Draft Minutes
Village Regular Board Meeting
Glen Ellyn Village Board of Trustees
Monday, July 24, 2017

Call to Order

President McGinley called the meeting to order at 7:00 p.m.

Pledge of Allegiance

President McGinley asked Village Clerk Chereskin to lead the Pledge of Allegiance.

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, Village Attorney Mathews, Planning and Development Director Hulseberg, Finance Director Coyle, Deputy Police Chief Holmer, and Senior Civil Engineer Daubert.

Audience Participation

None

Agenda Item E - Consent Agenda:

The following items are considered routine business by the Village Board and were presented for a single approval in the form listed below:

1. Total Expenditures (Payroll and Vouchers) - $4,997,462.31.
   The vouchers have been reviewed by Trustee Fasules and Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.

2. June 26, 2017 Regular Village Board Meeting Minutes

3. Ordinance No. 6514, An Ordinance Approving Zoning Variations from the Lot Area, Front Yard, Rear Yard and Accessory Structure Setbacks to Allow the New Construction of a Single-Story Residence at 525 Emerson Avenue.

4. Ordinance No. 6515, An Ordinance Granting Approval of a Sign Variation to Allow the Installation of Two Awning Signs and One Projecting Sign on the Edie Boutique Property Located at 499 Pennsylvania Avenue Glen Ellyn, Illinois 60137.

5. Ordinance No. 6516, An Ordinance Granting Approval of Zoning Variations to Allow the Construction of a Second Pavilion on the B.R. Ryall YMCA of Northwestern DuPage County Property Located at 49 Deicke Drive Glen Ellyn, Illinois 60137.

6. Approve a License Agreement with Main Street Pub for Tables and Chairs in the Public Right-of-Way.

7. Ordinance No. 6517, An Ordinance Amending Ordinance 5159, Which Granted Approval of a Special Use Permit, Zoning Variation, Zoning Map Amendment, and Exterior Appearance Approval to Allow Improvements to the Property Commonly Known as Maryknoll Park Located at 845 Pershing Avenue, Glen Ellyn, IL 60137.

8. Ordinance No. 6518-VC, An Ordinance to Amend the Liquor Control Code Chapter 19 of Title, Section 12 (Restriction on the Number of Licenses) of the Village Code to Decrease the Number of Permitted Class A-1 Liquor Licenses and Increase the Number of Permitted B-1 Liquor Licenses.

9. Motion to authorize the Village Manager to execute an agreement with RJN Group of Wheaton, Illinois, in the not-to-exceed amount of $525,000 (including a 10% contingency), for a study of the Central Business District Underground Sewer and Water Utility Infrastructure to be expensed to the Capital Projects, Sanitary Sewer, and Water Funds.

10. Motion to increase the appropriation for Phase II engineering services associated with the Taylor Avenue Pedestrian Tunnel Project provided by Alfred Benesch & Company in the amount of $18,900 for a revised total appropriation of $155,500 to be expensed to the Capital Projects Fund.

11. Motion to authorize the Village Manager to execute Change Order No. 1 to the Phase II engineering services agreement with Alfred Benesch & Company for the Taylor Avenue Pedestrian Tunnel Project for additional investigations and analysis in the amount of $18,900 resulting in a revised total fixed price of $155,500.

12. Motion to authorize the Village Manager to execute a contract with Denler, Inc., of Mokena, Illinois, in the amount of $40,000 (including 7% contingency), for the 2017 Asphalt Street Crack Sealing Program to be expensed to the Capital Projects Fund.

13. Resolution 17-10, A Resolution for the Expenditure of Motor Fuel Tax Funds for the Purpose of Maintaining Streets and Highways under the Applicable Provisions of the Illinois Highway Code in the exact amount of $652,648 for Calendar Year 2016.

Trustees Kenwood and Senak asked for Consent Agenda Items #9 and #10 to be removed from the Consent Agenda for further discussion.

Regarding Item #13, Trustee Enright asked if there needs to be an amendment to set aside this money to which Village Manager Franz stated the Village has done this for several years and is a way to use Motor Fuel Tax Funds most effectively. Village Manager Franz stated this helps to pay for some on the on-going operation costs that Public Works incur during the maintenance of the Village's streets.

Regarding Item #7, Trustee Kenwood asked about resident concerns on this. Planning and Development Director Hulseberg stated this is related to the paddleball request for Maryknoll Park, and there were some residents who voiced concerns about lighting and noise at the Plan Commission meeting. Planning and Development Director Hulseberg stated the Plan Commission did add some conditions that addressed the residents' concerns, including planting buffer landscaping, all non-security related recreational lights turned off by 11:15 p.m. and security lighting remaining on 24 hours a day, 7 days a week.

