots to the south in the Glenbard Acres neighborhood. While the northern sub-area is comprised of three lots fronting Roosevelt Road, none are presently developed.

Prominent uses within adjacent incorporated areas include: the International Village multi-building apartment complex on the east; and various commercial development along the south side of Roosevelt Road.

Roadways

Roosevelt Road intersects Area 8, with a majority of the parcels on the south side of the road. A signalized traffic light is located at the I-355 interchange. The north-south streets that intersect with Roosevelt Road do not align, creating cumbersome and unsafe road crossings. In particular, Briar Street and Surrey Drive on the north side of Roosevelt Road do not align with Lawler Avenue and Lloyd Avenue, respectively, on the south. This section of Roosevelt Road also experiences extensive accident reports, which may prompt the need to explore special roadway parameters, such as limitation of turning movements at peak traffic periods.

Transit

Area 8 is served by Pace Bus Route 301, which runs along Roosevelt Road. Pace Bus Route 674 also operates nearby, serving the International Village apartment complex but proceeds eastward along Roosevelt Road away from Area 8. In addition, the 2011 DuPage Area Transit Plan Update indicates a short-term proposal for the IL 38 Arterial Bus Rapid Transit (ART) Corridor, which will run along Roosevelt Road, building on the present service provided on Pace Bus Route 301. Two other short-term proposals are: a community circulator through Lombard along Finley Road; and express bus service along the I-355 Corridor.

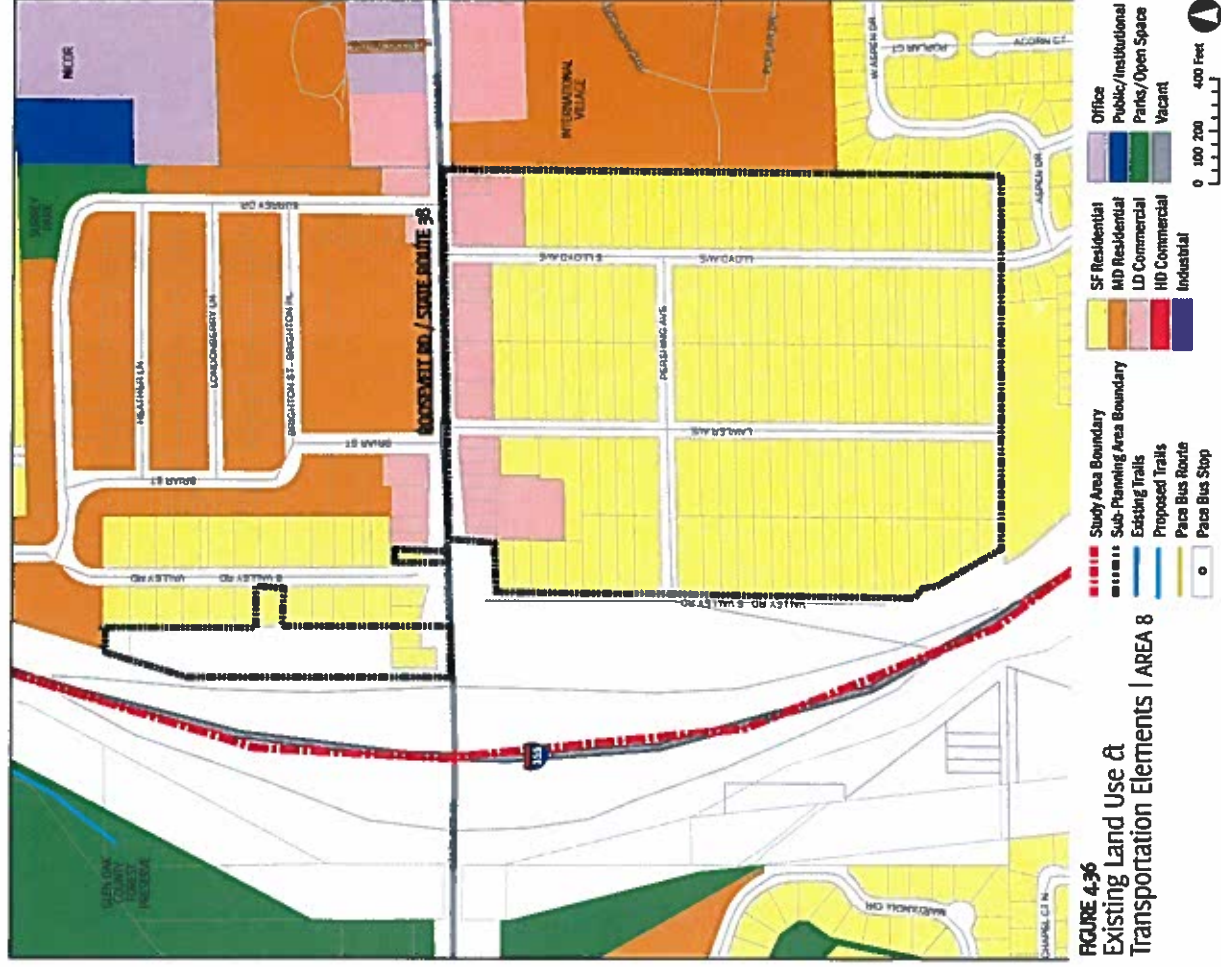
The Lombard Metra Station along the Union Pacific/West (UP-W) Line offers the closest commuter rail service, located about 2.7 miles²⁴ north of Area 8. Presently, Pace Bus Route 674 provides bus access to the Metra station from Roosevelt Road.

Pedestrian & Bicycle Pathways

Area 8 is not presently served by any sidewalks; however, the residential neighborhood in the southern sub-area has access to sidewalks in adjacent incorporated neighborhoods in Lombard. Area 8 is also not currently served by any local or regional trails.

²⁴ Distance measured from Metra station to the Lake Street/Swift Road intersection.

Area 8: Sub-Planning Area Analysis



Environmental & Physical Conditions

Environmental Conditions

The northern sub-area is almost completely covered by floodplain, which limits development opportunities. The far southeast and southwest corners of the southern sub-area, which include existing residential homes, are also impacted by floodplain. In addition, tree coverage is relatively moderate in Area 8.

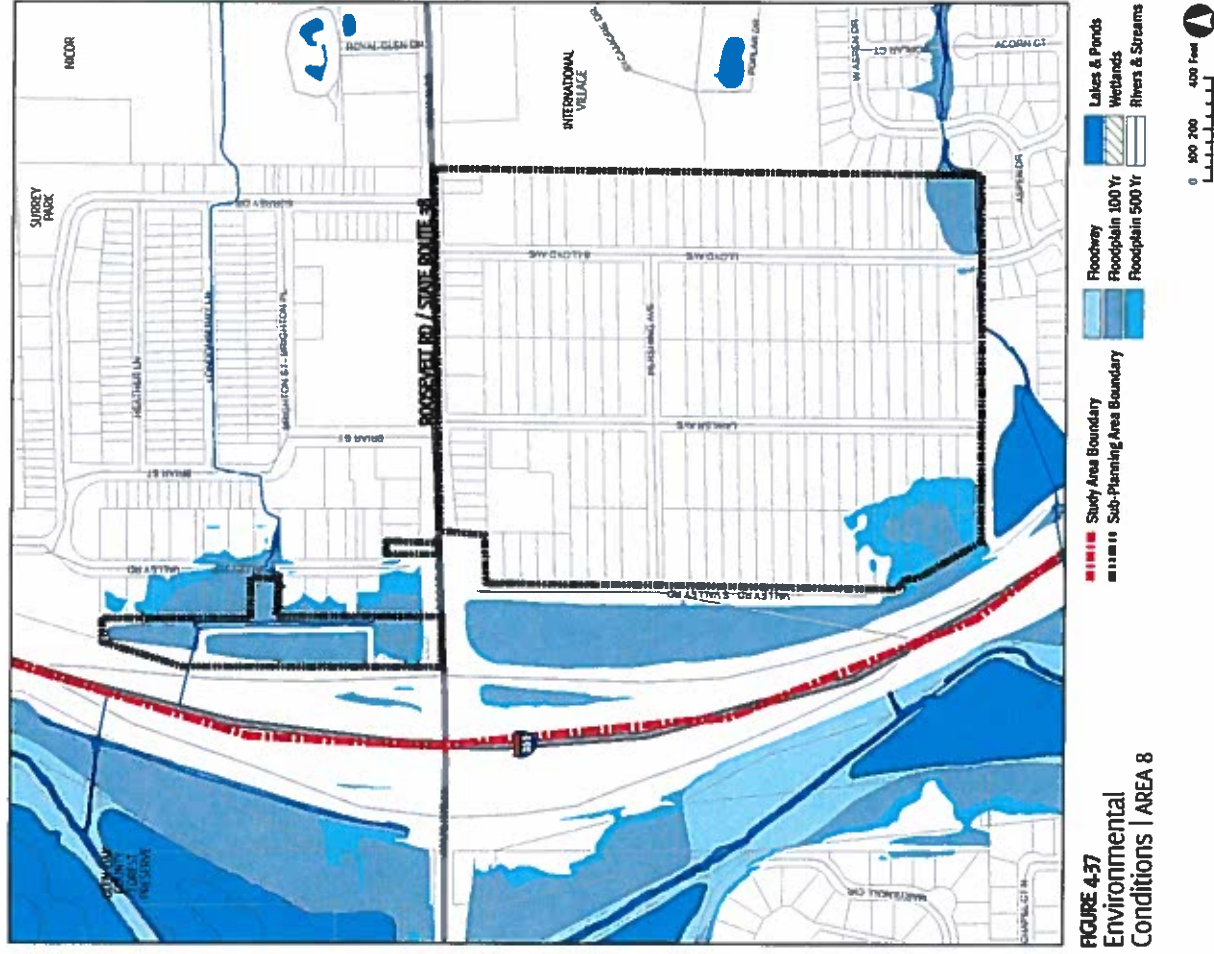
Physical Conditions

The homes in Area 8 are generally well maintained within a pastoral residential setting. Residential building setbacks vary from the lot line, which lacks curb and gutter. Roadways are generally well maintained.

Jurisdictions | Area 8 is served by the following jurisdictions

- » Water: DuPage Water Commission
- » Grade School Districts: 89
- » High School Districts: 87
- » Park Districts: Glen Ellyn
- [NOTE: Not all properties are located within a park district]
- » Fire Protection Districts: Glenbard
- » Special Police Districts: Milton Township
- » Library Districts: None
- » Special Service Districts: None
- » Airport: DuPage Airport Authority
- » Precincts: Milton 53
- » Political Jurisdictions: County Board District 4; Congressional District 8; Illinois Representative District 48; Illinois Senate District 24

Area 8: Sub-Planning Area Analysis



Future Land Use Analysis | COMPARISON OF COUNTY & MUNICIPAL LAND USE DESIGNATIONS

As the comparison of municipalities illustrates, the land use maps for Glen Ellyn and Lombard do not overlap at all. Relative to the County, the comparison indicates some consistency for the existing residential neighborhood; however, there are the following notable discrepancies:

» For the parcels in the northern sub-area, the County illustrates high density commercial along Roosevelt Road with single family residential use away from the road. Glen Ellyn is fairly consistent with the County, except showing less commercial use along Roosevelt Road. Given

the extensive floodplain coverage in this sub-area, the likelihood of development is low.

» For the parcels fronting Roosevelt Road within the southern sub-area, the County indicates high density commercial use extending deeper from Roosevelt Road. However, Lombard scales back the commercial development.

The sequence of maps below compares the future land use designations proposed by DuPage County and adjacent municipalities that have made land use recommendations for the unincorporated parcels in Area 8. The source and date of the land use designations are noted below each map. The dates are important to consider in this land use analysis, as community mindsets and development activity may have changed over time.



FIGURE 4.38
Comparison of County & Municipal
Future Land Use Designations | AREA 8

Area 8: Sub-Planning Area Analysis

» For the parcels at the southern corners of the southern sub-area, the County proposes parks/open space, perhaps protecting these parcels from development due to major floodplain issues. Lombard, however, indicates overall single family residential development instead of open space.

Zoning & Annexation

Zoning

The unincorporated properties in Area 8 are primarily assigned with residential and commercial zoning classifications, per DuPage County zoning designations, including the following:

- » R-3 for the residential parcels
- » B-2 for the commercial parcels along Roosevelt Road

Zoning & Land Use Conflicts

The existing and future land uses are generally consistent with the underlying County zoning, which is an indication that the current uses are commensurate to the zoning classifications.

Annexation

Area 8 is represented in Lombard's Annexation Strategies Plan 2009 Update, with the Village denoting the unincorporated parcels as Area B (Western Roosevelt Area/Glenbard Acres). As indicated in Figure 8.1 in Section 8, Lombard currently maintains a boundary agreement with Glen Ellyn to the west, which helps reduce potential annexation conflicts of unincorporated parcels.

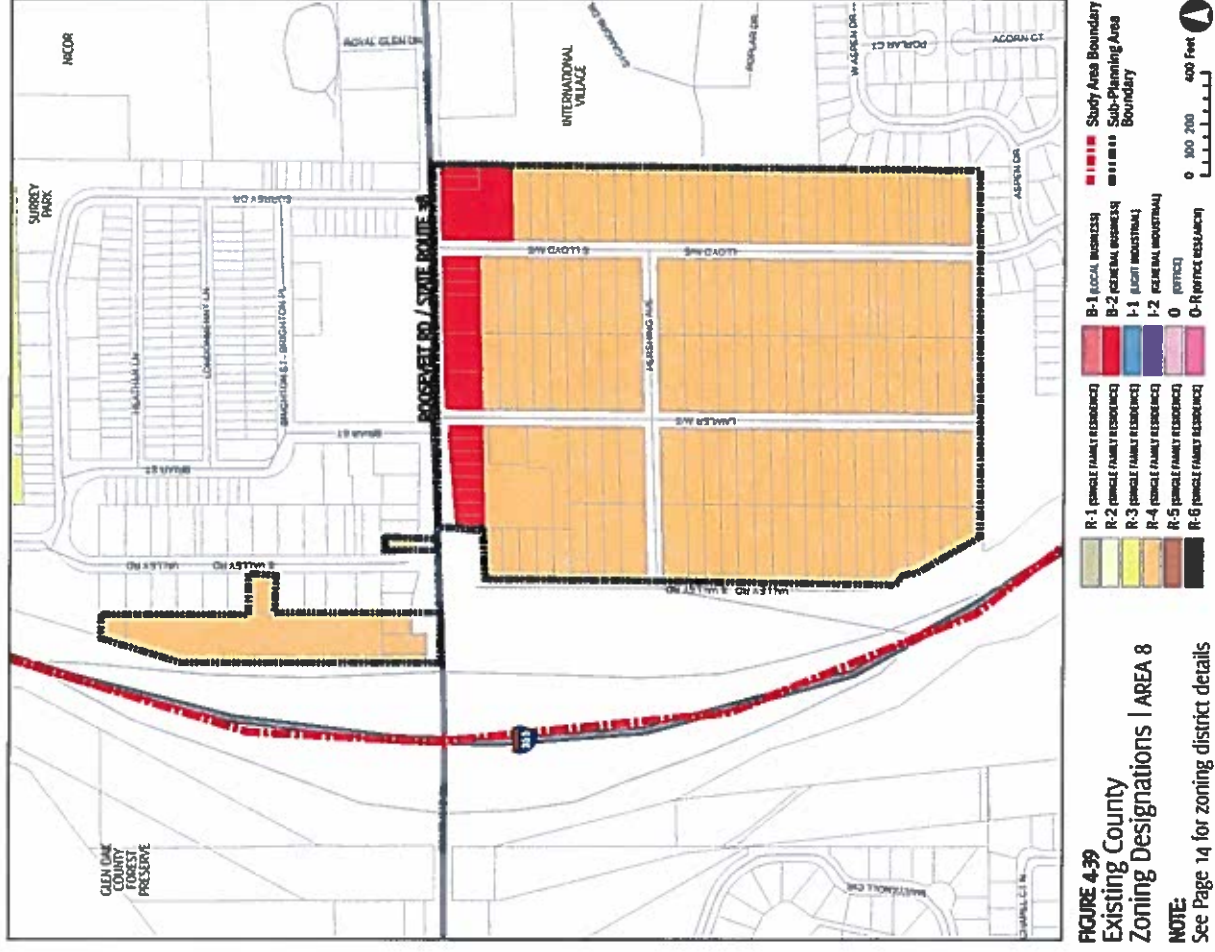
Given the recommendations in Lombard's Annexation Strategies Plan, annexation of most unincorporated parcels in Area 8 will most likely go to Lombard. In addition, the future land use maps in Figure 4-38 support this, as Lombard has planned for land uses

for the unincorporated parcels in Area 8 south of Roosevelt Road. Glen Ellyn has plans for the unincorporated parcels located north of Roosevelt Road.

Lombard's Annexation Strategies Plan recommends the following actions:

- » Focus annexation on the unincorporated parcels that front Roosevelt Road, with infrastructure improvements to be associated with any commercial redevelopment. Residential lots adjacent to these commercial lots should be consolidated to create parcels with sufficient depth for viable commercial redevelopment along Roosevelt Road.
- » Provide annexation agreements that address non-conforming uses, such as billboards and cell towers, that presently exist in Area 8.
- » Consider annexation of residential parcels only in the context that such action will establish contiguity to other redevelopment parcels or to wholly bound properties viable for redevelopment. Annexation of residential parcels should also be considered with the potential to draft a strategy for maintaining and improving housing conditions in Area 8, provided that these parcels are not already part of a redevelopment petition.

Area 8: Sub-Planning Area Analysis



Development Issues

Development Trends

The southern section of Area 8 has primarily developed into a single family residential neighborhood, with commercial development along Roosevelt Road. Some residential lots are located in the northern section, although the majority is general open space that fronts the on-ramp to northbound I-355 from Roosevelt Road.

Vacancies

Area 8 presently has no vacant land.

Zoning Cases

The history of County zoning cases is comprised of 20 total cases²⁵ to date, including 5 conditional uses, 5 rezonings, and 10 variances. A majority of the conditional use and rezoning cases pertain to businesses along Roosevelt Road. The limited number of zoning cases relating to residential parcels may be an indication that zoning is not a major issue with property owners in Area 8. In addition, there was a recent zoning case relating to a mosque being established as a

religious use on a commercially zoned property fronting Roosevelt Road. Safety, traffic impacts, and prohibited extension into the adjacent residential neighborhood were concerns raised in this zoning case.

Permits

Over the past five years, the County has issued 137 permits²⁶ for various development-related activities. About 42% (58 out of 137) of the permits relate to code violations, warnings, or property complaints. The other permits were associated with a variety of activities, including re-roofing, business operations, signage, and exterior building and site improvements.

Infrastructure

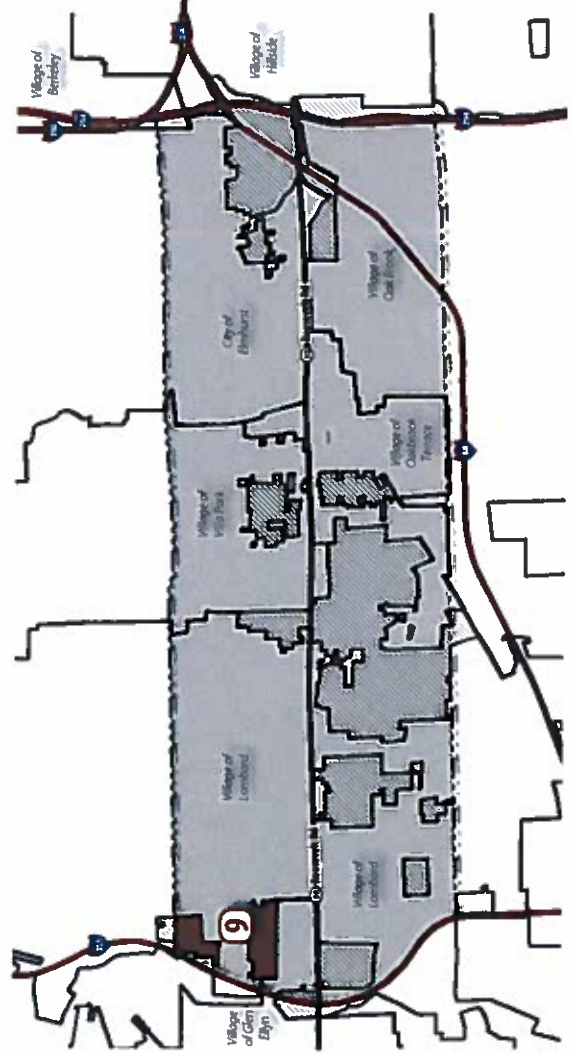
The residential lots are presently served by well and septic. While Lombard has capacity to provide water and sewer utility services, the Village does not have current infrastructure to make utility connections at this time, barring redevelopment to warrant infrastructure improvements.

²⁵ In some cases, multiple zoning cases may apply to a single property.

²⁶ In some cases, multiple permits may apply to a single property.

Area 8: Sub-Planning Area Analysis





AREA 9 Sub-Planning Area Analysis

Area 9 generally encompasses unincorporated parcels in two separate sub-areas located north of Roosevelt Road, south of Madison Street, east of Finley Road, and west of I-355. Area 9 is adjacent to two municipalities: Lombard on the east and Glen Ellyn on the south. Located less than a half mile north of commercial development along Roosevelt Road, Area 9 has developed into two distinct residential neighborhoods. Sunset Knoll Park and the Parkview Boulevard office park separate the two sub-areas.

Existing Land Use & Transportation Elements

Prominent Land Uses

Although Area 9 is separated into two discontinuous sub-areas, both are primarily comprised of single family residential lots. The lots are larger than the other single family residential lots on the east side of Finley Road; the latter lots are annexed into Lombard.

Prominent uses within adjacent incorporated areas include: Sunset Knoll Park and the Parkway Boulevard office park are located between the two sub-areas; Sunset Knoll Recreation Center is to the east; and a Nicor office facility and Surrey Park are to the south. Various commercial development are also located to the far south along Roosevelt Road. Glenbard East High School is also located further to the east.

Roadways

Roosevelt Road runs to the south of Area 9, with signalized traffic lights at the Finley Road intersection. Finley Road is a major north-south arterial road serving Area 9. Roosevelt Road also provides access to I-355, which is to the west. Similar to Roosevelt Road, Columbine Avenue provides western connectivity with underpasses at I-355. Turning movements to and from east/west streets via IL 53/Columbine Avenue are regulated to prevent pass through traffic into the neighborhoods, although accessibility does become limited.

Transit

Area 9 is served by Pace Bus Route 674, which partially runs along Roosevelt Road and Finley Road before

diverting east to Edison Avenue. Pace Bus Route 301 also runs along Roosevelt Road. In addition, the 2011 DuPage Area Transit Plan Update indicates a short-term proposal for the IL 38 Arterial Bus Rapid Transit (ART) Corridor, which will run along Roosevelt Road, building on the present service provided on Pace Bus Route 301. Two other short-term proposals are: a community circulator through Lombard along Finley Road; and express bus service along the I-355 Corridor.

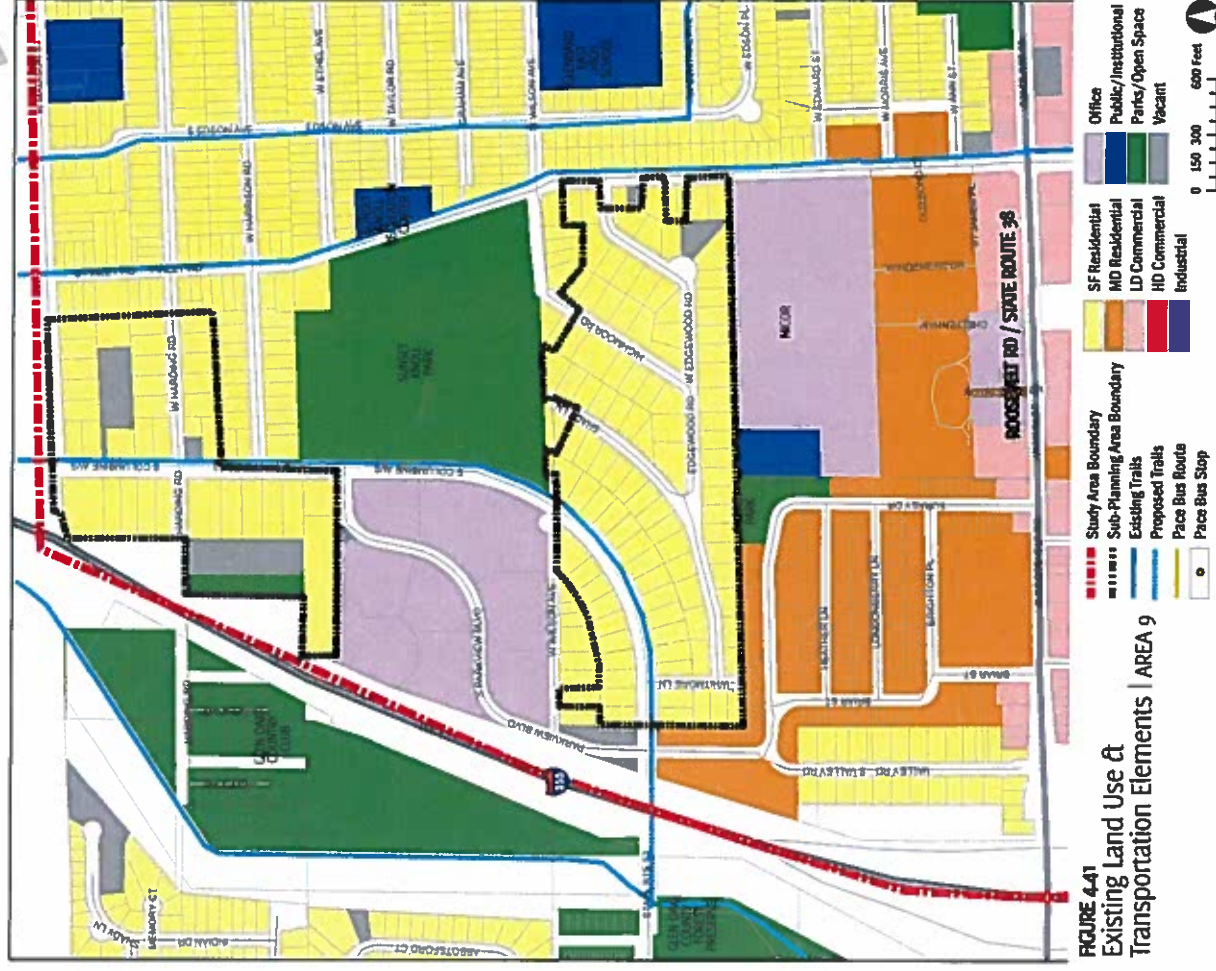
The Lombard Metra Station along the Union Pacific/West (UP-W) Line offers the closest commuter rail service, located about 1.9 miles²⁷ north of Area 9. Presently, Pace Bus Route 674 provides bus access to the Metra station from Roosevelt Road.

Pedestrian & Bicycle Pathways

Area 9 is not presently served by any sidewalks; however, both sub-areas have close access to the trail system within Sunset Knoll Park. In addition, Area 9 will have additional local bikeways in the future, as proposed on the DuPage County 2012 Bike Map. These proposed bikeways would connect to two major regional trails: the Illinois Prairie Path to the north and the I-88 Central DuPage Bikeway to the south.

²⁷ Distance measured from Metra station to the Finley Rd/Wilson Ave Intersection.

Area 9: Sub-Planning Area Analysis



Environmental & Physical Conditions

Environmental Conditions

A small pond and floodplain are situated on the southwest section of the northern sub-area of Area 9. The floodplain mainly runs through a vacant parcel and open space area, but does affect the rear yards of a few residential lots. The southern sub-area is not impacted by any water-based environmental features. While tree coverage is moderate, topographical changes are fairly significant.

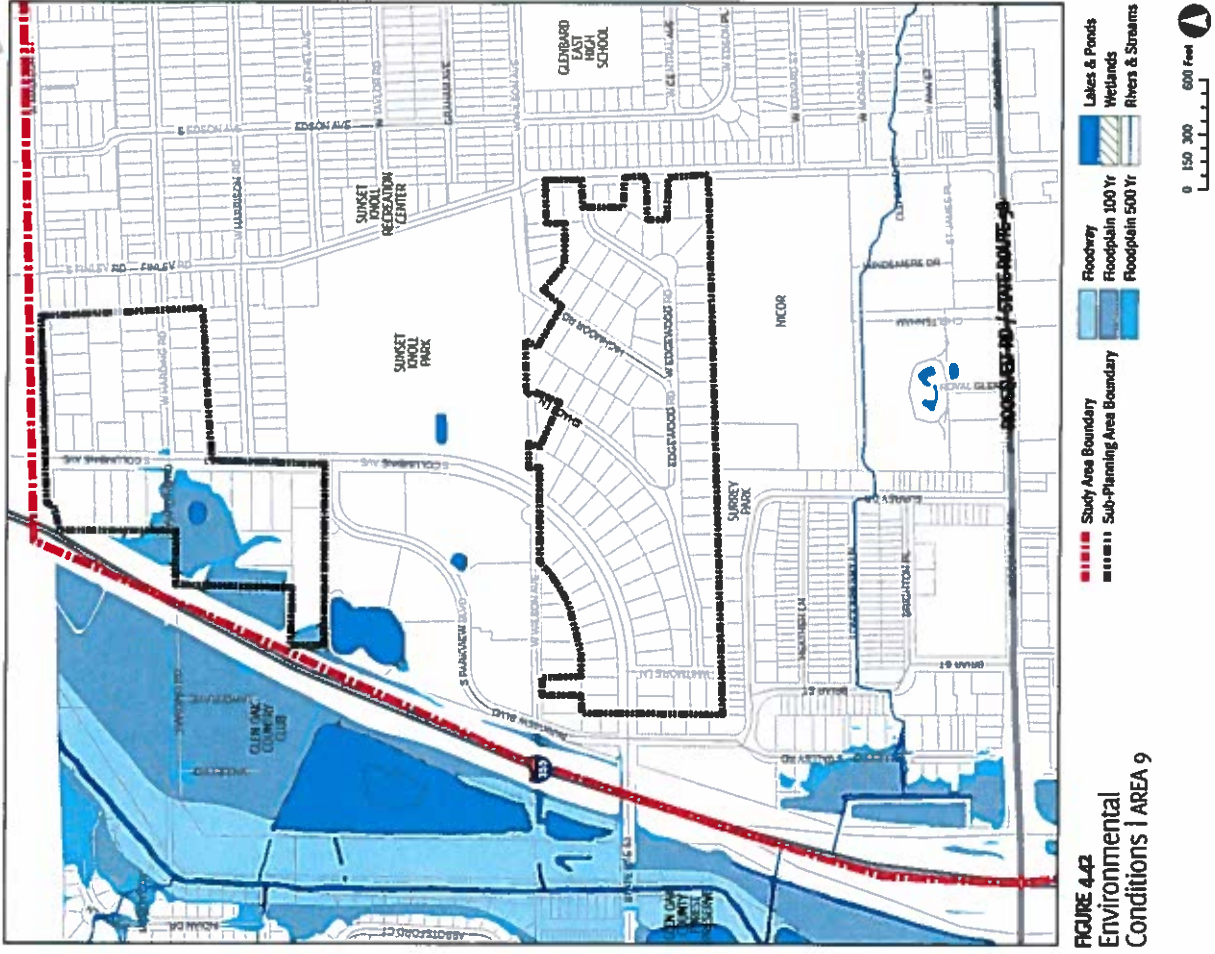
Physical Conditions

The homes in Area 9 are generally well maintained within a pastoral residential setting. Homes maintain moderately deep building setbacks from the lot line, with the neighborhood providing curb and gutter on certain streets. Roadways are generally well maintained.

Jurisdictions | Area 9 is served by the following jurisdictions

- » Water: DuPage Water Commission
- » Grade School Districts: 44
- » High School Districts: 87
- » Park Districts: Glen Ellyn, Lombard
- » Fire Protection Districts: Glenbard
- » Special Police Districts: Milton Township, York Township
- » Library Districts: None
- » Special Service Districts: DuPage County 16
[NOTE: Not all properties are located within a special service district]
- » Airport: DuPage Airport Authority
- » Precincts: Milton 53, York 102
- » Political Jurisdictions: County Board District 4; Congressional District 8; Illinois Representative District 48; Illinois Senate District 24

Area 9: Sub-Planning Area Analysis



Future Land Use Analysis | COMPARISON OF COUNTY & MUNICIPAL LAND USE DESIGNATIONS

As the comparison of the County and Lombard illustrates, the maps depict consistency for most of the residential lots. However, there are two major discrepancies for the two sub-areas of Area 9. In particular, the County proposes that the existing single family residential uses remain as is for the western parcels in the northern sub-

area and the string of parcels along the north side of Columbine Avenue in the southern sub-area. However, Lombard indicates that these lots should be for office uses, which would match the adjacent Parkview Boulevard office park. Glen Ellyn only plans for incorporated parcels located in its own jurisdiction to the south of Area 9.

The sequence of maps below compares the future land use designations proposed by DuPage County and adjacent municipalities that have made land use recommendations for the unincorporated parcels in Area 9. The source and date of the land use designations are noted below each map. The dates are important to consider in this land use analysis, as community mindsets and development activity may have changed over time.



FIGURE 4.43
Comparison of County & Municipal
Future Land Use Designations | AREA 9

Area 9: Sub-Planning Area Analysis

Zoning & Annexation

Zoning

The unincorporated properties in Area 9 are primarily assigned with residential zoning classifications, per DuPage County zoning designations, including the following:

- » R-3 for a majority of Area 9, including the eastern section of the northern sub-area and all of the southern sub-area
- » R-4 for the western section of the northern sub-area

Zoning & Land Use Conflicts

The existing and future land uses are generally consistent with the underlying County zoning, which is an indication that the current residential uses are commensurate to the zoning classifications.

Annexation

The two sub-areas of Area 9 are represented in Lombard's Annexation Strategies Plan 2009 Update, with the Village denoting the unincorporated parcels as Areas 3 and 4. As indicated in Figure 8.1 in Section 8, Lombard currently maintains a boundary agreement with Glen Ellyn to the west, which helps reduce potential annexation conflicts of unincorporated parcels.

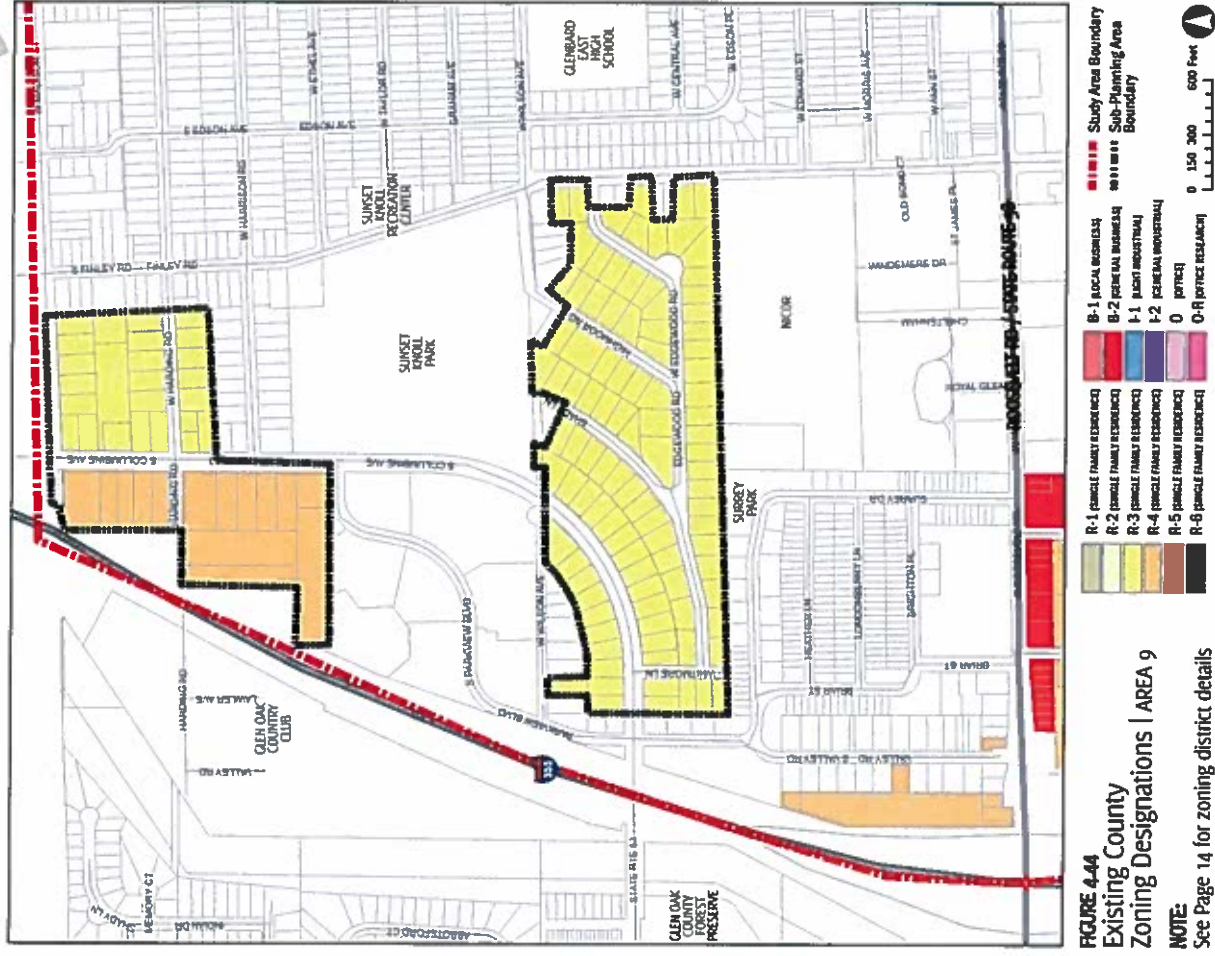
Given the recommendations in Lombard's Annexation Strategies Plan,

annexation of any unincorporated parcels in Area 9 will most likely go to Lombard. In addition, the future land use maps in Figure 4-43 support this, as Lombard has planned for land uses for all unincorporated parcels in Area 9. Although Glen Ellyn is adjacent to Area 9 to the south, an existing boundary agreement indicates annexations would go to Lombard.

Lombard's Annexation Strategies Plan recommends the following actions:

- » Area 3 (IL Route 53 Area, between Charles Lane and Parkview Boulevard): Lombard should incorporate the northern sub-area via involuntary annexation, particularly given the intergovernmental annexation agreement between Lombard and the Illinois State Tollway Highway Authority (ISTHA). Annexation would enable this sub-area to receive more efficient provision of public utility services.
- » Area 4 (Flowerfield Area): Lombard should incorporate the southern sub-area via voluntary annexation, in conjunction with single family residential redevelopment and a broader review of potential infrastructure improvements. Public improvements may be supported by a special service area (SSA) or special assessment.

Area 9: Sub-Planning Area Analysis



Development Issues

Development Trends

Although Area 9 is comprised of two discontinuous sections, it has primarily developed into a single family residential neighborhood. Set about a quarter mile north of Roosevelt Road, Area 9 has no commercial development; however, it is adjacent to the office park along Parkview Boulevard.

Vacancies

Area 7 presently four vacant parcels, with three of them having varying levels of tree coverage that may limit their development potential. The fourth vacant parcel has less tree coverage but is a flag lot with a bulk of its area encircled by existing homes.

Zoning Cases

The history of County zoning cases is comprised of 7 total cases to date, including 4 conditional uses and 3 variances. Two of the three variance cases were denied approval. The limited number of zoning cases may

be an indication that zoning is not a major issue in Area 9.

Permits

Over the past five years, the County has issued 87 permits²⁸ for various development-related activities. Over one-quarter (24 out of 87) of the permits relate to code violations, warnings, or property complaints. The other permits were associated with a variety of activities, including re-roofing, fencing, and exterior building and site improvements.

Infrastructure

The County provides utilities to Area 9, with sewer service supported by a special service area (SSA). However, many adjacent lots in incorporated Lombard are on well and septic. While Lombard has capacity to provide water and sewer utility services, the Village does not have current infrastructure to make utility connections at this time, barring redevelopment.

²⁸ In some cases, multiple permits may apply to a single property.

Area 9: Sub-Planning Area Analysis



FIGURE 7-3
Framework Plan

The map below illustrates the Framework Plan that forms the basic organizational structure to guide the future development and improvement of the Roosevelt Road Corridor. In particular, the Framework Plan highlights the physical relationships between the various framework elements, as indicated in the legend to the right. More detailed descriptions of each framework element are provided on the following pages.

NOTE: THE VILLAGE OF LOMBARD DOES NOT PRESENTLY SUPPORT THE FRAMEWORK PLAN AT THIS TIME AND RECOMMENDS FURTHER STUDY TO EVALUATE LONG TERM RETAIL DEMAND.

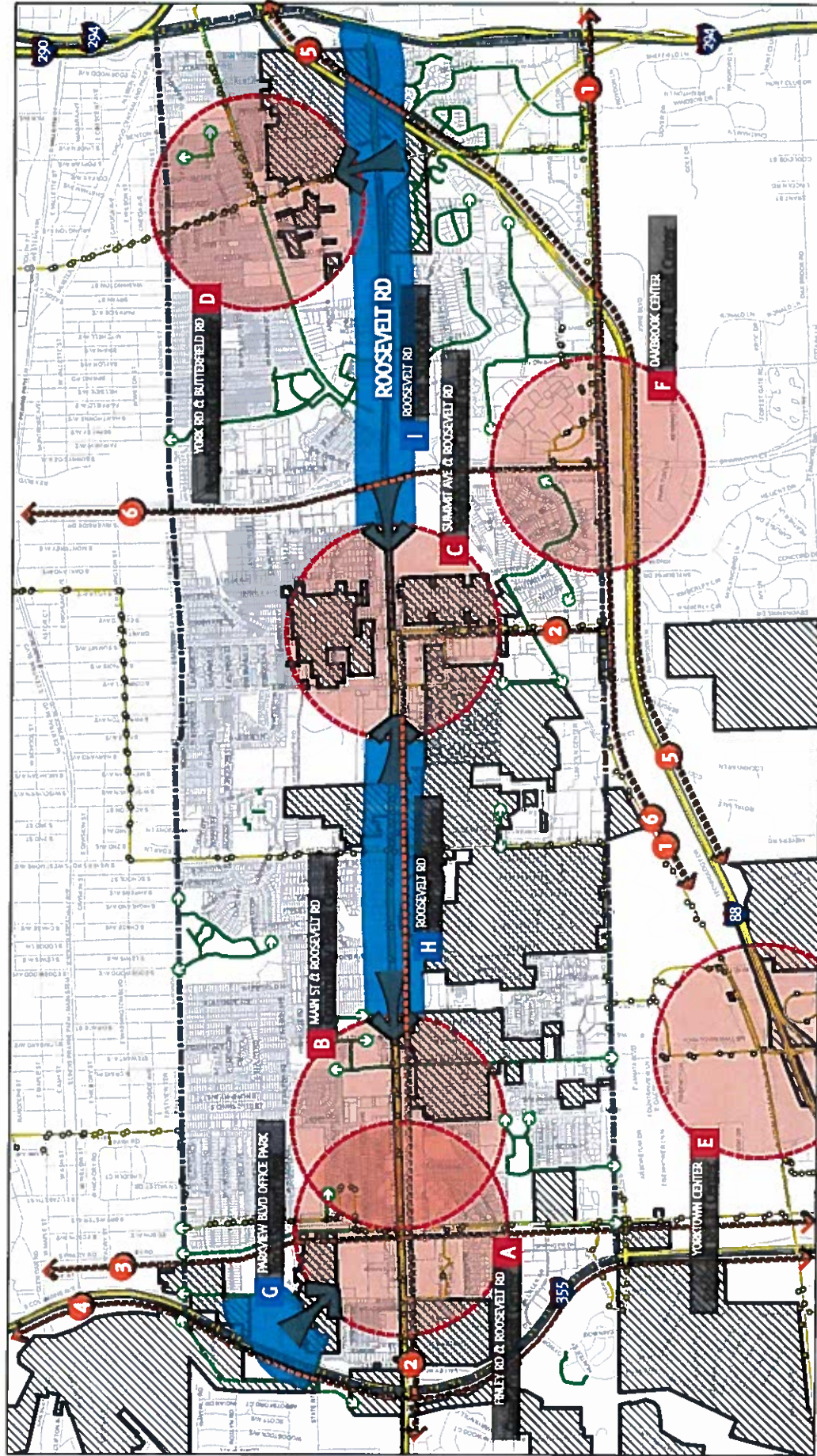
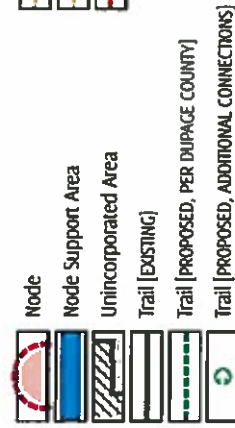


FIGURE 8.1
Boundary Agreements Map

- BOUNDARY AGREEMENT LINE (LOMBARD & GLEN ELLYN)
- BOUNDARY AGREEMENT LINE (LOMBARD & OAKBROOK TERRACE)
- BOUNDARY AGREEMENT LINE (LOMBARD & VILLA PARK)

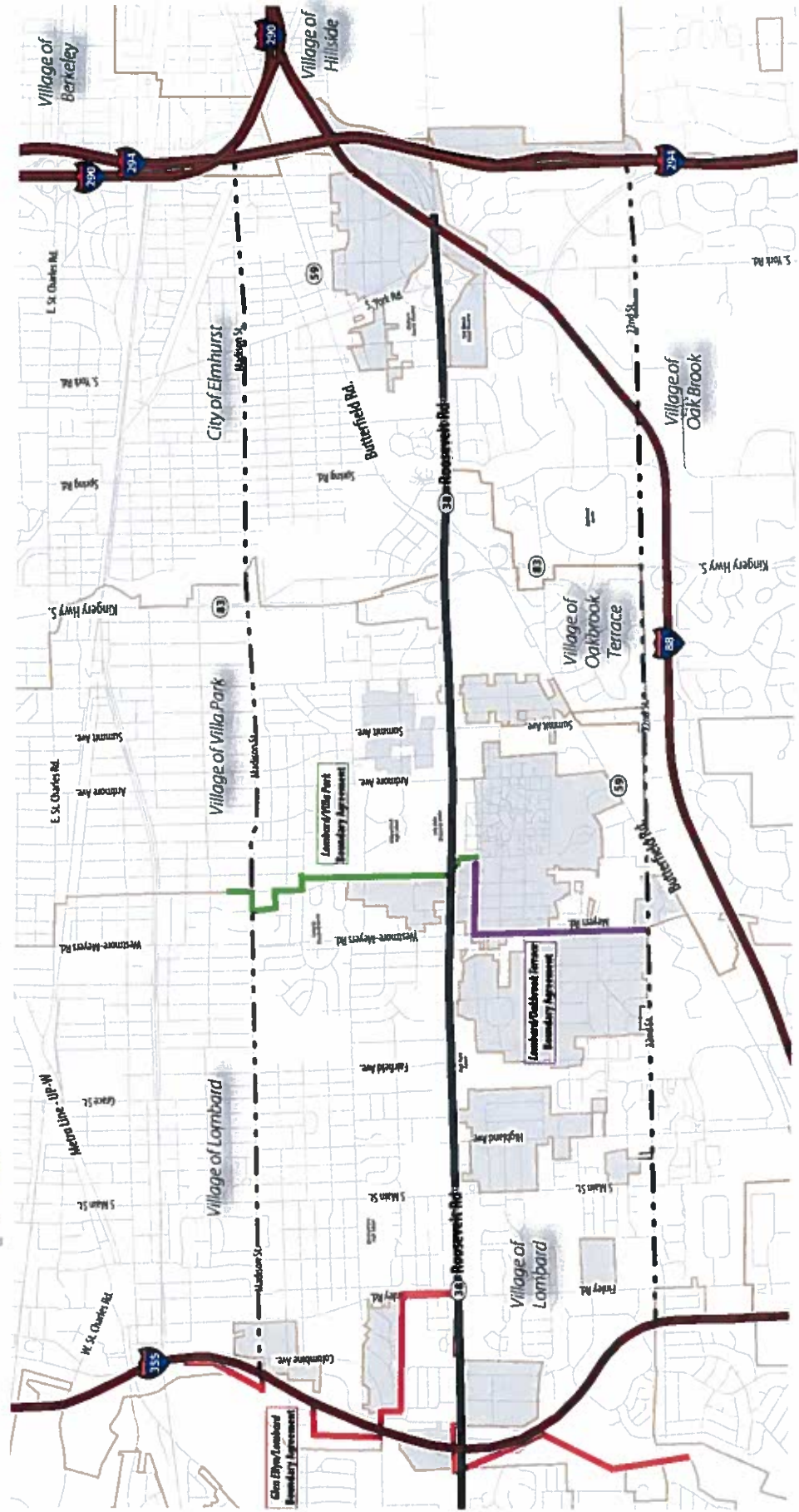
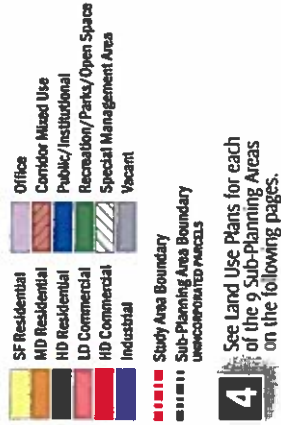


FIGURE 9.1

Short-Term County
Land Use Plan for the
Roosevelt Road Corridor



NOTE: To ensure comparison of future land use categories were consistent across municipalities and the County, a master list of land use categories was created, as provided in the map legend on the left. In some cases, multiple land use types were consolidated under one category. For example, the industrial category includes general industrial and industrial park uses. In addition, while the primary focus of the corridor study is unincorporated parcels, land use recommendations are provided for adjacent incorporated parcels to provide logical context and compatibility with municipal land use plans.

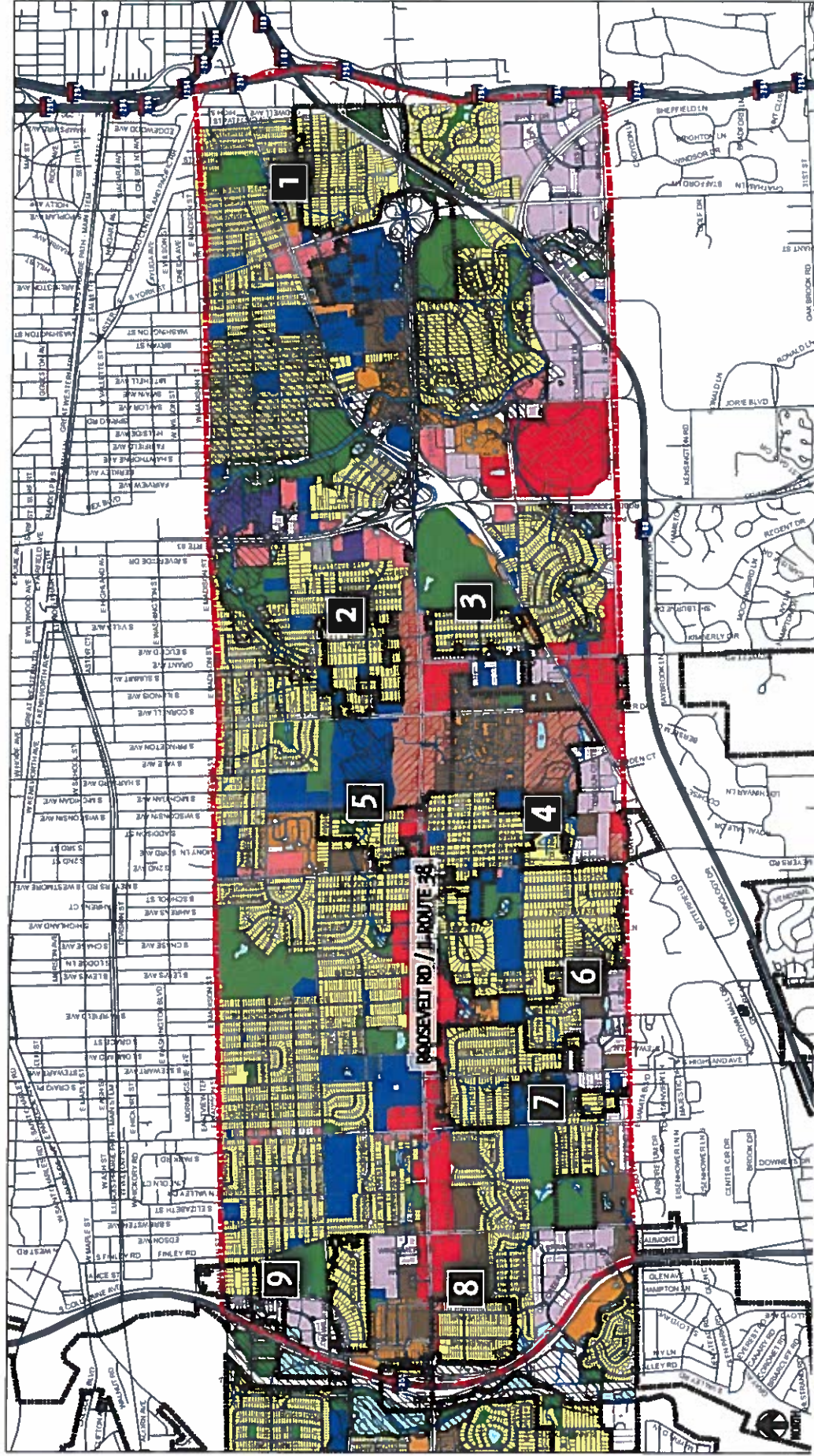
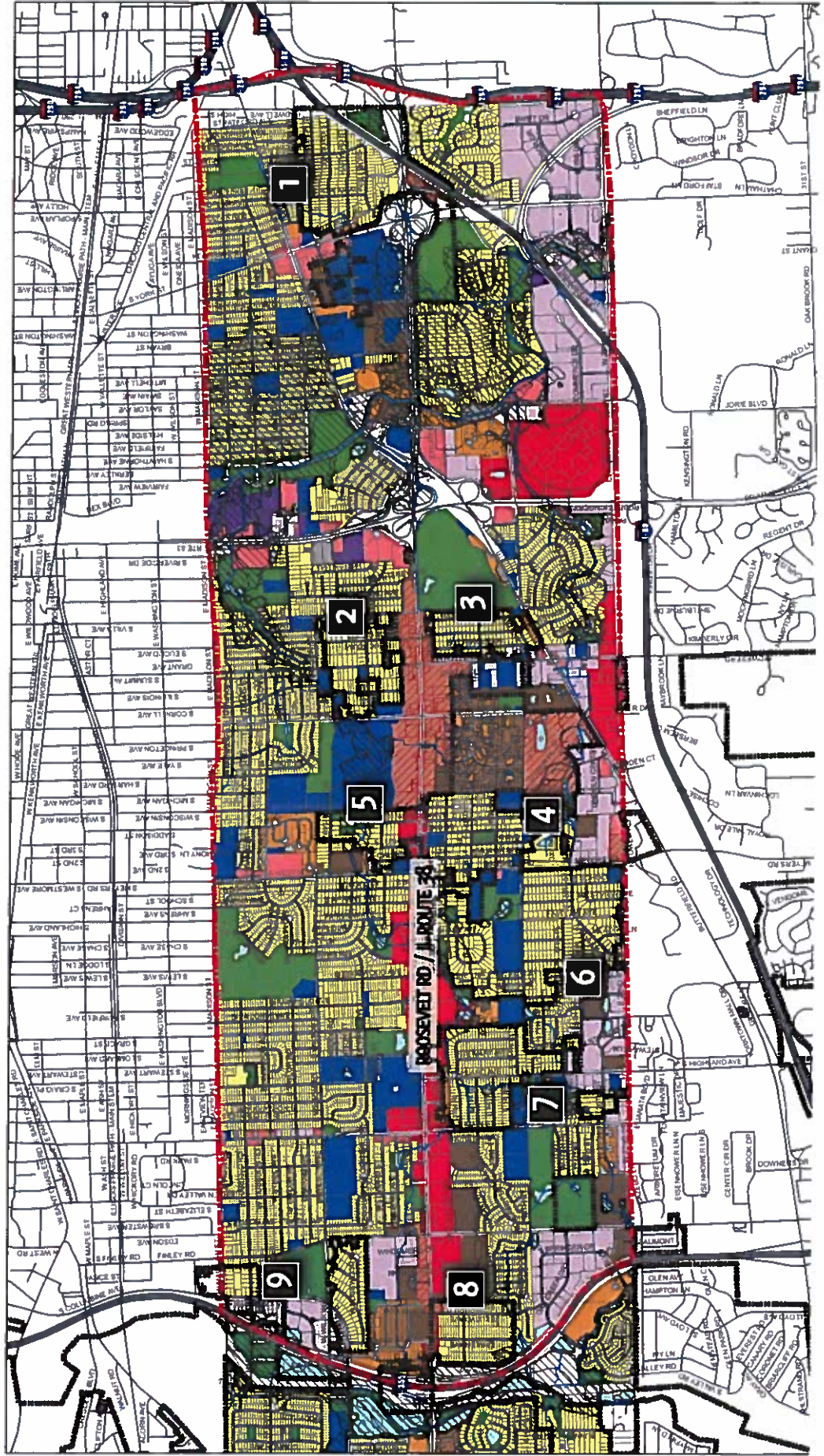
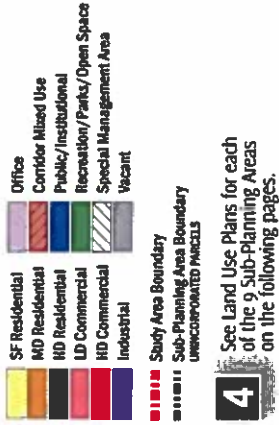


FIGURE 9.2
Long-Term County
Land Use Plan for the
Roosevelt Road Corridor

NOTE: To ensure comparison of future land use categories were consistent across municipalities and the County, a master list of land use categories was created, as provided in the map legend on the left. In some cases, multiple land use types were consolidated under one category. For example, the Industrial category includes general industrial and industrial park uses. In addition, while the primary focus of the corridor study is unincorporated parcels, land use recommendations are provided for adjacent incorporated parcels to provide logical context and compatibility with municipal land use plans.

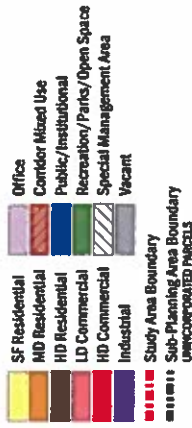


Sub-Planning Area 8

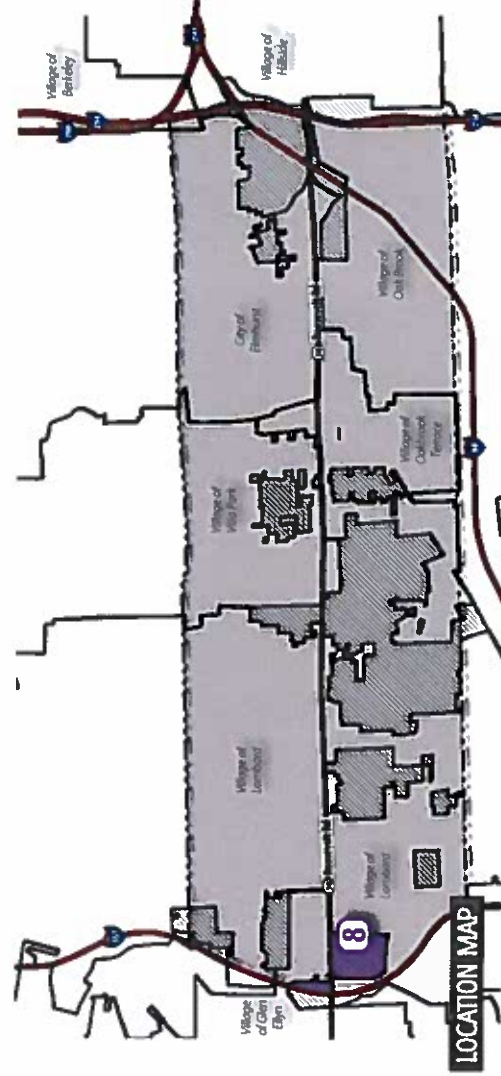
Corridor Land Use Plan along Roosevelt Road Corridor

COMPARISON

EXISTING LAND USE TO SHORT-TERM FUTURE LAND USE



NOTE: To ensure comparison of future land use categories were consistent across municipalities and the County, a master list of land use categories was created, as provided in the map legend on the left. In some cases, multiple land use types were consolidated under one category. For example, the Industrial category includes general industrial and industrial park uses. In addition, while the primary focus of the corridor study is unincorporated parcels, land use recommendations are provided for adjacent incorporated parcels to provide logical context and compatibility with municipal land use plans.



Sub-Planning Area 8

Corridor Land Use Plan along Roosevelt Road Corridor

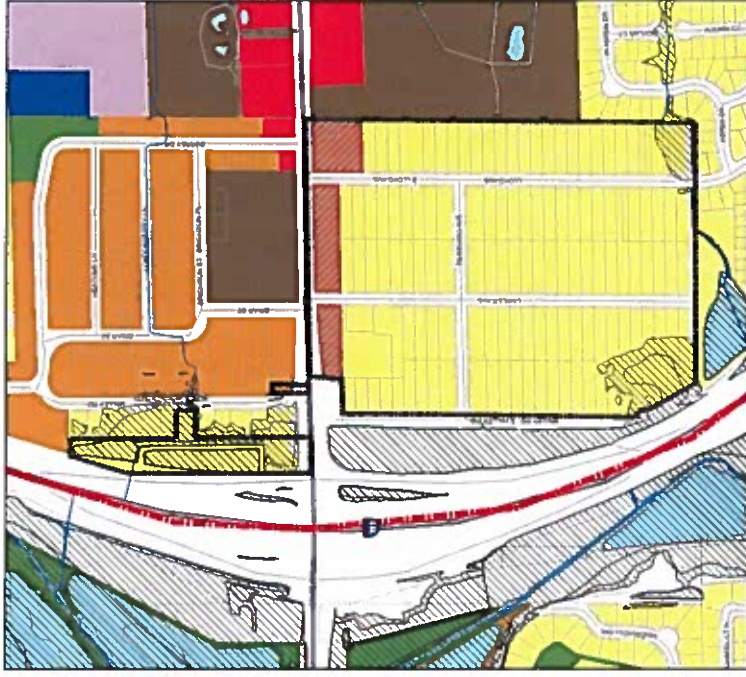
COMPARISON

SHORT-TERM FUTURE LAND USE TO LONG-TERM FUTURE LAND USE



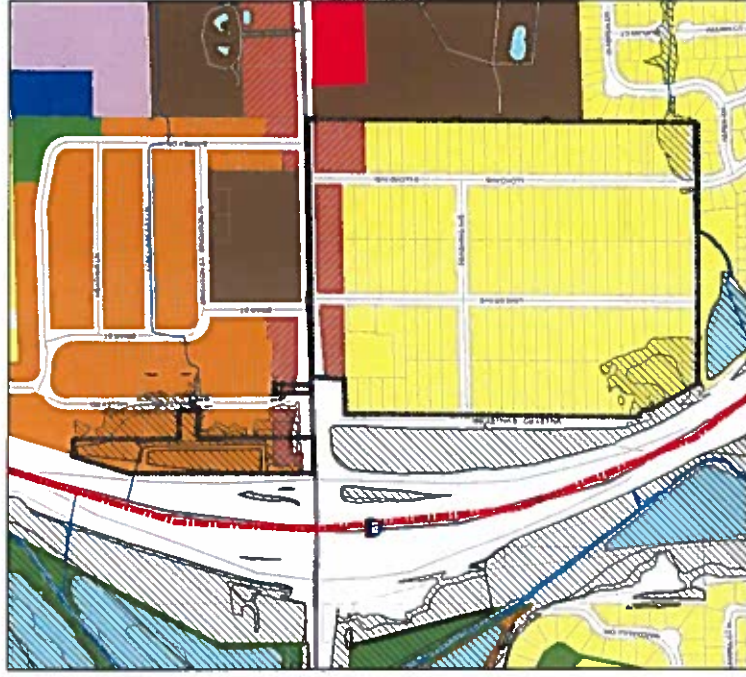
NOTE: To ensure comparison of future land use categories were consistent across municipalities and the County, a master list of land use categories was created, as provided in the map legend on the left. In some cases, multiple land use types were consolidated under one category. For example, the Industrial category includes general industrial and industrial park uses. In addition, while the primary focus of the corridor study is unincorporated parcels, land use recommendations are provided for adjacent incorporated parcels to provide logical context and compatibility with municipal land use plans.

NOTE: THE VILLAGE OF LOMBARD DOES NOT PRESENTLY SUPPORT THE LONG-TERM FUTURE LAND USE PLAN CONCEPTS FOR THE OVERALL ROOSEVELT ROAD CORRIDOR AT THIS TIME. AS A RESULT, THE SHORT-TERM AND LONG-TERM LAND USES FOR LOMBARD ARE THE SAME AND REFLECT THE VILLAGE'S FUTURE LAND USE RECOMMENDATIONS FROM ITS COMPREHENSIVE PLAN. THE VILLAGE RECOMMENDS FURTHER STUDY TO EVALUATE LONG TERM RETAIL DEMANDS AND APPROPRIATE LAND USE DESIGNATIONS.



Short-term Future Land Use Plan | AREA 8

For Sub-Planning Area 8, the County land use plan is influenced by the land use plans for Lombard and Glen Ellyn. Overall, Area 8 maintains existing residential neighborhoods, public/institutional uses, parks/open space, and office uses. The most significant land use recommendation is along Roosevelt Road, with Glen Ellyn indicating commercial uses only east of the Iroquois apartments complex (Surrey Drive) and Lombard recommending mixed use commercial and office on the south side of Roosevelt Road. The County Land Use Plan is supportive of Lombard's mixed use commercial and office land use designation, but would also include residential and public/institutional uses served by a multi-modal transportation network.



Long-term Future Land Use Plan | AREA 8

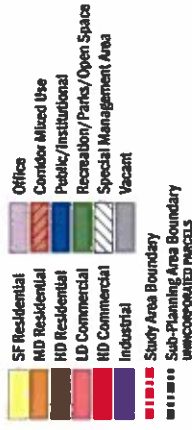
For Sub-Planning Area 8, the long-term plan shares some similarities with the short-term plan, particularly maintaining existing residential neighborhoods. The corridor mixed use designation is applied to both sides of Roosevelt Road. While the Village of Lombard's Comprehensive Plan indicates mixed commercial and office along the south side of Roosevelt Road in Area 8, Lombard is not entirely supportive of the overall corridor mixed use designation at this time (see note to the left). In general, though, a mix of commercial and office uses provides employment opportunities and supports the County and municipal tax bases. For the Village of Glen Ellyn on the north side of Roosevelt Road, the corridor mixed use designation facilitates a balanced mix of uses, which may include commercial, office, residential, and public/institutional. In addition, corridor mixed use would allow greater flexibility in development and foster appropriate transition to adjacent uses.

Sub-Planning Area 9

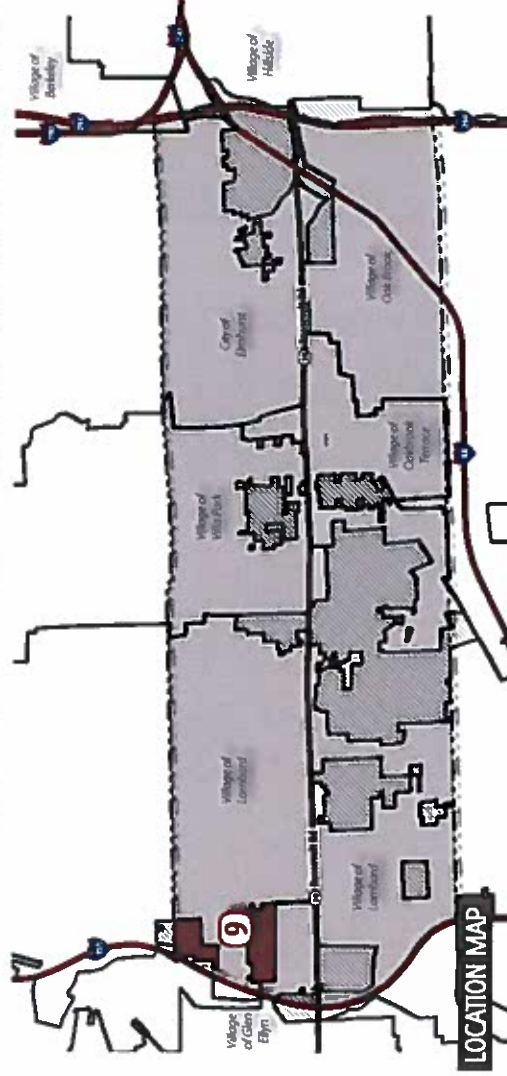
Corridor Land Use Plan along Roosevelt Road Corridor

COMPARISON

EXISTING LAND USE TO SHORT-TERM FUTURE LAND USE



NOTE: To ensure comparison of future land use categories were consistent across municipalities and the County, a master list of land use categories was created, as provided in the map legend on the left. In some cases, multiple land use types were consolidated under one category. For example, the Industrial category includes general industrial and industrial park uses. In addition, while the primary focus of the corridor study is unincorporated parcels, land use recommendations are provided for adjacent incorporated parcels to provide logical context and compatibility with municipal land use plans.

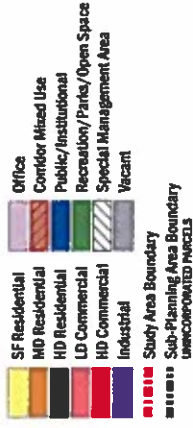


Sub-Planning Area 9

Corridor Land Use Plan along Roosevelt Road Corridor

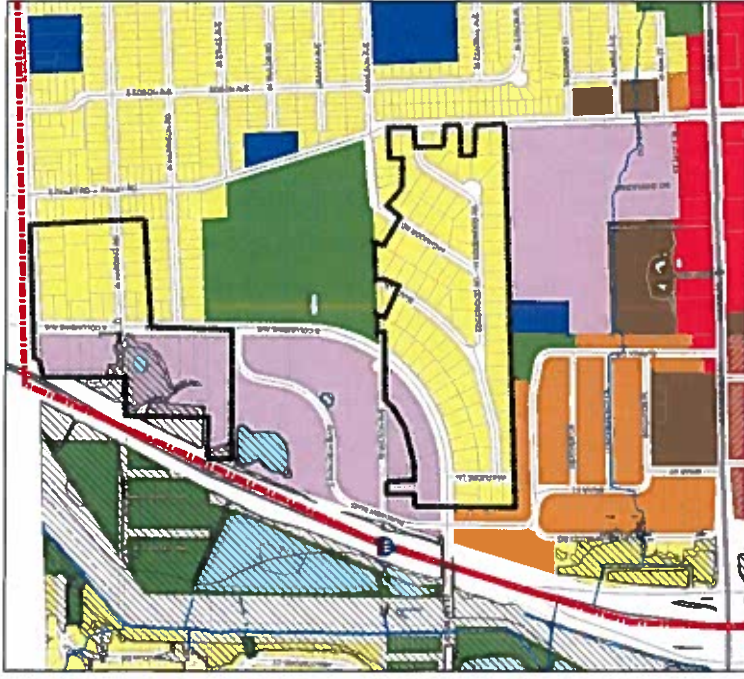
COMPARISON

SHORT-TERM FUTURE LAND USE TO LONG-TERM FUTURE LAND USE



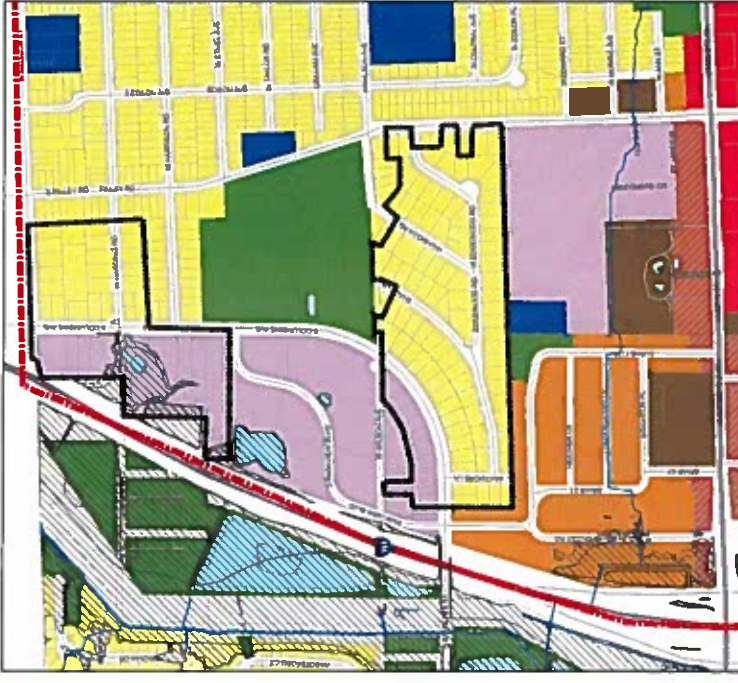
NOTE: To ensure comparison of future land use categories were consistent across municipalities and the County, a master list of land use categories was created, as provided in the map legend on the left. In some cases, multiple land use types were consolidated under one category. For example, the Industrial category includes general industrial and industrial park uses. In addition, while the primary focus of the corridor study is unincorporated parcels, land use recommendations are provided for adjacent incorporated parcels to provide logical context and compatibility with municipal land use plans.

