



Agenda
Village of Glen Ellyn
Regular Village Board Meeting
Monday, January 22, 2024
7:00 PM
Glen Ellyn Civic Center, Galligan Board Room

Meeting Procedures Statement

Visitors are most welcome to attend all meetings of the Village Board and can find copies of the Agenda at the meeting or online at www.glenellyn.org prior to the meeting. Meetings are taped and also televised on WideOpenWest Channel 6, AT&T Channel 99, and Comcast Cable Services Channel 10. Any individual with a disability requiring a reasonable accommodation in order to participate in a meeting should contact The Village of Glen Ellyn ADA Coordinator, 630-469-5000, at least five (5) business days in advance of the next scheduled meeting. All matters on the Agenda may be discussed, amended, and acted upon.

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

- 1) Open:

Members of the public are welcome to speak to 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 will have the opportunity to comment at the time the item is discussed. In either case, please complete the Audience Participation form and turn it in to the Village Clerk. It is requested that, if possible, one spokesman for a group be appointed to present the views of the entire group. Speakers who are recognized are requested to step to a microphone and state their name, their topic and the group, if any, they are representing prior to addressing the Village Board.

Individuals wishing to address the Board shall exercise proper decorum and respect for the proceedings and the business of the Village Board, and shall refrain from abusive demeanor and language. The practice of ceding time to other speakers shall be prohibited, except in the discretion of the presiding officer of the meeting.

Public officials are not obligated to respond to questions.

- E. Presentation**

- 1) Recognition of homeowners whose homes have received the Conservation @Home designation from the Conservation Foundation (Environmental Commission Chair Christy Truitt and Conservation Foundation representative Amy Phillips)
- 2) Update from Alliance of Downtown Glen Ellyn (Alliance Director Dawn Smith)
- 3) Update from Glen Ellyn Chamber of Commerce (Chamber Director Claudia Thornton)
- 4) Community Relations Commission Statement Denouncing Religious Intolerance (CRC Chair Sania Irwin)

- F. Employee Recognition**

- 1) Letter of appreciation from Oakbrook Terrace Police Department to Glen Ellyn Police Department

G. Consent Agenda - The following items are considered routine business by the Village Board and will be approved in a single vote in the form listed below:

- 1) Village Board November 13, 2023 Meeting Minutes
- 2) Motion to Approve a Central Business District (CBD) Construction Impact Grant to Marcel's Culinary Experience for \$6,000 and Marche for \$4,500 to be expensed to the Economic Development/ Marketing Account (Economic Development Coordinator Hannah)
- 3) Motion to Approve Ordinance 7083, an Ordinance Directing the Abatement of Ad Valorem Property Taxes in the Amount of \$278,750 for the Fiscal Year Beginning January 1, 2024 and Ending December 31, 2024 for the Village of Glen Ellyn, Illinois (Finance Director Brankin)
- 4) Motion to Approve Resolution 24-04, a Resolution to Endorse the Legislative Action Program of the DuPage Mayors and Managers Conference for the 2024 Legislative Session (Village Manager Franz)
- 5) Motion to Approve Resolution No. 24-03, a Resolution to Determine the Status of Certain Executive Sessions Held in 2015, 2016, 2018, 2019, 2020, 2021 and 2023 and to Authorize the Destruction of Minutes, Audio or Video Recordings of Certain Executive Sessions Held in 2015, 2016, 2018, 2019, and 2021 (Attorney Mathews)
- 6) Motion to Authorize the Village Manager to Execute the Agreement between the Village of Glen Ellyn and the Alliance of Downtown Glen Ellyn for Calendar Year 2024 (Manager Franz)

H. Other Business

I. Reminders

- 1) Village Board Meeting, Monday, February 12, 2024 at 7 pm
- 2) Village Board Workshop, Tuesday, February 20, 2024 at 7 pm
- 3) Village Board Meeting, Monday, February 26, 2024 at 7 pm

J. Adjourn

- 1) Motion to adjourn to closed executive session pursuant to 5 ILCS 120/2 (c)(1) for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, and also pursuant to 5ILCS 120/2 (c)(6) for the purpose of discussing the setting of a price for sale or lease of property owned by the public body without returning to open session thereafter.

Casey Calvello
Chief of Police



Administrative
Phone (630) 941-8320
Fax (630) 941-8808

17W261 Butterfield Road
Oakbrook Terrace, IL 60181

Dear Chief Norton and Members of the Glen Ellyn Police Department,

I am writing this letter to express my deepest gratitude and appreciation for the outstanding response and assistance provided by your officers during the recent active shooter incident at the Hilton Hotel located at 10 Drury Lane, Oakbrook Terrace, Illinois. In the face of a terrifying and chaotic situation, the professionalism, bravery, and dedication demonstrated by your team were nothing short of exemplary.

The rapid and coordinated efforts of your officers undoubtedly played a crucial role in ensuring the safety of everyone involved. Their quick response, effective communication, and decisive actions helped to mitigate the threat and bring the situation under control swiftly. In the face of danger, they exhibited remarkable courage and commitment to the well-being of our community.

In times like these, it is comforting to know that we have such a capable and dedicated police force working tirelessly to keep our community safe. The sacrifices made by law enforcement officers often go unnoticed, and it is important to take a moment to recognize and express gratitude for their unwavering commitment to public safety.

Once again, thank you for the exceptional service provided by the Glen Ellyn Police Department. Your officers' actions have not only made a difference in the lives of those directly affected but have also reassured the entire community of your department's ability to handle challenging situations with competence and valor.

Please extend my gratitude to all the officers involved, and may you continue to serve and protect our community with the same dedication and professionalism in the future.

Sincerely,

A handwritten signature in black ink, appearing to read "Casey Calvello", with a stylized, flowing script.

Chief of Police Casey Calvello



Minutes
Village of Glen Ellyn
Regular Village Board Meeting
Monday, November 13, 2023
7:00 PM
Glen Ellyn Civic Center, Galligan Board Room

A. Call to Order – 7:00 P.M.

B. Pledge of Allegiance

C. Roll Call

Upon roll call, President Senak and Trustees Christiansen, Kalinich, Gould, Simon, and Thompson, and Clerk Cosby were “Present.” Trustee Fasules was absent.

Also in attendance: Village Manager Franz, Assistant Village Manager/Community Development Director Rodman, Village Attorney Mathews, Public Works Director Buckley, Interim Finance Director Brankin, Economic Development Coordinator Hannah, HR Director Vonachen, Village Engineer Daubert, and Police Chief Norton.

D. Audience Participation

There was no off-agenda audience participation.

E. Presentation

- 1) Proclamation in Honor of Village Links meriting Audubon Certified Sanctuary Program 30-year designation

Village Manager Franz read the Proclamation into the record. President Senak added his congratulations to the Village Links.

F. Consent Agenda - The following items are considered routine business by the Village Board and will be approved in a single vote in the form listed below:

RESULTS:	APPROVED [5 to 0]
MOVER:	Trustee Gould [Items 1 – 15]
SECONDER:	Trustee Thompson
AYES:	Gould, Thompson, Christiansen, Kalinich, Simon
NAYS:	

Motion to approve the following items including Payroll and Vouchers totaling \$7,466,017.03. These agenda items have been reviewed by the Management Team and Village Attorney and are consistent with the Village's purchasing policy (Trustee Gould).

