



Agenda
Village of Glen Ellyn
Village Board Workshop
Tuesday, February 16, 2021
7:00 PM

Glen Ellyn Civic Center, Galligan Board Room
Meeting Held Virtually - Via Zoom Only

Meeting Procedures Statement

This meeting will be conducted by audio and video conference as well as broadcasted on cable and streamed online without a physically present quorum of the Village Board because of a disaster declaration related to COVID-19 and public health concerns affecting the Village of Glen Ellyn. The Illinois General Assembly passed Senate Bill 2135 on May 23, 2020, which was signed by the Governor on June 12, 2020. Senate Bill 2135 (now Public Act 101-0640) amends the Open Meetings Act and allows the Village Board to participate electronically in Board meetings when it is not feasible due to a disaster such as COVID-19. The Village has determined that an in-person meeting at the Civic Center is not practical or prudent because of the disaster. The Village Manager and Village Clerk will be in attendance at the Civic Center in compliance with the Act.

To participate in this meeting at the appointed date and time, please visit the following link:
<https://us02web.zoom.us/j/89418047849?pwd=bmp6Y0RpWTBzR2RmTTgrWXVhcmVt6UT09>

Password: 756630

Or join by telephone:

*Dial (for higher quality, dial a number based on your current location): US: +1 312 626 6799
or +1 301 715 8592 or +1 646 558 8656 or +1 253 215 8782 or +1 346 248 7799 or +1 669
900 9128*

Webinar ID: 894 1804 7849

Passcode: 756630

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Roll Call**
- D. Audience Participation**

1) Open:

The Illinois General Assembly passed Senate Bill 2135 on May 23, 2020, which was signed by the Governor on June 12, 2020. Senate Bill 2135 (now Public Act 101-0640) amends the Open Meetings Act and allows the Village Board to participate electronically in Board meetings when it is not feasible due to a disaster such as COVID-19. To participate in this meeting at the appointed date and time, please visit: <https://us02web.zoom.us/j/89418047849?pwd=bmp6Y0RpWTBzR2RmTTgrWXVhcmVt6UT09>

In lieu of participating in the electronic meeting, the public may also complete a public comment form which will be read into the record during the meeting. This form can be found at www.glenellyn.org/publiccomment. Members of the public are welcome to speak or submit public comment forms on any item not specifically listed on tonight's agenda for up to (3) three minutes. For those items which are on tonight's agenda, the public may speak up to (3) three minutes on those items or may submit public comment forms which will be read into the record during that agenda item.

- E. Central Business District Streetscape Project (Presented by Senior Civil Engineer Topor) (Discussion Only)**
 - 1) Senior Civil Engineer Topor will provide an update on design elements and schedule of the streetscape project.
- F. Outdoor Dining and Business Support Update (Presented by Village Manager Franz) (Discussion Only)**
 - 1) Village Manager Franz will provide an update on outdoor dining and the ongoing Village efforts to support local businesses.
- G. Financial Report (Presented by Finance Director Coyle) (Discussion Only)**
 - 1) Finance Director Coyle will present the Fiscal Year 2020 Year End Financial Report.
- H. Village Links/Reserve 22 Quarterly Report (Presented by General Manager Vesevick) (Discussion Only)**
 - 1) General Manager Vesevick will present the FY2020 Year End Report for the Village Links/Reserve 22.
- I. Other Business**
- J. Adjourn**



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

Meeting 2/16/2021 7:00 PM
Department: Public Works
Department Head: Julius Hansen
Category: Discussion Item
Prepared By: Thomas Topor

**AGENDA ITEM (ID
2021-903)**

DOC ID: 2021-903

Senior Civil Engineer Topor will provide an update on design elements and schedule of the streetscape project.

Statement of the Issue:

Staff seeks direction from the Village Board on remaining items related to the Streetscape project. Input and recommendations from the Village's internal staff Development Committee as well as the Capital Improvements Commission obtained at its February 9th meeting is included for each item. Additionally, staff would like to present an updated recommended project construction time line for the Village Board's consideration. Lastly, staff is providing a summary on a forthcoming contract amendment for Civiltech Engineering's design efforts for the project.

Analysis:

Style of Decorative Brick Bands Extending into Narrow Sidewalk Sections

As a follow up to last month's discussions on this matter, two options of narrow brick paver bands were prepared and discussed with the Development Committee and the CIC. The two options include:

Narrow Band 1 – 16" band of running bond course of 4"x12" brick.

Narrow Band 2 – 12" band of soldier course of 4"x12" brick.

Development Committee preference: Narrow Band 1 and making sure that that transitions between narrow bands and full brick furniture zones are appropriately handled, e.g. at intersections or at driveways.

Capital Improvement Commission recommendations: 6 of 8 commissioners expressed a clear preference for Narrow Band 1, citing that the running bond style matches better with remaining pavers, looks more put together, and looks more stylish. Two of the commissioners liked both options with a slight preference for Narrow Band 2.

Please refer to Attachment A -Presentation containing graphics and additional information on this and subsequent discussion items.

Updated cost:

Previous Paver Carriage Walk Estimate (furniture zone and narrow sidewalks): \$341,500

Current Paver Carriage Walk Estimate (narrow sidewalks): \$82,000

Crosswalk Materials

Members of the Village Board requested to see Fire Clay Brick pavers be added to a short list of candidates for decorative crosswalks, in addition to previously recommended MMA on concrete crosswalk. The presentation includes perspective renderings of the two materials as well as the anticipated installation costs. The design team has prepared an appropriate cross section of the brick paver crosswalks to ensure structural rigidity of the paver field. Additionally, staff has recently learned that 4" x 12" brick pavers are not recommended for crosswalks applications, due more susceptibility to cracking under vehicular loading. If pavers are selected, they would be of 4" x 8" dimension, yet still matching the north shore color blend of the bricks in the furniture zone.

Development Committee preference: Strictly from the aesthetics point of view, the Development Committee selected the brick paver option.

Capital Improvement Commission recommendations: Upon review of the proposed construction of the brick paver crosswalks and the aesthetics, CIC has unanimously supported the brick paver option. Additionally the CIC unanimously recommended extension of the selected CBD crosswalk treatment to the Prairie Path crossing at Park Boulevard.

Updated cost:

Previous Crosswalk Upgrades Estimate: \$325,000

Current MMA and Plain Concrete Crosswalk Estimate: \$297,000

Current Brick Paver and Plain Concrete Crosswalk Estimate: \$370,000

Updated 3D Renderings

3D renderings have been updated for Main St between Hillside and Duane, and new renderings depicting the intersection of Main and Crescent have been provided.

Capital Improvement Commission input: Project Landscape Architect, Phil Hutchinson suggested that extra streetscape treatment could be included for the intersection of Main and Crescent at an additional cost to the project. This area will likely be completed in latter stages of the project which provides an opportunity to gather more accurate overall cost information on the project and the ability to add this treatment to the intersection.

Tree Planter Curb Materials Update

Based on Village Board direction, the use of granite tree planter curbing has been increased to encompass all areas of CBD bound by Anthony to the north, Hillside to the south, Glenwood to the west, and Forest to the east. Areas outside that will tentatively receive precast concrete tree planter curbing however the bidding and contract documents will include and add alternate bid to upgrade the precast curbs to granite. An updated map reflecting this change is included in the presentation.

Updated cost:

Previous Planter Curbs Estimate (Granite and cast-in-place concrete): \$292,000

Current Planter Curbs Estimate (Increased granite, precast, updated unit prices): \$493,000

Historic Sidewalk Plaques

The Historical Society has continued its work on the research into the history of the buildings and sites located along the first phase of the CBD Streetscape Improvements. A draft report summarizing the findings is included as Attachment B. Meanwhile, the design team and staff has looked at potential installation methods for the plaques. Staff met with the Development Committee, as well as key members from the Historical Society and the Historic Preservation Commission and presented the installation options. All agreed that placement of granite plaques in the brick paver areas of the sidewalks was most favorable. The key difference from the plaques previously installed within the brick paver mockups is that size of the plaques will be increased from 12"x12" to 16"x16" and the plaques will be diagonally placed to align with the herringbone pattern of the furniture zone brick field.

Capital Improvement Commission recommendations: CIC has agreed with aforementioned key stakeholders' recommendations and unanimously recommended Option 2 – 16" Historic Plaques for the project. CIC has asked the design team to review placement of plaques in narrow sidewalks sections and wanted to make sure that the selected granite finish is slip resistant and able to be engraved. Dan Anderson from the Historical Society offered that the plaques will be sponsored by the Historical Society, prefers the diagonal arrangement of the plaques in 16" size as shown, and that if necessary the plaques can be embedded in concrete. For narrow sidewalk areas where the brick paver bands would only be 16" wide, the most appropriate solution seemed to be to turn the plaques so that they are square with, and fit into, the decorative paver area.

Trees Species Selection

The proposed reforestation design by Civiltech includes a list of 25 species reviewed by the Glen Ellyn Public Works Forestry Group to perform well in the Village's urban environment. The list was circulated to the Morton Arboretum for input and presented to the Environmental Commission at its January 26th, meeting. Both groups stressed the importance of diversification of species and placement of the trees. The Environmental Commission agreed with the plan as presented, and they would appreciate the design team continuing to look at trying to bring in more diversity in the trees where possible. Continued efforts to implement a strong public outreach/tree education campaign prior to any scheduled tree removals was also recommended.

Capital Improvement Commission input: With an understanding for the need to diversify the tree species, the CIC has asked the design team to continue to review the aesthetics of the tree planting plan and to try to strike a balance between strong diversification and aesthetic uniformity of the tree population.

Latest Streetscape Plans (2D)

Final 2D plans have been developed that include the locations and types of trees, benches, trash receptacles, bike racks, and flower pots. Attachment C contains the latest plans as well as a list of trees included in the streetscape project.

Construction Schedule

At the January Village Board Workshop, the appropriate schedule for the advancement of the project was discussed in consideration of additional business feedback, coordination with the Apex 400 Development construction schedule, and updates from COD regarding the Frida Kahlo exhibit. Staff has closely monitored and taken these items into consideration since the January Workshop Meeting and is recommending the start of Phase 1 of the improvements to begin in early 2022. This recommendation is based on the following factors:

- The most current construction schedule for Apex 400 shows significant delays for the precast, structural framing, and metal panel erection work with enclosure of the building extending well into the latter months of 2021. This provides very limited windows to complete the utility and streetscape improvements. In addition, limited access will be available to the Development's public parking and it appears that the Development will not be ready for construction of its fronting sidewalk and streetscape improvements until spring of 2022.
- Continuing affirmation from COD that the Frida Kahlo Exhibition is going to take place this year, exhibition dates are scheduled from June 5, 2021 to September 6, 2021.
- Additional time offered to coordinate dry utility work in the project corridor.
- Remaining decisions to be made on the streetscape project affecting design and procurements of streetscape materials.

Additional Business Feedback

Per the Village Board request at the January 19th Workshop, specific input received from the businesses along the planned Phase 1 of the project has been provided to the Village Board as part of the Village Manager's weekly memo.

Civiltech Phase II Design Contract Amendment

On September 23, 2019, the Village Board approved an agreement with Civiltech Engineering, Inc, of Itasca, Illinois for Phase II Engineering Services - Second Phase for the CBD Streetscape and Utility Improvement Project in the not-to-exceed amount of \$1,003,174. The original scope of the services has been clearly defined by the Consultant Services Contract agreement with a specific list of tasks and numbers of hours associated with each task for Civiltech and its subconsultants, mainly from RJN Group and MUSE Community + Design. Since the initial approval of the agreement there has been a number of changes and additions to the original scope of the work. A detailed list outlining these changes is attached to the memo as Attachment D. The costliest changes are attributed to adding multiple construction phases and preparation of separate design sets, such as Pennsylvania Ave improvements prepared in advance of the A Toda Madre improvements, design of additional watermain improvements, and time dedicated to extra preparation and meetings to help the Village make the decisions on the streetscape design elements. Civiltech has done an excellent job responding and pivoting to various direction changes and needs for multiple public meeting required to make project decision. Most pronounced examples of these are different initial trajectories in selecting the decorative materials, and time spent selecting preferred parking configurations. Other items include additional meetings and public outreach on behalf of MUSE, expansion of tree education campaign, additional project renderings, and additional topographical survey on Hillside Avenue. In an effort to control costs, Civiltech has also identified some items that can be removed from the scope of the services which is reflected in the proposed contract amendment.

A formal request to amend the Phase II Contract in the amount of \$134,082.70 will be presented to the Village Board for consideration of approval at its February 22 Village Board meeting. However, staff and Civiltech are prepared to discuss any questions or concerns the Board may have at its February Workshop Meeting.

Budget Impact:

Action Requested:

Staff respectfully requests that the Village Board review the aforementioned project elements and provide final input on the outlined alternatives. Particularly, staff is looking for direction on the following items:

- Brick Paver Band to be used along narrow sidewalks.
- Crosswalk Treatments
- Historic Plaques
- Phase 1 Preliminary Schedule

Staff will accordingly take the Village Board's input to draft a resolution commemorating the project design elements, preliminary budget, and initial schedule. The resolution will be brought back to the Village Board for consideration of adoption in March.

Attachments:

1. Attachment A - February 2021 CIC Meeting CBD Streetscape Presentation
2. Attachment B - Historic Plaques.Draft Report.Phase1.
3. Attachment C - Streetscape and Tree Planting Plan-2-1-2021
4. Attachment D - Additional Scope_2021_01_12



Civiltech Engineering, Inc.

www.civiltechinc.com



Central Business District Streetscape Improvements

Village of Glen Ellyn

February 2021

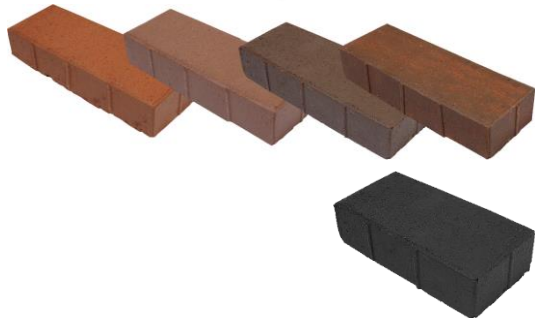
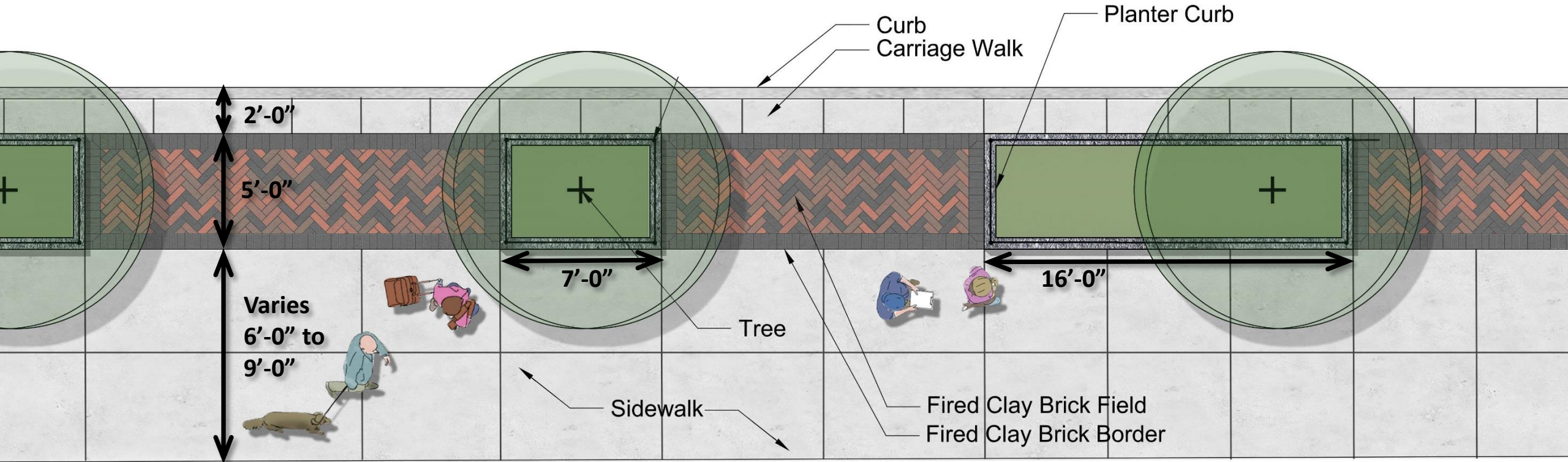


Meeting Objectives

- Decorative pavement band options
- Crosswalk materials
- Updated 3D renderings
- Planter curb materials
- Historic plaque options
- Tree species selection
- Latest 2D plans



Typical Streetscape Layout | Plan View



4"x12" Herringbone Field: Blend of 32 Antique, 33 Dark Antique, 34 Mulberry, 36 Sunset Red and 63 Charcoal

4"x8" Soldier Course Border:
63 Charcoal



6" w. x 6" ht. Planter Curbs:
Mesabi Black Thermal finish granite

Typical Streetscape | Perspective

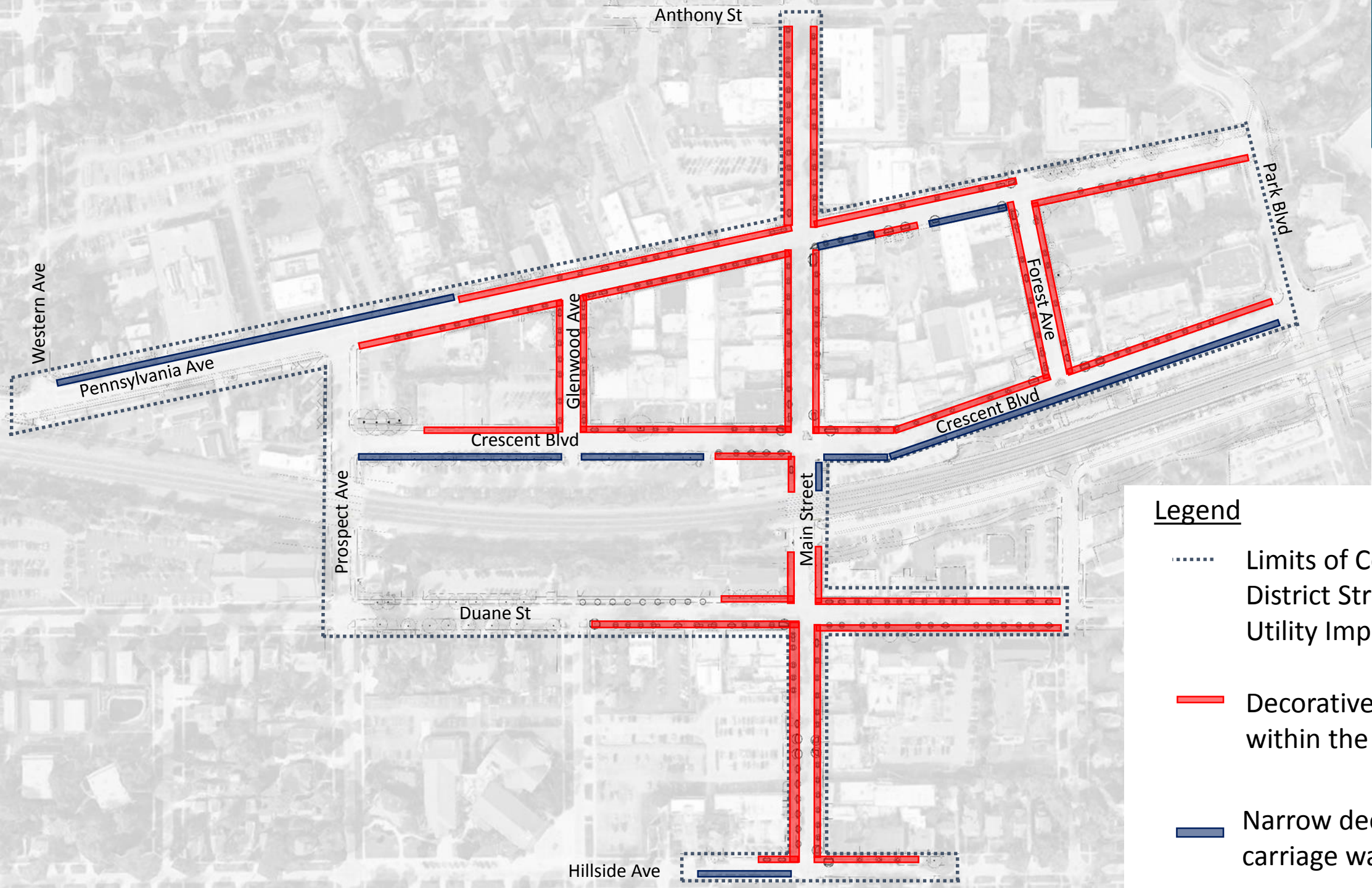


A perspective rendering of a city streetscape. The sidewalk features a central section of red brick laid in a herringbone pattern, bordered by a grey granite curb. A man and a young child are walking on the sidewalk. A black lamppost stands near a tree with vibrant orange autumn leaves. A red sign with white text is attached to the lamppost. In the background, there are buildings, a street with cars, and a clear blue sky. Callout lines point from the text descriptions on the right to the corresponding sidewalk features in the image.

4"x12" Herringbone Field: Blend of 32 Antique, 33 Dark Antique, 34 Mulberry, 36 Sunset Red and 63 Charcoal

4"x8" Soldier Course Border:
63 Charcoal

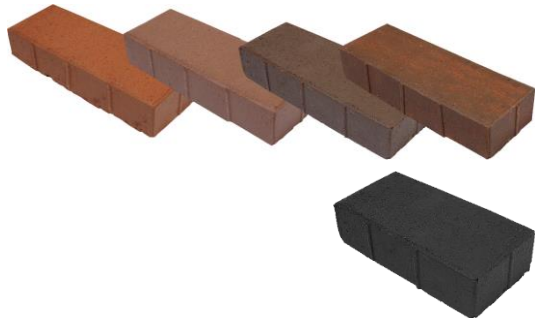
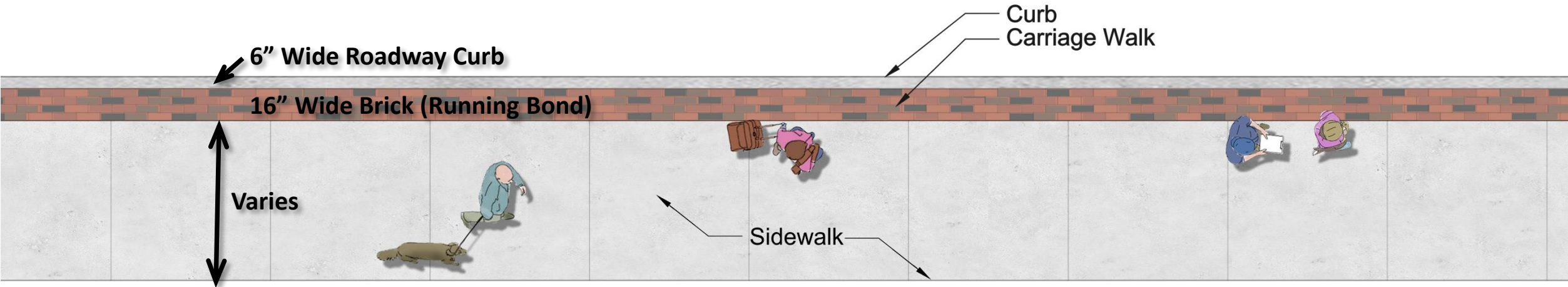
6" w. x 6" ht. Planter Curbs:
Granite and Precast concrete
-or-
All granite



Legend

- Limits of Central Business District Streetscape and Utility Improvements
- Decorative pavement within the furniture zone
- Narrow decorative carriage walk

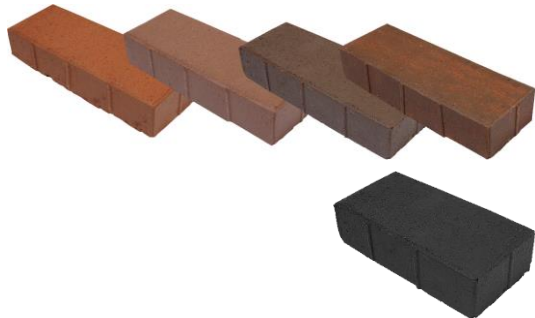
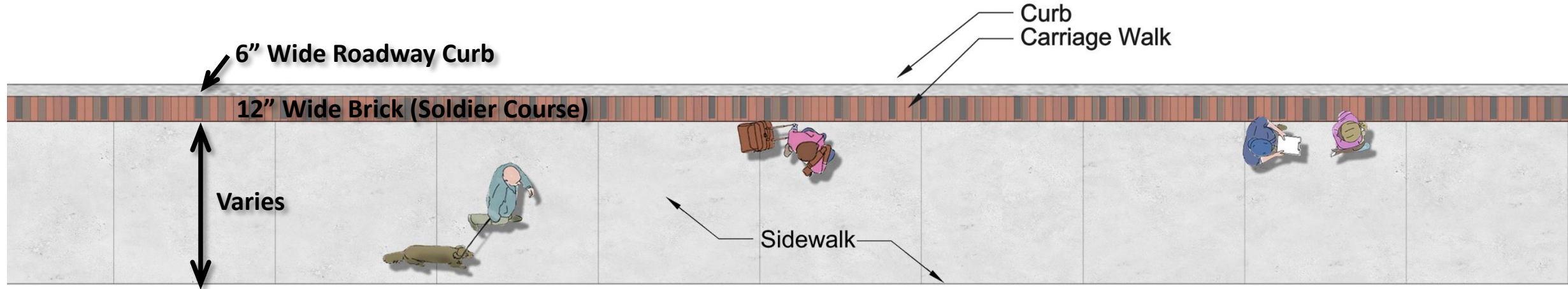
Expanded Pavers into Carriage Walk | Narrow Band 1



4"x12" Herringbone Field: Blend of 32 Antique, 33 Dark Antique, 34 Mulberry, 36 Sunset Red and 63 Charcoal

4"x8" Soldier Course Border:
63 Charcoal

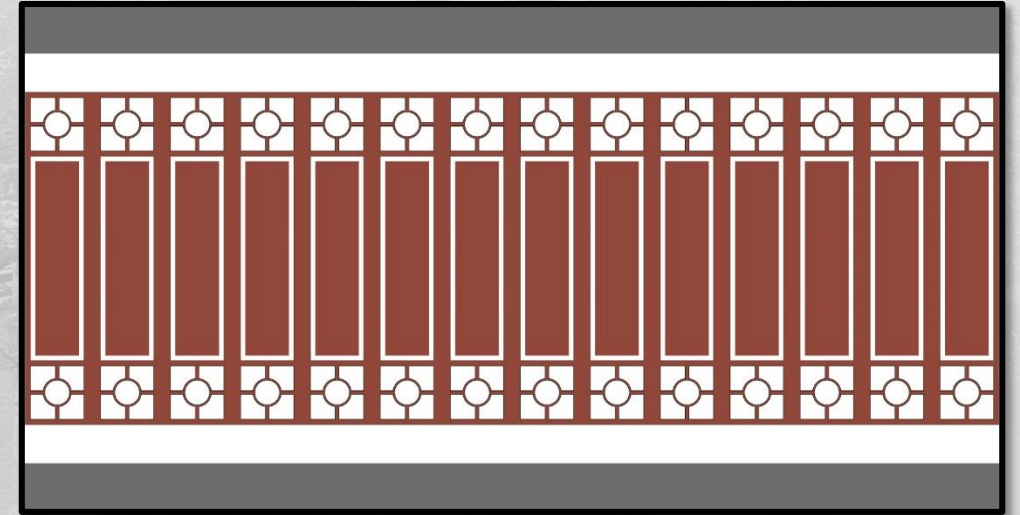
Expanded Pavers into Carriage Walk | Narrow Band 2



4"x12" Herringbone Field: Blend of 32 Antique, 33 Dark Antique, 34 Mulberry, 36 Sunset Red and 63 Charcoal

4"x8" Soldier Course Border:
63 Charcoal

Decorative Crosswalk



Perspective Rendering | Main Mid-block Crossing



Perspective Rendering | Main Mid-block Crossing



Perspective Rendering | Crescent and Main



Perspective Rendering | Crescent and Main



Crosswalks | Decorative Material Options

Concrete

- Low cost (\$11/SF)
- Long service life
- Simple and functional
- Higher replacement cost
- Low decorative aesthetic value



Concrete

Stamped Asphalt

- Medium cost (\$20/SF)
- Adds color and look of brick
- Easy to replace – low cost
- Wears quickly – 5 year lifespan
- **Not Recommended**



Stamped Asphalt

MMA on Concrete

- High cost (\$34/SF)
- Methyl Methacrylate
- No - Low Maintenance
- Adds bright color and can be customized
- Non-slip surface
- More durable than thermoplastic paint – 10 to 20 year lifespan



MMA on Concrete

Fired Clay Brick

- Highest cost (\$43/ SF)
- High maintenance
- High decorative aesthetic value
- Historic Material
- Long wearing/durable surface material – 30+ years

