



Minutes
Village of Glen Ellyn
Glen Ellyn Village Board
Special Workshop Meeting
Monday, July 27, 2020
6:00 PM

Glen Ellyn Civic Center, Galligan Board Room

A. Call to Order

Attendee Name	Title	Status	Arrived
Diane McGinley	Village President	Present	
Bill Enright	Village Trustee	Present	
Gary Fasules	Village Trustee	Present	
Craig R. Pryde	Village Trustee	Present	
Kelli E. Christiansen	Village Trustee	Present	
Steve Thompson	Village Trustee	Present	
Mark Senak	Village Trustee	Present	
John Chereskin	Village Clerk	Present	
Mark Franz	Village Manager	Present	
Greg Mathews	Village Attorney	Present	
William Holmer	Assistant Village Manager	Excused	
Christina Coyle	Finance Director	Present	
Julius Hansen	Public Works Director	Present	
Staci Springer	Director	Present	
Phil Norton	Chief of Police	Present	
Rich Daubert	Professional Engineer	Present	
Jeff Vesevick	General Manager Village Links	Present	
Andrew Cross	Golf Course Superintendent	Present	

B. Pledge of Allegiance

C. Roll Call

D. Audience Participation

1. Open:

None.

E. 2020-2022 Strategic Plan (Presented by Village Manager Franz) (Discussion Only)

1. Village Manager Franz will provide an update on the 2020-2022 Strategic Plan.

Village Manager Franz stated from October through December 2019 the Village Board and staff engaged in a strategic planning process that involved the community survey data, financial scorecard data and in-process comprehensive plan to assess the overall environment and develop a plan for the next several years. Village Manager Franz stated the process resulted in a strategic plan covering 2020-2022. Village Manager Franz stated the plan consists of five strategic priorities which are

those issues of greatest importance to the Village over the next three years. The strategic priorities are:

- 1. Financial Stability*
- 2. Development*
- 3. Effective Governance*
- 4. Workforce and Operations*
- 5. Infrastructure*

Village Manager Franz stated associated with each priority is a set of strategic initiatives, actions (desired outcomes), and measures of success (key outcome indicators), describing expected results and how the results will be measured.

Village Manager Franz noted all successful organizations need to develop a set of priorities and an action plan that are formalized into a strategic plan. Village Manager Franz noted the Village regularly and consistently executed on a strategic plan for years.

Strategic Plan consultant Craig Rapp provided a quick high level review of the strategic plan and the process to create it. Mr. Rapp stated the end result was determining 5 priorities, which leveraged 16 outcomes the Village can expect to occur over the years. Mr. Rapp also noted there are a variety of targets which act as performance measures.

Village Manager Franz stated he is looking from initial feedback from the Village Board about the strategic plan. Village Manager Franz stated if the Village Board needs additional time to review the plan they can send him their comments and it can be discussed at a future meeting.

Trustee Enright asked if this plan will help guide decisions such as development opportunities. Village Manager Franz stated the Comprehensive Plan covers land use and development opportunities. Mr. Rapp stated the strategic plan is typically a business plan and it provides staff, and anyone who is looking at the plan, an idea where the Village is spending their time and what is important to them.

Trustee Senak stated in his opinion, the Village Board's primary focus is policy making while staff is responsible for the management of affairs of the Village. Trustee Senak stated each group should allow the other group to focus on their tasks. Trustee Senak stated the strategic plan should be made mostly by policy makers, the Village Board, and the Village Board should provide input. Trustee Senak stated he believes there was an imbalance of participation of the Village Board compared to staff members and would like to see the Village Board more involved in this process as it moves forward.

President McGinley recommended Trustee Senak discuss the process of creating the strategic plan and how it is used after approval. President McGinley stated it is important to have staff involved in this process as they are the ones carrying out the policies made by the Village Board.

President McGinley stated this presentation was to remind the Village Board where we stand with the process and reminded the Village Board to send any feedback regarding the strategic plan to Village Manager Franz.

Trustee Fasules asked what staff's next steps are for creating an operating plan. Village Manager Franz stated action steps are outlined in the draft action plan.

