

**Draft Minutes
Special Workshop Meeting
Glen Ellyn Village Board of Trustees
Monday, August 14, 2017**

Call to Order

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

Pledge of Allegiance

President McGinley asked Deputy Chief Holmer to lead the Pledge of Allegiance

Roll Call

Upon roll call by Village Clerk Chereskin, President McGinley and Trustees Fasules, Kenwood, Ladesic, and Senak answered "Present." Trustee Enright entered the meeting at 7:15 p.m. Trustee Pryde entered the meeting via phone at 7:55 p.m.

In Attendance: Recording Secretary Solomon, Village Manager Franz, Village Attorney Mathews, Public Works Director Hansen, Finance Director Coyle, Assistant Public Works Director Buckley, Deputy Police Chief Holmer, Senior Civil Engineer Daubert, Senior Civil Engineer Topor, Civil Engineer Warner, and Finance Accounts Manager Thomas.

Audience Participation

None

Agenda Item E. – Present the Fiscal Year 2018 Capital Projects Fund Five Year Forecast and 2018 Capital Program

Finance Director Coyle presented information on this topic and stated they will be presenting the Capital Projects Fund five year forecast and five year capital plan as well as the 2018 Capital Projects Fund budget. Finance Director Coyle stated they will be discussing four funds that are a part of the 10-Year Capital Plan: the Capital Projects Fund, the Motor Fuel Tax Fund, the Water and Sewer Fund and the Parking Fund. Finance Director Coyle reviewed each of these funds and explained what projects can be covered in each fund.

Trustee Kenwood asked how much of the Motor Fuel Tax Fund goes toward capital projects. Finance Director Coyle stated there is \$881,000 budgeted in the 2017 Motor Tax Fuel Fund, and approximately \$200,000 went to capital projects. Finance Director Coyle stated the state has narrow parameters around projects funded by the Motor Fuel Tax Fund. Trustee Kenwood asked how much of the Water and Sewer Fund goes to capital projects to which Finance Director Coyle stated there is \$17,000,000 budgeted in the 2017 Water and Sewer Fund, and \$6,000,000 was for capital projects.

Trustee Ladesic referred to the Staff Memo and asked about the final invoice from the state for the Crescent Boulevard project. Finance Director Coyle stated it can take years sometimes to get the final invoice from the state.

Finance Director Coyle stated the Five Year Forecast is developed annually as a tool for the budget process, and this forecast is a model to project future activity and is not a prediction of what may happen. Finance Director Coyle stated this forecast highlights long-term financial trends in revenues and expenditures while identifying future deficits. Finance Director Coyle reviewed the 2017 Budget versus Estimated Revenues for 2017 and stated the Village is struggling some with Utility Taxes as more

residents are getting rid of their landline phones in favor of cell phone service. Finance Director Coyle stated the residents' cell phone bills do not help with Utility Taxes. Finance Director Coyle stated for the Real Estate Transfer Tax variance, this is due to being down in the number of stamps. Finance Director Coyle stated for the Grant Revenue, the variance is due to a timing issue as the grant monies anticipated for the Taylor Avenue under/overpass are anticipated in 2018 and not 2017. Finance Director Coyle stated the possible Miscellaneous Income is from a Village-owned property for sale on Riford Road.

Trustee Enright entered the meeting at 7:15 p.m.

Finance Director Coyle reviewed the different revenues from the Capital Projects Fund as well as the growth rates of these revenues. Finance Director Coyle stated the Property Tax forecast growth rate is at 3%, using the tax cap philosophy of a 1% new growth assumption and a 2% CPI. Finance Director Coyle stated the growth rate of regular recurring revenue streams is just short of 2% this year, and if this forecast is accurate, this is unlikely to keep pace with construction cost inflation increases.

Finance Director Coyle stated a negative fund balance is projected in the Capital Projects Fund Forecast in 2020, and the Board will need to decide how to mitigate this deficit as we get closer to that date. Finance Director Coyle stated if there was a five-year property tax freeze, the Village would forego \$582,000 of revenue that would have to be made up from other revenue sources or through reductions to our capital plan. Finance Director Coyle referred to the 5-Year Capital Improvement Plan page in the packet and stated this shows what the approximately \$17,500,000 in expenditures are in the 2017 Capital Project Fund. Trustee Enright asked if the Police Station bond is already being paid to which Finance Director Coyle stated this is being paid already.

