

**MINUTES
VILLAGE OF LISLE BOARD OF TRUSTEES
WORKSHOP MEETING
MONDAY, NOVEMBER 13, 2017**

1. Call to Order, Roll Call and Pledge of Allegiance

Mayor Pecak called to order a workshop meeting of the Village of Lisle Board of Trustees at 7:00 p.m. on Monday, November 13, 2017 in the Village Hall Board Room, 925 Burlington Avenue, Lisle, Illinois 60532.

The following minutes constitute a summary of the events and discussions that transpired during the subject meeting, and do not purport to be a transcript of such. Where transcripts exist, they are available for inspection under the Illinois Freedom of Information Act.

Present: Mayor Pecak; Trustees Boyle, Carballo (arrived 7:04 pm, left 8:45 pm), Cawiezel, Dixit, and Hasse

Absent: Trustee Mandel

Also Present: Village Manager Ertmoed, Police Chief Anderson, Finance Director Schiller, Assistant Finance Director Pippenger, Acting Community & Economic Development Director Herman, Staff Engineer Stormwater Administrator Sucoe, Public Works Director Elias, Economic Development Coordinator Kelly, Business Office Manager / Deputy Clerk Curran and Deputy Clerk Arnold

Mayor Pecak led the Pledge of Allegiance.

2. Concrete Block Exterior Construction

Acting Director Herman stated as part of the hazardous mitigation grant program the Village will be elevating five homes. He stated the architect of the project would like to have the option of using a decorative concrete block for the foundation, however due to the Village's code prohibiting the use of exposed concrete exterior walls this would not be possible.

Acting Director Herman stated the ordinance has been in place since 1972 and since then there have been advances in building techniques and decorative concrete block faces. Acting Director Herman added that neighboring communities do not have the prohibition on concrete block.

Acting Director Herman stated that from the Board they are asking if the five homes should seek a variance to allow the concrete block or if staff should propose a text amendment to Village Code. He then showed examples of exposed concrete block and what it would look like on an elevated home.

Mayor Pecak questioned if the hollow concrete block would absorb water. Stormwater Administrator Sucoe stated that FEMA allows the block as a flood resistant construction material, adding that there are applications to make the blocks less porous.

Ms. Sucoe explained that this is being requested by the architect due to site constraints such as neighboring homes and driveways. Ms. Sucoe pointed out that because the Village is acting on behalf of the owner, as applicant, if any damage is done to the property the Village is responsible for repair.

Ms. Sucoe explained that it is just these five homes and the architect has requested the blocks as an option especially where the site constraints are tight. She added that many homes in the area have cinderblock foundations, so it would not be out of character.

Trustee Boyle asked if the Board needs further education on masonry construction in types of buildings.

Trustee Cawiezel questioned what the reasoning was behind the ordinance in 1972. Mr. Herman stated that he can't speak to that as the minutes from the meeting just passed the ordinance, there was no discussion. Trustee Cawiezel stated it is a more attractive look than just poured concrete.

Ms. Sucoe stated that because of the grant we are on a time constraint. Mayor Pecak stated that until the Board gets more information it would be better to have these five go through the variance procedure, and pursue a code amendment at a later time.

Trustee Dixit asked about cost difference between the blocks and siding. Ms. Sucoe stated that cost is not the issue, the problem is site constraints. She explained that with a poured concrete foundation there are trucks and forms, and with the blocks they are able to use the existing foundation, if, after it is exposed, is usable and has less of a chance for property damage. She stated that at this time they do not know what the foundations are. She added that if they pour concrete it will be a solid wall, the grant will not pay to camouflage / decorate it. Ms. Sucoe then reviewed the options that are allowed under the FEMA grant.

Ms. Sucoe stated they will request the variance for all five homes and pending what the architect brings forward they may or may not need it. She stated that the architect is aware of the grant and has to work within the financial boundaries of it.

3. Fiscal year 2017/2018 Mid-Year Budget Review & 2017 Property Tax Levy

Finance Director Schiller discussed the Village's fund balance policy and how it indicates if there is an available surplus the funds would be transferred to capital projects or special revenue funds through the budget process. Director Schiller stated that they have calculated \$1.9 million.