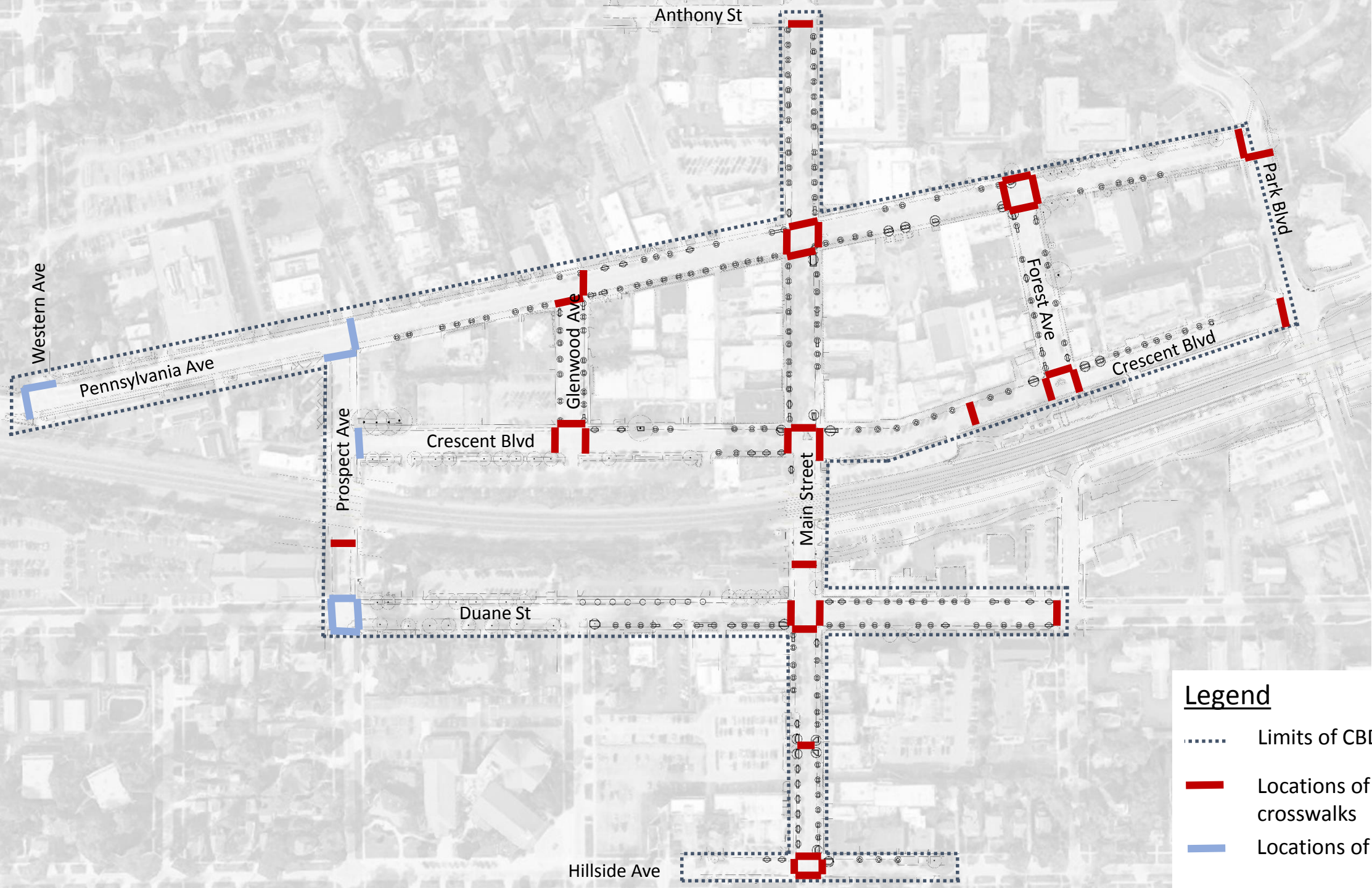


Fired Clay Brick

Non-decorative treatment

Decorative Bid Alternate



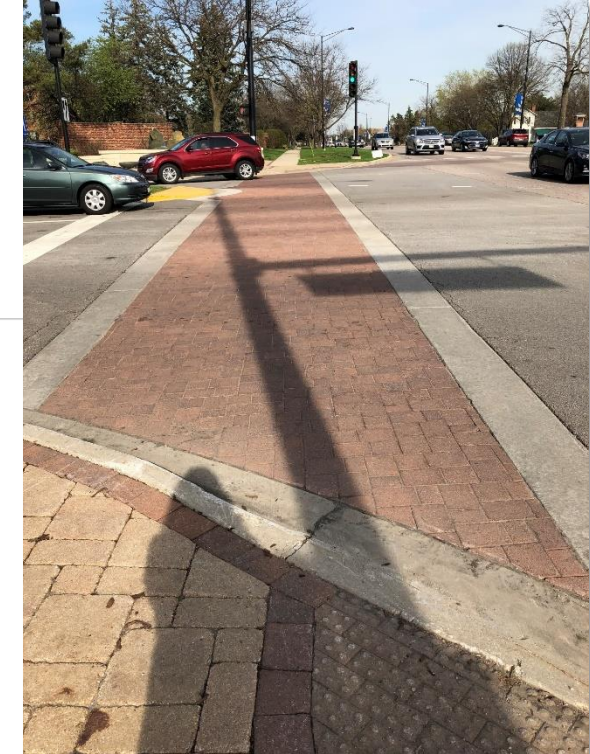
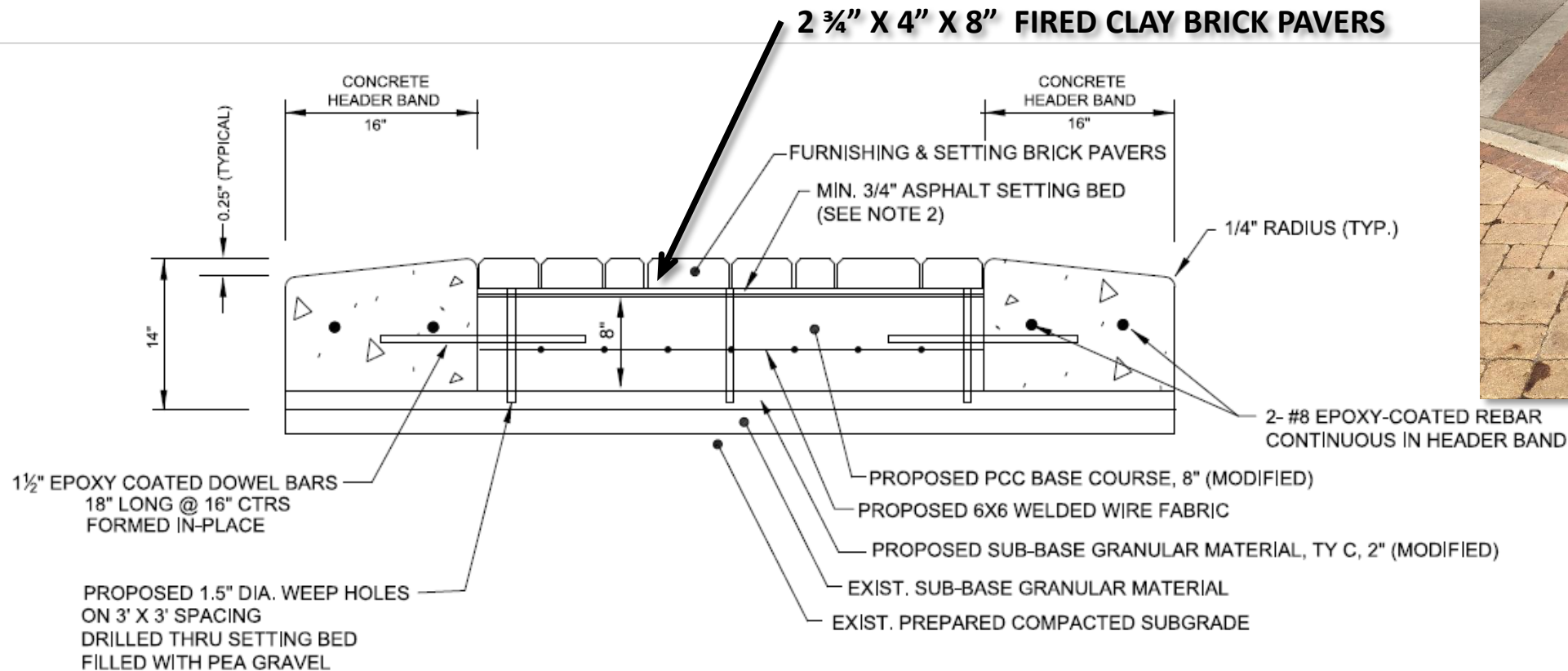


Legend

- Limits of CBD Improvements
- Red L-shape Locations of decorative crosswalks
- Blue L-shape Locations of concrete crosswalks

Crosswalks | Engineering Cross-section

Elk Grove Village Leicester and Biesterfield



Crosswalks | Examples of Brick in Roadway



Batavia
River Street

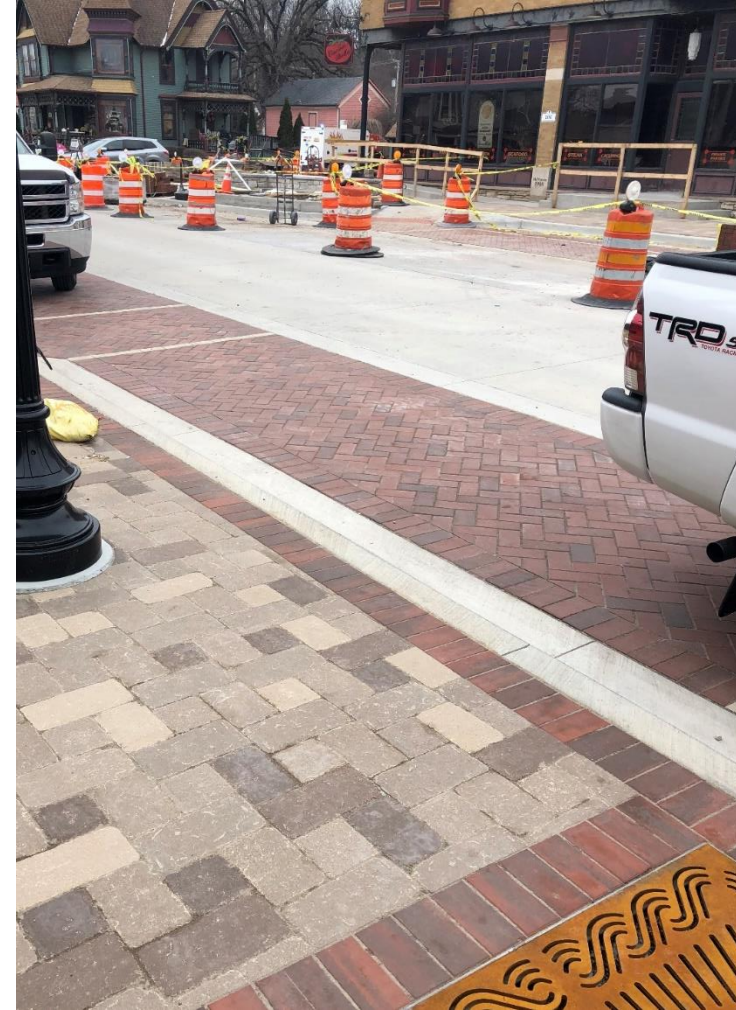


Oak Park
Marion Street

Crosswalks | Examples of Brick in Roadway



Chicago
Sheffield and Belden



Algonquin
Old Town Main

Decorative Pavement Options | Planter Curb Options

Tree Planter Curbs (Five options)

306 votes: Granite

55 votes: Precast concrete

46 votes: Exposed aggregate

37 votes: Plain concrete

29 votes: Glitter finish

473 total votes

Cast-in-place exposed aggregate tree planter curb



This finish provides a refined and decorative look.

Cast-in-place tree planter curb



This concrete curb is poured on-site.

Precast concrete tree planter curb



Precast concrete is factory built to provide consistency.

Granite tree planter curb



Granite curbs have been used by cities for centuries. They provide a classic and elegant aesthetic.

Cast-in-place glitter concrete tree planter curb



This concrete curb has been enhanced by the application of glitter which gives the concrete an attractive decorative finish.

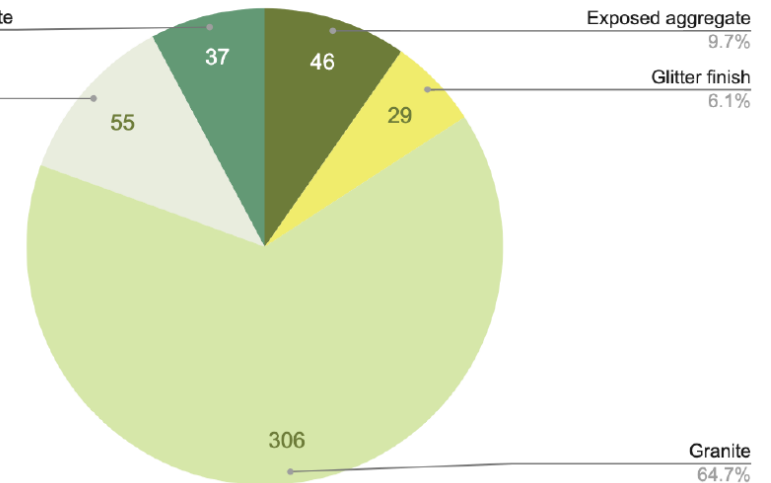
Preferred Tree Planter Curb

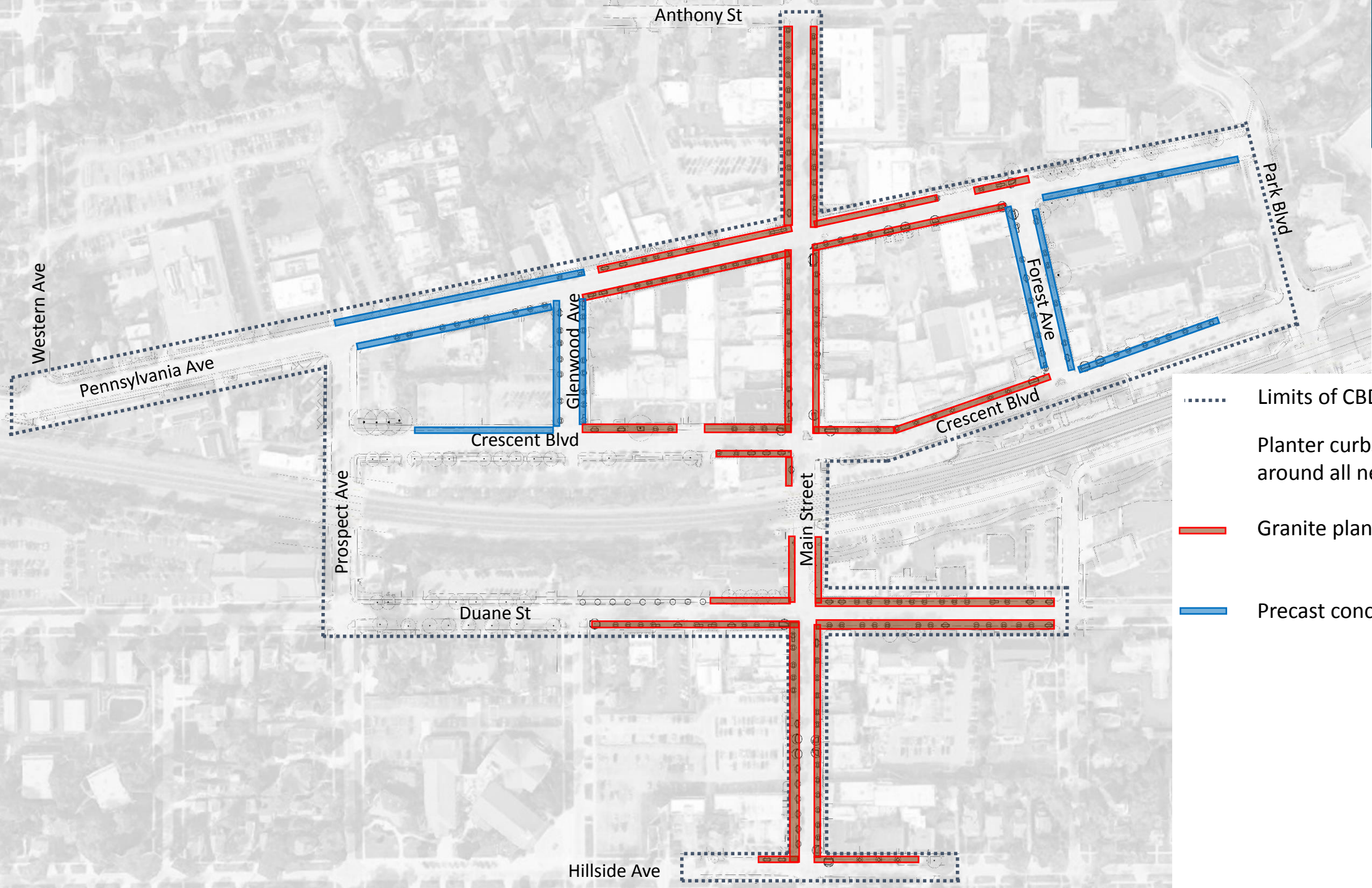
Cast-in-place plain concrete
7.8%

Precast concrete
11.6%

Exposed aggregate
9.7%

Glitter finish
6.1%



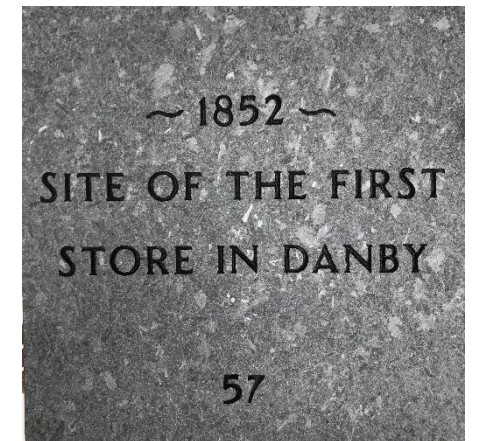


Legend

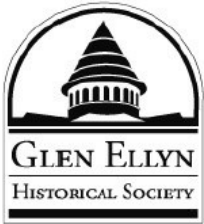
- Limits of CBD Improvements
- Planter curbs will be installed around all new trees.
- Granite planter curbs
- Precast concrete planter curbs

Historic Sidewalk Plaques

- Preserve and celebrate rich history of downtown Glen Ellyn (Prospect Park and Danby)
- Emphasize historically noteworthy buildings and/or sites
- Additional historical information to contained in a pamphlet and website

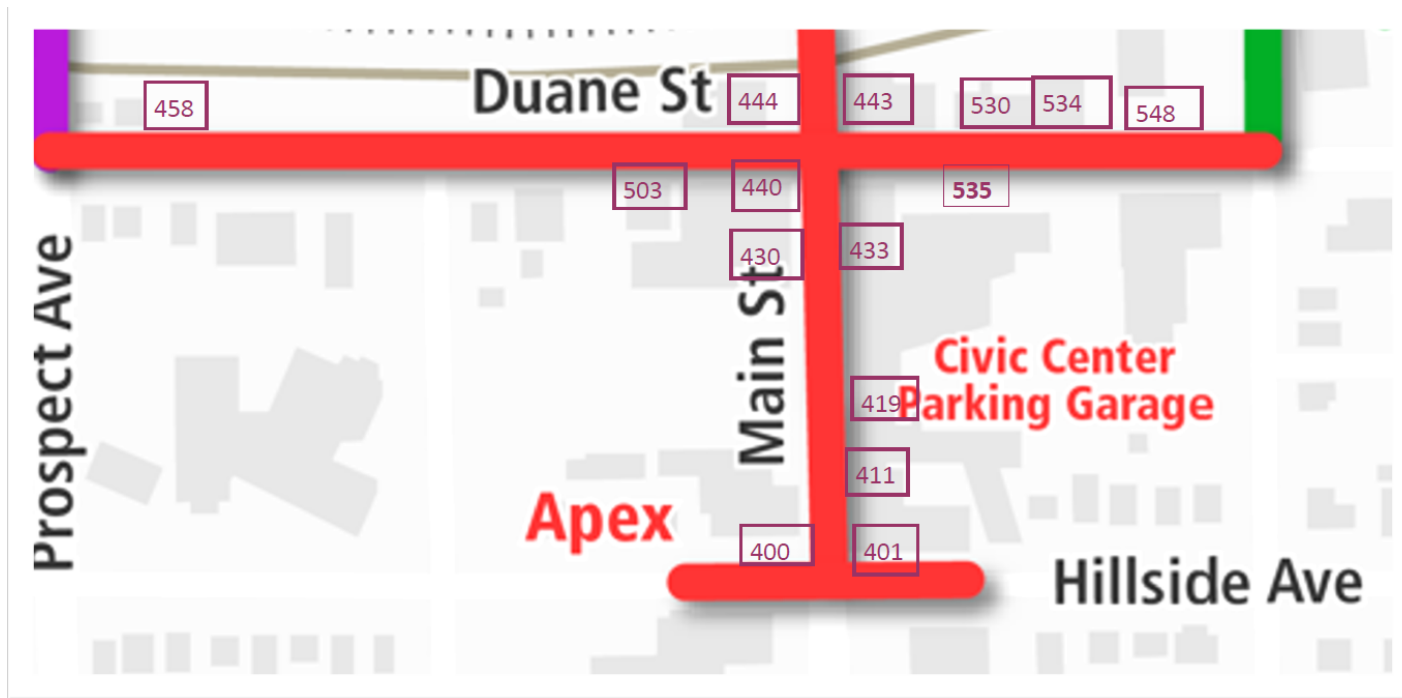


Historic Sidewalk Plaques



Historic Downtown Sidewalk Plaques Status Report

January 18, 2021



- History research performed by volunteers from Historical Society
- Plaques to be included in the CBD Streetscape Improvements

Historic Plaques | Option 1 (12" x 12")



12"x12" Granite Plaque

Historic Plaques | Option 1 (12" x 12")



**12"x12" Granite
Plaque**

Historic Plaques | Option 1 (12" x 12")



12"x12" Granite Plaque:

Granite color and finish to match planter curb material (Mesabi Black, Diamond 10 finish)

Plaques to be centered in decorative pavement field

Historic Plaques | Option 2 (16" x 16")



16"x16" Granite Plaque

Historic Plaques | Option 2 (16" x 16")



**16"x16" Granite
Plaque**

Historic Plaques | Option 2 (16" x 16")



16"x16" Granite Plaque:

Granite color and finish to match planter curb material (Mesabi Black, Diamond 10 finish)

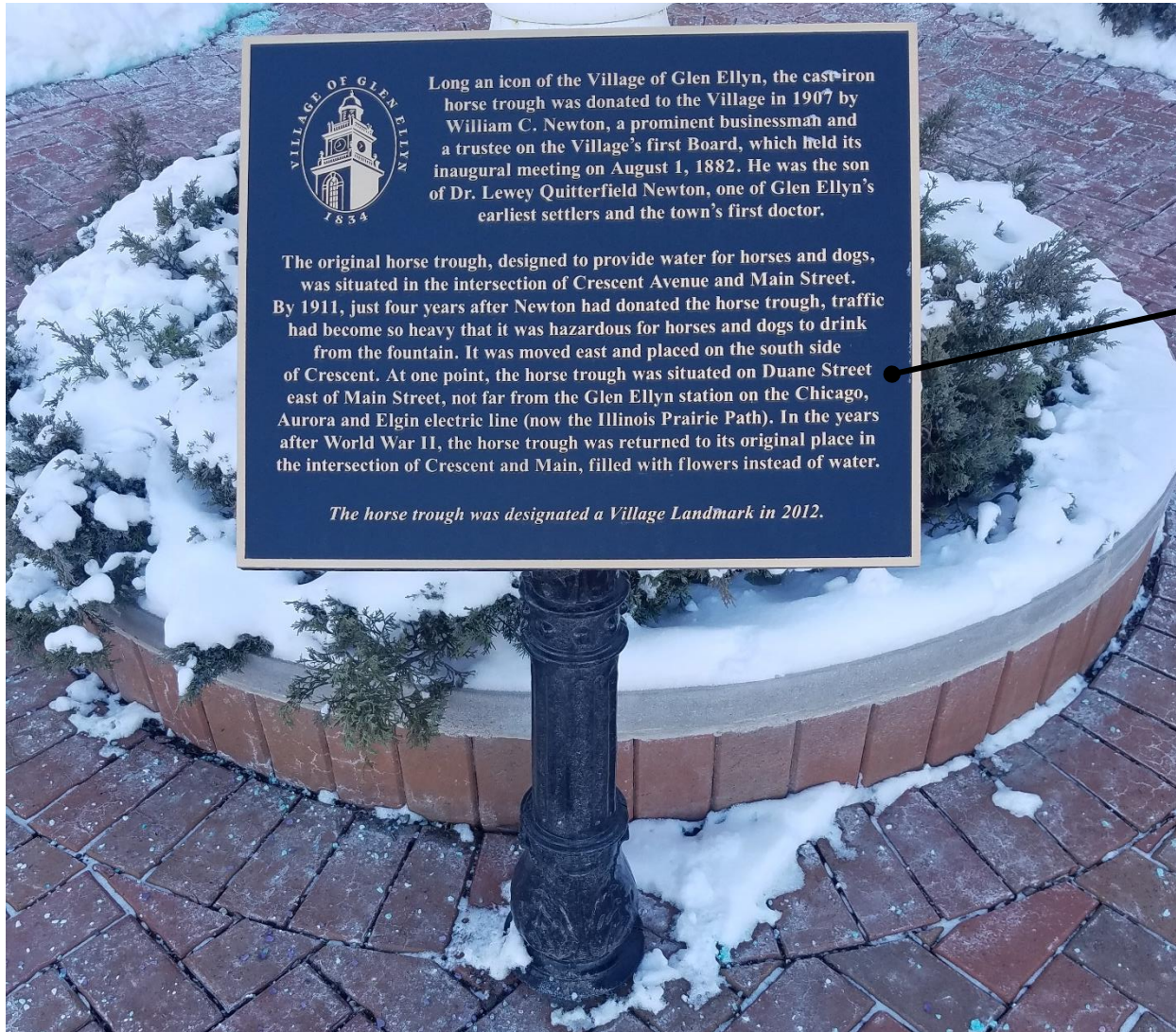
Plaques to be centered in decorative pavement field

Historic Plaques | Option 3 (5 ¼" x 12")



5 ¼" x 12" bronze
plaque on top of
granite/precast
curbing

Historic Plaques | Option 4 (post mounted)



Bronze Plaque mounted to post

Next Steps for Historic Plaques

- Present this information at the February 9th CIC meeting
- Present this information at the February 16th Village Board Workshop
- Commemorate the direction of the Village Board on the placement of the historic sidewalks plaques with the other streetscape design elements
- Continue detailed streetscape design with inclusion of the historic sidewalk plaques and coordination from the Historical Society

Recommended trees for CBD Streetscape

Recommended trees for CBD Streetscape						
Botanical Name	Common Name	Family	Mature Size	Quantity Goals	Percentage of total	Total species percentage
Celtis occidentalis 'Chicagoland'	Chicagoland Hackberry	Cannabaceae	Large	14	5.96%	
Acer buergerianum	Trident Maple	Sapindaceae	Medium	8	3.40%	
Acer miyabai 'Morton' STATE STREET	State Street Maple	Sapindaceae	Medium	8	3.40%	
Acer rubrum 'Armstrong'	Armstrong Maple *	Sapindaceae	Medium	3	1.28%	
Acer tataricum 'Hot Wings'	Hot Wings Maple	Sapindaceae	Small	4	1.70%	
Acer truncatum	Purpleblow Maple	Sapindaceae	Small	4	1.70%	
Acer x freemanii 'Marmo'	Marmo Maple *	Sapindaceae	Medium	6	2.55%	14.04%
Cornus mas	Cornelian Cherry Dogwood	Cornaceae	Small	4	1.70%	
Corylus colurna	Turkish Filbert	Betulaceae	Medium	6	2.55%	
Gleditsia triacanthos 'Northern Acclaim'	Northern Acclaim Honeylocust	Fabaceae	Large	8	3.40%	
Gleditsia triacanthos 'Perfection'	Perfection Honeylocust	Fabaceae	Large	8	3.40%	
Gleditsia triacanthos 'Skyline'	Skyline Honeylocust	Fabaceae	Large	8	3.40%	
Gleditsia triacanthos 'Sunburst'	Sunburst Honeylocust	Fabaceae	Large	8	3.40%	13.62%
Gymnocladus dioica 'Espresso'	Espresso Kentucky Coffeetree	Fabaceae	Large	16	6.81%	
Koelreuteria paniculata	Golden Raintree	Sapindaceae	Medium	6	2.55%	
Platanus x acerifolia 'Exclamation'	Exclamation London Planetree	Platanaceae	Large	24	10.21%	
Quercus alba	White Oak *	Fagaceae	Large	4	1.70%	
Quercus bicolor	Swamp White Oak*	Fagaceae	Large	20	8.51%	
Quercus 'Crimschmidt'	Crimson Spire Oaks *	Fagaceae	Large	4	1.70%	11.91%
Styphnolobium japonicum	Japanese Pagodatree	Fabaceae	Large	4	1.70%	
Syringa reticulata	Japanese Tree Lilac	Oleaceae	Small	6	2.55%	
Taxodium distichum 'Mickelson' SHAWNEE BRA	Shawnee Brave Baldcypress	Cupressaceae	Medium	18	7.66%	
Tilia americana	American Linden	Malvaceae	Large	12	5.11%	
Zelkova serrata 'Musashino'	Musashino Columnar Zelkova	Ulmaceae	Large	16	6.81%	
Zelkova serrata 'Village Green'	Village Green Zelkova	Ulmaceae	Large	16	6.81%	13.62%
Total Trees				235	100.00%	

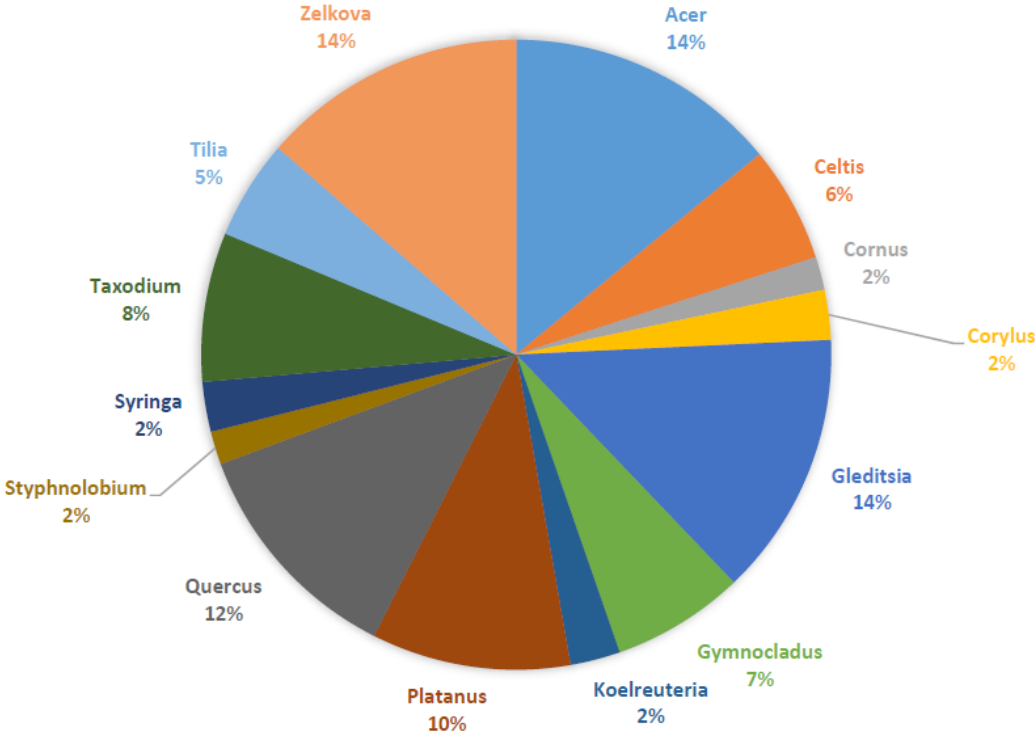
* Anticipated large caliper trees size at planting (23 trees in current plan, actual species may vary based on availability)

Restoring oak ecosystems is a major focus of CRTI.

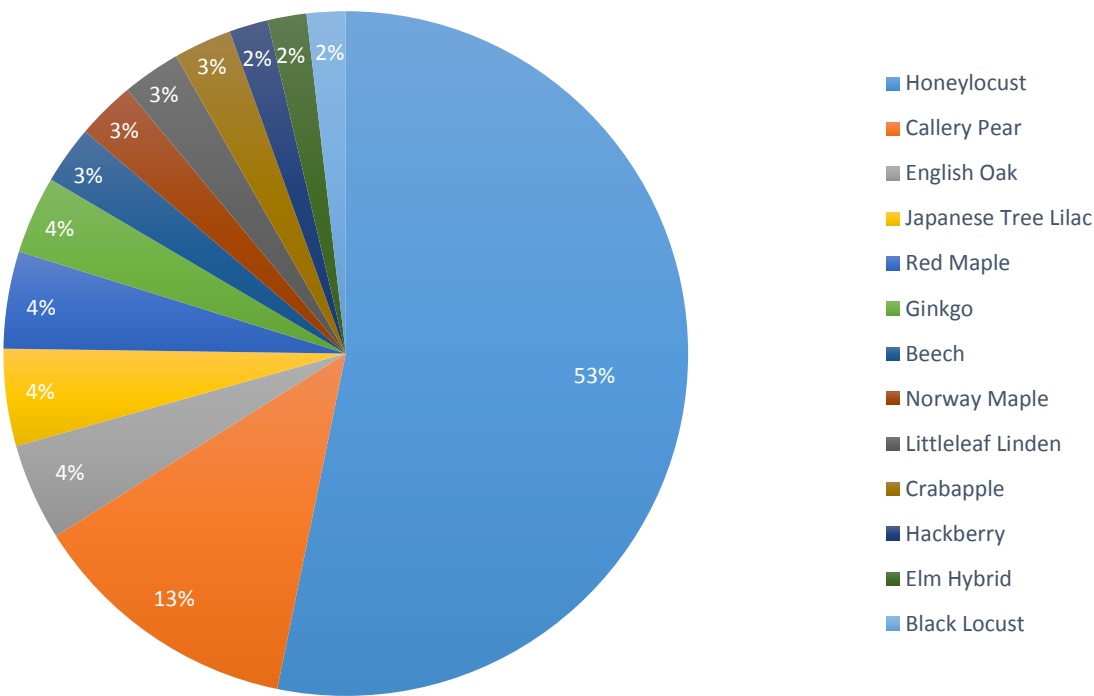
This effort includes encouraging their use in municipal plantings. The expanded use of oaks can help increase species diversity, and continue the legacy of oaks in our region.

