



Agenda
Village of Glen Ellyn
Regular Meeting
Monday, February 12, 2018
7:00 PM
Glen Ellyn Civic Center, Galligan Board Room

Village Board Meeting Procedures Statement

Visitors are most welcome to attend all meetings of the Village Board and can find copies of the Agenda on their chairs 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. Village Recognition: (Village Clerk)

1. The Police Department received a thank you from St. James the Apostle School for their donation to the 2017 Get Your Derby On! Annual Auction and Fundraiser.
2. Public Works employee Frank Frasco received the Professional Manager of the Year Award in the Public Fleet category for the APWA Chicago Suburban Branch.
3. Public Works employee Bill Miller received the Professional Manager of the Year Award in the Public Right-of-Way category for the APWA Chicago Suburban Branch.

E. 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 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, address and the group they are representing prior to addressing the Village Board.

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:

Motion to approve the following items including Payroll and Vouchers totaling \$3,661,853.49: (Trustee Pryde)

1. Total Expenditures (Payroll and Vouchers) - \$3,661,853.49. The vouchers have been reviewed by Trustee Pryde and Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.
2. January 8, 2018 Regular Board Meeting Minutes
3. January 16, 2018 Workshop Meeting Minutes
4. January 22, 2018 Regular Board Meeting Minutes
5. Approve the Recommendation of Village President Diane McGinley for the Appointment of Environmental Student Commissioner, Peter Blatchford, for a Term Ending May 31, 2018.
6. Approve a Fire Prevention Award Request for \$30,000 to Ariel Darmoni for Nobel House and Sushi Ukai Restaurants to be located at 419 and 421 N Main Street to be expensed to the Central Business District Tax Increment Financing Fund (Economic Development Coordinator Hannah)
7. Approve the 2018-2020 Strategic Plan (Village Manager Franz)
8. Ordinance No. 6576, An Ordinance to Amend Chapter 6 of Title 9 Regarding Late Fees (Motor Vehicle Licenses) (Finance Director Coyle)
9. Ordinance No. 6577 An Ordinance Granting an Amendment to Ordinance No. 3689, An Amendment to the Special Use Permit for Glen Ellyn Bible Church, A Variation from the Zoning Code, and Exterior Appearance Approval To Allow a Building Addition for Glen Ellyn Bible Church Located at 501 Hillside Avenue (Village Planner Sterrett)
10. Ordinance No. 6578 An Ordinance Repealing Ordinances 6319 and 6416 and Approving Variations from the District Regulations, Nonconformities and Accessory Structure Regulations of the Zoning Code to Allow the Construction of Additions to a Non-Conforming Structure on the Property Located at 265 S. Ott Avenue (Planning and Development Director Hulseberg)
11. Resolution 18-03, A Resolution authorizing the Village President to execute a Local Agency Agreement between the Village of Glen Ellyn and Illinois Department of Transportation regarding the North Park Boulevard and North Main Street Rehabilitation Project (Public Works Director Hansen)

G. Water Meter Improvements (Presented by Public Works Utility Superintendent Hubsky) (Trustee Senak)

1. Motion to Waive Competitive Billing as Permitted by Section C(1)(e) Regarding Single Source Purchases and Authorize the Village Manager to Approve the Purchase of Water Meter Radio Read Endpoints From Water Resources of Elgin, Illinois in an Amount not to Exceed \$595,000 to be Expensed in Equal Allotments in FY18 and FY19 to the Water and Sewer Fund.

H. Approval of Bill of Sale for Glen Oak Lift Station (Presented by Public Works Director Hansen) (Trustee Enright)

1. Approve Ordinance No. 6579 Authorizing the Village to Accept Title to Property Known as the Glen Oak Lift Station and Hill Avenue Sewers and Jurisdiction Over Certain Portions of Hill Avenue

I. Facade Award for 536 Crescent Boulevard (Presented by Economic Development Coordinator Hannah) (Trustee Fasules)

1. Approve a Facade Improvement Award request, in the amount of \$7,500, to William E. Jegen, for the property located at 536 Crescent Boulevard to be expensed to the Central Business District Tax Increment Financing Fund

J. Financial Discussion (Presented by Finance Director Coyle) (Discussion Only)

1. Finance Director Coyle will present the 2017 year end financial report.
2. Finance Director Coyle will present an update to the Village's Reserve Policy
3. Finance Director Christina Coyle will present a timeline on implementation of a Home Rule Sales Tax increase

K. Reminders

1. A Special Village Board Meeting is scheduled for Tuesday, February 20, 2018 at 6:30 PM in the Galligan Board Room of the Glen Ellyn Civic Center.
2. A Village Board Workshop is scheduled for Tuesday, February 20, 2018 at 7:00PM in the Wiedner Auditorium of the Glen Ellyn Civic Center.
3. A Village Board Meeting is scheduled for Monday, February 26, 2018 at 7:00PM in the Galligan Board Room of the Glen Ellyn Civic Center.

L. Adjournment



Glen Ellyn Village Board

535 Duane Street
Glen Ellyn, IL 60137

Meeting: 02/12/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Recognition
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3093)

DOC ID: 3093

**The Police Department received a thank you from St. James the
Apostle School for their donation to the 2017 Get Your Derby On!
Annual Auction and Fundraiser.**



Glen Ellyn Village Board

535 Duane Street
Glen Ellyn, IL 60137

Meeting: 02/12/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Recognition
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3092)

DOC ID: 3092

Public Works employee Frank Frasco received the Professional Manager of the Year Award in the Public Fleet category for the APWA Chicago Suburban Branch.



Glen Ellyn Village Board

535 Duane Street
Glen Ellyn, IL 60137

Meeting: 02/12/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Recognition
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3091)

DOC ID: 3091

Public Works employee Bill Miller received the Professional Manager of the Year Award in the Public Right-of-Way category for the APWA Chicago Suburban Branch.



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

Meeting: 02/12/18 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Vouchers
Prepared By: Lori Thomas

SCHEDULED

AGENDA ITEM (ID # 3103)

DOC ID: 3103

Total Expenditures (Payroll and Vouchers) - \$3,661,853.49. The vouchers have been reviewed by Trustee Pryde and Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.

ATTACHMENTS:

- Vouchers 2018-02-12 (PDF)

**Approval of Vouchers
For the Village Board Meeting of February 12, 2018**

EXPENDITURES:

Accounts Payable Warrant 0118-3	1/19/2018	\$	583,425.16
Accounts Payable Warrant 0118-4	1/26/2018	\$	154,316.28
Accounts Payable Warrant 0118-5	1/30/2018	\$	346,760.08
Accounts Payable Warrant 0218-1	2/2/2018	\$	1,541,705.46
Sub-Total		\$	2,626,206.98

Warrant Total \$ 2,626,206.98

PAYROLL EXPENDITURES**January 19, 2018****February 2, 2018**

Net Employee Payroll Checks	317,721.86	319,379.25	
<u>Employee & Employer Payroll Deductions:</u>			
Employee Deductions*	156,967.59	141,944.19	
IMRF - Employer contribution	24,328.03	24,854.21	
Social Security/Medicare Tax Withheld - Employer portion	24,642.20	25,809.18	
Total Payroll	\$ 523,659.68	\$ 511,986.83	\$ 1,035,646.51
		GRAND TOTAL	\$ 3,661,853.49

* Employee deductions include contributions for pensions, health insurance, union dues and other employee directed deductions such as tax withholdings, 457 & 125 plan contributions and supplemental life insurance.

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
2021 A-RELIABLE PRINTING										
84446		01/11/2018		0118-4	229410	590.00	01/23/2018	INV	PD	PRINTING
INVOICE: 20521			CHECK	DATE: 01/26/2018						
6455 AARON AUTO GLASS										
84478		01/17/2018		0118-4	229411	165.00	01/25/2018	INV	PD	WINDSHIELD REPLACEMENT #027
INVOICE: 94296			CHECK	DATE: 01/26/2018						
9224 ADVANCE STORES COMPANY, INC										
84318		12/01/2017		0118-3	229322	36.45	01/18/2018	INV	PD	SHOP TOOL
INVOICE: 5910			CHECK	DATE: 01/19/2018						
84319		12/01/2017		0118-3	229322	60.99	01/18/2018	INV	PD	BATTERY, AIR, OIL FILTER-BROOM
INVOICE: 5917			CHECK	DATE: 01/19/2018						
84320		12/01/2017		0118-3	229322	-10.00	01/18/2018	CRM	PD	CREDIT CORE
INVOICE: 5924			CHECK	DATE: 01/19/2018						
84321		12/04/2017		0118-3	229322	-32.82	12/04/2017	CRM	PD	CREDIT BATTERY
INVOICE: 5961			CHECK	DATE: 01/19/2018						
84322		12/08/2017		0118-3	229322	2.75	12/08/2017	INV	PD	WINDOW CLIPS #251
INVOICE: 6139			CHECK	DATE: 01/19/2018						
84317		12/12/2017		0118-3	229322	11.90	01/18/2018	INV	PD	COOLANT
INVOICE: 6248			CHECK	DATE: 01/19/2018						
84323		12/14/2017		0118-3	229322	231.56	12/31/2017	INV	PD	OIL SEAL, BEARING HUB #025
INVOICE: 6325			CHECK	DATE: 01/19/2018						
84324		12/14/2017		0118-3	229322	20.96	12/31/2017	INV	PD	BEARINGS #300
INVOICE: 6327			CHECK	DATE: 01/19/2018						
84326		12/22/2017		0118-3	229322	83.17	12/31/2017	INV	PD	BRAKE PARTS #218
INVOICE: 7235			CHECK	DATE: 01/19/2018						
84325		12/18/2017		0118-3	229322	222.77	12/31/2017	INV	PD	BEARING ASSY #025
INVOICE: 9664			CHECK	DATE: 01/19/2018						
						627.73				
8119 AECOM TECHNICAL SERVICES INC										
84241	20170011	12/17/2017		0118-3	229323	5,250.00	01/16/2018	INV	PD	ENGINEERING SVCS M-E-D-S-T PJT
INVOICE: 2000000522			CHECK	DATE: 01/19/2018						
10229 ACCOUNTING PRINCIPALS										
84778		10/08/2017		0218-1	229505	429.00	12/25/2017	INV	PD	TEMPORARY STAFF
INVOICE: 9118091			CHECK	DATE: 02/02/2018						
84359		01/07/2018		0118-3	229324	432.00	01/18/2018	INV	PD	TEMPORARY STAFF
INVOICE: 9331708			CHECK	DATE: 01/19/2018						
84445		01/14/2018		0118-4	229412	1,073.25	01/23/2018	INV	PD	TEMPORARY STAFF
INVOICE: 9348975			CHECK	DATE: 01/26/2018						
84479		01/21/2018		0118-4	229412	938.25	01/25/2018	INV	PD	TEMPORARY STAFF
INVOICE: 9364993			CHECK	DATE: 01/26/2018						
						2,872.50				
28 ALEXANDER EQUIPMENT CO INC										
84682		01/24/2018		0218-1	229506	154.20	02/01/2018	INV	PD	SAW REPAIR

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE: 140919										
84681		01/24/2018	CHECK	DATE: 02/02/2018	0218-1 229506	159.15	02/01/2018	INV	PD	SAW REPAIR
INVOICE: 140920										
84684		01/24/2018	CHECK	DATE: 02/02/2018	0218-1 229506	49.75	02/01/2018	INV	PD	SAW REPAIR
INVOICE: 140921										
84683		01/24/2018	CHECK	DATE: 02/02/2018	0218-1 229506	114.05	02/01/2018	INV	PD	SAW REPAIR
INVOICE: 140923										
						477.15				
6827 ALFRED BENESCH & COMPANY										
84240	20160005	12/19/2017		0118-3	229325	115,476.48	01/16/2018	INV	PD	PHASE II ENGINEERING SERVICES
INVOICE: 113798			CHECK	DATE: 01/19/2018						
7114 ALLIANCE OF DOWNTOWN GLEN ELLYN										
84736		01/31/2018		0218-1	229507	16,000.00	02/01/2018	INV	PD	CBD SNOW REMOVAL JAN-MAR 18
INVOICE: 20118			CHECK	DATE: 02/02/2018						
10559 ALLIED GARAGE DOOR INC										
84327		12/31/2017		0118-3	229326	222.00	01/18/2018	INV	PD	DOOR SERVICE FS#1
INVOICE: 104436			CHECK	DATE: 01/19/2018						
3057 A.M. LEONARD INC.										
84680		01/25/2018		0218-1	229508	598.44	02/01/2018	INV	PD	SALT SPREADER
INVOICE: C118007710			CHECK	DATE: 02/02/2018						
51 ANCEL, GLINK, DIAMOND, BUSH, DICIANNI &										
84239		01/09/2018		0118-3	229327	2,774.74	01/16/2018	INV	PD	LEGAL SERVICES DEC 2017
INVOICE: 3146324-1217			CHECK	DATE: 01/19/2018						
2959 APWA CHICAGO METRO CHAPTER C/O										
84697		01/30/2018		0218-1	229509	1,390.00	02/01/2018	INV	PD	IPSI CONF-TOPOR, WARNER
INVOICE: 20118			CHECK	DATE: 02/02/2018						
84698		01/30/2018		0218-1	229509	1,390.00	02/01/2018	INV	PD	IPSI CONF-MATUSZAK, WEIGAND
INVOICE: 20118-1			CHECK	DATE: 02/02/2018						
						2,780.00				
8698 AQUA BACKFLOW, INC										
84362		01/09/2018		0118-3	229328	8,384.00	01/18/2018	INV	PD	IEPA BIENNIAL SURVEYS
INVOICE: 2018-565			CHECK	DATE: 01/19/2018						
7592 AQUAFIX, INC										
84447		01/16/2018		0118-4	229413	1,595.00	01/23/2018	INV	PD	DEGREASING AGENT
INVOICE: 23272			CHECK	DATE: 01/26/2018						
940 ARAMARK										
84360		01/10/2018		0118-3	229329	173.96	01/18/2018	INV	PD	UNIFORMS

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE:	20627738				CHECK DATE: 01/19/2018					
	10480		ARAMARK UNIFORM & CAREER APPAREL GROUP, INC							
84382		01/02/2018		0118-3	229330	367.34	01/18/2018	INV	PD	LINKS LINEN SERVICE
INVOICE:	2081368224				CHECK DATE: 01/19/2018					
84383		01/09/2018		0118-3	229330	367.34	01/18/2018	INV	PD	LINKS LINEN SERVICE
INVOICE:	2081377836				CHECK DATE: 01/19/2018					
84384		01/16/2018		0118-3	229330	367.34	01/18/2018	INV	PD	LINKS LINEN SERVICE
INVOICE:	2081387357				CHECK DATE: 01/19/2018					
84546		01/23/2018		0118-4	229414	367.34	01/25/2018	INV	PD	LINKS LINEN SERVICE
INVOICE:	2081397046				CHECK DATE: 01/26/2018					
						1,469.36				
	65		AT&T							
84444		01/04/2018		0118-4	229415	95.50	01/23/2018	INV	PD	152796430 0118
INVOICE:	12318				CHECK DATE: 01/26/2018					
84734		01/19/2018		0218-1	229510	433.80	02/01/2018	INV	PD	630 469-0560 865 9 0118
INVOICE:	630469056001-9				CHECK DATE: 02/02/2018					
84685		01/16/2018		0218-1	229510	63.45	02/01/2018	INV	PD	630 Z99-0131 540 7 0118
INVOICE:	630Z99013101-5				CHECK DATE: 02/02/2018					
						592.75				
	79		BARONE'S OF GLEN ELLYN INC							
84448		01/09/2018		0118-4	229416	275.00	01/23/2018	INV	PD	HOLMER FAREWELL
INVOICE:	12318				CHECK DATE: 01/26/2018					
	6832		POWER UP BATTERIES LLC							
84481		01/16/2018		0118-4	229417	104.95	01/25/2018	INV	PD	BATTERY #220
INVOICE:	487-109116-01				CHECK DATE: 01/26/2018					
84480		01/17/2018		0118-4	229417	196.95	01/25/2018	INV	PD	BATTERY #013
INVOICE:	487-294630				CHECK DATE: 01/26/2018					
84686		01/26/2018		0218-1	229511	47.42	02/01/2018	INV	PD	BIG BELLY BATTERIES
INVOICE:	487-294918				CHECK DATE: 02/02/2018					
						349.32				
	10957		NANCY BAUER							
84483		01/23/2018		0118-4	229418	1,000.00	01/25/2018	INV	PD	RESTORATION DEPOSIT REFUND
INVOICE:	20172086				CHECK DATE: 01/26/2018					
	10010		BELLA BREW COFFEE & BEVERAGE CO							
84547		01/23/2018		0118-4	229419	98.86	01/25/2018	INV	PD	LINKS BEVERAGE RESALE
INVOICE:	63558				CHECK DATE: 01/26/2018					
	10962		CATHERINE BETKA							
84687		01/26/2018		0218-1	229512	25.00	02/01/2018	INV	PD	CITATION OVERPAYMENT
INVOICE:	CR020118				CHECK DATE: 02/02/2018					
	10940		ADAM BIGGAM							



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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
84287		01/15/2018		0118-3	229331	5,000.00	01/16/2018	INV	PD	OVERHEAD SEWER COST SHARE
INVOICE:	SWR011618		CHECK	DATE:	01/19/2018					
84288		01/15/2018		0118-3	229331	1,875.00	01/16/2018	INV	PD	TRANSFER TAX REFUND
INVOICE:	TXR011618		CHECK	DATE:	01/19/2018					
						6,875.00				
96 BONNELL INDUSTRIES, INC.										
84482		01/08/2018		0118-4	229420	450.79	01/25/2018	INV	PD	SALT SPINNER MOTOR
INVOICE:	178113-IN		CHECK	DATE:	01/26/2018					
9879 BREAKTHRU BEVERAGE ILLINOIS, LLC										
84737		01/25/2018		0218-1	229513	1,396.78	02/01/2018	INV	PD	LINKS BEVERAGE RESALE
INVOICE:	327196268		CHECK	DATE:	02/02/2018					
103 BRISTOL HOSE & FITTING										
84363		01/04/2018		0118-3	229332	109.80	01/18/2018	INV	PD	PARTS
INVOICE:	3358964		CHECK	DATE:	01/19/2018					
114 CASCO INTERNATIONAL										
84242		07/25/2017		0118-3	229333	201.00	01/16/2018	INV	PD	SAFETY INCENTIVE
INVOICE:	1286695		CHECK	DATE:	01/19/2018					
5354 UNITED COMMUNICATION SYSTEMS										
84489		01/15/2018		0118-4	229421	4,022.45	01/15/2018	INV	PD	1209860-1124924 0118
INVOICE:	84489		CHECK	DATE:	01/26/2018					
120 CANON SOLUTIONS AMERICA, INC										
84524		01/13/2018		0118-4	229422	202.00	01/25/2018	INV	PD	COPIER IRC3530 DEC 17
INVOICE:	18169320		CHECK	DATE:	01/26/2018					
84485		01/13/2018		0118-4	229422	117.00	01/25/2018	INV	PD	COPIER IR4255 MAINT
INVOICE:	18186793		CHECK	DATE:	01/26/2018					
						319.00				
128 CARQUEST AUTO PARTS OF WHEATON IL, INC										
84340		12/15/2017		0118-3	229334	34.39	01/18/2018	INV	PD	PINION SLEEVE #025
INVOICE:	569612		CHECK	DATE:	01/19/2018					
10505 CDM SMITH INC										
84246	20170019	12/27/2017		0118-3	229335	82,100.41	01/16/2018	INV	PD	METRA DESIGN, PHASE I ENGINEER
INVOICE:	90035148		CHECK	DATE:	01/19/2018					
8502 NEW CHICAGO WHOLESALE BAKERY, INC										
84386		01/13/2018		0118-3	229336	102.35	01/18/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	346059		CHECK	DATE:	01/19/2018					
84553		01/20/2018		0118-4	229423	59.15	01/25/2018	INV	PD	LINKS FOOD RESALE

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
84552	INVOICE: 346306	01/20/2018	CHECK	DATE: 01/26/2018	0118-4 229423	40.55	01/25/2018	INV	PD	LINKS FOOD RESALE
	INVOICE: 346337		CHECK	DATE: 01/26/2018						
5431 CHICAGO METROPOLITAN FIRE PREVENTION CO.						202.05				
84243	INVOICE: IN00174182	12/28/2017	CHECK	DATE: 01/19/2018	0118-3 229337	230.50	01/16/2018	INV	PD	SERVICE CALL PW
84490	INVOICE: IN00177205	01/12/2018	CHECK	DATE: 01/26/2018	0118-4 229424	221.25	01/15/2018	INV	PD	RADIO USAGE/MONITOR THRU 3/31/
6043 CHICAGO PARTS & SOUND LLC						451.75				
84486	INVOICE: 30CR009835	01/12/2018	CHECK	DATE: 01/26/2018	0118-4 229425	-213.92	01/12/2018	CRM	PD	CREDIT BATTERIES
84368	INVOICE: 30IC053927	01/11/2018	CHECK	DATE: 01/19/2018	0118-3 229338	94.96	01/18/2018	INV	PD	BATTERY #208
84487	INVOICE: 30IC054248	01/12/2018	CHECK	DATE: 01/26/2018	0118-4 229425	337.46	01/12/2018	INV	PD	FILTER, ROTOR, BRAKES, BATTERY
84488	INVOICE: 30IC054442	01/15/2018	CHECK	DATE: 01/26/2018	0118-4 229425	46.44	01/15/2018	INV	PD	OIL FILTER
84484	INVOICE: 30IC055464	01/19/2018	CHECK	DATE: 01/26/2018	0118-4 229425	22.39	01/25/2018	INV	PD	RESISTOR
1001 CHICAGOLAND PAVING, INC.						287.33				
84341	INVOICE: 20170060	01/09/2018	CHECK	DATE: 01/19/2018	0118-3 229339	71,514.35	01/18/2018	INV	PD	2017 PARKING LOT/ROADWAY PROGR
1076 CINTAS CORPORATION NO 2										
84388	INVOICE: 5009443655	01/10/2018	CHECK	DATE: 01/19/2018	0118-3 229340	177.90	01/18/2018	INV	PD	FIRST AID SUPPLIES
84779	INVOICE: 769312603	11/06/2017	CHECK	DATE: 02/02/2018	0218-1 229514	239.19	12/25/2017	INV	PD	LINKS CUSTODIAL SUPPLIES
84689	INVOICE: 769360720	01/25/2018	CHECK	DATE: 02/02/2018	0218-1 229514	86.33	02/01/2018	INV	PD	MAT SERVICE
84690	INVOICE: 769362453	01/29/2018	CHECK	DATE: 02/02/2018	0218-1 229514	53.59	02/01/2018	INV	PD	MAT SERVICE
6831 CLARK BAIRD SMITH LLP/FKA-SGDB LAW FIRM LLP						557.01				
84780	INVOICE: 9389	12/31/2017	CHECK	DATE: 02/02/2018	0218-1 229515	1,926.25	12/31/2017	INV	PD	LEGAL SERVICES
1862 CLASSIC GRAPHIC INDUSTRIES INC.										
84691	INVOICE: 82775	01/24/2018	CHECK	DATE: 02/02/2018	0218-1 229516	229.25	02/01/2018	INV	PD	OFFICE SUPPLIES
7273 CMS COMMUNICATIONS, INC.										

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
84740		01/29/2018		0218-1	229517	11,389.44	02/01/2018	INV	PD	PW PHONE SYSTEM PMT #1
INVOICE: 1697312			CHECK	DATE: 02/02/2018						
10941 JIM COFFING										
84289		01/11/2018		0118-3	229341	41.68	01/16/2018	INV	PD	VEHICLE STICKER REFUND
INVOICE: VR011618			CHECK	DATE: 01/19/2018						
175 COMMONWEALTH EDISON COMPANY										
84244		01/10/2018		0118-3	229342	67.73	01/16/2018	INV	PD	7163762013 0118
INVOICE: 84244			CHECK	DATE: 01/19/2018						
84328		01/08/2018		0118-3	229342	97.74	01/18/2018	INV	PD	2493106006 0118
INVOICE: 84328			CHECK	DATE: 01/19/2018						
84329		01/08/2018		0118-3	229342	292.52	01/18/2018	INV	PD	3441094009 0118
INVOICE: 84329			CHECK	DATE: 01/19/2018						
84330		01/11/2018		0118-3	229342	143.32	01/18/2018	INV	PD	2215042016 0118
INVOICE: 84330			CHECK	DATE: 01/19/2018						
84331		01/10/2018		0118-3	229342	1,014.30	01/18/2018	INV	PD	3965055040 0118
INVOICE: 84331			CHECK	DATE: 01/19/2018						
84332		01/10/2018		0118-3	229342	1,680.96	01/18/2018	INV	PD	5373072000 0118
INVOICE: 84332			CHECK	DATE: 01/19/2018						
84333		01/11/2018		0118-3	229342	36.13	01/18/2018	INV	PD	1773149091 0118
INVOICE: 84333			CHECK	DATE: 01/19/2018						
84334		01/11/2018		0118-3	229342	80.52	01/18/2018	INV	PD	0213156104 0118
INVOICE: 84334			CHECK	DATE: 01/19/2018						
84335		01/11/2018		0118-3	229342	54.77	01/18/2018	INV	PD	1159090017 0118
INVOICE: 84335			CHECK	DATE: 01/19/2018						
84336		01/11/2018		0118-3	229342	94.58	01/18/2018	INV	PD	4593032014 0118
INVOICE: 84336			CHECK	DATE: 01/19/2018						
84337		01/11/2018		0118-3	229342	126.62	01/18/2018	INV	PD	2781170010 0118
INVOICE: 84337			CHECK	DATE: 01/19/2018						
84338		01/11/2018		0118-3	229342	1,032.97	01/18/2018	INV	PD	0018071031 0118
INVOICE: 84338			CHECK	DATE: 01/19/2018						
84339		01/11/2018		0118-3	229342	129.03	01/18/2018	INV	PD	5897103011 0118
INVOICE: 84339			CHECK	DATE: 01/19/2018						
84422		01/17/2018		0118-4	229426	609.30	01/23/2018	INV	PD	4145057007 0118
INVOICE: 84422			CHECK	DATE: 01/26/2018						
84423		01/17/2018		0118-4	229426	257.49	01/23/2018	INV	PD	0175026025 0118
INVOICE: 84423			CHECK	DATE: 01/26/2018						
84424		01/16/2018		0118-4	229426	301.17	01/23/2018	INV	PD	0201104145 0118
INVOICE: 84424			CHECK	DATE: 01/26/2018						
84523		01/16/2018		0118-4	229426	3,649.35	01/25/2018	INV	PD	2943055045 DEC 17
INVOICE: 84523			CHECK	DATE: 01/26/2018						
84550		01/16/2018		0118-4	229426	2,432.90	01/25/2018	INV	PD	2943055045 0118
INVOICE: 84550			CHECK	DATE: 01/26/2018						
6610 COMCAST CABLE COMMUNICATIONS, LLC						12,101.40				
84806		01/22/2018		0218-1	229518	210.68	02/01/2018	INV	PD	8771 20 056 0545119 0118
INVOICE: 84806			CHECK	DATE: 02/02/2018						
10373 HISTORIC PALM LLC										

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
84410	20180005	11/01/2017		0118-3	229343	2,614.99	01/18/2018	INV	PD	LINKS CUSTODIAL SERVICES
INVOICE:	53150		CHECK	DATE: 01/19/2018						
84412	20180005	12/31/2017		0118-3	229343	-812.50	12/31/2017	CRM	PD	LINKS CUSTODIAL SERVICES
INVOICE:	54498		CHECK	DATE: 01/19/2018						
84413	20180005	01/04/2018		0118-3	229343	-406.25	01/04/2018	CRM	PD	LINKS CUSTODIAL SERVICES
INVOICE:	54499		CHECK	DATE: 01/19/2018						
						1,396.24				
3525 COMMERCIAL TIRE SERVICE										
84367		01/10/2018		0118-3	229344	41.50	01/18/2018	INV	PD	TIRE REPAIR #1E61
INVOICE:	2220045439		CHECK	DATE: 01/19/2018						
84366		01/11/2018		0118-3	229344	62.50	01/18/2018	INV	PD	TIRE REPAIR #246
INVOICE:	2220045453		CHECK	DATE: 01/19/2018						
						104.00				
4876 CONSTELLATION NEWENERGY, INC.										
84420		01/12/2018		0118-4	229427	540.73	01/23/2018	INV	PD	1-81ZW0X 0118
INVOICE:	43190792		CHECK	DATE: 01/26/2018						
84419		01/12/2018		0118-4	229427	577.78	01/23/2018	INV	PD	1-81ZWPY 0118
INVOICE:	43190799		CHECK	DATE: 01/26/2018						
84421		01/12/2018		0118-4	229427	291.95	01/23/2018	INV	PD	1-81ZW09 0118
INVOICE:	43190867		CHECK	DATE: 01/26/2018						
84522		01/18/2018		0118-4	229427	5,678.00	01/25/2018	INV	PD	1-81ZWLO DEC 17
INVOICE:	43255517		CHECK	DATE: 01/26/2018						
84551		01/18/2018		0118-4	229427	4,780.44	01/25/2018	INV	PD	1-81ZWLO 0118
INVOICE:	43255517-1		CHECK	DATE: 01/26/2018						
						11,868.90				
10952 CONSUMERS PACKING COMPANY										
84385		01/16/2018		0118-3	229345	376.23	01/18/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	336531		CHECK	DATE: 01/19/2018						
84548		01/18/2018		0118-4	229428	548.25	01/25/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	336626		CHECK	DATE: 01/26/2018						
84549		01/23/2018		0118-4	229428	470.51	01/25/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	336746		CHECK	DATE: 01/26/2018						
84739		01/25/2018		0218-1	229519	617.16	02/01/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	336856		CHECK	DATE: 02/02/2018						
84738		01/26/2018		0218-1	229519	147.83	02/01/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	336941		CHECK	DATE: 02/02/2018						
						2,159.98				
4547 CORE & MAIN LP										
84245		12/22/2017		0118-3	229346	697.01	01/16/2018	INV	PD	HYDRANT, VALVE BOX EXTENSION
INVOICE:	I273267		CHECK	DATE: 01/19/2018						
84365		01/12/2018		0118-3	229346	1,180.53	01/18/2018	INV	PD	MAIN BREAK PARTS
INVOICE:	I333231		CHECK	DATE: 01/19/2018						
						1,877.54				
189 COUNTRYSIDE WELDING INC										

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84364		01/09/2018		0118-3	229347	1,500.00	01/18/2018	INV	PD	EMERGENCY MAIN THAW
INVOICE:	13765		CHECK	DATE:	01/19/2018					
204 DAILY HERALD										
84692		01/10/2018		0218-1	229520	158.70	02/01/2018	INV	PD	765 HARDING NOTICE
INVOICE:	T4490713		CHECK	DATE:	02/02/2018					
84693		01/10/2018		0218-1	229520	158.70	02/01/2018	INV	PD	240 HAWTHORNE NOTICE
INVOICE:	T4490714		CHECK	DATE:	02/02/2018					
						317.40				
10805 DCG ROOFING SOLUTIONS INC										
84494		01/11/2018		0118-4	229429	1,180.00	12/31/2018	INV	PD	ROOF WORK HEATER INSTALL PW
INVOICE:	2432		CHECK	DATE:	01/26/2018					
6800 DETROIT SALT COMPANY, LLC										
84290	20170044	01/10/2018		0118-3	229348	9,104.46	01/16/2018	INV	PD	BULK ROCK SALT
INVOICE:	69766		CHECK	DATE:	01/19/2018					
84493	20170044	01/17/2018		0118-4	229430	10,656.88	12/31/2018	INV	PD	BULK ROCK SALT
INVOICE:	70396		CHECK	DATE:	01/26/2018					
84453	20170044	01/18/2018		0118-4	229430	1,022.08	01/23/2018	INV	PD	BULK ROCK SALT
INVOICE:	70548		CHECK	DATE:	01/26/2018					
84491	20170044	01/18/2018		0118-4	229430	9,727.48	01/18/2018	INV	PD	BULK ROCK SALT
INVOICE:	70549		CHECK	DATE:	01/26/2018					
84492	20170044	01/19/2018		0118-4	229430	6,299.80	12/31/2018	INV	PD	BULK ROCK SALT
INVOICE:	70728		CHECK	DATE:	01/26/2018					
						36,810.70				
7418 DEWBERRY ARCHITECTS, INC										
84545	20170066	12/08/2017		0118-4	229431	8,225.00	01/25/2018	INV	PD	COD/REV3 CC RENOVATION
INVOICE:	1496105		CHECK	DATE:	01/26/2018					
10922 DIXON ENGINEERING, INC										
84477	20170078	01/19/2018		0118-4	229432	2,600.00	01/23/2018	INV	PD	WILLSON AVE TANK INSPECTION
INVOICE:	18-3295		CHECK	DATE:	01/26/2018					
8059 DRH CAMBRIDGE HOMES										
84579		01/08/2018		0118-4	229433	425.00	01/25/2018	INV	PD	HYDRANT METER REFUND
INVOICE:	HMR012518		CHECK	DATE:	01/26/2018					
9549 DUNBAR ARMORED INC										
84451		01/01/2018		0118-4	229434	314.82	01/23/2018	INV	PD	BANK COURIER JAN 18
INVOICE:	4123567		CHECK	DATE:	01/26/2018					
7363 DUPAGE CONVENTION & VISITORS BUREAU										
84804		01/11/2018		0218-1	229521	336.00	01/24/2018	INV	PD	GRANT PROGRAM RED GRANGE BOWL
INVOICE:	3620		CHECK	DATE:	02/02/2018					

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
249 DUPAGE COUNTY										
84452		01/16/2018		0118-4	229435	116.50	01/23/2018	INV	PD	RECORDING
INVOICE: 201801160277			CHECK	DATE: 01/26/2018						
250 DUPAGE COUNTY PUBLIC WORKS										
84425		01/12/2018		0118-4	229436	20.83	01/23/2018	INV	PD	10009013-01 0118
INVOICE: 12318			CHECK	DATE: 01/26/2018						
2177 DUPAGE CO SENIOR POLICE MGMT ASSN										
84450		01/14/2018		0118-4	229437	125.00	01/23/2018	INV	PD	MEMBERSHIP VAVRA
INVOICE: 12318			CHECK	DATE: 01/26/2018						
262 DUPAGE WATER COMMISSION										
DPWC-111		12/31/2017		0218-1	20043	318,400.48	02/01/2018	DIR	PD	WATER COSTS
INVOICE: DPWC-126			CHECK	DATE: 02/02/2018						
7750 ENGINEERING ENTERPRISES, INC										
84803	20160063	01/23/2018		0218-1	229522	8,098.61	01/24/2018	INV	PD	ENGINEERING SERVICES
INVOICE: 63506			CHECK	DATE: 02/02/2018						
283 ENGINEERING RESOURCE ASSOC INC										
84247	20170010	12/20/2017		0118-3	229349	13,359.80	01/16/2018	INV	PD	ENGINEERING SVCS MAIN REPLACEM
INVOICE: 170308.07			CHECK	DATE: 01/19/2018						
84342		12/18/2017		0118-3	229349	1,173.75	01/18/2018	INV	PD	PROFESSIONAL SERVICES
INVOICE: 22070301.123			CHECK	DATE: 01/19/2018						
						14,533.55				
1078 EQUIFAX INFORMATION SVCS LLC										
84781		01/17/2018		0218-1	229523	25.00	01/17/2018	INV	PD	POLICE INFO SERVICE DEC 17
INVOICE: 4650759			CHECK	DATE: 02/02/2018						
8327 ETS CORPORATION										
5089840		01/26/2018		0118-5	19912	3,332.01	01/26/2018	DIR	PD	LINKS CC FEES 1217
INVOICE: ETSREC-55			CHECK	DATE: 01/30/2018						
291 EUCLID BEVERAGE, LTD										
84742		01/29/2018		0218-1	229524	20.00	02/01/2018	INV	PD	COASTERS
INVOICE: W-2036653			CHECK	DATE: 02/02/2018						
84741		01/25/2018		0218-1	229524	763.30	02/01/2018	INV	PD	LINKS BEVERAGE RESALE
INVOICE: W-3291910			CHECK	DATE: 02/02/2018						
						783.30				
300 FBINAA - NORTHERN DIVISION										
84315		01/16/2018		0118-3	229321	30.00	01/16/2018	INV	PD	RETRAINER-HOLMER
INVOICE: 11618			CHECK	DATE: 01/16/2018						

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
301 FEDERAL EXPRESS CORPORATION										
84743		01/24/2018		0218-1	229525	28.57	02/01/2018	INV	PD	SHIPPING
INVOICE: 6-066-00253			CHECK	DATE: 02/02/2018						
10950 LINDA FELTON										
84369		01/11/2018		0118-3	229350	136.00	01/18/2018	INV	PD	IRRIGATION REPAIR REIMBURSEMENT
INVOICE: 11818			CHECK	DATE: 01/19/2018						
304 FIFTH THIRD BANK										
ACTR-91		12/27/2017		0118-5	19915	24.96	01/26/2018	DIR	PD	AMAZON-PHONE CASE
INVOICE: ACTR-155			CHECK	DATE: 01/30/2018						
ALLN-122		12/27/2017		0118-5	19916	15.06	01/26/2018	DIR	PD	STAPLES-PROMO CARD SUPPLIES
INVOICE: ALLN-402			CHECK	DATE: 01/30/2018						
84663		12/27/2017		0118-5	20021	29.98	01/26/2018	DIR	PD	DREAMTINE-POSTERS
INVOICE: ALLN-403			CHECK	DATE: 01/30/2018						
84664		12/27/2017		0118-5	20022	47.79	01/26/2018	DIR	PD	GARVEY-PROMO CARD SUPPLIES
INVOICE: ALLN-404			CHECK	DATE: 01/30/2018						
84665		12/27/2017		0118-5	20023	13.99	01/26/2018	DIR	PD	USPS-SHIPPING
INVOICE: ALLN-405			CHECK	DATE: 01/30/2018						
84666		12/27/2017		0118-5	20024	75.20	01/26/2018	DIR	PD	WALMART-HELIUM, BALLOONS
INVOICE: ALLN-406			CHECK	DATE: 01/30/2018						
84667		12/27/2017		0118-5	20025	159.50	01/26/2018	DIR	PD	A-RELIABLE-GIFT/PROMO CARD PRI
INVOICE: ALLN-407			CHECK	DATE: 01/30/2018						
6930017		12/27/2017		0118-5	19917	452.85	01/26/2018	DIR	PD	HOME DEPOT-DISHWASHER FS#1, WR
INVOICE: BBAL-43			CHECK	DATE: 01/30/2018						
84605		12/27/2017		0118-5	19945	22.55	01/26/2018	DIR	PD	MENARDS-WALL BASE, W/S WASHER
INVOICE: BBAL-44			CHECK	DATE: 01/30/2018						
BINM-128		12/27/2017		0118-5	20028	329.41	01/26/2018	DIR	PD	NEWEGG-CHARGER, PC FANS
INVOICE: BINM-569			CHECK	DATE: 01/30/2018						
BUCD-123		12/27/2017		0118-5	20029	191.81	01/26/2018	DIR	PD	TELVENT-WEATHER SERVICE
INVOICE: BUCD-345			CHECK	DATE: 01/30/2018						
84669		12/27/2017		0118-5	20030	370.00	01/26/2018	DIR	PD	APWA-HOLIDAY LUNCH X7
INVOICE: BUCD-346			CHECK	DATE: 01/30/2018						
84670		12/27/2017		0118-5	20031	120.00	01/26/2018	DIR	PD	IL SOC ARBORICULT-CERIFICATION
INVOICE: BUCD-347			CHECK	DATE: 01/30/2018						
CAMM-131		12/27/2017		0118-5	19918	412.50	01/26/2018	DIR	PD	COMCAST-CABLE NOV/DEC
INVOICE: CAMM-480			CHECK	DATE: 01/30/2018						
84582		12/27/2017		0118-5	19919	98.78	01/26/2018	DIR	PD	FOREST AWARDS-TROPHIES
INVOICE: CAMM-481			CHECK	DATE: 01/30/2018						
84583		12/27/2017		0118-5	19920	259.96	01/26/2018	DIR	PD	SHIP STICKS-CLUB SHIPPING
INVOICE: CAMM-482			CHECK	DATE: 01/30/2018						
838611		12/27/2017		0118-5	19921	469.00	01/26/2018	DIR	PD	OPEN TABLE-RESERVATION SVC
INVOICE: CHAB-23			CHECK	DATE: 01/30/2018						
84584		12/27/2017		0118-5	19922	9.99	01/26/2018	DIR	PD	POSTERMYWALL-EVENT POSTER
INVOICE: CHAB-24			CHECK	DATE: 01/30/2018						
84585		12/27/2017		0118-5	19923	113.93	01/26/2018	DIR	PD	JEWEL-HOH SUPPLIES, BATTERIES
INVOICE: CHAB-25			CHECK	DATE: 01/30/2018						
84586		12/27/2017		0118-5	19924	228.00	01/26/2018	DIR	PD	HOOTSUITE-ANN SOCIAL MEDIA
INVOICE: CHAB-26			CHECK	DATE: 01/30/2018						
84587		12/27/2017		0118-5	19925	174.93	01/26/2018	DIR	PD	WHOLE FOODS-FOOD CHEF INTERVIEW
INVOICE: CHAB-27			CHECK	DATE: 01/30/2018						



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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
84588		12/27/2017		0118-5	19926	20.12	01/26/2018	DIR	PD	RESTAURANT DEPOT-FOOD
INVOICE:	CHAB-28		CHECK	DATE: 01/30/2018						
84589		12/27/2017		0118-5	19927	39.00	01/26/2018	DIR	PD	DOLLAR TREE-HOLIDAY DECOR
INVOICE:	CHAB-29		CHECK	DATE: 01/30/2018						
84590		12/27/2017		0118-5	19928	54.47	01/26/2018	DIR	PD	STAPLES-OFFICE SUPPLIES
INVOICE:	CHAB-30		CHECK	DATE: 01/30/2018						
84591		12/27/2017		0118-5	19929	105.00	01/26/2018	DIR	PD	THE KNOT-MARKETING
INVOICE:	CHAB-31		CHECK	DATE: 01/30/2018						
84592		12/27/2017		0118-5	19930	724.00	01/26/2018	DIR	PD	VALPAK-COUPON MAILER
INVOICE:	CHAB-32		CHECK	DATE: 01/30/2018						
84593		12/27/2017		0118-5	19931	207.89	01/26/2018	DIR	PD	PARTY CITY-NYE PARTY FAVORS
INVOICE:	CHAB-33		CHECK	DATE: 01/30/2018						
84594		12/27/2017		0118-5	19932	70.25	01/26/2018	DIR	PD	WEBSTRAURANT-KITCH EQUIP
INVOICE:	CHAB-34		CHECK	DATE: 01/30/2018						
84595		12/27/2017		0118-5	19933	40.00	01/26/2018	DIR	PD	SPRINGO-NYE PROMO LISTING
INVOICE:	CHAB-35		CHECK	DATE: 01/30/2018						
5221139		12/27/2017		0118-5	19934	30.00	01/26/2018	DIR	PD	PAYFLOW-ONLINE PAYMENT
INVOICE:	COYC-102		CHECK	DATE: 01/30/2018						
84596		12/27/2017		0118-5	19935	56.54	01/26/2018	DIR	PD	CHUY'S-HIPPA LUNCH
INVOICE:	COYC-103		CHECK	DATE: 01/30/2018						
84597		12/27/2017		0118-5	19936	188.00	01/26/2018	DIR	PD	NIU-SEMINAR
INVOICE:	COYC-104		CHECK	DATE: 01/30/2018						
84598		12/27/2017		0118-5	19937	435.00	01/26/2018	DIR	PD	IGFOA-ANNUAL DUES, CTE COYLE
INVOICE:	COYC-105		CHECK	DATE: 01/30/2018						
84673		12/27/2017		0118-5	20041	61.41	01/26/2018	DIR	PD	IL DFPR-PROFESSIONAL LICENSE R
INVOICE:	DAUR-26		CHECK	DATE: 01/30/2018						
5530321		12/27/2017		0118-5	20033	16.00	01/26/2018	DIR	PD	DOLLAR TREE-BOOK CLUB SUPPLIES
INVOICE:	DAVS-77		CHECK	DATE: 01/30/2018						
7645910		12/27/2017		0118-5	19938	7.95	01/26/2018	DIR	PD	FACEBOOK-ADVERTISING
INVOICE:	DETA-105		CHECK	DATE: 01/30/2018						
84599		12/27/2017		0118-5	19939	91.97	01/26/2018	DIR	PD	JEWEL-HOH SUPPLIES, PLATES
INVOICE:	DETA-106		CHECK	DATE: 01/30/2018						
84600		12/27/2017		0118-5	19940	467.39	01/26/2018	DIR	PD	AMAZON-BRIDAL EXPO, HOH SUPPLI
INVOICE:	DETA-107		CHECK	DATE: 01/30/2018						
84601		12/27/2017		0118-5	19941	100.00	01/26/2018	DIR	PD	PATCH-ADVERTISING
INVOICE:	DETA-108		CHECK	DATE: 01/30/2018						
84602		12/27/2017		0118-5	19942	64.74	01/26/2018	DIR	PD	WALMART-HOH SUPPLIES
INVOICE:	DETA-109		CHECK	DATE: 01/30/2018						
84603		12/27/2017		0118-5	19943	1,000.00	01/26/2018	DIR	PD	GOOGLE-ADVERTISING
INVOICE:	DETA-110		CHECK	DATE: 01/30/2018						
84604		12/27/2017		0118-5	19944	364.50	01/26/2018	DIR	PD	EVENTECTIVE-QTRLY MARKETING
INVOICE:	DETA-111		CHECK	DATE: 01/30/2018						
FRAF-120		12/27/2017		0118-5	19951	220.05	01/26/2018	DIR	PD	IL SECY OF STATE-#016 PLATES
INVOICE:	FRAF-341		CHECK	DATE: 01/30/2018						
84610		12/27/2017		0118-5	19952	59.05	01/26/2018	DIR	PD	IPASS TOLLS
INVOICE:	FRAF-342		CHECK	DATE: 01/30/2018						
FRAM-75		12/27/2017		0118-5	19946	221.38	01/26/2018	DIR	PD	GLEN OAK-MGMT TEAM, MH, JV MTG
INVOICE:	FRAM-512		CHECK	DATE: 01/30/2018						
84606		12/27/2017		0118-5	19947	174.00	01/26/2018	DIR	PD	SHRM MEMBSHIP
INVOICE:	FRAM-513		CHECK	DATE: 01/30/2018						
84607		12/27/2017		0118-5	19948	38.23	01/26/2018	DIR	PD	DANBYS-GWA MEETING
INVOICE:	FRAM-514		CHECK	DATE: 01/30/2018						
84608		12/27/2017		0118-5	19949	71.84	01/26/2018	DIR	PD	LINKS-JH, PN MEETINGS
INVOICE:	FRAM-515		CHECK	DATE: 01/30/2018						
84609		12/27/2017		0118-5	19950	35.21	01/26/2018	DIR	PD	SANTA FE-SH MEETING



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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE: 6898720	FRAM-516	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19953	45.00	01/26/2018	DIR	PD	CONSTANT CONTACT-MARKETING
INVOICE: HARJ-114	HANM-130	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19954	85.45	01/26/2018	DIR	PD	HOBBY LOBBY-HOLIDAY EVENT SUPP
INVOICE: 84611	HARJ-344	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19955	26.10	01/26/2018	DIR	PD	JEWEL-SHOP W COP, HOLIDAY EVEN
INVOICE: 84612	HARJ-345	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19956	307.12	01/26/2018	DIR	PD	DSG-MOLLE POUCHES
INVOICE: 84613	HARJ-346	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19957	100.00	01/26/2018	DIR	PD	IAPE-ANN DUES BRUNO, JH
INVOICE: HEFJ-122	HARJ-347	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20026	82.75	01/26/2018	DIR	PD	AMAZON-OFFICE CHAIR
INVOICE: 84668	HEFJ-276	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20027	225.00	01/26/2018	DIR	PD	ASSN OF IL SENIOR CTRS-CONFERE
INVOICE: HOLW-114	HEFJ-277	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20020	372.44	01/26/2018	DIR	PD	MGMT ASSN OF IL-LABOR POSTERS
INVOICE: HORK-77	HOLW-247	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19958	107.86	01/26/2018	DIR	PD	AMAZON-OFFICE SUPPLIES
INVOICE: 84614	HORK-169	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19959	277.00	01/26/2018	DIR	PD	NIU-SEMINAR JH
INVOICE: 84615	HORK-170	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19960	75.50	01/26/2018	DIR	PD	GIORDANOS-HOLIDAY PARTY
INVOICE: 84616	HORK-171	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19961	612.00	01/26/2018	DIR	PD	OEO ENERGY-LED BULBS
INVOICE: 84617	HORK-172	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19962	8.97	01/26/2018	DIR	PD	WALGREEN-TEA
INVOICE: 84618	HORK-173	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19963	230.00	01/26/2018	DIR	PD	BARONE-HOLIDAY PARTY
INVOICE: 7646110	HORK-174	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19964	742.50	01/26/2018	DIR	PD	AWWA-TRAINING
INVOICE: 84619	HUBJ-31	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19965	3.99	01/26/2018	DIR	PD	FRYS-FUSE
INVOICE: HULS-118	HUBJ-32	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19966	59.95	01/26/2018	DIR	PD	HOBBY LOBBY-HOLIDAY DECOR
INVOICE: 84620	HULS-315	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19967	100.00	01/26/2018	DIR	PD	GE CHAMBER-MEETING 4 ATTENDEES
INVOICE: 84622	HULS-316	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19970	590.00	01/26/2018	DIR	PD	APWA-JOB POSTING
INVOICE: 84623	KAML-10	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19971	154.85	01/26/2018	DIR	PD	GREEN BRANCH-3 EMPLOYEE FLORAL
INVOICE: 84624	KAML-11	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19972	11.44	01/26/2018	DIR	PD	WALGREENS-HOLIDAY PARTY SUPPLI
INVOICE: 84625	KAML-12	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19973	40.00	01/26/2018	DIR	PD	STARBUCKS-HOLIDAY PARTY PRIZES
INVOICE: 84626	KAML-13	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19974	75.00	01/26/2018	DIR	PD	NIU-SEMINAR
INVOICE: 84627	KAML-14	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19975	64.95	01/26/2018	DIR	PD	DEPTULA FLORIST-WITT FLORAL
INVOICE: 84674	KAML-15	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20034	249.00	01/26/2018	DIR	PD	AWWA-JOB AD
INVOICE: 838601	KAML-16	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19968	30.00	01/26/2018	DIR	PD	EB-ILCMA LUNCHEON FRANZ
INVOICE: 84621	KAML-8	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19969	160.14	01/26/2018	DIR	PD	AMAZON-SUPPLIES
INVOICE: 84621	KAML-9	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 19969	160.14	01/26/2018	DIR	PD	AMAZON-SUPPLIES



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LUDM-134		12/27/2017		0118-5	19976	205.00	01/26/2018	DIR	PD	MAGCS-MEMBERSHIP, MEETING
INVOICE:	LUDM-1171		CHECK	DATE: 01/30/2018						
84628		12/27/2017		0118-5	19977	507.81	01/26/2018	DIR	PD	MENARDS-STORAGE BLDG PARTS
INVOICE:	LUDM-1172		CHECK	DATE: 01/30/2018						
84629		12/27/2017		0118-5	19978	100.00	01/26/2018	DIR	PD	GCSAA-ANNUAL DUES SCHWARTZ
INVOICE:	LUDM-1173		CHECK	DATE: 01/30/2018						
84630		12/27/2017		0118-5	19979	119.78	01/26/2018	DIR	PD	HOME DEPOT-DOOR TRIM
INVOICE:	LUDM-1174		CHECK	DATE: 01/30/2018						
84631		12/27/2017		0118-5	19980	223.33	01/26/2018	DIR	PD	PARTS TOWN-PARTS
INVOICE:	LUDM-1175		CHECK	DATE: 01/30/2018						
84632		12/27/2017		0118-5	19981	1,457.63	01/26/2018	DIR	PD	HARRIS GOLF-CART SUPPLIES
INVOICE:	LUDM-1176		CHECK	DATE: 01/30/2018						
84633		12/27/2017		0118-5	19982	3,702.82	01/26/2018	DIR	PD	R&R PRODUCTS-EQUIP PARTS, SUP,
INVOICE:	LUDM-1177		CHECK	DATE: 01/30/2018						
84634		12/27/2017		0118-5	19983	481.02	01/26/2018	DIR	PD	SUSTAINABLE SUPPLY-FURNACE FIL
INVOICE:	LUDM-1178		CHECK	DATE: 01/30/2018						
84635		12/27/2017		0118-5	19984	463.15	01/26/2018	DIR	PD	GEMPLER-UNIFORMS
INVOICE:	LUDM-1179		CHECK	DATE: 01/30/2018						
84636		12/27/2017		0118-5	19985	312.90	01/26/2018	DIR	PD	INTERSTATE BATTERY-BATTERIES
INVOICE:	LUDM-1180		CHECK	DATE: 01/30/2018						
84637		12/27/2017		0118-5	19986	1,972.65	01/26/2018	DIR	PD	KULLY SUPPLY-DRINK FOUNTAINS,
INVOICE:	LUDM-1181		CHECK	DATE: 01/30/2018						
84638		12/27/2017		0118-5	19987	598.92	01/26/2018	DIR	PD	STENS-MOWER REPAIR, PARTS
INVOICE:	LUDM-1182		CHECK	DATE: 01/30/2018						
84639		12/27/2017		0118-5	19988	39.10	01/26/2018	DIR	PD	GRAINGER-SPRINKLER SYS PARTS
INVOICE:	LUDM-1183		CHECK	DATE: 01/30/2018						
84640		12/27/2017		0118-5	19989	176.00	01/26/2018	DIR	PD	SERVICE SANITATION-PORTABLE TO
INVOICE:	LUDM-1184		CHECK	DATE: 01/30/2018						
84641		12/27/2017		0118-5	19990	814.54	01/26/2018	DIR	PD	REINDERS-EQUIP PARTS
INVOICE:	LUDM-1185		CHECK	DATE: 01/30/2018						
84642		12/27/2017		0118-5	19991	56.26	01/26/2018	DIR	PD	FILTER PRODUCTS-OIL, AIR, FUEL
INVOICE:	LUDM-1186		CHECK	DATE: 01/30/2018						
84643		12/27/2017		0118-5	19992	10.95	01/26/2018	DIR	PD	BATTERIES PLUS-BATTERY, SWITCH
INVOICE:	LUDM-1187		CHECK	DATE: 01/30/2018						
838621		12/27/2017		0118-5	19993	75.65	01/26/2018	DIR	PD	MENARDS-FS#2 DOOR, SUPPLIES
INVOICE:	MENJ-4		CHECK	DATE: 01/30/2018						
MILC-86		12/27/2017		0118-5	19994	12.57	01/26/2018	DIR	PD	AMAZON-HOLIDAY EVENT SUPPLIES
INVOICE:	MILC-575		CHECK	DATE: 01/30/2018						
84644		12/27/2017		0118-5	19995	227.98	01/26/2018	DIR	PD	VERIZON-OCT/NOV DEC/JAN
INVOICE:	MILC-576		CHECK	DATE: 01/30/2018						
84645		12/27/2017		0118-5	19996	50.97	01/26/2018	DIR	PD	PARTY CITY-HOLIDAY EVENT SUPPL
INVOICE:	MILC-577		CHECK	DATE: 01/30/2018						
84646		12/27/2017		0118-5	19997	47.97	01/26/2018	DIR	PD	EINSTEIN-COF W/COPS
INVOICE:	MILC-578		CHECK	DATE: 01/30/2018						
84647		12/27/2017		0118-5	19998	80.40	01/26/2018	DIR	PD	LILAC BAKERY-COF W/COPS
INVOICE:	MILC-579		CHECK	DATE: 01/30/2018						
84648		12/27/2017		0118-5	19999	36.99	01/26/2018	DIR	PD	WALL ST JRNL-SUBSCRIPTION
INVOICE:	MILC-580		CHECK	DATE: 01/30/2018						
84649		12/27/2017		0118-5	20000	51.94	01/26/2018	DIR	PD	UPS-SHIPPING
INVOICE:	MILC-581		CHECK	DATE: 01/30/2018						
84650		12/27/2017		0118-5	20001	14.64	01/26/2018	DIR	PD	TARGET-XING GUARD HOLIDAY CAND
INVOICE:	MILC-582		CHECK	DATE: 01/30/2018						
NORP-101		12/27/2017		0118-5	20002	31.99	01/26/2018	DIR	PD	LEN'S-EXTENSION CORD
INVOICE:	NORP-188		CHECK	DATE: 01/30/2018						
PEKC-132		12/27/2017		0118-5	20003	71.81	01/26/2018	DIR	PD	FACEBOOK-MARKETING

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE: 84651	PEKC-828	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20004	200.00	01/26/2018	DIR	PD	MAGCS-ANNUAL DUES
INVOICE: 84652	PEKC-829	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20005	24.47	01/26/2018	DIR	PD	AMAZON-GROUNDS DIARY
INVOICE: 84653	PEKC-830	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20006	692.01	01/26/2018	DIR	PD	1000BULBS.COM-LANDSCAPE LIGHTS
INVOICE: 84654	PEKC-831	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20007	300.00	01/26/2018	DIR	PD	AMERICAN FOOTGOLF-FLAGS
INVOICE: 84655	PEKC-832	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20008	167.69	01/26/2018	DIR	PD	AARON PACKAGING-HONEY CONTAINER
INVOICE: 84672	PEKC-833	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20035	4.00	01/26/2018	DIR	PD	CANVA-GRAPHIC DESIGN TEMPLATE
INVOICE: 84675	PLAM-72	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20036	200.00	01/26/2018	DIR	PD	CARA DUNNING-MKT FRANCAIS CARI
INVOICE: 84676	PLAM-73	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20037	135.00	01/26/2018	DIR	PD	POWTOON-ANIMATION WEBSITE
INVOICE: 84677	PLAM-74	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20038	25.00	01/26/2018	DIR	PD	GE CHAMBER-MEETING
INVOICE: 84678	PLAM-75	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20039	59.00	01/26/2018	DIR	PD	SPROUT-SOCIAL MEDIA
INVOICE: 84671	PLAM-76	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20032	-295.00	01/26/2018	CRM	PD	AMER PUB WKS-CREDIT CHARGED 2X
INVOICE: TAVE-79	STOA-269	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20009	29.25	01/26/2018	DIR	PD	LEN'S-HOLIDAY SUPPLIES
INVOICE: 84656	TAVE-118	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20010	181.32	01/26/2018	DIR	PD	HOBBY LOBBY-HOLIDAY DECOR
INVOICE: 84657	TAVE-119	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20011	92.00	01/26/2018	DIR	PD	APCO-MEMBERSHIP
INVOICE: 84658	TAVE-120	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20012	79.02	01/26/2018	DIR	PD	RESTAURANT DEPOT-SUPPLIES
INVOICE: VAVK-49	TAVE-121	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20013	80.00	01/26/2018	DIR	PD	IAFCI-MEMBERSHIP DUFFIE
INVOICE: VESJ-131	VAVK-95	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20014	44.98	01/26/2018	DIR	PD	ADOBE-ACROBAT, PRO
INVOICE: 84659	VESJ-569	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20015	75.00	01/26/2018	DIR	PD	MAILCHIMP-EMAIL SERVICE
INVOICE: 84660	VESJ-570	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20016	95.55	01/26/2018	DIR	PD	AT&T-DEC/JAN
INVOICE: 84661	VESJ-571	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20017	14.97	01/26/2018	DIR	PD	RESTAURANTOWNER.COM-SUBSCRIPTI
INVOICE: 84662	VESJ-572	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20018	26.00	01/26/2018	DIR	PD	SQUARESPACE-WEBSITE FEE
INVOICE: WEBN-89	VESJ-573	12/27/2017	CHECK	DATE: 01/30/2018	0118-5 20019	34.60	01/26/2018	DIR	PD	DUNKIN-SHOP WITH COP SUPPLIES
INVOICE: WEBN-185			CHECK	DATE: 01/30/2018						

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1726 BRIDGESTONE RETAIL OPERATIONS, LLC

84495		01/15/2018		0118-4	229438	142.88	12/31/2018	INV	PD	TIRE #226
INVOICE: 84496	253825	01/17/2018	CHECK	DATE: 01/26/2018		669.96	12/31/2018	INV	PD	TIRES #229
INVOICE:	253870		CHECK	DATE: 01/26/2018						

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
7097 FLEETPRIDE, INC						812.84				
84371		01/04/2018		0118-3	229351	15.72	01/18/2018	INV	PD	TRAILER LIGHT SWITCH #512
INVOICE: 89835373			CHECK	DATE: 01/19/2018						
8997 FLUID CONSERVATION SYSTEMS, INC										
84454		01/11/2018		0118-4	229439	365.00	01/23/2018	INV	PD	BATTERIES
INVOICE: 6316			CHECK	DATE: 01/26/2018						
6345 FORCE AMERICA DISTRIBUTING, LLC										
84372		01/03/2018		0118-3	229352	42.32	01/18/2018	INV	PD	HYDRA FILTERS
INVOICE: IN001-1205951			CHECK	DATE: 01/19/2018						
324 FULTON TECHNOLOGIES, INC.										
84370		01/15/2018		0118-3	229353	373.95	01/18/2018	INV	PD	SERVICE CALL
INVOICE: 5179			CHECK	DATE: 01/19/2018						
9362 G & K SERVICES, CO										
84373		01/10/2018		0118-3	229354	71.38	01/18/2018	INV	PD	MAT, TOWEL SERVICE
INVOICE: 6028584014			CHECK	DATE: 01/19/2018						
329 GADD, TIBBLE & ASSOCIATES, INC.										
84455		01/10/2018		0118-4	229440	2,000.00	01/23/2018	INV	PD	CONSULTATION LETTER
INVOICE: 18-01-01			CHECK	DATE: 01/26/2018						
1047 GENEVA CONSTRUCTION COMPANY										
84783	20170035	11/13/2017		0218-1	229526	300,120.45	01/17/2018	INV	PD	2017 STREET RESURFACING CONSTR
INVOICE: 57685			CHECK	DATE: 02/02/2018						
5947 GLEN ELLYN BANK & TRUST										
899887		01/26/2018		0118-5	19913	968.03	01/26/2018	DIR	PD	BANK SERVICE CHARGES 1217
INVOICE: GEBT-105			CHECK	DATE: 01/30/2018						
348 GLEN ELLYN CHAMBER OF COMMERCE										
84581		01/26/2018		0118-4	229441	3,450.00	01/26/2018	INV	PD	WELLNESS INCENTIVE 2017
INVOICE: 15922			CHECK	DATE: 01/26/2018						
355 GLEN ELLYN PUBLIC LIBRARY										
84580		01/26/2018		0118-4	229442	1,525.00	01/26/2018	INV	PD	WELLNESS INCENTIVE 2017
INVOICE: 12618			CHECK	DATE: 01/26/2018						
PPRT-97		01/26/2018		0118-5	20040	3,022.74	01/26/2018	DIR	PD	PPRT TO LIBRARY 1217
INVOICE: PPRT-116			CHECK	DATE: 01/30/2018						

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918 VIL. OF G.E., PUB. WKS.-PETTY CASH

84343		01/17/2018		0118-3	229355	108.04	01/18/2018	INV	PD	PETTY CASH FY17
INVOICE:	11818		CHECK	DATE:	01/19/2018					

922 VILLAGE OF GLEN ELLYN

120495-151		01/01/2018		0118-3	19891	199.77	01/11/2018	DIR	PD	120495 WATER BILL
INVOICE:	120495-153		CHECK	DATE:	01/19/2018					
121350-154		01/01/2018		0118-3	19892	34.71	01/11/2018	DIR	PD	121350 WATER BILL
INVOICE:	121350-155		CHECK	DATE:	01/19/2018					
122670-154		01/01/2018		0118-3	19893	41.20	01/11/2018	DIR	PD	122670 WATER BILL
INVOICE:	122670-155		CHECK	DATE:	01/19/2018					
4709545		01/01/2018		0118-3	19894	19.86	01/11/2018	DIR	PD	122675 WATER
INVOICE:	122675-79		CHECK	DATE:	01/19/2018					
127680-156		01/01/2018		0118-3	19895	19.86	01/11/2018	DIR	PD	127680 WATER BILL
INVOICE:	127680-157		CHECK	DATE:	01/19/2018					
6348327		01/01/2018		0118-3	19896	41.14	01/11/2018	DIR	PD	132570 WATER BILL
INVOICE:	132570-27		CHECK	DATE:	01/19/2018					
140210-152		01/01/2018		0118-3	19897	19.70	01/11/2018	DIR	PD	140210 WATER BILL
INVOICE:	140210-153		CHECK	DATE:	01/19/2018					
140220-154		01/01/2018		0118-3	19898	19.70	01/11/2018	DIR	PD	140220 WATER BILL
INVOICE:	140220-155		CHECK	DATE:	01/19/2018					
140250-153		01/01/2018		0118-3	19899	33.47	01/11/2018	DIR	PD	140250 WATER BILL
INVOICE:	140250-154		CHECK	DATE:	01/19/2018					
315090-152		01/01/2018		0118-3	19900	239.97	01/11/2018	DIR	PD	315090 WATER BILL
INVOICE:	315090-153		CHECK	DATE:	01/19/2018					
315215-132		01/01/2018		0118-3	19901	19.86	01/11/2018	DIR	PD	315215 WATER BILL
INVOICE:	315215-133		CHECK	DATE:	01/19/2018					
410010-153		01/01/2018		0118-3	19902	353.76	01/11/2018	DIR	PD	410010 WATER BILL
INVOICE:	410010-154		CHECK	DATE:	01/19/2018					
411170-142		01/01/2018		0118-3	19903	74.87	01/11/2018	DIR	PD	411170 WATER BILL
INVOICE:	411170-143		CHECK	DATE:	01/19/2018					
413030-149		01/01/2018		0118-3	19904	990.25	01/11/2018	DIR	PD	413030 WATER BILL
INVOICE:	413030-150		CHECK	DATE:	01/19/2018					
793486		01/01/2018		0118-3	19905	89.41	01/11/2018	DIR	PD	423765 WATER BILL
INVOICE:	423765-7		CHECK	DATE:	01/19/2018					
423925-154		01/01/2018		0118-3	19907	97.11	01/11/2018	DIR	PD	423925 WATER BILL
INVOICE:	423925-155		CHECK	DATE:	01/19/2018					

2,294.64

356 GLEN ELLYN VOLUNTEER FIRE CO.

840961		02/01/2018		0218-1	229527	39,944.67	02/01/2018	INV	PD	MONTHLY CONTRIBUTION
INVOICE:	FY18-2		CHECK	DATE:	02/02/2018					

8443 GLENBARD SOUTH BOOSTERS

84426		01/12/2018		0118-4	229443	46.68	01/23/2018	INV	PD	FOOTBALL NIGHT FUNDRAISER
INVOICE:	12318		CHECK	DATE:	01/26/2018					

360 GLENBARD W. W. TREATMENT PLT.

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
84679		01/30/2018		0118-5	20042	300,033.92	01/30/2018	DIR	PD	MONTHLY FLOW BILL
INVOICE: FY18-1 CHECK DATE: 01/30/2018										
4090 TEMCO MACHINERY INC.										
84497		01/09/2018		0118-4	229444	86.08	12/31/2018	INV	PD	DIAPHRAM AIR HORN #1T62
INVOICE: AG60503 CHECK DATE: 01/26/2018										
368 GRACE LUTHERAN CHURCH										
GRACE-59		02/01/2018		0218-1	229528	310.00	02/01/2018	INV	PD	CUSTODIAL/TELECOM
INVOICE: GRACE-77 CHECK DATE: 02/02/2018										
7688 JAMES V GRUTZMACHER										
84387		01/12/2018		0118-3	229356	85.00	01/18/2018	INV	PD	LINKS FOOD RESALE
INVOICE: 2779 CHECK DATE: 01/19/2018										
7173 THE GREAT AMERICAN LANDSCAPING, INC										
84344		08/07/2017		0118-3	229357	2,500.00	01/18/2018	INV	PD	SHRUB INSTALL 729 RIFORD
INVOICE: 11818 CHECK DATE: 01/19/2018										
84345		08/07/2017		0118-3	229357	400.00	01/18/2018	INV	PD	PAVER REPLACEMENT
INVOICE: 11818-1 CHECK DATE: 01/19/2018										
84346		08/07/2017		0118-3	229357	1,500.00	01/18/2018	INV	PD	SOD INSTALLATION RIFORD RD
INVOICE: 11818-2 CHECK DATE: 01/19/2018										
						4,400.00				
10334 THE GREAT AMERICAN LANDSCAPING, INC										
84782		12/18/2017		0218-1	229529	4,840.00	01/17/2018	INV	PD	NEWTON LANDSCAPE WORK, PAVERS
INVOICE: 1244 CHECK DATE: 02/02/2018										
7298 GREENSCAPE HOMES LLC										
84498		01/23/2018		0118-4	229445	9,244.00	12/31/2018	INV	PD	RESTORATION DEPOSIT REFUND
INVOICE: 20160072 CHECK DATE: 01/26/2018										
5049 GROOT INDUSTRIES INC.										
84248		01/01/2018		0118-3	229358	103,059.32	01/16/2018	INV	PD	3107-31803 0118 DEC SVCS
INVOICE: 903103 CHECK DATE: 01/19/2018										
10960 GROTTO MARKETING, INC										
84554		01/23/2018		0118-4	229446	5,000.00	01/25/2018	INV	PD	MARKETING DEPOSIT
INVOICE: 12518 CHECK DATE: 01/26/2018										
2081 HAMPTON, LENZINI AND RENWICK, INC.										
84526	20170036	01/17/2018		0118-4	229447	1,148.02	01/25/2018	INV	PD	ENG SVCS 2017 STREET RESURFACI
INVOICE: 20180195 CHECK DATE: 01/26/2018										
7756 EDWIN HANCOCK ENGINEERING CO										

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
84249	20170041	12/29/2017		0118-3	229359	18,750.00	01/16/2018	INV	PD	ENGINEERING SVCS ROADWAY PRJT
INVOICE:	17-0820		CHECK	DATE: 01/19/2018						
84802	20170041	01/24/2018		0218-1	229530	5,000.00	01/24/2018	INV	PD	ENGINEERING SVCS ROADWAY PRJT
INVOICE:	18-0017		CHECK	DATE: 02/02/2018						
						23,750.00				
10546 THOMAS HARTZELL										
84695		01/22/2018		0218-1	229531	50.00	02/01/2018	INV	PD	TRAVEL REIMBURSEMENT
INVOICE:	ER020118		CHECK	DATE: 02/02/2018						
476 JEAN HARVEY										
84457		01/18/2018		0118-4	229448	116.44	01/23/2018	INV	PD	DARE SUPPLY REIMBURSEMENT
INVOICE:	ER012318		CHECK	DATE: 01/26/2018						
10954 VIA CARLITA LLC										
84456		01/09/2018		0118-4	229449	1,610.09	01/23/2018	INV	PD	ENGINE OIL PAN REPLACE #260
INVOICE:	100185		CHECK	DATE: 01/26/2018						
9766 HEARTLAND										
6387626		01/26/2018		0118-5	19909	2,457.11	01/26/2018	DIR	PD	CREDIT CARD FEES 1217
INVOICE:	HEARTLAND-27		CHECK	DATE: 01/30/2018						
10562 HERITAGE WINE CELLARS LTD										
84744		01/24/2018		0218-1	229532	596.00	02/01/2018	INV	PD	LINKS BEVERAGE RESALE
INVOICE:	1309122		CHECK	DATE: 02/02/2018						
6405 HIGHLAND BAKING CO										
84392		01/11/2018		0118-3	229360	29.73	01/18/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	1588322		CHECK	DATE: 01/19/2018						
84391		01/13/2018		0118-3	229360	167.30	01/18/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	1590288		CHECK	DATE: 01/19/2018						
84390		01/15/2018		0118-3	229360	51.53	01/18/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	1591699		CHECK	DATE: 01/19/2018						
84389		01/17/2018		0118-3	229360	131.35	01/18/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	1593167		CHECK	DATE: 01/19/2018						
84559		01/18/2018		0118-4	229450	22.36	01/25/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	1594667		CHECK	DATE: 01/26/2018						
84558		01/19/2018		0118-4	229450	30.67	01/25/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	1594903		CHECK	DATE: 01/26/2018						
84557		01/20/2018		0118-4	229450	89.86	01/25/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	1596206		CHECK	DATE: 01/26/2018						
84556		01/21/2018		0118-4	229450	62.50	01/25/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	1596941		CHECK	DATE: 01/26/2018						
84555		01/23/2018		0118-4	229450	78.47	01/25/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	1598191		CHECK	DATE: 01/26/2018						
84751		01/24/2018		0218-1	229533	35.04	02/01/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	1599235		CHECK	DATE: 02/02/2018						
84750		01/25/2018		0218-1	229533	13.88	02/01/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	1600035		CHECK	DATE: 02/02/2018						

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE	NET DUE DATE	TYPE	STS	INVOICE DESCRIPTION
84749		01/26/2018		0218-1	229533	46.60	02/01/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	1601133		CHECK	DATE:	02/02/2018					
84748		01/26/2018		0218-1	229533	2.75	02/01/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	1601823		CHECK	DATE:	02/02/2018					
84747		01/27/2018		0218-1	229533	68.23	02/01/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	1602233		CHECK	DATE:	02/02/2018					
84746		01/28/2018		0218-1	229533	59.29	02/01/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	1603120		CHECK	DATE:	02/02/2018					
84745		01/31/2018		0218-1	229533	35.48	02/01/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	1605252		CHECK	DATE:	02/02/2018					
						925.04				
10963 SANDRA A HILL										
84696		01/30/2018		0218-1	229534	1.34	02/01/2018	INV	PD	VEHICLE STICKER REFUND
INVOICE:	VR020118		CHECK	DATE:	02/02/2018					
5380 L & R MORAN, INC										
84428		12/31/2017		0118-4	229451	108.08	01/23/2018	INV	PD	BACKGROUND VERIFICATION
INVOICE:	61940		CHECK	DATE:	01/26/2018					
388 H-O-H WATER TECHNOLOGY, INC										
84291		01/08/2018		0118-3	229361	495.73	01/16/2018	INV	PD	BOILER TREATMENT
INVOICE:	522351		CHECK	DATE:	01/19/2018					
389 HOLSTEIN'S GARAGE										
84347		12/31/2017		0118-3	229362	402.00	01/18/2018	INV	PD	SAFETY INSPECTIONS DEC 17
INVOICE:	246		CHECK	DATE:	01/19/2018					
10958 NOELLE HOSTETLER										
84499		01/23/2018		0118-4	229452	3,000.00	12/31/2018	INV	PD	DRAINAGE IMPROVE COST SHARE
INVOICE:	12518		CHECK	DATE:	01/26/2018					
10942 WILLIAM A HOUSEY JR										
84292		01/08/2018		0118-3	229363	2,100.00	01/16/2018	INV	PD	TRANSFER TAX REFUND
INVOICE:	TXR011618		CHECK	DATE:	01/19/2018					
5988 HR SIMPLIFIED										
84348		01/10/2018		0118-3	229364	153.66	01/18/2018	INV	PD	COBRA 2017/FLEX 18
INVOICE:	54337		CHECK	DATE:	01/19/2018					
10943 JEREMY HUML										
84293		01/08/2018		0118-3	229365	1,440.00	01/16/2018	INV	PD	TRANSFER TAX REFUND
INVOICE:	TXR011618		CHECK	DATE:	01/19/2018					
400 ROBERT C. WOHLFARTH										
84694		01/22/2018		0218-1	229535	104.00	02/01/2018	INV	PD	FIELD SERVICE