- 1) Total Expenditures (Payroll and Vouchers) - \$7,466,017.03
- 2) Appreciation for the service of Kim Thomas, who is stepping down from the Community Relations Commission
- 3) Village Board Meeting October 23, 2023 Minutes
- 4) Village Board Special Workshop October 23, 2023 Minutes
- 5) Village Board Workshop October 16, 2023 Minutes
- 6) Village Board Meeting September 25, 2023 Minutes
- 7) Motion to Approve Resolution 23-13, a Resolution to allow the DuPage Water Commission Board to negotiate the next contract with the City of Chicago for a period of 15-20 years (Assistant Public Works Director Hubsby).
- 8) Receive the Police Pension Board's Municipal Compliance Report for the Fiscal Year Ended December 31, 2022 (Interim Finance Director Brankin)
- 9) Motion to Approve Resolution 23-14, a Resolution to accept public improvements at the Enclave of Glen Oak subdivision (Assistant Village Manager/Community Development Director Rodman)
- 10) Motion to Approve Ordinance 7065-VC, An Ordinance Establishing an Administrative Fee regarding Fleeing and Eluding Incidents (Chief Phil Norton)

President Senak asked for more detail on this proposal. Police Chief Norton gave some background on the proposed ordinance and how it is an attempt to minimize police pursuits of individuals who flee and elude during a police stop.

- 11) Motion to authorize the Village Manager to approve the contract for the 2023 Newton Reservoir Repairs to Era Valdivia Contractors Inc. of Chicago, IL in the not-to-exceed amount of \$289,684, to be expensed out of the Water Fund. (Public Works Director Buckley)
- 12) Motion pursuant to Section 1-10-7 of the Glen Ellyn Village Code to adopt the competitive bidding procedures of the State of Illinois Management Services Group in lieu of the provisions of Chapter 10 on Village Contracts and approve the purchase of one (1) Ford F-450 chassis with a dump body package and a liftgate from Morrow Brothers Ford of Greenfield, Illinois, in the amount of \$89,664 (Public Works Director Buckley)
- 13) Motion to Approve Ordinance No. 7066, An Ordinance Approving the Exterior Appearance of Building Wall Sign for Byline Bank Located at 520 Crescent Boulevard (Assistant Village Manager/Interim Community Development Director Rodman)
- 14) A Motion to Approve a Central Business District (CBD) Construction Impact Grant to Veiled by Cha Cha totaling \$4,500 to be expensed to the Economic Development/ Marketing Account (Economic Development Coordinator Hannah)

Trustee Kalinich commented that she and Economic Development Coordinator Hannah had a chance to review this and it has been vetted.

- 15) Motion to waive competitive bidding per Village Code 1-10-2(C) and (D) to authorize the Village Manager to approve the purchase and installation of a Flygt Pump at the South Park Lift Station from Genco Mechanical, Crestwood, IL in the amount of \$44,879, to be expensed from the Sewer fund. (Public Works Director Buckley)

G. Public Hearing and First Reading of the Proposed Fiscal Year 2024 Budget (Trustee Christiansen)

- 1) Motion to open a public hearing to receive comment on the proposed annual budget for the Village of Glen Ellyn in the net amount of \$84,867,458 for the fiscal year beginning January 1, 2024 and ending December 31, 2024.

RESULTS:	APPROVED [5 to 0]
MOVER:	Trustee Christiansen
SECONDER:	Trustee Kalinich
AYES:	Christiansen, Kalinich, Gould, Simon, Thompson
NAYS:	

Interim Finance Director Brankin thanked all involved in the budget process, and mentioned places where the budget is available for review by the public. He also reminded the Board that the numbers presented tonight match the original draft and other meetings, and will be updated by the 11/27/23 meeting, adding that the pending changes are summarized in tonight's presentation.

Interim Finance Director Brankin presented an overview of all funds in the proposed budget. He also presented highlights of the cash reserves, all aspects of the General Fund, and the proposed tax levy.

Interim Finance Director Brankin reviewed the fees being increased in the Village and the estimated financial impact of these fee increases.

President Senak asked about the General Fund revenue being indicated as up, and if that is accurate, could the 2024 budget be increased by \$1,000,000 in an effort toward not increasing the tax levy. Interim Finance Director Brankin replied. Discussion ensued.

President Senak asked another question about property tax revenue, and where this revenue comes from. Interim Finance Director Brankin replied. Discussion on this continued between the two.

President Senak asked if he, as President, has the authority to appoint Village staff, as he understood an ordinance he cited. Village Manager Franz replied he needed to research the ordinance in question.

President Senak continued with his points on the property tax levy. Attorney Mathews added his thoughts on the levy increases. Trustee Kalinich explained the tax question being raised by President Senak. Discussion continued.

President Senak asked about the number of new staff in the proposed budget. Interim Finance Director Brankin replied. Village Manager Franz contributed more information as far as the increase in the Village staff.

Trustee Christiansen thanked Interim Finance Director Brankin and all of the staff for working so hard on this budget. Trustee Simon agreed with this.

Norris Eber, Village resident, thanked the Board and the Village staff for their hard work on the budget. He then talked about the tax levy, fee increases, and other items. A copy of his concerns was submitted to the Village Clerk to be included in the meeting's record.

Mr. Eber wondered if the railroad was ever going to sell property to the Village. President Senak replied they will not.

- 2) Motion to close a public hearing to receive comment on the proposed annual budget for the Village of Glen Ellyn in the net amount of \$84,867,458 for the fiscal year beginning January 1, 2024 and ending December 31, 2024.

RESULTS:	APPROVED [5 to 0]
MOVER:	Trustee Christiansen
SECONDER:	Trustee Kalinich
AYES:	Christiansen, Kalinich, Gould, Simon, Thompson
NAYS:	

- 3) Motion to approve on first reading Ordinance 7067, an Ordinance adopting the annual Village of Glen Ellyn expenditure budget in the net amount of \$84,867,458 including the compensation plan, for the fiscal year beginning January 1, 2024 and ending December 31, 2024.

RESULTS:	APPROVED [4 to 1]
MOVER:	Trustee Christiansen
SECONDER:	Trustee Kalinich
AYES:	Christiansen, Kalinich, Simon, Thompson
NAYS:	Gould

Attorney Mathews clarified that the vote tonight does not approve the budget.

President Senak said that just because the Village can raise property taxes, doesn't mean it must raise them. He added that the increase in fees is actually a tax increase. He cited the City of Darien and their ability to not increase the tax levy every year.

President Senak added his thoughts on increases in the Village staff and the hidden costs of adding personnel.

President Senak stated that he doesn't think the budget is sustainable and would line-item veto, if necessary, to keep the budget where it needs to be.

Trustee Simon gave her thoughts on President Senak's veto statement, and that funds are needed to keep the Village services at a level the residents expect. She also felt that the Board should trust the staff to do the work of the Village and manage the resources that it needs to meet the expectations of the residents.

Trustee Simon also gave her thoughts of the fee increases and why they need to be addressed now.

Trustee Thompson seconded Trustee Simon's comments, adding that outside consulting sources indicated that the Police Department staff needed to be increased before the crime rate goes up. President Senak said that this is not part of the increases in the 2024 budget. Trustee Thompson replied, adding that a paid Fire Chief was needed, as well as implementing additional EMS staffing. Discussion on staffing continued.