A motion was made by Trustee Fasules and seconded by Trustee Pryde to approve Consent Agenda Items 1-8, 11-13.

Upon roll call, Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak voted “aye.”

Tom Bachman, owner of Edie Boutique at 499 Pennsylvania Avenue, thanked the Board for the sign variation approvals. Mr. Bachman stated this is the 4th store that he and his wife Amy have opened, and the boutique carries clothing, jewelry and handbags.

Trustee Senak asked how Mr. Bachman for his thoughts on how the process was to open a retailer in Glen Ellyn and if he had any suggestions on the process. Mr. Bachman stated in the long run, it turned out great. Mr. Bachman stated he felt there was a lack of information given at the beginning of the process, and they seemed to be discouraged on certain things.

Bob and Anna Davidson, owners of Blackberry Market at 401 N. Main Street, thanked the Board for approving the enhancement on their liquor license. Ms. Davidson stated they are doing an expansion into the previous jewelry store next door and want the ability to do more special events. Mr. Davidson stated the expansion will help with kitchen space and seating during the winter months.

Trustee Senak asked how the Davidsons for their thoughts on how the process was to get their liquor license expanded and if they had any suggestions on the process. Mr. Davidson stated the Village’s biggest asset is Planning and Development Director Hulseberg who was always very helpful. Ms. Davidson stated Planning and Development Hulseberg walked them through everything, including building codes and such.

President McGinley stated Consent Agenda Item #6 allows tables and chairs in the public right-of-way for Main Street Pub at 466 N. Main Street.

Consent Agenda Item #9

Trustee Kenwood stated this is a big ticket item and would like to hear the statues of this as he does agree it is important to update the downtown infrastructure.

Senior Engineer Daubert stated this would be a study to help with the comprehensive improvement to the downtown streetscape, including updating curbs and sidewalks, putting bump outs in and making the downtown more attractive. Senior Engineer Daubert stated the intent of this assignment is to do the important investigative work prior to making any road improvements. Senior Engineer Daubert stated the project involves investigation and both public and private sector infrastructure including manhole inspections, sewer main televising, sewer smoke testing, sewer service televising, building inspections, dye testing, flow metering, sanitary sewer modeling and water main assessment. Senior Engineer Daubert stated there are big projects coming to the downtown, and it has been over 20 years since significant upgrades to the underground infrastructure in the downtown. Senior Engineer Daubert stated they solicited for bids earlier in the year, and RJN Group had a comprehensive approach and was a better value to the Village. Senior Engineer Daubert stated this would be a 6-month assignment, and they should know by summer 2018 what underground infrastructure upgrades would be needed in the Central Business District.

Trustee Ladesic stated in addition, he would like to see street lighting issues and possible power shortages addressed as well. Trustee Ladesic stated they should underground more wires and possibly put pipes between street lights street lights to help with sound and WiFi if it is needed.

Trustee Pryde stated this study is very necessary as updating the downtown streetscape has been talked about at the Capital Improvements Commission for the past five years.

Trustee Kenwood asked if there were any assumptions needed before this testing would begin. Senior Engineer Daubert stated they do not, and this analysis will allow the Village to build a model so different scenarios can be run and see what possible issues they might have.

Trustee Kenwood stated this has been vetted by the Capital Improvements Commission and asked about the budget for this. Village Manager Franz stated there is a placeholder in the budget for some time without knowing the scope. Village Manager Franz stated there will be a budget kick-off at the August workshop meeting where capital projects will be discussed. Village Manager Franz stated the budget for this will probably be between $5,000,000 to $10,000,000, and the Board will revisit scope and timing as well as other pieces at a future workshop.

Trustee Pryde asked what amount that was in the 20-year Plan for the downtown redevelopment. Senior Engineer Daubert stated he thought the Board had previously indicated that they were not interested in spending more than $4,500,000 on the streetscape, and historically, the Village has spent about $1,000,000 in for the underground improvements. Senior Engineer Daubert stated the downtown streets are getting to a point where the streets need resurfacing. Senior Engineer Daubert stated they did budget for this assignment this year.

Trustee Senak stated Senior Engineer Daubert stated and his staff did a great job on this and understands they need to do this to look at long-range planning. Trustee Senak asked if a 10% contingency is enough for this kind of work. Senior Engineer Daubert stated the biggest unforeseeable item that there could be sway on is how many service connections there are currently. Senior Engineer Daubert stated they did discuss this and a 10% contingency should be appropriate. Senior Engineer Daubert stated they might need to do some additional modeling work in the future, but the $525,000 is a good starting point.