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE: 2545			CHECK DATE: 02/02/2018							
401 INTERNATIONAL ASSN OF CHIEFS OF POLICE										
84460		12/29/2017		0118-4	229453	150.00	01/23/2018	INV	PD	MEMBERSHIP NORTON
INVOICE: 1001287704			CHECK DATE: 01/26/2018							
10961 ILLINOIS COMMUNICATIONS SALES, INC										
84576		01/12/2018		0118-4	229454	90.00	01/25/2018	INV	PD	RADIO REPAIR #004
INVOICE: 107708			CHECK DATE: 01/26/2018							
84577		01/12/2018		0118-4	229455	90.00	01/25/2018	INV	PD	RADIO REPAIR #233
INVOICE: 107709			CHECK DATE: 01/26/2018							
						180.00				
414 ILLINOIS DEPT. OF REVENUE										
ST-1-132		01/26/2018		0118-5	19911	8,846.00	01/26/2018	DIR	PD	LINKS SALES TAX 1217
INVOICE: ST-1-149			CHECK DATE: 01/30/2018							
6370 ILLINOIS DIVISION IAI										
84699		01/30/2018		0218-1	229536	175.00	02/01/2018	INV	PD	2018 DUES-X7
INVOICE: 20118			CHECK DATE: 02/02/2018							
419 ILLINOIS MUNICIPAL LEAGUE										
84500		01/23/2018		0118-4	229456	2,060.00	12/31/2018	INV	PD	MEMBERSHIP
INVOICE: 12518			CHECK DATE: 01/26/2018							
422 ILLINOIS SECRETARY OF STATE										
84459		01/18/2018		0118-4	229458	10.00	01/23/2018	INV	PD	NOTARY FEE-KENNAUGH
INVOICE: 123118			CHECK DATE: 01/26/2018							
84458		01/18/2018		0118-4	229457	10.00	01/23/2018	INV	PD	NOTARY FEE-TOUNTAS
INVOICE: 12318			CHECK DATE: 01/26/2018							
						20.00				
425 ILLINOIS SECTION AWWA										
84461		01/15/2018		0118-4	229459	225.00	01/23/2018	INV	PD	WATERCON-HUBSKY
INVOICE: 200033293			CHECK DATE: 01/26/2018							
10456 IMPACT NETWORKING, LLC										
84700		01/23/2018		0218-1	229537	134.00	02/01/2018	INV	PD	OFFICE SUPPLIES
INVOICE: 1017544			CHECK DATE: 02/02/2018							
84374		01/11/2018		0118-3	229366	335.00	01/18/2018	INV	PD	OFFICE SUPPLIES
INVOICE: I008839			CHECK DATE: 01/19/2018							
						469.00				
10880 IRTS SOLUTIONS LLC										
84349		01/01/2018		0118-3	229367	100.00	01/18/2018	INV	PD	JULIE TRACKING DEC 17
INVOICE: SIR001063			CHECK DATE: 01/19/2018							

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1127 JAMES J BENES AND ASSOCIATES, INC.										
84529		12/31/2017		0118-4	229460	1,339.25	01/25/2018	INV	PD	PROFESSIONAL SERVICES
INVOICE:	1115.067-1		CHECK	DATE: 01/26/2018						
84527		12/31/2017		0118-4	229460	703.29	01/25/2018	INV	PD	PROFESSIONAL SERVICES
INVOICE:	1115.068		CHECK	DATE: 01/26/2018						
84528		12/31/2017		0118-4	229460	813.80	01/25/2018	INV	PD	PROFESSIONAL SERVICES
INVOICE:	1115.069		CHECK	DATE: 01/26/2018						
84531	20170048	12/31/2017		0118-4	229460	2,181.59	01/25/2018	INV	PD	ENGINEERING SVCS
INVOICE:	1548.000-4		CHECK	DATE: 01/26/2018						
						5,037.93				
500 JULIE, INC.										
84375		01/08/2018		0118-3	229368	1,771.08	01/18/2018	INV	PD	1ST QTR JULIE SVCS
INVOICE:	2018-0639		CHECK	DATE: 01/19/2018						
8002 KIWANIS CLUB OF CENTRAL DUPAGE										
84704		01/23/2018		0218-1	229538	125.00	02/01/2018	INV	PD	ANNUAL DUES HOLMER
INVOICE:	20118		CHECK	DATE: 02/02/2018						
9751 KLF ENTERPRISES										
84462	20180002	01/12/2018		0118-4	229461	1,171.35	01/23/2018	INV	PD	MATERIAL HAULING SERVICES
INVOICE:	31411		CHECK	DATE: 01/26/2018						
84701	20180002	01/15/2018		0218-1	229539	304.65	02/01/2018	INV	PD	MATERIAL HAULING SERVICES
INVOICE:	31437		CHECK	DATE: 02/02/2018						
						1,476.00				
612 KONICA MINOLTA BUSINESS SOLUTIONS INC										
84294		12/31/2017		0118-3	229369	231.00	01/16/2018	INV	PD	COPIER C454E MAINT
INVOICE:	347682676		CHECK	DATE: 01/19/2018						
84703		01/23/2018		0218-1	229540	337.49	02/01/2018	INV	PD	COPIER C454E MAINT
INVOICE:	9004246553		CHECK	DATE: 02/02/2018						
84702		01/24/2018		0218-1	229540	430.34	02/01/2018	INV	PD	COPIER C754E MAINT
INVOICE:	9004250503		CHECK	DATE: 02/02/2018						
						998.83				
1457 GHC SPECIALTY BRANDS, LLC										
84361		01/05/2018		0118-3	229370	328.07	01/18/2018	INV	PD	LED LIGHTS, D RINGS #512
INVOICE:	SI03955603		CHECK	DATE: 01/19/2018						
3636 LANDS' END INC.										
84705		01/15/2018		0218-1	229541	270.60	02/01/2018	INV	PD	UNIFORMS
INVOICE:	SIN5698269		CHECK	DATE: 02/02/2018						
8983 ANDREW WOOD INC										
84393		01/15/2018		0118-3	229371	1,750.00	01/18/2018	INV	PD	LINKS WEBSITE SERVICES
INVOICE:	402662		CHECK	DATE: 01/19/2018						

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
546 LEN'S ACE HARDWARE, INC.										
84256		12/05/2017		0118-3	229372	139.48	01/16/2018	INV	PD	UNIFORMS
INVOICE:	372208		CHECK	DATE: 01/19/2018						
84257		12/05/2017		0118-3	229372	62.09	01/16/2018	INV	PD	UNIFORMS
INVOICE:	372211		CHECK	DATE: 01/19/2018						
84264		12/12/2017		0118-3	229372	301.40	01/16/2018	INV	PD	SNOW SUPPLIES, HOSE REPLACEMEN
INVOICE:	372834		CHECK	DATE: 01/19/2018						
84278		12/28/2017		0118-3	229372	116.99	01/16/2018	INV	PD	UNIFORMS
INVOICE:	373983		CHECK	DATE: 01/19/2018						
84279		12/28/2017		0118-3	229372	161.98	01/16/2018	INV	PD	UNIFORMS
INVOICE:	373985		CHECK	DATE: 01/19/2018						
84251		12/01/2017		0118-3	229372	37.94	01/16/2018	INV	PD	SUPPLIES
INVOICE:	82154		CHECK	DATE: 01/19/2018						
84252		12/01/2017		0118-3	229372	8.44	01/16/2018	INV	PD	BLEACH
INVOICE:	82160		CHECK	DATE: 01/19/2018						
84253		12/01/2017		0118-3	229372	125.97	01/16/2018	INV	PD	UNIFORMS
INVOICE:	82169		CHECK	DATE: 01/19/2018						
84532		12/04/2017		0118-4	229462	2.97	01/25/2018	INV	PD	LINKS HARDWARE
INVOICE:	82199		CHECK	DATE: 01/26/2018						
84254		12/04/2017		0118-3	229372	8.99	01/16/2018	INV	PD	SHOP SUPPLIES
INVOICE:	82201		CHECK	DATE: 01/19/2018						
84534		12/04/2017		0118-4	229462	32.38	01/25/2018	INV	PD	LINKS SUPPLIES
INVOICE:	82202		CHECK	DATE: 01/26/2018						
84255		12/05/2017		0118-3	229372	1.42	01/16/2018	INV	PD	O-RINGS
INVOICE:	82224		CHECK	DATE: 01/19/2018						
84533		12/05/2017		0118-4	229462	20.68	01/25/2018	INV	PD	LINKS TAPE
INVOICE:	82232		CHECK	DATE: 01/26/2018						
84258		12/06/2017		0118-3	229372	6.82	01/16/2018	INV	PD	SHOP SUPPLIES
INVOICE:	82259		CHECK	DATE: 01/19/2018						
84259		12/06/2017		0118-3	229372	10.78	01/16/2018	INV	PD	CUSTODIAL SUPPLIES
INVOICE:	82263		CHECK	DATE: 01/19/2018						
84260		12/07/2017		0118-3	229372	4.49	01/16/2018	INV	PD	ELBOW FITTING
INVOICE:	82271		CHECK	DATE: 01/19/2018						
84261		12/07/2017		0118-3	229372	8.99	01/16/2018	INV	PD	USB CABLE #007
INVOICE:	82276		CHECK	DATE: 01/19/2018						
84262		12/08/2017		0118-3	229372	35.61	01/16/2018	INV	PD	MISC SUPPLIES
INVOICE:	82287		CHECK	DATE: 01/19/2018						
84535		12/08/2017		0118-4	229462	32.37	01/25/2018	INV	PD	LINKS BATTERIES, THERMOCOUPLE
INVOICE:	82289		CHECK	DATE: 01/26/2018						
84540		12/08/2017		0118-4	229462	2.15	01/25/2018	INV	PD	LINKS SUPPLIES
INVOICE:	82292		CHECK	DATE: 01/26/2018						
84263		12/11/2017		0118-3	229372	13.45	01/16/2018	INV	PD	KEY CUTS
INVOICE:	82331		CHECK	DATE: 01/19/2018						
84265		12/12/2017		0118-3	229372	40.47	01/16/2018	INV	PD	UNIFORMS
INVOICE:	82359		CHECK	DATE: 01/19/2018						
84266		12/13/2017		0118-3	229372	12.58	01/16/2018	INV	PD	DRILL BITS
INVOICE:	82382		CHECK	DATE: 01/19/2018						
84267		12/14/2017		0118-3	229372	17.98	01/16/2018	INV	PD	LYSOL
INVOICE:	82389		CHECK	DATE: 01/19/2018						
84536		12/14/2017		0118-4	229462	170.64	01/25/2018	INV	PD	LINKS PAINT
INVOICE:	82392		CHECK	DATE: 01/26/2018						
84268		12/14/2017		0118-3	229372	3.58	01/16/2018	INV	PD	CLAMPS
INVOICE:	82398		CHECK	DATE: 01/19/2018						

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
84537		12/14/2017		0118-4	229462	5.40	01/25/2018	INV	PD	LINKS HARDWARE
INVOICE:	82399		CHECK	DATE: 01/26/2018						
84269		12/14/2017		0118-3	229372	16.00	01/16/2018	INV	PD	HARDWARE, DRILL BITS
INVOICE:	82400		CHECK	DATE: 01/19/2018						
84270		12/14/2017		0118-3	229372	-139.48	01/16/2018	CRM	PD	CREDIT UNIFORMS
INVOICE:	82407		CHECK	DATE: 01/19/2018						
84538		12/18/2017		0118-4	229462	14.36	01/25/2018	INV	PD	LINKS TAPE
INVOICE:	82457		CHECK	DATE: 01/26/2018						
84539		12/18/2017		0118-4	229462	21.93	01/25/2018	INV	PD	LINKS PLUMBING SUPPLIES
INVOICE:	82460		CHECK	DATE: 01/26/2018						
84271		12/18/2017		0118-3	229372	6.34	01/16/2018	INV	PD	HARDWARE, CLAMP
INVOICE:	82464		CHECK	DATE: 01/19/2018						
84272		12/20/2017		0118-3	229372	7.63	01/16/2018	INV	PD	HARDWARE
INVOICE:	82510		CHECK	DATE: 01/19/2018						
84273		12/20/2017		0118-3	229372	2.15	01/16/2018	INV	PD	HARDWARE
INVOICE:	82514		CHECK	DATE: 01/19/2018						
84274		12/21/2017		0118-3	229372	23.62	01/16/2018	INV	PD	HARDWARE
INVOICE:	82524		CHECK	DATE: 01/19/2018						
84541		12/22/2017		0118-4	229462	20.21	01/25/2018	INV	PD	LINKS PLUMBING SUPPLIES
INVOICE:	82535		CHECK	DATE: 01/26/2018						
84275		12/22/2017		0118-3	229372	5.18	01/16/2018	INV	PD	HARDWARE, CLAMPS
INVOICE:	82542		CHECK	DATE: 01/19/2018						
84276		12/27/2017		0118-3	229372	58.89	01/16/2018	INV	PD	PAINT SUPPLIES
INVOICE:	82586		CHECK	DATE: 01/19/2018						
84277		12/27/2017		0118-3	229372	6.29	01/16/2018	INV	PD	COUPLER
INVOICE:	82588		CHECK	DATE: 01/19/2018						
84280		12/29/2017		0118-3	229372	6.43	01/16/2018	INV	PD	BOLTS FOR PLOW #231
INVOICE:	82626		CHECK	DATE: 01/19/2018						
644 NETTOYER, INC.						1,435.59				
84543		12/31/2017		0118-4	229463	432.95	01/25/2018	INV	PD	CAR WASHES DEC 17
INVOICE:	7399		CHECK	DATE: 01/26/2018						
10091 NEAL/BETH LILLY										
84501		01/23/2018		0118-4	229464	9,720.00	12/31/2018	INV	PD	RESTORATION DEPOSIT REFUND
INVOICE:	20140383		CHECK	DATE: 01/26/2018						
10852 LITGEN CONCRETE CUTTING & CORING CO										
84296		01/08/2018		0118-3	229373	200.00	01/16/2018	INV	PD	CURB CUTTING
INVOICE:	192597		CHECK	DATE: 01/19/2018						
10944 JASON/ALESSIA LOFFREDO										
84295		01/12/2018		0118-3	229374	1,000.00	01/16/2018	INV	PD	RESTORATION DEPOSIT REFUND
INVOICE:	20161631		CHECK	DATE: 01/19/2018						
924 VILLAGE OF LOMBARD										
84784		12/28/2017		0218-1	229542	368.26	01/17/2018	INV	PD	CONSTRUCTION HILL AVE BRIDGE
INVOICE:	20160051 2017-00002127		CHECK	DATE: 02/02/2018						

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
569 MARCOTT ENTERPRISES, INC.										
84706	20180001	01/23/2018		0218-1	229543	849.75	02/01/2018	INV	PD	SNOW HAULING SERVICES
INVOICE: 17946			CHECK	DATE: 02/02/2018						
10945 PATRICK MCCLOSKEY										
84297		01/08/2018		0118-3	229375	3,000.00	01/16/2018	INV	PD	DRAINAGE IMPROVE COST SHARE
INVOICE: SWR011618			CHECK	DATE: 01/19/2018						
590 MEADE ELECTRIC COMPANY, INC.										
84282		01/04/2018		0118-3	229376	7,180.56	01/16/2018	INV	PD	TRAFFIC SIGNAL SERVICES
INVOICE: 679808			CHECK	DATE: 01/19/2018						
84429		01/17/2018		0118-4	229465	3,413.33	01/23/2018	INV	PD	TRAFFIC SIGNAL MAINT
INVOICE: 679886			CHECK	DATE: 01/26/2018						
						10,593.89				
595 MENARDS, INC.										
84785		12/21/2017		0218-1	229544	5.76	01/17/2018	INV	PD	TRANSMITTERS
INVOICE: 72617			CHECK	DATE: 02/02/2018						
84299		01/04/2018		0118-3	229377	5.94	01/16/2018	INV	PD	WASHERS
INVOICE: 73817			CHECK	DATE: 01/19/2018						
84300		01/05/2018		0118-3	229377	63.13	01/16/2018	INV	PD	TRAILER SUPPLIES
INVOICE: 73936			CHECK	DATE: 01/19/2018						
84376		01/11/2018		0118-3	229377	24.93	01/18/2018	INV	PD	LUMBER, OIL
INVOICE: 74495			CHECK	DATE: 01/19/2018						
84753		01/30/2018		0218-1	229544	64.11	02/01/2018	INV	PD	FLASHLIGHT, TAPE, GLOVES, BATT
INVOICE: 76186			CHECK	DATE: 02/02/2018						
						163.87				
966 WM. F. MEYER CO.										
84298		01/04/2018		0118-3	229378	265.63	01/16/2018	INV	PD	BALL VALVE
INVOICE: S3388603.001			CHECK	DATE: 01/19/2018						
10959 JAMES MINOGUE										
84504		01/22/2018		0118-4	229466	1,667.50	12/31/2018	INV	PD	DRAINAGE IMPROVE COST SHARE
INVOICE: 12518			CHECK	DATE: 01/26/2018						
615 MIZUNO USA, INC.										
84408		05/22/2017		0118-3	229379	430.98	01/18/2018	INV	PD	STAFF SUPPLIES
INVOICE: 5228427 RI			CHECK	DATE: 01/19/2018						
5840 MORRISON ASSOCIATES, LTD										
84281		01/09/2018		0118-3	229380	1,500.00	01/16/2018	INV	PD	PROFESSIONAL DEVELOPMENT
INVOICE: 11618			CHECK	DATE: 01/19/2018						
10966 MUNICIPAL CODE CORPORATION										
84752		01/25/2018		0218-1	229545	785.28	02/01/2018	INV	PD	CODE REPUBLICATION COPIES

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE: 303083			CHECK DATE: 02/02/2018							
1212 MURPHY & MILLER, INC										
84542	12/29/2017		0118-4	229467		341.00	01/25/2018	INV	PD	HEATING SERVICE CALL FS#2
INVOICE: SVC00012514			CHECK DATE: 01/26/2018							
5841 GENUINE PARTS CO-NAPA										
84544	11/14/2017		0118-4	229468		24.09	01/25/2018	INV	PD	CREDIT PARTS
INVOICE: 440400			CHECK DATE: 01/26/2018							
84509	01/15/2018		0118-4	229468		11.78	01/16/2018	INV	PD	AIR FILTER
INVOICE: 447611			CHECK DATE: 01/26/2018							
84508	01/16/2018		0118-4	229468		-24.09	01/16/2018	CRM	PD	CREDIT PARTS
INVOICE: 447789			CHECK DATE: 01/26/2018							
84507	01/19/2018		0118-4	229468		10.23	12/31/2018	INV	PD	HEATER HOSE T #627
INVOICE: 448254			CHECK DATE: 01/26/2018							
						22.01				
635 NATIONAL ELEVATOR INSPECTION SVCS INC										
84431	01/09/2018		0118-4	229469		130.00	01/23/2018	INV	PD	INSPECTIONS
INVOICE: 297718			CHECK DATE: 01/26/2018							
84430	01/11/2018		0118-4	229469		1,025.00	01/23/2018	INV	PD	INSPECTIONS
INVOICE: 298112			CHECK DATE: 01/26/2018							
84756	01/24/2018		0218-1	229546		120.00	02/01/2018	INV	PD	INSPECTION
INVOICE: 299333			CHECK DATE: 02/02/2018							
						1,275.00				
10278 NELS J JOHNSON TREE EXPERTS, INC										
84711	20160058 01/15/2018		0218-1	229547		240.00	02/01/2018	INV	PD	PARKWAY TREE PRUNING
INVOICE: 119119			CHECK DATE: 02/02/2018							
84712	20180008 01/15/2018		0218-1	229547		6,099.50	02/01/2018	INV	PD	TREE PRUNING SERVICES
INVOICE: 119119-1			CHECK DATE: 02/02/2018							
84713	20180008 01/22/2018		0218-1	229547		1,722.00	02/01/2018	INV	PD	TREE PRUNING SERVICES
INVOICE: 119125			CHECK DATE: 02/02/2018							
						8,061.50				
5364 CARRIE NEMCHOCK										
84708	01/26/2018		0218-1	229548		40.00	02/01/2018	INV	PD	TRAVEL REIMBURSEMENT
INVOICE: ER020118			CHECK DATE: 02/02/2018							
84709	01/26/2018		0218-1	229548		10.00	02/01/2018	INV	PD	TRAVEL REIMBURSEMENT
INVOICE: ER020118-1			CHECK DATE: 02/02/2018							
						50.00				
488 JOHN NERI CONSTRUCTION CO.										
84250	01/03/2018		0118-3	229381		3,746.84	01/16/2018	INV	PD	EMERG WATER MAIN REPAIR
INVOICE: 11618			CHECK DATE: 01/19/2018							
84801	20170040 12/12/2017		0218-1	229549		566,884.01	01/17/2018	INV	PD	M-E-D-S-T ROADWAY CONSTRUCTION
INVOICE: 20118			CHECK DATE: 02/02/2018							

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
						570,630.85				
9719 NETWORKFLEET, INC										
84350		01/01/2018		0118-3	229382	1,191.90	01/18/2018	INV	PD	VILL017 FLEET TRACKING 1217
INVOICE: OSV1284331			CHECK	DATE: 01/19/2018						
8130 NEUCO INC										
84707		01/26/2018		0218-1	229550	66.68	02/01/2018	INV	PD	REMOTE SENSOR
INVOICE: 2891515			CHECK	DATE: 02/02/2018						
8790 A NEW DAIRY CO, INC										
84394		01/17/2018		0118-3	229383	170.23	01/18/2018	INV	PD	LINKS FOOD RESALE
INVOICE: 1571724			CHECK	DATE: 01/19/2018						
7183 NEWEGG INC										
84301		01/04/2018		0118-3	229384	164.70	01/16/2018	INV	PD	PC PARTS
INVOICE: 1301029049			CHECK	DATE: 01/19/2018						
84465		01/09/2018		0118-4	229470	19.99	01/09/2018	INV	PD	FLASH MEMORY READER
INVOICE: 1301034420			CHECK	DATE: 01/26/2018						
84464		01/09/2018		0118-4	229470	-19.99	01/09/2018	CRM	PD	CREDIT DEFECTIVE ITEM
INVOICE: 1301034755			CHECK	DATE: 01/26/2018						
84466		01/10/2018		0118-4	229470	124.95	01/10/2018	INV	PD	VGA ADAPTERS
INVOICE: 1301038006			CHECK	DATE: 01/26/2018						
84467		01/10/2018		0118-4	229470	37.99	01/10/2018	INV	PD	TONER
INVOICE: 1301038226			CHECK	DATE: 01/26/2018						
84506		01/15/2018		0118-4	229470	37.99	12/31/2018	INV	PD	TONER
INVOICE: 1301045765			CHECK	DATE: 01/26/2018						
84505		01/16/2018		0118-4	229470	44.63	12/31/2018	INV	PD	TONER
INVOICE: 1301046424			CHECK	DATE: 01/26/2018						
84710		01/18/2018		0218-1	229551	131.09	02/01/2018	INV	PD	POWER SUPPLIES
INVOICE: 1301052594			CHECK	DATE: 02/02/2018						
						541.35				
651 NORTHERN ILLINOIS GAS COMPANY										
84283		01/05/2018		0118-3	229385	320.00	01/16/2018	INV	PD	14-78-54-4533 0 0118
INVOICE: 84283			CHECK	DATE: 01/19/2018						
84284		01/05/2018		0118-3	229385	198.10	01/16/2018	INV	PD	28-61-60-1000 6 0118
INVOICE: 84284			CHECK	DATE: 01/19/2018						
84414		12/19/2017		0118-3	229385	49.78	01/04/2018	INV	PD	87-88-52-1000 2 1217
INVOICE: 84414			CHECK	DATE: 01/19/2018						
84415		12/19/2017		0118-3	229385	605.92	01/04/2018	INV	PD	24-99-00-1000 1 1217
INVOICE: 84415			CHECK	DATE: 01/19/2018						
84416		12/28/2017		0118-3	229385	2,357.68	01/04/2018	INV	PD	01-66-52-1000 9 1217
INVOICE: 84416			CHECK	DATE: 01/19/2018						
84510		01/19/2018		0118-4	229471	134.54	01/30/2018	INV	PD	48-18-21-7173 5 0118
INVOICE: 84510			CHECK	DATE: 01/26/2018						
84754		01/24/2018		0218-1	229552	265.21	02/01/2018	INV	PD	33-46-52-1000 4 0118
INVOICE: 84754			CHECK	DATE: 02/02/2018						
84755		01/24/2018		0218-1	229552	40.49	02/01/2018	INV	PD	65-16-52-1000 9 0118
INVOICE: 84755			CHECK	DATE: 02/02/2018						

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3,971.72

10955 CHRISTINA NORTH

84463		01/12/2018		0118-4	229472	233.85	01/23/2018	INV	PD	P & D DEPOSIT REFUND
INVOICE:	17.0013		CHECK	DATE:	01/26/2018					

655 NORTHERN ILLINOIS UNIVERSITY

84560		01/18/2018		0118-4	229473	20.00	01/25/2018	INV	PD	WORKSHOP 2/8/18
INVOICE:	12518		CHECK	DATE:	01/26/2018					
84786		01/29/2018		0218-1	229553	2,310.00	01/29/2018	INV	PD	ADMIN INTERN
INVOICE:	PRI0012918		CHECK	DATE:	02/02/2018					

2,330.00

1458 OFFICE DEPOT, INC

84714		01/23/2018		0218-1	229554	75.98	02/01/2018	INV	PD	SUPPLIES
INVOICE:	100512801001		CHECK	DATE:	02/02/2018					
84433		12/22/2017		0118-4	229474	93.45	01/23/2018	INV	PD	OFFICE SUPPLIES
INVOICE:	991755157001		CHECK	DATE:	01/26/2018					
84432		12/22/2017		0118-4	229474	57.48	01/23/2018	INV	PD	OFFICE SUPPLIES
INVOICE:	991799120001		CHECK	DATE:	01/26/2018					
84787		12/28/2017		0218-1	229555	143.62	01/29/2018	INV	PD	OFFICE SUPPLIES
INVOICE:	992598939001		CHECK	DATE:	02/02/2018					
84789		12/28/2017		0218-1	229555	160.57	01/29/2018	INV	PD	OFFICE SUPPLIES
INVOICE:	992680695001		CHECK	DATE:	02/02/2018					
84790		12/28/2017		0218-1	229555	4.75	01/29/2018	INV	PD	OFFICE SUPPLIES
INVOICE:	992680874001		CHECK	DATE:	02/02/2018					
84788		12/28/2017		0218-1	229555	-41.30	01/29/2018	CRM	PD	CREDIT SUPPLIES
INVOICE:	992974164001		CHECK	DATE:	02/02/2018					
84302		01/05/2018		0118-3	229386	21.21	01/16/2018	INV	PD	OFFICE SUPPLIES
INVOICE:	994422510001		CHECK	DATE:	01/19/2018					
84716		01/09/2018		0218-1	229555	62.09	02/01/2018	INV	PD	SUPPLIES
INVOICE:	994422656001		CHECK	DATE:	02/02/2018					
84715		01/08/2018		0218-1	229555	41.99	02/01/2018	INV	PD	SUPPLIES
INVOICE:	995170711001		CHECK	DATE:	02/02/2018					

619.84

670 DAVID B COULTER

84511		01/18/2018		0118-4	229475	1,046.25	01/30/2018	INV	PD	PROFESSIONAL SERVICES
INVOICE:	12518		CHECK	DATE:	01/26/2018					

9455 P & W GOLF SUPPLY LLC

84575		01/17/2018		0118-4	229476	732.07	01/23/2018	INV	PD	PAILS
INVOICE:	29187		CHECK	DATE:	01/26/2018					

2670 PACE SUBURBAN BUS

84793		01/17/2018		0218-1	229556	1,385.40	01/29/2018	INV	PD	RIDE DUPAGE SEPT 2017
INVOICE:	496477		CHECK	DATE:	02/02/2018					
84792		01/17/2018		0218-1	229556	1,296.92	01/29/2018	INV	PD	RIDE DUPAGE OCT 2017
INVOICE:	496480		CHECK	DATE:	02/02/2018					

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
3886 PACIFIC CASCADE CORPORATION						2,682.32				
84791		10/23/2017		0218-1	229557	133.15	01/29/2018	INV	PD	PAY BOX NUMBERS
INVOICE: 34018			CHECK	DATE: 02/02/2018						
676 PACKEY WEBB FORD, INC.										
84513		01/17/2018		0118-4	229477	41.51	01/30/2018	INV	PD	FRONT BUMPER EXT #231
INVOICE: 140848			CHECK	DATE: 01/26/2018						
84512		01/19/2018		0118-4	229477	25.62	01/30/2018	INV	PD	HEATER HOSE TUBE #627
INVOICE: 140868			CHECK	DATE: 01/26/2018						
9516 PAHCS II/CADENCE OCC HEALTH						67.13				
84438		01/02/2018		0118-4	229478	599.94	01/23/2018	INV	PD	SCREENINGS DEC 17
INVOICE: 213671			CHECK	DATE: 01/26/2018						
84437		01/02/2018		0118-4	229478	43.68	01/23/2018	INV	PD	SCREENINGS DEC 17
INVOICE: 213672			CHECK	DATE: 01/26/2018						
84435		01/02/2018		0118-4	229478	457.59	01/23/2018	INV	PD	SCREENINGS DEC 17
INVOICE: 214200			CHECK	DATE: 01/26/2018						
84436		01/02/2018		0118-4	229478	188.48	01/23/2018	INV	PD	SCREENINGS DEC 17
INVOICE: 214751			CHECK	DATE: 01/26/2018						
6453 PARAMEDIC BILLING SERVICES, INC.						1,289.69				
1676569		01/26/2018		0118-5	19914	-9.50	01/26/2018	CRM	PD	AMBULANCE BILLING FEES-DEC 17
INVOICE: PBS-90			CHECK	DATE: 01/30/2018						
10964 JOSEPH/NANCY PAULIN										
84717		01/30/2018		0218-1	229558	50.00	02/01/2018	INV	PD	CLEARWATER INSPECTION REFUND
INVOICE: 20118			CHECK	DATE: 02/02/2018						
7749 PAYMENT SERVICE NETWORK, INC										
6592123		01/26/2018		0118-5	19910	478.95	01/26/2018	DIR	PD	CUST ONLINE BANKING FEE 1217
INVOICE: PSN-67			CHECK	DATE: 01/30/2018						
10823 PEST MANAGEMENT SERVICES, INC										
84303		01/08/2018		0118-3	229387	284.00	01/16/2018	INV	PD	PEST CONTROL 6 LOCATIONS JAN 1
INVOICE: 12941			CHECK	DATE: 01/19/2018						
700 THE PITNEY BOWES BANK INC										
84238		01/16/2018		0118-3	19906	2,000.00	01/16/2018	DIR	PD	POSTAGE METER REFILL
INVOICE: 11618			CHECK	DATE: 01/19/2018						
84316		01/16/2018		0118-3	19908	1,000.00	01/16/2018	DIR	PD	PW POSTAGE METER REFILL
INVOICE: 11718			CHECK	DATE: 01/19/2018						

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE	NET DUE DATE	TYPE	STS	INVOICE DESCRIPTION
6994 PITNEY BOWES, INC						3,000.00				
84434		01/10/2018		0118-4	229479	338.25	01/23/2018	INV	PD	POSTAGE METER RENTAL-PW
INVOICE: 3101893253			CHECK	DATE: 01/26/2018						
1787 PIZZO & ASSOCIATES, LTD										
84440	20160073	12/31/2017		0118-4	229480	2,225.00	01/23/2018	INV	PD	CONTROL BURN A HARMON/MAN WDS
INVOICE: 19637			CHECK	DATE: 01/26/2018						
703 PLANNING RESOURCES, INC.										
84439		01/11/2018		0118-4	229481	2,045.00	01/23/2018	INV	PD	PROFESSIONAL SERVICES
INVOICE: 12953			CHECK	DATE: 01/26/2018						
6552 PROVANTAGE CORPORATION										
84306		01/08/2018		0118-3	229388	235.95	01/16/2018	INV	PD	WORKSTATION PARTS
INVOICE: 8064908			CHECK	DATE: 01/19/2018						
84305		01/08/2018		0118-3	229388	244.17	01/16/2018	INV	PD	WORKSTATION PARTS
INVOICE: 8064913			CHECK	DATE: 01/19/2018						
84304		01/08/2018		0118-3	229388	264.08	01/16/2018	INV	PD	PC PARTS
INVOICE: 8064919			CHECK	DATE: 01/19/2018						
84468		01/09/2018		0118-4	229482	822.00	01/10/2018	INV	PD	FORTIGATE SECURITY DEVICES
INVOICE: 8065870			CHECK	DATE: 01/26/2018						
84514		01/11/2018		0118-4	229482	154.29	01/30/2018	INV	PD	MOTHERBOARDS
INVOICE: 8067319			CHECK	DATE: 01/26/2018						
84718		01/22/2018		0218-1	229559	119.00	02/01/2018	INV	PD	LAPTOP BATTERY SQ #1
INVOICE: 8073760			CHECK	DATE: 02/02/2018						
						1,839.49				
5901 QUALITY BLUEPRINT, INC										
84719		01/22/2018		0218-1	229560	21.72	02/01/2018	INV	PD	PLAN COPIES
INVOICE: 84810			CHECK	DATE: 02/02/2018						
9750 RAPID TRANSPORT TOWING, INC										
84721		01/26/2018		0218-1	229561	165.00	02/01/2018	INV	PD	POLICE TOWING
INVOICE: 1791			CHECK	DATE: 02/02/2018						
10899 RED HEN BREAD LLC SERIES 1										
84395		01/12/2018		0118-3	229389	44.85	01/18/2018	INV	PD	LINKS FOOD RESALE
INVOICE: 592662			CHECK	DATE: 01/19/2018						
84396		01/13/2018		0118-3	229389	44.85	01/18/2018	INV	PD	LINKS FOOD RESALE
INVOICE: 592663			CHECK	DATE: 01/19/2018						
						89.70				
746 RELIABLE HIGH PERFORMANCE PRODUCTS, INC										
84720		01/10/2018		0218-1	229562	190.40	02/01/2018	INV	PD	UNIFORMS
INVOICE: 188692			CHECK	DATE: 02/02/2018						

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
763 ROSENTHAL BROS., INC.										
84470		01/11/2018		0118-4	229483	50.00	01/11/2018	INV	PD	NOTARY BOND, FEE TOUNTAS
INVOICE:	118954		CHECK	DATE:	01/26/2018					
84469		01/11/2018		0118-4	229483	50.00	01/11/2018	INV	PD	NOTARY BOND, FEE KENNAUGH
INVOICE:	118955		CHECK	DATE:	01/26/2018					
						100.00				
10951 JEREMY/CHRISTINE SAMATAS										
84377		01/11/2018		0118-3	229390	10,810.00	01/18/2018	INV	PD	RESTORATION DEPOSIT REFUND
INVOICE:	20161637		CHECK	DATE:	01/19/2018					
10676 VITO SCARIMBOLO										
84723		01/18/2018		0218-1	229563	100.00	02/01/2018	INV	PD	CLEARWATER INSPECTION REFUND
INVOICE:	20118		CHECK	DATE:	02/02/2018					
6093 SCHAMBERGER BROTHERS, INC										
84561		01/19/2018		0118-4	229484	655.00	01/25/2018	INV	PD	LINKS BEVERAGE RESALE
INVOICE:	413642		CHECK	DATE:	01/26/2018					
84757		01/26/2018		0218-1	229564	200.20	02/01/2018	INV	PD	LINKS BEVERAGE RESALE
INVOICE:	413770		CHECK	DATE:	02/02/2018					
						855.20				
5718 JEREMIAH SCHMIDT										
84515		01/18/2018		0118-4	229485	181.55	01/30/2018	INV	PD	UNIFORM REIMBURSEMENT
INVOICE:	ER012518		CHECK	DATE:	01/26/2018					
784 SEBERT LANDSCAPING CO.										
84355		07/28/2017		0118-3	229391	390.00	12/28/2017	INV	PD	RIFORD LANDSCAPE SERVICES
INVOICE:	S464742		CHECK	DATE:	01/19/2018					
84353		07/28/2017		0118-3	229391	390.00	12/28/2017	INV	PD	RIFORD LANDSCAPE SERVICES
INVOICE:	S464743		CHECK	DATE:	01/19/2018					
84354		07/28/2017		0118-3	229391	390.00	12/28/2017	INV	PD	RIFORD LANDSCAPE SERVICES
INVOICE:	S464744		CHECK	DATE:	01/19/2018					
84794		06/27/2017		0218-1	229565	540.00	01/29/2018	INV	PD	SOD REMOVAL RIFORD
INVOICE:	S465593		CHECK	DATE:	02/02/2018					
						1,710.00				
6942 SMITH BROTHERS TREE SERVICE										
84308		01/12/2018		0118-3	229392	900.00	01/16/2018	INV	PD	SNOW REMOVAL JAN 18
INVOICE:	111		CHECK	DATE:	01/19/2018					
3571 HARRY C SMITH LTD										
84797		01/24/2018		0218-1	229566	5,170.00	01/29/2018	INV	PD	LEGAL SERVICES
INVOICE:	1816		CHECK	DATE:	02/02/2018					
10965 DUSTIN E SMITH										

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
84724		01/30/2018		0218-1	229567	975.00	02/01/2018	INV	PD	TRANSFER TAX REFUND
INVOICE: TXR020118			CHECK	DATE: 02/02/2018						
10947 MARY SMITH										
84307		01/15/2018		0118-3	229393	2,305.00	01/16/2018	INV	PD	DRAINAGE IMPROVE COST SHARE
INVOICE: SWR011618			CHECK	DATE: 01/19/2018						
8694 SNI SOLUTIONS, INC										
84516		01/16/2018		0118-4	229486	5,022.60	01/30/2018	INV	PD	GEOBLEND
INVOICE: 138180			CHECK	DATE: 01/26/2018						
5109 SOUTH SIDE CONTROL SUPPLY, CO.										
84380		01/12/2018		0118-3	229394	443.39	01/18/2018	INV	PD	ACTUATOR
INVOICE: S100443279-001			CHECK	DATE: 01/19/2018						
84517		01/22/2018		0118-4	229487	11.62	01/30/2018	INV	PD	PRESSURE GAUGE
INVOICE: S100445727.001			CHECK	DATE: 01/26/2018						
						455.01				
10181 SOUTHERN GLAZER'S WINE AND SPIRITS, LLC										
84398		01/11/2018		0118-3	229395	1,081.08	01/18/2018	INV	PD	LINKS BEVERAGE RESALE
INVOICE: 1929326			CHECK	DATE: 01/19/2018						
84759		01/25/2018		0218-1	229568	2,244.52	02/01/2018	INV	PD	LINKS BEVERAGE RESALE
INVOICE: 1948832			CHECK	DATE: 02/02/2018						
						3,325.60				
10948 STEPHEN/SARA SPERANDO										
84309		01/12/2018		0118-3	229396	88.36	01/16/2018	INV	PD	VEHICLE STICKER REFUND
INVOICE: VR011618			CHECK	DATE: 01/19/2018						
2687 STAPLES CONTRACT & COMMERCIAL, INC.										
84725		01/10/2018		0218-1	229569	84.28	02/01/2018	INV	PD	CUSTODIAL SUPPLIES
INVOICE: 33605026348			CHECK	DATE: 02/02/2018						
84578		12/06/2017		0118-4	229488	299.00	01/25/2018	INV	PD	2018 MEMBERSHIP FEE
INVOICE: 3361759937			CHECK	DATE: 01/26/2018						
84285		12/30/2017		0118-3	229397	156.61	01/16/2018	INV	PD	CUSTODIAL SUPPLIES
INVOICE: 3363861551			CHECK	DATE: 01/19/2018						
84378		01/05/2018		0118-3	229397	24.69	01/18/2018	INV	PD	SUPPLIES
INVOICE: 3364637620			CHECK	DATE: 01/19/2018						
84379		01/06/2018		0118-3	229397	25.49	01/18/2018	INV	PD	OFFICE SUPPLIES
INVOICE: 3364780648			CHECK	DATE: 01/19/2018						
84518		01/11/2018		0118-4	229488	8.79	01/30/2018	INV	PD	SUPPLIES
INVOICE: 3365101707			CHECK	DATE: 01/26/2018						
84728		01/18/2018		0218-1	229569	343.60	02/01/2018	INV	PD	CUSTODIAL SUPPLIES
INVOICE: 3365720763			CHECK	DATE: 02/02/2018						
84727		01/19/2018		0218-1	229569	194.52	02/01/2018	INV	PD	CUSTODIAL SUPPLIES
INVOICE: 3365789742			CHECK	DATE: 02/02/2018						
84726		01/20/2018		0218-1	229569	1,241.84	02/01/2018	INV	PD	VACUUMS
INVOICE: 3365962410			CHECK	DATE: 02/02/2018						

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
7600 STUEVER & SONS, INC						2,378.82				
84562		01/17/2018			0118-4 229489	142.00	01/25/2018	INV	PD	BEER LINE CLEANING
INVOICE:	213658		CHECK	DATE:	01/26/2018					
84762		01/31/2018			0218-1 229570	142.00	02/01/2018	INV	PD	BEER LINE CLEANING
INVOICE:	216502		CHECK	DATE:	02/02/2018					
2937 SUPERIOR ASPHALT MATERIALS, LLC						284.00				
84729		01/10/2018			0218-1 229571	1,651.13	02/01/2018	INV	PD	ASPHALT MATERIAL
INVOICE:	20180020		CHECK	DATE:	02/02/2018					
835 SUPERIOR BEVERAGE CO.										
84758		01/26/2018			0218-1 229572	243.40	02/01/2018	INV	PD	LINKS BEVERAGE RESALE
INVOICE:	688712		CHECK	DATE:	02/02/2018					
10104 SUPREME LOBSTER CO										
84397		01/12/2018			0118-3 229398	168.21	01/18/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	6286490		CHECK	DATE:	01/19/2018					
84563		01/18/2018			0118-4 229490	103.45	01/25/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	6289804		CHECK	DATE:	01/26/2018					
84761		01/24/2018			0218-1 229573	142.90	02/01/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	6293865		CHECK	DATE:	02/02/2018					
84760		01/27/2018			0218-1 229573	161.17	02/01/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	6296414		CHECK	DATE:	02/02/2018					
8536 SURE FOOT CORPORATION						575.73				
84472		01/11/2018			0118-4 229491	378.62	01/11/2018	INV	PD	SAFETY SUPPLIES
INVOICE:	1075735		CHECK	DATE:	01/26/2018					
10759 LINDA SVAZAS										
84310		01/12/2018			0118-3 229399	41.68	01/16/2018	INV	PD	VEHICLE STICKER REFUND
INVOICE:	VR011618		CHECK	DATE:	01/19/2018					
5758 SWAHM										
724792		02/01/2018			0218-1 20044	213,777.71	02/01/2018	DIR	PD	SWAHM INSURANCE PAYMENT
INVOICE:	SWAHM-110		CHECK	DATE:	02/02/2018					
854 TERRACE SUPPLY COMPANY										
84356		12/31/2017			0118-3 229400	24.18	12/31/2017	INV	PD	CYLINDER RENTAL DEC 17
INVOICE:	983623		CHECK	DATE:	01/19/2018					
84417		12/31/2017			0118-3 229400	13.64	01/04/2018	INV	PD	LINKS CYLINDER RENTAL DEC 17
INVOICE:	984161		CHECK	DATE:	01/19/2018					

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
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						37.82					
10558 TESTA PRODUCE, INC											
84568		01/12/2018			0118-4 229492	-54.25	01/12/2018	CRM	PD	CREDIT FOOD	
INVOICE:	222123		CHECK	DATE:	01/26/2018						
84401		01/11/2018			0118-3 229401	374.37	01/18/2018	INV	PD	LINKS FOOD RESALE	
INVOICE:	4339704		CHECK	DATE:	01/19/2018						
84399		01/12/2018			0118-3 229401	294.86	01/18/2018	INV	PD	LINKS FOOD RESALE	
INVOICE:	4340758		CHECK	DATE:	01/19/2018						
84400		01/13/2018			0118-3 229401	274.95	01/18/2018	INV	PD	LINKS FOOD RESALE	
INVOICE:	4341664		CHECK	DATE:	01/19/2018						
84564		01/18/2018			0118-4 229492	160.40	01/25/2018	INV	PD	LINKS FOOD RESALE	
INVOICE:	4344805		CHECK	DATE:	01/26/2018						
84565		01/19/2018			0118-4 229492	102.80	01/25/2018	INV	PD	LINKS FOOD RESALE	
INVOICE:	4345621		CHECK	DATE:	01/26/2018						
84566		01/20/2018			0118-4 229492	171.25	01/25/2018	INV	PD	LINKS FOOD RESALE	
INVOICE:	4346612		CHECK	DATE:	01/26/2018						
84567		01/23/2018			0118-4 229492	212.28	01/25/2018	INV	PD	LINKS FOOD RESALE	
INVOICE:	4347237		CHECK	DATE:	01/26/2018						
84767		01/24/2018			0218-1 229574	195.97	02/01/2018	INV	PD	LINKS FOOD RESALE	
INVOICE:	4348917		CHECK	DATE:	02/02/2018						
84766		01/26/2018			0218-1 229574	239.45	02/01/2018	INV	PD	LINKS FOOD RESALE	
INVOICE:	4350834		CHECK	DATE:	02/02/2018						
84765		01/27/2018			0218-1 229574	161.68	02/01/2018	INV	PD	LINKS FOOD RESALE	
INVOICE:	4351538		CHECK	DATE:	02/02/2018						
84764		01/31/2018			0218-1 229574	144.70	02/01/2018	INV	PD	LINKS FOOD RESALE	
INVOICE:	4354082		CHECK	DATE:	02/02/2018						
						2,278.46					
10360 TIMOTHY A ARMSTRONG											
84730		01/24/2018			0218-1 229575	1,056.00	02/01/2018	INV	PD	ADJUDICATION SERVICES	
INVOICE:	20118		CHECK	DATE:	02/02/2018						
872 TRAFFIC CONTROL & PROTECTION INC											
84732		01/23/2018			0218-1 229576	322.00	02/01/2018	INV	PD	BANTAM TOOL	
INVOICE:	91510		CHECK	DATE:	02/02/2018						
9487 TREE STUFF INC											
84286		01/05/2018			0118-3 229402	23.90	01/16/2018	INV	PD	WHISTLES	
INVOICE:	INV-399679		CHECK	DATE:	01/19/2018						
84475		01/19/2018			0118-4 229493	47.69	01/19/2018	INV	PD	CHAINSAW CHAPS	
INVOICE:	INV-400753		CHECK	DATE:	01/26/2018						
						71.59					
3580 TRUGREEN LIMITED PARTNERSHIP											
84474		01/04/2018			0118-4 229494	1,652.00	01/11/2018	INV	PD	ICE MELT	
INVOICE:	77477919		CHECK	DATE:	01/26/2018						
84731		01/22/2018			0218-1 229577	826.00	02/01/2018	INV	PD	ICE MELT	
INVOICE:	77757627		CHECK	DATE:	02/02/2018						

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE	NET	DUE DATE	TYPE	STS	INVOICE	DESCRIPTION	
						2,478.00							
10293 RACHEL ALCORN													
84800		12/07/2017		0218-1	229578	250.00	01/17/2018	INV	PD			PROFESSIONAL SERVICES	
INVOICE: 958			CHECK	DATE: 02/02/2018									
9078 KEYSTONE MANAGEMENT, INC													
84473		01/06/2018		0118-4	229495	138.00	01/11/2018	INV	PD	01300	133267672	POLICE QTRLY A	
INVOICE: 29893530			CHECK	DATE: 01/26/2018									
84763		01/18/2018		0218-1	229579	44.85	02/01/2018	INV	PD	01300	133261783	BATTERIES	
INVOICE: 29931499			CHECK	DATE: 02/02/2018									
						182.85							
1007 TYLER TECHNOLOGIES, INC.													
84768		01/19/2018		0218-1	229580	391.24	02/01/2018	INV	PD			CHECK STOCK	
INVOICE: 11774			CHECK	DATE: 02/02/2018									
1278 UNION PACIFIC RAILROAD COMPANY													
84406		01/10/2018		0118-3	229403	2,975.13	01/18/2018	INV	PD			PROSPECT/CRESCENT PARKING LOT	
INVOICE: 291274256			CHECK	DATE: 01/19/2018									
894 UNITED PARCEL SERVICE, INC													
84798		01/20/2018		0218-1	229581	6.30	01/29/2018	INV	PD			SHIPPING	
INVOICE: Y7416R038			CHECK	DATE: 02/02/2018									
4922 UNITED SEPTIC, INC.													
84573		01/08/2018		0118-4	229496	500.00	01/23/2018	INV	PD			PUMP GREASE PIT	
INVOICE: 5932			CHECK	DATE: 01/26/2018									
884 U.S. FOODSERVICE, INC.													
84772		01/25/2018		0218-1	229582	1,493.02	02/01/2018	INV	PD			LINKS FOOD RESALE	
INVOICE: 1083855			CHECK	DATE: 02/02/2018									
84771		01/25/2018		0218-1	229582	52.36	02/01/2018	INV	PD			LINKS FOOD RESALE	
INVOICE: 10900472			CHECK	DATE: 02/02/2018									
84770		01/25/2018		0218-1	229582	99.32	02/01/2018	INV	PD			LINKS FOOD RESALE	
INVOICE: 1090776			CHECK	DATE: 02/02/2018									
84769		01/26/2018		0218-1	229582	128.21	02/01/2018	INV	PD			LINKS FOOD RESALE	
INVOICE: 1135980			CHECK	DATE: 02/02/2018									
84405		01/11/2018		0118-3	229404	2,557.70	01/18/2018	INV	PD			LINKS FOOD RESALE	
INVOICE: 642477			CHECK	DATE: 01/19/2018									
84403		01/12/2018		0118-3	229404	28.28	01/18/2018	INV	PD			LINKS FOOD RESALE	
INVOICE: 694330			CHECK	DATE: 01/19/2018									
84404		01/12/2018		0118-3	229404	48.07	01/18/2018	INV	PD			LINKS FOOD RESALE	
INVOICE: 694927			CHECK	DATE: 01/19/2018									
84418		12/19/2017		0118-3	229404	35.00	01/04/2018	INV	PD			LINKS SERVEWARE	
INVOICE: 7057			CHECK	DATE: 01/19/2018									
84402		01/16/2018		0118-3	229404	1,393.85	01/18/2018	INV	PD			LINKS FOOD RESALE	
INVOICE: 781702			CHECK	DATE: 01/19/2018									

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
84570		01/18/2018		0118-4	229497	63.97	01/19/2018	INV	PD	LINKS SUPPLIES
INVOICE:	856891		CHECK	DATE: 01/26/2018						
84571		01/18/2018		0118-4	229497	1,448.62	01/19/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	856892		CHECK	DATE: 01/26/2018						
84773		01/19/2018		0218-1	229582	330.82	02/01/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	904921		CHECK	DATE: 02/02/2018						
84569		01/19/2018		0118-4	229497	39.10	01/19/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	906896		CHECK	DATE: 01/26/2018						
84572		01/23/2018		0118-4	229497	2,269.55	01/23/2018	INV	PD	LINKS FOOD RESALE
INVOICE:	998090		CHECK	DATE: 01/26/2018						
						9,987.87				
7755 V3 CONSTRUCTION GROUP										
84358	20170054	12/31/2017		0118-3	229405	57,522.11	12/31/2017	INV	PD	PERRY'S POND STABILIZATION
INVOICE:	1		CHECK	DATE: 01/19/2018						
915 VERIZON WIRELESS SERVICES LLC										
84442		01/01/2018		0118-4	229499	903.94	01/23/2018	INV	PD	887125807-00001 0118
INVOICE:	9799107392		CHECK	DATE: 01/26/2018						
84799		01/15/2018		0218-1	229584	1,025.99	01/29/2018	INV	PD	486486569-00001 0118
INVOICE:	9799940864		CHECK	DATE: 02/02/2018						
84519		01/15/2018		0118-4	229498	167.60	01/30/2018	INV	PD	486486569-00002 0118
INVOICE:	9799940865		CHECK	DATE: 01/26/2018						
84733		01/16/2018		0218-1	229583	608.16	02/01/2018	INV	PD	580459997-00001 0118
INVOICE:	9800020213		CHECK	DATE: 02/02/2018						
						2,705.69				
1876 VIPOE, INC										
84357	20170015	10/08/2017		0118-3	229406	1,230.00	12/31/2017	INV	PD	POLICE FACILITY FURNITURE
INVOICE:	61073		CHECK	DATE: 01/19/2018						
921 VILLAGE LINKS RESERVE 22										
84805		11/30/2017		0218-1	229585	690.00	01/24/2018	INV	PD	GWA BOARD MEETING
INVOICE:	161711300004		CHECK	DATE: 02/02/2018						
84796		12/14/2017		0218-1	229585	2,088.00	01/29/2018	INV	PD	HOLIDAY PARTY
INVOICE:	161712140002		CHECK	DATE: 02/02/2018						
84795		11/01/2017		0218-1	229585	120.00	01/29/2018	INV	PD	HARASSMENT TRANING
INVOICE:	171711010016		CHECK	DATE: 02/02/2018						
84722		01/18/2018		0218-1	229585	327.76	02/01/2018	INV	PD	RELIGIOUS LEADERS MEETING
INVOICE:	171801180003		CHECK	DATE: 02/02/2018						
						3,225.76				
10949 MATT WAGNAAR										
84312		01/15/2018		0118-3	229407	3,000.00	01/16/2018	INV	PD	DRAINAGE IMPROVE COST SHARE
INVOICE:	SWR011618		CHECK	DATE: 01/19/2018						
3995 WAREHOUSE DIRECT OFFICE PRODUCTS										
84381		01/11/2018		0118-3	229408	101.63	01/18/2018	INV	PD	OFFICE SUPPLIES
INVOICE:	3756833-0		CHECK	DATE: 01/19/2018						

02/05/2018 10:17
lthomasVILLAGE OF GLEN ELLYN
VENDOR INVOICE LISTP 36
apinvlst

DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
84476		01/15/2018		0118-4	229500	70.82	01/19/2018	INV	PD	SUPPLIES
INVOICE:	3759954-0		CHECK	DATE: 01/26/2018						
10956 THOMAS WETMORE						172.45				
84521		01/23/2018		0118-4	229501	2,000.00	01/30/2018	INV	PD	RESTORATION DEPOSIT REFUND
INVOICE:	20171754		CHECK	DATE: 01/26/2018						
10449 WEXFORD FULFILLMENT SOLUTIONS LLC										
84776		01/29/2018		0218-1	229586	1,352.67	02/01/2018	INV	PD	LINKS PRODUCT RESALE
INVOICE:	1417165		CHECK	DATE: 02/02/2018						
962 WILSON GOLF DIVISION										
84775		01/25/2018		0218-1	229587	291.00	02/01/2018	INV	PD	LINKS PRODUCT RESALE
INVOICE:	4524379315		CHECK	DATE: 02/02/2018						
7711 WINDY CITY DISTRIBUTION COMPANY										
84574		01/18/2018		0118-4	229502	275.65	01/23/2018	INV	PD	LINKS BEVERAGE RESALE
INVOICE:	981792		CHECK	DATE: 01/26/2018						
84774		01/25/2018		0218-1	229588	291.33	02/01/2018	INV	PD	LINKS BEVERAGE RESALE
INVOICE:	984683		CHECK	DATE: 02/02/2018						
8565 WIDEOPENWEST FINANCE LLC						566.98				
84311		01/03/2018		0118-3	229409	63.75	01/16/2018	INV	PD	014635006 0118
INVOICE:	84311		CHECK	DATE: 01/19/2018						
84520		01/15/2018		0118-4	229503	127.50	01/30/2018	INV	PD	0103896527 0118
INVOICE:	84520		CHECK	DATE: 01/26/2018						
7060 JOHN ALBERT GARZA						191.25				
84443		01/15/2018		0118-4	229504	240.00	01/23/2018	INV	PD	POLICE SUPPLIES
INVOICE:	10681		CHECK	DATE: 01/26/2018						
=====										
607 INVOICES						2,626,206.98				
=====										

** END OF REPORT - Generated by Lori Thomas **



Glen Ellyn Village Board

535 Duane Street
Glen Ellyn, IL 60137

Meeting: 02/12/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Minutes
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3094)

DOC ID: 3094

January 8, 2018 Regular Board Meeting Minutes

ATTACHMENTS:

- 1-8-18 minutes - Village of Glen Ellyn Regular Board Meeting (PDF)

**Minutes
Village Regular Board Meeting
Glen Ellyn Village Board of Trustees
Monday, January 8, 2018**

Call to Order

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

Pledge of Allegiance

President McGinley led the Pledge of Allegiance.

Roll Call:

Upon roll call by Village Clerk Chereskin, President McGinley and Trustees Enright, Fasules, Kenwood Ladesic, and Senak answered "Present." Trustee Pryde entered the meeting via phone at 8:20 p.m.

A motion was made by Trustee Kenwood and seconded by Trustee Ladesic to allow Trustee Pryde to participate in the meeting via phone.

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

In Attendance: Recording Secretary Solomon, Village Manager Franz, Assistant Village Manager Holmer, Village Attorney Mathews, Public Works Director Hansen, Finance Director Coyle, Police Chief Norton and Village Planner Sterrett.

Village Recognition – read by Village Clerk Chereskin

1. Planning and Development Department staff Staci Hulseberg, Steve Witt, Heidi Carr and Paula Mortiz received a compliment from the College of DuPage for their assistance with permitting issues.
2. Chief Norton and the Police Department received a thank you from the Glen Ellyn Chamber of Commerce for their assistance with the 8th Annual Showcase Fashion Show.
3. Public Works employees Max Brown and Emma Sprau received a compliment from a resident in regards to their quick response, time and efficiency to address and remove a tree limb.
4. Public Works employees Steve Hughes and Zach Ochromowicz received a compliment from a resident in regards to their quick response in resolving an issue with frozen pipes.
5. Village Links/Reserve 22 received a thank you from the Glen Ellyn Library for their assistance with making the Jungle Book Ball a success.

Audience Participation

1. Mark Senak read a prayer for New Year's.

Minutes
Village Board Regular Meeting
Glen Ellyn Board of Trustees
Monday, January 8, 2018
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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) - \$5,042,737.76. The vouchers have been reviewed by Trustee Kenwood and Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.
2. December 11, 2017 Regular Board Meeting Minutes
3. December 18, 2017 Special Village Board Meeting Minutes
4. December 18, 2017 Special Workshop Meeting Minutes
5. Resolution No. 18-01, A Resolution Adopting a Policy Prohibiting Sexual Harassment.
6. Pursuant to Section 1-10-7 of the Village Code, Adopt the Competitive Bidding Procedures of the Suburban Tree Consortium, West Central Municipal Conference, of River Grove, Illinois, and Approve the Village Manager to Execute a Contract Funding the 2018 Annual Tree Planting Program, in an Amount not to Exceed \$143,000 to be Expensed to the General Fund.
7. Ordinance No. 6567 - VC, An Ordinance Repealing Section 9-2-11 (Leased Parking Rates) of the Glen Ellyn Municipal Code and Amending Section 9-2-12 (Municipal Permit Only Parking Lots) of the Municipal Code Regarding Parking in the Municipal Parking Lot Located North and West of Pennsylvania Avenue and Main Street.
8. Ordinance No. 6568, An Ordinance Granting Approval of a Special Use, a Zoning Variation and Exterior Appearance to Allow the Construction of a Drive Through Book Pick-up and Drop-off Window at the Glen Ellyn Public Library.

Regarding Item #4, Trustee Ladesic stated the December 18, 2017 Special Workshop Meeting Minutes should be amended to say there are drawings in the building for the parking lot on Crescent, and not the Main Street lot.

Regarding Item #5, Trustee Kenwood asked if the Village is only re-adopting its current sexual harassment policy as there were no red-line changes. Assistant Village Manager Holmer stated they are re-adopting the current policy that the Village has as this policy is compliant. Trustee Kenwood asked about if the reference to the EEOC was for federal or state. Assistant Village Manager Holmer stated this was brought about by the Illinois Legislature. Trustee Kenwood asked if there is any training around sexual harassment being done for the staff, Village Board or Commissioners. Village Manager Franz stated the State of Illinois says training only needs to be done for employees only, but the Village may do trainings for the Village Board and Commissioners if needed. Assistant Village Manager Holmer stated the Police Department does do a sexual harassment training annually. Trustee Senak stated this policy is well-written, and the policy contains due process for the accused so they have a right to a fair hearing as well as possible sanctions, including termination, if it is found the policy is violated. Assistant Village Manager Holmer stated the credit mainly goes to Attorney Mathews for this.

Regarding Item #7, Trustee Kenwood asked if all spaces are gone as a policy to which Finance Director Coyle stated they are. Trustee Kenwood asked why the different times on some of the lots. Finance Director Coyle stated the 6:00 p.m. time was done in consultation with the Police Department to allow employees who park

Minutes
Village Board Regular Meeting
Glen Ellyn Board of Trustees
Monday, January 8, 2018
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there who are permit purchasers. Police Chief Norton stated the 11:00 a.m. time on the commuter lots is due to Union Pacific, and there would need to be permission from Union Pacific if the Village wants to change the hours. Police Chief Norton stated they cannot impede commuter parking. Police Chief Norton stated there may be a change in hours in the near future. Finance Director Coyle stated this rolled out with the January renewals, and the Village has only heard procedural questions, but no negative feedback.

Regarding #8, Trustee Enright asked where the Pick-Up Window will be placed. Glen Ellyn Public Library Director Dawn Massey stated they will put this as far south as they can. Trustee Enright asked if there has been interest in this. Ms. Massey stated the library staff feels there is a need for this service, and there will be a library employee manning the window at all times.

Regarding #9, Trustee Kenwood asked if a new net 17 student spaces are being created. Police Chief Norton stated the parking program for student parking for many years, but this would be new parking introduced to Lenox Road. Police Chief Norton stated between Hawthorne and Linden, there are approximately 27 spots where 17 is being dedicated to students and the other 10 to the kiddie park. Trustee Kenwood asked about surveys on this. Police Chief Norton stated only received three surveys back and discovered there was not much support for this in the neighborhood. Police Chief Norton stated after the discussions that were done in the meetings, some of the residents did think a trial run was fine.

Chris Faber, who resides at 685 N. Park Boulevard, asked about the percentage of residents who were supportive of this in the meetings. Police Chief Norton stated initially, it was about 94% against this change, but then it seemed about 75%. Mr. Faber stated lots of residents are walking to the train station so he thinks the students should be able to walk too. Mr. Faber stated he does not see an urgency in changing this.

Jon Tennant, who resides at 622 Lenox Road, stated he lives directly across from the park. Mr. Tennant stated he is opposed to this as Lake Ellyn is the jewel of the Village, and all the parking is being taken away and given to the high schoolers. Mr. Tennant stated there is no parking for residents along this stretch, and there has been no solution for this. Police Chief Norton stated the residents can call the high school to have the students' cars moved.

Trustee Ladesic asked about the student parking on Willis Street. Police Chief Norton stated this parking was driven by the neighborhood as the residents did not want students moving their cars all day and did not want littering in this area.

Trustee Senak asked if this is a permanent or long-term solution or just providing relief. Police Chief Norton stated this is an experiment to see if it works for the semester.

Trustee Kenwood asked what drove the number of spots to 17. Police Chief Norton stated the high school administration had asked for more spots. Village Manager Franz stated the students are already parking there.

Sheila Faber, who resides at 685 N. Park Boulevard, stated she sees a safety issue as people go more north to find parking. Village Manager Franz stated the Village does have plans to put a sidewalk in.

Linda Sandor, who resides at 670 Lenox Road, stated Lenox Road is the prettiest street in the Village due to Lake Ellyn. Ms. Sandor stated the high school wanted no-cost, very convenient parking, and she feels the high school did not look into any other options. Ms. Sandor stated these issues were brought up at the meetings. Ms. Sandor stated the Village's asset is being given up to the students only for their convenience.

Trustee Kenwood asked if only 10 spots could be dedicated to student parking during this pilot. Police Chief

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Village Board Regular Meeting
Glen Ellyn Board of Trustees
Monday, January 8, 2018
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Norton stated they will redraft the ordinance and bring it back to the next Village Board meeting. President McGinley asked the Trustees if they were in agreement on this, and the consensus was yes.

President McGinley removed #9 from the Consent Agenda to be discussed at the Village Board Workshop on January 16, 2018.

A motion was made by Trustee Kenwood and seconded by Trustee Fasules to approve Consent Agenda Items 1-8.

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

Glen Ellyn Public Library Director Massey thanked the Village Board for their approval on this. Ms. Massey stated construction began today, and they hope to have this done by the beginning of June.

Agenda Item H – Purchase of One (1) 100 Foot Aerial Platform Fire Apparatus from Rosenbauer Minnesota, LLC, of Wyoming, Minnesota, at a Cost not to Exceed \$1,084,979.00.

Fire Chief Clark introduced the others involved in this project and stated they have worked on this project for the past year. Fire Chief Clark stated they need to replace a ladder truck, originally purchased in 1989. Fire Chief Clark stated they did evaluate several different options and worked with the Village’s Equipment Services on this. Fire Chief Clark stated they did a competitive bid process and recommends the lower of the two bids. Fire Chief Clark stated they recommend doing the 90% pre-payment for this which will then get the Village a discount. Fire Chief Clark stated they would receive the unit about a year from now.

Trustee Enright asked if this new unit would be better than the current unit. Fire Chief Clark stated the new unit would do a better job as it has more safety features and technology.

Public Works Director Hansen stated his Equipment Services team did say the current truck consumes a lot of oil, the truck’s body is rusting and the hydraulic systems components are unreliable. Fire Chief Clark stated the current truck will not function sometimes, and this does prevent them from doing the work they need to do.

Trustee Ladesic stated he did ask for this item to be pulled from the agenda and discussed at a Village Board Workshop. Trustee Ladesic stated he would like to see the bid specs on this proposed truck as he thinks there should have been more bids submitted. Trustee Ladesic stated he supports the purchase of a new truck; however, he has concerns around the validation of the cost as this truck may be the only mid-mount truck in DuPage County.

Fire Chief Clark stated they have spent the last year looking at these pieces. Fire Chief Clark stated a mid-mount truck is better in the Village for many reasons, including due to the height of the truck to get into the fire station and the overhang of a rear-mount truck which does not work well on the Village’s narrower, tree-lined streets. There was a discussion of a mid-mount truck versus a rear-mount truck.

President McGinley stated she has spoken with the other Trustees on this, and they are comfortable moving forward with a vote. President McGinley stated Public Works and the staff are also comfortable with this, and the Fire Company needs to run their organization as they see fit.

Trustee Ladesic asked if they could possibly get the truck done to specs and demo at a big show next year to possibly get a savings on the proposed truck. Trustee Ladesic asked if the current truck could get by for another year.

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Village Board Regular Meeting
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Monday, January 8, 2018
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Trustee Kenwood asked if the garage was the reason they went with a mid-mount truck. Fire Chief Clark stated this was a reason, but not the main reason. Fire Chief Clark stated the mid-mount truck was an operational preference, and a rear-mount truck may not be able to be serviced in the Public Works garage. Trustee Kenwood asked if the Village needs to do something to the Fire Company's garages to which Fire Chief Clark stated the garages are fine. Trustee Kenwood asked if the Fire Company could get a discount on the proposed truck if it was demonstrated for a year to which Fire Chief Clark stated he is not aware this is an option.

Assistant Fire Chief Sisson stated if they demo'ed a truck, there may be a two-year delay in getting this truck. Assistant Fire Chief Sisson stated this truck would then be used elsewhere. Assistant Fire Chief Sisson stated their current truck had to be taken out of service for today's daytime shift due to mechanical issues.

Trustee Senak asked if it might be more cost-efficient to do the Cash on Delivery instead of the 90% pre-payment so the money for this could be invested for a year. Fire Administrator Chereskin stated the Village is limited on what the cash reserves can be invested in, and the 90% pre-payment option was used a few years ago were other engines were bought.

Trustee Ladesic asked if there would be a penalty if the truck is not delivered when it is supposed to be. Fire Chief Clark stated this was done when the other engines were purchased a few years ago, but it was not in the contract. Trustee Ladesic stated this possible penalty should be put in the purchase order.

A motion was made by Trustee Fasules and seconded by Trustee Enright to accept the Low Bidder and Authorize the Purchase of One (1) 100 Foot Aerial Platform Fire Apparatus from Rosenbauer Minnesota, LLC, of Wyoming, Minnesota, at a Cost not to Exceed \$1,084,979.00, Including a 90% Pre-Payment Discount, to be Expensed to the Fire Services Fund.

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

Fire Chief Clark thanked the Village Board for their support.

President McGinley called for a break at 8:18 p.m. President McGinley reconvened the meeting at 8:20 p.m.

Trustee Pryde joined the meeting via phone at 8:20 p.m.

Agenda Item I – Property Sales and Purchase Agreement for 825 N. Main Street

President McGinley stated she did receive an email prior to the Village Board Meeting, stating that if this Letter to True North moved forward, additional litigation has been threatened against the Village and True North.

Attorney Mathews stated he did want additional wording added to the motion for this proposed letter and asked that, "in exchange for a return of the Deed of Title" is added to the end of the proposed motion.

Attorney Mathews reviewed the timeline of the True North project and stated the sale of the property was finalized in May 2017. Attorney Mathews stated a lawsuit was filed against the Village and True North challenging the validity of the approvals on this project. Attorney Mathews stated in December 2017, True North did request that the Village agree to a modification to the Property Sale and Purchase Agreement. Attorney Mathews stated the modification requested seeks agreement by the Village to the reimbursement of the sale price for the property of \$630,000.00 in the event that the plaintiffs prevail in their lawsuit, Clifford et al. v. True North Energy, LLC, et al., 2017 CH 000780, for an order issuing an injunction against the Village and True North which prohibits the construction of the planned convenience store and gas station at 825 N. Main Street.

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Village Board Regular Meeting
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Attorney Mathews stated this proposed modification was discussed in Executive Session on December 18, 2017, and based on this discussion, staff proceeded with True North to close on the property, and True North has transmitted the purchase price of \$630,000.00 to the Village in exchange for a warranty deed. Attorney Mathews stated this sum has been deposited in a Village account.

Trustee Enright asked if the \$630,000.00 was in escrow. Attorney Mathews stated this money was not in escrow, and the check was written directly to the Village of Glen Ellyn.

Trustee Senak asked if True North is paying the property taxes on 825 N. Main Street to which Attorney Mathews stated they will once the deed is recorded. Trustee Senak asked if True North could sell the property to whomever they wish if the modification is not there to which Attorney Mathews stated True North can sell to whomever they want.

Trustee Kenwood asked if True North sells the property, would the Special Use permit and variances would still be attached to the property. Village Attorney Mathews stated that if this happens, the Circuit Court would then overturn all approvals so any other developer that comes along would need new approvals for Special Uses or variances.

As audience members were preparing to speak if they wished, President McGinley stated there would be no ceding of a resident's three minutes to anyone else. An audience member stated they were not told this, and they were going to cede time to a few people to streamline this process. President McGinley stated this could happen just for this discussion, but not going forward.

David Hartsell, who resides at 714 Meredith Place, also spoke for Diane Martinez, 594 Elm Street, Jil-Lyn Tedford, 22W533 Emerson, Mary Beth Nelms, 1N144 Stacy Court, and Mike Semprevivo, 22W488 Emerson, who all ceded their time to Mr. Hartsell. Mr. Hartsell stated he has lived in the Village for 16 years, and the Village should not make a bad situation worse. Mr. Hartsell stated as it stands now, the Village has no obligation in this as True North owns the property. Mr. Hartsell stated True North did file a 1031 Tax-Deferred Exchange as True North must be facing a tax event and did this to get a tax benefit. Mr. Hartsell stated True North did not have to close on the property until they saw how the lawsuit went, but True North did this purchase purposefully due to some kind of tax event. Mr. Hartsell stated True North is not obligated to sell the property back to the Village. Mr. Hartsell stated the lawsuit the residents filed is just getting started and could drag out. Mr. Hartsell stated litigation can be long and disruptive. Mr. Hartsell stated True North is not here for the long-run, but only for profit. Mr. Hartsell stated the residents have just received notice in the past few days about the well water so the condition of this property is not known. Mr. Hartsell stated the only way out is to unravel this deal, and the Village Board should defer this vote or vote this down.

Brett Wallin, who resides at 815 Lenox Road, stated there should be an effort to not build a gas station adjacent to residential properties. Mr. Wallin stated studies have shown that people who live within 300 feet of a gas station are more likely to have cancer. Mr. Wallin stated it is in the people's best interest to let True North walk away from this deal immediately and asked if the change being sought is in the best interest of the people. Mr. Wallin read a quote from Abraham Lincoln.

Bob Imig, who resides at 815 Lenox Road, stated he supports everything Mr. Hartsell and Mr. Wallin said. Mr. Imig stated if the property is negotiated back to the Village, there should be a release for any claims, etc. that may arise out of this transaction.

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Village Board Regular Meeting
Glen Ellyn Board of Trustees
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Rick Massa, who resides at 787 Forest Avenue, also spoke for Jessica Commo, 771 Forest Avenue, who ceded her time to Mr. Massa. Mr. Massa stated the 1031 Exchange that True North filed would be to defer a large sum of capital gains so taxes do not need to be paid on an amount. Mr. Massa stated there are many factors and issues that are not being considered and thinks this is flawed as there are better avenues to consider.

Megan Clifford, who resides at 793 Forest Avenue, also spoke for Chris Greco, 614 Elm Street, who ceded his time to Ms. Clifford. Ms. Clifford stated she is the President of Protect Glen Ellyn. Ms. Clifford stated the Village's codes and ordinances are adopted to keep the residents healthy and safe. Ms. Clifford stated that through FOIA's, she has learned that how the Village has done business is upsetting. Ms. Clifford stated there will likely be long-term impacts to the surrounding residents. Ms. Clifford stated many of the car companies are pledging more electric cars in the coming years so many gas stations may not be needed. Ms. Clifford stated the community is very engaged and watching very closely and questioning and investigating the motives and incentives of those casting the votes.

President McGinley reminded the audience that they are not debating what goes on this property, and they are not addressing the use or zoning of this property.

William Morgan, who resides at 744 Forest Avenue, stated he is shocked that the representatives of the Village are so willing to give a free-call option to True North and asked the Board to take back this deal now. Mr. Morgan stated this is setting precedence in the Village with this move and then the Village will have to continue to buy back property. Mr. Morgan asked what promises for zoning were made by the Village to True North. Attorney Mathews stated they cannot answer any questions on this due to the current and newly-threatened litigation.

Trustee Kenwood asked about the duration for the buy-back to which Attorney Mathews stated there is no set date or duration on this. Trustee Kenwood asked if any release for liability can be added to the motion as there is no duration on this. Attorney Mathews stated that is a good point, and this can be negotiated with the buy-back agreement.