Trustee Gould said that financial stability is a requirement, and growth is optional. She felt that a case has not been presented that the Village is taking on too much risk with too many projects and then gave some specifics on her thoughts. She reiterated her belief that projects need to be prioritized.

Trustee Gould wanted clarification of what the tax levy abatement will mean to future budgets. Interim Finance Director Brankin replied.

Trustee Gould said that the Board heard the residents' concerns about tax increases through the Roosevelt Road public discussions, and that she is not on-board with the current plan.

Trustee Kalinich added clarification as far as the abatement is concerned. She added that the Roosevelt Road concern was about the school tax, not necessarily the Village tax levy. Trustee Gould agreed with this and added further thoughts.

President Senak asked what the amount of the proposed abatement was. Interim Finance Director Brankin replied. President Senak asked what the dollar increase in the levy was from 2022-23. Interim Finance Director Brankin replied. President Senak added his thoughts on using an abatement.

Trustee Gould asked about transfers to the Capital Fund. Interim Finance Director Brankin replied and added clarification as to where the funds were transferred. Village Manager Franz added his thoughts as well.

President Senak said that as he reads this budget, the reserve policy shows a \$5 million surplus and wanted to know if it was earmarked for something. Interim Finance Director Brankin replied. President Senak wondered if some of it should be used to decrease the tax burden.

H. Metra Station and Multimodal Access Improvements Project - Phase II Engineering Amendment (Trustee Simon)

RESULTS:	APPROVED [4 to 1]
MOVER:	Trustee Simon
SECONDER:	Trustee Christiansen
AYES:	Simon, Christiansen, Kalinich, Thompson
NAYS:	Gould

Village Engineer Daubert presented the motion for approval. He mentioned that Capital Improvement Commission Chairperson Szymanski and a representative from CDM Smith were present. He also said that completing Phase II will put the Village in a better position to acquire additional grants for the project.

Village Engineer Daubert added that the number he was presenting includes the design services for Streetscape.

Village Engineer Daubert briefly reviewed the timeline and other items concerning Phase II of the project.

Trustee Kalinich asked about the total budgeted amount for Phase II engineering, and what exactly is the ask for approval in tonight's vote.

President Senak asked how much the Village would need to contribute to the entire project, best case scenario. Village Engineer Daubert replied. President Senak pointed out that this project has nothing to do with safety but everything to do with convenience, giving statistics from the Police Department to reinforce his belief.

Village Engineer Daubert then presented the estimated project cost, with outside and local funding. President Senak asked if the funds proposed for approved tonight were included in the presented numbers. Village Engineer Daubert replied affirmatively.

Trustee Simon stated that the underpass is important in conjunction with the proposed event park at the US Bank site.

Trustee Kalinich said that access to the parking lots on the south side is also important, as commuter trains are often early, and then it is impossible to get the other side.

Trustee Thompson raised his concerns with the ADA compliance of the railroad crossings as they currently exist and believed that the ease of crossing with the underpass will alleviate this. He also felt that with the grants acquired for construction of this project, it is a good deal for the entire Village.

A discussion regarding the food and beverage tax and its benefit for funding ensued.

Village Manager Franz added his thoughts on the project and the small cost to the Village when considering the grants that will be utilized. The discussion turned to the event park and the underpass.

Trustee Gould reiterated her concern that this vote feels like an indication that the Board is "all in" on the entire train project. This assertion was addressed and rebutted by members of the Board.

Trustee Gould wanted to know what happens if the cost goes up as the project is realized,

and the gap that might be created. Interim Finance Director Brankin replied.

Trustee Thompson wanted to know what the approval process was for the entire project. Village Manager Franz replied.

Trustee Thompson asked if the Village will know within the next year if the train station will be able to be purchased. Village Engineer Daubert replied.

Trustee Simon said she has safety concerns around the current condition of the station.

President Senak asked what the current funding gap was for the project. Village Engineer Daubert replied, with follow-up from President Senak. Village Engineer Daubert replied.

- 1) Motion to authorize the Village Manager to execute Amendment Number 1 to the Agreement with CDM Smith of Chicago, Illinois for Phase II Engineering Services for the Glen Ellyn Metra Station and Multimodal Access Improvements Project in the amount of \$2,368,649 to be expensed to the Capital Projects, and Water and Sewer Funds.

I. Other Business

J. Reminders

- 1) Village Board/Glen Ellyn Park District Joint Special Meeting, Wednesday, November 15, 2023 at 7 pm at 185 Spring Ave.
- 2) Village Board Meeting, Monday, November 20, 2023 at 7 pm
- 3) Village Board Meeting Monday, November 27, 2023 at 7 pm

K. Adjourn – 8:55 P.M.

RESULTS:	APPROVED [5 to 0]
MOVER:	Trustee Thompson
SECONDER:	Trustee Kalinich
AYES:	Thompson, Kalinich, Christiansen, Gould, Simon
NAYS:	

Adjourn to Closed Executive Session for the Purpose of discussing collective negotiating matters between the public body and its employees or their representatives or deliberations concerning salary schedules for one or more classes of employees, Section 2.06, ILCS 120/2(c)(2), not to return to open session



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

Meeting 1/22/2024 7:00 PM
Department: Administration
Department Head: Emily Rodman
Category: Grant
Prepared By: Meredith Hannah

AGENDA ITEM (ID
2023-1251)

DOC ID: 2023-1251

Motion to Approve a Central Business District (CBD) Construction Impact Grant to Marcel's Culinary Experience for \$6,000 and Marche for \$4,500 to be expensed to the Economic Development/ Marketing Account (Economic Development Coordinator Hannah)

Statement of the Issue:

On September 25, 2023, The Village Board approved the creation of a Central Business District (CBD) Construction Impact Grant Program. As applications are received by staff and vetted, they will then be presented to the Village Board to approve.

Analysis:

Staff has received two (2) CBD Construction Impact Grant Application which meets the criteria outlined by the Village Board:

- Located in Phase II of the CBD Utility and Streetscape Project.
- Occupy a bricks and mortar retail/restaurant or service business.
- Submitted the appropriate ST1 forms demonstrating a financial loss of sales during construction over the year prior to construction.
- Demonstrated a loss of revenue equal to or greater than 20% (\$4,500 grant benchmark) or 30% (\$6,000 grant benchmark).

Staff and Trustees Kalinich and Fasules have reviewed the application and recommend approval. Therefore, staff is presenting the following business for Village Board consideration and grant approval:

Marcel's Culinary Experience, 490 N Main Street, is located in Phase II, demonstrated a loss of revenue equal to or greater than 30%, requesting a \$6,000 grant.

Marche, 496 N Main Street, is located in Phase II, demonstrated a loss of revenue equal to or greater than 20%, requesting a \$4,500 grant.

Budget Impact:

The Village Board approved \$100,000 annually to support the CBD Construction Impact Grant Program in the Economic Development/ Marketing Account 126500-520130.

Contribution to Strategic Plan

Action Requested:

The Village Board may approve the grants, deny the request or approve another amount.