Senior Civil Engineer Daubert reviewed the infrastructure of the Village and stated there are 87 centerline miles of road, 85 miles of sanitary sewer with five lift stations, 70 miles of storm sewer, and 100 miles of water main with two elevated storage tanks and two ground storage reservoirs. Senior Civil Engineer Daubert stated there are different assessments and programming of improvements for roadways, sewer and water. Senior Civil Engineer Daubert stated they use a Pavement Condition Index (PCI) which is a quantitative assessment of pavement condition based on the density and type of distresses in a pavement. Senior Civil Engineer Daubert stated a PCI is performed every four years by a consultant using high-resolution imaging and laser measurement technology and then a numerical value is assigned to roadway segments from 0 to 100. Senior Civil Engineer Daubert reviewed the best practices timeline for roadway life and stated for IDOT, the Village needs to show a 40-year design life for improvements. Senior Civil Engineer Daubert reviewed the Glen Ellyn PCI Data from 2016 and stated over 63 miles of the Village's total 86.8 miles in roadways are in the Good or Satisfactory PCI categories, and 15.2 miles of roadways are in the Fair category and 8.2 miles of roadways are in the Failed to Poor category. Senior Civil Engineer Daubert stated the goal is to focus on preserving the streets that are in the Good and Satisfactory categories.

Trustee Ladesic asked if roadway maintenance costs are factored in the budget. Senior Civil Engineer Daubert stated there is approximately \$500,000 in basic maintenance activities programmed into the budget. Senior Civil Engineer Daubert stated this amount is tied to actual streets and is calculated at about \$0.80 to \$0.90 per square yard. Senior Civil Engineer Daubert stated PCI only looks at pavement and not curbs.

Senior Civil Engineer Daubert stated in 2014, the Board decided not reconstruct uncurbed streets at that time as the Village was entering in debt service for the new Police Station and needed to reduce the Capital Projects budget. Senior Civil Engineer Daubert stated instead they resurfaced streets for one cycle instead so the streets could last another 10 to 15 years. Trustee Kenwood asked how many miles of

uncurbed streets are in the Village to which Assistant Public Works Director Buckley stated the uncurbed streets account for 5 to 10% of roadways in the Village.

Senior Civil Engineer Daubert stated there are several 2018 Major Roadway Projects and Major Sewer/Water Projects, including Roadway Resurfacing and Maintenance, roadway projects on North Park Boulevard, North Main Street and Roosevelt/Pershing, water/sewer projects at North Park Boulevard and Roosevelt Road/Route 53 and Central Business District (CBD) underground water/sewer improvements. Senior Civil Engineer Daubert stated there are Pedestrian Improvement Projects in 2018 including the Taylor Avenue Pedestrian Tunnel and sidewalk improvements at Lake Ellyn/Lenox Park and Ellyn Avenue. Senior Civil Engineer Daubert stated there are Major Engineering Projects in 2018 as well, including the CBD Streetscape Improvements, engineering for future projects, the Roosevelt Road Corridor water main design and the Hill Avenue sewer and water extension.

A motion was made by Trustee Kenwood and seconded by Trustee Fasules to allow Trustee Pryde to participate in the meeting via phone at 7:55 p.m.

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

Finance Director Coyle referred to the Unscheduled/Unfunded Capital Project table in the packet and stated these projects include the CBD pedestrian bridge/train station, a viaduct over/underpass, a CBD parking structure, the Hill Avenue sewer/water extension, reconstruction of Scott/Clifton/Cumnor area, purchase of downtown property and the CBD streets and streetscape.

Senior Civil Engineer Daubert referred to the GIS on the overhead and stated the Hill Avenue project and the Scott/Clifton/Cumnor project are related. Senior Civil Engineer Daubert stated the Village has an agreement with the Village of Lombard for Glen Ellyn to take on the sanitary sewer infrastructure and lift station that fronts the Elliott Construction property on Hill Avenue by January 30, 2018. Senior Civil Engineer Daubert stated the idea is to extend the Village's water main from Crescent Boulevard south across Hill Avenue. Senior Civil Engineer Daubert stated it would also be an appropriate time to drill in water and sanitary sewer in this area as the long-term plan is to extend water and sanitary sewer along Hill Avenue.