NOTE: THE VILLAGE OF LOMBARD DOES NOT PRESENTLY SUPPORT THE LONG-TERM FUTURE LAND USE PLAN CONCEPTS FOR THE OVERALL ROOSEVELT ROAD CORRIDOR AT THIS TIME. AS A RESULT, THE SHORT-TERM AND LONG-TERM LAND USES FOR LOMBARD ARE THE SAME AND REFLECT THE VILLAGE'S FUTURE LAND USE RECOMMENDATIONS FROM ITS COMPREHENSIVE PLAN. THE VILLAGE RECOMMENDS FURTHER STUDY TO EVALUATE LONG TERM RETAIL DEMAND AND APPROPRIATE LAND USE DESIGNATIONS.



Short-Term Future Land Use Plan | AREA 9

For Sub-Planning Area 9, the County land use plan is influenced by the land use plans for Lombard and Glen Ellyn. Overall, Area 9 maintains existing residential neighborhoods, public/institutional uses, parks/open space, and office uses. Expansion of the Parkview Boulevard office park, consistent with Lombard's Plan, is the significant land use recommendation, creating more employment opportunities and increasing the daytime population to support nearby businesses.



Long-Term Future Land Use Plan | AREA 9

For Sub-Planning Area 9, which is situated completely within the Village of Lombard, the long-term plan is the same as the short-term plan (see note to the left for explanation). The office uses provide employment opportunities and diversity County and municipal tax bases. However, the parcels north of Roosevelt Road and south of Area 9 are situated within the Village of Glen Ellyn, which indicate a mix of residential, office, and corridor mixed uses. A mix of retail businesses and employment at local offices would be attractive to residents living in the residential neighborhoods.

FIGURE 10.1
Site Development
Guidelines

- CORRIDOR VIEW**
-  Node
 -  Node Support Area
 -  Bicycle Connection (existing)
 -  Bicycle Connection (proposed)
 -  Bus/Transit Route (proposed)
 -  Bus Stop (proposed)
- FINLEY ROAD NODE
& SUPPORT AREA**

NOTE: THE VILLAGE OF LOMBARD DOES NOT PRESENTLY SUPPORT THIS CONCEPT AT THIS TIME AND RECOMMENDS FURTHER STUDY TO EVALUATE LONG TERM RETAIL DEMAND.

Using the long-term County Land Use Plan for the Roosevelt Road Corridor (see Figure 9.2) as a foundation, the map below illustrates site development guidelines for potential development and corridor improvements along Roosevelt Road at one of the nodes and support areas defined in the Framework Plan (see Figure 7.1). This map focuses on the Finley Road node and support area. Future land use concepts and development guidelines are defined to foster transformative change along the Roosevelt Road Corridor, by creating an environment that supports a more balanced and economically sustainable mix of uses, fosters improved connectivity for pedestrians and bicyclists, and encourages greater usage of existing and planned transit routes.



CORRIDOR GUIDELINES

The Framework Plan in Section 7 recommends a more balanced mix of uses, providing opportunities for retail, service, office, residential, and institutional uses. This mix of uses should encompass sites along the corridor as well as adjacent sites that generate the populations needed to support businesses throughout the day. While retail uses should primarily concentrate at the main node (e.g., half-mile radius around the Roosevelt Rd/Finley Rd intersection, shown as red circle), they may extend beyond the node but more at the neighborhood level. Offices and higher density residential uses are also encouraged along the corridor to generate jobs, diversify the tax base, and provide different housing products that meet varying needs, lifestyles, and incomes. These support uses may occur within the main node (red circle), but more prominently within the node's support area (blue oval).

CONNECTIONS | Enhanced pedestrian, bicycle, and transit connectivity allows for residents, employees, and visitors to safely and conveniently access retail, employment, recreational, and educational facilities.

PEDESTRIANS

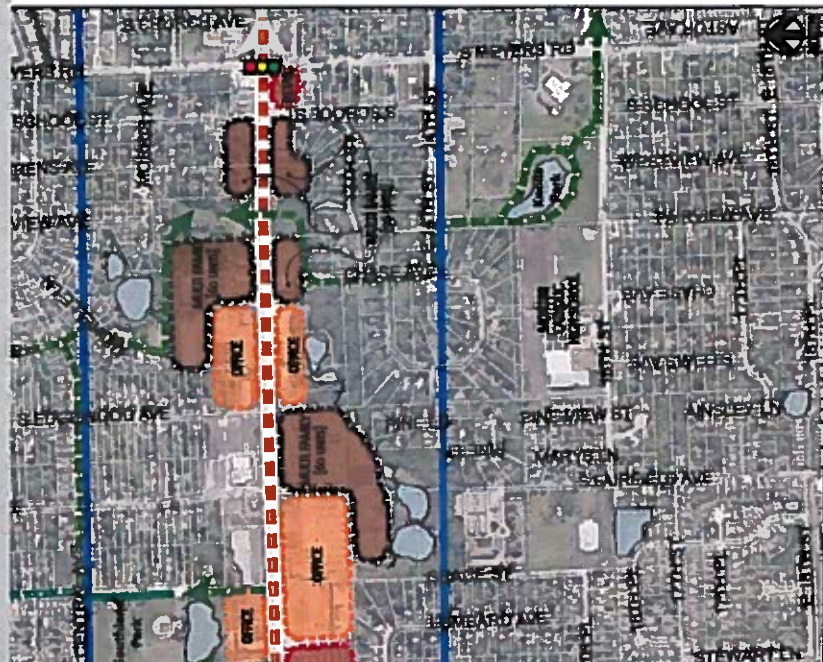
Significant pathway space should be provided to create a buffer area between the sidewalk and main road. Retail and office developments adjacent to residential neighborhoods should also provide convenient paths and site entryways for residents to access businesses or employers on foot.

BICYCLES

The County should continue to work with local park districts and other agencies to connect existing bike trails to new trails, creating a more interconnected system. Bicycle racks should also be provided at businesses, offices, schools, and residential developments to encourage biking.

TRANSIT

Transit facilities are significantly built up along the Roosevelt Road Corridor with multiple Pace bus routes. Over time, transit capacity will increase, primarily with the IL 38 Arterial Bus Rapid Transit (ART) Corridor and the Lombard Community Circulator.





Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Ordinance
Prepared By: Lauren Parisi

SCHEDULED

ORDINANCE 6233

DOC ID: 1175 C

Ordinance No. 6233, An Ordinance granting approval of zoning variations to accommodate a War Memorial at Spaulding Park located at 671 Crescent Boulevard. (Planning and Development Director Hulseberg)

Background and Issues: Glen Ellyn resident Ron Aubrey is requesting approval of Zoning Variations in order to accommodate a war memorial at 671 Crescent Boulevard also referred to as Spaulding Park. The memorial will be dedicated to all those individuals from Glen Ellyn who have served or are currently serving in the military and will consist of a star-shaped patio, memorial plaques and six flags representing the different branches of military and our country. The WWI cannons currently located at Lake Ellyn were originally located at the proposed memorial site in Spaulding Park, but were relocated in 1994. This is a privately funded project and is approved by School District 87.

The subject property is owned by School District 87 and the site is located on the west end of Memorial Park between Crescent Boulevard and Park Boulevard in the CR Conservation/Recreation District. The specific variations being requested are as follows:

1. A variation from Section 10-5-4(A)2 and an amendment to the previous variation granted by Ordinance 5997 to allow a combined area of 4,322 square feet of freestanding accessory structures on the property to accommodate 2 benches, 6 flag poles and 2 memorial bases in lieu of the maximum area of 1,000 square feet permitted.
2. A variation from Section 10-5-5(C) to allow an impervious surface setback of 0 feet from the north property line and 16 feet 8 inches from the south property line in lieu of the minimum setback of 29.07 feet required.
3. A variation from Section 10-5-5(B)4(13) to allow 6 flagpoles on the property in lieu of the maximum number of 3 flagpoles permitted and to allow the proposed flagpoles to be located in the required side yard.

Plan Commission Recommendation: The Plan Commission considered the requests at a public hearing on April 10, 2014. No members of the public spoke at the hearing either in favor or in opposition of the requests. By a vote of 8-0, the Plan Commission voted to recommend approval of the requests.

Village Board Action: The Village Board may approve, approve with conditions or deny the petitioner's application for approval of the requested Zoning Variations. Village Staff has prepared an Ordinance to approve the requests for consideration at the April 28, 2014 Village Board meeting.

Attachments:

- Ordinance
- Aerial Photo
- § Minutes from April 10, 2014 Plan Commission Meeting
- Findings of Fact - Exhibit B to Ordinance
- Select Materials from the Petitioner's Application Packet

cc: Ron Aubrey, Petitioner
Craig Pryde, Project Architect

Ordinance No. _____

**An Ordinance Granting Approval of
Zoning Variations to Accommodate a War Memorial
at Spaulding Park located at
671 Crescent Boulevard,
Glen Ellyn, IL 60137**

Whereas, Glen Ellyn resident Ron Aubrey has petitioned the Village President and the Board of Trustees for approval of the following Zoning Variations:

- A. A variation from Section 10-5-4(A)2 and an amendment to the previous variation granted by Ordinance 5997 to allow a combined area of 4,322 square feet of freestanding accessory structures on the property to accommodate 2 benches, 6 flag poles and 2 memorial bases in lieu of the maximum area of 1,000 square feet permitted.
- B. A variation from Section 10-5-5(C) to allow an impervious surface setback of 0 feet from the north property line and 16 feet 8 inches from the south property line in lieu of the minimum setback of 29.07 feet required.
- C. A variation from Section 10-5-5(B)4(13) to allow 6 flagpoles on the property in lieu of the maximum number of 3 flagpoles permitted and to allow the proposed flagpoles to be located in the required side yard.

all to accommodate a war memorial at 671 Crescent Boulevard also referred to as Spaulding Park;
and

Whereas, the subject property is located on the western tip of Memorial Park on the south side of Crescent Boulevard between Park Boulevard and Park Row, in the CR Conservation Recreation District and is legally described as follows:

PARCEL ONE:

LOT 17 IN COUNTY CLERK'S THIRD ASSESSMENT DIVISION IN SECTION 11, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 3, 1906 AS DOCUMENT NUMBER 88053, IN DUPAGE COUNTY, ILLINOIS.

PARCEL TWO:

BLOCK 6 IN WOODTHORP, BEING A SUBDIVISION IN THE SOUTHEAST QUARTER OF SECTION 11, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE

THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 2, 1926 AS DOCUMENT NUMBER 214660, IN DUPAGE COUNTY, ILLINOIS.

P.I.N 05-11-410-014; 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 following 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 April 10, 2014, at which hearing the Plan Commission considered the petitioner's application for approval of the requested Zoning Variations; and

Whereas, at the April 10, 2014 public hearing, the petitioner presented evidence and testimony in support of the requests and no persons spoke in favor of or in opposition to the requested Variations; and

Whereas, after having considered the evidence presented, including the exhibits and materials submitted, the Plan Commission made its findings of fact and recommendations as set forth in the Commission minutes dated April 10, 2014, which are appended hereto as Exhibit "A" and pursuant to Sections 10-10-12 of the Glen Ellyn Zoning Code, by a vote of eight (8) "yes" and zero (0) "no", recommended approval of the requested Variations; and

Whereas, the Village President and Board of Trustees have reviewed the evidence, exhibits, and materials presented at the public hearing of the Plan Commission and have considered the findings of fact and recommendations of the Plan Commission as set forth in the draft minutes of the April 10, 2014 Plan Commission public hearing which are attached hereto and incorporated herein as Exhibit "A"; and

Whereas, the President and Board of Trustees have determined that granting the requested

Zoning Variations is in the best interest of the Village and 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 their review of the evidence, exhibits, and materials presented at the April 10, 2014 public hearing before the Plan Commission, the Village President and Board of Trustees hereby adopt the findings of fact set forth in Exhibit “B” attached hereto.

Section Two: Based upon the findings of fact as adopted herein, the Village President and Board of Trustees hereby grant approval of the requested Zoning Variations to accommodate the construction of a war memorial at 671 Crescent Boulevard.

Section Three: This approval of the requested Zoning Variations is subject to the condition that the project shall be completed and maintained in substantial conformance with the plans as submitted and the testimony as presented at the April 10, 2014 Plan Commission public hearing and with the petitioners' application packet with a cover letter dated March 14, 2014, including the following plans and documents referenced below as though they were attached to the ordinance:

- A. Zoning Variation Application Dated April 1, 2014
- B. Narrative Statement/Use Description Dated March 28, 2014
- C. Area Tabulation Table Dated March 20, 2014
- D. Site Plan Dated April 1, 2014
- E. Renderings of Memorial Features Dated April 1, 2014

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

Section Four: The Building and Zoning Official is hereby authorized to issue all necessary

building and occupancy permits pursuant to the Zoning Variations 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 Zoning Variations shall expire and become null and void within 24 months of the date of this Ordinance unless an occupancy permit is applied for within said time period, provided, however, that the Village Board, by motion, may extend the period during by which an occupancy permit must be applied for.

Section Five: The Village Clerk shall cause this Ordinance to be recorded with the DuPage County Recorder of Deeds

Section Six: 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 _____.)

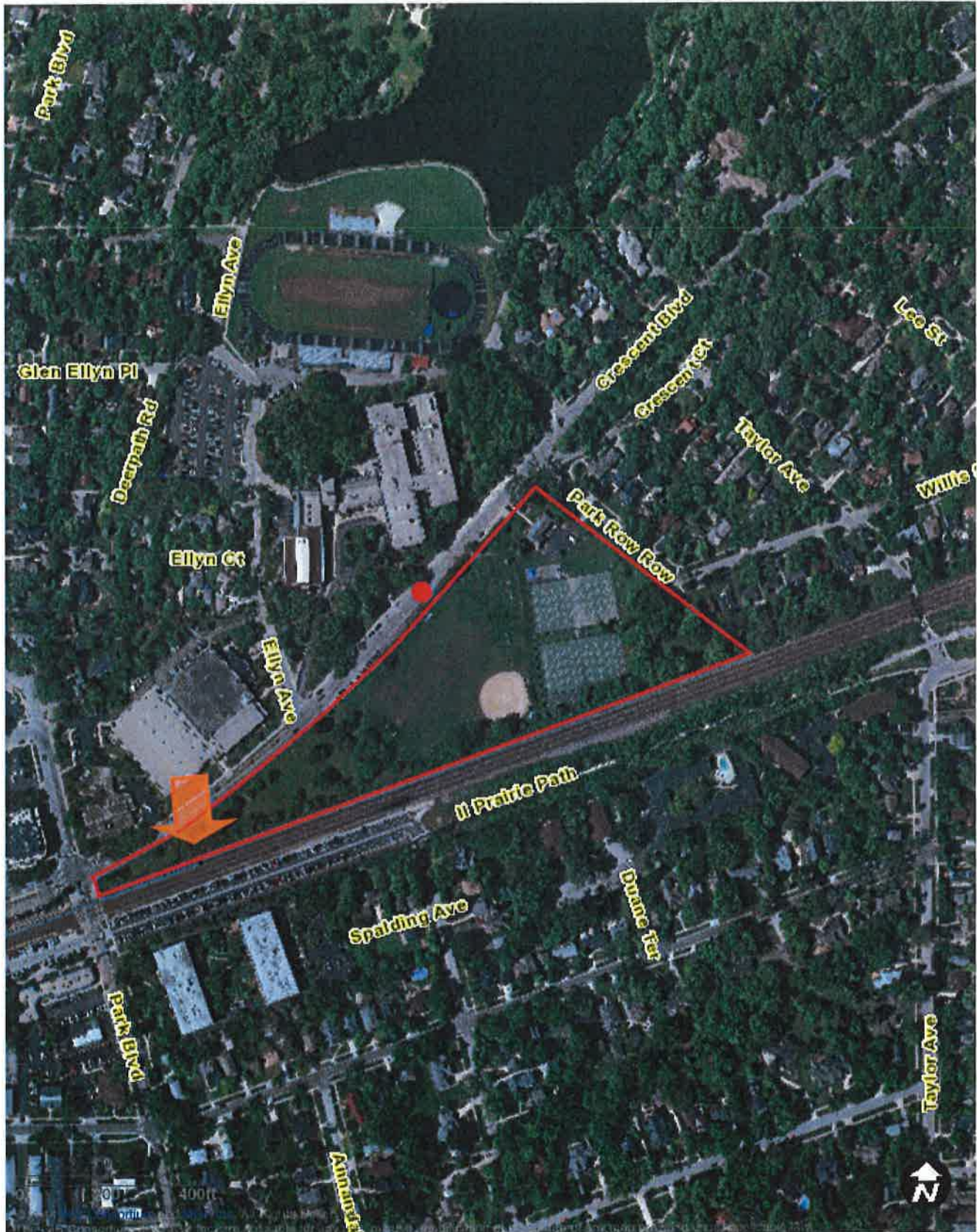
X:\Plandev\PLANNING\DEVELOPMENT PROJECTS\Crescent\Crescent 670, Glenbard West High School\Spaulding Point\Ordinance.doc

ATTACHMENTS:

- Aerial Photo (PDF)
- Minutes from April 10, 2014 Plan Commission Meeting (PDF)
- Findings of Fact - Exhibit B to Ordinance (DOC)
- Select Materials from the Petitioner's Application Packet (PDF)



MapOffice™ 671 Crescent Boulevard



Attachment: Aerial Photo (NO. 6233 : Spaulding Park War Memorial Ordinance)

Disclaimer: This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should

DRAFT
PLAN COMMISSION
MINUTES
APRIL 10, 2014

The meeting was called to order by Chairperson Loch at 7:00 p.m. Plan Commissioners Craig Bromann, Jeff Girling, Tracy Heming-Littwin, Heidi Lannen, Jeff Mansfield, Ray Whalen and Lyn Whiston were present. Plan Commissioners David Allen, Gary Fasules and Jay Strayer were excused. Also present were Village Planner Michele Stegall, Planning and Development Department Intern Lauren Parisi and Recording Secretary Barbara Utterback.

No member of the public commented on a non-agenda item.

PUBLIC HEARING – SPAULDING POINT, 671 CRESCENT BOULEVARD

PUBLIC HEARING REGARDING A REQUEST FOR APPROVAL OF ZONING VARIATIONS TO ACCOMMODATE THE CONSTRUCTION OF A MILITARY MEMORIAL ON THE WEST END OF MEMORIAL PARK. THE SUBJECT SITE IS LOCATED ON THE SOUTH SIDE OF CRESCENT BOULEVARD BETWEEN PARK BOULEVARD AND PARK ROW IN THE CR CONSERVATION RECREATION ZONING DISTRICT.

(Ron Aubrey, Glen Ellyn resident)

Plan Commissioner Heming-Littwin moved, seconded by Plan Commissioner Girling, to open the public hearing. The motion carried unanimously by voice vote.

Staff Presentation

Village Planner Michele Stegall stated that Planning and Development Department Planning Intern Lauren Parisi would present the proposed memorial project at Spaulding Point. Ms. Parisi stated that the petitioners representing the project are Glen Ellyn resident Ron Aubrey who is a former Glen Ellyn Park District Board Member and Chris McClain, a member of the School District 87 administrative team.

Ms. Parisi stated that the petitioners would like to construct a war memorial in honor of those Glen Ellyn residents who are currently serving in the military and those Glen Ellyn residents who have served in the military in the past. Ms. Parisi stated that the project site will be located at Spaulding Point, and she displayed a map of the subject site which is on the west corner of Memorial Park between Park Boulevard and Crescent Boulevard.

Ms. Parisi displayed renderings of the project which she stated consists of the construction of a star shaped patio, concrete pad, featuring different elements including five flags representing the different branches of the military and five medallion bases, two memorial plaques, two benches, a flagpole in the center of the memorial and memorial bases with flagpoles within them. Ms. Parisi also stated that stone paving will connect to the existing sidewalk at that location. She displayed renderings of the benches that will be on the concrete slab as well as

the memorial plaques and explained that the names of fallen soldiers who were residents of Glen Ellyn may be listed on the plaques with space for additional names in the future. She also indicated the medallion bases that will be at the bottom of the flag poles.

Ms. Parisi displayed a map and stated that the petitioners are asking for multiple variations in order to accommodate their unique project as the Village Code was not created with this type of project in mind. She stated that the variations being requested are as follows: From Zoning Code Section 10-5-4(A)2 to allow a combined area of 4,322 square feet of freestanding accessory structures to accommodate the different features of the subject memorial. She stated that a variation was previously granted by Ordinance 5997 that allowed 4,268 square feet of accessory structures in lieu of the permitted 1,000 feet that are allowed per the Village Code and that this variation was approved when improvements were made to Memorial Park in 2012. She stated that the petitioners are now asking for an additional 54 square feet and added that a table is located in the petitioners' application packet that shows the square footage of the proposed accessory structures as well as the existing variation. She added that the combined total of the variation would be 4,322 square feet. Ms. Parisi stated that the petitioners are also asking for a variation from Village Zoning Code Section 10-5-5(C) to allow an impervious surface setback of zero (0) feet from the north property line and 16 feet 8 inches from the south property line in lieu of the minimum required setback of 29.07 feet. Ms. Parisi stated that the third and final variation that the petitioners are requesting is from Zoning Code Section 10-5-5(B)4(13) to allow six (6) flagpoles in lieu of the maximum number of three (3) flagpoles permitted and to allow the proposed flagpoles to be located in the required side yard.

Petitioners' Presentation

Ron Aubrey of 321 Grandview Avenue, Glen Ellyn, Illinois stated that the subject project began during his last two years as a Glen Ellyn Park Board Commissioner when he became involved with an historical project regarding the Village's 100-year anniversary. He stated that while he was in the process of digitally archiving paper documents, he found a document stating that the park would be sold if it would always be used for park purposes. Mr. Aubrey stated that he then researched the entire park property.

Regarding the history of the subject property, Mr. Aubrey stated that Roy Spaulding was the owner of the Spaulding Point property when some residents stepped up in 1924 to preserve the property. He stated that in 1926, the Glen Ellyn Park Board purchased the property from the private residents. He stated that in 1927, the Women's Club recommended that the property be named Memorial Field and by 1928, the rock on the site was the center point for Memorial Day celebrations. Mr. Aubrey stated that in 1994, the cannons were moved from their location to Lake Ellyn. He stated that the rock remained at its location as he was unable to move it so it was decided to create a respectful memorial there for the individuals who had served the country. Mr. Aubrey also stated that four trees had been planted in 1969 for Glenbard West students who had died in the Vietnam war. He stated that he put plaques on those trees as

well as no one had known why those trees had been planted. He added that a tree had also been planted in 1968 to honor Gold Star Mothers so he plaqued that tree as well. He stated that he received a donation from a local resident last fall that enabled the entire property to be re-landscaped and the second phase of that project is to allow the subject war memorial on the property. He also distributed drawings to the Plan Commissioners.

Responses to Questions from the Plan Commissioners

Plan Commissioner Whiston asked where funding for the project will come from, and Mr. Aubrey responded that funding will be 100% from donations which have been set aside. Plan Commissioner Heming-Littwin asked how the American flag will be lit which is required per code as there will be no electricity at the site. She also asked how the flag will be raised and lowered on a daily basis. Mr. Aubrey asked if all military flags are required to be lighted, and Plan Commissioner Heming-Littwin stated that she thought they were all required to be lighted. Mr. Aubrey stated that Boy Scout Troop 41 has volunteered to raise and lower the flag on a daily basis and added that the intent is to do so on the five (5) major holidays such as Memorial Day, 4th of July, Flag Day, Veterans Day and Labor Day and leave the flags up for a day. He also stated that he believes he will have a solar light mounted on top of a pole which would solve the lighting situation as the flags could be left up over the weekend. Plan Commissioner Bromann inquired about material for the benches. Mr. Aubrey displayed a design and added that the subject benches would be similar but would be flat without backs so that views are not obstructed. He also responded to Plan Commissioner Bromann that the benches would be metal. Mr. Aubrey responded to Plan Commissioner Bromann that there will be no impact to the trees west of the site.

Persons in Favor of or in Opposition to the Proposed Request

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

Plan Commissioner Heming-Littwin moved, seconded by Plan Commissioner Mansfield, to close the public hearing. The motion carried unanimously by voice vote.

Comments from the Plan Commission

Plan Commissioner Whiston appreciated the time line prepared by Mr. Aubrey. He also clarified that School District 87 signed an affidavit that they are in favor of the proposed project. At this point, Mr. Aubrey passed photographs around to the Plan Commissioners. Plan Commissioner Whalen commended Mr. Aubrey for his efforts regarding the proposed project. He stated he was not concerned regarding the subject impervious surface because he felt that impervious surface requirements are more for residential areas. He also stated he had no problem regarding the benches or the lighting. Plan Commissioner Bromann stated that he likes the project idea and design but questioned whether this project was a convenience as

opposed to a hardship. He expressed concern regarding potential flooding and impervious surface. Plan Commissioner Girling was supportive of the project and felt that the hardship is the unique configuration of the site and that the Village Code had not been written regarding this type of use. He added that he felt this is a great project. Plan Commissioner Lannen stated she was in favor of the proposed project and the effort demonstrated by the Mr. Aubrey. Plan Commissioner Heming-Littwin was supportive of the proposed project as she felt it was long overdue. She thanked Mr. Aubrey for all of his time-consuming efforts. Plan Commissioner Mansfield also was supportive of the project which he feels is great and will be an upgrade to the area. Plan Commissioner Bromann was supportive of the proposed project and commented that the hardship is the deed restriction. Chairperson Loch stated that the project is very impressive and she appreciated the efforts by the petitioner.

Motion

Plan Commissioner Girling moved, seconded by Plan Commissioner Heming-Littwin, that after having considered the petitioners' application for approval of a zoning variation to allow a war memorial at 671 Crescent Boulevard that the Plan Commission adopt the findings of fact in the petitioners' application packet and presented by the petitioners at the April 10, 2014 public hearing as well as the findings included in the deliberations of the Plan Commission and recommend approval of the requested Zoning Variations in accordance with Section 10-5-4(A)12, 10-5-5(C) and 10-5-5(B)4(13) of the Glen Ellyn Zoning Code. The recommendation for approval was made subject to the condition that the project shall be constructed in substantial conformance with the plans as submitted and the testimony presented at the public hearing of the Plan Commission.

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

Staff Report

Ms. Stegall introduced Planning and Development Department Intern Lauren Parisi to the Plan Commissioners.

There being no further business before the Plan Commission, the meeting was adjourned at 7:29 p.m.

Respectfully submitted,

Barbara Utterback
Recording Secretary

Plan Commission

-5 -

April 10, 2014

Michele Stegall
Village Planner

Attachment: Minutes from April 10, 2014 Plan Commission Meeting (NO. 6233 : Spaulding Park War Memorial Ordinance)

Exhibit “B”**Findings of Fact for Requested
Zoning Variations**

The Village Board hereby adopts the following findings of fact for the requested zoning variations:

1. The requested variations involving the total area of freestanding accessory structures, impervious surface setbacks and the number of flagpoles permitted on a property will not alter the essential character of the locality because the memorial should only enhance the area and the property will continue to be used as a park.
2. The petitioner has demonstrated a practical difficulty and particular hardship as a result of adhering to the strict letter of the regulations of the Zoning Code due to the fact that the applicable sections of the Zoning Code were not designed to regulate this type of “memorial” use on such a large property and does not allow for more than three flags or 1,000 square feet of accessory structures on a property or flags in the side yard of a property.
3. The plight of the owner is due to unique circumstances because of the atypical, triangular shape of the property that is much wider than it is deep and does not allow for the required front and rear-yard setbacks.
4. The purpose of the Variation is not based upon the desire to make money out of the property, but rather to honor those from Glen Ellyn who have served in the military to protect our county and educate students on the matter.
5. The Board further adopts the supplemental findings in the petitioner’s zoning variation application dated April 1, 2014

X:\Plandev\PLANNING\DEVELOPMENT PROJECTS\Crescent\Crescent 670, Glenbard West High School\Spaulding Point\Findings of Fact.doc



perkins pryde + kennedy

444 N. Main Street - Suite 200
Glen Ellyn, IL 60137
Ph: (630) 469-0999
Fax: (630) 469-0971
www.ppkarchitects.com

SPAULDING PARK – VETERAN'S MEMORIAL

Narrative

The project seeks to restore and expand upon the origin of a Civil War Memorial which is placed in Spaulding Park in order to increase awareness of those from the Village of Glen Ellyn that have participated in the protection of our nations freedom and to provide educational opportunities to our current residents, students and organizational groups through the use of the proposed design. Spaulding Park was donated for this original purpose and has a deed restriction that limits the use of this area for any commercial purpose.

The project area is at the far west end of a parcel of land that has recently seen improvements by District 87 to include athletic facilities. The project will seek to amend zoning requirements and/or allowances established in Village Ordinance 5888 and 5977.

Mr. Ron Aubrey, a resident of Glen Ellyn and former Glen Ellyn Park District Board Member is leading this effort to create the proposed improvements and represents the interests of other residents and the Glenbard High School District 87. He has conceived this memorial as an opportunity to beautify an existing park area while offering educational opportunities to groups and organizations such as the Boy Scouts of America. Mr. Aubrey has also gained the support of District 87 in this effort and they fully support the project and have granted permission to construct the memorial, if approved on their property.

The project seeks to provide for a small walkway leading from the existing sidewalk along Crescent Blvd, around the existing Civil War Memorial. At the perimeter of this walkway, 5 flag poles and service medallions representing the Army, Navy, Air Force, Marines, and Coast Guard. In addition, two granite slabs are proposed to flank the walkway indicating the names of all Glen Ellyn residents who have lost their lives in service to their country. This list has been prepared through the research of Mr. Aubrey and will allow for additional names in the future.

Mr. Aubrey has already completed a thorough renovation of the landscaping in the west portion of the park this past fall. Several of the invasive species along the Union Pacific right of way have been removed and some new landscape elements will provide a backdrop to the proposed memorials. The landscape and materials selected for their low maintenance requirements in the park setting. District 87 will provide the minimal amount of maintenance required for the landscape elements. No trees shall be removed as part of the memorial construction. No lighting is planned for this memorial at present due to the lack of electricity within the vicinity.

The particular shape of the park in the project area does not allow for the required setback to be provided and variation from the code minimums are requested in the attached application.

History of Memorial and Spalding Point Parks

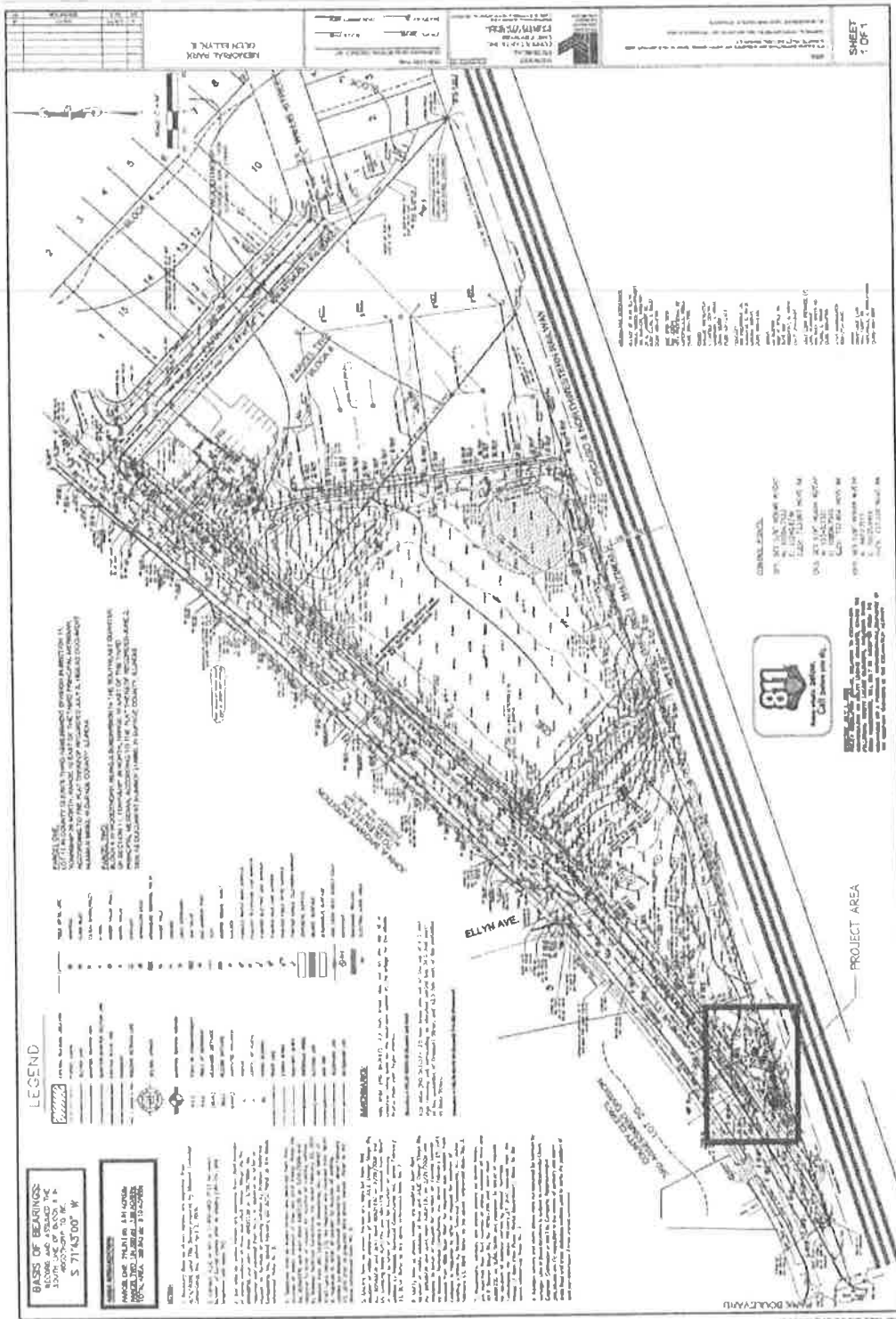
- 1868 Designated May 30th 'Decoration Day.' Decorated Civil War graves
- 1886 1st Memorial Day village celebration. 1,000 people. 200 carriages. Wheaton Band led procession to Forest Glen Cemetery. Children placed flowers on graves
- 1895 Amos Churchill, Village President persuaded the railroad to donate a strip of land on corner of Main and Crescent. Used for Memorial Day celebrations to 1928. Today land used for Village announcements sign, garden & seating area.
- 1917 US entered World War I
- 1919 Park District created. American Legion Post No 3 established
- 1920 Glen Ellyn Reds began playing baseball across from high school
- 1923 Glenbard High School opens. Village population 3,890
- 1923 Residents form Association and purchased baseball field, preventing Hospital, industrial building or residential homes development.
- 1925 Spalding sold his "Point" to Park District, subject to one condition, "that said property *shall always be used for park purposes only.*"
- 1926 Woodthorp housing sub-division opens east of tennis courts
- 1926 Park District buys land across from high school
- 1926 Woman's Club petitioned Park District to name this land Memorial Park to commemorate Glen Ellyn residents who served our country
- 1927 Woman's Club Soldier's Pathway with 170 flowering crab trees from tennis courts to original library.
- 1928 Amos Churchill's two civil war cannons and US flag pole were added at Spalding Point. Memorial Day celebrations moved to this new area
- 1929 American Legion added WWI bronze Veteran's Honor Roll in glass casing & Flander's Field red poppies. Plaques are preserved and mounted in GBW lobby
- 1934 Women's Relief Corp installed memorial stone in memory of Civil War Veteran's and Glen Ellyn's 100-yr Centennial.
- 1937 Veteran's of Foreign Wars approved large WWI cannon at Spalding Point in memory of those who served in all wars.
- 1942 Cannons were melted for WWII scrap drive
- 1968 American Legion planted a Norway Maple to honor Gold Star Mothers
- 1969 Four trees planted for GBW students who died while serving in the Vietnam War
- 1994 American Legion moved two Churchill cannons to Lake Ellyn. Only 1934 memorial stone remains
- 2010 Memorial Field re-dedication
- 2011 Entrance pavers, landscaped using native plantings. 1927 Soldier's Pathway stone discovered
- 2013 \$95,000 donation to landscape Spalding Point. Phase 1 complete. Heroes of Freedom Memorial. Added plaques to trees planted in 1969 in memory of the GBW students.

pkp architects
www.pkparchitects.com

PROJECT NUMBER
DATE: 08/11/11

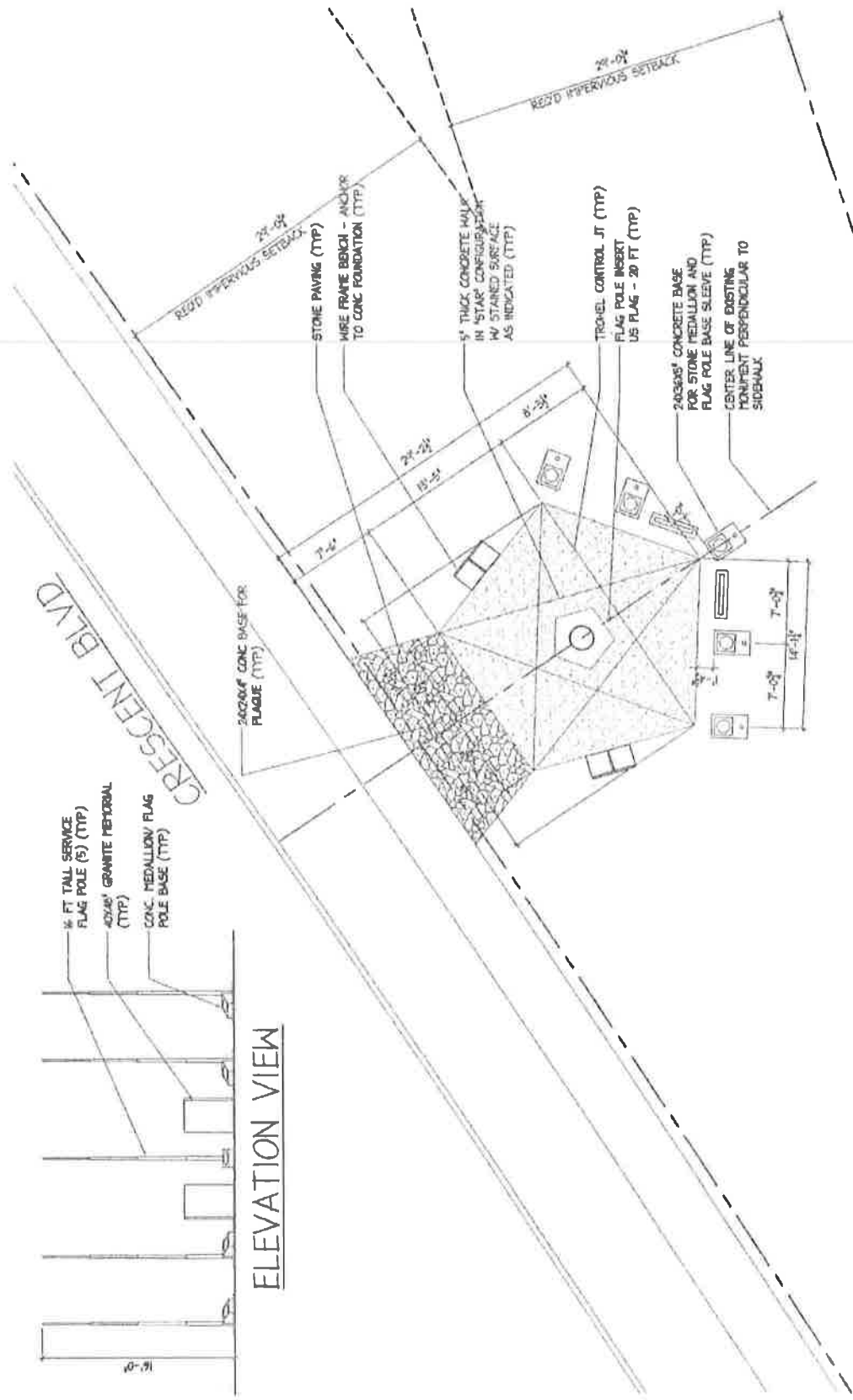
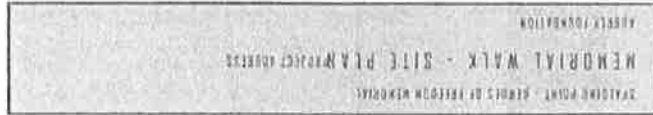
SPALDING POINT - HEROES OF FREEDOM MEMORIAL
MEMORIAL WALK - SITE PLAN
PROJECT ADDRESS
ABBEY FOUNDATION

UP 4 SHEETS
A1



A1
SITE PLAN

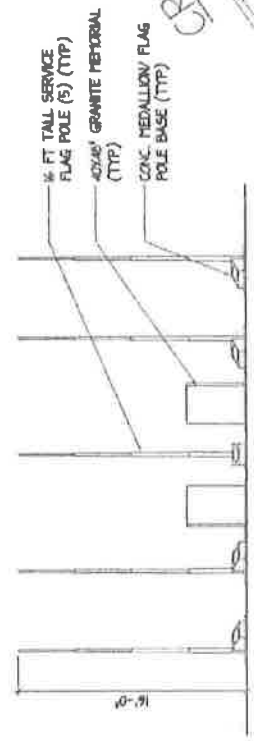
SCALE: NOT TO SCALE



PARTIAL SITE PLAN



ELEVATION VIEW





Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Public Works
Department Head: Julius Hansen
Category: Contract
Prepared By: Robert Greenberg

SCHEDULED

AGENDA ITEM (ID # 1160)

DOC ID: 1160 D

Award of a contract in the amount of \$24,905 for the Wilson Avenue Pumping Station masonry wall rehabilitation to ACB Masonry, LLC. of Glen Ellyn, Illinois, to be expensed to the Water and Sanitary Sewer Fund. (Public Works Director Hansen)

BACKGROUND

IN 2013 STAFF FOUND EVIDENCE THAT THE ROOF AT WILSON AVENUE PUMPING STATION WAS LEAKING. REQUESTS FOR QUOTES WERE SENT OUT TO THREE ROOFING CONTRACTORS AND THE JOB WAS AWARDED TO MURPHY ROOFING IN THE AMOUNT OF \$15,111. WHILE MAKING REPAIRS TO THE WILSON AVENUE PUMPING STATION, OUR ROOFING CONTRACTOR (TOM MURPHY) FOUND EVIDENCE THAT THE MANSARD ENTRY WAY OVERHANG COVERING THE CONCRETE PORCH WAS SEVERELY ROTTED AND READY TO COLLAPSE. UPON INSPECTING THE OVERHANG STRUCTURE STAFF DECIDED TO REMOVE THE OVERHANG BEFORE IT COLLAPSED. A CARPENTER CONTRACTOR (MARK ZAMORA) WAS HIRED TO DEMOLISH THE OVERHANG; MEANWHILE, THE ROOFING CONTRACTOR PROCEEDED TO FINISH THE ORIGINALLY PROPOSED REPAIRS TO THE ROOF. (PLEASE SEE ATTACHED PDF OF PHOTOS). OVERALL, THE COST FOR THE ROOF REPAIR AND THE DEMOLITION CAME UNDER THE ORIGINAL QUOTE AMOUNT, FOR AN APPROXIMATE TOTAL OF \$12,000.

AS CAN BE SEEN IN THE PHOTOS OF THE ATTACHED PDF, THE OVERHANG MANSARD ROOF WAS SEVERELY ROTTED. A VERBAL ESTIMATE IN THE AMOUNT OF \$15,000 WAS ATTAINED FROM NAPERVILLE JOC FOR THE CARPENTRY WORK TO REBUILD THE MANSARD OVERHANG, WITH AN ADDITIONAL ESTIMATE OF \$3,000 FROM MURPHY ROOFING TO SHINGLE THE MANSARD OVERHANG FOR A TOTAL ESTIMATED PROJECT COST OF \$18,000.

STAFF REVIEWED OUR OPTIONS AND DECIDED MONEY WOULD BE BETTER SPENT REPAIRING THE MASONRY STRUCTURAL WALL ENCOMPASSING THE ENTRYWAY RATHER THAN REBUILDING THE MANSARD OVERHANG STRUCTURE. THE PRIMARY REASON FOR SELECTING A MASONRY OPTION OVER THE MANSARD STRUCTURE WAS THAT WE COULD MAKE PHYSICAL STRUCTURAL ENHANCEMENTS TO THE WILSON PUMPING STATION THAT WOULD LAST FOR DECADES AND AT THE SAME TIME MAKE THE STRUCTURE OF THE PUMPING STATION MORE SECURE AND AESTHETICALLY PLEASING. IT WOULD ALSO ALLOW THE VILLAGE TO UPGRADE THE DOORS TO MEET CURRENT EPA STANDARDS FOR OUR CHLORINE CHEMICAL ROOM FACILITY.

ISSUES

DAVE FINELY FROM THE PLANNING AND DEVELOPMENT DEPARTMENT, ALONG WITH THE HELP OF A STRUCTURAL ENGINEER, DEVELOPED THE *SCOPE OF WORK* TO REPAIR THE MASONRY STRUCTURAL WALL. REQUESTS FOR QUOTES WERE SENT TO FOUR MASONRY CONTRACTORS TO REHAB THE MASONRY ENTRY WAY WALL, REFRAME THE DOORWAYS TO THE MAIN PUMPING GALLERY AND THE CHLORINE CHEMICAL ROOM. THE FOUR CONTRACTORS THAT RESPONDED TO THE REQUEST FOR QUOTES ARE AS FOLLOWS:

TERRACE \$26,500
 ACB \$24,905
 SEYLLER'S \$28,265
 EZIQC \$31,316 (NAPERVILLE JOC)

RECOMMENDATION

IN THE FY 2014 WATER FUND LINE ITEM BUDGET # 50100-520970 (MAINTENANCE BUILDINGS AND GROUNDS) \$50,000 WAS ALLOTTED FOR THE REPAIR OF WILSON AVENUE PUMPING STATION. APPROXIMATELY \$12,000 WAS SPENT ON THE REPAIRS TO THE ROOF AND THE DEMOLITION OF THE ENTRYWAY OVERHANG LEAVING A BALANCE OF \$38,000. IT IS STAFF'S RECOMMENDATION TO AWARD A CONTRACT IN THE AMOUNT OF \$24,905 TO ACB MASONRY, LLC OF GLEN ELLYN, ILLINOIS TO REHAB THE MASONRY WALL AT WILSON AVENUE PUMPING STATION.

ACTION REQUESTED

BOARD ACTION IS REQUESTED TO AWARD A CONTRACT TO ACB MASONRY, LLC OF GLEN ELLYN, ILLINOIS IN THE AMOUNT OF \$24,905 TO REHAB THE ENTRYWAY MASONRY WALL AT WILSON AVENUE PUMPING STATION PER THE SPECIFICATIONS OF THE *SCOPE OF WORK* PROVIDED BY THE VILLAGE OF GLEN ELLYN. THIS CONTRACT SHOULD BE CHARGED TO FY2014 WATER FUND BUDGET # 50100-520970.

ATTACHMENTS

- SCOPE OF WORK
- STRUCTURAL DAMAGE PHOTOS PDF

ATTACHMENTS:

- Scope of Work (PDF)
- Wilson Pump Station Pictures (PDF)

SCOPE OF WORK

Protect existing sidewalk from damage.

Demo existing CMU to match height of adjacent lower walls.

Demo all remaining wood paneling, pilasters and deadwood from elevation. Demo mansard roof structure interfering with new masonry

Demo existing doors and frames. **Install steel frames supplied by the Village of Glen Ellyn.** Weather protect double door opening. At single door opening install a temporary door. Door to be plywood with hasp for lock.

Remove and salvage limestone thresholds and light fixtures for later reuse.

Sawcut (or water cut) sidewalk $\frac{1}{2}$ - $\frac{3}{4}$ " beyond/outside the face of the adjacent brick and remove on a workmanlike manner to not damage remaining sidewalk. The cut off section of concrete adjacent to the building will be on top of the existing stepped foundation is to be removed.

Remove concrete ramp to single mandoor. Do not damage sidewalk.

Rebuild on top of existing stepped foundation with new brick.

Install prime and finish painted steel lintel that is 6" x 3-1/2" x 3/8".

Furnish and install new brick on elevation to match existing. New work shall be toothed in to existing courses. Install galvanized wall ties 16" OC horizontally and vertically using SS anchors. Mortar to be exterior, type S or M Color to match.

All masonry to be flashed with fabric membrane. Weep holes to be installed.

Furnish and install new limestone coping on fabric or metal flashing. Urethane caulk all new coping joints.

Install limestone thresholds and light fixtures.

Install new concrete ramp.

Caulk joint between sidewalk and masonry using exterior urethane caulking 1-1/2" deep with backing rod if required.

Clean new brick. Remove caulk from old brick, fill any sawcuts with material to color match.

Extra:

Review all existing coping joints and flashing on building for deterioration. Provide an additional cost for repair of existing joints and flashing where required.

Provide additional quote for installing 18" x 60" x 4" engraved sandstone plaque above the main entrance door. (This item will also be supplied by the Village.)

Notes:

All materials to be approved by Owner.

Contractor to provide certificate of insurance.

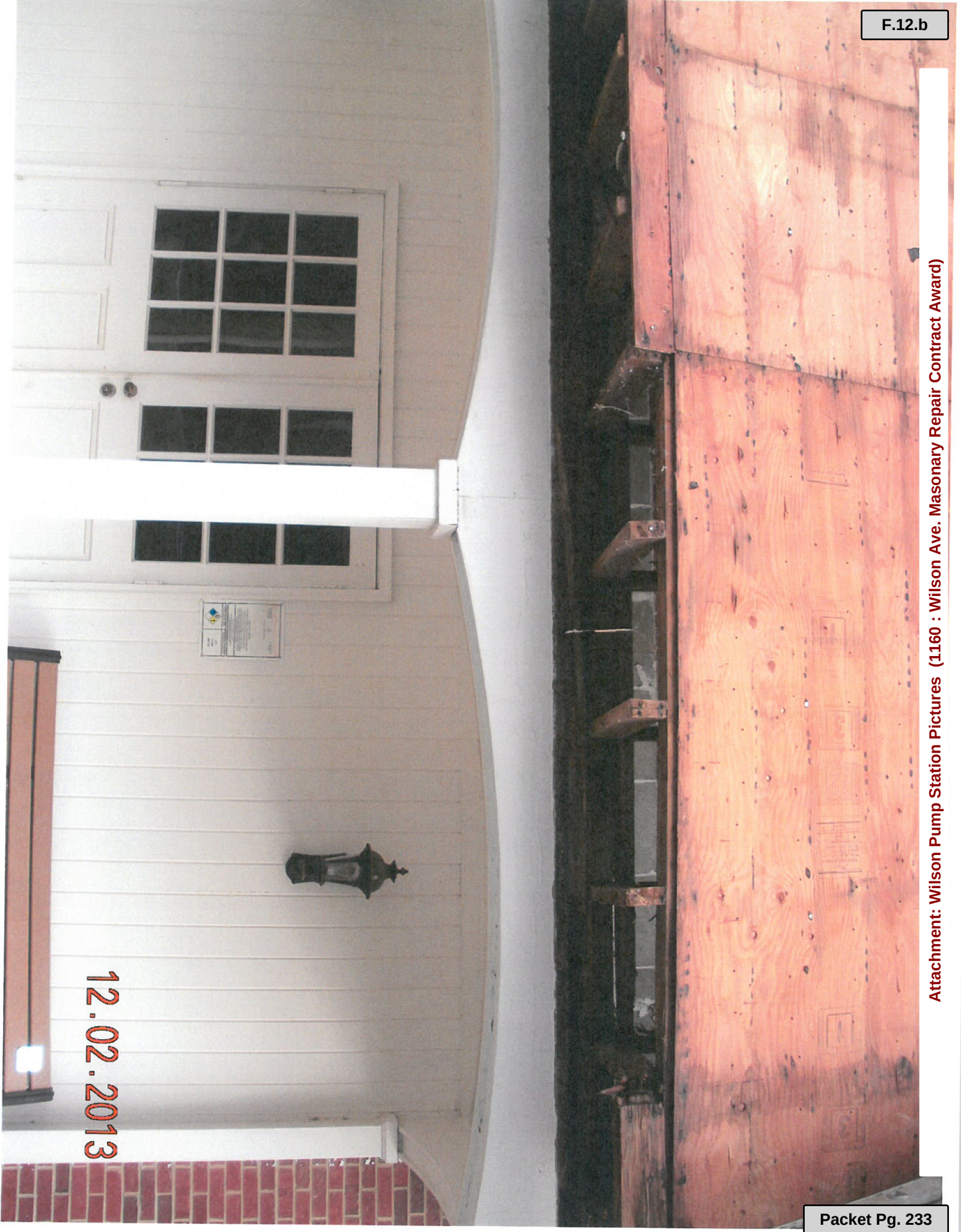
All bids must be bid using Prevailing Wage (SP13 – Wage & Labor Requirements)

Be sure that all “EXTRAS” are quoted separately.

12.02.2013



11.26.2013



12.02.2013



11.26.2013





Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Resolution
Prepared By: Al Stonitsch

SCHEDULED

RESOLUTION 14-06

DOC ID: 1194

Resolution No. 14-06, A Resolution Approving and Authorizing Membership in the Pension Fairness for Illinois Communities Coalition. (Assistant Village Manager Stonitsch)

Background:

In 2009, communities throughout Illinois formed the [Pension Fairness for Illinois Communities Coalition](http://pensionfairness.org/) (“the Coalition”) <<http://pensionfairness.org/>> in order to provide a voice for municipalities who continue to face the fiscal challenges associated with increased pension obligations. In 2010, the Coalition played an instrumental role in developing the 2010 legislation (P.A. 96-1495), which instituted new pension reforms, most notably the development of a two-tier pension system for all pension eligible employees hired on or after January 1, 2011. **Attachment 1** details the current list of members associated with the coalition.

Issues:

The Coalition’s platform seeks the following reforms in order to further contain the increasing costs associated with public safety (i.e. sworn police officers and firefighters) pensions associated with current employees that were hired before January 1, 2011.

- ✓ A sustainable pension system must have the employer and employee contributing equally toward to the cost of the pension benefit. Public safety employees only contribute about one-third toward the cost of their pension benefit while taxpayers pay the remainder plus cover any unfunded liabilities. **The Coalition’s platform requires public safety employees to contribute more toward the cost of their pensions.**
- ✓ The annual 3% compounded cost-of-living-adjustment (COLA) is one of the biggest cost drivers of funding pensions. **The Coalition’s platform requires that the COLA be “right-sized” and not compounded annually.**
- ✓ Currently, public safety employees hired before January 1, 2011 can retire with full benefits at age 50. This often leaves taxpayers supporting that employee’s pension benefits for a longer period than they actually worked for the community. **The Coalition’s platform requires that the retirement age be increased.**
- ✓ There are 638 individual public safety pension funds, one for each police and fire department. All other municipal employees are part of the Illinois Municipal Retirement Fund (IMRF), a multiple employer pension system which is considered the gold standard of pension funds. **The Coalition calls for the consolidation of this inefficient system into one like the IMRF to increase investment returns and lower overall operational expenses.**

The Coalition is looking to build upon its prior success, and advocate for continued pension reform (**Attachment 2**). Although the Coalition was formed in 2009, Glen Ellyn has never previously been a member. Given that pension reform is vital to sustaining the Village’s long-term fiscal health, it would be important for the Village to join the Coalition and contribute \$1,000.00 in membership

dues at the “Supporting Voice” level (*Attachment 3*).

Recommendation:

Staff is recommending Board approval of a Resolution authorizing the Village’s membership in the Pension Fairness for Illinois Communities Coalition, and authorization to pay membership dues in the amount of \$1,000.00.

Attachments:

1. Resolution
2. Pension Coalition Active Membership List
3. February 7, 2014 Coalition Memo to Prospective Members

cc: Mark Franz, Village Manager

RESOLUTION NO. _____**A RESOLUTION APPROVING AND AUTHORIZING MEMBERSHIP IN THE
PENSION FAIRNESS FOR ILLINOIS COMMUNITIES COALITION**

WHEREAS, the Village of Glen Ellyn (“the Village”) is a home rule municipality in accordance with the Constitution of the State of Illinois 1970;

WHEREAS, one of the primary functions of local governments is to ensure public safety within our communities;

WHEREAS, the Village appreciates the outstanding effort put forth by our public safety employees in protecting our community;

WHEREAS, the Village recognizes its obligation to provide its public safety employees with a fair pension that reflects their service to our community;

WHEREAS, the cost of providing pension benefits determined by the General Assembly has put a great financial stain on the Village and its taxpayers, as well as on other municipalities and taxpayers across the State;

WHEREAS, if the General Assembly does not address the growing pension costs imposed upon Illinois municipalities, such costs could jeopardize the Village’s capacity to provide public safety and other important municipal services;

WHEREAS, the Village is committed to working with all stakeholders to implement fair, long-term pension reforms that will assure sustainable public pension funds without placing an undue burden on municipalities and taxpayers;

WHEREAS, the Pension Fairness for Illinois Communities Coalition (“the Coalition”) is a coalition of local governments and other concerned entities founded for the purpose of advancing needed pension reform;

WHEREAS, the Village supports the mission of the Coalition and desires to make a \$1,000.00 contribution to, and become a “Supporting Voice Member” of, the Coalition; and

WHEREAS, the Village Board has determined that it is in the best interest of the Village to become a member of the Coalition.

NOW, THEREFORE, BE IT RESOLVED 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 1: RECITALS: The foregoing recitals are hereby incorporated into, and made part of, this Resolution as findings of the Village Board.

SECTION 2: APPROVAL OF A SUPPORTING VOICE MEMBERSHIP IN THE COALITION. The Village Board hereby approves the payment of \$5,000.00 contribution to, and the Village participation as a paying member in, the Coalition.

SECTION 3: AUTHORIZATION OF SUPPORTING VOICE MEMBERSHIP IN COALITION. The Village Manager is hereby authorized and directed to execute the necessary membership application documents, and to make such payments, on behalf of the Village, as are necessary to pay a \$1,000.00 contribution to, and establish the Village as a Supporting Voice Member in, the Coalition.

SECTION 4: EFFECTIVE DATE. This Resolution shall be in full force and effect upon its passage and approval according to law.

PASSED by the Village President and Board of Trustees of the Village of Glen Ellyn, Illinois, this _____ day of _____, 2014.

AYES:

NAYS:

ABSENT:

APPROVED by the Village President of the Village of Glen Ellyn, Illinois, this _____ day of _____, 2014.

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 _____, 2014.)

ATTACHMENTS:

- Attachment 1_Pension Coalition Membership List (PDF)
- Attachment 2_Pension Fairness for Illinois Communities Membership Packet (PDF)

Members

The following Coalition members are committed to working with all stakeholders to implement fair and long-term changes that will ensure the sustainability of public safety pension funds without placing an overwhelming burden upon our taxpayers or leaving communities unable to provide basic services:

Local & Municipal Business Organizations

- [Barrington Area Council of Governments](#)
- [DuPage Mayors and Managers Conference](#)
- [Elk Grove Chamber of Commerce](#)
- [Illinois City/County Management Association](#)
- [Illinois Municipal League](#)
- [Illinois Chamber of Commerce](#)
- Illinois Government Finance Officers Association
- [Illinois Tooling & Manufacturing Association](#)
- [Illinois Manufacturers' Association](#)
- [Lake County Municipal League](#)
- [Lombard Area Chamber of Commerce and Industry](#)
- [McHenry County Council of Governments](#)
- Metro Counties of Illinois
- [Metropolitan Mayors Caucus](#)
- [Metro West Council of Government](#)
- Northwest Municipal Association
- [Northwest Municipal Conference](#)
- [Schaumburg Business Association](#)
- [South Suburban Mayors and Managers Association](#)
- [Southwest Conference of Mayors](#)
- [Southwestern Illinois Council of Mayors](#)
- [Will County Governmental League](#)

Communities

- [Village of Addison](#)
- [Village of Barrington](#)
- [City of Belvidere](#)
- [Village of Bloomington](#)
- [City of Blue Island](#)
- [Village of Buffalo Grove](#)
- [Village of Carpentersville](#)
- [Village of Cary](#)
- [City of Centralia](#)
- [City of Crystal Lake](#)

- [Village of Deerfield](#)
- [City of DeKalb](#)
- [City of Elgin](#)
- [City of Elmhurst](#)
- [City of Evanston](#)
- [Village of Fox River Grove](#)
- [City of Geneva](#)
- [Village of Glencoe](#)
- [Village of Glendale Heights](#)
- [Village of Glenview](#)
- [Village of Grayslake](#)
- [Village of Hanover Park](#)
- [City of Highland Park](#)
- [Village of Hoffman Estates](#)
- [Village of Homewood](#)
- [Village of Kenilworth](#)
- [City of Lake Forest](#)
- [Village of Lake Zurich](#)
- [Village of Libertyville](#)
- [Village of Lincolnshire](#)
- [Village of Lincolnwood](#)
- [Village of Lombard](#)
- [Village of Mount Prospect](#)
- [City of Naperville](#)
- [Village of Niles](#)
- [Village of North Barrington](#)
- [Village of Northbrook](#)
- [Village of Northfield](#)
- [Village of Oak Brook](#)
- [City of Oakbrook Terrace](#)
- [Village of Orland Park](#)
- [City of Park Ridge](#)
- [City of Prospect Heights](#)
- [City of Rockford](#)
- [City of Rolling Meadows](#)
- [Village of Roselle](#)
- [Village of Round Lake](#)
- [Village of Round Lake Beach](#)
- [City of Salem](#)
- [Village of Schaumburg](#)
- [Village of Skokie](#)
- [City of St. Charles](#)
- [Village of Streamwood](#)
- [Village of Third Lake](#)
- [Village of Tinley Park](#)
- [Village of Vernon Hills](#)

- [Village of Villa Park](#)
- [City of Warrenville](#)
- [Village of Wauconda](#)
- [City of Waukegan](#)
- [Village of Wayne](#)
- [Village of Wheeling](#)
- [Village of Willowbrook](#)
- [Village of Wilmette](#)
- [Village of Winfield](#)
- [Village of Winnetka](#)
- [Village of Woodridge](#)

[Pension Fairness for Illinois Communities, © 2010-2014.](#)
<http://pensionfairness.org/>

Pension Fairness *for Illinois Communities*

1600 East Golf Road, Suite 0700, Des Plaines, IL 60016 Å847-296-9200Åwww.pensionfairness.org

TO: Those concerned with the future of Illinois communities

FROM: The Pension Fairness for Illinois Communities Coalition

RE: Join the Coalition

DATE: February 7, 2014

The cost of providing public safety pensions in Illinois continues to overwhelm local government budgets, thus jeopardizing the future of our communities. This pension crisis is forcing Illinois municipalities to cut the level of public safety and other essential services, significantly raise property and other taxes or face bankruptcy in order to make the rapidly increasing pension contributions mandated by State statute. Despite public safety pension reform approved in 2010 for new hires, the crisis continues to deepen.

Without legislative reforms that create a fair and sustainable public safety pension system for existing employees, rising pension costs will drive many communities to financial ruin. Illinois lawmakers must pursue further reforms to protect taxpayers from excessive local tax burdens, preserve equity among public services and protect the pension funds that provide benefits to our police officers and firefighters.

The unions that represent the public safety employees have a long history in the state capitol of influencing legislators to protect and expand the pension benefits of their members. It is time for those who pay for these generous pension benefits - local governments and their constituent taxpayers - to have the same influence in Springfield.

The Pension Fairness for Illinois Communities Coalition was formed in 2009 to provide a voice for those who are impacted by the pension crisis and a forum to work cooperatively on legislative solutions that achieve pension fairness. Over 110 Coalition members put forth the financial and staff resources to bring the critical issue to the forefront. By bringing together units of local government, organizations representing local governments, trade and business associations, advocacy groups, taxpayers and other stakeholders concerned with the pension crisis, we can speak with a single voice to the General Assembly to demand pension fairness.

In 2014, the Coalition seeks to build upon past successes and achieve further public safety pension reform for existing employees that will protect both public safety employees and taxpayers. It is with that goal in mind that we urge you to join the Pension Fairness for Illinois Communities coalition and contribute additional resources. Adding your voice is critical for our success. Please review the attached membership materials and help us bring about the changes necessary to keep our communities safe and financially secure.

You may also visit us on the web at pensionfairness.org or contact us at 847-296-9200.

Thank you for your consideration.

Attachments:

- About the Pension Fairness for Illinois Communities Coalition
- Join the Pension Fairness for Illinois Communities Coalition membership form

Pension Fairness *for Illinois Communities*

1600 East Golf Road, Suite 0700, Des Plaines, IL 60016 • 847-296-9200 • www.pensionfairness.org

ABOUT THE COALITION

Why was the Pension Fairness for Illinois Communities Coalition formed?

The Pension Fairness for Illinois Communities Coalition was formed in 2009 by municipalities and other stakeholders committed to solving the public safety pension crisis. Solving this crisis requires a unified, statewide approach that incorporates the voices of those concerned with creating fair and sustainable public safety pensions.

Who can participate in the Coalition?

Units of local government, organizations representing local governments, trade and business associations, advocacy groups, taxpayers and other stakeholders concerned with the public safety pension crisis.

What has the Coalition achieved?

Over 110 members joined the Pension Fairness for Illinois Communities Coalition and quickly put forth the financial and legislative resources to advocate for public safety pension reform. These efforts resulted in passage of Senate Bill 3538 (Public Act 96-1495), which was signed by Governor Quinn on December 30, 2010. This created a second tier of pension benefits for new employees only. The legislation did not address existing employees.

Why are additional public safety pension reforms needed?

Public safety pension benefits for existing employees are the largest cost driver of the pension crisis and continue to rise exponentially. The General Assembly must adopt pension reforms for existing public safety employees similar to those passed in 2013 for current state employees. In addition, Public Act 96-1495 created a fiscal cliff for municipalities, whereby public safety pension funds could direct the state to intercept municipal revenues and divert them into the funds. This, combined with rising pension costs, will drive many communities to financial ruin.

How can we help support the Coalition?

We ask that you contribute financial and staff resources. The coalition's strategy includes coordinated media and public relations outreach along with fiscal expertise to bring a data driven solution to the pension crisis. All supporters will be listed on the Coalition website, press materials and briefing materials. The four levels of participation are described as follows:

Foundation Member

Municipalities, organizations representing local governments, interest groups, trade/business associations and other stakeholders interested in taking a lead role to achieve pension fairness. Foundation Partners will have a direct voice in the activities of the Coalition. *Suggested contribution: \$10,000 plus*

Partner

Municipalities, organizations representing local governments, interest groups, trade/business associations and other stakeholders interested in working cooperatively to achieve pension fairness. *Suggested contribution: \$5,000 to \$9,999*

Advocate

Municipalities, counties, townships and other taxing bodies who support working cooperatively to achieve pension fairness. *Suggested contribution: \$1,000 to \$4,999*

Supporting Voice

Citizens and others who support working cooperatively to achieve pension fairness. *Suggested contribution: \$0 to \$999*

Please complete and return the attached "Join the Coalition" form along with your contribution payable to the Northwest Municipal Conference, who serves as administrator to the Coalition. Thank you for your consideration.

Pension Fairness *for Illinois Communities*

JOIN THE COALITION

Pension Fairness for Illinois Communities is a coalition aimed at bringing fairness to the public safety pension system in order to relieve the burden of escalating pension costs on local taxpayers and restore economic balance to our communities. The cooperation of stakeholders across the state is urgently needed to bring an end to the pension crisis and ensure reliable retirement benefits for our public safety employees.

Pension Fairness for Illinois Communities seeks your support. We hope you will join us in working toward a fair and equitable solution that protects Illinois taxpayers and secures sustainable pensions for our public safety employees, now and in the future.

YES, I/we support a fair and sustainable pension system for public safety employees in Illinois, and would like to be added as a Coalition member at the following participation level:

☐

Foundation Member – Suggested Contribution: \$10,000 +

☐

Advocate – Suggested Contribution: \$1,000 to \$4,999

☐

Partner – Suggested Contribution: \$5,000 to \$9,999

☐

Supporting Voice — Suggested Contribution: \$0 to \$999

NAME				TITLE	
COMPANY / ORGANIZATION					
ADDRESS 1					
ADDRESS 2					
CITY		STATE		ZIP	
E-MAIL					

By signing this form, I authorize the use of my name and / or organization as a Pension Fairness for Illinois Communities Coalition member on all marketing collateral.

X

*Return this form and contribution payable to:
Northwest Municipal Conference, 1600 E. Golf Road, Suite 0700, Des Plaines, IL 60016 or Fax: 847-296-9207*



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Resolution
Prepared By: Meredith Hannah

SCHEDULED

RESOLUTION 14-07

DOC ID: 1193 A

Resolution No. 14-07, A Resolution Updating Village of Glen Ellyn Tax Increment Financing and Economic Incentive Guidelines. (Economic Development Coordinator Hannah)

Background

During the Monday April 21, 2014 Village Board Workshop meeting, staff met with the Village Board to review and make recommendations for updating the Village of Glen Ellyn Tax Increment Financing and Economic Incentive Guidelines. The Guidelines were last updated in September 2012. Below are the changes as discussed and recommended by the Board for adoption by the Village. The changes below are reflected in the attached updated Guidelines.

1. Tax Increment Financing

Information regarding the Roosevelt Road TIF was added to the description. Maps of both the Central Business TIF District and the Roosevelt Road TIF District were also added to the document.

2. Grant to Award

The Grant Programs, both Downtown Retail Interior Improvement and Façade Improvement, have been redesigned to be an “Award” rather than a “Grant Reimbursement”. By changing the focus of the program the Village will be awarding funds to businesses rather than paying for public works projects. Since the program would no longer be a reimbursement for work done but an Award provided to business for investing in Glen Ellyn staff proposes the following award scales:

Investment	Award
\$2,000 - 9,999	\$1,000
\$10,000 - 19,999	\$5,000
\$20,000 - 29,999	\$10,000
\$30,000 +	\$15,000

For ease of understanding and promoting the Award programs, this scale will apply to all Award programs. The Award amount is still at the discretion of the Village Board and may be a lesser amount.

3. Retail Façade Award Program

The purpose of this Award program is to encourage improvements by the business community. The Village Board is looking for improvements that are structural and not decorative.

- a) The Retail Façade Improvement Award is not a reimbursement or direct payment for the costs of façade improvements. Rather, the award is designed to encourage business to make their own investment into façade improvements. Awards are only valid if the façade improvement presented is completed within a year of the date of the Award

- approval.
- b) The minimum materials expense required has been increased from \$1,000 to \$2,000.
 - c) Eligible improvements remain in line with the previously established program, with the exception of awnings which will no longer be an eligible expense. Routine property maintenance will not be considered an eligible expense. Eligible expenses include:
 - 1. Significant Facade enhancements
 - 2. New window systems or frame replacement and repair (excluding broken glass)
 - 3. Exterior Doors
 - 4. Exterior lighting
 - 6. Restoration of original architectural features
 - 7. Exterior building materials for building additions
 - 8. Other permanent exterior enhancements to property consistent with the architectural integrity of the building and the Village's Appearance Review Guidelines

4. Downtown Retail/Restaurant Interior Improvement Award Program

The Downtown Retail/Restaurant Interior Improvement Award Program is for new or expanding businesses within the C5A or C5B Central Business Districts. Applicants making permanent structural improvements to the space/property will be considered for this program. Decorative, business specific improvements will not be eligible for this program. Proposed changes to the Downtown Retail/Restaurant Interior Improvement Award Program include:

- a) The Downtown Interior Improvement Award is not a reimbursement or direct payment for the costs of interior improvements. Rather, the award is designed to encourage business to make their own investment into interior improvements. Awards are only valid if the interior improvement in question are completed within a year of the date of the Award approval.
- b) Specifying that the projects must be in the Central Business District either C5A or C5B; previously this was not specified in the guidelines.
- c) Projects must have a minimum budget of \$2,000; previously a minimum amount was not specified.
- d) Mixed use businesses that are not straight retail or restaurant, such as art studios and fitness uses must have at least 25% of the floor space dedicated to retail product and sales to be considered.
- e) Properties participating in this Award program must already have a fire alarm system or fire suppression system in place. If an applicant does not have this already, at a minimum installation of a fire alarm system will need to be part of this Award request.
- f) Eligible improvements and ineligible improvements have been clarified outlining the desire for code, ADA, and safety updates to be the main use of this award. These are typically the costs that become more burdensome when opening a new business. Decorative/business specific items such as paint, tiles, flooring or other items that would not be a permanent improvement are not eligible. The list of improvements that could be considered to make a project eligible for the Awards Program are:
 - 1. Walls - as they are expanding the current available retail space or are in need of structural repair for the integrity of the building
 - 2. Ceilings - restoring historic elements such as original tin ceilings or structural repairs for

- the integrity of the building
- 3. Accessibility improvements for handicapped persons
- 4. Energy conservation enhancements consistent with LEED standards
- 5. Electrical service upgrades
- 6. Fire Alarm systems
- 7. Fire sprinkler system installations or upgrade, including any needed water service improvements
- 8. Utility related improvements (heating, air conditioning, plumbing, electrical)
- 9. Other extraordinary expenses related to improvements required by government codes or regulations
- g) A “Contractors” item has been added to remind businesses that their contractors must be registered with the Village Planning and Development Department. Contractors must also complete an affidavit along with the applicant confirming the costs of the project.
- h) The Procedures also clearly outlines the Board’s request for any applicant to attend the Board meeting that their application will be reviewed with the understanding that if they do not attend, the Board will not act on the application. This was not previously a requirement of applicants.

5. Proposed Fire Alarm Award Program for Existing Downtown Businesses

The Board is in favor of creating an Award program to encourage existing businesses to install a fire alarm or suppression system. At this time this program is not part of the Guidelines to be adopted. Staff will be working with Fire and Police to draft guidelines and an application. Staff will bring an Award program to the board for consideration and addition to the Guidelines at a later date.

Action Requested

Staff is requesting the Board adopt the attached resolution, which updates the Village of Glen Ellyn Tax Increment Financing and Economic Incentive Guidelines.