Trustee Senak stated he did not agree for the vote for this proposal; however, once the vote was taken, he needed to support his fellow Trustees' vote. Trustee Senak stated this proposal is sound risk management.

A motion was made by Trustee Senak and seconded by Trustee Ladesic to authorize the Village Manager to Prepare a Letter to True North, Pursuant to Section 10. C., of the Property Sale and Purchase Agreement, Reflecting the Village's Agreement to Refund to True North the Purchase Price of \$630,000.00, in the Event the Trial Court Issues an Order in, Clifford et al. v. True North Energy, LLC., et al., 2017 CH 000780, Enjoining True North from Proceeding with True North's Proposed Development Plan, in exchange for a return of the Deed of Title.

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

Agenda Item J - Public Hearing for the Authorization to Modify the Acceptance of Payments by Credit Card

Finance Director Coyle stated state statute says any modifications to the acceptance of payments by credit card does need a public hearing.

A motion was made by Trustee Fasules and seconded by Trustee Kenwood to open a Public Hearing to consider the Authorization to Modify the Acceptance of Payments by Credit Card at 9:15 p.m.

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

Finance Director Coyle stated the consensus of the Village Board has been that the Village will no longer accept credit cards for deposits; however, staff is recommending that an exception be made for Village Services account details. Finance Director Coyle stated there will be no limit on transaction amounts, and in the future, the cost of credit card processing will be built into the fee paid by the customer.

Trustee Ladesic asked how fees could be passed on to the customers. Finance Director Coyle stated the problem with bank cards is that there can be a 0.5% to 3.0% fee on each transaction, and the Village is limited by state statute as to what they can collect in fees. Trustee Ladesic asked if the limit is on a dollar amount or a percentage. Finance Director Coyle stated it is on both things, but they take whichever is less.

Trustee Senak asked if these fees come from the General Fund to which Finance Director Coyle stated the fees are from the Enterprise Funds.

Finance Director Coyle stated the Village paid approximately \$26,000 in fees in 2016.

Trustee Pryde asked if the Village has the option to pay deposits through ACH transfers or direct debits. Finance Director Coyle stated they cannot do this now, but it could be done like Village Services, and approvals would need to be set-up. Trustee Pryde asked how many deposits are done monthly on credit cards to which Finance Director Coyle stated this does vary.

A motion was made by Trustee Fasules and seconded by Trustee Kenwood to close a Public Hearing to consider the Authorization to Modify the Acceptance of Payments by Credit Card at 9:29 p.m.

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

A motion was made by Trustee Fasules and seconded by Trustee Enright to approve Ordinance No. 6569, an Ordinance Authorizing the Acceptance of Payments by Credit Card.

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

Agenda Item K – Discussion

None

Agenda Item L – Reminders

1. A Village Board Workshop is scheduled for Tuesday, January 16, 2018 at 7:00 p.m. in Room 301 of the Glen Ellyn Civic Center.
2. A Village Board Meeting is scheduled for Monday, January 22, 2018 at 7:00 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

Agenda Item M - Other Business

Minutes
Village Board Regular Meeting
Glen Ellyn Board of Trustees
Monday, January 8, 2018
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None

Adjournment

At 9:31 p.m., a motion was made by Trustee Kenwood and seconded by Trustee Fasules 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



Glen Ellyn Village Board

535 Duane Street
Glen Ellyn, IL 60137

Meeting: 02/12/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Minutes
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3104)

DOC ID: 3104

January 16, 2018 Workshop Meeting Minutes

ATTACHMENTS:

- 1 16 18 - Minutes - Village of Glen Ellyn Workshop Meeting (PDF)

Minutes**Workshop Meeting****Glen Ellyn Village Board of Trustees****Tuesday, January 16, 2018****Call to Order**

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

Pledge of Allegiance

President McGinley asked Public Works Director Hansen to lead the Pledge of Allegiance.

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

In Attendance: Village Manager Franz, Assistant Village Manager Holmer, Planning and Development Director Hulseberg, Public Works Director Hansen, Finance Director Coyle, Senior Civil Engineer Daubert and Sergeant Webber.

Audience Participation

None

Agenda Item E. – Glen Ellyn Metra Train Station and Pedestrian Underpass Tunnel Project

Senior Professional Civil Engineer Daubert stated they will be giving an update on the status of a grade-separated pedestrian crossing in the Central Business District. Senior Professional Civil Engineer Daubert stated in March 2017, the Village Board approved an agreement with CDM Smith and KMI Architects for the completion of a Phase I (Preliminary) Engineering Study for the Glen Ellyn Metra Train Station and Grade-Separated Pedestrian Crossing Project. Senior Professional Civil Engineer Daubert stated the project is being administered by a Village work group consisting of two Village Board Trustees as well as staff from Public Works, Planning and Development and Administration.

Benjamin Harvard, with CDM Smith, stated the work over the course of the first four months of the project included contract execution, a kick-off meeting, completion of topographic survey work, preparation of base-sheets depicting the existing station and overall site, drafting an online survey for public outreach and planning/preparing for the first Public Workshop meeting. Mr. Harvard stated he would be reviewing the why of undertaking this project, alternative for the project and next steps for the project.

Mr. Harvard showed pictures of the site and station the current station was built in the 1960's, and there are issues with connectivity, a grade crossing that was closed several years ago, shelters that do not provide a lot of shelter, accessibility on site and to the site and the wear showing on the platforms and retaining walls.

Trustee Enright asked if Metra is responsible for this station to which Mr. Harvard stated Union Pacific is. President McGinley asked if Glen Ellyn is the last village who does not maintain its own station. Mr. Harvard stated he had heard this as well, but discovered there are a few other villages that do not as well.

Mr. Harvard stated the station is 75% of where the station should be by Metra's standards. Mr. Harvard stated the project objectives when they started the project were to increase the size of the station due to

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the increase and continued increase in ridership, upgrade seating area amenities and warming shelters, work on the accessibility issues and the safety issues as a grade-crossing was removed several years ago which has led to diverting riders either east or west.

Mr. Harvard reviewed the progress on the project and stated they have done data informational gathering and site surveys. Mr. Harvard stated they also did a public involvement online survey, and they passed out cards at the station and had the survey available for approximately two months. Mr. Harvard stated there have been internal discussions, work group meetings, a meeting with the Capital Improvements Commission and agency coordination. Mr. Harvard stated they will meet with the Illinois Department of Transportation once the Village Board has chosen a preferred alternative for the station and Phase I engineering is done.

Mr. Harvard stated they had a great response from the community on the survey with 860 responses. Mr. Harvard stated they are charts and summaries in the Trustees' packets for each question that was asked on the survey. Mr. Harvard stated most of the respondents do ride Metra four times a week, and most people drive or walk to the station. Mr. Harvard stated most respondents said they are parking to the south.

Mr. Harvard stated he will review how they came up with a master plan for the train station and ways to maximize funding opportunities. Mr. Harvard showed renderings of the site.

Mr. Harvard reviewed Alternative A and stated this includes the construction of a brand new train station, an underpass pedestrian tunnel, replacement of the platforms and extensive site improvements, especially for the parking lots located south of the train station. Mr. Harvard stated for this alternative, the parking lot will be shifted south to allow for a continuous sidewalk along the north edge of the parking lot which also then will require shifting the Illinois Prairie Path slightly to the south. Mr. Harvard stated they will reconfigure the traffic arrangement on Forest, north of Duane Street.

Professional Senior Civil Engineer Daubert stated there have been a lot of discussions about how the parking could be reconfigured and be either at 90 degrees or angled. Professional Senior Civil Engineer Daubert stated they decided to maintain the 90-degree parking in order to maximize spaces and allow for two-way traffic.

Trustee Senak asked about the number of pedestrian injuries annually due to train traffic. Mr. Harvard stated there have not been any pedestrian injuries luckily. Trustee Senak asked about any deaths to which Village Manager Franz stated there have been a few deaths in the past 15 years. Trustee Senak asked if doing this project is an issue of project safety or something else. Trustee Pryde stated the issue of increasing public safety is important if you want public funding. Mr. Harvard stated they heard stories from residents at the public meetings, and the Village received clear feedback that there could be an incident in the future.

Trustee Pryde stated he does not see why the Village would replace the train station if one of the goals is not to improve ridership. Village Manager Franz stated there is empirical data that graded-separated crossings are safer than non graded-separated crossings.

Mr. Harvard stated they looked at the difference between ramps and elevators and decided to put ramps in due to possible maintenance issues with elevators. Mr. Harvard stated these ramps do then take up area. Trustee Senak asked if the current station is ADA compliant. Mr. Harvard stated it is not as there is not a clear path to travel from any of the parking spaces into the station, and there are large grades on both sides which these slopes do not meet current accessibility standards. Mr. Harvard stated there is also currently only one restroom in the station.

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Trustee Pryde stated Alternative A has the biggest scope of work with everything possible included. Trustee Pryde stated the other alternatives are then smaller with pieces of scope removed.

Mr. Harvard reviewed Alternative B and stated this would include renovating the existing train station, underpass pedestrian tunnel, replacement of the platforms and the site improvements described in Alternative A. Mr. Harvard stated this alternative is a more phased approach, and it does take away from potential funding sources. President McGinley asked if the big difference was the retaining walls to which Mr. Harvard stated it is.

Mr. Harvard reviewed Alternative C and stated this would include renovating the existing train station, underpass pedestrian tunnel and limited site improvements. Mr. Harvard stated that again, this alternative would take away more grant pursuits.

Mr. Harvard reviewed Alternative D and stated this would include the underpass pedestrian tunnel and limited site improvements, but no improvements to the existing train station. Mr. Harvard stated they may not need to rebuild the platforms as they could say this is Metra's or Union Pacific's responsibility for these; however, the platforms are included in the cost estimates for now.

Trustee Pryde asked if Alternatives C and D include roof coverings over the ramp portions to which Mr. Harvard stated they do. Trustee Pryde asked if Alternatives C and D include lowering the plaza on the north side. Mr. Harvard stated this is included in Alternative C, but is very limited in Alternative D.

President McGinley stated according to the cost estimates, the underpass will cost approximately \$5,000,000 and asked about grant funding for the tunnel. Senior Professional Civil Engineer Daubert stated they could receive \$8,000,000 in Surface Transportation (STP) grant funding. Mr. Harvard stated there is also funding through Congestion Mitigation and Air Quality (CMAQ) which is a two-year cycle.

Trustee Senak asked if the percentage of funding increases as the cost goes up. Senior Professional Civil Engineer Daubert stated it would be a greater percentage of the total cost. Trustee Senak asked if with Alternative A, they could get 80% grant funding and then the other 20% from local funding. Mr. Harvard stated this would be the best possible scenario. Senior Professional Civil Engineer stated there are some items that would not qualify for grant funding as they are not eligible such as utility relocation.

Senior Professional Civil Engineer Daubert stated there would need to be some parking lot changes among other things, and they have estimated the Village's cost would be approximately \$7,000,000. Senior Professional Civil Engineer Daubert stated a good assumption would be that 60% of the project costs would be through grants with the other 40% coming from local funding.

Trustee Fasules asked what it will cost the Village to get to the point where the Village can then go asking for grant funds. Mr. Harvard stated once the Village Board determines that they are comfortable pursuing the all-in plan then Mr. Harvard and team will go through the IDOT process which is already under contract. Trustee Pryde stated Mr. Harvard is just pointing out options if the Village Board decides not to go all-in.

Trustee Ladesic stated the Village of Elmhurst received approximately \$10,000,000 in grants for a similar project, and that village is still applying for grant funds. Mr. Harvard stated Elmhurst has received approximately \$12,400,000 in grant funds as of now.

Senior Professional Civil Engineer Daubert stated this does affect the schedule, and they do want to get the underpass constructed as quickly as possible. Senior Professional Civil Engineer Daubert stated they

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can go for the CMAQ grant in 2019; however, they may not be successful for the grant at that time. Senior Professional Civil Engineer Daubert stated approximately \$2,000,000 to \$2,500,000 could come from the Surface Transportation Program; however, they would not find out until October 2021 if they were successful with this grant, unless this program is reinstated sooner. Senior Professional Civil Engineer Daubert stated the next step is for the Village Board to commit to Phase II as the detailed designs could take up to two year to complete. Senior Professional Civil Engineer Daubert stated some funding has been secured for the roadway through the Streetscape project. Senior Professional Civil Engineer Daubert stated if the Village Board does not want to proceed if they know if they received the STP funding then the design work would not start until early 2022. Senior Professional Civil Engineer Daubert stated it would take 18 to 24 months to complete the design work with construction starting in 2024 with an anticipated completion of 2026.

President McGinley asked for a consensus from the Village Board to go for Alternative A and then continue to commit. The Village Board consensus agreed to this.

Trustee Senak stated the Village's contribution will be approximately \$4,000,000 or above and asked what the return on investment would be for the Village and how this will benefit the Village economically. Mr. Harvard stated a market study was not done on this; however, the connectivity and station have been big issues. Trustee Pryde stated he does not know if an amount can be ascertained on this. Trustee Ladesic asked if the communities who had upgraded their train stations had been looked at. John Metty, with KMI, stated no professional study has been done on this as it would take years to do a study like this.

President McGinley stated the team will come back to the Village Board once they hear about the CMAQ funding, and the Board will then take another look to see what the success might be for Alternative A. Senior Professional Civil Engineer Daubert stated the work group will continue to evaluate everything. Mr. Harvard stated that before the end of the year, they will start shopping this to the elected officials to get their support for this as well.

Trustee Senak asked what the return on investment might be if the train station was expanded to add retail space. Mr. Harvard stated they did not look at this as they only looked at vendor space which Metra usually accepts readily. Village Manager Franz stated they do not need to compete with the private sector.

Agenda Item F. – Lenox Road Parking

Sergeant Webber reviewed the background on this issue and stated the proposed ordinance for parking on Lenox Road was taken off the January 8th Consent Agenda so it could come back the Village Board for discussion. Sergeant Webber showed a map on the screen of the area and stated this parking would be on Lenox Road between Hawthorne and Linden. Sergeant Webber stated the proposed parking would be student permit parking for the first 10 spots on Lenox north of Hawthorne from 7:00 a.m. to 3:00 p.m. with 10 one-hour spots by the playground and another seven spots of student permit parking leading up to Linden.

Trustee Enright stated some people may stay at the park longer than an hour. Sergeant Webber stated people could stay longer, but these one-hour spaces are really meant to keep the students out of these spots.

Trustee Fasules asked why these student spaces are being added. Village Manager Franz stated the proposal was initiated by the Glen Ellyn Park District to deal with the parking situation. Village Manager Franz stated the staff at Glenbard West High School (GWHS) has tried to find creative ways to meet the

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demand for more parking.

Chris Mitchell, Assistant Principal of Student Services at Glenbard West High School, stated the school has grown tremendously, and they now have 4,800 students and over 250 staff members. Mr. Mitchell stated there is no student parking spots in the big lot as this is only for staff. Mr. Mitchell stated they do continue to be challenged on the student parking situation as 77% of their students are involved in clubs or activities. Mr. Mitchell stated they are trying to help their students so they would not need to run out during the school days to move their cars.

Sergeant Webber stated there is a map in the packet which shows the parking spots currently available to the students. Trustee Fasules asked about the parking on the south side of Crescent along Memorial Park. Sergeant Webber stated you cannot clog up Crescent with parking due to the amount of cars that travel that way for morning drop-off and afternoon pick-up. Trustee Fasules asked about possible parking on the north side of Crescent. Sergeant Webber stated the same problem happens with drop-off and pick-up.

Trustee Fasules stated he is opposed to these spaces on Lenox and stated he has seen open spots in the staff lot at 8:30 a.m. Trustee Fasules stated there are possible solutions already, and there is no need to expand the parking.

Sheila Faber, who resides at 685 N. Park Boulevard, stated it is an active neighborhood with many young children at the park. Ms. Faber stated it is good that a sidewalk will be put in, but she feels they are taking away park space to put concrete space in. Ms. Faber stated Lake Ellyn is the gem of the Village, but they will not see this due to the parked cars. Ms. Faber stated there are parking spots behind the tennis courts that are not used during the day. Ms. Faber stated they need to be creative about this issue, but does not know if these student spots are a solution. Ms. Faber suggested students parking at Ackerman Park and having the students then bussed in. Ms. Faber stated that possible parking spots could be put on Walnut due to the Taylor Street Underpass expansion.

Trustee Enright asked if anyone knows if Ackerman Park would be open to students parking there. Ms. Faber stated she is not sure if this has been examined or not. Trustee Enright asked about the current parking spots. Sergeant Webber stated there is currently three-hour parking which the students use, and the students then come out and move their cars during the day.

There was a discussion regarding the existing student parking programs.

Ms. Brown, who resides on Lenox Road, stated Lake Ellyn is the jewel of the community and a public park. Ms. Brown stated there has to be other alternatives or creative solutions than this. Ms. Brown stated she is not only concerned about Lenox Road, but Hawthorne and Linden as well. Ms. Brown stated the parallel parking in these spots is a bit tough. Sergeant Webber stated the spaces are 22 feet long.

President McGinley asked if there could be a compromise and have the school pilot this program. Mr. Mitchell stated the school is hoping to have something soon as things keep seeming to be pared down. Mr. Mitchell stated they do ask the students who park on the street to move their cars into the staff parking spots after 3:00 p.m.

Trustee Fasules asked if the school has worked to find internal solutions on this. Mr. Mitchell stated they are looking at these. Mr. Mitchell stated there are vacant spots in the staff lot during the day as they do have teachers who travel between buildings so they cannot give these vacant spots away. Trustee Fasules stated the School Board needs to be in on this solution too.

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Trustee Ladesic stated he supports the parking on Lenox Road as a short-term solution. Trustee Ladesic stated that if the park needs more parking spots back, this should possibly be added as a clause in the ordinance. Trustee Ladesic stated a long-term plan then needs to be worked on. Trustee Ladesic stated at the last meeting, there was a lot across from the Administration Building that was identified for parking, and this has been discussed at the School Board level. Trustee Ladesic asked if there were any plans for this.

There was a discussion regarding possible parking in different lots.

Trustee Pryde stated they are only trying to regulate parking to keep spots for the playground and help with possible safety issues with the students moving their cars during the school day. Trustee Pryde suggested putting some seven-hour staff spots on Lenox Road instead.

Trustee Senak stated they should do these parking spots temporarily or for a trial period and then get feedback on how this is going.

President McGinley stated there is enough support from the Village Board to do a trial period for these spots. President McGinley asked Trustee Fasules to connect with someone from GWHS' staff which she reached out to the School Board. Trustee Fasules stated Trustee Ladesic should be involved as well as Trustee Ladesic has knowledge of the plans and such. Trustee Ladesic stated Public Works should be able to dig up the plans as Bob Minix did a hand sketch and then more formal sketches.

President McGinley asked when the school's third quarter ended to which Mr. Mitchell stated the third quarter ends March 16th with Spring Break from March 24th through April 2nd. Mr. Mitchell stated the fourth quarter starts April 3rd. President McGinley asked if they could come back the April Village Board Workshop to discuss how the trial is going and hopefully have some data by then.

Sergeant Webber asked if the original ordinance can be brought back as originally proposed. President McGinley stated the original ordinance can be used as a pilot program and then at the April Workshop, they will discuss any feedback on the trial and how this is affecting the street. Sergeant Webber asked if this proposed ordinance would be on the January 22, 2018 Village Board Meeting agenda. Village Manager Franz stated it should be, or it will be on the February 12, 2018 agenda. President McGinley stated the Village Board and Village staff are committed to watching this pilot program and hearing resident feedback about this pilot.

Agenda Item G. – Strategic Plan

Village Manager Franz stated he has a brief presentation about this and stated a working draft of the 2018 to 2020 Strategic Plan is in the Trustees' packets. Village Manager Franz stated they reset the issues and goals from the 2015 to 2017 Strategic Plan after the Village Board determined last summer that an updated Strategic Plan was needed to develop a road map for the next few years. Village Manager Franz stated the Strategic Plans allow the Village Boards to focus on strategic issues and goals and management to focus on action steps to achieve these goals. Village Manager Franz stated the strategic issues are split into five categories: Infrastructure, Economic Development, Communications and Engagement, Financial Sustainability and the Village Links/Reserve 22. Village Manager Franz stated reviewed each of these main issues and the goals for each one.

Trustee Senak stated College of DuPage (COD) should be added under the Village Links Strategic issue, goal V-4.

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Village Manager Franz stated they put this plan together using SMART goals - specific, measurable, actionable, realistic and timely, and the staff is looking for direction from the Village Board on prioritizing these goals. Trustee Senak asked if a Village Board retreat would be done again as it has been in the past to review these goals. President McGinley stated the Village Board did have a lengthy discussion on this last summer during a Workshop, and she wanted that discussion to replace a retreat. President McGinley stated she elected not to do a retreat as the list does not seem to change.

Trustee Ladesic stated there should be more open discussion on this plan as he feels there have been gaps. Trustee Ladesic stated there seem to be some menial tasks on the Strategic Plan that are not meaningful in the Village Board meeting strategic goals. Trustee Ladesic stated Economic Development is the number 1 goal. Trustee Ladesic stated they should streamline the list and choose the top 5 and top 10 and then see if they are working toward these goals and what is the Village Board doing to work toward these goals.

President McGinley stated Village Manager Franz used the list to engage the Village staff to show how the staff is contributing to the vision, mission and goals of the Village. President McGinley stated the action steps are the Village Board's goals, and she does appreciate feedback on this plan.

Trustee Fasules stated the plan is goals with action steps, and he feels this is not really a Strategic Plan for the Village. Trustee Pryde stated there are the big things such as what is the Village Board doing about development and parking.

Planning and Development Director Hulseberg talked through an example of the zoning and planning process and stated there needs to be community involvement early to minimize any possible issues later in the process.

Trustee Fasules stated they were having the same discussions 20 years ago about what needs to be done in the Village, and these things still are not done.

Trustee Enright asked if redoing the zoning process would only affect the Giesche and McChesney properties. Trustee Pryde stated they need to look at the C5A and C5B zoning district in general. Trustee Ladesic stated the Village only owns a certain amount of property in the downtown. Trustee Ladesic stated maybe they do for the downtown what was done for the Five Corners and create some concepts and drawings for the Village would like. Trustee Ladesic stated they then can possibly change the zoning codes.

Trustee Ladesic stated the Village does need a full-time Economic Development function as he feels the Village is missing the boat on some opportunities.

President McGinley asked how long the timeframe would be if staff was directed to change the zoning codes. Planning and Development Director Hulseberg stated they could change existing heights for certain zoning districts; however, this would need to come bring ideas for discussion before the Plan Commission and receive public input, and Planning and Development Director Hulseberg would like to fold this into a larger process.

Trustee Pryde suggested contacting the Village of Elmhurst and talk to their Planning Department. Trustee Pryde stated Elmhurst saw where communities were headed and mandated the heights of buildings and floors. Trustee Pryde stated building codes do not always align with zoning codes. Trustee Pryde stated building height is only one of the issues that makes things economically unviable in the Village.

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Trustee Fasules stated he feels Glen Ellyn is behind other villages, and if we want an economically long-term viable downtown, they need to be more aggressive.

Trustee Senak stated the Village just finished a community survey that showed that 95% of the respondents enjoy Glen Ellyn the way it is. Trustee Senak stated economic development is important, but Glen Ellyn is in a good economic position. Trustee Senak stated the Village Board thinks they are behind, but the residents like where the Village is. Trustee Senak stated they need to approach this in a measured way and evaluate each opportunity as they come.

Trustee Ladesic stated other communities are running circles around Glen Ellyn, and they need to build buildings to get people to the downtown area.

President McGinley asked when these discussions could be brought to the Plan Commission and the Village Board. Planning and Development Director Hulseberg stated they need to fit these meetings in between other development projects in these meetings so possibly 8 to 10 months before it would come before the Village Board. Trustee Pryde stated they need to make a concerted effort to get it going.

Trustee Fasules stated Planning and Development Director Hulseberg to do a comparison to four or five other communities. Trustee Pryde stated they can get knowledge and then come to a Workshop to give an update on possible stumbling blocks, how to focus, etc.

President McGinley asked if they had started the process for the Comprehensive Plan as she knows the Village applied for a grant for this, but was denied. Planning and Development Director Hulseberg stated this is coming in a meeting packet soon as they need to start drafting an RFP and start looking for consultants. Planning and Development Director Hulseberg stated they could be back before the Village Board in 60 days with a final RFP. Planning and Development Director Hulseberg in the upcoming staff memo, there is a study of what other communities do. Planning and Development Director Hulseberg stated they need to update the entire Comprehensive Plan which could take about 18 months to three years. Planning and Development Director Hulseberg stated she thinks it could be done in 18 months, but this will take a significant amount of staff time.

Trustee Pryde stated they need to refine the process and create more flexibility for development that helps streamline the process and addresses economic development.

Trustee Senak stated they need to focus on parking in the downtown as new businesses are opening and new businesses will be coming to the Village. Trustee Senak stated a parking structure and the McChesney development are on the table, and the Village Board should try to get these pieces done while the process is being reviewed.

Trustee Fasules stated the trend is that 30% of shopping centers will go out of business this year. Trustee Fasules stated he wants to know what Glen Ellyn is doing on a macro level to keep things viable.

Karen Gorz, who resides at 570 Crescent Boulevard, stated she is a realtor. Ms. Gorz stated she talked to an elevator repair man the other day who said there is lots of building going on in Elmhurst, Wheaton and Geneva, but not in Glen Ellyn.

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Agenda Item H. – Discussion

1. Taylor Street Pedestrian Tunnel Updates

Professional Senior Civil Engineer Daubert gave an update on the Taylor Street Pedestrian Tunnel project and stated as the Village received approximately \$1,800,000 in federal funding for this project, the project does need to go through the letting process with the Illinois Department of Transportation (IDOT). Professional Senior Civil Engineer Daubert stated IDOT has been reviewing the project drawings through this process, and the Village is doing everything that we are supposed to during this process. Professional Senior Civil Engineer Daubert stated IDOT does have to approve the plans before this project goes out to bid, and a Local Agency Agreement will be brought before the Village Board for approval at a future meeting.

Professional Senior Civil Engineer Daubert stated there are two items they are still working through to get the project to the letting process: the first is a temporary easement is being secured from the properties at the southeast corner of Willis Street and Taylor Avenue, and the second is the Village will have to secure a Construction and Maintenance Agreement from Union Pacific for the construction of the tunnel.

Professional Senior Civil Engineer Daubert stated on December 21, 2017, Union Pacific did give full approval of the project's design drawings, and as of January 8, 2018, Union Pacific is starting on drafting the Construction and Maintenance Agreement; however, Union Pacific wants IDOT added as a part of this agreement. Professional Senior Civil Engineer Daubert stated IDOT has put in writing that they are not a part of this project.

Professional Senior Civil Engineer Daubert stated they are waiting to hear from Union Pacific, and at this point, the Village has missed the deadline to make the March letting. Professional Senior Civil Engineer Daubert stated the next letting will be April 27, 2018, so the Construction and Maintenance Agreement would need to be done by early March 2018.

Professional Senior Civil Engineer Daubert stated there is an Illinois Commerce Commission (ICC) order that says the Village of Glen Ellyn is ultimately giving approval for the construction of this project. Trustee Pryde stated this means the liability falls on the Village.

Professional Senior Civil Engineer Daubert stated there is a mid-April deadline to get in for the June 15, 2018 letting and then six weeks to award the project.

President McGinley thanked Professional Senior Civil Engineer Daubert for going above and beyond on this project.

2. Credit Cards for Deposits

Trustee Fasules stated when the Village implemented the new rule on credit cards, the Village Board decided not to take credit cards for deposits. Trustee Fasules stated 100% of the deposit is usually returned to why do this policy for deposits. Finance Director stated not all deposits are 100% returned so this is to protect the Village.

3. Three-Minute Clock for Speaking During Meetings

Trustee Fasules asked when the three-minute clock was implemented and if this is a policy or

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ordinance. Village Manager Franz stated this is a policy.

Trustee Fasules asked if it is a policy that someone cannot concede their time. Trustee Fasules stated it is the Trustees' job to listen to the residents, and he does not like the three-minute restriction. Village Manager Franz stated the three-minute clock is well-vetted by municipal attorneys as it is a reasonable time to say what a resident is going to say while keeping a meeting moving along.

Trustee Fasules stated he is seeing alienation from the community due to this three-minute clock, and Trustee Senak agreed with this. President McGinley stated during the gas station discussions, the time was not being respected, and people were conceding their time, but were not at the meetings.

Trustee Pryde stated the policy needs to be flexible. President McGinley stated they would take this under advisement and look at this again.

I. Adjournment

At 10:00 p.m., a motion was made by Trustee Pryde and seconded by Trustee Ladesic to adjourn. Motion carried.

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

Motion carried.

Respectfully submitted,

Debbie Solomon
Recording Secretary

Reviewed and approved,

John A. Chereskin
Village Clerk



Glen Ellyn Village Board

535 Duane Street
Glen Ellyn, IL 60137

Meeting: 02/12/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Minutes
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3095)

DOC ID: 3095

January 22, 2018 Regular Board Meeting Minutes

ATTACHMENTS:

- 1-22-18 minutes - Village of Glen Ellyn Regular Board Meeting (PDF)

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Village Regular Board Meeting
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Call to Order

President McGinley called the meeting to order at 7:01 p.m.

Pledge of Allegiance

President McGinley led the Pledge of Allegiance.

Roll Call:

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

In Attendance: Recording Secretary Solomon, Village Manager Franz, Assistant Village Manager Holmer, Village Attorney Mathews, Public Works Director Hansen, Finance Director Coyle, Sergeant Webber and Village Planner Sterrett.

Village Recognition

Trustee Ladesic stated former Village Trustee Jim Burke passed away yesterday. Trustee Ladesic stated the Village's thoughts and prayers go out to Mr. Burke's family and friends. Trustee Ladesic stated Mr. Burke showed true dedication and commitment to Glen Ellyn, and he is a community icon who will be missed. Trustee Kenwood commended Mr. Burke's work with the RC Club. President McGinley stated the Village sends its condolences to Mr. Burke's family and thanked Mr. Burke for many years of service to the Village

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) - \$1,803,461.36. The vouchers have been reviewed by Trustee Kenwood and Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.
2. November 13, 2017 Revised Regular Board Meeting Minutes
3. November 13, 2017 Revised Special Workshop Meeting Minutes
4. January 8, 2018 Regular Board Meeting Minutes
5. Resolution No. 18-02, a Resolution to Adopt an Intergovernmental Agreement between the Village of Glen Ellyn and the County of DuPage, Illinois for the Implementation of the National

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Pollutant Discharge Elimination System Program in the East Branch DuPage River and West Branch DuPage River Watersheds.

6. Ordinance No. 6570-VC, an Ordinance to Amend Section 9-5-7 (Schedule G; Parking Prohibited During Certain Hours) and Section 9-5-8 (Schedule H; Parking Limits) of the Village Code of the Village of Glen Ellyn, Illinois, Regarding Parking on Lenox Road between Hawthorne Boulevard and Linden Street.

Regarding Item #6, Trustee Kenwood asked for clarification on the parking spaces. Village Manager Franz stated there will be 10 parking spaces for the Glen Ellyn Park District and 17 permit parking spaces for Glenbard West High School.

A motion was made by Trustee Kenwood and seconded by Trustee Pryde to approve Consent Agenda Items 1-6.

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

Agenda Item G – Leopardo Construction, Incorporated Contract

Assistant Village Manager Holmer presented background on this contract and stated the staff is recommending that the Village seek an agreement with Leopardo Construction Incorporated (LCI) to perform Construction Manager at Risk services for the Civic Center remodeling project. Assistant Village Manager Holmer stated Leopardo was used during the new Police Department build, and this was a successful relationship. Assistant Village Manager Holmer stated staff has negotiated Leopardo's builder's fee to 3.5% of the cost of work. Assistant Village Manager Holmer stated the general conditions cost which will be approximately \$40,00.00 per month during the project.

Trustee Senak asked why the competitive bidding requirement is being waived. Attorney Mathews stated Section 1-10-1 of the code says certain contracts of varying types require competitive bidding, and the Village Board can elect to go the route of waiving the competitive bidding with the vote to approve by four Trustees. Attorney Mathews stated Section 1-10-2 allows for four Trustees to enter into a contract with a service provider. Attorney Mathews stated both of these exceptions can apply.

Trustee Senak asked for an expansion from a technical basis. Assistant Village Manager Holmer stated over the past two years, the Village has developed a working relationship with Leopardo through the process of the Police Station build which has given the Village confidence in using Leopardo, especially when they will be teamed with Dewberry. Assistant Village Manager Holmer stated the Civic Center project will be a bit more complex, and when the Police Station build had complex issues, Leopardo was extremely responsive.

Trustee Senak asked if Leopardo was the lowest bidder for the Police Station project. Assistant Village Manager Holmer stated Leopardo was chosen for their pricing, their qualifications and their knowledge of the industry.

Trustee Ladesic stated Leopardo did do a great job with the Police Station and demonstrated a high degree of professional skill. Trustee Ladesic stated he did not support spending \$3,000,000 of public funds for the Civic Center project, and he still thinks this should have gone out for a Response for Proposal (RFP).

Trustee Enright asked for clarification on the fees. Assistant Village Manager Holmer stated there are 2 pieces to the contract: the first piece is the construction management fee which will be at 3.5% of the cost of the project and general conditions and general site management which will be a \$40,000.00 fee per month during the project.

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Trustee Kenwood asked if the \$40,000.00 month after month would go down after a while as Leopardo's services start to wind down. Assistant Village Manager Holmer stated the fee will be static for this project from month to month, and the staff is estimating the project should take four to six months.

Trustee Senak asked about the 2018 Budget Amendments which show \$125,000.00 going toward the Civic Center Renovations. Village Manager Franz stated these are just timing situations, and they are only moving the dollars forward which were not used in 2017. There was a discussion about these line items. Finance Director Coyle stated these line items are not items that are being contemplated right now as part of Leopardo's contract. President McGinley asked Assistant Village Manager Holmer and Finance Director Coyle to take a look at these line items to ensure each one makes sense.

A motion was made by Trustee Pryde and seconded by Trustee Senak to authorize the Village Manager to execute a Contract with Leopardo Construction, Incorporated to act as Construction Manager at Risk for the Civic Center project, subject to attorney review.

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

Agenda Item H – Fiscal Year 2018 Budget Amendments

Finance Director Coyle stated after the start of each fiscal year, the Village Board had traditionally approved carrying forward encumbrances from the prior fiscal year budget to the new fiscal year budget to continue projects already in progress. Finance Director Coyle stated this is just an administrative matter. Finance Director Coyle stated they cannot always predict what projects will be completed and what the costs for these projects might be when the fiscal year closes. Finance Director Coyle stated these are line items that were committed in 2017 with 2017 funds, but will be paid for in 2018 so they are only rolling over the amounts from 2017 to 2018.

Trustee Ladesic stated the \$125,000 for the Civic Center projects has not been spent, and he feels some of these projects could be costly.

A motion was made by Trustee Fasules and seconded by Trustee Enright to approve Ordinance No. 6571, an Ordinance amending the Budget for the Fiscal Year ending December 31, 2018 to provide funds for prior year projects, encumbrances and Capital Improvements.

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

Agenda Item I – Tax Levy Abatements

Finance Director Coyle stated this is another administrative matter as they need to deal with four debt service payments each year to pass abatements. Finance Director Coyle stated there are two bonds relating to the Village Links, a bond relating to the Glen Ellyn Public Library and a bond relating to the building of the new Police Station.

Trustee Kenwood stated this is basically asking the county not to consider approximately \$1,700,000.00 in levy obligations. Finance Director Coyle stated the Village needs to abate the taxes so the Village is telling the county not to levy these taxes. Finance Director Coyle stated the county needs to have the abatements done by the end of February in order to calculate a resident's taxes correctly.

Minutes
Village Board Regular Meeting
Glen Ellyn Board of Trustees
Monday, January 22, 2018
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Trustee Enright asked if this has been done similarly in past budgets. Finance Director Coyle stated the Village does do this annually. Finance Director Coyle stated the first Village Links bond will roll off in 2023, the second Village Links bond will roll off in 2033 and the Police Station bonds will roll off in 2035.

A motion was made by Trustee Fasules and seconded by Trustee Enright to approve the following:

1. Ordinance No. 6572, an Ordinance directing the application of funds from specified sources to the payment of Principal and Interest upon General Obligation Bonds, Series 2010 (Golf Course Bonds) for the Fiscal Year 2018 in the amount of \$338,967.50.
2. Ordinance No. 6573, an Ordinance directing the application of funds from specified sources to the payment of Principal and Interest upon General Obligation Bond, Series 2012 (Village Links-Clubhouse Bonds) for the Fiscal Year 2018 in the amount of \$313,127.50.
3. Ordinance No. 6574, an Ordinance partially abating the Tax hereto levied for the Fiscal Year 2018 to pay the Principal and Interest on the General Obligation Bonds, Taxable Series 2010 (Build America Bonds – Direct Payment) (Library Bonds) in the amount of \$20,915.88.
4. Ordinance No. 6575, an Ordinance directing the application of funds from specified sources to the payment of Principal and Interest upon General Obligation Bonds, Series 2015 (Police Station Bonds) for the Fiscal Year 2018 in the amount of \$953,543.76.

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

Agenda Item J – Reminders

1. A Village Board Meeting is scheduled for Monday, February 12, 2018 at 7:00 p.m. in Galligan Board Room of the Glen Ellyn Civic Center.
2. A Village Board Workshop is scheduled for Tuesday, February 20, 2018 at 7:00 p.m. in Room 301 of the Glen Ellyn Civic Center.

Agenda Item M - Other Business

None

Adjournment

At 7:35 p.m., a motion was made by Trustee Kenwood and seconded by Trustee Fasules to adjourn to Executive Session for discussing setting the price for sale or lease of public property pursuant to 5 ILCS 120/2 (C)(6) without returning to open session thereafter. Motion carried.

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

Respectfully submitted,

Debbie Solomon
Recording Secretary

Minutes
Village Board Regular Meeting
Glen Ellyn Board of Trustees
Monday, January 22, 2018
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Reviewed and approved,

John A. Chereskin
Village Clerk



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

Meeting: 02/12/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Appointment
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3076)

DOC ID: 3076

**Approve the Recommendation of Village President Diane McGinley
for the Appointment of Environmental Student Commissioner, Peter
Blatchford, for a Term Ending May 31, 2018.**

ATTACHMENTS:

- Blatchford EC Jan 18 (PDF)

VILLAGE OF GLEN ELLYN

PERSONAL PROFILE OF APPLICANT
FOR SERVICE ON VOLUNTEER ADVISORY BOARD OR COMMISSION

Name Blatchford Peter A Today's Date 01-17-2018
 (Last) (First) (Initial)

Home Address 542 Phillips Ave Glen Ellyn, IL

Phone No.(s) 630-352-9616 E-mail peterblatch4@yahoo.com

Business Address (including name of company) N/A

Business Phone N/A Number of Years Glen Ellyn Resident 16

EDUCATIONAL BACKGROUND AND OTHER PERTINENT EXPERIENCE

Name, Location, Etc.	From	To
Glenbard West High School (Current Junior)	2015 2015	2018
Glenbard West Eco Club	2017	2018
Outstanding APE Environmental Science Student Award	2017	

CIVIC AND FRATERNAL ORGANIZATIONS AND ACTIVITIES

Eco Club, Spanish Honor Society, Newspaper Club, Sports Performance
Volleyball Club, MAWI Leadership Group, Key Club, Glen Ellyn Children's
Resource Center Tutoring

BUSINESS OR PROFESSIONAL ACTIVITIES

(including type of present employment)

Glen Ellyn Park District Employee (Maryknoll Park Splash Pad and
Holes & Knolls) - Summers Only

PLEASE INDICATE VILLAGE BOARD/COMMISSION INTERESTS

Environmental Commission - Student Member

Thank you for your interest! Please return this completed form to:
 Glen Ellyn Village Clerk, 535 Duane Street, Glen Ellyn, IL 60137
 (630) 547-5201 (630) 469-8849 Fax



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

Meeting: 02/12/18 07:00 PM
Department: Administration
Department Head: Mark Franz
Category: Award
Prepared By: Meredith Hannah

SCHEDULED

AGENDA ITEM (ID # 2920)

DOC ID: 2920

Approve a Fire Prevention Award Request for \$30,000 to Ariel Darmoni for Nobel House and Sushi Ukai Restaurants to be located at 419 and 421 N Main Street to be expensed to the Central Business District Tax Increment Financing Fund (Economic Development Coordinator Hannah)

Background

Mr. Ariel Darmoni purchased the property 419 & 421 N Main Street in 2016. Mr. Darmoni has been diligently working on updating the entire property and securing new retail tenants for the first floor spaces. He has recently secured leases with Nobel House and Sushi Ukai to take the entire vacancy left by Soukups. Mr. Darmoni has submitted a Fire Prevention Award to install the appropriate fire prevention system for the property and update the electrical to support a new fire prevention system to support the new businesses. After these improvements are made, Mr. Darmoni will be turning over the space to the new tenants for their improvements. Staff anticipates both Interior and Façade Improvement Award requests from both Sushi Ukai and Nobel House.

Award Background

The Fire Prevention Award Program assists businesses and property owners with meeting life safety code improvements and assisting in preserving the unique building stock within the downtown. The program supports the installation of fire alarm and sprinkler systems in buildings located in the C5A and C5B business districts.

Approved projects are eligible to receive Fire Prevention Award in an amount not-to-exceed \$15,000, as determined by the Village Board based on the following award scale:

Investment			Award
Low		High	
\$ 2,000.00	up to	\$ 3,499.00	\$ 1,000.00
\$ 3,500.00	up to	\$ 4,999.00	\$ 1,750.00
\$ 5,000.00	up to	\$ 7,499.00	\$ 2,500.00
\$ 7,500.00	up to	\$ 9,999.00	\$ 3,750.00
\$ 10,000.00	up to	\$ 12,499.00	\$ 5,000.00
\$ 12,500.00	up to	\$ 14,999.00	\$ 6,250.00
\$ 15,000.00	up to	\$ 17,499.00	\$ 7,500.00
\$ 17,500.00	up to	\$ 19,999.00	\$ 8,750.00
\$ 20,000.00	up to	\$ 24,999.00	\$10,000.00
\$ 25,000.00	up to	\$ 27,499.00	\$12,500.00
\$ 27,500.00	up to	\$ 29,999.00	\$13,750.00

\$ 30,000.00	up to	+	\$15,000.00
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The Village Board approved \$125,000 for downtown award programs (including the Downtown Interior Program, Façade Improvement Program and Fire Prevention Assistance Program) and \$30,000 for Roosevelt Road and Historic Stacy's Corners commercial districts as part of the 2018 annual budget. No awards have been approved by the Board for 2018, so there are ample funds available for this request.

Fire Prevention Award Issues

Fire Prevention Awards are available to all commercial properties in the Village's Central Business Districts (C5A or C5B). Eligible applicants include the owners of commercial buildings or commercial businesses. The program provides awards for installation or updating of fire safety and suppression systems. Additionally, applicants must plan to install a minimum of \$2,000 of material improvements.

Staff recognizes the following eligible fire prevention improvement costs outlined/identified in the application:

Improvements combined for the 2 new retail spaces, provide the applicant with the best economy of scale in pricing.	
Electrical service upgrades to accommodate updated fire alarm system, will also support new business requirements	\$29,250.00
Fire Alarm systems, including all ADA requirements, connections and installations for the entire building in addition to the 2 new retail spaces	\$25,370.00
Install main disconnect for 800amp, new service, Type 1 Phase Safety Switch	\$10,775.00
Total Eligible Expenses:	\$65,095.00
Total Eligible Expenses per new retail space:	\$32,547.50
Award Eligibility per new retail space:	\$15,000.00

The improvements outlined above are consistent with the intent of the Award program. Based on the Award Scale and the applicable expenses of \$32,547.50; per each new retail space and the adjoining residences above each space, the applicant is eligible for two \$15,000 awards from the Village's Fire Prevention Award Program.

In consistency with the administration of the program, staff recommends a \$30,000, award to Mr. Darmoni.

Funding

As \$155,000 is available this fiscal year (see attached summary), sufficient funds are available for this Award.

Action Requested

Agenda Item (ID # 2920)

Meeting of February 12, 2018

The Village Board may approve the request for a \$30,000; Fire Prevention Award, approve a different Award amount, or choose to deny the request.

ATTACHMENTS:

- Darmoni Fire Award Application (PDF)
- Award Budget Summary 01-15-18 (PDF)

VILLAGE OF GLEN ELLYN

Fire Prevention Award

REQUIRED SUBMITTALS WITH APPLICATION:

- Signed lease, committing to minimum of a 3-year lease term is required for all new and relocating businesses (if a lease has not yet been signed, disbursement of the approved funds will be contingent on the Village receiving a signed lease).
- Signed vendor contract(s) with detailed costs for each proposed improvement.
- Consent from the building owner for proposed improvements, by signature on the attached form.
- Completed IRS Form W-9 Request for Taxpayer Identification Number and Certification

BUSINESS OWNER INFORMATION:

Business Owner Name: ARIEL DARMONIHome Address: 5070 N KIMBERLY AVE #C, CHICAGO, IL, 60630Business Name: 419-421 N MAIN GLEN ELLYN LLCBusiness Address: 5070 N KIMBERLY AVE #C, CHICAGO, IL, 60630Business Phone: 773-685-6095 Fax: _____Home Phone: _____ Email: ARIEL@123REMODELING.COM

If tenant, what is the expiration date of your current lease? _____

If buyer under contract or tenant, who is the property owner? _____

Property Owner Name: _____

Property Owner Address: _____

Property Owner Phone: _____ Property Owner Fax: _____

Property Owner E-mail: _____

DESCRIPTION OF PROPOSED IMPROVEMENTS

FIRE ALARM AT THE COMMERCIAL AND RESIDENTIAL SPACES AND COMMON AREAS.

ITEMIZED ACTIVITY DESCRIPTION

COST

TOTAL PROJECT COST:

AMOUNT OF AWARD REQUESTED:

APPLICATION CERTIFICATION

I, the undersigned, certify that I have read the program description and requirements for the Village of Glen Ellyn Fire Prevention Award Program. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that the improvements described in this application must receive all required permit approvals from the Village of Glen Ellyn prior to the commencement of construction. I further understand all eligible improvements identified in support of the award are permanent fixtures and will remain with the building.

Furthermore, I, the undersigned, my successors and assigns, hereby agree to save and hold harmless the Village of Glen Ellyn and any of its employees, officers and directors from all cost, injury and damage to any person or property whatsoever, any of which is caused by an activity, condition or event arising out of the performance, preparation for performance or nonperformance of any project improvement included in my award application. The above cost, injury, damage or other injury or damage incurred by or to any of the above shall include, in the event of an action, court costs, expenses of litigation and reasonable attorneys' fees. I understand that if my business closes or moves out of the Village of Glen Ellyn within 3 years I will be required to repay the Village in an amount as described on page 3 of the award packet.

ARIEL DARMONI

Applicant Name (PRINT)

Applicant Signature

Date: 08/22/2017

CONSENT FROM PROPERTY OWNER (Required if different from Applicant)

Property Owner Name (PRINT)

Property Owner Signature

Date: _____

*****Office Use Only*****

Application is: _____Approved _____Denied

Village President

Date

Economic Development Coordinator

Date



Ezra Electric & Construction, Inc.

30 W 777 Shoe Factory Rd
Elgin, IL. 60120

invoice

Date	Invoice #
9/5/2017	9517

Bill To

Ariel
421 N Main Street
Glen Ellyn, IL 60137

P.O. No.	Terms	Due Date	Account #	Project
		9/5/2017		
Description	Qty	Rate	Amount	
400 amp three phase 120/208v new service install CT cabinet 400amp panel install new 3.5" riser and ground rod on the exterior ground service to main water meter		15,500.00	15,500.00	
200 amp three phase 120/208v new service install CT cabinet 200amp panel install new riser and ground rod on the exterior ground service to main water meter		9,600.00	9,600.00	
permits fees insurance and bond		350.00	350.00	
install ground for each service over total of 300 l.ft of pipe and wire		3,800.00	3,800.00	
Total			\$29,250.00	
Payments/Credits			\$0.00	
Balance Due			\$29,250.00	

Phone #	Fax #	E-mail
847-695-0111	847-695-4511	Ezraelectric@gmail.com



Ezra Electric & Construction, Inc.

30 W 777 Shoe Factory Rd
Elgin, IL 60120

Invoice

Date	Invoice #
9/1/2017	90117

Bill To

Ariel
421 N Main Street
Glen Ellyn, IL 60137

P.O. No.	Terms	Due Date	Account #	Project
		9/1/2017		
Description	Qty	Rate	Amount	
Project: 419 Main Street Glen Ellyn, IL		9,600.00	9,600.00	
Fire Alarm System Equipment and Scope of Work: 1 - Addressable Analog Intelligent Fire Alarm Control Panel with Battery Back up 14 - Addressable Manual Pull Stations 15 - Addressable Photoelectric Smoke Detectors with Bases 1 - Addressable Thermal Heat Detector with Base 22 - ADA Approved Horn Strobe Device 5 - ADA Approved Strobe Device 5 - Addressable Monitor Modules to pick up Kitchen Suppression, Valve Tamper, And Waterflow 1 - Installation of Leased Wireless Keltron Radio (Monitoring Agreement to End User) 3 - Weatherproof Visual Device with Backbox 1 - Set of Engineered Drawings 1 - Lot of Programing Services 1 - Final Checkout and Certification 1 - Applicable Sales Tax 1 - Applicable Freight Charges This proposal is based on a CAD disk of this project being provided to Fox Valley Fire & Safety at no additional cost. Exclusions from this proposal are as follows: 1. Products or services not listed above 2. Permit and/or Review Fees				
Total				
Payments/Credits				
Balance Due				

Phone #	Fax #	E-mail
847-695-0111	847-695-4511	Ezraelectric@gmail.com
Page 1		



Invoice

Date	Invoice #
9/1/2017	90117

Ariel
421 N Main Street
Glen Ellyn, IL 60137

P.O. No.	Terms	Due Date	Account #	Project
		9/1/2017		
Description	Qty	Rate	Amount	
3. Painting and Patching				
4. Wireless Radio Monitoring Charges				
		Total		
		Payments/Credits		
		Balance Due		

Phone #	Fax #	E-mail
847-695-0111	847-695-4511	Ezraelectric@gmail.com

Page 2



Ezra Electric & Construction, Inc.
30 W 777 Shoe Factory Rd
Elgin, IL. 60120

Invoice

Date	Invoice #
9/1/2017	90117

Bill To

Ariel
421 N Main Street
Glen Ellyn, IL 60137

P.O. No.	Terms	Due Date	Account #	Project
		9/1/2017		
Description	Qty	Rate	Amount	
labor and wire pipe boxes install all conduit espoused in hall way areas		15,770.00	15,770.00	
			Total	\$25,370.00
			Payments/Credits	\$0.00
			Balance Due	\$25,370.00

Phone #	Fax #	E-mail
847-695-0111	847-695-4511	Ezraelectric@gmail.com
Page 3		

Ezra Electric & Construction, Inc.

30 W 777 Shoe Factory Rd

Elgin, IL. 60120

Estimate

Date	Estimate #
1/18/2018	246

Name / Address
Ariel 421 N Main Street Glen Ellyn, IL 60137

			Project
Description	Qty	Rate	Total
install main disconnect for 800amp three phase service ,install new riser from disconnect to service head install two new pipes and two service heads install 800amp none fused disconnect		0.00	0.00
D H327N 800 Amp 240v Fusible Type 1 3 Phase Safety Switch Disconnect	1	4,950.00	4,950.00
wires and pipes		2,875.00	2,875.00
labor		2,950.00	2,950.00
Total			\$10,775.00

Phone #	Fax #	E-mail
847-417-5458		Ezraelectric@gmail.com

	BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2018 - \$155,000 Total Funds Available									
*	Nobel House	Ariel Darmoni	419 A N. Main St	Fire	9/25/2017		\$ 15,000.00		
*	Sushi Ukai	Ariel Darmoni	419 B N. Main St	Fire	9/25/2017		\$ 15,000.00		
							\$ 30,000.00	\$ -	\$ -

*\$125,000 for downtown projects funded by TIF

** \$30,000 for Roosevelt Road and Historic Stacey's Corners façade awards

	BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2017 - \$155,000 Total Funds Available									
*	Oak & Steel	Dana Reese	480 N Main Street	Fire	10/13/2016	11/14/2016	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00
*	Two Hound Red	Jon With	486 Pennsylvania Ave	Interior	10/1/2016	11/14/2016	\$ 15,000.00	\$ 15,000.00	
*	Two Hound Red	Jon With	486 Pennsylvania Ave	Façade	10/1/2016	11/14/2016	\$ 15,000.00	\$ 15,000.00	
*	Sunshine Dance	Sheri Dahl	515 Crescent Blvd	Fire	11/15/2016	12/12/2016	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
*	The BookStore/ String Theory	Patrick Melady	475-477 N Main Street	Façade	11/28/2016	12/12/2016	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00
*	Maize & Mash	Nick Roberge	430 N Main Street	Interior	1/12/2016	1/23/2017	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
*	Maize & Mash	Nick Roberge	430 N Main Street	Façade	1/12/2016	1/23/2017	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
*	Two Hound Red	Jon With	486 Pennsylvania Ave	Fire	5/15/2017	6/12/2017	\$ 15,000.00	\$ 15,000.00	
*	Blonde Boutique	Allison Ohlander	494 N. Main St	Façade	5/31/2017	6/12/2017	\$ 5,000.00	\$ 5,000.00	
*	Blackberry Market	Anna & Bob Davidson	401-409 N. Main St	Façade	8/8/2017	8/28/2017	\$ 15,000.00	\$ 15,000.00	
*	Blackberry Market	Anna & Bob Davidson	401-409 N. Main St	Interior	8/8/2017	8/28/2017	\$ 15,000.00	\$ 15,000.00	
*	McMae's on Main	Greg McCaffrey	411 N Main St	Interior	9/25/2017	10/23/2017	\$ 7,500.00	\$ 7,500.00	
							\$ 116,000.00	\$ 116,000.00	\$ 28,500.00

*\$125,000 for downtown projects funded by TIF

** \$30,000 for Roosevelt Road and Historic Stacey's Corners façade awards

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2016 - \$130,000 Total Funds Available								
JAYNE*	Craig B. Cohen	476 N. Main Street	Façade	1/11/2016	2/16/2016	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
JAYNE*	Joseph Costello	476 N. Main Street	Fire Prev	2/16/2016	3/22/2016	\$ 3,750.00	\$ 3,750.00	\$ 2,500.00
Ramco 450 LLC**	Brian Blizzard	575 - 581 E Roosevelt	Façade	3/8/2016	5/28/2013	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
Deacon & Mercy*	Gary Danno	430 N Main Street	Façade	4/1/2016	4/25/2016	\$ 5,000.00	\$ 5,000.00	\$
Crepe House*	Ilirjan Jankulla	548 Crescent Boulevard	Interior	4/13/2016	4/25/2016	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00
Stam*	Liz Mager	530 Pennsylvania	Interior	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Stam*	Liz Mager	530 Pennsylvania	Façade	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	
Designstorms*	Liz Mager	530 Pennsylvania	Interior	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Designstorms*	Liz Mager	530 Pennsylvania	Façade	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
The Beer Cellar	David Hawley	488 Crescent Boulevard	Interior	8/31/2016	9/12/2016	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00
481 N Main	Rich Somolik	481 N Main Street	Fire Prev	9/7/2016	9/26/2016	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Glen Art Theatre	Eric White	540 Crescent Boulevard	Fire Prev	9/7/2016	9/26/2016	\$ 15,000.00	\$ 15,000.00	
Oak & Steel	Dana Reese	480 N Main Street	Façade	10/13/2016	11/14/2016	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
						\$ 129,750.00	\$ 129,750.00	\$ 98,500.00

*\$100,000 for downtown projects funded by TIF

** \$30,000 for Roosevelt Road and Historic Stacey's Corners façade awards

Deacon & Mercy closed August 25. Their funds were never distributed and have been placed back in available funds.

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2015								
Ramco 450 LLC	Brian Blizzard	575 - 581 E Roosevelt	Façade	1/13/2015	2/9/2015	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
GLBRT 479 LLC	Jay Gilbert	479 N Main Street	Fire Prev	3/4/2015	3/23/2015	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00
Marché	Jill Foucré	496 N. Main Street	Façade	5/19/2015	6/8/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Banyan Tree Mall	Ken Lubowich	485 N. Main Street	Interior	5/28/2015	6/8/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Marché	Jill Foucré	496 N. Main Street	Interior	7/29/2015	8/17/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Re:New	Rich Somolik	483 N. Main Street	Interior	9/3/2015	9/28/2015	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
M & Em's	Jonathan Goldsmith	460 N. Main Street	Interior	9/14/2015	9/28/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
* M & Em's	Jonathan Goldsmith	460 N. Main Street	Façade	9/14/2015	9/28/2015	\$ 10,000.00	\$ 10,000.00	\$ _____
Main Street Pub	Kevin Hahn	466 N. Main Street	Façade	10/1/2015	10/12/2015	\$ 13,750.00	\$ 13,750.00	\$ 13,750.00
Main Street Pub	Kevin Hahn	466 N. Main Street	Interior	10/1/2015	10/12/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
						\$ 127,500.00	\$ 127,500.00	\$ 117,500.00

* Closed on October 24, 2017 due to inaction by the applicant.

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
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SY 14

TMC ²	Thomas & Sue Martin	450 Duane Street	Façade	5/29/2014	6/9/2014	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
A Toda Madre	Patrick Neary	499 Main Street	Interior	8/4/2014	8/11/2014	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Busy Bee Barber	Dennis Etheridge	417 Main St	Façade	9/30/2014	10/13/2014	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00
						\$ 16,750.00	\$ 16,750.00	\$ 16,750.00

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF GRANT	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 13/14								
Bird on a Wire Studio	Kathryn Alcock/Megan Swadley	492 Main	Façade	1/9/2013	5/15/2013	\$ 853.50	\$ 853.50	\$ 853.50
School of Rock	J. Brandon Turner	536B Crescent	Façade	4/25/2013	5/28/2013	\$ 771.50	\$ 771.50	\$ 771.50
Oberweis	Joe Oberweis	515 Roosevelt	Façade	8/6/2012	10/22/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
PS Flowers/Suki Salon	Patty Sorenson/Susan Madonin	522-526 Hillside	Façade	4/13/2013	5/28/2013	\$ 2,065.00	\$ 2,065.00	\$ 2,215.00
535 Penn L.L.C.	Thomas LaMantia	535 Pennsylvania	Interior	8/14/2013	9/9/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
535 Penn L.L.C.	Thomas LaMantia	535 Pennsylvania	Façade	8/14/2013	9/9/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Made In Italy Trattoria	Ippolita Basile	476 Forest	Façade	8/23/2013	9/9/2013	\$ 529.00	\$ 529.00	\$ 529.00
Peanut Butter Planet	Frank Pecora	546 Crescent Blvd	Interior	11/21/2013	1/13/2014	\$ 9,373.50	\$ 9,373.50	\$ 9,373.50
Peanut Butter Planet	Frank Pecora	546 Crescent Blvd	Façade	11/21/2013	1/13/2014	\$ 10,462.50	\$ 10,462.50	-
Olive 'n Vinnie's	Karen & Gary Evensen	449 Main Street	Interior	1/13/2014	1/27/2014	\$ 3,503.45	\$ 3,503.45	\$ 3,503.45
RISE	Aaron Sullivan	499 Pennsylvania Ave	Interior	3/24/2014	4/28/2014	\$ 15,000.00	\$ 11,400.00	\$ 11,000.00
Olive 'n Vinnie's*	Karen & Gary Evensen	449 Main Street	Façade	3/25/2014	4/14/2014	\$ 4,598.00	\$ 4,598.00	\$ -
						\$ 92,156.45	\$ 88,556.45	\$ 73,245.95

*2/1/2016 decided to not move forward with the window replacement.

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF GRANT	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 10/11								
Marcel's	Jillian Foucre	490 N. Main	Interior	1/9/2011	1/20/2011	\$ 20,000.00	\$ 20,000.00	\$ 17,659.00
Marcel's	Jillian Foucre	490 N. Main	Façade	6/8/2011	6/27/2011	\$ 10,000.00	\$ 10,000.00	\$ 12,341.00
						\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
FY 11/12								
Gratto		433 Main	Façade		11/18/2010	\$ 10,000.00	\$ 10,000.00	\$ 9,930.00
Costello	Joe Costello	474 N. Main	Interior	6/20/2011	6/27/2011	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00
Key Investment	Jeanine Valdez	462 Park	Façade	6/22/2011	7/25/2011	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
Northside Grill	Dan Sronkoski	499 Pennsylvania; #D	Façade	7/8/2011	11/14/2011	\$ 526.00	\$ 526.00	\$ 526.00
Northside Grill	Dan Sronkoski	499 Pennsylvania; #D	Interior	10/14/2011	11/14/2011	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
Subway	Suryakant Patel	572 Crescent	Interior	10/3/2011	11/14/2011	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Subway	Suryakant Patel	572 Crescent	Façade	10/3/2011	not approved	\$ -	\$ -	
						\$ 68,026.00	\$ 58,026.00	\$ 57,956.00
FY 12/13								
Katy's Boutique	Katy Balabinis	427 Main	Façade	3/27/2012	5/14/2012	\$ 4,071.00	\$ 4,071.00	\$ 4,071.00
AliKat	Sandra Moore	499 Pennsylvania; #B	Interior	4/11/2012	5/14/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Papier Girl	Lesley Vesevick	413 Main	Interior	4/11/2012	5/14/2012	\$ 14,550.00	\$ 14,550.00	\$ 14,550.00
Run Today	Paul O'Neill	515 Crescent	Façade	6/7/2012	8/20/2012	\$ 671.50	\$ 671.50	\$ 671.50
Run Today	Paul O'Neill	515 Crescent	Interior	6/7/2012	8/20/2012	\$ 14,373.84	\$ 11,706.00	\$ 11,706.00
Flour+Wine	Michael Vai	433 Main	Interior	9/9/2012	8/8/2012	\$ 8,485.64	\$ 6,670.37	\$ 6,670.37
Blackberry Market	Anna Davidson	401 Main	Interior	10/4/2012	11/12/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Larc Jewelers	Jay Gilbert	479 Main	Façade	3/25/2011	4/16/2012	\$ 1,876.00	\$ 1,876.00	\$ 1,580.84
Treasure House	Theresa Nihill	479 Pennsylvania	Façade	7/13/2012	7/19/2012	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
Elite Eyewear	Tracy Hortatsos	413 Main	Façade	10/16/2012	11/12/2012	\$ 543.00	\$ 543.00	\$ 543.00
The Stand	Lisa Demos	542 Crescent	Interior	2/4/2013	2/11/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
The Stand	Lisa Demos	542 Crescent	Façade	2/4/2013	2/11/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
						\$ 111,570.98	\$ 107,087.87	\$ 106,792.71



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

Meeting: 02/12/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Policy
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3090)

DOC ID: 3090

Approve the 2018-2020 Strategic Plan (Village Manager Franz)

Background

Last summer, after discussing alternative ways to develop and prioritize key Village projects, the Village Board embarked on a strategic planning session facilitated by President McGinley. The new Village Board determined that a reset of the Strategic Plan was preferred and a more efficient method to develop a road map for the next few years. At the direction of the Village Board, staff has incorporated those discussions and the various strategic issues, goals and action steps into the customary format to create the 2018-2020 Strategic Plan. Strategic Plans allow boards to focus on strategic issues and goals and management to focus on actions steps to achieve those goals. This plan was created within this recommended framework.

Subject

During the strategic planning session, the Village Board identified the following strategic issues:

1. **Strategic Issue I: INFRASTRUCTURE.** Invest in infrastructure to meet key needs, including downtown accessibility, Village facilities, streets, utility, and technology improvement
2. **Strategic Issue II: ECONOMIC DEVELOPMENT.** Engage in progressive and proactive economic development to attract and retain key businesses to foster a vibrant business community by strategically increasing the Village's footprint, adding housing variety and increasing downtown commercial growth and residential density.
3. **Strategic Issue III: COMMUNICATIONS AND ENGAGEMENT:** Communicate, inform, engage, and involve the community and volunteers to support and act on the Village's high priority needs and opportunities.
4. **Strategic Issue IV: FINANCIAL SUSTAINABILITY.** Grow revenue and focus spending in line with anticipated resources to meet the highest priority needs and maintain the Village's AAA bond rating.
5. **Strategic Issue V: VILLAGE LINKS/RESERVE 22.** Enhance the quality of life in Glen Ellyn by offering outstanding recreational and dining opportunities, while providing storm water protection, at no costs to the taxpayer.

Goals were also identified from this meeting and additional regular and workshop meetings over the last six months. In addition, the Village Board and Recreation Commission held a strategic planning meeting in November to identify goals for the Village Links/Recreation Committee. These goals and associated action steps have been incorporated into the draft plan. Over the last few months, the management team has been finalizing an action plan to address these goals after getting some additional feedback from the Village Board at the January 16 Village Board workshop. At that meeting, various Trustees provided some additional feedback and changes that have been

incorporated into the final plan.

This plan includes both short-term and long-term goals and can certainly be modified over time as priorities shift and resources are assigned over the next three years. Each strategic issue has multiple vision/goals and action steps associated with each.

These action steps will be tracked with comments/target dates and indicate a status based on a classification of the following:

☐ On Schedule

☐ Delayed

☐ Off Track

☐ High Priority Project

In addition, based on these workshop meetings, management selected the highest priority projects (blue) to indicate the level of importance to those particular goals over the next three years. The Village Board provided some additional direction on priority projects which includes the following 10 projects, (in no particular order):

1. Construct the pedestrian underpass on Taylor St. by December 2018.
2. Complete the renovations of the Civic Center including overseeing the Innovation DuPage build-out on time and on budget by January 2019.
3. Design and update utility and streetscape improvements in CBD to enhance critical commercial area to allow further private investment and improve quality of life by December 2019.
4. Evaluate parking garage alternatives as well as economic development partnerships that would increase parking in the downtown by October 2019.
5. Focus on key development sites in the CBD and move forward with Giesche and McChesney sites and other underutilized parcels by December 31, 2018.
6. Execute the Economic Development plan including TIF promotion, Awards program, business retention, as well as market village events, business education opportunities and available sites and monitor annually by December 31, 2018.
7. Engage the community in a process and update the Village's Comprehensive Plan by May 2019.
8. Embrace residential and commercial annexation opportunities:

- Finalize the annexation of the industrial properties on the north side of Hill Ave. by June 1, 2018.
 - Finalize the annexation of DuPage Forest Preserve between Crescent and St. Charles by March 1, 2018.
 - Finalize the annexation of the development on Swift Rd. through the existing pre-annexation agreement by August 1, 2019.
 - Continue to pursue annexation on Cumnor, Acorn and Fairway by October, 2018.
 - Continue to pursue annexation of areas near GWA by September, 2018
9. Monitor state budget impacts and identify new revenue sources and grant opportunities to address budget shortfalls including HRST increase and potential new revenues to address capital projects by November 2018.
10. Generate profit to cover annual debt, execute CIP targets, build cash reserves, and meet financial goals at the Village Links/Reserve 22 by January 1, 2018

Once approved/accepted by the Village Board, this plan will be utilized to keep the Village Board and overall community informed on progress. A monthly review by staff and a quarterly report process will be developed to communicate progress and recognize projects that are delayed or off track.

Recommendation

Staff recommends approval of the 2018-2020 Strategic Plan and are prepared to execute, once the plan is finalized.

ATTACHMENTS:

- Village Strategic Plan Goals-2018-01-11 (PDF)

2/1/2018



2018-20 Village Strategic Issues and Critical Goals

*****Strategic Issues are referenced in the attached goals and action steps.

VISION- GOALS		On Track	Complete
	Strategic Issue I: INFRASTRUCTURE. Invest in infrastructure to meet key needs, including downtown accessibility, Village facilities, streets, utility, and technology improvements.		
I-1	Evaluate and implement pedestrian and vehicular traffic improvements in and around the community.		
I-2	Develop an implementation strategy to invest in Village facilities.		
I-3	Develop and continuously review the 5-year Capital Improvement Plan (CIP) and monitor and enhance funding options as necessary to execute plan.		
I-4	Improve downtown infrastructure including pedestrian accessibility and parking improvements to encourage more pedestrian activity, outdoor dining, and enhance special event space in the CBD to spur future private investment.		
	Strategic Issue II: ECONOMIC DEVELOPMENT. Engage in progressive and proactive economic development to attract and retain key businesses to foster a vibrant business community by strategically increasing the Village's footprint, adding housing variety and increasing downtown commercial growth and residential density.		
II-1	Implement strategic plan for Economic Development that focuses on overall commercial vitality, EAV growth and sales tax growth.		
II-2	Update Comprehensive Plan to assist in guiding future development, revise codes and regulations that inhibit commercial development and business retention, and continue to make the approval process more user friendly.		
II-3	Review and consider annexation opportunities to increase the tax base, control future development, share costs of infrastructure, and provide and protect high quality of life for neighborhoods.		
II-4	In partnership with our local business-oriented agencies, continue to provide progressive and proactive efforts to recruit new businesses and retain current business by creating a favorable, welcoming climate for all businesses.		
	Strategic Issue III: COMMUNICATIONS AND ENGAGEMENT: Communicate, inform, engage, and involve the community and volunteers to support and act on the Village's high priority needs and opportunities.		
III-1	Develop and utilize a comprehensive communications plan to educate and inform the community and continue to implement a management strategy that mandates responsiveness and convenience.		
III-2	Utilize multiple communication tools to ensure the Village is engaged with residents, businesses, and intergovernmental partners.		
III-3	Communicate the strategic plan and priorities and ensure the Village Board and Boards and Commissions are aligned.		
III-4	Recruit and identify meaningful roles for volunteers.		
	Strategic Issue IV: FINANCIAL SUSTAINABILITY. Grow revenue and focus spending in line with anticipated resources to meet the highest priority needs and maintain the Village's AAA bond rating.		
VI-1	Evaluate new revenue concepts and cost controls that continue to deliver high quality services and necessary capital investment.		
VI-2	Complete financial monitoring including annual audits, five-year forecast, CIP, and Scorecard as appropriate to maintain long-term financial stability.		
VI-3	Review staffing allocations and create succession plans for all departments focused on talent development/management and protecting the greatest asset in the organization: employees.		
	Strategic Issue V: Village Links/Reserve 22 mission is to enhance the quality of life in Glen Ellyn by offering outstanding recreational and dining opportunities, while providing storm water protection, at no costs to the taxpayer.		
V-1	Develop and implement business goals and growth options to maximize profits without sacrificing overall quality or resident/community benefits.		
V-2	Reposition Reserve 22 with renewed focus on quality and consistent food and service.		
V-3	Sustain the financial stability of the business through capital planning and cash reserve policies.		
V-4	Develop a comprehensive marketing plan and ensure communication and alignment between Recreation Commission and Village Board.		

2018-20 Village Strategic Issues and Action Plan						2/1/2018
						TOTAL COMPLETE/ON TARGET = 0/60
KEY: Green: On-Track - no issues likely to affect project scope, schedule, and/or budget. Successful project completion is expected. X indicates completion. Yellow: At-risk - known or potential issues are likely to affect project scope, schedule and/or budget. Successful project completion still achievable. Red: Critical - significant unresolved issues will impact project scope, schedule and/or budget. Successful project completion unlikely w/o changes or add. Resources Blue: Highest priority Initiatives of Village Board						
Strategic Issue I: INFRASTRUCTURE. Invest in infrastructure to meet key needs, including downtown accessibility, Village facilities, streets, utility, and technology improvements.						
Goal I	Action Steps	On track	Complete	Comments	Dept.	
1	Construct the pedestrian underpass on Taylor St. by December 2018.				PW/ Admin	
1	Complete Phase I engineering design and submit grants for the pedestrian tunnel and renovated or new train station by January 1, 2019.			Team selected 18 month process to finalize design and identify funding sources. CMAQ application is due January 2019. VB directed design team to focus on tunnel options only.	P&D/ PW/ Admin	
1	Design and construct Roosevelt Rd. access improvements for the Baker Hill shopping center as well as improved access south of Roosevelt Rd by December 2019.			In progress, preliminary plans have been submitted to IDOT for review as of January, 2018	PW/ Admin	
2	Complete the renovations of the Civic Center including overseeing the Innovation DuPage build-out on time and on budget by January 2019.				All	
2	Build out the salt dome space at the Forest Preserve Building and facilitate the McKee House Preservation group on plans to save this historic structure by April 2019.				PW/ Admin	
2	Complete and monitor GWA infrastructure projects including Combined Heat and Power (CHP) and Facilities Improvement Project (FIP) by November 2019.			CHP completed, but monitoring is ongoing. Phase I of Facility Project on track to be completed by April 2019; Phase II by November 2019.	PW	
2	Update the annual facilities plan that ensures annual investment in Village facilities including Fire Stations, Police Station, Public Works, Village Links, and History Center by December 2018.				Admin	
3	Execute the Capital Improvement Plan (CIP) including IT improvements and equipment replacement by Jan. 1, 2019.			Reoccurring annually.	All	
3	Develop and begin to implement the Roosevelt Road water main replacement project by November 2019.			Phase I (Nicoll Way to IL-53) Engineering Underway, Phase I Construction in 2018	PW	
4	Design and update utility and streetscape improvements in CBD to enhance critical commercial area to allow further private investment and improve quality of life by December 2019.			CBD Utility Study In Progress, Revisiting Streetscape Plan with Board in Q1 of 2018	PW/Admin	
4	Evaluate parking garage alternatives as well as economic development partnerships that would increase parking in the downtown by October 2019.			Preliminary parking garage evaluation underway, funding options being developed. Short term parking ideas such as signage, private use, valet parking, and enforcement modifications are being pursued.	P&D/ Admin	
4	Execute implementation of the Village way finding plan by October, 2019.				P&D/PW	
				TOTAL COMPLETE/ON TARGET=TOTAL: 12		
Strategic Issue II: ECONOMIC DEVELOPMENT. Engage in progressive and proactive economic development to attract and retain key businesses to foster a vibrant business community by strategically increasing the Village's footprint, adding housing variety and increasing downtown commercial growth and residential density.						
Goal I	Action Steps	On track	Complete	Comments	Dept.	
1	Focus on key development sites in the CBD and move forward with Giesche and McChesney sites and other underutilized parcels by December 31, 2018.				P&D/ Admin	
1	Review plans and work with Pete's Fresh Market to ensure their project is completed by February 2019.				P&D/ Admin	
1	Execute the Economic Development plan including TIF promotion, Awards program, business retention, as well as market village events, business education opportunities and available sites and monitor annually by December 31, 2018.				P&D/ Admin	
2	Engage the community in a process and update the Village's Comprehensive Plan by May 2019.				P&D	
2	Implement an online building permit system to provide customer flexibility and improved service by September 1, 2018.				P&D	
2	Review and modify zoning code, sign code, building codes, and ARC guidelines to create more flexibility for businesses by November 1, 2018.				P&D	
3	Embrace residential and commercial annexation opportunities: * Finalize the annexation of the industrial properties on the north side of Hill Ave. by June 1, 2018. * Finalize the annexation of DuPage Forest Preserve between Crescent and St. Charles by March 1, 2018. * Finalize the annexation of the development on Swift Rd. through the existing pre-annexation agreement by August 1, 2019. * Continue to pursue annexation on Cumnor, Acorn and Fairway by October, 2018. * Continue to pursue annexation of areas near GWA by September, 2018				P&D/ Admin	

Green: On-Track - no issues likely to affect project scope, schedule, and/or budget. Successful project completion is expected. X indicates completion.					
Yellow: At-risk - known or potential issues are likely to affect project scope, schedule and/or budget. Successful projection completion still achievable.					
Red: Critical - significant unresolved issues will impact project scope, schedule and/or budget. Successful project completion unlikely w/o changes or add. Resources					
Blue: Highest priority initiatives of Village Board					
4	Grow business relationships with economic development partners, including but not limited to, Alliance of Downtown Glen Ellyn, Glen Ellyn Chamber of Commerce, Choose DuPage, College of DuPage, Glen Ellyn Public Library, DuPage Convention, and Visitors Bureau. Ongoing.				P&D/ Admin
4	Develop a plan to include the new Innovation DuPage in our business recruitment and retention efforts by November 2018 and implement plan by February 2019				Admin
4	Consider including additional green space (plaza/pocket parks/fire pits), sidewalk cafes, a sound system and enhanced lighting in the CBD as part of the streetscape improvements being considered by October 2018.			CBD Utility Study In Progress, Revisiting Streetscape Plan with Board in Q1 of 2018	Admin/ PW
4	Partner with the Chamber and the Alliance on opportunities to encourage CBD businesses to extend hours by increasing pedestrian traffic and customers through special events and activities. Ongoing.				P&D/ Admin
4	Monitor and promote a balanced approach to meeting the parking needs of the community and work with the business community to educate and collaborate on solutions by November 2018.			Short term parking ideas such as signage, private use, valet parking, and enforcement modifications are being pursued.	Admin/Police/Fin
				TOTAL COMPLETE/ON TARGET=TOTAL: 12	

Strategic Issue III: COMMUNICATIONS AND ENGAGEMENT. Communicate with, educate and involve the community and volunteers to support and act on the Village's high priority needs and opportunities.