Attachments:

1. Reimbursement Spreadsheet

CBD Construction Impact Grant Program - Account 126500-520130

	Date received	Applicant	Address	CBD Construction Phase	Loss, Year over Year 3 Month Period		% of Loss	Eligible for Grant Y/N (20%+)	Grant Total	Submitted to Village Board for Approval (date)	Submitted to Finance (date)	Total Funds Issued
1	10/3/2023	2 Hound Red	486 Pennsylvania Ave	Phase II	\$	115,561.00	-36.45%	Y	\$ 6,000.00	10/23/2023	10/24/2023	\$ 6,000.00
2	11/6/2023	Veiled by Cha Cha	494 Crescent Blvd	Phase II	\$	17,014.00	-20.33%	Y	\$ 4,500.00	11/13/2023	11/14/2023	\$ 10,500.00
3	12/7/2023	Marcel's	490 N Main St	Phase II	\$	106,095.00	-31.22%	Y	\$ 6,000.00	1/8/2024		
4	12/7/2023	Marche	496 N Main St	Phase II	\$	53,378.00	-20.80%	Y	\$ 4,500.00	1/8/2024		



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

Meeting 1/22/2024 7:00 PM
Department: Finance
Department Head: Patrick Brankin
Category: Discussion Item
Prepared By: Patrick Brankin

AGENDA ITEM (ID
2023-1215)

DOC ID: 2023-1215

Motion to Approve Ordinance 7083, an Ordinance Directing the Abatement of Ad Valorem Property Taxes in the Amount of \$278,750 for the Fiscal Year Beginning January 1, 2024 and Ending December 31, 2024 for the Village of Glen Ellyn, Illinois (Finance Director Brankin)

Statement of the Issue:

The Village Board approved the 2023 property tax levy (to be collected in 2024) last November. The operating portion of the Village's levy, which supports both the Village's General Fund and Capital Projects Fund, was increased 5.5% compared to the prior year. At the conclusion of the 2024 budget discussions, the Board discussed the possibility of reducing (abating) the total levy by \$278,750, with the General Fund portion of the levy abated by \$214,375 and the Capital Projects Fund portion abated by \$64,375. This amount includes the original proposed abatement of \$128,750, split evenly between the General and Capital Projects Funds, as well as an additional \$150,000 to be abated from the General Fund. In lieu of these tax revenues, cash reserves in this amount will be used for one-time capital expenditures. The proposed ordinance will abate \$278,750 of the levy, reducing the General Fund portion of the levy to an increase of 0.1% from the prior year, and reducing the Capital Projects Fund portion to an increase of 4.0% from the prior year. The overall increase will be reduced to 2.1%.

Analysis:

The Village Board approved the 2023 property tax levy (to be collected in 2024) in November, which included an increase in the operating levy for new growth of 0.5% plus 5.0%. New growth results in a levy increase of \$37,577, with \$17,995 for the General Fund and \$19,582 for the Capital Projects Fund. The additional 5.0% increases the levy by \$416,188, including \$199,303 to the General Fund and \$216,885 to the Capital Projects Fund. The total increase in the levy is \$453,765, with \$217,298 for the General Fund and \$236,467 for the Capital Projects Fund.

The Village Board discussed the 2023 levy at multiple budget workshops. Based on those discussions, the 2024 proposed budget was revised to include an abatement of the General Fund portion of the levy in the amount of \$278,750. This abatement will reduce the General Fund portion of the levy by \$214,375 and the Capital Projects Fund portion of the levy by \$64,375.

The Village's 2023 adopted levy is estimated to add \$11.91 per \$100,000 of a home's market value or \$59.54 for a \$500,000 home. With the abatement, the estimated increase is \$6.20 per \$100,000 of a

home's market value or \$31.01 for a \$500,000 home.

Budget Impact:

The 2024 original budget included a proposed abatement of \$128,750, split evenly between the General and Capital Projects Funds. A future budget amendment will be brought to the Board to reflect the additional abatement of \$150,000 in the General Fund.

Contribution to Strategic Plan

Approval of the proposed abatement ordinance aligns with the Village's strategic plan initiatives of maintaining financial stability and maintaining capital funding viability.

Action Requested:

The Village Board is requested to approve the ordinance.

Attachments:

1. Abatement Ordinance 2023 Operating Levy
2. 2023 Property Tax Calculations - Adopted 5.5%
3. 2023 Property Tax Calculations - Proposed Abatements

Village of Glen Ellyn

Ordinance No. _____

**An Ordinance Directing the Abatement of
Ad Valorem Property Taxes in the Amount of \$278,750
for the Fiscal Year Beginning January 1, 2024, and Ending December 31, 2024,
of the Village of Glen Ellyn, DuPage County, Illinois**

**Adopted by the
President and Board of Trustees
of the Village of Glen Ellyn
DuPage County, Illinois
this _____ day of _____, 2024**

Published in pamphlet form by the authority of the
President and Board of Trustees of the Village
of Glen Ellyn, DuPage County, Illinois, this _____
day of _____, 2024

Ordinance No. _____

**An Ordinance Directing the Abatement of
Ad Valorem Property Taxes in the Amount of \$278,750
for the Fiscal Year Beginning January 1, 2024, and Ending December 31, 2024,
of the Village of Glen Ellyn, DuPage County, Illinois**

Whereas, the Board of Trustees of the Village of Glen Ellyn, County of DuPage, in the State of Illinois, did on the 27th day of November, 2023, pass the Annual Budget for the Village of Glen Ellyn for the fiscal year beginning January 1, 2024, and ending December 31, 2024, which said Budget was duly considered and heard by public hearing on the 13th day of November, 2023, in accordance with the provisions of Chapter 65, 5/8-2-9, Illinois Compiled Statutes, 2002; and

Whereas, the Village of Glen Ellyn, after considering the annual adopted Budget and the amounts needed to be raised by taxation, authorized the extension of ad valorem property taxes to pay expenses incurred for the provision of police services and capital projects through the adoption of Ordinance No. 7068, entitled "An Ordinance for the Levy and Assessment of Taxes in the Amount of \$16,491,897 for the Fiscal Year Beginning January 1, 2024 and Ending December 31, 2024, of the Village of Glen Ellyn, DuPage County, Illinois" passed November 27, 2023; and

Whereas, the President and Board of Trustees deem it to be in the best interest of the Village of Glen Ellyn to apply General Fund and Capital Projects Fund cash reserves totaling \$278,750 to abate or reduce previously levied and approved property taxes for the 2024 fiscal year;

Now, Therefore, Be it Ordained by the President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in the exercise of its home rule powers, as follows:

Section One: The findings of fact and conclusions set forth above are hereby adopted by the President and Board of Trustees as the findings of fact and conclusions of the corporate authorities of the Village of Glen Ellyn.

Section Two: A total of \$278,750 shall be abated from 2023 ad valorem property taxes and shall be payable from available General Fund and Capital Projects Fund cash reserve balances.

Section Three: The DuPage County Clerk is hereby authorized and requested to abate 2023 ad valorem property taxes in the amount of \$278,750 from amounts previously levied by Village Ordinance No. 7068 adopted on November 27, 2023, as follows:

VILLAGE GENERAL PURPOSE LEVY: (Police)

Property Taxes Levied by Village Ordinance 7068

Adopted November 27, 20223 \$ 4,203,366

Amount to Abate (214,375)

REVISED VILLAGE GENERAL PURPOSE LEVY: (Police) \$ 3,988,991

VILLAGE GENERAL PURPOSE LEVY: (Capital Projects)

Property Taxes Levied by Village Ordinance 7068

Adopted November 27, 20223 \$ 4,574,175

Amount to Abate (64,375)

REVISED VILLAGE GENERAL PURPOSE LEVY: (Capital Projects) \$ 4,509,800

VILLAGE GENERAL PURPOSE LEVY: (Total)

Property Taxes Levied by Village Ordinance 7068

Adopted November 27, 20223 \$ 8,777,541

Amount to Abate (278,750)

REVISED VILLAGE GENERAL PURPOSE LEVY: (Total) \$ 8,498,791

Section Four: This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form as provided by law.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, this _____ day of _____, 2024.