Diversification – Tree Genus Existing vs Proposed

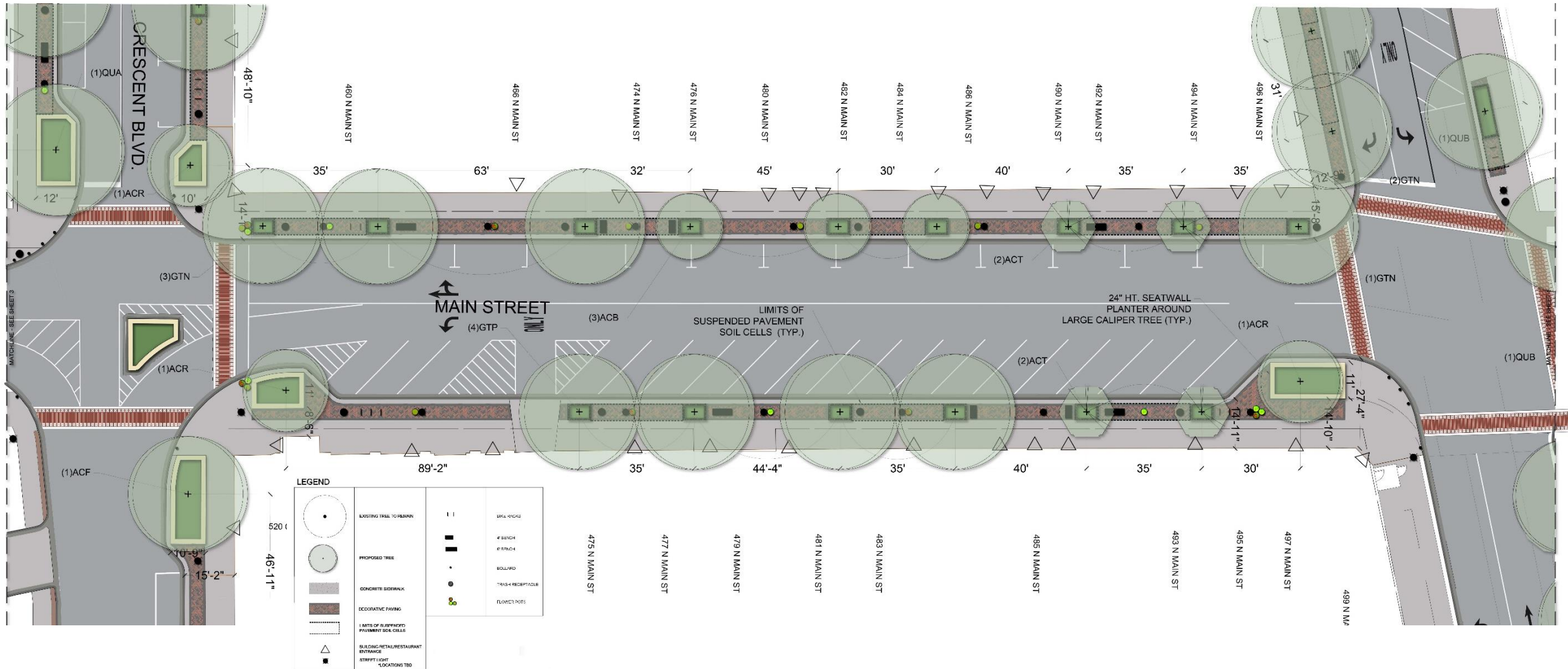
Proposed Trees



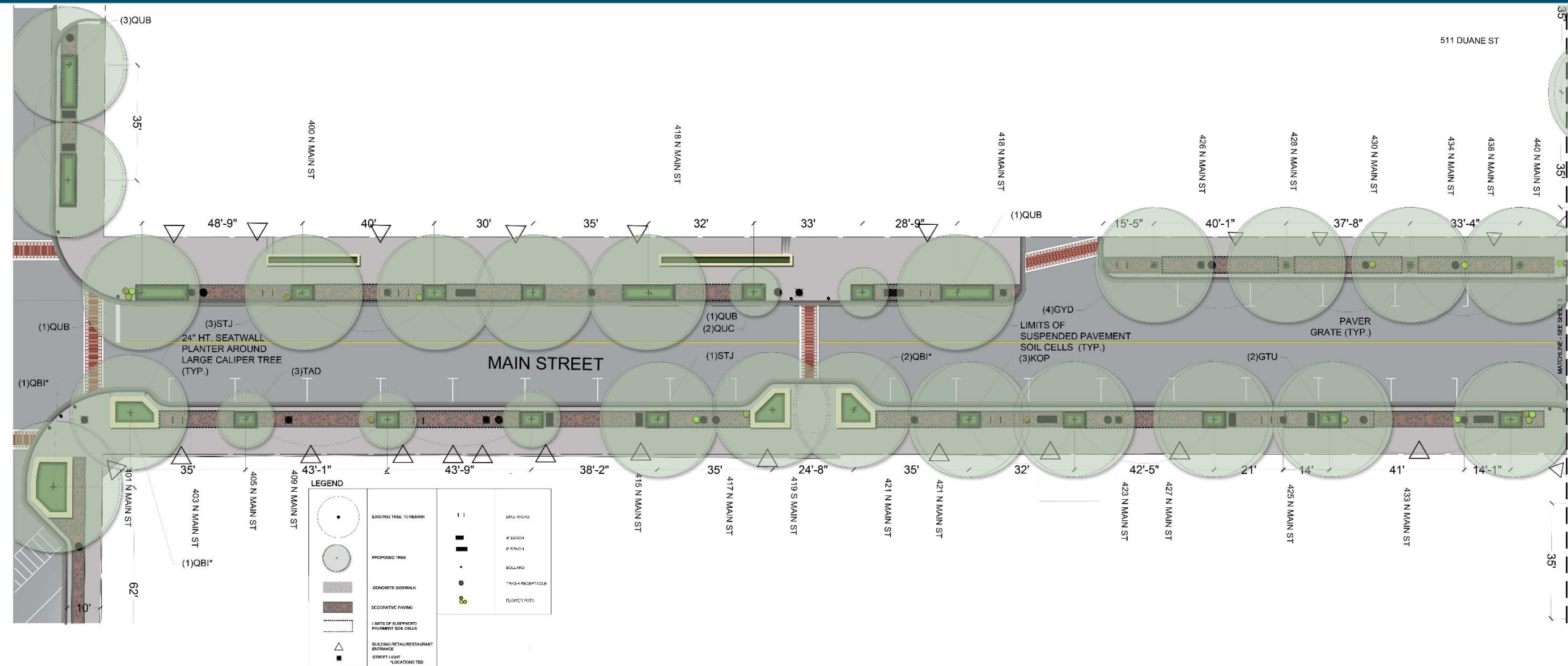
Existing Trees



CENTRAL BUSINESS DISTRICT (CBD) STREETScape AND UTILITY IMPROVEMENTS

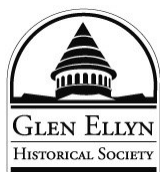


Plan updates



Discussion

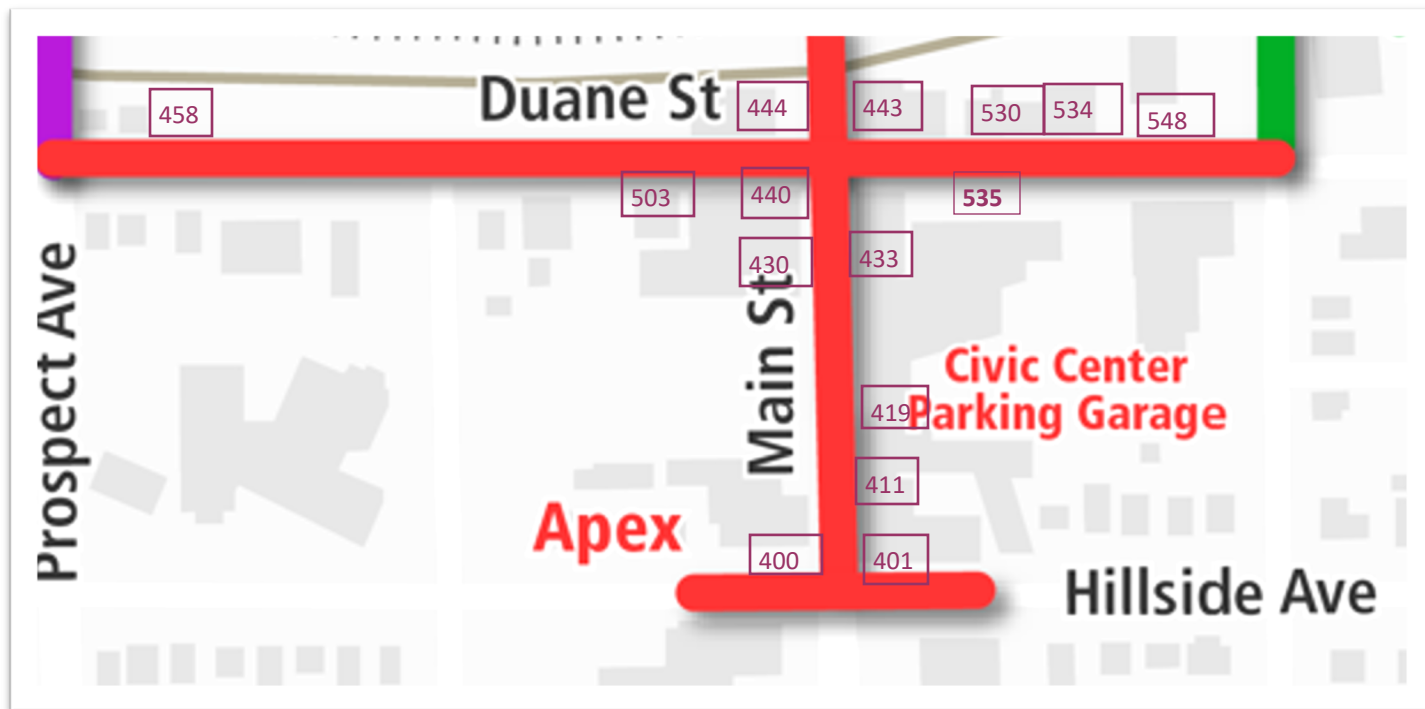




Historic Downtown Sidewalk Plaques Status Report

January 18, 2021

Phase One of Glen Ellyn's Downtown Streetscaping Plan involves Main Street south of the railroad tracks to Hillside, Duane Street east from Prospect Avenue to Forest Avenue, and a portion of Hillside Avenue east and west from Main Street. Below is a map showing preliminary suggested locations for historic sidewalk plaques on these streets followed by brief descriptions of the history of each of these sites.



The sites listed here are preliminary and the descriptions are not yet complete. When this information is used in printed materials and a website guide to historic sites in Glen Ellyn, it will be more detailed and typically will include archived photos and other illustrations.

400 Main ... Single family dwelling. Residence of Charles E. Clare until his death in 1931. Dwelling demolished to make room for new location of Giesche's Shoes in 1962. The Giesche family closed the business in 2019 and the building was demolished in 2020 to make room for an apartment building and parking garage.

401 Main ... 1842-1869 Farm land owned by early settler Lewey Q. Newton. From 1871-1927 it was residential property owned by the Dodge family. Purchased along with adjacent property by William Rohm in 1927 who built the commercial building presently on that site. From 1928 until 2007 the corner store was occupied by five different drug stores (Sides, Hillside, Webb's, Wood's, and Craig's). The store was remodeled and reopened in 2008 as Bells and Whistles Snackery which closed in 2010. In 2012 it reopened as Blackberry Market, which expanded in 2017 to occupy 405 N. Main.

411 Main ... Prior to 1935 this Tudor style building was home to Elsa's Gift Shop. From 1935 to 2000 it was the Creative Gift Studio. From 2009 to 2016 it was the Tap House Grill and in 2017 the Wooden Barrel Bar and Grill. In 2018 it became McMae's on Main.

419 Main ... (Also 417 Main) Was the location of an A&P Grocery prior to 1948. Soukup's third location in Glen Ellyn was at 417 Main starting in 1941. It took over the A&P store at 419 Main in 1948 and built a new addition on that site in 1972.

Historic Downtown Sidewalk Plaques Status Report

January 18, 2021, page 2

430 Main ... Circa 1930, site of the first Jewel Food Store in Glen Ellyn. In the 1940s it was occupied by The Leonard Funeral Home until 1962. Also Village Fabrics for 30 years. [More research needed.]

433 Main ... In 1879, owned by William Luther, Village Clerk in 1882. A home is shown on this site in 1919 (which may have been William Luther's?). It has been the location of The Mother Goose Shop, Warner Paint Store, Busy Bee Barber Shop, Ellyn's Beauty Salon, Self Service Laundry, Kreamer Jewelers, Tony Guinta's Fruits & Vegetables Shop, and Tiffany's Restaurant.

440 Main ... The building was built in 1926, during Glen Ellyn's downtown building boom. Prior history needs to be researched. During the 1930s it housed Woods Drug Store.

444 Main ... Site of the first two Aurora, Elgin and Chicago train stations. The first was built in 1901 and replaced by a modern station in 1926. The Aurora & Elgin line stopped operations in 1957 and the station was later demolished to make room for the current bank building.

443 Main ... Site of home built by Henry Benjamin, first school teacher at the Duane Street School. The current building was built in 1923. It housed The Color Corner for 47 years.

458 Duane ... This vacant lot once was the site of the home of Karl Gentner, a cobbler turned recluse who confessed to having killed his partner in 1889, reportedly dumping his body in an abandoned well at the back of the property. The confession came 15 years after the crime, by which time the Aurora & Elgin Railroad had built its tracks over the location. Today, the well is under the Prairie Path at the rear of this lot.

503 Duane ... Built in 1927. Originally an automobile sales & service company. [More research needed.]

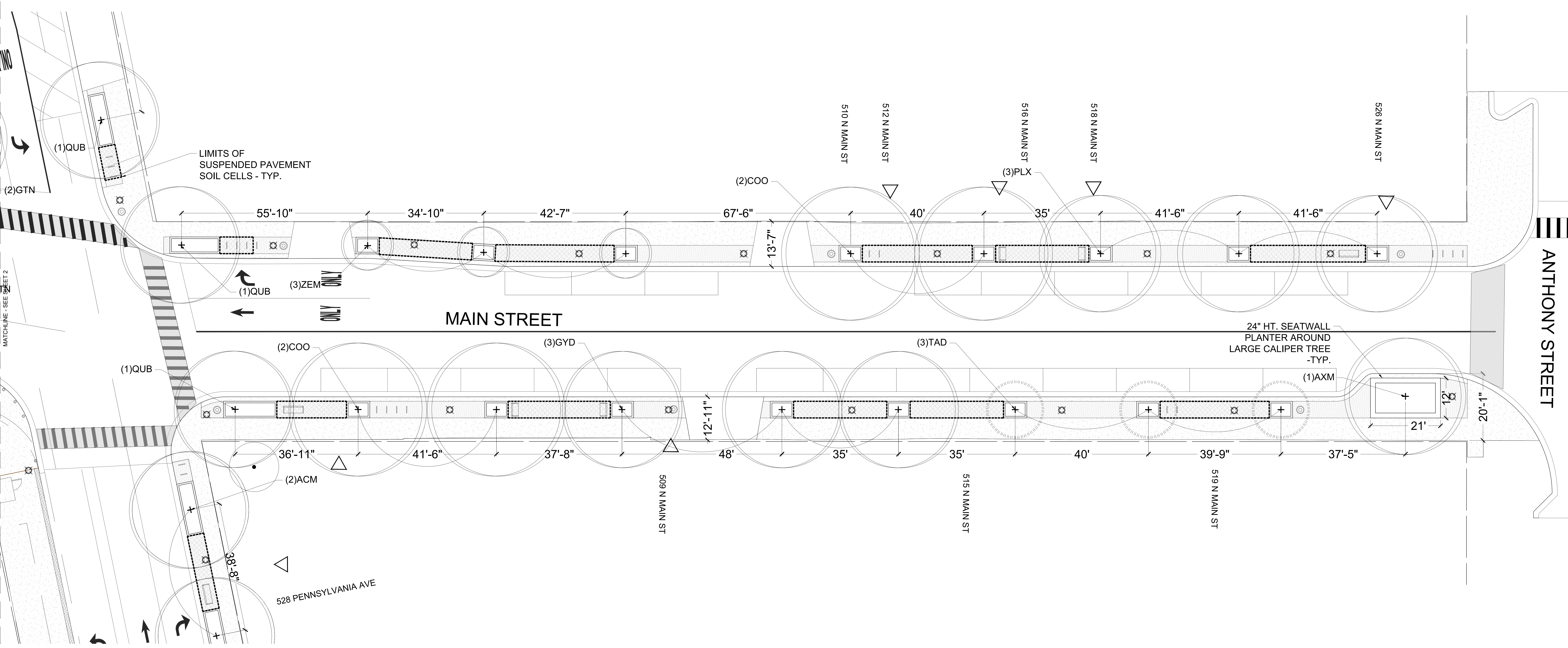
530 Duane ... The two vernacular residences that remain behind the later commercial structures are believed to date to the 1880s and represent the early residential character of the business district south of the tracks. The Glen Ellyn Tea House Restaurant opened here in 1930.

534 Duane ... The Prince Castle eatery was at this location across from the Duane Street School from 1929 until 1974 where it was a popular stop for students.

535 Duane ... Currently the Civic Center. The Original Duane Street School was built here around 1860. In 1892 the wood frame building was demolished and replaced in 1893 with a new Duane Street School, a masonry building. This building was later demolished and replaced by a new Duane Street School (the current structure) completed in 1928. This was the culmination of the building boom that Glen Ellyn enjoyed between 1892 and 1929.

548 Duane ... Formerly one of Glen Ellyn's early car dealerships and repair garages. [More research needed.]

Tree Inventory						
Quantity	Code	Latin Name	Common Name	Size	Width	Comments
7	ACB	Acer buergerianum	Trident Maple	Medium	15-25	
6	ACF	Acer x freemanii 'Marmo'	Marmo Maple *	Medium	35-45	
8	ACM	Acer miyabai 'Morton' STATE STREET	State Street Maple	Medium	20-50	
3	ACR	Acer rubrum 'Armstrong'	Armstrong Maple *	Medium	25	
4	ACT	Acer tataricum 'Hot Wings'	Hot Wings Maple	Small	15-18	
4	ACU	Acer truncatum	Purpleblow Maple	Small	15-25	
14	COC	Celtis occidentalis 'Chicagoland'	Chicagoland Hackberry	Large	40	
4	COM	Cornus mas	Cornelian Cherry Dogwood	Small	12-20'	
6	COO	Corylus colurna	Turkish Filbert	Medium	30-50	
8	GTN	Gleditsia triacanthos 'Northern Acclaim'	Northern Acclaim Honeylocust	Large	30-35	
8	GTP	Gleditsia triacanthos 'Perfection'	Perfection Honeylocust	Large	35	
8	GTS	Gleditsia triacanthos 'Skyline'	Skyline Honeylocust	Large	30-40	
8	GTU	Gleditsia triacanthos 'Sunburst'	Sunburst Honeylocust	Large	30-70	
16	GYD	Gymnocladus dioica 'Espresso'	Espresso Kentucky Coffeetree	Large	35	
6	KOP	Koeleruteria paniculata	Golden Raintree	Medium	30-40	
24	PLX	Platanus x acerifolia 'Exclamation'	Exclamation London Planetree	Large	60-75	
4	QUA	Quercus alba	White Oak *	Large	60-80	
20	QUB	Quercus bicolor	Swamp White Oak*	Large	50-60	
4	QUC	Quercus x alba x robur 'Crimschmidt'	Crimson Spire Oaks *	Large	10-20'	
4	STJ	Styphnolobium japonicum	Japanese Pagodatree	Large	30-60	
6	SYR	Syringa reticulata	Japanese Tree Lilac	Small	15-20	
15	TAD	Taxodium distichum 'Mickelson' SHAWNEE BRAVE	Shawnee Brave Baldcypress	Medium	15-20	
12	TIA	Tilia americana	American Linden	Large	30-40	
16	ZEM	Zelkova serrata 'Musashino'	Musashino Columnar Zelkova	Large	10-15'	
14	ZEV	Zelkova serrata 'Village Green'	Village Green Zelkova	Large	30-50	
* in plans denotes large caliper trees						



LEGEND

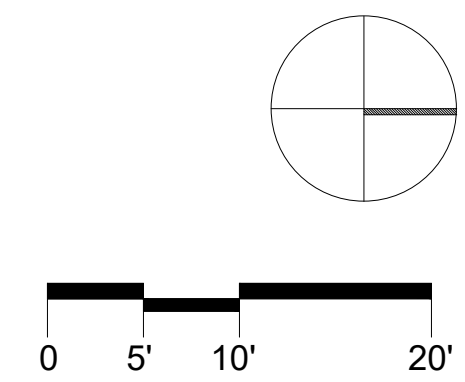
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	PROPOSED TREE		4' BENCH
	CONCRETE SIDEWALK		6' BENCH
	DECORATIVE PAVING		BOLLARD
	LIMITS OF SUSPENDED PAVEMENT SOIL CELLS		TRASH RECEPTACLE
	BUILDING RETAIL/RESTAURANT ENTRANCE		FLOWER POTS
	STREET LIGHT *LOCATIONS TBD		

MAIN STREET

ANTHONY TO PENNSYLVANIA

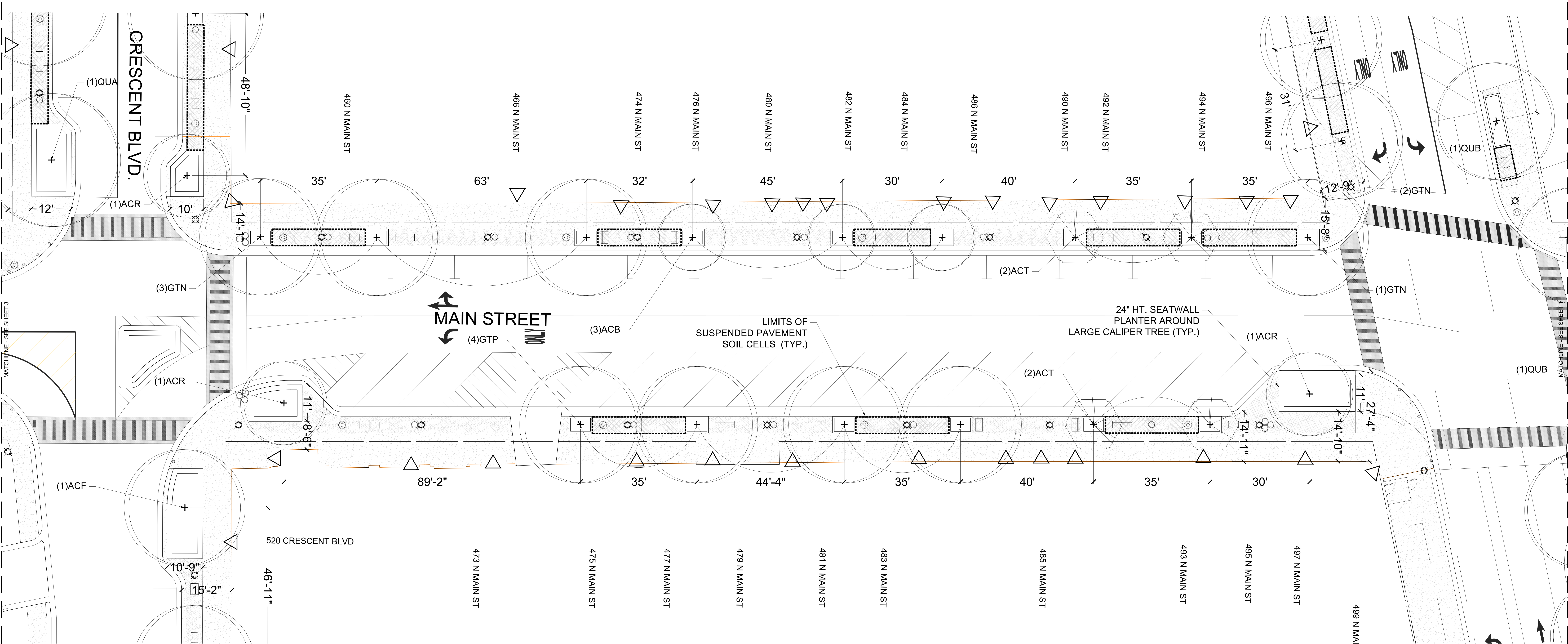
GLEN ELLYN CBD STREETScape

DRAFT TREE PLANTING PLAN



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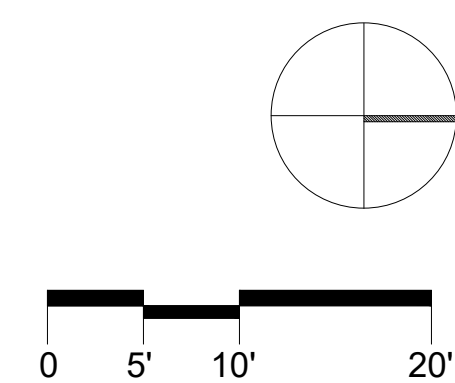


LEGEND

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	BUILDING RETAIL/RESTAURANT ENTRANCE		FLOWER POTS
	STREET LIGHT *LOCATIONS TBD		

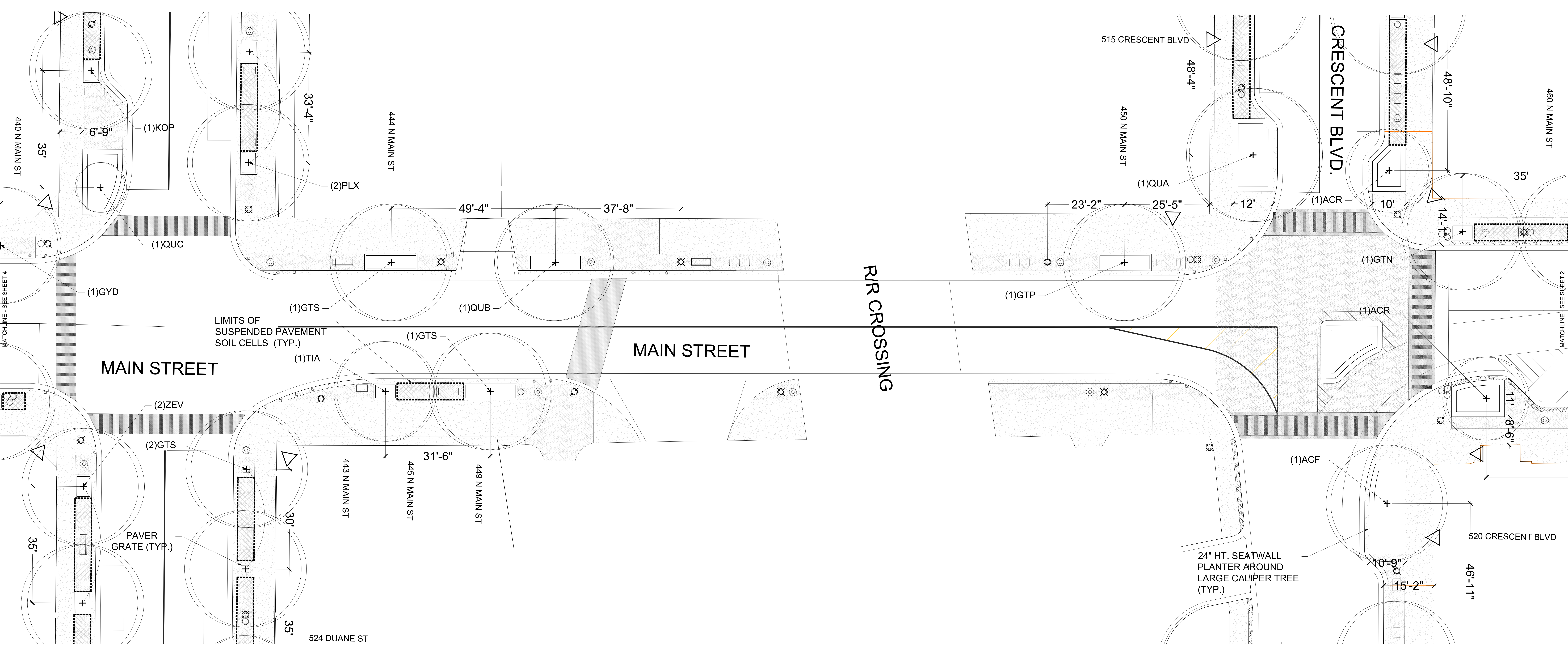
MAIN STREET
PENNSYLVANIA TO CRESCENT

GLEN ELLYN CBD STREETScape
DRAFT TREE PLANTING PLAN



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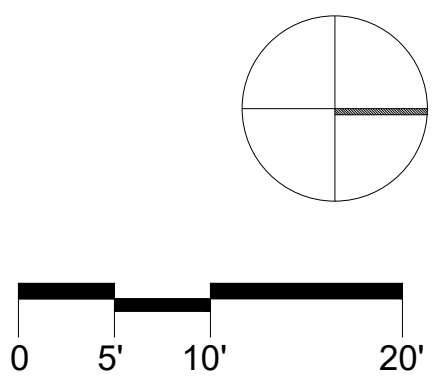


LEGEND

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	DECORATIVE PAVING		BOLLARD
	LIMITS OF SUSPENDED PAVEMENT SOIL CELLS		TRASH RECEPTACLE
	BUILDING RETAIL/RESTAURANT ENTRANCE		FLOWER POTS
	STREET LIGHT *LOCATIONS TBD		

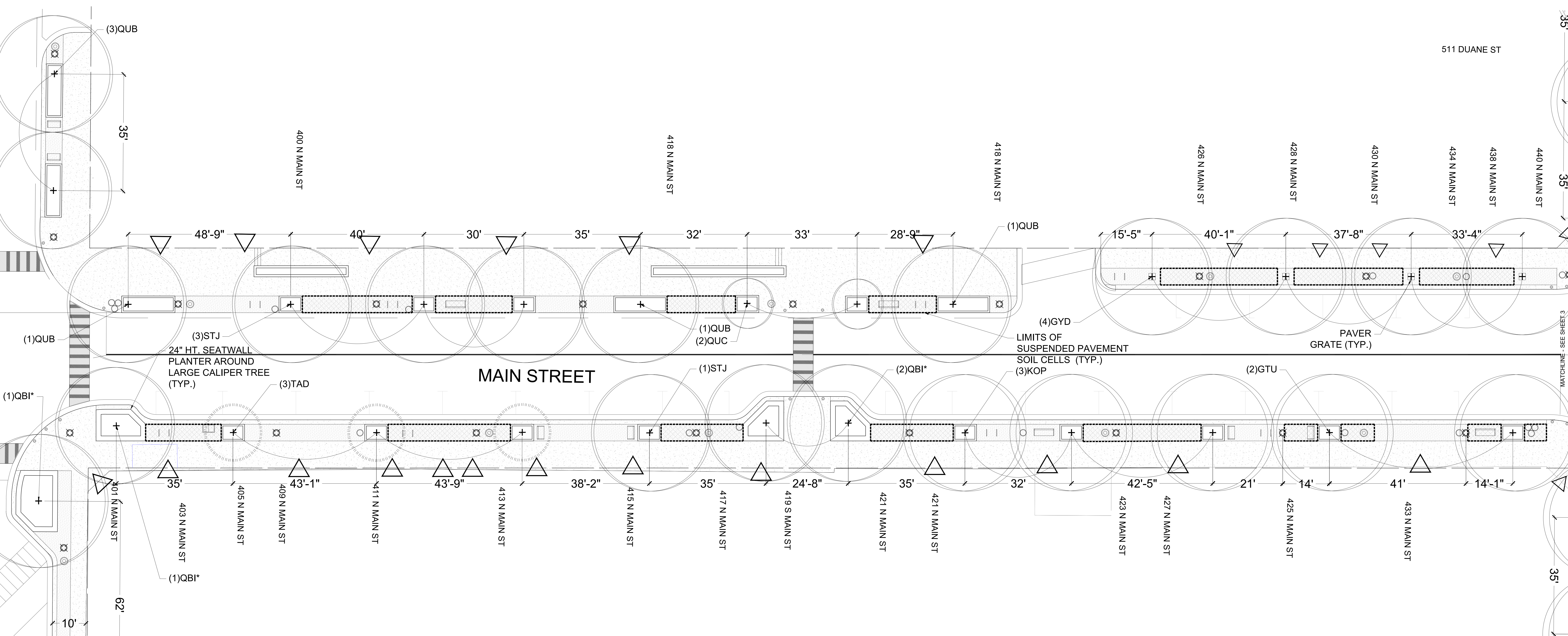
MAIN STREET
CRESCENT TO DUANE

GLEN ELLYN CBD STREETScape
DRAFT TREE PLANTING PLAN



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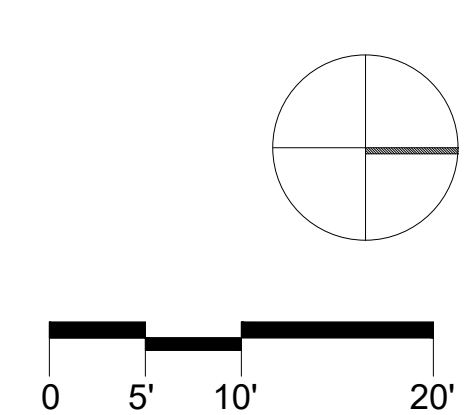