President McGinley asked if the Village could handle a fifth lift station to which Senior Civil Engineer Daubert stated the system could be modified to service this area. Senior Civil Engineer Daubert stated the sewer would run down Crescent Boulevard and also go to Scott, Clifton and Cumnor. Senior Civil Engineer Daubert stated the roadways in the Scott/Clifton/Cumnor area are in need of work which is not scheduled for a few years. Senior Civil Engineer Daubert stated some residents in this area stated their concerns about roadway work at the Capital Improvements Commission meeting as there are challenges in this area with where the roadway and right-of-ways are, grading and foliage. Trustee Enright asked if the Scott/Clifton/Cumnor area roadways could be widened. Senior Civil Engineer Daubert stated the roadways could be widened; however, the residents in the area have expressed concerns about the widening or re-routing of these roadways.

Trustee Pryde asked what amount of time should be allowed for providing water and sewer connections from Hill Avenue to Crescent Boulevard due to the railroad tracks. Senior Civil Engineer Daubert stated the timeframe would realistically be about three years from the time the project is authorized to proceed through to completion. Trustee Pryde asked if it could a possibility to put a sleeve in and to put the utilities in at a later date. Senior Civil Engineer Daubert stated he did not think Union Pacific would just want a casing in if not being utilized without a utility in place.

President McGinley asked if Public Works is reluctant to redo the roadways until water and sewer is done so the roadways are only touched once. Senior Civil Engineer Daubert stated if they are going to do extensive improvements and more of a reconstruction then it would be better. Senior Civil Engineer Daubert stated there are about 2,600 feet of streets roadways are poor and are possibly in need of extensive rehabilitation. Senior Civil Engineer Daubert stated if they did resurfacing with minor drainage improvements, this would cost the Village about \$200,000 and could last about 10 years.

Trustee Fasules asked if they could extend the water line on Hill Avenue out to the Elliott Construction property and not involve Union Pacific. Trustee Ladesic asked about the difference of the water line being a dead-end instead of being in a loop. Senior Civil Engineer Daubert stated they worry about frequent water turnover and do not want stagnant water sitting in the water main so a loop is preferred.

There was a discussion on this possible project regarding costs, the residents' opinions and resurfacing versus reconstruction.

Matt McKee, who resides at 979 Clifton Avenue, stated the streets could be widened but to what good. Mr. McKee stated the neighborhood is willing to make the current streets work even though only one car can be on the streets at a time. Mr. McKee stated the area is a park-like atmosphere with many trees and plants. Mr. McKee stated he would like the area to remain as it is, but he would like to see the streets improved or resurfaced.

Sylvia Reuling, who resides at 950 Clifton Avenue, stated there were concerns about water drainage, but these issues have been fixed. Ms. Reuling stated the neighbors feel the same way as Mr. McKee. Ms. Reuling stated repaving the streets and postponing the reconstruction of these streets would save the Village money, and this could buy the Village about 15 to 20 years before something else needs to be done.

Trustee Senak asked about concerns about fire safety. Ms. Reuling stated everyone seems to get through. Village Clerk Chereskin stated if there was a fire with multiple vehicles in the area, it could be tight. Trustee Senak asked if the residents support the widening of the streets. Ms. Reuling stated they do not as many trees would need to come down as well as cutting into the residents' driveways.

President McGinley asked for the consensus of the Board on this possible project. Trustee Fasules stated he cannot support this project due to the financials, especially if the residents do not want this. Trustee Fasules stated he does support the resurfacing of the streets. Trustee Enright stated he does not support the full project. Trustee Kenwood stated he could see the resurfacing done, but if they decide to do the sewer, everything should be done at the same time. Trustee Senak agreed with this.

Trustee Pryde stated they should ensure all the residents on this and need to get more buy-in from the residents about the resurfacing of the streets.

President McGinley stated Trustee Ladesic lives in this area, and the Village Attorney has said Trustee Ladesic should make no comment on this at this time.

President McGinley stated there needs to be a neighborhood meeting to review the residents' thoughts on this. President McGinley stated they need to hear what the residents have to say before the Village commits to anything and more research with the neighborhood needs to be done to cover all bases.

Blair Reuling, who resides at 950 Clifton Avenue, asked what might happen if one to two home owners would like the original plan. President McGinley stated the Board would regroup and discuss this.

Finance Director Coyle referred to the Unscheduled/Unfunded Capital Projects table and stated the purchase of downtown property is just a possibility. Finance Director Coyle stated CBD Streets and Streetscape needs to be brought back to the Board so the Board has a full understanding on the scope of this. Trustee Pryde stated the possible replacing of trees and/or landscaping in the CBD should be considered when talking about this. President McGinley stated the Board would definitely like to see more details on this possible project. Village Manager Franz suggested there might need to be a workgroup on this. Trustee Pryde asked if the Board could see the Capital Improvement Commission's original CBD Streetscape Plan to which Village Manager Franz stated he would ensure the Board would see this.

