

**Minutes
Regular Board Meeting
Glen Ellyn Village Board of Trustees
Monday, October 27, 2014**

Call to Order

Village President Demos called the meeting to order at 7:03 p.m.

Roll Call

Upon roll call by Village Clerk Galvin, Village President Demos and Trustees Burket, Clark, Elliott, McGinley and O'Shea "Present". Trustee Ladesic arrived at 7:05 p.m.

In Attendance: Village Clerk Galvin, Village Manager Franz, Assistant Village Manager Stonitsch, Village Attorney Mathews, Finance Director Coyle, Director of Public Works Hansen, Director of Planning and Development Hulseberg and Police Chief Norton.

Pledge of Allegiance

President Demos asked Mr. Robert Pieper to lead the Pledge of Allegiance.

Village Recognition:

1. Leads Construction Company sent an email of appreciation to Building Inspector David Finlay, along with the other Staff in the Planning and Development Department, for exceptional service received in a very timely manner during a fire restoration process, getting displaced people back home as quickly as possible.
2. The Public Works Utilities Division received a note of sincere gratitude for their repair and service of a drain tile issue in front of a resident's home, restoring his sense of local government at its best.
3. A thank you letter was received from a family regarding the decisive actions taken by Utilities Inspector/Volunteer Firefighter William Miller in recognizing a dangerous predicament and coordinating the assistance of Forestry Crew Leader Max Brown and Utilities Crew Leader Stephen Hughes to rectify the situation.
4. Community Consolidated School District 89 sent an email in appreciation for the time and effort taken by Civil Engineer Jeff Perrigo in providing two different options to consider as related to a project.
5. Administrative Intern Justin Keenan received thanks from Bridge Communities for providing support, guidance and extra effort to make the Backyard BBQ one of Glen Ellyn's greatest events.
6. Police Chief Phil Norton and Officer Mallory Scholpp received an appreciative email thanking them for their continuing effort to keep our community safe.

7. A resident sent an email to thank Police Chief Phil Norton for his prompt attention in addressing a precarious traffic situation due to construction activity taking place during assembly/dismissal times near a school.
8. Ed Posh of the Ed Posh Scholarship Fund sent a thank you note to the Police Department for generously donating a gift basket to be used as a raffle prize to raise scholarship funds.
9. Deputy Chief William Holmer received a letter of appreciation from Glenbard South High School for his assistance with their off-site evacuation drill and maintaining a positive partnership between the school and the community.
10. A grateful resident sent a thank you letter to Officer Bradley Thompson in recognition of his kindness, patience, dedication, hard work, and honest care during a personal time of need.
11. The Village Board and Management Team congratulate the following employees who have celebrated an anniversary as a Village employee:

Norman Webber	Police Department	25 Years
William Miller	Public Works Department	15 Years
Erik Lanphier	Glenbard Wastewater Authority	15 Years

Audience Participation

President Demos commented on the tragic loss of County Board District 4 member J.R. (Jerry) McBride who lost a long battle with cancer on October 24. President Demos remarked that those who knew J.R. were better for it. Chief Phil Norton added that heaven is lit tonight with the soul of J.R. McBride; Glen Ellyn has lost a favored son. Chief Norton added that over the last few years J.R. McBride helped raise over \$250,000 for Misericordia, Heart of Mercy. Trustee Ladesic added that J.R. McBride supported his run for Village Trustee and that he was a great man, father, husband and friend as well as a true public servant.

1. Clerk Galvin read a Proclamation recognizing the 40th Anniversary of the National Register of Historic Places Designation for Stacy's Tavern Museum. Jane Rio, Executive Director of the Glen Ellyn Historical Society accepted the Proclamation, thanked the Board and pointed out that the National Register of Historic Places Designation for Stacy's Tavern Museum was a Village event. Mr. Lee Marks, chairman of the Historic Preservation Commission thanked the Board and remarked that Glen Ellyn is very fortunate to have the first Historical Society in DuPage County.

2. Clerk Galvin read Proclamation in observance of Community Planning Month. Director Hulseberg thanked the Board for the local recognition and expressed thanks for the National recognition as well. Director Hulseberg acknowledged the two certified planners on staff and the work of the Plan Commission.

3. Chairman Robert Pieper of the Glen Ellyn Aquatics Initiative discussed the referendum to build an indoor aquatics facility at Ackerman Sports and Fitness Center to appear on the November 4, 2014 General Election ballot. Mr. Pieper asked for everyone's serious consideration in supporting the referendum which is a \$13.5 million annex to Ackerman Sports & Fitness Center. It would include 2 pools, locker rooms, parking, water retention, multipurpose rooms and a spectator area. Mr. Pieper mentioned the other pools in the area: College of DuPage, Healthtrack, The YMCA and St. Petronille and remarked the other pools do not meet their needs. The proposed pool at Ackerman would create 8 new full-time management and operational jobs and 25-35 lifeguards as well as 20-30 instructors and counselors. There would be \$2.9 million in salaries paid in the first 5 years.