Goal IV	Action Steps	On track	Complete	Comments	Dept.
1	Educate and promote the community survey as part of the strategic planning process-Ongoing			Survey completed in October 2017.	Admin
1	Conduct emergency preparedness drill annually in the new EOC and continue to promote Reverse 911 system, radio station, cable station for emergency communication				PD/ Admin
1	Continue philosophy that all customers are responded to by the village within two business days with an acknowledgement of their request. -Ongoing				All
1	Develop an annual joint marketing plan with the Chamber and Alliance focused on special event promotion annually by February 1, 2017.			Reoccurring annually.	Admin
2	Increase customer convenience, interaction, and improve transparency by enhancing the functionality of the Village website by December 2018.				Admin
2	Monitor the success of the PW service request system and evaluate alternatives for other departments to utilize by December 2018.				Admin/PW
2	Continue to evaluate and increase opportunities for partnership with intergovernmental entities by January 2019.			COD: ID, Culinary Partnership with Village Links; Park District: reviewing property ownership, capital projects; Library: capital projects, financial support: Schools: Space needs assistance	Admin
2	Enhance social media presence and cable channel utilization as communication tools by July 2018.			Village is using various social media platforms effectively for the last year	Admin
3	Communicate the 2018-20 Strategic Plan and incorporate goals into the annual budget process - Ongoing.				Admin
4	Encourage voter turnout by promoting Town Hall Meetings and the election process by October 2018.				Admin
4	Continue to educate potential commissioners and recruit volunteers for meaningful roles on Boards and Commissions and work with the Alliance and Chamber to foster volunteerism for special events by May 1, 2018.			Reoccurring annually.	Admin
4	Continue to be responsive and adapt to elected officials requests for information and involvement. Ongoing				Admin
				TOTAL COMPLETE/ON TARGET=TOTAL: 12	

Strategic Issue IV: FINANCIAL SUSTAINABILITY. Grow revenue and focus spending in line with anticipated resources to meet the highest priority needs and maintain the Village's AAA bond rating.

Goal VI	Action Steps	On track	Complete	Comments	Dept.
1	Monitor state budget impacts and identify new revenue sources and grant opportunities to address budget shortfalls including HRST increase and potential new revenues to address capital projects by November 2018.			Home Rule increase agreed to in 2018 budget, other revenue sources being considered for capital funding. Fees/Fines to be review in Q2 2018.	All
1	Evaluate the feasibility of consolidating operations, services, procedures, and common tasks within and across departments and explore cost sharing partnerships with intergovernmental groups and recommend changes as part of budget process annually by October 2018.			Reoccurring annually.	All
1	Periodically adjust Village fees and fines to be commensurate with the cost of providing services by establishing gradual and appropriate increases in line with other communities by October 2018.			Discussing new revenues and fee analysis in Q2 2018. See above....	All
1	Evaluate opportunities to utilize technology to consolidate functions, streamline work processes, and deliver services more efficiently by December 2018.				All
1	Automate the Accounts Payable process by Q2 2018.			Budgeted for and installing necessary software, pilot program in 2018 Q2.	Finance/ Admin
2	Develop a five-year Capital Improvement Plan (CIP) to guide future capital investment and present to Village Board as part of annual budget process annually by August 2018.			Reoccurring annually.	Finance/ Admin
2	Complete annual five year forecast by October 2018.			Reoccurring annually.	Finance
2	Complete the Financial Scorecard by August 2019.				Finance
2	Receive the budget and audit awards from GFOA by October 1, 2018.			Reoccurring annually.	Finance
2	Review reserve policy for all funds by May 2018.			Completed General Fund, W&S and Links/Reserve 22 are being evaluated.	Finance

Green: On-Track - no issues likely to affect project scope, schedule, and/or budget. Successful project completion is expected. X indicates completion.					
Yellow: At-risk - known or potential issues are likely to affect project scope, schedule and/or budget. Successful projection completion still achievable.					
Red: Critical - significant unresolved issues will impact project scope, schedule and/or budget. Successful project completion unlikely w/o changes or add. Resources					
Blue: Highest priority Initiatives of Village Board					
3	Create succession plans in all departments and continually review staffing allocation and needs. - Ongoing		Ongoing		All
3	Foster training, continuing education, skill development, and cross-training for personnel by May 1, 2018.				All
				TOTAL COMPLETE/ON TARGET=TOTAL: 12	
Strategic Issue V: Village Links/Reserve 22 mission is to enhance the quality of life in Glen Ellyn by offering outstanding recreational and dining opportunities, while providing storm water protection, at no costs to the taxpayer.					
Goal III	Action Steps	On Track	Complete	Comments	Dept.
1	Generate profit to cover annual debt, execute CIP targets, build cash reserves, and meet financial goals at the Village Links/Reserve 22 by January 1, 2018: - Operating Revenues at \$3M in Golf, and \$2.5M in Food & Beverage including \$700K in banquet sales - Overall Operating Profits at 18% of Revenues, to cover debt, capital projects, and maintain adequate cash reserves. - Guest Satisfaction Rating at 4 or above, measured by online reviews, customer satisfaction rating cards, and Secret Shopper program				Village Links- Reserve 22
1	Review reserve policy, future capital projects and determine a timeframe for possible investments in the facilities by May, 2018.				Admin/Village Links- Reserve 23
1	Evaluate catering and take-out programs as way to grow business by December 2018.				Village Links- Reserve 24
1	Develop a sales & marketing team to maximize capacity of banquet business, with a goal of reaching \$1M in banquet sales by December 2020.				Admin/Village Links- Reserve 23
2	Review and modify staffing structure and hire Executive Chef and Restaurant Manager to improve upon employee retention, employee training, and build a quality staff to implement business plan starting in March 1, 2018.			Exec Chef hired on January 5, 2018.	Admin/Village Links- Reserve 24
2	Provide consistent service and a creative culinary experience by May 1, 2018.				Village Links- Reserve 27
3	Develop a 10-year Capital Improvement Plan that prioritizes potential renovations including clubhouse, patio and/or pavilion enhancements by October 2018.				Village Links- Reserve 28
3	Evaluate kitchen needs and options to consider potential to renovate/expand business options by December 2018.				Village Links- Reserve 29
3	Execute a renovation of the Reserve 22 Dining Room by August, 2018.				Village Links- Reserve 30
4	Develop a communication process to keep Recreation Commission informed and engaged on project progress and provide quarterly reports to the Village Board starting in January 1, 2018				Admin/Village Links- Reserve 24
4	Execute a Marketing Plan which accomplishes maximum exposure/branding while generating new avenues of growth by April 2018.				Admin/Village Links- Reserve 25
4	Monitor and coordinate customer feedback system including Secret Shopper and Comment Cards-Ongoing				Admin/Village Links- Reserve 26
				TOTAL COMPLETE/ON TARGET=TOTAL: 12	



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

Meeting: 02/12/18 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Ordinance
Prepared By: Christina Coyle

SCHEDULED

ORDINANCE 6576

DOC ID: 3075

Ordinance No. 6576, An Ordinance to Amend Chapter 6 of Title 9 Regarding Late Fees(Motor Vehicle Licenses) (Finance Director Coyle)

Background:

All cars registered to a Village of Glen Ellyn address require a valid vehicle license/sticker. Stickers expire on April 30 of each year and are sold in either one year or three year increments. A late fee of \$5 is added on May 1 for any unpurchased stickers and is escalated by \$5 each month subsequent, to a maximum late fee of \$30.

Subject:

At the Village Board Workshop on December 18, staff requested permission to simplify the late fee structure. The escalating late fee, which goes up by \$5 each month is very confusing for both residents and staff to understand. Therefore, staff proposed at the workshop to change the late fee structure as follows:

- The month of May will be given as a grace period where there will be no late fee added for purchase.
- The full \$30 late fee will then be applied on June 1.

We believe that this is a fair exchange as it gives an additional 30 days to purchase a vehicle sticker with no late fee. This gives a resident approximately three months from the time the invoice is mailed till a late fee is applied. We feel this is a very generous time period to purchase a sticker.

Budget Impact:

We anticipate minimal impact to the budget for this change.

Action Requested:

Approve An Ordinance to Amend Chapter 6 of Title 9 (Motor Vehicle Licenses) regarding late fees

Ordinance 6576

Meeting of February 12, 2018



Village of Glen Ellyn

Ordinance No. 6576
AN ORDINANCE TO AMEND CHAPTER 4 OF TITLE 9
(MOTOR VEHICLE LICENSES)

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__.

PREPARED BY AND MAIL TO:
VILLAGE OF GLEN ELLYN
ATTN: VILLAGE CLERK
535 DUANE STREET
GLEN ELLYN, IL 60137

Ordinance No. _____**An Ordinance to Amend Chapter 4 of Title 9 (MOTOR VEHICLE LICENSES)**

WHEREAS, the Village President and Board of Trustees of the Village of Glen Ellyn, Illinois, have requested that staff review the Village's various fines and fees to ensure that the monies are collected in an efficient manner and that the fines and fees are commensurate with the cost of providing the service; and

WHEREAS, Village staff has made certain recommendations for modifications to the current vehicle license program with the intent of improving customer service, the level of efficiency and cost-effectiveness in the program and the level of equity in enforcing the program; and

WHEREAS, the Village President and Board of Trustees hereby accept and approve the recommendations of Village staff and hereby direct the Village Code of the Village of Glen Ellyn, Illinois be amended to incorporate these recommendations;

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: Chapter 4 of Title 9 (MOTOR VEHICLE LICENSES) of the Village Code of the Village of Glen Ellyn, Illinois is hereby amended as follows:

A. Section 9-4-4(I) shall be deleted in its entirety and replaced with the following:

(I) Additional late payment fee: Each owner of a motor vehicle who is required by this chapter to purchase a motor vehicle license and who fails to pay the prescribed fee on or before May 31 shall be required to pay, in addition to the required fee, a late fee of thirty dollars (\$30.00). If late fees accumulate, the Village shall be authorized to collect unpaid accumulated late fees, as well as the unpaid license fee(s), for all years which fees remain unpaid prior to selling a motor vehicle license for the current year. The late fee is in addition to the penalties prescribed in section 9-4-7 of this chapter.

SECTION TWO: This ordinance shall be in full force and effect from and after 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, Illinois this _____ day of _____.

AYES:

NAYS:

ABSENT:

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

Village President

Attest:

Ordinance 6576

Meeting of February 12, 2018

Village Clerk

(Published in pamphlet form and posted on the ____ day of _____, 20____.)



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

Meeting: 02/12/18 07:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Ordinance
Prepared By: John Sterrett

SCHEDULED

ORDINANCE 6577

DOC ID: 3101

Ordinance No. 6577 An Ordinance Granting an Amendment to Ordinance No. 3689, An Amendment to the Special Use Permit for Glen Ellyn Bible Church, A Variation from the Zoning Code, and Exterior Appearance Approval To Allow a Building Addition for Glen Ellyn Bible Church Located at 501 Hillside Avenue (Village Planner Sterrett)

Background. Glen Ellyn Bible Church, owner of the property located at 501 Hillside Avenue, is proposing a 2,400 square foot addition to the existing church building on the property. To accommodate the project, the Church is requesting approval of an amendment to a condition of Ordinance No. 3689, an amendment to the Special Use Permit for Glen Ellyn Bible Church, a Variation from the Zoning Code, and Exterior Appearance approval. The property is located at the southwest corner of North Main Street and Hillside Avenue in the R2 Residential District.

Requested Approvals. In order to construct the addition as proposed, the petitioner is requesting approval of the following:

- A. An Amendment to Ordinance No. 3689 to delete Condition No. 2 of Section Three of Ordinance No. 3689; and
- B. An Amendment to the Special Use Permit previously granted to allow a 2,400 square foot addition to the existing church building; and
- C. A Variation from Section 10-4-8(D)4(a) of the Zoning Code to allow a corner side yard setback of fifteen (15) feet in lieu of the minimum required corner side yard setback of thirty (30) feet; and
- D. Exterior Appearance approval in accordance with the Glen Ellyn Appearance Review Guidelines, Ordinance 5508.

Previous Approvals. In 1989, the Village Board approved Ordinance No. 3689 which granted approval of a special use permit for the Church to construct an addition on the south side of the building for educational activities. Ordinance No. 3689 also granted approval of a variation from the Zoning Code to allow the Church to have fifty-two (52) parking stalls in lieu of the required 135 parking stalls. A condition was placed on Ordinance No. 3689 requiring the existing open space on the east side of the property and the existing open space to the west of the sanctuary to remain as greenspace. This condition essentially limits an addition to the building to only the parking lot located west of the building. Constructing an addition on the west side of the building would thus result in the elimination of several parking stalls. The addition as proposed does not eliminate any parking stalls.

Staff has researched and attached the transcript from the July 25, 1989 Plan Commission meeting when the Plan Commission discussed the requests for the addition and parking lot variation. Based

on the transcript from this meeting it appears that Condition No. 2 was included in the Plan Commission's recommendation to ensure that the Village would have an opportunity to review any future expansion not identified on the approved site plan. Since the Church is operating with a special use permit, any construction on the property not currently depicted on the approved site plan would require an amendment to the Special Use Permit, regardless of the restriction contained in Condition No. 2., to be reviewed by the Village.

Corner Side Yard Setback. The required corner side yard setback in the R2 district is thirty (30) feet. The existing church has a nonconforming corner side yard setback ranging from five (5) feet to fourteen (14) feet. The proposed addition has a corner side yard setback of fifteen (15) feet. The narrow configuration of the lot from north to south creates difficulty in placing the addition in the buildable area of the lot without impacting the existing parking stalls in the rear of the building. Staff is of the opinion that eliminating parking stalls for the addition would have a far greater impact on both the Church property and surrounding properties than if the addition were constructed in the proposed location.

Exterior Appearance. The Church is proposing to construct the addition with the same type and color brick as the existing building. Foundation landscaping around the addition as well as additional landscaping in the parking lot area will be added as part of the project. The Exterior Appearance appears to be in substantial conformance with the Appearance Review Guidelines and therefore staff recommends approval of the Exterior Appearance.

Plan Commission Recommendation: The Plan Commission considered the petitioner's applications for approval of an amendment to Ordinance No. 3689, approval of a special use amendment and a variation from the Zoning Code at a public hearing on January 11, 2018. Four (4) people from the public spoke in favor of the proposal and zero (0) people from the public spoke in opposition. By a vote of 7-0, the Plan Commission recommended approval of the amendment to Ordinance No. 3689, the special use permit amendment, and the Variation from the Zoning Code subject to the following conditions:

1. The proposed addition and existing building shall adhere to all applicable building, fire, and life safety codes and the construction plans be revised to meet the requirements outlined in the Building Division review memo from Steve Witt, Building and Zoning Official, dated August 31, 2017, at the time of the building permit application; and
2. Comments contained in the Public Works review memo from Rich Daubert, Professional Engineer, dated November 30, 2017, shall be addressed at the time of the building permit application.

Action Requested. The Village Board may approve, approve with conditions or deny the petitioner's request for approval of the amendment to Ordinance No. 3689, approval of a special use amendment, approval of a variation from the Zoning Code, and exterior appearance approval. An Ordinance approving the requests is attached for the Board's consideration at the February 12, 2018 Village Board Meeting.

Attachments.

- Ordinance
- Location Map
- Ordinance No. 3689 – Exhibit “A”
- Draft Minutes from January 11, 2018 Plan Commission Meeting – Exhibit “B”
- Site Plan prepared by Webster, McGrath & Ahlberg, Ltd. (Sheet C-3) dated May 23, 2017 – Exhibit “C”
- Landscape Plan prepared by Webster, McGrath & Ahlberg, Ltd. (Sheet L-1) dated May 23, 2017 - Exhibit “D”
- Building Elevations prepared by Skiffington Architects, Ltd. (Sheet ELV) dated October 11, 2017 – Exhibit “E”
- Transcript from Plan Commission Meeting dated July 25, 1989
- Memo from Steve Witt, Building and Zoning Official, dated August 31, 2017
- Memo from Richard Daubert, Professional Engineer, dated November 30, 2017
- Project Narrative prepared by Glen Ellyn Bible Church
- Application for Special Use Permit
- Application for Zoning Variation
- Application for Exterior Appearance Review

Cc: John Vandervelde, Petitioner



Village of Glen Ellyn

Ordinance No. 6577

**An Ordinance Granting an Amendment to Ordinance No. 3689,
An Amendment to the Special Use Permit for Glen Ellyn Bible Church,
A Variation from the Zoning Code, and Exterior Appearance Approval
To Allow a Building Addition for Glen Ellyn Bible Church
Located at 501 Hillside Avenue
Glen Ellyn, Illinois 60137**

**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__.

PREPARED BY AND MAIL TO:
VILLAGE OF GLEN ELLYN
ATTN: VILLAGE CLERK
535 DUANE STREET
GLEN ELLYN, IL 60137

Ordinance No. _____

**An Ordinance Granting an Amendment to Ordinance No. 3689,
An Amendment to the Special Use Permit for Glen Ellyn Bible Church,
A Variation from the Zoning Code, and Exterior Appearance Approval
To Allow a Building Addition for Glen Ellyn Bible Church
Located at 501 Hillside Avenue
Glen Ellyn, Illinois 60137**

Whereas, on October 25, 1989, the President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, passed Ordinance No. 3689, attached hereto as Exhibit “A”, which granted approval of a special use permit for a building addition to Glen Ellyn Bible Church located at 501 Hillside Avenue; and

Whereas, Condition No. 2 of Section Three of Ordinance No. 3689 requires the open space on the east side of the property and to the west of the sanctuary on the property to remain as green space; and

Whereas, Glen Ellyn Bible Church, owner of the property at 501 Hillside Avenue, is proposing a 2,400 square foot addition to the existing church building in the open space area to the west of the sanctuary; and

Whereas, Glen Ellyn Bible Church, has petitioned the Village President and Board of Trustees for approval of the following:

- A. An Amendment to Ordinance No. 3689 to delete Condition No. 2 of Section Three of Ordinance No. 3689;
- B. An Amendment to the Special Use Permit previously granted to allow a 2,400 square foot addition to the existing church building; and
- C. A Variation from Section 10-4-8(D)4(a) of the Zoning Code to allow a corner side yard setback of fifteen (15) feet in lieu of the minimum required corner side yard setback of thirty (30) feet; and
- D. Exterior Appearance approval in accordance with the Glen Ellyn Appearance Review Guidelines, Ordinance 5508;

all to accommodate the construction of the 2,400 square foot addition to the existing church building.

Whereas, the subject property is located at the southwest corner of Main Street and Hillside Avenue in the R2 Residential District, and

Whereas, the property is legally described as follows:

LOT 1, THE NORTH 10 FEET OF LOT 2, AND ALL OF LOTS 8, 9, 10, 11 AND 12, ALL IN BLOCK 1 IN PROSPECT PARK ADDITION, BEING C.A. PHILLIPS SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 18, 1884 AS DOCUMENT 32811, IN DUPAGE COUNTY, ILLINOIS.

P.I.N. 05-14-102-001; 05-14-102-002; 05-14-102-003; 05-14-102-004; 05-14-102-005; 05-14-102-010; and 05-14-102-011

Whereas, following due and proper publication of notice in The Daily Herald not less than fifteen (15) days nor more than thirty (30) days prior thereto, the Plan Commission of the Village of Glen Ellyn conducted a public hearing on January 11, 2018 at which hearing the Plan Commission considered the petitioner's request for approvals; and

Whereas, at the January 11, 2018 public hearing of the Plan Commission, the petitioner presented evidence, testimony, and exhibits in support of the requests and four (4) members of the public spoke in favor of the project and zero (0) members of the public spoke in opposition to the project; and

Whereas, after having considered the evidence presented, including the exhibits and materials submitted, the Plan Commission made its recommendations and by a vote of seven (7) "yes" and zero (0) "no", the Plan Commission recommended approval of the requests with conditions as set forth in the January 11, 2018 minutes of the Plan Commission, a draft of which is attached hereto as Exhibit "B"; and

Whereas, the Village President and Board of Trustees have reviewed the evidence, exhibits, and materials presented at the January 11, 2018 Plan Commission public hearing and have considered the recommendation of the Plan Commission; and

Whereas, the President and Board of Trustees have determined that granting approval of the requested amendment to Ordinance No. 3689, the amendment to the previously approved Special Use Permit for Glen Ellyn Bible Church to allow the construction of an addition, and the Variation from the

Zoning Code is consistent with the goals of the Glen Ellyn Zoning Code, and that granting approval of the Exterior Appearance is consistent with the objectives of the Glen Ellyn Appearance Review Guidelines.

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 minutes from the January 11, 2018 Plan Commission public hearing, a draft of which is attached hereto as Exhibit “B”, as well as in the preambles above are hereby adopted as the findings of fact of the Village President and Board of Trustees based upon their review of the evidence, exhibits, and materials presented at the January 11, 2018 public hearing of the Plan Commission.

Section Two: Based upon the findings of fact and recommendations of the Plan Commission, as adopted herein, the Village President and Board of Trustees hereby grant approval of the petitioner’s request to 1) amend the previously granted Special Use Permit for Glen Ellyn Bible Church to allow the construction of a 2,400 square foot addition to the west side of the Church; 2) to delete Condition No. 2 of Section Three of Ordinance No. 3689 in its entirety; and 3) to approve a Variation from the Zoning Code to reduce the corner side yard setback from thirty (30) feet to fifteen (15) feet.

Section Three: Based upon the staff recommendation for Exterior Appearance approval, and the findings of fact and conclusions set forth in the preambles above, the Village President and Board of Trustees hereby grant approval of the Exterior Appearance for the proposed 2,400 square foot addition to the existing church building for Glen Ellyn Bible Church, located at 501 Hillside Avenue, Glen Ellyn, Illinois 60137.

Section Four: The granting of the approvals to amend Ordinance No. 3689, Variation from the Zoning Code, and Exterior Appearance are subject to the following conditions:

- A. The project shall be constructed in substantial conformance with the plans submitted and the testimony presented at the January 11, 2018 public hearing before the Plan Commission, with the exterior appearance plans recommended by staff, and with the petitioner’s application packet including the following plans and documents referenced below, as though they were attached to this Ordinance:
 1. Application for Special Use Permit stamped received October 18, 2017
 2. Application for Zoning Variations stamped received October 18, 2017

3. Application for Exterior Appearance Review stamped received October 18, 2017
4. Project Narrative stamped received October 18, 2017
5. Existing Conditions Plan prepared by Webster, McGrath & Ahlberg, Ltd. (Sheet C-1) dated May 23, 2017
6. Surrounding Conditions Plan prepared by Webster, McGrath & Ahlberg, Ltd. (Sheet C-) dated October 18, 2017
7. Site Plan prepared by Webster, McGrath & Ahlberg, Ltd. (Sheet C-3) dated May 23, 2017, attached hereto as Exhibit "C"
8. Preliminary Engineering Plan prepared by Webster, McGrath & Ahlberg, Ltd. (Sheet C-4) dated May 23, 2017
9. Landscape Plan prepared by Webster, McGrath & Ahlberg, Ltd. (Sheet L-1) dated May 23, 2017, attached hereto as Exhibit "D"
10. Addition and Remodeling Plans prepared by Skiffington Architects, Ltd. (Sheets LL, ML, and UL) dated November 16, 2017
11. Building Elevations prepared by Skiffington Architects, Ltd. (Sheet ELV) dated October 11, 2017, attached hereto as Exhibit "E"
12. Light Fixture Cut Sheets prepared by Lithonia Lighting (4 pages) stamped received October 18, 2017

The above plans are subject to any changes approved by the Village staff prior to permits being issued by the Planning and Development Department, and subject to any necessary revisions contained in letters or emails from Village staff and in conformance with all applicable provisions of the Village Code of the Village of Glen Ellyn; and

- B. The proposed addition and existing building shall adhere to all applicable building, fire, and life safety codes and the construction plans be revised at the time of the building permit application to meet the requirements outlined in the Building Division review memo from Steve Witt, Building and Zoning Official, dated August 31, 2017; and
- C. Comments contained in the Public Works review memo from Rich Daubert, Professional Engineer, dated November 30, 2017, shall be addressed at the time of the building permit application.

Section Five: The Building and Zoning Official is hereby authorized to issue all necessary building and occupancy permits pursuant to the amended special use permit, variation from the Zoning Code, and exterior appearance approval provided that all the conditions set forth hereinabove have been met and that the applicant complies with all other applicable laws and ordinances of the Village of Glen Ellyn. This grant of approval of the aforementioned requests shall expire and become null and void within 24 months of the date of this Ordinance unless a building permit is applied for within said time period, provided, however, that the Village Board, by motion, may extend the period during which an occupancy permit must be applied for.

Further, the Village Board may, for good cause shown, waive or modify any conditions set forth in this ordinance without requiring that the matter return for public hearing.

Section Six: This Ordinance shall be in full force and effect from and after the passage, approval, and publication in pamphlet form.

Section Seven: Failure of the owners or other party in interest or a subsequent owner or other party in interest to comply with the terms of this Ordinance, after execution of such Ordinance, shall subject the owners or party in interest to the penalties set forth in Section 10-10-18 (A) and (B) of the Village of Glen Ellyn Zoning Code.

Section Eight: The Village Clerk is hereby authorized to record this Ordinance with the DuPage County Recorder.

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

Ayes:	☐ Diane McGinley	☐ Pete Ladesic	☐ Mark Senak
	☐ Craig Pryde	☐ Bill Enright	☐ Gary Fasules
	☐ John Kenwood		

Nays:	☐ Diane McGinley	☐ Pete Ladesic	☐ Mark Senak
	☐ Craig Pryde	☐ Bill Enright	☐ Gary Fasules
	☐ John Kenwood		

Absent:	☐ Diane McGinley	☐ Pete Ladesic	☐ Mark Senak
	☐ Craig Pryde	☐ Bill Enright	☐ Gary Fasules
	☐ John Kenwood		

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

Ordinance 6577

Meeting of February 12, 2018

Village President

Attest:

Village Clerk

AFFIX VILLAGE SEAL

(Published in pamphlet form and posted on the _____ day of _____, 20____.)

ATTACHMENTS:

- Location Map (PDF)
- Ordinance No. 3689 - Exhibit "A" (PDF)
- Draft Minutes from January 11, 2018 Plan Commission Meeting - Exhibit "B" (PDF)
- Site Plan prepared by Webster, McGrath & Ahlberg, Ltd. (Sheet C-3) dated May 23, 2017 – Exhibit "C" (PDF)
- Landscape Plan prepared by Webster, McGrath & Ahlberg, Ltd. (Sheet L-1) dated May 23, 2017 - Exhibit "D"(PDF)
- Building Elevations prepared by Skiffington Architects, Ltd. (Sheet ELV) dated October 11, 2017 – Exhibit "E" (PDF)
- Transcript from Plan Commission Meeting dated July 25, 1989 (PDF)
- Memo from Steve Witt, Building and Zoning Official, dated August 31, 2017 (PDF)
- Memo from Richard Daubert, Professional Engineer, dated November 30, 2017 (PDF)
- Project Narrative prepared by Glen Ellyn Bible Church (PDF)
- Application for Special Use Permit (PDF)
- Application for Zoning Variation (PDF)
- Application for Exterior Appearance (PDF)



501 Hillside Ave - Location Map



Map created on February 5, 2018.

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The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law.

Disclaimer: This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

ORDINANCE NO. 3689 - 2

AN ORDINANCE GRANTING A VARIATION FROM THE
MINIMUM PARKING REQUIREMENTS OF ZONING ORDINANCE NO. 3617-Z
AND GRANTING A SPECIAL USE FOR THE CONSTRUCTION OF AN
ADDITION TO THE GLEN ELLYN BIBLE CHURCH AT PROPERTY
COMMONLY DESCRIBED AS 501 HILLSIDE AVENUE AND 390 MAIN STREET

WHEREAS, the Glen Ellyn Bible Church, as owner of property commonly described as 501 Hillside Avenue and 390 Main Street, Glen Ellyn, Illinois, and legally described as follows:

LOT 1, THE NORTH 10 FEET OF LOT 2, AND ALL OF LOTS 8, 9, 10, 11 AND 12, ALL IN BLOCK 1 IN PROSPECT PARK ADDITION, BEING PHILLIPS SUBDIVISION, A PART OF THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 18, 1884, AS DOCUMENT 32811 IN DU PAGE COUNTY, ILLINOIS;

P.I.N. 05-14-102-001, 002, 003, 004, 005, 010 AND 011;

has petitioned the President and Board of Trustees of the Village of Glen Ellyn for a variation from the strict application of Section 10-4-5(G)(2) of the Glen Ellyn Zoning Code, Ordinance No. 3617-Z, to permit the use of their property for church purposes with 52 parking spaces, rather than the 135 parking spaces required by the Glen Ellyn Zoning Code, and have also applied for a special use permit for the construction of an addition to their church building located in the R-2 Residential District pursuant to Section 10-10-14 of the Glen Ellyn Zoning Code;

WHEREAS, following due and proper notice by publication in The Glen Ellyn News not less than fifteen (15) nor more than thirty (30) days prior thereto, and by mailing notice to all property owners within 250 feet of the subject property at least ten (10) days prior thereto, and following the placement of placards on the subject property not less than fifteen (15) days prior thereto, the Glen Ellyn Zoning Board of Appeals and the

Glen Ellyn Plan Commission conducted joint public hearings on June 29, July 11 and July 25, 1989, at which the petitioners presented evidence, testimony and fifteen (15) exhibits in support of the variation and special use requested, and ten (10) persons appeared in favor of the petition and thirteen (13) persons appeared in opposition thereto;

WHEREAS, based upon the evidence, testimony and exhibits presented at the public hearings, the Glen Ellyn Zoning Board of Appeals adopted findings of fact and recommended that the requested variance be granted as set forth in its Report and Recommendation dated July 25, 1989, a copy of which is appended hereto as Exhibit "A";

WHEREAS, based upon the evidence, testimony and exhibits presented at the public hearings, the Glen Ellyn Plan Commission adopted findings of fact and recommended that the requested special use be granted as set forth in its Report and Recommendation also dated July 25, 1989, a copy of which is appended hereto as Exhibit "B";

WHEREAS, the President and Board of Trustees of the Village of Glen Ellyn have reviewed the transcript of, and the exhibits presented at, the aforesaid joint public hearings and have considered the findings of fact and recommendations of the Glen Ellyn Zoning Board of Appeals and the Glen Ellyn Plan Commission.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, as follows:

SECTION ONE: The Report and Recommendation of the Glen Ellyn Zoning Board of Appeals, Exhibit "A" appended hereto, and the Report and Recommendation of the Glen Ellyn Plan Commission, Exhibit "B" appended hereto, are hereby accepted and the findings of fact and conclusions set forth therein along with the findings of fact and conclusions set forth in

the preamble above, are hereby adopted as the findings of fact and conclusions of the corporate authorities of the Village of Glen Ellyn.

SECTION TWO: The President and Board of Trustees concur in the recommendations of the Glen Ellyn Zoning Board of Appeals and the Glen Ellyn Plan Commission, and grant a variation from the strict application of Section 10-4-5(G)(2) of the Glen Ellyn Zoning Code, Ordinance No. 3617-Z, to permit the minimum number of parking spaces at the petitioner's property to be 52 parking spaces, rather than 135 parking spaces, and the President and Board of Trustees further concur in the recommendation of the Glen Ellyn Plan Commission and grant a special use in the R-2 Residential District to permit the construction of an addition to the existing church building, for the property commonly known as 501 Hillside Avenue and 390 Main Street, Glen Ellyn, Illinois, and legally described as follows:

LOT 1, THE NORTH 10 FEET OF LOT 2, AND ALL OF LOTS 8, 9, 10, 11 AND 12, ALL IN BLOCK 1 IN PROSPECT PARK ADDITION, BEING PHILLIPS SUBDIVISION, A PART OF THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 18, 1884, AS DOCUMENT 32811 IN DU PAGE COUNTY, ILLINOIS;

P.I.N. 05-14-102-001, 002, 003, 004, 005, 010 AND 011.

SECTION THREE: This grant of variation and special use permit are expressly conditioned upon the following:

1. The proposed addition shall be constructed substantially in conformance with the revised plans prepared by Ware Associates, dated July 25, 1989, and identified as Exhibits 12 through 15, inclusive, at the public hearings, which exhibits have been made a part of the permanent records of the Glen Ellyn Zoning Board of Appeals and the Glen Ellyn Plan Commission;

2. The open space on the east side of the property and to the west of the sanctuary on the property, shall remain as green space in the future, as indicated on the revised plans presented at the public hearings and identified as Exhibits 12 through 15, inclusive, and made a part of the permanent records of the Glen Ellyn Zoning Board of Appeals and the Glen Ellyn Plan Commission;
3. On-site storm water detention shall be provided subject to the approval of the Village Engineer, pursuant to Section 4-7-14 of the Village Code;
4. Final plans shall conform to the recommendations of the Architectural Review Commission in regard to the addition of a tree along Hillside Avenue and a tree along Main Street, and that the screening along the west property line along Glenwood Avenue be arborvitae, rather than a fence, as depicted on the site plan dated September 8, 1989 by Ware Associates.

SECTION FOUR: The Building and Zoning Official is hereby authorized and directed to issue building and occupancy permits for the subject property, consistent with the variation and special use permit granted herein, provided that all conditions set forth hereinabove have been met and compliance with all other applicable laws and ordinances has been obtained. This grant of variation and special use shall expire and become null and void eighteen (18) months from the date of passage of this Ordinance, unless a building permit to begin construction in reliance on this variation is applied for within said eighteen (18) month time period.

SECTION FIVE: This Ordinance shall be in full force and effect from and after its passage and approval, in the manner provided by law.

PASSED by the Village President and Board of Trustees of the Village of Glen Ellyn, Illinois, this 25th day of September, 1989, on first reading, second reading not being requested.

PASSED by the Village President and Board of Trustees of the Village of Glen Ellyn, Illinois, this _____ day of _____, 1989, on second reading, with second reading having been requested on the _____ day of _____, 1989.

AYES: Morgan, Mason, Burke, Demling, Scanlan, Shanks

NAYS: - 0 -

ABSENT: - 0 -

Wilma D. Lunde
Village Clerk of the Village
of Glen Ellyn, Illinois

APPROVED by the Village President of the Village of Glen Ellyn, Illinois, this 25th day of September, 1989.

Arthur W. Angres Jr.
Village President of the
Village of Glen Ellyn, Illinois

ATTEST:

Wilma D. Lunde
Village Clerk of the Village
of Glen Ellyn, Illinois

EXHIBIT “B”

DRAFT MINUTES
REGULAR PLAN COMMISSION MEETING
JANUARY 11, 2018

Call to Order

The regular meeting of the Plan Commission was called to order by Acting Chairperson Tracy Heming-Littwin at 7:00 p.m. Plan Commissioners Angela Fanella, Phillip Hartweg, Terra Costa Howard, David Rodemann, Mohammed Saeed and Jamie Vondruska were present. Plan Commissioner Tim Loftus and Chairperson Mary Loch were excused. Also present were Village Director of Planning and Development Staci Hulseberg, Village Planner John Sterrett and Recording Secretary Debbie Solomon.

A quorum was present.

Planning and Development Director Hulseberg entered the meeting at 8:00 p.m.

Public Comment

No general comments on non-agenda items were made by the public at this Plan Commission meeting.

Approval of November 30, 2017 Plan Commission Minutes

Commissioner Fanella asked that a spelling error be corrected on page 4. Commissioner Fanella moved, seconded by Commissioner Howard, to approve the amended minutes of the November 30, 2017 Plan Commission minutes. The motion carried unanimously by voice vote.

Public Hearing – 501 Hillside Avenue – Glen Ellyn Bible Church – Amendment to Special Use Permit and Zoning Variation

On the agenda was a public hearing regarding the Glen Ellyn Bible Church’s request for an Amendment to a Special Use Permit and a Zoning Variation.

PUBLIC HEARING – 501 HILLSIDE – GLEN ELLYN BIBLE CHURCH – AMENDMENT TO SPECIAL USE PERMIT AND ZONING VARIATION

PUBLIC HEARING WITH DISCUSSION, CONSIDERATION, AND RECOMMENDATION REGARDING A REQUEST FOR APPROVAL OF AN AMENDMENT TO A SPECIAL USE PERMIT AND A ZONING VARIATION TO ACCOMMODATE A PROPOSED 2,400 SQUARE FOOT LOBBY AND BASEMENT

PLAN COMMISSION

-2-

JANUARY 11, 2018

ADDITION TO THE EXISTING CHURCH BUILDING LOCATED AT 501 HILLSIDE AVENUE. THE SUBJECT PROPERTY IS LOCATED AT THE SOUTHWEST CORNER OF HILLSIDE AVENUE AND MAIN STREET IN THE R2 RESIDENTIAL DISTRICT.

Commissioner Howard moved, seconded by Commissioner Vondruska, to open the public hearing at 7:02 p.m. The motion carried unanimously by voice vote.

Staff Introduction

Village Planner Sterrett was sworn in and showed a site plan overview of 501 Hillside Avenue. Village Planner Sterrett stated the petitioner is the Glen Ellyn Bible Church, represented by John Vandervelde, Executive Pastor. Village Planner Sterrett stated the petitioner is requesting a public hearing regarding a proposed 2,400 square foot addition to the existing church building to accommodate a lobby space on the first floor and a children's programming area in the basement. In order to construct the addition, the petitioner is requesting approval of the following:

1. An amendment to Ordinance 3689 to delete condition #2 of Section 3 of the Ordinance.
2. A variation from Section 10-4-8(D)4(a) to allow a corner side yard setback of fifteen (15) feet in lieu of the minimum required corner side yard setback of thirty (30) feet.

Village Planner Sterrett stated the subject property is located at the southwest corner of Main Street and Hillside Avenue in the R2 Residential District. The surrounding land uses and zoning districts are as follows:

North: C5A Central Retail Core – Former Giesche Shoes; Office
North: C5B Central Business District - Medical Office; St. Petronille Parking
South: R2 Residential – Single-Family
East: R2 Residential - St. Mark's Episcopal Church
West: R2 Residential – Single-Family

Village Planner Sterrett stated a notice of the Public Hearing was published in the December 27, 2017 edition of The Daily Herald. Village Planner Sterrett stated a Special Use Permit and Side Yard Setback Variation were granted in 1967 during the church's construction under Ordinance 1512. Village Planner Sterrett stated a Special Use Permit and Parking Lot Variation were granted to the church in 1989 under Ordinance 3689 for a South Addition to the parking lot. Village Planner Sterrett stated a Zoning Variation and Side Yard Setback Variation were granted to the church in 2000 under Ordinance 4859 for construction of a shed.

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Village Planner Sterrett stated the petitioner appeared before the Plan Commission on September 8, 2016 for a pre-application meeting for the proposed addition, and the petitioner presented a plan that included a 2,538 square foot addition as well as an outdoor terrace that would have been located at the property line along Hillside Avenue. Village Planner Sterrett stated that based on feedback from the Plan Commission, the petitioner has eliminated the outdoor terrace, reduced the size of the addition, and added additional pervious surface to the overall property to off-set the proposed impervious surface created from the addition.

Village Planner Sterrett showed a rendering of the proposed project and stated the petitioner is proposing a 2,400 square foot addition to the existing church building on the north side of the building to accommodate a lobby area on the main floor and a children's programming area in the basement. Village Planner Sterrett stated the addition will be constructed on an existing open space area west of the sanctuary.

Village Planner Sterrett stated in 1989, the Village Board approved Ordinance 3689 which granted approval of a special use permit for the Church to construct an addition on the south side of the building for educational activities. Village Planner Sterrett Ordinance 3689 also granted approval of a variation from the Zoning Code to allow the Church to have fifty-two (52) parking stalls in lieu of the required 135 parking stalls, and a condition was placed on Ordinance 3689 requiring the existing open space on the east side of the property and the existing open space to the west of the sanctuary to remain as greenspace. Village Planner Sterrett stated this condition essentially allows an addition to the building to be built on the impervious area west of the building only, and this impervious area is the parking lot for the Church. Village Planner Sterrett stated constructing an addition on the rear of the building would thus result in the elimination of several parking stalls, and the addition as proposed does not eliminate any parking stalls.

Village Planner Sterrett stated staff has researched and attached the transcript from the July 25, 1989 Plan Commission meeting when the Plan Commission discussed the requests for the addition and parking lot variation, and based on the transcript from this meeting it appears that condition #3 was placed in the ordinance to address a concern that if the Church were to construct an addition that increased the seating capacity of the Church then the existing number of parking stalls would not be able to accommodate the addition since a variation was being given at that time to reduce the required number of parking stalls. Village Planner Sterrett stated the proposed addition to the Church does not add any seats to the sanctuary and therefore does not require any additional parking stalls to be added to account for the addition. Village Planner Sterrett stated the applicant has indicated that the addition will make the lobby and children's programming area more functional than the current layout allows.

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Village Planner Sterrett stated the required corner side yard setback in the R2 district is thirty (30) feet, and the existing church has a nonconforming corner side yard setback ranging from five (5) feet to fourteen (14) feet. Village Planner Sterrett stated the proposed addition has a corner side yard setback of fifteen (15) feet. Village Planner Sterrett stated the narrow configuration of the lot from north to south creates difficulty in placing the addition in the buildable area of the lot without impacting the existing parking stalls in the rear of the building. Village Planner Sterrett stated staff is of the opinion that eliminating parking stalls for the addition would have a far greater impact on both the Church property and surrounding properties than if the addition were constructed in the proposed location.

Village Planner Sterrett stated the proposed addition to the Church building will add 3,010 square feet of impervious surface to the property; however, the Church is proposing the elimination of 2,697 square feet of existing impervious surfaces to off-set this increase resulting in a net increase of 313 square feet of impervious surface to the property. Village Planner Sterrett stated the existing asphalt surface for the four (4) parking stalls closest to the building are proposed to be replaced with permeable pavers and several existing concrete areas, including a portion of an existing walkway on the south side of the building, are proposed to be eliminated and replaced with greenspace. Village Planner Sterrett stated all new impervious surfaces created from the addition will meet the required seven (7) foot impervious surface setback. Village Planner Sterrett stated stormwater detention for the property is currently provided within the confines of the parking lot, and the proposed improvements will also be serviced by the existing detention area. Village Planner Sterrett stated the net increase of impervious surfaces is less than 25,000 square feet so no additional detention is required.

Commissioner Fanella asked about the research that was done on the previous transcripts and why the original condition was put in the ordinance that the Church is asking to overturn. Village Planner Sterrett stated the staff looked these transcripts from the two public hearings in 1989, and staff could not assume exactly what the reason was for this. Village Planner Sterrett stated it did appear that due to an addition to the church which resulted in a parking variation that there was some concern that if the Church did expand additional parking in the future which could affect the current parking. Village Planner Sterrett stated since the Church is not adding any additional seating to the sanctuary, there is no requirement by code to add additional parking at this time.

Commissioner Saeed asked about Condition #2 in Ordinance 3689. Village Planner Sterrett stated this says that the open space is to remain green space in the future.

Acting Chairperson Heming-Littwin asked about where the corner side yard setback that is being referenced. Village Planner Sterrett showed this on the overview and stated the closest point is 15.1 feet, but is required to be 30 feet.

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Acting Chairperson Heming-Littwin asked what percentage of green space is being taken up by the addition to which Village Planner Sterrett stated the petitioner will talk through this in their presentation.

Petitioner's Presentation

Sworn in were Tracy Kasson, attorney with Rathje and Woodward at 300 E. Roosevelt Road in Wheaton, Illinois; John Vandervelde, Executive Pastor of Glen Ellyn Bible Church at 501 Hillside Avenue in Glen Ellyn, Illinois; Mark Richards, Project Engineer with Webster, McGrath and Ahlberg at 207 S. Naperville Road in Wheaton, Illinois; and Mark Swanson, architect who resides at 536 S. 7th Street in Barrington, Illinois.

Mr. Kasson stated the original church was constructed in 1968, and in 1989, the church requested a Special Use Permit to add a gym and offices. Mr. Kasson stated the green space requirement that is in the transcripts seem to stem from one Plan Commission member who was concerned that the parking situation may need to be looked at if an addition was requested in the future. Mr. Kasson stated in these transcripts, the Village's attorney at that time said this was not necessary; however, the green space requirement was added as a protective measure so the Church would need to come back. Mr. Kasson stated the Church is not adding any seating to the sanctuary so additional parking is not needed.

Mr. Vandervelde stated Glen Ellyn Bible Church has been an integral part of Glen Ellyn for over 75 years. Mr. Vandervelde stated the Church does need to make upgrades and expand. Mr. Vandervelde stated the stairways between the levels were built on different standards so these stairways are now much too narrow for children and the elderly. Mr. Vandervelde stated all the Church's children's programming is in the basement of the building, and they want to ensure these stairways are safe, wider and easier to navigate. Mr. Vandervelde stated the current main lobby is too small for the Church's needs today, and the building is used nearly every evening during the week. Mr. Vandervelde stated the lobby area needs to be a more welcoming and open space. Mr. Vandervelde stated the expansion does fit the architecture of the current facility and also matches the surrounding neighborhood. Mr. Vandervelde stated they did listen to the Plan Commission's comments at the pre-application meeting and did preserve as much green space as possible as well as remove the outdoor patio.

Commissioner Howard if the Church has had an increase in membership in the past year. Mr. Vandervelde stated the Church has not had significant growth year over year; however, families

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with young children are moving out of the city to Glen Ellyn, and all four of the Church's nursery rooms on the lower level are full.

Acting Chairperson Heming-Littwin asked about the number of current members. Mr. Vandervelde stated they have around 800 members and regular attendees.

Mr. Richards stated the exact size of the addition is 2,277 square feet, and the net new impervious area is approximately 313 square feet. Mr. Richards stated the existing building has a non-conforming corner side yard setback ranging from 5 feet to 14 feet, and the proposed addition would have a corner side yard setback of 15 feet. Mr. Richards stated the Church's lot is 140 feet wide so the variance request would be 13.6% of the frontage on Hillside Avenue. Mr. Richards stated the permeable pavers that will be used in the four parking spaces are not required for this project; however, these pavers do help with drainage and allows the roof drains to be routed through an area which will allow some infiltration. Mr. Richards reviewed the landscape plan.

Mr. Swanson showed the proposed rendering for the Church and stated they designed this to match the original building. Mr. Swanson stated the arched windows will continue around the curve of the building, and the same bricks around the keystone will be used as well. Mr. Swanson stated they will keep the Colonial style so this matches the original structure of the building. Mr. Swanson stated the stairs down to the lower-level lobby will be wide enough to accommodate the volume of people coming and going. Mr. Swanson stated there was some concern about the lower level being sprinkled so they will work with the Village staff to ensure this is done. Mr. Swanson stated the new addition will have sprinklers; however, they are waiting to see if the sanctuary will still need to have these, and the Church will do this if needed.

Commissioner Hartweg asked if the sidewalk would be changed to permeable pavers as well. Mr. Swanson stated they could look at this; however, they do want to ensure they are ADA compliant.

Commissioner Howard asked if there were any current ADA issues to which Mr. Swanson stated the Church does have an elevator so the Church does meet current ADA compliance.

Acting Chairperson Heming-Littwin asked about the mechanicals. Mr. Swanson stated if they do put the mechanicals on the roof, these would go behind a parapet wall. Mr. Swanson stated there has been some talk and revise the equipment so there would be no rooftop mechanicals.

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Mr. Kasson summarized the project and stated this project will be harmonious to the surrounding area as the proposed addition does match the existing church. Mr. Kasson stated the Church is not asking for any additional seating in the sanctuary so the Church does not need to install additional parking. Mr. Kasson stated the Church will be in commercial character with the surrounding community. Mr. Kasson stated the side yard setback variance is being requested due to the hardship of the nonconforming corner side yard setback currently being anywhere from 5 feet to 14 feet. Mr. Kasson stated 40% of the property width is taken up in setbacks, and they will not be altering essential setbacks. Mr. Kasson stated the Church is asking for the condition in Ordinance 3689 to be overturned the proposed addition would not affect the parking area.

Questions from the Plan Commission

Commissioner Hartweg asked where the water runs off to. Mr. Kasson stated there are drains in the parking lot where the water drains, and then the water goes into the public sewer. Mr. Richards stated the roof drains from the addition will be routed into the permeable pavers. Mr. Richards stated there is drain tile underneath the permeable pavers that will connect to the storm sewer system. Mr. Richards stated there is some detention in the parking lot as well which goes in the storm sewer. Acting Chairperson Heming-Littwin if the water runs underground. Mr. Richards stated the drain water will run underground through a pipe.

Commissioner Howard asked about the lobby. Mr. Vandervelde stated the main need for the lobby is on Sunday mornings due to the amount of people, and the lobby will also provide a welcoming gathering space for programs during the week. Commissioner Howard asked about the programming during the week. Mr. Vandervelde walked through the typical programming during the week. Commissioner Howard asked if the programming is typically on weekday evenings to which Mr. Vandervelde stated it is.

Persons in Favor of or in Opposition to the Request

Matt Johanson, who resides at 475 Hillside Avenue in Glen Ellyn, Illinois, stated he has been a Glen Ellyn resident for over 20 years and is a member of Glen Ellyn Bible Church as well. Mr. Johanson stated he is definitely in support of this project as it will upgrade and beautify the neighborhood.

Susan Johanson, who resides at 475 Hillside Avenue in Glen Ellyn, Illinois, stated this project will not be a hindrance. Ms. Johanson stated she has worked in the Church's children

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programming for many years, and they have been waiting for the upgrades to the lobby and the stairways for a long time.

Jamie Simoneit, architect with z+o Architectures and Interiors at 504 Hillside Avenue, stated he is excited about the Church's proposed project, and this project will have no adverse effect on the neighborhood. Mr. Simoneit stated his business is across the street from the church. Mr. Simoneit stated the green space on the north side of the church is in shadow very often. Mr. Simoneit stated he feels the church is in need of this addition as he is an usher at Glen Ellyn Bible Church, and Sundays can be very chaotic and crowded.

Bob Davidson, owner of Blackberry Market at 695 N. Main Street, stated he is the closest retailer to the church, and he does support this project. Mr. Davidson stated this is a community that supports each other and takes care of each other. Mr. Davidson stated he can vouch for the church as they have worked well together. Mr. Davidson stated the church is good about additional parking if Blackberry Market does have an event at night. Mr. Davidson stated he only sees a positive impact with this project and has no issues with this. Mr. Davidson stated he is not a member of the Glen Ellyn Bible Church.

Commissioner Howard moved, seconded by Commissioner Fanella, to close the public hearing at 7:50 p.m. The motion carried unanimously by voice vote.

Comments from the Plan Commission

Commissioner Vondruska stated most communities have churches on many corners, and it seems there is never enough parking. Commissioner Vondruska stated he like the changes and appreciates that the Church listened to the Plan Commission's comments and made adjustments.

Commissioner Fanella stated she is happy to see the Church took the Plan Commission's feedback into consideration and appreciates that research was done into the 1989 transcripts to see why this should be overturned. Commissioner Fanella stated she can support this project and appreciates the diligence and persistence that went into this project.

Commissioner Saeed stated he has no problem with the expansion. Commissioner Saeed stated he was concerned with the roof drains, but feels better after the explanation.

Commissioner Howard stated this sounds like a great project and is happy that the Church took into consideration what the Plan Commission said. Commissioner Howard stated it is great to see the support of local business owners as well.

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Commissioner Hartweg stated they will be changing the “box” on the corner to a nick-looking building. Commissioner Hartweg stated he likes the use of the pavers. Commissioner Hartweg stated he did walk around the church, but saw no signage so it is a bit hard to tell where the front door is.

Commissioner Rodemann stated the petitioner took great care in putting together this proposal as the design is elegant and fits the architecture already there. Commissioner Rodemann stated this project will enhance the Glen Ellyn Bible Church and the Village of Glen Ellyn as a whole.

Acting Chairperson Heming-Littwin thanked the Church for coming back and stated she is happy to see this updated project proposal. Acting Chairperson Heming-Littwin stated she was concerned about the originally proposed outdoor patio.

Motion

Commissioner Howard moved, seconded by Commissioner Hartweg to recommend the following:

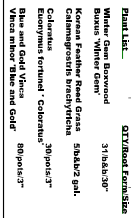
Having considered the application of the Glen Ellyn Bible Church for approval of an amendment to the existing Special Use Permit to delete condition #2 in Section III of Ordinance 3689 and to allow a 2,277 square foot building addition, and a variation from the Zoning Code for 501 Hillside Avenue, the Plan Commission hereby adopts the findings of fact in the petitioner’s application packets and the testimony presented by the petitioner at the public hearing as well as the findings included in the deliberations of the Plan Commission and recommends approval of the requests, subject to the following conditions:

1. The proposed addition and existing building shall adhere to all applicable building, fire, and life safety codes and the construction plans be revised to meet the requirements outlined in the Building Division review memo from Steve Witt, Building and Zoning Official, dated August 31, 2017; and
2. Comments contained in the Public Works review memo from Rich Daubert, Professional Engineer, dated November 30, 2017, shall be addressed at the time of the building permit application.

The motion carried unanimously with seven (7) yes votes and zero no votes as follows: Plan Commissioners Howard, Hartweg, Fanella, Rodemann, Saeed, Vondruska and Acting Chairperson Heming-Littwin voted “yes.”

Village Planner Sterrett stated this would be on the Village Board’s agenda for an approval vote on February 12, 2018.

LANDSCAPE PLAN

[illegible]

PHILLIPS AVENUE

LANDSCAPE
PLAN

EXHIBIT "E"

EXISTING NORTHWEST VIEW

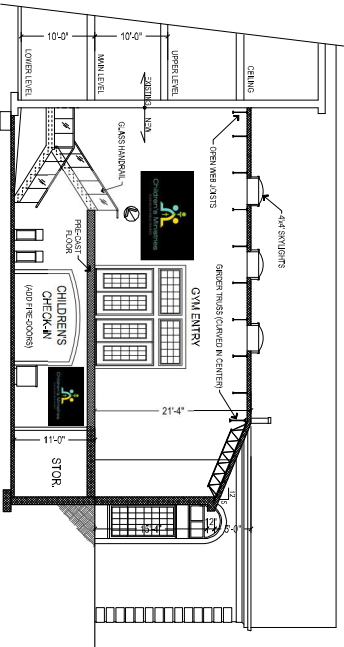
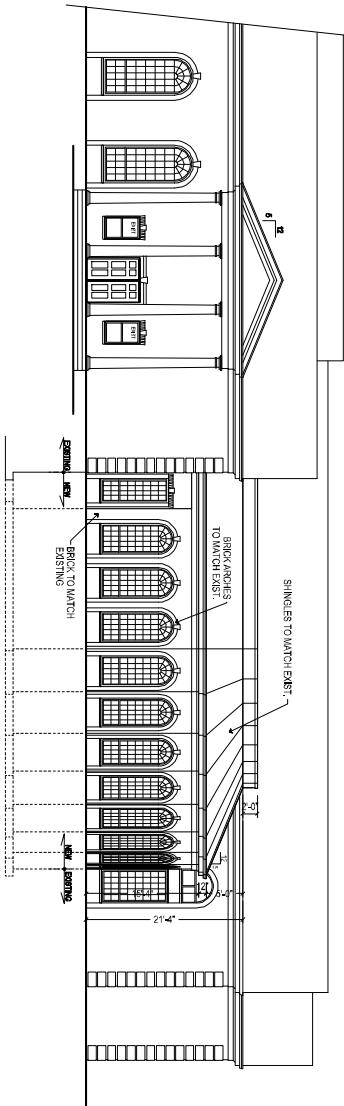
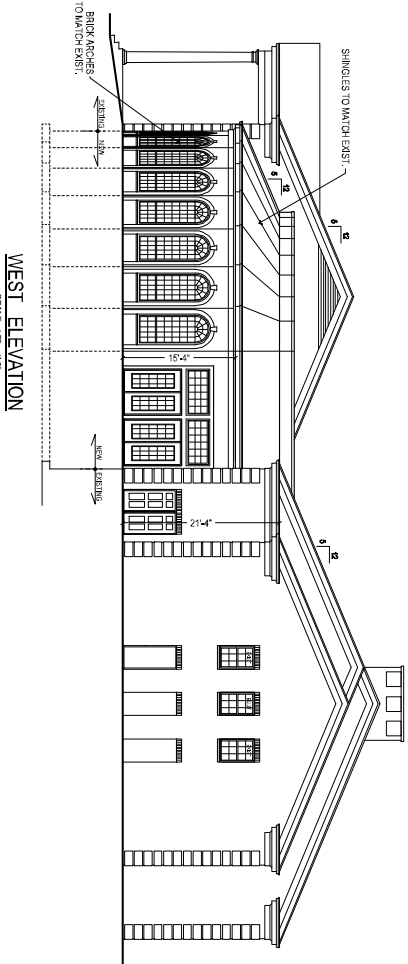


NEW LOBBY INTERIOR



NEW NORTHWEST AERIAL VIEW

GRASS/GREEN SPACE
IN THIS 42' WIDE AREA-
SEE CIVIL DRAWINGS



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(KENNEDY) account for 72 on their own in Giesche's and the professional building. That leaves 63 spaces, and there's 126, which means they at maximum to meet the code would occupy 50% of the available spaces in the Village lot. That's giving no consideration to parking on the street.

FINA Or at the Park District.

KENNEDY Right. And is it a reasonable expectation that they should be able to meet some percentage of that, tied in with the fact that other institutions in the area are also using that same facility, whether it's St. Pet's or St. Mark's or people going into Tiffany's for breakfast? We used to go to Tiffany's for breakfast.

We've reached a consensus on the uniqueness?

FINA I guess.

KENNEDY Before anyone would make a motion or before we get to the motion, I would like whoever's going to make a motion to consider several conditions, and you may have some of your own. But I think a number of conditions need to be addressed.

I think one has to do with the open space that's currently on the property, which is the green space presently east of the property between the proposed addition and Main Street and the green space which is west of the current sanctuary which will, I guess, be the new main entrance.

And I think that if a motion is made, that consideration should be given that those areas be . . . let me see how I phrased that . . . those areas remain as green space unless the petitioner comes back to the Zoning Board for an additional variance regarding future parking if they want to do anything with that space other than leave it as green space. In essence, what I'm saying is that if five years down the road future expansion plans would require them to want to build out, that they would have to come back to us to look at the parking question again, and I'm not sure whether that would be a necessary condition if we did not put that on there.

Am I phrasing that right, Will?

ALLEN If they're going to add to the building, they have

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- (ALLEN) to come in for the special use.
- KENNEDY But they wouldn't have to come in for a variation on parking again, since we would have granted a variation for 52 spaces.
- ALLEN Well, it depends on what the use is going to be.
- KENNEDY Well, I would certainly want that clarified.
- Secondly, in regards to the McChesney house, I would like to see something related to that that the approval for variance--if, again, it's the intent of the Board to approve--be granted on the condition that the McChesney house is moved to another site and not demolished.
- And then of course whatever other conditions related to--
- FINA That's a problem, I would think, simply because what if the McChesney house is moved off the property and then is subsequently somehow demolished? That--I mean, you're saying--
- KENNEDY No, I'm concerned that because we're talking about historic structures as they relate in the Zoning Code, is that the property--that the McChesney house is moved off of the property. What happens to it after that is up to the owner of the McChesney house. But if for some reason those negotiations were to fall apart, I don't think our intent is to have the McChesney house demolished on the property.
- ALLEN That's going to be proposed as a condition if the special use is reviewed favorably because the criteria for special use includes that section about historic buildings. If you want to cover it--
- KENNEDY Well, if it's going to be covered under the special use, we don't have to do it under zoning. But it's also addressed in zoning.
- ALLEN The way it's going to be suggested is that they would have to be required to relocate the house at 390 Main Street to another site prior to the issuance of a building permit for a church addition.
- KENNEDY Then my only other concern is that if indeed they were to come back for--that they would have to come back for a future variance if they were going to

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(KENNEDY) make any other alterations to the size of the building in regard to the parking. And whatever other conditions might be appropriate.

KING But isn't that the case, anyway? That they would have to come back for a parking variance if they do any adding on?

KENNEDY Can I get an opinion from the Village attorney if that would be a requirement or . . .

JEGEN What you're asking . . . I'd rather answer it this way. The ordinances granting variations are written to grant the variation to build only the proposed structure as shown in exhibits that are referenced and made a permanent part of your records. So these documents is all that they would be granted to build pursuant to this variation.

My opinion is the interpretation of a variation ordinance limited in that particular manner would be that they could not build another building now or in the future under that variation, and they would have to come back for a subsequent variation if they built something differently or if they added to it. That's assuming that the, you know, the usual proviso that the courts follow what you would logically expect them to follow and that they follow what appears to be the current law today.

But the way we draft the ordinances, they're limited to this building, period, and a variation does not extend to permit them to build any other building than what they have shown in their exhibits. So they would have to come back.

KENNEDY So you're saying it's not necessary for us to put that as a condition.

JEGEN Generally it's not necessary to be repetitious.

KENNEDY Have we addressed all the salient points in terms of . . .

FINA I'd like to frame a motion, Mr. Chairman, that we recommend to the Village Board that the proposed variation with regard to the parking spaces be granted;

for the reason that the plight of the owner is due to unique circumstances, and that the variation, if granted, will not alter the essential character of

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(FINA) the locality, based upon our discussions;
and with the following conditions that the open space on the east side of the property remain as green space in the future;
and also that the open space to the west of the sanctuary remain as green space as indicated in the site plan;
and that all of the--and the further condition that the building be in substantial compliance with the tendered exhibits tonight as indicated in the drawings, the site plan and the other drawings.

POEPPPEL I second the motion.

KENNEDY Any discussion?
(NO RESPONSE)

KENNEDY Call the roll, Cindy.

SECRETARY Mr. Fina?

FINA Yes.

SECRETARY Mrs. Poeppel?

POEPPPEL Yes.

SECRETARY Mr. King?

KING Yes.

SECRETARY Mr. Wark?

WARK Yes.

SECRETARY Mr. Freer?

FREER No.

SECRETARY Mrs. Koch?

KOCH Yes.

SECRETARY Chairman Kennedy?

KENNEDY Yes.

**PLANNING & DEVELOPMENT DEPARTMENT
INTEROFFICE MEMORANDUM**

TO: John Sterrett, Planner
FROM: Steve Witt, Building & Zoning Official
DATE: August 31, 2017 REVISED
SUBJECT: Glen Ellyn Bible Church
Proposed Addition and Remodeling

I have reviewed the drawings submitted for the proposed addition and remodeling for the Glen Ellyn Bible Church, dated 07/18/17. Based on a cursory review of the preliminary drawings, the following is a summary of major code requirements which would need to be incorporated into the final building design. The referenced codes are as follow:

IFC = International Fire Code, 2009

NFPA = National Fire Protection Association 101 Life Safety Code, 2009

Occupancy Classification: For places of religious worship, the occupancy classification of accessory educational uses is dependent upon the aggregate occupant load of the educational rooms or auditoriums. If the aggregate occupant load is less than 100, the educational uses shall be classified as Assembly Group A-3 occupancies. If the occupant load of such areas is 100 or more, then the occupancy classification is Educational Group E.

Occupancy Load: For the lower level, the floor area designated for educational use is approximately 6,175 square feet in area, resulting in an occupant load of 309 persons. The existing educational use rooms have a total occupant load of over 100 persons. Therefore, the new space, as well as the existing classroom spaces, are classified as Educational Group E occupancies.

The occupancy classifications and occupant loads shall be indicated on the final drawings.

Construction Type: The building is assumed to be of Type III construction. There are two types of Type III construction, (211) or (200). The first number gives the required minimum fire rating for exterior bearing walls, the second, for structural frame and the third for floor assemblies. Assuming the existing assembly occupancies have an aggregate occupant load of more than 300, the building must be 211 rated in order to meet the requirement for building height if the building is not fully sprinklered. See the following code analysis for further discussion on fire sprinkler requirements.

Executive Summary:

The following is a summary of major code requirements that need to be addressed in the final drawings. Each of the items listed below is explained in detail on the following pages.

Lower Level:

1. Based on the educational occupancy and occupant load, the lower level requires an automatic fire sprinkler system, or openings below grade that lead directly to ground level by an exterior stairway or outside ramp each 50 linear feet of exterior wall must be provided.
2. Based on the educational occupancy, a fire alarm system is required.
3. A dedicated exit from the lower level is required for students under the third grade level. I recommend that the stair that discharges into the north end of the Narthex be labeled as the dedicated exit stairway for the students and the southwest stairway be labeled as the dedicated exit stairway for the Nursery areas.
4. Exit doors are required at each exit from the Children's Large Group Area.
5. Corridor fire rating requirements must be verified once the main floor level total occupant load is determined.

Main Level:

1. If the building's construction type conforms with Type III (211), as explained on page one of this memorandum, no fire sprinkler system is required. If the construction type does not meet that requirement, and the total assembly occupancy occupant load is greater than 300, the building must be sprinklered. The building's construction type must be verified.
2. In accordance with item 1 above, the roof assembly over the Main Lobby shall be 1-hour fire resistance rated.
3. The occupant load must be determined for the main level in order to determine requirements for,
 - a. Fire alarm system (will be required if the building's assembly occupancies total occupant load is determined to be over 300)
 - b. Plumbing fixture count

Upper Level:

1. If the building's construction type conforms with Type III (211), as explained on page one of this memorandum, no fire sprinkler system is required. If the construction type does not meet that requirement, and the total assembly occupancy occupant load is greater than 300, the building must be sprinklered. The building's construction type must be verified.
2. A fire alarm system will be required if the building's assembly occupancies total occupant load is determined to be over 300.

Code Review:**Educational Group E (Lower Level – New Expansion Space):**

<u>Code Reference</u>	<u>Description</u>
IFC 903.2.3	An automatic fire sprinkler system is required for all portions of educational buildings below the lowest level of exit discharge serving that portion of the building.
	<i>Review comment: This IFC requirement applies only to the Children's Large Group Area; however, provisions of the IFC and NFPA codes noted hereinafter will require the entire lower level to be provided with a fire sprinkler system.</i>

NFPA 14.2.1.2 and

NFPA 14.2.1.4: Rooms normally occupied by preschool, kindergarten, or first-grade students are not permitted to be located below the level of exit discharge unless provided with an independent means of egress dedicated for use by the preschool, kindergarten, first-grade, or second-grade students.

Review comment: There does not appear to be an independent means of egress dedicated for use by preschool, kindergarten, first-grade, or second-grade students. The classroom grade levels and the locations of independent means of egress shall be indicated on the drawings. I recommend that the stair that discharges into the north end of the Narthex be labeled as the dedicated exit stairway for the students in the Children's Large Group Area.

NFPA 14.2.5.4: Two exits are required for each room over 1000 square feet in area or greater than 50 occupants. Exit access doors are required.

Review comment: The has a floor area of over 1000 square feet and an occupant load of over 50; therefore, exit access doors must be installed in each of the new hallways connected to the Children's Large Group Area.

NFPA 14.2.5.5: Every room that is normally subject to student occupancy shall have an exit access door leading directly to an exit access corridor or exit.

Review comment: Exit access doors must be installed in each of the new hallways connected to the Children's Large Group Area.

NFPA 14.3.4.1.1: New educational occupancies shall be provided with a fire alarm system.

Review comment: The Children's Large Group Area must be provided with a fire alarm system with a direct connection to the DuPage Public Safety Communications Center which processes emergency calls for the Glen Ellyn Volunteer Fire Company.

NFPA 14.3.5.3: Every portion of new educational buildings below the level of exit discharge shall be protected throughout by an approved, supervised automatic sprinkler system.

Review comment: The Children's Large Group Area must be protected by a fire sprinkler system.

Educational Group E (Lower Level – Existing Space):

NFPA 15.2.1.2 and

NFPA 15.2.1.4: Rooms normally occupied by preschool, kindergarten, or first-grade students are not permitted to be located below the level of exit discharge unless provided with an independent means of egress dedicated for use by the preschool, kindergarten, first-grade, or second-grade students.

Review comment: There does not appear to be an independent means of egress dedicated for use by preschool, kindergarten, first-grade, or second-grade students. The classroom grade levels shall be indicated on the drawings. I recommend that the stair that discharges into the north end of the Narthex be labeled as the dedicated exit stairway for the students and the southwest stairway be labeled as the dedicated exit stairway for the Nursery areas.

NFPA 15.3.4.1.1: Educational occupancies shall be provided with a fire alarm system.

Review comment: Since the educational occupancy occupant load is greater than 100, the building is required to have a fire alarm system with a direct connection to the DuPage Public Safety Communications Center which processes emergency calls for the Glen Ellyn Volunteer Fire Company.

NFPA 15.3.5.1: Where student occupancy exists below the level of exit discharge, every portion of such floor shall be protected throughout by an approved automatic sprinkler system.

Review comment: See discussion on NFPA 15.3.5.3 for an alternative to installing a fire sprinkler system.

NFPA 15.3.5.3: Automatic sprinkler protection shall not be required where student occupancy exists below the level of exit discharge, provided the authority having jurisdiction grants approval and windows for rescue and ventilation are provided.

Review comment: The lower level shall be protected by a fire sprinkler system, or every room or space greater than 250 square feet and used for classroom or other educational purposes, or normally subject to student occupancy shall have not less than one outside window for emergency rescue that complies with NFPA 15.2.11.1.1, or the rooms or spaces shall comply with the following:

- 1. Doors shall be provided to allow travel between adjacent classrooms.*
- 2. Doors used to travel from classroom to classroom shall provide one of the following:*
 - a. Direct access to exits in both directions*
 - b. Direct access to an exit in one direction and to a separate smoke compartment that provides access to another exit in the other direction*
- 3. The corridor shall be separated from the classrooms by a wall that resists the passage of smoke, and all doors between the classrooms and the corridor shall be self-closing or automatic closing.*
- 4. The length of travel to exits along such paths shall not exceed 150 feet.*
- 5. Each communicating door shall be marked as an EXIT.*
- 6. No locking device shall be permitted on the communicating doors.*

Assembly Group A-3 (Main Level - New Space):

IFC 903.2.1.3 An automatic fire sprinkler system shall be provided for Group A-3 occupancies where the fire area has an occupant load of 300 or more persons.

Review comment: The occupant load for the main level cannot be determined at this time as the drawings do not indicate the seating arrangement in the Sanctuary. If the total occupant load for the main level (Sanctuary plus Narthex, Lobby and Gym) exceeds 300, a fire sprinkler system will be required.

NFPA 13.1.6 Table 13.1.6 indicates fire sprinkler requirements based on construction type and building height.

Review comment: In order to meet the Type III (211) requirements to allow an assembly use on the upper level of the building, the roof structure over the Main Floor Lobby shall be 1-hour fire

resistance rated. The drawings indicate the roof deck and framing to be exposed, no fire protection is noted.

Assembly Group A-3 (Main Level – Existing Space):

Review comment: In order to determine the occupant load, the seating arrangement in the Sanctuary must be shown on the drawings. In order to determine the required plumbing fixture count, the existing plumbing fixtures must be shown on the drawing (lower level also).

Assembly Group A-3 (Upper Level – Existing Space):

NFPA 13.1.6 Table 13.1.6 indicates fire sprinkler requirements based on construction type and building height.

Review comment: In order for a building with an assembly occupancy to be two stories in height, it must meet the fire resistance ratings for Type III (211) construction, as explained on page 1 of this memorandum. The building construction type must be verified.

NFPA 13.3.4.1.1: Assembly occupancies with occupant loads of more than 300 shall be provided with an approved fire alarm system.

Review comment: The occupant load for the main level cannot be determined at this time as the drawings do not indicate the seating arrangement in the Sanctuary. If the occupant load for the main level exceeds 300, a fire alarm system will be required.

The Illinois Plumbing Code uses different floor area factors than the building code to determine occupant load for determining the required number of plumbing fixtures. Based on the Illinois Plumbing Code, the building occupant load is 336 persons. We cannot verify that the plumbing fixture count is adequate at this time as the plumbing fixtures in the Men’s and Women’s restrooms on each level are not shown; however, we assume the count is adequate based on the size of the restrooms.

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MEMORANDUM

TO: John Sterrett, Village Planner
FROM: Rich Daubert, Professional Engineer
DATE: November 30, 2017
SUBJECT: PRV – 501 Hillside – Glen Ellyn Bible Church Addition
Public Works Review No. 3

On November 22, 2017, Public Works received a package of materials including a revised site plan drawing, preliminary engineering drawing, various architectural drawings, and landscape plan drawing. The site, preliminary engineering, and landscape drawings were prepared by Webster, McGrath & Ahlberg, Ltd. and are dated 5/23/2017 with a revised date of 11/20/2017. The architectural drawings were prepared by Skiffington Architects, Ltd. and appear to be new drawings dated 11/16/2017 (not yet revised).

Public Works noted in the architectural drawings that the entire lower level, new addition area, and potentially other areas of the building (to be determined) will be protected with a new fire sprinkler system. Also noted was a statement that all fire protection, fire alarm, and other life safety items will follow current codes and are to be finalized during permit stage of the project.