Ayes		Mark Senak		Kelli		Gary Fasules
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			Christiansen		
	Anne Gould		Kelley Kalinich		Donna Jean Simon
	Steve Thompson				
Nays	Mark Senak		Kelli Christiansen		Gary Fasules
	Anne Gould		Kelley Kalinich		Donna Jean Simon
	Steve Thompson				
Absent	Mark Senak		Kelli Christiansen		Gary Fasules
	Anne Gould		Kelley Kalinich		Donna Jean Simon
	Steve Thompson				

Approved by the Village President of the Village of Glen Ellyn, Illinois,
this _____ day of _____, 2024.

Attest:

Village President of the
Village of Glen Ellyn, Illinois

Village Clerk of the
Village of Glen Ellyn, Illinois

(Published in pamphlet form and posted on the _____ day of _____, 2024).

CERTIFICATION

I, Caren Cosby, duly elected Village Clerk of the Village of Glen Ellyn, Illinois, do hereby certify that the attached is the true original copy of Ordinance No. _____, passed by the Board of Trustees of the Village of Glen Ellyn, Illinois, at the _____ Meeting of said Board held on the _____ day of _____, and that the same was signed and approved by the President of said Village on the _____ day of _____.

I do further certify that the original is entrusted to me as Village Clerk of said Village for safekeeping and that I am the lawful custodian and keeper of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Glen Ellyn, Illinois, this _____ day of _____.

Village Clerk

CORPORATE SEAL

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of DuPage, Illinois, and as such official I do further certify that on the ____ day of _____, 2024, there was filed in my office a duly certified copy of Ordinance No. _____ entitled:

**An Ordinance Directing the Abatement of
Ad Valorem Property Taxes in the Amount of \$278,750
for the Fiscal Year Beginning January 1, 2024, and Ending December 31, 2024,
of the Village of Glen Ellyn, DuPage County, Illinois**

(as supplemented by the Bond Order executed in connection therewith, the “*Ordinance*”) duly adopted by the Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois (the “*Village*”), on the ____ day of _____, 2024, and that the same has been deposited in the official files and records of my office.

I do further certify that the taxes heretofore levied for the year 2023, as described in the Ordinance, will be abated as provided for in the Ordinance.

IN WITNESS WHEREOF I hereunto affix my official signature and the seal of said County this ____ day of _____, 2024.

County Clerk

[SEAL]

VILLAGE OF GLEN ELLYN

2023 PROPERTY TAX LEVY

(to be collected in FY2024)

							Change from Taxes Extended & Abated		Change from Original Levy		
	2022	2022	2022	2022	2023	2023	2023	\$	%	\$	%
	Levy	Taxes Extended	Taxes Abated	Taxes Ext & Abat	Proposed Levy	Proposed Abatements ²	Proposed Levy & Abatements	Inc/(Dec)	Inc/(Dec)	Inc/(Dec)	Inc/(Dec)
VILLAGE LEVY:											
Operating - General Fund	\$ 3,986,068	\$ 3,822,856	\$ 163,395	\$ 3,986,251	\$ 4,203,366	\$ -	\$ 4,203,366	\$ 217,115	5.4%	\$ 217,298	5.5%
Operating - Capital Fund	4,337,707	4,337,915	-	4,337,915	4,574,175	-	4,574,175	\$ 236,260	5.4%	236,468	5.5%
Total	\$ 8,323,775	\$ 8,160,771	\$ 163,395	\$ 8,324,166	\$ 8,777,541	\$ -	\$ 8,777,541	\$ 453,375	5.4%	\$ 453,766	5.5%
LIBRARY LEVY:											
Operating	\$ 4,930,645	\$ 4,934,721	\$ -	\$ 4,934,721	\$ 5,177,177	\$ -	\$ 5,177,177	\$ 242,456	4.9%	\$ 246,532	5.0%
Total	\$ 4,930,645	\$ 4,934,721	\$ -	\$ 4,934,721	\$ 5,177,177	\$ -	\$ 5,177,177	\$ 242,456	4.9%	\$ 246,532	5.0%
TOTAL, VILLAGE AND LIBRARY											
Operating	\$ 8,916,713	\$ 8,757,577	\$ 163,395	\$ 8,920,972	\$ 9,380,543	\$ -	\$ 9,380,543	\$ 459,571	5.2%	\$ 463,830	5.2%
Operating - Capital	4,337,707	4,337,915	-	4,337,915	4,574,175	-	4,574,175	236,260	5.4%	236,468	5.5%
Total Operating ¹	\$ 13,254,420	\$ 13,095,492	\$ 163,395	\$ 13,258,887	\$ 13,954,718	\$ -	\$ 13,954,718	\$ 695,831	5.2%	\$ 700,298	5.3%
Aggregate Refunds-Village	\$ 10,160	\$ 11,348	\$ -	\$ 11,348	\$ -	\$ -	\$ -	\$ (11,348)		\$ (10,160)	
Aggregate Refunds-Library	5,947	6,485	-	6,485	-	-	-	(6,485)		(5,947)	
Total	\$ 13,270,527	\$ 13,113,325	\$ 163,395	\$ 13,276,720	\$ 13,954,718	\$ -	\$ 13,954,718	\$ 677,998	5.1%	\$ 684,191	5.2%
Debt Service Abatements ²											
2015 General Obligation Bonds			Capital Projects Fund		\$ 817,094	\$ (817,094)	\$ -				
2018 General Obligation Bonds			Capital Projects Fund		681,219	(681,219)	-				
2020 General Obligation Bonds			Capital Projects Fund		609,223	(609,223)	-				
2021A General Obligation Refunding Bonds			Village Links		301,900	(301,900)	-				
2021B General Obligation Refunding Bonds			Capital Projects Fund		127,743	(127,743)	-				
					\$ 2,537,179	\$ (2,537,179)	\$ -				
				Total Amount	\$ 16,491,897	\$ (2,537,179)	\$ 13,954,718				

1. Total operating increase is subject to required public hearing under the Truth in Taxation Act if percentage increase, excluding debt, is greater than 5.0% of taxes extended in prior year.