Trustee Pryde stated the Village has done similar televising exercises over the past several years in the residential neighborhoods which has really been the basis of previous boards' funding the cooperative payment program. Trustee Pryde stated this would be a continuation of what the Village has been doing to improve its underground structure. Village Manager Franz stated in 2009, there was a neighborhood underground infrastructure study done which is the basis for a lot of the neighborhood improvements that have been done.

A motion was made by Trustee Fasules and seconded by Trustee Kenwood to approve Consent Agenda Item 9, to authorize the Village Manager to execute an agreement with RJN Group of Wheaton, Illinois, in the not-to-exceed amount of $525,000 (including a 10% contingency), for a study of the Central Business District Underground Sewer and Water Utility Infrastructure to be expensed to the Capital Projects, Sanitary Sewer, and Water Funds.

Upon roll call, Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak voted "aye."

Consent Agenda Item #10

Trustee Kenwood stated the conversation on this topic has been going on for several years and would like to hear an update on this. Senior Engineer Daubert stated earlier in 2017, Phase I engineering was wrapped up, and the Village sent their plans to Union Pacific in April. Senior Engineer Daubert stated he has not heard back from Union Pacific yet on what certain wall type they would need for the tunnel which will drive the details in this process. Senior Engineer Daubert stated they put a petition in with the ICC for their approval as well. Senior Engineer Daubert stated they hope to have a March 9, 2018 letting so the project could be constructed in summer 2018.

Trustee Kenwood asked if the project might not be completed in 2018 to which Senior Engineer Daubert stated the project might not be completed as they are still waiting to hear from Union Pacific, and Senior Engineer Daubert has called Union Pacific daily on this review.

Trustee Kenwood asked how the letting process works. Senior Engineer Daubert stated there are set timeframes for this process.

Mike O'Connor, Project Manager with Alfred Benesch & Company, stated the final plans for this project would need to be in by September 28, 2017 to make the March 9, 2018 letting. Mr. O'Connor stated IDOT may have different timeframes. Senior Engineer Daubert stated there are certain dates that have to be met where plans are in and pieces are approved and signed off to, and he will send Village Manager Franz a calendar of the critical dates.

Senior Engineer Daubert stated the change order is needed for additional deeper soil boring for the walls and ground stabilization, and this is not a part of the grant.

Trustee Kenwood asked what might happen if they miss the March 2018 letting to which Mr. O'Connor stated the next letting would be mid-June 2018. Trustee Kenwood asked if the project would still be completed if they did the mid-June letting date. President McGinley stated they would need to talk to the schools about this project then as this is an important route back and forth to the schools, and they need to possibly miss the school season. President McGinley stated if they do not do the March 2018 letting, this project may need to be delayed for a year. Senior Engineer Daubert stated as of now, they are anticipating a 4-week closure of the roadway.

A motion was made by Trustee Fasules and seconded by Trustee Senak to approve Consent Agenda Item 10, to increase the appropriation for Phase II engineering services associated with the Taylor Avenue Pedestrian Tunnel Project provided by Alfred Benesch & Company in the amount of $18,900 for a revised total appropriation of $155,500 to be expensed to the Capital Projects Fund

Upon roll call, Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak voted "aye."

Agenda Item F – Planning and Development Process Modifications

Planning and Development Director Hulseberg stated these modifications were discussed at the June 12 and July 17 Village Board workshops. Planning and Development Director Hulseberg stated the Board discussed restructuring the roles and responsibilities of the Architectural Review Commission (ARC) and the Plan Commission (PC) to create a more efficient development review process. Planning and Development Director Hulseberg stated at these meetings, staff suggested restructuring the two roles of the ARC to streamline the development review process. Planning and Development Director Hulseberg stated it was suggested that the PC would review sign variations, and staff would administratively review exterior appearance. Planning and Development Director Hulseberg stated the PC would make a recommendation on sign variations to the Village Board, and staff would provide a recommendation to the Village Board on exterior appearance.

Planning and Development Director Hulseberg stated the revised procedures would reduce the amount of meetings a project is required to go through, increase the efficiency in the conduce of Commission meetings, decrease the costs for applicants, decrease staff time to prepare for Commission meetings and increase the Village's competitive advantage for attracting new development opportunities. Planning and Development Director Hulseberg stated staff review of exterior appearance is common in about 85% of Chicagoland communities. Planning and Development Director Hulseberg stated staff has drafted an ordinance that would dissolve the Architectural Review Commission and transfer sign code variations to the Plan Commission and exterior appearance to the staff.

Trustee Enright asked if anyone if the room was from the ARC or PC, and there were none of these commissioners present.