As stated in Public Works previous review memorandum no. 2 dated 11/8/2017, Public Works approves that the project move forward through the special use/zoning variation process with the understanding that the following items are to be addressed in the final engineering/permit stage of the project:

1. Given the new intent to sprinkler the building, Public Works would like to emphasize that the building water service line will need to be appropriately sized, and likely upgraded, to meet this intent. Public Works will review the water supply arrangement and plumbing plan(s) in detail upon them being provided.
2. As noted in the letter of disposition dated October 18, 2017 from Webster, McGrath & Ahlberg, final engineering plans will address previous review comments regarding the storm sewer pipe and structure configuration and installation details, sanitary sewer service routing, and the appropriateness of the water service (including meter and RPZ).
3. Final Engineering shall include some minor engineering drawing cleanup work including labeling the existing water and sanitary sewer service line sizes and correcting the flow direction of the storm sewer on Glenwood.
4. Final Engineering shall include additional elevations to ascertain the accessibility of the sidewalk ramps adjacent to the handicapped parking stalls. Show all depressed sections of

curb (revised site and preliminary engineering drawing now depict the curb depression for the ramp at the south end of the ADA spaces; however the curb is not shown as depressed for the ramp providing access to/from the northerly ADA space), and all spot elevations necessary to ensure compliance with PROWAG.

cc: Bill Miller, Utilities Inspector
Bob Minix, Part-Time Professional Engineer
Dan Schoenberg, James J. Benes
John Hubsy, Utilities Superintendent
Julius Hansen, Public Works Director
Ray Ulreich, Stormwater Engineer

GLEN ELLYN BIBLE CHURCH NARRATIVE

Reasons for Proposed Request

Glen Ellyn Bible Church has been an integral part of the Village of Glen Ellyn for over 75 years. We've worshipped with and served people of all ages in this community for nearly eight decades. Our community of faith is, and always has been, multi-generational. We have services and programs for our members and attenders who are in their 90's as well as four nursery rooms full of infants and toddlers. In 1968 the current church building on the corner of Hillside and Main was completed and it has served us well for 50 years, but it is time to make some upgrades and expand in order to serve in this community for another 75 years.

So why do we need to improve our facility. Let me offer the following reasons:

- 1) Our stairways are dangerously too narrow for all of our young families with children and the elderly to safely and expeditiously navigate. All of our children's programming is on the lower level and traveling to and from that area it incredibly difficult and can be unsafe. The proposed expansion includes a wide, easily to navigate, new stairway to our lower level.
- 2) The lobby is far too small and narrow to allow safe passage of our people from the parking lot to the sanctuary and other parts of the building. The main lobby, where 100% of our traffic must come through each Sunday, is simply just too small for our needs today. We have children and elderly trying to get to where they need to go. On a Sunday morning the scene can be best described as chaos. The proposed expansion provides the much-needed space to allow for better travel pathways to all parts of our building.
- 3) Our building is used nearly every evening for community service and development events. This includes our Caregiving Center, which, in partnership with the Glen Ellyn Food Pantry, serves families in Glen Ellyn who are in need of food and other resources. These programs and services need more space to welcome and greet their participants and guests. We do NOT need to add more seats to our sanctuary. We need to add more welcoming, greeting, and fellowship space to our facility to care of our existing congregation.
- 4) Expanding our lobby into a more spacious, bright, open welcoming and gathering center provides a clearer and safer entrance to our building for people who are parking off-site and crossing busy streets to get to the church. The proposed expansion fits architecturally with our current facility and matches the surrounding area. Visually, it is an upgrade from what we currently have. Based on the plan commission's comments at the concept meeting, we have moved the expansion back from the original proposal to preserve green space.
- 5) This proposed expansion also includes the addition of significant space on the lower level for Children's programming. This space will make it easier for children to check-in to programs and with the new configuration of stairways and hallways it allows us to provide much needed security and safety for our children.

Civil Engineering Summary

The lobby addition will have a small footprint of approximately 2400 square feet. Based on the Plan Commission's comments, the design of the building addition has been modified to reduce the extent of the variance request to the least extent possible while maintaining the function and purpose of the addition. The addition includes a rounded north façade so that the minimum proposed building addition setback of 15.1 feet increases to a weighted average overall setback of ~20.1 feet. Also, in an effort to reduce the stormwater runoff impacts, we are proposing to replace the pavement for one of the row of parking stalls with permeable pavers. This change, along with other minor impervious adjustments, leads to a proposed increase to the net impervious area of only 313 sq. ft.

Architectural Summary

Architecturally, we have matched the existing design as much as possible by using the same brick and brick quoins, as well as arched windows and white trim to match. The walls have a gentle curve to enhance the building character and provide an attractive gathering area. In addition to the radiused walls, we have added a sloped roof with a 42" vertical wall at the peak to hide the HVAC unit on the roof.

Development Summary

The lobby addition will not change the essential character of the area because i) it does not expand the seating capacity of the church; ii) is limited to only an approximately 2400 square foot footprint; iii) faces the north property line, which is adjacent to Hillside Avenue and the uses across the street zoned C5A (Central Retail Core) for the Gieshe Shoes property and Z and O Architect's office and C5B (Central Service) for Saint Petronille's parking lot and building, and the two-story office building with parking lot. The requested variance will not change the essential character of the area either. As can be seen from the existing and surrounding conditions map, the current Church contains building setbacks between 5 and 14 feet. The average weighted setback is 20.1 feet because of the rounded north façade. The area in front of the Church on Hillside Avenue contains parking that is restricted to permit parking for Central Business District Employees only Monday through Saturday from 6:00 a.m. to 6:00 p.m. Lastly, the uses across the street on Hillside are zoned C5A and C5B. Both converted houses on the north side of Hillside are setback less than 20 feet and the parking lots on Hillside, either go to the property line (Giesche Shoe's lot) or close to the property line. The character of the area on Hillside adjacent to the proposed addition is non-residential and this proposed addition will not alter the essential character of the area.

APPLICATION FOR SPECIAL USE PERMIT

The undersigned petitions the President and Village Board of Trustees of the Village of Glen Ellyn, Illinois, to consider the Special Use described in this application.

Date Filed: _____ Application No: _____

Name of Applicant: Glen Ellyn Bible Church
 Contact Information: John Vandervelde
 Address of Applicant: 501 Hillside Ave., Glen Ellyn

Business Phone: 630-469-2964 Fax: _____
 Cell/Home Phone: _____ Email: jvandervelde@gebible.org
 Property Interest of Applicant: _____
 (Owner, ~~Contract Purchaser~~, ~~Owner Representative~~)

Contact Information:
 Name of Owner: Glen Ellyn Bible Church
 Address of Owner: 501 Hillside Ave., Glen Ellyn

Business Phone: 630-469-2964 Fax: _____
 Cell/Home Phone: _____ Email: jvandervelde@gebible.org
 501 Hillside Avenue, Glen Ellyn, Illinois;

Address and Legal Description of Property: LOT 1, THE NORTH 10 FEET OF LOT 2 AND ALL OF LOTS 8, 9, 10, 11, AND 12, ALL IN BLOCK 1 IN PROSPECT PARK ADDITION, BEING C.A. PHILLIPS SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 33 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 18, 1884, AS DOCUMENT 32811, IN DU PAGE COUNTY, ILLINOIS. 05-14-102-001; 05-14-102-002; 05-14-102-003; 05-14-102-004; 05-14-102-005; 05-14-102-010;

Permanent Index No. (PIN): 05-14-102-011 Zoning: R-2
 Lot Dimensions: _____ Lot Area: _____

Present Use: Church

Requested Use/Construction: Amendment to Special Use and Variation Ordinance No. 3689 to construct an approximately 2400 square foot addition to the church for a lobby addition space on the first floor and children's programming in the basement. A corner side yard variance is also requested in a separate application.

Estimated Date to Begin New Use/Construction: Spring of 2018

Name(s), Address(es) and Phone No(s). of Experts (architects, engineers, etc.):

Webster, McGrath and Ahlberg (Engineer)
David Skiffington (Architect)
Johnson Construction
Tracy D. Kasson, Rathje & Woodward, LLC, 300 E. Roosevelt Rd., Suite 300, Wheaton, IL 60187; 630-510-4920

Narrative Statement evaluating the economic effects on adjoining property, the effect of such elements as noise, glare, odor, fumes and vibration on adjoining property, a discussion of the general compatibility with the adjacent and other properties in the district, the effect of traffic, and the relationship of the proposed use to the Comprehensive Plan, and how it fulfills the

requirements of paragraph (E) of Section 10-10-14 of the Zoning Code: See attached

Describe How the Special Use: See response to Standards attached to this Application.

1. Will be harmonious with and in accordance with the general objectives, or within a specific objective of the Comprehensive Plan and/or this Zoning Code: See attached
2. Will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area: See attached
3. Will not be hazardous or disturbing to existing or future neighborhood uses: See attached
4. Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water, sewers and schools, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services: See attached
5. Will not create excessive additional requirements at public cost for public facilities and services, and will not be detrimental to the economic welfare of the Village: See attached
6. Will not involve uses, activities, processes, materials, equipment and/or conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors: See attached
7. Will have vehicular approaches to the property, which shall be so designed as not to create an undue interference with traffic on surrounding public streets or roads: See attached

8. Will not increase the potential for flood damage to adjacent property or require additional public expense for flood protection, rescue or relief: See attached
9. Will not result in destruction, loss or damage of natural, scenic or historic features of major importance to the community: See attached

I (We) certify that all of the statements and documents submitted as part of this application are true to the best of my (our) knowledge and belief.

I (We) consent to the entry in or upon the premises described in this application by any authorized official of the Village of Glen Ellyn for the purpose of inspection.

I (We) consent to pay the Village of Glen Ellyn all costs incurred for transcribing the public hearing on this application.

I (We) understand that no final action shall be taken by the Village Board subsequent to the public hearing until and upon payment of transcribing fees.

Date

6/13/2017

Signature of Applicant



**THE BEST INTERESTS OF THE APPLICANT WILL BE SERVED
BY COMPLETING THIS APPLICATION IN DETAIL**

Glen Ellyn Bible Church
Responses to Special Use Standards

Describe How the Special Use:

1. Will be harmonious with and in accordance with the general objectives, or within a specific objective of the Comprehensive Plan and/or this Zoning Code:

RESPONSE: The Property is listed as public/semi-public on the Comprehensive Plan. The proposed Lobby Addition ("Lobby Addition") is consistent with this designation. It also is consistent with the community facilities policies contained in Figure 7 which provides "Work with and support local churches and services organizations". The proposed Lobby Addition, as detailed in the narrative statement will help alleviate unsafe congestion in the Church lobby and stairways going to children programming, create a more spacious and welcoming gathering center in the lobby and improve check-in and other areas for children's programming in the lower level.

2. Will be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area:

RESPONSE: The proposed Lobby Addition matches the appearance of the existing church. The Lobby Addition will not change the essential character of the area because i) it does not expand the seating capacity of the church; ii) is limited to only an approximately 2400 square foot footprint; iii) faces the north property line, which is adjacent to Hillside Avenue and the uses across the street zoned C5A (Central Retail Core) for the Gieshe Shoes property and Z and O Architect's office and C5B (Central Service) for Saint Petronille's parking lot and building, and the two-story office building and parking lot.

3. Will not be hazardous or disturbing to existing or future neighborhood uses:

RESPONSE: See response to #2 above.

4. Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water, sewers and schools, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services:

RESPONSE: All such services currently exist and serve the existing structure. All such services are more than adequate to serve the Lobby Addition.

5. Will not create excessive additional requirements at public cost for public facilities and services, and will not be detrimental to the economic welfare of the Village:

RESPONSE: The Lobby Addition will not create any additional requirements or in any way be detrimental to the Village's welfare.

6. Will not involve uses, activities, processes, materials, equipment and/or conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors:

RESPONSE: The Lobby Addition will not add any additional sanctuary seats and will not generate the excessive production of traffic, noise, smoke, fumes, glare of odors.

7. Will have vehicular approaches to the property, which shall be so designed as not to create an undue interference with traffic on surrounding public streets or roads:

RESPONSE: None of the existing vehicle approaches serving the church will be changed.

8. Will not increase the potential flood damage or adjacent property or require additional public expense for flood protection, rescue or relief:

RESPONSE: The Lobby Addition will have a small footprint of approximately 2400 square feet. All requirements of the Village and County Stormwater Management Ordinance will be met. Net new impervious area is only approximately 313 square feet.

9. Will not result in destruction, loss or damage of natural, scenic or historic features of major importance to the community:

RESPONSE: The proposed development area does not contain any historic features or natural areas.

**REQUEST TO REMOVE SECOND CONDITION
IN SECTION THREE OF ORDINANCE NO. 3689-2**

As part of the Amendment to Ordinance No. 3689-2, Applicant requests the second condition in Section three be removed. First, the transcript of the July 25, 1989 Plan Commission meeting shows this condition was only requested by one board member to clarify that if a parking variance to reduce the required number of parking spaces were granted by the Board, as part of the 1989 ordinance, the Village would be able to review the parking issue if the Church desired to add on to its building in the future. Village attorney Jagen noted the condition was not necessary because the Church would need to apply for an amendment to the 1989 ordinance if the site plan was changed (see P. 75 – 78 of July 25, 1989 transcript). This is exactly what the Applicant is seeking here; an amendment to its special use based on its proposed Site Plan. As can be seen with the proposed Site Plan and Floor Plan, there is no additional seating added to the sanctuary. The addition will not create additional parking requirements. It will merely make the lobby and children's ministries area more functional.

Second, the lobby addition will have a small footprint of approximately 2400 square feet. The proposed Site Plan leads to an increase to the net impervious area of only 313 square feet by adding additional permeable pavers to one row of parking stalls. Much of the footprint of the proposed addition contains a wide concrete walk into the existing church. Additionally, ground cover plants and twenty-three (23) additional boxwoods will be added to the property as part of the addition.

Third, this addition does not add more seats to the sanctuary. It merely adds more welcoming, greeting and fellowship space to the existing congregation. As stated earlier, it will not increase traffic or parking in the area.

Fourth, the design of the addition still provides ample open space along the east side. The addition includes a rounded north façade so that the minimum proposed building addition setback of 15.1 feet increases to a weighted average overall setback of 20.01 feet. The proposed addition still contains a greater setback than the current church, which contains building setbacks between 5 and 14 feet.

Fifth, removing the condition is appropriate because the applicant meets the standards to amend the special use and grant the corner side-yard variance for all the reasons provided in the response to these standards. Like any condition contained in an ordinance, the condition can be amended or eliminated based on the facts and circumstances of each case. As noted above, removing this condition is warranted based on the proposed application.

VILLAGE OF GLEN ELLYN
535 Duane Street
Glen Ellyn, Illinois 60137
(630) 547-5250

APPLICATION FOR VARIATION

For the property at 501 Hillside Ave., Glen Ellyn Glen Ellyn, IL 60137

Note to the Applicant: This application should be filed with, and any questions regarding it, should be directed to the Director of the Village Planning and Development Department.

The undersigned hereby petitions the Village of Glen Ellyn, Illinois, for one or more variations from the Glen Ellyn Zoning Code (Ordinance No. 3617-Z, as amended), as described in this application.

I. APPLICANT INFORMATION:

(Note: The applicant must comply with Section 10-10-10(B) of the Zoning Code).

Name: Glen Ellyn Bible Church

Address: 501 Hillside Ave., Glen Ellyn

Phone No.: 630-469-2964

Fax No.: _____

E-mail: jvandervelde@gebible.org

Ownership Interest in the Property in Question: Fee simple owner

II. INFORMATION REQUIRED BY SECTION 10-10-10(B) OF THE ZONING CODE, IF APPLICABLE:

NOTE: All parties, whether petitioner, agent, attorney, representative and or organization et al. must be fully disclosed by true name and address in compliance with Section 10-10-10(B) of the Zoning Code. Disclosure forms are attached for your convenience.

Name and address of the legal owner of the property (if other than the applicant):

Name and address of the person or entity for whom the applicant is acting (if the applicant is acting in a representative capacity):

Is the property in question subject to a contract or other arrangement for sale with the fee owner? (Circle "Yes" or "No")

YES

NO

If YES, the contract purchaser must provide a copy of the contract to the Village and must either be a co-petitioner to this application or submit the attached Affidavit of Authorization with the application packet.

Is the property in question the subject of a land trust agreement? (Circle "Yes" or "No")

YES

NO

If YES, (1) either the trustee must be a co-petitioner or submit the attached Affidavit of Authorization from the trustee to represent the holders of the beneficial interests in the trust and (2) the applicant must provide a trust disclosure in compliance with "An Act to Require Disclosure of All Beneficial Interests", Chapter 148, Section 71 et seq., Illinois Revised Statutes, signed by the trustee.

III. PROPERTY INFORMATION:Common address: 501 Hillside Ave., Glen Ellyn05-14-102-001; 05-14-102-002; 05-14-102-003; 05-14-102-004; 05-14-102-005;Permanent tax index number: 05-14-102-010; and, 05-14-102-011

Legal description: LOT 1, THE NORTH 10 FEET OF LOT 2 AND ALL OF LOTS 8, 9, 10, 11, AND 12, ALL IN BLOCK 1 IN PROSPECT PARK ADDITION, BEING C.A. PHILLIPS SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 33 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 18, 1884, AS DOCUMENT 32811, IN DU PAGE COUNTY, ILLINOIS.

Zoning classification: R-2Lot size: 399 ft. x 145 ft. Area: 57,367 sq. ft.Present use: Church**IV. INFORMATION REGARDING THE VARIATION(S) REQUESTED:**

Description of the variation(s) requested (including identification of the Zoning Code provisions from which variation is sought) and proposed use(s):

Variation of corner side yard setback in Section 10-4-8(D)(4)(a) to 15 feet.

Estimated date to begin construction: _____

Names and addresses of any experts (e.g., planner, architect, engineer, attorney, etc.):

Webster, McGrath and Ahlberg (Engineer) 207 S. Naperville Rd., Wheaton, IL 60187David Skiffington, AIA, Skiffington Architects Ltd., 250 North Trl., Hawthorn Woods, IL 60047Glenn H. Johnson Construction Company, 1776 Winthrop Dr., Des Plaines, IL 60018Tracy D. Kasson, Rathje & Woodward, LLC, 300 E. Roosevelt Rd., Suite 300, Wheaton, IL 60187**V. EVIDENCE RELATING TO ZONING CODE STANDARDS FOR A VARIATION:**

The following items are intended to elicit information to support conclusions by the ZBA or PC and the Village Board that the required findings/standards for a variation under the Zoning Code have been established and met. Therefore, please complete these items carefully.

A. Standards Applicable to All Variations Requested: (See responses attached to this application)

1. Provide evidence that due to the characteristics of the property in question, there are practical difficulties or particular hardship for the applicant/owner in carrying out the strict letter of the Zoning Code:

See attached

2. a. Provide evidence that the property in question cannot yield a reasonable return if permitted to be used under the conditions allowed by the Zoning Code (i.e., without one or more variations):

See attached

OR

- b. Provide evidence that the plight of the applicant/owner is due to unique circumstances relating to the property in question:

See attached

3. Provide evidence that the requested variation(s), if granted, will not alter the essential character of the locality of the property in question:

See attached

B. For the purpose of supplementing the above standards, the ZBA or PC, in making its recommendation that there are practical difficulties or particular hardships, shall also take into consideration the extent to which the evidence establishes or fails to establish the following facts favorably to the applicant:

1. Provide evidence that the particular physical surroundings, shape or topographical condition of the property in question would bring particular hardship upon the applicant/owner as distinguished from a mere inconvenience if the strict letter of the Zoning Code were to be carried out:

See attached

2. Provide evidence that the conditions upon which the petition for variation is based would not be applicable generally to other property within the same zoning district:

See attached

3. Provide evidence that the purpose of the variation is not based exclusively upon a desire to make more money out of the property in question:

See attached

4. Provide evidence that the alleged difficulty or particular hardship has not been created by any person presently having an interest in the property in question or by the applicant.

See attached

5. Provide evidence that the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property in question is located

See attached

6. Provide evidence that the proposed variation will not:

- a. Impair an adequate supply of light and air to adjacent property;

See attached

- b. Substantially increase the hazard from fire or other dangers to the property in question or adjacent property;

See attached

- c. Otherwise impair the public health, safety, comfort, morals or general welfare of the inhabitants of the Village;

See attached

- d. Diminish or impair property values within the neighborhood;

see attached

- e. Unduly increase traffic congestion in the public streets and highway;

See attached

- f. Create a nuisance; or

see attached

- g. Results in an increase in public expenditures.

See attached

7. Provide evidence that the variation is the minimum variation that will make possible the reasonable use of the land, building or structure.

See attached

8. Please add any comments which may assist the commission in reviewing this application.

See attached

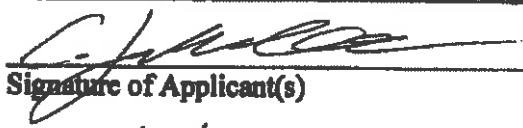
VI. CERTIFICATIONS, CONSENT AND SIGNATURE(S)

I (We) certify that all of the statements and documents submitted as part of this application are true and complete to the best of my (our) knowledge and belief.

I (We) consent to the entry in or upon the premises described in the application by any authorized official of the Village of Glen Ellyn.

I (We) certify that I (we) have carefully reviewed the Glen Ellyn Zoning Variation Request Package and applicable provisions of the Glen Ellyn Zoning Code.

I (We) consent to accept and pay the cost to publish a notice of Public Hearing as submitted on an invoice from the publishing newspaper. I (we) understand that our request will not be scheduled for a Village Board agenda until and unless this invoice is paid.



Signature of Applicant(s)

6/13/2017
Date filed

A. STANDARDS APPLICABLE TO ALL VARIATIONS REQUESTED

1. Provide evidence that due to the characteristics of the property in question, there are practical difficulties or particular hardship for the applicant/owner in carrying out the strict letter of the Zoning Code:

RESPONSE: As described in the narrative of the Application, the Church is in great need of an improved Lobby/gathering area for the Church. The only possible location of the addition is the current proposed location. Also, with a 30-foot wide corner side yard, 25-foot wide interior side yard and a lot that is only 140 feet wide, almost 40% of the lot width is consumed by side yard setbacks.

2.
 - a. Provide evidence that the property in question cannot yield a reasonable return if permitted to be used under the conditions allowed by the Zoning Code (i.e., without one or more variations):

RESPONSE: As described in the narrative, Church operations are greatly hampered by not having an adequately sized lobby. The proposed lobby addition will help alleviate unsafe congestion in the Church lobby and stairway going to the children's programming for the safety of infants and children

OR

- b. Provide evidence that the plight of the applicant/owner is due to unique circumstances relating to the property in question:

RESPONSE: With a 30-foot wide corner side yard, 25-foot wide interior side yard and a lot that is only 140 feet wide, almost 40% of the lot width is consumed by side yard setbacks.

3. Provide evidence that the requested variation(s), if granted, will not alter the essential character of the locality of the property in question:

RESPONSE: As can be seen from the existing and surrounding conditions map, the current Church contains corner side yard building setbacks between 5 and 14 feet. The average weighted corner side yard setback is 20.1 feet because of the rounded north façade. The area in front of the Church on Hillside Avenue contains parking that is restricted to permit parking for Central Business District Employees only Monday through Saturday from 6:00 a.m. to 6:00 p.m. Lastly, the uses across the street on Hillside are zoned C5A and C5B. Both converted houses on the north side of Hillside are setback less than 20 feet and the parking lots on Hillside, either go to the property line (Giesche Shoe's lot) or close to the property line. The character of the area on Hillside adjacent to the proposed addition is non-residential and this proposed addition will not alter the essential character of the area.

- B. For the purpose of supplementing the above standards, the ZBA or PC, is making its recommendation that there are practical difficulties or particular hardships, shall also take into consideration the extent to which the evidence establishes or fails to establish the following facts favorably to the applicant:

1. Provide evidence that the particular physical surroundings, shape or topographical condition of the property in question would bring particular hardship upon the applicant/owner as distinguished from a mere inconvenience if the strict letter of the Zoning Code were to be carried out:

RESPONSE: A 30-foot setback along Hillside for this non-residential use, which is located across the street from non-residential retail and office use that have setbacks that are less than 30 feet, and the existing portion of the church, which is setback between 5 feet and 14 feet, is the particular hardship. As noted in the narrative, the Church is in great need of this lobby addition and this is the only possible location. Also, as noted in response #1 above, the lot is only 140 feet wide and the side yard setbacks required are 55 feet, or almost 40% of the lot width.

2. Provide evidence that the conditions upon which the petition for variation is based would not be applicable generally to other property within the same zoning district:

RESPONSE: As noted previously, many uses along Hillside on the north side of the street facing the Church do not have a 30-foot setback. Also, on-street parking in front of the Church is restricted to permit parking for commercial business district employees Monday through Saturday from 6:00 a.m. through 6:00 p.m. Consequently, the corner side yard in this location is commercial, not residential in nature. The conditions would not be applicable generally to other R2 uses in the Village. In addition, only schools and churches are burdened with a 25-foot-wide interior side yard and Applicant assumes few properties are burdened with side yard setbacks of 40% of their lot width.

3. Provide evidence that the purpose of the variation is not based exclusively upon a desire to make more money out of the property in question:

RESPONSE: The Church is a not-for-profit corporation. The variation is solely based on providing a safer and more comfortable entrance into the Church.

4. Provide evidence that the alleged difficulty or particular hardship has not been created by any person presently having an interest in the property in question or by the applicant.

RESPONSE: The need for the lobby addition has not been created by the Church. It is to provide greater safety and comfort for parishioners entering and exiting the Church.

5. Provide evidence that the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property in question is located:

RESPONSE: See response to A3 above.

6. Provide evidence that the proposed variation will not:

- a. Impair an adequate supply of light and air to adjacent property:

RESPONSE: It will not. The average weighted setbacks will be 20 feet to the right-of-way. The closest building will be across the street to the east on Hillside.

- b. Substantially increase the hazard from fire or other damage to the property in question or adjacent property:

RESPONSE: It will not. All fire code standards will be met.

- c. Otherwise impair the public health, safety, comfort, morals or general welfare of the inhabitants of the Village:

RESPONSE: It will not.

- d. Diminish or impair property values within the neighborhood:

RESPONSE: It will not. This is less than a 2500 square foot addition that faces retail and office uses across the street on Hillside. Also, the current Church setback is between 5 and 14 feet on Hillside Avenue.

- e. Unduly increase traffic congestion in the public streets and highway:

RESPONSE: It will not. No additional seats will be added to the sanctuary.

- f. Create a nuisance:

RESPONSE: It will not. This is a lobby addition to serve existing parishioners.

- g. Results in an increase in public expenditures.

RESPONSE: It will not.

7. Provide evidence that the variation is the minimum variation that will make possible the reasonable use of the land, building or structure.

RESPONSE: Only 13.6% of the frontage along Hillside is requesting a variation, which contains an average weighted setback of approximately 20 feet.

8. Please add any comments which may assist the commission in reviewing this application.

**REQUEST TO REMOVE SECOND CONDITION
IN SECTION THREE OF ORDINANCE NO. 3689-2**

As part of the Amendment to Ordinance No. 3689-2, Applicant requests the second condition in Section three be removed. First, the transcript of the July 25, 1989 Plan Commission meeting shows this condition was only requested by one board member to clarify that if a parking variance to reduce the required number of parking spaces were granted by the Board, as part of the 1989 ordinance, the Village would be able to review the parking issue if the Church desired to add on to its building in the future. Village attorney Jagen noted the condition was not necessary because the Church would need to apply for an amendment to the 1989 ordinance if the site plan was changed (see P. 75 – 78 of July 25, 1989 transcript). This is exactly what the Applicant is seeking here; an amendment to its special use based on its proposed Site Plan. As can be seen with the proposed Site Plan and Floor Plan, there is no additional seating added to the sanctuary. The addition will not create additional parking requirements. It will merely make the lobby and children's ministries area more functional.

Second, the lobby addition will have a small footprint of approximately 2400 square feet. The proposed Site Plan leads to an increase to the net impervious area of only 313 square feet by adding additional permeable pavers to one row of parking stalls. Much of the footprint of the proposed addition contains a wide concrete walk into the existing church. Additionally, ground cover plants and twenty-three (23) additional boxwoods will be added to the property as part of the addition.

Third, this addition does not add more seats to the sanctuary. It merely adds more welcoming, greeting and fellowship space to the existing congregation. As stated earlier, it will not increase traffic or parking in the area.

Fourth, the design of the addition still provides ample open space along the east side. The addition includes a rounded north façade so that the minimum proposed building addition setback of 15.1 feet increases to a weighted average overall setback of 20.01 feet. The proposed addition still contains a greater setback than the current church, which contains building setbacks between 5 and 14 feet.

Fifth, removing the condition is appropriate because the applicant meets the standards to amend the special use and grant the corner side-yard variance for all the reasons provided in the response to these standards. Like any condition contained in an ordinance, the condition can be amended or eliminated based on the facts and circumstances of each case. As noted above, removing this condition is warranted based on the proposed application.

EXTERIOR APPEARANCE REVIEW APPLICATION

Please complete and return this form to the Planning and Development Department, 535 Duane St.,
Glen Ellyn, IL 60137. If you have questions, please phone: 630.547.5250

I. APPLICATION INFORMATION:

A. Date Filed: _____ B: Application No. _____

C. Project Name: Glen Ellyn Bible Church

D. Project Description: Lobby addition to Glen Ellyn Bible Church

E. Address of Property: 501 Hillside Ave., Glen Ellyn
05-14-102-001; 05-14-102-002; 05-14-102-003; 05-14-102-004; 05-14-102-005; 05-14-102-010; and

F. Permanent Index No.: 05-14-102-011 G. Zoning: R-2

H. Name of Applicant: Glen Ellyn Bible Church

I. Address of Applicant: 501 Hillside Ave., Glen Ellyn

J. Phone No. (Business): 630-469-2964 (Home) _____

K. Fax No. (Business): _____ (Home) _____

L. E-mail Address of Applicant: jvandervelde@gebible.org

M. Name of Property Owner: Glen Ellyn Bible Church

N. Address of Property Owner: 501 Hillside Ave., Glen Ellyn

O. Phone No. (Business): 630-469-2964 (Home) _____

P. E-Mail Address of Property Owner: jvandervelde@gebible.org

II. CONFORMANCE WITH APPEARANCE REVIEW GUIDELINES:

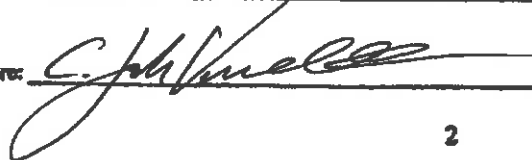
(You may attach separate sheets as needed to answer any of the following questions)

Q. Please explain why the proposed architectural style was chosen. See attached

R. Provide information about the architectural style and exterior materials of the buildings in the surrounding area: See attached

S. Please explain how the project complies with the Appearance Review Guidelines: See attached

T. Please explain why any deviations from the Appearance Review Guidelines are proposed: See attached

Signature: 

Date: 6/15/2017

CONFORMANCE WITH APPEARANCE REVIEW GUIDELINES

Q. Please explain why the proposed architectural style was chosen:

RESPONSE: To match the existing buildings and surrounding area. Curved feature of the building was incorporated as an aesthetic texture and to limit the proposed corner side yard variance.

R. Provide information about the architectural style and exterior materials of the buildings in the surrounding area:

RESPONSE: This is a minor addition to the existing building which matches the architectural style and exterior appearance of the existing building.

S. Please explain how the project complies with the Appearance Review Guidelines:

RESPONSE: The proposed addition is compatible with the character of the site and adjacent streetscape by using masonry materials and glass. The roof is scaled to the proposed building. The entrance is open, well lighted and highlighted by the building structure. Foundation landscaping to buffer the building is provided.

T. Please explain why any deviations from the Appearance Review Guidelines are proposed:

RESPONSE: There are none.



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

Meeting: 02/12/18 07:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Ordinance
Prepared By: Kelly Purvis

SCHEDULED

ORDINANCE 6578

DOC ID: 3098

Ordinance No. 6578 An Ordinance Repealing Ordinances 6319 and 6416 and Approving Variations from the District Regulations, Nonconformities and Accessory Structure Regulations of the Zoning Code to Allow the Construction of Additions to a Non-Conforming Structure on the Property Located at 265 S. Ott Avenue (Planning and Development Director Hulseburg)

Background:

Property owner, Dagmara Kamionka, is requesting approval of variations from the Glen Ellyn Zoning Code to allow the construction of a two story addition and a one story addition on her non-conforming single family home.

The property is an interior lot located in the R0 Zoning District on the east side of Ott Avenue between McCreedy Avenue and Buena Vista Drive. The zoning and land use immediately surrounding the subject property is R0 and R2 single-family residential. Notice of the public hearing was published in the Daily Herald on December 23, 2017. The Zoning Board of Appeals conducted a public hearing on the requested variations on January 9, 2018.

Dagmara Kamionka, purchased the property at 265 S. Ott Avenue in June of 2017. She was aware at the time of purchase that the property had been granted variations for the non-conforming front yard setback to construct either a new home (2016 Ordinance) or a single story addition connecting the principal structure to the existing detached garage (2015 Ordinance). However, the plans submitted to the Village by Ms. Kamionka are not in substantial compliance with the plans for which the previous variations were granted for this property. Therefore the property must be granted similar variations for new plans in order for the project to be constructed as proposed. Please see the attached chart for additional information regarding the previously approved and currently proposed variations for the property.

The existing house is legally non-conforming with a front yard setback of approximately 40 feet. The property was annexed into the Village in 1995, along with 33 other properties in the Lambert Farms Subdivision, with an R0 Zoning designation which requires a 50 foot front yard setback. The properties surrounding this home all have the same (approximately) 40 foot front yard setback. It is likely that the homes were constructed this way to accommodate a septic field in the rear of the homes (since there were not municipal water or sanitary mains for the properties to connect to at the time the homes were constructed).

Subject:

At the public hearing on January 9, 2018, the petitioner presented plans which included removal of the entire roof on the existing structure to add a second story addition to the home (approximately 1,165 sf) and the construction of a one story addition (380 sf) to the south elevation of the home

toward the existing garage. The existing garage will remain in the same place and will not be altered, but a new front porch will be constructed on the residence. In order to proceed with the project as proposed the petitioner will need to be granted several variations from the Zoning Code:

Font Yard Setback - A variation from the front yard setback requirement is needed to construct the second story addition and the new one story addition to the south of the existing home at approximately 40 feet from the property line in lieu of the required 50 foot setback.

Front & Side Yard Setback (Accessory Structure) - A variation will be needed to allow the garage to remain 9.13 feet from the side yard lot line. When the one story addition is added to the principal structure at the south elevation, the principal structure will only be 3 feet from the detached garage. Village Code requires accessory structures to meet the same setback requirements as the principal structure if the accessory structure is less than 10 feet from the principal structure (in this case a 16.8 foot side yard setback, and 50 foot front yard setback is required).

Front Porch Setback - A variation to allow the front porch to encroach approximately 14.52 feet into the required front yard setback will be needed to accommodate the proposed front porch addition. The Zoning Code allows front porches to encroach up to 25% into the required front yard setback, in this case, a 12.5 feet encroachment is permitted. If the required front yard setback were 40 feet, the porch would only be required to meet a 30 foot front yard setback (it will be approximately 35 feet from the front lot line as proposed).

Class II Alteration - The Zoning Code regulates the amount of alteration that is permitted on a non-conforming structure. The petitioner is requesting to alter approximately 50% of the existing structure (mostly due to the removal of the roof to add the second story) which falls within the limits permitted by the Zoning Code. However, a 50% alteration is permitted, only when the addition will meet the requirements of the Zoning Code. In this case the additions do not meet the front yard setback requirement and therefore would not be permitted without a variation. Staff also feels that the Class I Alteration could very easily become a Class II Alteration if the square footage calculation of altered areas is even slightly different than anticipated, and has therefore suggested that a variation be requested for a Class II Alteration to avoid any future problems with the completion of this project.

The ZBA members were in favor of the changes being proposed to the home and felt that an undue burden had been passed on to the homeowner due to the designation of the R0 Zoning District (which makes the home non-conforming) at the time the property was annexed into the Village. They also felt that the septic field created a unique circumstance whereby the home owner could not modify the home without seeking a variation to do so. All members of the Zoning Board of Appeals were in favor of granting the variations being requested.

One member of the public (an adjoining property owner) sent an email in support of the requested variations.

Recommendation:

At the public hearing on January 9, 2018, the Zoning Board of Appeals voted on a motion to

recommend approval of the requested variations to allow the construction of two non-conforming additions to a non-conforming single family home, which carried with six (6) yes and zero (0) no votes. In accordance with this recommendation for approval, staff has prepared an ordinance to **approve** the requested variations.

Action Requested:

It is requested that the Village Board consider the Petitioner's requests, the recommendations offered by the Zoning Board of Appeals and any further evidence or testimony presented at the Village Board Meeting and grant, deny or amend the requested variations.

List of Attachments:

- Ordinance
- Draft Minutes of January 9, 2018 ZBA Public Hearing, Exhibit A
- Location/Zoning Map
- Aerial View
- Chart, Zoning Variation Comparison
- Site Plan
- Floor Plan
- Elevations
- Relevant Sections of Village Code

Ordinance 6578

Meeting of February 12, 2018



Village of Glen Ellyn

Ordinance No. 6578

**An Ordinance Repealing Ordinances 6319 and 6416 and
Approving Variations from the
District Regulations, Nonconformities and Accessory Structure Regulations
of the Zoning Code to Allow the
Construction of Additions to a Non-Conforming Structure
on the Property Located at
265 S. Ott Avenue
Glen Ellyn, IL 60137**

**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__.

PREPARED BY AND MAIL TO:
VILLAGE OF GLEN ELLYN
ATTN: VILLAGE CLERK
535 DUANE STREET
GLEN ELLYN, IL 60137

Ordinance 6578

Meeting of February 12, 2018

Ordinance No. _____

**An Ordinance Repealing Ordinances 6319 and 6416 and
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Construction of Additions to a Non-Conforming Structure
on the Property Located at
265 S. Ott Avenue
Glen Ellyn, IL 60137**

Whereas, the property at 265 S. Ott Avenue was granted prior variations by Ordinance 6319 on May 26, 2015 and Ordinance 6416 on June 27, 2016, and the homes contemplated by those plans were never constructed; and

Whereas, a new property owner, Dagmara Kamionka, is proposing new plans for additions to the home which require different variations from the Zoning Code; and

Whereas, Dagmara Kamionka, owner of the property at 265 S. Ott Avenue, Glen Ellyn, Illinois, which is legally described as follows:

LOT 13 IN BLOCK 3 IN ARTHUR T. MCINTOSH AND COMPANY'S LAMBERT ROAD FARMS, A SUBDIVISION IN THE WEST HALF OF THE SOUTHEAST QUARTER OF SECTION 22, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED NOVEMBER 8, 1995 AS DOCUMENT NUMBER 781095, ALL IN DUPAGE COUNTY, ILLINOIS.

P.I.N.: 05-22-410-002

has petitioned the President and Board of Trustees of the Village of Glen Ellyn for the following variations for the new plans:

- A. Section 10-4-6(D)1 – to allow the construction of a two-story addition on a single family home with an existing non-conforming front yard setback of approximately 40 feet in lieu of the required front yard setback of 50 feet; and

- B. Section 10-5-4(A)4(b) to allow the existing detached garage to remain approximately 9.13 feet from the side property line in lieu of the minimum required side yard setback of 16.8 feet for an accessory structure within 10 feet of a principal structure; and
- C. Section 10-5-5(B)4 TABLE – to allow the construction of a front porch addition that will encroach into the required front yard approximately 29.7% in lieu of the maximum permitted encroachment of 25% into the required front yard; and
- D. Section 10-8-6(B)3 to allow a Class II Alteration to a single family dwelling that is non-conforming due to zoning bulk control regulations where the addition will not conform to all regulations in the district in which it is located;

all to allow the construction of a one story and two story addition on a non-conforming structure where the additions will not meet the requirements of the Zoning Code; and

Whereas, following due notice by publication in the Daily Herald not less than fifteen (15) nor more than thirty (30) days prior thereto, and by mailing notice to all property owners within 250 feet of the subject property at least ten (10) days prior thereto, and following the placement of a placard on the subject property not less than fifteen (15) days prior thereto, the Glen Ellyn Zoning Board of Appeals conducted a public hearing on January 9, 2018 at which the petitioners presented evidence, testimony, and exhibits in support of the variation requests and zero (0) persons appeared in favor or in opposition to the variations requested; and

Whereas, based upon the evidence, testimony, and exhibits presented at the public hearings on January 9, 2018, the Zoning Board of Appeals adopted findings of fact and voted on a motion to approve the requested variations, which carried by vote of six (6) “yes” and zero (0) “no”, resulting in a recommendation for approval as set forth in its draft minutes dated January 9, 2018, appended hereto as Exhibit “A”; and

Whereas, the President and Board of Trustees have reviewed the exhibits and evidence presented at the aforementioned public hearings and have considered the findings of fact and recommendations of the Zoning Board of Appeals; and

Whereas, the President and Board of Trustees make the following findings of fact:

- A. That the plight of the owner is due to the R0 Zoning designation assigned to the property upon annexation which made the residence non-conforming; and
- B. That the variations, if granted, will not alter the essential character of the locality as all of the surrounding properties in the neighborhood have the same non-conforming front yard setback; and
- C. That the conditions upon which the variations are based would not be applicable generally to other property within the same zoning district since lots in the R0 zoning district typically have a 50 foot front yard setback, and this lot has an existing septic field which prohibits the expansion of the residence into the rear yard; and
- D. That the purpose of the variations is not based exclusively upon a desire to make more money out of the property since the applicant intends to construct the addition on the home for the use of her family and has no desire to sell the property or move from the home; and
- E. That the practical difficulty or particular hardship has not been created by any persons presently having an interest in the property; and
- F. That the variations will not be detrimental to the public comfort, morals, and welfare or injurious to other property or improvements in the neighborhood in which the property is located since the use is permitted in the zoning district and the additions

will be constructed in accordance with all applicable zoning code regulations other than the variations granted; and

- G. That the variations will not substantially increase the hazard from fire or other dangers to said property and not otherwise impair the public health, safety, or general welfare of the inhabitants of the Village since the addition will be constructed in accordance with all applicable building code regulations; and
- H. That the variations will not diminish or impair property values within the neighborhood since the variations allow property improvements that will increase property values; and
- I. That the variations will not unduly increase traffic congestion in the public streets and highways, as the use is not changing and the traffic pattern on site will not be changed; and
- J. That the variations will not result in an increase in public expenditures or create a nuisance since the proposed construction is for a single family residential use in a residential zoning district; and
- K. That the variations are the minimum variations that will make possible the reasonable use of the land, building or structure; and

Whereas, the President and Board of Trustees, based on the aforementioned findings of fact, find it appropriate to grant the variations as recommended by the Zoning Board of Appeals.

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

Section One: The Draft Minutes of the January 9, 2018 Glen Ellyn Zoning Board of

Appeals meeting, Exhibit "A", appended hereto, is hereby accepted, and the findings of fact and conclusions set forth in the preambles above are hereby adopted as the findings of fact and conclusions of the corporate authorities of the Village of Glen Ellyn.

Section Two: Based upon the above findings of fact, the President and Board of Trustees hereby approve the following variations from the Zoning Code:

- A. Section 10-4-6(D)1 – to allow the construction of a two-story addition on a single family home with an existing non-conforming front yard setback of approximately 40 feet in lieu of the required front yard setback of 50 feet; and
- B. Section 10-5-4(A)4(b) to allow the existing detached garage to remain approximately 9.13 feet from the side property line in lieu of the minimum required side yard setback of 16.8 feet for an accessory structure within 10 feet of a principal structure; and
- C. Section 10-5-5(B)4 TABLE – to allow the construction of a front porch addition that will encroach into the required front yard approximately 29.7% in lieu of the maximum permitted encroachment of 25% into the required front yard; and
- D. Section 10-8-6(B)3 to allow a Class II Alteration to a single family dwelling that is non-conforming due to zoning bulk control regulations where the addition will not conform to all regulations in the district in which it is located;

for the residence at 265 S. Ott Avenue, Glen Ellyn, Illinois which is legally described as follows:

LOT 13 IN BLOCK 3 IN ARTHUR T. MCINTOSH AND COMPANY'S LAMBERT ROAD FARMS, A SUBDIVISION IN THE WEST HALF OF THE SOUTHEAST QUARTER OF SECTION 22, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED NOVEMBER 8, 1995 AS DOCUMENT NUMBER 781095, ALL IN DUPAGE COUNTY, ILLINOIS.

P.I.N.: 05-22-410-002

Section Three: The granting of these variations is conditioned upon the additions being

constructed in substantial compliance with the plans and the application for variation and the testimony and exhibits provided at the January 9, 2018 Zoning Board of Appeals public hearing.

Section Four: Ordinance 6319 adopted on May 26, 2015 and Ordinance 6416 adopted on June 27, 2016 are hereby repealed and are no longer of any force and effect.

Section Five: The Building and Zoning Official is hereby authorized and directed to issue building permits for the subject property, consistent with the variations granted herein, provided that all conditions set forth hereinabove have been met and that the proposed construction is in compliance with all other applicable laws and ordinances. The granting of these variations shall expire and become null and void twenty-four (24) months from the date of passage of this Ordinance unless a building permit to begin construction in reliance on these variations is applied for within said twenty-four (24)-month time period and construction is continuously and vigorously pursued provided, however, the Village Board, by motion, may extend the period during which permit application, construction, and completion shall take place.

Section Six: The Village Clerk is hereby authorized and directed to cause a copy of this Ordinance approving the variations to be recorded with the DuPage County Recorder of Deeds.

Section Seven: This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form.

Section Eight: Failure of the owners or other party in interest or a subsequent owners or other party in interest to comply with the terms of this Ordinance, after execution of said Ordinance, shall subject the owners or party in interest to the penalties set forth in Section 10-10-18 "A" and "B" of the Village of Glen Ellyn Zoning Code.

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

Ordinance 6578

Meeting of February 12, 2018

Ayes:	☐	Diane McGinley	☐	Pete Ladesic	☐	Mark Senak
	☐	Craig Pryde	☐	Bill Enright	☐	Gary Fasules
	☐	John Kenwood				
Nays:	☐	Diane McGinley	☐	Pete Ladesic	☐	Mark Senak
	☐	Craig Pryde	☐	Bill Enright	☐	Gary Fasules
	☐	John Kenwood				
Absent:	☐	Diane McGinley	☐	Pete Ladesic	☐	Mark Senak
	☐	Craig Pryde	☐	Bill Enright	☐	Gary Fasules
	☐	John Kenwood				

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

Village President

Attest:

Village Clerk

AFFIX VILLAGE SEAL

(Published in pamphlet form and posted on the _____ day of _____, 20____.)

Ordinance 6578

Meeting of February 12, 2018

ATTACHMENTS:

- Draft Minutes from the January 9, 2018 ZBA Public Hearing, Exhibit A (PDF)
- Location & Zoning Map (PDF)
- Aerial Map (PDF)
- Zoning Variation Comparison (PDF)
- Site Plan (PDF)
- Floor Plans (PDF)
- Elevations (PDF)
- Relevant Sections of the Code (PDF)

DRAFT MINUTES
ZONING BOARD OF APPEALS
MINUTES
JANUARY 9, 2018

The meeting was called to order by Chairperson Rick Garrity at 7:00 p.m. ZBA Members Greg Constantino, Matthew Jones, John Micheli, Adam Miller, Reed Panther, Tom Whalls and Student Commissioner Maddie Greenleaf were present. ZBA Member Chip Miller was excused. Also present were Trustee Liaison Mark Senak, Associate Planner Kelly Purvis and Recording Secretary Debbie Solomon.

Chairperson Garrity explained the procedures of the Zoning Board of Appeals (ZBA).

MINUTES

ZBA Member Micheli moved, seconded by ZBA Member Jones, to approve the minutes of the October 17, 2017 meeting and the minutes of the November 14, 2017 meeting. The motion carried unanimously with a voice vote.

On the agenda was a public hearing regarding the property at 265 S. Ott Avenue.

Chairperson Garrity stated all members of the Zoning Board of Appeals have visited the property and are aware of the proposed plans.

PUBLIC HEARING – 265 S. OTT AVENUE

DAGMARA KAMIONKA IS REQUESTING APPROVAL OF VARIATIONS FROM THE GLEN ELLYN ZONING CODE AS FOLLOWS TO ALLOW A VERTICAL ADDITION ON A NON-CONFORMING STRUCTURE AT 265 S. OTT AVENUE: 1. SECTION 10-4-6(D)1 TO ALLOW THE CONSTRUCTION OF A TWO-STORY ADDITION ON A SINGLE FAMILY HOME WITH AN EXISTING NON-CONFORMING FRONT YARD SETBACK OF APPROXIMATELY 40 FEET IN LIEU OF THE REQUIRED FRONT YARD SETBACK OF 50 FEET. 2. SECTION 10-5-4(A)4(B) TO ALLOW THE DETACHED GARAGE TO REMAIN APPROXIMATELY 9.13 FEET FROM THE SIDE PROPERTY LINE IN LIEU OF THE MINIMUM REQUIRED SIDE YARD SETBACK OF 16.8 FEET FOR AN ACCESSORY STRUCTURE WITHIN 10 FEET OF A PRINCIPAL STRUCTURE. 3. SECTION 10-5-5(B)4 TABLE - TO ALLOW THE CONSTRUCTION OF A FRONT PORCH ADDITION THAT WILL ENCROACH INTO THE REQUIRED FRONT YARD APPROXIMATELY 29.7% IN LIEU OF THE MAXIMUM PERMITTED ENCROACHMENT OF 25% INTO THE REQUIRED FRONT YARD. 4. SECTION 10-8-6(B)3 TO ALLOW A CLASS II ALTERATION TO A SINGLE FAMILY DWELLING THAT IS NON-CONFORMING DUE TO ZONING BULK CONTROL REGULATIONS WHERE THE ADDITION WILL NOT CONFORM TO ALL REGULATIONS IN THE DISTRICT IN WHICH IT IS LOCATED. 5. ANY OTHER ZONING RELIEF NECESSARY TO

CONSTRUCT THE PROJECT AS DEPICTED ON THE PLANS PRESENTED OR REVISED AT THE PUBLIC HEARING OR AT A PUBLIC MEETING OF THE VILLAGE BOARD.

(Dagmara Kamionka, owner)

Staff Presentation

Associate Planner Kelly Purvis was present to speak regarding the proposed variation request. Associate Planner Purvis stated Dagmara Kamionka is the owner of 265 S. Ott Avenue, and she is proposing variations from the Glen Ellyn Zoning Code to allow a vertical addition on a non-conforming structure as follows:

1. Section 10-4-6(D)1 - to allow the construction of a two-story addition on a single family home with an existing non-conforming front yard setback of approximately 40 feet in lieu of the required front yard setback of 50 feet.
2. Section 10-5-4(A)4(b) to allow the detached garage to remain approximately 9.13 feet from the side property line in lieu of the minimum required side yard setback of 16.8 feet for an accessory structure within 10 feet of a principal structure.
3. Section 10-5-5(B)4 TABLE - to allow the construction of a front porch addition that will encroach into the required front yard approximately 29.7% in lieu of the maximum permitted encroachment of 25% into the required front yard.
4. Section 10-8-6(B)3 to allow a Class II Alteration to a single family dwelling that is non-conforming due to zoning bulk control regulations where the addition will not conform to all regulations in the district in which it is located.
5. Any other zoning relief necessary to construct the project as depicted on the plans presented or revised at the public hearing or at a public meeting of the Village Board.

Associate Planner Purvis stated that the subject property is an interior lot in the R0 Zoning District on the east side of Ott Avenue between McCreedy Avenue and Buena Vista Drive. Associate Planner Purvis stated that the zoning and land use immediately surrounding the subject property is R0 and R2 Single Family Residential. Associate Planner Purvis stated that the public hearing notice was published in the December 23, 2017, Daily Herald, a public hearing notice was mailed to the surround properties within a 250 ft. radius of the subject property and a public hearing notice placard was placed on the property. Associate Planner Purvis stated the Village records indicate that there were several prior variations and a building permit granted for this property which include Front-Yard, Side-Yard and Front Porch Setbacks in 2015, a Front-Yard Setback for a New Home in 2016 and a Water Hook Up permit in 1999.

Associate Planner Purvis stated home owner Dagmara Kamionka purchased the property at 265 S. Ott Avenue in June of 2017. Associate Planner Purvis stated Ms. Kamionka was aware at the time of purchase that the property had been granted variations for the non-conforming front yard setback to construct either a new home (2016 Ordinance) or an addition connecting the principal structure to the existing detached garage (2015 Ordinance). Associate Planner Purvis stated the plans submitted to the Village by the petitioner are not in substantial compliance with the plans for which the previous variations were granted for this property so the property must be granted similar variations for new plans in order for the project to be constructed as proposed. Associate Planner Purvis showed a chart for additional information regarding the previously approved and currently proposed variations for the property.

Associate Planner Purvis stated the existing house is legally non-conforming with a front yard setback of approximately 40 feet. Associate Planner Purvis stated the property was annexed into the Village in 1995, along with 33 other properties in the Lambert Farms Subdivision, with an R0 Zoning designation which requires a 50 foot front yard setback. Associate Planner Purvis stated the properties surrounding this home all have the same (approximately) 40 foot front yard setback, and it is likely that the homes were constructed this way to accommodate a septic field in the rear of the homes (since there were not municipal water or sanitary mains for the properties to connect to at the time the homes were constructed).

Associate Planner Purvis stated the petitioner is proposing to remove the entire roof on the existing structure to add a second story to the home (about 1,165 sf) and will also be adding a 1 story addition to the south elevation toward the existing garage (about 380 sf). Associate Planner Purvis stated the detached garage will not be altered. Associate Planner Purvis stated in addition, an open porch is also being proposed on the front of the home will encroach approximately 29% into the required front yard setback and will be 35.48 feet from the front property line.

Associate Planner Purvis stated in order to proceed with the project as proposed the petitioner will need to be granted several variations from the Zoning Code:

Front Yard Setback - A variation from the front yard setback requirement for is needed to construct the second story addition and the new one story addition to the south of the existing home at approximately 40 feet from the property line in lieu of the required 50 foot setback.

Front & Side Yard Setback (Accessory Structure) - Another variation will be needed to allow the garage to remain 9.13 feet from the side yard lot line. When the one story addition is added to the principal structure at the south elevation, the principal structure will only be 3 feet from the detached garage. Village Code requires accessory structures to meet the same setback requirements as the principal structure if the accessory structure is less than 10 feet from the principal structure (in this case a 16.8 foot side yard setback, and 50 foot front yard setback).

Front Porch Setback - A variation to allow the front porch to encroach approximately 14.52 feet into the required front yard setback will be needed to accommodate the proposed front porch addition. The Zoning Code allows front porches to encroach up to 25% into the required front yard setback, in this case, a 12.5 feet encroachment is permitted. If the required front yard setback were 40 feet, the porch would only be required to meet a 30 foot front yard setback (it will be approximately 35 feet from the front lot line as proposed).

Class II Alteration - The Zoning Code regulates the amount of alteration that is permitted on a non-conforming structure. The petitioner is requesting to alter approximately 50% of the existing structure (mostly due to the removal of the roof to add the second story) which falls within the limits permitted by the Zoning Code. However, a 50% alteration is permitted, only when the addition will meet the requirements of the Zoning Code. In this case the additions do not meet the front yard setback requirement and therefore would not be permitted without a variation. Staff also feels that the Class I Alteration could very easily become a Class II Alteration if the square footage calculation of altered areas is even slightly different than anticipated, and has therefore suggested that a variation be requested for a Class II Alteration.

Associate Planner Purvis stated there was one email received from a neighbor in support of the variances requested.

Questions from the Zoning Board of Appeals

ZBA Member Constantino asked if it is possible to connect the existing home to any sewer in the area. Associate Planner Purvis stated they could connect to the sanitary sewer in front of the home; however, this is very expensive and would cost thousands of dollars. ZBA Member Constantino asked if the construction and design proposals would otherwise comply with zoning ordinances if there were not existing non-conforming features of the home. Associate Planner Purvis stated the petitioner would be able to do everything she is proposing if there was a 40 foot setback requirement; however, she could not build an addition that would make the garage non-conforming.

ZBA Member Micheli asked why the petitioner is not getting the benefit of the previous variances granted to this property. Associate Planner Purvis stated the petitioner could use these variances if the plans were exactly the same, but the current plans are not. Associate Planner Purvis referred to the Zoning Variation Grants vs. Requested chart and stated the variation would need to match the previous plan submittals in order to be allowed to run with the land. ZBA Member Micheli asked if there is anything in the petitioner's request that the ZBA would be granting a variance for the sewer connection. Associate Planner Purvis stated the petitioner can do everything she is requesting to do with this variation without having to connect to the sanitary sewer. Associate Planner Purvis stated what triggers the need to connect to the sanitary sewer is a Class III alteration because this would change the structure

enough to be considered a new structure and would they be required to come into compliance with the code requirements for a new home.

ZBA Member Jones asked if the petitioner would have to connect to the sanitary sewer when her sewer fails and not just fix this. Associate Planner Purvis stated that the petitioner is allowed to fix this, and there is no requirement in the annexation ordinance that says she needs to connect to the sanitary sewer by any time certain. ZBA Member Jones stated if the property had been annexed in as an R2 instead of an R0, the petitioner would only need one variance. Associate Planner Purvis agreed with this and stated all the homes in this subdivision came in as non-conforming properties due to the front-yard setback. Associate Planner Purvis stated many of the lots are very big, and the Village wants to ensure these lots cannot be split. Associate Planner Purvis stated the front-yard setback is really the only thing that puts these properties at a disadvantage. ZBA Member Jones stated he feels this puts all these homeowners at a disadvantage as they all have non-conforming homes, and this can be confusing. ZBA Member Jones asked how close this request was to just getting an administrative variation. Associate Planner Purvis stated it was not eligible for administrative variation approval as staff is only allowed to approve minor yard setbacks and lot coverage variances and could not approve a Class II alteration to a non-conforming structure.

ZBA Member Whalls asked if this property has to be sprinkled because of the size of the addition. Associate Planner Purvis stated only if this was a Class III addition or alteration.

ZBA Member Reed asked about the front porch. Ms. Kamionka stated the front porch will be the same as it is now.

Petitioners' Presentation

Dagmara Kamionka, owner of the property at 265 S. Ott Avenue, stated they currently live in an apartment and want a home with more space. Ms. Kamionka stated the biggest hardship is that they cannot extend into the backyard due to the septic field so they need to add the addition to make the home two stories to extend the square footage of the home. Ms. Kamionka stated it is really hard to do anything else but add an addition, and they are hoping to make the home and neighborhood better.

Additional Questions from the Zoning Board of Appeals

None

Persons in Favor of or in Opposition to the Variation Requests

None

Findings of Fact

ZBA Member Constantino presented that petitioner Dagmara Kamionka, owner of the property at 265 S. Ott Avenue, is proposing variations from the Glen Ellyn Zoning Code to allow a vertical addition on her existing non-conforming structure as follows:

1. Section 10-4-6(D)1 - to allow the construction of a two-story addition on a single family home with an existing non-conforming front yard setback of approximately 40 feet in lieu of the required front yard setback of 50 feet.
2. Section 10-5-4(A)4(b) to allow the detached garage to remain approximately 9.13 feet from the side property line in lieu of the minimum required side yard setback of 16.8 feet for an accessory structure within 10 feet of a principal structure.
3. Section 10-5-5(B)4 TABLE - to allow the construction of a front porch addition that will encroach into the required front yard approximately 29.7% in lieu of the maximum permitted encroachment of 25% into the required front yard.
4. Section 10-8-6(B)3 to allow a Class II Alteration to a single family dwelling that is non-conforming due to zoning bulk control regulations where the addition will not conform to all regulations in the district in which it is located.
5. Any other zoning relief necessary to construct the project as depicted on the plans presented or revised at the public hearing or at a public meeting of the Village Board.

ZBA Member Constantino stated Associate Planner Purvis that the property is an interior lot located in the R0 Zoning District on the east side of Ott Avenue between McCreedy Avenue and Buena Vista Drive. ZBA Member Constantino stated that the zoning and land use immediately surrounding the subject property is R0 and R2 Single Family Residential. ZBA Member Constantino stated the Village records indicate that there were several prior variations and a building permit granted for this property which include Front-Yard, Side-Yard and Front Porch Setbacks in 2015, a Front-Yard Setback for a New Home in 2016 and a Water Hook Up permit in 1999. ZBA Member Constantino stated the plans that were submitted and are before the ZBA are substantially different than the plans originally approved with the prior variances so a new variation request is required.

ZBA Member Constantino stated there was one email submitted by a neighbor who is in support of the variations. ZBA Member Constantino stated they heard from no other neighbors on this.

ZBA Member Constantino stated the home was purchased in June 2017, and the home is a legally non-conforming home due to the front yard setback of approximately 40 feet. ZBA Member Constantino stated this property is part of a subdivision annexed by the Village in 1995, and the homes were an R0 Zoning designation which requires a 50 foot front yard setback. ZBA Member Constantino stated all the homes in the subdivision are non-conforming as all the homes have the same (approximately) 40 foot front yard setback.

ZBA Member Constantino stated the petitioner is proposing to remove the entire roof on the existing structure to add a second story to the home, approximately 1,165 square feet and a one story addition to the south elevation toward the existing garage, approximately 380 square feet. ZBA Member Constantino stated the garage itself would not be altered. ZBA Member Constantino stated it would be cost-prohibitive at this time to connect to the sanitary sewer while it is possible, and there is no requirement for the property owner to connect to the sanitary sewer.

ZBA Member Constantino stated if the Zoning Classification called for a 40 foot front yard setback instead of a 50 foot front yard setback, the addition as proposed would be permitted as well as a Class II alteration of up to 50% of the existing structure; however, the one story addition would not be allowed as proposed.

ZBA Member Constantino stated they have heard from petitioner Dagmara Kamionka about the hardship as they cannot extend the structure into the rear yard due to the existence of the septic field.

Motion

ZBA Member Micheli moved, seconded by ZBA Member Whalls, that the Zoning Board of Appeals recommended approval of the Findings of Fact.

The motion carried unanimously with a voice vote.

Additional Comments from the Zoning Board of Appeals

ZBA Member Constantino stated the lot is big, but the petitioner does have a limited amount of space. ZBA Member Constantino stated the size of the septic field in the rear yard is unknown which created the 40 foot front yard setback instead of 50 foot setback. ZBA Member Constantino stated this hardship was not created by the property owner. ZBA Member Constantino stated he suggests granting the variances that are requested.

ZBA Member Micheli stated he agrees with ZBA Member Constantino. ZBA Member Micheli stated there are no dramatic issues with these variation requests, and the 40 foot setback is keeping with the neighborhood. ZBA Member Micheli stated he supports the variation requests.

ZBA Member Jones stated he is in favor of this variation and feels the R0 Zoning District should not have been designated in the first place. ZBA Member Jones stated to annex an entire section of homes with 40 foot setbacks that are required to be at 50 feet going forward or be non-conforming homes was a mistake by the Village. ZBA Member Jones stated this hardship has been passed on to the homeowners. ZBA Member Jones stated he is in favor of the variation requests.

Student ZBA Member Greenleaf stated she is in favor of the variation requests and feels the Village should not have done the R0 Zoning District.

ZBA Member Whalls stated he is in favor of the variances as the Village created this when the annexation happened. ZBA Member Whalls stated the septic field, the front yard setback and garage were all inherited by the petitioner when the home was purchased. ZBA Member Whalls stated the architectural elevations will be a nice addition to the neighborhood, and he is in favor of these variations.

ZBA Member Panther stated he is in favor of the variances.

Motion

A motion was made by ZBA Member Micheli and seconded by ZBA Member Jones to close the public hearing for 265 S. Ott Avenue at 7:30 p.m.

The motion carried unanimously with a voice vote.

A motion was made by ZBA Member Micheli and seconded by ZBA Member Constantino that the Zoning Board of Approvals recommend approval of the variances as requested by Dagmara Kamionka, owner of 265 S. Ott Avenue, to allow a vertical addition on a non-conforming structure due to the circumstances of the lot, the neighborhood this property is in, the septic field at the rear of the home and the 40-foot front yard setback. The recommended variances are as follows:

1. Section 10-4-6(D)1 - to allow the construction of a two-story addition on a single family home with an existing non-conforming front yard setback of approximately 40 feet in lieu of the required front yard setback of 50 feet.
2. Section 10-5-4(A)4(b) to allow the detached garage to remain approximately 9.13 feet from the side property line in lieu of the minimum required side yard setback of 16.8 feet for an accessory structure within 10 feet of a principal structure.
3. Section 10-5-5(B)4 TABLE - to allow the construction of a front porch addition that will encroach into the required front yard approximately 29.7% in lieu of the maximum permitted encroachment of 25% into the required front yard.
4. Section 10-8-6(B)3 to allow a Class II Alteration to a single family dwelling that is non-conforming due to zoning bulk control regulations where the addition will not conform to all regulations in the district in which it is located.
5. Any other zoning relief necessary to construct the project as depicted on the plans presented or revised at the public hearing or at a public meeting of the Village Board.

The motion carried unanimously with six (6) "yes" votes as follows: ZBA Members Micheli, Constantino, Jones, Panther and Whalls and Chairman Garrity voted yes.

Trustee Report

Trustee Senak stated the Village Board did discuss and approve the sale and closing for True North on the 825 N. Main Street property where the Village will received money for the property and agreed to buy back the property if True North does not win the lawsuit about this property.

Trustee Senak stated the Board did approve the Taylor Street Pedestrian Underpass project as well as possible Public Art for this underpass. Trustee Senak stated the Village Board did approve the purchase of a new fire truck and a Pick-Up/Drop-Off window at the Glen Ellyn Public Library. Trustee Senak stated the Village Board has been discussing a possibly parking garage in the downtown area as well, and he supports a garage behind the Civic Center, paid for by a possible 0.75% food and beverage tax.

ZBA Member Whalls asked about the Giesche property. Trustee Senak stated this property was purchased by Maize and Mash to be a possible event space. Associate Planner Purvis stated they will only be remodeling this building.

Trustee Senak reviewed the results from the Village Survey that was recently done.

Chairperson Report

No Chairperson Report was given.

Staff Report

Associate Planner Purvis stated she is in the process of reviewing one application, but this application will not be ready for the next proposed meeting so they will not have a meeting on January 23, 2018.

ZBA Member Micheli stated the new electronic packets are not helpful as they do not print correctly and are not legible, and you cannot see the details. ZBA Member Micheli made a motion to request that the Planning and Development Department prepare hard-copy packets for pick-up on request. ZBA Member Whalls seconded this motion. No vote was taken on this. Chairman Garrity stated the staff is working on this.

Associate Planner Purvis stated this is the first packet to be done electronically so they are working ironing out the kinks. Associate Planner Purvis stated the Village is getting laptops soon at the dais to be used during Village Board meetings or Commission meetings, but will take ZBA Member Micheli's request to her department head.

Trustee Senak stated he will pass along the ZBA Members concerns to the Village President and Village Manager as the ZBA Members should have all the information they need to do their job.

At 8:03 p.m., a motion was made by ZBA Member Jones and seconded by ZBA Member Whalls to adjourn the meeting. The motion carried unanimously by a voice vote.

Respectfully submitted,

Debbie Solomon
Recording Secretary

Reviewed by,

Kelly Purvis
Associate Planner



265 S Ott Ave. - Zoning & Location



Map created on January 4, 2018.

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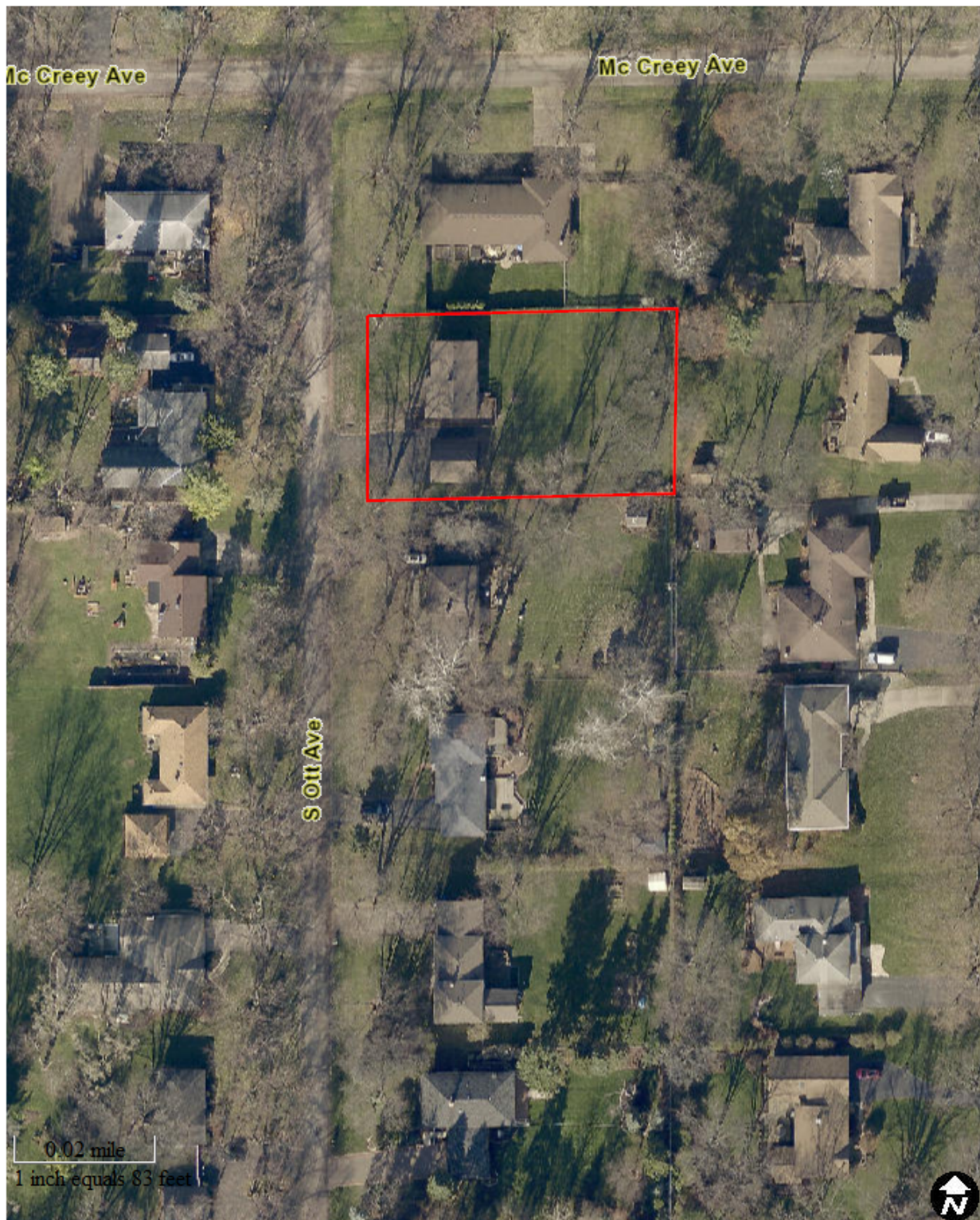
Disclaimer: This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

Zoning

-  CC - Community College
-  C2 - Community Commercial
-  C3 - Service Commercial
-  C4 - Office District
-  C5A - CBD Retail Core
-  C5B - CBD Service
-  C6 - Commercial/Multi-use
-  CR - Conservation Recreation
-  RE - Residential Estate
-  R0 - Single Family Residential
-  R1 - Single Family Residential
-  R2 - Single Family Residential
-  R2B - Single Family Residential
-  R3 - Multi-family Residential
-  R4 - Multi-family Residential
-  R5 - Planned Residential
-  U - Unincorporated



265 S Ott Ave. - Aerial



Map created on January 4, 2018.