LEGEND

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	LIMITS OF SUSPENDED PAVEMENT SOIL CELLS		TRASH RECEPTACLE
	BUILDING RETAIL/RESTAURANT ENTRANCE		FLOWER POTS
	STREET LIGHT *LOCATIONS TBD		

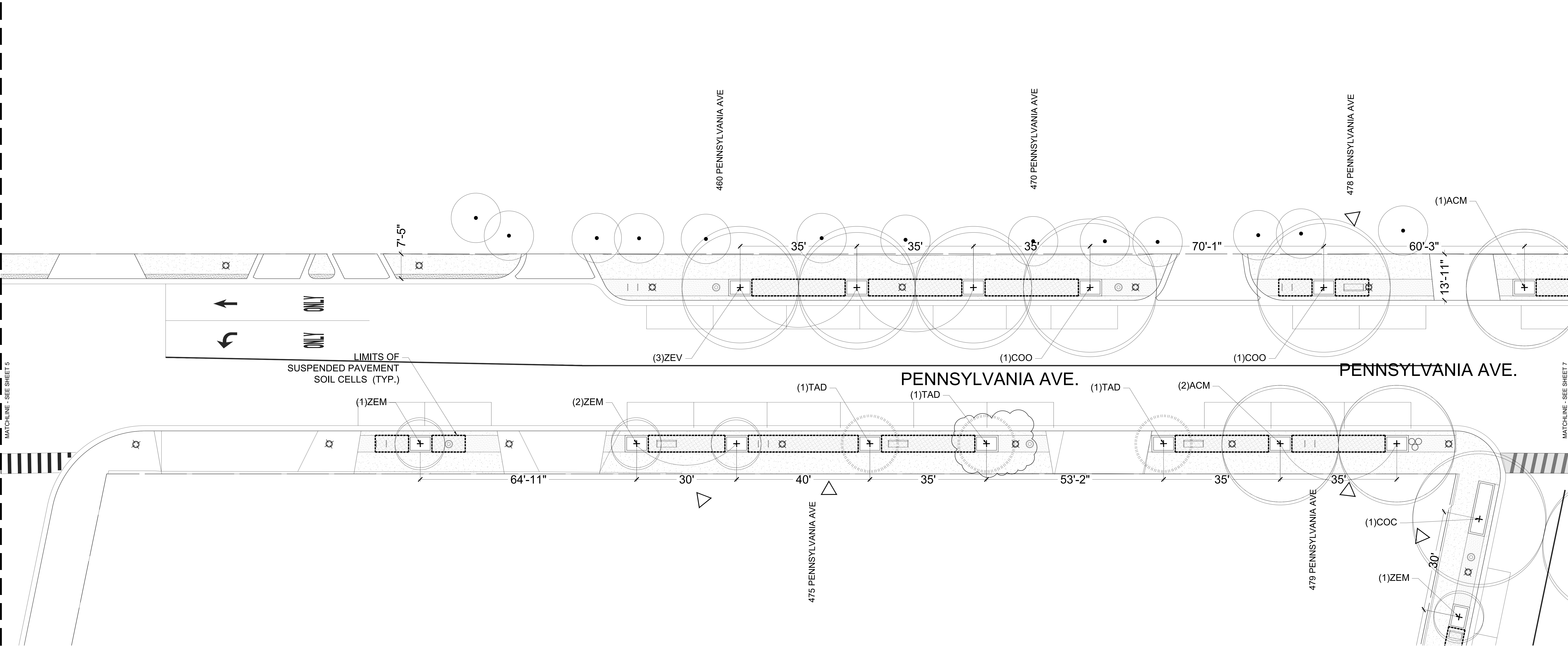
MAIN STREET
DUANE TO HILLSIDE

GLEN ELLYN CBD STREETScape
DRAFT TREE PLANTING PLAN



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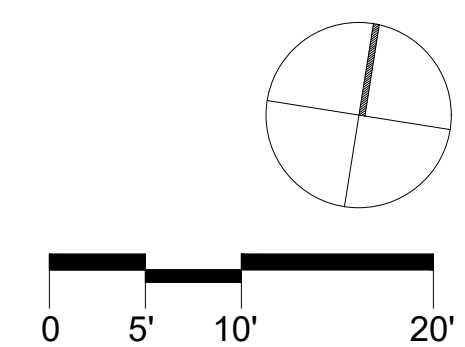


LEGEND

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	LIMITS OF SUSPENDED PAVEMENT SOIL CELLS		TRASH RECEPTACLE
	BUILDING RETAIL/RESTAURANT ENTRANCE		FLOWER POTS
	STREET LIGHT *LOCATIONS TBD		

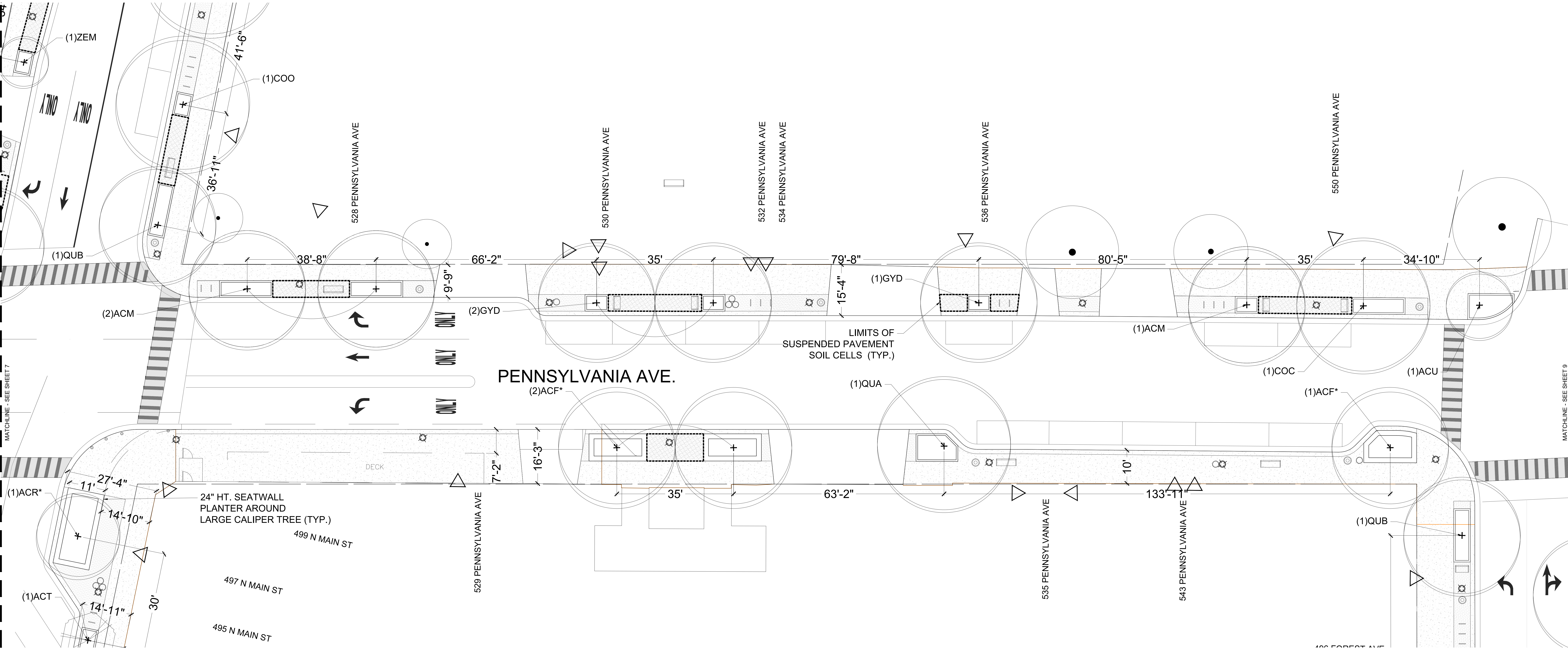
PENNSYLVANIA AVE
PROSPECT TO GLENWOOD

GLEN ELLYN CBD STREETScape
DRAFT TREE PLANTING PLAN



Nov 30, 2021
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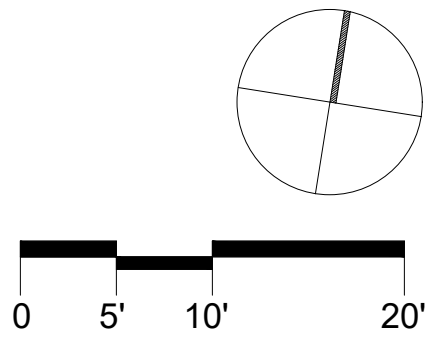


LEGEND

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	LIMITS OF SUSPENDED PAVEMENT SOIL CELLS		TRASH RECEPTACLE
	BUILDING RETAIL/RESTAURANT ENTRANCE		FLOWER POTS
	STREET LIGHT *LOCATIONS TBD		

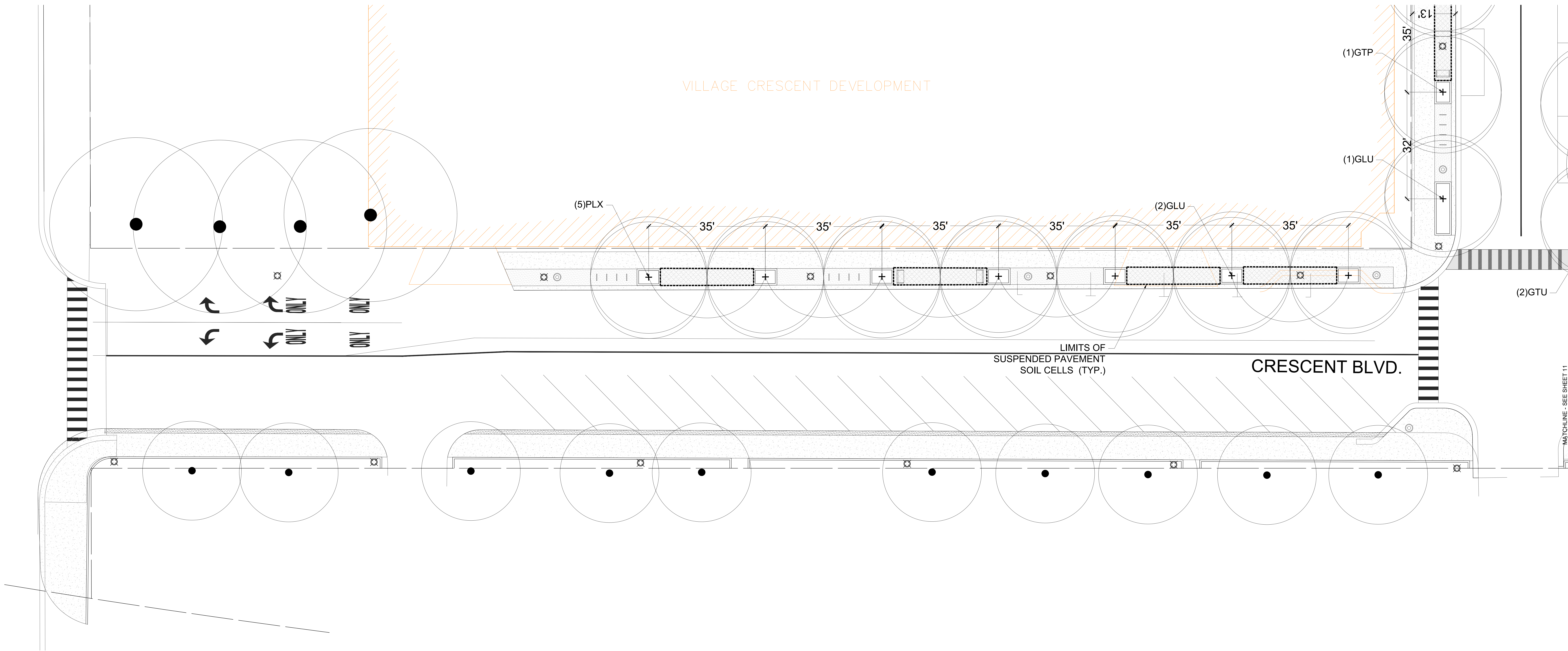
PENNSYLVANIA AVE
MAIN TO FOREST

GLEN ELLYN CBD STREETScape
DRAFT TREE PLANTING PLAN



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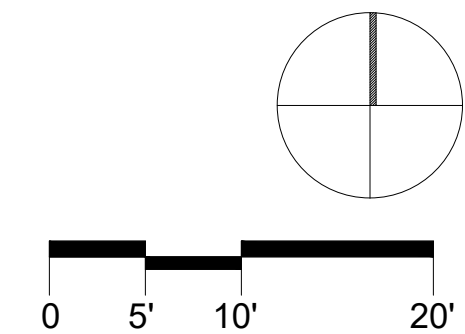


LEGEND

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	DECORATIVE PAVING		BOLLARD
	LIMITS OF SUSPENDED PAVEMENT SOIL CELLS		TRASH RECEPTACLE
	BUILDING RETAIL/RESTAURANT ENTRANCE		FLOWER POTS
	STREET LIGHT *LOCATIONS TBD		

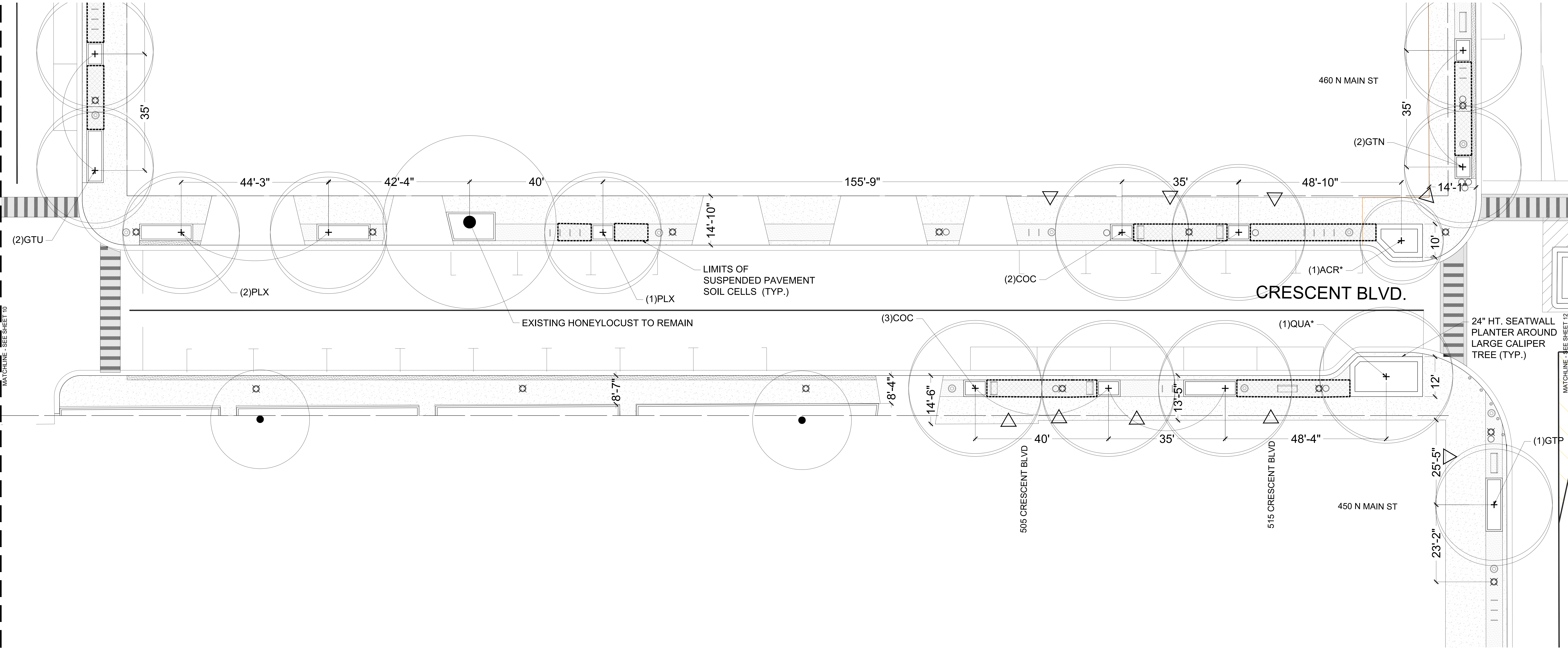
CRESCENT BOULEVARD
PROSPECT TO GLENWOOD

GLEN ELLYN CBD STREETScape
DRAFT TREE PLANTING PLAN



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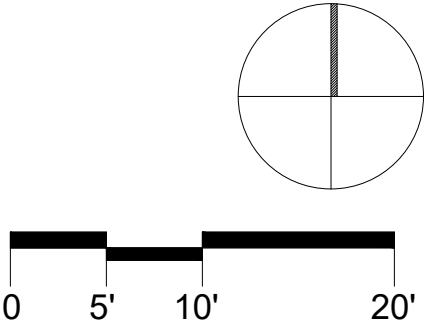


LEGEND

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	DECORATIVE PAVING		TRASH RECEPTACLE
	LIMITS OF SUSPENDED PAVEMENT SOIL CELLS		FLOWER POTS
	BUILDING RETAIL/RESTAURANT ENTRANCE		
	STREET LIGHT *LOCATIONS TBD		

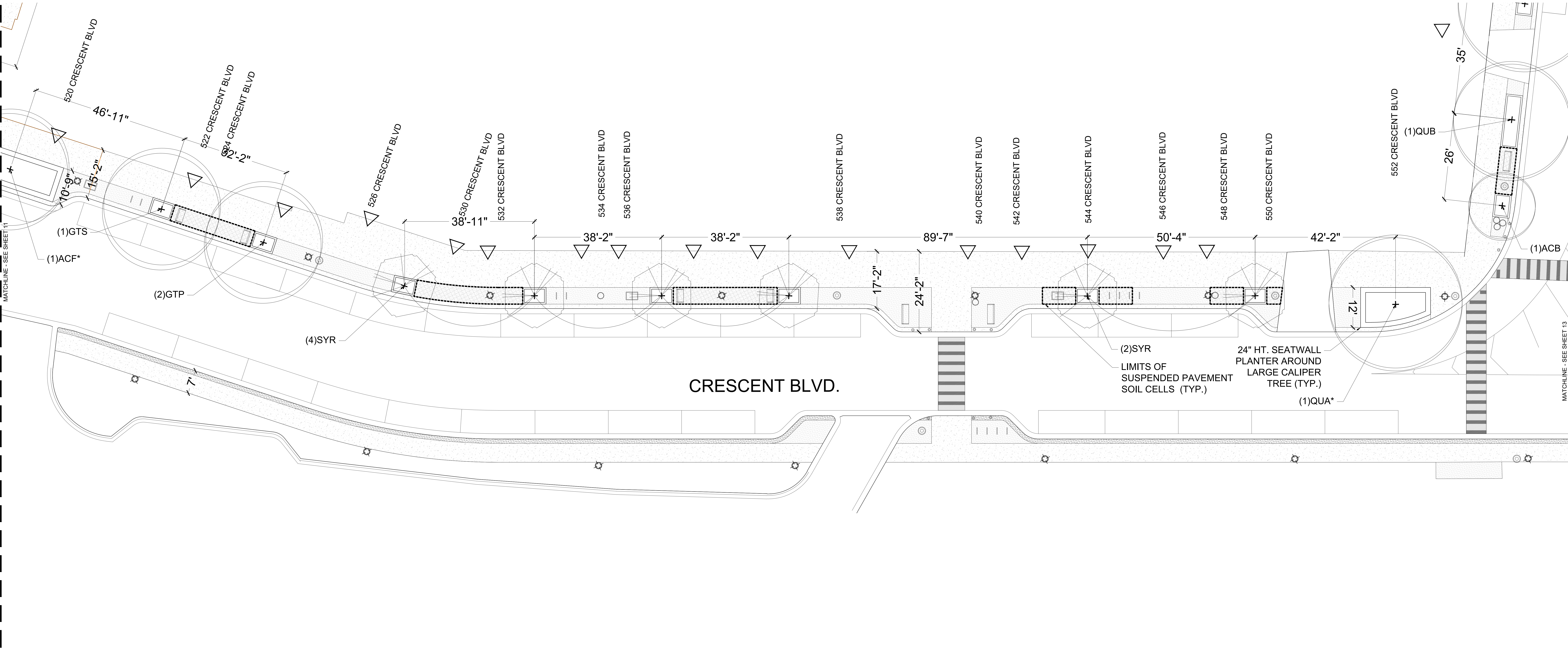
CRESCENT BOULEVARD
GLENWOOD TO MAIN

GLEN ELLYN CBD STREETScape
DRAFT TREE PLANTING PLAN



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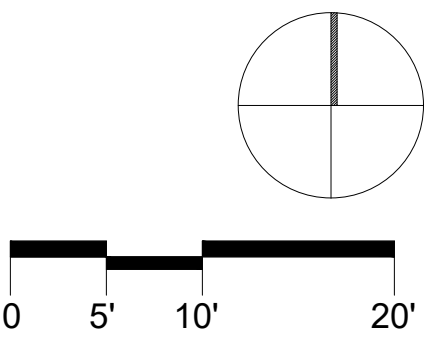


LEGEND

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	LIMITS OF SUSPENDED PAVEMENT SOIL CELLS		TRASH RECEPTACLE
	BUILDING RETAIL/RESTAURANT ENTRANCE		FLOWER POTS
	STREET LIGHT *LOCATIONS TBD		

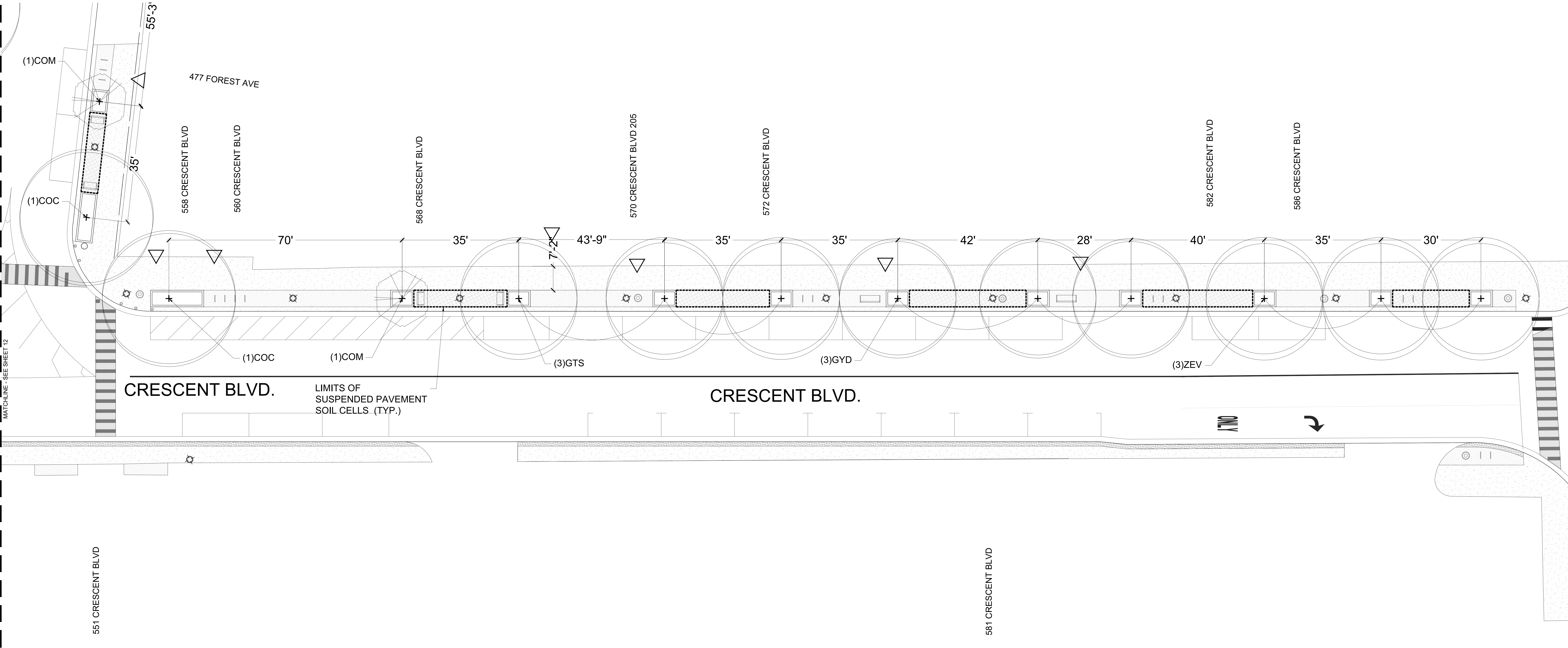
CRESCENT BOULEVARD
MAIN TO FOREST

GLEN ELLYN CBD STREETScape
DRAFT TREE PLANTING PLAN



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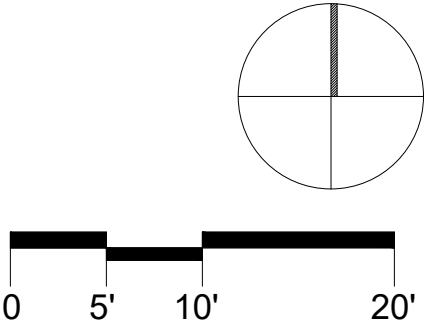
LEGEND

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	CONCRETE SIDEWALK		BOLLARD
	DECORATIVE PAVING		TRASH RECEPTACLE
	LIMITS OF SUSPENDED PAVEMENT SOIL CELLS		FLOWER POTS
	BUILDING RETAIL/RESTAURANT ENTRANCE		
	STREET LIGHT *LOCATIONS TBD		

CRESCENT BOULEVARD
PROSPECT TO GLENWOOD

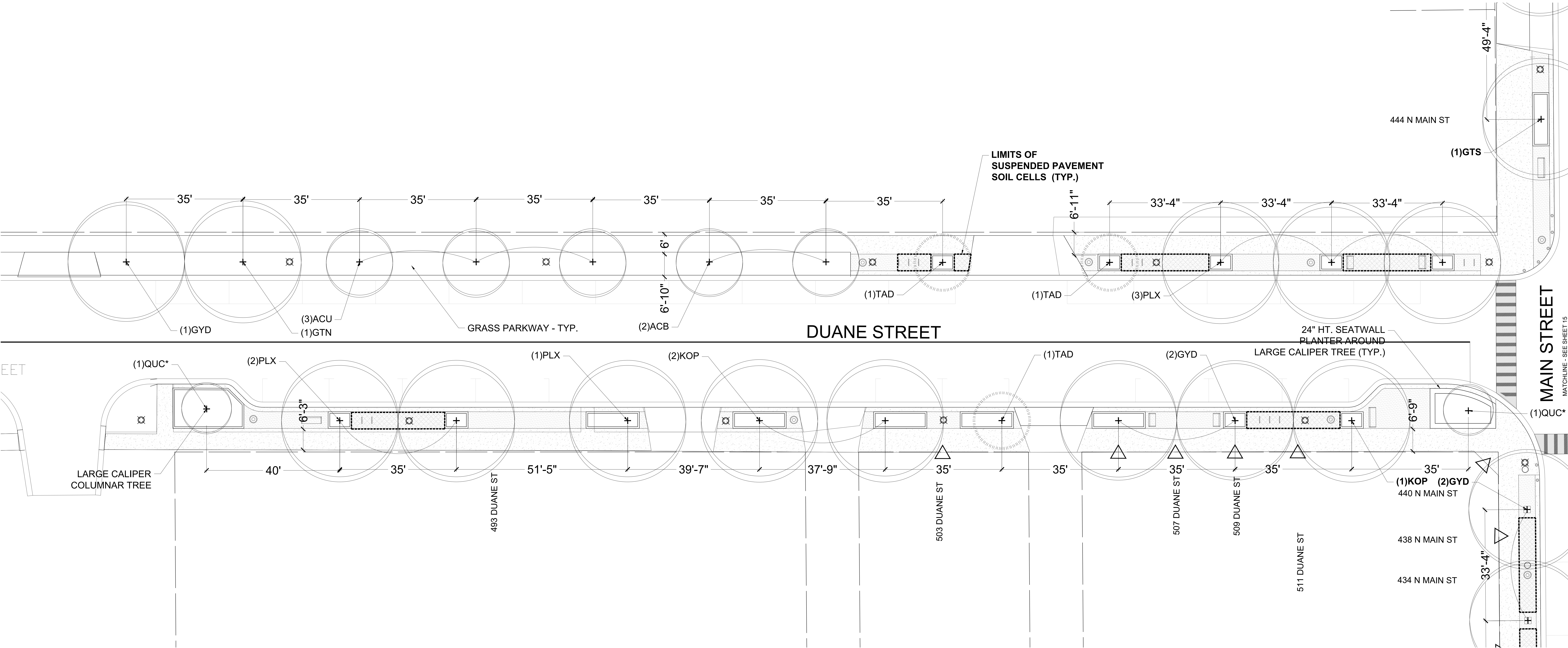


GLEN ELLYN CBD STREETScape
DRAFT TREE PLANTING PLAN



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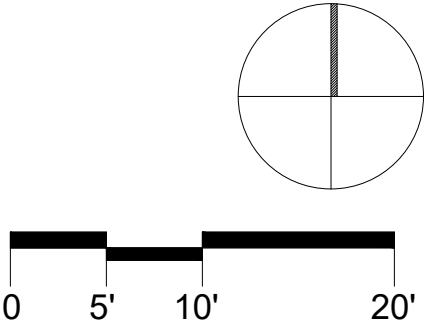


LEGEND

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	BUILDING RETAIL/RESTAURANT ENTRANCE		FLOWER POTS
	STREET LIGHT *LOCATIONS TBD		

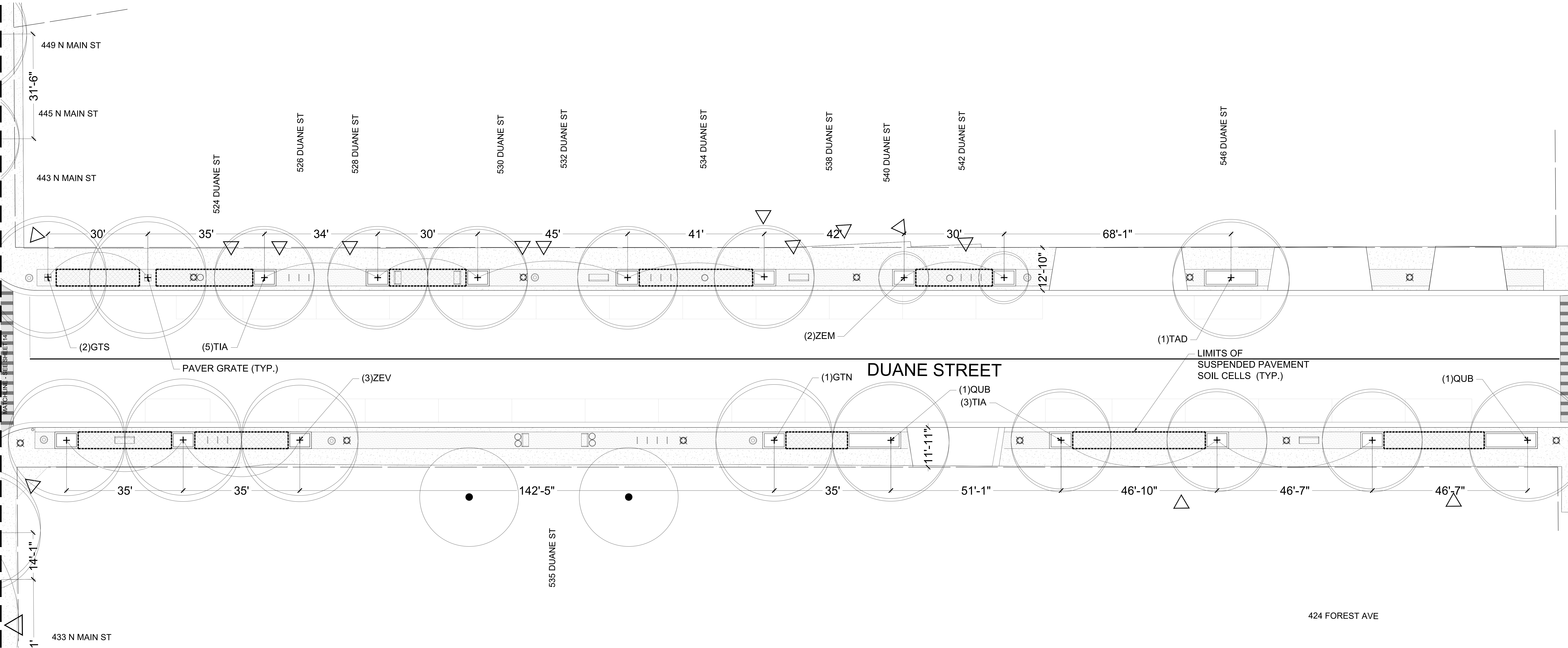
DUANE STREET
GLENWOOD TO MAIN

GLEN ELLYN CBD STREETSCAPE
DRAFT TREE PLANTING PLAN



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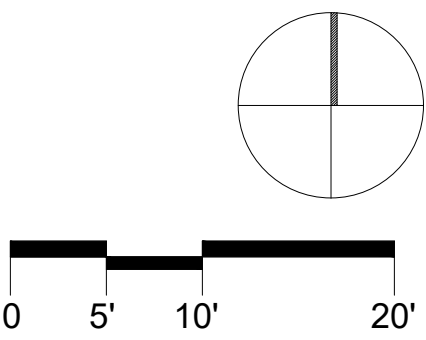
LEGEND