Trustee Kenwood stated he feels this will make it easier for people who want to do business in Glen Ellyn to only go to one meeting where all their questions can be answered. Trustee Kenwood stated architecture is important, and his ask is as they start to shape the new commission, that they ensure they are thinking about both the architecture and the value of the residents' input. Trustee Kenwood stated they could try this for a few years, and if it does not work, an architectural review commission could be reinstituted.

Trustee Senak stated he wants to ensure that the residents have the ability to have their interests represented by people that they elect. Trustee Senak stated the Board would continue to exercise oversight to the decisions made at staff level. Trustee Senak stated he was not comfortable at the beginning of this discussion, but he has seen the staff to be fully capable and competent to make these decisions and have exercised good judgment in this process.

Trustee Enright asked if there had been any other comments from the ARC commissioners to which Planning and Development Director Hulseberg stated there had not.

A motion was made by Trustee Pryde and seconded by Trustee Ladesic to approve Ordinance No. 6519-VC, An Ordinance to amend the various sections of the Village Code of the Village of Glen Ellyn to dissolve the Architectural Review Commission.

Upon roll call, Trustees Fasules, Kenwood, Ladesic, Pryde and Senak voted "aye." Trustee Enright abstained from this vote. Motion carried.

A motion was made by Trustee Pryde and seconded by Trustee Ladesic to approve Ordinance No. 6520 - VC, an Ordinance approving text amendments to various sections of the Glen Ellyn Village Code to allow Administrative variations and other approvals.

Upon roll call, Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak voted "aye."

President McGinley stated the Village is working on a letter to send to all the ARC commissioners giving them information about what is happening and where they can provide additional input. Planning and Development Director Hulseberg stated they are updating the websites and applications and creating a new process chart and applications so they can move forward with this immediately. . Planning and Development Director Hulseberg asked if the Board wanted to hear about the text amendments to which President McGinley stated they were fine with this.

Agenda Item G – Fiscal Year 2016 General Fund Operating Surplus

Finance Director Coyle presented information on this surplus and stated at the June 26, 2017 Village Board meeting, the 2016 audit was presented to the Village Board. Finance Director Coyle stated the audit confirmed the fiscal year 2016 General Fund operating surplus was $548,331, and this operating surplus is equal to the end of year decrease in fund balance of $51,669 adjusted for the 2015 surplus distribution of $600,000 which was transferred in 2016. Finance Director Coyle stated in the prior year, as recommended by the Finance

Commissioner, the Village Board voted to distribute the 2015 fiscal year General Fund Surplus by contributing additional funds to the Police Pension Fund ($400,000) and the Facilities Maintenance Reserve Fund ($200,000). Finance Director Coyle stated the Village does have adequate cash reserves, and the recommendation is for the surplus be distributed to the Police Pension Fund and Facilities Maintenance Reserve Fund. Finance Director Coyle stated these recommendations were reviewed at the July Finance Commission meeting, and Vice-Chair Jeremy Van Ek is present for any questions from the Board.

Trustee Ladesic asked if there was anything pressing so that this needed to be approved tonight to which Finance Director Coyle stated there is nothing pressing, and they are trying to wrap up 2016. Trustee Ladesic stated he would like further discussion on this topic and would like to table this topic to the next Village Board workshop.

A motion was made by Trustee Ladesic and seconded by Trustee Senak to table this agenda item for discussion to the August 21, 2017 Village Board Workshop.

Upon roll call, Trustees Enright, Kenwood, Ladesic, Pryde and Senak voted “aye.” Trustee Fasules voted “nay.” Motion carried.

Agenda Item H – Reminders

1. A Village Board Workshop is tentatively scheduled for Monday, August 21, 2017 at 7:00 p.m. in Room 301 of the Glen Ellyn Civic Center. Village Manager Franz stated the start time for this workshop may be earlier than 7:00 p.m.

2. A Village Board Meeting is scheduled for Monday, August 28, 2017 at 7:00 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

Agenda Item I - Other Business

President McGinley thanked the Le Bouscat town for sending a bicycle team to the Intelligentsia bike race in Glen Ellyn, and their team won one of the races and placed in the top 10 in five out of the 10 races.

Village Manager Franz thanked the Fourth of July committee and the staff for all their work in the past few weeks. Village Manager Franz thanked the coordinators and volunteers for help with the Intelligentsia bike races, Jazz Fest, downtown sidewalk sales and other events.

Adjournment

At 8:15 p.m., a motion was made by Trustee Kenwood and seconded by Trustee Pryde to adjourn. Motion carried.

Upon roll call, Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak voted “aye.”

Respectfully submitted,

Debbie Solomon
Recording Secretary

Reviewed and approved,
John A. Chereskin