

Village of Hanover Park

Municipal Building
2121 West Lake Street
Hanover Park, Illinois
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Ronald A. Moser
Village Manager



VILLAGE OF HANOVER PARK
VILLAGE BOARD
REGULAR WORKSHOP MEETING

Municipal Building: 2121 W. Lake Street
Hanover Park, IL 60133

Thursday, December 15, 2011
6:00 p.m.

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. AGENDA ITEM REVIEW**
- 4. BOARD MEMBER CONCERNS**
- 5. DISCUSSION TOPICS**
 - a. Mariscos El Amigo Liquor License**
- 6. STAFF UPDATES**
 - a. Veterans Committee – Food Pantry Donation**
 - b. JAWA Water Rate Increase**
 - c. Closing of Funds**
 - d. Development Commission Update**
 - e. ULI Contract**
 - f. D Plates**
 - g. Church Street Station – TIF Assistance**
- 7. ADJOURNMENT**

BOARD WORKSHOP

December 15, 2011

DATE: December 7, 2011

TO: Village President and Board of Trustees

FROM: Ronald A. Moser, Village Manager
Howard A. Killian, Director of Public Works

SUBJECT: Food Pantry Donation

The Veteran's Committee would like to make a cash donation to the Evangel Church Food Pantry as a thank you for all of the time, effort and facilities that the Church has provided to the Committee this past year. There should be sufficient funds in the Veterans Committee Budget to cover the \$250 they are looking to contribute; this account will be about \$1,000 under budget. Trustee Roberts will be speaking on the proposal.

ck



TO: Village President and Board of Trustees

FROM: Ron Moser, Village Manager
Rebekah Young, Finance Director

SUBJECT: Closing of Employee Compensated Absences and Employee Benefits Funds

MEETING DATE: Board Workshop - December 15, 2011

Executive Summary

Staff requests that the Village Board approve the closing of the Employee Compensated Absences and the Employee Benefits Funds and the transfer of the funds' assets of \$1,109,213 and \$1,528,619, respectively, into the General Fund. Staff further requests a transfer of \$1,109,213 (the assets of the Compensated Absences Fund) from the General Fund to the Municipal Bond Fund to pay for the completion of the new Police Station building.

Discussion

The Employee Compensated Absences Fund accumulates the cost of the Village employees' unused sick and vacation time. The majority of the expense accumulated in this fund will be used by the employees as they call in sick and go on vacation and, as such, the costs are absorbed as part of that employee's gross salary. The remaining expenses are normally paid out in a lump sum only at the end of that employee's employment. As such, staff is recommending that the Village expense the compensated absences as they are used or paid out to the employees in the fund where the employees' salaries are recorded instead of accruing the expenses in the Compensated Absences Fund. Furthermore, once the Compensated Absences Fund is closed there will still be a liability for the unused sick and vacation time reported on the full accrual statements presented as part of the audit. This is more in line with industry standards. As per discussion with the Village's Auditors, it is very unusual for a Village to establish a fund for the accrual of employees' sick and vacation time.

The Employee Benefits Fund accrues the cost of future retirees who elect to pay into the Village's health insurance plan after they retire. The retiree's enrollment in the plan raises the blended rate that the Village has to pay for insurance. These costs are then paid out by the respective funds as the Village makes their normal payments for health insurance. It is unusual for a Village to establish an internal service fund to pay for these costs as these costs will never actually be paid out. Therefore, Staff recommends the Village close this fund and transfer the related assets into the general fund.

In order to save taxpayers money, the Staff would like to pay for the final \$1.1 million of costs related to the building of the new Police Station by using the funds from the closing of the Employee Compensated Absences Fund instead of levying for the additional funds. As such, Staff would like to transfer the \$1,109,213 from the General Fund to the Municipal Building Fund.

RM:smk

BOARD WORKSHOP

December 15, 2011

DATE: December 8, 2011

TO: Village President and Board of Trustees

FROM: Ronald A. Moser, Village Manager
Patrick Grill, Community Development Director

SUBJECT: Proposal for TIF Assistance – Church Street Station

The Daly Group has been seeking tenants for their building across the street from the train station. The building currently houses a Subway and Lily Nails. They have been approached by a liquor store as a potential tenant. This potential tenant currently operates an Extra Value Wines & Spirits in Elgin on the south side of Route 20 (Lake Street) about 1 mile west of Randall Road. Staff has seen this store and can confirm that it is a high-end liquor store with an emphasis on wine and liquor, although they do also sell beer. They wish to do the same type of store at Church Street Station.

However, given the cost of building out such a facility (estimated at over \$200,000.00) coupled with the likely rent is more than the potential tenant can cover and therefore is asking for TIF assistance. In reviewing the scope of work, over \$100,000 of this work would be TIF eligible. Previous redevelopment agreements have averaged approximately 20 to 25% of total costs which would cover somewhere between \$41,600.00 to \$52,000.00 in this instance.

Does the Board wish staff to work on a redevelopment agreement with this proposed tenant, and if so, to what amount?