Attachments

TIF and Economic Incentive Guidelines with TIF Boundary Maps

Resolution No. ____**A Resolution Updating Village of Glen Ellyn Tax Increment Financing and Economic Incentive Guidelines**

Whereas, in February of 1998, internal Village Guidelines for sales tax rebate proposals were established; and

Whereas, in September of 2012, the 1998 Guidelines were updated to assist in the review of economic incentive requests in order to provide for a more consistent framework for review and to evaluate and modify the objectives of offering economic incentives to ensure that they continue to further the Village's goals; and

Whereas, the Village desires to review and update the 2012 Guidelines to include the Roosevelt Road TIF District and modify the Award programs to ensure that they continue to further the Village's goals; and

Whereas, the updated Guidelines address a variety of different types of economic incentives and establish new eligibility requirements for the Downtown Retail/Restaurant Interior Award Program and the Retail Façade Award Program; and

Whereas, the Village President and Board of Trustees reviewed the Guidelines at a Village Board Workshop meeting on April 21, 2014 and believe it is in the best interest of the Village to adopt the updated Guidelines.

Now, Therefore, be it Resolved by the President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois as follows:

Section One. The Tax Increment Financing and Economic Incentive Guidelines are hereby updated with the April 2014 version by the Village President and Board of Trustees.

Section Two. The Guidelines approved herein are to be used as a Guide to review requests for economic incentives from the Village.

Section Three. The granting of Economic Incentives shall continue to be at the sole discretion of the Village Board.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois this ____ day of _____ 2014.

Ayes:

Nays:

Absent:

Approved by the Village President of the Village of Glen Ellyn, Illinois this _____ day of _____ 2014.

Village President of the
Village of Glen Ellyn, Illinois

Attest:

Village Clerk of the
Village of Glen Ellyn, Illinois

ATTACHMENTS:

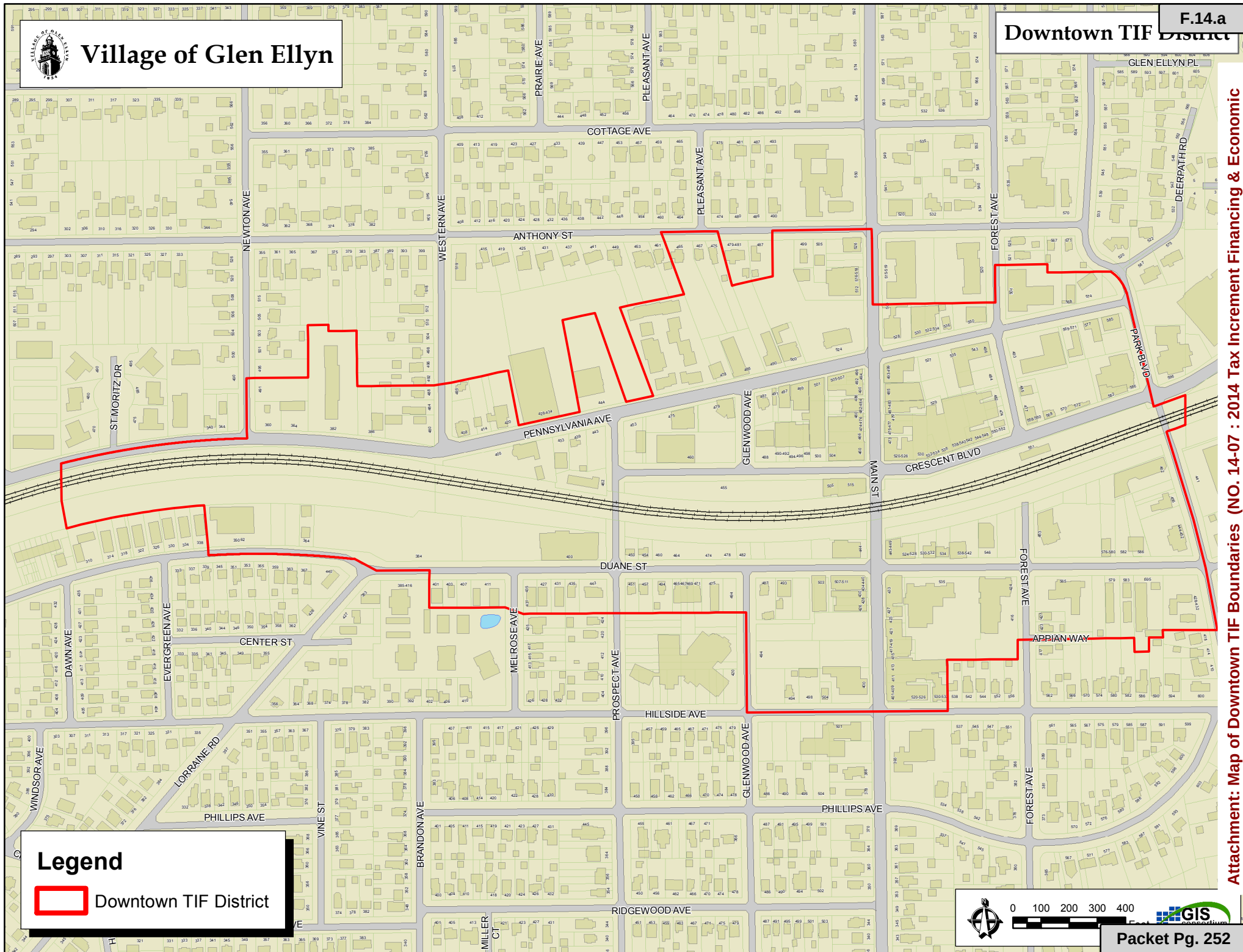
- Map of Downtown TIF Boundaries (PDF)
- TIF and Economic Incentive Guidelines April 2014 (PDF)
- Map of Roosevelt Rd TIF Boundaries (PDF)



Village of Glen Ellyn

Downtown TIF District

F.14.a



Legend

 Downtown TIF District



Packet Pg. 252

Attachment: Map of Downtown TIF Boundaries (NO. 14-07 : 2014 Tax Increment Financing & Economic



Village of Glen Ellyn Tax Increment Financing and Economic Incentive Guidelines

April 2014

Introduction

The Village of Glen Ellyn believes that local businesses are a valuable and important part of our community. Businesses contribute to the vitality and strength of our Village and Glen Ellyn aims to be a welcoming place for businesses. We welcome the opportunity to discuss business and development opportunities within the Village and the possibility of incentives that enable desirable economic development.

The purpose of these Guidelines is to present the primary objectives of Village sponsored economic incentives for all parties involved and to provide a general framework which will ensure both consistency over time and fairness in the consideration of economic incentive proposals. These internal Guidelines are intended to be flexible in order to address specific circumstances and may be waived or amended as the Village Board of Trustees deems appropriate.

Incentives are a tool to encourage and maintain quality development in the Village and should be used in the best interest of the community by providing growth and long-term value. The impacts on all stakeholders should be considered before the Village Board decides to approve or deny a request for incentives.

The referenced incentives are not inclusive and use of any incentive is at the sole discretion of the Village Board. All requests for incentives will be reviewed on a case-by-case basis and upon the merits of each situation. Meeting policy guidelines does not guarantee assistance and the approval or denial of one project shall not set a precedent for approval or denial of other projects. The Village's intention should be to provide the minimum amount of assistance necessary to make the project viable while carefully considering the long-term financial and community impacts.

Parties to any incentive agreement must abide by the Village ethics policy to help protect against issues of conflict of interest (see "Attachment A" for details).

Goals and Objectives

The primary goal of economic development assistance is to enhance commercial districts in the Village by making possible development that would not take place without an incentive. In general, economic incentives are to bridge the financial gap for quality projects which will generate substantial new revenues for the Village or generate additional jobs, and which would not take place in Glen Ellyn but for the existence of the incentive.

These goals are to be met through the following objectives:

- Attracting, retaining or expanding businesses/development to improve the economic base;
- Attracting businesses/developers to high priority redevelopment sites;
- Encouraging development projects that enhance the streetscape and pedestrian experience and improve the vitality of the area by adding interest and activity on the first floor of mixed-use and commercial buildings;
- Improving public infrastructure such as parking and transit facilities, streetscapes, public gathering spaces and green spaces;
- Attracting high priority and unique businesses to the Village that improve the overall mix of uses;
- Improving properties which are considered unattractive or have been vacant for a long period of time;
- Providing higher quality architectural and landscape treatments than the market will bear to further improve the aesthetics of an existing or proposed development, enhance adjacent property values, and improve the overall appeal of the Village's commercial districts;
- Introducing uses which further the Village's reputation as a destination for shopping, dining, cultural events and entertainment;
- Improving the variety of quality housing choices to support community diversity and nearby businesses, and increase the vibrancy and economic development potential of the Village;
- Retaining and providing for growth of high priority or significant anchor businesses whose closure would have considerable negative impact on surrounding businesses and the community; and/or
- Fulfilling other goals expressed within the Village's 2001 Comprehensive Plan and 2009 Downtown Strategic Plan.

Types of Incentives

The following is a list of potential incentives the Board may wish to consider. Not all incentives will be appropriate for all projects and some projects may necessitate creative incentives that may not be listed below.

- Tax Increment Financing (TIF);
- Sales Tax Rebates;
- Retail Façade Improvement Awards and Downtown Retail Interior Improvement Awards;
- Other —
 - Use of Village property or right-of-way for development at reduced or no cost, excluding previously vacated right-of-way;
 - Contribution toward public improvements or infrastructure;
 - Fee waivers: zoning, permits, etc.;
 - Cooperative provision of municipal services;
 - Industrial Revenue Bonds (bond financing for specific industrial improvements);
 - Special Service Area (cooperation among property owners to fund a specific project);
 - Business Development District (an increase in sales tax over a specified period of time used to fund improvements in the district).

Tax Increment Financing

Tax Increment Financing (TIF) districts allow future increases in taxes for properties within the TIF district to be collected and used to stimulate investment within the district. The taxes within the district are frozen at the existing level and each taxing body continues to receive their portion of the taxes at that level. Only the new property taxes generated by the incremental increase in the value of these properties above the frozen level are pooled in a fund and used for financing projects within the district. Glen Ellyn has two TIF districts. One roughly encompasses the downtown C5A Central Business, Retail Core Sub-zoning district and the C5B Central Business, Service Sub-zoning district. The other is on Roosevelt Road, roughly encompassing Roosevelt Road from IL-53 to Main Street (see attached TIF maps for specific TIF boundaries for each district). The tax increases created by redevelopment, re-occupancy, new development and general assessed value in the TIF Districts are collected and used for economic development within each district. TIF districts have a lifespan of 23 years, as mandated by State Statute.

Specific TIF Guidelines are intended to provide guidance to the Village Board when deciding when and how to utilize Tax Increment Financing assistance for development within the TIF District. Assistance will be reserved for projects that have a demonstrated financial gap and that will assist the Village in meeting its goals. TIF Guidelines shall be used to process and review requests for TIF assistance; however, the Village Board may amend or waive portions of these Guidelines at any time as may be necessary or appropriate. The purpose of TIF assistance is to encourage desirable

development that would not occur “but for” the TIF assistance provided. Only the minimum amount of TIF assistance necessary to make the project viable shall be used.

According to the Illinois Tax Increment Association, by current Illinois State Statute, activities eligible for TIF financing include (but are not limited to):

- Property acquisition;
- Rehabilitation or renovation of existing public or private buildings;
- Construction of public works or improvements;
- Job retraining programs;
- Relocation;
- Financing costs, including interest assistance;
- Studies, surveys and plans;
- Professional services such as architectural, engineering, legal, property marketing and financial planning; or
- Demolition and site preparation.

Generally, Village of Glen Ellyn projects eligible for TIF financing include extraordinary costs associated with infrastructure improvements, code required improvements for existing buildings, site preparation, and similar enhancement projects. TIF funds may not be used for construction.

State Statute also requires the “but for” test to determine if a project is eligible to use TIF funds. This test requires that a project would not be viable, “but for” the assistance provided by the TIF funding. An incentive or combination of incentives may be appropriate depending on the scope and impact of the project. The impact of incentives on all stakeholders should be considered.

TIF Eligible Projects

There are several types of eligible projects which may be considered for TIF assistance. Examples of these projects are:

- Business attraction, retention or expansion;
- Housing;
- Affordable housing;
- Historic revitalization;
- Public infrastructure enhancements;
- Development consistent with the TIF Redevelopment Plan.

TIF Financing Criteria

The Village Board reserves the right to deny any request for TIF assistance. There are many important criteria and considerations that must be taken into account when evaluating possible TIF projects. The following is a list of criteria a developer should take into account when developing a

request for TIF assistance and the Village Board should consider when determining if TIF assistance is warranted:

- As with other forms of Village incentives, assistance shall be limited to the minimum amount necessary to make the project feasible. Assistance will not be provided solely to increase the developer's profit margin. It is up to the Village's discretion to determine how much, if any, assistance is necessary to make the project feasible;
- The petitioner should demonstrate that the project would not otherwise take place in Glen Ellyn "but for" the incentive;
- A maximum dollar amount and term will be determined. Assistance should be at the lowest level possible within the least amount of time;
- All projects shall be reviewed on a case-by-case basis. Meeting all the criteria for TIF assistance does not guarantee that assistance will be awarded, nor does the approval or denial of one project set a precedent for approval or denial of another;
- Assistance will generally be provided by a "pay-as-you-go" method. Up-front financing requests will be considered on a case-by-case basis provided there is sufficient increment generation to meet initial financing and debt service costs;
- Assistance for land/property purchases will not exceed the fair market value of the property. The Village will hire an independent appraiser and the appraisal cost will be reimbursed by the developer;
- Assistance shall not be provided for projects that would result in extraordinary demands on Village infrastructure or services;
- The developer is responsible for providing any additional information, such as market and feasibility studies, and appraisals, which the Village deems necessary to review the need for TIF assistance;
- The developer must provide adequate financial guarantees to ensure completion of the project, not limited to letters of credit, cash escrow and personal guarantees. The developer must also demonstrate to the Village's satisfaction, the ability to construct, operate and maintain the proposed project;
- All projects must demonstrate the probability of economic success. The developer shall submit to the Village preliminary sales, data projections, and/or pro forma analyses concerning the subject site. The Village will hire an independent consultant to verify the developer's submissions and the resulting cost will be reimbursed by the developer through an escrow;
- The developer must retain ownership of the overall project until final completion. For projects intended as for-sale developments, individual condominium units may be sold as they are completed. For all other projects, the developer must retain ownership at least long enough to complete the project (as evidenced by the issuance of a final certificate of occupancy), stabilize its occupancy, establish project management and initiate property tax payments based on the increased project value;

- For parcels that are “tax exempt” prior to redevelopment, the projections for incremental revenue generation will be based upon the projected revenue generation after the placement of an initial valuation on the property;
- The level of assistance should be reduced to the lowest possible level in the least amount of time by maximizing the use of private debt and equity financing first;
- Development receiving TIF assistance is required to provide a full reimbursement to the Village of the assistance provided in the event the project is removed from the tax rolls during the period of time the applicable development project area is in existence. The developer shall sign appropriate legal documents indicating agreement with this mandate; and
- At least ten percent (10%) of the units in a Residential Development must be attainable (within the means of middle-, moderate- and/or low-income households).

TIF Submittal Guidelines

The Village requires certain information from every applicant requesting TIF funds. This information is critical to allow the Village to make proper and informed decisions. All applications for TIF funding shall include the following items:

- Completed Village application for TIF Funding;
- An initial deposit of one percent (1%) of the requested TIF assistance or \$10,000, whichever is greater. This deposit will be used to cover the Village’s costs for review of the request. The applicant is responsible for reimbursing the Village for all costs that exceed the initial deposit. If at any point the escrow balance drops below \$500, the developer must replenish the escrow to the initial amount deposited. Any unused portion of the deposit will be returned to the applicant;
- Preliminary financial commitment from a financial institution;
- Plans and/or drawings for the proposed project;
- Background information on the developer’s experience, capabilities and similar projects;
- Pro forma analysis for the project including sources and uses of funds, and annual income and operating projections;
- Audited financial statements from the last three (3) years and an interim financial statement for the current year; and
- Complete list of the names and addresses of all investors in the project including each individual’s ownership interest.

The Village may request additional information from the developer if necessary to make an accurate and informed decision. The developer shall comply with all disclosure requirements of the Village. The Applicant should submit an original and two copies of all the requested documents. Packets should be sent to:

Village Manager’s Office

Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

The Village will notify the developer when all the requested materials have been received. In the event the developer does not submit everything that was requested, the review of the request will not begin until those materials are received.

TIF Review Process

Applicants are encouraged to contact the Village Manager's Office to initiate discussion regarding potential TIF assistance. Once an application is received, the estimated timeframe for review is approximately 6 weeks and may include the following steps:

- Submittal of documentation to Village management;
- Review of documentation by Village management and consultant chosen by Village -
 - Calculate potential sales tax, property tax, utility tax, water revenue, miscellaneous one time fees (building permits, transfer tax, fee-in-lieu charges, etc.)
 - Determine if there are any State or County incentives available to coordinate a joint incentive package;
- Presentation of request, management analysis and recommendation to Finance Commission;
- Finance Commission Meeting for review and recommendation to Village Board;
- Village management prepares draft TIF Assistance Agreement as recommended by Finance Commission, if applicable;
- Finance Commission recommendation, management recommendation, and draft TIF Assistance Agreement forwarded to Village Board, if applicable; and
- Village Board meeting for final consideration of TIF assistance request.
- TIF Assistance agreements should include the following provisions:
 - Reimbursement for Failure: The TIF Assistance Agreement will contain a claw-back provision to the Village for reimbursement of a pro-rated share of the assistance based on specified time periods should a developer associated with assistance cease to operate during the term of the agreement or another specified period of time;
 - Look-back Provision: If the project generates a higher return than anticipated when the incentive was approved, the developer and Village shall split 50/50 any increase at or above a specified threshold of the original projected rate of return.

The Village Board has final authority to negotiate the terms of any economic incentive or to deny approval of an incentive proposal. The preceding guidelines do not limit Village Board action.

Non-TIF Incentives: Eligible Projects

The Village will consider non-TIF incentive requests on a case by case basis using the process described below. In addition, the Village offers Retail Façade Improvement Awards and Downtown Retail Interior Improvement Awards Improvements to assist businesses locating or growing their business. The Retail Façade Improvement Awards are available to applicants that complete an approved façade improvement to a building located in any commercial district throughout the Village. Additionally, Downtown Retail Interior Improvement Awards are available to applicants that complete certain approved interior improvements in in the Downtown commercial area. The amount of any award is determined by the Village Board, in its sole discretion, subject to a cap of \$15,000 every three (3) years, per building (see detailed program guidelines in “Attachment C” and “Attachment D”).

There are several types of eligible projects not considered under TIF guidelines which may be considered for economic assistance. Examples of these projects are:

- Businesses attracted, retained, or expanded in the Village;
- Development of previously identified priority development sites;
- Business segments underserved in the Village;
- Development consistent with the Downtown Plan or Comprehensive Plan;
- Other projects that would enhance the Village and satisfy one or more of the identified objectives.

Non-TIF Incentives: Review Criteria

The threshold level of assistance given to the Developer should be limited to the minimum amount necessary to provide the Developer with a reasonable rate of return for the project in Glen Ellyn, and the level of return for the Village to consider an incentive proposal should be significant.

Requests for economic assistance shall be evaluated on the merit of the proposal and the following criteria:

- Conformance with the Comprehensive Plan and Downtown Plan goals and objectives;
- Improvement of economic base through attraction, retention or expansion of businesses;
- Attraction of high priority business that would enhance diversity of businesses and vitality in the Village’s business districts;
- Fulfillment of an underserved business segment;
- Enhancement and diversification of Village revenue bases;
- Presence of extraordinary costs above and beyond typical development improvement costs, such as prohibitively expensive

- Environmental remediation
- Capital purchases
- Facility expansion
- Public infrastructure
- Provision of a variety of quality housing choices including those that support community diversity;
- Enhancement of streetscape and pedestrian experiences;
- Improvement of public infrastructure;
- Improvement of existing parking and/or traffic circumstances not created by the applicant;
- Remediation of blighted property;
- Enhancement of cultural and/or environmental circumstances;
- Creation of more marketable real estate space;
- Significant increase in quality full-time permanent employment;
- Quality of development and aesthetics above and beyond code requirements and design standards;
- Impact on the immediate neighborhood;
- Demonstrated ability to construct, operate and maintain the proposed project based upon past experience, reputation and credit history; and
- Demonstrated probability of economic success.

The above criteria are not inclusive and do not prohibit other criteria from being considered.

Non-TIF Incentives: Submittal Guidelines

By providing an incentive the Village is entering into a financial agreement; therefore is it appropriate to request detailed financial information from the developer or property owner to allow the Village to evaluate the likely success of the project and make an informed decision. The following is a general list of items the Village may wish to request of the developer in order to allow the Village a thorough review of the project, including any potential impacts and how the requested incentive may benefit the Village. The submitted documents should be considered the developer's application for incentive:

- Program Details
 - Summary of proposal and benefits to the Village
 - Area of property
 - Square footage of uses by type
 - Estimated number of employees (full-time and part-time)
 - Proposed construction timeframe
 - Complete list of all investors in the project identifying individual ownership interest;

- Projected Annual Sales
 - Total sales for 10 years
 - Breakdown of total sales between taxable items and exempt items (see “Attachment B” for details on items exempt from Home Rule Sales Tax);
- Current equalized assessed value of the property;
- Current property appraisal;
- Market study, gap analysis and pro forma analysis of the project;
- Estimated construction cost and purchase price of property;
- Estimated utility usage (eg. electricity, natural gas, telecommunication);
- Estimated water usage;
- Description of incentive being requested -
 - Dollar amount and proposed structure of incentive request
 - Description and amount of extraordinary costs related to development;
- Financial guarantees to ensure project completion such as letters of credit, and cash escrow; and
- Any other relevant information requested by the Village and necessary to evaluate the request.

The Applicant should submit an original and two copies of all the requested documents. Packets should be sent to:

Village Manager's Office
 Village of Glen Ellyn
 535 Duane Street
 Glen Ellyn, Illinois 60137

Petitioners should be prepared to provide full financial disclosure for evaluation by an independent financial consultant approved by the Village. An amount from the petitioner, paid at the time of application, should be deposited into an escrow account to cover the Village's costs for legal and financial consultation in reviewing the incentive request.

The Village should notify the developer when all the requested materials have been received. In the event the developer does not submit everything that was requested, review should not begin until those materials are received.

Non-TIF Incentives: Review Process

Glen Ellyn welcomes business and development opportunities within the Village. Village staff is readily available to respond to questions and offer assistance to prospective businesses and developers. Applicants are encouraged to contact management in the Village Manager's Office to initiate discussion regarding potential incentives and may include the following steps:

- Submittal of documentation to Village management;
- Review of documentation by Village management (and/or consultant if desired by Village);
- Calculate potential sales tax, property tax, utility tax, water revenue, miscellaneous one time fees (building permits, transfer tax, fee-in-lieu charges, etc.);
- Determine if there are any State or County incentives available to coordinate a joint incentive package;
- Presentation of request, management analysis and recommendation to Finance Commission;
- Finance Commission Meeting for review and recommendation to Village Board;
- Village management prepares draft Incentive Agreement as recommended by Finance Commission, if applicable;
- Finance Commission recommendation, management recommendation, and draft incentive agreement forwarded to Village Board, if applicable; and
- Village Board meeting for final consideration of incentive request.

Non-TIF incentive agreements should address the following items and include the following provisions:

- *“But For” Standard:* the petitioner should demonstrate that the project would not otherwise take place in Glen Ellyn “but for” the incentive;
- *Dollar Amount and Term:* A maximum dollar amount and term will be determined. Assistance should be at the lowest level possible within the least amount of time;
- *Eligible Project Costs:* Incentives may not be used for soft costs such as legal, architectural or engineering consultant fees;
- *Reimbursement for Failure:* The incentive agreement should contain a claw-back provision to the Village for reimbursement of a pro-rated share of the incentive based on specified time periods should a business associated with an incentive cease to operate during the term of the incentive or another specified period of time;
- *Look-back Provision:* If the project generates a higher return than anticipated when the incentive was approved, the developer and Village shall split any increase at or above a specified threshold of the original projected rate of return;

- *Permanence:* Projects requesting an incentive should demonstrate their intent to remain within the Village for the foreseeable future. For example, a condition of the incentive may be a commitment for a lease period beyond the length of the incentive;
- *Ownership:* If the developer intends to sell the project (i.e. commercial or residential condominiums), the developer must retain ownership of the overall project until final completion;
- *Pay-As-You-Go:* Assistance will be provided by a “pay-as-you-go” method. Up-front financing requests will be considered on a case-by-case basis provided there is sufficient increment generation to meet initial financing and debt service costs;
- *Limitation:* No incentive will be provided for any project expenses incurred prior to approval of the project with the exception of Village award funds;
- *Other Assistance:* When requested, the Village will assist developers in seeking State and Federal Incentives.

The Village Board has final authority to negotiate the terms of any economic incentive or to deny approval of an incentive proposal. The preceding guidelines do not limit Village Board action.

“Attachment A”

Conflicts of Interest

*Glen Ellyn Village Code: Title 1: Administrative, Chapter 12: Ethics,
Section 5: Conflicts of Interest*

1-12-5: CONFLICTS OF INTEREST:

All civil servants shall avoid situations that present a conflict of interest, or a potential conflict of interest. It is the responsibility of all civil servants to solely serve the public interest of the village of Glen Ellyn. To achieve that requirement it is necessary to avoid situations that present dual interests that can compromise, or appear to compromise the objectivity of decisions.

- (A) Prohibited Transactions: No civil servant shall participate in any transaction in which: 1) a “financial interest” as defined in this chapter would present a conflict of interest or a potential conflict of interest, 2) a “nonfinancial interest” as defined in this chapter would present a conflict of interest or a potential conflict of interest, 3) participation would constitute a conflict of interest under the statutes or common law of the state of Illinois.
- (B) Recusal: Any civil servant shall recuse himself or herself in connection with any transaction that comes before such civil servant in the course of his or her duties, whenever such civil servant has: 1) any interest in the transaction; 2) any family relationship with a person having an interest in such transaction; or 3) any interest in an applicant appearing before the civil servant in an official capacity, even if the civil servant does not have an interest in the transaction itself.
- (C) Notification: Upon becoming aware of any conflict of interest as described in subsection (A) of this section, any civil servant shall promptly provide written notification, within forty eight (48) hours, to the appropriate authority of such conflict and the civil servant’s recusal from any official action with respect to the transaction, as follows:
 - 1. Employees, appointed officers or appointed volunteers shall notify the director of the department and the village manager;
 - 2. The Village Manager shall notify the village president and the board of trustees;
 - 3. Members of boards and commissions shall notify the chairperson of such board or commission;
 - 4. Chairpersons of boards and commissions shall notify the village manager, village president and the board of trustees;
 - 5. The Village President shall notify the Village Manager and the Board of Trustees;
 - 6. Any person serving in an elected position shall notify the village president, village manager and the other members of the board of trustees.

- (D) Nonappearance Before Same Board Or Commission: No civil servant required to recuse himself or herself in connection with a transaction shall appear before the board or commission of which he or she is a member with respect to such transaction.
- (E) Nonparticipation and Disclosure before Other Board or Commission: Any civil servant who has actual knowledge that he or she, individually or through a family relationship, has an interest in a transaction pending before a board or commission on which the civil servant does not serve as a member, either: 1) shall not appear or participate personally before the other board or commission on which he or she does not serve relating to such transaction; or 2) shall disclose such interest on the record prior to participating in any proceeding before a village board or commission.
- (F) Potential Conflict Of Interest: The Glen Ellyn community has a right to expect that the public interest will be served by all individuals involved in local government. To maintain the public trust it is imperative that civil servants present an image of objectivity and fairness in all official actions. Civil servants have the continual and ongoing obligation to promptly disclose not only any known conflicts of interest but also to identify any issues that may have the potential for a conflict of interest, and if they are in doubt to seek the opinion of the ethics officer. When such advice is sought, the ethics officer will determine if the potential conflict requires the civil servant to take or refrain from taking some action (Ord. 5921, 2-28-2011).

“Attachment B”Exemptions to Home Rule Retailers and Service Occupation Taxes*Village Ordinance 5740 (03/03/2009)***Retail and Service Sales that are Exempt from Taxes**

- Food for human consumption that is to be consumed off the premises where it is sold (other than alcoholic beverages, soft drinks, and food which has been prepared for immediate consumption)
- Drugs and medical appliances
 - Prescription and non-prescription medicines
 - Drugs
 - Medical appliances
 - Insulin
 - Urine testing materials
 - Syringes
 - Needles used by diabetics
- Tangible personal property that is titled or registered with an agency of State government (e.g. cars, trucks, motorcycles, trailers, snowmobiles, aircraft)

“Attachment C”

VILLAGE OF GLEN ELLYN

**Retail Façade Improvement Award Program
Application Packet**

Village Manager's Office

535 Duane Street — Glen Ellyn, IL 60137 — Telephone 630.547.5345 — Fax 630.547.8849

VILLAGE OF GLEN ELLYN
Retail Façade Improvement Award
As of April 1, 2014

Purpose

The Village of Glen Ellyn recognizes the positive impact that individual facade improvements can have on the overall appearance, quality and vitality of the Village's commercial districts. The Retail Façade Improvement Awards were created to encourage the private sector in making these desired exterior improvements. The Village Board reserves the sole right to amend, modify, add, or delete any part or subpart of this Award program.

Assistance Available

Approved projects are eligible to receive a Retail Façade Improvement Award in an amount not to exceed \$15,000, as determined by the Village Board. Awards will be formally issued after the facade improvements are completed and all requested documentation is received and reviewed by the Village to verify completion.

Eligibility Requirements

- Existing structures currently zoned commercial and in current commercial use or planned for commercial use within the corporate limits of the Village of Glen Ellyn are eligible for an award. The exterior of the property must meet all Village of Glen Ellyn Codes and Ordinances. In the event that a violation is present, correction of the violation must be made prior to disbursement of award monies.
- Eligible applicants include the owner of a commercial building or the owner of a commercial business. All applications must be signed by the property owner to indicate consent for the proposed improvements.
- Financial awards are available to business owners or property owners, for no more than \$15,000 every 3 years, per building and is paid based on the following award scale:

Investment	Award
\$2,000 – 9,999	\$1,000
\$10,000 - 19,999	\$5,000
\$20,000 – 29,999	\$10,000
\$30,000 +	\$15,000

- All award requests must be submitted prior to any work being started by the applicant. Any work started or completed prior to Village Board approval is at the applicant's risk.

- The determination of eligibility and priority for assistance is at the discretion of the Village Board and is subject to funds availability.

Eligible Improvements

The primary goal of the Village of Glen Ellyn Retail Façade Improvement Award is to achieve significant visual improvements in commercial facade appearance. The determination of eligibility and priority for an award is at the discretion of the Village Board.

Work which qualifies for an award includes improvements to the exterior of a building which are visible from the public right-of-way. Applicants must plan to install at least \$2,000 of material improvements (excluding installation) to qualify. Work must be completed within one year of receiving Village Board approval for the award. Qualifying exterior improvements include but are not limited to:

Eligible Improvements

- Significant Façade enhancements
- New window systems or frame replacement and repair (excluding broken glass)
- Exterior Doors
- Exterior lighting
- Restoration of original architectural features
- Exterior building materials for building additions
- Other permanent exterior enhancements to property consistent with the architectural integrity of the building and the Village's Appearance Review Guidelines

Ineligible Improvements

- Working capital
- Property acquisition
- Equipment or inventory acquisition
- Refinancing of existing debt or private funding
- Interior remodeling
- Sprinkler systems
- Resurfacing of parking lots
- Replacement of private sidewalks
- Architectural design fees or other plan preparation costs
- Building permits and related costs
- Signage of any kind
- Landscaping of any kind

The Retail Façade Improvement Award is not a reimbursement or direct payment for the costs of façade improvements. Rather, the award is designed to encourage business to make their own investment into façade improvements. Awards are only valid if the façade improvement presented is completed within a year of the date of the Award approval. Written requests for time extensions may be considered by the Economic Development Coordinator.

Design Evaluation

Design evaluation and approval will be handled by the Village of Glen Ellyn. This process may require the applicant to undergo exterior appearance review by the Architectural Review Commission if required by the Village Appearance Review Guidelines.

Application Requirements

Required Submittals with Application:

- Current digital photos of all building facades visible from the public right of way which will receive improvements;
- A schematic drawing with enough detail to depict the proposed improvements;
- Signed vendor contract(s) with detailed costs for each proposed improvement (excluding ineligible portions of improvements). All contractors must be registered with the Village's Planning and Development Department prior to a building permit being issued;
- Consent from the building owner for proposed improvements, by signature on the attached form;
- Completed IRS Form W-9 Request for Taxpayer Identification Number and Certification;
- A narrative as outlined below:
 - Description of proposed façade work including information about the proposed building materials and methodology for proposed changes.
 - Description of your business and the related industry.
 - Features and advantages of your product and how improvements sought will improve the business and/or Village.
 - Credentials and experience of business owner.
 - Any unusual or expected difficulties or hardships in making the proposed improvements.

Application and Approval Process

Submission and approval of a complete award application is required ***prior*** to the completion of any eligible improvements. The review process will normally take approximately 4 weeks. ***The applicant must secure any required Village permits and exterior appearance approval by the Architectural Review Commission and the Village Board (if required) prior to starting improvements.*** The application process is outlined below:

- Contact the Economic Development Coordinator for program information and to determine project eligibility.
- Submit an award application including all required submittals to the Economic Development Coordinator for funding assistance.
- The Economic Development Coordinator will make a recommendation for approval, partial approval or denial to the Village Board. Village staff will make every effort to review applications within 2 weeks of submittal.
- Application is considered by the Village Board. Applicant's attendance is required at the Village Board meeting as part of the application review process. The Village Board typically meets the 2nd and 4th Monday evenings of every month.
- Proposed improvements must be completed and the business must be operational within one year of award approval by the Village Board.

Required Documentation for Award Payment

- Once work is completed, applicant submits copies of paid invoices from all contractors, proof of payment (copies of canceled checks and/or credit card receipts), a signed Award Request Certification form (attached) and Applicant's Affidavit for Award (attached), a Contractor's Affidavit that the work was complete as outlined in their final invoices submitted and paid to the Economic Development Coordinator.
- The Economic Development Coordinator and Planning and Development Department reviews the completed project to ensure that work was performed as outlined in application and in conformance with the Village Code.
- Award check is distributed.

Pay Back Provision

The following pay back schedule shall apply if a business closes or moves out of Glen Ellyn within 3 years of receiving a Retail Façade Improvement Award.

Out of Business	< 1 Year	1-2 Years	2-3 Years
% of Award Repaid to the Village	75%	50%	25%

The applicant agrees to this provision when she/he signs the Award Request Certification and the Application Certification.

VILLAGE OF GLEN ELLYN
Retail Façade Improvement Award

REQUIRED SUBMITTALS WITH APPLICATION:

- Current digital photos of all building facades visible from the public right of way which will receive improvements
- A schematic drawing with enough detail to depict the proposed improvements
- Signed vendor contract(s) with detailed costs for each proposed improvement (excluding ineligible portions of improvements, e.g. lettering on awnings)
- Consent from the building owner for proposed improvements, by signature on the attached form
- Completed IRS Form W-9 Request for Taxpayer Identification Number and Certification
- A narrative as outlined below:
 - Description of proposed facade work including information about the proposed building materials and methodology for proposed changes.
 - Description of your business and the related industry.
 - Features and advantages of your product and how improvements sought will improve the business and/or Village.
 - Credentials and experience of business owner.
 - Any unusual or expected difficulties or hardships in making the proposed improvements.

BUSINESS OWNER INFORMATION:

Business Owner Name: _____

Home Address: _____

Business Name: _____

Business Address: _____

Business Phone: _____ Fax: _____

Home Phone: _____ Email: _____

If tenant, what is the expiration date of your current lease? _____

If buyer under contract or tenant, who is the property owner? _____

Property Owner Name: _____

Property Owner Address: _____

Property Owner Phone: _____ Property Owner Fax: _____

Property Owner E-mail: _____

DESCRIPTION OF PROPOSED IMPROVEMENTS

ITEMIZED ACTIVITY DESCRIPTION

COST

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL PROJECT COST: _____

AMOUNT OF AWARD REQUESTED: _____

APPLICATION CERTIFICATION

I, the undersigned, certify that I have read the program description and requirements for the Village of Glen Ellyn Retail Façade Improvement Award. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that the improvements described in this application must receive all required permit approvals from the Village of Glen Ellyn prior to the commencement of construction.

Furthermore, I, the undersigned, my successors and assigns, hereby agree to save and hold harmless the Village of Glen Ellyn and any of its employees, officers and directors from all cost, injury and damage to any person or property whatsoever, any of which is caused by an activity, condition or event arising out of the performance, preparation for performance or nonperformance of any project improvement included in my award application. The above cost, injury, damage or other injury or damage incurred by or to any of the above shall include, in the event of an action, court costs, expenses of litigation and reasonable attorneys' fees. I understand that if my business closes or moves out of the Village of Glen Ellyn within 3 years I will be required to repay the Village in an amount as described on page 3 of the award packet.

Applicant Name (PRINT)

Applicant Signature

Date: _____

CONSENT FROM PROPERTY OWNER (Required if different from Applicant)

Property Owner Name (PRINT)

Property Owner Signature

Date: _____

*****Office Use Only*****

Application is: _____Approved _____Denied

Village President

Date

Economic Development Coordinator

Date

VILLAGE OF GLEN ELLYN
Retail Façade Improvement Award
Award Request Certification

SUBMITTAL FOR AWARD

Please submit the following information to the Economic Development Coordinator once approved work is complete for award payment:

- This signed Award Request Certification
- Copies of invoices stamped “PAID” from all contractors, companies, individuals
- Proof of payment (limited to copies of canceled checks and/or credit card receipts)
- Digital Photos of all building facades visible from the public right-of-way. A signed and notarized Applicant’s Affidavit for Award form provided by the Village of Glen Ellyn
- Applicant’s Affidavit for Award (attached)

CERTIFICATION

I, the undersigned, warrant that all representations of the application submitted under the program are true and accurate and that there has been no material change which would in itself or cumulatively with other events impair the profitable functioning of my business operation. All agreements, warranties and representations made to the Village of Glen Ellyn are true at the time they were made and shall remain true at the time of submittal for Award under the program. I will display the Village of Glen Ellyn Retail Façade Improvement Award in public at my business/property for one year. I understand that if my business closes or moves out of the Village of Glen Ellyn within 3 years I will be required to repay the Village in an amount as described on page 3 of the award packet. The Village of Glen Ellyn may in its sole option cancel its assistance commitment either in whole or in part for failure to comply with the requirements of this award program or applicable Village Codes and Regulations.

Applicant Name (PRINT)

Applicant Signature

Date: _____

APPLICANT'S AFFIDAVIT FOR AWARD

STATE OF ILLINOIS)
) SS
 COUNTY OF DUPAGE)

TO: The Village of Glen Ellyn

The undersigned, _____ (Name), being duly sworn, deposes and says that he or she is the Owner/Tenant (strike one) of the property located at _____ (the "Premises") and has applied for a Retail Façade Improvement Award from the Village of Glen Ellyn, in the amount of \$ _____, for façade improvements to the following commercial structure: _____(the "Work.").

The attached proof of payment is true, correct, and genuine, and delivered unconditionally and the work set forth in said proof of payment has been completed and/or the materials set forth in the attached proof of payment has been used in connection with the Work in the Premises.

Upon payment of \$_____ from the Village of Glen Ellyn, there shall be nothing due or to become due from the Village of Glen Ellyn in connection with the disbursement of the approved award amount from the Village of Glen Ellyn based on the documentation submitted to the Village of Glen Ellyn for the Work set forth in said proof of payment.

 Date

 Signature

SUBSCRIBED AND SWORN to
 before me this ____ day of
 _____, 20____.

 Notary Public

CONTRACTOR'S AFFIDAVIT FOR WORK COMPLETED

STATE OF ILLINOIS)
) SS
 COUNTY OF DUPAGE)

TO: The Village of Glen Ellyn

The undersigned, _____ (Name), being duly sworn, deposes and says that he or she is the Owner/Employee (strike one) of _____ Construction Company (the "Contractor") and has completed work for _____, (the "Applicant") recipient of the Village of Glen Ellyn Retail Façade Improvement Award Program.

The attached proof of payment is true, correct, and genuine, and delivered unconditionally and the work set forth in said proof of payment has been completed and/or the materials set forth in the attached proof of payment by the Contractor for the Applicant.

 Date

 Signature

SUBSCRIBED AND SWORN to
 before me this ____day of
 _____, 20____.

 Notary Public

“Attachment D”

VILLAGE OF GLEN ELLYN

**Downtown Retail Interior Improvement Award Program
Application Packet**

Village Manager's Office

535 Duane Street — Glen Ellyn, IL 60137 — Telephone 630.547.5345 — Fax 630.547.8849

VILLAGE OF GLEN ELLYN
Downtown Retail Interior Improvement Award Program
As of April 1, 2014

Purpose

The goal of the Village of Glen Ellyn Downtown Retail Interior Improvement Award Program is to strengthen the downtown shopping district by attracting new retail businesses, restaurants and by assisting existing retailers with eligible expansion plans in the downtown commercial district. Service businesses like art studios, fitness uses must include 25% of floor space of retail to be eligible. The program supports structural improvements and will not support decorative improvements. The Village Board reserves the sole right to amend, modify, add, or delete any part or subpart of this program.

Assistance Available

Approved projects are eligible to receive Downtown Retail Interior Improvement Award in an amount not to exceed \$15,000, as determined by the Village Board. Awards will be formally issued after the interior improvements are completed and all requested documentation is received and reviewed by the Village to verify completion.

Eligibility Requirements

- Commercial property owners or retail business owners in the Central Business Districts (C5A or C5B) who are proposing a new or expanding business which meets the eligibility and application requirements are invited to submit applications.
- All new retail businesses that generate retail sales tax can be considered for the award. Existing retail businesses in the Village must expand in the downtown to receive assistance. For the purpose of this program, “expansion” is defined as significantly increasing the retail sales area, enlarging the square footage of the retail space to include expanding into an adjacent space or relocating to a larger space or building an addition on the interior or exterior of an existing building to be used as additional retail space.
- The space must have at a minimum a working fire alarm system in place to apply for this grant. If a fire alarm system is not currently functional and in place, one must be installed as part of this grant application process.
- Applicant must have a minimum of a 3-year lease.
- Projects must have a minimum budget of \$2,000.
- Financial awards are available to business owners or property owners, for no more than \$15,000 every 3 years, per building, per unit, and is paid based on the following award scale:

Investment	Award
\$2,000 – 9,999	\$1,000
\$10,000 - 19,999	\$5,000
\$20,000 – 29,999	\$10,000
\$30,000 +	\$15,000

- All contractors working on the project must be registered with the Village Planning and Development Department prior to building permits being issued.
- Award applicants will be reviewed on a case by case basis. Uses that have the potential to increase foot traffic and improve the pedestrian experience will be preferred.
- The determination of eligibility and priority for awards is at the discretion of the Village Board, is subject to the scope of the work completed and is subject to funds availability. The Village Board may approve awards up to \$15,000.

Eligible Improvements

This program provides awards for permanent tenant and building code improvements necessary to open a new, or expand an existing, downtown retail or restaurant business. Eligible improvements must remain with the improved building to be considered permanent. Types of improvements include but are not limited to:

- Walls – as they are expanding the current available retail space or are in need of structural repair for the integrity of the building;
- Ceilings – restoring historic elements such as original tin ceilings or structural repairs for the integrity of the building;
- Accessibility improvements for handicapped persons;
- Significant energy conservation enhancements consistent with LEED standards;
- Electrical service upgrades;
- Fire Alarm systems;
- Fire sprinkler system installations or upgrade, including any needed water service improvements;
- Utility related improvements (heating, air conditioning, plumbing, electrical);
- Other extraordinary expenses related to improvements required by government codes or regulations.

Projects not listed above will be considered on a case by case basis. In general, changes to the project scope will not be considered for supplemental assistance after award approval is obtained. Unforeseeable changes will be considered on a case by case basis.

Ineligible Improvements

This program does not support decorative/business specific improvement items such as paint, tiles, flooring or other items that would not be a permanent improvement. Types of improvements not eligible in this program include but are not limited to:

- Façade improvements (see separate Village of Glen Ellyn Retail Façade Improvement Award Program);
- Acquisition of land or buildings;
- Product inventory;
- Interior signage;
- Lighting fixtures;
- Hard surface materials for non-retail exterior space (parking lots, sidewalks, etc.);
- Display window enhancements (hanging grid system, lighting, display shelf, etc.);
- Media marketing and advertising ;
- Ongoing business expenses such as rent, payroll, consulting work, moving expenses, etc.;
- Day-to-day operational costs (e.g. utilities, taxes, maintenance, refuse);
- Exterminator services;
- Landscaping;
- Paint, tile or other design elements.

The Downtown Retail Interior Improvement Award is not a reimbursement or direct payment for the costs of interior improvements. Rather, the award is designed to encourage business to make their own investment into interior improvements. Awards are only valid if the interior improvement in question is completed within a year of the date of the Award approval. Written requests for time extensions may be considered by the

Required Submittals With Application:

- Signed lease, committing to minimum of a 3-year lease term is required for all new and relocating businesses (if a lease has not yet been signed, disbursement of the approved funds will be contingent on the Village receiving a signed lease).
- Signed vendor contract(s) with detailed costs for each proposed improvement. Any selected contractor(s) must be registered with the Village's Planning and Development Department prior to beginning any work on site.
- Consent from the building owner for proposed improvements, by signature on the attached form.
- Digital photos depicting the interior areas where proposed improvements will take place.
- Completed IRS Form W-9 Request for Taxpayer Identification Number and Certification
- A narrative or current Business Plan that addresses the following:

- Description of your business and the related industry.
- Features and advantages of your product and how improvements sought will improve the business and/or benefit Village.
- List any unusual or unexpected difficulties faced in making the proposed improvements or completing the work.
- Credentials and experience of business owner.
- Market research and analysis including a definition of your current or anticipated customers and where they come from. May also include information on future customer markets as a result of interior improvements (i.e. will improvements attract new customers).

Application and Approval Process

Submission and approval of a complete award application is required prior to the completion of any improvements eligible for assistance. The applicant must submit all required documents as outlined on the first page of the application. Applicants should expect the review and approval process to take approximately 4 weeks. The applicant must secure any required Village approvals, licenses or permits prior to starting improvements. The application process is outlined below:

- Contact the Economic Development Coordinator for program information and to determine project eligibility.
- Submit an award application, including all required submittals, to the Economic Development Coordinator.
- The Economic Development Coordinator will review the application and make a recommendation of approval, partial approval or denial of the award application to the Village Board. Village staff will attempt to review applications within 2 weeks of submittal.
- The application will be considered by the Village Board. The applicant's attendance is required at Village Board meeting as part of the application review process. The Village Board typically meets on the 2nd and 4th Monday evenings of every month.
- Proposed improvements must be completed and the business must be operational within one year of award approval by the Village Board.

Award Process

- Once work is completed, applicant submits copies of paid invoices from all contractors, proof of payment (copies of canceled checks and/or credit card receipts), a signed Award Request Certification form (attached) and Applicant's Affidavit for Award (attached), a Contractor's Affidavit that the work was complete as outlined in their final invoices submitted and paid to the Economic Development Coordinator.

- The Economic Development Coordinator along with the Planning and Development Department reviews completed project and work for conformance to the application and the Village Code.
- Check is distributed.

Pay Back Provision

The following pay back schedule will apply if an award recipient business closes or moves out of Glen Ellyn within 3 years of receiving a Downtown Retail Interior Improvement Award.

Out of Business	< 1 Year	1-2 Years	2-3 Years
% of Award Repaid to the Village	75%	50%	25%

The applicant agrees to this provision when she/he signs the Application Certification and Award Request Certification.

VILLAGE OF GLEN ELLYN
Downtown Retail Interior Improvement Award

REQUIRED SUBMITTALS WITH APPLICATION:

- Signed lease, committing to minimum of a 3-year lease term is required for all new and relocating businesses (if a lease has not yet been signed, disbursement of the approved funds will be contingent on the Village receiving a signed lease).
- Signed vendor contract(s) with detailed costs for each proposed improvement.
- Consent from the building owner for proposed improvements, by signature on the attached form.
- Digital photos depicting the interior areas where proposed improvements will take place.
- Completed IRS Form W-9 Request for Taxpayer Identification Number and Certification
- A narrative or current Business Plan that addresses the following:
 - Description of your business and the related industry.
 - Features and advantages of your product and how improvements sought will improve the business and/or benefit Village.
 - List any unusual or unexpected difficulties faced in making the proposed improvements or completing the work.
 - Credentials and experience of business owner.
 - Market research and analysis including a definition of your current or anticipated customers and where they come from. May also include information on future customer markets as a result of interior improvements (i.e. will improvements attract new customers).
 - Describe or demonstrate why these improvements would not take place “but for” the award program.

BUSINESS OWNER INFORMATION:

Business Owner Name: _____

Home Address: _____

Business Name: _____

Business Address: _____

Business Phone: _____ Fax: _____

Home Phone: _____ Email: _____

If tenant, what is the expiration date of your current lease? _____

If buyer under contract or tenant, who is the property owner? _____

Property Owner Name: _____

Property Owner Address: _____

Property Owner Phone: _____ Property Owner Fax: _____

Property Owner E-mail: _____

DESCRIPTION OF PROPOSED IMPROVEMENTS

ITEMIZED ACTIVITY DESCRIPTION

COST

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL PROJECT COST: _____

AMOUNT OF AWARD REQUESTED: _____

APPLICATION CERTIFICATION

I, the undersigned, certify that I have read the program description and requirements for the Village of Glen Ellyn Downtown Retail Interior Improvement Award Program. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that the improvements described in this application must receive all required permit approvals from the Village of Glen Ellyn prior to the commencement of construction. I further understand all eligible improvements identified in support of the award are permanent fixtures and will remain with the building.

Furthermore, I, the undersigned, my successors and assigns, hereby agree to save and hold harmless the Village of Glen Ellyn and any of its employees, officers and directors from all cost, injury and damage to any person or property whatsoever, any of which is caused by an activity, condition or event arising out of the performance, preparation for performance or nonperformance of any project improvement included in my award application. The above cost, injury, damage or other injury or damage incurred by or to any of the above shall include, in the event of an action, court costs, expenses of litigation and reasonable attorneys' fees. I understand that if my business closes or moves out of the Village of Glen Ellyn within 3 years I will be required to repay the Village in an amount as described on page 3 of the award packet.

Applicant Name (PRINT)

Applicant Signature

Date: _____

CONSENT FROM PROPERTY OWNER (Required if different from Applicant)

Property Owner Name (PRINT)

Property Owner Signature

Date: _____

*****Office Use Only*****

Application is: _____Approved _____Denied

Village President

Date

Economic Development Coordinator

Date

VILLAGE OF GLEN ELLYN
Downtown Retail Interior Improvement Award
Award Request Certification

SUBMITTAL FOR AWARD

Please submit the following information to the Economic Development Coordinator once approved work is complete for award payment:

- This signed Award Request Certification
- Copies of invoices stamped “PAID” from all contractors, companies, individuals
- Proof of payment (limited to copies of canceled checks and/or credit card receipts)
- Digital Photos of all building facades visible from the public right-of-way. A signed and notarized Applicant’s Affidavit for Award form provided by the Village of Glen Ellyn
- Applicant’s Affidavit for Award (attached)

CERTIFICATION

I, the undersigned, warrant that all representations of the application submitted under the program are true and accurate and that there has been no material change which would in itself or cumulatively with other events impair the profitable functioning of my business operation. All agreements, warranties and representations made to the Village of Glen Ellyn are true at the time they were made and shall remain true at the time of submittal for Award under the program. I will display the Village of Glen Ellyn Downtown Retail Interior Improvement Award in public at my business/property for one year. I understand that if my business closes or moves out of the Village of Glen Ellyn within 3 years I will be required to repay the Village in an amount as described on page 3 of the award packet. The Village of Glen Ellyn may in its sole option cancel its assistance commitment either in whole or in part for failure to comply with the requirements of this award program or applicable Village Codes and Regulations.

Applicant Name (PRINT)

Applicant Signature

Date: _____

APPLICANT'S AFFIDAVIT FOR AWARD

STATE OF ILLINOIS)
) SS
 COUNTY OF DUPAGE)

TO: The Village of Glen Ellyn

The undersigned, _____ (Name), being duly sworn, deposes and says that he or she is the Owner/Tenant (strike one) of the property located at _____ (the "Premises") and has applied for a Downtown Retail Interior Improvement Award from the Village of Glen Ellyn, in the amount of \$ _____, for interior improvements to the following commercial structure: _____ (the "Work.").

The attached proof of payment is true, correct, and genuine, and delivered unconditionally and the work set forth in said proof of payment has been completed and/or the materials set forth in the attached proof of payment has been used in connection with the Work in the Premises.

Upon payment of \$_____ from the Village of Glen Ellyn, there shall be nothing due or to become due from the Village of Glen Ellyn in connection with the disbursement of the approved award amount from the Village of Glen Ellyn based on the documentation submitted to the Village of Glen Ellyn for the Work set forth in said proof of payment.

 Date

 Signature

SUBSCRIBED AND SWORN to
 before me this ____ day of
 _____, 20____.

 Notary Public

CONTRACTOR'S AFFIDAVIT FOR WORK COMPLETED

STATE OF ILLINOIS)
) SS
 COUNTY OF DUPAGE)

TO: The Village of Glen Ellyn

The undersigned, _____ (Name), being duly sworn, deposes and says that he or she is the Owner/Employee (strike one) of _____ Construction Company (the "Contractor") and has completed work for _____, (the "Applicant") recipient of the Village of Glen Ellyn Downtown Retail Interior Improvement Award Program.

The attached proof of payment is true, correct, and genuine, and delivered unconditionally and the work set forth in said proof of payment has been completed and/or the materials set forth in the attached proof of payment by the Contractor for the Applicant.

 Date

 Signature

SUBSCRIBED AND SWORN to
 before me this ____day of
 _____, 20____.

 Notary Public



Village of Glen Ellyn

Roosevelt TIF District

F.14.c

Legend

 Roosevelt TIF District



0 100 200 300 400



Packet Pg. 292

Attachment: Map of Roosevelt Rd TIF Boundaries (NO. 14-07 : 2014 Tax Increment Financing & Economic



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Bid
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1202)

DOC ID: 1202

Reject all bids received on April 17, 2014 for the Chidester-Elm-Lenox-Linden Roadway and Utility Improvements Project and rebid the project on an expedited schedule. (Professional Engineer Minix)



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Finance
Department Head: Kevin Wachtel
Category: Report
Prepared By: Kevin Wachtel

SCHEDULED

AGENDA ITEM (ID # 1183)

DOC ID: 1183

Jim Savio from the Accounting and Auditing Firm Sikich LLP will present the Village's Financial Scorecard, which compares Glen Ellyn to 10 peer communities in taxes, revenues, expenditures and services.

Background and Information

In 2011, the Finance Commission prepared a scorecard comparing the Village's finances to ten peer communities. This year, the Village commissioned Sikich LLP to complete the report. Finance Commissioners, particularly Chair Tat Skirvin, have worked with Sikich to compile the attached report, which compares Glen Ellyn to the same 10 communities and also provides comparative information to 2009.

Report highlights and notes include:

- This study provides meaningful perspective on Glen Ellyn's performance relative to a group of peers. This information, in conjunction with the Five Year Financial Forecast, is critical for evaluating past performance and setting long term policy/goals.
- Glen Ellyn is in a strong financial position with less debt and lower unfunded pension obligations than most of the peers.
- Glen Ellyn's spending per capita for fire protection is one of the lowest of the peer group.
- Annual spending per capita on police protection and general administrative expenses is also among the lowest of the peer group.
- While Glen Ellyn's sales tax revenues are more stable than the peers, economic revitalization and new development is desirable to generate more non-residential property taxes and more sales tax revenue.
- This study can be improved by continuing to analyze all revenue and expenditure categories over five or ten years. It may also be desirable to make modest refinements to the peer group over time.
- The effort required to produce this report is substantial but it is worth the investment. The Finance Commission recommends looking for direction from the Village Board on the frequency of future reports.

Action Requested

The Village Board is requested to review and receive the findings of the updated Financial Scorecard. The Board is also requested to provide feedback on the frequency of future financial scorecard reports.

Attachments

- Financial Scorecard

ATTACHMENTS:

- VoGE FC - Scorecard - With Speaker Notes FINAL (PDF)



VILLAGE OF GLEN ELLYN

Financial Scorecard

April 2014

Prepared by
Village of Glen Ellyn
Finance Commission

Contents

- I. Introduction, Executive Summary & Conclusions
- II. Peer Communities
- III. Basic Property Tax Information for Glen Ellyn
- IV. Property Taxes
- V. Revenues
- VI. Expenses
- VII. Bottom Line
- VIII. Reserves and Credit Strength

I. Introduction, Executive Summary and Conclusions

Introduction

- Information presented on demographics, taxes, financial results and financial position
- Framework for understanding Glen Ellyn's financial performance in the context of:
 - Glen Ellyn's historical results
 - Financial results for a group of peer communities
- Comparative analysis to data from Fiscal 2009
- Basis for establishing guideposts and goals for the future
- Tool for communication with residents

Introduction

(continued)

- The financial information presented herein is from Fiscal 2013 (ended April 30, 2013), with comparisons to data from Fiscal 2009 (ended April 30, 2009)
- Most but not all peers have fiscal years ending on April 30. Comparisons between dissimilar fiscal years were completed as follows:
 - Fiscal years ended April 30, 2013 = “2013”
 - Fiscal years ended December 31, 2012 = “2013”

Executive Summary

Ten Peers Chosen for Comparisons

DuPage County

Clarendon Hills
Downers Grove
Elmhurst
Hinsdale
Naperville
Wheaton

Cook County

Arlington Heights
LaGrange
Western Springs

Kane County

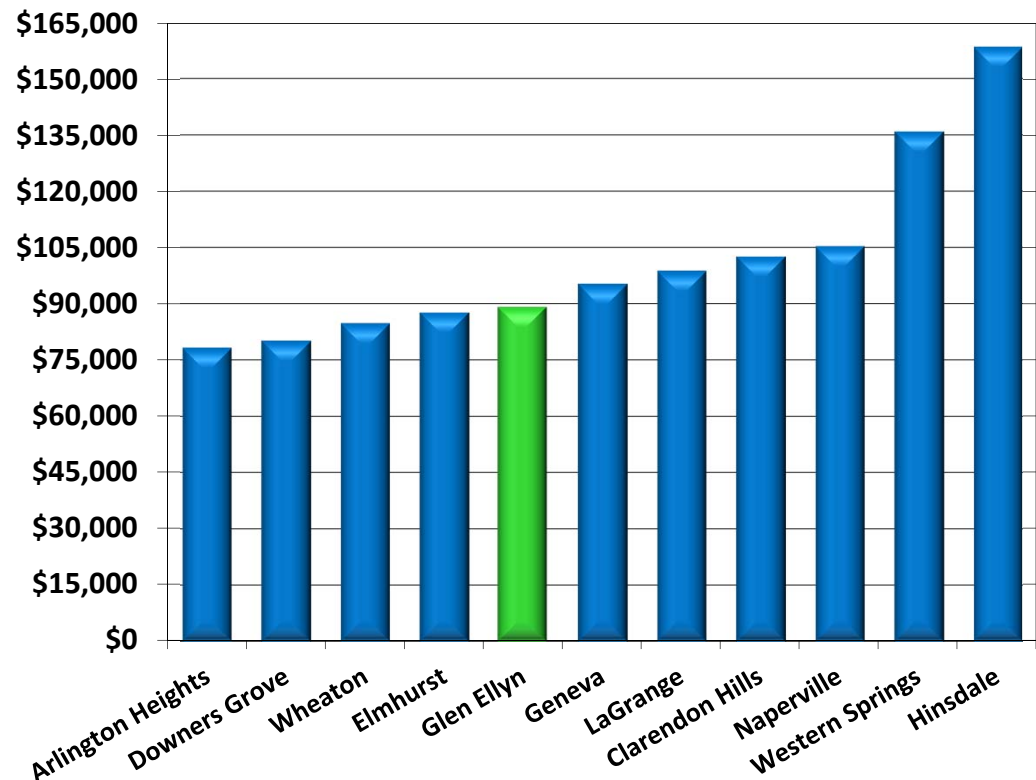
Geneva

Executive Summary

Demographics

- Glen Ellyn is in the middle of the peer group in terms of population and footprint (square miles).
- ***Glen Ellyn is also in the middle of the peer group in terms of median family income.***
- This is consistent with Fiscal 2009

Median Family Income 2013

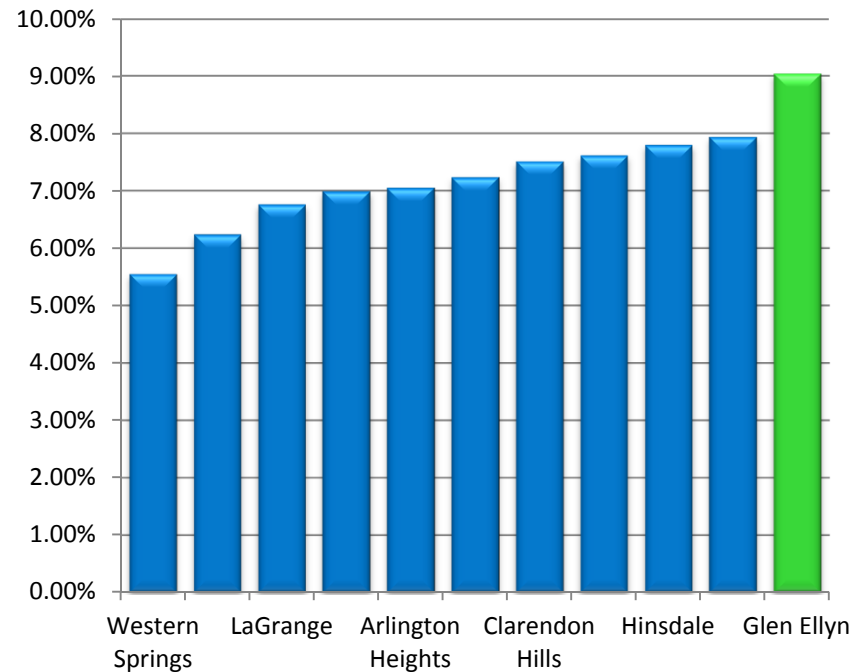


Executive Summary

Property Tax Analysis

- We chose to analyze median property values and property tax rates.
- Glen Ellyn is in middle of the peer group in terms of property values.
- ***Glen Ellyn is at high end of the peer group in terms of total property tax rate.***
- Property taxes for the median value property place Glen Ellyn in the top of the peer group.

**Property Taxes as a % of Median Family Income
2013**

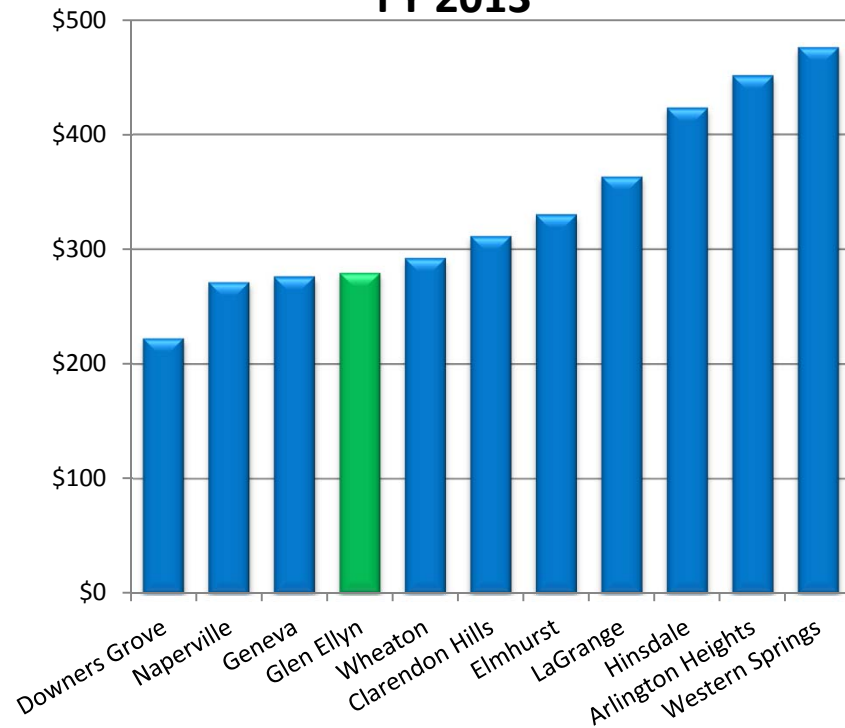


Executive Summary

Property Tax Analysis

- Glen Ellyn is in the middle of the peer group in terms of property taxes going to schools.
- Glen Ellyn is also in the middle of the peer group in terms of property taxes going to park districts.
- ***Glen Ellyn is at the low end of the peer group in terms of property taxes going to the village/library.***

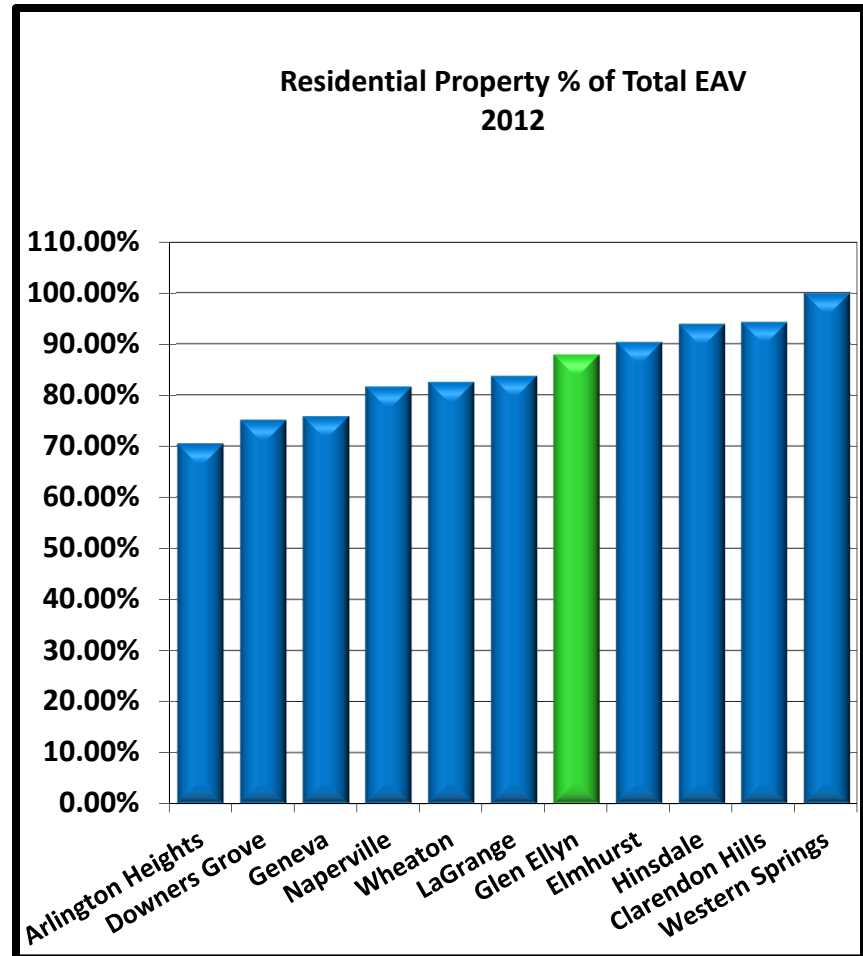
**Property Taxes to Village/City
and Library
Median Value Property
FY 2013**



Executive Summary

Revenue Analysis

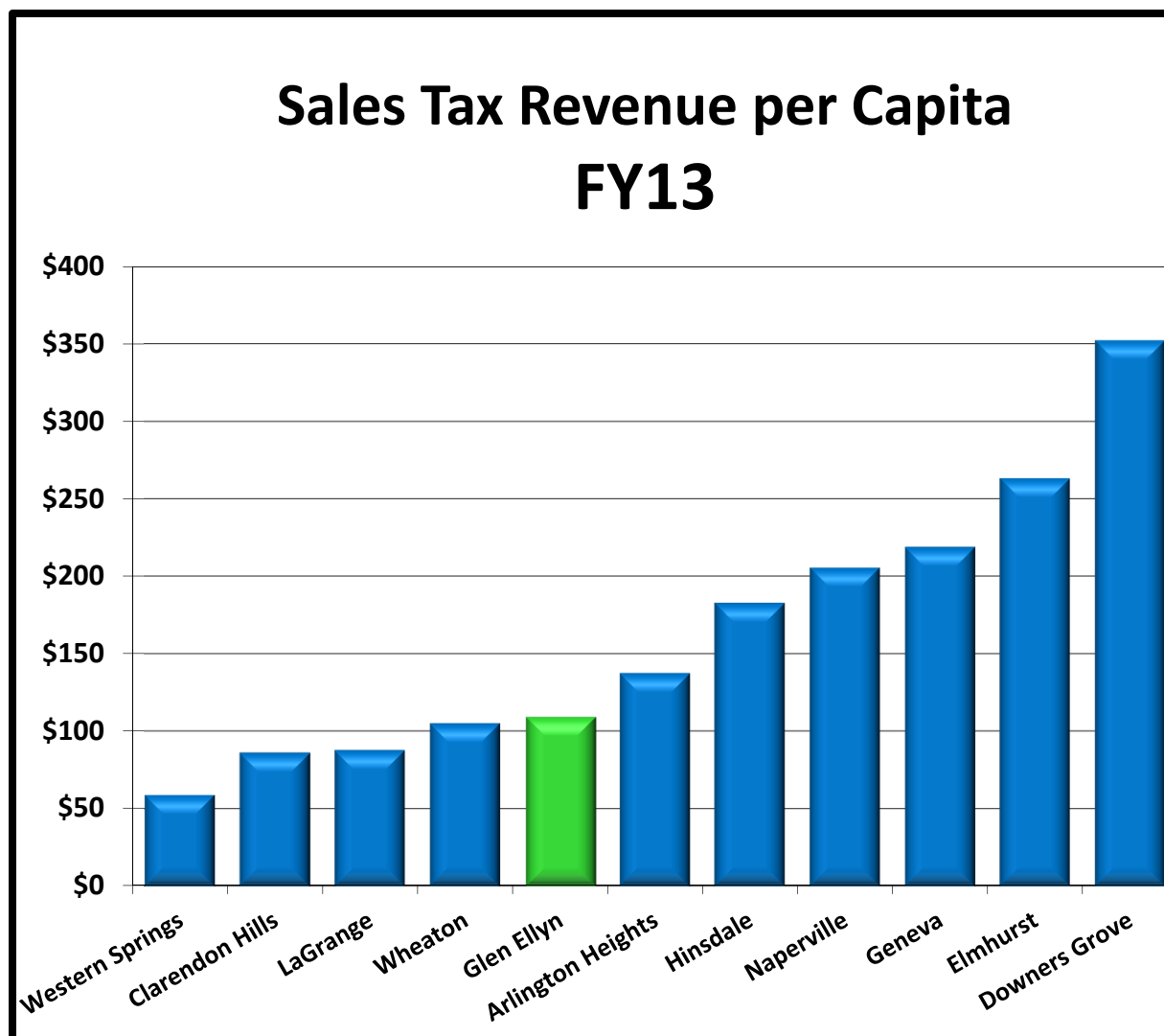
- Property taxes are generated from residential and non-residential (commercial, industrial) property.
- ***Glen Ellyn would benefit from economic revitalization and new development resulting in higher property tax revenues from non-residential sources.***



Executive Summary

Revenue Analysis

- Sales taxes are an important source of revenue – a significant portion of which can be derived from non-residents.
- ***Glen Ellyn has room to improve its sales tax performance on a per capita basis.***

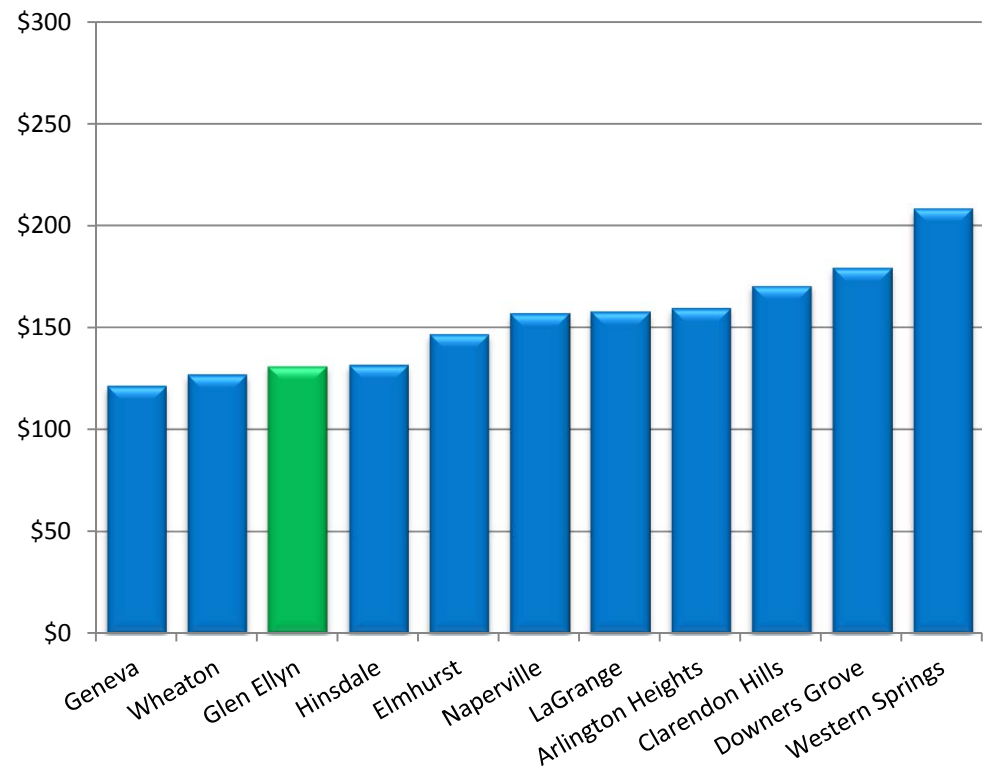


Executive Summary

Expense Management

- ***Glen Ellyn spends less per capita than most of the peer group for general administrative costs.***
- Glen Ellyn spends less per capita than most of the peer group for police protection.
- Glen Ellyn's volunteer fire department saves the Village over \$3 million per year compared to the peer group.