2. Abatement ordinances will be considered at a future meeting.

Note: There may be slight differences due to rounding

VILLAGE OF GLEN ELLYN

2023 PROPERTY TAX LEVY

(to be collected in FY2024)

								Change from Taxes Extended & Abated				Change from Original Levy	
	2022	2022	2022	2022	2023	2023	2023						
	Levy	Taxes Extended	Taxes Abated	Taxes Ext & Abat	Proposed Levy	Proposed Abatements ²	Proposed Levy & Abatements	\$	%	\$	%	\$	%
								Inc/(Dec)	Inc/(Dec)	Inc/(Dec)	Inc/(Dec)	Inc/(Dec)	Inc/(Dec)
VILLAGE LEVY:													
Operating - General Fund	\$ 3,986,068	\$ 3,822,856	\$ 163,395	\$ 3,986,251	\$ 4,203,366	\$ (214,375)	\$ 3,988,991	\$ 2,740	0.1%	\$ 2,923	0.1%		
Operating - Capital Fund	4,337,707	4,337,915	-	4,337,915	4,574,175	(64,375)	4,509,800	\$ 171,885	4.0%	172,093	4.0%		
Total	\$ 8,323,775	\$ 8,160,771	\$ 163,395	\$ 8,324,166	\$ 8,777,541	\$ (278,750)	\$ 8,498,791	\$ 174,625	2.1%	\$ 175,016	2.1%		
LIBRARY LEVY:													
Operating	\$ 4,930,645	\$ 4,934,721	\$ -	\$ 4,934,721	\$ 5,177,177	\$ -	\$ 5,177,177	\$ 242,456	4.9%	\$ 246,532	5.0%		
Total	\$ 4,930,645	\$ 4,934,721	\$ -	\$ 4,934,721	\$ 5,177,177	\$ -	\$ 5,177,177	\$ 242,456	4.9%	\$ 246,532	5.0%		
TOTAL, VILLAGE AND LIBRARY													
Operating	\$ 8,916,713	\$ 8,757,577	\$ 163,395	\$ 8,920,972	\$ 9,380,543	\$ (214,375)	\$ 9,166,168	\$ 245,196	2.7%	\$ 249,455	2.8%		
Operating - Capital	4,337,707	4,337,915	-	4,337,915	4,574,175	(64,375)	4,509,800	171,885	4.0%	172,093	4.0%		
Total Operating ¹	\$ 13,254,420	\$ 13,095,492	\$ 163,395	\$ 13,258,887	\$ 13,954,718	\$ (278,750)	\$ 13,675,968	\$ 417,081	3.1%	\$ 421,548	3.2%		
Aggregate Refunds-Village	\$ 10,160	\$ 11,348	\$ -	\$ 11,348	\$ -	\$ -	\$ -	\$ (11,348)		\$ (10,160)			
Aggregate Refunds-Library	5,947	6,485	-	6,485	-	-	-	(6,485)		(5,947)			
Total	\$ 13,270,527	\$ 13,113,325	\$ 163,395	\$ 13,276,720	\$ 13,954,718	\$ (278,750)	\$ 13,675,968	\$ 399,248	3.0%	\$ 405,441	3.1%		
Debt Service Abatements ²													
	2015 General Obligation Bonds		Capital Projects Fund		\$ 817,094	\$ (817,094)	\$ -						
	2018 General Obligation Bonds		Capital Projects Fund		681,219	(681,219)	-						
	2020 General Obligation Bonds		Capital Projects Fund		609,223	(609,223)	-						
	2021A General Obligation Refunding Bonds		Village Links		301,900	(301,900)	-						
	2021B General Obligation Refunding Bonds		Capital Projects Fund		127,743	(127,743)	-						
					\$ 2,537,179	\$ (2,537,179)	\$ -						
				Total Amount	\$ 16,491,897	\$ (2,815,929)	\$ 13,675,968						

1. Total operating increase is subject to required public hearing under the Truth in Taxation Act if percentage increase, excluding debt, is greater than 5.0% of taxes extended in prior year.

2. Abatement ordinances will be considered at a future meeting.

Note: There may be slight differences due to rounding



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

Meeting 1/22/2024 7:00 PM
Department: Administration
Department Head: Mark Franz
Category: Resolution
Prepared By: Sabrina Irizarry

AGENDA ITEM (ID
2024-14)

DOC ID: 2024-14

Motion to Approve Resolution 24-04, a Resolution to Endorse the Legislative Action Program of the DuPage Mayors and Managers Conference for the 2024 Legislative Session (Village Manager Franz)

Statement of the Issue:

The DuPage Mayors and Managers Conference (DMMC) has adopted their 2024 Legislative Action Program (LAP). The Conference is preparing to advocate for priority issues in Springfield, and they are seeking endorsement from member communities.

Analysis:

The DMMC does a good job of building consensus within its members and promoting a collaborative agenda on which to focus lobbying efforts annually. This year, the subject matter proposed in the 2024 Legislative Action Plan includes restoring the local government distributive fund to 10%, but including other reoccurring initiatives as well. Also included are amendments to the Freedom of Information Act (FOIA)/Open Meetings Act comprising the ability to have public meetings held remotely, adding exemptions for automatic license plate readers, an extension of response period for non-commercial FOIA requests, clarification of certain language, and addressing the burdensome FOIA requests for police body camera arrest footage.

Budget Impact:

There is no expected budget impact.

Contribution to Strategic Plan

The approval of the 2024 Legislative Action Plan aligns with the Village's strategic plan initiatives of financial stability and effective governance.

Action Requested:

Passage of the resolution approving the 2024 Legislative Action Plan.

Attachments:

1. Resolution Endorsing DMMC 2024 LAP
2. 2024 DMMC LAP_FINAL

Village Of Glen Ellyn

Resolution No. _____

**A Resolution to endorse the Legislative Action Program of the
DuPage Mayors and Managers Conference
for the 2024 Legislative Session**

**Adopted by the
President and the Board of Trustees
of the Village of Glen Ellyn
DuPage County, Illinois
This ____ Day of _____, 20____.**

Published in pamphlet form by the authority of the
President and Board of Trustees of the Village of
Glen Ellyn, DuPage County, Illinois,
this _____ day of _____, 20____.

RESOLUTION NO. 24-XX

A RESOLUTION TO ENDORSE THE LEGISLATIVE ACTION PROGRAM OF THE DUPAGE MAYORS AND MANAGERS CONFERENCE FOR THE 2024 LEGISLATIVE SESSION

WHEREAS, the Village of Glen Ellyn is a member of the DuPage Mayors and Managers Conference; and

WHEREAS, the DuPage Mayors and Managers Conference develops its annual Legislative Action Program with the goal of establishing a comprehensive platform on legislative issues in order to further protect and benefit the interests of its member municipalities, residents and businesses in these municipalities, and the region generally; and

WHEREAS, on November 15, 2023 the DuPage Mayors and Managers Conference Membership voted unanimously to adopt its 2024 Legislative Action Program, attached hereto; and

WHEREAS, the Village of Glen Ellyn will individually benefit by formally establishing positions on legislative issues affecting municipalities, thereby giving clear direction to officials and employees of the Village of Glen Ellyn regarding legislative positions that may be presented in official capacity or on behalf of the municipality:

NOW, THEREFORE, BE IT RESOLVED, that the Village of Glen Ellyn hereby endorses the DuPage Mayors and Managers Conference's 2024 Legislative Action Program which includes the following listed legislative priorities:

1. Restore the Local Government Distributive Fund
2. Sustainable Public Pensions
3. Freedom of Information Act/Open Meetings Act

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the DuPage Mayors and Managers Conference, to all state and federal legislators representing the Village of Glen Ellyn, to the Office of the Governor, and to all department heads in the Village of Glen Ellyn.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois,
this _____ day of _____, 2024 .

	Ayes	Nays	Absent
Fasules			
Gould			
Thompson			
Kalinich			
Simon			
Christiansen			
Senak (in event of a tie)			

Approved by the Village President of the Village of Glen Ellyn, Illinois, this _____ day
of _____, 2024.

Village President

Attest:

Village Clerk



DuPage Mayors & Managers Conference 2024 Legislative Action Program

A coalition of cities and villages working together, the Conference fosters collaboration and advocates for excellence in municipal government.