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Zoning Variations Granted vs Requested for 265 S. Ott Avenue

	Variance Granted 2015	Variance Granted 2016	Variance Requested 2018	Code Requirement
	1 Story Addition	New Construction	2 Story Addition	
Front Yard	40 feet	40 feet	40 feet	50 feet
Side Yard	9.13 feet ¹	--	--	16.8 feet
Front Porch	40% (20 feet)	--	29% (14.52 feet)	25% (12.5 feet)
Garage	--	--	9.13 feet ²	16.8 feet & 50 feet
Alteration	--	--	50%	< 50% ³

¹ Granted for the principal structure with attached garage

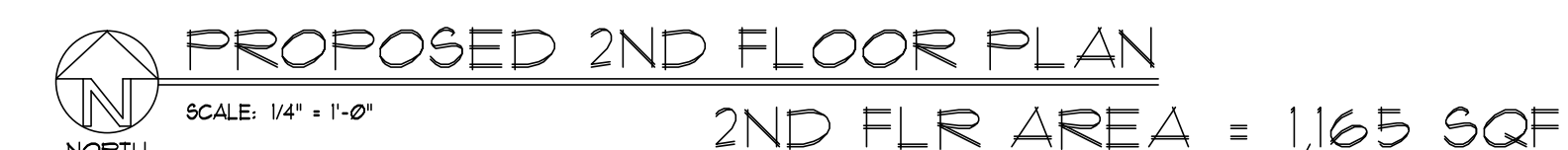
² Garage must adhere to the same setback as the principal structure

³ Only permitted when the addition meets the Zoning District Regulations



SITE PLAN

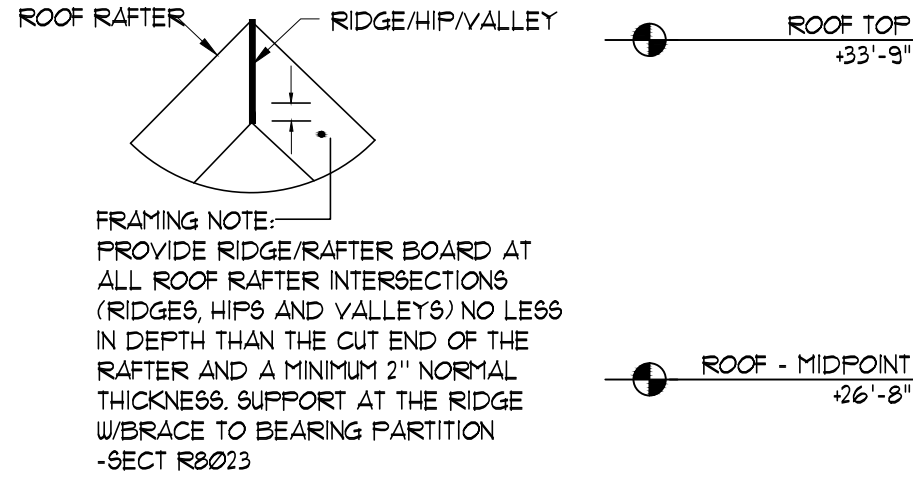
SCALE: 1/16" = 1'-0"





VENT CALCULATION			
ATTIC FLOOR AREA SQUARE FEET (EXCLUDING EAVES)	TOTAL VENT AREA REQUIRED (NFVA) IN SQUARE INCHES	RIDGE AREA VENTING 50% OF NFVA UPPER LEVEL VENTING SQUARE INCHES	SOFFIT/EAVE VENTING 50% OF NFVA LOWER LEVEL VENTING SQUARE INCHES
2100	1008	504	504

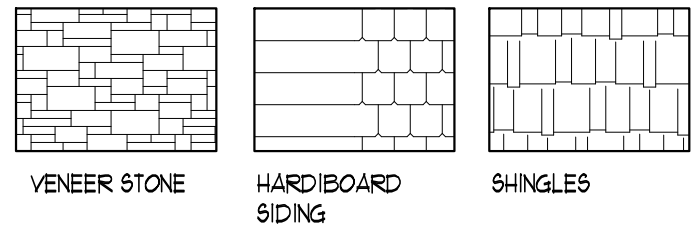
VENT RATED AT 18 NFA PER FOOT: 504/18=28
28 LINEAR FEET OF RIDGE VENT



FRAMING NOTE:
PROVIDE RIDGE/RAFTER BOARD AT ALL ROOF RAFTER INTERSECTIONS (RIDGES, HIPs AND VALLEYS) NO LESS IN DEPTH THAN THE CUT END OF THE RAFTER AND A MINIMUM 2" NOMINAL THICKNESS. SUPPORT AT THE RIDGE W/BRACE TO BEARING PARTITION -SECT R8023

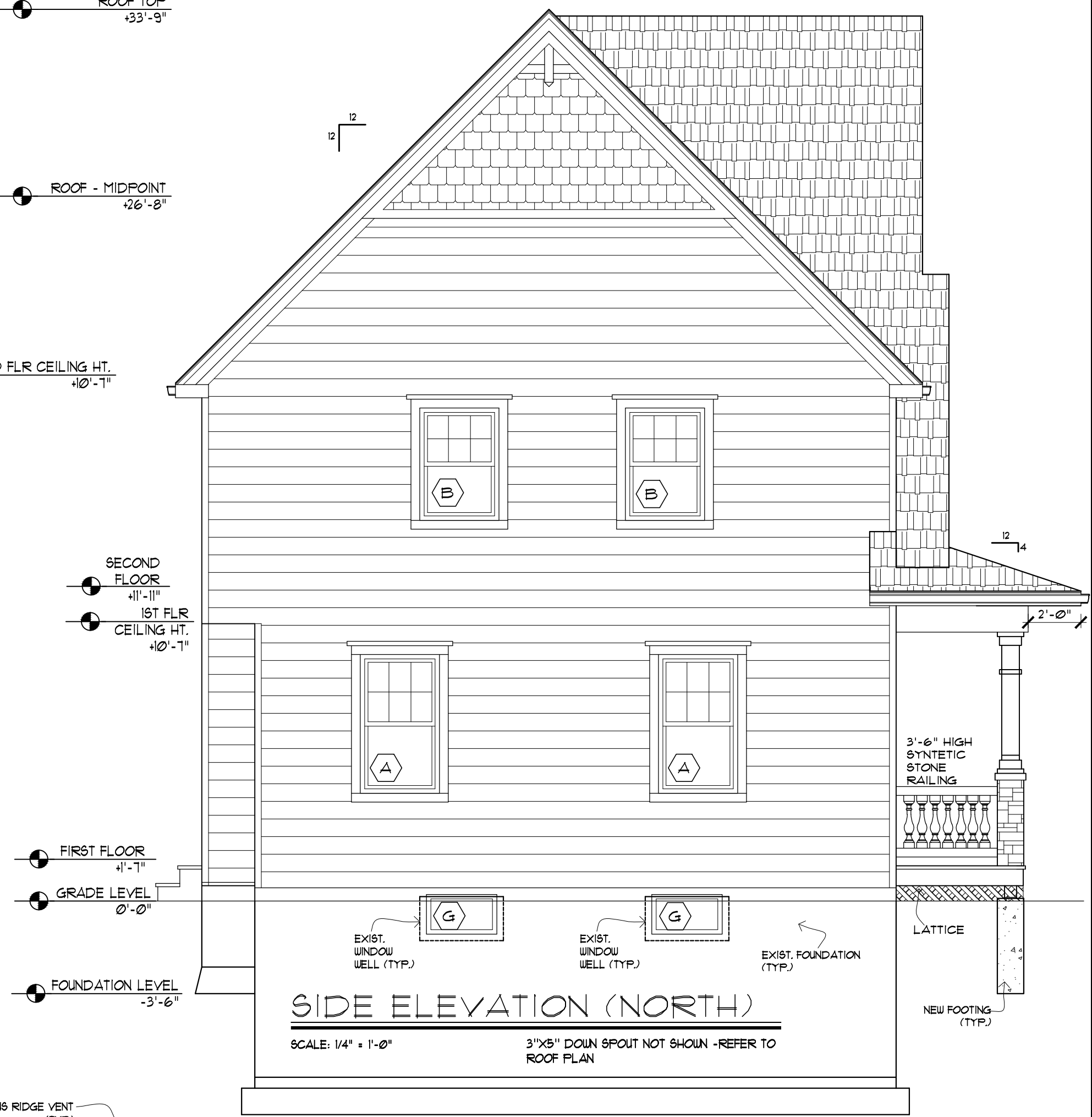
NOTE:
RIDGE / HIP TO BE MIN ONE SIZE LARGER THAN RAFTERS FOR RAFTER OVER 20'-0" APPLY BRACING TO BOTTOM OF JOISTS. RAFTERS AND CEILING JOIST SHALL BE SUPPORTED LATERALLY BY SOLID BLOCKING DIAGONAL BRIDGING (WOOD OR METAL) AT INTERVALS NOT EXCEEDING 10 FT. WHERE FINISHED CEILING APPLIED.

ELEVATION MATERIAL SYMBOLS



ROOF NOTES

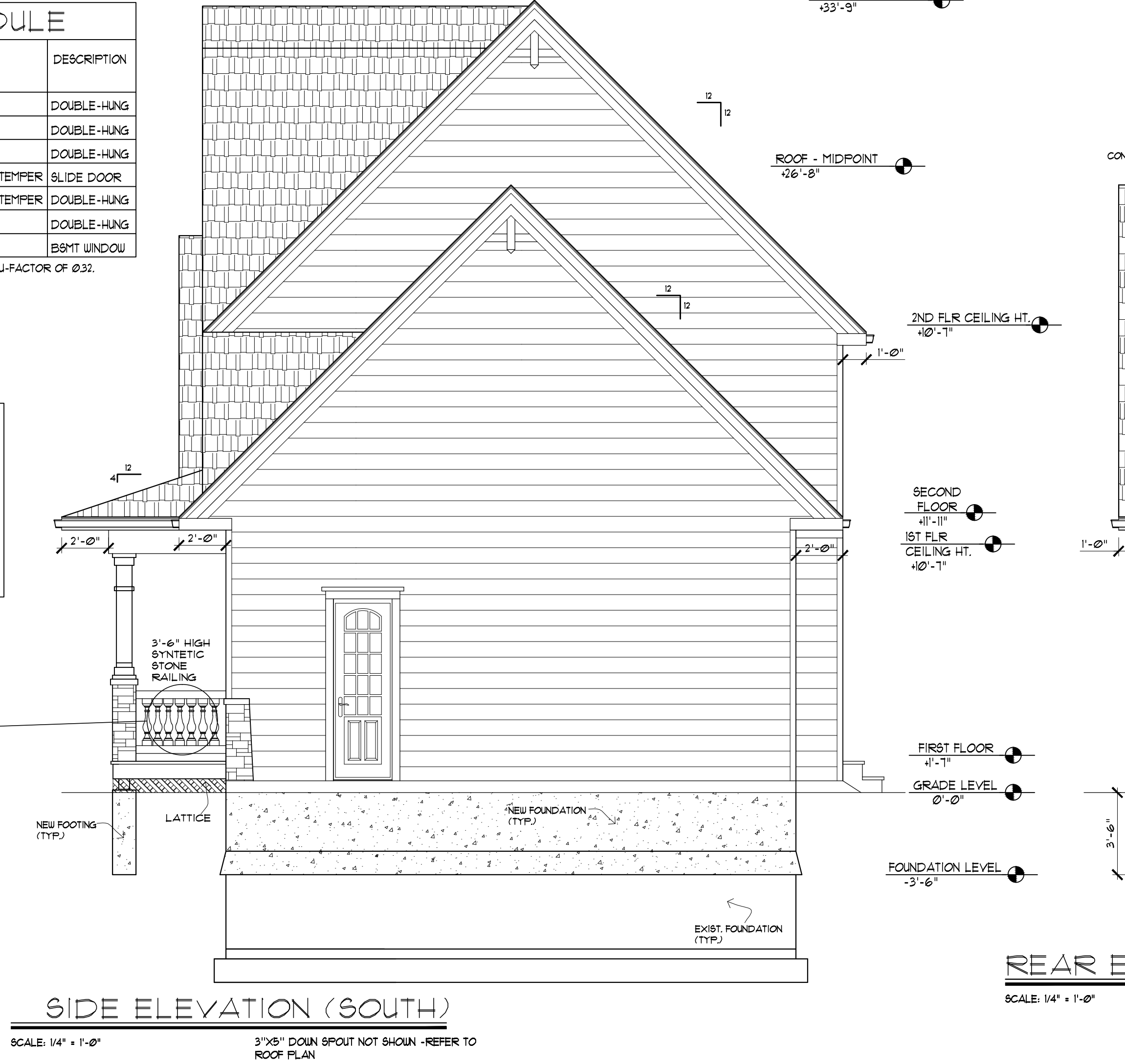
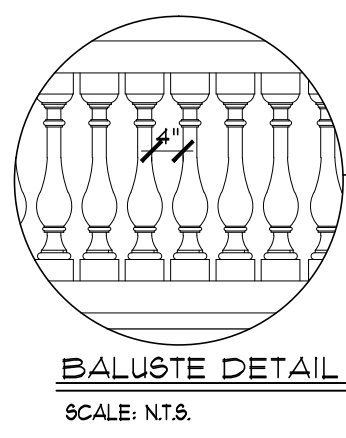
1. ALL DOWNSPOUT SHALL BE 3"x5" ALUMINUM
2. ALL GUTTER SHALL BE SEAMLESS ALUMINUM, COLOR TO BE SELECTED BY OWNER
3. ROOF SOFFIT SHALL HAVE 4"x12" ALUMINUM GRILL VENT WITH INSECT SCREEN SPACE AT EVERY 8'-0"
4. THERMOSTATIC POWER VENTILATOR OR RIDGE VENT SHALL BE SELECTED BY OWNER



WINDOW SCHEDULE						
WINDOW #	WIDTH	HEIGHT	NATURAL LIGHT SQ. FT.	VENT AREA SQ. FT.	GLAZING	DESCRIPTION
A	3'-0"	5'-3"	15.6	1.8	CLEAR INSULATED GLASS	DOUBLE-HUNG
B	3'-0"	4'-3"	12.6	6.3	CLEAR INSULATED GLASS	DOUBLE-HUNG
C	4'-0"	4'-3"	17.0	8.5	CLEAR INSULATED GLASS	DOUBLE-HUNG
D	6'-0"	7'-9"	46.0	23.0	CLEAR INSULATED GLASS, TEMPER	SLIDE DOOR
E	2'-4"	3'-3"	7.6	3.8	CLEAR INSULATED GLASS, TEMPER	DOUBLE-HUNG
F	3'-0"	3'-3"	9.8	4.9	CLEAR INSULATED GLASS	DOUBLE-HUNG
G	2'-8"	1'-6"	4.0	4.0	CLEAR INSULATED GLASS	BGHT WINDOW

ALL NEW WINDOWS TO REQUIRE MAXIMUM U-FACTOR OF 0.32. WINDOWS TO BE SELECTED BY OWNER.

WINDOW NOTES:
1. ALL BEDROOM WINDOWS HAVE AN EGRESS OPENING GREATER THE 5.7 SF. EGRESS OPENING HEIGHT SHALL BE 24" MINIMUM. EGRESS OPENING WIDTH SHALL BE 24" MINIMUM.
2. ALL WINDOW SILLS SHALL BE ABOVE 24" and BELOW 44" MEASURED FROM THE FINISH FLOOR.
3. ALL UNITS SHALL MATCH EXISTING WINDOWS WITH FLASHING FLANGES.
4. ALL UNITS SHALL BE INSULATED GLASS; (2) LAYERS OF 1/4" GLAZING WITH AN AIR SPACE.
5. INSECT SCREENS and STORM UNITS TO BE PROVIDED.
6. EMERGENCY ESCAPE BASEMENT WINDOWS SHALL BE OPERATIONAL FROM THE INSIDE OF THE ROOM WITHOUT THE USE OF KEY, TOOLS OR SPECIAL KNOWLEDGE



AVS ATELIER
ADesign
1835 WEBSTER LN, DES PLAINES, IL 60018
PH: 773-799-4616, FAX: 773-435-6616

GEORGE SIMOULIS
ARCHITECT
7555 NORTH KEELER,
SKOKIE, IL 60076
TEL: 773-799-4616

Seal:

GEORGE W. SIMOULIS
REGISTERED ARCHITECT 15001-01137
LICENSE EXP. 11/30/18

Rev. No.	Date	Description
ISSUES & REVISIONS		
Project:		
SECOND STORY ADDITION TO SINGLE FAMILY RESIDENCE, REPLACE DETACHED GARAGE		
Address:		
265 S. OTT AVE, GLEN ELLYN, IL 60137		
Sheet Title:		
ELEVATIONS		
Date:	Proj. No.:	
10/05/17	633.17	
Drawn:	Sheet No.:	
TOM AUGUSTOWSKI		
Checked:		
Approved:		
GEORGE SIMOULIS		

6.A5

Section 10-4-6(D)1:

Minimum yard and lot requirements:

1.

Front yard: 50 feet in depth.

The front yard setback distance shall be measured from the front lot line to the closest enclosed point of the principal structure. The initial principal structure erected on a lot in a subdivision recorded with the DuPage County Recorder of Deeds office after March 1, 1999, may be constructed to the minimum required front yard setback line of 50 feet.

Section 10-5-4(A)4(b):

Structures less than ten feet from principal structure: Accessory structures less than ten feet from a principal structure shall observe the same setbacks as the principal structure on the zoning lot.

Section 10-5-5(B)4 TABLE:

25. Porch	X	Limitations:
		(a) Must be open sided and shall be permanently roofed over
		(b) May project up to 25% into required yard
		(c) Floor area above porch may not be enclosed
		(d) Porch must be on first floor level only

Section 10-8-6(B)3:

Nonconforming single-family dwelling: A single-family dwelling which is nonconforming due to zoning bulk control regulations (setback, lot coverage ratio, height, lot width, lot area) may be modified as outlined in the following table, provided all alterations and additions thereto conform to all regulations in the district in which it is located:

		Lots Less Than 50 Feet In Width Or Less Than 6,534 Square Feet In Area		Lots With A Width Of At Least 50 Feet And With At Least 6,534 Square Feet In Area	
		Prohibited	Permitted	Prohibited	Permitted
Alteration:					
	Class I		X		X
	Class II	X		X	
	Class III	X		X	
Addition:					
	Class I		X		X
	Class II	X			X
	Class III	X		X	
Accessory structure			X		X



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

Meeting: 02/12/18 07:00 PM
Department: Public Works
Department Head: Angela Andrianopoulos
Category: Resolution
Prepared By: Rich Daubert

SCHEDULED

RESOLUTION 18-03

DOC ID: 3097

Resolution 18-03, A Resolution authorizing the Village President to execute a Local Agency Agreement between the Village of Glen Ellyn and Illinois Department of Transportation regarding the North Park Boulevard and North Main Street Rehabilitation Project (Public Works Director Hansen)

Background:

The project to rehabilitate North Park Boulevard from Roosevelt Road to Crescent Boulevard as well as North Main Street from Roosevelt to Fairview, continues to progress towards bidding and construction.

In summary, the project will involve various sewer/water utility rehabilitation and roadway reconstruction work on Park Boulevard from Roosevelt Road to Fairview Avenue. The section of Park between Fairview and Crescent, as well as Main Street from Roosevelt to Fairview, will involve more limited rehabilitation work including spot curb and sidewalk repairs followed by resurfacing of the roadway. An isolated section of roadway reconstruction work will also be performed at the intersection of Park and Hill. A project location map is attached to this memorandum for reference.

Final engineering plans and special provisions have been submitted to the Illinois Department of Transportation (IDOT) with the project on track for competitive letting on March 9, 2018.

Subject:

The project has qualified for Federal Surface Transportation Program (STP) Funding for 75% of eligible construction costs with a maximum contribution of \$1,599,000. Ineligible items include the required sewer and water infrastructure rehabilitation work on Park Boulevard between Roosevelt and Fairview. Based on the current total cost estimate for construction, \$3,371,589, the Village would be responsible for \$1,772,589 in project costs, excluding construction engineering.

As STP Funding is administered by the State of Illinois, the project needs to be let and awarded by IDOT. IDOT will pay the contractor for the work using the Federal Funds and invoice the Village for its share of construction costs. Due to this arrangement, the Village needs to enter into a Local Agency Agreement (LAA) with IDOT.

The LAA establishes the division of project costs that will be paid for either by federal funds or local agency dollars and contains various provisions detailing local agency and IDOT responsibilities. Most significantly, execution of the LAA constitutes the Village's concurrence in the award of the construction contract to the responsible low bidder as determined by the State. As a formality, the State requests concurrence following its identification of the low bidder. This has typically been

provided by staff subject to its determination that the low bid is not objectionable.

At this time, Village Board approval is requested to authorize the Village President to sign the LAA and to affirm that sufficient monies are available to pay the local agency share of project construction costs. As requested by IDOT, this approval is requested in the form of the provided resolution.

Budget Impact:

The CY-18 budget includes sufficient funds for the project. Once the lowest responsible bid has been identified, a Board action to fund the local share of contractor expenses will be brought forth with a specific dollar and funding distribution request. As noted previously, the Village will have already committed to the award of the project, short of any concerns identified by staff upon the State's determination of the low bidder. Proposals for construction engineering services will be requested in February with a separate request brought to the Village Board for approval of retaining a firm for said services.

Strategic Plan Initiative

This item aids in fulfilling the following Village of Glen Ellyn Strategic Plan Initiatives and Goals:

Strategic Issue I: INFRASTRUCTURE. Invest in infrastructure to meet key needs, including downtown access, Village facilities, storm water issues and technology improvement.

Goal #3: Successfully manage the 2018 roadway and sidewalk construction projects by December 1, 2018

Recommendation and Action Requested:

Staff recommends the following motion be made by the Village Board of Trustees at the February 12, 2018 Village Board Meeting:

1. Motion to approve a resolution authorizing the Village President to execute a Local Agency Agreement between the Village of Glen Ellyn and Illinois Department of Transportation regarding the North Park Boulevard and North Main Street Rehabilitation Project.

Attachments

Project Location Map

Local Agency Agreement

Resolution No. 18-03**A Resolution Authorizing the Execution of a Local Agency Agreement
Between the Village of Glen Ellyn and the Illinois Department of Transportation and
Reserving Funds for the Local Share of Construction Expenses Associated with the
Park Boulevard and Main Street Improvement Project**

Whereas, Park Boulevard between Roosevelt Road (Illinois Route 38) and the Union Pacific Railroad West Line is a Village of Glen Ellyn owned and maintained Major Collector Street and Federal Aide Urban Route (FAU 2580); and

Whereas, Main Street between Roosevelt Road (Illinois Route 38) and Fairview Avenue is a Village of Glen Ellyn owned and maintained Minor Arterial Street and Federal Aide Urban Route (FAU 2581); and

Whereas, the aforementioned limits of Park Boulevard and Main Street are in need of various sewer, water, and roadway rehabilitation work detailed in the approved Project engineering drawings; and

Whereas, the Village has qualified the Project to receive partial federal funding through the Surface Transportation Program (STP), administered locally by the DuPage Mayors and Managers Conference; and

Whereas, STP-funded projects must be designed in accordance with federal and state highway standards, with construction contract letting and administration through the Illinois Department of Transportation (IDOT); and

Whereas, Project engineering drawings have been completed and submitted to IDOT; and

Whereas, in order to obtain federal funding for the Project, the Village of Glen Ellyn must enter into an agreement covering the division of costs, agree to various stipulations, and reserve

sufficient monies to fund the local share of project costs; and

Whereas, a Local Agency Agreement for Federal Participation has been drafted and reviewed by the Illinois Department of Transportation to define the Village of Glen Ellyn participation in the Project, including the estimated local agency share of the cost of Project construction improvements; and

Whereas, total Project construction costs are currently estimated at \$3,371,589; and

Whereas, the local agency share of Project construction costs is estimated to be \$1,772,589 with the actual constructed share of construction costs being invoiced to the Village of Glen Ellyn by the Illinois Department of Transportation; and

Whereas, the Fiscal Year 2018 Village Budget beginning January 1, 2018, adopted by Ordinance No. 6551, allocates \$2,543,987 towards the applicable local share Project construction expenses in the Capital Projects, Sewer, and Water Funds; and

Whereas, the President and the Board of Trustees believe and hereby declare that it is in the best interests of the Village of Glen Ellyn and its residents to accept STP monies and the stipulations thereto to assist in Project funding.

Now, therefore be it resolved 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 recitals stated above are hereby adopted by the Village Board as its findings.

Section Two: The Local Agency Agreement for Federal Participation in the Park Boulevard and Main Street Improvement Project (designated as Section Number 16-00081-00-PV, Job Number C-91-215-16, Project Number 9V1A(115))) between the Village of Glen Ellyn

and the Illinois Department of Transportation is hereby approved, and the Village President is hereby authorized and directed to execute said Agreement.

Section Three: The Village of Glen Ellyn hereby confirms that sufficient moneys for the local agency share of Project construction costs have been reserved in the Fiscal Year 2018 budget year starting January 1, 2018.

Section Four: This Resolution shall be in full force and effect from and after its passage and approval.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this day of _____, 2018.

Ayes:

Nays:

Absent:

Approved by the Village President of the Village of Glen Ellyn, Illinois, this day of _____, 2018.

Village President of the Village of Glen Ellyn,
Illinois

Attest:

Village Clerk of the Village of Glen Ellyn, Illinois

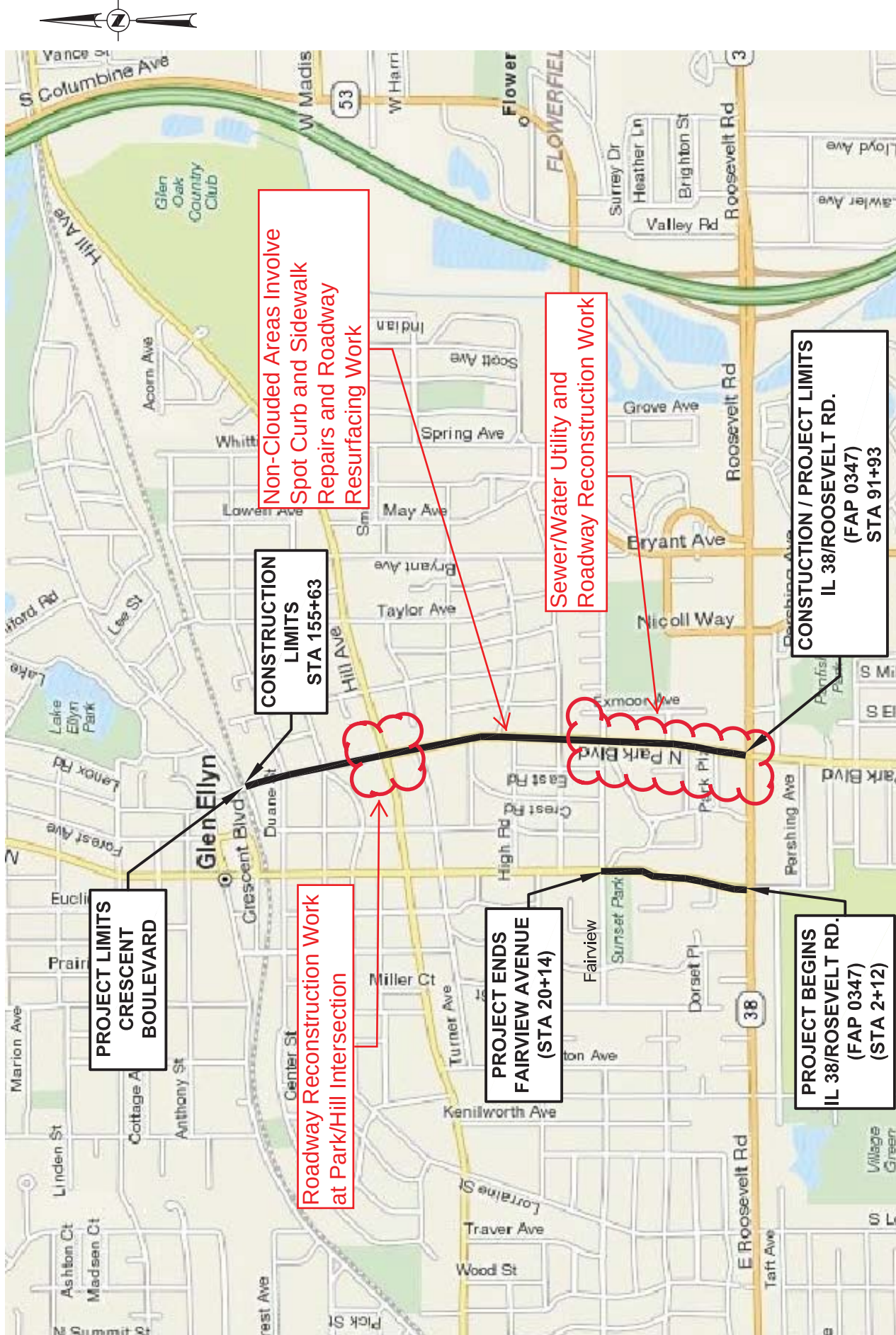
ATTACHMENTS:

- Number 1 - Location Map C-91-215-16 (2) Village Markups (PDF)

Resolution 18-03

Meeting of February 12, 2018

- C-91-215-16 AGREEMENT (2) (PDF)



**PARK BOULEVARD (FAU 2580)
MAIN STREET (FAU 2581)
SECTION 16-00081-00-PV
VILLAGE OF GLEN ELLYN
DUPAGE COUNTY, ILLINOIS**

NUMBER 1 - LOCATION MAP

Engineering Enterprises, Inc.
52 Wheeler Road
Sugar Grove, Illinois 60054
630.466.6700 - www.eelweb.com

SCALE:
N.T.S.

DRAWN BY:
KKP

DATE:
10/11/2017

REVISED:

 Illinois Department of Transportation Local Public Agency Agreement for Federal Participation		Village of Glen Ellyn	State Contract X	Day Labor	Local Contract	RR Form
		Section 16-00081-00-PV	Fund Type STU		ITEP, SRTS, or HSIP Number(s)	
Construction		Engineering		Right-of-Way		
Job Number	Project Number	Job Number	Project Number	Job Number	Project Number	
C-91-215-16	9V1A(115)					

This Agreement is made and entered into between the above local public agency, hereinafter referred to as the "LPA", and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "STATE". The STATE and LPA jointly propose to improve the designated location as described below. The improvement shall be constructed in accordance with plans prepared by, or on behalf of the LPA, approved by the STATE and the STATE's policies and procedures approved and/or required by the Federal Highway Administration, hereinafter referred to as "FHWA".

Location

Local Name 1) Park Boulevard 2) Main Street Route 1) FAU 2580 2) FAU 2581 Length 1.56 mi.

Termini 1) Roosevelt Road (IL Route 38) to Crescent Boulevard

2) Roosevelt Road (IL Route 38) to Fairview Avenue

Current Jurisdiction LPA TIP Number 08-11-0022 Existing Structure No N/A

Project Description

Reconstruction of Park Boulevard (FAU 2580) from IL Route 38 to Fairview Avenue; resurfacing Park Boulevard from Fairview Avenue to Crescent Boulevard; resurfacing Main Street from IL Route 38 to Fairview Avenue.

Division of Cost

Type of Work	STU	%	%	LPA	%	Total
Participating Construction	1,599,000	(*)	()	866,519	(BAL)	2,465,519
Non-Participating Construction		()	()	906,070	(100)	906,070
Preliminary Engineering		()	()		()	
Construction Engineering		()	()		()	
Right of Way		()	()		()	
Railroads		()	()		()	
Utilities		()	()		()	
Materials						
TOTAL	\$ 1,599,000			\$ 1,772,589		\$ 3,371,589

* Maximum FHWA (STU) participation 75% not to exceed \$1,599,000.

Non-Participating Construction includes but is not limited to watermain, sanitary sewer.

NOTE: The costs shown in the Division of Cost table are approximate and subject to change. The final LPA share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursement.

If funding is not a percentage of the total, place an asterisk in the space provided for the percentage and explain above.

Local Public Agency Appropriation

By execution of this Agreement, the LPA attests that sufficient moneys have been appropriated or reserved by resolution or ordinance to fund the LPA share of project costs. A copy of the authorizing resolution or ordinance is attached as an addendum (required for State-let contracts only)

Method of Financing (State Contract Work Only)

METHOD A---Lump Sum (80% of LPA Obligation) _____

METHOD B--- _____ Monthly Payments of _____ due by the _____ of each successive month.

METHOD C---LPA's Share Balance divided by estimated total cost multiplied by actual progress payment.

(See page two for details of the above methods and the financing of Day Labor and Local Contracts)

THE LPA AGREES:

- (1) To acquire in its name, or in the name of the **STATE** if on the **STATE** highway system, all right-of-way necessary for this project in accordance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and established State policies and procedures. Prior to advertising for bids, the **LPA** shall certify to the **STATE** that all requirements of Titles II and III of said Uniform Act have been satisfied. The disposition of encroachments, if any, will be cooperatively determined by representatives of the **LPA**, and the **STATE** and the **FHWA**, if required.
- (2) To provide for all utility adjustments, and to regulate the use of the right-of-way of this improvement by utilities, public and private, in accordance with the current Utility Accommodation Policy for Local Agency Highway and Street Systems.
- (3) To provide for surveys and the preparation of plans for the proposed improvement and engineering supervision during construction of the proposed improvement.
- (4) To retain jurisdiction of the completed improvement unless specified otherwise by addendum (addendum should be accompanied by a location map). If the improvement location is currently under road district jurisdiction, an addendum is required.
- (5) To maintain or cause to be maintained, in a manner satisfactory to the **STATE** and the **FHWA**, the completed improvement, or that portion of the completed improvement within its jurisdiction as established by addendum referred to in item 4 above.
- (6) To comply with all applicable Executive Orders and Federal Highway Acts pursuant to the Equal Employment Opportunity and Nondiscrimination Regulations required by the U.S. Department of Transportation.
- (7) To maintain, for a minimum of 3 years after final project close-out by the **STATE**, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General and the department; and the **LPA** agrees to cooperate fully with any audit conducted by the Auditor General and the **STATE**; and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the **STATE** for the recovery of any funds paid by the **STATE** under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
- (8) To provide if required, for the improvement of any railroad-highway grade crossing and rail crossing protection within the limits of the proposed improvement.
- (9) To comply with Federal requirements or possibly lose (partial or total) Federal participation as determined by the **FHWA**.
- (10) (State Contracts Only) That the method of payment designated on page one will be as follows:

Method A - Lump Sum Payment. Upon award of the contract for this improvement, the **LPA** will pay to the **STATE** within thirty (30) calendar days of billing, in lump sum, an amount equal to 80% of the **LPA**'s estimated obligation incurred under this Agreement. The **LPA** will pay to the **STATE** the remainder of the **LPA**'s obligation (including any nonparticipating costs) within thirty (30) calendar days of billing in a lump sum, upon completion of the project based on final costs.

Method B - Monthly Payments. Upon award of the contract for this improvement, the **LPA** will pay to the **STATE**, a specified amount each month for an estimated period of months, or until 80% of the **LPA**'s estimated obligation under the provisions of the Agreement has been paid, and will pay to the **STATE** the remainder of the **LPA**'s obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.

Method C - Progress Payments. Upon receipt of the contractor's first and subsequent progressive bills for this improvement, the **LPA** will pay to the **STATE** within thirty (30) calendar days of receipt, an amount equal to the **LPA**'s share of the construction cost divided by the estimated total cost, multiplied by the actual payment (appropriately adjusted for nonparticipating costs) made to the contractor until the entire obligation incurred under this Agreement has been paid.

Failure to remit the payment(s) in a timely manner as required under Methods A, B, or C, shall allow the **STATE** to internally offset, reduce, or deduct the arrearage from any payment or reimbursement due or about to become due and payable from the **STATE** to **LPA** on this or any other contract. The **STATE**, at its sole option, upon notice to the **LPA**, may place the debt into the Illinois Comptroller's Offset System (15 ILCS 405/10.05) or take such other and further action as may be required to recover the debt.
- (11) (Local Contracts or Day Labor) To provide or cause to be provided all of the initial funding, equipment, labor, material and services necessary to construct the complete project.
- (12) (Preliminary Engineering) In the event that right-of-way acquisition for, or actual construction of, the project for which this preliminary engineering is undertaken with Federal participation is not started by the close of the tenth fiscal year following the fiscal year in which the project is federally authorized, the **LPA** will repay the **STATE** any Federal funds received under the terms of this Agreement.
- (13) (Right-of-Way Acquisition) In the event that the actual construction of the project on this right-of-way is not undertaken by the close of the twentieth fiscal year following the fiscal year in which the project is federally authorized, the **LPA** will repay the **STATE** any Federal Funds received under the terms of this Agreement.

out plans for at-grade crossing improvements should be for the Rail Safety and Project Engineer, Room 204, Illinois Department of Transportation, 2300 South Dirksen Parkway, Springfield, Illinois, 62764. Approval of the estimates and general layout plans should be obtained prior to the commencement of railroad related work. All railroad related work is also subject to approval by the Illinois Commerce Commission (ICC). Final inspection for railroad related work should be coordinated through appropriate IDOT District Bureau of Local Roads and Streets office.

Plans and preemption times for signal related work that will be interconnected with traffic signals shall be submitted to the ICC for review and approval prior to the commencement of work. Signal related work involving interconnects with state maintained traffic signals should also be coordinated with the IDOT's District Bureau of Operations.

The **LPA** is responsible for the payment of the railroad related expenses in accordance with the **LPA**/railroad agreement prior to requesting reimbursement from IDOT. Requests for reimbursement should be sent to the appropriate IDOT District Bureau of Local Roads and Streets office.

Engineer's Payment Estimates shall be in accordance with the Division of Cost on page one.

- (15) And certifies to the best of its knowledge and belief its officials:
 - (a) are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements receiving stolen property;
 - (c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, local) with commission of any of the offenses enumerated in item (b) of this certification; and
 - (d) have not within a three-year period preceding the Agreement had one or more public transactions (Federal, State, local) terminated for cause or default.
- (16) To include the certifications, listed in item 15 above, and all other certifications required by State statutes, in every contract, including procurement of materials and leases of equipment.
- (17) (State Contracts) That execution of this agreement constitutes the **LPA's** concurrence in the award of the construction contract to the responsible low bidder as determined by the **STATE**.
- (18) That for agreements exceeding \$100,000 in federal funds, execution of this Agreement constitutes the **LPA's** certification that:
 - (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or any employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement;
 - (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress, in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions;
 - (c) The **LPA** shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
- (19) To regulate parking and traffic in accordance with the approved project report.
- (20) To regulate encroachments on public right-of-way in accordance with current Illinois Compiled Statutes.
- (21) To regulate the discharge of sanitary sewage into any storm water drainage system constructed with this improvement in accordance with current Illinois Compiled Statutes.
- (22) To complete this phase of the project within three (3) years from the date this agreement is approved by the **STATE** if this portion of the project described in the Project Description does not exceed \$1,000,000 (five years if the project costs exceed \$1,000,000).
- (23) To comply with the federal Financial Integrity Review and Evaluation (FIRE) program, which requires States and subrecipients to justify continued federal funding on inactive projects. 23 CFR 630.106(a)(5) defines an inactive project as a project which no expenditures have been charged against Federal funds for the past twelve (12) months.

To keep projects active, invoicing must occur a minimum of one time within any given twelve (12) month period. However, to ensure adequate processing time, the first invoice shall be submitted to the **STATE** within six (6) months of the federal authorization date. Subsequent invoices will be submitted in intervals not to exceed six (6) months.
- (24) The **LPA** will submit supporting documentation with each request for reimbursement from the **STATE**. Supporting documentation is defined as verification of payment, certified time sheets or summaries, vendor invoices, vendor receipts, cost plus fix fee invoice, progress report, and personnel and direct cost summaries and other documentation supporting the requested reimbursement amount (Form BLRS 05621 should be used for consultant invoicing purposes). **LPA** invoice requests to the **STATE** will be submitted with sequential invoice numbers by project.

final invoice with applicable supporting documentation of all incurred costs, less previous payments, no later than twelve (12) months from the date of completion of this phase of the improvement or from the date of the previous invoice, whichever occurs first. If a final invoice is not received within this time frame, the most recent invoice may be considered the final invoice and the obligation of the funds closed.

- (25) The **LPA** shall provide the final report to the appropriate **STATE** district within twelve months of the physical completion date of the project so that the report may be audited and approved for payment. If the deadline cannot be met, a written explanation must be provided to the district prior to the end of the twelve months documenting the reason and the new anticipated date of completion. If the extended deadline is not met, this process must be repeated until the project is closed. Failure to follow this process may result in the immediate close-out of the project and loss of further funding.
- (26) (Single Audit Requirements) That if the **LPA** expends \$750,000 or more a year in federal financial assistance they shall have an audit made in accordance with 2 CFR 200. **LPAs** expending less than \$750,000 a year shall be exempt from compliance. A copy of the audit report must be submitted to the **STATE** (Office of Finance and Administration, Audit Coordination Section, 2300 South Dirksen Parkway, Springfield, Illinois, 62764), within 30 days after the completion of the audit, but no later than one year after the end of the **LPA's** fiscal year. The CFDA number for all highway planning and construction activities is 20.205.

Federal funds utilized for construction activities on projects let and awarded by the **STATE** (denoted by an "X" in the State Contract field at the top of page 1) are not included in a **LPA's** calculation of federal funds expended by the **LPA** for Single Audit purposes.

- (27) That the **LPA** is required to register with the System for Award Management or SAM (formerly Central Contractor Registration (CCR)), which is a web-enabled government-wide application that collects, validates, stores, and disseminates business information about the federal government's trading partners in support of the contract award and the electronic payment processes. To register or renew, please use the following website: <https://www.sam.gov/portal/public/SAM/#1>.

The **LPA** is also required to obtain a Dun & Bradstreet (D&B) D-U-N-S Number. This is a unique nine digit number required to identify subrecipients of federal funding. A D-U-N-S number can be obtained at the following website: <http://fedgov.dnb.com/webform>.

THE STATE AGREES:

- (1) To provide such guidance, assistance and supervision and to monitor and perform audits to the extent necessary to assure validity of the **LPA's** certification of compliance with Titles II and III requirements.
- (2) (State Contracts) To receive bids for the construction of the proposed improvement when the plans have been approved by the **STATE** (and **FHWA**, if required) and to award a contract for construction of the proposed improvement, after receipt of a satisfactory bid.
- (3) (Day Labor) To authorize the **LPA** to proceed with the construction of the improvement when Agreed Unit Prices are approved, and to reimburse the **LPA** for that portion of the cost payable from Federal and/or State funds based on the Agreed Unit Prices and Engineer's Payment Estimates in accordance with the Division of Cost on page one.
- (4) (Local Contracts) For agreements with Federal and/or State funds in engineering, right-of-way, utility work and/or construction work:
 - (a) To reimburse the **LPA** for the Federal and/or State share on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payment by the **LPA**;
 - (b) To provide independent assurance sampling, to furnish off-site material inspection and testing at sources normally visited by **STATE** inspectors of steel, cement, aggregate, structural steel and other materials customarily tested by the **STATE**.

IT IS MUTUALLY AGREED:

- (1) Construction of the project will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction and federal Buy America provisions.
- (2) That this Agreement and the covenants contained herein shall become null and void in the event that the **FHWA** does not approve the proposed improvement for Federal-aid participation within one (1) year of the date of execution of this Agreement.
- (3) This Agreement shall be binding upon the parties, their successors and assigns.
- (4) For contracts awarded by the **LPA**, the **LPA** shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any USDOT – assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The **LPA** shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT – assisted contracts. The **LPA's** DBE program, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this Agreement. Upon notification to the recipient of its failure to carry out its approved program, the **STATE** may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for

of a USDOT – approved **LPA** DBE Program or on State awarded contracts, this Agreement shall be administered under the provisions of the **STATE's** USDOT approved Disadvantaged Business Enterprise Program.

- (5) In cases where the **STATE** is reimbursing the **LPA**, obligations of the **STATE** shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or applicable Federal Funding source fails to appropriate or otherwise make available funds for the work contemplated herein.
- (6) All projects for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement and/or amendment shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) unless the provisions of that Act exempt its application.

ADDENDA

Additional information and/or stipulations are hereby attached and identified below as being a part of this Agreement.

Number 1- Location Map. Number 2 – LPA Appropriation Resolution

(Insert Addendum numbers and titles as applicable)

The **LPA** further agrees, as a condition of payment, that it accepts and will comply with the applicable provisions set forth in this Agreement and all Addenda indicated above.

APPROVED

Local Public Agency

Diane McGinley

Name of Official (Print or Type Name)

Village President

Title (County Board Chairperson/Mayor/Village President/etc.)

(Signature)

Date

The above signature certifies the agency's TIN number is
36-6005897 conducting business as a Governmental
 Entity.

DUNS Number 076856988

APPROVED

State of Illinois
 Department of Transportation

Randall S. Blankenhorn, Secretary

Date

By:

Aaron A. Weatherholt, Deputy Director of Highways

Date

Omer Osman, Director of Highways/Chief Engineer

Date

William M. Barnes, Chief Counsel

Date

Jeff Heck, Chief Fiscal Officer (CFO)

Date

NOTE: If the LPA signature is by an APPOINTED official, a resolution authorizing said appointed official to execute this agreement is required.



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

Meeting: 02/12/18 07:00 PM
Department: Public Works
Department Head: Julius Hansen
Category: Purchase
Prepared By: John Hubsy

SCHEDULED

AGENDA ITEM (ID # 3096)

DOC ID: 3096

**Motion to Waive Competitive Billing as Permitted by Section C(1)(e)
Regarding Single Source Purchases and Authorize the Village
Manager to Approve the Purchase of Water Meter Radio Read
Endpoints From Water Resources of Elgin, Illinois in an Amount
not to Exceed \$595,000 to be Expensed in Equal Allotments in FY18
and FY19 to the Water and Sewer Fund.**

Executive Summary

The Village of Glen Ellyn has about 8,400 water accounts, each with one or more water meters. The current meters were nearing the end of their useful life per manufacturer's specifications and thus staff began to plan for their replacement. Examining the current meter conditions and future capital improvement needs, Village staff has examined a number of options for upgrading the metering system, from a full replacement program (now or as scheduled as part of the Capital Improvement Program) to partial upgrades of the system. Staff performed testing of the current residential meters and found them to be within the accuracy standards of new meters; and therefore staff believes that the meters can be sustained past the manufacturer's useful life. Therefore, staff began to examine leaving the meter intact, but replacing the reading technology. Staff has identified the ability to adapt the current touch pads to a radio read endpoint, converting the current walk-to-read system to an Advanced Metering Infrastructure system. This plan would require the replacement of the roughly 7,000 outside touchpads with a radio read device.

The conversion of the reading technology would yield many benefits to both residents and the Village. Residents would see enhanced customer service, which cannot be equated with a dollar savings, but is not inconsequential. The billing cycle could be shortened and instead of being billed two months in arrears, bills would be approximately two weeks in arrears. This would allow residents to identify leaks more quickly, which would lead to lower water bills. As the cost of the water commodity increases, this will be more important to residents. Residents will also have the ability to view water consumption online in a secure website and set alerts for water usage or high usage. Residents will also see cost savings with this option. Meter readers will no longer be necessary, saving the Village \$37,000 per year. Over the life of the new reading technology, that would save \$370,000 (10 year life) - \$550,000 (15 year life). This project would also delay the need to replace the full meter, pushing a \$3-4 million investment off 10-15 years in the future. 260 man hours of an additional worker could be repurposed, which is an opportunity cost of \$10,860 annually or \$108,600 over a 10 year life expectancy. The new system would also allow the Village to identify leaks in its own system more timely. An unidentified leak in 2012/13 used an estimated 105 million gallons, which was a cost of \$315,000 to the Village. These types of leaks would be more easily identified with this new technology, as daily pumpage from the DuPage Water Commission could be compared to daily usage by customers.

After examining different vendors and installation options, staff is recommending that the Village purchase the new endpoints from the current meter vendor for \$595,000 and that the installation can be performed with in-house staff, saving dramatically over having a contractor perform the work. Staff believes that the quantifiable and unquantifiable benefits to the residents and the Village make this a beneficial investment in our infrastructure.

Background

The Village performed a meter replacement program, starting in 1999 and completed in 2001. The manufacturers of meters often use a 15-20 year time frame for the “life” of a water meter and following this guideline, the Capital Improvement Program (CIP) looked to start the next meter change out around 2021. Glen Ellyn has had the benefit of using Lake Michigan water the entire time these current meters have been in place, which being surface water, does not have the same levels of iron or hardness that the Village used to experience when the system source was ground water supplied by municipal wells. The “cleaner” water creates less wear and tear on the metering components resulting in longer, useful meter life.

Testing performed on the residential meters have shown that the meters, typically removed for a teardown or renovation, still register on average within the accuracy standards of a new meter. Public Works has tested almost 300 residential meters (5/8” - 1” in size) during 2016-17, following American Water Works Association practices using the M6 Manual - Water Meters: Selection, Installation, Testing, and Maintenance.

Meter testing of residential meters, in-house

	5/8" Meters	3/4" Meters	1" Meters
Average Accuracy	100.55%	99.07%	100.24%
Number of Meters	233	42	18

Village staff feels that due to the high quality of the lake water, the existing meter bodies still have a good amount of useful life left. Currently, the most common reasons for replacing a meter is due to debris stopping the meter, typically caused by a shutdown for construction or an emergency repair, or by allowing the water in the meter body to freeze, usually resulting in breaking of the frost plate on the bottom of the meter. Both reasons would have the same effect on a new meter.

Commercial meters are typically 2”+ in size and are often compound meters which can accurately measure both low and high flow rates. These meters can typically be tested in place, unlike a residential meter, which needs to be removed for testing. Given the higher purchase cost of these larger meters, the ability to repair and test for industry approved accuracy is typically the method used with these meters versus replacement. Residential meters can also be repaired, but the cost for the parts and labor is almost the same as a new meter would be and the accuracy requirements are reduced to 90% for a repaired displacement meter. The Village has tested all of the 2” and larger compound meters over the past 2 years, repairing some meters due to inaccuracy and replacing others, either due to the inability to get replacement parts for some of the older meters or due to being the wrong meter for the application.

Subject

As the end of the manufacturer's life of the current meters was approaching, staff began to plan for a full meter replacement. The cost of a full meter replacement for the Village has been estimated in the \$3-4 million dollar range. Because of this large cost, which there could be a number of ways to pay for, from IEPA low-interest loans to increasing water rates, staff investigated alternatives to a full replacement program. One option for the Village is to convert the existing touch pad endpoints to a radio read meter interface unit (MIU). This is possible because the wiring that was run during the last replacement program. The touchpads need only two wires to carry the signal from the meter inside the house to the outside but the decision was made to run a three wire cable for potential future applications. Such foresight allows for the touch pads to be exchanged for a MIU that is a radio read. This change out would typically take less than 15 minutes, from start to finish. With no need to enter the home, appointments would not need to be set, reducing the complexity and length of time to complete the program.

The Village currently has about 8,400 billing addresses. Of these, approximately 1,200 already have a meter with radio read capabilities. In total, about 1,600 register heads are already radio read, the extra 400 would be related to customers that may have a secondary meter for lawn irrigation or a compound meter that has two registers per meter. Approximately ten years ago, the decision was made to start using meters that already had the radio read register installed on the meter, eliminating the need for wires and touchpad for a new meter. Not needing to run a wire means that no holes need to be drilled through walls/floors to have the touch pad accessible outside the home. Any time a new meter was required for a new or remodeled home, this advanced meter (currently a Neptune T-10 E-coder 900i, see attachment) was installed.

There are a couple of major advancements with the new meter, besides the radio read capabilities. One of the biggest is the register head itself, which besides being digital instead of dials, measures flow down to the tenth of a gallon instead of by every ten gallons. The meters also record a reading once per hour and that data can be received by a collector each day. Another difference is that with the change to digital, the meter readings for the previous 90 days are able to be accessed onsite from the meter, especially helpful for a customer service request dealing with a high usage concern. The Village has stayed with using a positive displacement meter for all 5/8" - 1.5" meters, as this style of meter has a well-established track record of providing accurate readings.

The other large component of performing this change out would be an increase in customer service. Currently, meter readers walk the entire Village, collecting the readings in two separate billing batches per month. Using this process for collecting readings, by the time the bill is prepared and sent, about two months have passed. This can create issues for homeowners, who may have been unaware of a leak in the home resulting in a large water bill, or for the billing department, which is often answering questions about high usage months after the water actually flowed through the meter. Having only a single data point per month does not provide a very clear picture of when or how the water was used, for either the customer or the Village.

Once the touch pad change out is complete, the Village will be able to bring the billing cycle closer to the actual read time. Customers could also have the ability to set up alerts on their accounts through a customer portal that can notify them if their average usage tripled or if any usage occurs when they are on vacation, both which could signify a leak. Village staff will be able to perform final reads from a computer instead of rolling a vehicle to collect the reading. There will also be the ability to compare daily pumpage from the DuPage Water Commission to the total daily metered amounts, which would be another tool to monitor for nonrevenue water by looking for changes in the average ratio.

Remaining from the last meter change out program are about 7,000 of the older, ten gallon register, heads with touchpad MIUs. Converting to a radio read MIU, the Village will be able to utilize most of the advancements of the new e900i meters, the exception being the readings will still be limited to ten gallon amounts. The only way to upgrade to the higher resolution read (1/10th gallon readings) would be to change out the register heads on the existing meter body. This would have a lower cost than replacing the entire meter but with the added complication of setting all the appointments and gaining access inside residences, Village staff does not recommend this as a viable option, since the time to complete the project in-house would take at least 4 times as long - 1 inside appointment vs. 4 outside change outs per hour per crew.

Staff obtained estimates from both the current meter vendor and competitors. Metron-Farnier, who specializes in cellular read technology, did not quote for a fixed network but instead suggested a drive-by radio read system. While interesting, this removes a large customer service component of being able to receive daily reads on-demand for staff or customers. The following table shows the quotes received by different vendors with some notes following to provide further explanation.

Company	Cost per endpoint (~7,000)	Total for converting existing touchpads to radio read	Total to convert all endpoints to 1 system of radio read	Installation by vendor (for 7,000 locations)
Water Resources	\$85	\$595,000	\$595,000	\$98
Midwest Meter Inc.	\$63	\$441,000	\$602,600	\$38
Metron-Farnier	\$85	\$595,000	\$731,000	\$0

Water Resources, the current meter vendor, comes in as the low quote, much of this due to the fact that ~1,600 registers are already radio read and would not need to be converted. Using a different manufacturer would require the existing 1,600 radio reads to be converted, as well as the existing touchpads, as different vendor's collectors do not interact with a competitors technology and all the radio MIUs need to be of the same brand. These 1,600 register heads would require inside appointments, adding to the overall cost, typically scheduled one per hour and the total locations would be around 1,200. Public Works does not have the staff to perform this many scheduled appointments in an efficient manner and this work would have to be contracted out. The \$38 cost for installation by Midwest Meter is for an outside conversion and the expected cost would be 2-3 times that for an inside appointment. A similar case would exist with Metron-Farnier.

The Village also investigated utilizing a company that specializes in alternative service delivery for providing upgrades to metering systems. Fathom is a full service company, which specializes in providing turnkey solutions including capital infrastructure replacement to outsourcing customer service, with the ability to adapt their business model to fit each unique situation. Fathom provided three different business cases to Village staff: full meter replacement; keeping the meter body but upgrading the register head and MIU; and simply replacing the MIU. After examining the proposals, there were not enough savings to justify the costs with these proposals.

Budget Impact

This proposed project will draw funds from the Water and Sewer Fund. The approximate 7,000 existing touchpads could be replaced using in-house staff, at a capital equipment cost of \$595,000, split over two years from 50100-580100 Capital Improvements. Additional staffing would be about \$25,000 each year for 2 years, budgeted for in FY18 & FY19, from 50100-510300 Temporary Help. Total capital and additional employee costs over two years would be about \$645,000.

Gains would be experienced by removing the need to have meter readers to gather monthly readings. Current costs are about \$37,000 per year for these non-pensionable positions. Additionally, the need to replace handheld meter reading equipment and associated yearly costs would be decreased dramatically, as each handheld is approximately \$10,000 (currently five are needed for the meter readers) and warranty coverage is about \$3,000 per year. Only one handheld would need to be maintained going forward for the Public Works Customer Service position.

An additional benefit comes from the ability to reallocate time from efficiencies gained with the proposed AMI system. Currently, any time a final read is needed for a water account, a work request is created and a truck must be dispatched to the location to obtain the reading. These requests are then physically taken to the billing department for final billing. From 2008 to 2017 the annual number of final reads went from 563 to 766. While there are fluctuations from year to year, the average total has increased 4% each year over this time period.

Broken down by the number of work days in the year, the average number of final reads stood at 2.95 for 2017, up almost 0.8 reads per working day from 2008. While some days there may be no finals required, other days could have 10 or more. The time of year varies the demand for finals as well, with more finals occurring in April-August, associated with more real estate activity during this time. On average, each month sees about 65 finals. The time spent on gathering final reads for the Customer Service position is around an hour per day. Over a work year, this is about 260 hours or 32.5 8-hour days. While not every hour of this could be reallocated, the potential to have 6+ weeks per year for an employee to focus on different tasks would be very beneficial to Glen Ellyn's lean Public Works staff.

Finally, customer service for water and sewer billing would be greatly enhanced, which is difficult to put a dollar amount on directly but some examples can demonstrate the benefits. As previously stated, the billing cycle is about two months behind the actual usage. Leaks that for a customer may not be noticed until an unusually high water bill comes in. A leaking toilet can easily be ½ gallon per minute or 720 gallons a day. If that leak ran for four weeks of a billing period, the total water usage would be 20,120 gallons. With current water and sewer rates, this would be an additional \$344 on a water bill. Some leaks discovered through high bills have been \$1,000's in a single month.

Having AMI will allow both the Village and customers to more readily identify such issues. Demonstrating the usage with a high bill complaint will be easier, as daily and hourly usage can be shown versus the one reading now available per month. This may result in generating less work requests for leak checks. On the opposite end, high water usage accounts can be monitored to see if there are changes in the normal usage, especially a drop, which could show that a meter is in need of repair. Again, an example of how this proposed upgrade could be a tool to help address and monitor non-revenue water amounts.

There will be some additional yearly costs with an upgrade to an AMI system. One would be the need for the software to gather the reads from the collectors. The program compatible with Neptune meters would be \$9,000 per year, with the ability to have everything hosted online. An additional customer service portal option would be about \$3,500. This is a very low cost compared to other versions that the Village has investigated. Going to any type of AMI will require this type of additional cost, either now or in the future.

Strategic Plan Initiative

Strategic Issue V: INFRASTRUCTURE. Invest in infrastructure to meet key needs, including downtown access, Village facilities, storm water issues and technology improvement.

Recommendation

Public Works is recommending that the existing meter body be kept and that the touch pad simply be replaced with a new radio read MIU. Staff feels that the testing performed on the residential meters show they are still accurately measuring flow, allowing the time frame to be pushed back for a full replacement program. At that time, the new radio read endpoints could be utilized when a new meter body and register head are installed, potentially decreasing future costs and receiving adding value to the current proposed upgrade.

Staff is recommending to keep the current vendor for two main reasons. The first being cost, as the existing number of meters with radio read technology, other companies simply will have a greater overall cost to convert every meter to a unified radio read system. The second is that after seeing alternative AMIs available from different vendors, for both Village staff and customers, Neptune's platform provides an excellent program that has the ability to grow and adapt as needed in the future.

Staff is also recommending installation of the radio read MIUs in-house. This would require the hiring of two, part-time employees (<1,000 hours) to perform the majority of the change outs. These positions have been budgeted for starting in 2018 and the project is expected to be able to be completed in 2 years. The current vendor quoted \$686,000 for installation of the endpoints (\$98 each). Public Works has budgeted \$25,000 for the salary of the two temporary positions, potentially saving \$636,000 by performing the work in-house.

Action Requested

Staff requests a motion to authorize the Village Manager to purchase 7,000 radio read endpoints for replacing existing touch pads from Water Resources of Elgin, IL for \$595,000, split between FY18 and FY19 from the Water Fund, Capital Improvements 50100-580100.

Attachments

Neptune T-10 Meter Product Sheet
Water Resources Quote
Midwest Meter Inc. Quote
Metron-Farnier Quote
Customer Service Final Read Numbers

ATTACHMENTS:

- Neptune T-10 Meter Product Sheet (PDF)
- Water Resources Quote (PDF)
- Midwest meter Inc. Quote (PDF)
- Metron-Farnier Quote (PDF)
- Customer Service Final Read Numbers (PDF)

ARB® UTILITY MANAGEMENT SYSTEMS™

NEPTUNE
TECHNOLOGY GROUP

T-10® METER

SIZES: 5/8", 3/4", and 1"



T-10® water meters are warranted for performance, materials, and workmanship.

Every T-10® water meter meets or exceeds the latest AWWA C700 Standard. Its nutating disc, positive displacement principle has been time-proven for accuracy and dependability since 1892, ensuring maximum utility revenue.

The T-10 water meter consists of three major assemblies: a register, a lead free, high-copper alloy maincase, and a nutating disc measuring chamber.

The T-10 meter is available with a variety of register types. For reading convenience, the register can be mounted in one of four positions on the meter.

The corrosion-resistant, lead free, high-copper alloy maincase will withstand most service conditions; internal water pressure, rough handling, and in-line piping stress.

The innovative floating chamber design of the nutating disc measuring element protects the chamber from frost damage while the unique chamber seal extends the low-flow accuracy by sealing the chamber outlet port to the maincase outlet port. The nutating disc measuring element utilizes corrosion-resistant materials throughout and a thrust roller to minimize wear.

Neptune provides a limited warranty with respect to its T-10 water meters for performance, materials, and workmanship.

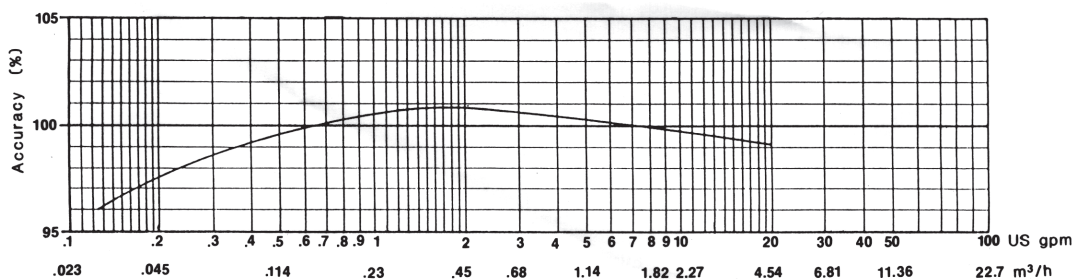
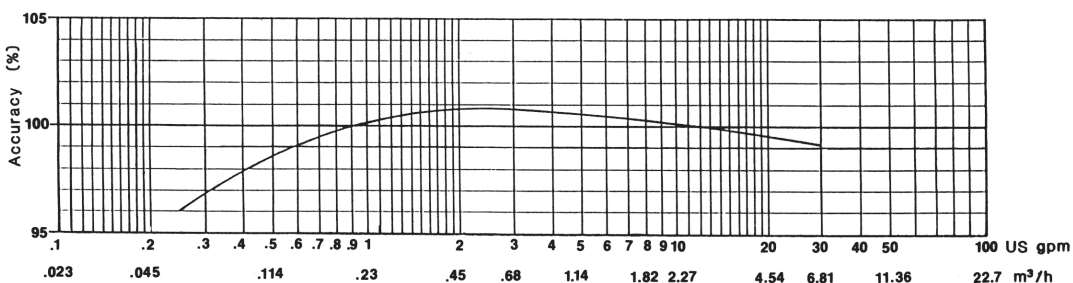
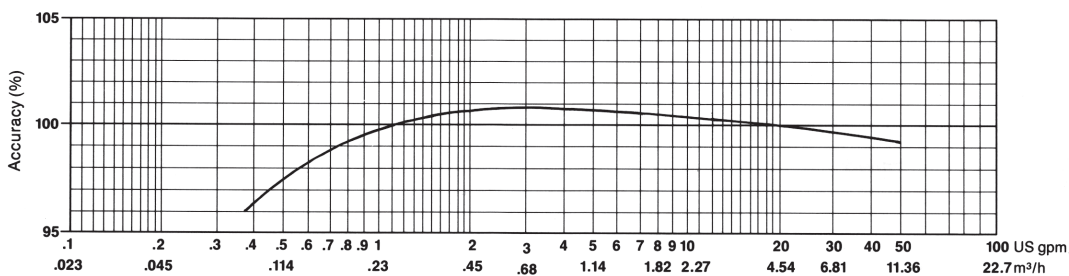
When desired, maintenance is easily accomplished either by replacement of major assemblies or individual components.

All T-10 water meters are guaranteed adaptable to our ARB®V, ProRead™ (ARB VI) AutoDetect, E-CODER® (ARB VII), E-CODER®)R900i™, E-CODER®)R450i™, TRICON®/S, TRICON/E®3, and Neptune meter reading systems without removing the meter from service.

KEY FEATURES

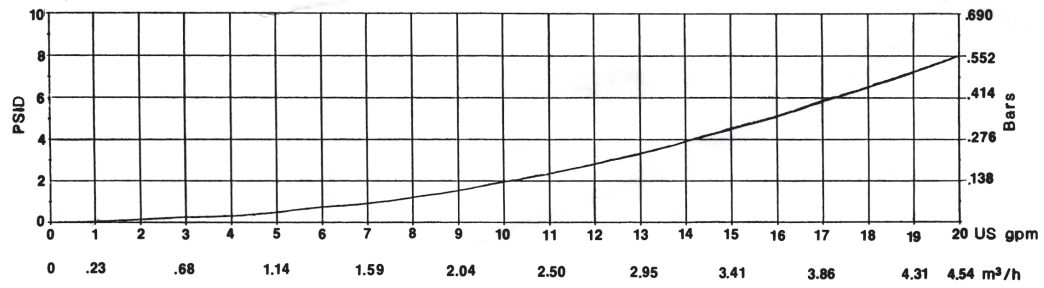
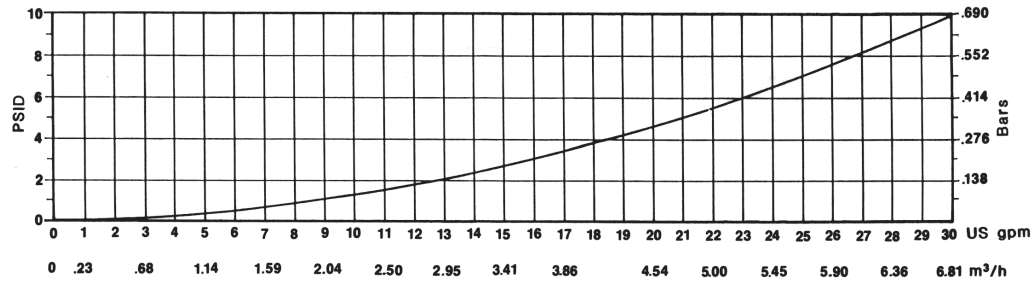
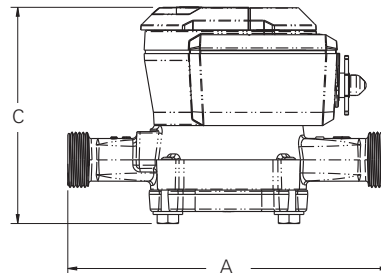
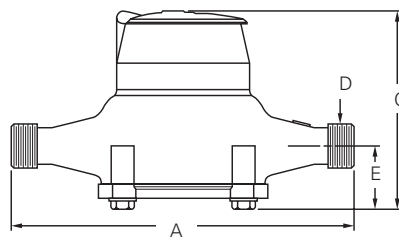
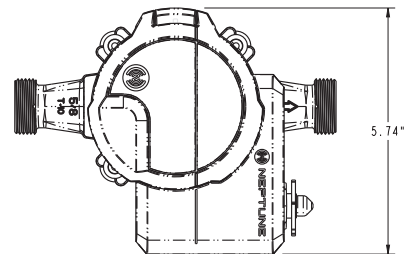
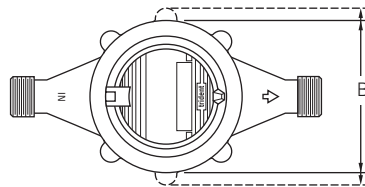
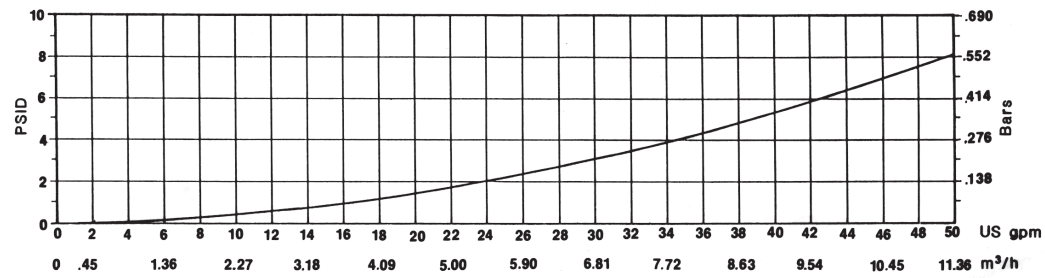
- Register
 - Magnetic drive, low-torque registration ensures accuracy
 - Impact-resistant register
 - High-resolution, low-flow leak detection
 - Bayonet-style register mount allows in-line serviceability
 - Tamperproof seal pin deters theft
 - Date of manufacture, size, and model stamped on dial face
- Lead Free Maincase
 - Made from lead free, high-copper alloy
 - NSF/ANSI 372 certified and NSF/ANSI 61 compliant
 - Lifetime guarantee
 - Resists internal pressure stresses and external damage
 - Handles in-line piping variations and stresses
 - Lead free, high-copper alloy provides residual value vs. plastic or composite
 - Electrical grounding continuity
- Nutating Disc Measuring Chamber
 - Positive displacement
 - Widest effective flow range for maximum revenue
 - Proprietary polymer materials maximize long-term accuracy
 - Floating chamber design is unaffected by meter position or in-line piping stresses

Adaptability to all present and future systems for flexibility is available only with Neptune's ARB® Utility Management Systems™.

5/8" ACCURACY**3/4" ACCURACY****1" ACCURACY**

DIMENSIONS

	A	B	C			D		E	Weight
Meter Size	in/mm	in/mm	Std. in/mm	ARB in/mm	E-CODER®)R900/™ or E-CODER®)R450/™	Threads per inch	OD in/mm	in/mm	lbs/kg
5/8"	7 1/2 191	3 5/8 92	4 3/8 111	5 1/4 133	5 1/4 133	14	1.03 26	1 1/2 38	3 1/4 1.4
5/8" x 3/4"	7 1/2 191	3 5/8 92	4 3/8 111	5 1/4 133	5 1/4 133	11 1/2	1.29 33	1 1/2 38	3 3/8 1.5
Pre 2011 5/8"	7 1/2 191	3 5/8 92	4 7/8 124	5 1/2 146	5 1/2 139	14	1.03 26	1 5/8 41	3 3/4 1.7
Pre 2011 5/8" x 3/4"	7 1/2 191	3 5/8 92	4 7/8 124	5 1/2 146	5 1/2 139	11 1/2	1.29 33	1 5/8 41	4 1.8
3/4"	9 229	4 3/8 111	5 1/2 140	6 1/4 159	6 1/4 159	11 1/2	1.29 33	1 7/8 48	6 2.7
3/4" SL	7 1/2 911	4 3/8 111	5 1/2 140	6 1/4 159	6 1/4 159	11 1/2	1.29 33	1 7/8 48	5 1/2 2.5
3/4" x 1"	9 229	4 3/8 111	5 1/2 140	6 1/4 159	6 1/4 159	11 1/2	1.62 41	1 7/8 48	6 1/2 2.9
1"	10 3/4 273	6 1/2 165	6 3/8 162	7 178	7 178	11 1/2	1.62 41	2 1/8 54	9 3/4 4.4
1" x 1 1/4"	10 3/4 273	6 1/2 165	6 3/8 162	7 178	7 178	11 1/2	1.86 47	2 1/8 54	10 1/4 4.6

5/8" PRESSURE LOSS**3/4" PRESSURE LOSS****1" PRESSURE LOSS**

OPERATING CHARACTERISTICS:

Meter Size	Normal Operating Range @ 100% Accuracy (+/- 1.5%)	AWWA Standard	Low Flow @ 95% Accuracy
5/8"	1/2 to 20 US gpm 0.11 to 4.55 m³/h	1 to 20 US gpm 0.23 to 4.5 m³/h	1/8 US gpm 0.03 m³/h
3/4"	3/4 to 30 US gpm 0.17 to 6.82 m³/h	2 to 30 US gpm 0.45 to 6.8 m³/h	1/4 US gpm 0.06 m³/h
1"	1 to 50 US gpm 0.23 to 11.36 m³/h	3 to 50 US gpm 0.68 to 11.4 m³/h	3/8 US gpm 0.09 m³/h

REGISTRATION:

ProRead Registration (per sweep hand revolution)		5/8"	3/4" & 1"
10	US Gallons	✓	✓
10	Imperial Gallons	✓	✓
1	Cubic Foot	✓	✓
0.1	Cubic Metre	✓	✓
0.01	Cubic Metre	✓	
Register Capacity ProRead & E-CODER		5/8"	3/4" & 1"
10,000,000	US Gallons	✓	✓
10,000,000	Imperial Gallons	✓	✓
1,000,000	Cubic Feet	✓	✓
100,000	Cubic Metres	✓	✓
10,000	Cubic Metres	✓	
E-CODER High Resolution (8-digit reading)		5/8"	3/4" & 1"
0.1	US Gallons	✓	✓
0.1	Imperial Gallons	✓	✓
0.01	Cubic Feet	✓	✓
0.001	Cubic Metres	✓	✓

SPECIFICATIONS

- NSF/ANSI 372 certified and NSF/ANSI 61 compliant
- National Type Evaluation Program (NTEP) certification
- Application: Cold water measurement of flow in one direction in residential service applications
- Maximum operating water pressure: 150 psi (1034 kPa)
- Maximum operating water temperature: 80°F
- Measuring chamber: Nutating disc technology design made from proprietary synthetic polymer

OPTIONS

- Sizes:
 - 5/8", 5/8" x 3/4"
 - 3/4", 3/4" SL, 3/4" x 1"
 - 1", 1" x 1 1/4"
- Units of measure: U.S. gallons, imperial gallons, cubic feet, cubic metres
- Register types:
 - Direct reading: bronze box and cover (standard)
 - Remote reading: ProRead, E-CODER, E-CODER/R900i, E-CODER/R450i, TRICON/S, TRICON/E3
 - Reclaim
- Bottom caps:
 - Synthetic polymer (5/8" only)
 - Cast iron
 - Lead free, high-copper alloy
- Connections:
 - Lead free, high-copper alloy, straight or bent
- Environmental conditions:
 - Operating temperature: +33° F to +149° F (0° C to +65° C)
 - Storage temperature: +33° F to +158° F (0° C to +70° C)

Neptune Technology Group Inc.
1600 Alabama Highway 229
Tallahassee, AL 36078
USA
Tel: (800) 633-8754
Fax: (334) 283-7293

Neptune Technology Group (Canada) Ltd.
7275 West Credit Avenue
Mississauga, Ontario
L5N 5M9
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Avenida Ejercito Nacional No 418
Piso 12, Despacho 1203
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C.P. 11560
Delegación, Miguel Hidalgo
Mexico D.F.
Tel: (525) 5203-4032 / (525) 5203-6204
(525) 5203-5294
Fax: (525) 5203-6503

NEPTUNE
TECHNOLOGY GROUP
neptunetg.com



Estimate

Date	Estimate #
7/17/2017	Q 31860

Name / Address
Village of Glen Ellyn PW Attn: John Hubsy 30 S Lambert Ave Glen Ellyn, IL 60137

			Project
Description	Qty	Rate	Total
R900 V4 MIU - Wall Version	7,000	85.00	595,000.00
Special pricing for upgrade project			
		Subtotal	\$595,000.00
		Sales Tax ()	\$0.00
		Total	\$595,000.00



WATER SERVICES

848 Olive St., Elgin, IL 60120-8027
Phone: 847.697.6623 Fax: 847.697.6755

Sales Quotation

Date	Quote #
7/17/2017	Q 4598

Village of Glen Ellyn
Civic Center
535 Duane St
Glen Ellyn, IL 60137

Terms	Sales Assoc	Project	
Net 30	AG		
Quantity	Description	Unit Price	Total
7.000	Installation of R900 V4	98.00	686.000.00

Total	\$686,000.00
--------------	---------------------

Signature _____

John Hubsy

From: Ron Halter <ron.halter@water-resources.net>
Sent: Monday, July 17, 2017 8:58 AM
To: John Hubsy
Subject: Quotation for miu and installtion
Attachments: SKM_364e17071707560.pdf; ATT00001.txt

Hi John,
Here you go. One quote is for labor and other quote is for product. Installation includes all mailings, appointment setting and detailed record keeping for project. Thanks Ron

Midwest Meter, Inc
P.O. Box 318
Edinburg, IL 62531
Phone: 1-800-634-4746
Fax: (217) 623-4216



Quotation

Customer

Name Village of Glen Ellyn - Mr. John Hubsky
Address
City Glen Ellyn State Illinois ZIP
Phone

Misc.

Date 9/1/2017
Terms Net 30
Delivery Various

Qty	PRODUCT and SYSTEM QUOTATION	Unit Price	TOTAL
	Beacon Orion SE Fixed Network Solution		
1	Beacon Software Engagement Fee (\$12,000)	\$0.00	\$
8600	Monthly Hourly Reads (per month)	\$0.14	\$ 1,204.00
1	Eye on Water Consumer Portal Year One	\$5,500.00	\$ 5,500.00
	Yearly renewal	\$2,750.00	\$
			\$
8600	Orion SE Endpoints for Neptune Meters	\$63.00	\$ 541,800.00
8600	Installation cost per endpoint Orion SE Endpoints for Neptune Meters	\$38.00	\$ 326,800.00
8	Orion SE Gateway Receivers (Installation Included)	\$3,500.00	\$ 28,000.00
1	Trimble M.E. Handheld	\$7,500.00	\$ 7,500.00
		Total	\$ 910,804.00

Sales Rep

Name

toconnor@Midwest-Meter.com

Prices are valid for 60 days from date of quotation.

Due to product improvements and other modifications, product specifications are subject to change without notice unless specifically stated in this quotation.

Thank you for your business!