**General Government Expenditures
per Capita
FY 2013**

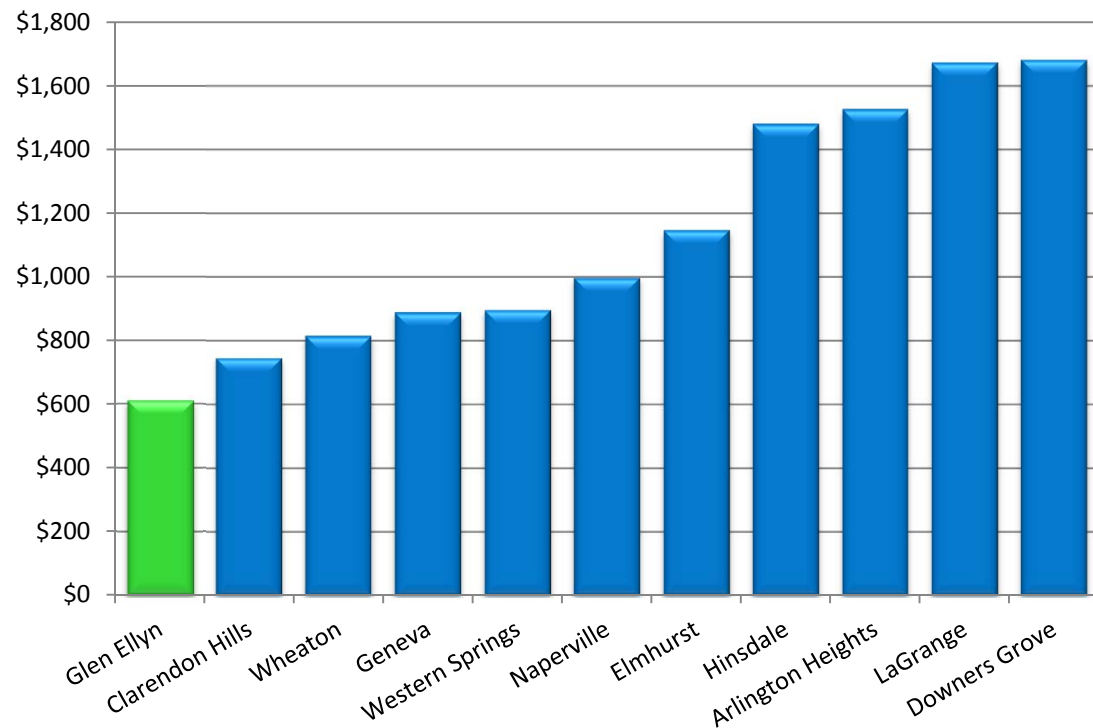


Executive Summary

Pension and OPEB Funding

- Pension and OPEB costs are one of the largest and fastest growing expense items for many municipalities.
- ***However, on a per capita basis, Glen Ellyn's unfunded pension and OPEB liability is at the low end of the peer group.***

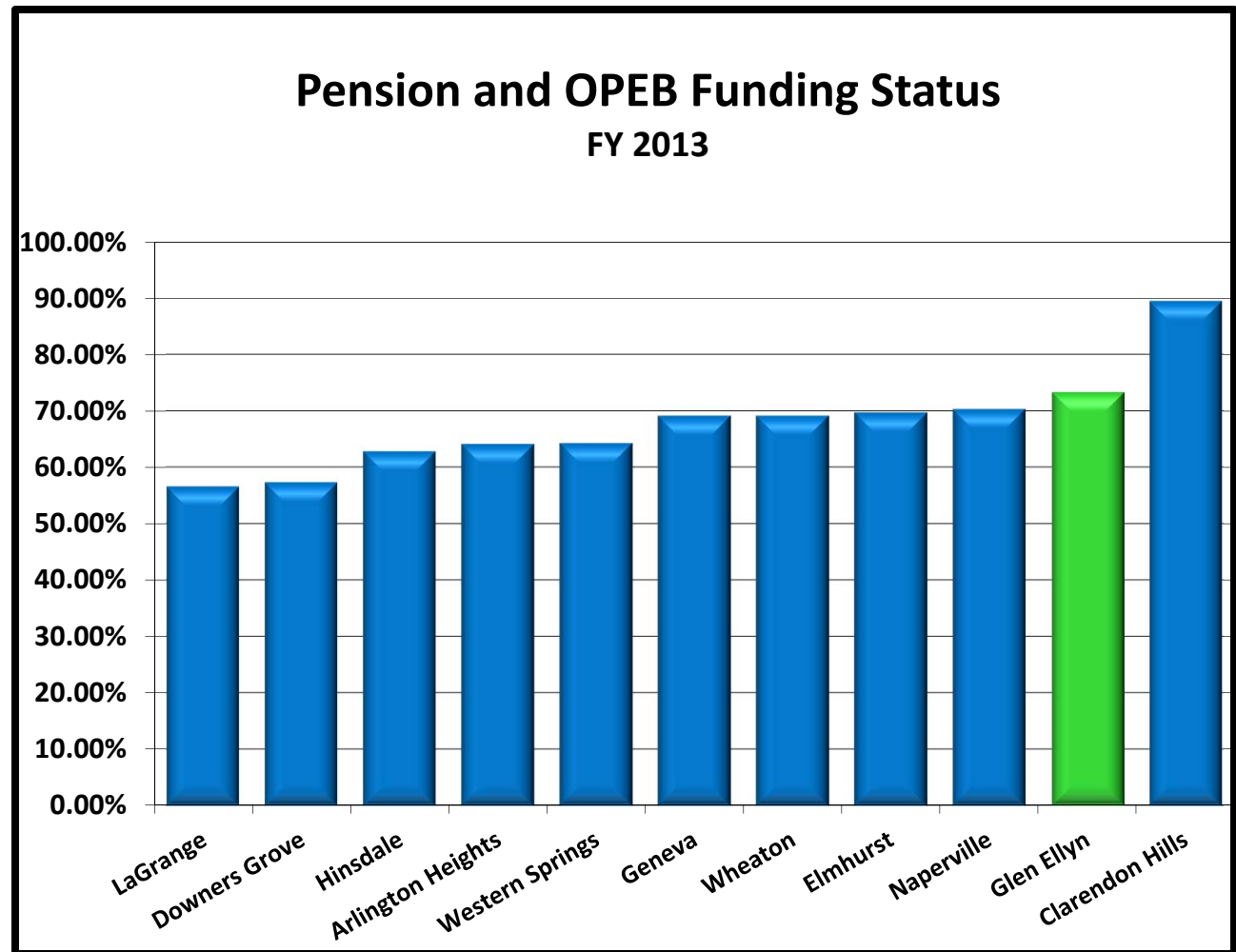
**Unfunded Pension Fund Liability (UAAL)*
per Capita
FY 2013**



Executive Summary

Pension and OPEB Funding

- Glen Ellyn, like most of the peers, has funded approximately 70% of its total pension and OPEB obligation.***

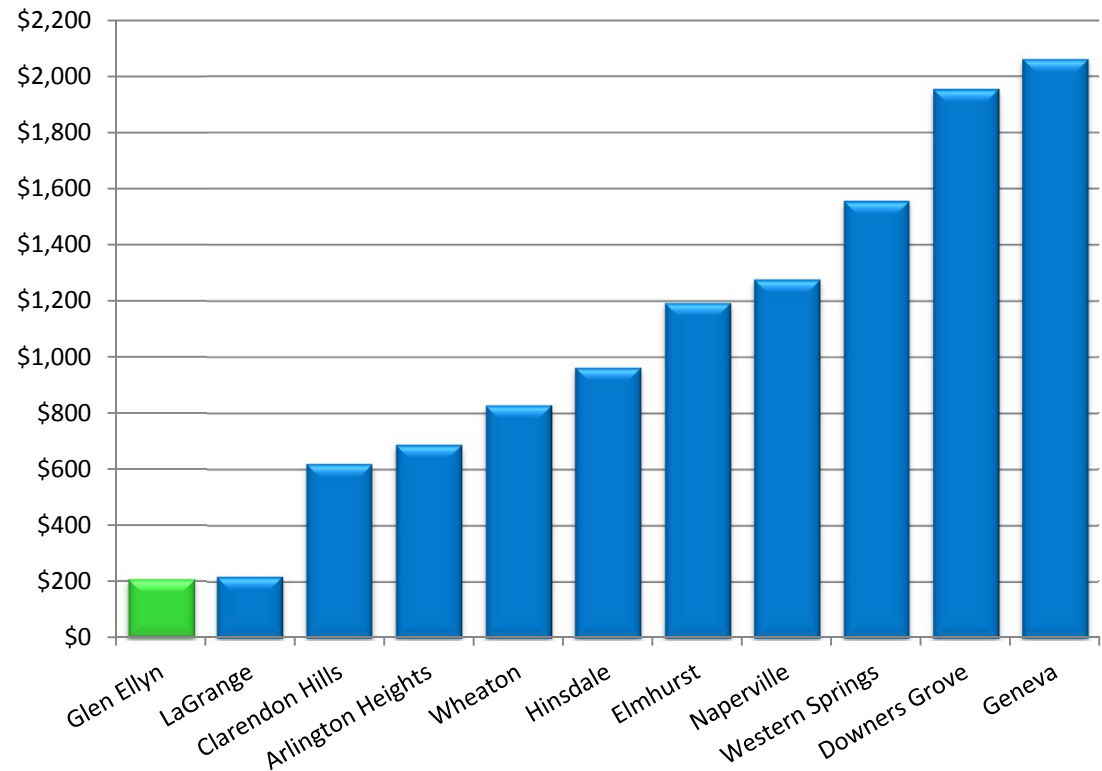


Executive Summary

Credit Strength

- Glen Ellyn maintains a healthy reserve balance in its General Fund.
- Glen Ellyn has one of the lowest ratios of debt to total property value among the peers.
- ***Glen Ellyn has one of the lowest levels of debt per capita among the peers.***

Debt per Capita
FY 2013



Conclusions

- Glen Ellyn is in a strong financial position with less debt and lower unfunded pension obligations than most of the peers.
- Glen Ellyn's spending per capita for fire protection is one of the lowest of the peer group.
- Annual spending per capita on police protection and general administrative expenses is also among the lowest of the peer group.
- While Glen Ellyn's sales tax revenues are more stable than the peers, economic revitalization and new development is desirable to generate more non-residential property taxes and more sales tax revenue.

Conclusions

(continued)

- This study provides meaningful perspective on Glen Ellyn's performance relative to a group of peers. This information, in conjunction with the Five Year Financial Forecast, is critical for evaluating past performance and setting long term policy/goals.
- This study can be improved by continuing to analyze all revenue and expense categories over five or ten years. It may also be desirable to make modest refinements to the peer group over time.
- The effort required to produce this report is substantial but it is worth the investment. The Finance Commission looks for direction from the Village Board on the frequency of future reports.

II. Peer Communities

Peer Communities

- Selection criteria
 - Commuter train service
 - Downtown business district
 - Often considered along with Glen Ellyn by new home buyers
- Ten peers selected

DuPage Co.

Clarendon Hills
Downers Grove
Elmhurst
Hinsdale
Naperville
Wheaton

Cook Co.

Arlington Heights
LaGrange
Western Springs

Kane Co.

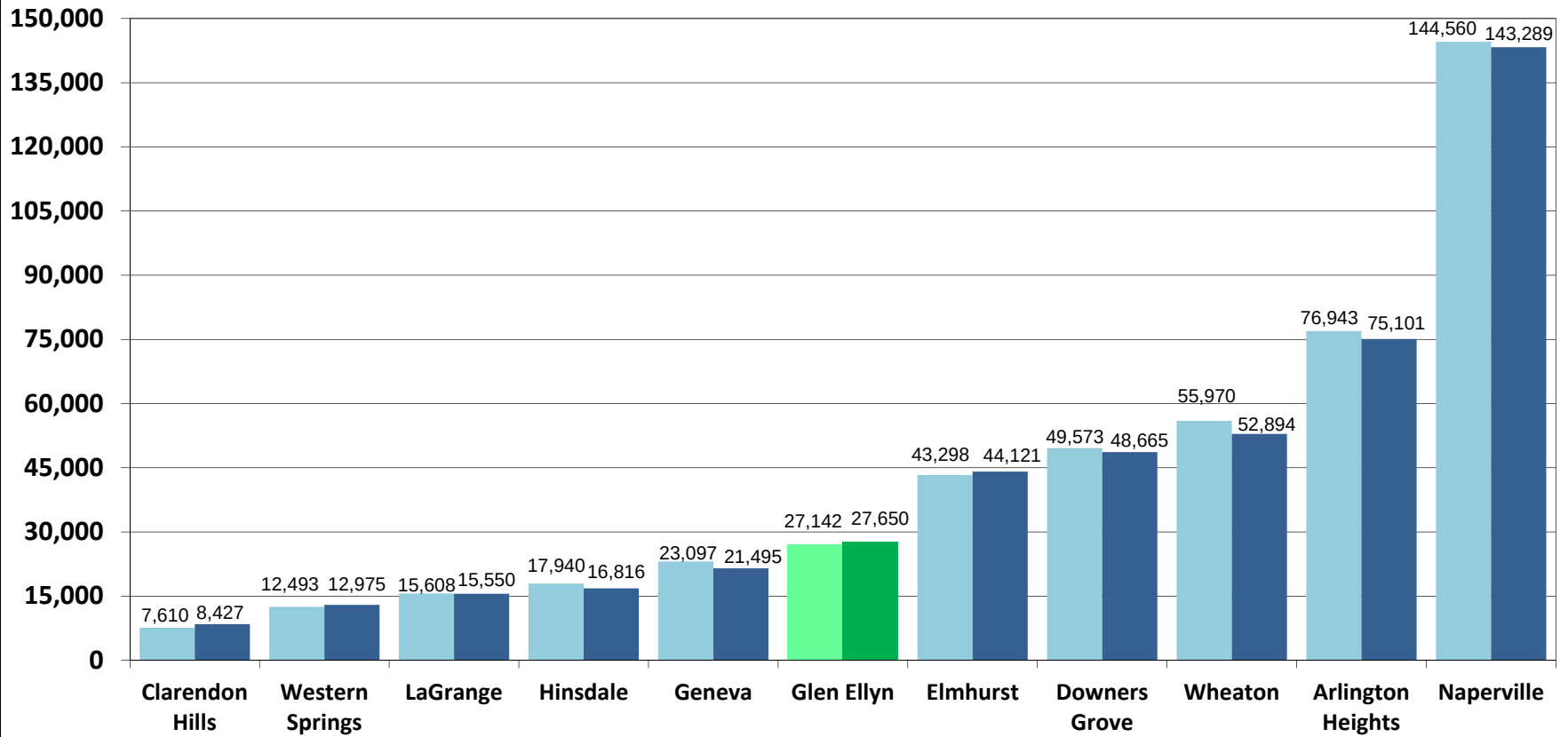
Geneva

Peer Comparisons Can Be Tricky

- Different sizes
- Different service offerings
 - Glen Ellyn has a volunteer fire department
 - Village Links included in Glen Ellyn village finances
 - Park fees included in Hinsdale village finances
 - Etc.
- Different mix of residential and commercial property
- Different methods for calculating property taxes
- Different real estate values

Population

FY 2009 and FY 2013

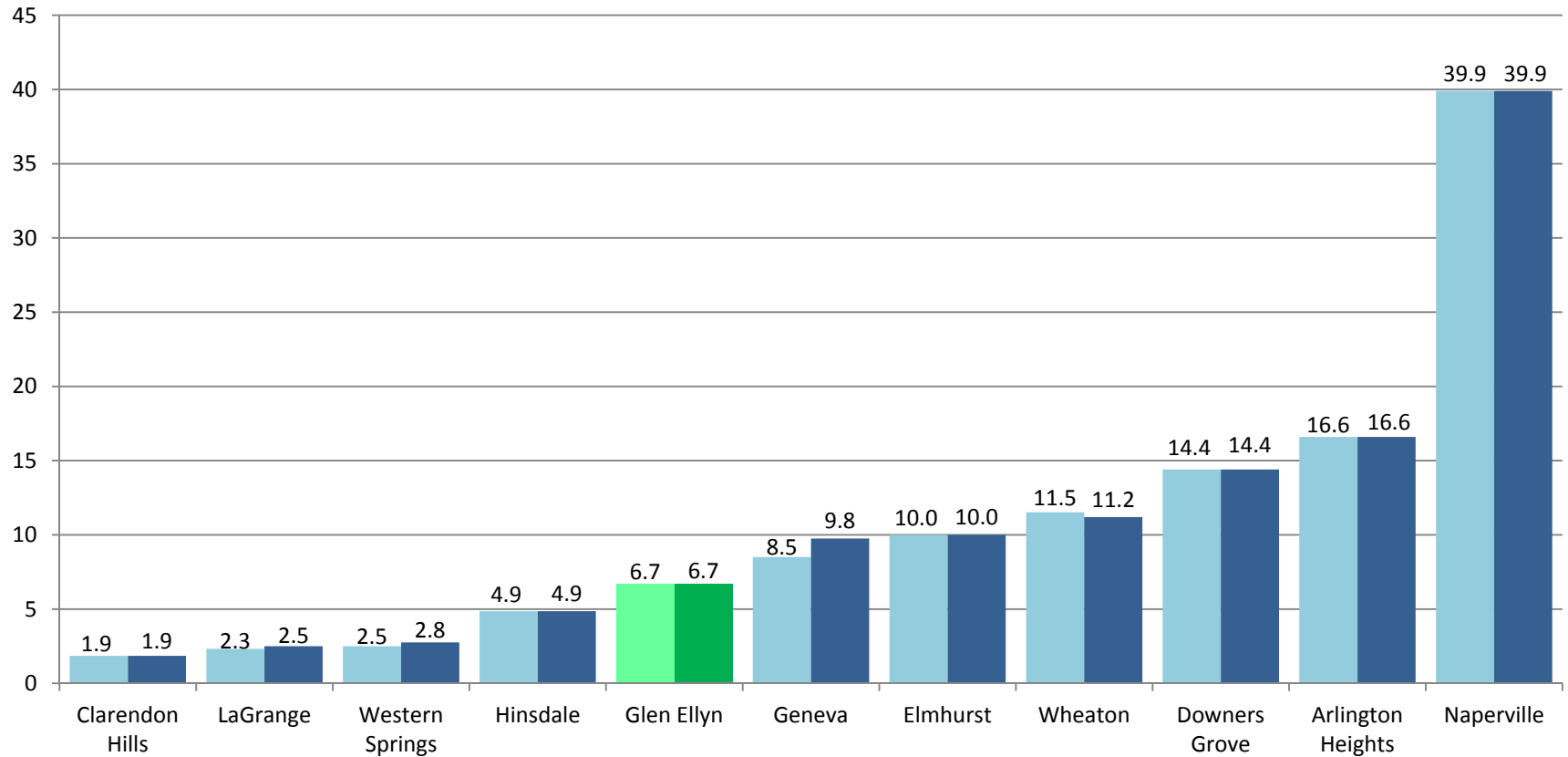


Source: Comprehensive Annual Financial Reports

Footprint

Square Miles

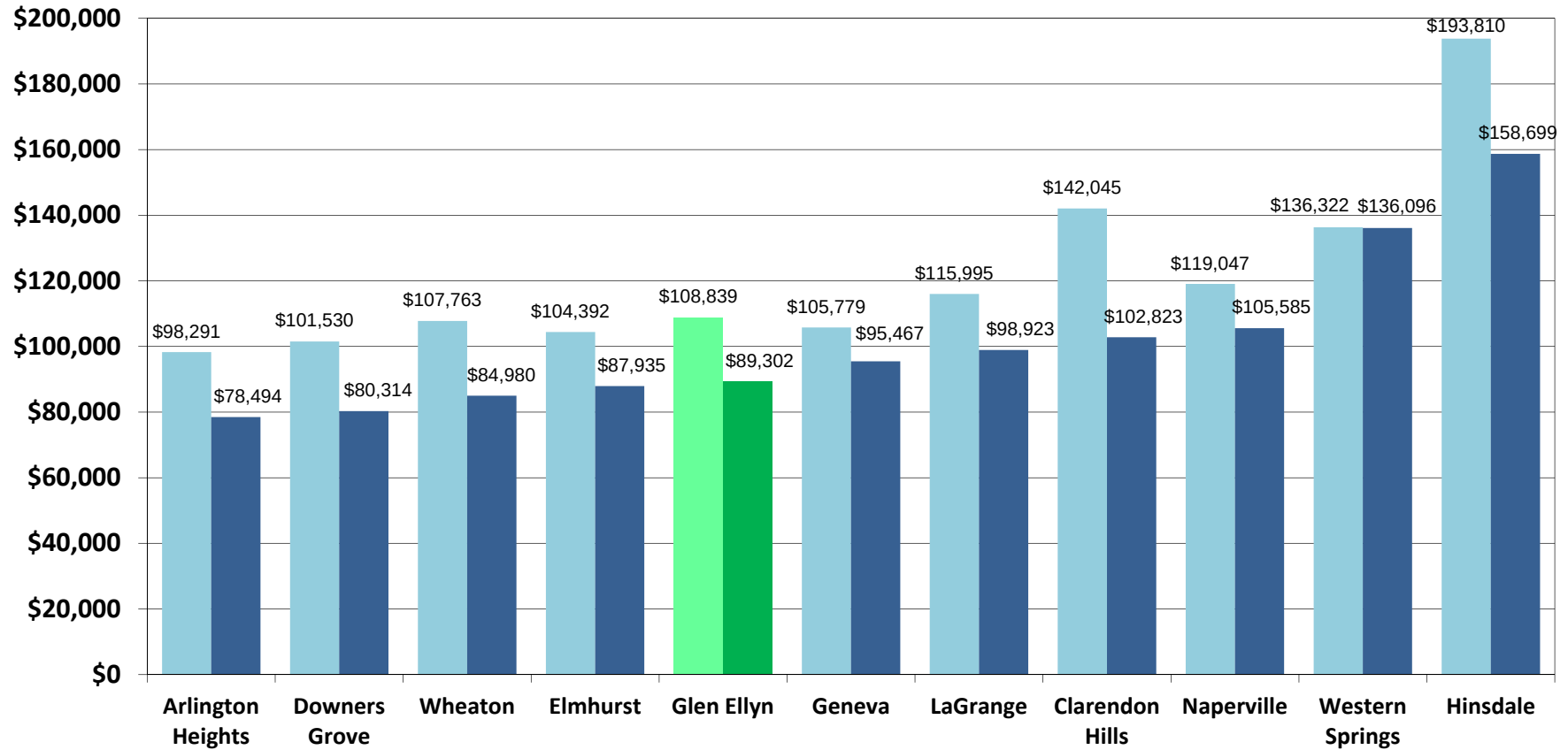
FY 2009 and FY 2013



Source: Comprehensive Annual Financial Reports

Median Family Income

FY 2009 and FY 2013



Source: US Census Bureau

III. Basic Property Tax Information for Glen Ellyn

Sample 2013 Glen Ellyn Property Tax Bill

Tax Calculations Include Effect of Exemptions



2013 DU PAGE COUNTY (2012 Taxes) REAL ESTATE TAX BILL

2012 Rate*	District	Taxes	%
3.5720	Grade School District #41	4,423	45.3%
2.2868	High School District #87	2,832	29.0%
0.5213	Village of Glen Ellyn	645	6.6%
0.4114	Glen Ellyn Park District	509	5.2%
0.3276	Glen Ellyn Public Library	406	4.2%
0.2681	College of DuPage #502	332	3.4%
0.1929	DuPage County	239	2.4%
0.1542	DuPage Forest Preserve	191	2.0%
0.1159	Milton Township	144	1.5%
0.0168	DuPage Airport Authority	21	0.2%
<u>0.0103</u>	Glen Ellyn Mosquito District	13	0.1%
7.8773		\$ 9,755	100.0%

* Per \$100 of assessed value.

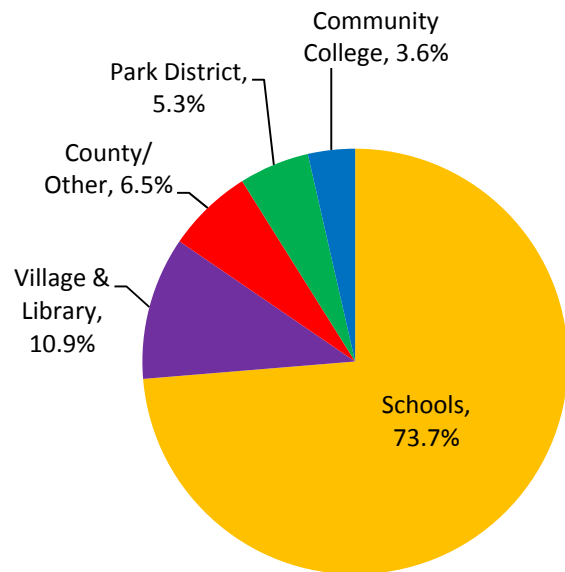
Equalized Assessed Value = \$129,820

Fair Cash Value - \$389,500

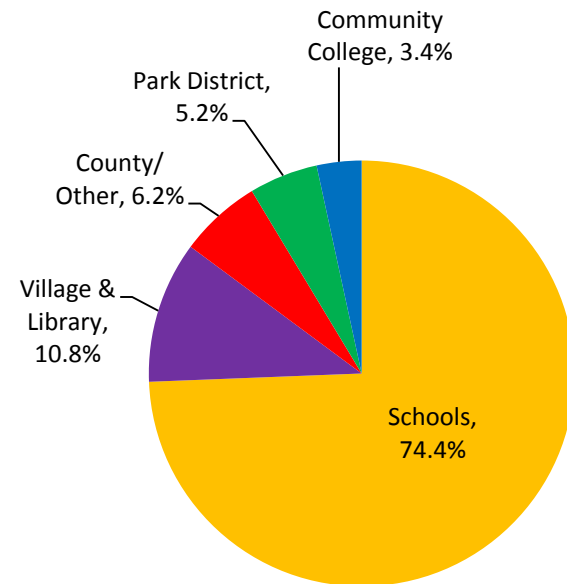
Glen Ellyn Median Value = \$373,600

Glen Ellyn Property Tax Bill

2009

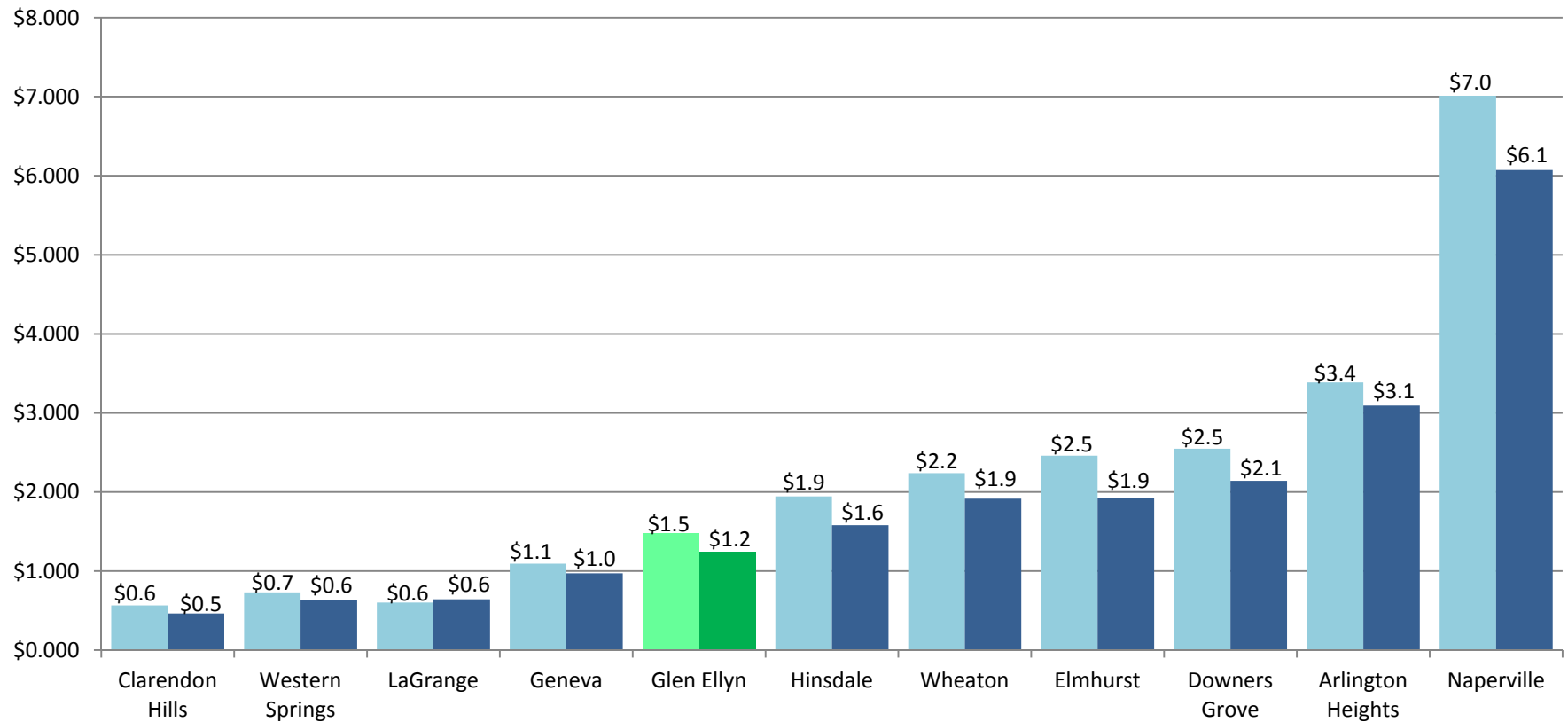


2013



IV. Property Taxes

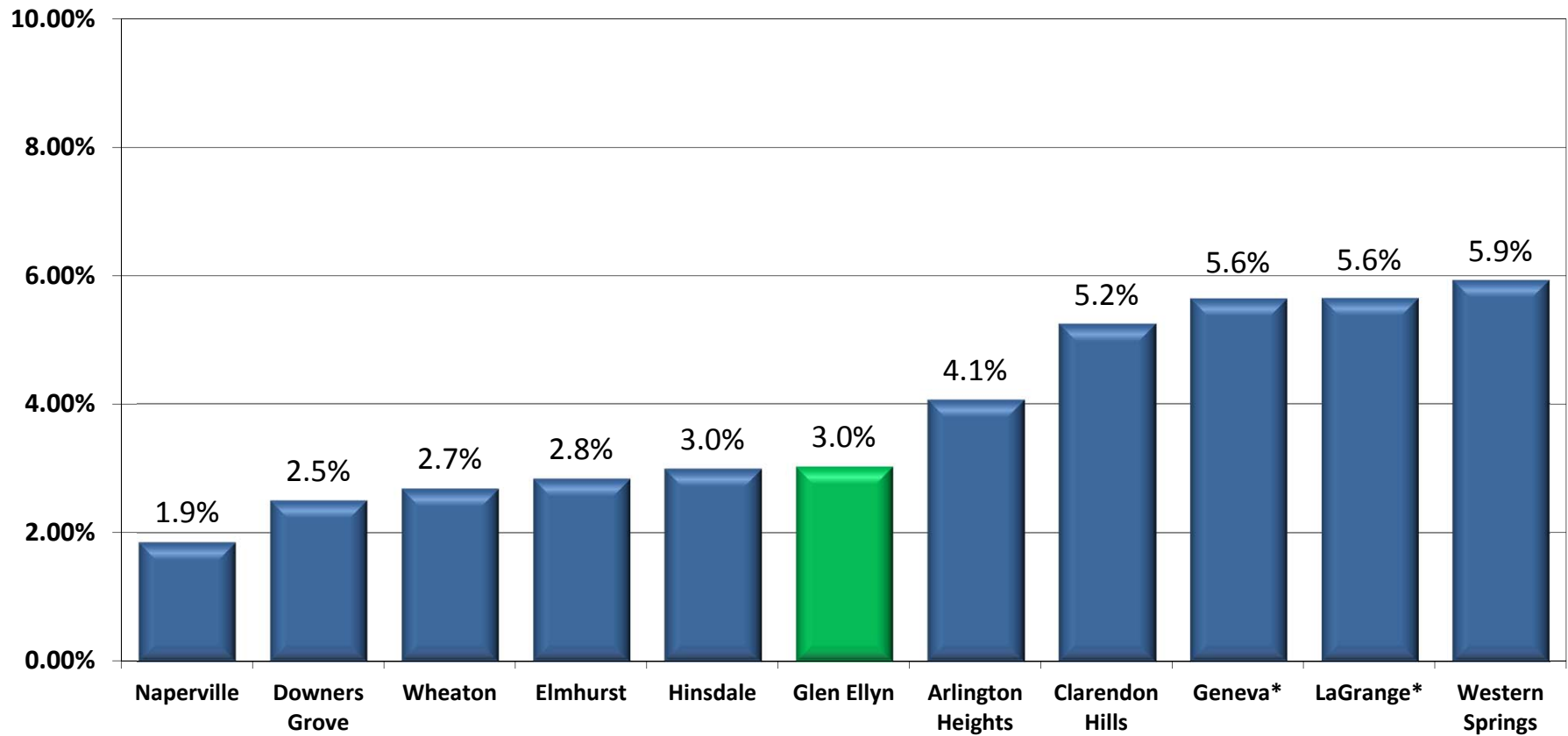
Total Equalized Assessed Value (EAV) 2008 and 2012 (in Billions)



Source: Comprehensive Annual Financial Reports

2012 EAVs are reflected in property tax bills issued in 2013
2008 EAVs are reflected in property tax bills issued in 2009

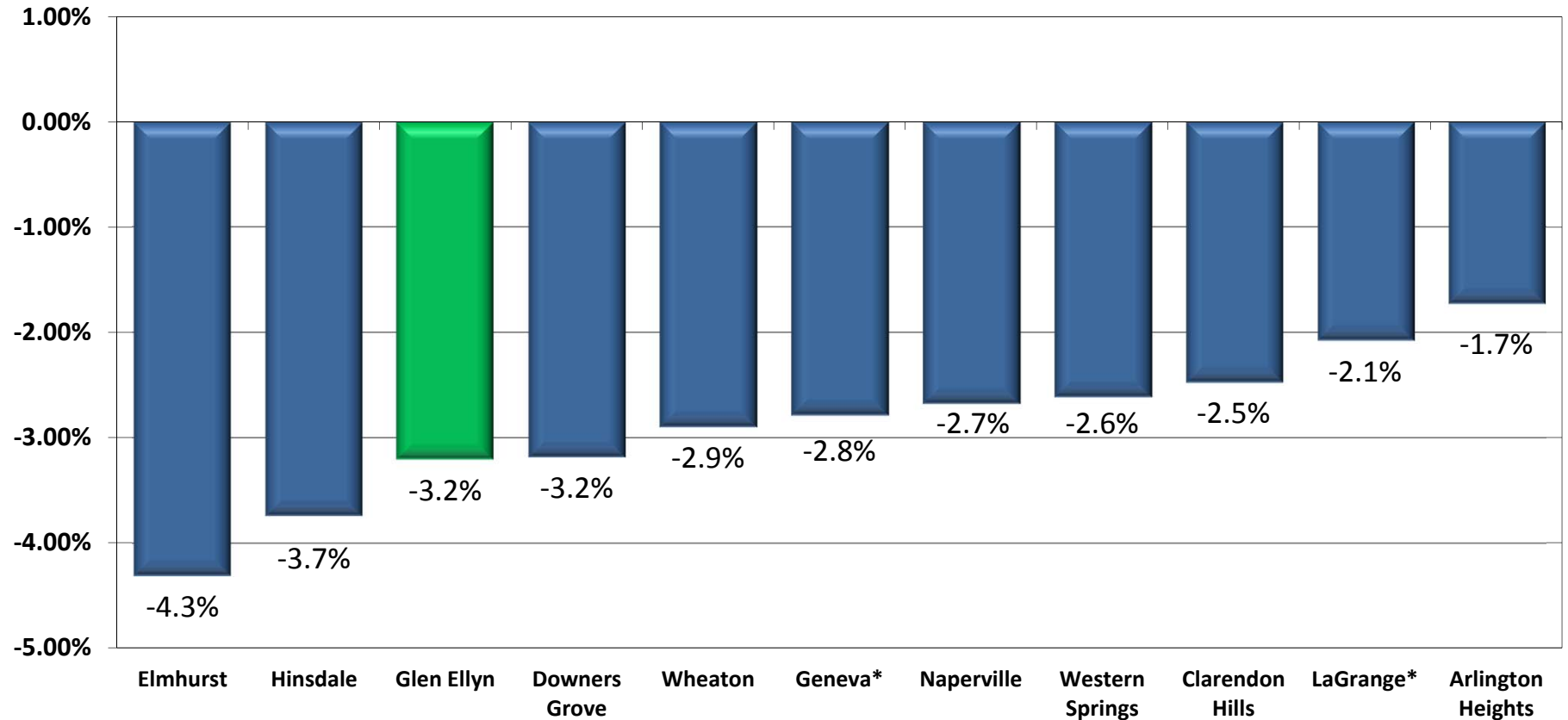
Average Annual Growth in EAV 2003 - 2012



Source: Comprehensive Annual Financial Reports

* 2002 – 2011 (most recent available)

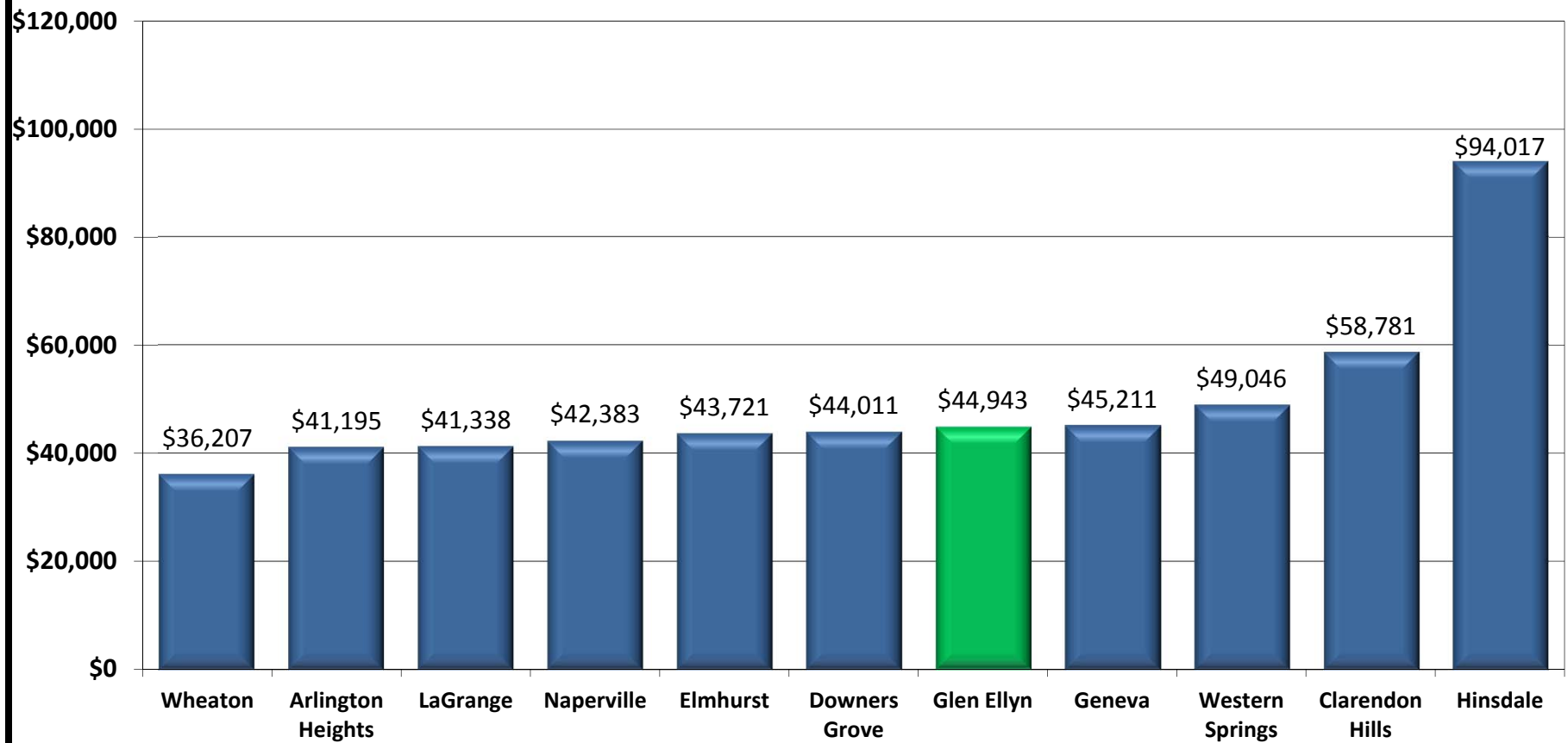
Average Annual Growth in EAV 2008 - 2012



Source: Comprehensive Annual Financial Reports

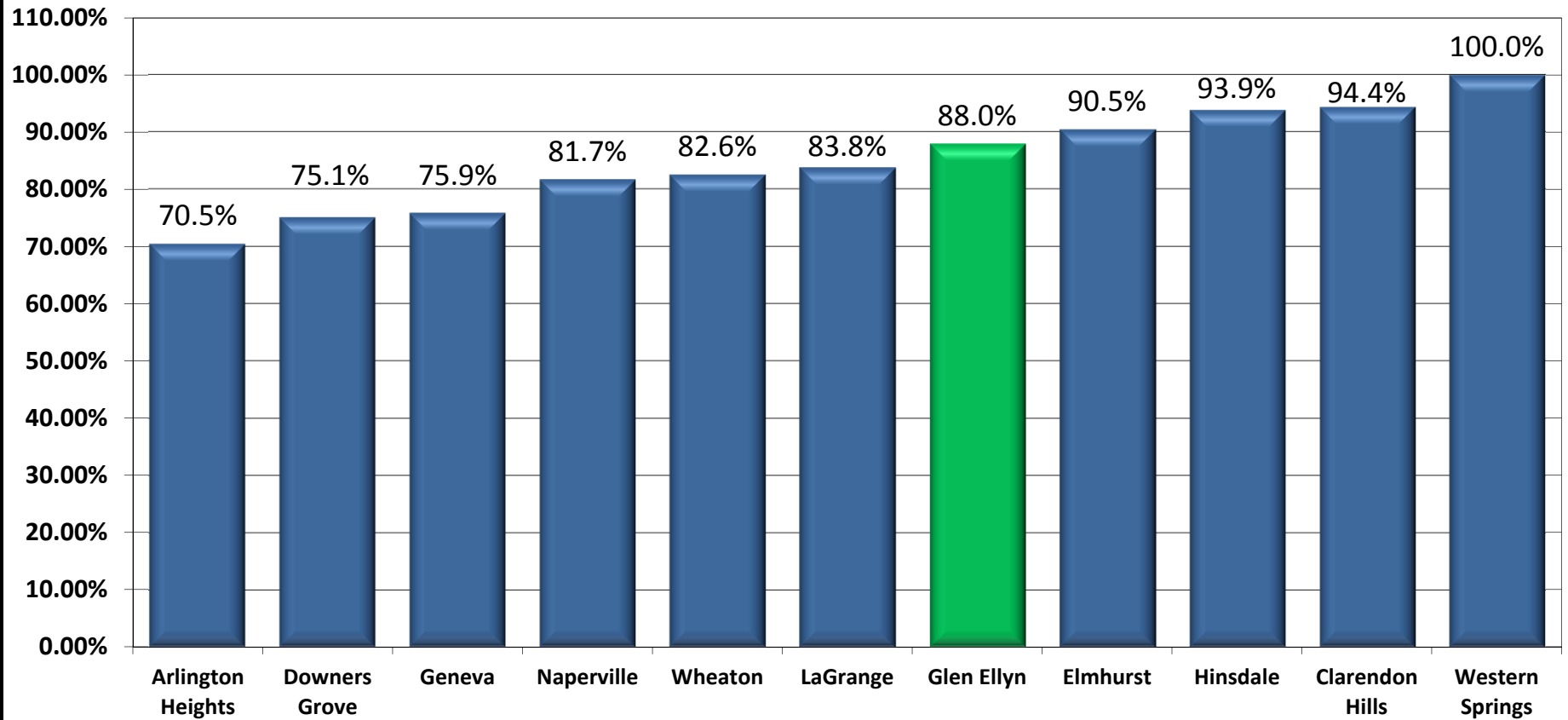
* 2008 – 2011 (most recent available)

EAV per Capita 2012



Source: Comprehensive Annual Financial Reports

Residential Property % of Total EAV 2012



Source: Comprehensive Annual Financial Reports

Note: Western Springs does not present residential and non-residential in the Village's CAFR.

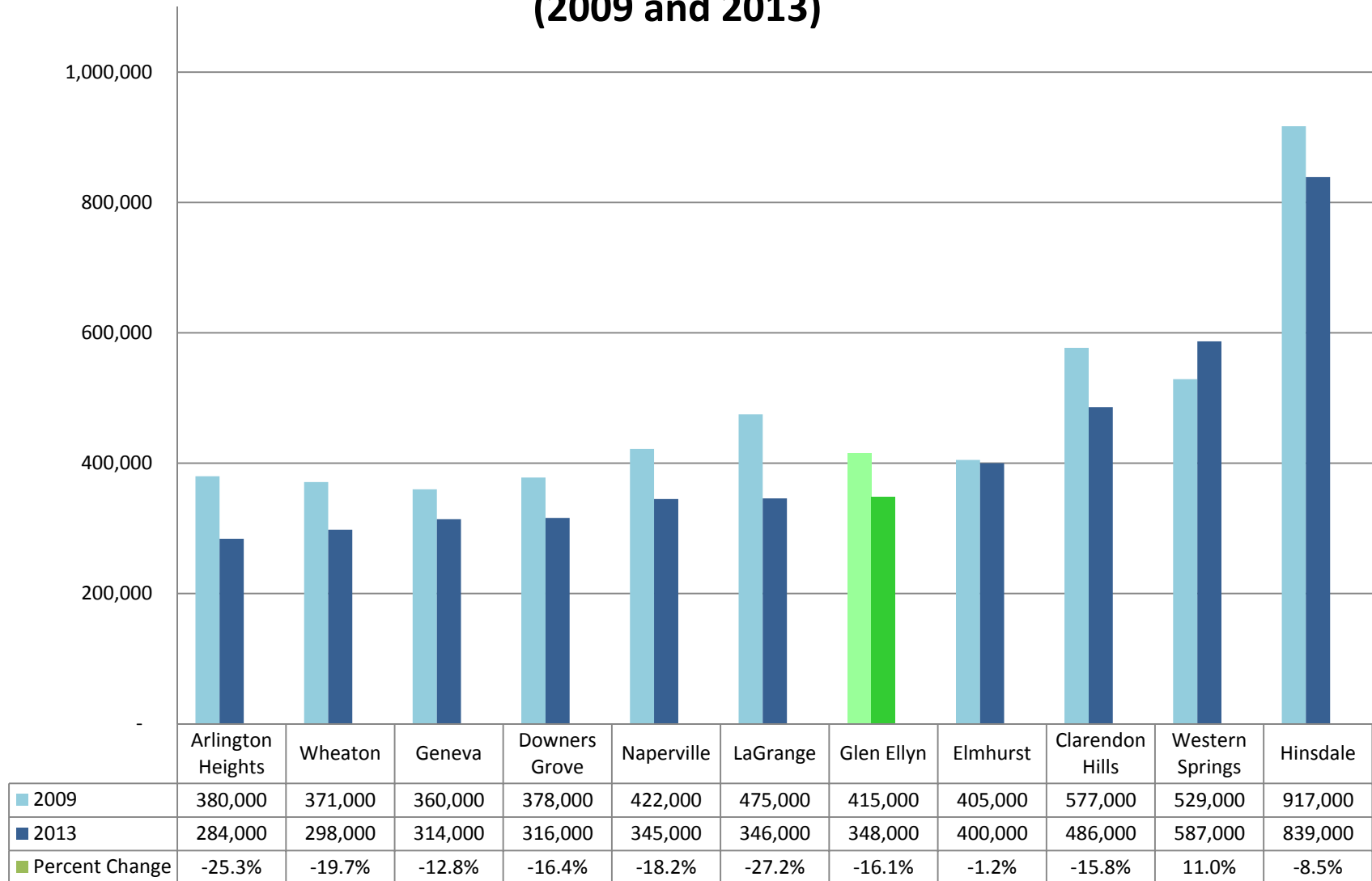
Comparing Property Taxes

- Two methods for comparing property taxes
 - Constant value (e.g., \$400,000)
 - Median value for each community
- Constant value method highlights differences in tax rates only
- Median value method highlights differences in tax rates AND differences in property values
- Median value method produces more accurate picture of actual property tax bills in each community – and this is the method used herein

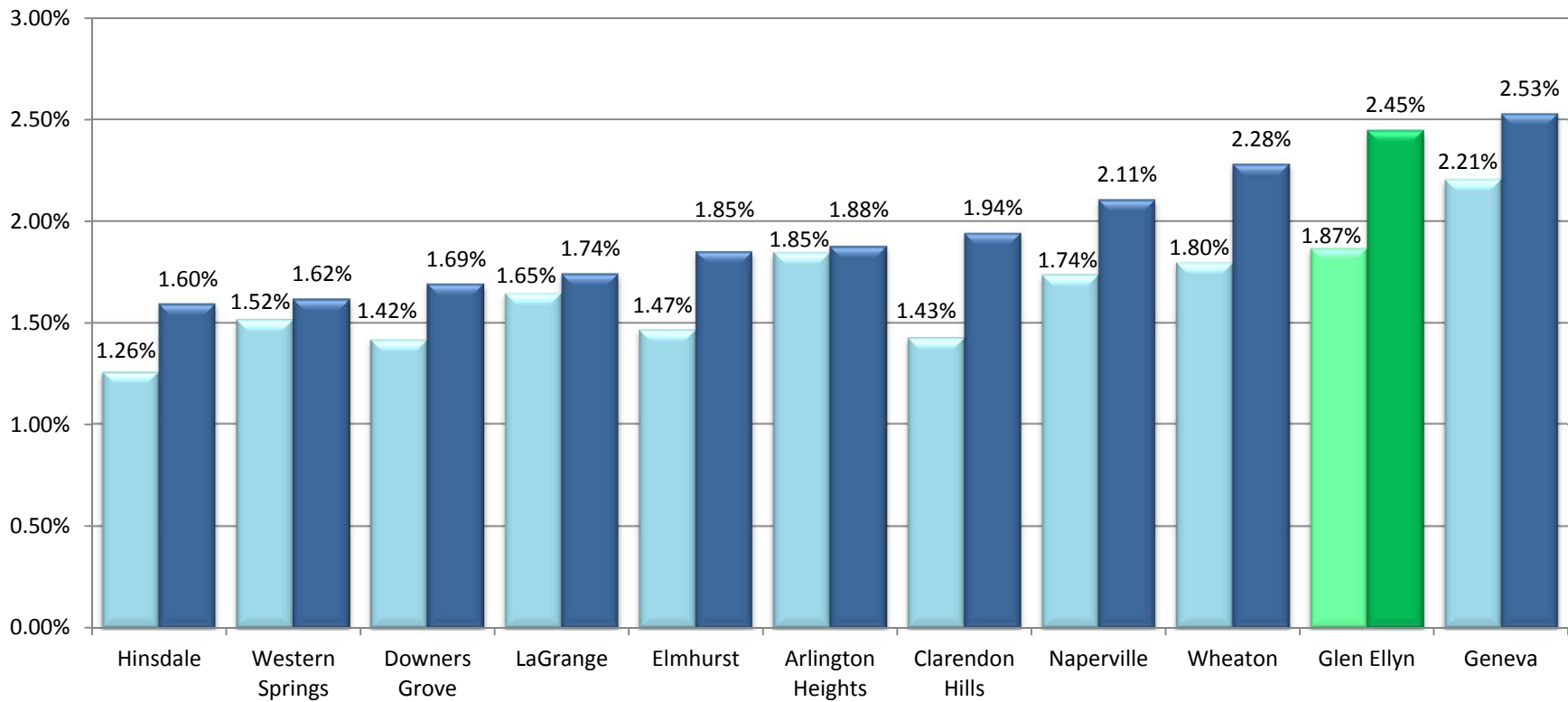
Calculating Median Property Values

- Focus is on detached single family properties only (excludes townhomes/condos)
- Approximately 85% of residential property taxes are generated from single family detached properties in Glen Ellyn and the peer communities
- Information collected on all sales of single family detached properties in Glen Ellyn and peers for 2008 and 2013
- Median value calculated for each community for each year
- Property tax bills are based on three-year average of assessed value

Median Property Values (2009 and 2013)

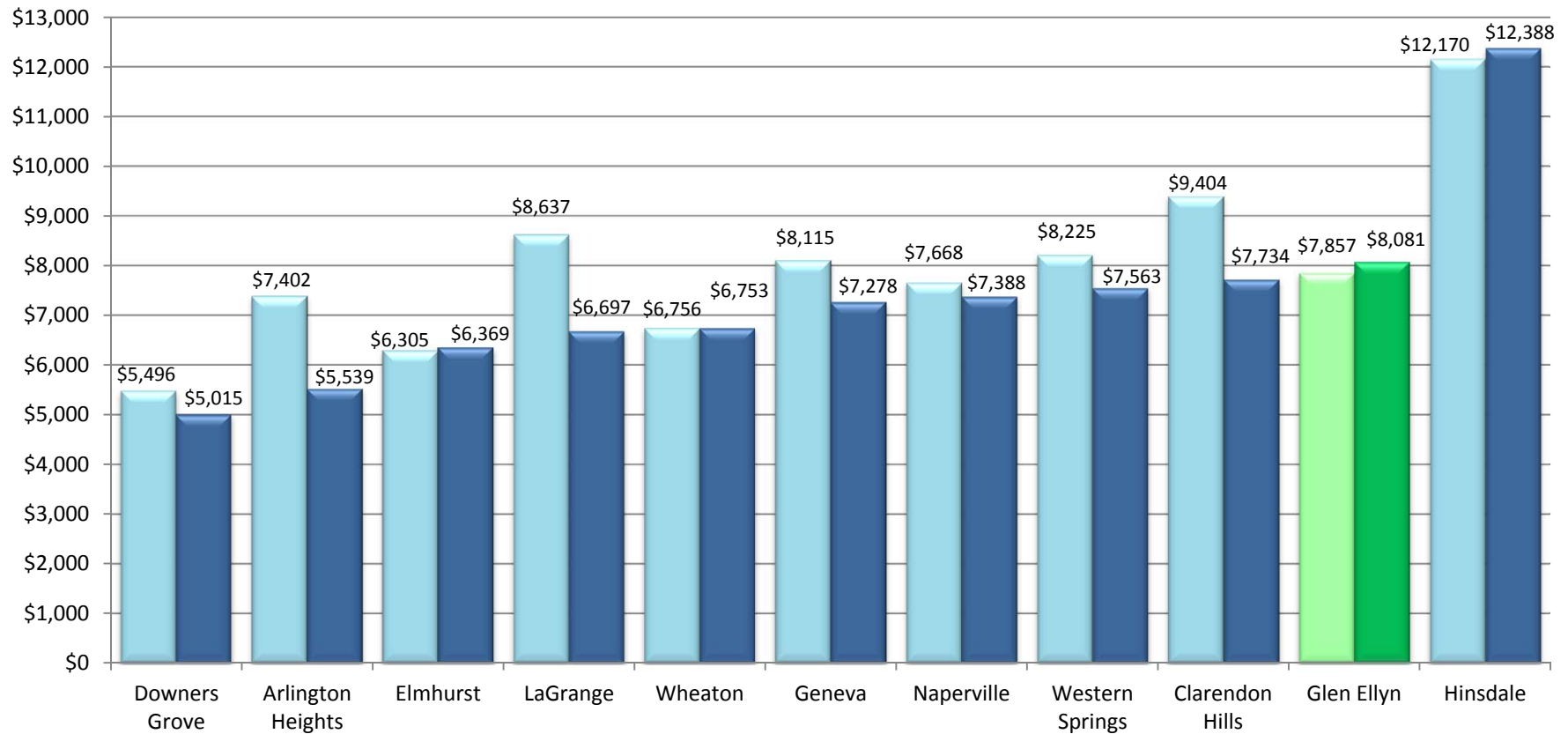


Total Property Tax Rate as a % of Property Value FY 2009 and 2013



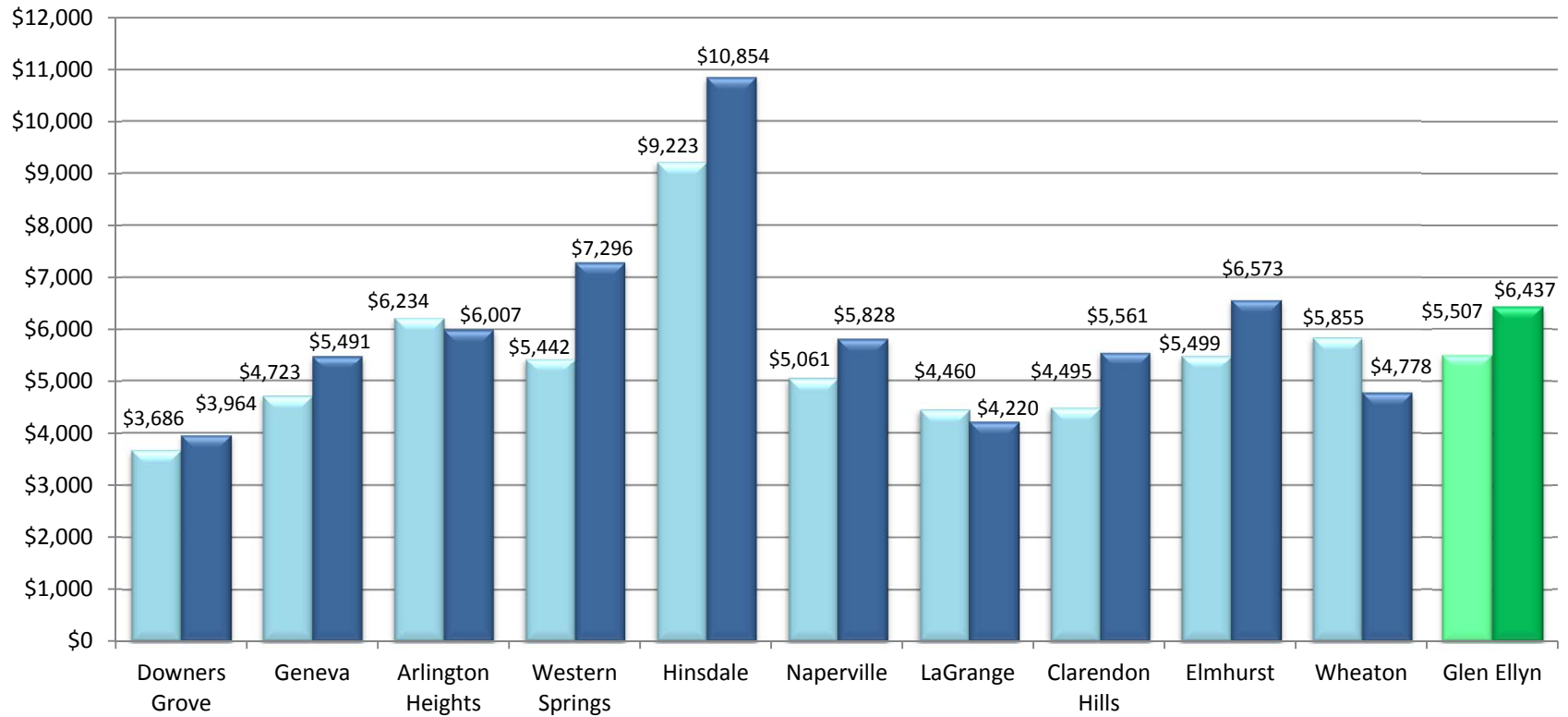
Total Property Taxes

FY 2009 and 2013

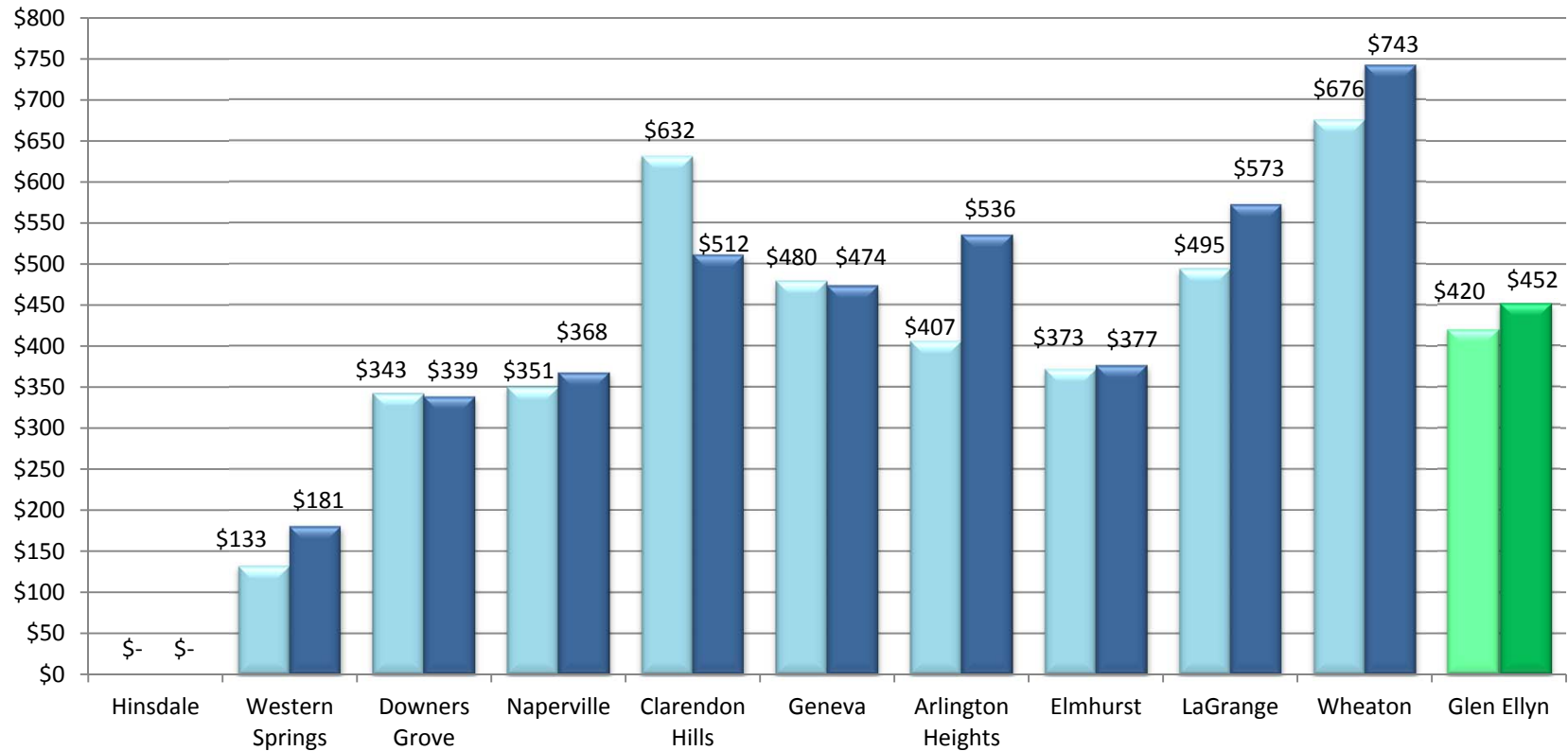


Note: 2013 data was obtained from Zillow. Discrepancies may arise as the amounts used show property taxes for a median property value home in the year presented – 2009 and 2013 data may not represent the same property.

Property Taxes to Schools Median Value Property FY 2009 and FY 2013

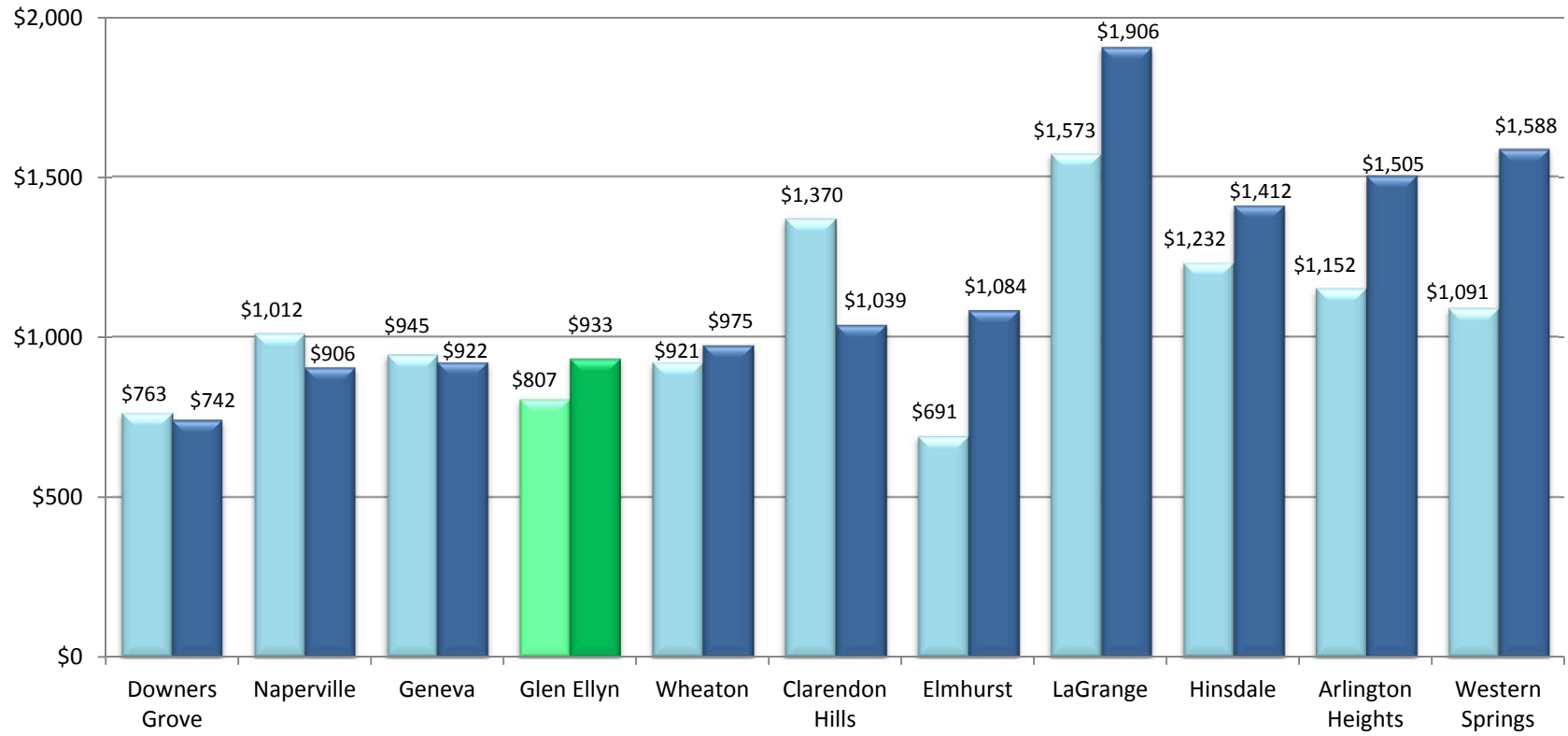


Property Taxes to Park District Median Value Property FY 2009 and FY 2013



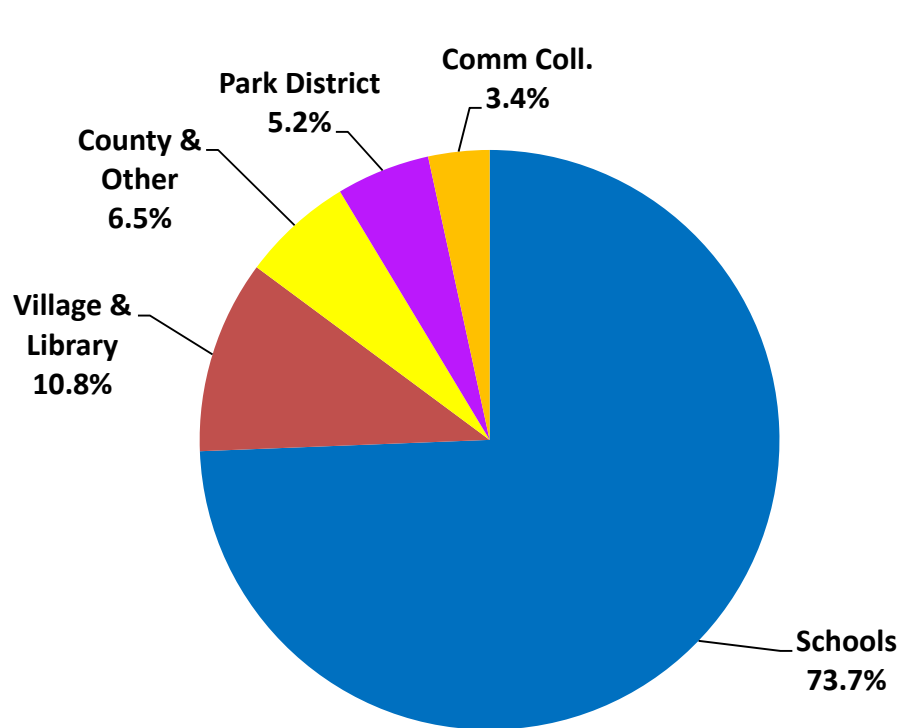
Note: Hinsdale park taxes are included in village taxes.

Property Taxes to Village/City and Library Median Value Property FY 2009 and FY 2013

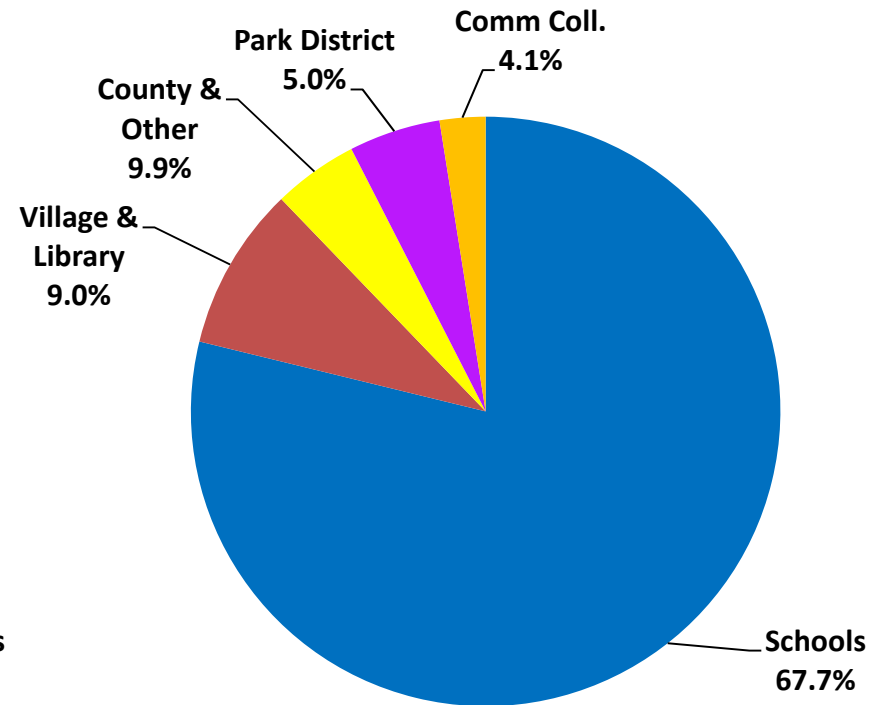


Note: Hinsdale park taxes are included in village taxes.