Restore the Local Government Distributive Fund

Restoration of the Local Government Distributive Fund to 10% will allow local elected and appointed officials to invest in their communities where it is needed most. This per capita funding benefits all municipalities, returning locally generated tax revenue to support critical community services without raising taxes on residents & businesses.

Roads, Bridges, & Sidewalks ♦ Public Safety ♦ Snow Removal
Pensions ♦ Social Services ♦ Forestry ♦ Stormwater Management
Police Training & Body Cameras ♦ Lead Service Line Replacement

Sustainable Public Pensions

The consolidation of public safety pension fund assets in 2019 fully addressed federal “safe harbor” requirements for downstate police and firefighters. Public pensions, and the taxpayers that fund them, must be protected by preventing further Tier 2 pension sweeteners for police, fire, and IMRF.

Freedom of Information Act/Open Meetings Act

Common-sense amendments to the Freedom of Information Act and Open Meetings Act will allow for transparency of government without costly and time-consuming misuse of the system.

- Permit public meetings to be held remotely at the discretion of local officials.
- Extend the response period for non-commercial FOIA requests, allow fees for producing electronic records, and clarify the definition of a recurrent requester.
- Add exemptions to FOIA disclosure for automatic license plate readers (LPRs).
- Clarify inconsistent language regarding attorney/client privilege during litigation.
- Address burdensome FOIA requests for police body camera footage of arrests.



Village of Glen Ellyn

Resolution No. 24-03

A Resolution to Determine the Status of Minutes of Certain Executive Sessions Held in 2015, 2016, 2018, 2019, 2020 and 2021 and 2023 and to Authorize the Destruction of Minutes, Audio or Video Recordings of Certain Executive Sessions Held in 2015, 2016, 2018, 2019, and 2021

Whereas, the President and Board of Trustees of the Village of Glen Ellyn have met from time to time in executive session for purposes authorized by the Illinois Open Meetings Act; and

Whereas, as required by the Act, the Village Clerk has kept written minutes of all such executive sessions; and

Whereas, pursuant to the requirements of 5 ILCS 120/2.06(d), the President and Board of Trustees met in executive session on January 8, 2024, to review minutes of executive sessions held in 2015, 2016, 2018, 2019, 2020, 2021 and 2023 and to review again minutes of executive sessions held in 2015, 2016, 2018, 2019, 2020, 2021 and 2023 that had previously been classified as requiring confidential treatment; and

Whereas, the President and Board of Trustees have determined that the minutes, or portions of the minutes, for the executive sessions listed on Exhibit "A" attached hereto no longer require confidential treatment and may now be available for public inspection;

Christiansen					
Senak (in event of a tie)					

Approved by the Village President of the Village of Glen Ellyn, Illinois, this _____ day of _____, 2024.

Village President of the
Village of Glen Ellyn, Illinois

Attest:

Village Clerk of the
Village of Glen Ellyn, Illinois

(Published and posted on the _____ day of _____, 2024)

Exhibit "A"

Minutes of Executive Session in 2015 Available for Public Inspection

Meeting Date	Topic
10/22/15	Collective negotiation matters; deliberations concerning salary schedules for one or more classes of employees; pending litigation
10/26/15	Remaining section on collective negotiation matters
12/14/15	Collective negotiation matters and deliberations concerning salary schedules

Exhibit "A"

Minutes of Executive Sessions in 2016 Available for Public Inspection

Meeting Date	Topic
2/22/16	Collective bargaining matters

Exhibit "A"

Minutes of Executive Sessions in 2018 Available for Public Inspection

Date of Meeting	Topic
7/23/18	Remaining section on collective bargaining matters
9/10/18	Section on collective bargaining matters (section on purchase/lease of public property to remain closed)
10/8/18	Remaining section on collective bargaining matters, so fully released now
10/15/18	Collective bargaining negotiation matters

Exhibit "A"

Minutes of Executive Sessions in 2019 Available for Public Inspection

Date of Meeting	Topic
4/8/19	Purchase or lease of property
10/7/19	Collective bargaining matters

Exhibit "A"

Minutes of Executive Sessions in 2020 Available for Public Inspection

Date of Meeting	Topic
2/24/20	Section on review of exec session minutes only
9/14/20	Section on purchase of property only

Exhibit "A"

Minutes of Executive Sessions in 2021 Available for Public Inspection

Date of Meeting	Topic
6/7/21	Section of selection of person to fill public office only
6/14/21	Pending litigation matters
8/30/21	Selection of person to fill public office

Exhibit "A"

Minutes of Executive Sessions in 2021 Available for Public Inspection

Date of Meeting	Topic
1/9/23	Section on setting price for sale or lease of property

Exhibit "B"

Authorized Destruction of Minutes and Audio Recordings of Certain Executive Sessions in 2015, 2016, 2018, 2019, 2020, and 2021 – Village Board Mtg. January 22, 2024

Meeting Date	Topic
October 22, 2015	Collective bargaining matters; deliberations concerning salary schedules for one or more classes of employees; pending litigation
October 25, 2015	Remaining section on collective negotiation matters so fully released
December 14, 2015	Collective negotiation matters and deliberations concerning salary schedules
February 22, 2016	Collective bargaining matters
July 23, 2018	Remaining section on collection bargaining matters, so fully released
October 8, 2018	Remaining section on collective bargaining matters, so fully released
October 15, 2018	Collective bargaining negotiation matters
April 8, 2019	Purchase or lease of property
October 7, 2019	Collective bargaining matters
June 14, 2021	Pending litigation matters
August 30, 2021	Selection of person to fill public office



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

Meeting 1/22/2024 7:00 PM
Department: Administration
Department Head: Emily Rodman
Category: Agreement
Prepared By: Meredith Hannah

**AGENDA ITEM (ID
2024-54)**

DOC ID: 2024-54

Motion to Authorize the Village Manager to Execute the Agreement between the Village of Glen Ellyn and the Alliance of Downtown Glen Ellyn for Calendar Year 2024 (Manager Franz)

Statement of the Issue:

The Alliance of Downtown Glen Ellyn was established to assist downtown revitalization efforts by driving visitors to shop and dine in the Central Business District through marketing and events. Since its formation, the Village has provided financial and in-kind assistance to the organization to support the downtown businesses.

Analysis:

The Alliance of Downtown Glen Ellyn was formally established in 2011, to support the revitalization of downtown Glen Ellyn through marketing and events bringing shoppers and diners to downtown Glen Ellyn. The organization hosts a number of events throughout the year including street concerts such as Jazz Up and Sounds on the Street, to shopping events like the very popular Ladies Night Out held annually in November. This past year, Ladies Night Out brought nearly 900 shoppers to downtown over a two-night event.

Each year, the Alliance and the Village enter an agreement outlining the expectations of each organization to support the business community through this partnership. Changes to this agreement include an increase in street concerts from three (3) annually to five (5), the final year of the Alliance's agreement with Smith Brothers for sidewalk snow clearing and the increase in funding which the Board approved in the 2024 Budget process.

Budget Impact:

The Village Board approved \$110,000 to the Alliance in the 2024 Budget.

Contribution to Strategic Plan

Action Requested:

Authorize the Village Manager to Execute the Agreement between the Village of Glen Ellyn and the Alliance of Downtown Glen Ellyn for Calendar Year 2024.