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	BUILDING RETAIL/RESTAURANT ENTRANCE		FLOWER POTS
	STREET LIGHT *LOCATIONS TBD		

DUANE STREET
MAIN TO FOREST

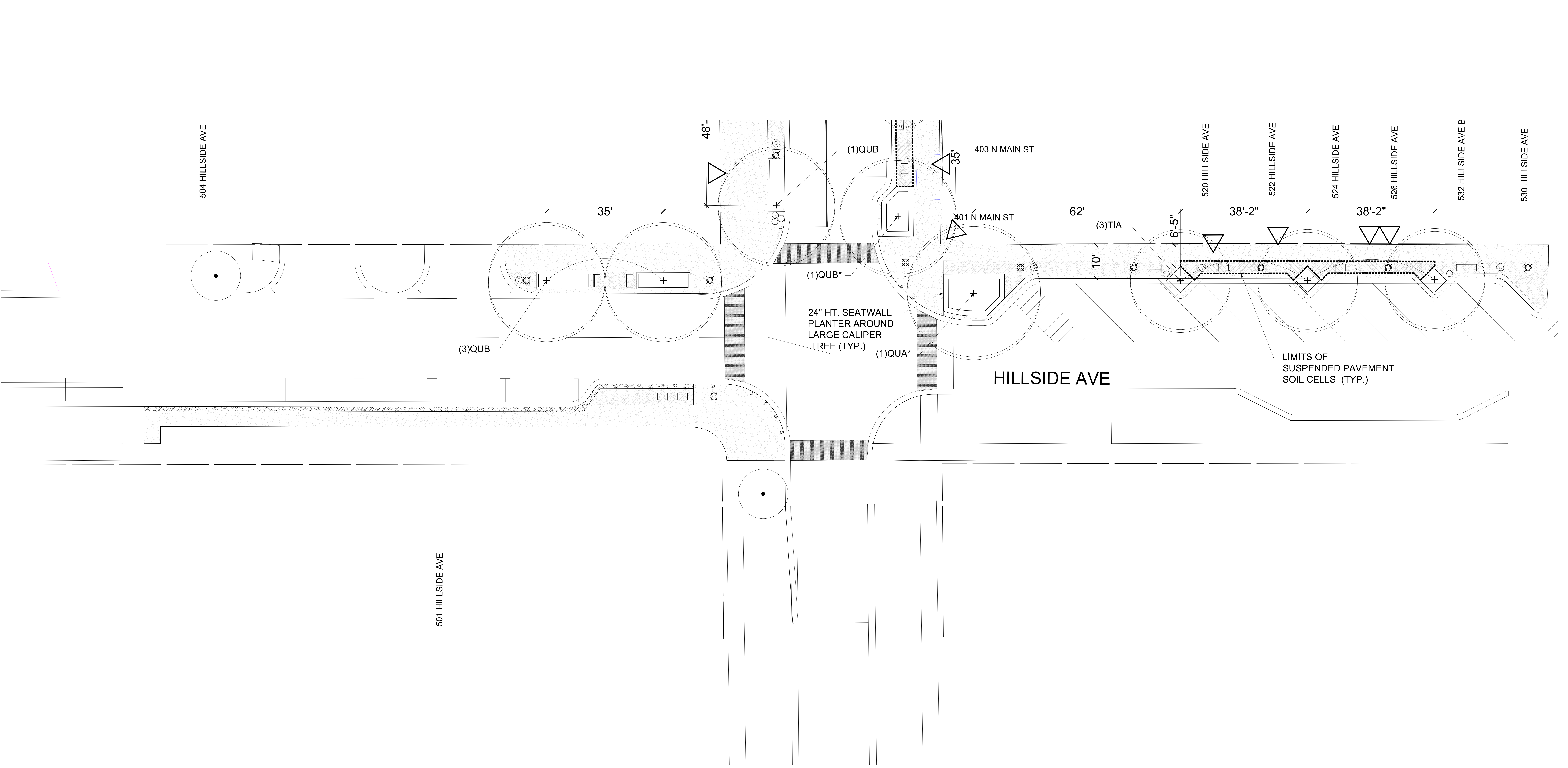


GLEN ELLYN CBD STREETSCAPE
DRAFT TREE PLANTING PLAN



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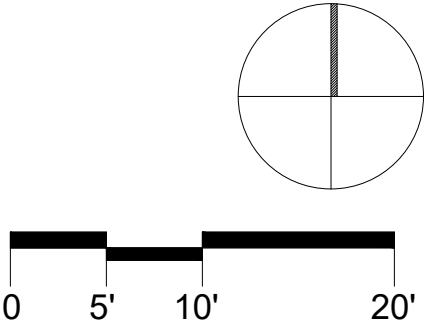
LEGEND

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	CONCRETE SIDEWALK		BOLLARD
	DECORATIVE PAVING		TRASH RECEPTACLE
	LIMITS OF SUSPENDED PAVEMENT SOIL CELLS		FLOWER POTS
	BUILDING RETAIL/RESTAURANT ENTRANCE		
	STREET LIGHT *LOCATIONS TBD		

HILLSIDE AVENUE
AT MAIN

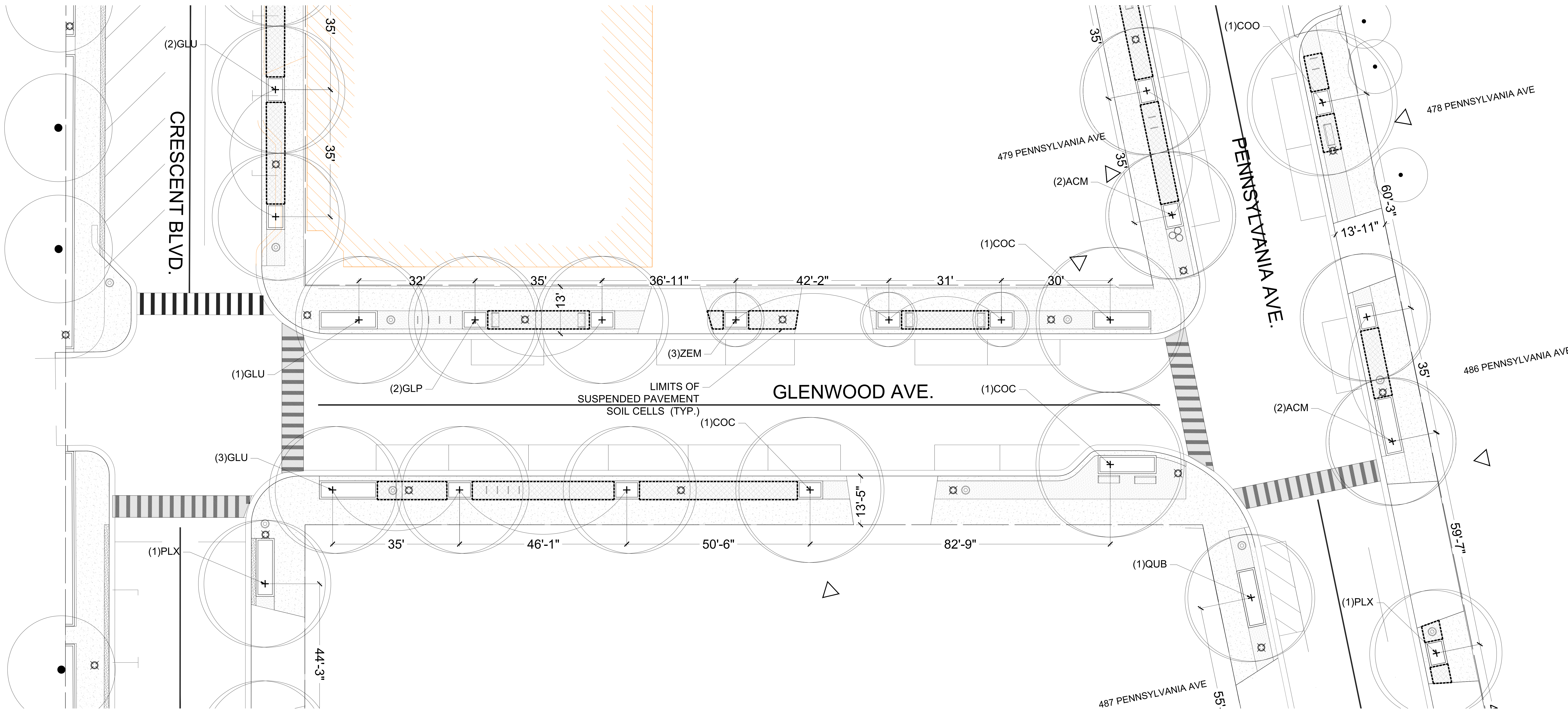


GLEN ELLYN CBD STREETSCAPE
DRAFT TREE PLANTING PLAN

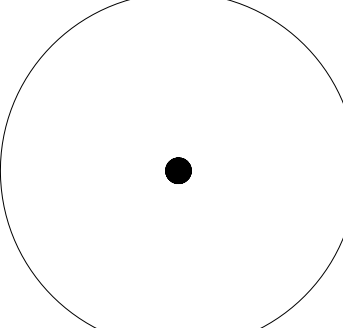
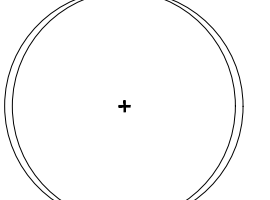


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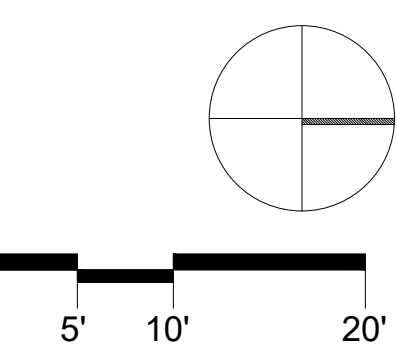


LEGEND

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	STREET LIGHT *LOCATIONS TBD		

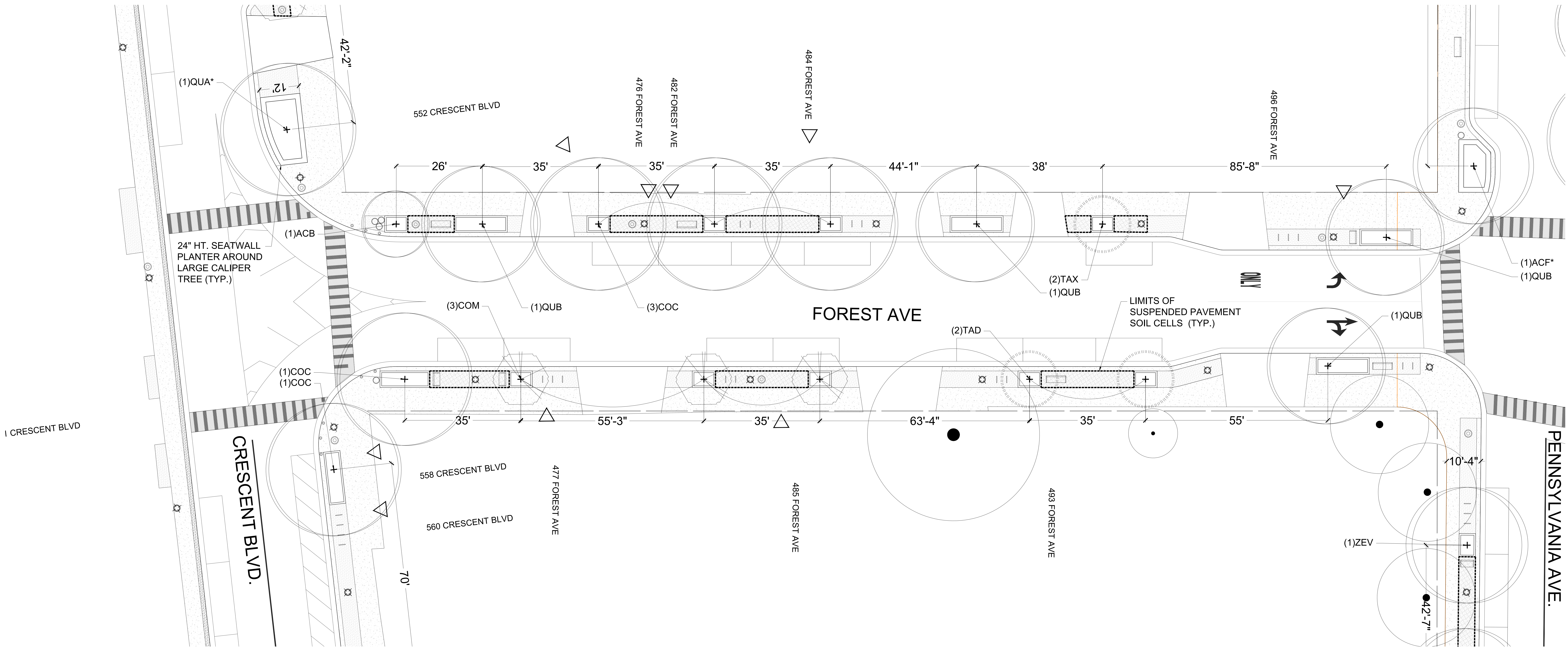
GLENWOOD AVE CRESCENT TO PENNSYLVANIA

GLEN ELLYN CBD STREETSCAPE DRAFT TREE PLANTING PLAN



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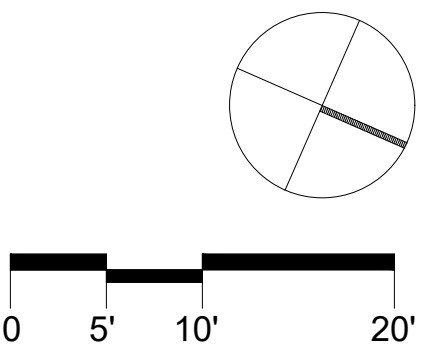


LEGEND

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	LIMITS OF SUSPENDED PAVEMENT SOIL CELLS		TRASH RECEPTACLE
	BUILDING RETAIL/RESTAURANT ENTRANCE		FLOWER POTS
	STREET LIGHT *LOCATIONS TBD		

FOREST AVENUE
CRESCENT TO PENNSYLVANIA

GLEN ELLYN CBD STREETScape
DRAFT TREE PLANTING PLAN



Jan 29, 2021
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Central Business District (CBD) Streetscape and Utility Improvements Design Services (Second Phase)
Village of Glen Ellyn

<u>DRAFT Additional Scope Items</u>	<u>Hours</u>	
CIC Meetings and prep (3 additional attended, 5 more anticipated)	90	
Aesthetic / Historic Research	32	
Material Research and Graphics	80	
Additional Graphics after initial narrowing down of options	40	
Material Life Cycle Cost Estimates	12	
Expansion of Tree Education Research	80	
Materials/furniture etc presentation for new direction (Dec 2019)	8	
Event Space Meeting and prep (Jan 2020)	4	
Environmental Commission and prep (1 additional attended)	20	
Historic Preservation Commission and prep (1 additional anticipated)	6	
Village Manager Meeting and prep (Oct 2019)	12	
Rotary Club and prep (Feb 2020)	6	
Downtown Alliance Meeting and prep (Feb 2020)	6	
Village Board Meeting and prep (1 additional attended, 5 more anticipated)	70	
Development Committee Meeting and prep (2 out of scope attended, 1 more anticipated)	40	
Mock Up Assistance - Expanded scope	12	
Investigate Flex Street for South Main (previously anticipated/investigated North Main)	24	
Dine on Duane - Outdoor Dining Assistance	10	
Pennsylvania/ATM interim plan	100	
Historic Plaque Layout and Coordination	12	
Revisit Parking Options	40	
Additional Renderings for Tree purposes (tree spacing, Pennsylvania view)	24	
Additional Renderings for Dining Parklet and South Main Flex Street	28	
Additional Outdoor Space / Canopy Research	20	
Parking Options for west end of Crescent	10	
Revise geometry for Crescent east of Main	8	
Additional Plan Set (South Main stand alone project)	80	
Village Comment - Crescent Lane Configuration - Traffic Study (Memo only)	10	
Village Comment - Pennsylvania Lane Configuration - Traffic Study (Memo only)	10	
Investigate extending Hillside Limit to Glenwood	16	
<i>Village Comment - Gateway Signs</i>		
<i>Heard - Investigate Flex Street on other streets</i>		
<i>Heard Comments - Water / Fire Feature</i>		
<i>Heard Comments - Customized designs for individual businesses</i>		
<i>Meeting Comments - Ice Rink / Flex Streeton Crescent</i>		
<i>Meeting Comments - Alley design</i>		
<i>Meeting Comments - Investigate Duane St midblock crossing</i>		
<i>Additional Design for extending Hillside Limit to Glenwood</i>		
	910	Hours
	*\$43*2.48 =	\$97,042.40
<u>Subs</u>		
RJN		
See Attached		\$47,955.00
Muse		
See Attached		\$7,935.00
Jorgensen		
See Attached		\$3,380.46
<u>Possible Remove / Reduce Scope Items</u>		
<i>Sesquicentennial Square reduction in scope</i>		\$ (5,817.48)
<i>Schock Square reduction in scope</i>		\$ (6,412.68)
Fountain People		
<i>Remove Schock Square Fountain Scope</i>		\$ (7,000.00)
<i>Remove Sesquicentennial Square Fountain Scope</i>		\$ (3,000.00)
TOTAL		\$134,082.70

Glen Ellyn CBD Utility Improvements Design – Phase II

ADDITIONAL SCOPE OF SERVICES – UTILITY DESIGN

ADDITIONAL WATERMAIN DESIGN

- 6" WM abandonment on Prospect from Duane to Crescent.
- Replace water services on Duane from Glenwood to Forest.
- Replacement of 8" WM on Main from Pennsylvania to Anthony with 12" WM.
- Replacement of 10" WM on Pennsylvania from Prospect to Glenwood with 10" WM.
- Replacement of 8" WM on Pennsylvania from Main to Forest with 8" WM.

COORDINATION OF CHANGES

- General coordination of changes with Village and Civiltech
- Ongoing coordination with Village and Village consultant (ERA) on storm sewer changes
- We have not received the final report from ERA, so there may be additional scope added after this is received

A TODA MADRE SPECIFIC DESIGN

- Specific discussions with Village and ERA
- Modifications to Pennsylvania Avenue storm design
- Develop specific plans
- Develop specifications
- Develop opinion of probable cost

VILLAGE OF GLEN ELLYN
CBD Streetscape and Utility Improvements - Phase II
Additional Utility Engineering Services

RJN Group, Inc.

Task No.	Description	275	190	155	140	125	110	90	80	70	75	Total Hours	Indirect Cost	Total Cost
		PD	PM	SPE	CM	PE	ET	GIS	FM	FT	CL			
Utility Design - Additional Services														
2024	Additional Watermain Design	1	16			24	72	8				121		\$ 14,955
2025	Coordination of Changes	1	8	8			4					21		\$ 3,475
3001	A Toda Madre - Storm Options	1	12	1		20						34		\$ 5,210
3002	A Toda Madre - Plans	1	20			48	60					129		\$ 16,675
3003	A Toda Madre - Specs		4			36						40		\$ 5,260
3004	A Toda Madre - Cost Opinion		2			16						18		\$ 2,380
	Subtotal	4	62	9	-	144	136	8	-	-	-	363	\$ -	\$ 47,955

- PD Project Director
- PM Project Manager
- SPE Senior Project Engineer
- CM Construction Manager
- PE Project Engineer
- ET Engineering Technician
- GIS GIS Technician
- FM Field Manager
- FT Field Technician
- CL Clerical

Kristin R. Kalitowski, P.E.
Project Manager
Civiltech Engineering, Inc.
Two Pierce Place, Suite 1400
Itasca, IL 60143

December 23, 2020

VIA EMAIL

Dear Kristin:

Enclosed you will find a summary of work we have completed as of November 30, 2020 for the Downtown Glen Ellyn Streetscape and Utility Project. We have completed much of the planning and engagement work included in our original scope and have some scope items left to be completed once the final streetscape design and construction timeline is approved. We also completed, or have been asked to complete, additional scope items such as the materials mockups engagement strategy and survey and the message development for streetscape construction to the business community. Below you will find information on work completed to date, work performed outside of the original scope and remaining recommended tasks including an hours estimate. We are estimating this will result in an additional fee of \$7,935 (to be added to our original fee of \$53,205 for a total fee of \$61,140). We recognize the fluid nature of this project due to COVID and will adapt our work and recommendations based on the needs of the project, as directed. Please see below for a detailed outline of our scope and budget spent to date.

Glen Ellyn Phase II Scope

Original Scope	Tasks Completed Outside of Original Scope	Work Completed to Date	Notes
Early Coordination meetings (up to 3)		12/12/19, 12/10/20. 3+ bi-weekly team meetings	Katrina attends team meetings as needed
Village Meetings (up to 4)		1/16/20, 2/18/20, 2/19/20, 3/23/20	

Website		Ongoing	
Social Media		Ongoing	As needed, related to engagement events/campaigns
	Stakeholder Interviews (Staci, Carol, Dawn)	1/8/20	Interviews to re-engage stakeholders with the project and build trust / relationships.
Tree Education Plan		Presentation to Downtown Alliance and Kiwanis Club. Website content and development of materials. In-person engagement canceled due to COVID-19	
	Mockups Engagement/Survey	Ongoing	Two in-person events, onsite signage, paper surveys, palm cards and online survey, social media videos
Business Profiles (up to 10)			Recommended as part of an "open for business" campaign
	Business outreach re: construction timeline		Develop materials and message to give feedback to the board.

Pre-construction related scope items

Once the final plan and timeline for construction has been approved, these are ways in which MUSE can generate excitement for the project and prepare businesses for impending construction

Original Scope	Additional Scope	Complete	Notes
Public meetings targeted at business community (2)			One with the Chamber and one with the Alliance
Bi-monthly preconstruction meetings (up to 3)			
Pop up office hours for business owners to get questions answered			Not recommending this at this time
Community events showcasing completed plans (2)			Revising this to 1 meeting

Hours/budget estimate for remaining work:

Scope Item	Hours Estimate
Mockups engagement	10
Business outreach re: construction timeline message development and materials	7
Business open house with construction drawings and timeline information (2 total; 1 with Chamber and 1 with Alliance)	40
Community event showcasing plans (1)	15
Social media/press release announcing completed designs and timeline	5

Website update to showcase final design	5
Bi-monthly pre-construction meetings with businesses (3)	12
Additional Village and team meetings	20
Hours Total Estimate	114
Budget Estimate	\$16,530

Glen Ellyn Phase II: MUSE Budget

Date	Invoice Number	Total
10/31/2019	1810.03.01	\$2,210.00
11/30/2019	1810.03.02	\$2,266.25
12/31/2019	1810.03.03	\$3,386.52
01/31/2020	1810.03.04	\$8,776.10
02/29/2020	1810.03.05	\$7,763.35
03/31/2020	1810.03.06	\$2,522.50
04/30/2020	1810.03.07	\$1,676.25
08/31/2020	1810.03.08	\$1,972.50
09/30/2020	1810.03.09	\$1,168.75
10/31/2020	1810.03.10	\$8,820.02
11/30/2020	1810.03.11	\$4,047.50
	Total Invoiced:	\$44,609.74
	Contract Total:	\$53,205.00
	Remaining budget:	\$8,595.26

Please let me know if you have any questions. We look forward to our continued partnership on this project.

Sincerely,

A handwritten signature in black ink, appearing to read 'CK' followed by a long horizontal stroke.

Courtney Kashima, Founding Principal



JORGENSEN & ASSOCIATES, INC.
LAND SURVEYORS
Est. 1990

December 21, 2020

Ms. Kristin R. Kalitowski, P.E.
Civiltech Engineering, Inc.
Two Pierce Place
Suite 1400
Itasca, Illinois 60143

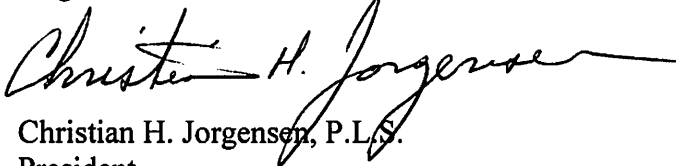
Re: Village of Glen Ellyn – Central Business District Phase II Additional Survey Proposal

Dear Ms. Kalitowski:

Enclosed, please find our proposal to prepare additional topographic survey along Hillside Avenue from our previous western limits to and including the intersection of Glenwood Avenue.

Should you have any questions, comments or require any further information concerning our proposal, please feel free to call me at (847)356-3371.

Respectfully submitted,
Jorgensen & Associates, Inc.



Christian H. Jorgensen, P.L.S.
President

CHJ/pt

Enclosures

E:\Civiltech\Glen Ellyn\Central Business District\Supplement\Additional\Letter

Route: Central Business District
Section: Phase II
County: DuPage
Job No.:

Exhibit "A"

Payroll Burden & Fringe Costs

	<u>% of Direct Productive Payroll</u>
Federal Insurance Contributions Act _____	11.98%
State Unemployment Compensation _____	0.18%
Federal Unemployment Compensation _____	0.13%
Workmen's Compensation Insurance _____	1.08%
Paid Holidays, Vacation, Sick Leave, Personal Leave _____	11.18%
Bonus _____	6.61%
Pension _____	0.91%
Group Insurance _____	<u>38.11%</u>
Total Payroll Burden & Fringe Costs	70.18%

Route: Central Business District
 Section: Phase II
 County: DuPage
 Job No.:

Exhibit "B"

Overhead and Indirect Costs

	<u>% of Direct Productive Payroll</u>
Business Insurance _____	4.90%
Depreciation _____	11.95%
Indirect wages and salaries _____	42.72%
Reproductive and printing costs _____	0.14%
Office Supplies _____	2.54%
Computer Costs _____	5.49%
Professional Fees _____	3.30%
Telephone _____	1.88%
Fees, license & dues _____	1.37%
Repairs and maintenance _____	0.82%
Business space rent _____	5.07%
Facilities - capital _____	0.74%
Travel - Meals _____	0.28%
Survey Supplies _____	1.94%
Automobile/travel expense _____	2.78%
Miscellaneous Expense _____	0.41%
Gain on sale of assets _____	(6.66%)
Postage _____	0.12%
Educational & Professional Registrations _____	0.24%
Recruiting _____	0.49%
Small Equipment Expense _____	<u>0.27%</u>
Total Overhead	80.79%

PAYROLL ESCALATION TABLE FIXED RAISES

FIRM NAME Jorgensen & Associates, Inc.
PRIME/SUPPLEMENT Prime

DATE 12/21/20
PTB NO. _____

CONTRACT TERM 12 MONTHS
START DATE 1/1/2021
RAISE DATE 7/1/2021

OVERHEAD RATE 150.97%
COMPLEXITY FACTOR _____
% OF RAISE 0.00%

ESCALATION PER YEAR

1/1/2021 - 7/1/2021

7/2/2021 - 1/1/2022

6
12

6
12

= 50.00%
= 1.0000

50.00%

The total escalation for this project would be:

0.00%

12/21/20

FIRM NAME

PRIME/SUPPLEMENT

Prime

PSB NO.

ESCALATION FACTOR

0.00%

[illegible]

0

AVERAGE HOURLY PROJECT RATES

FIRM	<u>Jorgensen & Associates, Inc.</u>
PSB	<u></u>
PRIME/SUPPLEMENT	<u>Prime</u>

DATE 12/21/20

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJECT RATES			(1) Field-Topographic Survey			(2) Office-Compile Field Data			(3) Office-Create Existing Topogrpahy Base File			(4) Office-Create T.I.N. & Contours			(5) QC/QA		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Supervisor, P.L.S.	44.00	4	10.53%	4.63				2	50.00%	22.00							2	100.00%	44.00
Survey Party Chief, P.L.S.	30.50	13	34.21%	10.43	13	50.00%	15.25												
Instrument Operator	23.00	13	34.21%	7.87	13	50.00%	11.50												
Cadd Supervisor	33.00	8	21.05%	6.95				2	50.00%	16.50	5	100.00%	33.00	1	100.00%	33.00			
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TOTALS		38	100%	\$29.88	26	100.00%	\$26.75	4	100%	\$38.50	5	100%	\$33.00	1	100%	\$33.00	2	100%	\$44.00

Route: Central Business District
Section: Phase II
County: DuPage
Job No.:

**Manhour Breakdown
Supplemental Topographic Survey Estimate**

Hillside Street $\pm \underline{300'} = \pm \underline{0.057 \text{ mile}}$

Total Length $\pm \underline{300'} = \pm \underline{0.057 \text{ mile}}$

1. Field – Topographic Survey

a. Measure traverse & level circuit 3 hours x 2 men =	6 MH
b. Locate existing topography & inverts 8 hours x 2 men =	16 MH
c. Locate existing R.O.W. monumentation 2 hours x 2 men =	<u>4 MH</u>
Sub-total Item #1	26 MH

2. Office - Compile Field Data

a. Compute traverse & level circuit 1 hour x 1 man =	1 MH
b. Edit & compile topographic survey 1 hour x 1 man =	1 MH
c. Compute existing R.O.W. lines 2 hours x 1 man =	<u>2 MH</u>
Sub-total Item #2	4 MH

3. Office – Create Existing Topography Base File

a. Layout and drafting 5 hours x 1 man =	5 MH
---	------

4. Office - Create T.I.N. & contours

- a. Compute contours
1 hour x 1 man =

1 MH

5. QC/QA

- a. Check topographic survey & contours
2 hours x 1 man =

2 MH

Total All Items 38 MH

(2)

Route: Central Business District
Section: Phase II
County: DuPage
Job No.:

**Breakdown of
In House Direct Costs**

Item

1. Field - Topographic Survey

a. Trips to project site - 2 each
 ± 90 miles/trip x 2 trips = ± 180 miles
 ± 180 miles @ \$0.57/mile = \$ 102.60



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

Meeting 2/16/2021 7:00 PM
Department: System Administrator
Department Head:
Category: Discussion Item
Prepared By:

**AGENDA ITEM (ID
2021-907)**

DOC ID: 2021-907

Village Manager Franz will provide an update on outdoor dining and the ongoing Village efforts to support local businesses.

Statement of the Issue:

Throughout the past year, the Village Board approved a number of business support initiatives.

Business Support Initiatives Established by the Board in 2020:

- Waived Outdoor Dining Fees (Village-wide)
- Chamber COVID Support
- Pro-rated Liquor License Fees by 3 months
- Refunded Blue Dot Employee Parking on Hillside
- Reduced cost of downtown employee parking passes by 25%
- Allocated \$150,000 in a COVID-19 Grant Fund
- Increased funding for façade and interior award programs to \$30,000 each
- Financed a Chamber and Alliance raffle program to support shopping and dining local
- Supported a Glen Ellyn to Go Facebook group with “To Go” campaign with raffle winners each week
- Glen Ellyn’s Polar Plaza: A Downtown Pop-Up Ice Rink which is slated to open President’s Day Weekend

Analysis:

Staff has continued to explore opportunities to support the business community as we hopefully turn the corner with the COVID-19 Pandemic.