Breakdown of 2013 Property Taxes

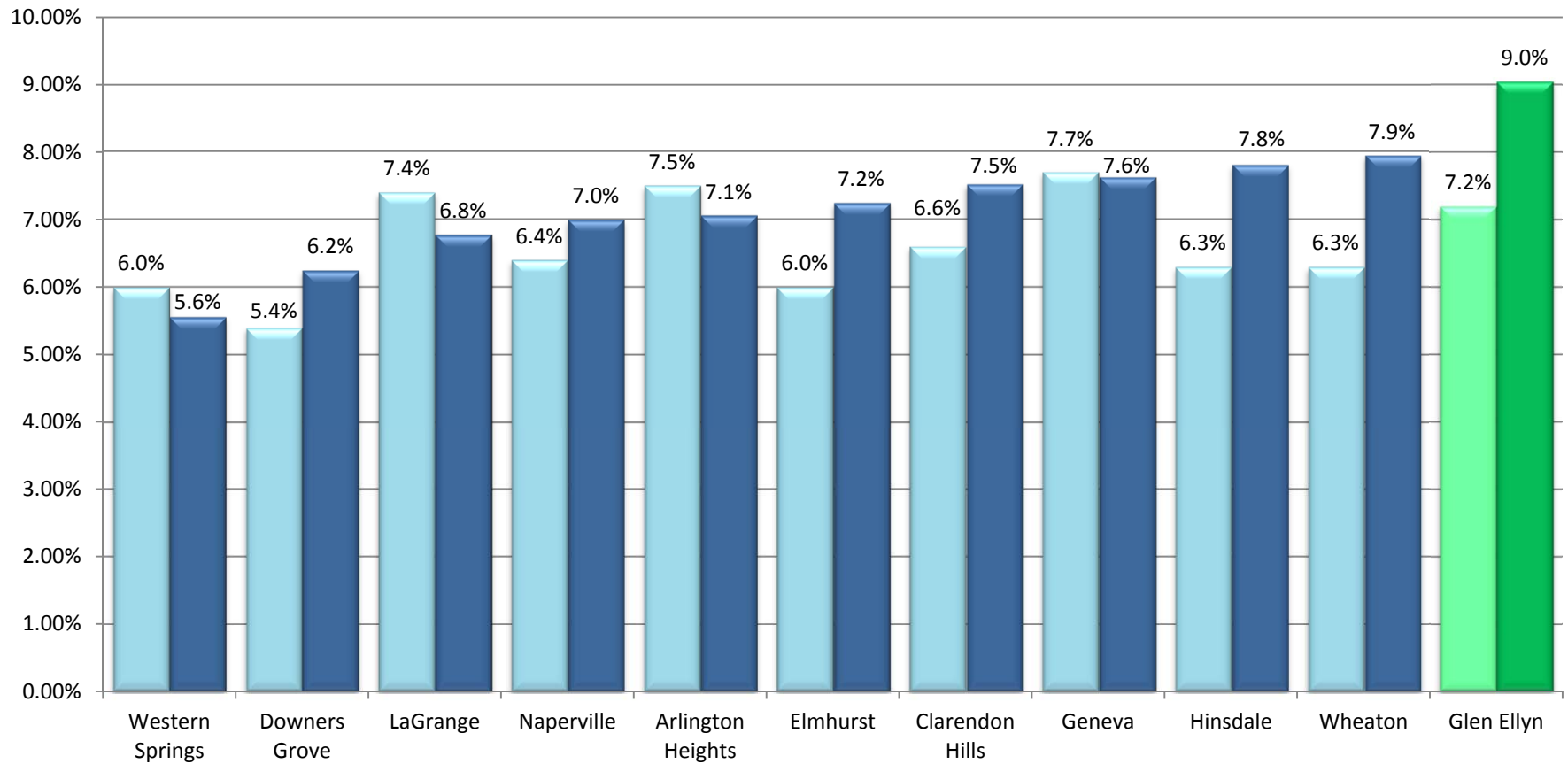


Glen Ellyn



Average of 10 Peers

Property Taxes as a % of Median Family Income FY 2009 and 2013



V. Revenue

Revenue Sources

- **Property taxes** – the portion of each property tax bill that goes directly to the village.
- **Sales taxes** – each village receives a standard portion of the state sales tax collected on transactions in their community plus the full amount of any special sales tax charged by that particular village.
- **Utility taxes** – local taxes levied on telecommunications, electricity and natural gas.
- **Income taxes** – each village receives a standard amount of the income taxes collected by the state of Illinois based on the number of residents in the village.
- **Motor fuel taxes** – are received by all municipalities on a per capita basis from the state gasoline tax. An additional local tax can be added.

These five sources make up approximately 75% of all governmental fund revenues for Glen Ellyn.

- **Other revenues** – Remaining 25% comes from charges for services, licenses & permits, fines, grants and interest income.

Key Revenue Matrix

	Home Rule?	Special Sales Tax	Utility Tax - Telecom	Utility Tax - Electric ¹	Utility Tax - Gas	Motor Fuel Tax*	Local Motor Fuel Tax ²	Food & Beverage Tax	Real Estate Transfer Tax ³
Arlington Heights	Y	1.00%	6.0%	.377¢	2.4¢	X		1.25%	
Clarendon Hills	N		6.0%	.628¢	5.0%	X		1.00%	
Downers Grove	Y	1.00%	6.0%	.403¢	1.5¢	X	0.03		
Elmhurst	Y	0.75%	6.0%	.562¢	1.5¢	X		1.00%	\$ 1.50
Geneva	N	0.50%	6.0%		5.0%	X			
Glen Ellyn	Y	1.00%	6.0%	.569¢	2.0¢	X			\$ 3.00
Hinsdale	N	1.00%	6.0%	.628¢	5.0%	X		1.00%	
LaGrange	N	0.25%	4.0%	.353¢	3.0%	X			
Naperville	Y		5.0%	.538¢	4.0¢	X	0.02	1.00%	\$ 3.00
Western Springs	N		6.0%	.581¢	5.0%	X			
Wheaton	Y	1.00%	6.0%	.628¢	3.0¢	X			\$ 2.50

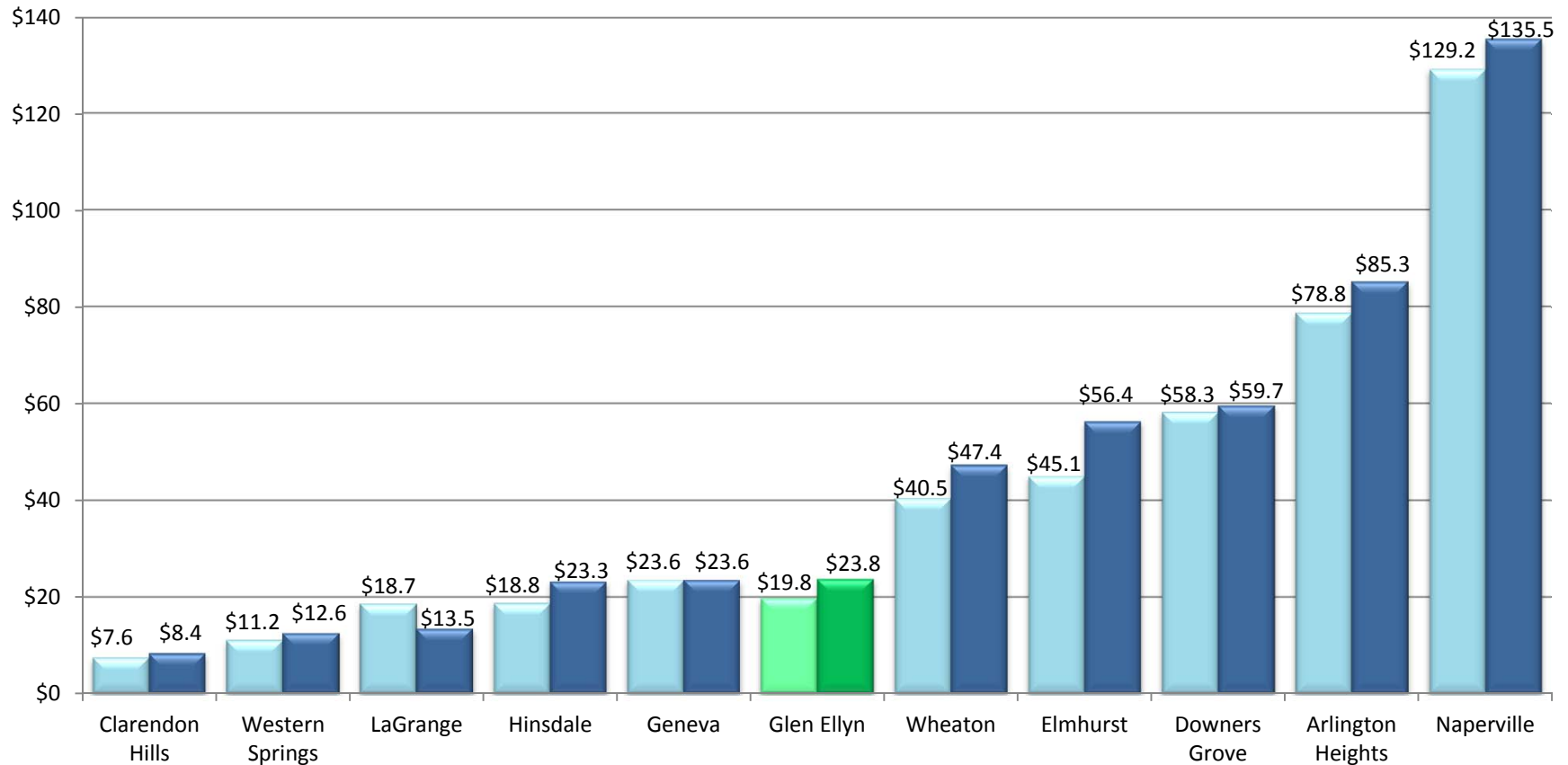
* Per capita based State distribution.

¹ Variable - Rate is for the first 2,000 kwh consumption.

² Per gallon.

³ Per \$1,000 of contract sales price.

Total Governmental Fund Revenues FY 2009 and 2013 (in millions)

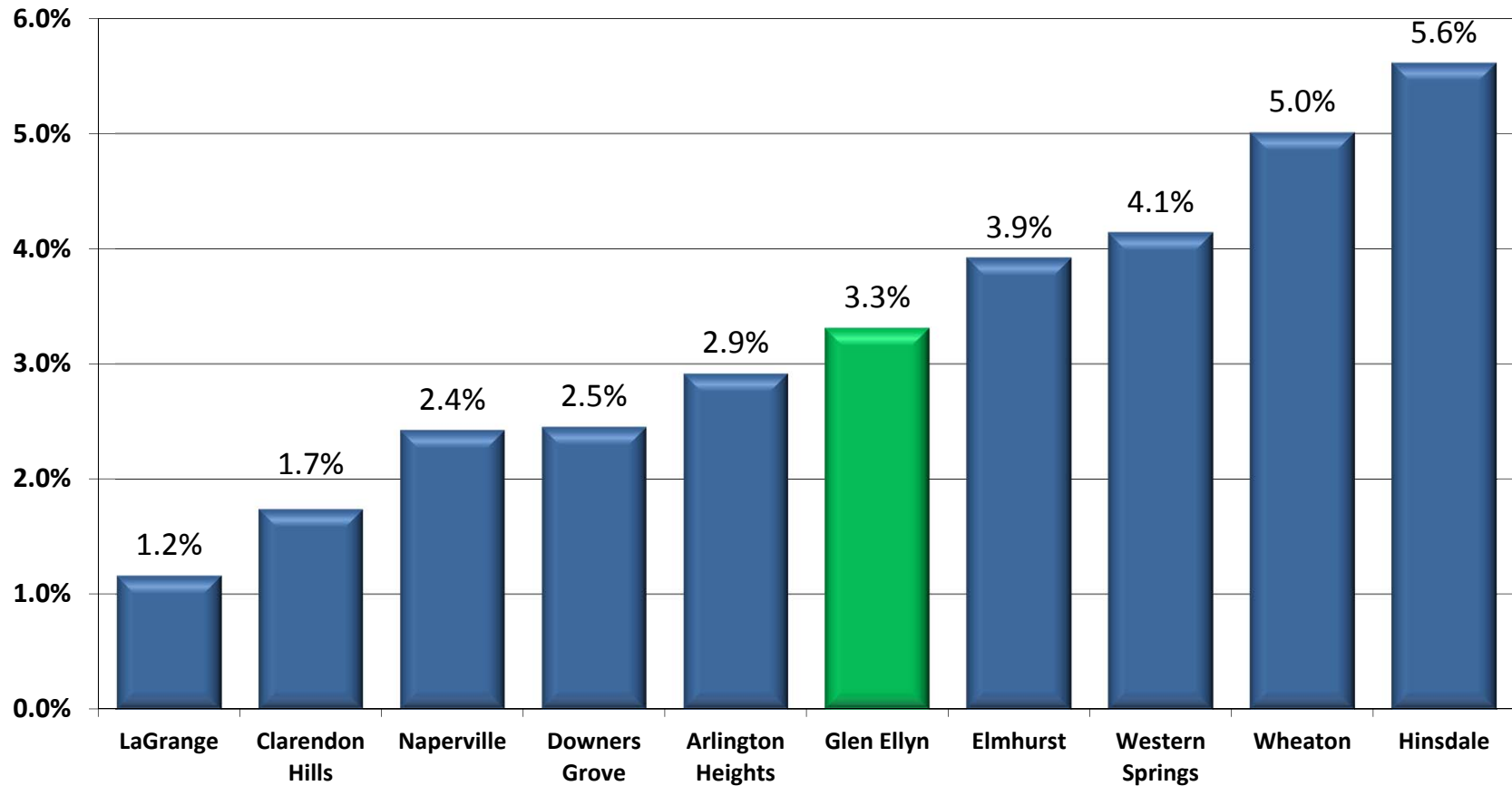


Source: Comprehensive Annual Financial Reports

Governmental Fund Revenues included most tax sources (including property taxes, income taxes, utility taxes, hotel taxes, real estate transfer taxes, motor fuel taxes, etc.) and other revenues such as fees, permits, charges for services, fines, licenses, grants and investment income.

Total Governmental Fund Revenues

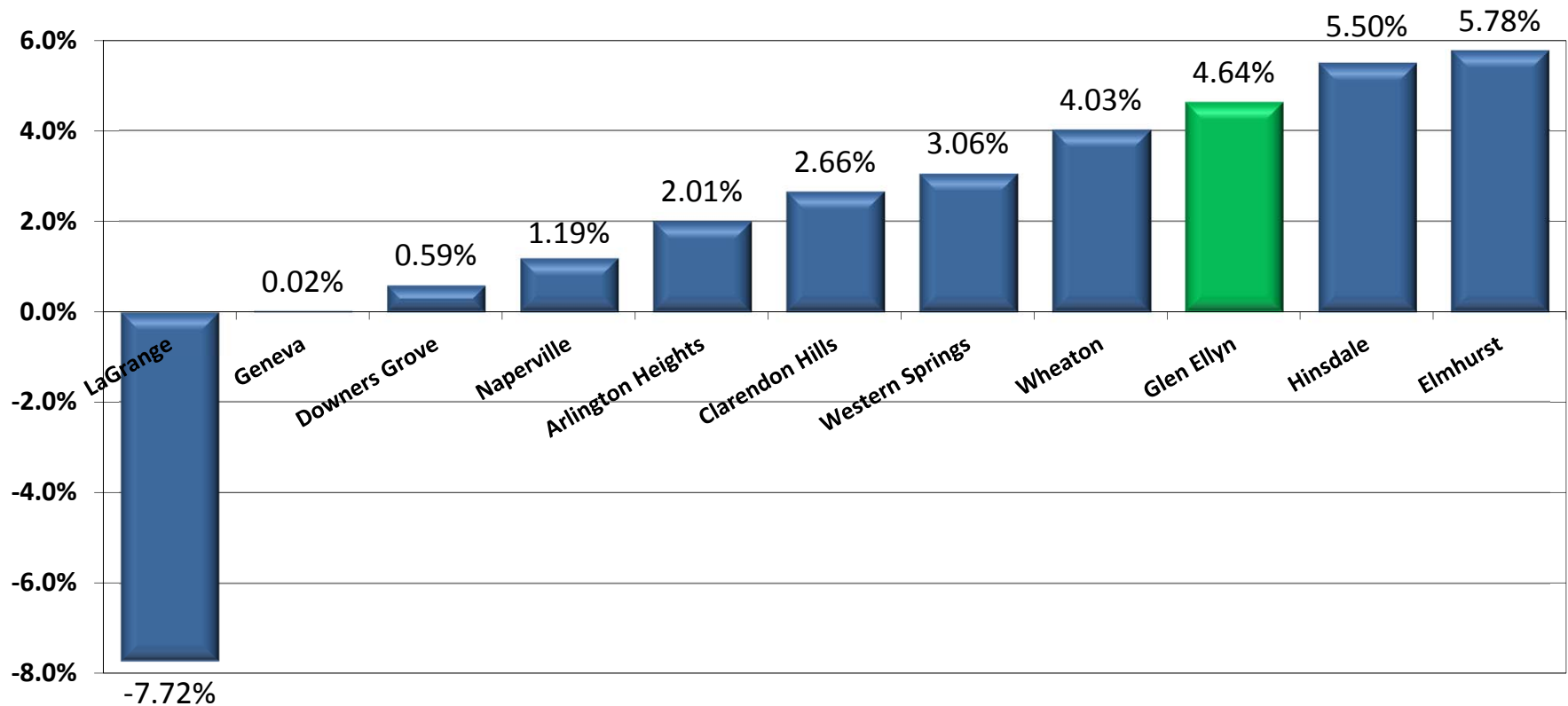
9 Year Average Annual Revenue Growth - FY04 to FY13



Source: Comprehensive Annual Financial Reports

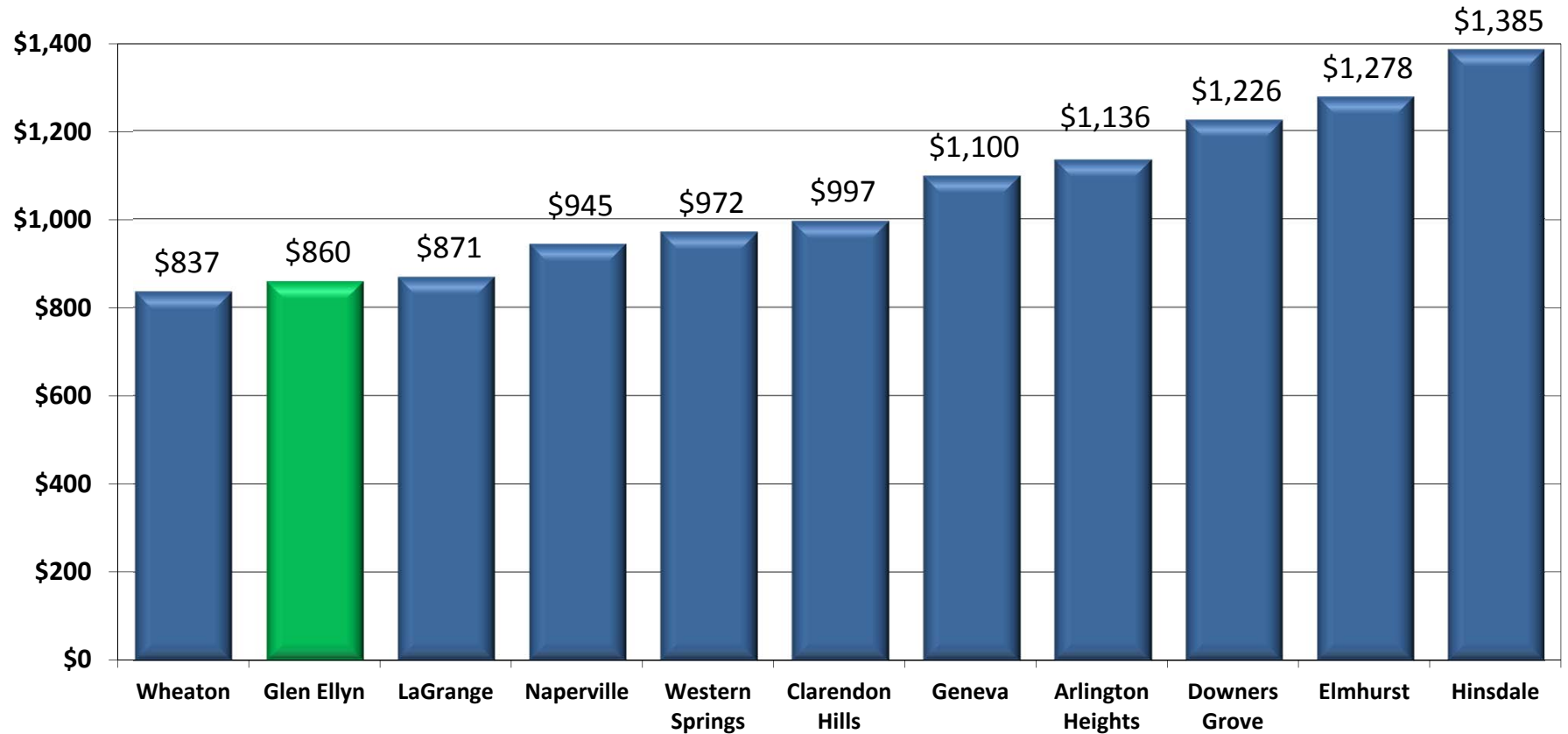
Total Governmental Fund Revenues

Average Annual Revenue Change - 2009 to 2013



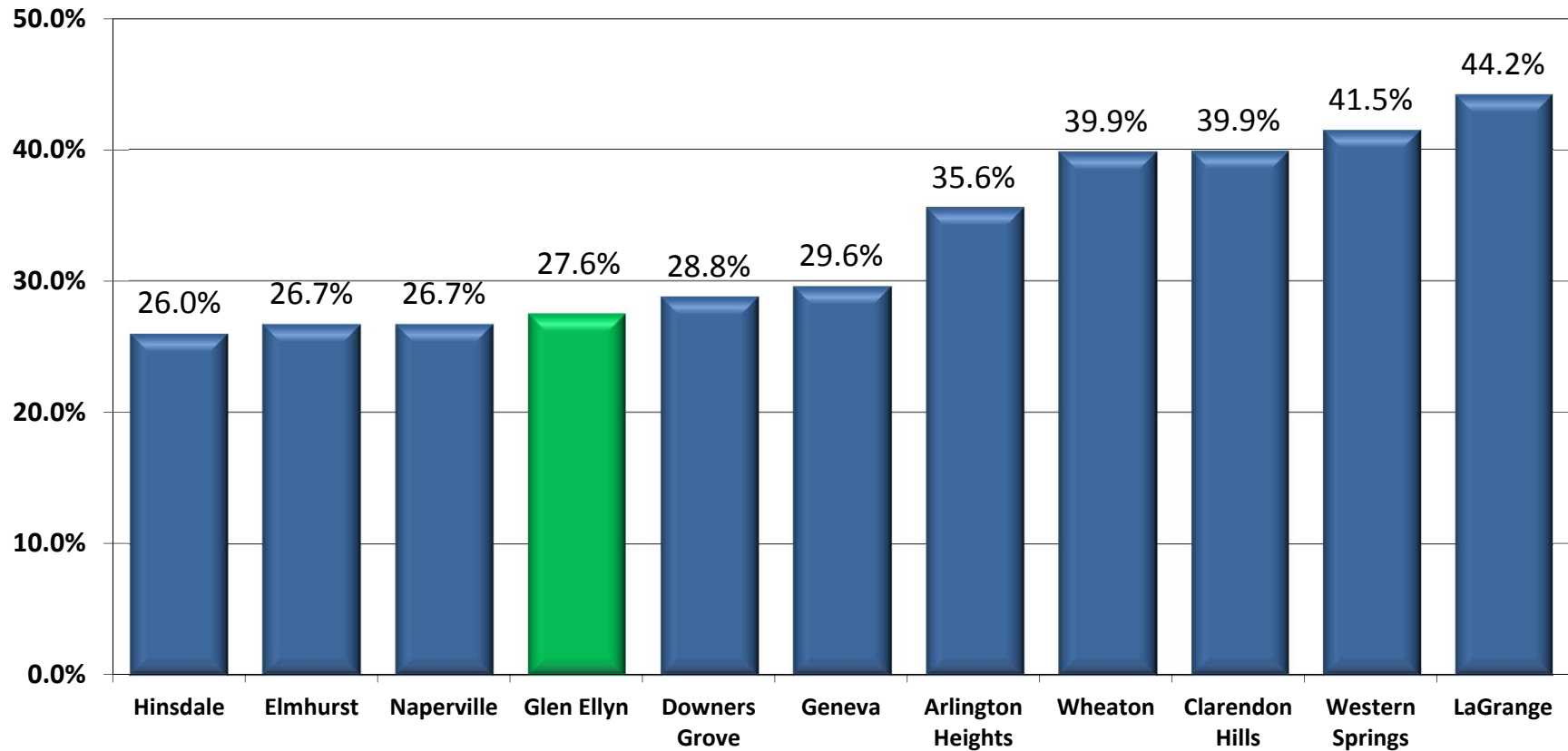
Source: Comprehensive Annual Financial Reports

Governmental Fund Revenues per Capita FY 2013



Source: Comprehensive Annual Financial Reports

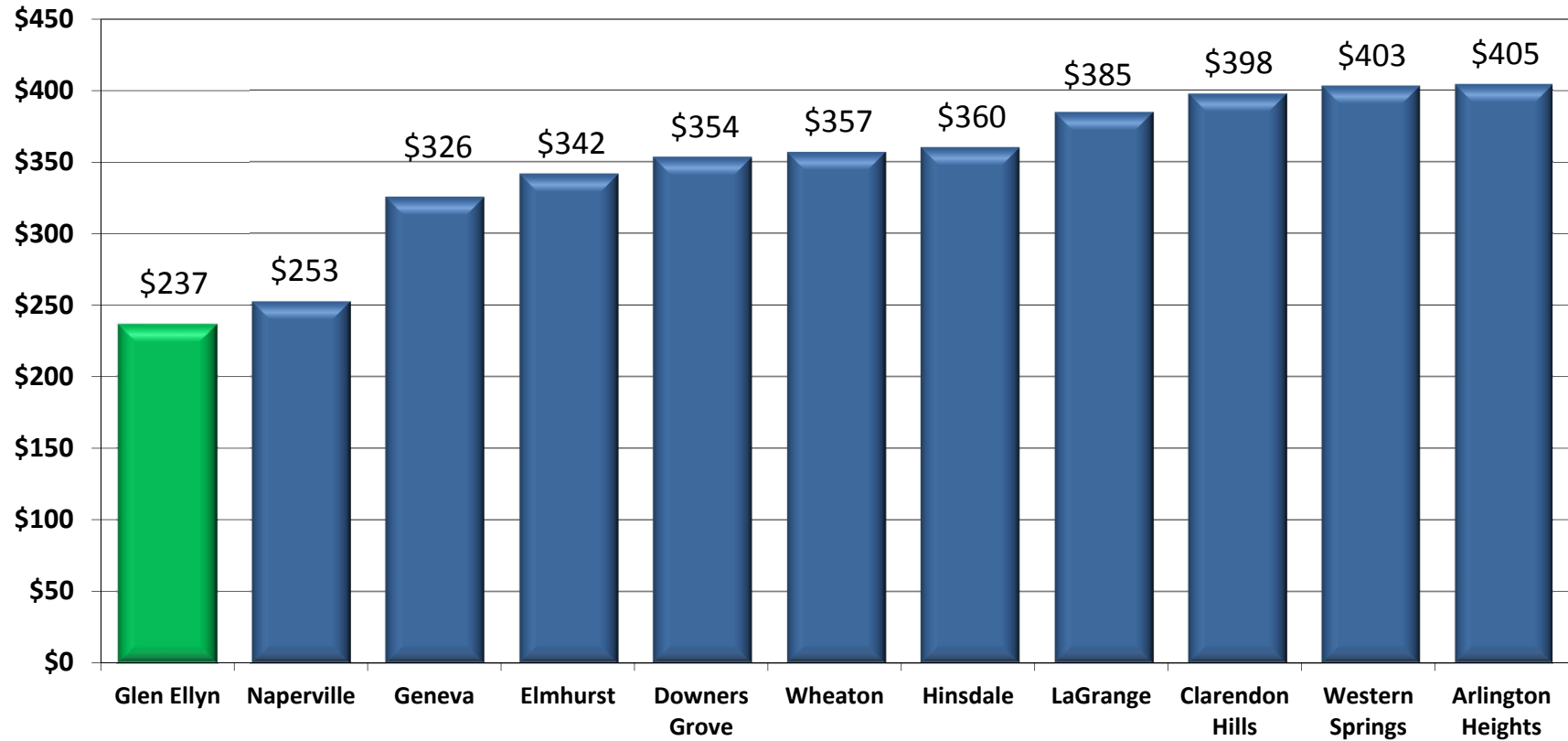
Property Taxes as a % of Total Governmental Revenues FY 2013



Source: Comprehensive Annual Financial Reports

50

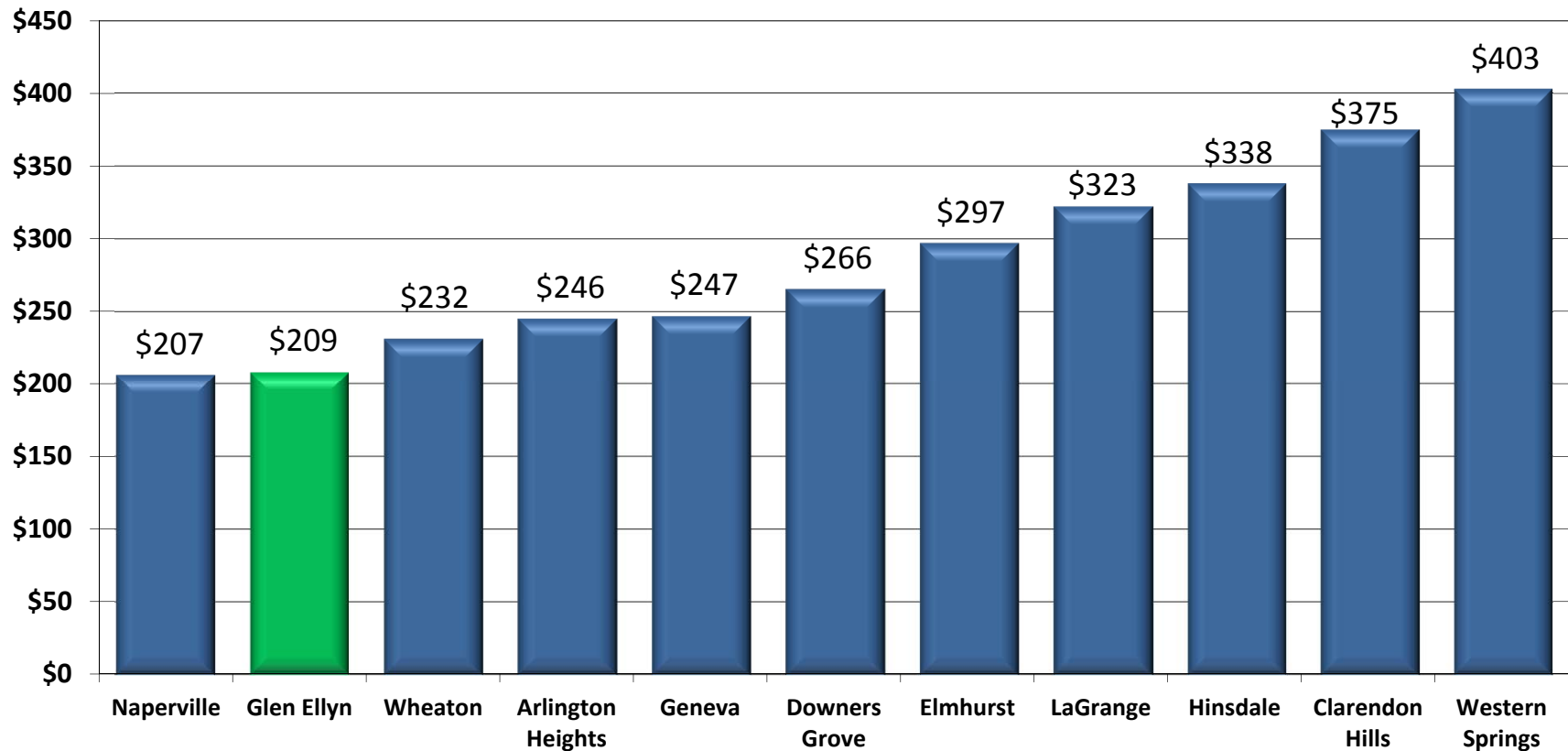
Property Tax Revenue per Capita FY 2013



Source: Comprehensive Annual Financial Reports

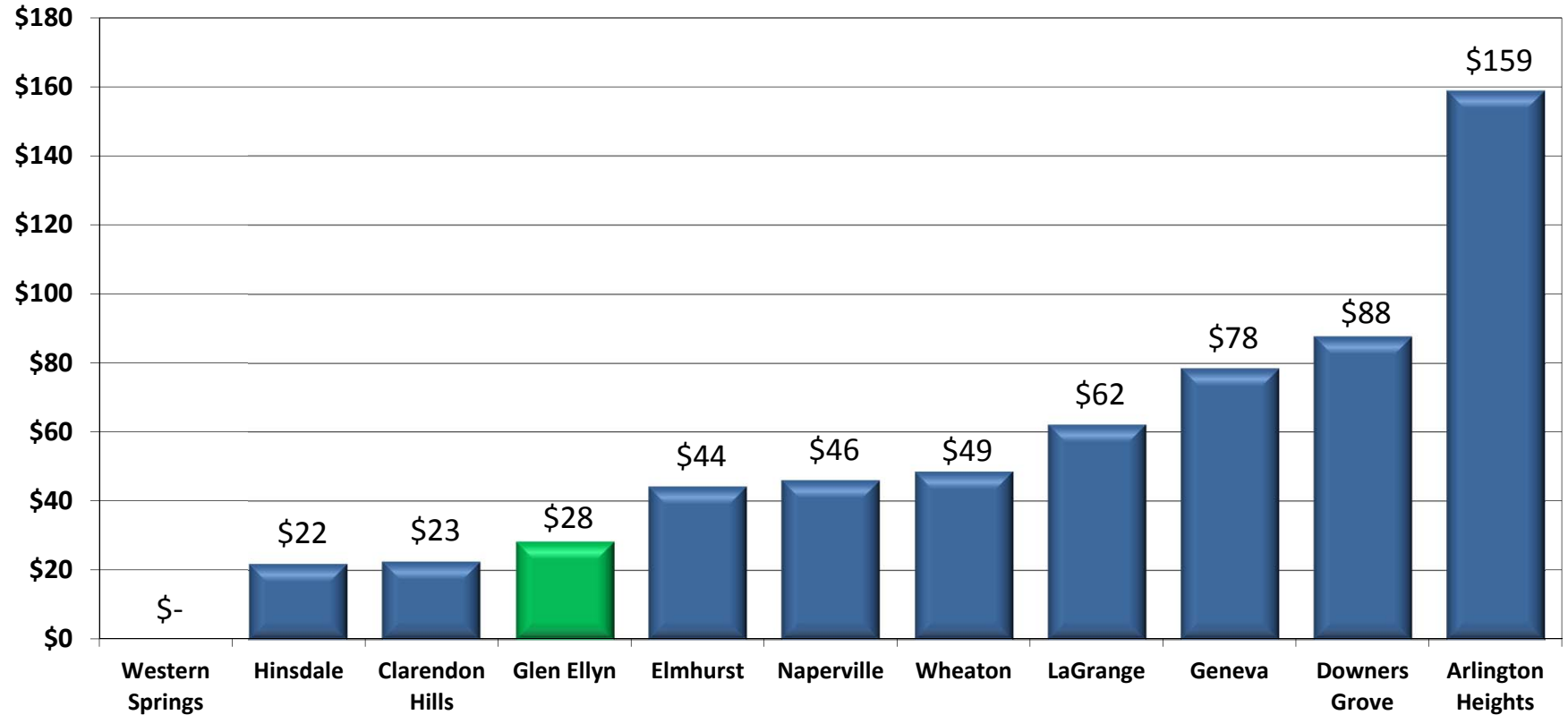
This represents property taxes collected by the municipality only.

Residential Property Tax Revenue Per Capita FY 2013



Source: Comprehensive Annual Financial Reports
This represents property taxes collected by the municipality only.

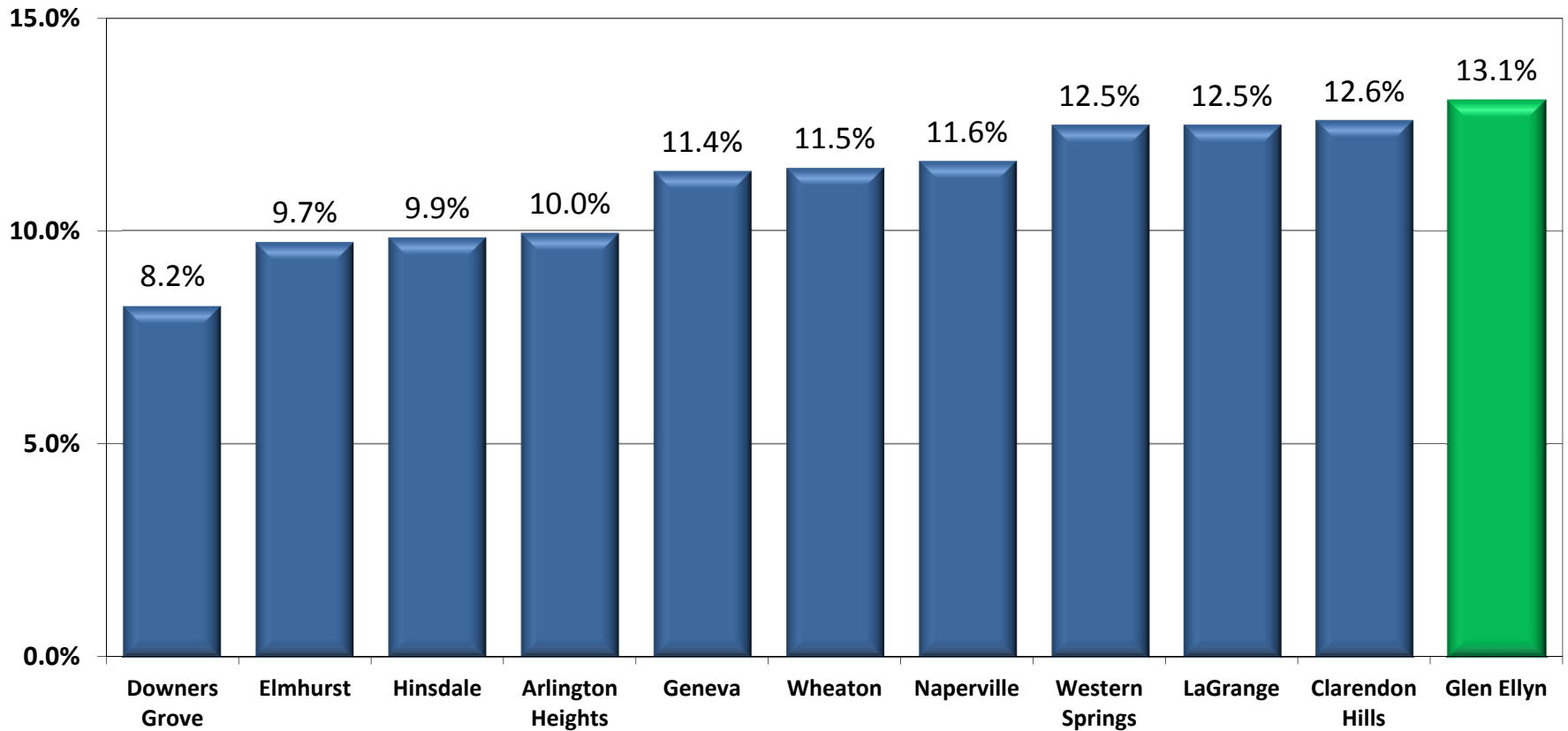
Non-Residential Property Tax Revenue per Capita FY 2013



Source: Comprehensive Annual Financial Reports

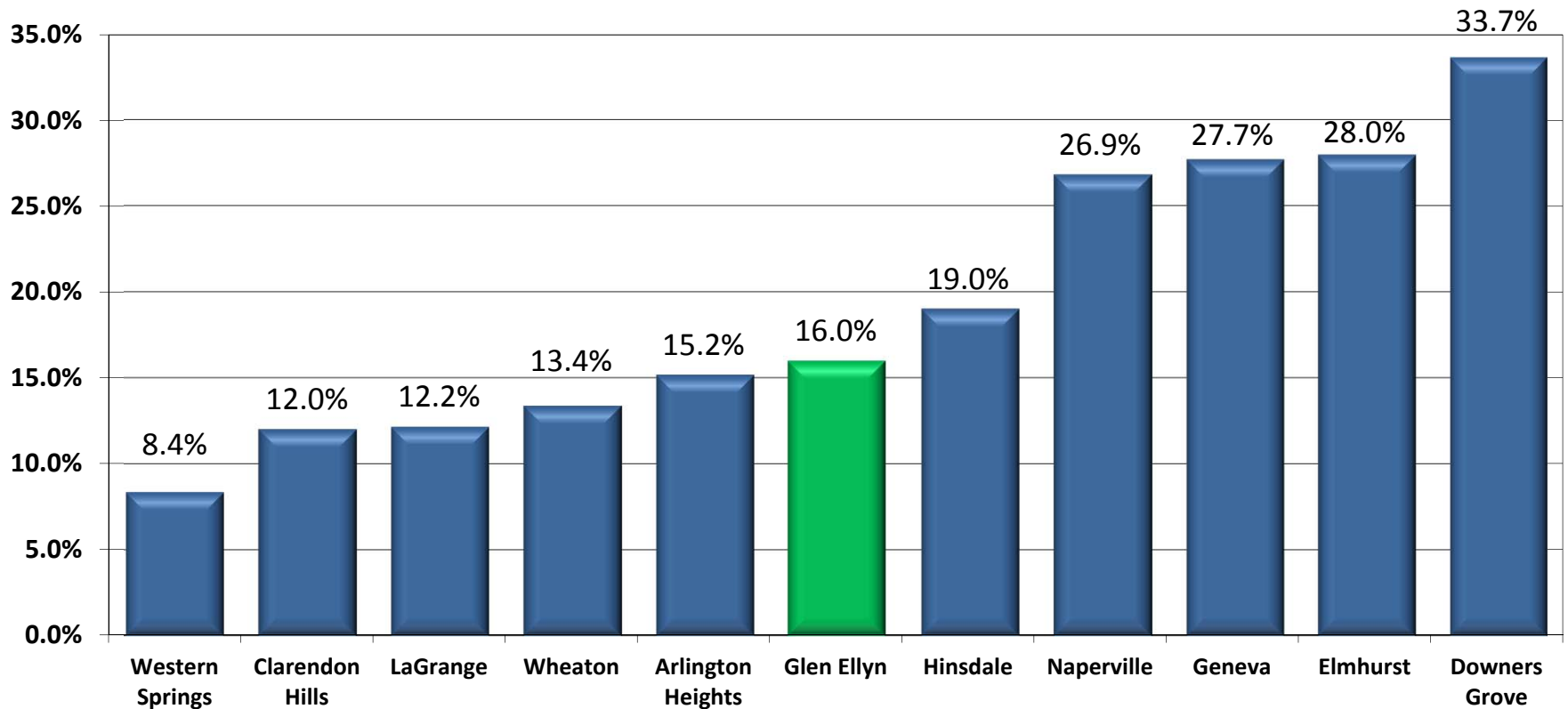
This represents property taxes collected by the municipality only.

Income Taxes as a % of Total Governmental Revenues FY 2013



Source: Comprehensive Annual Financial Reports

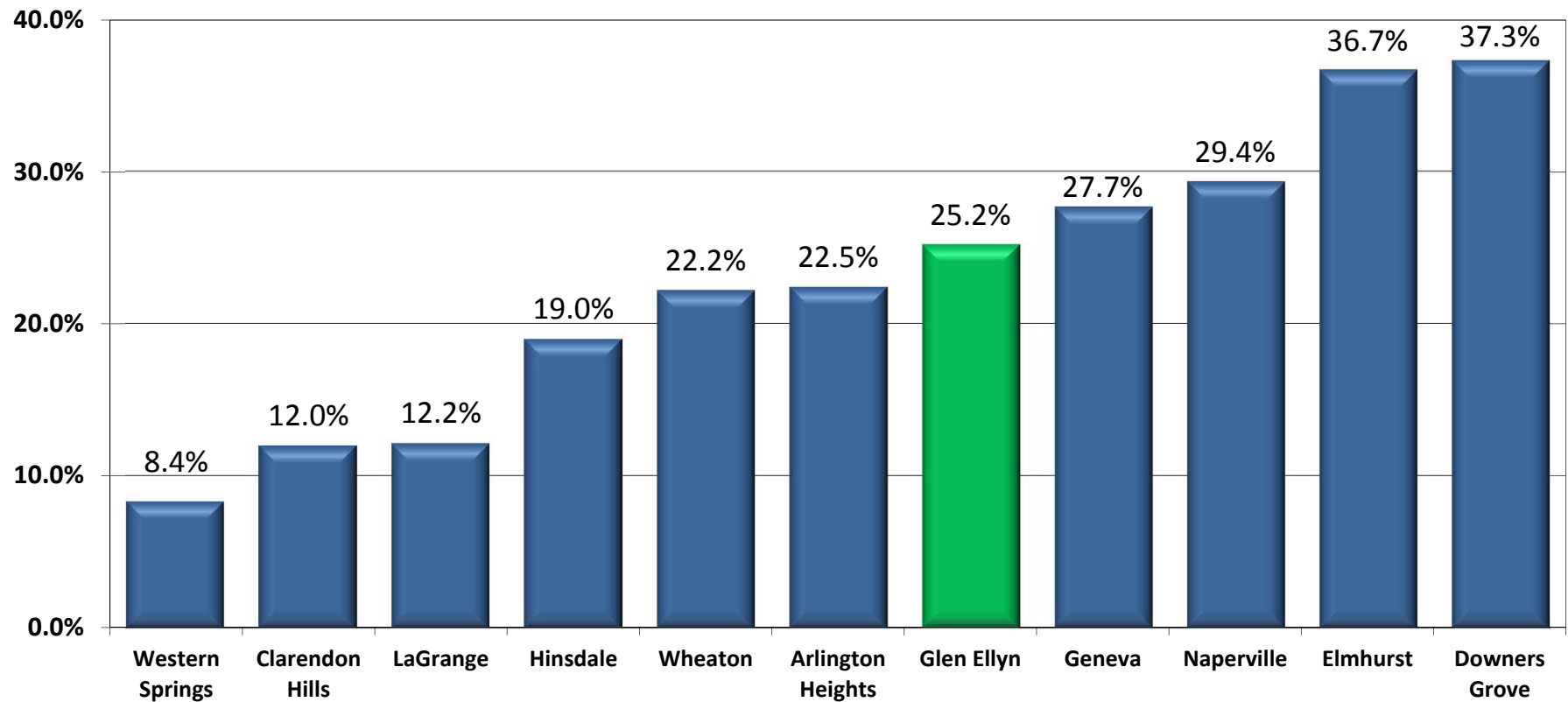
Sales Taxes as a % of Total Governmental Revenues - FY13



Source: Comprehensive Annual Financial Reports

Does not include additional locally imposed home rule sales tax

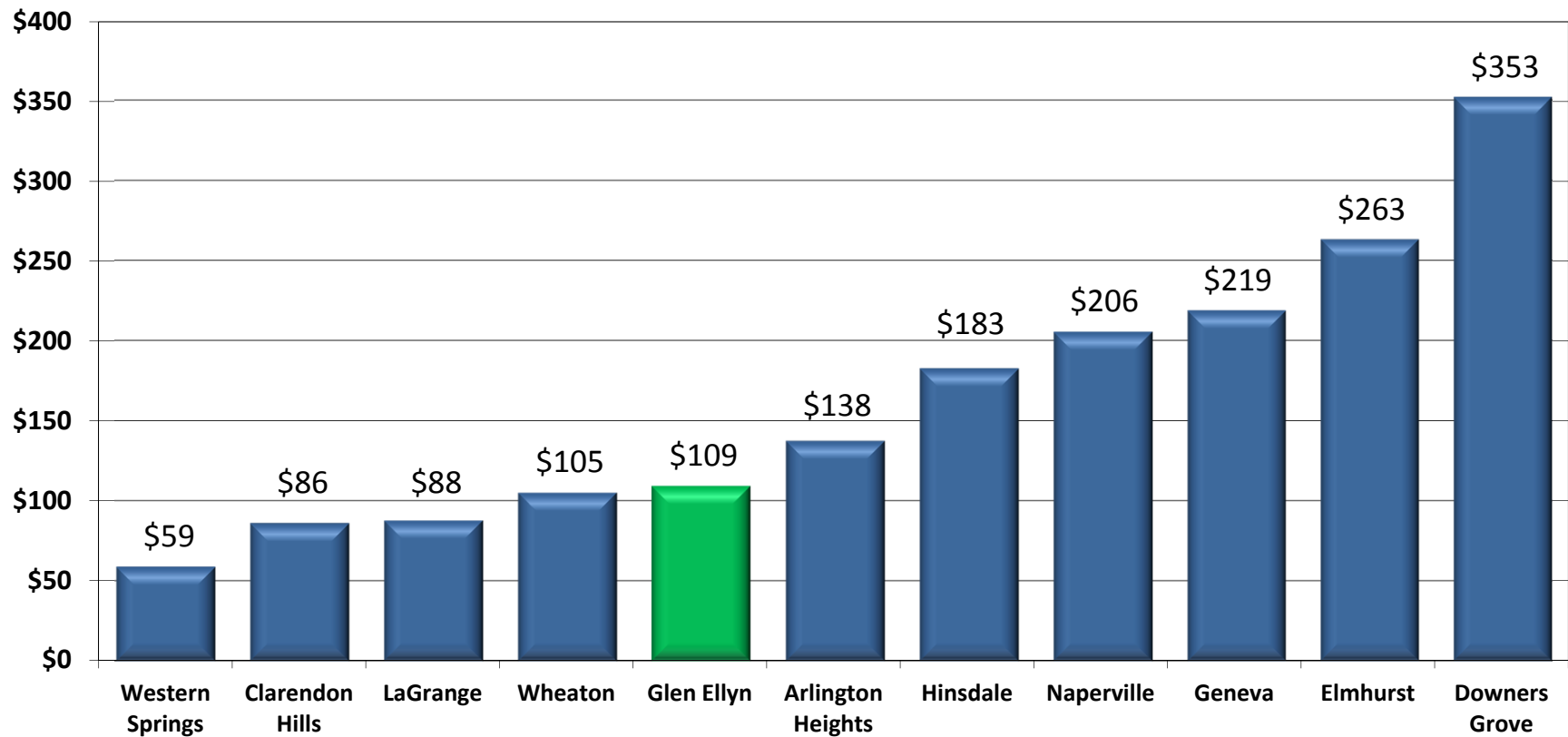
Sales Taxes as a % of Total Governmental Revenues - FY13



Source: Comprehensive Annual Financial Reports

Note: Includes additional locally imposed home rule sales tax

Sales Tax Revenue per Capita FY 2013

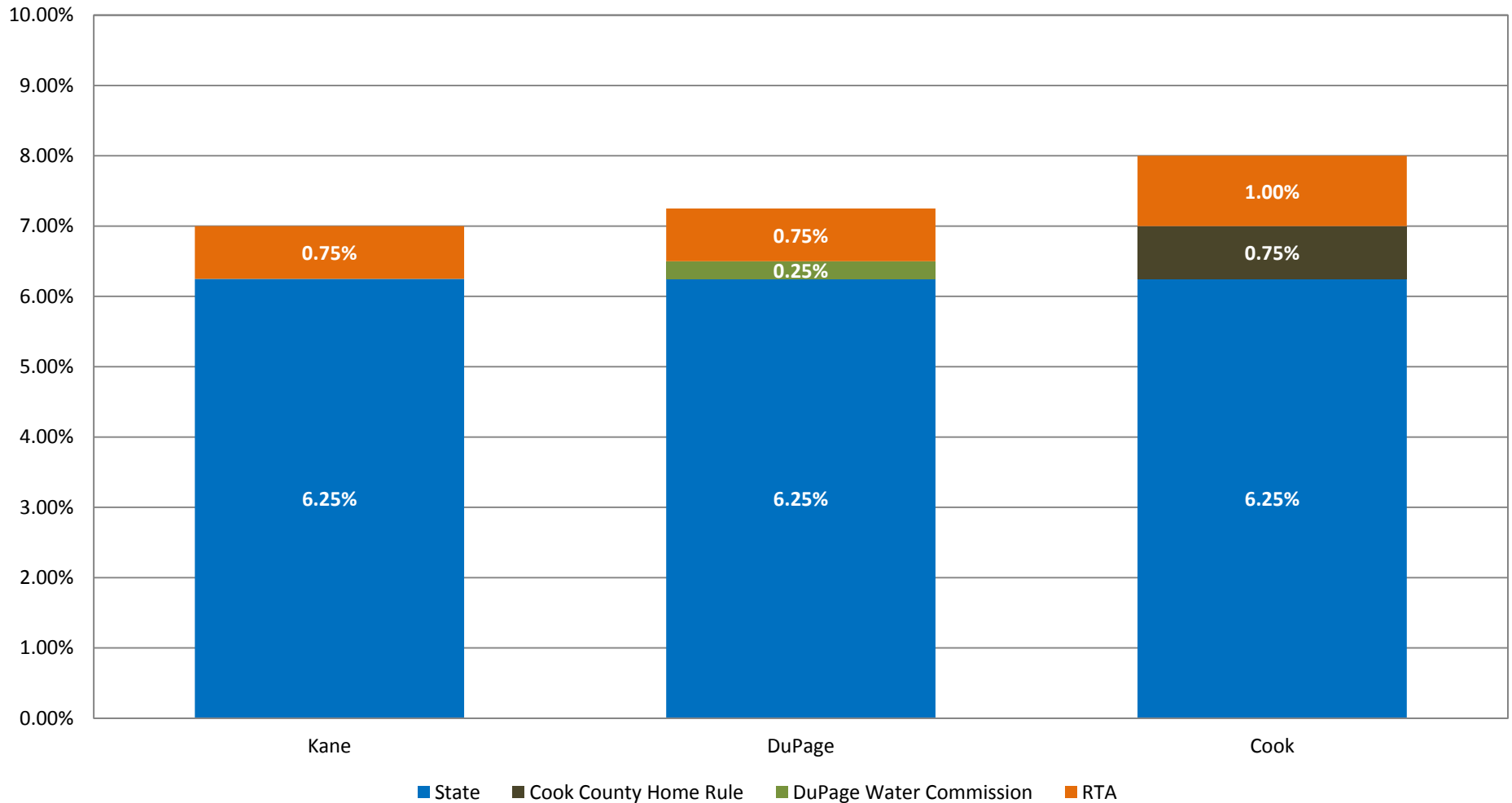


Source: Comprehensive Annual Financial Reports

Does not include additional locally imposed home rule sales tax

Base Sales Tax Rates By County

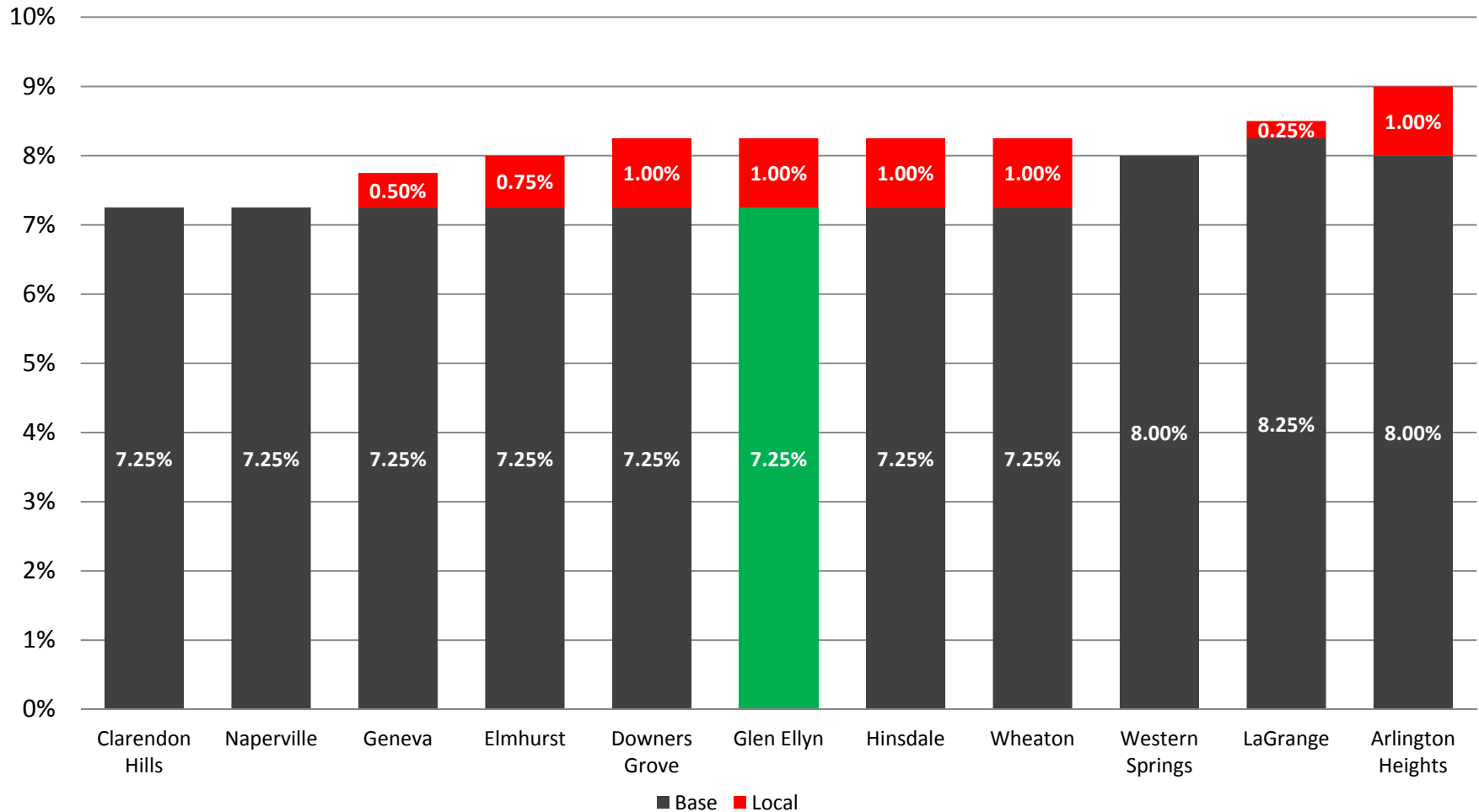
As of January 2014



Source: Illinois Department of Revenue website

Current Sales Tax Rates

As of January 2014

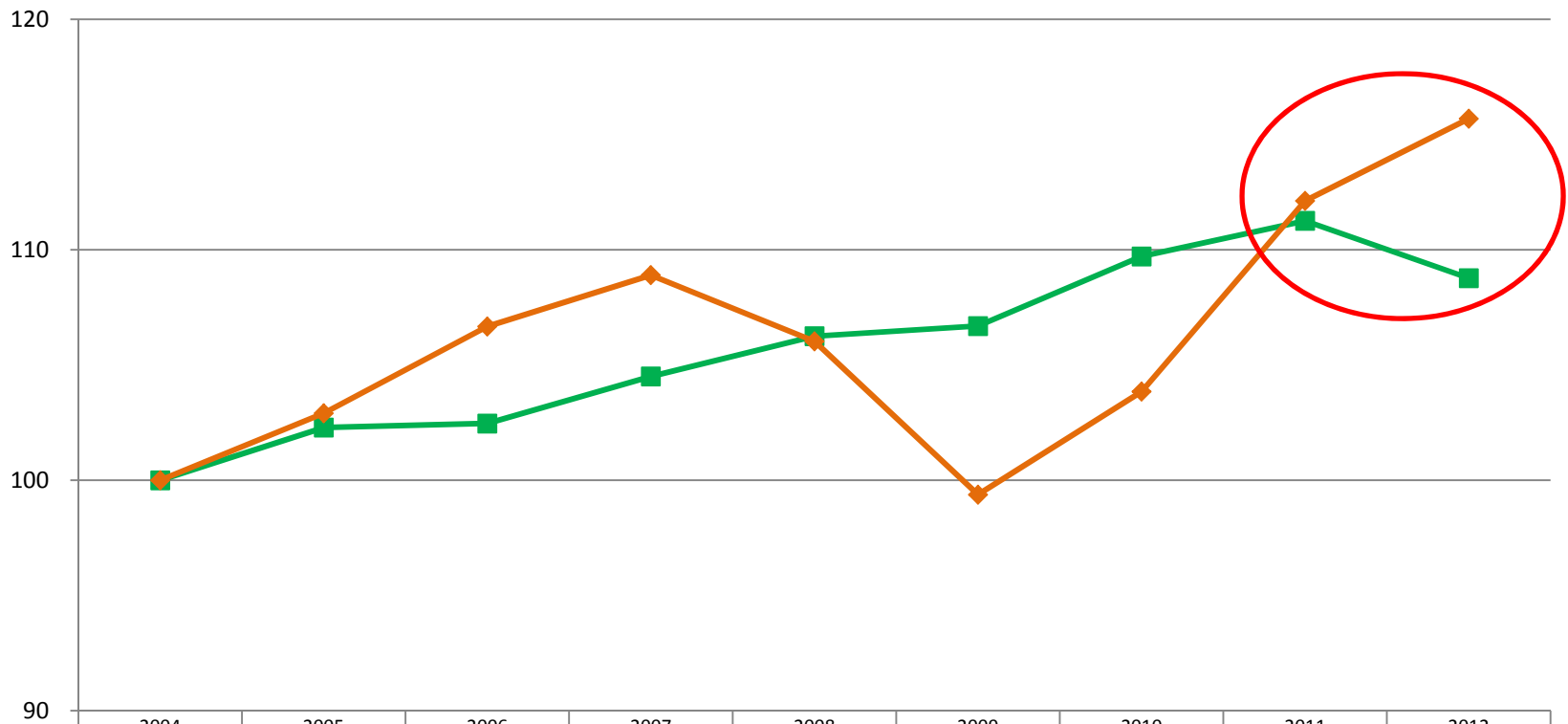


Source: Illinois Department of Revenue website

Sales Tax Performance

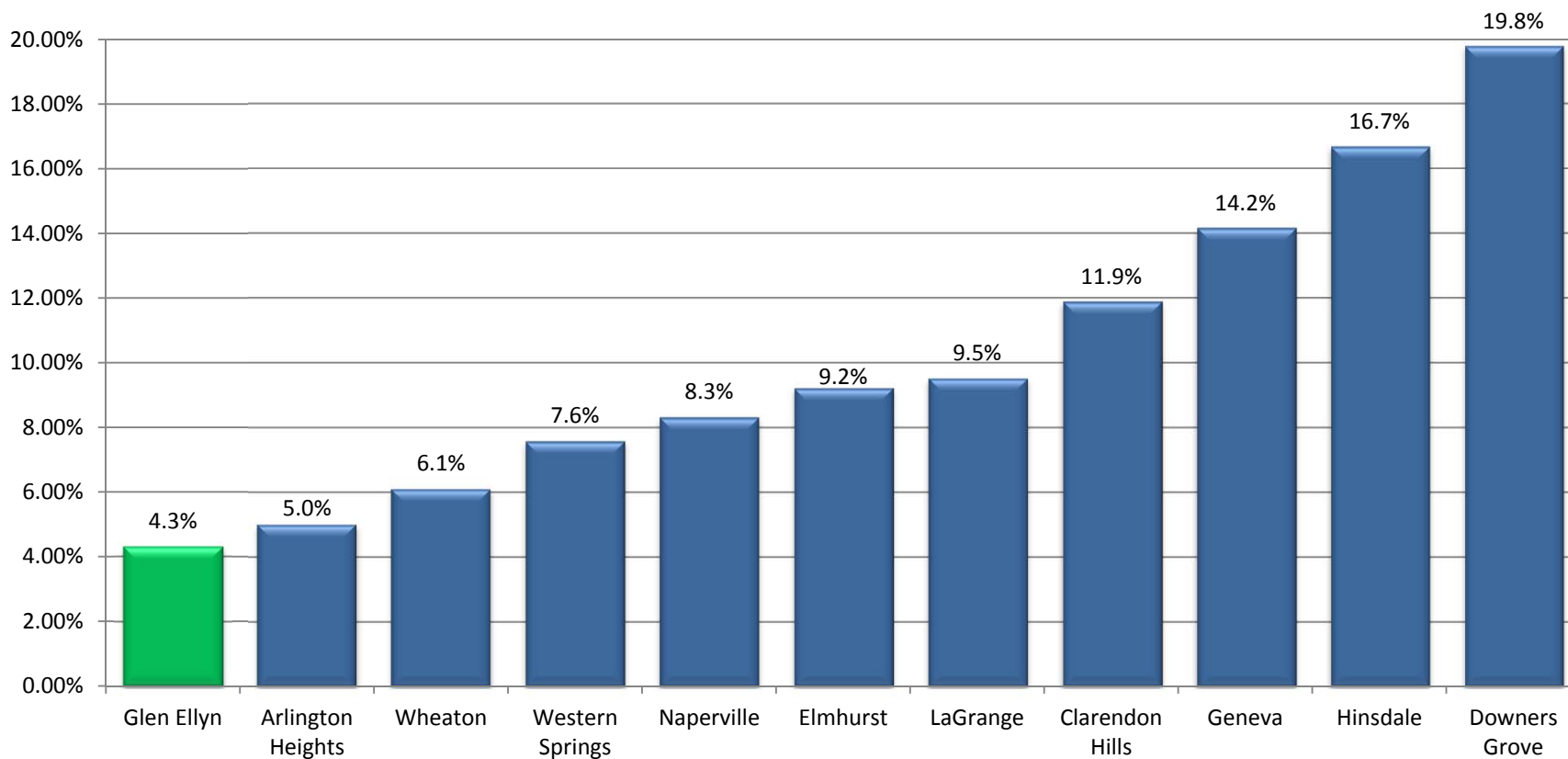
Sales Taxes

2004 Value = 100

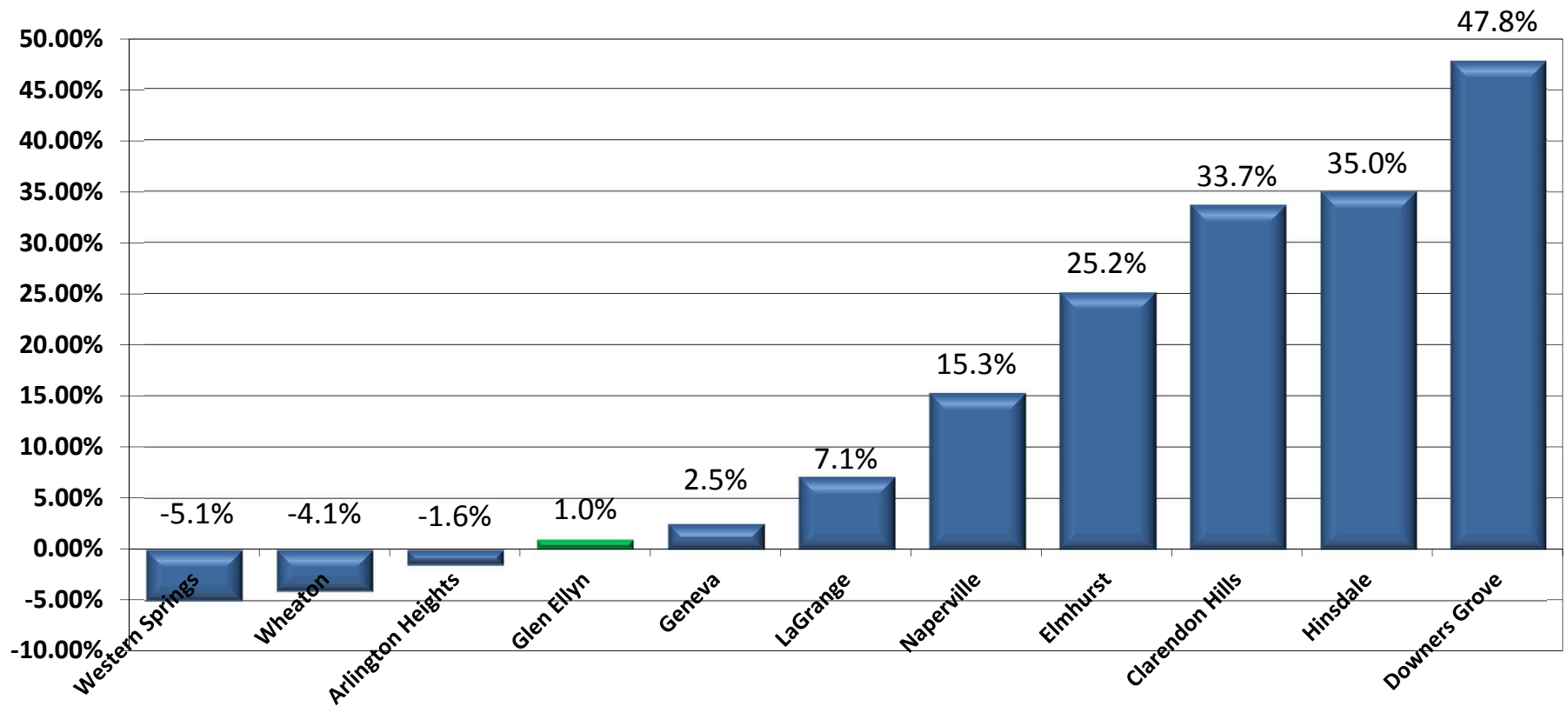


	2004	2005	2006	2007	2008	2009	2010	2011	2012
Glen Ellyn	100	102	102	105	106	107	110	111	109
Peer Composite	100	103	107	109	106	99	104	112	116

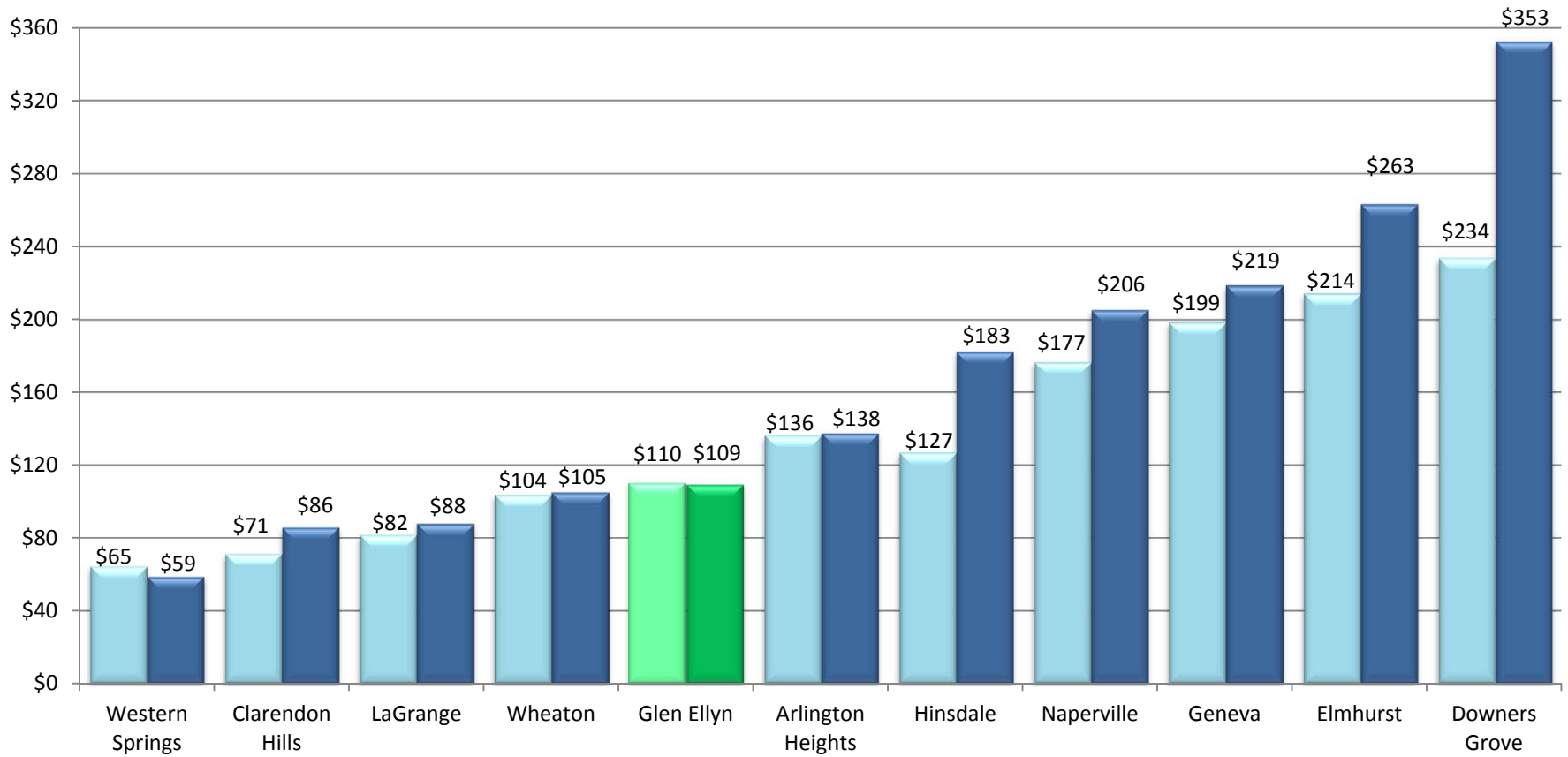
Sales Tax Coefficient of Variation FY 2003 - 2013