Attachments:

1. Alliance Village 2024 Draft Agreement

Village of Glen Ellyn and Alliance of Downtown Glen Ellyn Calendar Year 2024 Agreement

The Village of Glen Ellyn, Illinois, hereby agrees to financially support the Alliance of Downtown Glen Ellyn in the amount of \$110,000, for the Calendar Year 2024. The goal of the Alliance of Downtown Glen Ellyn is to assist in Glen Ellyn's downtown revitalization efforts by assisting in business recruitment and retention activities, conducting special events to drive traffic to downtown businesses, communicating assets of the downtown and supporting all businesses in the central business districts.

In addition, the Village will absorb all costs for Police and Public Works services as in-kind assistance to support *Jazz Up Glen Ellyn* and the *Summer Concert Series* (4 live music events). Based on similar previous events the in-kind contributions of police staffing, public works staffing, street sweeping, street closures and other assistance for these five events is approximately \$15,000.

The Village of Glen Ellyn will receive all 2024 Benefactor Sponsor benefits and will be included in all marketing materials for events as a sponsor. At a minimum, sponsor benefits will include:

1. The Village listed on all Alliance event print materials as a presenting sponsor (tent cards, posters, kiosk posters, paid advertising, bag stuffers printed newsletter campaigns, etc.);
2. The Village's logo and ad space in event programs/handouts (Village can use this for various purposes throughout the year such as downtown development projects, Streetscape or other messaging the Village deems appropriate for the time of year);
3. Website exposure on downtownglenellyn.com, directing visitors to the Village website, www.glenellyn.org for general Village information;
4. Highlighted in the Alliance Monthly Newsletter with option for additional ad space. Please ensure that the Village's communication coordinator has a login to add content similar to that of members;
5. Social media exposure on Facebook, Twitter, email campaigns, Instagram, etc., where appropriate.

As part of its activities, Alliance of Downtown Glen Ellyn will, on an annual basis, serve as primary sponsor/organizer of at least five (5) special events intended to bring shoppers and diners into downtown businesses for which the Village will waive the \$50 special event application fee for each Alliance sponsored event, conduct at least one (1) site visit with each downtown retailer or restaurant (Alliance Member and Non-Alliance Members), and strive to work with property owners, as a complement to the Village's Economic Development Coordinator lead, to fill empty spaces with appropriate and compatible businesses. Other services provided by Alliance of Downtown Glen Ellyn on an on-going and "as requested" basis are listed in the Appendix attached.

Alliance of Downtown Glen Ellyn will provide a written report monthly to the Glen Ellyn Village Board on its progress in achieving its objectives. In addition, the Alliance Executive Director or Designee will present each quarterly report to the Village Board during a regularly scheduled Village Board meeting in March, June, September, and December. This presentation will include data from recent events including but not limited to business sales receipt updates driven from events, event attendance, marketing efforts/results and social media statistics.

It is agreed to by the Village of Glen Ellyn that this is the second year of a two-year agreement for \$29,500 per year between the Alliance of Downtown Glen Ellyn and Smith Brothers for downtown sidewalk snow removal and the Village agrees to reimburse the Alliance the full amount of the remaining agreement. This snow removal contract will not be renewed for the 2024-2025 winter season and will be

managed by the Glen Ellyn Public Works Department in coordination of all other snow removal initiatives.

The Village President *may* appoint one trustee to serve as an ex-officio member of Alliance of Downtown Glen Ellyn Board of Directors. A Village staff representative will also serve as an ex-officio member of Alliance of Downtown Glen Ellyn Board of Directors to help ensure communication and compliance. The term of this contract is for a period of the Village's Calendar Year 2024, commencing on January 1, 2024, and ending on December 31, 2024. Payment of the contract shall be in four installments of \$27,500 on March 31, 2024; June 30, 2024; September 30, 2024 and December 30, 2024. The Alliance shall provide a quarterly written report outlining expenses and metrics for the quarter's events as well as an invoice to the Village for the payment.

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Manager

Date

Attest:

Village Clerk

ALLIANCE OF DOWNTOWN GLEN ELLYN

Its President

Date

Attest:

Its Secretary

Responsibilities of Alliance of Downtown Glen Ellyn

Conduct Special Events

- Conduct Special Events that capitalize on the five strengths of the downtown as identified in the Downtown Organization Recommendation Report, including gifts, dining & entertainment, salons & spas, fashion and holidays. Events *may* include Ladies Night Out, Jazz Up, Sidewalk Sales, Sounds on the Street and other events as determined by the Alliance Board of Directors to be beneficial to the downtown community;
- Events should boost awareness of Downtown Glen Ellyn and drive business traffic and can include partnered events with the Village of Glen Ellyn and Chamber of Commerce and/or other community organizations.

Promotion of Downtown Glen Ellyn

- Assist the Village in promoting downtown as a destination for shopping, dining and entertainment
- Assist the Village in promoting downtown living to support businesses and add to the vibrancy and vitality of the downtown
- Assist the Village in promoting downtown parking opportunities
- Assist the Village in communicating Village Board discussion and decisions that impact downtown business
- Disseminate information regarding downtown events and programs and work with the media and partner organizations to promote downtown
- Produce monthly Downtown Glen Ellyn newsletter for opt in public subscribers and produce monthly Alliance Member News for all Downtown Businesses and Alliance Members
- Provide general communication to all downtown businesses regarding upcoming events, downtown developments and Village news
- Produce an annual report recapping accomplishments, initiatives, and financials and present to the Village Board no later than the end of March of each calendar year
- Continue to maintain and enhance www.downtownglenellyn.com with an emphasis on downtown events, and downtown businesses
- Utilize social media tools to strengthen Alliance on-line presence with increased content and consistency
- Coordinate “Open Banner” Program
- Keep kiosk directories updated and maintained in good condition
- Encourage business owners to maintain & beautify properties

Business Recruitment & Retention & Support

- Build relationships and networks with downtown business, residents and property owners
- Support and promote all downtown businesses
- Promote downtown as a desirable location for business
- Be a strong advocate for downtown businesses
- Focus on business retention by partnering and working with retailers
- Act as a resource for real estate agents and new/expanding businesses on information on vacant properties and on downtown Glen Ellyn as a place to do business
- Assist prospective and incoming businesses with information and marketing as requested by businesses

- Partner with the Village of Glen Ellyn on commercial real estate broker events to attract business opportunities
- Assist Village with communication with all downtown businesses on upcoming construction projects
- Cooperate with other groups, such as the Library, Chamber, Innovation DuPage, Small Business Development Center, the Village, that provide educational seminars and networking events for businesses and property owners

Administrative

- Provide materials and information on Alliance events and initiatives to the Village for marketing campaigns and advise downtown businesses with implementing strategies
- Where possible, leverage Glen Ellyn community and organizations in downtown projects and programs
- Coordinate snow removal on downtown sidewalks with Glen Ellyn Public Works, businesses and Smith Brothers through Spring 2024
- Hold monthly board meetings
- Hold monthly membership meetings which are a vehicle for communication, input and periodic educational opportunities
- Meet or exceed budget targets including management of Alliance member dues collection and other revenue and expense management
- Provide monthly written reports to the Board via the Village Manager's Office
- Provide a written quarterly report to the Board via the Village Manager's Office
- Provide four (4) quarterly in person updates to Village Board