Proposed Village Business Support Initiatives for 2021

- Pro-rate Liquor License Fees by 3 months for all restaurants (**Village Board Action Required**)
- cost under \$40,000
- Waive Outdoor Dining Fees (Village-wide) (**Village Board Action Required**) - **estimated cost of \$5,000**
 - o Permit fees
 - o Liquor license fees
 - o Tent fees on private property

- o Waive license fee in 2021 for Toda Madre and others with licenses
- Look for opportunities to expand outdoor dining
- o Extend into parking spaces where this can be done safely, both public and private
- o Extend dining platform program originally facilitated with Rue, 504 Crescent Blvd (Given that the Streetscape Project will likely impact the needs of downtown restaurants, staff recommends continue this pilot program on a case by case basis, at this time without a fee other than Outdoor dining fees)
- Continue to facilitate easy curbside pickup options for businesses **(No Village Board Action Required) - Minor cost for maintaining signage, etc.**
- Continue Chamber COVID Award Support and support to the Alliance **(No Village Board Action Required) - \$25,000 estimated cost**

Marketing (No Village Board Action Required)

- Installation of downtown public art in partnership with COD
- Community-wide art event in partnership with COD, the Chamber of Commerce and the Alliance of Downtown Glen Ellyn
- Coordinate and support safe socially distanced events with the Chamber of Commerce and the Alliance of Downtown Glen Ellyn

Budget Impact:

Action Requested:

Staff is seeking Board direction on what items to move forward with to continue to promote shopping and dining locally.

Attachments:



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

Meeting 2/16/2021 7:00 PM
Department: Finance
Department Head:
Category: Report
Prepared By:

**AGENDA ITEM (ID # 2021-
905)**

DOC ID: 2021-905

Finance Director Coyle will present the Fiscal Year 2020 Year End Financial Report.

Statement of the Issue:

Please see the report attached.

Analysis:

Budget Impact:

Action Requested:

Attachments:

1. Year End Financial Report

YEAR END FINANCIAL REPORT 2020

For the period January 1, 2020 to December 31, 2020



ABOUT THIS REPORT

- Covers the period January 1, 2020 to December 31, 2020, unless noted
- Unaudited
- Budget basis (cash basis)
- Report will be made available on the Village website



VILLAGE OF *Glen Ellyn* ILLINOIS

GENERAL FUND

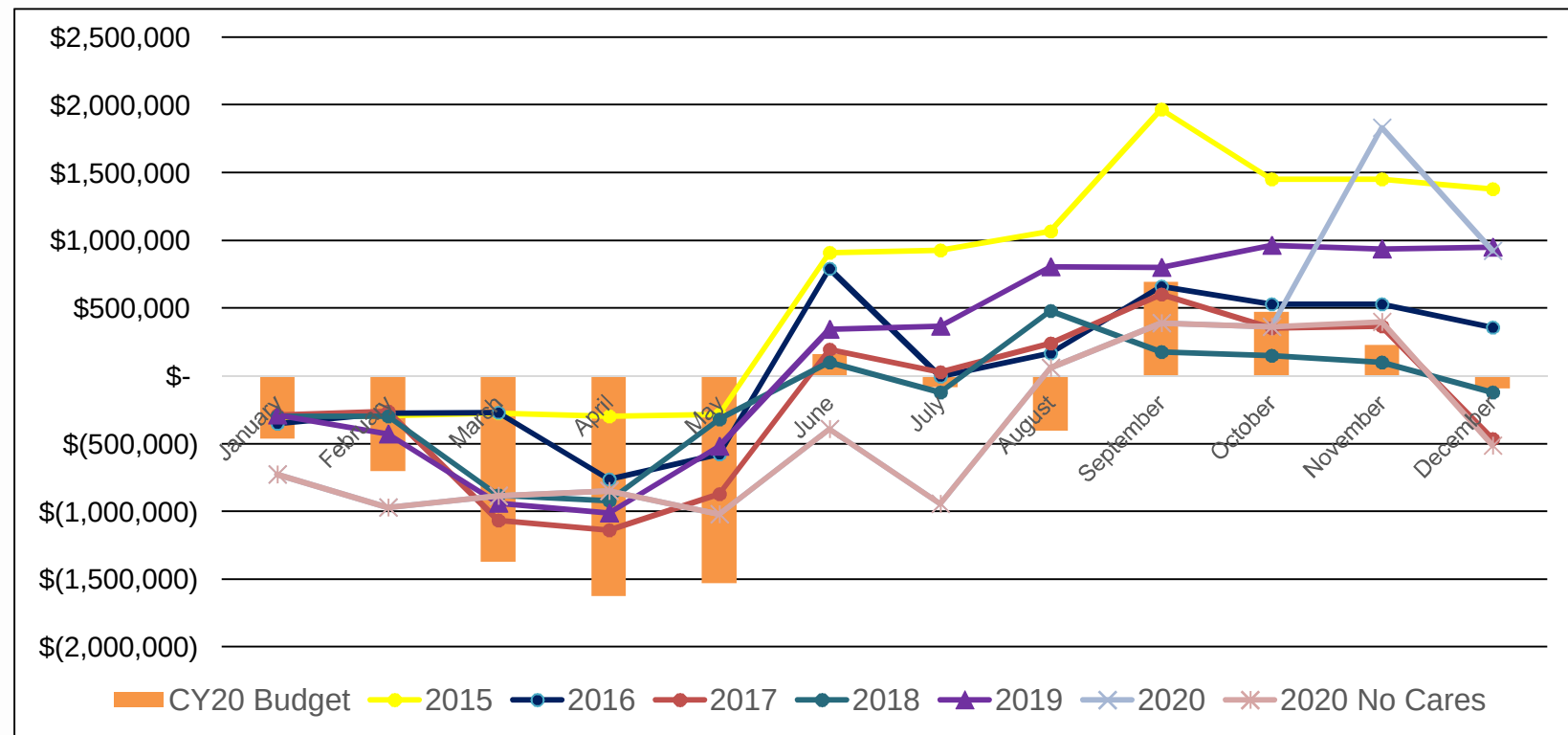
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VILLAGE OF *Glen Ellyn* ILLINOIS

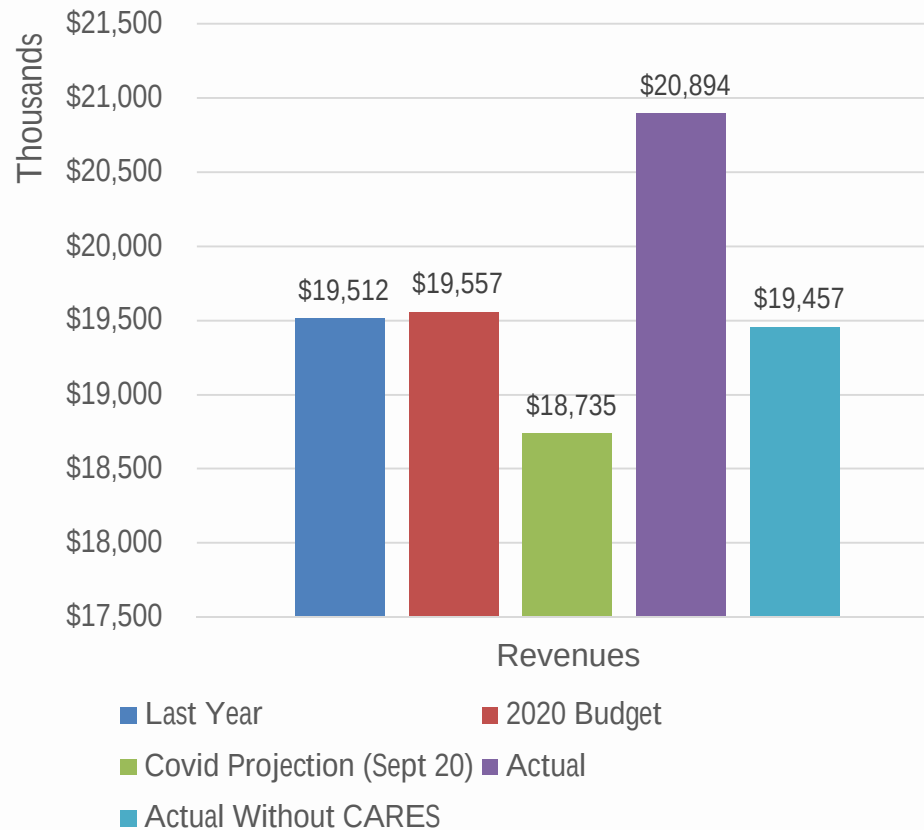
General Fund – 5 year historical trend – Cumulative Change in Fund Balance



2020 performance is shown both gross and net of \$1.437 in Cares Funding

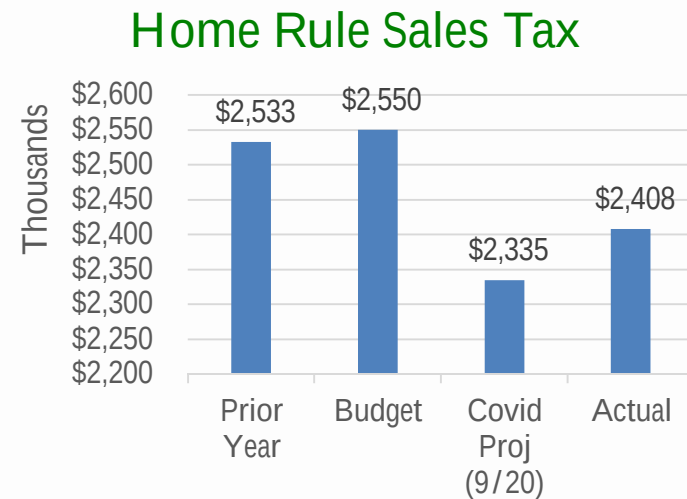
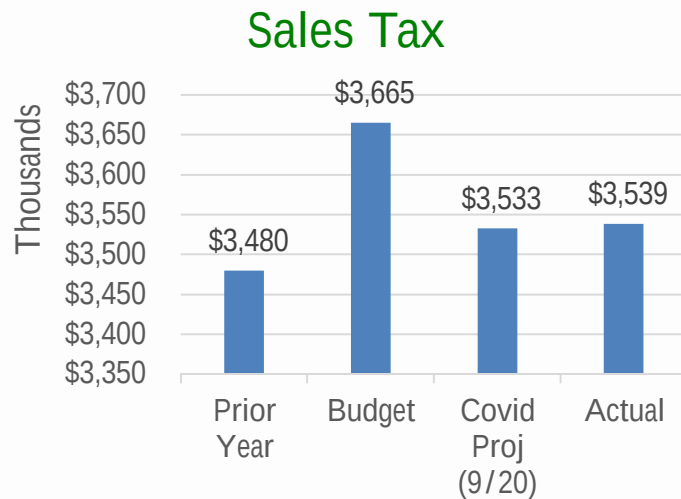


General Fund Revenues



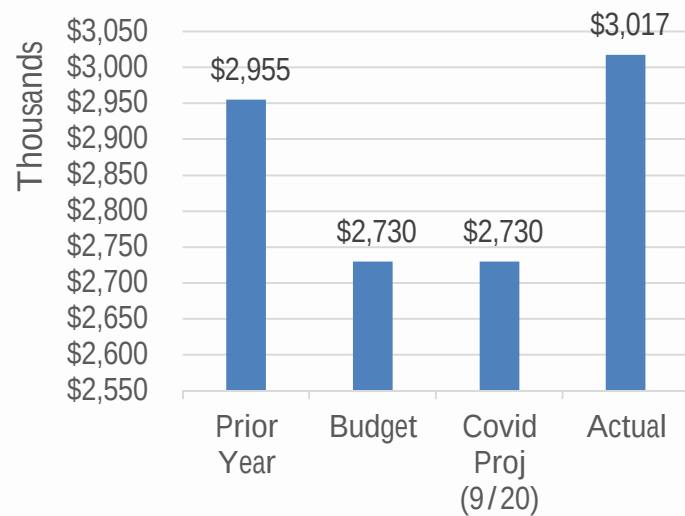
- Actual revenues (before CARES Funding) performed slightly below budget, but better than the September Covid Estimate
- CARES Funding of \$1.437 million was received

Sales Taxes – General Fund



- Sales tax and home rule sales tax did not perform to budget, but both ended the year above the September 2020 Covid-revised projection.
- Attachment A includes a comparison of sales and home rule sales taxes by type through Q3 2020. The fourth quarter data is not yet available from the Illinois Department of Revenue.

Income Tax – General Fund



- Stimulus payments and unemployment incentives provided positively impacted income tax in 2020

Other General Fund Revenue Trends

Positive

- Building permits - \$245,653 over budget – Avere & Apex permits
- CARES Act Funding of \$1.437 million

Negative

- Vehicle Licenses - \$59,219 below budget – downward trend last three years in stickers purchased
- Business Registration - \$80,360 below budget; this fee was waived this year due to COVID-19.
- Liquor licenses - \$41,306 below budget – waived 25% of the fees due to COVID-19.
- Ambulance Service Fees – \$25,425 below budget – did not meet revenue sharing thresholds
- Police Service Reimbursements - \$21,167 below budget. Reduction in extraordinary police service reimbursements due to COVID-19; false alarm fines less than projected.
- Police/Court Fines/Adjudication - \$178,093 below budget – Hearings deferred during the pandemic; tickets also down.
- Investment Income - \$131,473 below budget – Interest rate drop due to COVID-19.



General Fund Expenditure Trends – From Budget

Positive



Department	Amount below Budget	Reason
Economic Development	\$153,306 / 24%	Coordinator position vacant temporarily & projects put on hold for COVID
Public Works Forestry	\$230,861 / 21%	Forestry reductions due to COVID

Negative

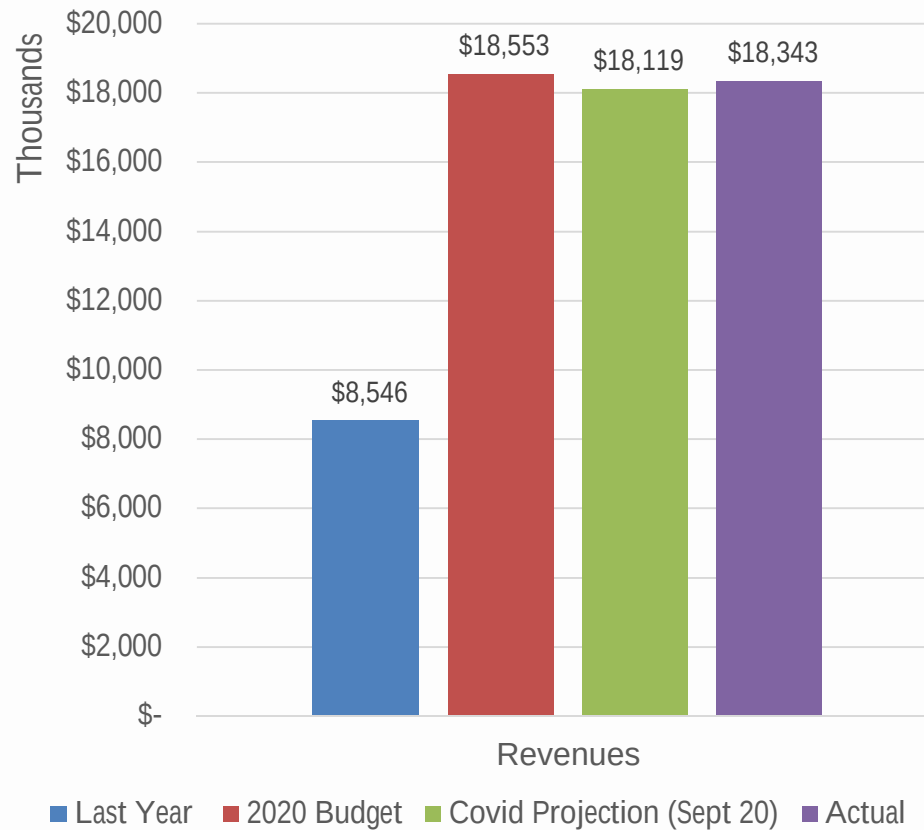


Managers Office	\$322,452 / 41%	Emergency purchases due to COVID-19
IT	\$233,833 / 36%	Storage Area Network purchase approved by Board
Law	\$53,348 / 16%	Legal fees for developments

CAPITAL PROJECTS FUND

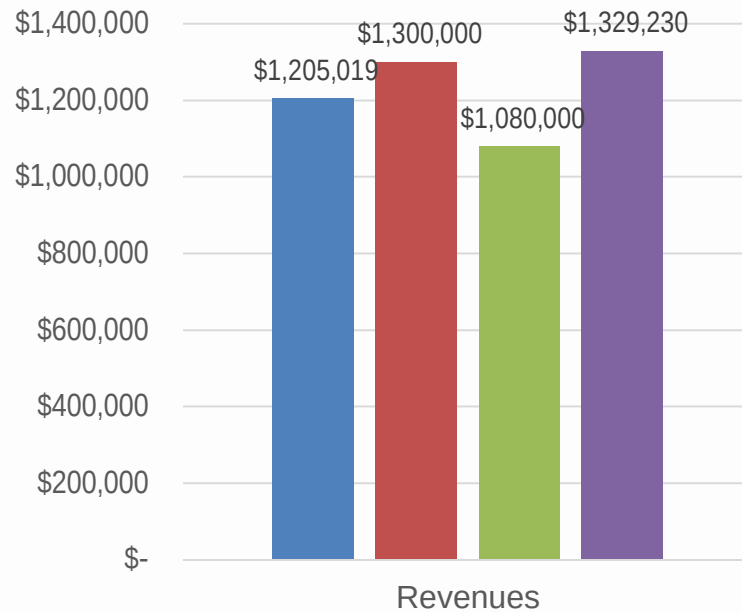


Capital Projects Fund Revenues



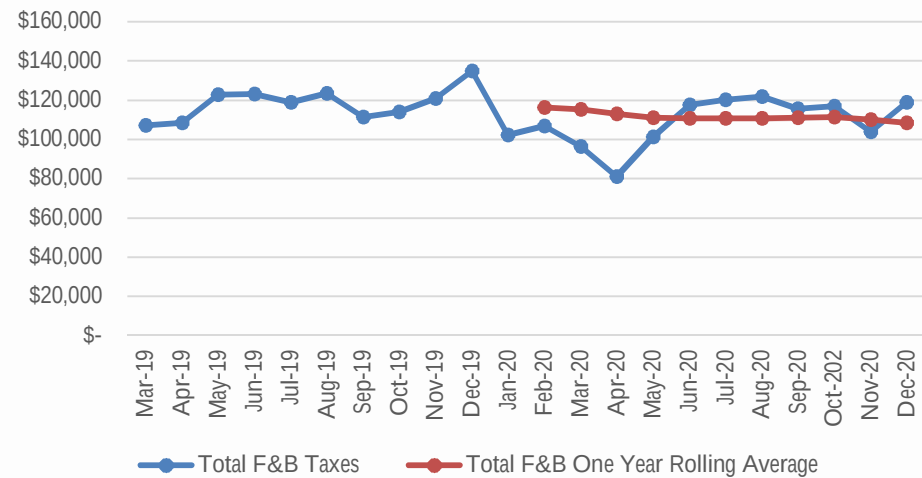
- 2020 budget and actual includes \$9.6 million in bond proceeds.
- Utility taxes continued to perform below budget, coming in at 92% of budget (\$1.91 million budgeted versus \$1.76 actual.)
- Food and beverage taxes exceeded the pre-COVID budget of \$1.3 million (see next slide for additional analysis)

Food and Beverage Revenues



- Last Year (10 months)
- 2020 Budget
- Covid Projection (Sept 20)
- Actual

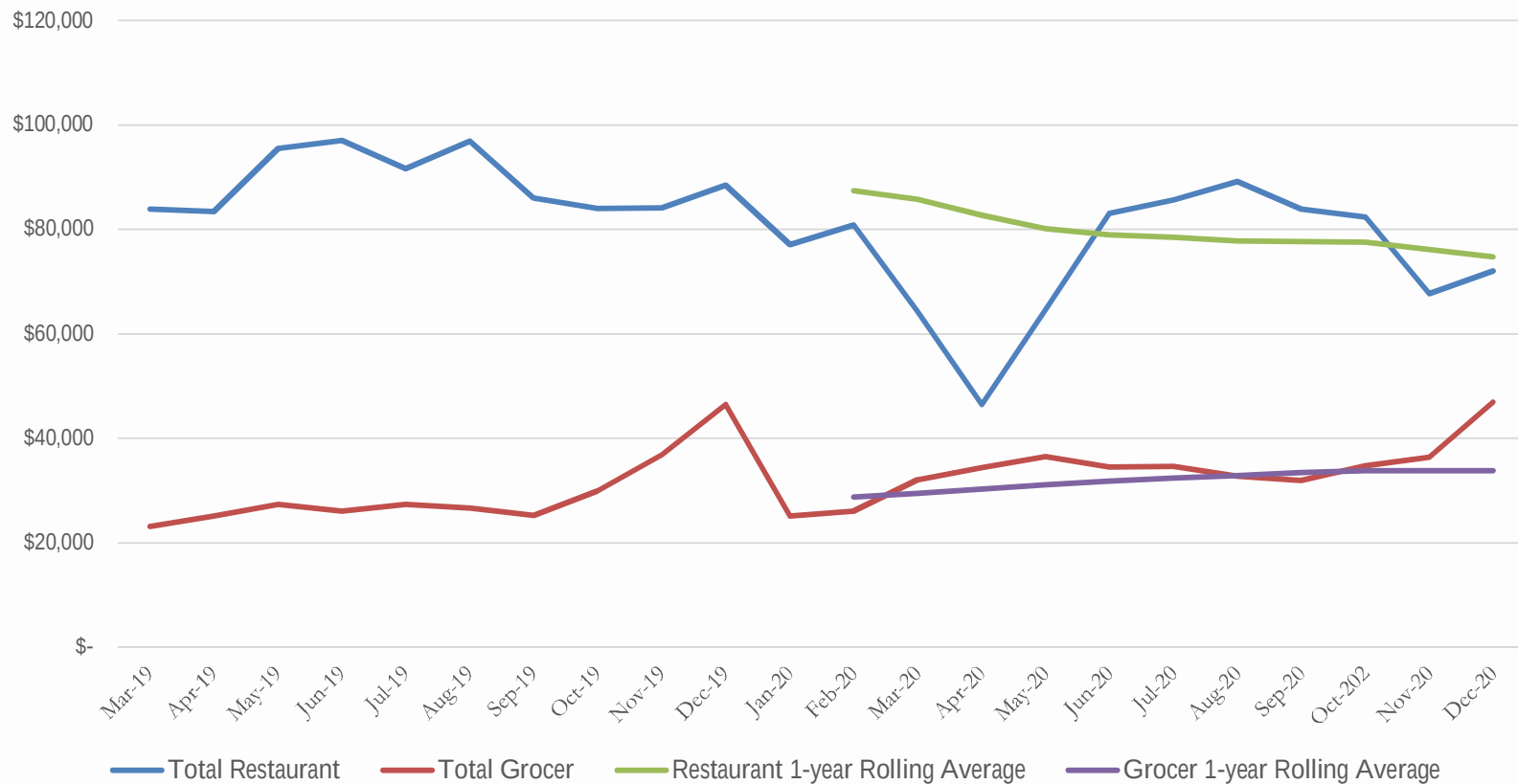
Total Food and Beverage Taxes



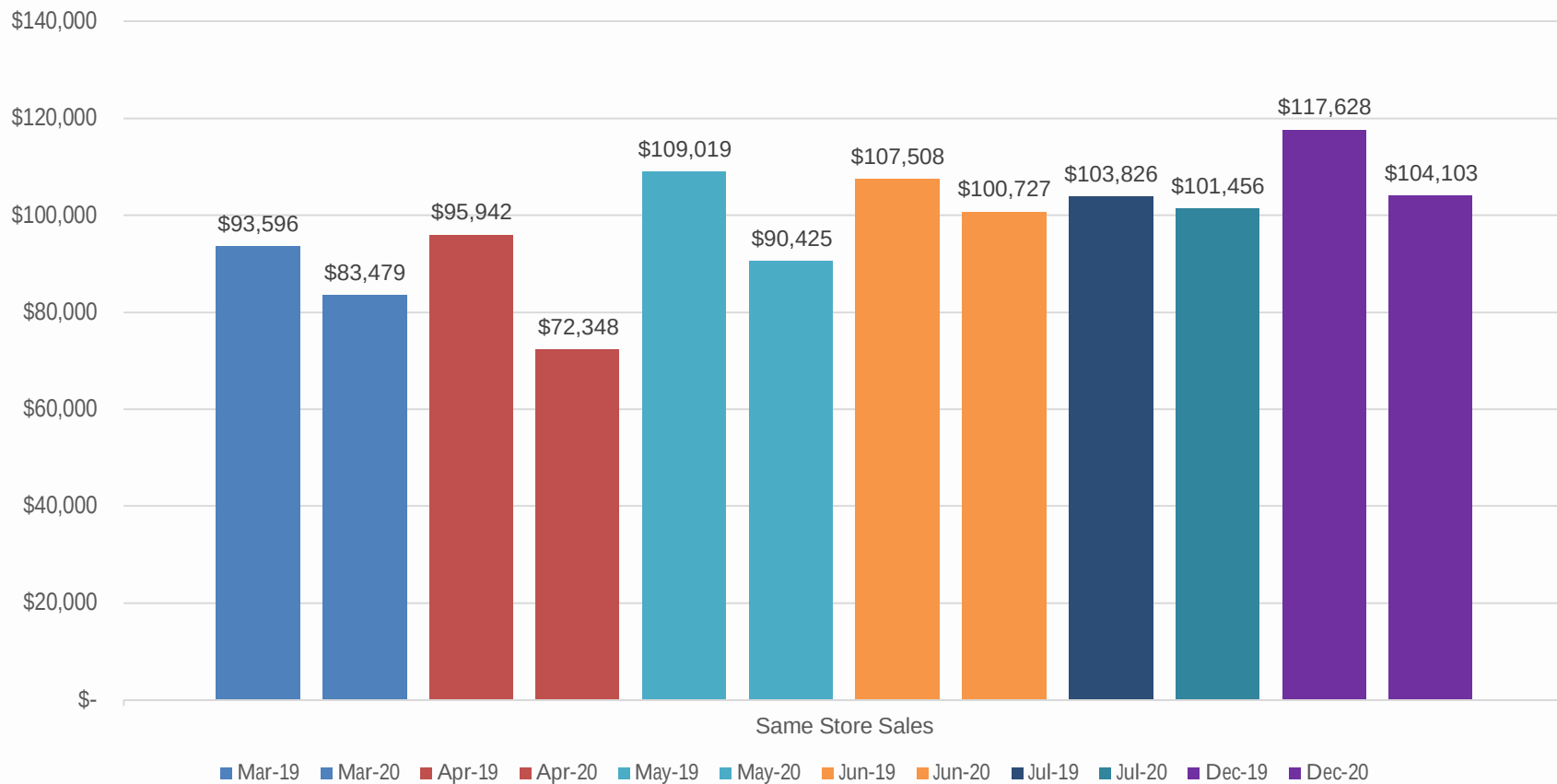
- Food & Beverage revenue exceeded our 2020 budget (on a cash basis)
- Rolling average F&B is slightly decreasing, but fairly stable



Food & Beverage Taxes by Category

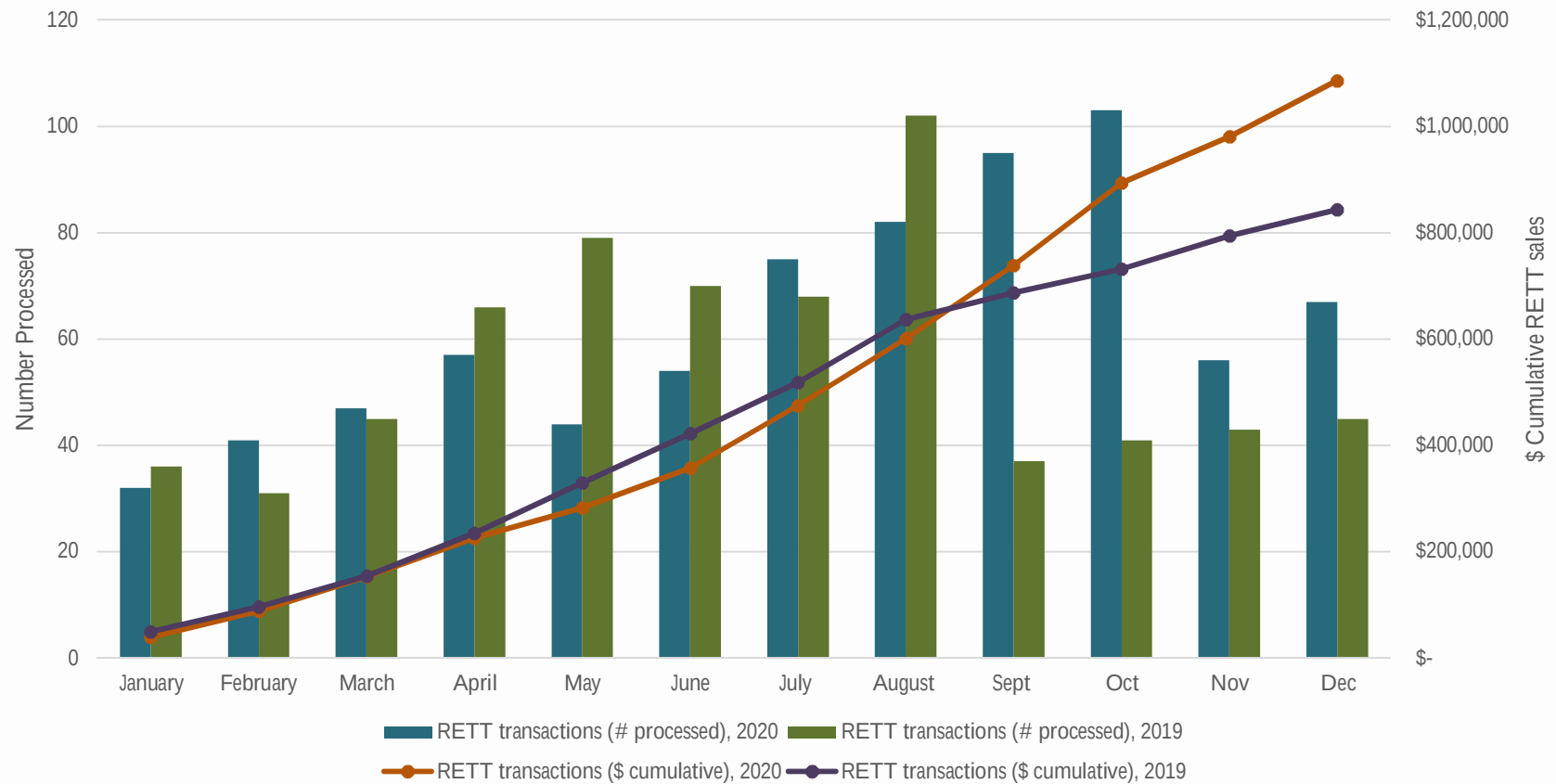


Same Store Sales Comparison – Food & Beverage Taxes



VILLAGE OF *Glen Ellyn* ILLINOIS

Real Estate

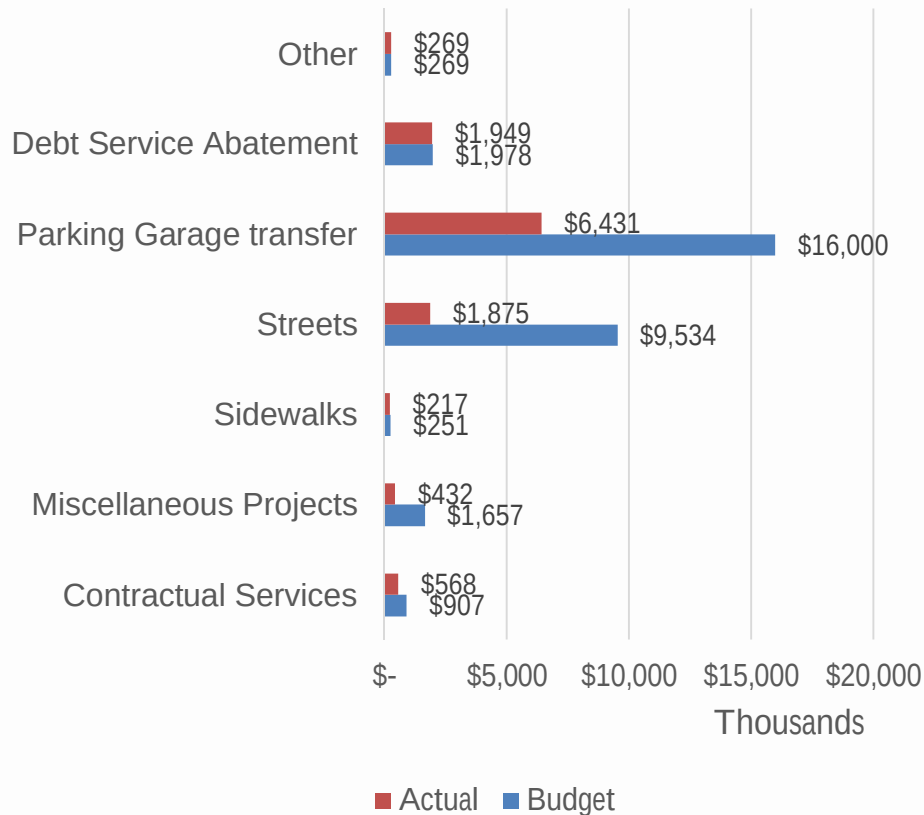


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Capital Projects Fund Expenditures

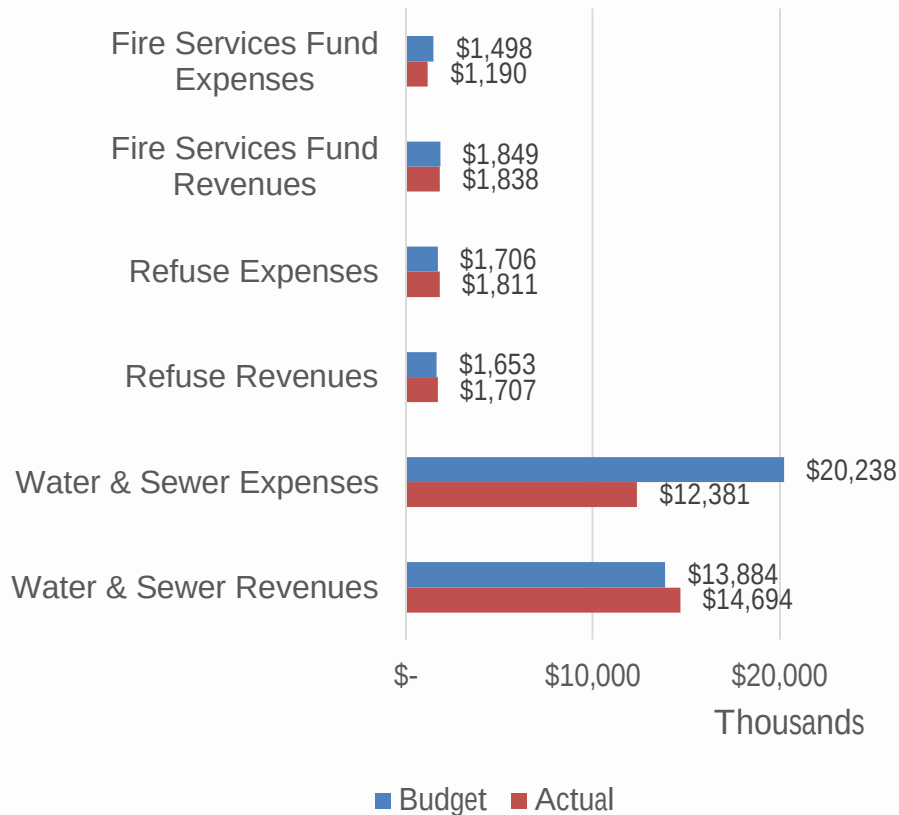


- 2020 budget anticipated the parking garage would be completed all in 2020; completion is set for April 2021. \$9.15 million remains to be paid on the project in 2021.
- Due to COVID-19, several street projects were deferred to the following year due to financial uncertainty.