Change in Sales Tax Revenues FY 2009 to 2013



Sales Tax Revenue per Capita FY 2009 and 2013



Source: Comprehensive Annual Financial Reports

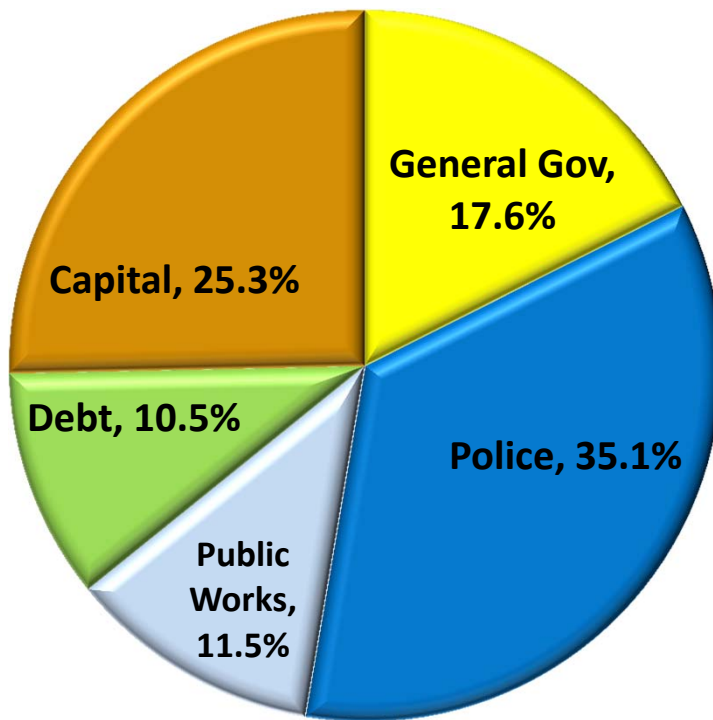
VI. Expenses

Expense Categories

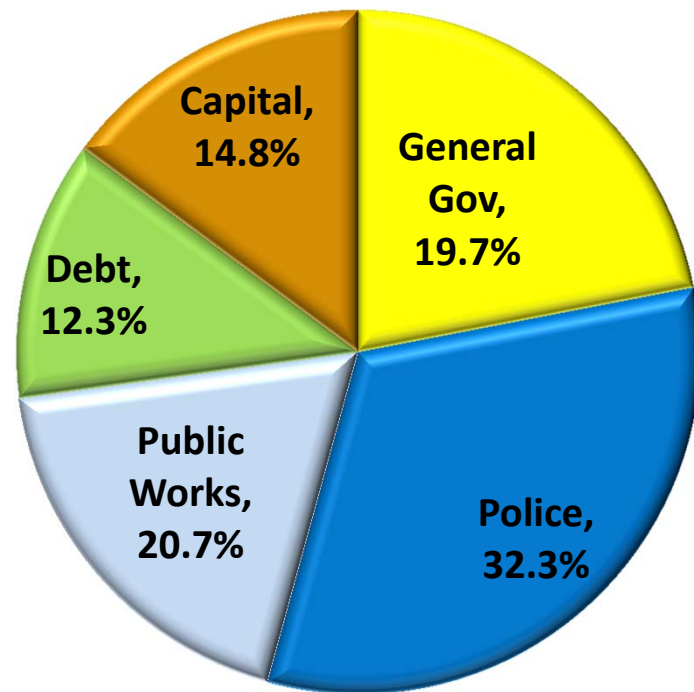
- General Government
 - Village Management, Finance, HR, IT, Legal, Planning & Development, Building Maint., and all others not included elsewhere.
- Police
- Fire
- Public Works (includes debt service and capital investment for public infrastructure)

Governmental Expenditures by Type FY 2013 (excluding Fire Service)

Glen Ellyn

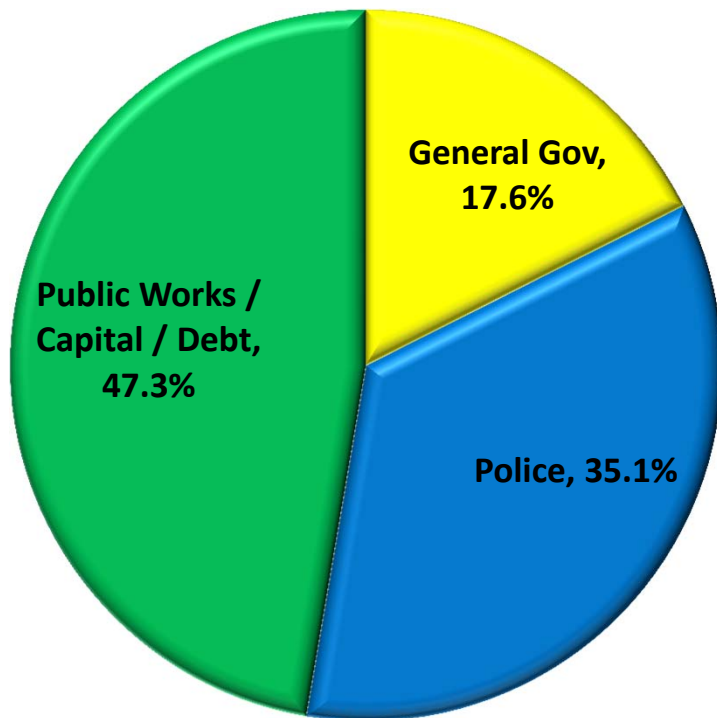


Peer Average

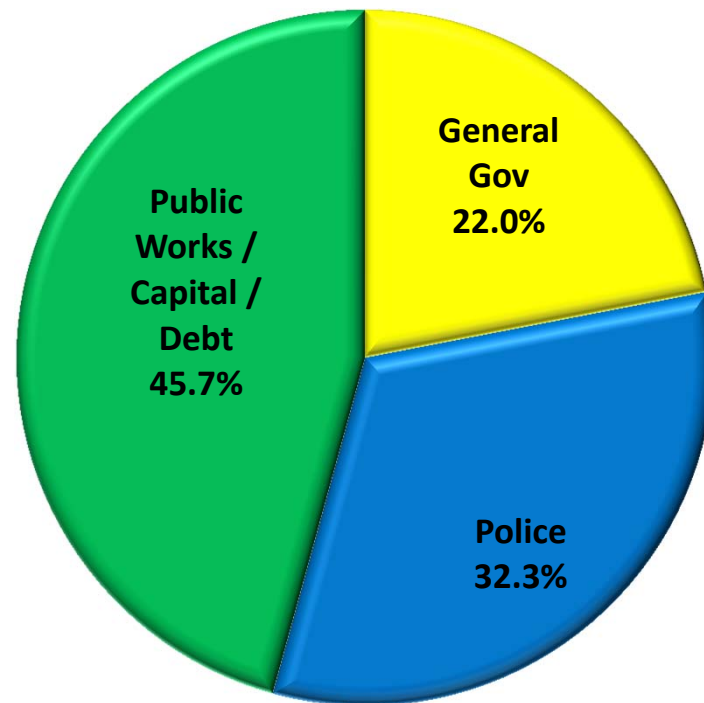


Governmental Expenditures by Type FY 2013 (excluding Fire Service)

Glen Ellyn

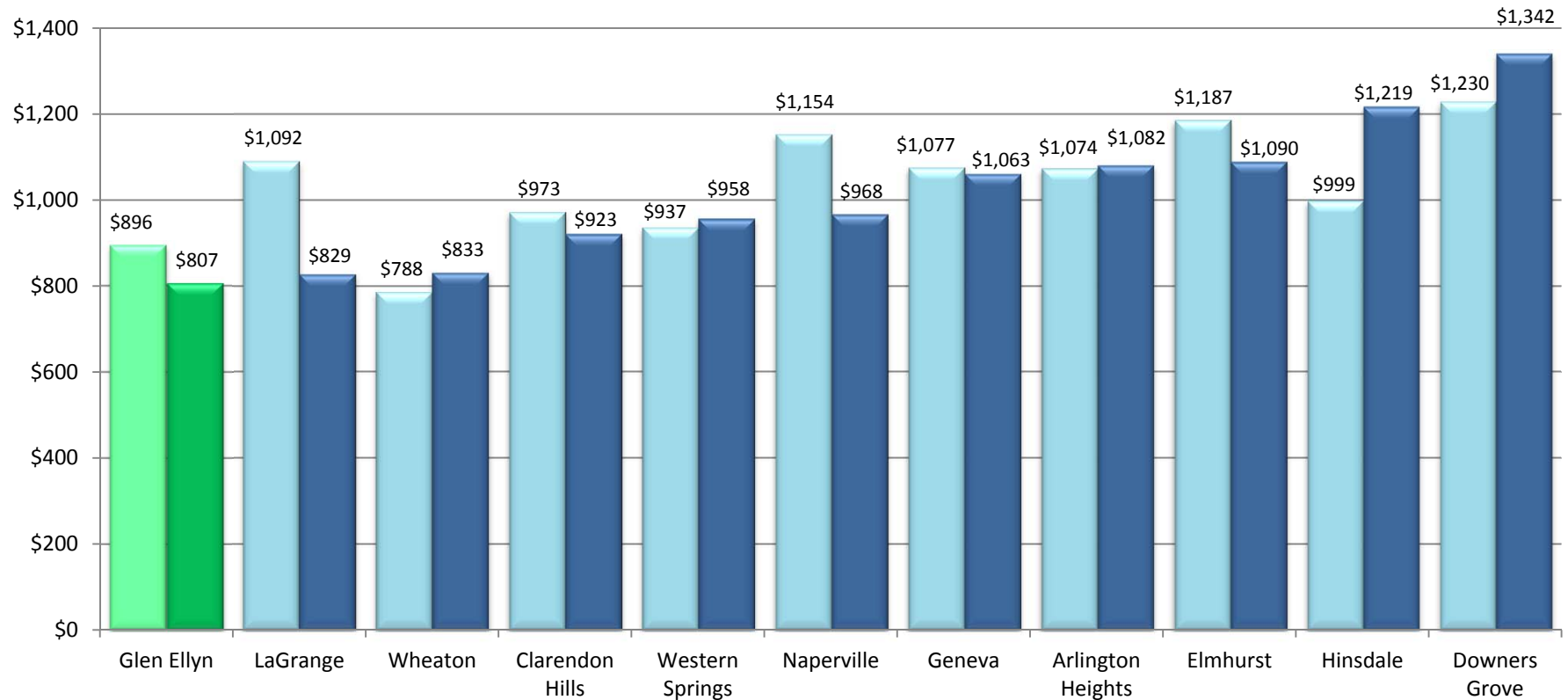


Peer Average



Source: Comprehensive Annual Financial Reports

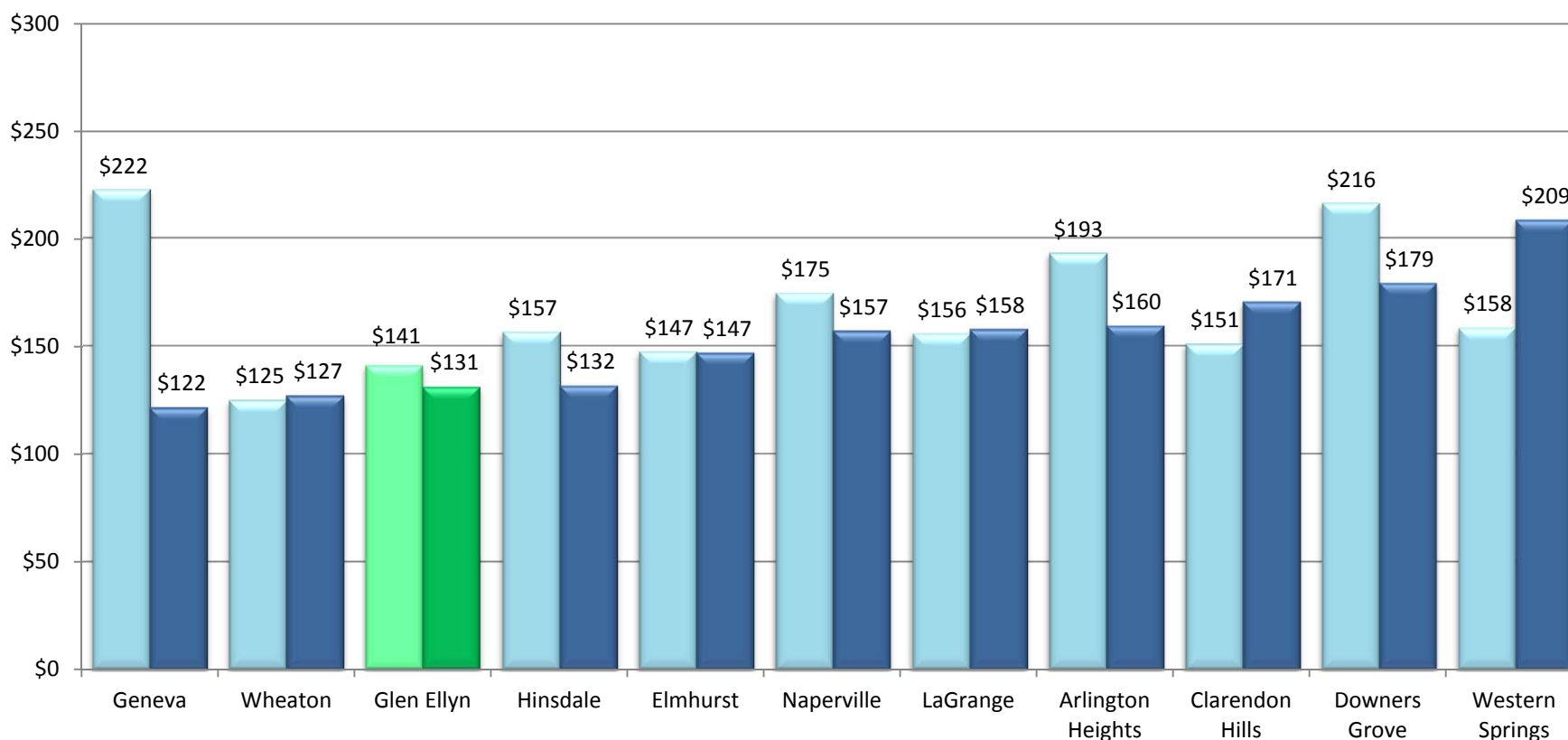
Total Governmental Expenditures per Capita FY 2009 and 2013



Source: Comprehensive Annual Financial Reports

Note: To support a more accurate comparison, parks and recreation expenditures were removed from data reported by Hinsdale and Western Springs, and refuse disposal costs were removed from data reported by Elmhurst.

General Government Expenditures per Capita FY 2009 and 2013

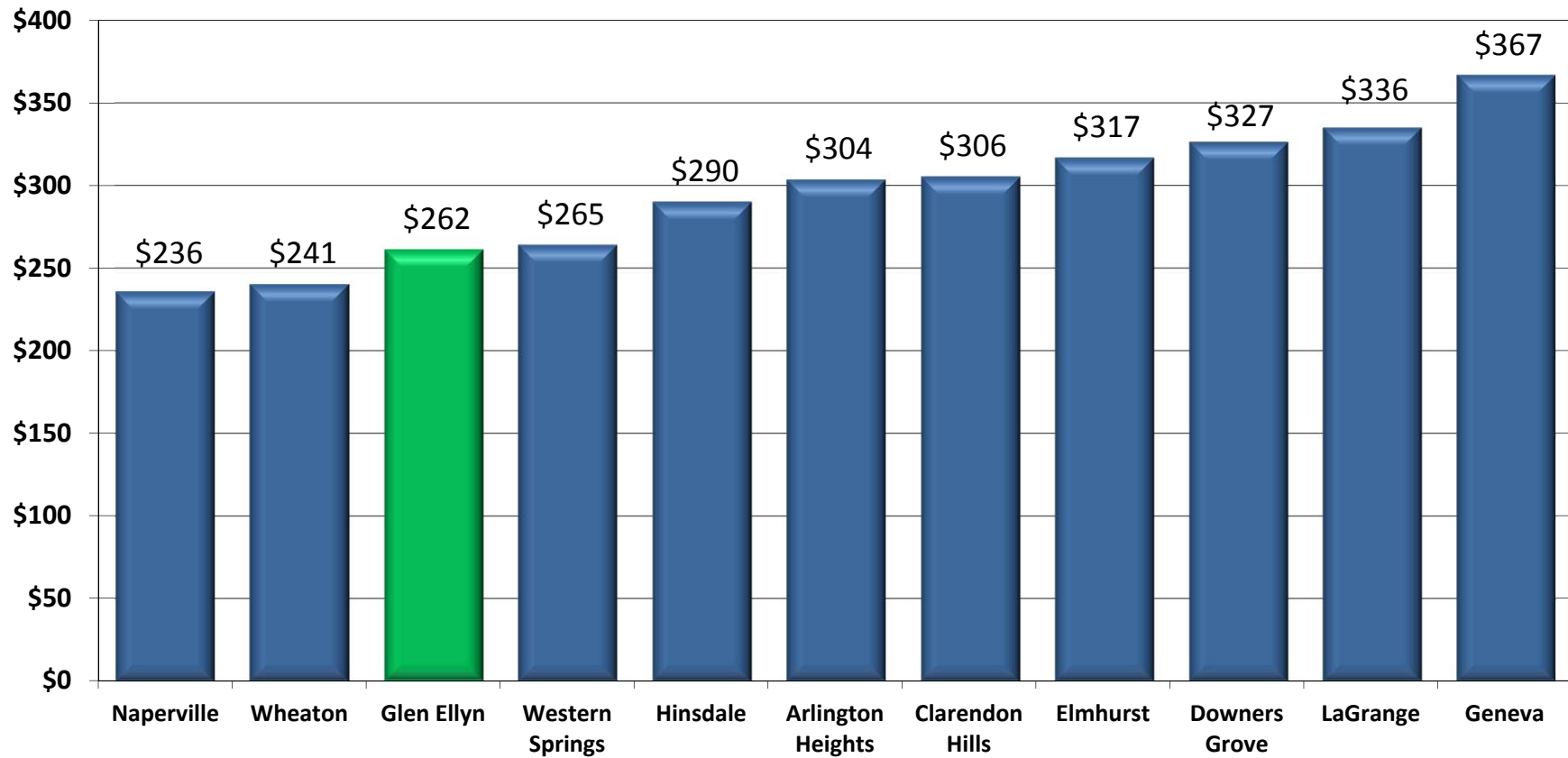


Source: Comprehensive Annual Financial Reports

All governmental funds – general government expenditures typically include services which are more administrative in nature such as Board/Council, Manager's Office, Finance, Planning & Development, Building, Legal, HR, IT, Public Information, Maintenance, etc.

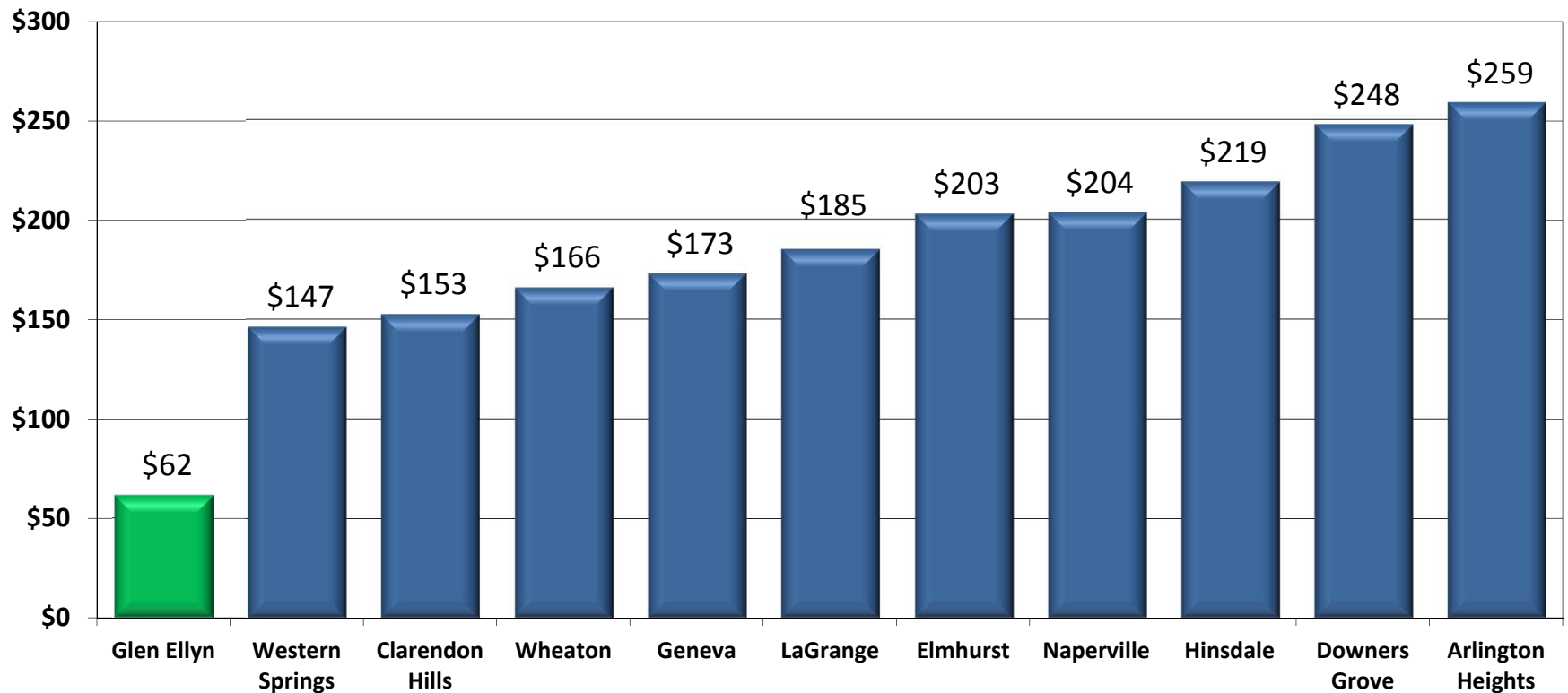
Note: Geneva has changed the presentation of expenditures in its CAFR

Public Safety Expenditures per Capita - Police FY 2013



Source: Comprehensive Annual Financial Reports

Public Safety Expenditures per Capita - Fire FY 2013



Source: Comprehensive Annual Financial Reports

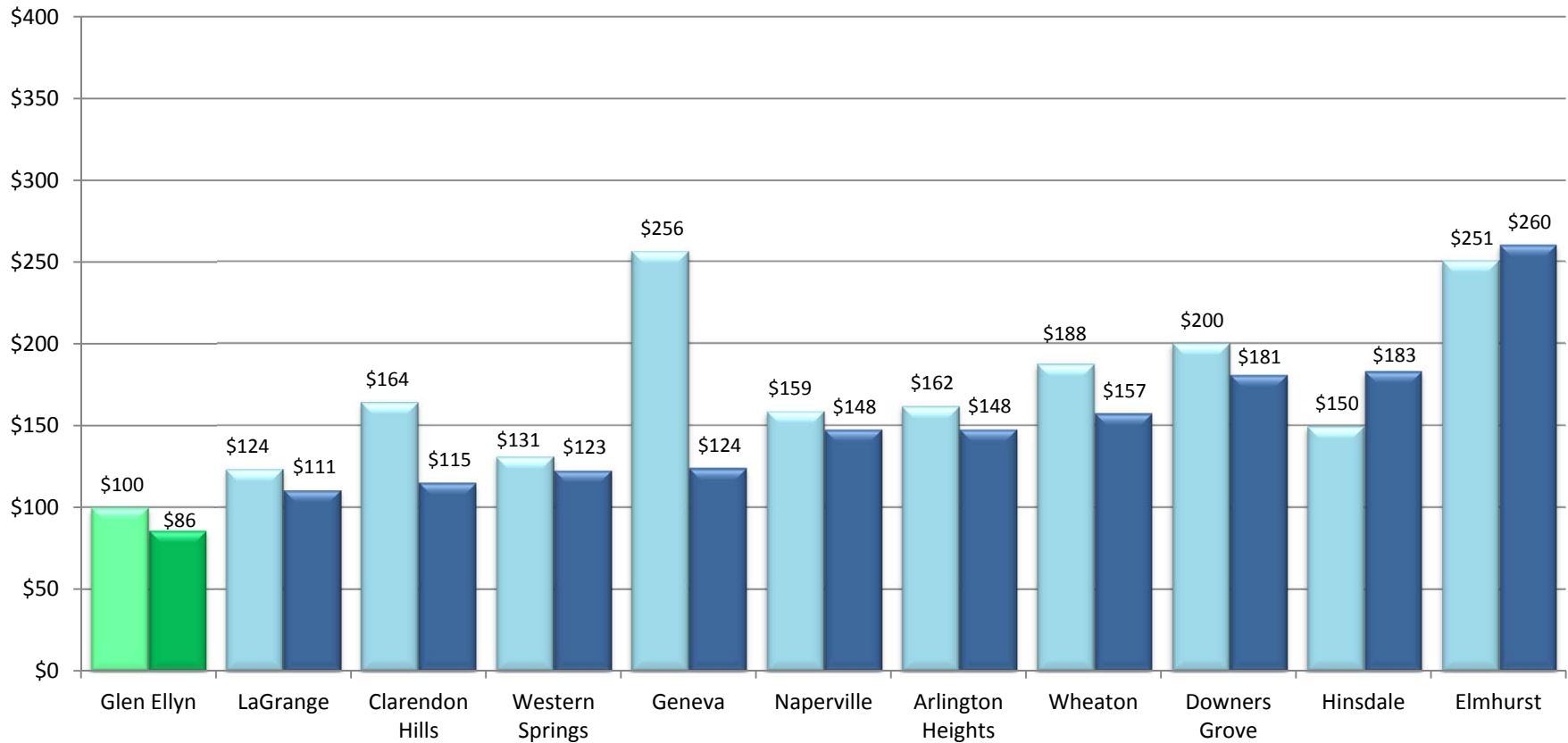
Glen Ellyn's fire department remains predominantly volunteer. Costs included for Glen Ellyn include both Village's annual support contributions and Fire Company's direct costs of operation and equipment replacement.

Fire Department Ratings

(Insurance Services Office Ratings)

(HIGHEST)			
Rated 1	Rated 2	Rated 3	Rated 4
	Arlington Heights	Downers Grove	Clarendon Hills
	Elmhurst	Geneva	
	Naperville	Glen Ellyn	
		Hinsdale	
		LaGrange	
		Western Springs	
		Wheaton	

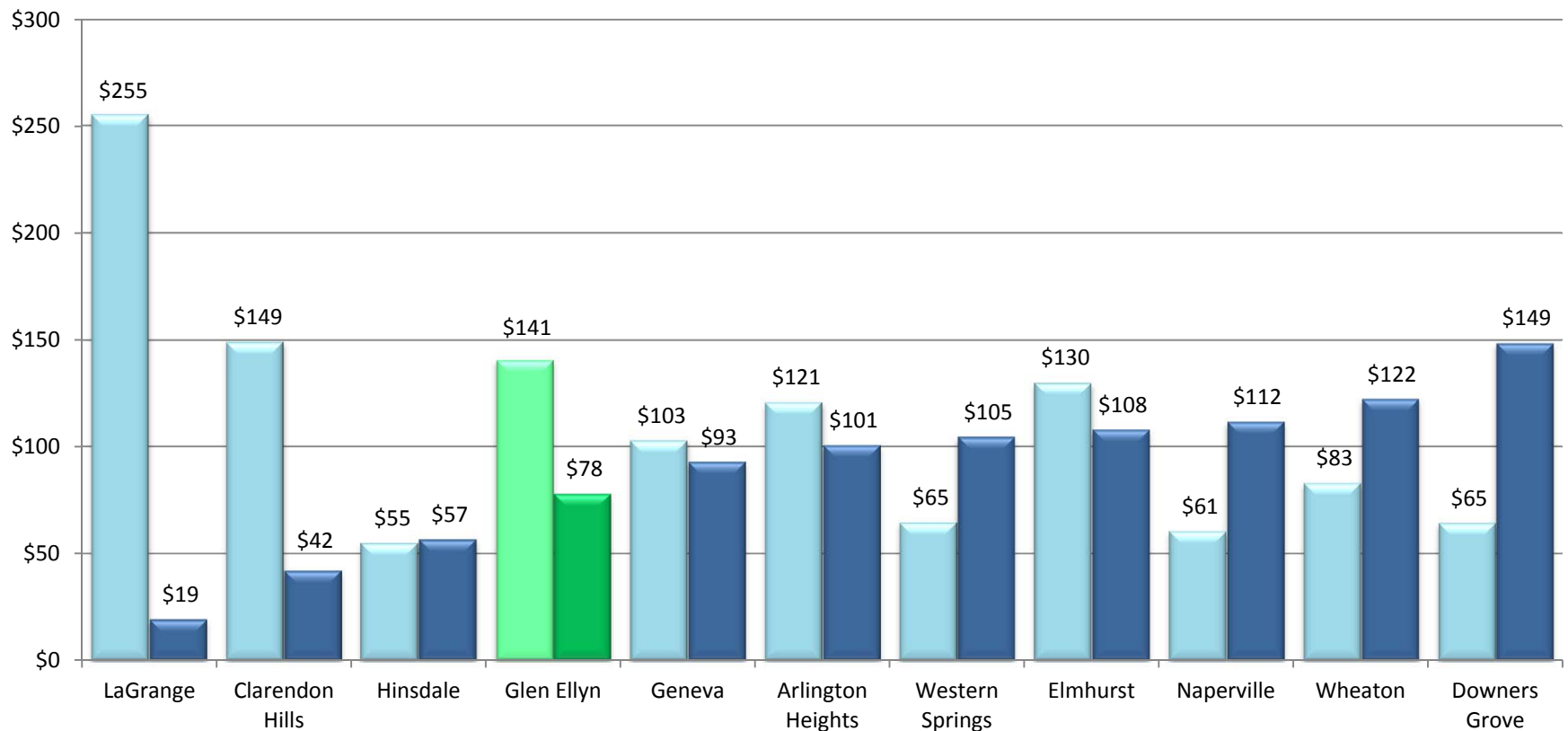
Public Works Expenditures per Capita FY 2009 and 2013



Source: Comprehensive Annual Financial Reports

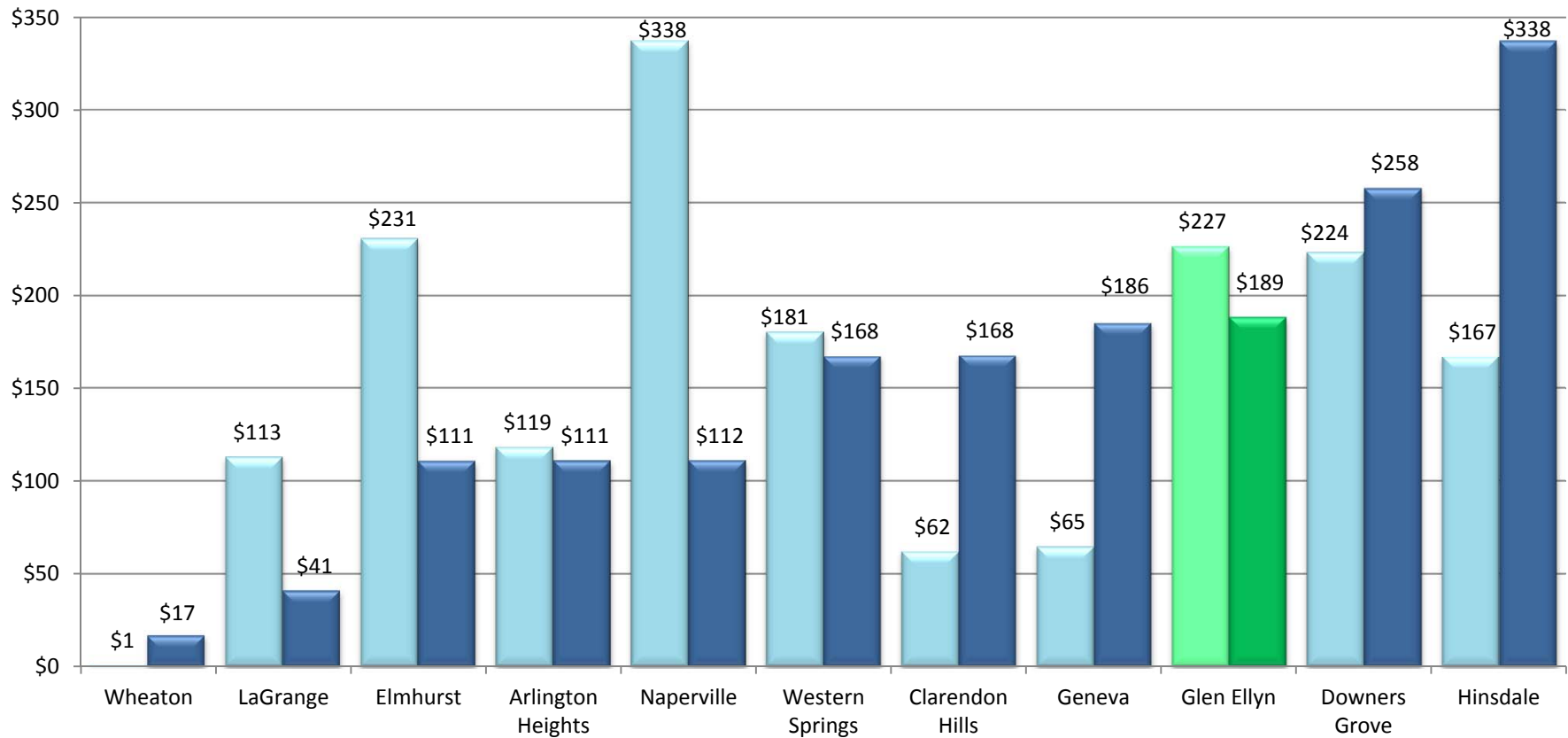
Note: All governmental funds. Geneva has changed the presentation of expenditures in their CAFR, thus the significant change from 2009 above

Debt Service Costs per Capita FY 2009 and 2013



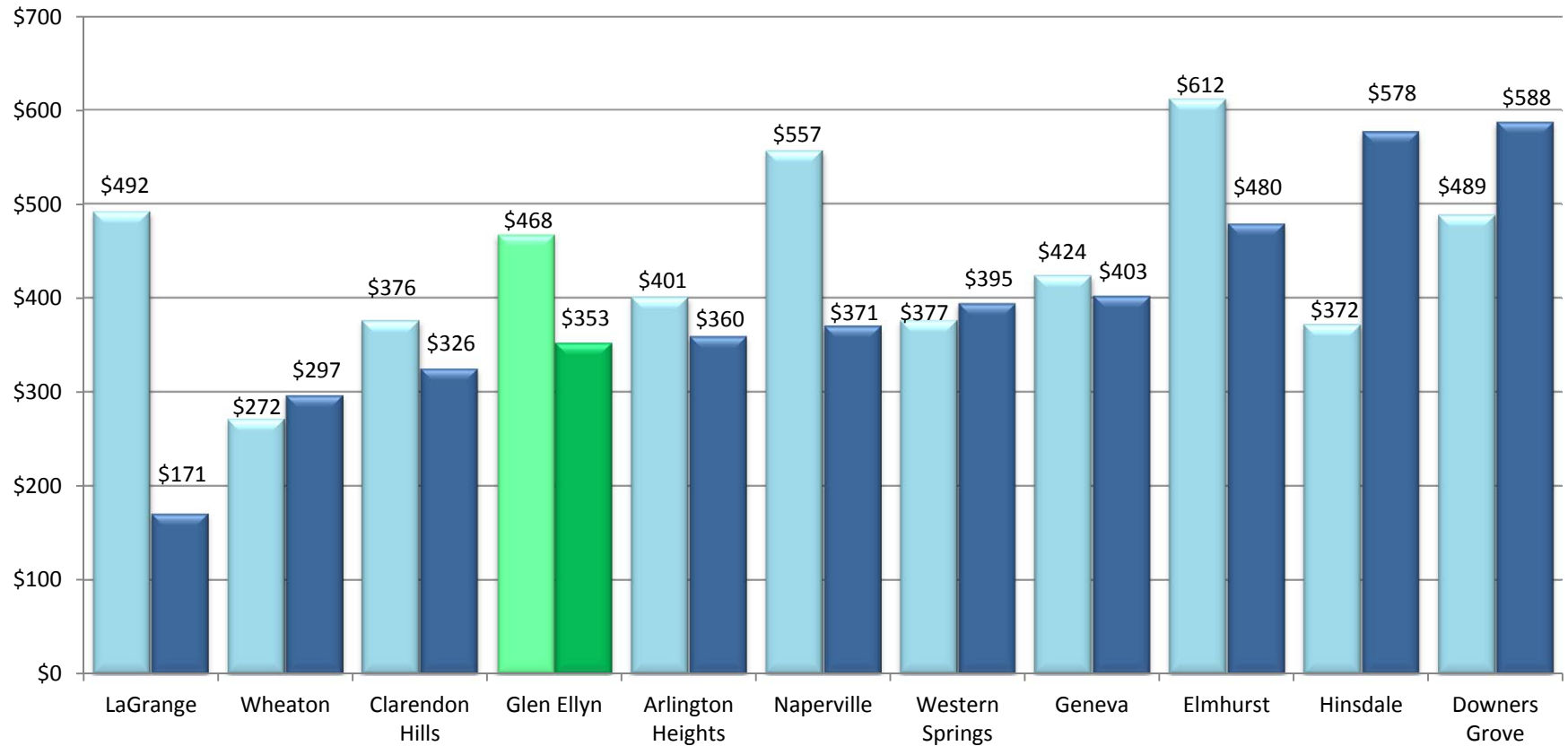
Source: Comprehensive Annual Financial Reports
All governmental funds

Capital Investment per Capita FY 2009 and 2013

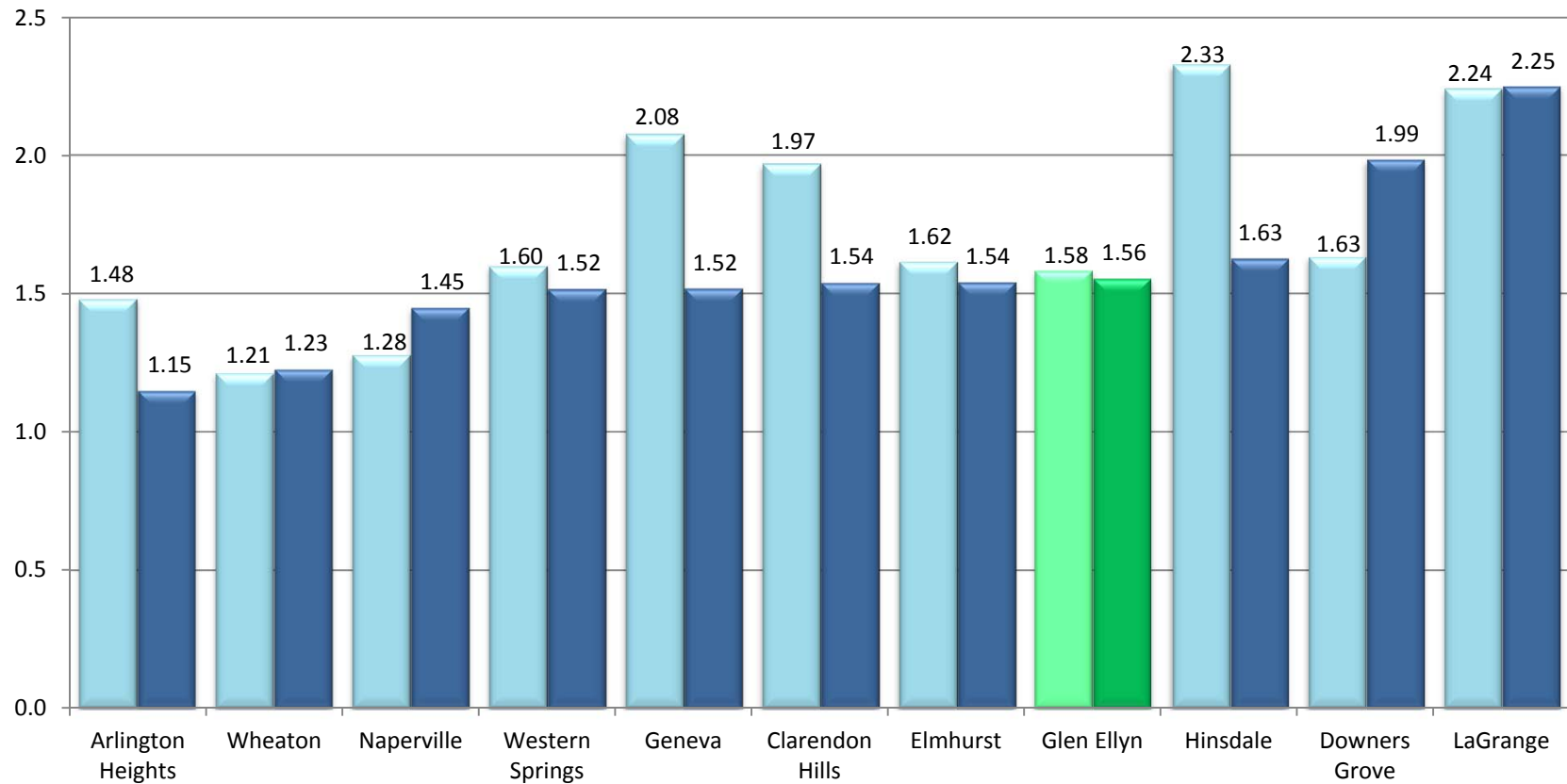


Source: Comprehensive Annual Financial Reports
All governmental funds

Combined Public Works + Debt Service + Capital Investment per Capita FY 2009 and 2013

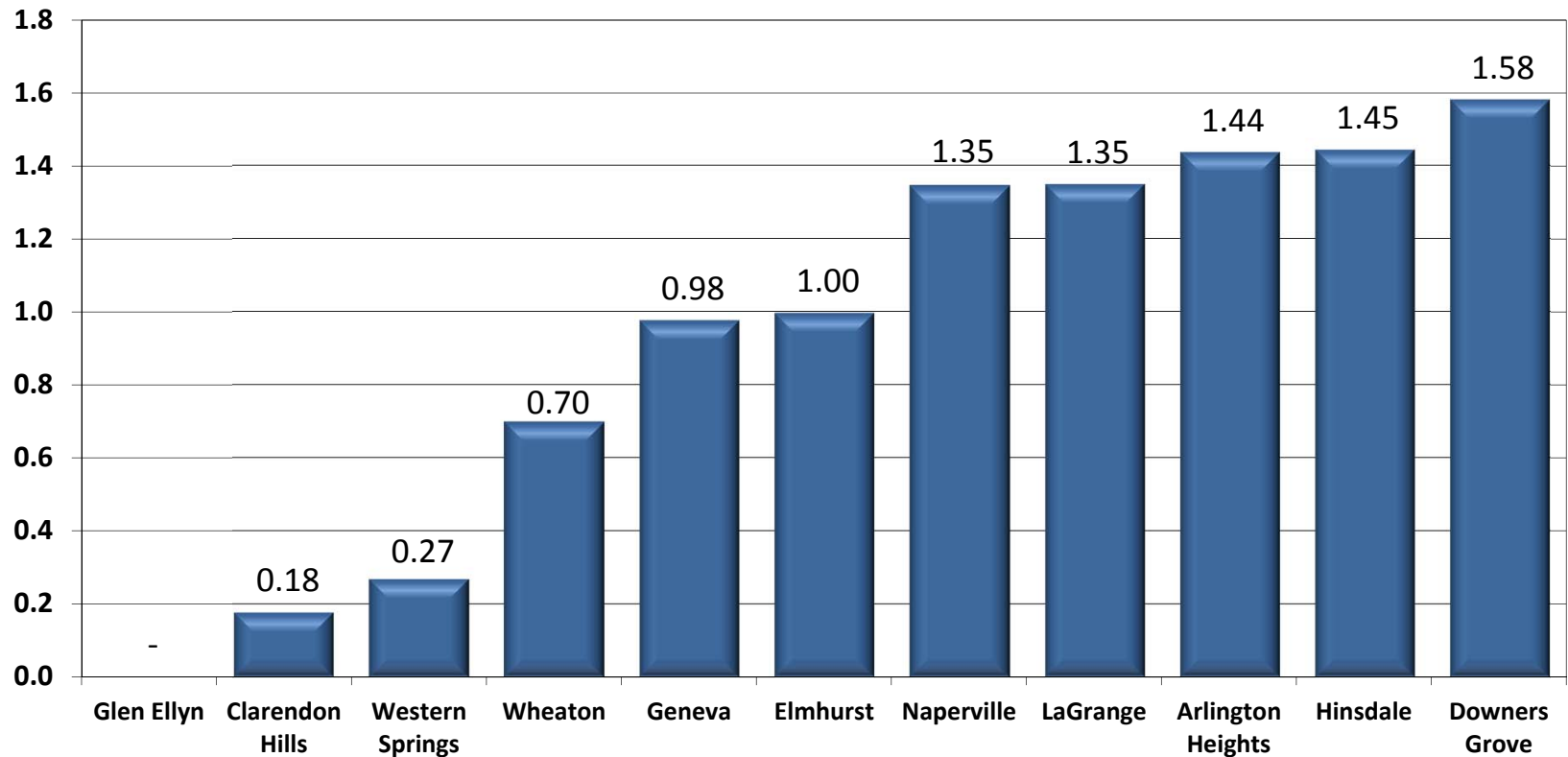


Police Officers per 1,000 Residents FY 2013



Source: Comprehensive Annual Financial reports
 Note: Measured in full time equivalent employees.

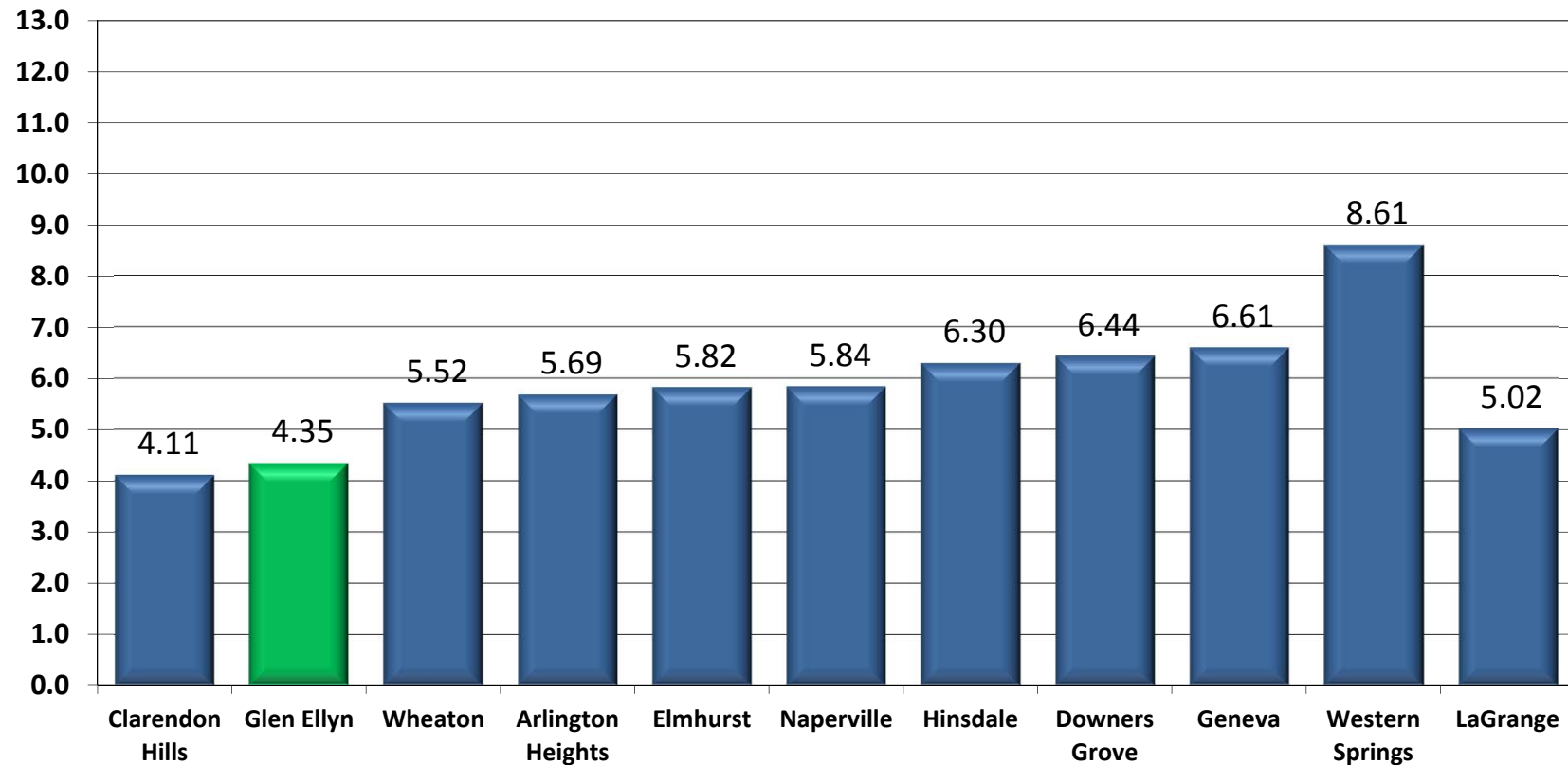
Firefighters per 1,000 Residents FY 2013



Source: Comprehensive Annual Financial Reports

Note: Measured in full time equivalent employees. Glen Ellyn has a volunteer fire company - 60 firefighters and one chief. Clarendon Hills and Western Springs did not have on call firefighter information available.

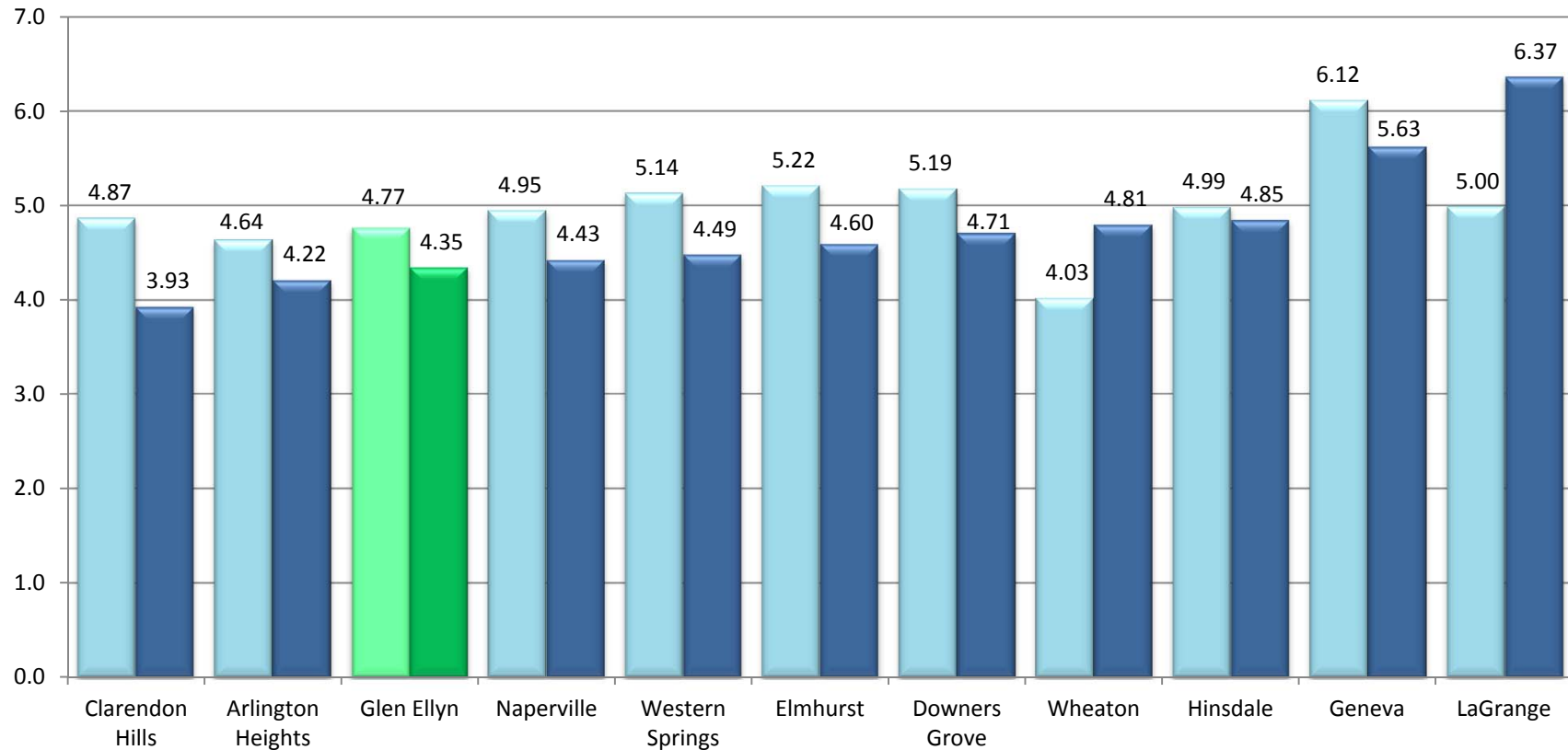
Employees per 1,000 Residents FY 2013



Source: Comprehensive Annual Financial Reports

Note: To support a more accurate comparison, Recreation Department employees (Glen Ellyn, Hinsdale, Western Springs) and Electric Utility employees (Naperville) were deducted from this presentation as these services are provided by other government units or entities in the remainder of the peer group.

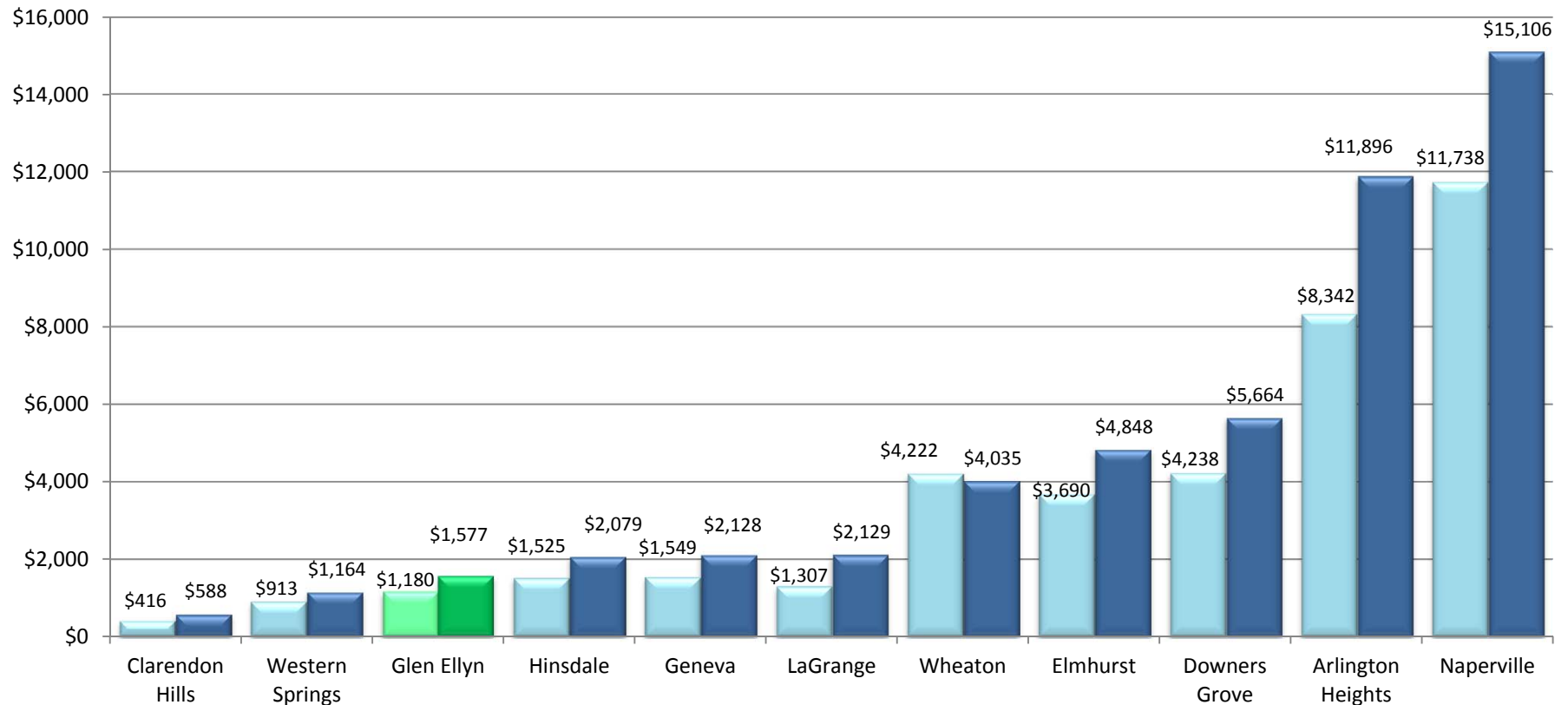
Full Time Equivalent Employees per 1,000 Residents (excluding Fire) FY 2009 and 2013



Source: Comprehensive Annual Financial Reports

Note: To support a more accurate comparison, Recreation Department employees (Glen Ellyn, Hinsdale, Western Springs) and Electric Utility employees (Naperville) were deducted from this presentation as these services are provided by other government units or entities in the remainder of the peer group. 2009 information for Geneva not available.

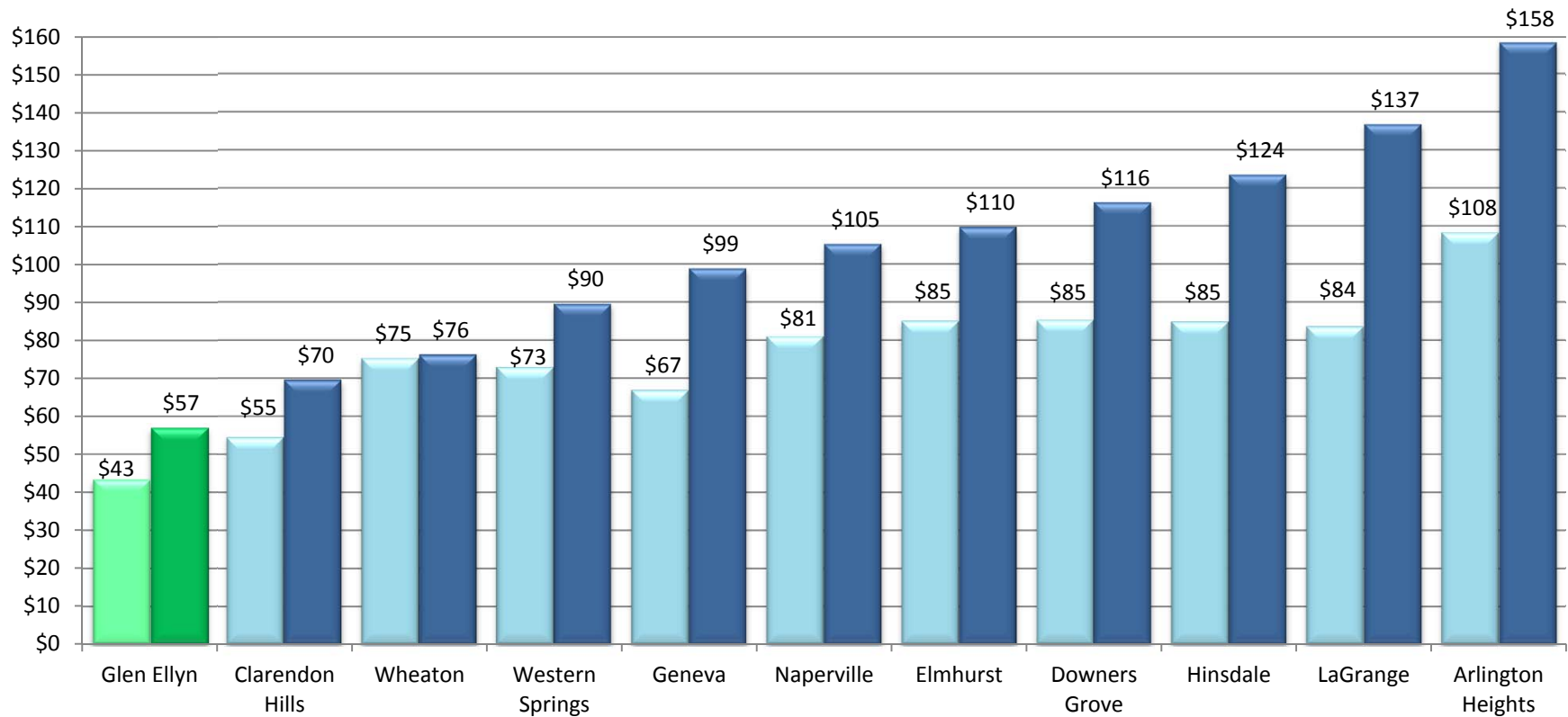
Required Pension Contributions FY 2009 and 2013 (in \$1,000s)



Source: Comprehensive Annual Financial Reports

Based on Annual Required Contribution (ARC) reported in the notes to the financial statements. Includes Police and Fire pensions and Illinois Municipal Retirement Fund (IMRF).

Required Pension Contributions per Capita FY 2009 and 2013

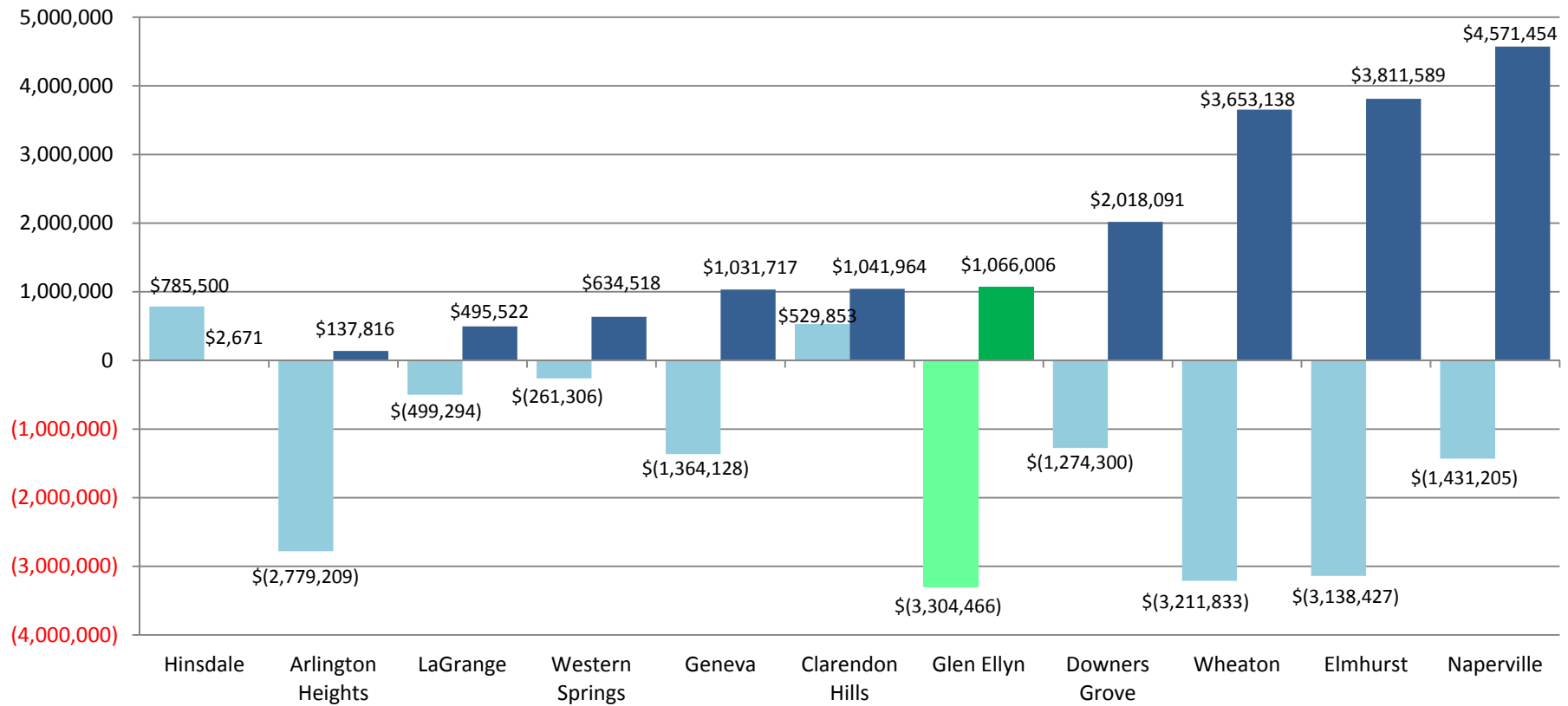


Source: Comprehensive Annual Financial Reports

Based on Annual Required Contribution (ARC) reported in the notes to the financial statements. Includes Police and Fire pensions and Illinois municipal Retirement Fund (IMRF).

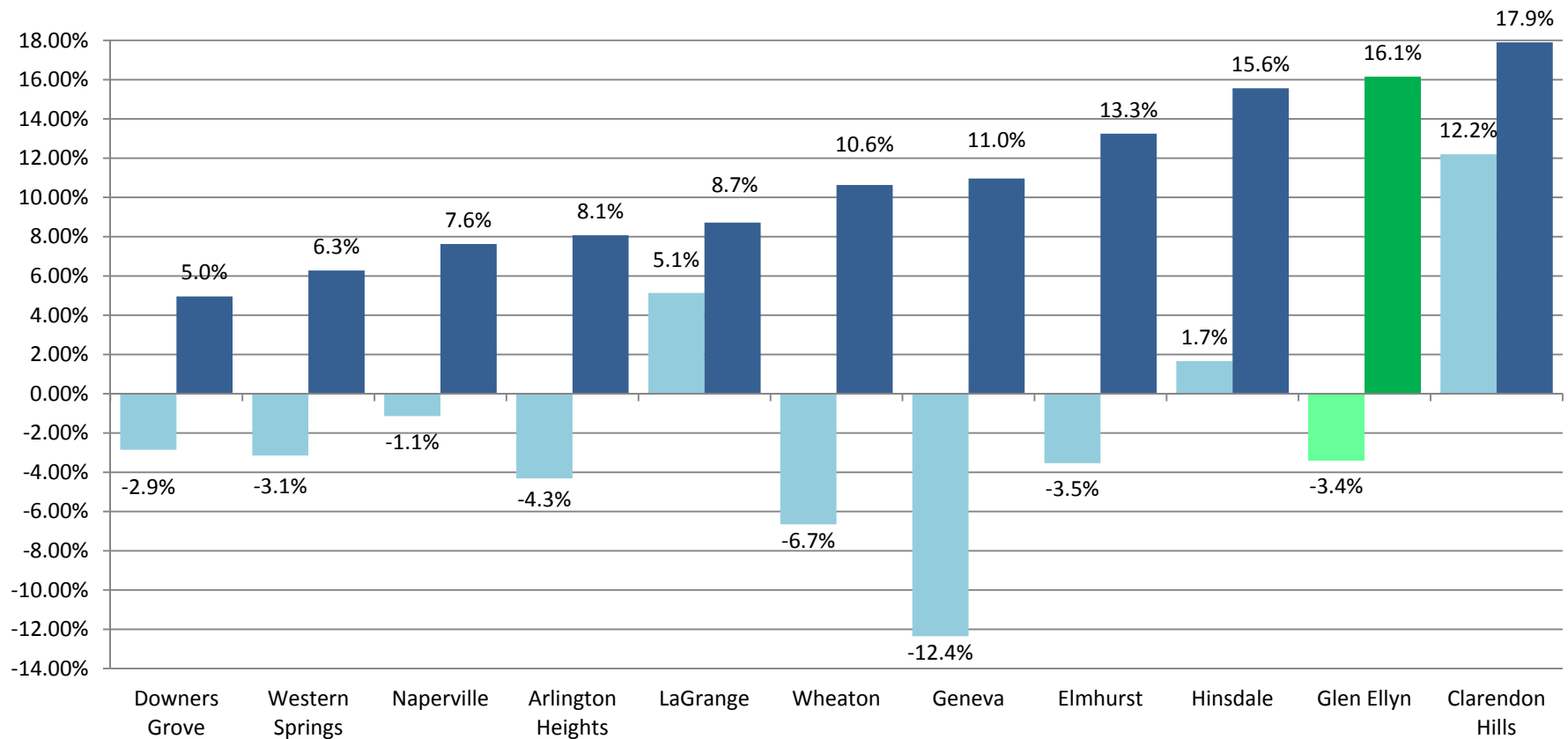
VII. Bottom Line

General Fund Net Income (Loss) FY 2009 and 2013



Source: Comprehensive Annual Financial Reports

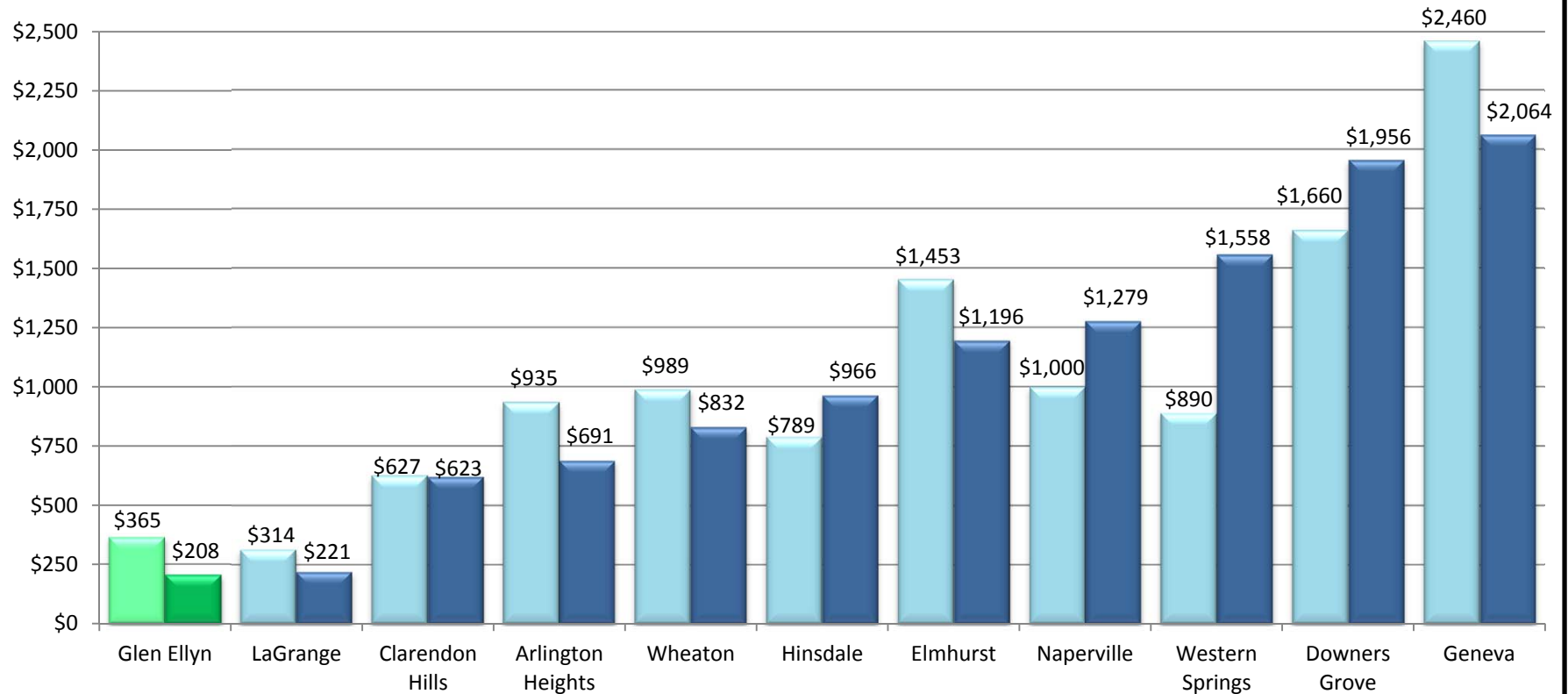
General Fund Surplus (Deficit) as a % of Revenues - FY 2009 and 2013



Source: Comprehensive Annual Financial Reports

VIII. Reserve and Credit Analysis

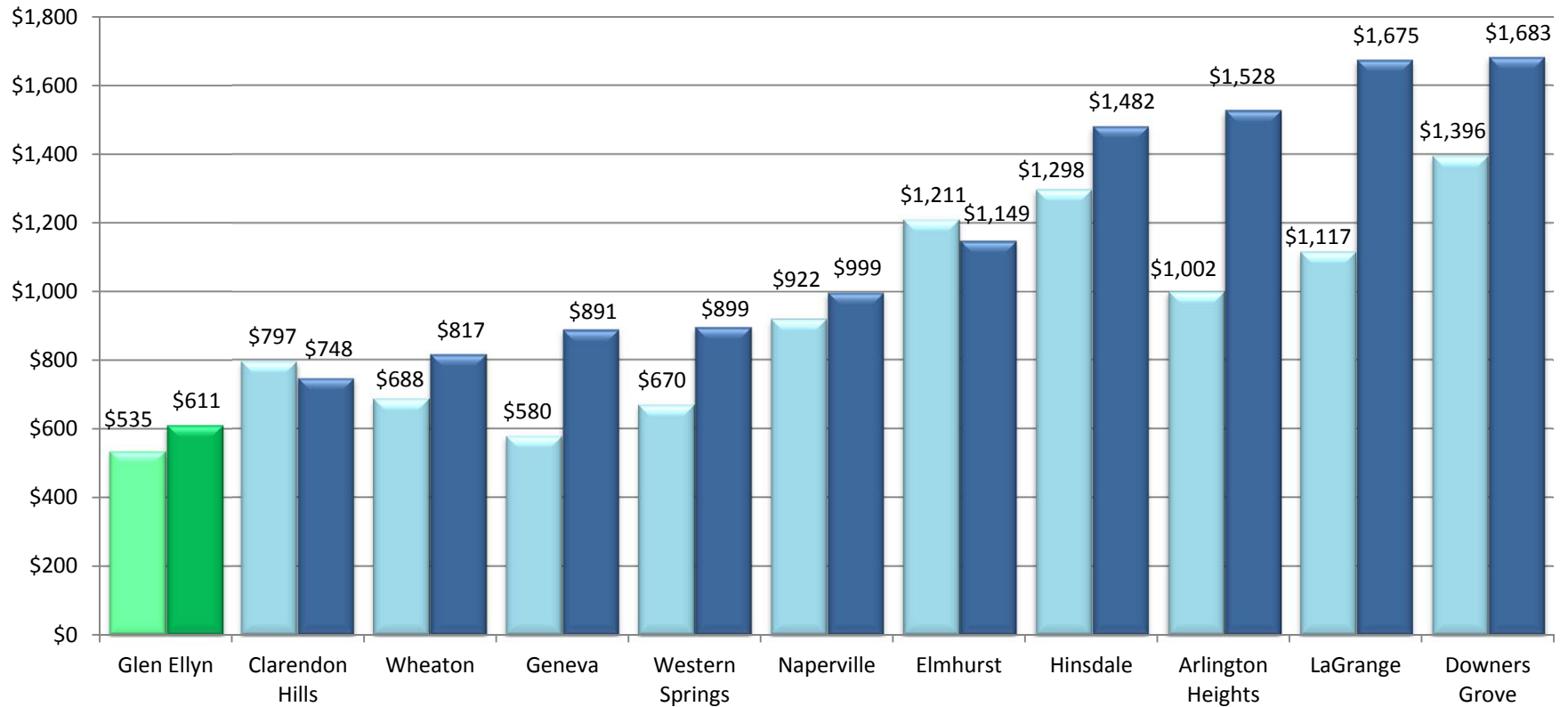
Debt per Capita FY 2009 and 2013



Source: Comprehensive Annual Financial Reports

Debt includes outstanding general obligation bonds and notes, revenue bonds, loans and compensated absences payable for both governmental and business-type funds. Note: Debt related to electric utilities (Naperville and Geneva) and municipal golf courses (Glen Ellyn) was excluded from this presentation as these services are unique to these communities. Glen Ellyn's debt related to the Village Links is abated annually from golf course revenues and not reflected in property tax bills.

