

**Minutes
Special Workshop Meeting
Glen Ellyn Village Board of Trustees
Monday, June 5, 2017**

Pledge of Allegiance

President McGinley asked Police Chief Norton to lead the Pledge of Allegiance

Call to Order

President McGinley called the meeting to order at 7:02 p.m.

Roll Call

Upon roll call by Village Clerk Chereskin, President McGinley and Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak answered "Present."

In Attendance: Recording Secretary Solomon, Village Manager Franz, Assistant Village Manager Stonitsch, Village Attorney Mathews, Planning and Development Director Hulseberg, Public Works Director Hansen, Finance Director Coyle, Police Chief Norton and Senior Engineer Daubert.

Audience Participation

None

Agenda Item E. – Village Board Goal Setting Session (Discussion Only)

President McGinley stated this session is to discuss what is on the Trustees' minds and what the Trustees would like to see the Board accomplish in the next two years. President McGinley stated they will create a list which will be used by the Board and staff as priorities in the Village as well as Village Manager Franz's quarterly review.

Village Manager Franz stated the most recent version of the Strategic Issues and Critical Goals is in the Trustees' packets for the Trustees' review. Villager Manager Franz stated this will be an informal goal-setting session based on the Village Board's Strategic Issues around Development, Business, Attractions, Communications and Involvement, Infrastructure and Financial Sustainability.

President McGinley created the list based on: Capital Improvement Projects for the next 2/5/10 years, Create and Deliver a Strategic Plan for Economic Development, Village Links/Reserve 22, Budget, Communications, Ethics Officer Role, Board Involvement, Plan Department, Commissions and Extended Projects.

Capital Improvement Project List for the Next 2/5/10 Years

Tasks:

1. Review pedestrian over/underpass with Board.
2. Present to Board about Metra Station rehab or new station option.
3. Board commit to direction of pedestrian over/underpass.
4. Present next steps to Board for over/underpass.
5. Board commit to direction of vehicular over/underpass.
6. Present plan for Civic Center changes.

7. Board commits to Civic Center changes.
8. Present to Board a list of all other Capital Improvement Projects and Board priorities.
9. McKee House.
10. Construction of possible parking garage in downtown area.
11. Fire Station Needs.
12. Baker Hill Access on Roosevelt Road.

There was discussion regarding the options, costs and possible grant monies for a pedestrian and/or vehicular over/underpass. Trustee Enright asked when the railroad companies would make commitments for these possible projects to which President McGinley stated this usually happens after the Village applies for grant funding. President McGinley stated the Board will review the Capital Projects list in August and asked the Trustees to review the 5-Year Capital Improvements Plan before then.

Create and Deliver a Strategic Plan for Economic Development

Tasks:

1. Review Economic Development position and set job description.
2. Review relationship between Planning and Development Department and Economic Development.
3. Create a strategic plan for Economic Development that focuses on overall Commercial vitality.
 - a. Create a plan for attracting new businesses.
 - b. Create a plan for retaining businesses.
 - c. Create a plan for working with new developers.
 - d. Create a communication plan with the Board on new developments.
4. Consider hiring/requiring a consultant for larger projects.
5. McChesney property.
6. Giesche property.
7. Does the Village buy property/design property and sell it?
8. Proactive Development Strategy.
9. Housing Strategy.
10. Baker Hill

There was discussion regarding a possible parking garage. Trustee Fasules stated the Board needs a different type of thinking around Economic Development as retail, food service and other services have evolved greatly in the past few years.

Village Links/Reserve 22 Review

Tasks:

1. Tour and combined Board meeting/Commission meeting set for winter.
2. Review Commission responsibilities.
3. Analyze employee reporting structure.
4. Review kitchen design.
5. Review pavilion.
6. Banquet room expansion?
7. Review expanding patio.
8. Review selling corner lot for development (off of Main Street by the 16th tee).
9. Review live entertainment.

Budget

Tasks:

1. Reduce costs.
2. Create efficiencies.
3. Review Finance Commission Reports and Suggestions.
4. Tie Capital Plans to Budget – Pay as you go.
5. Reserves Policies review.
6. Review Revenue sources.
7. Review of Fire Services Fee.
8. Review SSA Fees.

There was a discussion regarding the library levy and different possibilities for revenue sources.

Communications

Tasks:

1. Become more relevant in social media.
2. Social media with Police Department.
3. Review/upgrade TV station choices.
 - a. Get schools more involved in filming and showing on the station.
 - b. Film high school events?
 - c. Turn over to College of DuPage or Glenbard West/Glenbard South film classes to produce?
4. Website

Ethics Officer Role

Tasks:

1. Review and revise role.

Board Involvement

Tasks:

1. At what level does the Board want to get involved with:
 - a. Meeting potential developers?
 - i. More proactive.
 - ii. Front-end relationship with elected officials?
 - b. Going to Springfield to lobby for dollars/projects?
 - c. Meeting state/local representatives more often?

There was discussion regarding what the Trustee/developer relationship might look like, possible trips to Springfield and what role the Commissions could have in this.

Planning and Development Department

Tasks:

1. Continue revising/reviewing permit processes for commercial development.
2. Continue revising/reviewing permit processes for residential development.
3. Review sign codes.
4. Review outside-seating plan requirements
5. Comprehensive Plan
 - a. Review and update to reflect changes in economy.
 - b. Set vision/strategy for development in each zone/area.
6. Zoning Codes.

There was discussion regarding the Comprehensive Plan and if it is needed, should it be updated and should all plans be combined into one unified plan. Planning and Development Director Hulseberg stated the Comprehensive Plan is a vision of where the Village wants to head as a community. President McGinley asked Planning and Development Director Hulseberg to look into possible grant monies to redo the Comprehensive Plan.

Commissions

Tasks:

1. Review Commissions – also part of other goals mentioned above.
2. Training Program?

There was discussion regarding the Commissions and possible restructuring.

Extended Projects

Tasks:

1. Fire Station Improvements.
2. Fire Station Long-Term Capital Needs.

Human Resources

Tasks:

1. Succession Planning for employees.
2. Succession Training.

President McGinley stated the Board will continue to talk about the ongoing tasks and expectations on the other two tabs of the Excel grid with the goals, and there will be follow-up meetings on this. President McGinley reminded the Trustees to review the 5-Year Capital Improvement Plan as well as visit and/or use the Village Links/Reserve 22 for future discussion.

Trustee Senak showed a chart from the 2010 numbers of Persons per Square Mile of the surrounding communities as well as a chart from the 2007 numbers of Retail Sales per Capita. Trustee Senak stated the Village needs to continue to work on economic development piece.

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F. Other Items

None

G. Adjournment

At 9:27 p.m., a motion was made by Trustee Kenwood and seconded by Trustee Senak to adjourn.
Motion carried.

Respectfully submitted,

Debbie Solomon
Recording Secretary

Reviewed and approved,

John A. Chereskin
Village Clerk