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	
Yearly Final Reading Totals	563	548	575	603	671	787	743	772	800	766	
Daily Average (365)	1.54	1.50	1.58	1.65	1.84	2.16	2.04	2.12	2.19	2.10	
Daily Average for Days Worked (260)	2.17	2.11	2.21	2.32	2.58	3.03	2.86	2.97	3.08	2.95	Average percent change
Yearly % change		-3%	5%	5%	11%	17%	-6%	4%	4%	-4%	4%

	2015	2016	2017	Average by Month	Average by Work Days Per Month (21.6)
January	46	44	33	41.00	1.90
February	33	43	29	35.00	1.62
March	46	70	59	58.33	2.70
April	88	78	74	80.00	3.70
May	78	87	120	95.00	4.40
June	105	104	106	105.00	4.86
July	69	85	83	79.00	3.66
August	71	84	69	74.67	3.46
September	69	60	53	60.67	2.81
October	59	45	48	50.67	2.35
November	32	50	64	48.67	2.25
December	76	50	28	51.33	2.38
Monthly Average	64.33	66.67	63.83	64.94	



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

Meeting: 02/12/18 07:00 PM
Department: Public Works
Department Head: Julius Hansen
Category: Ordinance
Prepared By: Julius Hansen

SCHEDULED

ORDINANCE 6579

DOC ID: 3088

Approve Ordinance No. 6579 Authorizing the Village to Accept Title to Property Known as the Glen Oak Lift Station and Hill Avenue Sewers and Jurisdiction Over Certain Portions of Hill Avenue

Background

The Village of Glen Ellyn and Lombard entered into the Hill Avenue Intergovernmental Agreement on October 7, 2010 to convey a section of Hill Avenue, sanitary sewers, lift station and force main from Lombard to Glen Ellyn. This conveyance occurred on January 30, 2018. The terms and conditions of the agreement set forth in the IGA are as follows:

- The Village of Glen Ellyn will accept the transfer of Hill Avenue from the bridge to the west limits of the property with a common address of 718 Hill Avenue. This area was depicted as “B” in the 2010 IGA. The conveyance will occur via a jurisdictional transfer to be prepared by the Village of Lombard and approved by both parties and IDOT on form BLR 05212.
- The Village of Glen Ellyn will accept the conveyance of the sanitary sewers west of the Hill Avenue Bridge via a bill of sale to be prepared by the Village of Lombard.
- The Village of Glen Ellyn will accept the conveyance of the Glen Oak Lift Station and force main via a bill of sale to be prepared by the Village of Lombard.

The following steps have been executed in the conveyance process:

- The Bill of Sale has been executed in duplicate by the Lombard Village President and the Lombard Village Clerk, with one (1) copy being given to the Village of Glen Ellyn, and one (1) copy being executed and dated on behalf of the Village of Glen Ellyn and retained by the Village of Lombard.
- The Ordinance providing for the jurisdictional transfer appeared on the Lombard Village Board agenda on January 18, 2018, with a waiver of first reading, **after** the Surplus Property Disposition Ordinance. This ordinance declared the Glen Oak Lift Station/Force main & Sewers as surplus and conveying them to Glen Ellyn via a Bill of Sale.

The following steps need to be executed to complete the process:

- Glen Ellyn will need to approve an Ordinance accepting the conveyance. This Ordinance will be approving the Transfer of Jurisdiction over a portion of Hill Avenue to the Village of Glen Ellyn. Upon approval of the JT Agreement, a certified copy of the Ordinance providing for the jurisdictional transfer should be attached to the original Local Agency Agreement for Jurisdictional Transfer document that is filed with IDOT.
- The Village of Glen Ellyn will accept the conveyance of the sanitary sewers west of the Hill Avenue Bridge via a bill of sale to be approved by the Village of Lombard. The Village of Glen Ellyn will accept the conveyance of the Glen Oak Lift Station and force

main via a bill of sale to be approved by the Village of Lombard

Subject

In addition to previously described conveyance, further collaborative work is being discussed between Glen Ellyn and Lombard that is in the mutual best interest of both communities. Currently, Glen Ellyn is reengaging Walter E. Deuchler Engineering to review existing utility plans for expansion of the water main along the Hill Avenue corridor and under the UP tracks to connect with Crescent to complete a much needed loop of our water main system. The cost of this engineering work and the expansion of the water main will be shared between Lombard and Glen Ellyn. More about this project and the terms that have been drafted can be reviewed in the attached document titled:

Letter of Agreement from Lombard for Hill Avenue Water Utility Improvements. This is a letter agreement signed by the respective Village Managers and includes the basic business terms of a future IGA, but will be vetted and considered by both respective Village Boards sometime before May 1, 2018.

Budget Impact (Include Funding Source)

The lift station's value is estimated at approximately \$400K. Lombard is willing to pay up to 60% of the portion of the water main project that connects to Crescent which could equate to \$400K if completely by the end of 2021.

The lift station will be upgraded with a new SCADA alarm system at the expense of Glen Ellyn. The Lift Station will also need a flow meter that will be funded and installed by GWA. As you recall, the estimated cost of Glen Ellyn's portion of the bridge that was agreed to through the 2010 IGA is estimated \$230,000.

Strategic Plan Initiative:

Strategic Issue V: INFRASTRUCTURE. Invest in infrastructure to meet key needs, including downtown access, Village facilities, storm water issues and technology improvement.

Recommendation

The IGA from 2010 must be completed by performing these actions therefore it is recommended to comply with that IGA.

Furthermore it is recommended to finalize another IGA with Lombard to share costs on a water main project that is mutually beneficial for Lombard, Glen Ellyn, and these property owners on Hill Ave. This project will be evaluated with the overall CIP over the next few months and considered when the Village Board considers the new IGA with Lombard. Staff expects to incorporate both phases of the Hill Ave/Crescent loop water main project over that next 3 to 10 years.

Action Requested

Execute all documents provided to comply with the 2010 IGA between Lombard and Glen Ellyn subject to final Village Attorney review including:

- An Ordinance Authorizing the Village to Accept Title to Property Known as the Glen Oak Lift Station and Hill Avenue Sewers and Jurisdiction over Certain Portions of Hill Avenue West of Bridge to the Common Address of 718 Hill Ave.

Attachments

- Letter of Transmittal from Lombard
- Bill of Sale
- IDOT Local Agency Agreement for Jurisdictional Transfer
- Ordinance for Acceptance of the Local Agency Agreement for Jurisdictional Transfer
- Map of Hill Avenue Jurisdictional Transfer location
- Letter of Agreement from Lombard for Hill Avenue Water Utility Improvements (future project).

Ordinance 6579

Meeting of February 12, 2018

ATTACHMENTS:

- Ord Approving the Transfer of Jurisdiction to Glen Ellyn 1-11-18 (DOCX)
- Letter of Transmittal from Lombard (PDF)
- Jurisdictional Transfer Signed by Lombard (PDF)
- Hill Ave Bill of Sale (PDF)
- Letter of agreement - Hill Ave Water Utility Improvements Final (PDF)



Village of Glen Ellyn

Ordinance No. 6578

An Ordinance Authorizing the Village to Accept Title to
Property Known as the Glen Oak Lift Station and Hill Avenue
sewers and Jurisdiction over Certain Portions of Hill Avenue

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__.

PREPARED BY AND MAIL TO:

VILLAGE OF GLEN ELLYN
ATTN: VILLAGE CLERK
535 DUANE STREET
GLEN ELLYN, IL 60137

Ordinance No. 6578

WHEREAS, pursuant to Section 6.B.ii. of “An Intergovernmental Agreement Between the Village of Lombard and the Village of Glen Ellyn in Regard to the Reconstruction of the Hill Avenue Bridge,” dated October 7, 2010, and recorded with the DuPage County Recorder’s Office on October 15, 2010 as document number R2010- 140097, (the “IGA”), the Village of Lombard (“Lombard”) is to transfer title to the Glen Oak Lift Station and all related sewer facilities (the “Lift Station and Sewers”) to the Village of Glen Ellyn (“Glen Ellyn”) on or before January 30, 2018; and

WHEREAS, pursuant to Section 6.B.iv. of the IGA, upon transfer of title to the Lift Station and Sewers to Glen Ellyn, Lombard is to transfer jurisdiction over that portion of Hill Avenue, from the West joint line of the Hill Avenue bridge to a point six hundred two (602) feet West of the West joint line of the Hill Avenue bridge, as depicted on Exhibit A attached hereto and made part hereof, (the “Hill Avenue ROW”) to Glen Ellyn, and transfer title to all sanitary sewer utilities located within the Hill Avenue ROW (the “Hill Avenue Sewers”) to Glen Ellyn; and

WHEREAS, the transfer of jurisdiction over the Hill Avenue ROW shall not include the transfer of title to any public water mains located within the Hill Avenue ROW; and

WHEREAS, pursuant to a Bill of Sale approved by the President and Board of Trustees of the Village of Lombard (the “Lombard Village Board”) on January 18, 2018, Lombard has transferred title to the Lift Station and Sewers and Hill Avenue Sewers to Glen Ellyn; and

WHEREAS, based on the foregoing, Glen Ellyn now desires to accept the transfer of jurisdiction over the Hill Avenue ROW from Lombard, with said transfer of jurisdiction to be accomplished pursuant to the Local Agency Agreement for Jurisdictional Transfer document attached hereto as Exhibit B and made part hereof (the “JT Agreement”); and

WHEREAS, the Glen Ellyn Village Board deems it to be in the best interests of Glen Ellyn to approve the transfer of jurisdiction over the Hill Avenue ROW to Glen Ellyn pursuant to the JT Agreement;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF GLEN ELLYN, DU PAGE COUNTY, ILLINOIS, in the exercise of its Home Rule Authority, as follows:

SECTION 1: That the recitals set forth above are incorporated herein by reference, and made part of this Ordinance.

SECTION 2: That the transfer of jurisdiction over the Hill Avenue ROW, as more particularly described in the JT Agreement, to Glen Ellyn, pursuant to the JT Agreement, is hereby approved.

SECTION 3: That the Glen Ellyn Village President is hereby authorized and directed to execute said JT Agreement on behalf of Glen Ellyn, and to execute any additional documents in furtherance of said JT Agreement.

SECTION 4: That the Village's Director of Public Works is hereby authorized and directed to attach a certified copy of this Ordinance to the original signature copy of the JT Agreement, and to file said fully executed original signature copy of said JT Agreement with the State of Illinois Department of Transportation.

SECTION 5: This Ordinance shall be in full force and effect from and after its passage and approval, as provided by law.

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

Ayes:	☐	Diane McGinley	☐	Pete Ladesic	☐	Mark Senak
	☐	Craig Pryde	☐	Bill Enright	☐	Gary Fasules
	☐	John Kenwood				
Nays:	☐	Diane McGinley	☐	Pete Ladesic	☐	Mark Senak
	☐	Craig Pryde	☐	Bill Enright	☐	Gary Fasules
	☐	John Kenwood				
Absent:	☐	Diane McGinley	☐	Pete Ladesic	☐	Mark Senak
	☐	Craig Pryde	☐	Bill Enright	☐	Gary Fasules
	☐	John Kenwood				

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

Village President

Attest:

Village Clerk

AFFIX VILLAGE SEAL

(Published in pamphlet form and posted on the ____ day of _____, 20 ____.)

Exhibit A

The Hill Avenue ROW

(attached)

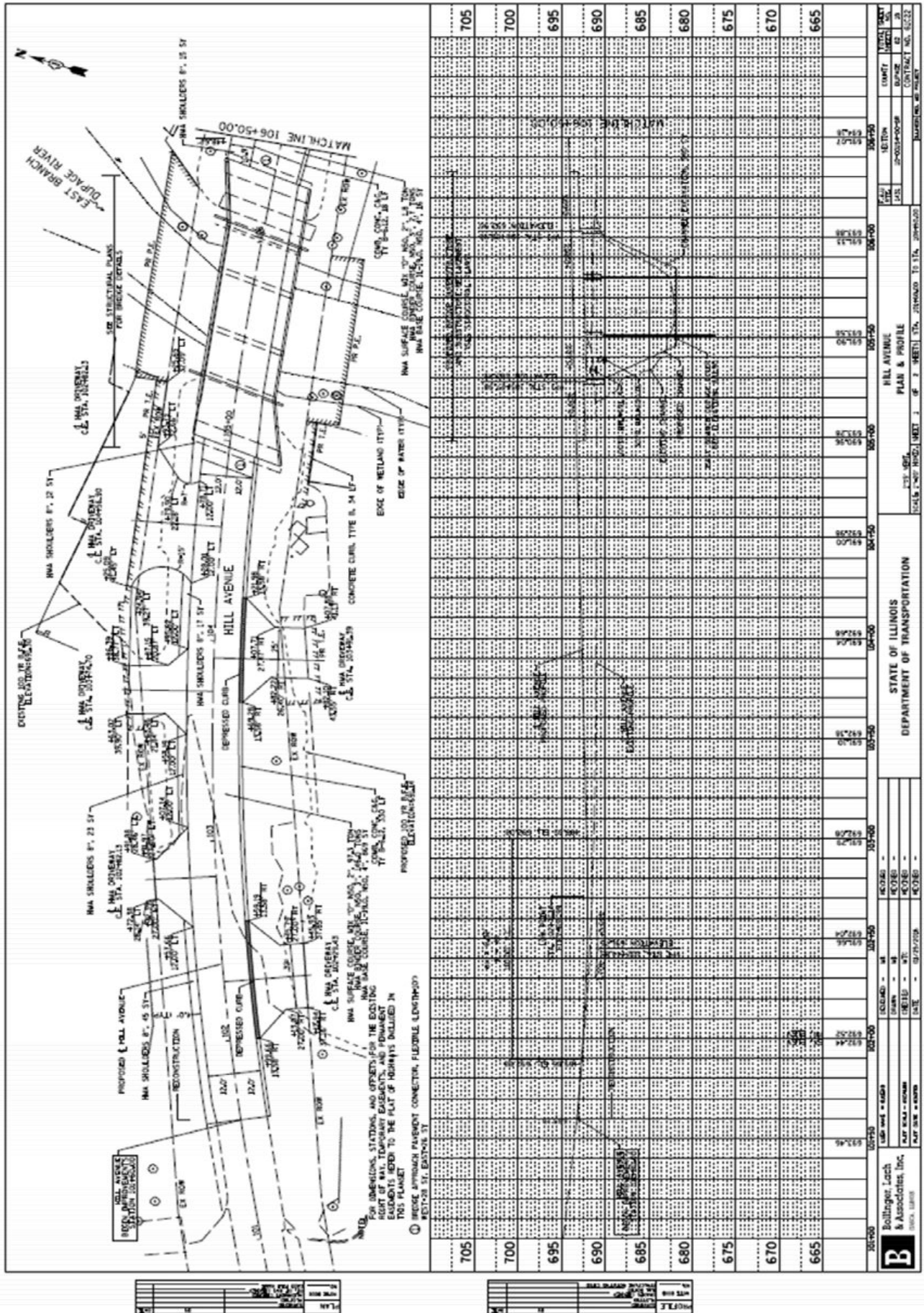


Exhibit B

JT Agreement

(attached)



Local Agency Agreement for Jurisdictional Transfer

Local Agency No. 1 (Conveyor)	Local Agency No. 2 (Recipient)
Municipality: Lombard	Municipality: Glen Ellyn
Township/Road District: Milton	Township/Road District: Milton
County: DuPage	County: DuPage

In accordance with authority granted in Section 4-409 of the Illinois Highway Code, this agreement is made and entered into between the above Local Agency No. 1, hereinafter referred to as "Conveyor" and the above Local Agency No. 2, hereinafter referred to as "Recipient", to transfer the jurisdiction of the designated location from the Conveyor to the Recipient.

Location Description

Name Hill Avenue Route Length 602'
 Termini Hill Avenue Bridge to 602' West of the bridge
 _____, in its entirety.

This transfer ☐ does ☒ does not include Structure No. 022-7000

Include for Municipalities Only

WHEREAS, the authority to make changes to the Municipal Street System is granted to the Municipality by Section 7-101 of the Illinois Highway Code.

NOW THEREFORE IT IS AGREED that the corporate authority of said municipality will pass an ordinance providing for the transfer of the above location and shall attach hereto and make a part thereof a copy of the ordinance, and

Include for Counties Only

WHEREAS, the authority to make changes to the County Highway System is granted to the County by Section 5-105 of the Illinois Highway Code.

NOW THEREFORE IT IS AGREED that the County Board of said County will pass a resolution providing for the transfer of the above location and shall attach hereto and make a part thereof a copy of the resolution, and

Include for Township/Road Districts Only

WHEREAS, the authority to make changes to the Township Road District System is granted to the Highway Commissioner under Section 6-201.3 of the Illinois Highway Code.

The Conveyor Agrees to prepare a map of the above location and attach a copy of such location map hereto.

IT IS MUTUALLY AGREED, that this jurisdictional transfer will become effective:

☒ upon IDOT approval | _____ calendar days after _____ .

Supplements

Additional information and/or stipulations, if any, are hereby attached and identified below as being a part of this agreement.

Supplement 2

 (Insert supplement numbers or letters and page numbers, if applicable)

IT IS FURTHER AGREED, that the provisions of this agreement shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns.

APPROVED BY CONVEYOR

APPROVED BY RECIPIENT

Name Keith Giagnorio
 Title Village President

 Chairman County Board/Mayor/Village President/etc.

Name Diane McGinley
 Title Village President

 Chairman County Board/Mayor/Village President/etc.

Signature _____

Signature _____

APPROVED

STATE OF ILLINOIS
 DEPARTMENT OF TRANSPORTATION

By:

 Director, Office of Planning and Programming

 Date



Village of Lombard
Department of Public Works
255 E. Wilson Avenue
Lombard, IL 60148

Letter of Transmittal

Phone: 630-620-5740
FAX: 630-620-5982

TO: Mark Franz
Village Manager
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

DATE: January 23, 2018
Project: Hill Avenue Bridge
File: PW 2018 10-34
RE: Executed Agreements

We are transmitting:

☒ Attached
☐ Under separate cover

via:

☐ U.S. Mail ☐ Facsimile: ____ total pages
☒ Hand carry ☐ Other: _____

the following:

☐ Plans	☐ Calculations / Data	☐ Proposal
☐ Specifications	☐ Estimate	☒ Agreement / Contract
☐ Prints	☐ Copy of Letter	☐ Amendment / Change Order
☐ Reports	☐ Test Results	☐ Other: <u>Staff Memorandum</u>

Qty.	File Number	Description
3	BLR 05212	IDOT Local Agency Agreement for Jurisdictional Transfer
2	389561_2	Bill of Sale – Glen Oak Lift Station & Sanitary Sewers

Purpose:

☐ As requested	☐ For review & comment	☐ Approved as noted
☒ For approval	☒ Return to Village	☐ Correct as noted
☐ For information	☐ Completed / Executed	☐ Resubmit ____ copies
☐ For use	☐ Returned by Village	☐ No exceptions
☐ For signature	☐ Rejected	☐ Other: _____

Remarks: Please present these documents to the Glen Ellyn Board of Trustees for consideration and approval. Upon approval of the Local Agency Agreement for Jurisdictional Transfer, please remit all three (3) copies to me for presentation and approval by IDOT. Upon execution of the Bill of Sale, please retain one original countersigned cop and return one original countersigned copy to my attention.

copies: _____

THE VILLAGE OF LOMBARD

by: Carl S. Goldsmith
 Title: Director of Public Works



Local Agency Agreement for Jurisdictional Transfer

Local Agency No. 1 (Conveyor)	Local Agency No. 2 (Recipient)
Municipality: Lombard	Municipality: Glen Ellyn
Township/Road District: Milton	Township/Road District: Milton
County: DuPage	County: DuPage

In accordance with authority granted in Section 4-409 of the Illinois Highway Code, this agreement is made and entered into between the above Local Agency No. 1, hereinafter referred to as "Conveyor" and the above Local Agency No. 2, hereinafter referred to as "Recipient", to transfer the jurisdiction of the designated location from the Conveyor to the Recipient.

Location Description

Name Hill Avenue Route _____ Length 602'
 Termini Hill Avenue Bridge to 602' west of the bridge
 _____ in its entirety.

This transfer ☐ does ☒ does not include Structure No. 022-7000

Include for Municipalities Only

WHEREAS, the authority to make changes to the Municipal Street System is granted to the Municipality by Section 7-101 of the Illinois Highway Code.

NOW THEREFORE IT IS AGREED that the corporate authority of said municipality will pass an ordinance providing for the transfer of the above location and shall attach hereto and make a part thereof a copy of the ordinance, and

Include for Counties Only

WHEREAS, the authority to make changes to the County Highway System is granted to the County by Section 5-105 of the Illinois Highway Code.

NOW THEREFORE IT IS AGREED that the County Board of said County will pass a resolution providing for the transfer of the above location and shall attach hereto and make a part thereof a copy of the resolution, and

Include for Township/Road Districts Only

WHEREAS, the authority to make changes to the Township Road District System is granted to the Highway Commissioner under Section 6-201.3 of the Illinois Highway Code.

The Conveyor Agrees to prepare a map of the above location and attach a copy of such location map hereto.

IT IS MUTUALLY AGREED, that this jurisdictional transfer will become effective:

☒ upon IDOT approval ☐ _____ calendar days after _____.

Supplements

Additional information and/or stipulations, if any, are hereby attached and identified below as being a part of this agreement.

Supplement _____

(Insert supplement numbers or letters and page numbers, if applicable)

IT IS FURTHER AGREED, that the provisions of this agreement shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns.

APPROVED BY CONVEYOR

APPROVED BY RECIPIENT

Name Keith Giagnorio

Name Diane McGinley

Title Village President

Chairman County Board/Mayor/Village President/etc.

Title Village President

Chairman County Board/Mayor/Village President/etc.

Signature _____

Signature _____

APPROVED

STATE OF ILLINOIS

DEPARTMENT OF TRANSPORTATION By: _____

Director of Highways

Date _____

BILL OF SALE

The Village of Lombard, 255 East Wilson Avenue, Lombard, Illinois 60148 (the "Seller"), in consideration of TEN AND NO/100 DOLLARS (\$10.00), and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the Seller, and pursuant to Section 6.B.ii. and Section 6.B.iv. of "An Intergovernmental Agreement Between the Village of Lombard and the Village of Glen Ellyn in Regard to the Reconstruction of the Hill Avenue Bridge," dated October 7, 2010, and recorded with the DuPage County Recorder's Office on October 15, 2010 as document number R2010-140097, does hereby sell, assign, transfer and set over unto the Village of Glen Ellyn, 535 Duane Street, Glen Ellyn, Illinois 60137 (the "Buyer") the following-described personal property, which has been installed within the dedicated right-of-way of Hill Avenue or an easement, West of I-355 (the "Personalty"):

- The Glen Oak Sanitary Sewer Lift Station, consisting of:
 - (a) One (1) wet well;
 - (b) Two (2) Xylem Flygt submersible Model CP 3127 submersible pumps rated at 210GPM each;
 - (c) Guide rails, power cables, floats and transducer in wet well;
 - (d) One (1) valve vault with appurtenances;
 - (e) One (1) meter vault without flow meter; and
 - (f) One (1) SCADA cabinet with components (exclusive of the Seller's SCADA radio);
- Approximately six hundred ten (610) feet of four (4) inch diameter cast iron force main connected to, and running East from, the aforementioned Glen Oak Sanitary Sewer Lift Station;
- Approximately one hundred seventy-seven (177) feet of four (4) inch diameter sanitary sewer main, located West of the aforementioned Glen Oak Sanitary Sewer Lift Station;
- Approximately four hundred twelve (412) feet of eight (8) inch diameter sanitary sewer main, located West of the aforementioned Glen Oak Sanitary Sewer Lift Station;
- Approximately eighteen (18) feet of ten (10) inch diameter sanitary sewer main, located West of the aforementioned Glen Oak Sanitary Sewer Lift Station;
- Approximately ninety-six (96) feet of six (6) inch diameter sanitary sewer service lateral (serving 718 West Hill Avenue, but located within the right-of-way of Hill Avenue), located West of the aforementioned Glen Oak Sanitary Sewer Lift Station; and
- Eight (8) sanitary sewer manholes, with one (1) of said eight (8) manholes being a manhole with air relief, and one (1) of said eight (8) manholes being a manhole with a valve;

with the location of said Personalty being depicted on Exhibit A attached hereto and made part hereof.

Seller hereby represents and warrants to Buyer that Seller is the absolute owner of the Personalty, that the Personalty is free and clear of all liens, charges and encumbrances, and that Seller has full right, power and authority to sell the Personalty and to provide this Bill of Sale. **ALL WARRANTIES OF QUALITY, FITNESS AND MERCHANTABILITY ARE HEREBY EXCLUDED AND DISCLAIMED.**

Letter of Agreement for Hill Avenue Water Utility Improvements

This Letter of Agreement is entered into and executed by the VILLAGE OF LOMBARD ("Lombard") and the Village of Glen Ellyn ("Glen Ellyn"), both of which are located in DuPage County, Illinois. This Agreement is for the purpose of specifying Lombard's and Glen Ellyn's interests, roles, and responsibilities in the design and construction of utility improvements within the Hill Avenue corridor in Lombard and Glen Ellyn, hereinafter referred to as "Project".

All terms and conditions contained in this Letter of Agreement are subject to approval by the Corporate Authorities of both Lombard and Glen Ellyn.

Section 1: Existing Conditions

1. Glen Ellyn and Lombard have executed an intergovernmental agreement for the conveyance of certain personal property ("Property") from Lombard to Glen Ellyn; and
2. Glen Ellyn and Lombard have agreed that replacement and reconfiguration of the water main is needed in the near future to keep it in a state of good repair for the mutual benefit to the parties and that the costs of the Project shall be shared by Lombard and Glen Ellyn; and
3. Lombard provides water to parcels in unincorporated Glen Ellyn located adjacent to Hill Avenue, as depicted in Exhibit "A"; and
4. Lombard has five hundred and thirty-five (535') feet of six (6") inch water main ("Watermain") under Illinois Route 53 and Illinois I-355 that serves the properties along Hill Avenue; and
5. Glen Ellyn has contracted with Walter E. Deuchler Associates, Inc. to develop plans and specifications for a project to construct a watermain that would traverse the Union Pacific Right-of-way and serve the parcels adjacent to Hill Avenue with water ("Project"); and
6. Lombard is wanting to abandon the portion of its Watermain which extends from the Combined Sewer Overflow Facility to the east, ultimately under I-355, and receive water from Glen Ellyn at the west end of the Hill Avenue Bridge which is located at the east Branch of the DuPage River upon completion of the Project; and
7. Lombard and Glen Ellyn agree that Lombard will participate in the cost of the Project with said participation based upon a schedule within the recitals that is based upon the timeframe for completion of the Project; and
8. Lombard and Glen Ellyn desire to work together in the spirit of intergovernmental cooperation;

Section 2: Future Considerations

1. Lombard and Glen Ellyn agree that prior to the design completion, letting, and construction of the Project, an Intergovernmental Agreement (IGA) would be developed; and

2. Glen Ellyn will be responsible for the preparation of the IGA and must present the IGA to the Village of Lombard for review and consideration on or before March 23, 2018; and
3. Glen Ellyn and Lombard will execute the IGA, subject to final approval by the Corporate Authorities on or before May 1, 2018; and
4. Glen Ellyn will cause to be performed, by qualified engineers engaged by the Village, the engineering and environmental plans and specifications ("Plans") necessary to construct the Project; and
5. Lombard will commit to fund fifty (50%) percent of the cost to prepare the Plans with a not to exceed figure of twenty-five thousand (\$25,000) dollars; and
6. Glen Ellyn will present the Preliminary Plans (in accordance with Section 11-2.01 of the Illinois Department of Transportation Bureau of Local Roads and Streets Manual) for the Project to Lombard for review upon receipt thereof. The presentation of the Plans for the Project must be submitted to the Lombard Public Works Director on or before September 15, 2018; and
7. Glen Ellyn shall submit Plans to the Union Pacific Railroad ("UPRR") to obtain proper approval and easements for the construction of the Project within the UPRR right-of- way; and
8. Lombard will provide letters of support and assist for any permitting and approvals necessary for the construction of the Project; and
9. Glen Ellyn will provide Lombard with Final Plans and specifications for the Project (in accordance with Section 11-2.02 of the Illinois Department of Transportation Bureau of Local Roads and Streets Manual) for review and approval by Lombard, prior to releasing the Project for letting; and
10. Glen Ellyn will prepare and approve any bidding and contract documents necessary for construction of the Project; and
11. Glen Ellyn will serve as lead for the construction of all necessary improvements, identified in the Plans; and
12. Glen Ellyn will obtain all necessary permits and approvals for the construction of the Project; and
13. Glen Ellyn will notify Lombard of its associated portion of the Project costs prior to award of the Project with Lombard concurring to award of the Project; and
14. Lombard agrees by executing the IGA that Glen Ellyn has the authority to award the Project to the lowest responsible bidder as determined by Glen Ellyn; and
15. Glen Ellyn shall invoice Lombard for its portion of the Project costs, in unison with invoices received from the Contractor, based upon the following schedule; and

Completion	Lombard Percentage of Project Costs	Glen Ellyn Percentage of Project Costs
12/31/2021	60%	40%
12/31/2022	58%	42%
12/31/2023	56%	44%
12/31/2024	54%	46%
12/31/2025	52%	48%
12/31/2026	50%	50%
12/31/2027	50%	50%
12/31/2028	50%	50%

16. Glen Ellyn will be responsible for all future maintenance, repair and replacement costs associated with the Project, with the exception of the service connection that will serve the Glenbard Wastewater Authority Combined Sewer Overflow Facility; and
17. In the event that Glen Ellyn does not complete the Project by the end of 2028, Glen Ellyn shall reimburse Lombard for its share of the cost to prepare the Plans with interest of 2% annually from the date the payment was submitted to Glen Ellyn; and
18. This Agreement shall be effective as of the last date that is signed below, which date shall be inserted in the opening paragraph hereof.

This Agreement constitutes the entire understanding and agreement between Lombard and Glen Ellyn and incorporates any previous agreements or negotiations, whether oral or written.

VILLAGE OF LOMBARD

BY: _____

Scott Niehaus
 Scott Niehaus
 Village Manager

Date: _____

1/29/18

VILLAGE OF GLEN ELLYN

BY: _____

Mark Franz
 Mark Franz
 Village Manager

Date: _____

1/30/18



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

Meeting: 02/12/18 07:00 PM
Department: Administration
Department Head: Mark Franz
Category: Award
Prepared By: Meredith Hannah

SCHEDULED

AGENDA ITEM (ID # 3068)

DOC ID: 3068 A

Approve a Facade Improvement Award request, in the amount of \$7,500, to William E. Jegen, for the property located at 536 Crescent Boulevard to be expensed to the Central Business District Tax Increment Financing Fund

Background

The Facade Improvement Award Program was created to facilitate the private sector in making facade improvements that benefit the overall quality and vitality of the Village's commercial districts. Approved projects are eligible for up to a maximum of \$15,000 for facade improvements based on the following award scale:

Investment			Award
Low		High	
\$ 2,000.00	up to	\$ 3,499.00	\$ 1,000.00
\$ 3,500.00	up to	\$ 4,999.00	\$ 1,750.00
\$ 5,000.00	up to	\$ 7,499.00	\$ 2,500.00
\$ 7,500.00	up to	\$ 9,999.00	\$ 3,750.00
\$ 10,000.00	up to	\$ 12,499.00	\$ 5,000.00
\$ 12,500.00	up to	\$ 14,999.00	\$ 6,250.00
\$ 15,000.00	up to	\$ 17,499.00	\$ 7,500.00
\$ 17,500.00	up to	\$ 19,999.00	\$ 8,750.00
\$ 20,000.00	up to	\$ 22,499.00	\$10,000.00
\$ 25,000.00	up to	\$ 27,499.00	\$12,500.00
\$ 27,500.00	up to	\$ 29,999.00	\$13,750.00
\$ 30,000.00	up to	+	\$15,000.00

The Village Board allocated \$155,000 for the Award programs (including the Façade Improvement Program, Downtown Retail Interior Program and Downtown Fire Prevention Assistance Program) for 2018. This is the first Façade Award request for 2018. There is \$155,000 remaining in the Award funds (not including the other request to be approved at this meeting).

Mr. William Jegen submitted a Façade Award request on January 4, 2018 for the property located at 536 Crescent Boulevard. The property is the current home of School of Rock and Starbucks on the first floor and the second floor houses offices on the south side and two apartments on the north side. Mr. Jegen has been working with an architect to make necessary updates to the façade including trim and window replacements.

Mr. Jegen is requesting a \$15,000 Façade Award for costs he has outlined with the property improvements including, windows, carpentry and demolition, cedar trim, stained materials. In 2013,

School of Rock, 536B Crescent Boulevard, applied for and was awarded a \$771.50 grant for their awning.

Subject:

Façade Improvement Awards are available to all commercial properties in the Village. Eligible applicants include the owners of commercial buildings or commercial businesses. Work which qualifies for assistance through the Façade Improvement Award includes improvements to the exterior of a building which are visible from the public right-of-way and are permanent structural improvements. Eligible improvements include significant façade enhancements, new window systems or frame replacement and repair (excluding broken glass), exterior doors, exterior lighting, restoration of original architectural features, exterior building materials for building additions, or other permanent exterior enhancements to property consistent with the architectural integrity of the building and the Village's Appearance Review Guidelines. Additionally, applicants must plan to install a minimum of \$2,000 of material improvements.

Mr. Jegen has outlined the following expenses with his project:

1. Carpentry Work: removing existing windows, installing new windows and installing the surrounding cedar trim boards	\$ 8,000
2. Cost of cedar material	\$ 2,300
3. Windows, Pella Impervia, single hung & fixed	\$ 6,600
4. Over sidewalk scaffolding	\$ 7,000
5. Protective barriers	\$ 800
6. Removal cost	\$ 400
7. Related overhead and profit	\$ 2,500
Total project expenses	\$27,600
Total eligible expenses	\$16,900

The majority of the expenses associated with improvements are related to what staff would categorize as maintenance, rather than 'significant façade enhancements' and are therefore would not be considered eligible for the award program. In addition, the work is all being done on the second and third floors of the building and are not affecting the retention or expansion of the retail businesses on the main floor. Typically, this program is utilized for the enhancement of businesses on the first floor.

Recent façade awards have been approved by the board for:

Business	Year Approved	Amount Approved	Description of Work
Blackberry Market	2017	\$15,000	Windows, doors and framing for expansion into adjacent space, first floor
Blonde Boutique	2017	\$5,000	Transom window installation, first

			floor
Maize + Mash	2017	\$1,000	New door and installation, first floor
The BookStore/ String Theory	2016	\$6,250	New windows and framing, first floor
Two Hound Red	2016	\$15,000	Complete new façade, doors, windows, first floor
Oak & Steel	2016	\$10,000	New windows and doors and structural re-alignment of storefront, first floor

Recognizing the significant investment Mr. Jegen is making to the maintenance and upkeep of the building, the installation of energy efficient windows for the offices located on the second floor and the improvements that are directly associated with the window replacement, staff recommends awarding Mr. Jegen with a \$7,500 Award for items 1, 2 & 3 itemized above, which total \$16,900.

Budget Impact

As \$155,000 is available for the 2018 fiscal year, sufficient funds are available for this Award.

Action Requested

The Village Board may approve the request for a \$7,500 Façade Improvement Award to Mr. William Jegen, approve a different Award amount, or choose to deny the request.

List of Attachments:

1. 536 Crescent Boulevard Façade Application
2. Award Summary

ATTACHMENTS:

- Final application with updated quote (PDF)
- Award Budget Summary 02-01-18 (PDF)

VILLAGE OF GLEN ELLYN
Retail Façade Improvement Award

REQUIRED SUBMITTALS WITH APPLICATION:

- Current digital photos of all building facades visible from the public right of way which will receive improvements
- A schematic drawing with enough detail to depict the proposed improvements
- Signed vendor contract(s) with detailed costs for each proposed improvement (excluding ineligible portions of improvements, e.g. lettering on awnings)
- Consent from the building owner for proposed improvements, by signature on the attached form
- Completed IRS Form W-9 Request for Taxpayer Identification Number and Certification
- A narrative as outlined below:
 - Description of proposed facade work including information about the proposed building materials and methodology for proposed changes.
 - Description of your business and the related industry.
 - Features and advantages of your product and how improvements sought will improve the business and/or Village.
 - Credentials and experience of business owner.
 - Any unusual or expected difficulties or hardships in making the proposed improvements.

BUSINESS OWNER INFORMATION:

Business Owner Name: William E. and Linda L. Jegen

Home Address: 1937 Nottingham Lane, Wheaton, IL 60189-8516

Business Name: 536 Crescent Building, LLC

Business Address: 529 Pennsylvania Ave, Suite 200, Glen Ellyn, IL

Business Phone: 630-858-5550 Fax: 630-858-5550

Home Phone: 630-668-1060 Email: billjegen@gmail.com

If tenant, what is the expiration date of your current lease? N/A

If buyer under contract or tenant, who is the property owner? N/A

Property Owner Name: 536 Crescent Building LLC, as beneficiary of Chicago Title Land Trust Company, as Trustee U/T USB 3495, dated August 4, 1988

Property Owner Address: 529 Pennsylvania Ave., Suite 200, Glen Ellyn, IL 60137

Property Owner Phone: 630-858-5550 Property Owner Fax: 630-858-5550

Property Owner E-mail: billjegen@gmail.com

DESCRIPTION OF PROPOSED IMPROVEMENTS

Renovation of the south facing facade of 536 Crescent Boulevard, Glen Ellyn, IL, including replacement of 10 windows and transoms, removal and replacement of the tudor-style stucco and wood trim, removal and replacement as necessary of the fascia boards and roof trim details, all pursuant to plans prepared by ktgy Architecture + Planning, under Project No. 170513, a copy attached

The windows will be supplied by Pella with a brown finish, the stucco color will be BASF, Classic Finish, Ecru, #3080, and the Wood stain is Cabot Midnight Mahogany.

ITEMIZED ACTIVITY DESCRIPTION	COST
Carpentry and demolition	\$12,000.00
Stucco/ High Scaffolding	\$12,000.00
Heat and Containment for heat	\$2,750.00, est.
Cedar Trim, Stained materials	\$4,600.00
Windows, Pella Impervia, Single hung and fixed	\$6,600.00
Over sidewalk scaffolding	\$7,000.00
Flashing, permits, rubbish removal, fencing, etc.	\$8,000.00
Profit and Overhead of MC Building, Inc.	\$5,500.00
TOTAL PROJECT COST:	\$58,450.00
AMOUNT OF AWARD REQUESTED:	\$15,000.00

APPLICATION CERTIFICATION

I, the undersigned, certify that I have read the program description and requirements for the Village of Glen Ellyn Retail Façade Improvement Award. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that the improvements described in this application must receive all required permit approvals from the Village of Glen Ellyn prior to the commencement of construction.

Furthermore, I, the undersigned, my successors and assigns, hereby agree to save and hold harmless the Village of Glen Ellyn and any of its employees, officers and directors from all cost, injury and damage to any person or property whatsoever, any of which is caused by an activity, condition or event arising out of the performance, preparation for performance or nonperformance of any project improvement included in my award application. The above cost, injury, damage or other injury or damage incurred by or to any of the above shall include, in the event of an action, court costs, expenses of litigation and reasonable attorneys' fees. I understand that if my business closes or moves out of the Village of Glen Ellyn within 3 years I will be required to repay the Village in an amount as described on page 3 of the award packet.

William E. Jegen

Applicant Name (PRINT)

Applicant Signature

Date:

CONSENT FROM PROPERTY OWNER (Required if different from Applicant)

Property Owner Name (PRINT)

Property Owner Signature

Date:

*****Office Use Only*****

Application is: _____ Approved _____ Denied

Village President

Date

Economic Development Coordinator

Date

Historic Background

In 1913, the Miller Brothers, constructed a 50' by 50' single story automobile sales and service building at 536 Crescent Boulevard. About ten years later, a second story was constructed on that building with a Tudor-revival façade. Over the next several years three other additions were built resulting in the current configuration of approximately 10,000 square feet of commercial space on the first floor, 2,500 square feet of office and residential uses on the second floor and a ramp-accessible basement of 7,500 square feet.

Over its more than 100 years, the building has been used for automobile sales and service, an A&P Grocery store, florist and small retail shops, restaurant, offices and apartments. Presently the building houses a Starbucks Coffee House, a School of Rock music school, regional offices for the School of Rock, the owner's offices, law offices and two apartments. The basement is used for storage, including antique automobiles.

536 Crescent lies within the Glen Ellyn North Historic District, and is an example of the Tudor-revival style preferred by the Village Architectural Review Commission in the 1920's. Another example of that style is the Glen Theater, which is immediately adjacent to 536 Crescent.

Current Project

The Tudor-revival façade of 536 Crescent is in need of repair after more than 90 years of existence. The present owners of the building are William and Linda Jegen, as owners of 536 Crescent Building, LLC, which is the present beneficiary of the land trust which has held title to the property since 1988. The owners recognized the necessity to renovate the Tudor-revival façade and to replace the windows on the second floor of the south facing wall. To facilitate the renovation, Craig Pryde, of ktgy Architects + Planners was hired in May 2017. After study of the façade and the history of the building, a plan of renovation was developed. To accomplish the renovation, MC Building, Inc. of Darien, Illinois, has been employed as the contractor, at a cost of approximately \$58,450.00 to perform the removal and reconstruction of the façade and windows, including a contingency for unforeseen problems and repairs.

The renovation is illustrated, with pictures of the current condition, on the ktgy Architecture drawing attached. In particular, the Windows will be replaced with Pella Impervia, having a brown exterior finish. The stucco will be removed and replace with a BASF product that will have a Classic Finish tinted to ECRU #3080, and the cedar timbers and trim will be removed and replaced with cedar stained with Cabot Midnight Mahogany stain. All of these finishes have been selected to match the existing Tudor-revival style and look, as presently exists. The goal is to upgrade the Tudor-revival façade to protect the building and improve the appearance from the street or sidewalk.

Applicant's Business.

Applicant, 536 Crescent Building, LLC is a privately owned real estate investment firm, which owns the building at 536 Crescent, Glen Ellyn, Illinois. The major tenants of that building are Starbucks Coffee and School of Rock. The building is a well-known destination in the Central Business District due to its tenants.

How Improvements Will Improve Glen Ellyn.

Presently, the appearance of the Tudor-revival façade is not good. The improvement in the appearance from the proposed renovation project will enhance the overall appearance of the Central Business District.

Credentials and Experience of Business Owner.

William E. Jegen has owned an interest in 536 Crescent since 1988, when the building was purchased from Neal Kordisch, of Kar Lee Flowers. In 1995, a lease was negotiated with a relative new company, Starbucks. That lease is in its second ten-year renewal. As an attorney for over 40 years, Mr. Jegen has adequate background to continue in the real estate rental business.

Unusual or Unexpected Difficulties in Making the Proposed Improvements.

Since the work is being performed on the front of the building over a public sidewalk in a commercial area, the necessity to protect pedestrian traffic during construction is paramount. That need requires the erection of protective scaffolding to both support workers and protect the public. The cost of that scaffolding is at least \$7,000.00. An unknown cost is any loss of business suffered by the tenants and applicant's responsibility therefore. We are working with the Public Works Department on the use of the sidewalk and the scaffolding.

Meredith Hannah

From: William Jegen <billjegen@gmail.com>
Sent: Friday, January 05, 2018 2:30 PM
To: Meredith Hannah
Subject: Fwd: FW: 536 Crescent Blvd. email bid for facade remodeling

Meredith,

Attached is the breakdown from the contractor, MC Building, Inc. The windows have been ordered at a cost of \$6,600, rather than \$7,300. Also, I added \$5,000 for contingencies, such as enclosure and heat for the stucco and any problems noted when old material removed. The cost of the enclosure and heat for the stucco is \$2,746. Here is the email from the contractor with that pricing: Bill: I'm double checking your stain decision for the cedar boards remains "midnight mahogany" from Cabot's.

Also, Dominick (stucco man) would rather have "Safeway Scaffolding Solutions" provide the necessary weather containment barriers and Dominick will charge \$750 for providing the necessary heat. Safeway's quote for the containment work is \$ 1,996.

But before we begin, I don't want to be in a deep freeze. We'll pay close attention to the forecasts to be watching for any sub-zero or dangerous temps. Weather is always unpredictable.

Thanks,

Phil Moser

MC Building, Inc.

Any other questions, please send me an email.

Bill Jegen

----- Forwarded message -----

From: Craig Pryde <cpryde@ktgy.com>

Date: Tue, Oct 17, 2017 at 8:24 AM

Subject: FW: 536 Crescent Blvd. email bid for facade remodeling

To: William Jegen <billjegen@gmail.com>

Bill,

I have finally found someone that was willing to put a number on the repair work. This contractor is a small operator and I have known him for several years and has been very good at small projects. We last worked with him on the design/ construction of the Glen Ellyn Park District Paddle Tennis facility at Maryknoll Park.

He has outlined his costs in the email below and think it would be a good idea to have him get together with you after he returns on the 24th.

It has been difficult for me to find other contractors to bid on this work because they are busy and this is too small of a project for them.

Sincerely,

Craig Pryde, AIA, LEED AP
Principal



[312-549-4905](tel:312-549-4905) Direct
[312-549-4900](tel:312-549-4900) Main
[630-881-3950](tel:630-881-3950) Cell

From: phil moser [mailto:philip99moser@hotmail.com]
Sent: Monday, October 16, 2017 2:42 PM
To: Craig Pryde <cpryde@ktgy.com>
Subject: [536 Crescent Blvd.](#) email bid for facade remodeling

Craig: Here is our proposal breakdown to complete the facade remodeling at [536 Crescent BLVD](#) in Glen Ellyn:

Carpentry/demo:	\$ 12,000	
Stucco/high scaffolding:	12,000	using durock as base price reduces to \$ 10,500
Cedar trim stained/materials	4,600	
Pella Windows	10,700	using Pella Impervia price reduces to \$7,300
Over sidewalk Scaffolding:	7,000	
Flashing	600	
allowance for permits	1,000	
Rubbish removal	600	
Protective fencing/staging	800	
MC Building O and P	5,500	

Our proposal price 54,800

Craig: I will be out of the office from 10/17...returning..10/24. I will be available by phone, so please call with questions.

We figured on not disturbing the interior trim. An allowance for any water or mold damage is not included. Hopefully there is little. Our cost to repair is \$70.00 per hour plus any plywood. And we intend to install the inside cedar boards on top of the new stucco. The outside corner cedar boards will be the only cedar boards nailed directly to the structure.

Thanks for thinking of us. The same carpenters involved with the warming hut will perform the carpentry.

Phil Moser

MC Building, Inc.

--

William E. Jegen

630-745-8352 (C)

630-668-1060 (H)

630-858-5550 (O)

1937 Nottingham Lane

Wheaton, IL 60189-8516

Meredith Hannah

From: billjegen <billjegen@gmail.com>
Sent: Thursday, January 18, 2018 3:50 PM
To: Meredith Hannah
Subject: Fwd: replacement window values

Meredith

The forwarded email contains the contractor's total cost for the windows. Balance of the work is to preserve the Tutor-revival facade to maintain the historic appearance.

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: phil moser <philip99moser@hotmail.com>
Date: 1/16/18 10:33 PM (GMT-06:00)
To: William Jegen <billjegen@gmail.com>
Subject: replacement window values

Bill: I have placed the following values to replace the existing windows:

cost of the new windows: \$6,600
carpenter labor includes: removing existing windows, installing new windows and installing the new surrounding cedar trim boards: \$ 8,000
cost of the cedar material: \$2,300
assembling of scaffold: \$7,000
protective barriers: \$ 800
removal cost: \$400
related overhead and profit: \$ 2,500

The costs total: \$ 27,600

Sincerely,

Phil Moser
MC Building, Inc.

CONTRACTOR SHALL VISIT THE SITE TO BECOME FAMILIAR WITH THE PROJECT SURROUNDINGS AND SHALL BE RESPONSIBLE FOR ANY/ ALL STAGING NECESSARY TO COMPLETE WORK WHILE MAINTAINING ACCESS TO THE RETAIL TENANTS BELOW THE PROJECT AREA. COORDINATE REQUIRED PERMITS/ APPROVALS WITH LOCAL AUTHORITIES AS REQUIRED.

SCOPE OF WORK INCLUDES THE REMOVAL AND REPLACEMENT OF ALL WOOD TRIM AND STUCCO WALL FINISH ON BOTH DORMERS (SECOND FLOOR). WOOD TRIM IS TO BE REMOVED AND REPLACED IN KIND. DISTING TRIM SHALL BE USED FOR CONFIRMING MEASUREMENTS, PROFILES AND SHAPES OF REPLACEMENT TRIM.

EXISTING WINDOWS ON THE SECOND FLOOR SHALL BE REMOVED AND REPLACED. IT IS INTENDED THAT THE INTERIOR TRIM AT THESE WINDOWS SHALL REMAIN IN PLACE. ADDITIONAL/ NEW CASING OR TRIM ON THE INTERIOR SHALL BE PROVIDED AND PAINTED TO MATCH AS NECESSARY.

EXISTING ALUMINUM TRIM AT WINDOWS ON THE SECOND FLOOR SHALL BE REMOVED AND REPLACED IN COLOR TO MATCH THE NEW WINDOWS. PROFILE OF EXISTING ALUMINUM TRIM SHALL MATCH EXISTING AND NOT INCLUDE NEW PROFILES.

CONTRACTOR SHALL REMOVE/ REPLACE COPPER CAP/ TRIM AS NECESSARY.

SECOND FLOOR TENANT OPERATIONS SHALL REMAIN IN OPERATION DURING CONSTRUCTION. CONTRACTOR SHALL COORDINATE WORK TIMES WITH TENANT FOR ACCESS TO INTERIOR OF TENANT AREAS.

CONTRACTOR SHALL APPLY/ PAY FOR ALL PERMITS REQUIRED FOR THIS PROJECT AND BE REIMBURSED FOR SUCH EXPENSE BY THE OWNER.

CONTRACTOR SHALL MAINTAIN INSURANCE LIMITS AS REQUESTED BY THE OWNER AND SHALL PROVIDE COPIES OF ALL SUCH INSURANCE TO THE OWNER PRIOR TO BEGINNING WORK ON THE PROJECT. CONTRACTOR SHALL ALSO NAME RTSG GROUP, INC AND THE OWNER AS AN ADDITIONAL INSURED ON THE POLICY.

MATERIAL NOTES

REMOVE ALL EXISTING WOOD TRIM, WINDOWS AND STUCCO FROM EXISTING DORMERS AND SECOND FLOOR. EXISTING WOOD TRIM SHALL BE USED TO PROVIDE NEW TRIM IN SAME SIZE PROFILE AS EXISTING.

REMOVE EXISTING BUILDING PAPER/ WEATHER BARRIER AND INSPECT WOOD SHEATHING MATERIAL FROM THE OUTSIDE. REPAIR EXISTING SHEATHING IF NECESSARY WITH PLYWOOD OR BOARD LUMBER TO MATCH EXISTING THICKNESS.

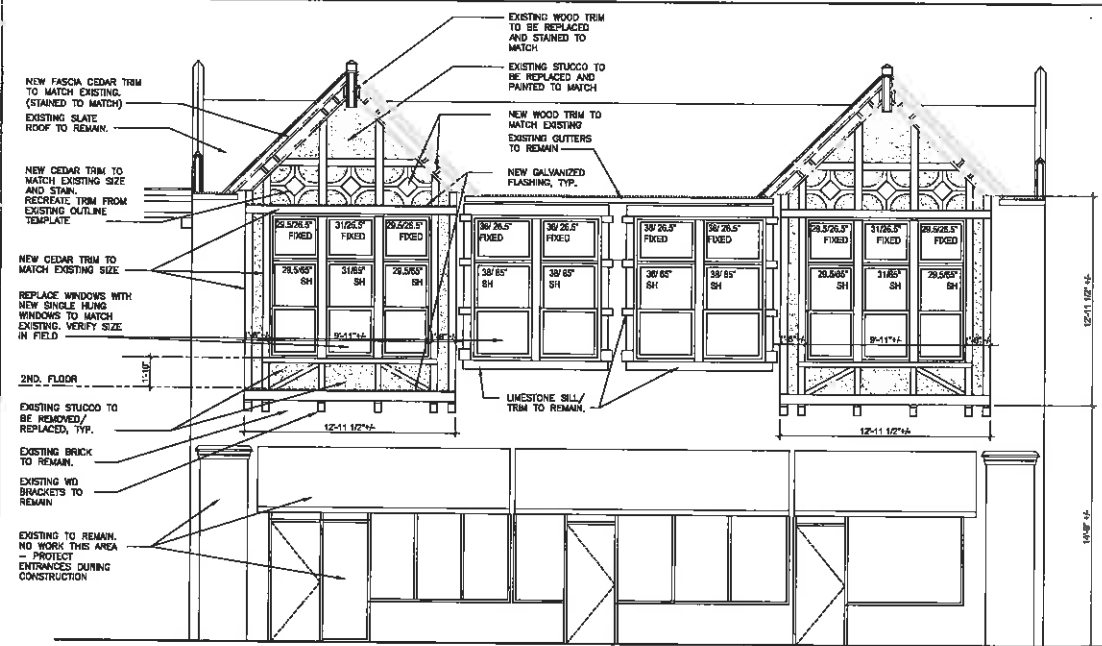
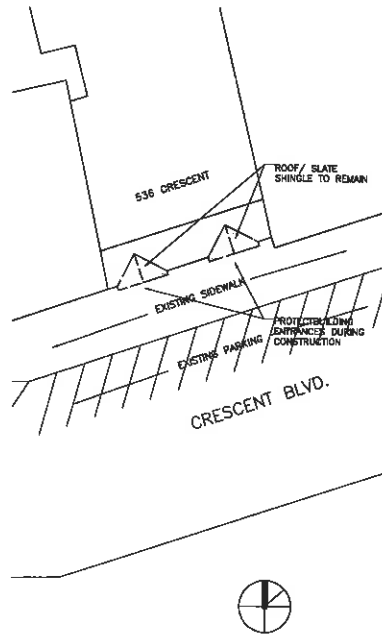
PROVIDE NEW WEATHER BARRIER OVER SHEATHING. WRAP INTO WINDOW OPENINGS AND TERMINATE AT MASONRY WALL. WEATHER BARRIER SHALL BE DUPONT "STUCCO WRAP" OR EQUAL. FOLLOW MANUFACTURER'S INSTALLATION GUIDELINES AND DETAILS.

PROVIDE 3 COAT CEMENTICIOUS STUCCO WITH TEXTURED FINISH AS APPROVED BY THE OWNER.
STUCCO SHALL INCLUDE ALL METAL LATH, TRIM AND COATINGS TO MAKE INSTALLATION COMPLETE.
COLOR SHALL MATCH EXISTING (SALVAGE SAMPLE FOR COLOR MATCH).

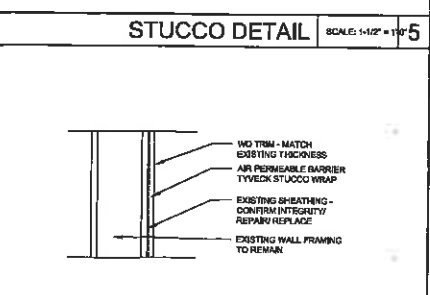
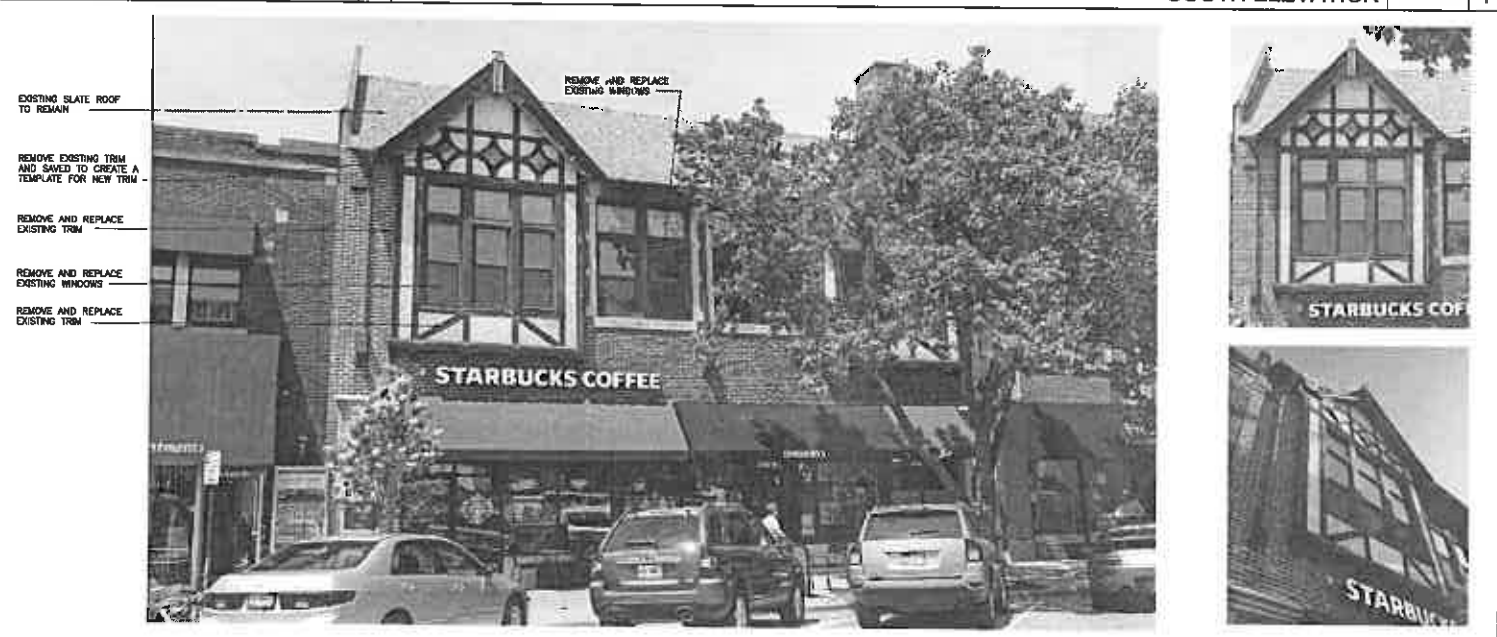
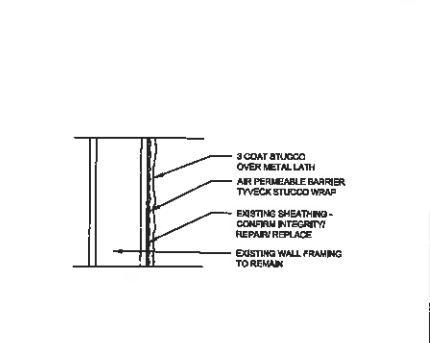
INSTALL GALVANIZED OR GALVALUME FLASHING HORIZONTALLY AT LOCATIONS INDICATED TO DIRECT WATER FROM BEHIND STUCCO / WOOD TRIM TO THE EXTERIOR SURFACE. PROVIDE PROFILE AS REQUIRED TO EXTEND A MIN. 2" UP FROM WOOD TRIM AND MIN. 1" EXPOSED DRIP EDGE.

WOOD TRIM SHALL BE WESTERN RED CEDAR, ROUGH SAWN EXTERIOR FACE, STAINED IN COLOR AS SELECTED BY THE ARCHITECT/ OWNER. MATCH EXISTING PROFILES, SIZE, SHAPES WITH EXISTING.

REPLACE EXISTING WOOD SOFFIT / BRACKET DETAIL IN KIND. MATERIALS SHALL BE CONSISTENT WITH EXISTING AND STAIN TO MATCH ADJACENT MATERIALS.



GENERAL NOTES	SCALE:	4	PARTIAL SITE PLAN	SCALE: 1"=30'-0"	3	SOUTH ELEVATION	SCALE: 1/4"=1'-0"	1
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CLOSE-UP DORMER PHOTOGRAPHS



Architecture + Planning
343 W Erie Suite #220
Chicago, IL 60654
ktgy.com
888.456.5849

KTGY Project No: 170513

Project Contact: Craig R. Pryde
Email: cpryde@ktgy.com

Principal: Craig R. Pryde
Project Designer: Project Designer

Developer

WILLIAM JEGEN
1937 Knottingham Ln

Wheaton, Il
PHONE NO. 630-745-8352
FAX NO. —

536 CRESCENT BLVD.

GLEN ELLYN, IL

into the client's responsibility prior to or during construction to verify the architect in writing of any perceived errors or omissions in the plans and specifications of which a contractor thoroughly investigated with the building owner and methods of construction would reasonably be aware. Whether inaction in addressing such perceived errors or omissions shall be treated from one subject prior to be a claim or claims presentation proceeding with the work. The client will be responsible for any claims in construction if they occur after the contract is signed.

License Stamp

**SOUTH ELEVATION,
EXISTING BUILDING
PHOTOGRAPHS**

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2018 - \$155,000 Total Funds Available								
* Nobel House	Ariel Darmoni	419 A N. Main St	Fire	9/25/2017		\$ 15,000.00		
* Sushi Ukai	Ariel Darmoni	419 B N. Main St	Fire	9/25/2017		\$ 15,000.00		
536 Crescent Blvd	William Jegen	536 Crescent Blvd	Façade	1/4/2018		\$ 7,500.00		
						\$ 37,500.00	\$ -	\$ -

*\$125,000 for downtown projects funded by TIF

** \$30,000 for Roosevelt Road and Historic Stacey's Corners façade awards

	BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2017 - \$155,000 Total Funds Available									
*	Oak & Steel	Dana Reese	480 N Main Street	Fire	10/13/2016	11/14/2016	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00
*	Two Hound Red	Jon With	486 Pennsylvania Ave	Interior	10/1/2016	11/14/2016	\$ 15,000.00	\$ 15,000.00	
*	Two Hound Red	Jon With	486 Pennsylvania Ave	Façade	10/1/2016	11/14/2016	\$ 15,000.00	\$ 15,000.00	
*	Sunshine Dance	Sheri Dahl	515 Crescent Blvd	Fire	11/15/2016	12/12/2016	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
*	The BookStore/ String Theory	Patrick Melady	475-477 N Main Street	Façade	11/28/2016	12/12/2016	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00
*	Maize & Mash	Nick Roberge	430 N Main Street	Interior	1/12/2016	1/23/2017	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
*	Maize & Mash	Nick Roberge	430 N Main Street	Façade	1/12/2016	1/23/2017	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
*	Two Hound Red	Jon With	486 Pennsylvania Ave	Fire	5/15/2017	6/12/2017	\$ 15,000.00	\$ 15,000.00	
*	Blonde Boutique	Allison Ohlander	494 N. Main St	Façade	5/31/2017	6/12/2017	\$ 5,000.00	\$ 5,000.00	
*	Blackberry Market	Anna & Bob Davidson	401-409 N. Main St	Façade	8/8/2017	8/28/2017	\$ 15,000.00	\$ 15,000.00	
*	Blackberry Market	Anna & Bob Davidson	401-409 N. Main St	Interior	8/8/2017	8/28/2017	\$ 15,000.00	\$ 15,000.00	
*	McMae's on Main	Greg McCaffrey	411 N Main St	Interior	9/25/2017	10/23/2017	\$ 7,500.00	\$ 7,500.00	
							\$ 116,000.00	\$ 116,000.00	\$ 28,500.00

*\$125,000 for downtown projects funded by TIF

** \$30,000 for Roosevelt Road and Historic Stacey's Corners façade awards

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2016 - \$130,000 Total Funds Available								
JAYNE*	Craig B. Cohen	476 N. Main Street	Façade	1/11/2016	2/16/2016	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
JAYNE*	Joseph Costello	476 N. Main Street	Fire Prev	2/16/2016	3/22/2016	\$ 3,750.00	\$ 3,750.00	\$ 2,500.00
Ramco 450 LLC**	Brian Blizzard	575 - 581 E Roosevelt	Façade	3/8/2016	5/28/2013	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
Deacon & Mercy*	Gary Danno	430 N Main Street	Façade	4/1/2016	4/25/2016	\$ 5,000.00	\$ 5,000.00	\$
Crepe House*	Ilirjan Jankulla	548 Crescent Boulevard	Interior	4/13/2016	4/25/2016	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00
Stam*	Liz Mager	530 Pennsylvania	Interior	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Stam*	Liz Mager	530 Pennsylvania	Façade	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	
Designstorms*	Liz Mager	530 Pennsylvania	Interior	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Designstorms*	Liz Mager	530 Pennsylvania	Façade	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
The Beer Cellar	David Hawley	488 Crescent Boulevard	Interior	8/31/2016	9/12/2016	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00
481 N Main	Rich Somolik	481 N Main Street	Fire Prev	9/7/2016	9/26/2016	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Glen Art Theatre	Eric White	540 Crescent Boulevard	Fire Prev	9/7/2016	9/26/2016	\$ 15,000.00	\$ 15,000.00	
Oak & Steel	Dana Reese	480 N Main Street	Façade	10/13/2016	11/14/2016	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
						\$ 129,750.00	\$ 129,750.00	\$ 98,500.00

*\$100,000 for downtown projects funded by TIF

** \$30,000 for Roosevelt Road and Historic Stacey's Corners façade awards

Deacon & Mercy closed August 25. Their funds were never distributed and have been placed back in available funds.

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2015								
Ramco 450 LLC	Brian Blizzard	575 - 581 E Roosevelt	Façade	1/13/2015	2/9/2015	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
GLBRT 479 LLC	Jay Gilbert	479 N Main Street	Fire Prev	3/4/2015	3/23/2015	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00
Marché	Jill Foucré	496 N. Main Street	Façade	5/19/2015	6/8/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Banyan Tree Mall	Ken Lubowich	485 N. Main Street	Interior	5/28/2015	6/8/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Marché	Jill Foucré	496 N. Main Street	Interior	7/29/2015	8/17/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Re:New	Rich Somolik	483 N. Main Street	Interior	9/3/2015	9/28/2015	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
M & Em's	Jonathan Goldsmith	460 N. Main Street	Interior	9/14/2015	9/28/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
* M & Em's	Jonathan Goldsmith	460 N. Main Street	Façade	9/14/2015	9/28/2015	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Main Street Pub	Kevin Hahn	466 N. Main Street	Façade	10/1/2015	10/12/2015	\$ 13,750.00	\$ 13,750.00	\$ 13,750.00
Main Street Pub	Kevin Hahn	466 N. Main Street	Interior	10/1/2015	10/12/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
						\$ 127,500.00	\$ 127,500.00	\$ 117,500.00

* Closed on October 24, 2017 due to inaction by the applicant.

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
SY 14								
TMC ²	Thomas & Sue Martin	450 Duane Street	Façade	5/29/2014	6/9/2014	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
A Toda Madre	Patrick Neary	499 Main Street	Interior	8/4/2014	8/11/2014	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Busy Bee Barber	Dennis Etheridge	417 Main St	Façade	9/30/2014	10/13/2014	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00
						\$ 16,750.00	\$ 16,750.00	\$ 16,750.00

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF GRANT	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 13/14								
Bird on a Wire Studio	Kathryn Alcock/Megan Swadley	492 Main	Façade	1/9/2013	5/15/2013	\$ 853.50	\$ 853.50	\$ 853.50
School of Rock	J. Brandon Turner	536B Crescent	Façade	4/25/2013	5/28/2013	\$ 771.50	\$ 771.50	\$ 771.50
Oberweis	Joe Oberweis	515 Roosevelt	Façade	8/6/2012	10/22/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
PS Flowers/Suki Salon	Patty Sorenson/Susan Madonin	522-526 Hillside	Façade	4/13/2013	5/28/2013	\$ 2,065.00	\$ 2,065.00	\$ 2,215.00
535 Penn L.L.C.	Thomas LaMantia	535 Pennsylvania	Interior	8/14/2013	9/9/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
535 Penn L.L.C.	Thomas LaMantia	535 Pennsylvania	Façade	8/14/2013	9/9/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Made In Italy Trattoria	Ippolita Basile	476 Forest	Façade	8/23/2013	9/9/2013	\$ 529.00	\$ 529.00	\$ 529.00
Peanut Butter Planet	Frank Pecora	546 Crescent Blvd	Interior	11/21/2013	1/13/2014	\$ 9,373.50	\$ 9,373.50	\$ 9,373.50
Peanut Butter Planet	Frank Pecora	546 Crescent Blvd	Façade	11/21/2013	1/13/2014	\$ 10,462.50	\$ 10,462.50	-
Olive 'n Vinnie's	Karen & Gary Evensen	449 Main Street	Interior	1/13/2014	1/27/2014	\$ 3,503.45	\$ 3,503.45	\$ 3,503.45
RISE	Aaron Sullivan	499 Pennsylvania Ave	Interior	3/24/2014	4/28/2014	\$ 15,000.00	\$ 11,400.00	\$ 11,000.00
Olive 'n Vinnie's*	Karen & Gary Evensen	449 Main Street	Façade	3/25/2014	4/14/2014	\$ 4,598.00	\$ 4,598.00	\$ -
						\$ 92,156.45	\$ 88,556.45	\$ 73,245.95

*2/1/2016 decided to not move forward with the window replacement.

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF GRANT	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 10/11								
Marcel's	Jillian Foucre	490 N. Main	Interior	1/9/2011	1/20/2011	\$ 20,000.00	\$ 20,000.00	\$ 17,659.00
Marcel's	Jillian Foucre	490 N. Main	Façade	6/8/2011	6/27/2011	\$ 10,000.00	\$ 10,000.00	\$ 12,341.00
						\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
FY 11/12								
Gratto		433 Main	Façade		11/18/2010	\$ 10,000.00	\$ 10,000.00	\$ 9,930.00
Costello	Joe Costello	474 N. Main	Interior	6/20/2011	6/27/2011	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00
Key Investment	Jeanine Valdez	462 Park	Façade	6/22/2011	7/25/2011	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
Northside Grill	Dan Sronkoski	499 Pennsylvania; #D	Façade	7/8/2011	11/14/2011	\$ 526.00	\$ 526.00	\$ 526.00
Northside Grill	Dan Sronkoski	499 Pennsylvania; #D	Interior	10/14/2011	11/14/2011	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
Subway	Suryakant Patel	572 Crescent	Interior	10/3/2011	11/14/2011	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Subway	Suryakant Patel	572 Crescent	Façade	10/3/2011	not approved	\$ -	\$ -	
						\$ 68,026.00	\$ 58,026.00	\$ 57,956.00
FY 12/13								
Katy's Boutique	Katy Balabinis	427 Main	Façade	3/27/2012	5/14/2012	\$ 4,071.00	\$ 4,071.00	\$ 4,071.00
AliKat	Sandra Moore	499 Pennsylvania; #B	Interior	4/11/2012	5/14/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Papier Girl	Lesley Vesevick	413 Main	Interior	4/11/2012	5/14/2012	\$ 14,550.00	\$ 14,550.00	\$ 14,550.00
Run Today	Paul O'Neill	515 Crescent	Façade	6/7/2012	8/20/2012	\$ 671.50	\$ 671.50	\$ 671.50
Run Today	Paul O'Neill	515 Crescent	Interior	6/7/2012	8/20/2012	\$ 14,373.84	\$ 11,706.00	\$ 11,706.00
Flour+Wine	Michael Vai	433 Main	Interior	9/9/2012	8/8/2012	\$ 8,485.64	\$ 6,670.37	\$ 6,670.37
Blackberry Market	Anna Davidson	401 Main	Interior	10/4/2012	11/12/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Larc Jewelers	Jay Gilbert	479 Main	Façade	3/25/2011	4/16/2012	\$ 1,876.00	\$ 1,876.00	\$ 1,580.84
Treasure House	Theresa Nihill	479 Pennsylvania	Façade	7/13/2012	7/19/2012	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
Elite Eyewear	Tracy Hortatsos	413 Main	Façade	10/16/2012	11/12/2012	\$ 543.00	\$ 543.00	\$ 543.00
The Stand	Lisa Demos	542 Crescent	Interior	2/4/2013	2/11/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
The Stand	Lisa Demos	542 Crescent	Façade	2/4/2013	2/11/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
						\$ 111,570.98	\$ 107,087.87	\$ 106,792.71



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

Meeting: 02/12/18 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Discussion Item
Prepared By: Christina Coyle

SCHEDULED

AGENDA ITEM (ID # 3086)

DOC ID: 3086

Finance Director Coyle will present the 2017 year end financial report.

Please see the slide deck attached.

