

Village of Carol Stream

SPECIAL WORKSHOP MEETING

MONDAY NOVEMBER 2, 2015

6:00 P.M.

GREGORY J. BIELAWSKI MUNICIPAL CENTER

**500 N. GARY AVENUE
CAROL STREAM, ILLINOIS 60188**

LOWER LEVEL TRAINING ROOM

AGENDA

1. CALL TO ORDER
2. ATTENDANCE
3. DISCUSSION OF SIDEWALK SNOW PLOWING PILOT PROGRAM
NEAR GLENBARD NORTH HIGH SCHOOL
4. VILLAGE BOARD GOALS UPDATE
5. VIDEO GAMING
6. OTHER BUSINESS
7. ADJOURNMENT

Village of Carol Stream
Interdepartmental Memo

TO: Joe Breinig, Village Manager
FROM: Philip J. Modaff, Director of Public Works
DATE: October 28, 2015
RE: Pilot Program – Snowplowing Walking Paths Serving Glenbard North

In recent years the Village, Park District and Glenbard North High School have been getting requests from parents and students to clear snow from walking paths in the area of the high school. The majority of the requests are focused on Kuhn Road and Lies Road due to traffic speed and volume as well as the lack of properties that front these streets where residents or businesses would normally clear the sidewalks.

As you may know the school is required to provide free transportation to those students who live greater than 1.5 miles from the school. Glenbard North staff currently clear the sidewalks immediately adjacent to the school property. This leaves a significant length of walking path on Kuhn Road and Lies Road that does not routinely get cleared (see attached), which results in some students walking in the street.

Over the past several months I have talked with both the high school and Park District about various options for clearing the walking paths. Those options included:

1. Village equipment and manpower
2. School equipment and manpower
3. Park District equipment and manpower
4. Volunteer groups (parents, police volunteers, community groups, etc.) using equipment provided by one or more of the agencies
5. Contracted assistance

In evaluating all of the options we considered the following factors necessary for a successful program:

- **The service must be timely.** Walking paths must be cleared by 6:30 am and 2:15 pm to meet the school schedule.
- **The service must be reliable.** Students and parents must be able to depend on the service being delivered, especially when conditions are severe.
- **The service must not interrupt or displace other services.** All of the agencies have other snow-removal responsibilities that must continue to be met.

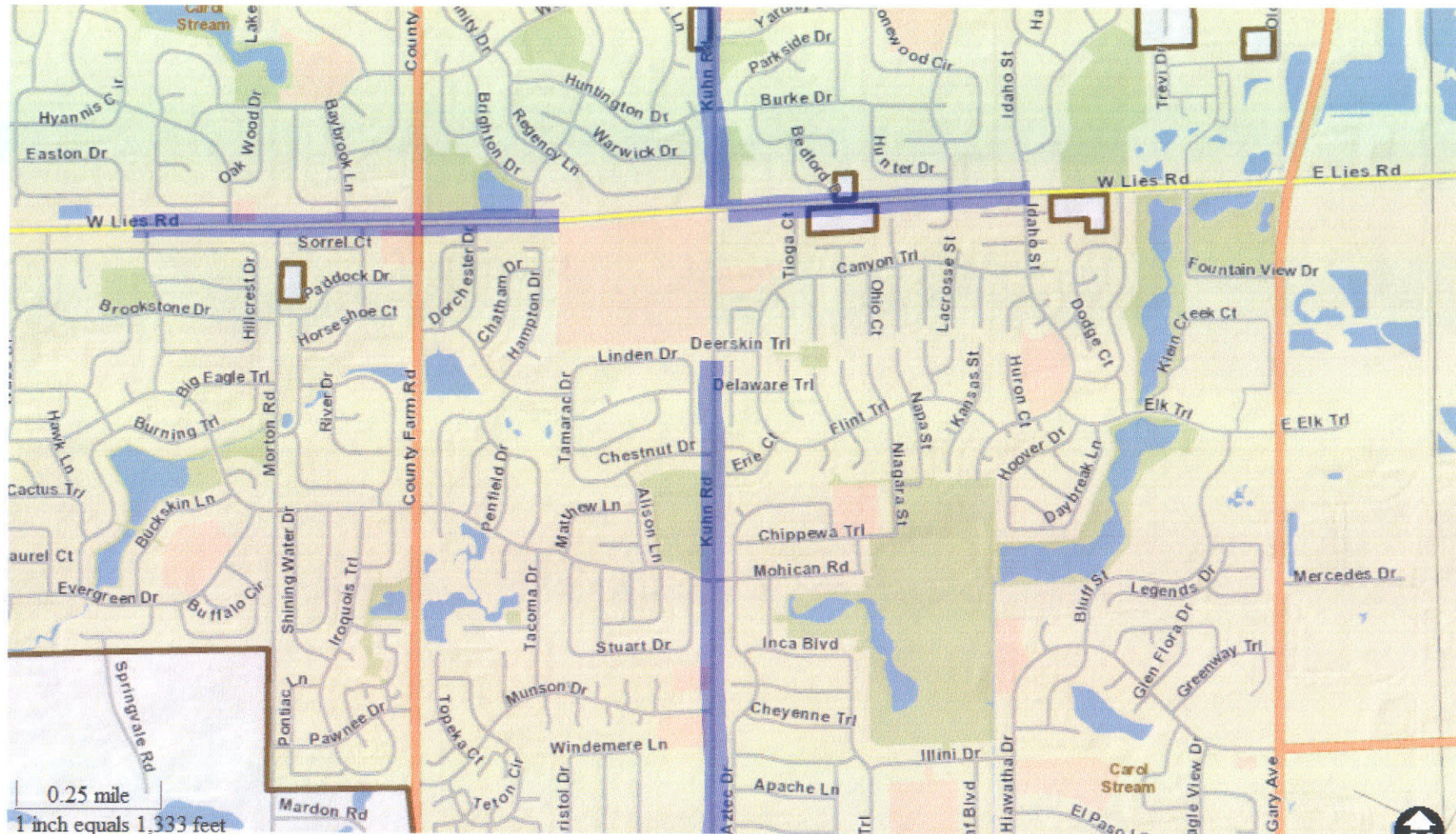
Below is a review of the five options in the context of the factors we considered:

- **Option 1 – Village equipment and manpower:** the work necessary to clear the streets requires all available assets, plus assistance from contractors. In order to use Village manpower we would have to hire additional personnel and purchase equipment designed for clearing sidewalks.
- **Option 2 – School equipment and manpower:** the school district was not averse to taking on responsibility for clearing the walking paths but acknowledged their resources would be strained during larger events. They currently deploy two employees and utility vehicles to clear the sidewalks adjacent to their property. However, immediately before and after that work those same employees have other responsibilities on school grounds. So while they might be able to handle the extra work load with a 2 or 3-inch storm, heavier storms would greatly increase the amount of time spent on the walking paths, thereby taking them away from other important duties on school grounds.
- **Option 3 – Park District equipment and manpower:** the Park District identified similar challenges that the school district faces and did not see this as a viable option.
- **Option 4 – Volunteer groups:** while this seems like something that one or more groups could possibly take on, there are several challenges that make this a less attractive option:
 - **Reliability:** Administering the program to make sure that the response is timely each and every time there is an event is going to be difficult to sustain. Students and parents will depend on the service. However, a long and difficult winter such as we experienced in 2013-14 would likely wear down volunteers.
 - **Equipment:** Storing, maintaining and transporting needed equipment to clear the snow will require space and manpower from one or more of the agencies.
- **Option 5 – Contracted assistance:** this will provide the best chance of securing timely and reliable service that does not require equipment or manpower from any of the agencies (other than making callouts and performing quality control inspections). Based upon preliminary discussion with one of the Village's existing snow contractors it is estimated that the annual cost of clearing snow from the walking paths could cost between \$5,000 and \$12,000. These estimates are based upon a preliminary cost proposal and application of those rates on historical records from the past two winters (last year's "normal" winter and the prior year's severe winter). If costs were to be divided equally, the impact on the Village's snow removal budget would be negligible. We budget \$240,000 annually for contractor assistance and have spent on average approximately \$185,000 over the past five years.

Senior staff from both the School and Park Districts has indicated their support for financial contribution for Option #5 given the current cost estimates; both also advised that final approval for participation would have to be granted by their respective boards.

If the pilot program is implemented staff would complete an analysis of the program with findings and recommendations to be provided after the winter season

A final note for consideration during discussion at the Board Workshop on November 2 is that while this would be a pilot program limited to the high school, the Village has to consider the possibility that one or more of the other eight schools in the Village may express interest. Impact of providing services to additional schools has not yet been considered.