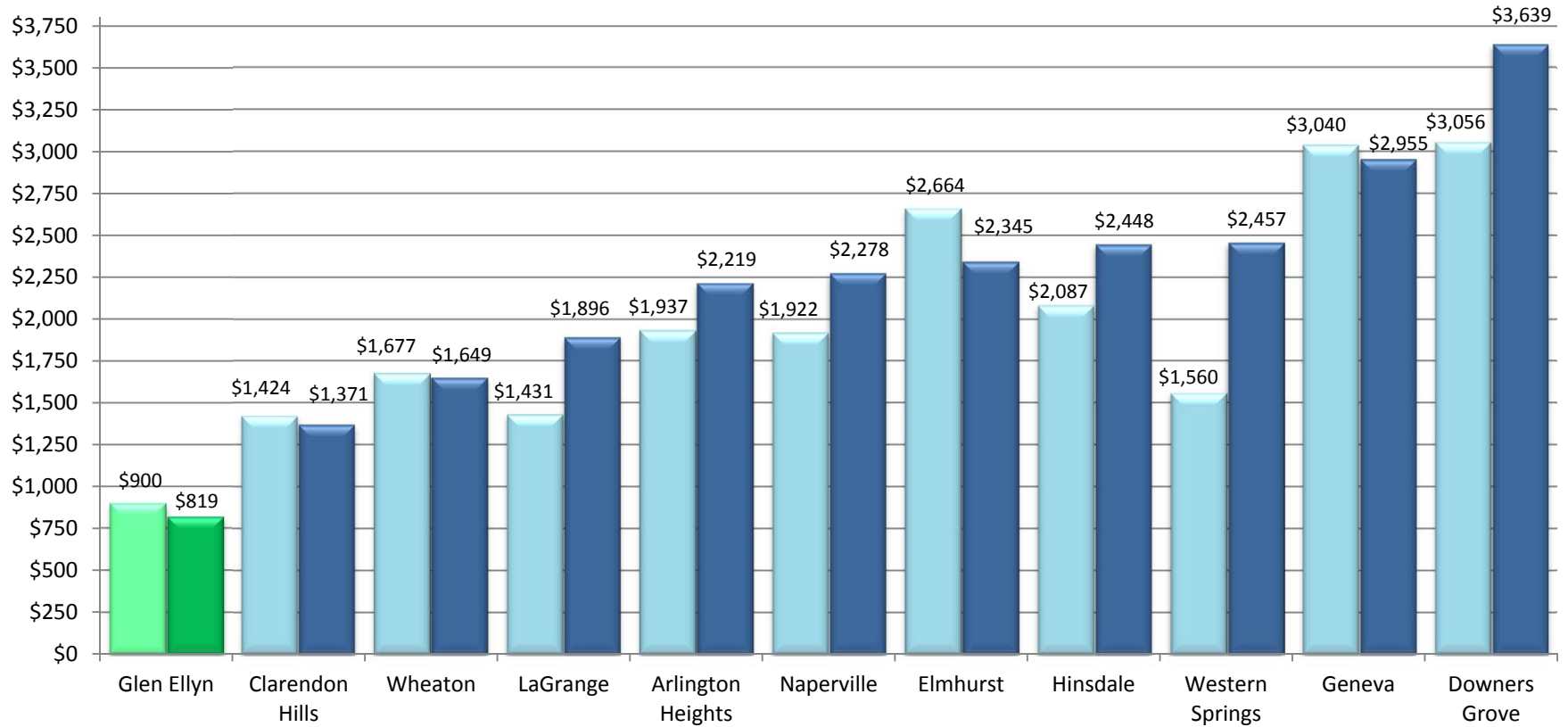
Unfunded Pension Fund Liability (UAAL)* per Capita FY 2009 and 2013



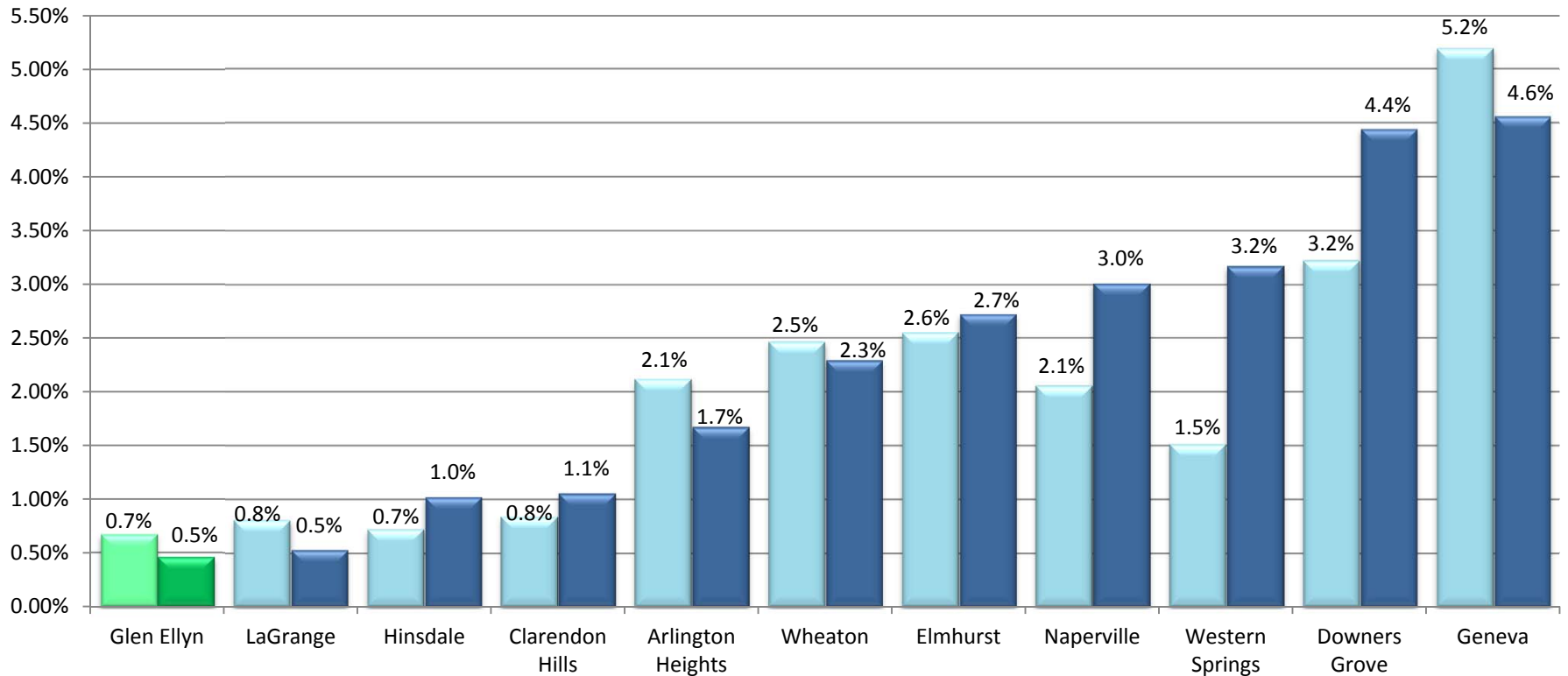
Source: Comprehensive Annual Financial Reports

Note: Data includes UAAL for IMRF, OPEB, Police and Fire Pension Plans. Glen Ellyn does not have a fire pension plan and Clarendon Hills does not have police pension.

Debt plus UAAL per Capita FY 2009 and 2013



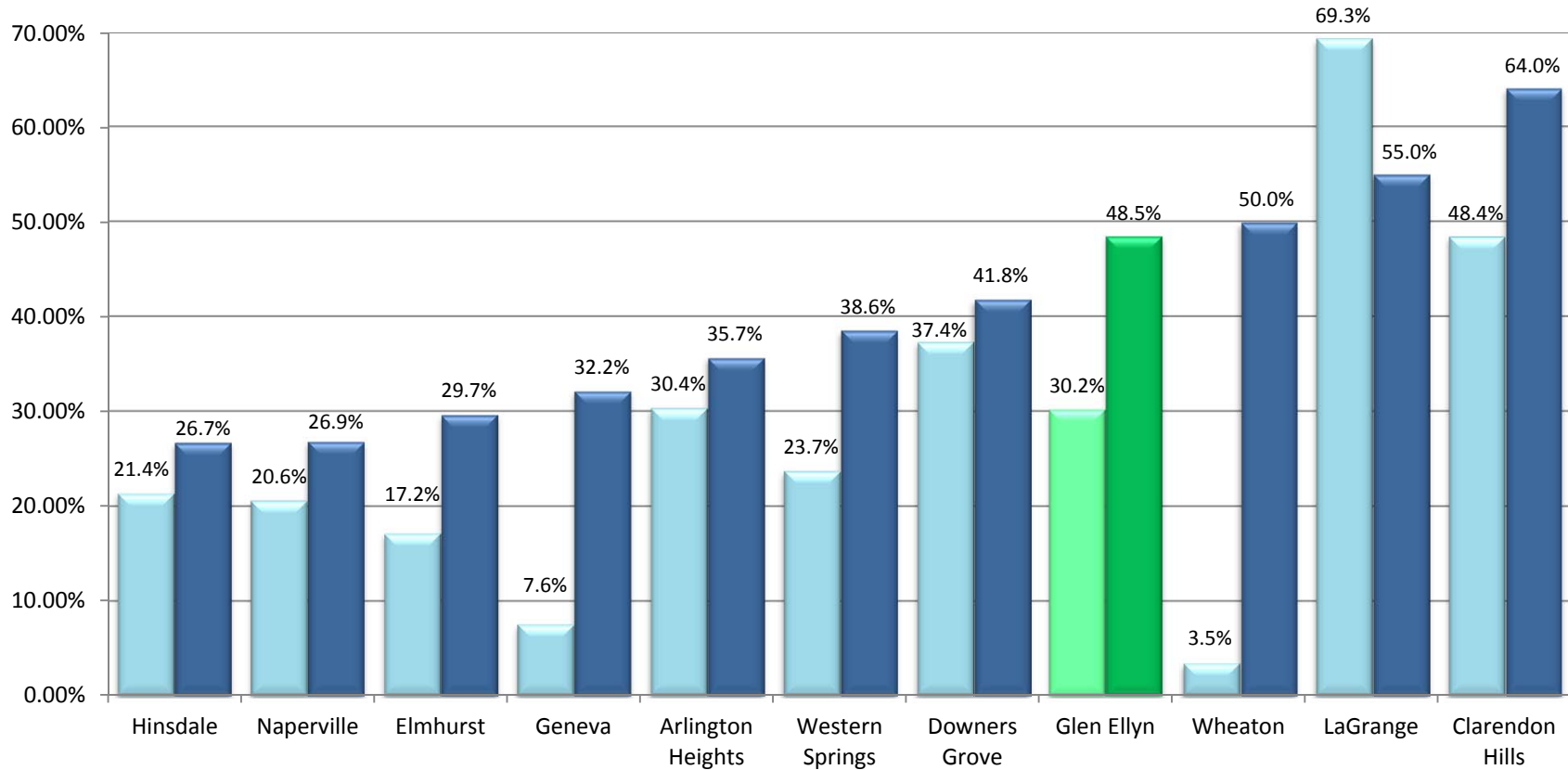
Outstanding Debt as a % of EAV FY 2009 and 2013



Source: Comprehensive Annual Financial Reports

Debt includes outstanding general obligation bonds and notes, revenue bonds, loans and compensated absences payable for both governmental and business-type funds. Note: Debt related to electric utilities (Naperville and Geneva) and municipal golf courses (Glen Ellyn) was excluded from this presentation as these services are unique to these communities. Glen Ellyn's debt related to the Village Links is abated annually from golf course revenues and not reflected in property tax bills.

General Fund Unassigned Fund Balance as a % of Total Expenditures - FY 2009 and 2013



Source: Comprehensive Annual Financial Reports

Credit Ratings

Aaa	Aa1	Aa2
Wheaton	Arlington Heights	Geneva
Naperville	Elmhurst	Western Springs
Hinsdale	Glen Ellyn	LaGrange
Clarendon Hills		
Downers Grove		

Notes

- Property tax data was sourced from actual 2009/2013 property tax bills collected from property owners in each community. Hinsdale and Elmhurst tax bills were from properties located in DuPage County.
- Property value data was sourced from Zillow and closed sale transactions as reported by the Connect MLS/Midwest Real Estate Data.
- Demographic data was sourced from CAFRs and the US Census Bureau.
- Village/city financial data was sourced from Comprehensive Annual Financial Reports (CAFRs) from each community.
- Sales tax data was sourced from Illinois Department of Revenue.



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Grant
Prepared By: Meredith Hannah

SCHEDULED

AGENDA ITEM (ID # 1181)

DOC ID: 1181 F

Motion to approve a Downtown Retail Interior Improvement Award request in the amount of \$15,000 to RISE, Inc., 499 Pennsylvania Avenue.

Background

The Downtown Retail Interior Improvement Award Program was created to facilitate the private sector in making interior improvements that benefit the overall quality and vitality of the Village's commercial districts. Approved projects are eligible to receive an Award up to a maximum of \$15,000 for the business/property owner making an investment in the downtown through interior improvements. The Village Board has approved an Award Scale based on an applicant's investment as outlined below:

Investment	Award
\$2,000 - 9,999	\$1,000
\$10,000 - 19,999	\$5,000
\$20,000 - 29,999	\$10,000
\$30,000 +	\$15,000

As indicated on the Village Award Program Summary Chart (attached), \$79,602.31 in funding has been approved thus far in fiscal year 2013-2014 ending April 30. With \$100,000 budgeted for the program this year, there is approximately \$20,397.69, of available funds remaining.

On February 4, 2014 Janelle & Aaron Sullivan, owners of RISE Inc., 499 Pennsylvania Ave, met with staff to discuss applying for the Downtown Retail Interior Improvement Program for renovations of the space to support their new business. This business site is located in the C5A Central Business District Central Retail Core Sub-district on the south side of Pennsylvania west of Main Street. On February 27, 2014, the Plan Commission approved a special use for RISE Inc., and encouraged the business to explore sound proofing to limit the impact of noise from music or exercising on the neighboring businesses. On March 10, 2014, the Village Board approved a special use for the business at this location providing the fitness studio have a minimum of 25% floor space dedicated to retail sales. After the special use approval by the Board, RISE submitted a formal Award application to the Economic Development Coordinator and simultaneously, their building plans to the Planning and Development Department for review. The plans indicate they have met the 25% retail space required by the special use ordinance. Work has started and all improvements are planned to be completed over the next several weeks and they are expecting to be open at the new location by the end of May 2014.

Downtown Retail Interior Award Issues

Downtown Retail Interior Improvement Awards are available to new and expanding businesses that are located in the downtown commercial district. This program funds permanent tenant and building code improvements necessary to open a new, or expand an existing, downtown retail business.

RISE has been operating out of the Sunshine Dance School since June 2013 and currently teaches over 100 students. The new space will allow them to expand their business offerings through additional class times and retail offerings including clothing and accessories as well as pre-packaged food.

In order to delineate the space to accommodate 25% retail space, accommodate the soundproofing enhancements requested by the Plan Commission, and update fire and safety code elements, the Sullivan's are requesting financial assistance in reconstructing the space. The Sullivan's have signed a three year lease at the 499 Pennsylvania Ave location and have not previously participated in any of the Village's assistance programs, nor has this space utilized Village funding previously.

The total improvements to the space exceed \$63,000. Staff recognizes the following eligible interior improvement costs outlined/identified in the application:

Sound proofing costs: Remove and Replace drywall with blown in insulation	\$ 10,289.62
Plumbing & retrofit work for ADA compliant bathroom work	\$ 9,900.00
Electrical upgrades & service improvements	\$ 8,400.00
Fire alarm system	\$ 4,500.00
Total Eligible expenses	\$ 33,089.62
Eligible Award	\$ 15,000.00

These improvements are consistent with the intent of the Award program creating a safe space for patrons and are permanent improvements to the space. The eligible financial investment made by the applicant falls within the fourth tier of the Award Scale making the applicant eligible for up to \$15,000 Award. Staff has no concerns with the Village Board awarding the requested Award.

Funding

As approximately \$20,397.69 is available this fiscal year (see attached summary), sufficient funds are available for this Award.

Action Requested

The Village Board may approve the request for a \$15,000 Downtown Retail Interior Improvement Award, approve a different Award amount, or choose to deny the request.

ATTACHMENTS:

- Program Budget Summary 04-21-14 (XLS)
- RISE Downtown Retail Interior Improvement Award Application (PDF)

VILLAGE GRANTS PROGRAM

Updated 12/03/13

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF GRANT	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 10/11								
Marcel's	Jillian Foucre	490 N. Main	Interior	1/9/2011	1/20/2011	\$ 20,000.00	\$ 20,000.00	\$ 17,659.00
Marcel's	Jillian Foucre	490 N. Main	Façade	6/8/2011	6/27/2011	\$ 10,000.00	\$ 10,000.00	\$ 12,341.00
						\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
FY 11/12								
Gratto		433 Main	Façade		11/18/2010	\$ 10,000.00	\$ 10,000.00	\$ 9,930.00
Costello	Joe Costello	474 N. Main	Interior	6/20/2011	6/27/2011	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00
Key Investment	Jeanine Valdez	462 Park	Façade	6/22/2011	7/25/2011	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
Northside Grill	Dan Sronkoski	499 Pennsylvania; #D	Façade	7/8/2011	11/14/2011	\$ 526.00	\$ 526.00	\$ 526.00
Northside Grill	Dan Sronkoski	499 Pennsylvania; #D	Interior	10/14/2011	11/14/2011	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
Subway	Suryakant Patel	572 Crescent	Interior	10/3/2011	11/14/2011	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Subway	Suryakant Patel	572 Crescent	Façade	10/3/2011	not approved	\$ -	\$ -	
						\$ 68,026.00	\$ 58,026.00	\$ 57,956.00
FY 12/13								
Katy's Boutique	Katy Balabinis	427 Main	Façade	3/27/2012	5/14/2012	\$ 4,071.00	\$ 4,071.00	\$ 4,071.00
AliKat	Sandra Moore	499 Pennsylvania; #B	Interior	4/11/2012	5/14/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Papier Girl	Lesley Vesevick	413 Main	Interior	4/11/2012	5/14/2012	\$ 14,550.00	\$ 14,550.00	\$ 14,550.00
Run Today	Paul O'Neill	515 Crescent	Façade	6/7/2012	8/20/2012	\$ 671.50	\$ 671.50	\$ 671.50
Run Today	Paul O'Neill	515 Crescent	Interior	6/7/2012	8/20/2012	\$ 14,373.84	\$ 11,706.00	\$ 11,706.00
Flour+Wine	Michael Vai	433 Main	Interior	9/9/2012	8/8/2012	\$ 8,485.64	\$ 6,670.37	\$ 6,670.37
Blackberry Market	Anna Davidson	401 Main	Interior	10/4/2012	11/12/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Larc Jewelers	Jay Gilbert	479 Main	Façade	3/25/2011	4/16/2012	\$ 1,876.00	\$ 1,876.00	\$ 1,580.84
Treasure House	Theresa Nihill	479 Pennsylvania	Façade	7/13/2012	7/19/2012	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
Elite Eyewear	Tracy Hortatsos	413 Main	Façade	10/16/2012	11/12/2012	\$ 543.00	\$ 543.00	\$ 543.00
The Stand	Lisa Demos	542 Crescent	Interior	2/4/2013	2/11/2013	\$ 15,000.00	\$ 15,000.00	
The Stand	Lisa Demos	542 Crescent	Façade	2/4/2013	2/11/2013	\$ 15,000.00	\$ 15,000.00	
						\$ 111,570.98	\$ 107,087.87	\$ 76,792.71
FY 13/14								
Bird on a Wire Studio	Kathryn Alcock/Megan Swadley	492 Main	Interior	1/9/2013	5/15/2013	\$ 2,445.86	\$ 2,445.86	\$ 2,274.14
Bird on a Wire Studio	Kathryn Alcock/Megan Swadley	492 Main	Façade	1/9/2013	5/15/2013	\$ 853.50	\$ 853.50	\$ 853.50
School of Rock	J. Brandon Turner	536B Crescent	Façade	4/25/2013	5/28/2013	\$ 771.50	\$ 771.50	\$ 771.50
Oberweis	Joe Oberweis	515 Roosevelt	Façade	8/6/2012	10/22/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
PS Flowers/Suki Salon	Patty Sorenson/Susan Madonin	522-526 Hillside	Façade	4/13/2013	5/28/2013	\$ 2,065.00	\$ 2,065.00	\$ 2,215.00
Ramco 450 LLC	Brian Blizzard	525 Roosevelt	Façade	6/3/2013		\$8,350.00		
535 Penn L.L.C.	Thomas LaMantia	535 Pennsylvania	Interior	8/14/2013	9/9/2013	\$ 15,000.00	\$ 15,000.00	
535 Penn L.L.C.	Thomas LaMantia	535 Pennsylvania	Façade	8/14/2013	9/9/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Made In Italy Trattoria	Ippolita Basile	476 Forest	Façade	8/23/2013	9/9/2013	\$ 529.00	\$ 529.00	
Peanut Butter Planet	Frank Pecora	546 Crescent Blvd	Interior	11/21/2013	1/13/2014	\$ 9,373.50	\$ 9,373.50	\$ 9,373.50
Peanut Butter Planet	Frank Pecora	546 Crescent Blvd	Façade	11/21/2013	1/13/2014	\$ 10,462.50	\$ 10,462.50	
Olive 'n Vinnie's	Karen & Gary Evensen	449 Main Street	Interior	1/13/2014	1/27/2014	\$ 3,503.45	\$ 3,503.45	\$ 3,503.45
RISE	Aaron Sullivan	499 Pennsylvania Ave	Interior	3/24/2014		\$ 15,000.00		
Olive 'n Vinnie's	Karen & Gary Evensen	449 Main Street	Interior	3/25/2014	4/14/2014	\$ 4,598.00	\$ 4,598.00	
						\$ 102,952.31	\$ 79,602.31	\$ 36,114.14

Updated: 4/23/2014

VILLAGE OF GLEN ELLYN

Downtown Interior Improvement Grant Program Application

REQUIRED SUBMITTALS WITH APPLICATION:

1. Signed lease, committing to minimum of a 3-year lease term is required for all new and relocating businesses (if a lease has not yet been signed, disbursement of the approved funds will be contingent on the Village receiving a signed lease).
2. Signed vendor contract(s) with detailed costs for each proposed improvement.
3. Consent from the building owner for proposed improvements, by signature on the attached form.
4. Digital photos depicting the interior areas where proposed improvements will take place.
5. Completed IRS Form W-9 Request for Taxpayer Identification Number and Certification
6. Projected sales tax* and/or property tax for the three years following the completion of the improvements covered by the grant.
7. A narrative or current Business Plan that addresses the following:
 - a) Description of your business and the related industry .
 - b) Features and advantages of your product and how improvements sought will improve the business and/or benefit Village.
 - c) List any unusual or unexpected difficulties faced in making the proposed improvements or completing the work.
 - d) Credentials and experience of business owner.
 - e) Market research and analysis including a definition of your current or anticipated customers and where they come from. May also include information on future customer markets as a result of interior improvements (i.e. will improvements attract new customers).
 - f) Describe or demonstrate why these improvements would not take place "but for" the grant program.

**Please note that if you are awarded a grant, you must submit actual sales tax receipts for the three consecutive years following the completion of the improvements. The actual sales tax receipts from the State of Illinois of the prior calendar year shall be provided to the Village by February 15.*

BUSINESS OWNER INFORMATION

Business Owner Name: Aaron Sullivan

Home Address: 784 Euclid Ave

Business Name: RISE INC

Business Address: 499 Pennsylvania Ave

Business Phone: 309-453-4730

Other Phone: 309-643-4352

Email Address: rise.glenellyn@gmail.com

Fax Number: _____

Estimated Opening Date of Business: May 1, 2014**PROPERTY OWNER INFORMATION**Property Owner Name: John Svigos, Michael Svigos & Paul SvigosAddress: 525 West Lincoln, Wheaton IL 60187Phone: (847) 735-0656Email Address: nick@svigos.comFax Number: (847) 735-8060**DESCRIPTION OF PROPOSED IMPROVEMENTS**(See Detailed Narrative and notes Attached)_____

_____**ITEMIZED ACTIVITY DESCRIPTION****COST**

<u>See all quotes !</u>	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL PROJECT COST: _____**AMOUNT OF GRANT ASSISTANCE REQUESTED:** _____

APPLICATION CERTIFICATION

I, the undersigned, certify that I have read the program description and requirements for the Village of Glen Ellyn Downtown Retail Grant Program. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that the improvements described in this application must receive all required permit approvals from the Village of Glen Ellyn prior to the commencement of construction. I further understand all eligible improvements assisted by the Retail Grant Program are permanent fixtures and will remain with the building.

Furthermore, I, the undersigned, my successors and assigns, hereby agree to save and hold harmless the Village of Glen Ellyn and any of its employees, officers and directors from all cost, injury and damage to any person or property whatsoever, any of which is caused by an activity, condition or event arising out of the performance, preparation for performance or nonperformance of any project improvement included in my grant application. The above cost, injury, damage or other injury or damage incurred by or to any of the above shall include, in the event of an action, court costs, expenses of litigation and reasonable attorneys' fees. I understand that if my business closes or moves out of the Village of Glen Ellyn within 3 years I will be required to repay the Village in an amount as described on page 3 of the grant packet.

Janelle Sullivan
Applicant Name (PRINT)
March 17, 2014
Date

J Sullivan
Applicant Signature

CONSENT FROM PROPERTY OWNER (Required if different from Applicant)

199 PENNSYLVANIA AVE LLC
Property Owner Name (PRINT)
3-17-14
Date

[Signature] (Member)
Property Owner Signature

*****Office Use Only*****

Application is: _____ Approved

_____ Denied

Village President

Date

Planning and Development Director

Date

RISE Glen Ellyn

Retail Business Plan

Our best laid plans, hopes, and dreams for establishing a sustainable and successful high-end boutique, fitness experience.



Aaron & Janelle Sullivan
March 2014

Executive Summary

1

RISE is a fitness studio located in the thriving downtown area of Glen Ellyn, just a few walking steps from the Metra, upscale retail shopping, and local restaurants. This studio is a high-end fitness experience that caters primarily to women, with a growing focus on men as well as family-oriented activities. The studio offers multiple group exercise classes with a wide variety of low-impact to high cardio workouts.

RISE is a fitness studio that celebrates inspiration, energy and good health. At RISE, we aim to provide a fun and unique group fitness experience that will strengthen your core muscle groups, burn those well-deserved calories, and connect you with others in a motivating, group setting.

Each high energy workout will incorporate a wide range of focused training techniques and equipment (e.g. free weights, resistance bands, fitness balls, ballet barre, etc.) to maximize your results. Workouts will be unique each day of the week with emphasis on a complete, full-body exercise, and will be consistent in offering both cardiovascular and strength training elements.

At RISE, our mantra of Core, Cardio, Connect embodies our vision for this local fitness studio. It is our goal that each class offered will strengthen your core muscle groups, promote a healthy heart rate through various cardio components, and purposefully connect each other to foster a meaningful and enjoyable experience.

Mission & Objectives

The Mission of RISE is the following:

- Create a fun and inspiring workout environment that produces results and promotes confidence in our clients
- Celebrate and recognize the success of our clients in achieving their fitness goals
- Purposefully foster meaningful relationships and connections between our customers and our local communities in which we live to drive sustainability and loyalty.

Near Term Objectives (first 2 years):

- Exceed 65% capacity for all classes offered by the end of the first year in business
- Acquire 100 members by end of the first year in business
- Increase membership to 125 active members in the second year in operation
- Secure a dedicated space to call "home" in downtown Glen Ellyn, IL

Mid Term Objectives (3-5 years):

- Be recognized as the premier group fitness boutique in the area
- Expand fitness services to broaden customer reach (e.g. cycling, sport-specific workouts, kids yoga, etc..)
- Grow membership to 200+

Long Term Objectives (5+ years):

- Studio expansion to neighboring communities throughout the greater Chicago-land area.
- Explore franchise options
- Membership growth commensurate to new facility expansion.

Ownership Structure

RISE has been set-up as an S Corp under the description of RISE, Inc. whose principal shareholders are Janelle and Aaron Sullivan.

- **Janelle Sullivan** - Shareholder of RISE, Inc and founder of RISE Glen Ellyn. Janelle has been in dance and fitness her entire life. She started out as a young child dancing for the St. Louis Football Cardinals, then went on to dance for the University of Missouri Tigers, following college, has run several marathons and instructed fitness classes for all levels of experience over the past 10 years. (Including Barre classes, strength training

and recently received her spinning certification). Janelle will manage the daily operations, all instructors and any other duties associated with the studio business.

- **Aaron Sullivan** – President and Shareholder of RISE, Inc has been in the Sales and Marketing industry for 15 years and has been employed by Caterpillar Inc since January of 1999 where he is currently a Region Manager for the Western U.S. and Canada.

Company Location and Facilities

RISE is currently located in downtown Glen Ellyn, where we are sharing a space with the Sunshine Dance Project during our initial start-up. Given our growth and success, we have remained active in our search for a dedicated space and are in the final stages of securing a new facility at 499 Pennsylvania Avenue in downtown Glen Ellyn, IL.

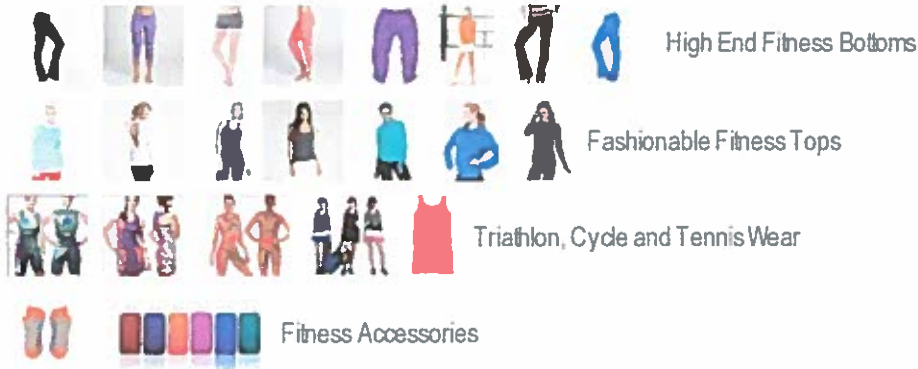
RISE Services

Our core portfolio of offerings to our clients will consist of two (2) primary categories and will expand as the market dictates. Those two (2) key areas are the following: 1). RISE Fitness and 2). RISE Retail

1. **RISE Fitness Classes:** Individualized packages are available for purchase ranging from class specific quantities to monthly unlimited options allowing our clients to customize based on their individual needs and life schedule. The current studio classes offered are the following:
 - **RISE and Shine** – This class will definitely wake you up and make you energized throughout the day. It will consist of a full body workout targeting all major muscle groups. Each class will be different and will incorporate core, cardio and connection within your own body. We will leverage a wide range of training techniques and equipment including: free weights, resistance bands, fitness balls, the ballet barre and even sometimes jump rope to quickly maximize your results. This is a high energy class with motivating music to keep you coming back. All levels welcome.
 - **Bootcamp** – Come to Lake Ellyn for this high-energy bootcamp amidst a beautiful, outdoor setting. This fun, yet challenging class will consist of running drills, intervals, plyometrics, sit-ups and push-ups, core work, and much, much, more. No matter what your current level of fitness is, our lively instructors will motivate and push you to your physical limits.
 - **RISE Above the Barre** – This class is a perfect fusion of vinyasa flow and a traditional barre class. This hour long low impact class will target the muscles in the core, glutes and thighs by incorporating movements to sculpt and lengthen your muscles. This unique yoga practice will increase your flexibility, strength and balance, and leave you feeling refreshed and at peace. All levels welcome.
 - **RISE Sculpt** – A high energy, high calorie-burning class that incorporates weights, cardio and Vinyasa Yoga to engage all body parts. Each challenging, 60-minute class will feature upbeat and fun music to motivate you through the movements. RISE Sculpt is for all fitness levels with personalized adjustments to maximize your individual results. Yoga experience is preferred, but not necessary. All you need is yourself, your energy and we're ready to begin!
 - **RISE Flow** – This class will take you through a sequence of yoga postures linked by the breath to create a graceful "flow". Experience the mental and physical benefits of controlled breathing and strength-building poses. Be sure to wear comfy clothes to allow full range of motion. All levels welcome.
 - **Growth Beyond Core** – Additional areas of expansion include (but not limited to) Cycling, TRX, Kids Yoga, RISE Running Club, and birthday party events.

2. **RISE Retail Offerings:** As a core competency and key component of our sustainable growth strategy, RISE will deliver a significant retail presence within its own dedicated space. Below are two (2) key areas of focus for our integral offerings:

- **Retail Clothing:** As a complement to our overall fitness strategy, RISE will offer high end workout gear and fitness fashion accessories for purchase within the studio for its clients or those patrons shopping in downtown Glen Ellyn. Examples of clothing categories include (but not limited to) Bike Wear, Barre Wear, Lounge Wear, Tennis Wear, and other accessories. Price range for clothing garments will be from \$50 - \$85 per item.

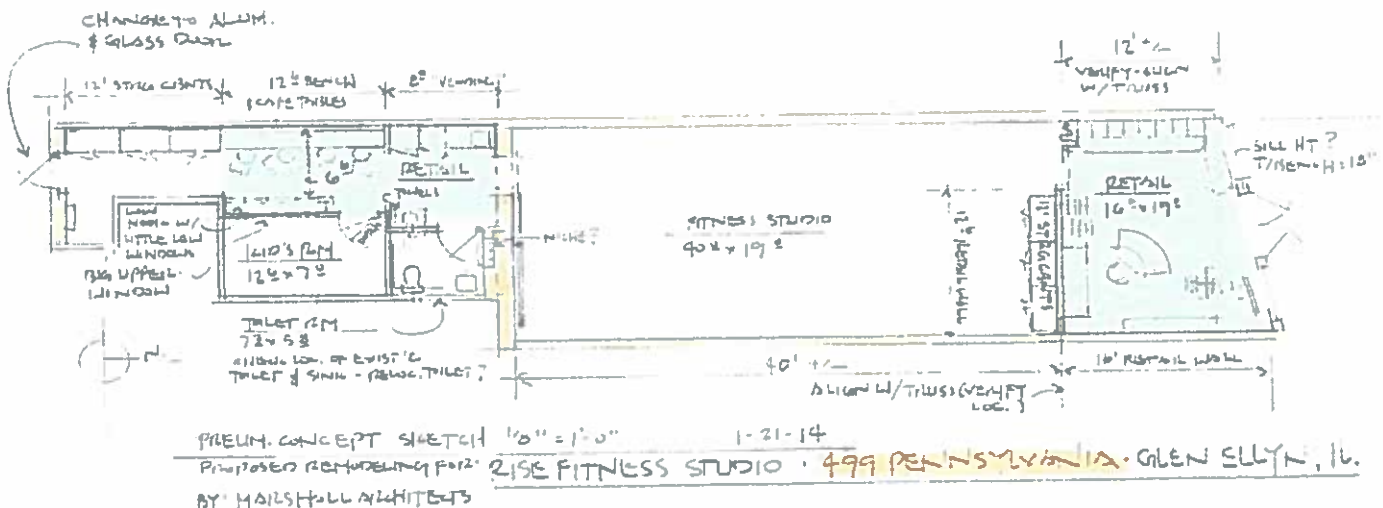


- **Health Bar:** To promote a healthy lifestyle beyond the workouts, RISE will feature a small health bar with nutritional and organic options available for both clients to experience before or after workouts as well as local foot traffic from Glen Ellyn shoppers. Below are some visual examples of our health bar offerings:



RISE Retail Presence:

The architectural drawings below illustrate our plans to significantly improve the current interior of 499 Pennsylvania Ave in Glen Ellyn, and prominently feature our retail products to attract local shoppers and class participants. As you can see from the drawing concept, we plan on offering two (2) distinct spaces to display our retail offerings. Both are purposefully integrated into the design and include the entire front area of the building, which will be clearly visible from the street, as well as a separate space for those that are enjoying the atmosphere before or after workout. We have already commissioned a professional company to design and execute a fun and captivating storefront to lure local patrons into RISE.



Due to the recent requirements to have a minimum of 25% dedicated retail presence added into our previously approved "special use" variance, it becomes increasingly more important to seek approval and support from the Village Board to share in the interior improvements to create a dynamic and successful retail presence for RISE. Our current plans call for numerous upgrades to the existing 499 Pennsylvania Ave location and include (but not limited to) the following:

- New walls to clearly delineate retail from exercise space
- New purpose-built retail display units mounted to wall
- Expansion and improvement of existing bathroom to ADA code
- Life safety upgrades of new fire alarm system and clearly marked exit signs and lighting throughout space
- Re-claim and re-finish existing floors while adding new sub-floor and wood floor to remainder of space for common look and feel across RISE.
- Improved lighting in retail areas to highlight and illuminate merchandise
- Electrical improvements to carry-out retail plans (new outlets, lighting, fans for maximum benefit to clients and patrons visiting RISE)
- Sound insulation being requested by Village to ensure positive experience for all businesses currently residing within 499 Pennsylvania (e.g. North Side, Ali Kat).

RISE Retail Sales Forecast:

With a prominent retail space in place and considering the local market demand for stylish and quality fitness wear, we expect strong sales and associated tax dollars to be garnered through RISE. Below is a 3 year retail sales (Fig 1) outlook and associated tax revenue (Fig 2) based on occupancy beginning May 2014 through April 2016.

Fig 1

Retail Revenue by Category (May - Apr)

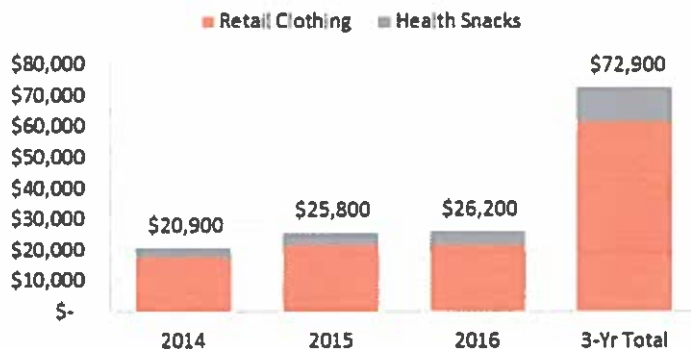
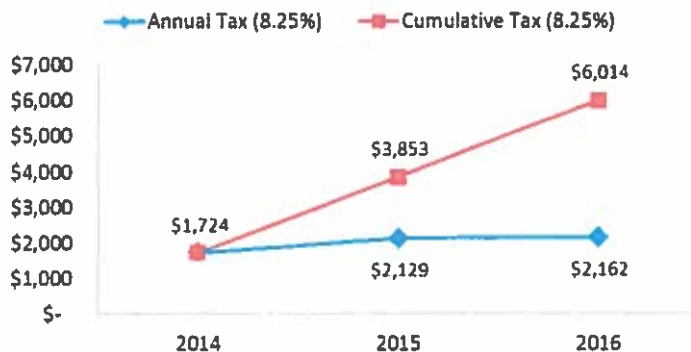


FIG 2

Retail Tax Revenue (May - Apr)



RISE Marketing Strategy

Our marketing strategy features a healthy and effective balance of technology and word of mouth to promote our Brand, products and services. Key areas of focus to our marketing success and reach will be the following:

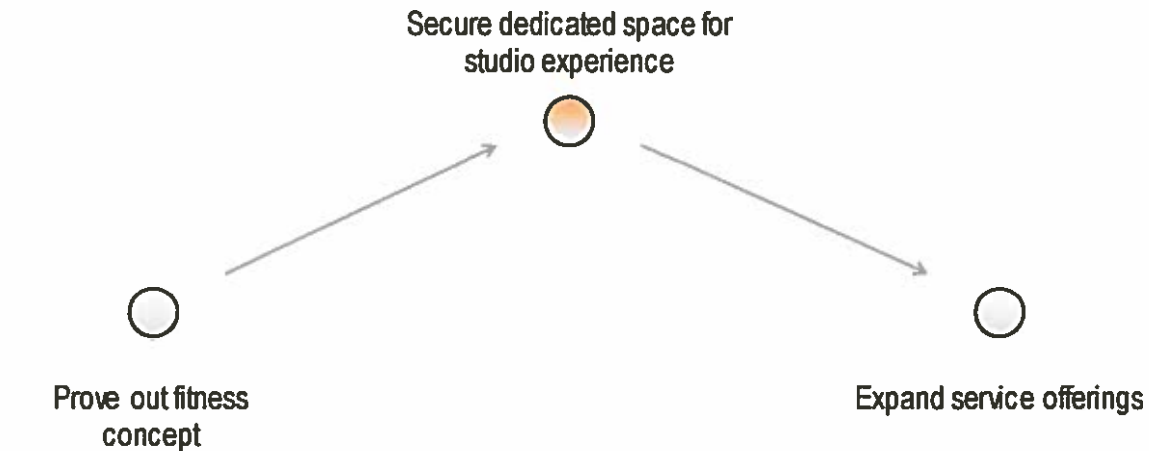
- **Social Media (Facebook):** (<http://www.facebook.com/riseglenellynstudio>)
- **Dedicated Web-site:** (<http://www.riseglenellyn.com>)
- **Client referrals:** the power of word of mouth from delighted customers
- **Local business partnership and promotion:** examples of connections already established and partnerships formed are the following (with more to come):
 - **Lululemon** – high end fitness Apparel Company supporting local communities and boasting key retail outlets in both Naperville and Oak Brook, IL.
 - **Glen Ellyn Newcomers** – Featured sponsor and participant
 - **Blackberry Market** – fresh, healthy foods baked daily in downtown Glen Ellyn
 - **Fuschia & Ali Kat** – contemporary women's boutiques
 - **Cosmos Beauty Bar** – Full service nail salon and bar
 - **Chamber of Commerce, Local Schools**
 - **Active sponsorship** of select local charities, races, and events supporting the community

Demographics

- **About Glen Ellyn, IL:** Glen Ellyn offers big city amenities with a small town feel. Glen Ellyn is located just 23 miles west of Chicago and is one of the area's premier suburbs. Glen Ellyn residents enjoy access to local amenities, great employment opportunities, arts and entertainment and unique retail. And all of this comes without even leaving Glen Ellyn. Glen Ellyn is situated around beautiful Lake Ellyn, once a renowned vacation destination. Today this scenic Village offers homes with a variety of architectural styles set among rolling woodland hills and surrounded by mature trees. Known as the Village of Volunteers, Glen Ellyn has small-town charm and a sense of civic pride. Many organizations, churches and volunteer groups make up the fabric of this community of 27,000 residents. Glen Ellyn is centrally located in DuPage County. Its proximity to Chicago makes it an ideal place to get the best of both city and suburban life. Glen Ellyn has access to major highways, interstates and airports, making it easy to reach your destination no matter how far. Those who are looking for something unique can find an appealing mix of specialty boutiques and national retail outlets right in Glen Ellyn. The pedestrian-friendly downtown is full of local shops and restaurants.
- **Neighboring Suburbs:** While Glen Ellyn is a growing community with several young families moving in everyday from the city of Chicago, the neighboring town of Wheaton, another affluent community, is an ideal target for RISE as well due to its proximity and demographics. Glen Ellyn and Wheaton's combined population is over 80,000 and both communities boast discerning and affluent patrons who would migrate towards our high end, boutique fitness experience.
- **RISE Customer Targets:** Initially, RISE will appeal primarily to women, with a growing focus on men, teens, as well as family-oriented activities.
 - **Women of all ages:** Considering the breadth and scope of group fitness classes offered at RISE, we will have something for everyone based on their motivations and abilities. Barre and Yoga classes offer long, lean muscles with low impact workouts while our high energy cardio and bootcamp classes will appeal to the avid fitness consumer.
 - **Men:** With the future expansion of RISE offerings to include Cycling as well as TRX (to name few), our studio mix of loyal clients will shift to include more Men in the local area. Both of these niche fitness offerings will appeal to men. Furthermore, given our proximity to the Metra (just steps away), the early AM business person will find our offerings compelling and convenient for their lifestyle and work situation.
 - **Expansion to include Kids and Teens:** With the addition of Kids Yoga, Teen Barre, Teen Hip Hop and TRX, RISE will expand its client base to include toddlers and teens as well as high school athletes looking to get the latest edge.

Risk Mitigating Milestones

Our journey will be marked by four (4) key milestones that when each is completed, our chances of success increases while reducing our overall risk proportionately. The following are our critical risk mitigating milestones:



Prove out Fitness Concept: Our purposeful intent of starting small and smart took place in June of 2013 where we began our first RISE class offerings through a subleasing agreement with Sunshine Dance Project. We figured if we could be successful in a non-dedicated space, with little advertising/marketing, and in the heart of summer, we had something special. Four months later, our membership has grown to over 80 active members and we are at a point where we are limited by our own structure (e.g. class times, available space).

Secure Dedicated Space for Full Studio Experience: Our next big milestone is to secure a dedicated space for RISE to flourish in the downtown Glen Ellyn area. A new, purpose-built space would allow even more flexibility with critical class times, expansion into retail, as well as lay the groundwork for additional incremental services to offer our local community.

Expand Service Offerings: Longer term, and in an effort to attract a broader audience and reach, RISE would like to explore additional services that could strengthen our overall portfolio and fit within our Core Objectives. Examples of those core services include (but not limited to):

- Expanded Fitness Offerings:
 - Cycling
 - Kids Yoga
 - TRX
 - Team (sports) Fitness Classes
- Daycare
- Special Use Events

Our Competitive Edge

RISE is set-up to succeed due to four (4) key elements working in our favor. They are the following:

1. **Gap in the Market:** currently, there is an unmet need for a high end, boutique-style fitness studio catering to group exercises and health conscious clients that local big box competitors cannot replicate or reproduce. Based on research and our early concept adaptation, local consumers clearly want a motivating, intimate, and high-end environment to facilitate their daily and weekly fitness activities.

2. **Head Start:** RISE has already begun to establish its footprint and Brand throughout our local community of Glen Ellyn. Despite beginning in the heart of Summer and in a non-dedicated space, we have steadily grown our membership and have experienced a high retention rate through our first 4 months of operation.
3. **Local Experience & Connection:** Our instructors bring a wealth of experience and certifications to the fitness floor and have been carefully chosen based on technique, character, and involvement in the local community. And while our instructors are great examples of physical fitness and health, they also bring a strong following of friends and genuinely care about our clients' success and meaningful connection to the studio and local town.
4. **Location:** Downtown Glen Ellyn, IL is proving to be the ideal location for consumers to experience fitness. The city's natural charm, easy access to great amenities (e.g. restaurants, shopping, Prairie Path, etc), as well as walkability makes our studio a well-placed venue for our clients.



J & J

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Insured: Janelle Sullivan
Property: 499 Pennsylvania Ave
Glen Ellyn, IL 60137

Estimator: Jason Eggers
Business: 434 Treasure Drive
Oswego, IL 60543

Business: (847) 668-0407

Claim Number:**Policy Number:****Type of Loss:**

Date of Loss:

Date Received:

Date Inspected:

Date Entered: 3/7/2014 2:54 PM

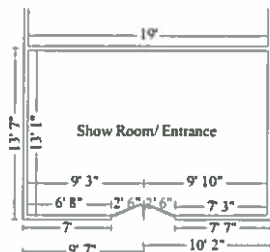
Price List: ILCC8X_MAR14
Restoration/Service/Remodel
Estimate: JANELLE_SULLIVAN

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JANELLE_SULLIVAN

Main Level



Show Room/ Entrance

Height: 18'

1,154.49 SF Walls	248.16 SF Ceiling
1,402.65 SF Walls & Ceiling	248.16 SF Floor
27.57 SY Flooring	64.14 LF Floor Perimeter
64.14 LF Ceil. Perimeter	

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
1. R&R Oak flooring - #1 common - no finish	20.00 SF	2.19	6.91	6.88	36.40	225.28
2. Sand, stain, and finish wood floor	248.16 SF	0.00	3.63	17.40	180.16	1,098.38
3. Paint the walls - two coats	1,154.49 SF	0.00	0.74	17.14	170.86	1,042.32
4. Paint baseboard, oversized - two coats	64.14 LF	0.00	1.18	0.79	15.14	91.62
5. Stud wall - 2" x 4" - 16" oc	20.00 SF	0.00	1.90	1.27	7.60	46.87
6. 5/8" drywall - hung, taped, floated, ready for paint	320.00 SF	0.00	1.50	12.41	96.00	588.41
7. Baseboard - 6"	40.00 LF	0.00	4.48	8.42	35.84	223.46
8. Base shoe	40.00 LF	0.00	1.08	1.25	8.64	53.09
9. R&R Interior door unit - Premium grade	1.00 EA	16.33	326.31	20.38	68.52	431.54
Insulate walls for sound						
10. R&R Drywall per LF - up to 2' tall	32.07 LF	1.95	5.62	2.75	48.54	294.06
11. Blown-in insulation - 6" depth - R13	577.25 SF	0.00	0.54	12.38	62.34	386.44
12. 5/8" drywall - hung, taped, floated, ready for paint	577.25 SF	0.00	1.50	22.38	173.18	1,061.44
Totals: Show Room/ Entrance				123.45	903.22	5,542.91



Studio

Height: 18'

2,228.56 SF Walls	828.44 SF Ceiling
3,057.00 SF Walls & Ceiling	828.44 SF Floor
92.05 SY Flooring	121.55 LF Floor Perimeter
125.14 LF Ceil. Perimeter	

Missing Wall - Goes to Floor

3' 7" X 6' 8"

Opens into KIDS_AREA

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
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CONTINUED - Studio

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
13. Mirror - 1/4" plate glass	320.00 SF	0.00	10.96	172.92	701.44	4,381.56
14. R&R Oak flooring - #1 common - no finish	100.00 SF	2.19	6.91	34.40	182.00	1,126.40
15. Sand, stain, and finish wood floor	828.44 SF	0.00	3.63	58.09	601.44	3,666.77
16. Paint the walls - two coats	2,228.56 SF	0.00	0.74	33.09	329.82	2,012.04
17. Seal brick wall	320.00 SF	0.00	0.52	3.17	33.28	202.85
18. Paint baseboard, oversized - two coats	121.55 LF	0.00	1.18	1.50	28.68	173.61
19. 2" x 6" lumber (1 BF per LF)	190.00 LF	0.00	2.38	16.15	90.44	558.79
Beams to attach bands mounts to.						
20. Seal & paint trim - two coats	190.00 LF	0.00	1.09	1.57	41.42	250.09
21. Install ballet bar and support system	1.00 EA	0.00	1,650.00	55.81	330.00	2,035.81
Insulate walls for sound						
22. R&R Dry wall per LF - up to 2' tall	88.00 LF	1.95	5.62	7.55	133.24	806.95
23. Blown-in insulation - 6" depth - R13	1,760.00 SF	0.00	0.54	37.75	190.08	1,178.23
24. 5/8" drywall - hung, taped, floated, ready for paint	1,760.00 SF	0.00	1.50	68.24	528.00	3,236.24
Totals: Studio				490.24	3,189.84	19,629.34

**Kids Area****Height: 18'**

1,024.38 SF Walls	154.91 SF Ceiling
1,179.29 SF Walls & Ceiling	154.91 SF Floor
17.21 SY Flooring	54.65 LF Floor Perimeter
58.24 LF Ceil. Perimeter	

Missing Wall - Goes to Floor**3' 7" X 6' 8"****Opens into STUDIO**

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
25. R&R Oak flooring - #1 common - no finish	40.00 SF	2.19	6.91	13.76	72.80	450.56
26. Sand, stain, and finish wood floor	154.91 SF	0.00	3.63	10.86	112.46	685.64
27. Paint the walls - two coats	1,024.38 SF	0.00	0.74	15.21	151.60	924.85
28. Paint baseboard, oversized - two coats	54.65 LF	0.00	1.18	0.68	12.90	78.07
29. Framing & Rough Carpentry (Bid Item)	1.00 EA	0.00	1,000.00	33.83	200.00	1,233.83

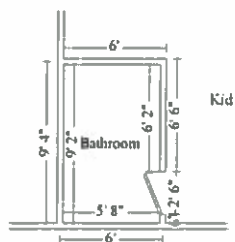
Remove divider wall and electric in wall. Remove all trim from both sides of wall.

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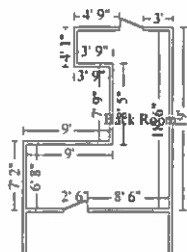
CONTINUED - Kids Area

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
30. Paint steel truss / bar joist - 8" to 24"	154.91 LF	0.00	3.78	14.44	117.12	717.12
Insulate walls for sound						
31. R&R Drywall per LF - up to 2' tall	27.33 LF	1.95	5.62	2.34	41.38	250.60
32. Blown-in insulation - 6" depth - R13	512.19 SF	0.00	0.54	10.99	55.32	342.89
33. 5/8" drywall - hung, taped, floated, ready for paint	512.19 SF	0.00	1.50	19.86	153.66	941.81
Totals: Kids Area				121.97	917.24	5,625.37

**Bathroom****Height: 16'**

474.38 SF Walls	51.87 SF Ceiling
526.25 SF Walls & Ceiling	51.87 SF Floor
5.76 SY Flooring	29.65 LF Floor Perimeter
29.65 LF Ceil. Perimeter	

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
34. Plumbing & retrofit work for ADA compliant work to bathroom	1.00 EA	0.00	8,250.00	279.06	1,650.00	10,179.06
35. R&R Tile floor covering	51.87 SF	2.18	7.58	15.92	101.26	623.43
36. R&R 5/8" drywall - hung, taped, floated, ready for paint	526.25 SF	0.37	1.50	20.41	196.82	1,201.32
37. R&R Baseboard - 6"	29.65 LF	0.44	4.48	6.24	29.18	181.30
38. R&R Base shoe	29.65 LF	0.15	1.08	0.93	7.30	44.70
39. R&R Stud wall - 2" x 4" - 16" oc	50.00 SF	0.19	1.90	3.18	20.90	128.58
40. R&R Joist - floor or ceiling - 2x6 - w/blocking	50.00 LF	0.62	2.03	4.25	26.50	163.25
Totals: Bathroom				329.99	2,031.96	12,521.64

**Back Room****Height: 18'**

1,337.94 SF Walls	182.06 SF Ceiling
1,520.00 SF Walls & Ceiling	182.06 SF Floor
20.23 SY Flooring	74.33 LF Floor Perimeter
74.33 LF Ceil. Perimeter	

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
JANELLE_SULLIVAN					3/21/2014	Page: 4

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CONTINUED - Back Room

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
41. Oak flooring - #1 common - no finish	182.06 SF	0.00	6.91	62.63	251.60	1,572.26
42. Sand, stain, and finish wood floor	182.06 SF	0.00	3.63	12.77	132.18	805.83
43. Paint the walls - two coats	1,337.94 SF	0.00	0.74	19.87	198.02	1,207.97
44. Paint baseboard, oversized - two coats	74.33 LF	0.00	1.18	0.92	17.54	106.17
45. Paint steel truss / bar joist - 8" to 24"	182.06 LF	0.00	3.78	16.97	137.64	842.80
Insulate walls for sound						
46. R&R Drywall per LF - up to 2' tall	37.16 LF	1.95	5.62	3.19	56.26	340.75
47. Blown-in insulation - 6" depth - R13	668.97 SF	0.00	0.54	14.35	72.24	447.83
48. 5/8" drywall - hung, taped, floated, ready for paint	668.97 SF	0.00	1.50	25.94	200.70	1,230.10
Totals: Back Room				156.64	1,066.18	6,553.71
Total: Main Level				1,222.29	8,108.44	49,872.97

General Conditions

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
49. Haul debris - per pickup truck load - including dump fees	3.00 EA	124.85	0.00	0.00	74.92	449.47
50. Cleaning Technician - per hour	6.00 HR	0.00	30.37	0.00	36.44	218.66
Post construction clean up.						
51. Electrical (Bid Item)	1.00 EA	0.00	7,000.00	236.78	1,400.00	8,636.78
Totals: General Conditions				236.78	1,511.36	9,304.91
Line Item Totals: JANELLE_SULLIVAN				1,459.07	9,619.80	59,177.88

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Grand Total Areas:

6,219.76 SF Walls	1,465.43 SF Ceiling	7,685.19 SF Walls and Ceiling
1,465.43 SF Floor	162.83 SY Flooring	344.32 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	351.49 LF Ceil. Perimeter
1,465.43 Floor Area	1,562.58 Total Area	6,219.76 Interior Wall Area
4,326.63 Exterior Wall Area	228.70 Exterior Perimeter of Walls	
0.00 Surface Area	0.00 Number of Squares	0.00 Total Perimeter Length
0.00 Total Ridge Length	0.00 Total Hip Length	

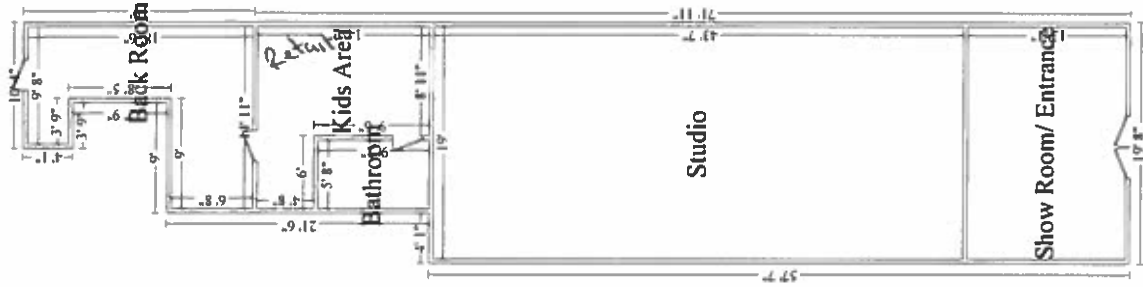
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Summary for Dwelling

Line Item Total	48,099.01
Overhead	4,809.90
Profit	4,809.90
Material Sales Tax	1,459.07
Replacement Cost Value	\$59,177.88
Net Claim	\$59,177.88

Jason Eggers



Main Level.

Attachment: RISE Downtown Retail Interior Improvement Award Application (1181 : Downtown Retail

**Lamarco Systems, Inc.**475 Lindberg Lane
Northbrook, IL 60062

Tel: (847)239-7590

Fax: (847)239-7591

Proposal

Client Information**Job Site**

Svigos Asset Management

Rise Fitness Studio
499C Pennsylvania Ave.
Glen Ellyn
IL**Proposal Number** 10933**Date** 3/19/2014 **Expires** 4/18/2014**Salesperson** Alex Ratner

OVERVIEW

Lamarco Systems Inc. is thankful for the opportunity to submit this proposal for installation of the FIRE ALARM System in the above referenced project.

Scope of Work:

- Provide engineering and design, submittals to the Fire Department for review.
- Provide equipment per equipment list
- Provide wire and device installation
- Provide project management and supervision.
- Provide programming & testing, final inspection with the Fire Department.

Inclusions:

- Standard labor time Monday through Friday 8am to 4:30pm.
- Operational training for the owner's representative during normal business hours.
- As-built drawings to be provided to the owner representative, and Authority Having Jurisdiction (AHJ).
- One year warranty on all labor, parts and equipment.

Exclusions:

- Conduit stubs and boxes

Please Initial: _____

**Lamarco Systems, Inc.**

475 Lindberg Lane
Northbrook, IL 60062

Tel: (847)239-7590

Fax: (847)239-7591

Proposal**Client Information**

Svigos Asset Management

Job Site

Rise Fitness Studio
499C Pennsylvania Ave.
Glen Ellyn
IL

Proposal Number 10933**Date 3/19/2014 Expires 4/18/2014****Salesperson Alex Ratner**

Qty	Description
5	Photoelectric Smoke Detector
5	Smoke Detector Base w/ Trim
2	Double Action Fire Alarm Station
3	Wall Horn Strobe Red Fire
3	Wall Strobe Red Fire
6	Trim Plate Red
1	Labor Engineering & Design
1	Installation Labor (Pull & Trim)
1	Labor Programming & Testing
1	Discount

Total This Proposal**\$4,500.00**

**LaMarCo Systems, Inc.**475 Lindberg Lane
Northbrook, IL 60062

Tel: (847)239-7590

Fax: (847)239-7591

Proposal

Client Information

Svigos Asset Management

Job SiteRise Fitness Studio
499C Pennsylvania Ave.
Glen Ellyn
IL**Proposal Number 10933****Date 3/19/2014 Expires 4/18/2014****Salesperson Alex Ratner****Payment Schedule**

Signed Contract - 50%

90% Completion - 40%

Job Completed - 10%

Terms and Conditions

Upon acceptance of this proposal, the customer agrees to the terms and conditions of the separate signed Alarm Service Agreement. If the above system is subject to approval by the local Fire Prevention Bureau or any other body having jurisdiction, any change in the equipment or scope of work listed above, as a result of obtaining approval, will be considered as extra to this contract and may be result in additional charges. Additional equipment or labor will be provided only after receive of written authorization. Buyer shall pay a finance charges of one and one-half (1.5%) per month (18% per annum) on all balances over thirty days until paid in full, cost of collection and reasonable attorney fees in an event of non payment. Local municipality permit fees, if required, are not included. pricing includes all taxes. This document and the data herein contained shall only be duplicated for use in the procurement of equipment, installation and services as specified for above mentioned project, and shall not be duplicated used or disclosed for any other purposes without the express written permission of LaMarCo Systems, Inc.

Please print name here

Please sign name here

Date Approved



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Finance
Department Head: Kevin Wachtel
Category: Budget
Prepared By: Kevin Wachtel

SCHEDULED

ORDINANCE 6230

DOC ID: 1172 A

Second Reading/Adoption of Ordinance No. 6230, An Ordinance Adopting the Annual Village of Glen Ellyn Expenditure Budget in the Net Amount of \$37,573,078 including the Compensation Plan for the Short 2014 Fiscal Year Beginning May 1, 2014, and Ending December 31, 2014.

Background and Information

The attached ordinance represents the spending plan developed through staff recommendation and Village Board discussion and deliberation at seven budget and financial planning meetings over the past few months. The budget was publicly available in print and online since February, and the notice for the April 14, 2014, public hearing was timely published. This ordinance includes the following changes since the draft ordinance presented at the April 14, 2014 public hearing:

General Fund

- Police Seized Funds revenue was modified to reflect only the dollars we know we are to spend during the fiscal period. This does not preclude us from using seized funds for other purchases (still following procurement rules), but also shows a true budgeted surplus for the General Fund.
- Modified the compensation plan pursuant to board direction.
- Modified travel and training budgets to retain only key programs and those needed to retain licenses and certifications.
- Increased professional services in the Village Manager's budget.
- Modified marketing efforts in Economic Development.

Other Funds

- Increased revenue in the Corporate Reserve Fund due to early loan payback from the DMMC.
- Moved the payment for Taft Avenue from FY13/14 to SY14, impacting the Corporate Reserve Fund and Capital Projects Fund.
- Moved the full portion of vehicle lifts from FY13/14 to SY14 in the Equipment Services Fund as the approval process will not be complete before April 30.
- Compensation and Travel/Training adjustments in Water/Sewer, Equipment Services and Recreation Funds.

Next Steps

There are a number of Board approved contracts that have been awarded, but are not yet complete. As such, we traditionally have approved budget amendments in May to roll forward those board approvals. These projects are planned to use the dollars included in the FY13/14 spending plan, so these roll forward amendments were not contemplated in using the SY14 revenues. We plan to present these roll forward budget amendments at our May 12, 2014, Village Board meeting.

Attachments

The attachments include Exhibit A: Net Revenues and Expenses for All Funds; Exhibit B: Revenues and Expenditures/Expenses for all Individual Funds, and Exhibit C: Personnel and Salary Schedules. Also attached is the Certified Estimate of Revenues document, which will be filed with DuPage County along with the budget ordinance.

Ordinance No. _____

**An Ordinance Adopting the Annual Village of Glen Ellyn Expenditure Budget
in the Net Amount of \$37,573,078 including the
Compensation Plan for the short 2014 Fiscal Year**

Beginning May 1, 2014, and Ending December 31, 2014

Whereas, Village staff has prepared and presented to the President and Board of Trustees of the Village of Glen Ellyn a proposed budget for the short fiscal year 2014 beginning May 1, 2014, and ending December 31, 2014; and

Whereas, following due and proper publication of public notice in The Glen Ellyn News on April 3, 2014, a public hearing was held on April 14, 2014, to consider the proposed annual budget for the short 2014 fiscal year; and

Whereas, the President and Board of Trustees of the Village of Glen Ellyn deem it in the best interest of the Village to adopt the budget proposed by the Budget Officer, as revised at the direction of the Village Board of Trustees;

Now, Therefore, Be It Hereby 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: The annual expenditure Budget for the short 2014 fiscal year, beginning May 1, 2014, and ending December 31, 2014, for the Village of Glen Ellyn, is in the gross amount of Forty Three Million Three Hundred Twenty Eight Thousand One Hundred Eight Dollars, (\$43,328,108); net budget exclusive of interfund transfers: Thirty Seven Million Five Hundred Seventy Three Thousand Seventy Eight Dollars, (\$37,573,078) as set forth in Exhibit "A," referenced herein as though it were attached hereto, and as summarized in Exhibit "B" attached hereto and made a part hereof, is hereby adopted and authorized.

Section Two: The compensation plan for the Village of Glen Ellyn, a part of the budget for the short 2014 fiscal year as set forth in Exhibit "C" attached hereto and made a part hereof, is hereby adopted, approved, and authorized.

Section Three: The President and Board of Trustees hereby delegate to the Village Manager, or in his absence the Acting Village Manager, the authority to make transfers within a department, provided such transfers do not exceed Twenty Thousand Dollars (\$20,000) and further provided no revision of the budget shall be made increasing the budget in the event funds are not available to effectuate the purpose of the revision.

Section Four: This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form as provided by law.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this 28th day of April, 2014.

Ayes: _____

Nays: _____

Absent: _____

Approved by the President of the Village of Glen Ellyn, on the 28th day of April, 2014.

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 28th day of April, 2014.)