ATTACHMENTS:

- Year End Financial Report 2017 (PDF)

2017 FINANCIAL REPORT

VILLAGE OF GLEN ELLYN, ILLINOIS

For the Fiscal Year January 1, 2017 to December 31, 2017

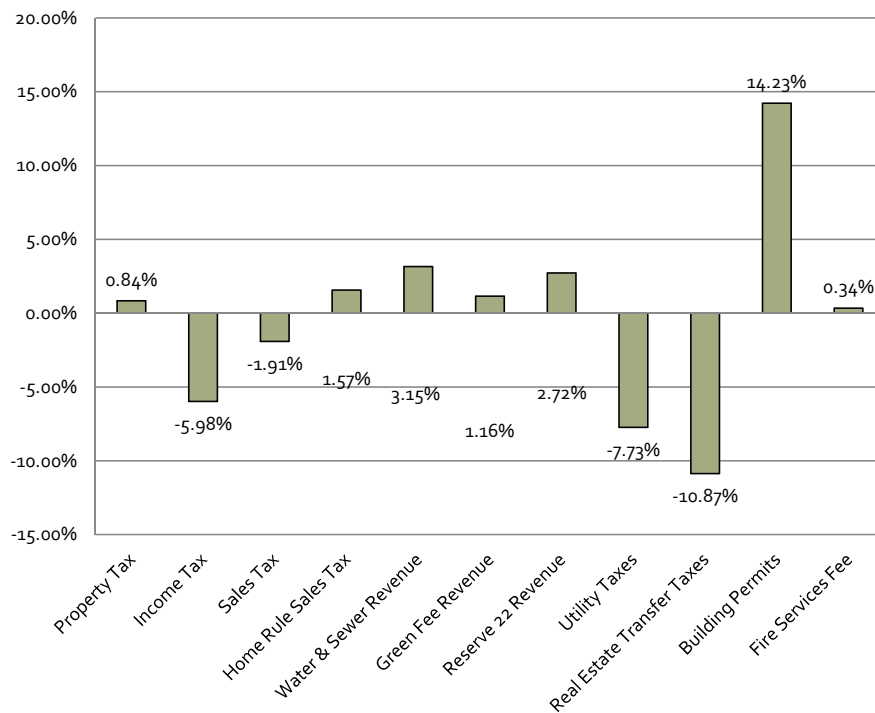


Overview

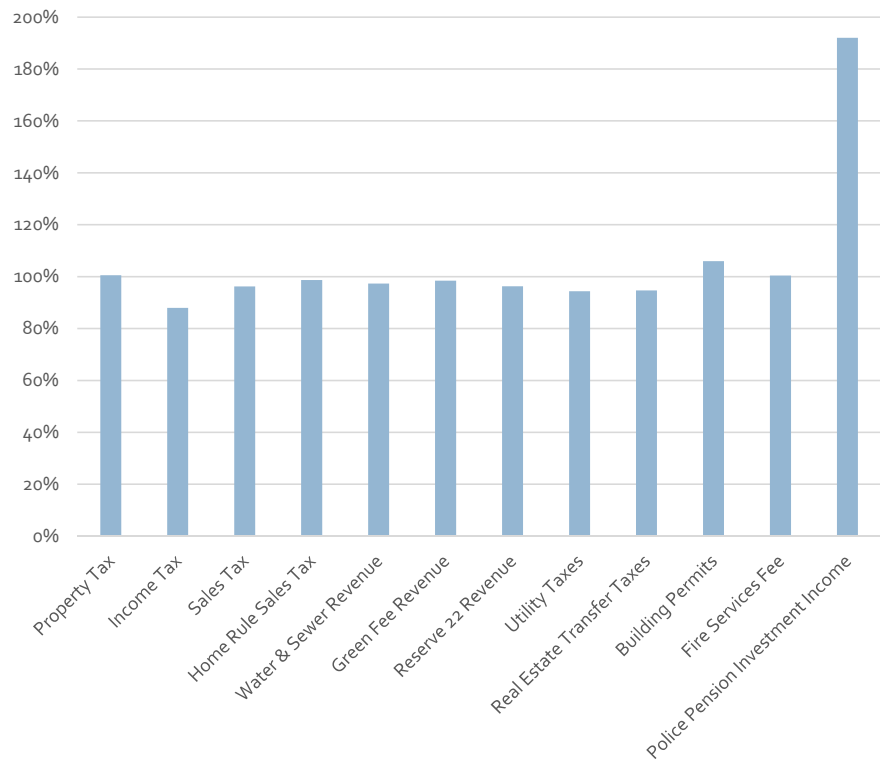
- o Report is on a budget basis
 - o Cash basis
 - o Unadjusted for accruals
 - o Unaudited
- o Report will be posted on the Village website

Key Revenues

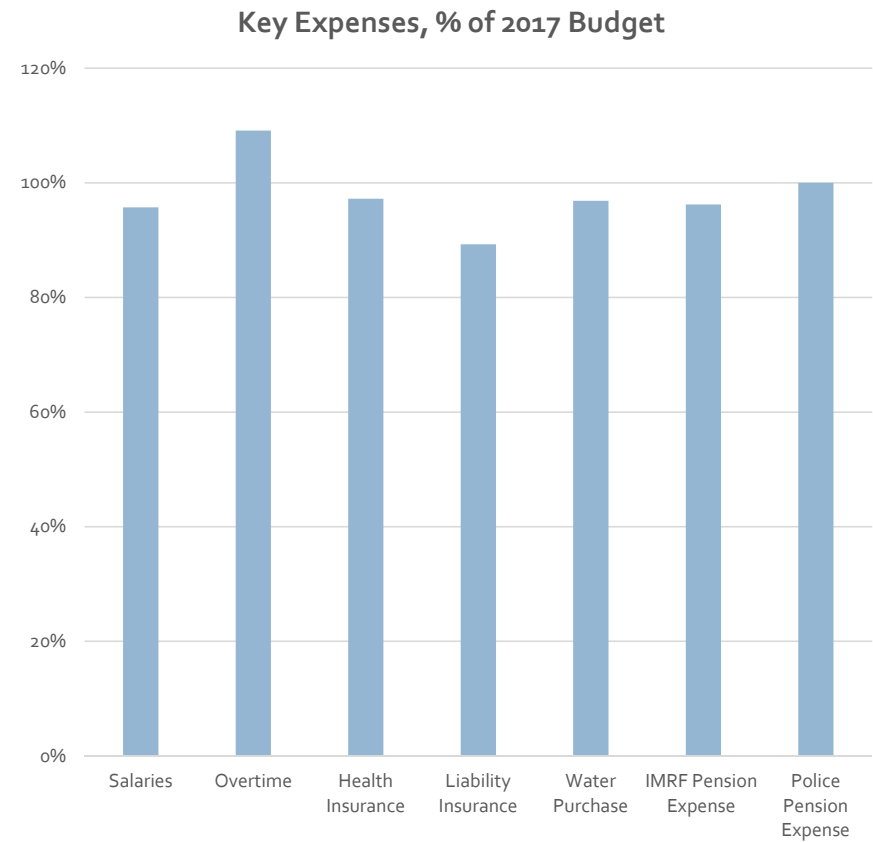
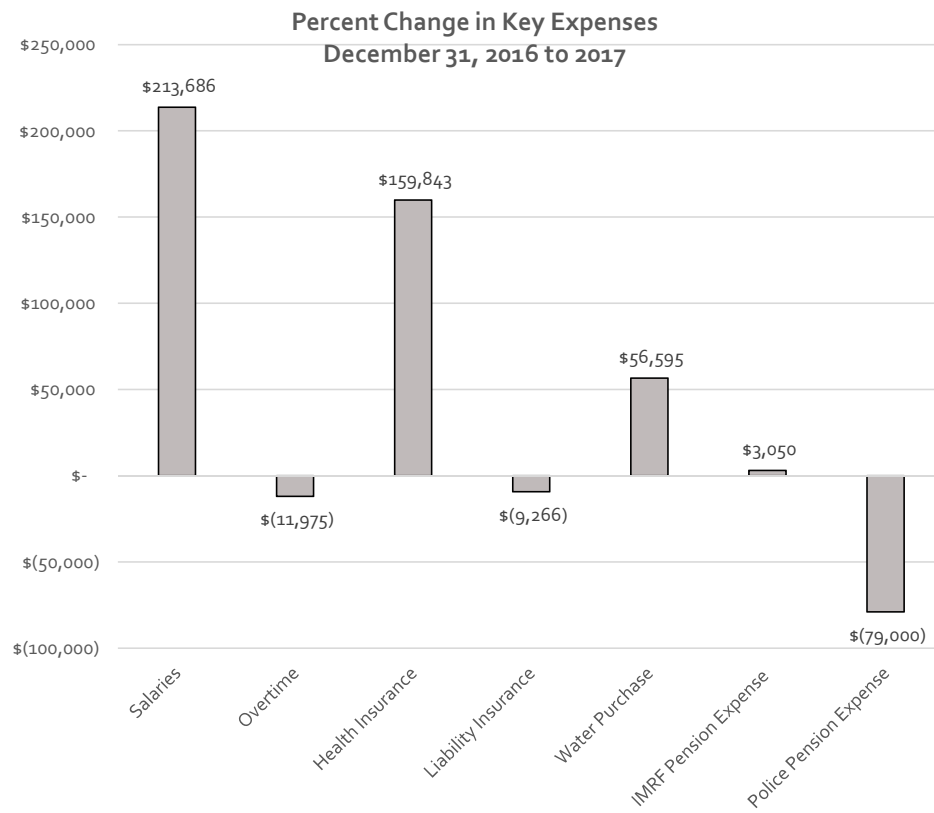
Percent Change in Key Revenues
December 31, 2016 to 2017



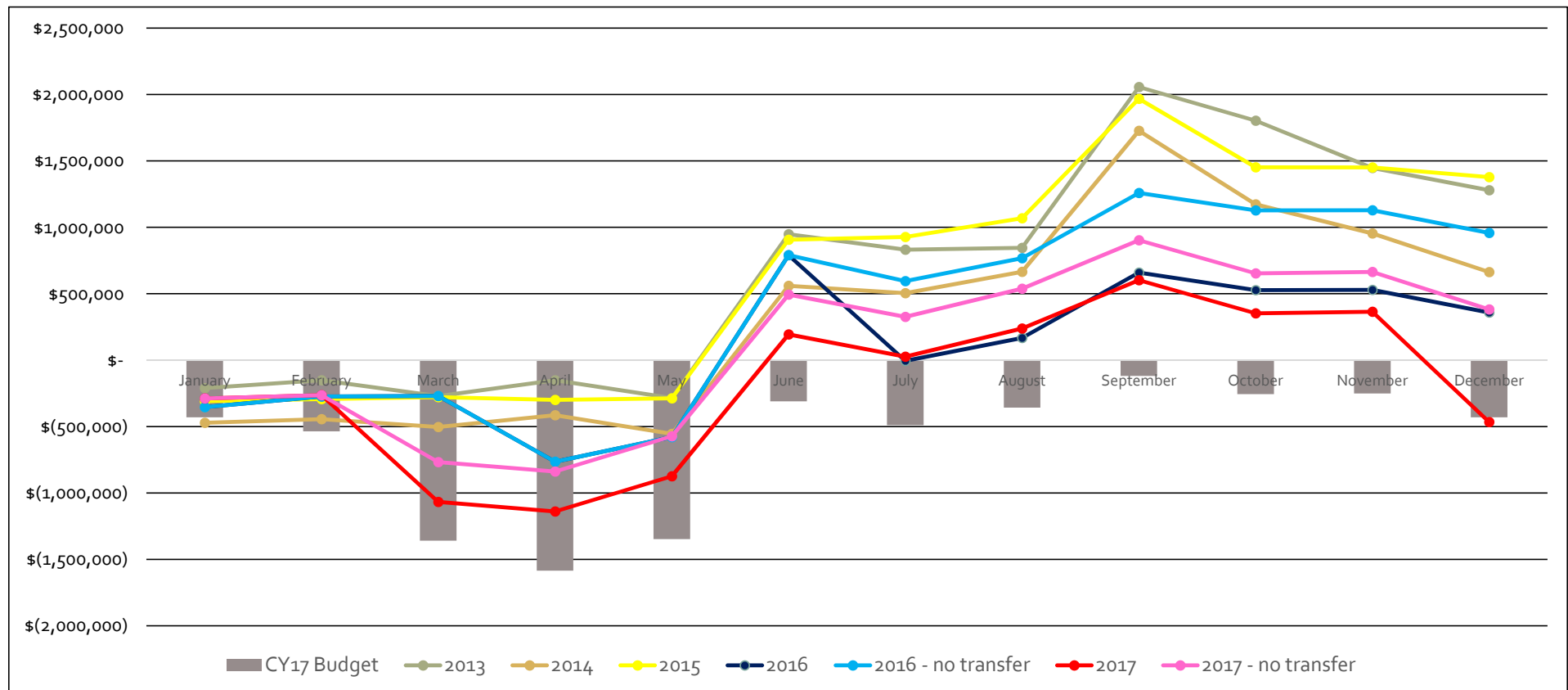
Key Revenues, % of Budget YTD



Key Expenses



General Fund – 5 Year Historical Trend – Cumulative Change in Fund Balance

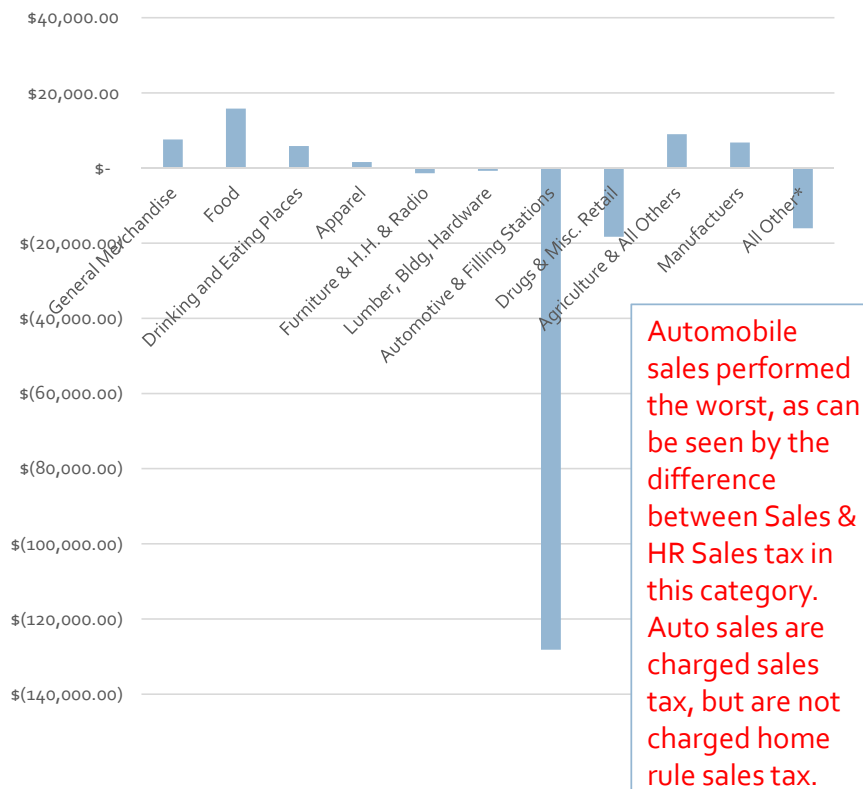


General Fund Highlights

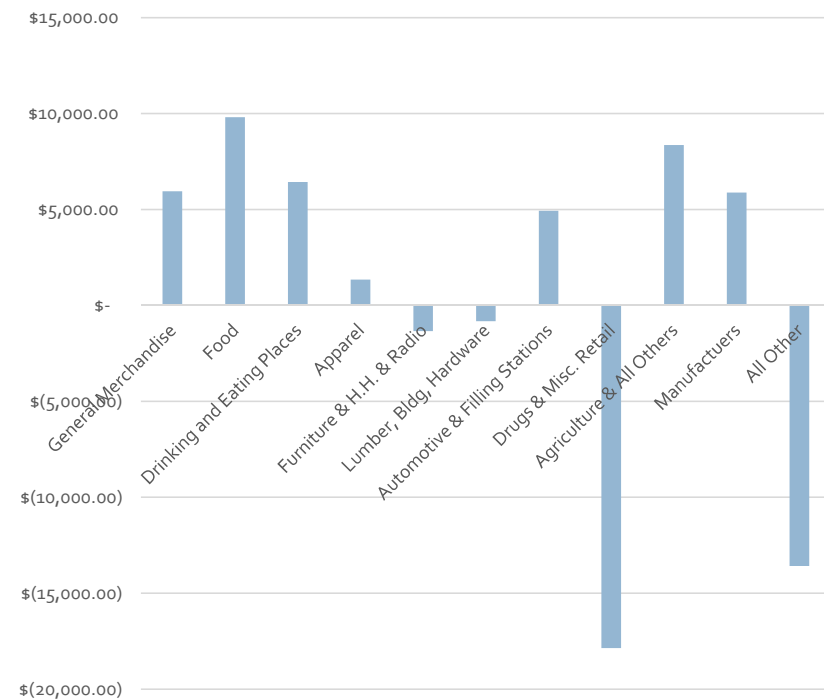
- Key Revenues performed poorly
 - Income tax receipts were down 5.6% from 2016 and have dipped below 2013 levels due to state 10% reduction.
 - Sales tax increased 1.9% from the prior year, particularly due to vehicle sales.
 - Home rule sales tax increased 1.6% from the prior year, but did not hit the 2017 budget level.
- Building permits increased by 14%
- Forfeiture Funds (federal, state, and seized property) were transferred into a new fund in Q4.
- Additional contributions was made to the Facilities Maintenance Reserve Fund (\$548K).
- Snow costs were \$63,000 below budget due to a mild winter on both ends of 2017.
- The amended budget had \$408,545 in tree work (removals, trimming, replacements); while only \$232,000 was completed and paid.
- Total outside legal costs to date are \$48,434 (compared to \$3,941 in the prior year). Total budget for the year for this line item is \$5,000.

Sales and Home Rule Sales Tax by SIC, 1st – 3rd Quarter 2017

Sales Tax YTD Change, by Category



HR Sales Tax YTD Change, by Category



Note: 4Q info not yet available from Illinois Dept of Revenue

Unaudited estimated General Fund FY17 surplus

Item	Amount
Net Surplus/(Deficit)	(\$466,211)
Less Encumbrances	(\$172,208)
Add Back One Time Transfers	848,331
Estimated General Fund FY17 Surplus	\$209,912

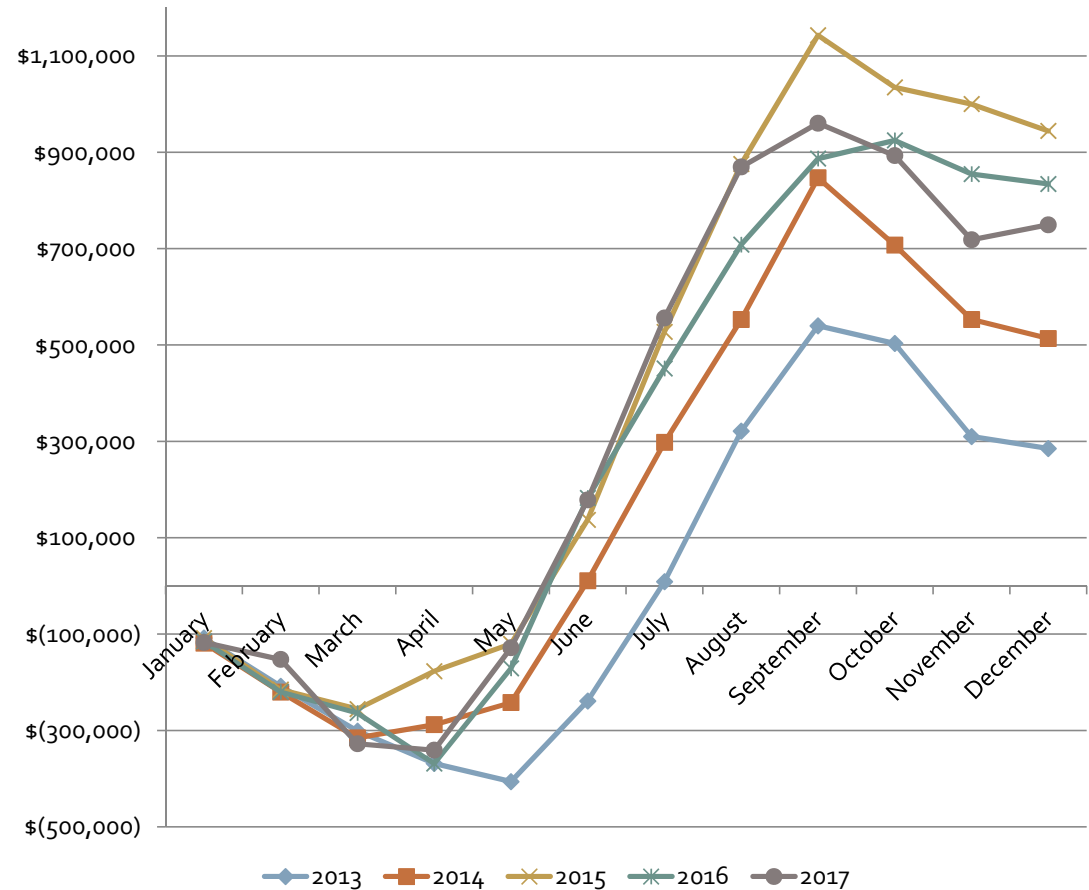
Notes:

- ❖ Estimate is before any accrual adjustments for the audit and is subject to change.
- ❖ Encumbrances represent amounts to be paid in FY18 with FY17 monies.
- ❖ One time transfers include \$300,000 transfer to Capital Projects Fund to pay for a portion of the Police Station and the \$548,331 FY16 surplus that was transferred to the Facilities Maintenance Reserve Fund.

Village Links/Reserve 22 Fund

Calendar Year Cumulative Change in Net
Position, excluding capital and debt
expense

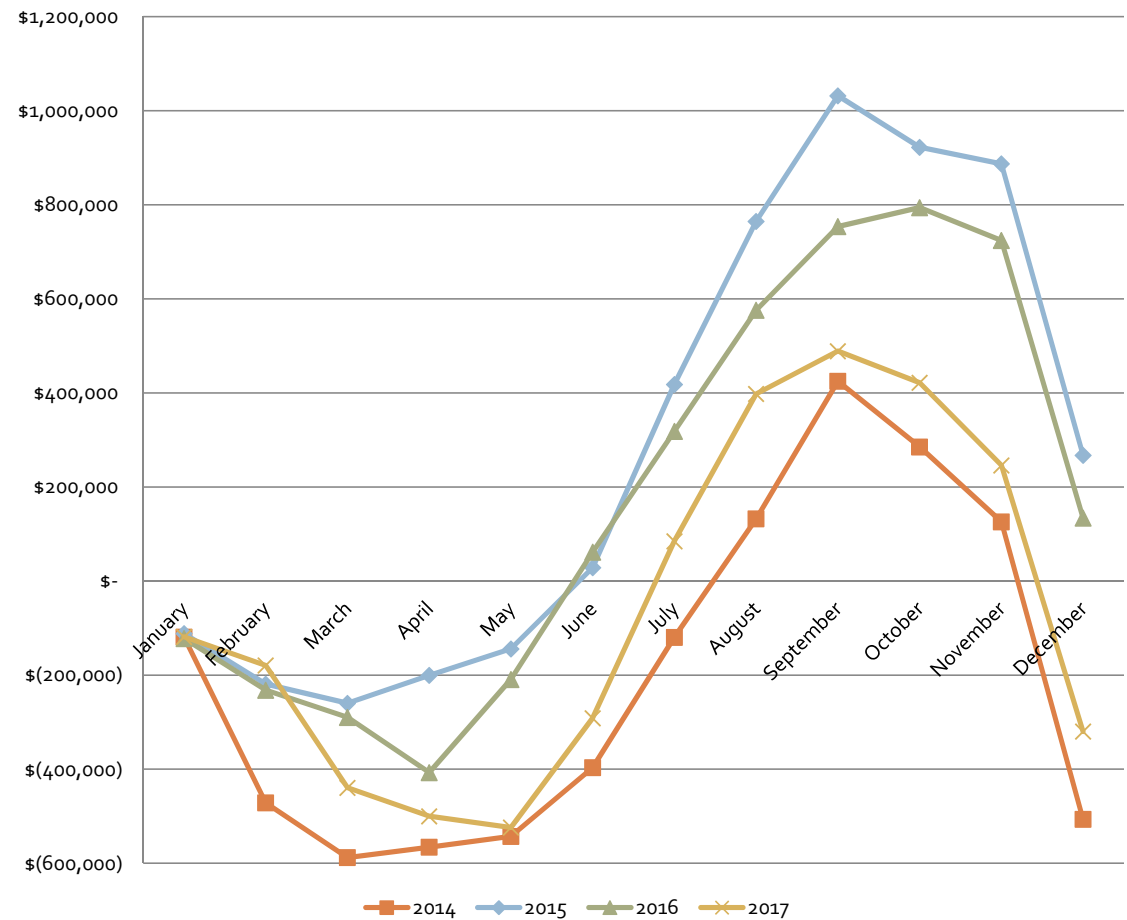
Year-to-Date Operating Income
(Excluding Capital and Debt Expenditures)



Village Links/Reserve 22 Fund

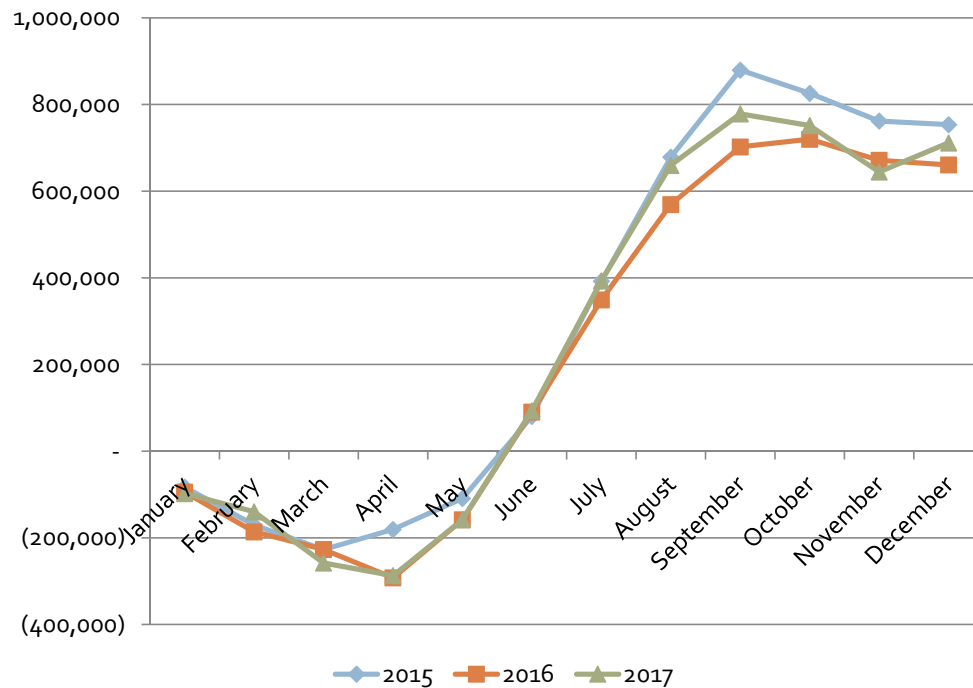
Calendar Year Cumulative Change in Net
Position, including capital and debt
expense

Year-To-Date Net Income
(Including Capital and Debt Expenditures)



Village Links (Golf Operations)

Operating Income (excludes debt and capital)

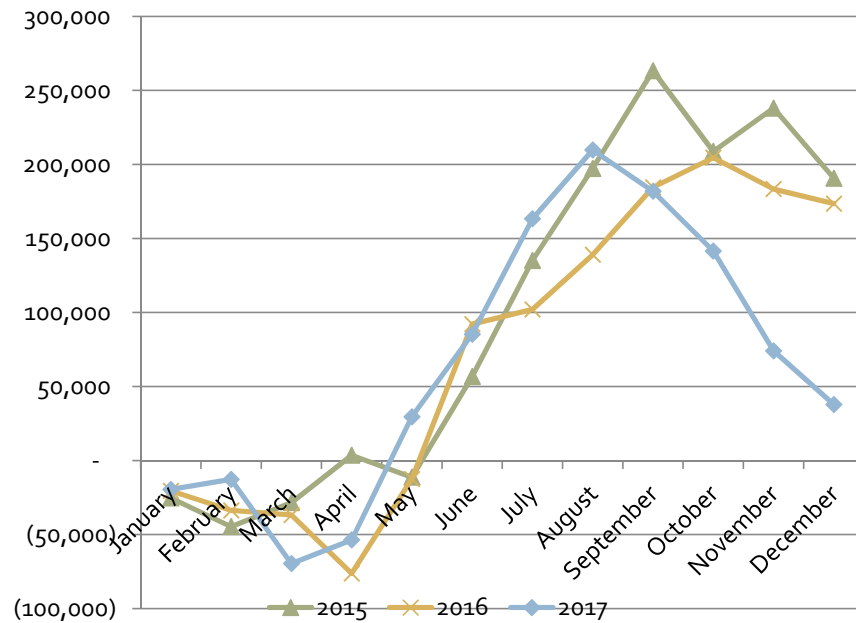


- Golf Rounds 2017: 68,259
- Golf Rounds 2016: 71,180

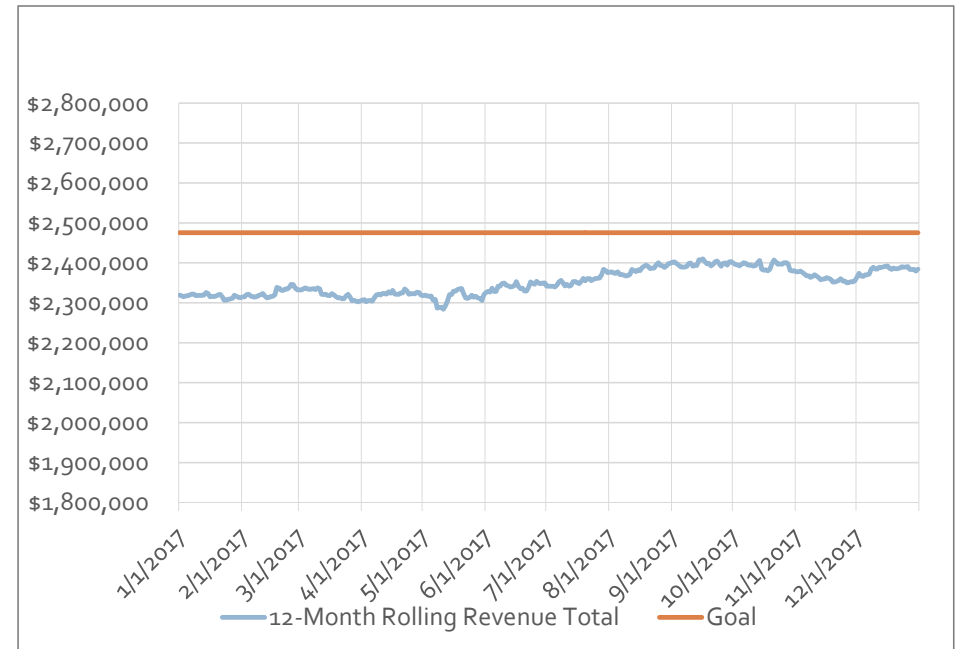
Reserve 22

Restaurant Operations

CUMULATIVE OPERATING INCOME (EXCLUDES CAPITAL AND DEBT)



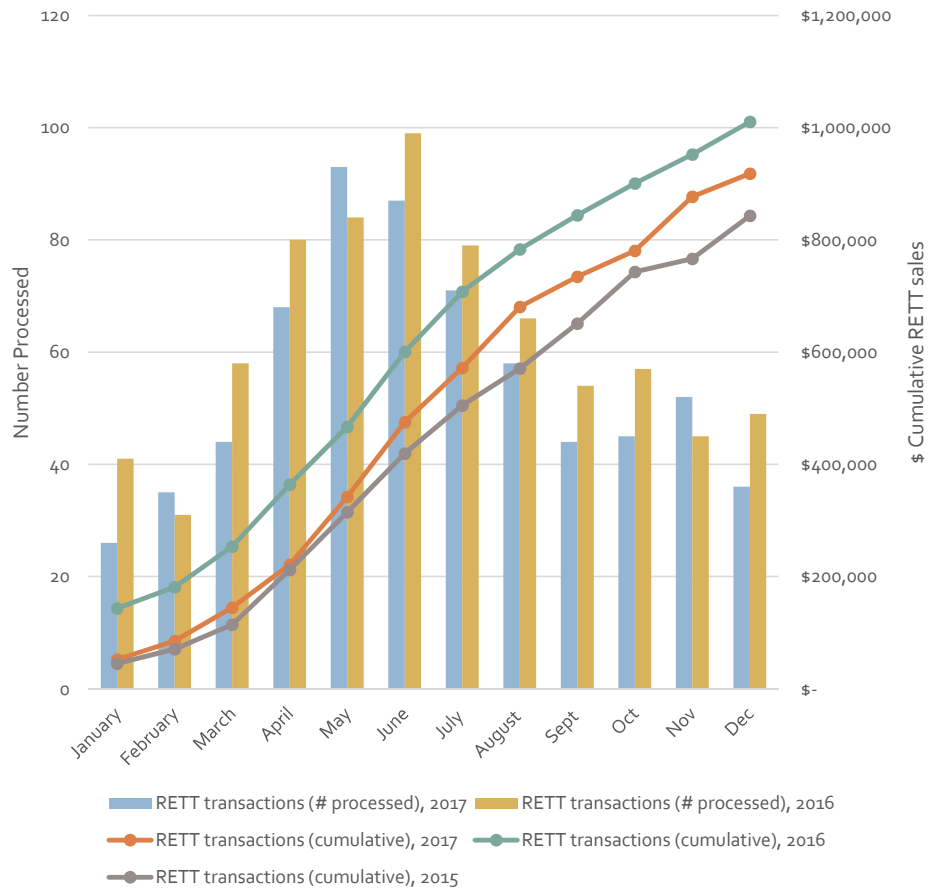
TWELVE MONTH ROLLING REVENUE



Village Links/Reserve 22 Fund

- Village Links (Golf Operations)
 - Rounds were down 5% from the prior year.
 - Gross Profit was up 2% while expenses were held flat from the prior year.
- Reserve 22 (Restaurant Operations)
 - Restaurant sales were down 3.5% while banquet sales were up 8.1%.
 - Operating expenses were up 14%.

Real Estate



Year-to-Date Real Estate Metrics

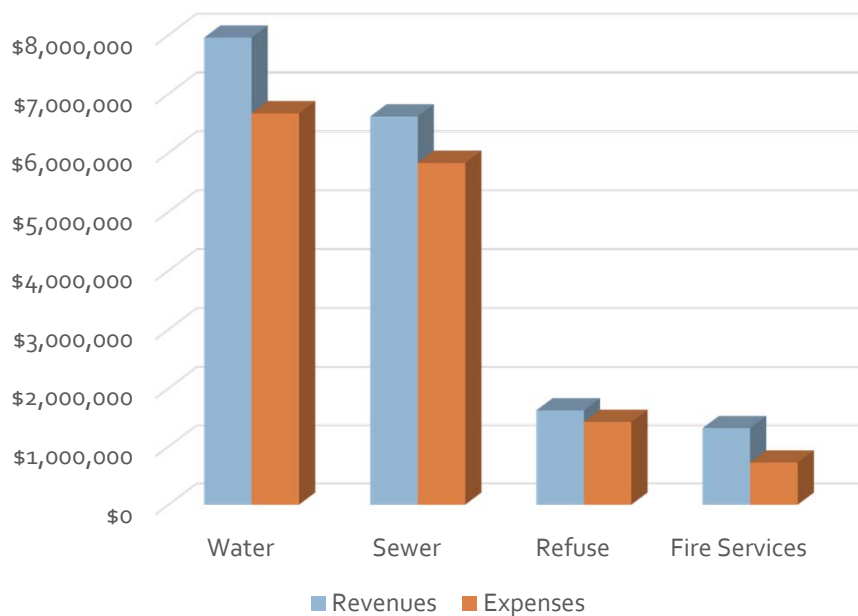
	2016	2017
RETT Stamps Issued (#)	743	659
RETT (\$) **	\$1,010,691	\$918,227
New Resident Applications (#)	728	651

*New resident applications differs from RETT stamps due to both timing as well as new resident applications from renters. Also, RETT stamps can be issued for changes in deed where no change in ownership occurs.

**RETT collected is before refunds.

Village Services Funds

Revenues & Expenses, 2017



- o \$1.33 million of encumbrances at year end for Water & Sewer capital expenses.
- o New refuse contract in 2017 which decreased costs to the resident and brought back the clean sweep.
- o Additional Capital Fire Service Fee went into effect on the October 1 Village Services Bill.

Appendix A – Summary of Activity by Fund Type

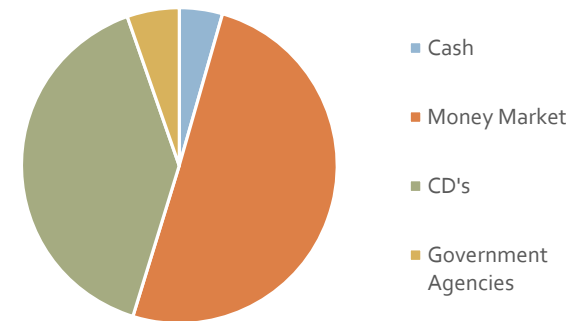
Fund	Current Year Activity									Prior Year Activity				
	Revised Budget			Year to date					Net Income	Year to date				Net Income
	Revised Budget Revenues	Revised Budget (Expenses)	Net Income (Loss)	Year to date Revenues	Expenditures (Expenses)	Net Income (Loss)	Encumbrances	Less Encumbrances		Year to date Revenues	Expenditures (Expenses)	Net Income (Loss)	Encumbrances	Less Encumbrances
Governmental Funds														
General	\$ 17,917,068	\$ 18,984,624	\$ (1,067,556)	\$ 17,645,236	\$ 18,797,596	\$ (1,152,360)	\$ 371,927	\$ (1,524,287)		\$ 17,624,583	\$ 17,271,022	\$ 353,561	\$ 288,108	\$ 65,453
Debt Service	1,462,352	1,462,502	(150)	1,462,308	1,462,602	(294)	-	(294)		1,466,914	1,467,310	(396)	-	(396)
Capital Projects	9,651,691	22,750,305	(13,098,614)	7,128,041	15,220,484	(8,092,443)	3,815,712	(11,908,155)		7,043,295	8,510,747	(1,467,452)	11,066,133	(12,533,585)
Corporate Reserve	541,600	41,000	500,600	632,004	15,210	616,794	-	616,794		49,959	37,337	12,622	-	12,622
Motor Fuel Tax	727,200	1,012,266	(285,066)	721,205	590,269	130,936	240,262	(109,326)		707,505	734,646	(27,141)	225,179	(252,320)
Central Business District (CBD) TIF	131,950	194,590	(62,640)	148,802	69,230	79,572	85,250	(5,678)		128,033	60,360	67,673	41,500	26,173
Roosevelt Road TIF	24,780	27,000	(2,220)	37,347	-	37,347	-	37,347		23,675	525	23,150	-	23,150
Fire Services	1,022,100	1,792,560	(770,460)	1,317,976	725,485	592,491	-	592,491		959,693	644,846	314,847	94,310	220,537
Forfeiture Fund	-	-	-	685,881	-	685,881	-	685,881		-	-	-	-	-
Facilities Maint Reserve	800,831	938,300	(137,469)	824,121	276,192	547,929	310,363	237,566		446,450	141,651	304,799	68,000	236,799
TOTAL GOVERNMENTAL FUNDS	\$ 32,279,572	\$ 47,203,147	\$ (14,923,575)	\$ 30,602,921	\$ 37,157,068	\$ (6,554,147)	\$ 4,823,514	\$ (11,377,661)		\$ 28,450,107	\$ 28,868,444	\$ (418,337)	\$ 11,783,230	\$ (12,201,567)
Enterprise Funds														
Water and Sanitary Sewer	\$ 14,939,500	\$ 17,911,750	\$ (2,972,250)	\$ 14,574,507	\$ 12,592,217	\$ 1,982,290	\$ 1,327,033	\$ 655,257		\$ 14,103,274	\$ 12,673,964	\$ 1,429,310	\$ 922,465	\$ 506,845
Village Links/Reserve 22	5,472,500	5,557,377	(84,877)	5,283,905	5,604,887	(320,982)	41,295	(362,277)		5,165,658	5,031,666	\$ 133,992	-	133,992
Parking	381,300	676,910	(295,610)	350,997	466,217	(115,220)	18,219	(133,439)		355,580	210,175	\$ 145,405	110,700	34,705
Residential Solid Waste	1,669,600	1,545,995	123,605	1,624,611	1,424,619	199,992	-	199,992		1,661,156	1,502,484	158,672	-	158,672
TOTAL ENTERPRISE FUNDS	\$ 22,462,900	\$ 25,692,032	\$ (3,229,132)	\$ 21,834,020	\$ 20,087,940	\$ 1,746,080	\$ 1,386,547	\$ 359,533		\$ 21,285,668	\$ 19,418,289	\$ 1,867,379	\$ 1,033,165	\$ 834,214
VILLAGE OPERATIONS TOTAL	\$ 54,742,472	\$ 72,895,179	\$ (18,152,707)	\$ 52,436,941	\$ 57,245,008	\$ (4,808,067)	\$ 6,210,061	\$ (11,018,128)		\$ 49,735,775	\$ 48,286,733	\$ 1,449,042	\$ 12,816,395	\$ (11,367,353)
Internal Service Funds														
Insurance	\$ 3,245,775	\$ 3,248,950	\$ (3,175)	\$ 3,205,970	\$ 3,115,686	\$ 90,284	\$ -	\$ 90,284		\$ 2,913,575	\$ 2,939,984	\$ (26,409)	\$ -	\$ (26,409)
Equipment Services	1,514,200	1,377,956	136,244	1,592,459	1,133,440	459,019	264,387	194,632		1,628,515	1,213,510	415,005	327,078	87,927
ST Internal Service Funds	\$ 4,759,975	\$ 4,626,906	\$ 133,069	\$ 4,798,429	\$ 4,249,126	\$ 549,303	\$ 264,387	\$ 284,916		\$ 4,542,090	\$ 4,153,494	\$ 388,596	\$ 327,078	\$ 61,518
Trust Fund														
Police Pension	\$ 3,701,000	\$ 2,233,900	\$ 1,467,100	\$ 5,317,155	\$ 2,248,537	\$ 3,068,618	\$ -	\$ 3,068,618		\$ 3,628,480	\$ 2,036,669	\$ 1,591,811	\$ -	\$ 1,591,811
VILLAGE TOTAL	\$ 63,203,447	\$ 79,755,985	\$ (16,552,538)	\$ 62,552,525	\$ 63,742,671	\$ (1,190,146)	\$ 6,474,448	\$ (7,664,594)		\$ 57,906,345	\$ 54,476,896	\$ 3,429,449	\$ 13,143,473	\$ (9,714,024)

Appendix B – Cash and Investment Report

Summary of Investments by Type

	Par Value	Market Value	Maturity < 1 year	1-3 years
Cash/Checking	\$ 2,024,691	\$ 2,024,694	\$ 2,024,694	\$ -
Cash/Checking - Federal Drug	4,669	4,669	4,669	-
Cash/Checking - FLEX	14,214	14,214	14,214	-
Cash/Checking - Seized Property	27,893	27,893	27,893	-
Money Market - IL Funds	18,146,631	18,146,631	18,146,631	-
Money Market - IL Funds State Drug	18,633	18,633	18,633	-
Money Market - IL Funds Fed Drug	634,687	634,687	634,687	-
Money Market - IL Funds MFT	710,063	710,063	710,063	-
Money Market - IL Funds 2015 Bonds	645,921	645,921	645,921	-
Money Market - IMET Convenience Fund	3,588	3,588	3,588	-
PMA Portfolio - Money Market	3,367,754	3,367,754	3,367,754	-
PMA Portfolio - CD's	18,656,299	18,656,299	13,794,836	4,861,463
PMA Portfolio - Government Agencies	2,500,000	2,488,261	1,497,414	990,847
\$	46,755,043	\$ 46,743,307	\$ 40,890,997	\$ 5,852,310

Investments by Type



Portfolio Concentration

	Percent of Portfolio	Policy Limit
Cash/Checking Total (Glen Ellyn Bank & Trust)	4.37%	25%
IL Funds Total	43.11%	75%
IMET Total	0.01%	25%
PMA Total	52.45%	N/A

Investment Performance

	FY2017	FY2016
Average Yield YTD - IL Funds	0.893%	0.346%
Average Yield YTD - IMET Convenience Fund	1.066%	0.389%
Average Yield YTD - PMA ¹	1.383%	0.878%
Benchmark - Three Month T-Bill	0.860%	

¹ PMA Account was opened in October 2016

Investment Income

	FY2017	FY2016
Investment Income	\$ 332,689	\$ 122,347

Questions?





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

Meeting: 02/12/18 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Policy
Prepared By: Christina Coyle

SCHEDULED

AGENDA ITEM (ID # 3089)

DOC ID: 3089

Finance Director Coyle will present an update to the Village's Reserve Policy

Background

Reserve policies are prudent management policies that are designed to offset unexpected changes in operating revenues, provide sufficient cash flow for daily transaction volumes, and provide a buffer for unexpected or emergency expenditures.

The majority of the Village's reserve policies were last updated by the Village Board at the end of 2011 and beginning of 2012. The policies set forth by the Village Board at that time were as follows:

- General Fund - 25% of operating expenditures in the General Fund, increasing by 1% until the reserve reached 35%.
- Water & Sewer Fund - Originally set at \$2 million, to be increased each year by the Consumer Price Index (CPI).
- Solid Waste Fund - 25% of operating expenditures in the General Fund, increasing by 1% until the reserve reached 35%. This was reduced to 25% in 2013.
- Parking Fund, and Village Links/Reserve 22 Funds - 25% of operating expenditures in the General Fund, increasing by 1% until the reserve reached 35%.

The Village Board has set a strategic goal to review and update the cash reserve policies. A few funds have been looked at individually within the past year. First, the Solid Waste Fund was reviewed during the renewal of the refuse contract in July 2017. The consensus of the Board was to retain the 25% reserve policy as that was closely aligned with the cost of potential storm events. During the budget process, staff reviewed the General Fund reserve policy with the Village Board. The consensus of the Board was to have a reserve level set at 30% of operating expenses. The Board also expressed the desire to include a clause that a discussion be brought to the Board if the reserve level was greater than 40% at the low point in the year (April of each year). In December 2017, the Board also reviewed the Parking Fund reserve policy at the December 18 Village Board workshop. There was no immediate consensus on the Parking Fund. Staff is recommending to change the Parking Fund to a 25% reserve policy.

The purpose of this agenda item is to comprehensively review the reserve policies of the Village and to arrive at a policy going forward.

Analysis of Available Cash Reserves - Current Policy

Staff has prepared a comprehensive Analysis of Available Cash Reserves (Exhibit A). This provides a listing of all cash and investments held, by fund and is as of December 31, 2017. The information

contained in this analysis is as follows:

Column A & B: These columns list total cash and investment balances, by fund for the current and prior year.

Column C (Encumbrances): The encumbrances reported in this column are related to the 2018 budget amendment that was passed by the Village Board at the January 22, 2018 meeting. These are projects that were outstanding as of December 31 that had not been completed and will need available cash balances to complete these projects in 2018.

Column D (Deposits/Other): Some cash amounts are held in each fund that are due back to other parties. The larger amounts noted in this analysis are:

- General Fund: Escrow and planning and development deposits. Amounts to be remitted to other agencies such as the library, school districts, etc.
- Corporate Reserve: The proceeds from the sale of 825 N. Main must be held aside until the projects moves forward as the Village may be obligated to return those funds.
- Water & Sewer Fund: Deposits on Village Services Accounts that the Village is required to return when a customer terminates service.

Column E (Restricted by Statute): These are amounts which are required by law to be only used for particular purposes.

- Motor Fuel Tax: Must only be used for MFT eligible expenses or an MFT eligible capital project.
- CBD & Roosevelt TIF Fund: Must be used for TIF eligible expenses and must fund items/projects located within the TIF area.
- Forfeiture Fund: This was a new fund created during the FY18 budget process and now holds the state and federal forfeiture funds as well as seized funds. These amounts must only be used for specific purposes allowed by each program.

Column F (Assigned for Capital Projects): The amounts listed in this column have been dedicated towards capital projects. The amounts listed in the schedule are from the following sources:

- Fire Services Fund: This is the amount of the fund balance that is dedicated towards the capital plan per page 4-4 of the 2018 draft budget. At the end of 2017, \$619,099 should be dedicated to facility funding and \$1,202,535 should be dedicated to vehicle replacement. A large portion of the vehicle replacement fund will be used in 2018 as the Board approved purchase of a new ladder truck (\$1.1 million).
- Capital Projects Fund: The entire balance in this fund is dedicated towards capital projects. Each year, the Board reviews the 5 year capital plan to determine the best use of those monies.

- Facilities Maintenance Reserve Fund: The entire balance in this fund is dedicated towards maintaining Village facilities. Each year, the Board reviews a 5 year plan to determine the best use of those monies.
- Water & Sanitary Sewer Fund: Based upon the most recent capital plan, \$9.35 million of existing reserves will be needed over the next 5 years (over and above annual operations) to complete the 5 year capital plan. Major projects such as Roosevelt Road & Route 53 water main and future street projects will require use of accumulated monies.
- Equipment Services: The fleet services department funds vehicles on a replacement schedule based on anticipated useful life of the vehicle. For example, a police car has a three year useful life, so the fleet funds that vehicle over a three year time span, so that at the end of three years, funds are available to purchase the vehicle. Based upon the replacement schedule included in the 2018 draft budget, accumulated contributions in the fund should total \$4,724,559.

Column G (Assigned for 2018 Budget Deficit): In finalizing the 2018 budget, the Board directed staff to use reserves to bridge the budget gap in the General Fund for 2018. This is the amount of reserves budgeted to be used for 2018.

Column H (Assigned for Liability/Health Insurance): This amount is held in an internal service fund for health and liability insurance. It is used to offset unexpected increases in premiums in liability or health insurance. Amounts are also used to pay for claims not covered by Village insurance policy. Normal annual health insurance spend is \$2.7 million and liability insurance spend is \$600,000.

Column I (Balance Subject to Reserve Policy): This is the sum of Columns B to H. This determines available cash by fund before the reserve policies are considered.

Column J (Reserve Policy): This is the dollar amount of the reserve policy during 2017.

Column K (Cash Above Minimum Policy): This is cash available above the reserve policy. It should be noted that this does not necessarily mean that these are dollars that could be shifted towards another project. The 2018 budget must be considered in determining how these monies will be spent. Some important notes on the amounts listed:

- General Fund: The amount listed in the analysis is \$3.0 million. December is not the low cash point in the year. Cash flow is such that approximately \$1.2 million will be depleted through April/May of 2018.
- Corporate Reserve: Without release of the proceeds from 825 main, this amount will be needed to pay for an update to the Comprehensive Plan.
- Parking Fund: The Parking Fund currently has more capital needs than a balance exists as shown here. The amount above the minimum policy will not cover a parking garage or even planned reconstructions of existing lots.

- Residential Solid Waste: A clean sweep in 2018 will use approximately \$90K of these reserves. Amounts are also used for totter replacement as needed.
- Village Links/Reserve 22: A golf cart purchase in 2017 pulled the fund below its reserve policy limit.

Remaining Reserve Policies for Review

There are two remaining funds which should be reviewed by the Village Board to complete a comprehensive review of the reserve policies.

Water & Sewer Fund

Attached as Exhibit B is the agenda item that went to the Finance Commission on the Water & Sewer Fund reserve policy. The Finance Commission recommended keeping the current policy and adding that any amount above the reserve policy be assigned for capital projects.

Village Links/Reserve 22 Fund

Village Attorney Mathews prepared an attached summary (Exhibit C) of insurance coverage for Village Links/Reserve 22. It should be noted that a loss of business due to diseased grass would not be covered by insurance. Village Links/Reserve 22 staff believe that the reserve level should cover the cost of full time staff for a year and cover the debt service for a year for the facility. These costs are as follows:

Full Time Staff Costs: Approximately \$1 million

Debt Service Costs: \$654,000

Total: \$1,654,000

If this was to be the target, the current reserve policy would need to be increased by \$302,000. Staff believes that this would be a prudent policy given that the goal of the facility is to operate without any burden to the taxpayer.

Updated Reserve Policy

Based upon the feedback from previous Board meetings and information provided in this memo, staff has prepared a draft reserve policy for the Board's review and comment. This is attached as Exhibit D. The current policy is attached as Exhibit E for comparison purposes.

Action Requested

Staff requests that the Board review the information provided in this memo and provide feedback on the draft reserve policy. Once there is a consensus of the Board, staff will prepare a resolution for a future Board meeting.

ATTACHMENTS:

- Exhibit A - Analysis of Available Cash Reserves as of December 31 2017 (PDF)
- Exhibit B - Finance Commission Agenda Item Water Sewer Reserve Policy (PDF)
- Exhibit C - Business Interruption and property damage (PDF)
- Exhibit D - Draft Reserve Policy (PDF)
- Exhibit E - Current Reserve Policy (PDF)

Village of Glen Ellyn
Exhibit A - Analysis of Available Cash Reserves
For the Month Ended December 31, 2017

	A	B	C	D	E	F	G	H	I	J	K
Fund	Last Year Cash & Investment Balances	Current Year Cash & Investment Balances	Less Encumbrances	Less Deposits/ Other	Restricted by Statute	Assigned for Capital Projects	Assigned for 2018 Budget Deficit	Assigned for Liab/Health Ins.	Balance Subject to Reserve Policy	Less Minimum Reserve Policy	Cash Above Minimum Policy
1 General	\$ 10,648,974	\$ 10,118,020	\$ (172,207)	\$ (924,049)	\$ -	\$ -	\$ (600,714)	\$ -	\$ 8,421,050	\$ (5,403,000)	\$ 3,018,050
2 Corporate Reserve	63,114	779,908	-	(682,430)	-	-	-	-	97,478	-	97,478
3 Motor Fuel Tax	641,777	710,063	(131,266)	-	(578,797)	-	-	-	-	-	-
4 Fire Services Fund	1,243,147	1,764,586	-	-	-	(1,764,586)	-	-	-	-	-
5 CBD TIF	240,124	319,686	(85,250)	-	(234,436)	-	-	-	-	-	-
6 Roosevelt Road TIF	-	18,818	-	-	(18,818)	-	-	-	-	-	-
7 Forfeiture Fund	-	685,881	-	-	(685,881)	-	-	-	-	-	-
8 Debt Service	41,645	41,353	-	-	-	-	-	-	41,353	-	41,353
9 Capital Projects	16,424,724	8,332,280	(3,396,838)	(6,664)	-	(4,928,778)	-	-	-	-	-
10 Facilities Maint Reserve	923,709	1,471,638	(274,570)	-	-	(1,197,068)	-	-	-	-	-
11 Water and Sanitary Sewer Fund	11,133,919	13,052,400	(1,246,823)	(229,302)	-	(9,350,229)	-	-	2,226,046	(2,214,000)	12,046
12 Parking	1,548,392	1,476,167	(90,463)	-	-	-	-	-	1,385,704	(69,000)	1,316,704
13 Residential Solid Waste	463,001	670,048	-	-	-	-	-	-	670,048	(382,700)	287,348
14 Village Links/Reserve 22	1,642,633	1,295,053	(26,172)	(9,004)	-	-	-	-	1,259,877	(1,352,000)	(92,123)
15 Insurance	1,308,990	1,399,275	-	-	-	-	-	(1,399,275)	-	-	-
16 Equipment Services	4,152,847	4,608,131	(61,234)	-	-	(4,724,559)	-	-	(177,662)	-	(177,662)
	<u>\$ 50,476,996</u>	<u>\$ 46,743,307</u>	<u>\$ (5,484,823)</u>	<u>\$ (1,851,449)</u>	<u>\$ (1,517,932)</u>	<u>\$ (21,965,220)</u>	<u>\$ (600,714)</u>	<u>\$ (1,399,275)</u>	<u>\$ 13,923,894</u>	<u>\$ (9,420,700)</u>	<u>\$ 4,503,194</u>
17 Police Pension	27,380,278	30,396,943	-	-	(30,396,943)	-	-	-	-	-	-

(a) Encumbrances represent the unexpended portion of approved contracts for goods and services as of the end of the quarter. While encumbrances are not expenditures, they do represent a reduction in the level of available spendable cash.

(b) See Reserve Policies at the bottom of this sheet.

(c) This is the balance above the minimum policy. Not all funds that are above the minimum policy are available to be spent. Many fund's cash is restricted to the purpose for which the fund exists. Balances may exist for capital spending, grant/federal restrictions, etc., and may not be available for general use.

The Cash Reserve Policies are listed below:

- General Fund** - Amount subject to reserve is 30% of operating expenditures.
- Water and Sanitary Sewer Fund** - Amount subject to reserve is \$2,214,000, which will be adjusted annually by CPI-U or 3%, whichever is less.
- Parking Fund** - Amount subject to reserve is 30% of operating expenses.
- Residential Solid Waste Fund** - Amount subject to reserve is 25% of operating expenses
- Recreation Fund** - Amount subject to reserve is 30% of operating expenses.



Finance Commission
535 Duane St.
Glen Ellyn, IL 60137

Meeting: 01/12/18 07:00 AM
Department: Finance Commission
Department Head: Christina Coyle
Category: Policy
Prepared By: Christina Coyle

SCHEDULED

AGENDA ITEM (ID # 3044)

DOC ID: 3044

Finance Director Christina Coyle will present a proposed update to the Water & Sewer Reserve Policy.

Executive Summary

Operating reserves are necessary for utilities such as the Water & Sewer Fund to address cash flow, rate stabilization, and provide some funds for emergencies. Prior to 2011, the operating reserve policy for the Water & Sewer Fund was set at 25% of operating expenses. In 2011, the Village Board changed this to a flat \$2 million, which would be increased each year by the consumer price index (CPI). Any amount in the fund above the reserve policy is set aside for the capital plan, although no formal designation does so. On an operating basis, the Water & Sewer Fund has a relatively low risk profile. The fund only has a small amount of debt. Billing is done on a monthly basis and the Village has the ability to set rates and change them as needed. However, there is also an incentive to manage the reserves and the fund such that rate stabilization is achieved. Rate stabilization is a concept of avoiding large spikes in rate increases to customers due to financial constraints of the fund. Large disasters such as terrorism or natural disasters would unlikely be mitigated by the reserves alone. However, reserves would provide a cushion until bonds or a line of credit could be issued. Benchmark comparisons find Glen Ellyn within the benchmarks set by the Government Finance Officers Association (GFOA) and some rating agencies, but find that Glen Ellyn lags with a reserve policy slightly below the peer group of communities. Due to this confluence of factors, staff is recommending continuing the course with the current operating reserve policy. However, staff does recommend adding to the policy that any accumulated amounts above the operating reserve are set aside for Water & Sewer capital purposes.

Issues

One of the goals of the current Village Board is to evaluate the reserve policies to determine if any adjustments are warranted. Staff has been working through the funds of the Village to provide meaningful information and recommendations to the Village Board regarding the Village's reserve policies. The financial structure, legal restrictions, and risk profile of each Village fund is unique and therefore, should be evaluated separately. To date, the Board has reviewed the Solid Waste Fund, the General Fund, and the Parking Fund. In this memo, we seek to evaluate and make recommendations regarding the Village's Water and Sewer Fund.

Why does a Water & Sewer Utility Need Reserves

There are many types of reserves, and each reserve serves a unique goal in managing the operations of a utility. The reserves most commonly needed by utilities are operations and maintenance (cash flow), rate stabilization, capital, and emergency reserves. For Glen Ellyn, our reserves in the Water

& Sewer Fund are segregated into two reserve categories. The first category is our traditional reserves as set in our reserve policy. This is meant to serve as reserves for operations and maintenance (cash flow), rate stabilization, and emergency purposes. The remaining amount above the traditional reserves is monies/reserves to satisfy the needs of our capital plan. The breadth of this memo addresses setting the level for the reserve policy to meet a level of reserves for cash flow, rate stabilization, and emergency purposes (hereafter referred to as the reserve policy). Any amount in the fund above that level is dedicated for capital replacement.

Historical and Current Policy

Prior to 2011, the Water & Sewer reserve policy was set at 25% of operating costs (excluding capital), which equated to approximately \$1.9 million in 2011. At that time, staff proposed retaining the 25% level. At the December 2011 meeting, the Board did not adopt staff's recommendation and unanimously decided to change the policy to a flat \$2 million operating reserve which was subject to an annual consumer price index (CPI) escalator. Since 2012, the Village has been following the policy set and adopted by the Village Board in 2011.

Best Practices and Benchmarks

Best Practice - Government Finance Officers Association

The Government Finance Officers Association (GFOA) has a best practice on working capital targets for enterprise funds like the Water & Sewer Fund. GFOA recommends a range of 45-90 days' worth of annual operating expenses to be set as a reserve. The risk profile of the fund would dictate where the fund falls on that scale. Using this scale, the Water & Sewer Fund would have a target reserve of \$1.26 million to \$2.52 million. GFOA lists risk factors such as support from general government, transfers out, cash cycles, customer concentration, demand for services, control over rates, asset age and condition, volatility of expenses, control over expenses, management/board plans, segregated capital and operating plans, and debt position. Based upon these factors, the Water & Sewer Fund has a relatively low risk profile.

Benchmark Policies - Rating Agencies

The only debt held in the Water & Sewer Fund is a loan from the Illinois Environmental Protection Agency (IEPA). However, when evaluating the Village, the rating agencies look at the financial health of all Village funds, not simply the fund that is bearing the debt. Each rating agency has qualitative and quantitative factors for determining what impact a reserve level has on the rating. Listed below in a table are the various rating agencies, their benchmarks, and what the reserve policy would need to be for the Water & Sewer Fund to align with that benchmark

Agency	Benchmark	Reserve Amount Needed to Satisfy Benchmark
S&P	Available cash > 15% of expenditures	\$1.67 million
Fitch	Debt Service Coverage 2.0 times or greater	N/A to Glen Ellyn
Fitch	Days cash greater than or equal to 6 months (medium rating) 1 year (stronger rating)	\$5.5 - \$10.2 million
Fitch	Free cash relative to depreciation greater than or equal to 1 year	\$1.8 million
Moody's	Cash Balance > 25% of revenues	\$3.6 million

Glen Ellyn's current policy meets some, but not all, of the benchmarks above.

Benchmark Policies - Other Communities

Another benchmark that the Village can compare its policy to is other surrounding communities. The Water & Sewer reserve policy levels are listed below for various communities:

Community	Reserve Policy Level
Geneva	25%
LaGrange	25-50%
Lombard	25%
Naperville	30 days operating expenditures (\$5.1 million)
Downers Grove	3-12 months of revenues (25-100%)
Wheaton	25%
Glen Ellyn	\$2.26 million (21.8%)

Glen Ellyn lags behind the peer communities in its policy level. Glen Ellyn's policy would need to be \$2.58 million to reach a 25% level.

Findings and Recommendations

Based upon an updated review of the reserve policy of the Water & Sewer Fund, staff yields the following findings and recommendations.

1. Segregate Operating Reserve and Capital Reserve

The current policy does not designate any amount in the fund above the operating reserve for capital purposes. This has caused some confusion in explaining the amounts held in the Fund. Staff is recommending that the policy be changed to designate an operating reserve (current reserve policy) and to designate any amounts in the fund above the operating reserve level for capital purposes. Those amounts designated for capital will then be reviewed in conjunction with the capital plan and budget each year as part of the budget cycle. Staff believes that segregating these reserve amounts is an important communication tool for the Water & Sewer Fund.

2. Maintain the current operating reserve policy for the Water & Sewer Fund

Based upon the benchmarks reviewed above, Glen Ellyn is at the low end of comparable communities and on the low end of the rating agency benchmarks. However, a low-risk profile for the Village also allows the Village to support this current departure from the benchmarks. Staff agrees with the Board recommendation in 2011 that a CPI escalator should be retained for the reserve policy. This allows the reserve to grow at a marginal level and the increase in CPI should mirror the increase in costs and risk that the Water & Sewer Fund bears with price escalation (in other words, \$30 of risk today does not equal \$30 of risk in five years).

Action Requested

Staff is requesting that the Finance Commission forward a recommendation on the Water & Sewer reserve policy to the Village Board.

MEMORANDUM

TO: Jeff Vesevick
Mark Franz
Christina Coyle

FROM: Greg Mathews

DATE: January 24, 2018

RE: Village Links/Reserve 22 Insurance Coverage

**Coverage**

I have been asked to provide a memo regarding insurance coverage provided through our municipal risk pool for property damage and loss of business income due to events at the Village Links and Reserve 22. I understand generally that a question has arisen over the extent we should be holding funds in reserve to offset calamities which might take place in the future and interrupt business.

Loss of business income due to the necessary suspension of operations caused by property damage is covered by primary and excess insurance for the period of restoration up to \$1,000,000 for one covered occurrence with an Annual Aggregate Limit of \$3,000,000 for all occurrences. This coverage is found in our property damage coverage section of the policies we have in place.

“Occurrence” under our coverage means, “an accident or happening or event, which results in a direct physical damage or loss to the Village’s property.” The definition of “Occurrence” is a frequently litigated subject but ordinarily involves a single identifiable event such as an auto accident, a sudden collapse of a structure, caused by a sink hole, a tornado or a lightning strike.

The policy language defines what is **not** covered by insurance through a series of “Exclusions” which are not insured against. For example, damages on the golf course due to chemicals, fungus, wet rot, dry rot or bacteria unless caused by fire or lightning. The policy language also excludes property damage due to earthquake, natural flooding, wear and tear, settling, cracking, infestations by insects, extremes of weather including drought, heat or freezing conditions. The policy will not cover ongoing damage to personal property (think golf carts) caused by rain, snow, sand, dust or sleet.

In the case of Reserve 22, coverage is excluded for damages due to faulty, inadequate or defective design, construction or maintenance and sewer back up, interruption of utility services, fungus or mold, artificially generated electric current and explosion of boilers or hot water tanks.

In summary, if the Village Links greens or fairways are damaged by weather, infestation or leaking oil or petroleum products from maintenance equipment any repair cost or business income loss will not be covered for the period of business interruption. If Reserve 22 has to shut down due to utility failure, sewer back up or kitchen infestation, any cost of damage or repairs or lost income in the

Memo Title

Date

Page #

restoration period will not be covered. Further, if any design or construction defect causes shut down for repairs, the cost of repair and lost income will not be covered.

Process of Reimbursement

A corollary question involves the process for submitting and proving loss of business income. Insurance providers do not simply take in claims involving loss of business income and pay those claims without substantial analysis. To prove such a claim we will be required to submit documentation to support the amount of the claim, including current and historic income statements, financial statements, payroll records, audit and accounting records, contracts, operating expenses and the like. Given that Reserve 22 is a relatively new enterprise the documentation supporting the claim will be variable and subject to close scrutiny by the insurer to reduce the claimed loss of income, which by necessity is projected and uncertain. For the Links, the numbers supporting a loss claim are very weather dependent, so the analysis must take into account annual fluctuations. In my experience it would not be unheard of for such claims to play out over the course of a year before reimbursement.

FUND BALANCE AND NET POSITION POLICY

1. *Statement of Purpose:*

It is the Village's philosophy to support long-term financial strategies, where fiscal sustainability is its first priority, while also building funds for future growth. It is essential to maintain adequate levels of funds balance/net position to mitigate current and future risks. Fund balance/net position levels are also crucial consideration in long-term financial planning. Credit rating agencies carefully monitor levels of fund balance/net position to evaluate the Village's continued creditworthiness.

Fund Balance (governmental funds) or Net Position (proprietary funds) provides for the operational stability of the Village of Glen Ellyn and provides the capacity to:

- a) offset significant economic downturns or revenue shortfalls,
- b) provide sufficient cash flow for daily financial needs,
- c) maintain or improve the village's bond ratings, and
- d) provide funds for unforeseen expenditures related to emergencies or opportunities.

2. *Definitions*

- a. Fund Balance – The difference between assets, deferred outflows, liabilities, and deferred inflows in a governmental fund.
- b. Nonspendable Fund Balance – the portion of a Governmental Fund's fund balances that are not available to be spent, either short term or long term, in either form (e.g. prepaid assets) or through legal restrictions.
- c. Restricted Fund Balance – the portion of a governmental fund's fund balances that are subject to external enforceable legal restrictions as to what the fund balance can be spent on.
- d. Committed Fund Balance – the portion of a governmental fund's fund balances with self-imposed constraints or limitations that have been placed by formal action at the highest level of decision making.
- e. Assigned Fund Balance – the portion of a governmental fund's fund balances to denote an intended use of resources.
- f. Unassigned Fund Balance – available spendable financial resources in a governmental fund that are not the object of tentative management plan (i.e. assignments).
- g. Net Position – The difference between assets, deferred outflows and liabilities and deferred inflows in a proprietary fund, trust fund, or entity wide financial statements.

3. *Desired Reserve Policies:*

General Fund: Cash reserves of the General Fund should be maintained at thirty percent (30%) of the current year's budgeted operating expenditures (excluding debt and capital outlay expenditures). At any point should the unreserved balance reach above 40% at the low point of the year (April or May), an item shall be brought to the Village Board for action on the excess balance.

Water & Sanitary Sewer Fund: The Village will maintain \$2,000,000 in cash reserves in the Water and Sanitary Sewer Fund for FY2011/12, increased annually by the 12-month change in the CPI-U (December before the beginning of the fiscal year) or 3%, whichever is less. [For FY18, the amount of required cash reserves will be \$2,261,000.] Amounts held in the fund

above the reserve policy limit are assigned for water and sewer capital projects.

Village Links/Reserve 22 Fund: The Village Links/Reserve 22 shall maintain adequate cash reserves to cover the budgeted salaries and benefits of full-time staff and to cover the annual debt service in the fund.

Residential Solid Waste Fund: The Village will maintain adequate cash reserves in the Residential Solid Waste Fund, in an amount equal to or greater than 25% of the current year fund operating expense budget (excluding debt and capital).

Parking Fund: The Village will maintain adequate cash reserves in the Parking Fund, in an amount equal to or greater than 25% of the current year fund operating expense budget (excluding debt and capital).

4. Attaining and Maintaining Desired Reserve Levels:

Should the reserves in one or more funds fall below the benchmark established by this policy, the Village Manager will notify the Village Board in a timely manner and will develop and present to the Village Board as part of the annual budget a plan to return fund balance to the benchmark level within three (3) fiscal years.

5. Use of Fund Balance or Net Position:

The Village will spend the most restricted dollars before less restricted, in the following order:

1. Restricted
2. Committed
3. Assigned
4. Unassigned.

The Finance Director will determine if a portion of fund balance should be assigned and will document said assignment by a memorandum to the Village Manager and appropriate disclosure in the audited financial statements.

Note: In non-governmental funds, management may decide to “assign” funds for a specific purpose. This will be done as an internal budgeting procedure rather than as a formal accounting entry. Creating a governmental fund automatically assigns fund balance in that fund to the purpose of the fund.

Fund balance or net position should only be used or depleted in the following situations:

1. Revenue shortfalls result in an operating deficit.
2. Unforeseen material expenditures arise which cannot be avoided or delayed.
3. Excess fund balance exists and the village intentionally draws down on the balance to come into compliance with this policy.

Village of Glen Ellyn
Financial Policies

F. Reserve Policy

Definitions

Fund Balance – the difference between assets and liabilities in a Governmental Fund.

Nonspendable Fund Balance – the portion of a Governmental Fund’s fund balances that are not available to be spent, either short term or long term, in either form (e.g., prepaid assets) or through legal restrictions (e.g., endowments).

Restricted Fund Balance - the portion of a Governmental Fund’s fund balances that are subject to external enforceable legal restrictions as to what the fund balance can be spent on.

Committed Fund Balance - the portion of a Governmental Fund’s fund balances with self-imposed constraints or limitations that have been placed by formal action at the highest level of decision making.

Assigned Fund Balance - the portion of a Governmental Fund’s fund balances to denote an intended use of resources.

Unassigned Fund Balance - available expendable financial resources in a governmental fund that are not the object of tentative management plan (i.e. assignments). (Only in the General Fund, unless negative.)

Note: In non-governmental funds, management may decide to “assign” funds for a specific purpose. This will be done as an internal budgeting procedure rather than as a formal accounting entry. Creating a governmental fund automatically assigns fund balance in that fund to the purpose of the fund.

1. The Village will maintain adequate cash reserves (unassigned fund balance) in its operating funds (General Fund) in an amount equal to or greater than 25% of the current year fund operating expense budget (excluding capital) for FY2012/13. In following years, the target amount of cash reserves will increase by 1 percentage point growing to 35% of current year fund operating expense budget (excluding capital). [30% for CY17]

Adequate reserve balances are maintained to:

- a. offset unexpected changes in operating revenues,
 - b. provide sufficient cash flow for daily transaction volumes, and
 - c. provide a buffer for unexpected or emergency expenditures.
2. The Village will spend the most restricted dollars before less restricted, in the following order:

Village of Glen Ellyn
Financial Policies

1. Restricted,
 2. Committed,
 3. Assigned,
 4. Unassigned.
3. The Finance Director will determine if a portion of fund balance should be assigned and will document said assignment by a memorandum to the Village Manager and appropriate disclosure in the audited financial statements.
4. ENTERPRISE FUNDS CASH RESERVES:
- a. The Village will maintain \$2,000,000 in cash reserves in the Water and Sanitary Sewer Fund for FY2011/12, increased annually by the 12-month change in the CPI-U (December before the beginning of the fiscal year) or 3%, whichever is less. [For CY17, the amount of required cash reserves will be \$2,214,000.]
 - b. The Village will maintain adequate cash reserves in the Parking Fund and Village Links/Reserve 22 Fund in an amount equal to or greater than 25% of the current year fund operating expense budget (excluding capital) for FY2012/13. In following years, the target amount of cash reserves will increase by 1 percentage point growing to 35% of current year fund operating expense budget (excluding capital). [30% for CY17]
 - c. The Village will maintain adequate cash reserves in the Residential Solid Waste Fund, in an amount equal to or greater than 25% of the current year fund operating expense budget (excluding capital).



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

Meeting: 02/12/18 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Discussion Item
Prepared By: Christina Coyle

SCHEDULED

AGENDA ITEM (ID # 3102)

DOC ID: 3102

Finance Director Christina Coyle will present a timeline on implementation of a Home Rule Sales Tax increase

Background

Due to cuts in revenue from the State of Illinois, the General Fund budget for 2018 had a preliminary deficit of \$848,214. The state of Illinois cut 10% of our income tax revenue, which funds 16% of the General Fund budget. This cut equates to \$290,000. Also, the income tax revenue itself performed poorly at the end of 2016 and through 2017 due to tax law changes implemented by the State. At the end of 2017 this revenue source generated only \$2.5 million, losing all positive gains in this revenue over the last five years. Next, the state also began charging a 2% fee to collect the home rule sales tax. This equates to approximately \$40,000. Lastly, the Police Pension annual contribution increased \$346,000.

Subject

Back in November, the consensus of the Village Board was to use reserves (\$600,714) and to implement a quarter percent home rule sales tax (\$247,500) to balance the budget. Implementation of the quarter percent home rule sales tax for 2018 (1/2 year) nearly covers the decline in the income tax for CY18. However, this loss of revenue is likely permanent, given the State of Illinois fiscal issues, so this would cause an ongoing loss of revenue stream that will negatively impact future budgets. In addition, over the last five years, the Village Board has elected to limit operating/General Fund property tax increases to new construction only, thereby decreasing a key revenue stream that funds the General Fund. Given these pressures and to balance the budget, a .25% increase to the Home Rule Sales Tax was incorporated into the final CY18 budget.

In January 2018, the Illinois Municipal League (IML) published revised estimates for two main revenues in our General Fund, the income tax and use tax. Based upon these estimates, we could anticipate an additional negative hit to the General Fund budget of \$25,000.

Attached is also a survey of communities with home rule and non-home rule sales tax.

The Village Board will also be reviewing several large projects such as a parking garage and Central Business District (CBD) street and streetscape project which need funding sources, and an increase in the home rule sales tax is an option. Other alternatives will be discussed and considered as part of the February Workshop.

Discussion Only

Due to deadlines from the Illinois Department of Revenue, a tax could not be implemented for January 2018. The State of Illinois only allows home rule sales tax increases to be implemented on January 1 and July 1 of each year. A January 1 implementation has to be filed with the Department of Revenue by October 1 and a July 1 implementation must be filed by April 1. A public hearing is

not required for a home rule sales tax increase, but staff is recommending that this tax be passed using a two reading process. The first reading is tentatively scheduled for February 26, 2018. The second reading and adoption, if approved, would occur on March 12.

Action Requested

This item is informational only. The Board may ask questions or provide feedback regarding this proposed timeline.

ATTACHMENTS:

- Home Rule Non Home Rule Rate Survey (PDF)

Village of Glen Ellyn
Rate Survey
As of October 2017

	Home Rule/Non- Home Rule Sales Tax
Glen Ellyn	1.00%
Addison	1.00%
Antioch	
Arlington Heights	1.00%
Aurora	1.25%
Bannockburn	0.50%
Barrington	
Bartlett	
Buffalogrove	1.00%
Bensenville	1.00%
Bloomington	0.5-1.5%
Bolingbrook	1.50%
Burr Ridge	0.25%
Carol Stream	0.75%
Cary	
Clarendon Hills	
Deerfield	1.00%
Des Plaines	1.00%
Downers Grove	1.00%
Elmhurst	1.00%
Evanston	1.00%
Glendale Heights	1.25%
Glenview	0.75%
Hanover Park	0.75%
Highland Park	1.00%
Hinsdale	1.00%
Hoffman Estates	1.00%
Itasca	0.50%
Lake Forest	0.50%
Lemont	
Libertyville	
Lincolnshire	1.00%
Lincolnwood	1.00%
Lisle	
Lombard	1-2%
Mount Prospect	1-1.25%
Naperville	0.50%
Northbrook	0.75%
Northfield	0.75%
Oak Brook	0.50%
Oakbrook Terrace	1-2%
Park Ridge	1.00%
Rolling Meadows	1.00%
Roselle	0-1%
Schaumburg	1.00%
Streamwood	1.00%
Vernon Hills	0.25%
Villa Park	1-2%
Warrenville	1.25%
Wayne	
West Chicago	0.75%
Westmont	0.50%
Wheaton	1.00%
Wheeling	1.00%
Willowbrook	0-1%
Wilmette	1.00%
Winfield	0.50%
Wood Dale	1.00%
Woodridge	0.75%
# with fee	49
# w/o fee	9

Those municipalities with a range of HRST
have a business district that charges a sup
tax.