1 inch equals 1,333 feet
Map created on October 28, 2015
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Village of Carol Stream
INTER-DEPARTMENTAL MEMO

TO: Mayor and Trustees
FROM: Robert Mellor, Assistant Village Manager *R/m*
DATE: October 26, 2015
RE: Status of Village Goals - Update

At the Village Board Goal Setting workshop on September 28 seven goals were identified as a priority for the Village. Several of these goals are consistent with those established 2 years ago which further emphasizes their importance to the Village Board and staff. The chosen goals, in priority order, are as follows:

1. **Adequate Staffing**
2. **Identify Possible Revenue Sources**
3. **Budget Status**
4. **Economic Development**
5. **Branding/Public Relations**
6. **Technology/Technology Improvement Plan**
7. **Infrastructure**

Staff was directed to further flesh out the goals and develop action plans including projected timeframes, staff requirements and other resources needed to accomplish the goals. Attached for your review are the action plans developed by staff for each goal. Subject to Village Board approval these goals will be used by staff in preparing the 2016-17 annual budget and 2017-19 Financial Plan.

The action plans will be discussed as part of a special Board meeting next Monday night at 6:00 p.m. Please feel free to contact me or any of the Department Heads if you have any questions on the proposed action plans for these goals.

Cc: Joseph E. Brienig, Village Manager
Executive Staff
John Fontana

Village of Carol Stream

Goals Prioritization

2015-2017

Prioritization of Goals

- **Top Priority - Adequate Staffing**
 - Identify Deficiencies
 - Identify Opportunities for Improvement
 - Find Revenue Sources
- **2nd Priority - Identify Possible Revenue Sources**
 - Sustainable Revenue Source
 - Gas Tax
 - Additional gambling locations-strip malls
 - Incrementally increase gambling machines fees
 - Property tax
 - Increase utility rates
 - Institute storm water utility fee
 - Analyze
 - Implement
- **3rd Priority - Budget Status**
 - Reassess frozen goals (by October 30, 2015)
 - Categorize goals based on
 - ❖ Rear-view mirror (already gone)
 - ❖ One time expenditures
 - ❖ Ongoing costs
 - Staff recommends most feasible goals versus goals that may be re-budgeted (by November 2015)
- **4th Priority - Economic Development**
 - Keep orientation on needs of businesses
 - Economic Development – Branding/Marketing
 - Annual Economic Development Event
 - Economic Development Website presence
 - Mayor continue Economic Development role

- 5th Priority - **Branding/Public Relations**
 - Re-examine village logo
 - Develop village slogan
 - Create a central communications portal/person (social media)
 - Entry way signage
- 6th Priority – **Technology/Technology Improvement Plan**
 - Establish needs
 - Annually during budget preparation
 - Prioritization
 - Approved annually with budget process (1, 2 + 3 year plan)
- 7th Priority – **Infrastructure**
 - Identify technological resources
 - Inventory condition assessments
 - Establish service levels
 - Identify and schedule projects and funding services

Village of Carol Stream

GOAL: Adequate Staffing

2016-2017 Village Board Strategic Goal Workshop

November 2, 2015

Desired Accomplishment:				
Plan for Staffing Levels that will Provide Excellent Service to our Residents while Maintaining Fiscal Responsibility				
Team Members: Joe Breinig, Bob Mellor, Don Bastian, Jon Batek, Jim Knudsen, Phil Modaff, Caryl Rebholz, Ed Sailer, Marc Talavera		Relates to Goal: Adequate Staffing		
Activity	Coordinator	Expected Completion Date	Resources Needed	Status
Department Heads anticipating the need for additional staffing within the next 3 years will determine need through structural analysis of... 1) Historical Staffing Levels 2) Current Staffing Levels 3) Changes in Service Requirements & Expectations 4) Consequences of Maintaining Existing Staffing Levels 5) Comparable Community Staffing & Service Levels	Department Heads anticipating need for additional staffing	Has already begun, and will be completed by all departments by 4/30/16	Staff Time, Contact Information for Comps	Structural analysis and partial implementation has taken place in Public Works, Community Development and Information Systems. Other departments anticipating the need for additional staffing will be forthcoming.
Identify and determine cost of functions for outsourcing.	Department Heads anticipating need for additional staffing	6/30/16	Staff Time	

Desired Accomplishment: Plan for Staffing Levels that will Provide Excellent Service to our Residents while Maintaining Fiscal Responsibility				
Team Members: Joe Breinig, Bob Mellor, Don Bastian, Jon Batek, Jim Knudsen, Phil Modaff, Caryl Rebholz, Ed Sailer, Marc Talavera		Relates to Goal: Adequate Staffing		
Activity	Coordinator	Expected Completion Date	Resources Needed	Status
Preliminary Discussion with Village Manager	Department Heads anticipating need for additional staffing & Joe Breinig	8/30/16	Staff Time	
Cost analysis of any recommended staffing increases	Jon Batek and Caryl Rebholz	9/30/16	Staff Time	
Presentation of Cost Analysis to Village Manager.	Department Heads anticipating need for additional staffing & Joe Breinig	10/30/16	Staff Time	
Include accepted position changes with justification in first stage budget process	Each Department Head recommending additional staff.	11/30/16	Staff Time	
Determine affordability of recommended staffing changes. Adjusting timeline as appropriate.	Budget Team & Each Department Head.	1/15/17	Staff Time & Budget Allocation	