Mayor Pecak questioned if the money should be saved or should it be used to pay down something that is accruing at a high interest rate, the police pension fund. Stating he would like to see a contribution go towards the pension fund. Trustees Cawiezel and Hasse stated they are in favor of a contribution to the pension fund. Trustee Carballo stated he too is in favor of it but also to capital projects, he then remarked on the delay of street repairs.

Mayor Pecak asked if the Village has any project ready to go or do we need another year. Director Elias explained that the Village's policy was to resurface a street every 15 years, but due to budgetary restrictions that number was adjusted to every 17 years. He believes Trustee Carballo is suggesting putting more funds into capital improvement to get that number back down to 15. Director Elias stated that they rate the streets and if they do not need resurfacing, they are postponed. He stated that it would take an additional \$280K over a five year period to bring all streets with less than a fair condition up to fair.

Director Elias then commented on major renovation projects at Public Works that will need to happen in the next five years. He remarked that the question is, should the Village spend \$500K on renovations, and still have issues that cannot be resolved by the improvements or invest the funds into a major addition or a new facility.

Trustee Carballo questioned what other implications would there be if the Village did not increase the levy by the CPI. Director Schiller stated that the Village is tax capped due to being non-home

rule so the we would will lose the ability to increase by the 2.1% that would be allowed this year. She explained that if we did not increase this year, we can increase next year but would have lost the 2.1% for this year. The Village would not have the ability to compound the increase that we would forgo this year.

Finance Director Schiller explained where the tax levy money goes; police services, IMRF, social security, FICA, liability insurance, crossing guards and police pension, none of it goes to capital projects.

Trustee Carballo stated the Village needs to increase the levy by the CPI and take the surplus funds and put them towards capital improvements and not the police pension fund.

Trustee Hasse asked how much is in the capital fund. Director Schiller discussed the appropriated fund balances from the current budget year in capital funds.

Finance Director Schiller stated that if the Village does not raise the levy by the 2.1% then we would lose roughly \$113K and the ability to increase on it in the future. She commented they are able to make it work, but do not know what the future will bring.

Trustee Carballo remarked on how other entities may not be increasing their levy's, but they also are removing and scaling down services, while the Village has more responsibilities and needs to maintain a level of service.

Mayor Pecak remarked that there are two different topics for discussion, the levy and the budget surplus.

Trustee Cawiezel also remarked that flooding needs to be taken into consideration when it comes to the budget.

Finance Director Schiller stated that in the packet was a presentation that reviewed line items, totals, historical data, and major revenue sources. Trustee Cawiezel stated she appreciated the information but asked if the expenditures for the general fund could be broken down by labor and non-labor. Director Schiller stated labor is included in lines 5100.

Finance Director Schiller pointed out that the Village has received 60.3% of our budgeted revenues. She added that the bulk of property taxes have been received and explained why the sales tax figure is also complete. Director Schiller spoke on the Navistar TIF Fund and how the surplus still needs to be calculated.

Director Schiller stated that on the expenditure side there are encumbrances that are for the full year such as Prescient; she remarked that the Village is paid back monthly by the School District for their share of services.

Trustee Hasse remarked that she is very concerned about the amount spent on legal expenses adding that the Village has already spent 90% of the budgeted amount and there are six months left of the fiscal year.

Director Elias reviewed the memo that was included in the packet that outlined items that they would like to purchase, or continue with. This included Police Department evidence storage shelving, which Chief Anderson explained why it is needed and expensive, replacement of police station rooftop air handlers, soffit and fascia replacement at Public Works Ops, Village Hall HVAC system, Bobcat toolcat purchase, and a larger capacity chipper truck.

Director Elias then reviewed capital projects that are currently budgeted for but will be deferred. This included key control software for facilities, Ogden Avenue street lighting, Devon Avenue storm sewer construction, capital water main projects (Lisle Place, Reilly Place & Route 53, Ogden Avenue and Wellington), asset management software for Public Works, and vehicle replacement (a pickup truck and a one-ton dump truck).

Manager Ertmoed discussed the possibility of the Village partnering with DuPage County for shared GIS services to keep the Village up to date and how it would be a significant savings over a budgeted salary.