VILLAGE SERVICES FUNDS



Village Services Funds



- Fire Service Revenues were slightly below budget due to interest rate declines.
- Fire Service Expenditures were under budget as a vehicle purchase was deferred.
- Refuse revenues were above budget both for regular refuse and composting. Customers have opted for the larger totter sizes, likely due to staying home and generating more refuse. This has also affected refuse expenses. Refuse expenses also include costs for the summer storm clean up. A budget amendment will be needed for this fund.
- Water & Sewer revenues have exceeded budget. Connection fees were higher than budgeted due to developments. Metered revenue is also over budget as everyone was home for COVID-19.
- The deferral of capital projects (primarily related to street project deferrals) reduced expenses below budget for Water & Sewer.

Other Notable Items



Other Funds

Corporate Reserve

- Sold 825 N. Main property (\$571K).

Motor Fuel Tax

- Received 2nd payout for the Rebuild IL grant for capital expenses totaling (\$609K). Total estimated at \$1.8M over the next three years.

TIF Funds

- TIF increment increased more than budgeted. CBD TIF increment was \$440K (budget \$314K) and Roosevelt Road TIF increment was \$139K (budget \$104K)

Village Links

- See the Village Links/Reserve 22 Manager's Report and Financial Statements for FY 2020 as a separate report.

COVID-19 & Additional Public Safety Costs- 2020

Item	Cost
FFCRA leave costs	\$89,084
Business registration fees waived	\$80,360
Parking renewal discount	\$77,174
Downtown & Reserve 22 Dining	\$108,447
PPE & Cleaning Supplies	\$56,922
IT equipment	\$65,866
Liquor license fees prorated	\$41,306
Police OT costs – Extraordinary	\$79,287
Lost revenue	\$680,000
Covid Business Awards	\$103,727
Business Support	\$21,562
Other	\$12,408
Total	\$1,505,227

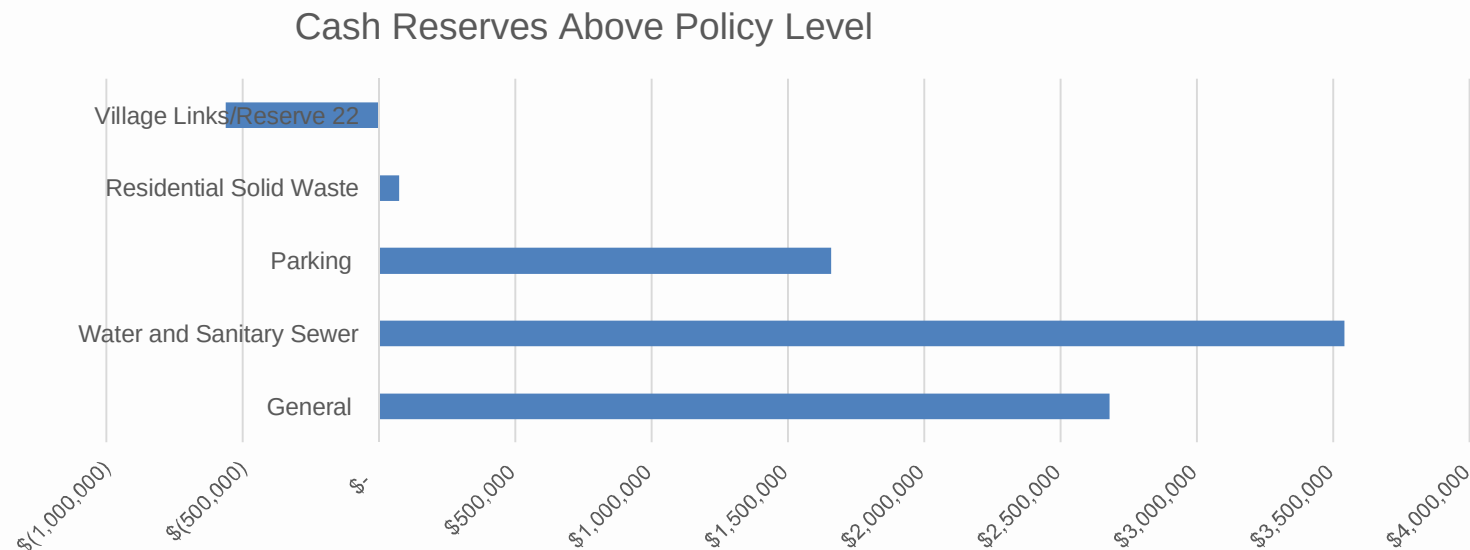


Budget Amendments

The following funds will require a budget amendment for 2020. It is possible with audit accruals, an additional amendment or revision may be required.

Fund	Amount	Reason
General Fund	\$321,148	Covid-19 costs (see previous slide)
Corporate Reserve	\$16,667	Roll over of Comp Plan and Costs to sell 825 N. Main. The fund also received revenues greater than budget and overall net income ended up higher than budgeted.
Forfeiture Fund	\$202,318	Annually required due to federal program budget and supplanting rules
Refuse	\$105,517	Greater consumer activity with 65 and 95 gallon as well as compost due to Covid-19. Also incurred clean up costs for summer storm.
Insurance	\$32,483	Liability insurance deductibles & legal costs.

Cash Reserves



- September is a cash high point for the cash reserves for the General Fund as the second property tax distribution is received around September 1; April/May is the low point.
- Even though current cash levels for Water & Sewer fund are high, our capital plan forecasts using the reserves above policy limit over the five year forecast.
- Reserve 22 remains below policy limits, but has not needed to access the Line of Credit from the General Fund that was approved by the Board.

2018 BONDS

Use	Amount Drawn
Parking Garage	\$7,866,979
Civic Center	\$1,500,000

- The parking garage consists of utility relocation, easements and pre-construction design.
- Civic Center completed.
- Besides those listed above, other possible uses include street and streetscape, property acquisition.
- Balance in bond account as of 12/31/20 was \$667,211
- The 2018 bonds were completely drawn down in January 2021.



2020 BONDS

Use	Amount Drawn
Parking Garage/CBD Streetscape	\$0.00

- The parking garage consists of footings and structure.
- CBD street rehabilitation and streetscape engineering.
- Design for the train station and pedestrian underpass.
- Balance in bond account as of 12/31/20 was \$9,854,345



POLICE PENSION INVESTMENT PERFORMANCE

	3mo	1 YR	3 YR	5 YR	10 YR
Fund performance, net of fees	9.4%	9.8%	6.2%	7.3%	6.2%

Long term target – 6.5%

- Marquette Associates took over management of the portfolio in January 2017. The rate of return over that time frame has been 7.6%

ATTACHMENT A – SALES AND HOME RULE SALES TAX COMPARISON BY SIC CODE



Village of Glen Ellyn
Analysis of State and Home Rule Sales Tax by Standard Industrial Classification

State Sales Tax - Glen Ellyn Calendar 2020							
	Q1	Q2	Q3	Q4	Total	YTD Change	Percent Change
General Merchandise	\$ 5,723.00	\$ 5,129.00	\$ 6,629.84		\$ 17,481.84	\$ (2,183.59)	-11.1%
Food	251,994.92	242,788.33	247,078.41		\$ 741,861.66	\$ 165,939.25	28.8%
Drinking and Eating Places	130,939.93	124,003.77	160,499.25		\$ 415,442.95	\$ (55,068.96)	-11.7%
Apparel	14,852.96	13,179.61	26,494.48		\$ 54,527.05	\$ (17,513.76)	-24.3%
Furniture & H.H. & Radio	14,224.91	10,045.00	17,102.44		\$ 41,372.35	\$ (3,553.76)	-7.9%
Lumber, Bldg, Hardware	6,793.10	13,453.42	12,046.17		\$ 32,292.69	\$ 702.22	2.2%
Automotive & Filling Stations	135,116.27	119,761.82	157,137.41		\$ 412,015.50	\$ (105,011.60)	-20.3%
Drugs & Misc. Retail	209,705.55	193,546.31	216,079.43		\$ 619,331.29	\$ 10,476.92	1.7%
Agriculture & All Others	66,103.43	70,227.77	80,637.00		\$ 216,968.20	\$ (23,419.27)	-9.7%
Manufacturers	6,651.66	6,387.16	8,048.88		\$ 21,087.70	\$ (3,575.10)	-14.5%
All Other*	-	-	-	-	\$ -	\$ -	
Total	\$ 842,105.73	\$ 798,522.19	\$ 931,753.31	\$ -	\$ 2,572,381.23	\$ (33,207.65)	-1.3%
Percent of total	32.7%	31.0%	36.2%	0.0%			
Non-Automotive	\$ 706,989	\$ 678,760	\$ 774,616	\$ -	\$ 2,160,366	\$ 71,803.95	3.4%

State Sales Tax - Glen Ellyn Calendar 2019							
	Q1	Q2	Q3	Q4	Total	YTD Change	Percent Change
General Merchandise	\$ 5,366.54	\$ 7,384.60	\$ 6,914.29	\$ 9,328.90	\$ 28,994.33	\$ 105.05	0.4%
Food	185,503.21	195,919.85	194,499.35	244,101.39	\$ 820,023.80	\$ 18,892.84	2.4%
Drinking and Eating Places	142,510.05	162,999.39	165,002.47	167,365.82	\$ 637,877.73	\$ 66,640.20	11.7%
Apparel	19,813.37	26,237.52	25,989.92	31,810.08	\$ 103,850.89	\$ 1,013.93	1.0%
Furniture & H.H. & Radio	12,454.99	14,120.71	18,350.41	14,601.95	\$ 59,528.06	\$ (5,947.76)	-9.1%
Lumber, Bldg, Hardware	8,189.38	12,461.54	10,939.55	9,460.78	\$ 41,051.25	\$ 2,687.91	7.0%
Automotive & Filling Stations	158,304.41	177,143.48	181,579.21	169,220.09	\$ 686,247.19	\$ 44,060.41	6.9%
Drugs & Misc. Retail	194,082.08	197,012.18	217,760.11	227,323.10	\$ 836,177.47	\$ 30,951.58	3.8%
Agriculture & All Others	71,246.23	86,732.12	82,409.12	85,579.83	\$ 325,967.30	\$ (8,832.31)	-2.6%
Manufacturers	7,927.50	8,509.85	8,225.45	7,407.73	\$ 32,070.53	\$ (3,587.22)	-10.1%
All Other*	-	-	-	-	\$ -	\$ -	#DIV/0!
Total	\$ 805,397.76	\$ 888,521.24	\$ 911,669.88	\$ 966,199.67	\$ 3,571,788.55	\$ 145,984.63	4.3%
Percent of total	22.5%	24.9%	25.5%	27.1%			
Non-Automotive	\$ 647,093	\$ 711,378	\$ 730,091	\$ 796,980	\$ 2,885,541	\$ 101,924.22	3.7%

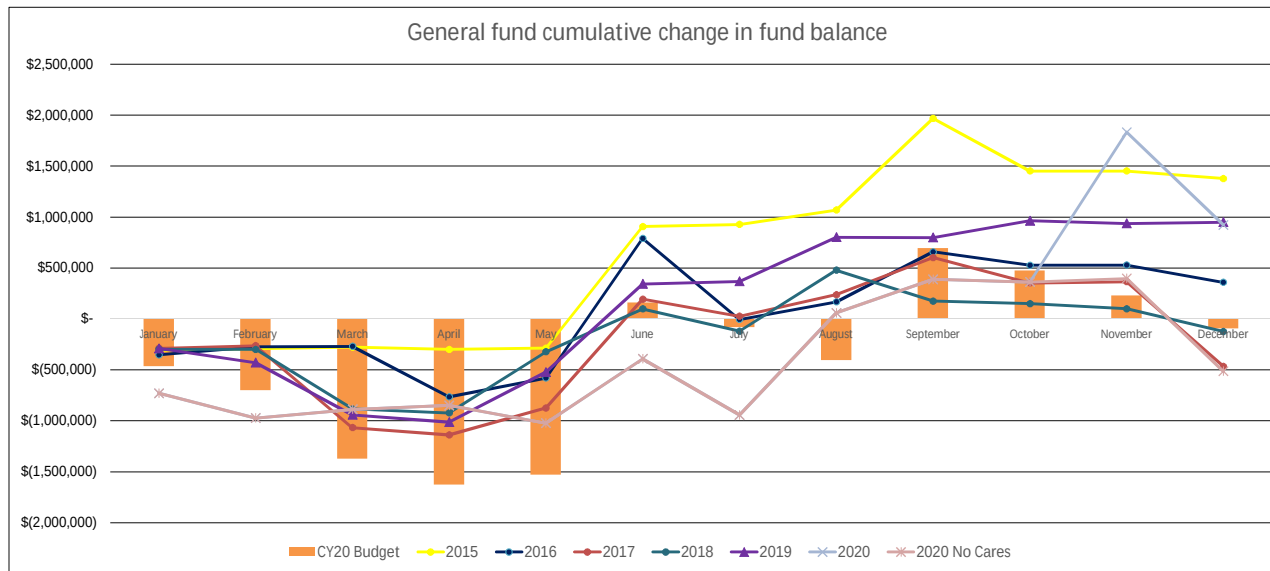
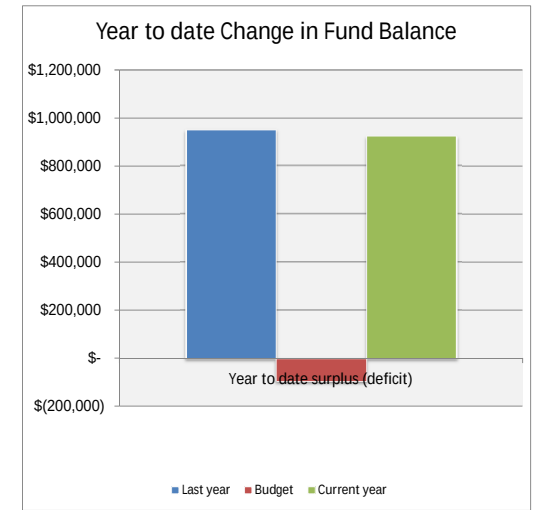
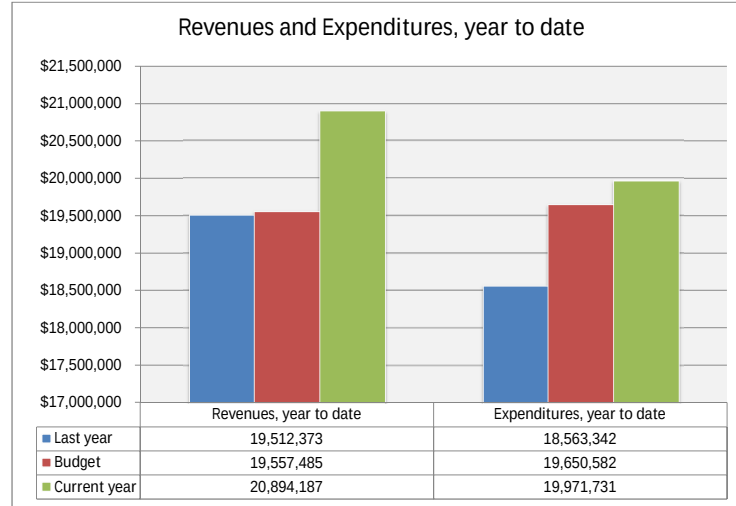
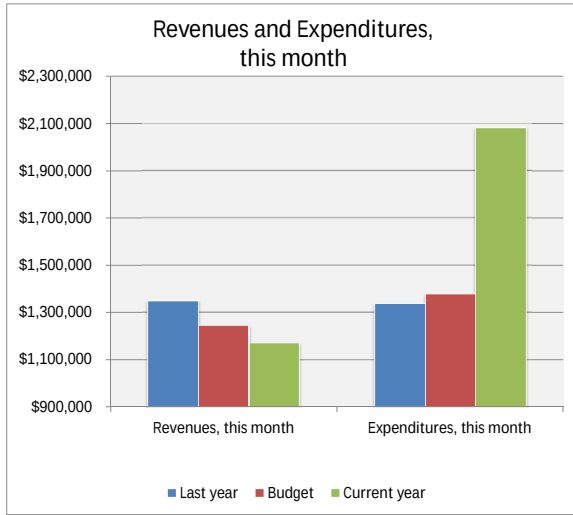
Home Rule Sales Tax - Glen Ellyn Calendar 2020							
	Q1	Q2	Q3	Q4	Total	YTD Change	Percent Change
General Merchandise	\$ 5,766.12	\$ 5,053.97	\$ 6,769.80		\$ 17,589.89	\$ (3,004.13)	-14.6%
Food	87,238.09	77,921.74	86,508.33		\$ 251,668.16	\$ 1,360.87	0.5%
Drinking and Eating Places	160,057.58	151,666.41	197,988.66		\$ 509,712.65	\$ (79,753.84)	-13.5%
Apparel	18,443.85	16,436.13	32,960.59		\$ 67,840.57	\$ (21,826.12)	-24.3%
Furniture & H.H. & Radio	17,704.69	12,402.00	21,270.40		\$ 51,377.09	\$ (4,426.86)	-7.9%
Lumber, Bldg, Hardware	8,480.02	16,697.40	15,015.78		\$ 40,193.20	\$ 745.92	1.9%
Automotive & Filling Stations	35,762.96	26,270.40	33,279.01		\$ 95,312.37	\$ (39,185.85)	-29.1%
Drugs & Misc. Retail	145,616.58	130,722.97	156,769.29		\$ 433,108.84	\$ 2,340.87	0.5%
Agriculture & All Others	76,753.71	83,246.55	94,984.25		\$ 254,984.51	\$ (23,588.14)	-8.5%
Manufacturers	7,175.31	6,037.27	8,334.29		\$ 21,546.87	\$ (6,058.99)	-21.9%
All Other	-	-	-	-	\$ -	\$ -	
Total	\$ 562,998.91	\$ 526,454.84	\$ 653,880.40	\$ -	\$ 1,743,334.15	\$ (173,396.27)	-9.0%
Percent of total	32.3%	30.2%	37.5%	0.0%			
Non-Automotive	\$ 527,236	\$ 500,184	\$ 620,601	\$ -	\$ 1,648,022	\$ (134,210.42)	-7.5%

Home Rule Sales Tax - Glen Ellyn Calendar 2019							
	Q1	Q2	Q3	Q4	Total	YTD Change	Percent Change
General Merchandise	\$ 5,544.60	\$ 7,825.97	\$ 7,223.45	\$ 9,644.64	\$ 30,238.66	\$ 3,674.96	13.8%
Food	75,708.30	91,475.48	83,123.51	98,188.85	\$ 348,496.14	\$ 28,007.67	8.7%
Drinking and Eating Places	174,759.50	200,757.20	213,949.79	205,783.46	\$ 795,249.95	\$ 162,484.96	25.7%
Apparel	24,669.49	32,628.71	32,368.49	39,613.92	\$ 129,280.61	\$ 12,788.74	11.0%
Furniture & H.H. & Radio	15,469.91	17,539.01	22,795.03	18,132.76	\$ 73,936.71	\$ 740.85	1.0%
Lumber, Bldg, Hardware	10,226.81	15,562.82	13,657.65	11,815.87	\$ 51,263.15	\$ 8,278.25	19.3%
Automotive & Filling Stations	39,406.36	51,296.21	43,795.65	40,367.80	\$ 174,866.02	\$ 21,354.08	13.9%
Drugs & Misc. Retail	136,440.97	134,958.60	159,368.40	166,062.05	\$ 596,830.02	\$ 47,631.37	8.7%
Agriculture & All Others	82,971.58	100,517.01	95,084.06	100,360.17	\$ 378,932.82	\$ 56,386.79	17.5%
Manufacturers	8,910.02	9,530.50	9,165.34	8,083.10	\$ 35,688.96	\$ (378.81)	-1.1%
All Other	-	-	-	-	\$ -	\$ -	#DIV/0!
Total	\$ 574,107.54	\$ 662,091.51	\$ 680,531.37	\$ 698,052.62	\$ 2,614,783.04	\$ 340,968.86	15.0%
Percent of total	22.0%	25.3%	26.0%	26.7%			
Non-Automotive	\$ 534,701	\$ 610,795	\$ 636,736	\$ 657,685	\$ 2,439,917	\$ 319,614.78	15.1%

ATTACHMENT B – GENERAL FUND UPDATE – DECEMBER 31, 2020



General Fund Budget Summary For the Period Ended December 31, 2020



General Fund Budget Summary
For the Period Ended December 31, 2020

REVENUES

TAXES

	Last Year	Current Budget	Current Year	Variance from LY \$ %	Variance from Budget \$ %
Property Tax	28,906	30,609	24,005	(4,901) -17%	(6,604) -22%
Econ Dev SSA Tax	1,766	1,282	96	(1,670) -95%	(1,186) -93%
Sales Tax	289,015	295,346	305,867	16,852 6%	10,521 4%
Home Rule Sales Tax	206,296	217,861	207,625	1,329 1%	(10,236) -5%
State Income Tax	181,797	150,672	184,791	2,994 2%	34,119 23%
Other Taxes	122,604	147,776	123,049	445 0%	(24,727) -17%
Subtotal Taxes	830,384	843,546	845,433	15,049 2%	0% 0%
LICENSES & PERMITS					
Vehicle Licenses	2,554	2,972	3,480	926 36%	508 17%
Business Registration	4,205	3,892	-	(4,205) -100%	(3,892) -100%
Liquor Licenses	300	828	-	(300) -100%	(828) -100%
Building Permits/Reg./Fees	77,883	92,960	61,278	(16,605) -21%	(31,682) -34%
Subtotal Licenses & Permits	84,942	100,653	64,758	(20,184) -24%	(35,895) -55%
CHARGES & FEES					
Cable Franchise Fees	14,846	-	-	(14,846) -100%	- 0%
Ambulance Service Fees	-	-	-	- 0%	- 0%
Police Service Reimbursements	3,843	10,379	6,591	2,748 72%	(3,788) -36%
Reimbursements - Other Agencies	11,077	10,662	11,285	208 2%	623 6%
Subtotal Charges & Fees	29,766	21,041	17,876	(11,890) -40%	(3,165) -18%
OTHER					
Police/Court Fines/Adjudication	47,256	35,814	32,293	(14,963) -32%	(3,521) -10%
Investment Income	98,545	18,708	1,042	(97,503) -99%	(17,666) -94%
Miscellaneous Income	86,061	89,901	75,029	(11,032) -13%	(14,872) -17%
Transfers from Other Funds	174,332	137,500	136,785	(37,547) -22%	(715) -1%
Subtotal Other	406,194	281,923	245,149	(161,045) -40%	(36,774) -13%
Revenue Totals	1,351,286	1,247,162	1,173,216	(178,070) -13%	(75,834) -6%

EXPENDITURES

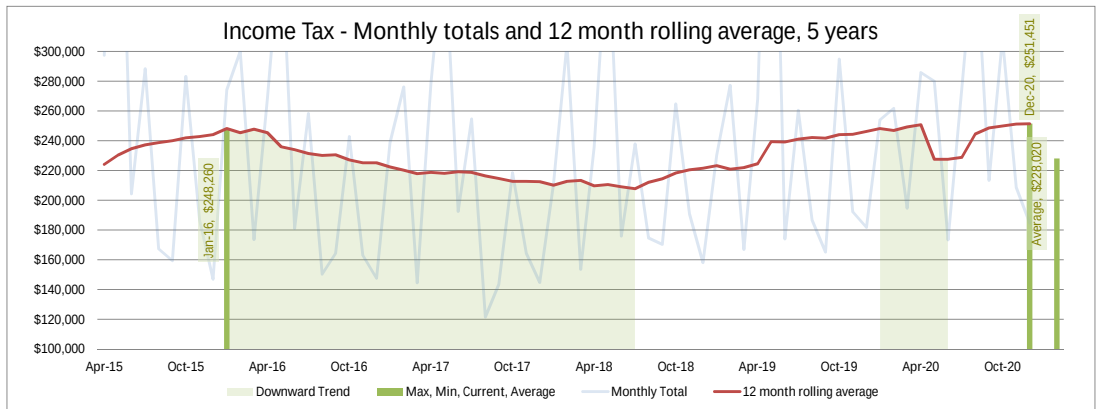
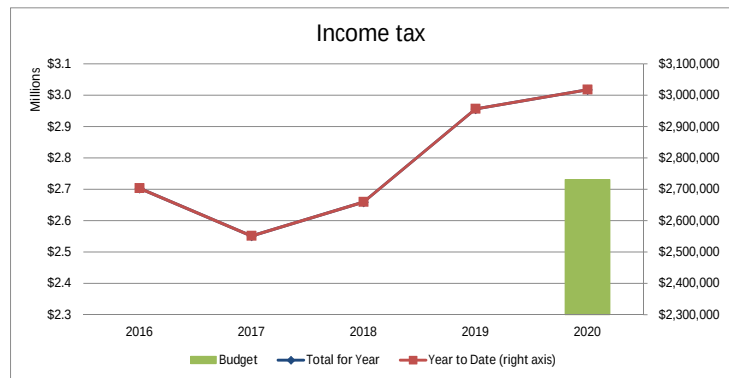
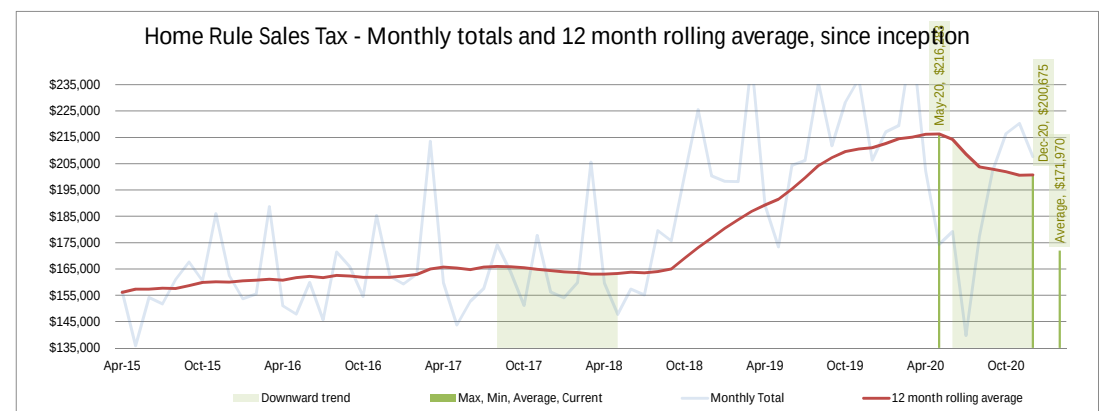
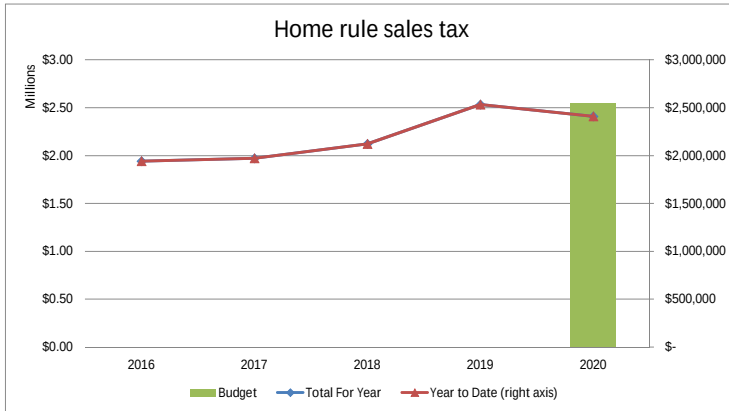
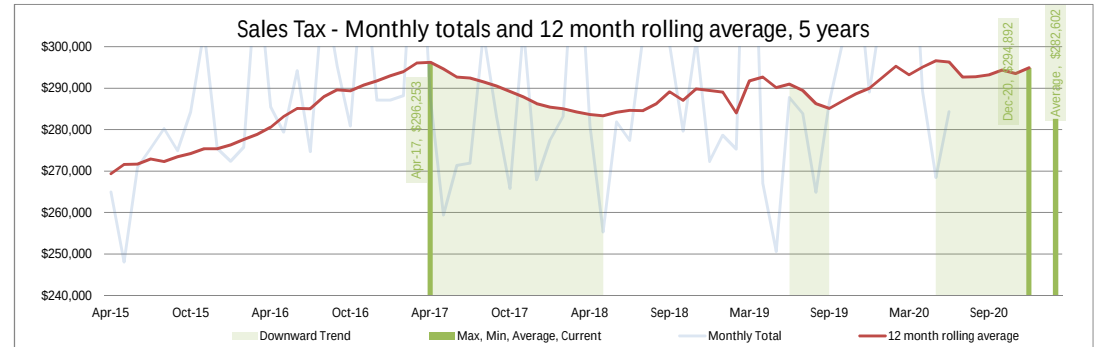
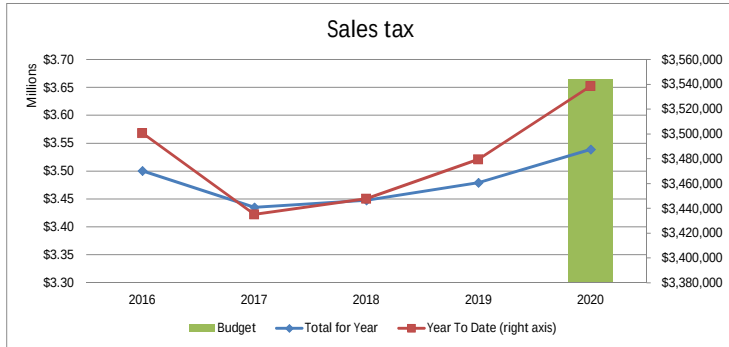
Village Board & Clerk	16,396	9,157	7,423	(8,973) -55%	(1,734) -19%
Village Manager's Office	61,062	61,904	187,447	126,385 207%	125,543 203%
Facilities Maintenance	57,272	67,456	99,945	42,673 75%	32,489 48%
Information Technology*	84,014	52,477	169,654	85,640 102%	117,177 223%
Senior Services	5,920	7,184	8,891	2,971 50%	1,707 24%
History Park	4,266	2,227	3,077	(1,189) -28%	850 38%
Law	29,707	25,827	42,052	12,345 42%	16,225 63%
Finance - Administration	41,667	51,646	59,049	17,382 42%	7,403 14%
Finance - Cashiers Office	22,549	26,111	33,204	10,655 47%	7,093 27%
Planning	46,363	45,491	66,116	19,753 43%	20,625 45%
Building	105,063	98,911	124,215	19,152 18%	25,304 26%
Economic Development	32,137	29,707	144,922	112,785 351%	115,215 388%
Police - Administration	94,298	99,263	123,543	29,245 31%	24,280 24%
Police - Operations	349,020	394,787	531,724	182,704 52%	136,937 35%
Police - Investigations	76,898	75,012	103,223	26,325 34%	28,211 38%
Fire	25,965	28,322	24,806	(1,159) -4%	(3,516) -12%
EMS	34,261	41,673	69,926	35,665 104%	28,253 68%
Public Works - Admin & Eng.**	60,049	64,026	81,690	21,641 36%	17,664 28%
Public Works - Streets	129,530	107,433	117,689	(11,841) -9%	10,256 10%
Public Works - Forestry	62,165	90,448	84,475	22,310 36%	(5,973) -7%
Expenditure Totals	1,338,602	1,379,063	2,083,071	744,469 56%	704,008 51%
Net Surplus / (Deficit)	12,684	(131,901)	(909,855)	(922,539)	(777,954)