HISTORY:

04/14/14 Glen Ellyn Village Board

ATTACHMENTS:

- Exhibits A & B 4-21-2014 (PDF)
- Exhibit C 4-21-2014 (PDF)
- Certified Estimate of Revenues (PDF)

EXHIBIT A

VILLAGE OF GLEN ELLYN

**BUDGET
FOR SY14**

NET REVENUES - ALL FUNDS:	<u>\$ 35,023,088</u>
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NET EXPENSES - ALL FUNDS:	<u>\$ 37,573,078</u>
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**APPROVED
by the
VILLAGE BOARD OF TRUSTEES**

Monday, April 28, 2014

Ordinance No. _____

Attachment: Exhibits A & B 4-21-2014 (NO. 6230 : Second Reading/Adoption - Budget Ordinance SY14)

EXHIBIT B

SUMMARY OF SY14 BUDGET

VILLAGE OF GLEN ELLYN

May 1, 2014 through December 31, 2014

	<u>Revenues</u>	<u>Expenditures/Expenses</u>	<u>Net</u>
General Fund	\$ 12,147,500	\$ 11,857,360	\$ 290,140
Corporate Reserve Fund	163,300	803,000	(639,700)
Motor Fuel Tax Fund	464,100	980,000	(515,900)
Debt Service Fund	520,478	520,178	300
CBD TIF Fund	80,000	8,700	71,300.00
Roosevelt Road TIF Fund	1,000	8,700	(7,700.00)
Capital Projects Fund	6,228,500	7,494,500	(1,266,000)
Fire Services Fund	1,281,000	425,260	855,740
Facilities Maint Reserve Fund	87,500	341,000	(253,500)
Water & Sanitary Sewer Fund	9,983,000	10,670,220	(687,220)
Parking Fund	345,040	261,100	83,940
Residential Solid Waste	1,030,750	1,134,100	(103,350)
Recreation Fund	3,705,600	3,764,840	(59,240)
Insurance Fund	1,980,850	2,119,120	(138,270)
Equipment Services Fund	1,170,000	1,801,430	(631,430)
Police Pension Fund	1,589,500	1,138,600	450,900
Total	\$ 40,778,118	\$ 43,328,108	\$ (2,549,990)
Less Interfund Transfers	\$ (5,755,030)	\$ (5,755,030)	\$ -
Net Budget	\$ 35,023,088	\$ 37,573,078	\$ (2,549,990)

**VILLAGE OF GLEN ELLYN
SY 14 ANNUAL BUDGET
PERSONNEL SCHEDULE**

<u>Classification</u>	<u>Status</u>	<u>FLSA Status</u>	<u>Salary Range</u>
Village Manager's Office			
Village Manager	FT	E	Z
Assistant Village Manager	FT	E	S
Information Technology Manager	FT	E	S
Assistant to the Village Manager - ADM	FT	E	P
Assistant to the Village Manager - HR	FT	E	P
Economic Development Manager	PT	N	L
Administrative Services Coord.	PT	N	G
Executive Secretary	PT	N	N
Administrative Clerk II	PT	N	B
Multimedia Specialist	PT	N	J
Administrative Intern	PT	N	N/A
Senior Services			
Senior Services Coordinator	PT	N	H
Facilities Maintenance			
Facilities Supervisor	FT	N	I
Maintenance Worker II	PT	N	F
Custodian	PT	N	A
Finance			
Finance Director	FT	E	U
Assistant Finance Director	FT	E	P
Information Technology Manager	FT	E	S
Accounting Specialist	FT	N	I
Accounts Manager	FT	E	J
AP Fiscal Clerk	PT	N	D
Fiscal Clerk	PT	N	D
Water Meter Readers	PT	N	N/A

Attachment: Exhibit C 4-21-2014 (NO. 6230 : Second Reading/Adoption - Budget Ordinance SY14)

**VILLAGE OF GLEN ELLYN
SY 14 ANNUAL BUDGET
PERSONNEL SCHEDULE**

<u>Classification</u>	<u>Status</u>	<u>FLSA Status</u>	<u>Salary Range</u>
Planning & Development			
Planning & Development Director	FT	E	U
Building & Zoning Official	FT	E	M
Planner with AICP Cert	FT	E	K
Engineer	PT	N	K
Plan Examiner	FT	N	J
Building Inspector	FT	N	J
Administrative Assistant II	FT	N	F
Permit Clerk	PT	N	D
Property Site Inspector	PT	N	B
Administrative Clerk II	PT	N	B
Planning Intern	PT	N	N/A
Police			
Police Chief	FT	E	V
Deputy Chief	FT	E	T
Police Sergeant	FT	N	O
Police Officer	FT	N	Contract
Records Supervisor/Tech	FT	N	L
Property Officer	FT	N	G
Administrative Assistant II	PT	N	F
Community Service Officer	FT	N	E
Community Service Officer	PT	N	E
Records Clerk	FT	N	D
Records Clerk	PT	N	D

Attachment: Exhibit C 4-21-2014 (NO. 6230 : Second Reading/Adoption - Budget Ordinance SY14)

**VILLAGE OF GLEN ELLYN
SY 14 ANNUAL BUDGET
PERSONNEL SCHEDULE**

<u>Classification</u>	<u>Status</u>	<u>FLSA Status</u>	<u>Salary Range</u>
Public Works			
Administration & Engineering Division			
Public Works Director	FT	E	V
Assistant Public Works Director	FT	E	S
Registered Professional Engineer	FT	E	T
Civil Engineer	FT	E	O
Utilities Inspector	FT	N	J
Engineering Intern	PT	N	N/A
Administrative Assistant I	FT/PT	N	D
Operations Division			
Street Superintendent	FT	N	N
Utilities Superintendent	FT	N	N
Senior Plant Operator	FT	N	L
Forestry Intern	PT	N	N/A
Village Forester	PT	N	L
Customer Service Worker	FT	N	G
Project Coordinator	FT	N	G
Crew Leader II	FT	N	J
Crew Leader I	FT	N	I
Water Plant Operator I	FT	N	I
Maintenance Worker II	FT/PT	N	F
Maintenance Worker I	FT	N	E
Seasonal Staff	PT	N	N/A
Equipment Services Division			
Equipment Services Supervisor	FT	N	L
Equipment Mechanic II	FT	N	J
Inventory Control Clerk	PT	N	E

Attachment: Exhibit C 4-21-2014 (NO. 6230 : Second Reading/Adoption - Budget Ordinance SY14)

**VILLAGE OF GLEN ELLYN
SY 14 ANNUAL BUDGET
PERSONNEL SCHEDULE**

<u>Classification</u>	<u>Status</u>	<u>FLSA Status</u>	<u>Salary Range</u>
Recreation			
Recreation Director	FT	E	U
Golf Course Superintendent	FT	E	O
Assistant Golf Course Superintendent	FT	E	I
Grounds Worker I	FT	E	A-1
Assistant Recreation Director	FT	E	P
Head Golf Professional	FT	E	K
First Assistant Golf Professional	FT	E	H
Food & Beverage Manager	FT	E	L
Executive Chef	FT	N	H
Seasonal Staff	PT	N	N/A

Note:

E = exempt from FLSA

N = not exempt from FLSA

Village of Glen Ellyn
Salary Tables - May 1, 2014 through December 31, 2014

SY14 Salary Schedule Adjustment = 1.00%

Range	Annualized			Hourly		
	Min	Mid	Max	Min	Mid	Max
A-1	\$ 31,200	\$ 39,250	\$ 47,278	\$ 15.00	\$ 18.87	\$ 22.73
A	\$ 35,339	\$ 44,512	\$ 53,664	\$ 16.99	\$ 21.40	\$ 25.80
B	\$ 37,066	\$ 46,717	\$ 56,347	\$ 17.82	\$ 22.46	\$ 27.09
C	\$ 38,938	\$ 49,088	\$ 59,238	\$ 18.72	\$ 23.60	\$ 28.48
D	\$ 40,872	\$ 51,501	\$ 62,130	\$ 19.65	\$ 24.76	\$ 29.87
E	\$ 42,931	\$ 54,122	\$ 65,312	\$ 20.64	\$ 26.02	\$ 31.40
F	\$ 45,094	\$ 56,846	\$ 68,598	\$ 21.68	\$ 27.33	\$ 32.98
G	\$ 47,382	\$ 59,696	\$ 72,010	\$ 22.78	\$ 28.70	\$ 34.62
H	\$ 49,754	\$ 62,691	\$ 75,608	\$ 23.92	\$ 30.14	\$ 36.35
I	\$ 52,229	\$ 65,832	\$ 79,414	\$ 25.11	\$ 31.65	\$ 38.18
PO *	\$ 53,852	\$ 67,420	\$ 84,275	\$ 25.89	\$ 32.41	\$ 40.52
J	\$ 54,808	\$ 69,077	\$ 83,346	\$ 26.35	\$ 33.21	\$ 40.07
K	\$ 57,574	\$ 72,571	\$ 87,568	\$ 27.68	\$ 34.89	\$ 42.10
L	\$ 60,486	\$ 76,190	\$ 91,894	\$ 29.08	\$ 36.63	\$ 44.18
M	\$ 63,461	\$ 79,955	\$ 96,429	\$ 30.51	\$ 38.44	\$ 46.36
N	\$ 66,643	\$ 83,949	\$ 101,254	\$ 32.04	\$ 40.36	\$ 48.68
O	\$ 70,054	\$ 88,296	\$ 106,538	\$ 33.68	\$ 42.45	\$ 51.22
P	\$ 73,549	\$ 92,664	\$ 111,779	\$ 35.36	\$ 44.55	\$ 53.74
Q	\$ 77,147	\$ 97,198	\$ 117,250	\$ 37.09	\$ 46.73	\$ 56.37
R	\$ 81,078	\$ 102,170	\$ 123,240	\$ 38.98	\$ 49.12	\$ 59.25
S	\$ 85,114	\$ 107,266	\$ 129,397	\$ 40.92	\$ 51.57	\$ 62.21
T	\$ 89,336	\$ 112,570	\$ 135,782	\$ 42.95	\$ 54.12	\$ 65.28
U	\$ 93,850	\$ 118,269	\$ 142,688	\$ 45.12	\$ 56.86	\$ 68.60
V	\$ 98,488	\$ 124,093	\$ 149,698	\$ 47.35	\$ 59.66	\$ 71.97
W	\$ 103,418	\$ 130,312	\$ 157,206	\$ 49.72	\$ 62.65	\$ 75.58
X	\$ 108,597	\$ 136,822	\$ 165,048	\$ 52.21	\$ 65.78	\$ 79.35
Y	\$ 114,046	\$ 143,728	\$ 173,410	\$ 54.83	\$ 69.10	\$ 83.37
Z	\$ 119,704	\$ 150,842	\$ 181,958	\$ 57.55	\$ 72.52	\$ 87.48

* *Police Officers / F.O.P. Contract. Rates are effective November 1, 2013 to October 31, 2014.*

VILLAGE OF GLEN ELLYN
CERTIFIED ESTIMATE OF REVENUES
SY14 (8 MONTH) BUDGET SUMMARY OF REVENUES AND OTHER FINANCING SOURCES BY TYPE
ALL FUNDS

	PROPERTY TAXES	OTHER FEES/TAXES	LICENSES & PERMITS	CHARGES FOR SERVICES	INTEREST INCOME	MISC REVENUES	TOTAL
GENERAL FUND	\$ 3,297,000	\$ 5,805,000	\$ 751,000	\$ 1,643,100	\$ 15,000	\$ 636,400	\$ 12,147,500
CORPORATE RESERVE	-	-	-	-	2,300	161,000	163,300
MOTOR FUEL TAX	-	464,000	-	-	100	-	464,100
DEBT SERVICE	-	-	-	-	1,500	518,978	520,478
CBD TIF FUND	80,000	-	-	-	-	-	80,000
ROOSEVELT ROAD TIF	1,000	-	-	-	-	-	1,000
CAPITAL PROJECTS FUND	3,430,000	1,995,000	-	-	6,500	797,000	6,228,500
FIRE SERVICES FUND	168,000	570,000	-	-	1,000	542,000	1,281,000
FACILITIES MAINT RESRV	-	-	-	85,000	2,500	-	87,500
WATER DIVISION	-	-	-	4,849,000	3,500	13,500	4,866,000
SANITARY SEWER DIVISION	97,000	-	-	5,013,000	3,500	3,500	5,117,000
PARKING FUND	-	-	-	343,040	2,000	-	345,040
RESIDENTIAL SOLID WASTE	-	-	-	1,010,000	750	20,000	1,030,750
RECREATION FUND	-	-	-	3,639,300	3,300	63,000	3,705,600
INSURANCE	-	-	-	1,978,690	2,160	-	1,980,850
EQUIPMENT SERVICES	-	-	-	1,116,700	3,300	50,000	1,170,000
POLICE PENSION	-	-	-	-	335,000	1,254,500	1,589,500
TOTAL, ALL FUNDS	\$ 7,073,000	\$ 8,834,000	\$ 751,000	\$ 19,677,830	\$ 382,410	\$ 4,059,878	\$ 40,778,118
						Less Interfund Transfers	\$ (5,755,030)
							\$ 35,023,088

I, Kevin Wachtel, do hereby certify as follows:

- 1) I am the chief fiscal officer of the Village of Glen Ellyn, DuPage County, Illinois; and
- 2) The schedule above includes an estimate of revenues anticipated to be received in the Village's fiscal year which begins May 1, 2014 and ends December 31, 2014

Kevin Wachtel, Finance Director / Date

Corporate
Seal

I, Catherine Galvin, duly elected Village Clerk of the Village of Glen Ellyn, DuPage County, Illinois, hereby attest that the above schedule was approved by the Glen Ellyn Village Board as a part of the annual budget for the Village of Glen Ellyn for the fiscal year beginning May 1, 2014 and ending December 31, 2014

Catherine Galvin, Village Clerk

Attachment: Certified Estimate of Revenues (NO. 6230 : Second Reading/Adoption - Budget Ordinance SY14)



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Public Works
Department Head: Julius Hansen
Category: Contract
Prepared By: Bob Minix

SCHEDULED

AGENDA ITEM (ID # 1159)

DOC ID: 1159 B

Motion to approve an agreement with Burns & McDonnell Engineering, Inc. of Downers Grove, Illinois, for Phase II design engineering services associated with the Crescent Boulevard Reconstruction Project, in the lump sum amount of \$236,500 to be expensed to the Capital Projects Fund.

REVISED AND UPDATED 4/23/14 AND 4/25/14

On April 14, 2014 the Village Board received a recommendation from staff to enter into an engineering services agreement with Burns and McDonnell for detailed design (Phase II engineering) of the roadway reconstruction project on Crescent Boulevard between Park and Lake. Various trustees expressed concerns about the scope and fees of the assignment in the absence of comparable proposals. No formal decision was made on the recommendation during the meeting; at the Village President's suggestion, a separate meeting was to be arranged between representatives of the Board, staff and consultant to review the proposed contract and discuss various contractual matters.

On Monday afternoon April 21, the recommended meeting took place. In attendance at the Public Works Service Center were Trustees Elliott and McGinley, Village Manager Franz, Public Works Director Hansen, Professional Engineer Minix and two representatives from Burns and McDonnell, Mike Mack and Matt Papirnik. Mr. Mack provided some background on the how the consultant puts together a proposal and what measures are used to develop the personnel hours and fees. Some overall measures used to broadly check the design costs include a "rule of thumb" of \$3,000 per sheet of the contract plans, which in the case of the Crescent project would be $78 \times \$3,000 = \$234,000$. Mr. Papirnik discussed various details of the proposal, explaining the scope and needed effort of the various design tasks.

Various questions were asked and topics covered, including:

- ☐ The complexity of the project, including the impacts of the IDOT requirements imposed due to the use of federal funds for construction
- ☐ The number of meetings and the desire to consolidate meetings involving District 87 with Village staff meetings
- ☐ How the company overhead rate is determined as well as fixed fee
- ☐ Sole source vs. Request for Proposal contracting

In response to Manager Franz's request to consider a fee adjustment, Mr. Mack suggested that the Village consider entering into a Lump Sum contract instead of the more commonly used Cost + Fixed Fee model. In a lump sum contract, the consultant is guaranteed to receive the negotiated price and will bill the project out on a monthly percentage basis over the duration of the contract without any detailed cost documentation. This method rewards the consultant for economies and offers the potential for greater profits; however, if the project takes more time due to circumstances other than an approved increase in scope, the consultant is responsible for his additional costs. There is less documentation required of the

consultant, so some slight savings are available to the firm, and the Village receives less information on project expenses incurred. Mr. Mack estimated that the Lump Sum method could be offered for about 10% less cost and will develop a proposal this week. Manager Franz requested that sub-consultants also be queried about using the lump sum method to help reduce costs.

The revised Burns and McDonnell proposal for detailed design of the project was received on April 24, and a copy is attached. The lump sum proposal includes the two previously considered subconsultants for geotechnical studies and preparation of the Plats and Legals. The lump sum fee for the work is \$236,500 or 10% less than the original proposal amount of \$262,800. The consultant's proposed fee will be the recommended award amount; no contingency is advised, as the scope of work is quite well defined at this point, other than the median treatment in front of the high school. Burns & McDonnell expressed confidence that the median design process, even anticipating some ongoing changes, could be accommodated within the given price.

It continues to be the recommendation of staff to retain Burns & McDonnell for this assignment, using the Lump Sum contracting methodology.

The original memorandum prepared in advance of the April 14, 2014 meeting is presented below, for reference.

BACKGROUND

The proposed Crescent Boulevard Reconstruction Project would consist of a variety of improvements to the roadway between Park Boulevard and Lake Street near Glenbard West High School, with an express goal to increase safety and enhance all modes of transport using the corridor including vehicle, bicycle and pedestrian. Included in the project would be upgrading various intersections of Crescent with connecting streets, including Park, Ellyn and Park Row / Crescent Ct / Lake. The current estimated construction cost for the roadway and drainage portion of the project is \$2,100,000 with federal funds available through a Surface Transportation Grant to cover 70% of eligible construction costs. It is highly desirable to construct the improvements as soon as possible, ideally during the summer of 2015. As a federal aid project, the construction contract will be let through IDOT and all engineering design elements and contract documents must comply with state and federal requirements.

All engineering on the project to date has been performed by the firm of Burns and McDonnell. In their first assignment, authorized by the Village Board in February 2010, Burns and McDonnell developed a feasibility level report for possible improvements on Crescent that formed the primary basis for the federal funding applications made over a period of two years. This effort culminated with the successful effort made in the late summer of 2011 and the formal inclusion of the project onto the six-year guaranteed funding list for STP projects in DuPage County. The fee for the feasibility study was \$40,000.

The next project stage was the conduct of Phase I engineering studies authorized by the Board in May 2012. The Phase I work involved the traffic analyses, preliminary geometric design, presentation and evaluation of geometric concepts, location drainage analysis, public and stakeholder coordination, and construction staging analysis, leading to the development of a project development report (PDR). The draft of the PDR has now been completed and approval from IDOT is pending. Burns and McDonnell

conducted the Phase I work for a fee of \$130,000.

The quality of the engineering performed to date has been excellent, with the Phase I effort perhaps the best preliminary engineering I have witnessed in my Village career. Based on the successful Phase I work, the presence of an established and effective consultant/Village/District 87 project team, and desired expedited schedule to bring the project to a 2015 bid letting, it is recommended that Burns and McDonnell be retained for the needed detailed design work.

PHASE II ENGINEERING SERVICES

With the imminent conclusion of Phase I engineering, detailed engineering and the development of plans and specifications leading to project bidding can now be initiated. In response to a staff request, Burns & McDonnell provided a proposal for the required contract plan preparation and related project services for the Crescent Boulevard Reconstruction Project. Attached hereto is their proposed scope of services and associated fees for the effort.

The scope of work includes the complete reconstruction of Crescent within the project limits including construction of a new compact urban roundabout at the east end of the corridor, intersection improvements at Park Boulevard, new parallel parking lanes in front of Glenbard West buildings, and new sidewalks and crosswalks. There are no sanitary sewer mains in the corridor and it is currently anticipated that only nominal fire hydrant relocations will be necessary on the water side. Land acquisition support services will also be provided for the areas on the north side of the roadway where District 87-owned property will be obtained.

Project tasks in the Phase II scope include project management and coordination; data collection, including soil borings by a sub-consultant (O'Brien & Associates); detailed designs of roadway and drainage improvements; quality control / quality assurance functions; and right-of-way and plat preparation by a second sub-consultant (Marchese & Sons). It should be noted that as the land acquisition process moves forward, the Village will be retaining IDOT-qualified appraisal and negotiating consultants to perform the necessary tasks. Please note the following accounting of anticipated Phase II engineering personnel hours and fees.

Crescent Boulevard Reconstruction Project - Project No. 13002 Recommended Funding for Phase II Engineering Services			
Consultant	Services	Personnel Hours	Engineering Fee Amount
Burns & McDonnell (lead consultant)	Detailed Design and Preparation of Contract Documents	1,406	\$225,670
Marchese & Sons (sub-consultant)	Plats and Legals	287	\$28,520
O'Brien & Assoc. (Sub-consultant)	Geotechnical	N/A	\$8,610
Not Yet Selected	Appraisals & Negotiations	N/A	\$10,000 (est.)
TOTALS (without Appraisals & Negotiations)		1,693	\$262,800

RECOMMENDATION

It is recommended that Burns and McDonnell Engineering, Inc. be retained to provide Phase II engineering services for the Crescent Boulevard Reconstruction Project for all needed Phase II work excluding appraisals and negotiation services. The proposed level of funding for the Phase II work by Burns & McDonnell and its sub-consultants should be **\$276,000**, including a 5% contingency. Funds for the engineering services should be taken from the **SY14 Capital Projects Budget, Account No. 400000 - 580160, Project Number 13002**. Detailed design work will begin immediately with final plans due to IDOT by mid-December 2014.

HISTORY:

04/14/14 Glen Ellyn Village Board

ATTACHMENTS:

- Burns & McDonnell Phase II Proposal - Crescent (PDF)
- Crescent Phase II_BMcD Proposal_LS (PDF)

Scope of Services

Contract Plan Preparation of Crescent Boulevard



Project Description

The Village of Glen Ellyn wishes to engage the services of Burns & McDonnell to develop contract plans for improvements to Crescent Boulevard from Park Boulevard to Lake Road. The reconstruction of Crescent Boulevard, as proposed in our Phase I study of the corridor, will result in a safer, more useful and more attractive corridor. Project plans will include the complete reconstruction of Crescent within the project limits, the construction of a new roundabout intersection at Crescent Court and an improved intersection with Park Boulevard, the installation of new parallel parking lanes in front of Glenbard West High School and Biester Gym, and the construction of new crosswalks and sidewalks which will improve pedestrian safety and mobility.



Available Information

As part of the Phase I effort Burns & McDonnell has completed a topographic survey of the area. This survey will be used as a base for the contract plans.

Project Approach/Scope of Services

Our plan of action and tasks are described below:

Project Initiation, Meetings, Management and Coordination

Our project manager will plan and coordinate the work, attend meetings and maintain a close relationship with the Village throughout the duration of the project schedule. They will act in a liaison capacity and will be available to the Village at all times for this project. They will work diligently to coordinate with IDOT Local Roads, as required, to steer the project and schedule as desired by the Village. Burns & McDonnell anticipates requiring three meetings with the Village to discuss the contract documents. We will prepare the necessary exhibits for the meeting, so they are informative and productive.

The Glenbard High School District - Glenbard High School District 87 has been an involved and committed stakeholder for this improvement since its inception. Burns & McDonnell is very familiar with District staff and priorities. Coordination with the District on design and construction issues will be critical to the success of the project. As we have throughout Phase I, Burns & McDonnell will be your partner in communicating with the District on the issues most important to them, particularly the design of proposed barrier median elements. We have included coordination, outreach and meeting effort in our Proposal sufficient to ensure that their priorities are addressed as much as possible within the schedule and financial limits of the project.

Burns & McDonnell is aware that the planned closure of Hill Avenue at the east Village limit, in combination with planned activities on Crescent, may challenge the mobility of residents in the northeast area of the Village. Burns & McDonnell will assist the Village in assessing the potential impacts of both closures, suggesting means of mitigating those impacts, and providing a means of communicating the issues and solutions to residents and stakeholders.

Scope of Services (continued)



Burns & McDonnell will contact Joint Utility Locating Information for Excavators (JULIE) to identify public and private utility companies with facilities in the project area. Burns & McDonnell will contact these companies to obtain the available information regarding the location of their facilities. Burns & McDonnell will also coordinate with the Village to obtain information regarding your facilities within the Project area. This information will be used to minimize utility impacts during the design of the Project. Burns & McDonnell will also coordinate with any utility companies to resolve any conflicts.

Data Collection

Additional pickup survey is anticipated at areas of concern or where additional information is needed that was not included during the Phase I survey. Survey may be required to address any modifications to the topography that occurred since the original survey.

A geotechnical report will be prepared to verify the subsurface soils. This will require soil boring to be performed to determine the soil properties and identify any unsuitable soils at various locations along the corridor. Pavement Cores will be performed to determine the existing pavement thickness. This work will be performed by O'Brien and Associated (OBA)

A field visit will be performed at the start of Phase II to determine if any changes to the existing conditions occurred since the original survey was performed and to familiarize the Phase II team with the project.

Design Studies

Inlet spacing calculations will be determined once that is determined the storm water conveyance will be modified to address the inlet connections. The Storm water detention calculations were prepared meeting the DuPage Storm Water Ordinance using the Hydrograph Method.

A water main relocation tech memo will be performed to determine the limits of the watermain improvements. The effort will include a meeting to finalize the extent of the watermain improvements.

It is also anticipated that a PDR amendment may be needed to address some of the potential post Phase I modifications.

Construction Documents

Construction documents will be submitted at the Preliminary (to the Village only), Pre-final and Final stages of completeness for review by the Village and IDOT. Each submittal will include plans, specifications, a cost estimate, Construction Schedule and disposition of comments. We envision that the plans will include the following drawings at various stages of completeness at each submittal. Below is a summary of the plan drawings and sheet count anticipated at the final submittal.

- Cover Sheet 1 Sheet
- General Notes 1 Sheet
- Summary of Quantities..... 3 Sheet
- Alignment and Ties 1 Sheet
- ROW and Plats (by others) 4 Sheets
- Typical Sections 3 Sheet
- Detour Plans 2 Sheets

Scope of Services

(continued)



• Maintenance of Traffic (50 Scale)	2 Sheets
• Roadway Removal Plan and Profile	4 Sheets
• Roadway Details	4 Sheets
• Drainage Plan and Profile	4 Sheets
• Drainage Details	4 Sheets
• Watermain Details	4 Sheets
• Erosion Control Plans	2 Sheets
• Signing and Pavement Markings	2 Sheets
• Landscaping Plans and Details	4 Sheets
• Intersection Details	2 Sheets
• Jointing Plans	2 Sheets
• Lighting Plans	2 Sheets
• Lighting Details	4 Sheets
• Retaining Wall Plans	3 Sheets
• IDOT State Standards	12 Sheets
• Cross Sections	8 Sheets
Total Sheet Count	78 Sheets

Specifications

The specifications will conform to the current IDOT Standard Specifications for Road and Bridge Construction and Village Standards.

Construction Schedule

A Construction Schedule will be generated upon Typical IDOT production rates and will be included with the submittals to approximate the completion of the project.

Quantities and Cost Estimate

Quantities will be tabulated dynamically throughout the course of the project based on the current plans. The estimate will be calculated using unit prices agreed to by the Village and Burns & McDonnell.

Permits

Burns & McDonnell has originally identified the following permits that will be needed for this Contract:

- Illinois Environmental Protection Agency (IEPA) – Water Permit
- IEPA Notice of Intent (NOI) / Storm Water Pollution Prevention Plan (SWPPP)
- Construction Permit
- IDOT Permit

Burns & McDonnell will prepare all the necessary documents, exhibits, and forms required for Permit Approval.

Quality Assurance / Quality Control (QA/QC)

Burns & McDonnell will perform our 6 Step Review Process for this job. This will include performing the following review type for the various disciplines involved in this project. A Management Review will be performed to verify all the plans meet the expectations of the Village and all previous review comments have been incorporated into the Contract documents. A Peer Review will be completed to verify that all work and calculations have been checked for each of the disciplines. A

Scope of Services (continued)



Coordination Review will be performed to verify that the electrical and Structural work is coordinated with the civil design elements. A Constructability Review will be completed to verify the staging and the constructability of the project itself. One or more of these reviews will be performed at various stages during the design period.

Design Schedule

Burns & McDonnell understands that construction of the proposed improvements in 2015 is critical to the Village's multi-year plan and to District 87. Accordingly, we have provided a proposed design schedule below. This schedule includes the commencement of design activities while IDOT finalizes the Design Approval process. This head start on the Phase II process is critical to the submittal schedule below, which assumes a March 6 letting date.

Below is a summary of key dates:

- Phase II Design Begins 4/15/2014
- Preliminary Submittal to Glen Ellyn 8/22/2014
- Begin Pre-Final QC Review 10/3/2014
- Pre-Final Plans Due to IDOT 10/17/2014
- Final Plans Due to IDOT 12/15/2014
- Right-of-way Certification 1/21/2015
- **IDOT Letting** **3/6/2015**
- IDOT Selection / Contract Award Late April 2015
- Mobilization / Construction Begins Late May/ Early June 2015

Right-of-Way and Plat Preparation

A separate proposal is attached from our subconsultant, Marchese & Associates, for the preparation of plats and legal descriptions for the right-of-way and temporary easements required for the project. Their proposal assumes documentation for eight parcels as defined in Village GIS data and as depicted in the exhibit attached to their proposal. Their proposed scope does not include title commitments.

**Village of Glen Ellyn
Crescent Boulevard - Phase II Design
Estimate of Labor Expenses**



Personnel & Hours

		Project Manager	Project Engineer	Engineer	CADD	Admin	
Classification Level		14	13	12	11	6	
Sheets							
Scope of Services							
A. Project Initiation, Meetings Management and Coordination							
	Project Management Plan	8					8
	Project Management - Progress Reports	40	20			12	72
	Village Meetings (3)	6	6			6	18
	Glenbard High School District (3)	6	6			6	18
	Hill Avenue Closure Coordination	4	4				8
	Utility Coordination	4	8	4			16
B. Data Collection							
	Survey			2	8		10
	Geotechnical		4				4
	Field Visits		2	2			4
C. Design Studies							
	Inlet Spacing Calculations, Storm Sewer Refinement, Restrictor Sizing		16	24			40
	Watermain Concept Study	4	8	4			16
	PDR Amendment		12	4			16
D. Contract Documents							
	Cover Sheet	1		4	4		8
	General Notes	1	4	4	4		12
	Summary of Quantities	3	12	12	12		36
	Alignment, Ties & Benchmarks	1		16	8		24
	ROW and Plats	4			8		8
	Typical Sections	3	8	24	8		40
	Detour Plans	2	4	12	12		28
	Maintenance of Traffic & Construction Staging Plans and Details (50 scale, 3 stages)	2	16	16	8		40
	Roadway Removals Plan & Profile (20 Scale)	4	16	80	48		144
	Roadway Details	4	8	16	16		40
	Drainage and Watermain Plan & Profile (20 Scale)	4	24	48	48		120
	Drainage Details	4	4	8	16		28
	Watermain Details	4	4	8	16		28
	Erosion Control Plans (20 Scale)	2	4	8	8		20
	Signing & Pavement Marking Plan (20 scale)	2	4	8	8		20
	Landscaping Plans and Details (20 Scale)	4	16	40	24		80
	Intersection Details	2	8	16	8		32
	Jointing Plan (20 Scale)	2	4	8	8		20
	Lighting Plans (20 Scale)	2		16	24		40
	Lighting Details	4	4	8	16		28
	Retaining Wall Plans	3	18	24	24		64
	IDOT Standards	12			24		24
	Cross Sections	8	12	36	48		96
	Specifications		20	20		20	60
	Construction Schedule		4	8	8		20
	Cost Estimate		4	8	8		20
E. Permits							
	IEPA - Water		4	4			8
	IEPA - NOI/SWPPP		4	8			12
	Construction Permit		4				4
	IDOT Permit		4	4			8
F. QC/QA							
	Preliminary		4	16			20
	Pre-Final Submittal		4	20			24
	Final Submittal		4	16			20
G. Direct Charges							
	Printing						
	Technology Charges						
	Equipment (survey)						
	Postage						
	Travel						
Total		76	98	358	500	44	1406
% of Hours		-	6.8%	25.5%	35.6%	29.0%	3.1%

PAYROLL ESCALATION TABLE FIXED RAISES

FIRM NAME	<u>Glen Elyn</u>	DATE	<u>04/03/14</u>
PRIME/SUPPLEMENT	<u>Crescent Boulevard</u>	PTB NO.	
CONTRACT TERM	<u>15</u> MONTHS	OVERHEAD RATE	<u>230.06%</u>
START DATE	<u>4/1/2014</u>	COMPLEXITY FACTOR	
RAISE DATE	<u>1/1/2015</u>	% OF RAISE	<u>3.00%</u>

ESCALATION PER YEAR

4/1/2014 - 1/1/2015	1/2/2015 - 7/1/2015		
915	615		

= 60.00%
= 1.0120
The total escalation for this project would be: 1.20%

128

04/03/14

SHEET **2** **OF** **2**

[illegible]



Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

October 15, 2013

Subject: PRELIMINARY ENGINEERING
Consultant Unit
Prequalification File

Mike Folta
BURNS & MC DONNELL ENGINEERING, INC
1431 Opus Place, Suite 400
Downers Grove, IL 60515

Dear Mike Folta,

We have completed our review of your "Statement of Experience and Financial Condition" (SEFC) which you submitted for the fiscal year ending Dec 31, 2012. Your firm's total annual transportation fee capacity will be \$60,800,000.

Your firm's payroll burden and fringe expense rate and general and administrative expense rate totaling 230.06% are approved on a provisional basis. The actual rate used in agreement negotiations may be determined by our Office of Quality Compliance and Review in a pre-award audit.

Your firm is required to submit an amended SEFC through the Engineering Prequalification & Agreement System (EPAS) to this office to show any additions or deletions of your licensed professional staff or any other key personnel that would affect your firm's prequalification in a particular category. Changes must be submitted within 15 calendar days of the change and be submitted through the Engineering Prequalification and Agreement System (EPAS).

Your firm is prequalified until December 31, 2013. You will be given an additional six months from this date to submit the applicable portions of the "Statement of Experience and Financial Condition" (SEFC) to remain prequalified.

Sincerely,
John Baranzelli
Acting Bureau Chief
Bureau of Design & Environment

**Village of Glen Ellyn
Crescent Boulevard - Phase II Design
Direct Cost Breakdown**



Direct Costs				
ITEM	QUANTITY	Allowance	UNIT COST	COST
Project Management , Meetings & Coordination				
Meetings - Mileage (3 Trips)	150	\$0.56/mile	\$0.56	\$84.00
PMP and Invoices - 8.5 x 11 Black and White	150	\$0.07/page	\$0.07	\$10.50
PMP - 8.5 x 11 Color	34	\$0.50/page	\$0.50	\$17.00
Coordination Documents - 8.5 x 11 Black and White	120	\$0.07/page	\$0.07	\$8.40
Coordination Documents - 11x17 Black and White	100	\$0.14/page	\$0.14	\$14.00
Coordination Exhibits - 11x17 Color	60	\$1.00/page	\$1.00	\$60.00
Coordination Exhibits - Full Size Color	40	\$4.50/sq ft	\$27.00	\$1,080.00
Design Studies				
8.5 x 11 Black and White	749	\$0.07/page	\$0.07	\$52.44
11 x 17 Black and White	400	\$0.14/page	\$0.14	\$56.00
8.5 x 11 Color	100	\$0.50/page	\$0.50	\$50.00
11 x 17 Color	100	\$1.00/page	\$1.00	\$100.00
Exhibits - Black and White Plotter	40	\$0.24/sq.ft.	\$1.44	\$57.60
Exhibits - Color Plotter	35	\$4.50/sq ft	\$27.00	\$945.00
Equipment Rental -- Total Station	2	\$125/day	\$125.00	\$250.00
Contract Documents (Design Activities)				
8.5 x 11 Black and White	5650	\$0.07/page	\$0.07	\$395.50
8.5 x 11 Color	250	\$0.50/page	\$0.50	\$125.00
11 x 17 Black and White	3534	\$0.14/page	\$0.14	\$494.76
Full size sheets - Black and White	164	\$0.24/sq.ft.	\$1.44	\$236.16
Full size mylars - Black and White	15	\$0.99/sq.ft.	\$5.94	\$89.10
Approval and Permitting				
Permit Fees	1	Estimate	\$500.00	\$500.00
8.5 x 11 Black and White	360	\$0.07/page	\$0.07	\$25.20
11 x 17 Black and White	160	\$0.14/page	\$0.14	\$22.40
Full size sheets - Black and White	20	\$0.24/sq.ft.	\$1.44	\$28.80
Quality Control				
8.5 x 11 Black and White	120	\$0.07/page	\$0.07	\$8.40
11 x 17 Black and White	156	\$0.14/page	\$0.14	\$21.84
Full size sheets - Black and White	60	\$0.24/sq.ft.	\$1.44	\$86.40
Administration				
8.5 x 11 Black and White	300	\$0.07/page	\$0.07	\$21.00
11 x 17 Black and White	200	\$0.14/page	\$0.14	\$28.00
CAD Charge	1046	\$5.00/hour	\$5.00	\$5,230.00
Shipping and Postage	12	Estimate	\$25.00	\$300.00
TOTAL DIRECT COSTS:				\$10,397.50



O'BRIEN & ASSOCIATES, INC.
CONSULTING ENGINEERS

1235 E. DAVIS ST., ARLINGTON HTS., IL 60005
 (847)398-1441 • FAX(847) 398-2376

March 19, 2014

Burns & McDonnell Engineering Co., Inc.
 200 W. Adams, Suite 1600
 Chicago, IL 60606

Attn: Mr. Robert Goveia, P.E.

Proposal No. P-14-015

Re: Geotechnical investigation for Crescent Blvd, Glen Ellyn, Illinois

Dear Mr. Goveia:

In accordance with your request, we are pleased to submit our proposal for the performance of a geotechnical investigation for the widening/reconstruction of approximately 1,600' of Crescent Blvd. from Park Blvd. east to Park Row. Widening is to be constructed to create a center median and turn lanes at the intersection for all directions. Other improvements will include storm sewers, street lighting, signing and traffic signals.

The boring program presented below has been developed based on information regarding existing soil conditions, CDOT procedures and the criteria presented in the Illinois Department of Transportation (IDOT) Geotechnical Manual.

For the roadway work, one (1) boring will be obtained every 300' on alternating sides of the centerline extended to a depth of 10'. The roadway borings will have three samples taken within the upper 5.0', with sampling at 2.5' intervals below a depth of 5.0'. Final boring locations will be determined based on the location of above and below ground utilities through a joint meet through DIGGER. The boreholes will be backfilled with cuttings and patched to match existing grade. It is our understanding that this work can be performed during normal daytime work hours.

Two (2) pavement cores will be performed with one in each existing lane. The cores will be performed using a 4" diameter core barrel and a hand auger used to determine subbase type and thickness to a maximum depth of 24".

We have assumed that the soil borings can be performed with a truck mounted drilling rig. We have also assumed that the soil borings and pavement cores will require traffic control with a flagman.

The following are tables showing the scope of the investigation:

Type	Quantity	Depth (ft)	Total Footage (ft)
Survey Borings	6	10	60

Proposal No. P-14-015

- 2 -

Along with these borings, laboratory tests including soil classification and index property tests will be performed on representative portions of the samples recovered. A IBR/Proctor sample will be obtained for proposed subgrade requirements. A Roadway Geotechnical Report with soil profiles will be prepared for the widening including a pavement core summary. No sign structure or storm sewer borings are proposed at this time. This investigation does not include environmental drilling, sampling or testing. However, any odors, soil stains or other environmental concerns will be noted during drilling.

On the basis of this scope of work and the unit charges indicated on the enclosed cost estimate of services, we estimate that the total cost of this investigation will be \$8,610.31. Any additional work will be performed at the appropriate unit charges or hourly rates indicated on the attached cost estimate of services. All work will be performed in accordance with the attached Terms and Conditions.

If there are any questions regarding the information submitted herein, please do not hesitate to contact us.

Very truly yours,

O'BRIEN & ASSOCIATES, INC.



Jim Wandell
Project Manager



Dixon O'Brien, P.E.
Vice President

JW/DOB/ckb
enc.

ACCEPTED FOR BURNS & McDONNELL ENGINEERING CO. INC.

BY _____

DATE _____

O'BRIEN & ASSOCIATES, INC.
COST ESTIMATE OF SERVICES

Burns & McDonnell
 Crescent Blvd.
 Glen Ellyn, IL

March 19, 2014

PAYROLL CLASSIFICATION	HOURLY RATES	Project Management		Bore Logs/Core Summary/Analysis		Soil Profiles		Engineering Report Preparation	
		HOURS	TOTAL	HOURS	TOTAL	HOURS	TOTAL	HOURS	TOTAL
PRINCIPAL	\$ 70.00	1.0	70.00	0.0	0.00	0.0	0.00	0.0	0.00
PRINCIPAL ENGINEER	\$ 66.00	2.0	132.00	1.0	66.00	1.0	66.00	2.0	132.00
PROJECT MANAGER	\$ 50.00	3.0	150.00	1.0	50.00	0.0	0.00	1.0	50.00
PROJECT ENGINEER	\$ 36.00		0.00	0.0	0.00	0.0	0.00	0.0	0.00
PROJECT COORDINATOR	\$ 30.00		0.00	0.0	0.00	0.0	0.00	0.0	0.00
ENGINEERING GEOLOGIST	\$ 40.00		0.00	4.0	160.00	6.0	240.00	3.0	120.00
SECRETARY	\$ 24.00		0.00	0.0	0.00	0.0	0.00	2.0	48.00
Total Labor Cost			\$ 352.00		\$ 276.00		\$ 306.00		\$ 350.00
Overhead	1.4645		\$ 515.50		\$ 404.20		\$ 448.14		\$ 512.58
Profit (10% of Labor & Overhead)	0.1		\$ 86.75		\$ 68.02		\$ 75.41		\$ 86.26
TOTAL			\$ 954.25		\$ 748.22		\$ 829.55		\$ 948.83

Burns & McDonnell
Crescent Blvd.
Glen Ellyn, IL

March 19, 2014

**Scope: 2 pavement cores, 6 soil borings to 10', profiles
Traffic Control with signs, cones and flagman**

DRILLING		Unit Cost	Cost
Mobilization	1 ea	\$ 400.00 /ea	\$ 400.00
Daily Mob	0 ea	\$ 200.00 /ea	\$ -
Drill/Core Rig and Crew	8.0 hrs	\$ 350.00 /hr	\$ 2,800.00
Drill/Core Rig and Crew (OT)	-	\$ 525.00 /hr	\$ -
Core/Boring Patch	8.0 ea	\$ 5.00 /ea	\$ 40.00
Backfill Materials	60.0 ft	\$ 2.00 /ft	\$ 120.00

Subtotal	\$ 3,360.00
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ADDITIONAL ITEMS

Layout, Utility Clearance, Joint Meet	2.0 hrs	\$120.00 /hr	\$ 240.00
Traffic Control Signs, Cones	1.0 days	\$75.00 /day	\$ 75.00
Flagman	8.0 hrs	\$85.00 /hr	\$ 680.00
Support Vehicle	2.0 days	\$55.00 /day	\$ 110.00
Bit Wear (PCC)	- inches	\$6.00 /in	\$ -
Bit Wear (ACC)	16.0 inches	\$4.00 /in	\$ 64.00
Core Photographs	2.0 each	\$10.00 /ea	\$ 20.00

Subtotal	\$ 1,189.00
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DRILLING TOTAL	\$ 4,549.00
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LABORATORY TESTING

Moisture Content	24.0 ea	\$5.00 /ea	\$ 120.00
Unconfined (Rimac)/Density	- ea	\$15.00 /ea	\$ -
Hand Penetrometer	- ea	\$3.00 /ea	\$ -
Proctor/CBR (Using ASTM D-1557)	1.0 ea	\$600.00 /ea	\$ 600.00
Combined Analysis (ASTM C-422)	4.0 ea	\$100.00 /ea	\$ 400.00
Atterberg Limits (ASTM D-4318)	4.0 ea	\$60.00 /ea	\$ 240.00
Organic Content	1.0 ea	\$50.00 /ea	\$ 50.00
Consolidation Test (D2435)	- ea	\$600.00 /ea	\$ -

TESTING TOTAL	\$ 1,410.00
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O'BRIEN & ASSOCIATES, INC.
COST ESTIMATE OF SERVICES

March 19, 2014

Burns & McDonnell
 Crescent Blvd.
 Glen Ellyn, IL

Overhead Rate = 1.4645

ITEM	MANHOURS (A)	PAYROLL (B)	OVERHEAD & FRING BENF (C)	IN-HOUSE DIRECT COSTS (D)	FIXED FEE (D)	SERVICES BY OTHERS (E)	TOTAL (F)	% OF GRAND TOTAL (H)
Project Management	6.0	\$ 352.00	\$ 515.50	\$	86.75		\$ 954.25	11.1%
Boring Logs/Analysis	6.0	\$ 276.00	\$ 404.20		68.02		\$ 748.22	8.7%
Report Preparation	8.0	\$ 350.00	\$ 512.58		86.26		\$ 948.83	11.0%
Drilling/Coring				\$ 4,549.00			\$ 4,549.00	52.8%
Laboratory Testing				\$ 1,410.00			\$ 1,410.00	16.4%
TOTAL	20.0	\$ 978.00	\$ 1,432.28	\$ 5,959.00	\$ 241.03	0	\$ 8,610.31	100%

O'BRIEN & ASSOCIATES, INC.

14-015.xls

J.1.a

Papirnik, Matt

From: Papirnik, Matt
Sent: Thursday, April 03, 2014 8:01 AM
To: Papirnik, Matt
Subject: FW: Crescent Boulevard: proposed right-of-way
Attachments: BM CECS Crescent Boulevard.pdf

From: Paul N. Marchese [<mailto:pnm@marchese-sons.com>]
Sent: Wednesday, April 02, 2014 2:49 PM
To: Papirnik, Matt
Subject: RE: Crescent Boulevard: proposed right-of-way

Hi Matt

Attached is our Cost Estimate for this Project. We will be providing a Plat of Highways done under IDOT's current specifications for all Parcels included within the limits you have provided. Also included will be Legal Descriptions for Right of Way Acquisitions and Temporary Easements as needed within the limits shown. Total holdings will done for each parcel included, which will require research at the County for deeds and encumbrance's also included in the Cost Estimate. We do not issue Title Reports so they will not be included and if you or the Owner provides the Title Reports needed we will adjust our Survey information to match the Title Reports, if any become available.

If you have any questions please feel free to contact us.

Thank you again for this opportunity,

Paul N. Marchese
Marchese and Sons, Inc.
 10 Monaco Drive
 Roselle, IL 60172
 (630) 894-5680 Phone
 (630) 894-8869 Fax
pnm@marchese-sons.com

"Soli Deo Gloria"



AVERAGE HOURLY PROJECT RATES

FIRM
PTB
PRIME/SUPPLEMENT

DATE 04/02/14

SHEET 1 OF 5

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJECT RATES			Presurvey			Survey Recon			Survey Plan			Field			Office		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	45.34	7	2.43%	1.10															
Project Surveyor	42.32	147	51.04%	21.60	1	50.00%	21.16	1	100.00%	42.32	1	100.00%	42.32	80	50.00%	21.16	32	44.44%	18.81
Surveyor in Training	35.26	0																	
Crew Chief	26.20	80	27.78%	7.28										80	50.00%	13.10			
Surveyors Assistant	18.14	0																	
CAD Operator	35.26	40	13.89%	4.90															
Accounting	28.21	8	2.78%	0.78													40	55.56%	19.59
Clerical	18.14	6	2.08%	0.38															
Administration	42.32	0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
TOTALS		288	100%	\$36.04	2	100%	\$43.83	1	100%	\$42.32	1	100%	\$42.32	160	100%	\$34.26	72	100%	\$38.40

AVERAGE HOURLY PROJECT RATES

FIRM Marchese and Sons, Inc.
PTB na
PRIME/SUPPLEMENT Sub-Consultant

DATE 04/02/14

SHEET 2 **OF** 5

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Calculations			Administration			QA/QC					
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	45.34												
Project Surveyor	42.32	32	100.00%	42.32									
Surveyor in Training	35.26												
Crew Chief	26.20												
Surveyors Assistant	18.14												
CAD Operator	35.26												
Accounting	28.21												
Clerical	18.14				8	47.06%	13.28						
Administration	42.32				6	35.29%	6.40						
TOTALS		32	100%	\$42.32	17	100%	\$27.68	3	100%	\$45.34	0	0%	\$0.00

Bob Minix

From: Papirnik, Matt [mpapirnik@burnsmcd.com]
Sent: Thursday, April 03, 2014 2:56 PM
To: Bob Minix
Cc: Mack, Michael; Goveia, Robert
Subject: Crescent Phase II: additional information
Attachments: Crescent_IDOT SEFC letter_2013-10-15.pdf; Crescent II_Direct Cost Breakdown.pdf; Crescent_O'Brien proposal_p-14-015.pdf

Good afternoon, Bob:

Please find attached the following documentation requested as part of our conversation earlier this afternoon:

- Burns & McDonnell's most recent Statement of Experience and Financial Condition letter from IDOT.
- A breakdown of our direct costs
- The proposal from O'Brien & Associates for geotechnical subconsultant work

Additionally, please find below an email from Marchese & Sons explaining the hours for field survey.

If you have any additional questions, don't hesitate to ask.

Matthew A. Papirnik
 (312) 521-8919
mpapirnik@burnsmcd.com

From: Paul N. Marchese [mailto:pnm@marchese-sons.com]
Sent: Thursday, April 03, 2014 2:47 PM
To: Papirnik, Matt
Cc: Mack, Michael
Subject: RE: Crescent Boulevard: proposed right-of-way

160 Hours is a 2 man Survey team for 2 weeks doing the following tasks:

- Recon Site and Project Limits
- Set control points or occupy found control
- Establish Traverse Network – must extend to all of the limits of the total Holdings
- Look for existing Right of Way and Property Corners along Crescent
- Locate Right of Way Corners for Park Blvd, Ellyn Avenue, Park Row and Lake Road
- Locate perimeter of each Tax Parcel or Total Holdings
 This includes the High School Complete Boundaries as far North as Lake Ellyn and South to the North line of the Rail Road
- Measure Buildings shown on the Total Holdings (i.e. All of Glendbard West, Biester Gym and Admin Offices)
- Locate sufficient data to describe any temporary Easements and Proposed ROW
- Show any amenities within or close to the proposed ROW Acquisition (i.e. signs or lighting)
- Stake final Corners for Acquired additional Right of Way – Typically done after Plats and Legals are approved
- Concerned for traffic during peak school dismissals and starting times or athletic events

I hope this helps with the though process, it may look different when looking at it from field crew days.

We did not review the Topo, which typically locates the physical portion and not so much of the boundary information needed for Highway Plats.

If you need additional information please let us know, we will be happy to help

Thank you

Paul N. Marchese
Marchese and Sons, Inc.
10 Monaco Drive
Roselle, IL 60172
(630) 894-5680 Phone
(630) 894-8869 Fax
pnm@marchese-sons.com

"Soli Deo Gloria"





Scope of Services

Contract Plan Preparation of Crescent Boulevard



Project Description

The Village of Glen Ellyn wishes to engage the services of Burns & McDonnell to develop contract plans for improvements to Crescent Boulevard from Park Boulevard to Lake Road. The reconstruction of Crescent Boulevard, as proposed in our Phase I study of the corridor, will result in a safer, more useful and more attractive corridor. Project plans will include the complete reconstruction of Crescent within the project limits, the construction of a new roundabout intersection at Crescent Court and an improved intersection with Park Boulevard, the installation of new parallel parking lanes in front of Glenbard West High School and Biester Gym, and the construction of new crosswalks and sidewalks which will improve pedestrian safety and mobility.



Available Information

As part of the Phase I effort Burns & McDonnell has completed a topographic survey of the area. This survey will be used as a base for the contract plans.

Project Approach/Scope of Services

Our plan of action and tasks are described below:

Project Initiation, Meetings, Management and Coordination

Our project manager will plan and coordinate the work, attend meetings and maintain a close relationship with the Village throughout the duration of the project schedule. They will act in a liaison capacity and will be available to the Village at all times for this project. They will work diligently to coordinate with IDOT Local Roads, as required, to steer the project and schedule as desired by the Village. Burns & McDonnell anticipates requiring three meetings with the Village to discuss the contract documents. We will prepare the necessary exhibits for the meeting, so they are informative and productive.

The Glenbard High School District - Glenbard High School District 87 has been an involved and committed stakeholder for this improvement since its inception. Burns & McDonnell is very familiar with District staff and priorities. Coordination with the District on design and construction issues will be critical to the success of the project. As we have throughout Phase I, Burns & McDonnell will be your partner in communicating with the District on the issues most important to them, particularly the design of proposed barrier median elements. We have included coordination, outreach and meeting effort in our Proposal sufficient to ensure that their priorities are addressed as much as possible within the schedule and financial limits of the project.

Burns & McDonnell is aware that the planned closure of Hill Avenue at the east Village limit, in combination with planned activities on Crescent, may challenge the mobility of residents in the northeast area of the Village. Burns & McDonnell will assist the Village in assessing the potential impacts of both closures, suggesting means of mitigating those impacts, and providing a means of communicating the issues and solutions to residents and stakeholders.

Scope of Services (continued)



Burns & McDonnell will contact Joint Utility Locating Information for Excavators (JULIE) to identify public and private utility companies with facilities in the project area. Burns & McDonnell will contact these companies to obtain the available information regarding the location of their facilities. Burns & McDonnell will also coordinate with the Village to obtain information regarding your facilities within the Project area. This information will be used to minimize utility impacts during the design of the Project. Burns & McDonnell will also coordinate with utilities to resolve any conflicts.

Data Collection

Additional pickup survey is anticipated at areas of concern or where additional information is needed that was not included during the Phase I survey. Survey may be required to address any modifications to the topography that occurred since the original survey.

A field visit will be performed at the start of Phase II to determine if any changes to the existing conditions occurred since the original survey was performed, and to familiarize the Phase II team with the project.

Geotechnical Investigation

Our geotechnical subconsultant, O'Brien and Associates (OBA), will extract six (6) 10-foot deep soil borings and perform analysis of each in order to assess the condition of the existing subgrade. Two (2) pavement cores will be taken to estimate the quantity of existing pavement to be removed. OBA will prepare a Roadway Geotechnical Report to IDOT specifications which will detail the quality of the subgrade and assess the need, if any, for undercuts or backfill.

Right-of-Way and Plat Preparation

Our plat preparation subconsultant, Marchese & Associates, will be responsible for the preparation of plats and legal descriptions for the right-of-way and temporary easements required for the project. They will provide a Plat of Highways per IDOT specifications to be included in the contract documents, and legal descriptions for each of the right-of-way and easement acquisitions currently proposed. Total holdings will be prepared for each parcel, requiring research through DuPage County records. Their efforts are assumed to include complete documentation for the eight parcels which Village GIS data indicates are present and affected by the project. Their proposed scope does not include title commitments.

Design Studies

Inlet spacing calculations will be determined once that is determined the storm water conveyance will be modified to address the inlet connections. The Storm water detention calculations were prepared meeting the DuPage Storm Water Ordinance using the Hydrograph Method.

A water main relocation tech memo will be performed to determine the limits of the watermain improvements. The effort will include a meeting to finalize the extent of the watermain improvements.

It is also anticipated that a PDR amendment may be needed to address some of the potential post Phase I modifications.

Construction Documents

Construction documents will be submitted at the Preliminary (to the Village only), Pre-final and Final stages of completion for review by the Village and IDOT. Each submittal will include plans, specifications, a cost estimate, Construction Schedule and disposition of comments. We envision

Scope of Services (continued)



that the plans will include the following drawings at various stages of completeness at each submittal. Below is a summary of the plan drawings and sheet count anticipated at the final submittal.

• Cover Sheet	1 Sheet
• General Notes	1 Sheet
• Summary of Quantities.....	3 Sheet
• Alignment and Ties	1 Sheet
• ROW and Plats (by others)	4 Sheets
• Typical Sections	3 Sheet
• Detour Plans	2 Sheets
• Maintenance of Traffic (50 Scale)	2 Sheets
• Roadway Removal Plan and Profile.....	4 Sheets
• Roadway Details	4 Sheets
• Drainage Plan and Profile	4 Sheets
• Drainage Details.....	4 Sheets
• Watermain Details.....	4 Sheets
• Erosion Control Plans	2 Sheets
• Signing and Pavement Markings	2 Sheets
• Landscaping Plans and Details.....	4 Sheets
• Intersection Details.....	2 Sheets
• Jointing Plans.....	2 Sheets
• Lighting Plans.....	2 Sheets
• Lighting Details.....	4 Sheets
• Retaining Wall Plans	3 Sheets
• IDOT State Standards.....	12 Sheets
• Cross Sections	8 Sheets
Total Sheet Count	78 Sheets

Specifications

The specifications will conform to the current IDOT Standard Specifications for Road and Bridge Construction and Village Standards.

Construction Schedule

A Construction Schedule will be generated upon Typical IDOT production rates and will be included with the submittals to approximate the completion of the project.

Quantities and Cost Estimate

Quantities will be tabulated dynamically throughout the course of the project based on the current plans. The estimate will be calculated using unit prices agreed to by the Village and Burns & McDonnell.

Permits

Burns & McDonnell has originally identified the following permits that will be needed for this Contract:

- Illinois Environmental Protection Agency (IEPA) – Water Permit
- IEPA Notice of Intent (NOI) / Storm Water Pollution Prevention Plan (SWPPP)

Scope of Services (continued)



- Construction Permit
- IDOT Permit

Burns & McDonnell will prepare all the necessary documents, exhibits, and forms required for Permit Approval.

Quality Assurance / Quality Control (QA/QC)

Burns & McDonnell will perform our 6 Step Review Process for this job. This will include performing the following review type for the various disciplines involved in this project. A Management Review will be performed to verify all the plans meet the expectations of the Village and all previous review comments have been incorporated into the Contract documents. A Peer Review will be completed to verify that all work and calculations have been checked for each of the disciplines. A Coordination Review will be performed to verify that the electrical and Structural work is coordinated with the civil design elements. A Constructability Review will be completed to verify the staging and the constructability of the project itself. One or more of these reviews will be performed at various stages during the design period.

Design Schedule

Burns & McDonnell understands that construction of the proposed improvements in 2015 is critical to the Village's multi-year plan and to District 87. Accordingly, we have provided a proposed design schedule below. This schedule includes the commencement of design activities while IDOT finalizes the Design Approval process. This head start on the Phase II process is critical to the submittal schedule below, which assumes a March 6 letting date.

Below is a summary of key dates:

- Phase II Design Begins 4/30/2014
- Preliminary Submittal to Glen Ellyn 8/22/2014
- Begin Pre-Final QC Review 10/3/2014
- Pre-Final Plans Due to IDOT 10/17/2014
- Final Plans Due to IDOT 12/15/2014
- Right-of-way Certification 1/21/2015
- **IDOT Letting** **3/6/2015**
- IDOT Selection / Contract Award Late April 2015
- Mobilization / Construction Begins Late May/ Early June 2015

Compensation and Billing

Burns & McDonnell and their subconsultants will perform the work defined above, in the timeframe defined herein, for the lump sum price of exactly two hundred thirty-six thousand, five hundred dollars (\$236,500.00). Invoices will be submitted monthly on a percent-complete basis.

The following items are not included in this cost:

- Title commitments
- Design and analysis of new roadway lighting, other than replacement and relocation of existing poles
- Phase II design effort extending significantly beyond Spring 2015, other than construction Requests for Information



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Agreement
Prepared By: Kristen Schrader

SCHEDULED

AGENDA ITEM (ID # 1174)

DOC ID: 1174 A

Motion to approve award of a contract to _____ for the joint purchase of electricity for the Village of Glen Ellyn Electricity Aggregation Program for a term of _____ month(s).

UPDATE FROM APRIL 14 VILLAGE BOARD MEETING

Background

At the April 14 Village Board Meeting, bid results for the Village's Aggregation Program were received and reviewed by the Village Board. The Village Board determined at this meeting to reject all bids received and to go back out to bid on April 28, with bids to be reviewed at the Board Meeting that evening.

Issues

Based on feedback from the Village Board on April 14, the Village's consultant, Dave Hoover with NIMEC, will be requesting bids for April 28 only from electricity supply vendors that can provide the guarantee to the Village that should ComEd's rate fall below the alternative suppliers rate, that the Village can opt out the entire Glen Ellyn residential/small business group from the alternative suppliers contract. We anticipate that there will be approximately two vendors providing bids, based on this requirement.

Once the bids are reviewed at the April 28 Board Meeting, the Village Board will have three options related to the bid process:

1. Accept one of the bids presented
2. Reject all bids and wait until ComEd rates are established in late May (a new bid process could be brought to the Village Board at the May 27 Special Board Meeting)
3. Reject all bids and go with ComEd rates for at least a year

Another question that came up at the recent Board Meeting related to the manner in which Dave Hoover/NIMEC are paid for their consultant services. Dave Hoover/NIMEC are only paid if the Village approves an agreement with an alternative electricity supplier. If the Village approves such an agreement, the vendor directly pays Dave Hoover/NIMEC.

Recommendation and Action Requested at April 28 Village Board Meeting

Village staff recommends consideration of the bids to be presented at the April 28 meeting.

Background

The Village's 18-month municipal electric aggregation contract with Verde Energy expires in August of 2014. The current contract has provided an excellent rate of \$0.4981/kwh with 100% green energy (Renewable energy credits) since February 2013 for all residential and small businesses in

Glen Ellyn, saving the average consumer over \$140 over the last year from the ComEd rate. Unfortunately, the contract is coming to an end on August 1 and the Village must go out for bids again if it wishes to continue considering electricity supply from alternative electricity suppliers such as Verde. The Village's consultant, NIMEC, has indicated the need to go out for bid in April due to the lead time needed in order to transition to a new contract.

Issues

NIMEC will be present at the April 14, Village Board Meeting to present to the Village Board the bid results for board consideration. As the energy market fluctuates at a very rapid rate, the board will be asked to review the provided bids that evening, and make a determination if it would like to contract with an alternative electricity supplier. This process is similar to the last bid process that occurred in November 2012. The Board will also have the option to reject all bids and return all residential and small business accounts in Glen Ellyn back to ComEd on August 1 should the board not find the bids favorable. With regards to the bid results, NIMEC has provided the Village with three key pieces of information:

1. NIMEC has indicated that pricing this time around will not be as favorable as the previous bid process, with prices anticipated to be in the high \$0.6's. This should compare to ComEd's prices, which are anticipated to be in the low \$0.7's beginning in June. This will certainly downgrade the percentage savings residents can expect to receive, however, savings may still be present.
2. NIMEC has indicated there will be an adjustment in the way the "escape clause" portion of the contract is handled. The Village's current contract has an escape clause that states that should ComEd's prices ever fall below Verde's, that Verde is either required to match ComEd's rate, or return all program participants back to ComEd to enjoy the lower rate. NIMEC has indicated that this type of escape clause will be harder to come by in the upcoming bid process, and may lead to higher rates from those suppliers willing to provide it. Other suppliers that are unwilling to provide this clause may provide an individual escape clause that allows individual residents to opt out of the program should ComEd's rates fall lower than the alternative suppliers, but that the municipality cannot escape from the contract the entire program participant group. At this point, we are not sure what types of bids we will receive, but are still hopeful that they will be more advantageous than the anticipated ComEd rate.
3. Finally, NIMEC has indicated that the bids will be presented as rates for 12, 24 and 36-month contracts. NIMEC states that long-term power rates are normally higher than short-term rates. However, that currently is not the case. Regulated transmission charges will increase for the next two years, but drop in the third year. As such, NIMEC is seeing rates for 36 months lower than 12- and 24-month terms. Additionally, the recent cold snap has also put upward pressure on short term rates.

At the meeting, if the Board wishes to continue with an alternative electricity supply program, the Board will have the option to choose which vendor, length of contract and escape clause preference.

Recommendation and Action Requested

Village staff recommends consideration of the bids to be presented at the April 14 meeting.

HISTORY:

04/14/14 Glen Ellyn Village Board



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/28/14 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Special Event
Prepared By: Justin Keenan

SCHEDULED

AGENDA ITEM (ID # 1184)

DOC ID: 1184

Motion to approve the Bike It! Art Project that will be held from June 15, 2014 to July 27, 2014 at various locations throughout Glen Ellyn.

Background

At the March 18, 2014 meeting, the Environmental Commission unanimously approved to send the proposed Bike It! art project to be held from June 15, 2014 - July 27, 2014, to the Village Board for approval. The basis of Bike It! is to commission Glen Ellyn business owners and artists to turn old bikes into art work. These bikes would then be placed throughout the downtown during the summer months to promote biking. Bike It! seeks to build upon the spirit of bicycling and the role of people-centered, non-motorized transit in our suburban environment. The commission believed that this could be a complimentary project alongside the Move GE bike plan that is currently being conducted by the Public Works Department. The main points that the Environmental Commission would like to raise with this project are as follows:

1. Raise awareness of existing bicycle amenities such as bike racks and bike paths within Glen Ellyn.
2. Provide an event that can uniquely involve Glen Ellyn small businesses, the art and design community, organizations, and Village Administration.
3. Bring attention to small businesses whose employees live and work in Glen Ellyn.
4. Promote Glen Ellyn from the media buzz that will surround this event.
5. Encourage a community conversation about the role of bicycles for recreation and transportation.

Issues

The Environmental Commission has been recruiting businesses in Glen Ellyn to decorate and design a bike. So far, 10 businesses and artists have agreed to design a bike for the project, and the commission is waiting to hear back from more. In total, the Commission has 17 bikes that have been donated.

Seventeen locations have been chosen around Glen Ellyn with the vast majority of the locations being in the Central Business District. These locations include a mix of private and public bike racks throughout the downtown. So far, 11 public locations and 6 privately owned locations have been chosen, but is subject to change depending upon the number of participants involved. Each publicly owned location was reviewed by the Public Works Department to confirm that placing bike art at these locations would not interfere with current usage.

All participants, whether they are designing a bike for a public or private location, will be required to fill out the Bike It! Participant Application (see attached) that includes the Planning and Development Beautification Permit. Every business that plans to place a bike on their privately owned bike rack will only need to be approved by the Planning and Development Department. The 11 public locations selected need Village Board approval to allow the art pieces to be displayed on public property for the length of the event. After all participants have turned in their applications,

plans will be drawn up and reviewed by management to confirm that each site is still ADA accessible and that a 5-foot wide area is free of any obstruction.

When a business or artist agrees to design a bike and completes the application, they are agreeing to use materials that are capable of withstanding the elements during the summer months. If a bike is deemed to be deteriorating, or not kept up, the Police Department will have the ability to remove the bike immediately. A key from each lock used to secure bikes to the bike rack will be given to the Police Department to ease this process. Further, if deemed necessary, bikes that have been placed along the 4th of July Parade route will be moved if they pose a safety hazard to spectators.

Bikes will be placed at their designated location on Sunday, June 15, and removed Sunday, July 27. The Village will have final approval over each bike to confirm that there are not any safety concerns, and that the bike was decorated using appropriate materials. The Environmental Commission has worked with all appropriate departments, and all issues raised have been worked through. Management feels that we have come to a satisfactory agreement to allow this event to take place.

Recommendation

The Environmental Commission recommends that the Village Board approve the Bike It! project that will be held from June 15, 2014 - July 27, 2014.

Action Requested

Motion to approve the Bike It! Art Project that will be held from June 15, 2014 - July 27, 2014 at various locations throughout Glen Ellyn.

Attachments

- Bike It! Art Project Packet:
 1. Bike It! Proposal
 2. Participant List
 3. Bike It! Participant Application
 4. Bike Art Examples

ATTACHMENTS:

- Bike It! Art Project Packet (PDF)



Bike It! is a project that will bring bicycles as art to the public spaces of Glen Ellyn this summer. A collection of 12-15 bicycles will be on display in the Downtown Business District and along Roosevelt Road during June and July 2014. A volunteer-run installation sponsored by the Village of Glen Ellyn Environmental Commission, this project is inspired by other “pop-up” municipal public art initiatives that have highly successful in cities such as Chicago, Vancouver, Naperville, Amsterdam, Montreal, and New York. Examples of some previous municipal bicycle art installations are attached.

Bike It! seeks to build upon the spirit of bicycling and the roll of people-centered, non-motorized transit in our suburban environment. It will underscore the efforts of the “Move GE” initiative that is currently being developed by graduate students from the University of Illinois at Chicago.

Bike It! would like to encourage and support the following:

1. Raise awareness of existing bicycle amenities such as bike racks and bike paths within Glen Ellyn. Within the Central Business District there are currently 16 bike racks waiting to be noticed and utilized! A map with bike rack locations is included with this proposal. And two major bike paths--the Illinois Prairie Path and the Great Western Trail--are major recreational bike paths that run through Glen Ellyn, just waiting to be discovered!
2. Provide an event that can uniquely involve Glen Ellyn small businesses, art and design community, organizations, and the Village administration.
3. Bring attention to small businesses whose employees live and work in Glen Ellyn.
4. Promote Glen Ellyn from the media buzz that will surround this event.
5. Encourage a community conversation about the role of bicycles for recreation and transportation.
6. Provide a “next use”. When the program ends in July, the installation bikes may be donated or auctioned off in a public fund-raising event.

Bike It! bicycles will be installed outdoors—securely attached to the end of existing street side bike racks or other prominent locations in the downtown and Roosevelt Rd district. Some may also be installed in retail store windows. Installation locations have been selected to ensure:

- Preserving right of way, traffic flow, and safety for pedestrians
- Ensuring no detriment or restrict access to Central Business District businesses
- Protecting Village and private property from damage

Bike It! will extend a special recognition to the retailers, small businesses, and organizations that donate materials, creativity, installation assistance, and maintenance. They will have a key role in making this project successful.

At their regular monthly meeting on March 18, 2014, the Village of Glen Ellyn Environmental Commission unanimously approved the **Bike It!** project. Final review and approval of this project from the Village of Glen Ellyn is anticipated on April 28.

Bike It! summer activities associated with the installation are being developed and might include:

- Create a temporary ***Bike It!*** installation at Lake Ellyn the morning of the 4th of July weekend during the Cardboard Boat Regatta, where Environmental Commission members and others can promote biking to the public
- Distribute free copies of the Du Page County Regional Bikeway Map in the Central Business District
- Encourage local media reporting of this event/installation in order to bring additional visitors to Glen Ellyn and the Central Business District.

Bike It! is planned to be a low budget, collaborative project. Concepts, materials and fabrication/labor will be provided by the individual donors and participants. The project has met with enthusiastic support from potential participants identified because of their professional and creative expertise. Artists, designers, architects, and business owners being contacted include:

- PPK Architects
- Element Multisport
- Glen Ellyn Cyclery
- Norris Landscape Design
- The Interior Design Group LTD
- The Maude Group
- Pagliuco Design Company
- Koslow Cycle, Inc
- Marcel's Culinary Experience
- String Theory
- Humming Bird Woodworks
- Village of Glen Ellyn Environmental Commission
- Out on a Whim
- Bottles and Bottegass

Donations: Seventeen used bicycles have already been donated for this project for distribution to participants. Additional event materials, labor, and funding is being requested, which includes:

- 17 bike cable bike locks to secure bikes to their display location for the duration of installation
- Printing for flyers to be on display at participating retailer locations
- Fabrication for bike seat "license plate" signs identifying donors
- 500+ DuPage County Regional Bikeway Maps for distribution in Central Business District

Additional support will be solicited from the Glen Ellyn Chamber of Commerce, the Downtown Alliance, and additional business owners upon approval of this project.

Bike It! Maintenance: For each bicycle installation, a volunteer "caretaker" will be assigned to regularly inspect and maintain it in the event of foul weather, foul play, or other unforeseen circumstances that would warrant repair or removal of an individual bike installation.

For further information, and to find out how to become involved, please contact Village of Glen Ellyn Environmental Commission--communications sub-group members:

Adrienne Gregory
Commissioner
630-404-8295

Andrew Van Gorp
Commissioner
630-880-7709



**SUMMER 2014 DOWNTOWN GLEN ELLYN ART INSTALLATION EVENT
SPONSORED BY THE VILLAGE OF GLEN ELLYN ENVIRONMENTAL COMMISSION**

To Date List of Confirmed Business and Artists Participants (Subject to Change):

- PPK Architects
- The Maude Group
- Norris Landscape Group
- Element Multisport
- The Interior Design Group LTD
- Marcel's Culinary Experience
- Franklin & Kent Design
- Out on a Whim
- Village of Glen Ellyn Environmental Commission
- Glen Ellyn Cycle

List of Bike Donors:

- Glen Ellyn Cycle
- Element Multisport
- Koslow Cycle Inc

List of Chosen Locations (Subject to Change):

- 400 N. Main
- 440 N. Main
- CitiBank 444 N. Main
- 466 N. Main
- 490 N. Main
- Schock Park on Pennsylvania
- Glen Ellyn Fire Department
- Downtown US Post Office
- Glen Ellyn Metra Station
- Inland Bank 520 Crescent
- 550 Duane St.
- 646 Roosevelt
- 460 Roosevelt
- 435 Duane
- 21W415 North Avenue
- Lake Ellyn Park
- Glen Ellyn Library



Fabrication requirements for artist/participants

Thank you for agreeing to participate in the Village of Glen Ellyn 2014 **Bike It!** event. This is the first time our Village has embarked upon a public art installation of this kind, and we want to do everything possible to ensure that it is successful. The objective is to transform a used, donated bike –making it into new “bike art” in an outdoor sculpture installation. We hope your finished concept will inspire smiles, laughs, contemplation, and even a little confusion and intellectual discourse. The **Bike It!** event will take place from approximately June 15 through July 2014 at various locations around Glen Ellyn.

Each participant will receive a “pre-owned” bicycle from which to create their installation. Please notify the committee if you prefer to substitute a different bike that you plan to provide yourself.

Final display locations will be determined by the Village of Glen Ellyn. Participants will be informed of their specific bike location at the time that bikes are distributed to them.

Bikes will be secured with locking cables supplied by the Village of Glen Ellyn. The code to unlock them will only be shared with Village of Glen Ellyn Police Department.

Please refrain from messages or subject matter that would be judged offensive or overly controversial.

A few guidelines on materials are noted here that should be understood and adhered to for a successful summer event. Please call with any questions or additional ideas. It is essential to the safety of pedestrians and pets that each **Bike It!** entry be crafted with safe and weatherproof materials. This includes:

- Materials and fabrication methods must not pose a safety hazard to pedestrians or pets.
- Paints, glues and other materials must be waterproof/weatherproof. For example, use exterior grade enamel paints, not “home craft” latex paints. Rustoleum, Krylon and 3M paint products are very durable if indicated for outdoor use. Gorilla Glue provides a very permanent bond. Please avoid any materials that could melt or wash off, discolor sidewalks or other objects, or be harmful or toxic to plant and animal life.
- No sharp edges
- No protrusions that would injure or inhibit pedestrian walkways or vehicular movement
- No loose or fragile parts, or materials that could easily fall off or be easily removed by pedestrians
- No electrical or battery-operated components
- A five foot clearance must be maintained between any portion of the bike and buildings; a one foot clearance should be kept between the bike and the outer edge of street curbs
- For bikes that are assigned to be displayed at an existing Village bike rack, exact position will be indicated.
- It is requested that a “guardian” be named for each bike installation. That person agrees to check their bike regularly—at least once a week—for any conditions that would warrant repair or removal.

Completed bike installations are the property of the Village of Glen Ellyn. Bikes may be auctioned off or donated at the end of the **Bike It!** event. Information on potential future events or uses for Bike It! sculptures will be forthcoming.

Please direct questions to Justin Keenan, Administrative Intern, Village of Glen Ellyn 630-469-5000.



Permit No. _____

Village of Glen Ellyn

Outdoor Beautification Display Permit Application

CONTACT INFORMATION: Check one: _____ Owner _____ Tenant

Contact Name: _____ Signature: _____

Address: _____

Business Name: _____

Business Address: _____

Phone: _____ Fax: _____ E-mail: _____

Summary of Outdoor Beautification Display Standards – For specific regulations see Section 10-5-16 of the Zoning Code

1. Annual Permit required for sculptures, statues and similar works of art.
2. Permit not required for live or imitation plant materials or their associated containers/support structures.
3. A maximum of 2 outdoor display areas not to exceed 10 square feet. Any additional displays require a Special Use Permit.
4. If located on sidewalk, must maintain a free continuous 5-foot wide area.
5. All displays shall be located adjacent to first floor storefront of applicable business and are not permitted in a parking lot.
6. Applicable insurance listing Village as additional insured if display is located on the public right-of-way.
7. The outdoor beautification display area must be properly maintained and kept free from refuse and clutter. Displays shall not obstruct the vision of pedestrians or motorists, restrict access or create a dangerous condition.

Submission Requirements

To apply for an outdoor beautification display permit, the following information must be submitted with this permit application.

1. Permit Fee: \$25.00 payable to the Village of Glen Ellyn;
2. Plat of Survey or dimensioned Site Plan showing:
 - a. Property line;
 - b. Dimensions and location of display area and sidewalk clearance; and
 - c. Location of existing objects and location of planned objects on private property or public right-of-way adjacent to business.
3. If the display area is proposed in the public right-of-way the following information must be submitted:
 - a. Indemnification form (Attached);
 - b. Certificate of Insurance in the amount of \$1,000,000 listing the Village as an additional insured.

Note: Festoon lighting is permitted in compliance with building and sign codes. However, a permit is required if electric work or upgrades are need.

-FOR OFFICE USE ONLY-

APPROVED FOR PERMIT:

(Notes): _____

Building & Zoning Official_____
Date

Original (File)

Copy (Applicant)

☐ log-in Project Log

**INDEMNIFICATION FOR
PLACEMENT OF OBJECTS
IN MUNICIPAL RIGHTS-OF-WAY.**

WHEREAS, the Village of Glen Ellyn, in order to encourage economic growth and well-being in various commercial areas is agreeable to permitting certain approved objects, such as statutes, sculptures and other works of art ("Listed Objects"), in the public rights-of-way; and

WHEREAS, the Village is concerned that, in spite of care in the placement and maintenance of the Listed Objects in the rights-of-way, it is possible that a claim, demand or suit may be filed with regards to alleged injuries or damage to property caused by such placement; and

WHEREAS, the Village is willing to permit the Owners of the property within the Village and, in some cases, the Lessee of property ("Collectively-Owner"), to place such Listed Objects in the rights-of-way, but will only do so if the Owner executes this Indemnification Agreement;

NOW, THEREFORE, IS IT AGREED BETWEEN THE VILLAGE OF GLEN ELLYN ("Village") and _____ ("Owner") that with regards to property generally located at: _____, Glen Ellyn, Illinois, the Owner shall be allowed to place the following Listed Objects in the public rights-of-way in the vicinity of the address listed above. (*Description of Listed Objects*):

it is agreed by the Owner that the placing of the Listed Objects in the approved locations is subject to the following conditions:

(1) Removal: The permission granted by the Village is in the nature of a license, which can be withdrawn at any time. In the event that the license is withdrawn, the Owner shall, within the time specified in the written Notice of Cancellation, remove the Listed Object and restore the right-of-way to its prior condition.

(2) Defend and Hold Harmless: The Owner shall be required to hold harmless the Village, its officers, employees and independent contractors from any claim, demand or suit, or damage to property or injury including death to persons that arise out of in any way the exercise by the owner of the permission granted by the Village to place the Listed Object in the right-of-way. The Owner shall be required to pay for the cost of defense and hold harmless the Village, its officers, employees and independent contractors, against any judgment and to pay any settlement arising out of such claim or demand, including, but not limited to the full costs of the defense of the Village, its employees, officers and independent contractors, including the employment of attorneys, the payment of court costs and the employment of experts and other parties for work performed relating to the claim, demand or suit. The obligation of the Owner

4.

FOR INSPIRATION: Examples of international bike art installations









Attachment: Bike It! Art Project Packet (1184 : 2014 Bike It! Art Project)