4. Police Chief Phil Norton presented a video Halloween Safety Tips prepared by Officer Stephen Miko and Multimedia Specialist John Norton.

5. Ms. Angela Fanella, 179 Brandon Avenue, Glen Ellyn approached the Board to present her opposition to the \$13.5 million pool referendum at the Ackerman Sports & Fitness Center. Ms. Fanella suggested it is best to vote "no". The present tax liability from all taxing bodies is too high. District 87 just passed a referendum, the Village is in need of several capital improvements such as stormwater projects and possibly a new police department and District 41 is considering a referendum to fund all-day kindergarten. There are other priorities and the Park District has an opportunity to lower their tax burden.

Agenda Item 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:

1. October 6, 2014 Special Workshop Minutes.
2. October 13, 2014 Regular Meeting Minutes.
3. Total Expenditures (Payroll and Vouchers) - \$1,265,811.59.

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

4. Retroactively approve the Fuschia Eyebrow Day special event that was held on Tuesday, September 30, 2014 between 9:30 a.m. and 5:30 p.m. in front of their business located at 538 Duane Street.

5. Ordinance No. 6269, An Ordinance Granting Approval of Sign Variations for Young's Appliances Located at 500 Crescent Boulevard.

6. Ordinance No. 6270, An Ordinance Granting Approval of Sign Variations for Forest Glen Elementary School Located at 561 Elm Street.

7. Approve an award of a contract to Phase I Excavation, of Lombard, Illinois, for demolition services in the amount of \$57,120, plus a 5% project contingency, for a total authorized contract amount of \$57,120, to be expensed to the Facilities Reserve Fund.

8. Waive competitive bidding and award a one-year contract extension for landscape services to Acres Group, of Wauconda, Illinois, in the amount of \$45,299.22, including a 2% increase.

Trustee Ladesic with regard to Consent Agenda Item 7 that he does business with Phase I Excavation but there is no conflict since they are legitimately the low bidder.

A motion was made by Trustee Elliott and seconded by Trustee McGinley to approve the following items including Payroll and Vouchers totaling \$1,265,811.59.

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

Agenda Item G - Extension of Contract for Brush Removal Services in 2015: (Public Works Director Hansen)

The Village utilizes Acres Group (contractor), from Wauconda, IL, to perform landscape services at nearly 40 Village-owned locations that include lawn mowing, general clean-up, weeding, mulch, aeration, fertilization, as well as shrub and flower bed maintenance equaling over 30 occurrences annually.

The current 3 year contract for this work began in March, 2012 after a formal bid opening demonstrated the contractor as being the lowest responsible bidder for each category of work. In fact, a significant reduction in cost was realized from the 2012 bid opening when compared to the previous contractor performing the same work. The performance of the work completed by the contractor has met expectations. The contractor has agreed to extend the contract for work to be completed in 2015 (1 year) for a 2% increase in cost of the current contract. The total annual cost will increase from the 2014 rate of \$44,411 and will now equal \$45,299.22 for 2015. We would bid this contract out next year to ensure regular competition between contractors.

Trustee Burket asked who polices the size of the brush piles. Director Hansen responded the pile is tagged and the Village speaks with the landowner. Trustee McGinley asked about the fee for brush & branch. Director Hansen responded the fee is on the Utilities bill.

Trustee Elliott commented about charging everyone for this service and commented it is not a fair fee if everyone is not using it. Trustee Elliott responded that he would like to try this for a year. Trustee Ladesic responded that he agreed; as he never put brush out until recently. Trustee Clark also responded that he is comfortable trying this for one year.

A motion was made by Trustee Clark and seconded by Trustee Elliott to waive competitive bidding and award a one-year contract extension for residential curb-side brush removal services to Trees R Us, of Wauconda, Illinois, in the amount of \$139,230 to be expensed to the Residential Solid Waste Fund in CY15.

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

Agenda Item H - Police Pension Funding Policy: (Presented by Finance Director Coyle)

The Village has two pension plans, Illinois Municipal Retirement Fund (IMRF) and the Glen Ellyn Police Pension Fund. The IMRF pension funding policy is set by the IMRF Board. Based upon this policy, IMRF determines the percentage of employee salaries that must be remitted to IMRF each month. It should be noted that the assumptions utilized by the IMRF are not applicable here because investment by IMRF is less restricted by state law than the Police Pension Fund.

The Glen Ellyn Police Pension Fund is funded annually by the Village based upon an actuarial valuation. The Village Board of Trustees sets a funding policy which outlines the parameters utilized in the actuarial valuation model. The actuarial model adopted by the Village Board must meet certain minimum standards set forth in the state pension law. Two primary inputs into the actuarial model are the investment return assumption and the salary increase assumption. The investment return assumption is the expected investment return of the Police Pension Fund assets over the remaining amortization period (through 2041 for the Police Pension). The salary return assumption is the assumed growth of salaries over the same period.