YTD

Last Year	Current Budget	Current Year	Variance from LY		Variance YTD Budget	
			\$	%	\$	%
3,527,479	3,595,818	3,612,799	85,320	2%	16,981	0%
144,308	147,470	139,372	(4,936)	-3%	(8,098)	-6%
3,479,505	3,665,000	3,538,701	59,196	2%	(126,299)	-4%
2,532,984	2,550,000	2,408,098	(124,886)	-5%	(141,902)	-6%
2,955,493	2,730,000	3,017,409	61,916	2%	287,409	10%
1,557,605	1,611,369	1,636,136	78,531	5%	24,767	2%
14,197,374	14,299,657	14,352,515	155,141	1%	52,858	0%
361,896	380,000	320,781	(41,115)	-11%	(59,219)	-18%
80,560	85,000	4,640	(75,920)	-94%	(80,360)	-1732%
133,198	135,000	93,694	(39,504)	-30%	(41,306)	-44%
996,543	1,107,550	1,453,203	456,660	46%	345,653	24%
1,572,197	1,707,550	1,872,318	300,121	19%	164,768	9%
580,389	575,000	578,201	(2,188)	0%	3,201	1%
281	25,500	75	(206)	-73%	(25,425)	-33900%
181,111	199,500	178,333	(2,778)	-2%	(21,167)	-12%
179,374	182,428	191,298	11,924	7%	8,870	5%
941,155	982,428	947,907	6,752	1%	(34,521)	-4%
512,419	524,200	346,107	(166,312)	-32%	(178,093)	-51%
284,555	200,000	68,527	(216,028)	-76%	(131,473)	-192%
423,743	343,650	1,738,245	1,314,502	310%	1,394,595	80%
1,580,930	1,500,000	1,568,568	(12,362)	-1%	68,568	4%
2,801,647	2,567,850	3,721,447	919,800	33%	1,153,597	31%
19,512,373	19,557,485	20,894,187	1,381,814	7%	1,336,702	6%

130,156	113,500	101,787	(28,369)	-22%	(11,713)	-10%
755,755	792,645	1,115,097	359,342	48%	322,452	41%
932,311	839,385	807,248	(125,063)	-13%	(32,137)	-4%
555,011	652,170	886,003	330,992	60%	233,833	36%
95,670	90,850	90,060	(5,610)	-6%	(790)	-1%
25,782	27,180	23,199	(2,583)	-10%	(3,981)	-15%
332,656	326,630	379,978	47,322	14%	53,348	16%
607,223	659,940	608,968	1,745	0%	(50,972)	-8%
318,077	335,275	319,356	1,279	0%	(15,919)	-5%
544,945	585,500	597,833	52,888	10%	12,333	2%
1,034,140	1,247,400	1,310,882	276,742	27%	63,482	5%
355,432	642,480	489,174	133,742	38%	(153,306)	-24%
1,419,970	1,484,703	1,436,595	16,625	1%	(48,108)	-3%
6,071,677	6,469,361	6,758,690	687,013	11%	289,329	4%
1,257,798	1,281,708	1,267,704	9,906	1%	(14,004)	-1%
332,248	339,860	307,277	(24,971)	-8%	(32,583)	-10%
518,264	500,075	537,538	19,274	4%	37,463	7%
782,535	817,896	812,890	30,355	4%	(5,006)	-1%
1,445,792	1,330,060	1,238,349	(207,443)	-14%	(91,711)	-7%
1,047,900	1,113,964	883,103	(164,797)	-16%	(230,861)	-21%
18,563,342	19,650,582	19,971,731	1,408,389	8%	321,149	2%
949,031	(93,097)	922,456	(26,575)		1,015,553	

Key General Fund Revenues
For the Period Ended December 31, 2020

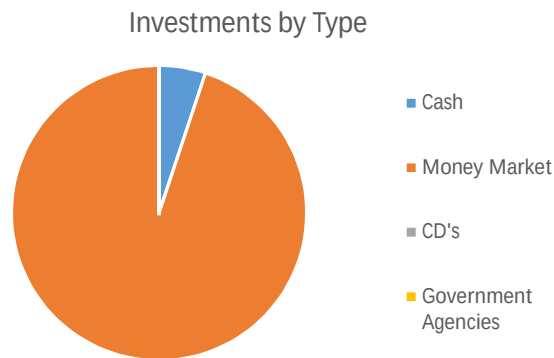


ATTACHMENT C – CASH AND INVESTMENTS REPORT – DECEMBER 31, 2020



Village of Glen Ellyn
Schedule of Cash and Investment Balances
For the Month Ended December 31, 2020

Summary of Investments by Type	Par Value	Market Value	Maturity < 1 year	1-3 years
Cash/Checking	\$ 4,025,634	\$ 4,025,634	\$ 4,025,634	\$ -
Cash/Checking - Federal Drug	2,999	2,999	2,999	-
Cash/Checking - State Drug	325	325	325	-
Cash/Checking - FLEX	11,403	11,403	11,403	-
Cash/Checking - Seized Property	32,868	32,868	32,868	-
Money Market - IL Funds	21,960,294	21,960,294	21,960,294	-
Money Market - IL Funds State Drug	28,530	28,530	28,530	-
Money Market - IL Funds Fed Drug	153,142	153,142	153,142	-
Money Market - IL Funds MFT	1,992,413	1,992,413	1,992,413	-
Money Market - IMET Convenience Fund	3,753	3,753	3,753	-
PFM Illinois Trust	15,245,093	15,245,093	15,245,093	-
PMA 2018 Bond Account - Money Market	657,271	657,271	657,271	-
PMA 2020 Bond Account - Money Market	9,854,345	9,854,345	9,854,345	-
PMA Portfolio - Money Market	25,794,926	25,794,926	25,794,926	-
PMA Portfolio - CD's	-	-	-	-
	<u>\$ 79,762,996</u>	<u>\$ 79,762,996</u>	<u>\$ 79,762,996</u>	<u>\$ -</u>
			100%	0%



Portfolio Concentration	Percent of Portfolio	Policy Limit
Cash/Checking Total (Glen Ellyn Bank & Trust)	5.11%	25%
IL Funds Total	30.26%	75%
IMET Total	0.00%	25%
PFM Total	19.11%	25%
PMA Total	45.52%	N/A

Investment Income	FY2020	FY2019
Investment Income	\$ 642,730	\$ 1,588,623

Investment Performance	FY2020	FY2019
Average Yield YTD - IL Funds	0.590%	2.230%
Average Yield YTD - IMET Convenience Fund	0.559%	2.110%
Average Yield YTD - PFM	0.641%	2.254%
Average Yield YTD - PMA	1.923%	2.284%
Benchmark - Three Month T-Bill	0.090%	1.520%

Village of Glen Ellyn
Analysis of Available Cash Reserves
For the Month Ended December 31, 2020

	A	B	C	D	E	F	G	I	J	K	L	M	N	
Fund	Last Year Cash & Investment Balances	Current Year Cash & Investment Balances	Less Encumbrances	Transfer between Funds	Less Deposits/ Other	Restricted by Statute	Assigned for Capital Projects	Assigned for Liab/Health Ins.	Assigned for Property Tax Abatement	Assigned for FY 2021 Deficit	Balance Subject to Reserve Policy	Less Minimum Reserve Policy	Cash Above Minimum Policy	
1 General	\$ 11,320,031	\$ 13,626,284	\$ (299,000)	\$ -	\$ (2,691,505)	\$ -	\$ -	\$ -	\$ (222,948)	\$ (1,904,467)	\$ 8,508,364	\$ (5,828,000)	\$ 2,680,364	1
2 Corporate Reserve	30,086	597,712	(9,768)	-	-	-	-	-	-	-	587,944	-	587,944	
3 Motor Fuel Tax	1,020,417	1,992,413	(287,115)	-	-	(1,705,298)	-	-	-	-	-	-	-	
4 Fire Services	3,275,617	3,919,211	-	-	-	-	(3,919,211)	-	-	-	-	-	-	
5 CBD TIF	499,835	865,008	(172,930)	-	-	(692,078)	-	-	-	-	-	-	-	
6 Roosevelt Road TIF	121,885	249,833	(740)	-	-	(249,093)	-	-	-	-	-	-	-	
7 Forfeiture Fund	323,924	217,864	(32,475)	-	-	(185,389)	-	-	-	-	-	-	-	
8 Debt Service	41,129	77,402	-	-	-	(77,402)	-	-	-	-	-	-	-	
9 Capital Projects	20,540,361	27,478,496	(2,636,590)	(9,148,982)	-	-	(15,692,924)	-	-	-	-	-	-	
10 Facilities Maint Reserve	497,238	765,931	(62,700)	-	-	-	(703,231)	-	-	-	-	-	-	
11 Water and Sanitary Sewer	17,647,456	19,919,220	(1,109,739)	-	(205,397)	-	(12,709,220)	-	-	-	5,894,864	(2,354,000)	3,540,864	2
12 Parking	1,707,863	1,721,860	(9,156,116)	9,148,982	-	-	-	-	-	-	1,714,726	(57,240)	1,657,486	2
13 Residential Solid Waste	635,741	523,520	(21,500)	-	-	-	-	-	-	-	502,020	(426,425)	75,595	2
14 Village Links/Reserve 22	532,150	718,754	(60,059)	-	(2,396)	-	-	-	-	-	656,299	(1,218,000)	(561,701)	3
15 Insurance	1,669,309	1,716,162	-	-	-	-	-	(1,716,162)	-	-	-	-	-	
16 Equipment Services	5,029,354	5,373,326	(310,689)	-	-	-	(4,389,300)	-	-	-	673,337	-	673,337	
	<u>\$ 64,892,396</u>	<u>\$ 79,762,996</u>	<u>\$ (14,159,421)</u>	<u>\$ -</u>	<u>\$ (2,899,298)</u>	<u>\$ (2,909,260)</u>	<u>\$ (37,413,886)</u>	<u>\$ (1,716,162)</u>	<u>\$ (222,948)</u>	<u>\$ (1,904,467)</u>	<u>\$ 18,537,554</u>	<u>\$ (9,883,665)</u>	<u>\$ 8,653,889</u>	
17 Police Pension	<u>\$ 32,743,163</u>	<u>\$ 35,601,521</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (35,601,521)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	

Footnotes:

- (a) Encumbrances represent the unexpended portion of approved contracts for goods and services as of the end of the quarter. While encumbrances are not expenditures, they do represent a reduction in the level of available spendable cash.
- (b) Transfer between funds represents Capital Projects Fund and bond proceeds to be transferred to the Parking Fund for the parking garage project.
- (c) Deposits/Other represents money that the Village is holding but either is due to others such as deposits or other payables.
- (d) Amounts restricted by statute are required by state or federal law to only be spent on specific expenditures.
- (e) Amounts that are assigned have been designated by the Village's ordinances or budget to be spent on specific purposes. Amounts per fund are as follows:
General Fund: \$222K assigned by Village Board for property tax abatement. \$1.9M assigned for 2021 budget deficit. \$250K has also been designated to Vlinks Line of Credit which has not been accessed
Fire Services: Designated by Village code for fire operations, equipment and facilities.
Capital Projects: Designated by the 5 year Capital Improvement Plan
Facilities Maintenance Reserve: Designated by the 5 year Plan to be used for Village facilities.
Water & Sewer: Designated by the 5 year Capital Improvement Plan
Equipment Services: Designated by the Equipment Replacement Plan
- (f) The Village has reserve policies as follows:
General Fund: Amount subject to reserve is 30% of operating expenditures.
Water and Sanitary Sewer Fund: Amount subject to reserve is \$2,354,000, which will be adjusted annually by CPI-U or 3%, whichever is less.
Parking Fund: Amount subject to reserve is 25% of operating expenses.
Residential Solid Waste Fund: Amount subject to reserve is 25% of operating expenses
Village Links/Reserve 22 Fund: Amount subject to reserve is 25% of operating expenses.
- (g) The cash above minimum policy is the amount undesignated above the minimum required level. In some cases, these funds may be restricted to the purpose for which the fund exists.

Notes on cash above/below reserve policy:

- The Village hits a cash peak in September and a low point in April/May.
- These are enterprise funds and are meant to be treated as separate enterprises/businesses. Generally, these funds cannot be repurposed to other funds.
- The Village Links/Reserve 22 has reduced its cash levels due to two years of poor weather. The Village Board approved a \$250K line of credit from the General Fund which may be used if needed. As of December 31, 2020, that line of credit had not been accessed.

ATTACHMENT D – ALL FUNDS SUMMARY – DECEMBER 31, 2020



VILLAGE OF GLEN ELLYN
ALL FUNDS SUMMARY
FOR THE YEAR ENDED DECEMBER 31, 2020

Current Year Activity										Prior Year Activity				
Fund	Revised Budget			Year to date						Year to date				
	Revised Budget	Revised Budget	Net Income	Year to date	Expenditures	Net Income	Encumbrances	Net Income		Year to date	Expenditures	Net Income	Encumbrances	Net Income
	Revenues	(Expenses)	(Loss)	Revenues	(Expenses)	(Loss)		Less Encumbrances		Revenues	(Expenses)	(Loss)		Less Encumbrances
Governmental Funds														
General	\$ 19,557,485	\$ 19,650,582	\$ (93,097)	\$ 20,894,172	\$ 19,971,730	\$ 922,442	\$ 299,000	\$ 623,442		\$ 19,512,377	\$ 18,563,345	\$ 949,032	\$ 93,341	\$ 855,691
Debt Service	2,476,225	2,475,976	249	2,169,797	2,113,525	56,272	-	56,272		2,140,738	2,140,938	(200)	-	(200)
Capital Projects	18,553,269	30,596,613	(12,043,344)	18,343,086	11,741,929	6,601,157	2,636,590	3,964,567		8,337,645	7,407,606	930,039	3,149,852	(2,219,813)
Corporate Reserve	600	15,000	(14,400)	584,292	16,667	567,625	9,768	557,857		12,207	663,251	(651,044)	-	(651,044)
Motor Fuel Tax	1,105,400	979,454	125,946	1,664,328	690,242	974,086	287,115	686,971		874,554	669,694	204,860	131,266	73,594
Central Business District (CBD) TIF	317,600	148,870	168,730	441,982	76,809	365,173	172,930	192,243		303,860	209,860	94,000	13,500	80,500
Roosevelt Road TIF	104,100	25,370	78,730	139,948	12,000	127,948	740	127,208		99,181	54,167	45,014	-	45,014
Fire Services	1,848,530	1,498,428	350,102	1,837,652	1,189,993	647,659	-	647,659		2,015,875	770,419	1,245,456	80,000	1,165,456
Forfeiture Fund	6,000	-	6,000	96,361	202,318	(105,957)	32,475	(138,432)		346,009	546,801	(200,792)	-	(200,792)
Facilities Maint Reserve	385,000	618,500	(233,500)	381,080	135,113	245,967	62,700	183,267		3,533,183	4,422,021	(888,838)	187,000	(1,075,838)
TOTAL GOVERNMENTAL FUNDS	\$ 44,354,209	\$ 56,008,793	\$ (11,654,584)	\$ 46,552,698	\$ 36,150,326	\$ 10,402,372	\$ 3,501,318	\$ 6,901,054		\$ 37,175,629	\$ 35,448,102	\$ 1,727,527	\$ 3,654,959	\$ (1,927,432)
Enterprise Funds														
Water and Sanitary Sewer	\$ 13,883,953	\$ 20,238,383	\$ (6,354,430)	\$ 14,693,929	\$ 12,380,874	\$ 2,313,055	\$ 1,109,739	\$ 1,203,316		\$ 14,201,187	\$ 12,106,382	\$ 2,094,805	\$ 987,958	\$ 1,106,847
Village Links/Reserve 22	5,730,700	5,720,748	9,952	5,171,751	5,057,380	114,371	60,059	54,312		5,326,661	5,670,998	\$ (344,337)	-	(344,337)
Parking	16,456,323	16,268,738	187,585	6,662,605	6,667,984	(5,379)	9,156,116	(9,161,495)		1,448,631	1,360,648	\$ 87,983	29,778	58,205
Residential Solid Waste	1,653,200	1,705,700	(52,500)	1,706,855	1,811,217	(104,362)	21,500	(125,862)		1,644,111	1,557,863	86,248	-	86,248
TOTAL ENTERPRISE FUNDS	\$ 37,724,176	\$ 43,933,569	\$ (6,209,393)	\$ 28,235,140	\$ 25,917,455	\$ 2,317,685	\$ 10,347,414	\$ (8,029,729)		\$ 22,620,590	\$ 20,695,891	\$ 1,924,699	\$ 1,017,736	\$ 906,963
VILLAGE OPERATIONS TOTAL	\$ 82,078,385	\$ 99,942,362	\$ (17,863,977)	\$ 74,787,838	\$ 62,067,781	\$ 12,720,057	\$ 13,848,732	\$ (1,128,675)		\$ 59,796,219	\$ 56,143,993	\$ 3,652,226	\$ 4,672,695	\$ (1,020,469)
Internal Service Funds														
Insurance	\$ 3,447,785	\$ 3,442,070	\$ 5,715	\$ 3,521,405	\$ 3,474,553	\$ 46,852	\$ -	\$ 46,852		\$ 3,296,909	\$ 3,336,717	\$ (39,808)	\$ -	\$ (39,808)
Equipment Services	1,635,200	1,625,847	9,353	1,735,944	1,392,088	343,856	310,689	33,167		1,683,922	1,626,245	57,677	148,167	(90,490)
ST Internal Service Funds	\$ 5,082,985	\$ 5,067,917	\$ 15,068	\$ 5,257,349	\$ 4,866,641	\$ 390,708	\$ 310,689	\$ 80,019		\$ 4,980,831	\$ 4,962,962	\$ 17,869	\$ 148,167	\$ (130,298)
Trust Fund														
Police Pension	\$ 4,322,000	\$ 2,679,275	\$ 1,642,725	\$ 5,539,368	\$ 2,678,748	\$ 2,860,620	\$ -	\$ 2,860,620		\$ 6,787,731	\$ 2,822,200	\$ 3,965,531	\$ -	\$ 3,965,531
VILLAGE TOTAL	\$ 91,483,370	\$ 107,689,554	\$ (16,206,184)	\$ 85,584,555	\$ 69,613,170	\$ 15,971,385	\$ 14,159,421	\$ 1,811,964		\$ 71,564,781	\$ 63,929,155	\$ 7,635,626	\$ 4,820,862	\$ 2,814,764



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

Meeting 2/16/2021 7:00 PM
Department: Finance
Department Head:
Category: Report
Prepared By:

**AGENDA ITEM (ID # 2021-
899)**

DOC ID: 2021-899

General Manager Vesevick will present the FY2020 Year End Report for the Village Links/ Reserve 22.

Statement of the Issue:

Please see the attached report.

Analysis:

Budget Impact:

Action Requested:

Attachments:

1. Year End Financial Report VLinks R22



VILLAGE LINKS
G L E N E L L Y N

RESERVE
—22—
TWENTY-TWO

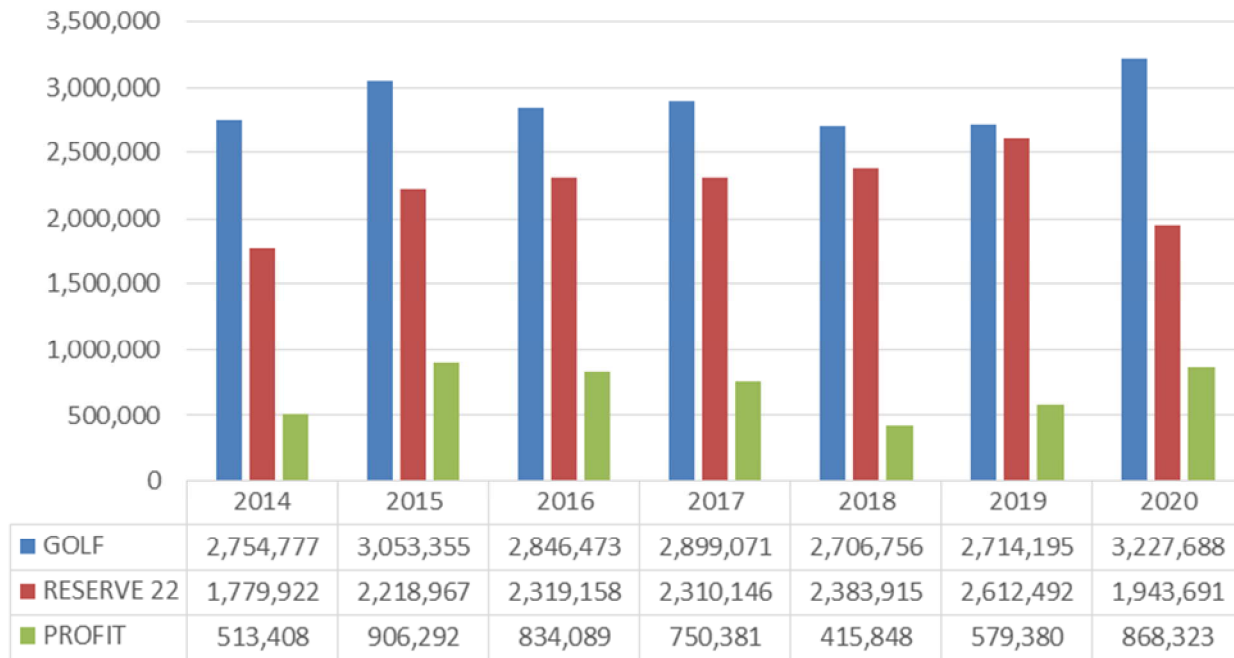
4th Quarter – 2020 Final Results

2020 Accomplishments

To enhance Glen Ellyn Community living by providing outstanding recreational and dining opportunities, while providing storm water protection, at no cost to the taxpayer

- Safely & effectively adapted to operational restrictions
- Reduced operating expenses by 9%, despite a 20% increase in volume
- Top 10 recognition for Outdoor Dining in Chicago area
- Maintained high marks for Guest Satisfaction ratings
- Increased Cash Reserves by 35%
- Virtually broke even in Reserve 22, despite restrictions

YTD REVENUE/PROFITABILITY



Rounds up 22%

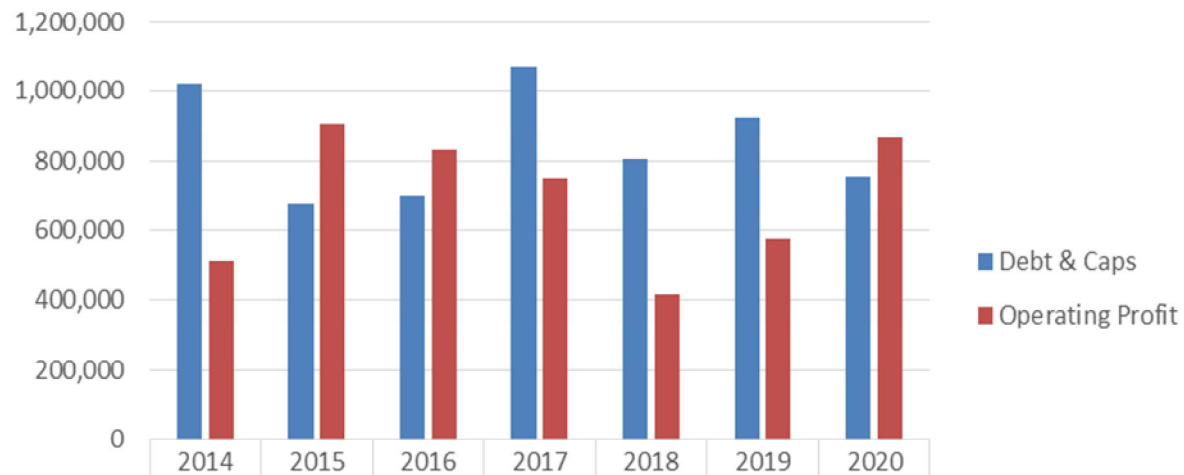
Golf Revenues up 20%
(+\$513K)

Reserve 22 Revenues down
26% (-\$669K)

Operating Expenses down
9% (-\$444K)

Village Links/Reserve 22
Operating Profits up 50%
(+\$289K)

Operating Profit, Debt & Capital



	2014	2015	2016	2017	2018	2019	2020
Debt & Caps	1,019,830	676,792	700,129	1,069,217	804,878	923,698	753,790
Operating Profit	513,408	906,292	834,089	750,381	415,848	579,380	868,323

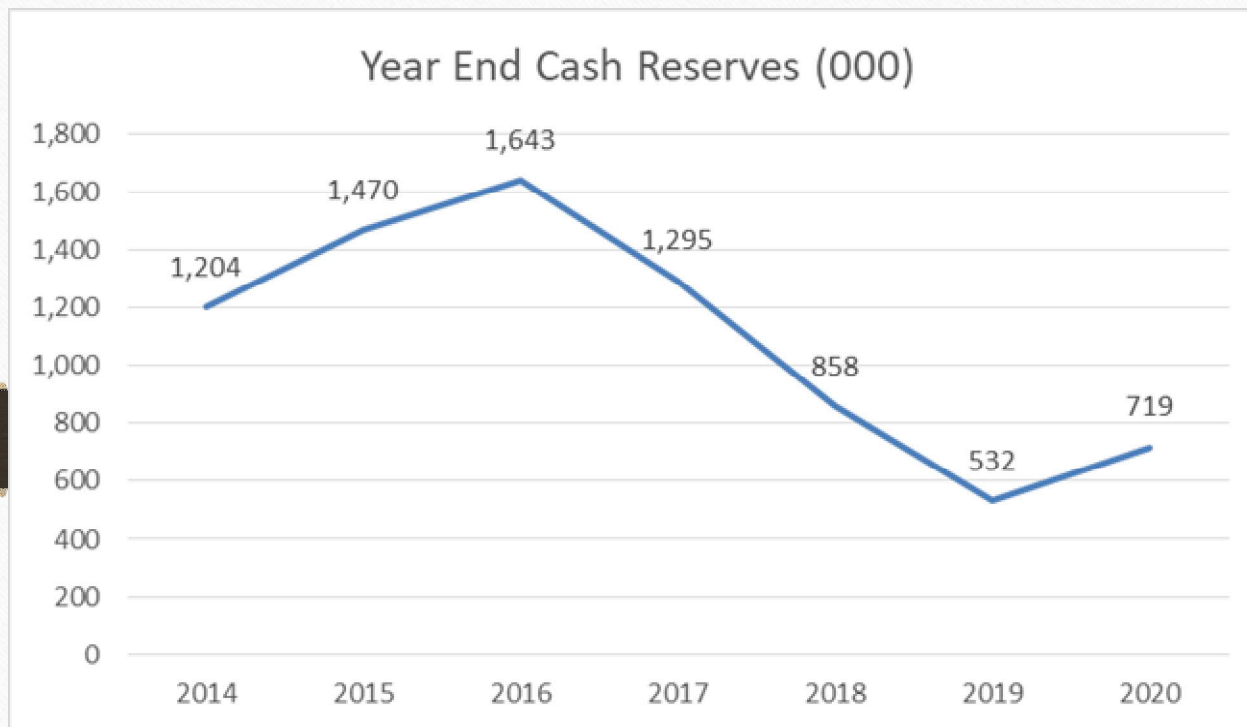
Since 2014:

Operating Profits = \$4.87M

Debt Retired = \$4.57M

Capital = \$1.38M

Cash Used = \$1.08M over 7 years to meet obligations



- Improved Cash Reserves first time in 4 years (+\$186K)
- Subsidizes Operating Profits to cover Debt and Capital Replacement, while remaining no burden to taxpayer
- Debt Service will be reduced: \$222K in 2022, and additional \$125K in 2023
- Debt will average \$310K 2024 thru 2032

VILLAGE LINKS / RESERVE 22
MONTHLY CASH INCREASE/DECREASE HISTORY

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
2014	(112)	(270)	(77)	50	130	30	306	177	138	10	(148)	(663)
2015	(100)	(63)	9	67	80	153	356	352	239	(97)	(42)	(689)
2016	(114)	(20)	41	(109)	206	296	186	237	160	36	(76)	(671)
2017	(114)	42	(218)	(57)	(11)	223	328	291	72	(69)	(151)	(681)
2018	(113)	(50)	(157)	(56)	216	153	291	92	165	(102)	(160)	(716)
2019	(144)	(53)	(138)	(136)	99	304	319	171	146	(64)	(148)	(680)
2020	(173)	(21)	(43)	(225)	69	516	237	500	214	(23)	(21)	(843)
Avg	(124)	(62)	(83)	(67)	113	239	289	260	162	(44)	(107)	(706)
Best	(100)	42	41	67	216	516	356	500	239	36	(21)	(671)
Worst	(173)	(270)	(218)	(225)	(11)	30	186	92	72	(102)	(160)	(843)

NEXT 12 MONTH CASH BALANCE SCENARIOS

	2020	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021
	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
Avg	719	595	533	449	383	495	734	1,023	1,283	1,445	1,401	1,294	588
Best	719	619	661	702	769	985	1,501	1,857	2,357	2,596	2,632	2,611	1,940
Worst	719	546	276	58	(167)	(178)	(148)	38	130	202	100	(60)	(903)

The Year(s) Ahead

- Aggressive Marketing and Brand Awareness Campaigns
- New programs and initiatives aimed at today's golfers and diners
- Recover and enhance lost Banquet revenues
- Consistent expense monitoring and efficient use of labor (Minimum Wage)
- Developing Reserve 22 as a sustainable off season business
- Consistent golf course improvements in playability