Manager Ertmoed discussed the Village's overhead sewer cost share program and how staff would like to look at the guidelines and increase the cost share, adding that this would not affect the amount in the budget.

Ms. Sucoe stated that compared to surrounding communities the Village's cost share is significantly less, she then stated that there is a potential of six applications this year. She added that an overhead sewer costs approximately \$6K.

Mayor Pecak inquired how many areas this would effect. Ms. Sucoe stated that not everyone reports their backups to the Village, so there is no way to tell. Trustee Boyle asked if improvements need to be made at the beginning of the system or if there needs to be an increase in capacity. Ms. Sucoe remarked that the Village does yearly sewer televising and lining.

Trustee Hasse asked how Ms. Sucoe is going to handle the lack of funds if she gets applications from all six homes. She explained she would look at other stormwater accounts. Director Schiller stated that there is \$5K budgeted this year for the program and they will be looking at fund during the budget process.

A conversation between an audience member and the board occurred; due to no microphone being used the conversation was inaudible.

Director Schiller remarked that there have not been very many residents who have taken advantage of the program during her time at the Village, and the cost share amount has remained the same.

Director Schiller pointed out that they will be performing a sewer rate analysis in the coming months.

Ms. Sucoe stated she will bring this back at a future board meeting with staff recommendations.

Manager Ertmoed stated there are some items staff would like to bring to their attention with regard to the five year capital budget. These items included a sewer jetter replacement truck, facility study recommendations, engineering support for the PW Director and Stormwater Administrator, and a phone system, as the current one is at end of life and is no longer being supported.

Trustee Carballo left the meeting.

Manager Ertmoed stated the Village offers a taxi subsidy program that is underutilized and staff has been exploring an alternative, Ride DuPage. Business Office Manager discussed the taxi subsidy program and how it has changed and become less utilized over the years. Business Office Manager Curran spoke on the Ride DuPage program and the services they offer.

Business Office Manager Curran stated her suggestion is to make our program more attractive or look at participating in Ride DuPage. Trustee Hasse inquired how many people participate in our

program as well as Ride DuPage's. Ms. Curran stated most people use both programs. Trustee Boyle asked for a summary of the Ride DuPage program and the cost for the Village to join.

Manager Ertmoed stated there are items associated with the hotel / motel tax fund; the Village's Eyes to the Skies (ETTS) contribution for in-kind personnel services and fireworks. Director Schiller explained how the hotel / motel fund is broken down and distributed. She questioned if the Board would like to make any changes regarding the funding for Eyes to the Skies in either the fireworks or staff time that is charged to the account. She pointed out that ETTS is not billed for Village employee time.

Trustee Hasse how the 80% to the LCVB was determined. Director Schiller stated it's per the funding agreement that is in place until 2018. Trustee Hasse questioned if the Park District is reimbursed for any of their ETTS costs. Director Schiller stated she was unsure and can call them and find out.

Trustee Cawiezel stated she is conflicted when it comes to ETTS, it is a great volunteer incentivized event, in that any funds that are made go back to the organizations, but the Village is paying for causes that residents may or may not support. Director Schiller remarked that the funds are coming from hotel/motel tax, which is generated by hotel night stays, which generally, are not residents.

Trustee Boyle and Mayor Pecak asked about PD time and payout regarding ETTS. Director Schiller and Chief Anderson explained how the PD staffs the festival and what gets charged to the hotel / motel fund. Chief Anderson added that this year the PD did seek help from other agencies, who were paid out of the fund.

Mayor Pecak asked if ETTS needs to hire more security and if police presence is necessary. Chief Anderson stated their security is used to check people as they are coming in as well as keep others out, as ETTS has many access points. Chief Anderson stated police involvement is needed for an armed presence.

Trustee Cawiezel asked if VeggieFest is a fair comparison to ETTS and if they are charged for police presence. Director Schiller stated they are billed and reimburse the Village. Finance Director Schiller stated that historically this is how ETTS has been handled, and is why they are asking if they would like to consider doing it differently. Trustee Cawiezel questioned if there is a double standard and are we treating them differently when we should not be. Chief Anderson pointed out that VeggieFest is a very different event from ETTS, there is no alcohol and the attendees are a much different crowd.