Mr. Rapp stated Trustee Senak's comments were appropriate. Mr. Rapp stated a Village Board sets policy and staff carries the policy out. Mr. Rapp stated the Board sets the ends of where do we want to go and what do we want to achieve. Mr. Rapp stated it is then staff's responsibility to set the means and methods to achieve the Village Board's end goals. Mr. Rapp noted the Board should not interfere with the staff's responsibilities and vice versa. Mr. Rapp stated there is a good start to Village Board and staff collaboration.

Trustee Christiansen asked how the Village Board should be held accountable for the goals outlined in the strategic plan, especially as there will be new members of the Board in 10 months. President McGinley stated the strategic plan is usually completed right when a new Board is appointed, but the start of the project was delayed and was delayed again due to COVID-19. President McGinley stated the Village Board tries to continue to plan outlined by previous Village Boards. Village Manager Franz stated the start of the project was delayed as they wanted the Scorecard and Comprehensive Plan completed before the process was started. Village Manager Franz stated the strategic plan has always been used as a guide, but if there was change in directed by the Village Board the plan can be adaptable.

Trustee Christiansen stated she wants to make sure the Board is being held accountable for their goals just like the Board holds staff accountable.

Trustee Senak stated he found a few of the statements noted in the strategic plan troublesome, including:

- 1. At meetings, elected officials appear to be at odds with or distrustful of management staff, which erodes public confidence with Village staff*
- 2. No respect on Board for others*

Trustee Senak stated not only does the Village Board set policies, but it also provides an oversight function. Trustee Senak stated sometimes there is scrutiny of a project and the vetting process includes inquiry and debate. Trustee Senak stated he does not want inquiry and debate to be confused with dysfunction. Trustee Senak stated the Village Board, including himself, has a high respect of staff and their abilities and professionalism. Trustee Senak stated the Village Board also looks for guidance from staff and they would not be able to do their job without staff.

Trustee Senak stated he disagrees with the comments made in the strategic plan, but respects the opinions. Trustee Senak stated any amount of debate or questions by the Village Board does not mean they do not trust staff, they are just doing the job they were elected to do.

President McGinley thanked Mr. Rapp and reminded by Board to provide feedback on the strategic plan to Village Manager Franz and it will be discussed at a future workshop.

RESULT:	DISCUSSION ONLY
----------------	------------------------

F. Revenue Projections (Presented by Finance Director Coyle) (Discussion Only)

1. Finance Director Coyle will update the Village Board on the COVID-19 revenue projections.

Finance Director Coyle provided an update on the COVID-19 revenue projections. Finance Director Coyle provided updates on the General Fund which includes Sales Tax, Home Rule Sales Tax and Income Tax. Finance Director Coyle also provided updates on the Capital Projects Fund which includes Real Estate Transfer Tax and Food & Beverage Tax. Finance Director Coyle noted that these are still projections, and the future can still remain unknown due to COVID-19.

General Manager Vesevick provided an update on how COVID-19 has impacted the Village Links and Reserve 22. General Manager Vesevick provided a history of June revenues and expenses. General Manager Vesevick did note expenses have decreased greatly even as golf continues to increase. General Manager Vesevick stated revenues are close to where they were last year at this time, and that is without banquets being held. General Manager Vesevick stated he believes revenues will be close to average this year, despite COVID-19.

RESULT:	DISCUSSION ONLY
----------------	------------------------

G. 2020 Bond Issuance (Presented by Finance Director Coyle) (Discussion Only)

1. Finance Director Coyle will update the Village Board on the timeline for issuing General Obligation Bonds.

Finance Director Coyle provided a brief update on the timeline and procedures for issuing General Obligation Bonds, as directed by the Village Board.

RESULT:	DISCUSSION ONLY
----------------	------------------------

H. Other Items

I. Adjournment

RESULT:	APPROVED [6 TO 0]
MOVER:	Craig R. Pryde, Village Trustee
SECONDER:	Kelli E. Christiansen, Village Trustee
AYES:	Enright, Fasules, Pryde, Christiansen, Thompson, Senak
PRESENT:	McGinley

Respectfully Submitted, Lindsey Kaminsky Executive Assistant

Reviewed and Approved, John A. Chereskin Village Clerk

A. Chereskin Village Clerk