In 2012, the Finance Commission, Police Pension Board, and the Board of Trustees evaluated the funding model for the Police Pension. The Village Board set assumptions at 5% for salary increases (down from 6.0%) and 7.25% for the investment return (down from 7.5%). In 2013, the Village Board also established a pension funding policy which memorialized this decision.

The Village Scorecard highlighted that Glen Ellyn was well positioned among its peers in the funding of its pensions. Part of this is due to lack of a fire pension, which most other communities have. Also, Glen Ellyn has been committed to annually funding its pension and has continued over many years to fund at a level higher than the state mandated minimum contribution. However, the Five Year Forecast did identify pension funding as an area of long-term concern for the Village.

Trustee Elliott commented that he would accept the recommendations of the Finance Commission and the Police Pension Board to go down to 7%. The Board reached a consensus to approve Item 1 and to defer on Item 2.

A motion was made by Trustee Elliott and seconded by Trustee Clark to accept a 7.0% investment return assumption to be used for the actuarial valuation to calculate the employer contribution from the General Fund to the Police Pension Fund for CY15.

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

The motion to approve an amendment to the Pension Funding Policy to include the new assumption goals was deferred.

Agenda Item I - Audit Report for Fiscal Year 2013-2014: (Presented by Finance Director Coyle and Mr. Jim Savio, Sikich LLP, Certified Public Accountants)

Each year, we schedule action by the Village Board which formally receives the Comprehensive Annual Financial Report.

We have again received an "unmodified" audit opinion, which is the best possible outcome resulting from the independent audit process. An "unmodified" opinion means that no exceptions were noted which would result in any material misstatement of financial information presented.

A motion was made by Trustee Ladesic and seconded by Trustee Burket to accept the Village's Comprehensive Annual Financial Report for the Fiscal Year Ended April 30, 2014.

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

Agenda Item J - Discussion regarding the Financial Report as of September 30, 2014.

The monthly financial update focuses on the General Fund and the Recreation Fund (Village Links).

Finance Director Christina Coyle presented the Village's Financial Report as of September 30, 2014. The General Fund performed well in September 2014. For the month, revenues were \$2.63 million, which is \$223,000 behind the prior year and \$21,000 behind the monthly budget. As was mentioned in last month's report, a reimbursement from Glenbard District 87 of approximately \$95,000 was received in August when it is typically received in September. This created timing variances in both the August and September monthly financial results. Expenditures were \$1.57 million, behind last year by \$74,400 and below budget by \$118,300.

Year-to-date as of September, the fund is performing very slightly behind last year and well above the year-to-date budget. Year-to-date revenues are \$9.5 million, which is behind the prior year by \$175,000 and ahead of the year-to-date budget of by \$432,700. Expenditures are \$108,500 below last year at \$7.36 million and \$301,700 below budget.

This cumulates in a year-to-date net income of \$2.1 million; which is slightly behind last year's net income of \$2.2 million and ahead of the year-to-date budget of \$1.4 million. By reviewing the five year trend information on Page 1, it is notable that September is only very slightly behind the last fiscal year, but still well above other years in the five year trend. To date, the trend for SY2014 very closely mirrors the trend for FY2014.

On an operating basis, which excludes capital and debt expenses, the Recreation Fund ended September at a positive \$1.1 million. This is ahead of all other years in the 5 year trend graph. On a cumulative basis (which includes debt and capital expenses), the Recreation Fund ended September with a positive net income of \$991,000. On at cumulative basis, both FY2013 and FY2014 were anomalies due to the issuance of debt and capital spending for the clubhouse and driving range renovation. For this month's dashboard presentation, I have removed those years to more closely show the trajectory of more typical yearly performance. In doing so, a more clear trend can be seen. The performance trend as of SY14 is slightly below, but very closely mirrors that of other years.

Due to system constraints while switching fiscal years, during the Short Year 2014, financial reports are ran on the last business day of the month (which was September 29). This creates a timing difference as three days of Village Links activity from August will be recorded in September and one day of September will be recorded in October. When adjusted for this timing difference, Greens Fees performed slightly below the prior year in September by \$3,100 or 1.3%. Year-to-date Greens Fee revenues are \$1.35 million, ahead of last year's performance of \$1.27 million.

President Demos thanked all of the students present from Glenbard West High School for staying throughout the entire meeting.

Reminders

1. A Special Village Board Workshop is scheduled for Monday, November 3, 2014 at 7:00PM at the Village Links.
2. A Special Village Board Workshop is scheduled for Thursday, November 6, 2014 at 7:00PM in Room 301 of the Glen Ellyn Civic Center.
3. A Village Board Meeting is scheduled for Monday, November 10, 2014 at 7:00PM in the Galligan Board Room of the Glen Ellyn Civic Center.
4. The Glen Ellyn Civic Betterment Party will hold a Town Meeting on Saturday, December 6, 2014, from 9:00AM to 4:00PM, at the Glen Ellyn Civic Center.

Adjournment

At 8:07 p.m. a motion was made by Trustee Elliott and seconded by Trustee Clark to adjourn. Motion carried.

Respectfully submitted,

Catherine Galvin,
Village Clerk