Village Manager Franz stated there was a workgroup for the CBD Pedestrian Bridge/Train Station, and the thought is that an overpass is not optimal and does not make financial sense. An Underpass/Overpass Evaluation page was given to the Board. Village Manager Franz stated Elmhurst is doing a similar project and just received a \$10,000,000 grant for this project, out of the \$18,000,000 cost for the project.

President McGinley asked for the Board's consensus on eliminating the overpass option. Trustee Enright stated he agreed with eliminating the overpass option. Trustee Kenwood stated he agreed with eliminating the overpass option, but does want the next phase of this project continued.

There was a discussion about the possible CBD Pedestrian Bridge/Train Station project regarding costs, need for this and the pros and cons of doing this project.

Trustee Senak stated when he looks at the Unscheduled/Unfunded Capital Projects list, he does not see this project having elements of public safety or economic development but only resident convenience so he does not support this project. Trustee Fasules stated he agreed that he does not support this project. Village Manager Franz stated he does think there is a public safety issue, and Trustee Senak asked for information from the Police Department on incidents/accidents at the train station crossing.

President McGinley stated they should concentrate on the Underpass option for this project, and the project would need to come in around \$7,000,000 so they will need to put together the best package that would get the Village grant money for this project. President McGinley stated they should finish the initial phase on this project as they are laying ground work for the future.

Trustee Pryde stated they need to continue with this as it is too premature to pull the plug on this project. Trustee Pryde stated he agrees with the under pass option, and the train station needs to be functional. Trustee Pryde stated the Board needs to think about how to raise capital to put Glen Ellyn on a solid foundation 10 years from now.

Trustee Kenwood stated they could do a bond to fund this project.

Trustee Senak stated he does not support the Viaduct Over/Underpass project due to the possible cost of this. Trustee Ladesic stated they should keep the Viaduct Over/Underpass project on this Unscheduled/Unfunded list.

Trustee Fasules stated there needs to be a Village Master Plan in place so there is a well-thought out plan for the Village.

President McGinley asked for the Board's feedback on a master plan for the Civic Center. Trustee Senak stated there should be a plan that could suggest tenants might occupy some space in the building so the

building could be renovated. President McGinley stated two Village departments have requested to move due to customer service issues and having outgrown their current spaces.

Trustee Fasules stated there does need to be a master plan for the Civic Center so they know what they are doing in the building, such as what department could go where and is there space for tenants to occupy. Trustee Enright agreed with this. Trustee Pryde stated there should be a master plan for the building as they need to invest in one of the Village's biggest assets. Trustee Kenwood stated the Village needs to decide what its needs are before possibly bringing tenants in.

Trustee Ladesic referred to the Board's packet and asked what the other revenues are that are listed with the stormwater "fee in lieu" for projects that add impervious surface area. Village Manager Franz stated this is done on a project by project basis and is not currently an ordinance. Village Manager Franz stated he can have the staff do an analysis on this.

Finance Director Coyle asked for any feedback on the prioritization of the 2018 proposed projects and budget changes.

Trustee Kenwood stated each of these projects on the Unscheduled/Unfunded Capital Projects list are in different stages, and he would like to see all these projects modeled except the Viaduct Over/Underpass and the Reconstruction of Scott/Clifton/Cumnor. Trustee Kenwood stated he would also like the Civic Center included in these models.

Trustee Fasules asked if all roadways are on a 20-year cycle. Trustee Pryde stated the Capital Improvements Commission has been maintaining a 20-year schedule, and the only reason the roadways may not be on a 20-year schedule is due to the Police Station construction. Senior Civil Engineer Daubert stated they have programmed about 4.3 miles of roadways per year, but they have annexed more areas and added to the roadway network. Trustee Fasules stated they need to find a way to play catch-up.

Trustee Pryde stated there needs to be an update of the CBD Comprehensive Plan. Village Manager Franz stated they will be applying for a grant for the third time on this; however, the staff will put a \$100,000 placeholder in the budget for this plan in case they do not get a grant for it.

I. Other Items

None

J. Adjournment

At 10:31 p.m., a motion was made by Trustee Kenwood and seconded by Trustee Fasules to adjourn. Motion carried.

Respectfully submitted,

Debbie Solomon
Recording Secretary

Reviewed and approved,

John A. Chereskin
Village Clerk

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