Trustee Dixit inquired why historically we never have billed ETTS. Director Schiller stated its been the direction of the Board, she added that there are factors that alter the amount from year to year.

A conversation between an audience members and the board occurred regarding fireworks; due to no microphone being used the conversation was inaudible.

Mayor Pecak pointed out that it is the Park District boundaries that are used for ETTS and it encompasses many more than just incorporated Lisle residents. Mayor Pecak suggested that if it is a profitable year for the festival that the Village get a credit for hours worked and receive a share of the revenue, like the charitable organizations.

Trustee Cawiezel suggested having ETTS come to a workshop.

Mayor Pecak suggested only budgeting events until they become profitable. Trustee Cawiezel stated cruise nights and the PrairieWalk Pond Concerts are free events and won't ever be profitable.

Trustee Hasse pointed out that the Chamber, restaurants and other downtown businesses profit from those events.

Trustee Cawiezel remarked how she feels it is important to have fireworks on the 4th, many of the trustees agreed. Manger Ertmoed stated staff will research how much a display on the 4th would cost and then compare to what is being contributed to ETTS.

All the trustees stated they are supportive of ETTS, but would like to discuss it more with one of their representatives.

The Board also discussed the restaurant grant program and how the guidelines need to be discussed.

Mayor Pecak suggested using the funds to for advertising or marketing a new restaurant instead of issuing them the money directly. Trustee Cawiezel stated that the funds are to be used towards tourism. Trustee Boyle stated that every group has a different view on advertising and what will work best for them. Mayor Pecak stated they could advertise how they prefer but the Village could dictate that they be mentioned in a tag line or use of a logo.

Trustee Hasse inquired how much is left in the restaurant grant program. Director Schiller stated \$30K for the year. Mayor Pecak remarked that they should keep the budgeted amount the same and plan a workshop to discuss development of the program.

Manager Ertmoed asked Director Schiller to review the six tax levy options.

Mayor Pecak suggested an option seven, to freeze the levy and contribute some of the budget excess to the police pension fund and still be able to put a portion into capital. Trustee Hasse agreed. Finance Director Schiller stated that if they are looking at no increase then it would be option two or six. Mayor Pecak stated he would like to put additional funds into the police pension fund, \$300K, to get the principal paid down. Trustee Cawiezel inquired if that was to get us off the “ramp” and into the flat area.

A audience member commented but due to no microphone being used the comments were inaudible.

Mayor Pecak stated he would like to see a frozen levy and instead of \$150,741.00 going into the police pension fund, we double to the amount to \$300K, or two years' worth of contributions.

Trustee Cawiezel inquired if we can do any percentage between 0 and 2.1%. Director Schiller stated yes, adding that it has not been 2.1% in a long time.

Manager Ertmoed stated that at the they will present an option 7, which will be a flat rate, with \$300K going towards the police pension fund. Director Schiller asked if it is \$300K or \$450K. Mayor Pecak stated it is option 6 (tax levy would stay the same as 2016, plus the additional \$156,741 going to the police pension fund) with an additional \$150K to go to the police pension fund.

4. Public Comment

5. Village Board / Village Staff Comments

Trustee Cawiezel remarked that a public meeting regarding the downtown plan is scheduled for November 27th. She stated the date conflicts with the school board meeting. She asked if there is a different date the meeting could be held on. Acting Director Herman stated he will contact Houseal Lavigne and see if there is another date they can hold the open house.

6. Adjournment

Trustee Boyle moved to adjourn. Trustee Hasse seconded the motion.

AYES APPROVED THE MOTION.

MOTION CARRIED.

The November 13, 2017 Village Board workshop meeting adjourned at 9:56 p.m.

Respectfully Submitted,



Karen Arnold
Recording Secretary

The minutes of the November 13, 2017 Village of Lisle Workshop Meeting were passed and approved

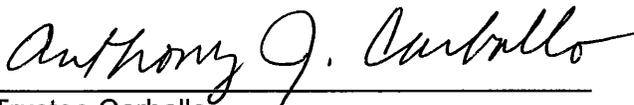
this 18th day of December, 2017.



Mayor Pecak



Trustee Boyle



Trustee Carballo



Trustee Cawiezel



Trustee Dixit



Trustee Hasse

Trustee Mandel