Desired Accomplishment: Plan for Staffing Levels that will Provide Excellent Service to our Residents while Maintaining Fiscal Responsibility				
Team Members: Joe Breinig, Bob Mellor, Don Bastian, Jon Batek, Jim Knudsen, Phil Modaff, Caryl Rebholz, Ed Sailer, Marc Talavera		Relates to Goal: Adequate Staffing		
Activity	Coordinator	Expected Completion Date	Resources Needed	Status
Present staffing changes to Village Board in workshop.	Department Heads, Caryl Rebholz, Joe Breinig	2/6/17	Staff Time	
Prepare job descriptions and salary ranges.	Department Head and Caryl Rebholz	4/15/17	Staff Time	
Begin implementation/recruitment.	Each Department Head, Caryl Rebholz	5/1/17	Staff Time and Budget Allocation	

Note: The above plan should not diminish the potential for re-evaluation or implementation when opportunities present themselves mid-year.

Village of Carol Stream

GOAL: Identify Possible Revenue Sources

2016-2017 Village Board Strategic Goal Workshop

November 2, 2015

Desired Accomplishment: Review current revenues related to various fees for services and make recommendations for maintenance adjustments which are supported by increases in Village costs of providing service.				
Team Members: Jon Batek and Joe Breinig with support by Executive Staff as needed.		Relates to Goal: Revenues – Maintain a Diverse and Stable Revenue Structure which will Sustain the Near and Long Term Needs of the Community		
Activity	Coordinator	Expected Completion Date	Resources Needed	Status
Identify fees that have not been updated for a number of years.	Jon Batek	November 2015 to March 2016	Staff Time	
Compare fees with general cost increases over time and make recommendations for adjustments as warranted. Include peer community comparisons where appropriate.	Jon Batek	November 2015 to March 2016	Staff Time	

Village of Carol Stream

GOAL: Identify Possible Revenue Sources

2016-2017 Village Board Strategic Goal Workshop

November 2, 2015

Desired Accomplishment: Identify and report on significant untapped revenue sources currently not used by the Village which can be implemented if needed.				
Team Members: Jon Batek and Joe Breinig with support by Executive Staff as needed.		Relates to Goal: Revenues – Maintain a Diverse and Stable Revenue Structure which will Sustain the Near and Long Term Needs of the Community		
Activity	Coordinator	Expected Completion Date	Resources Needed	Status
Identify major statutorily available untapped revenue sources.	Jon Batek	January 1, 2016	Staff Time	
Evaluate various factors associated with new revenue sources including relative stability, estimate of proceeds and future growth, and ease of implementation and administration.	Jon Batek	January 1, 2016	Staff Time	
Present findings in a Village Board workshop setting for discussion and possible subsequent action.	Jon Batek	February 1, 2016	Staff Time	
Make recommendations as appropriate based on findings and budgetary need.	Jon Batek	Annually by May 1 st	Staff Time	

Village of Carol Stream

GOAL: Budget Status

2016-2017 Village Board Strategic Goal Workshop

November 2, 2015

Desired Accomplishment:

Review and reassess the list of \$1.4 million of previously identified FY16 budget items which were encumbered at the start of the fiscal year in response to the Governor's threat to reduce the amount of LGDF funds shared with local governments by 50%. Categorize these items in terms one-time or recurring costs and make recommendations on items that should be unencumbered and completed within FY16 or deferred for future consideration during the preparation of the FY17 budget.

Team Members: Jon Batek and Executive Team

Relates to Goal:
FY16 Budget Status

<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Meet with department heads to discuss, evaluate and categorize the list of encumbered FY16 budget items.	Jon Batek	10/31/15	Staff Time	Completed on October 13, 2015.
Forward recommendations to the Village Board for review and subsequent action	Jon Batek	11/02/15	Staff Time	Recommendation forwarded to the Village Board on October 15 for consideration at the November 2 Village Board meeting.

Village of Carol Stream

GOAL: Economic Development

2016-2017 Village Board Strategic Goal Workshop

November 2, 2015

Desired Accomplishment: <i>Annexation of strategic properties in the Southwest Planning Area</i>				
Note: Assignment of team members and activity coordinators to be determined upon receipt of direction from the Village Board and budgeting of necessary resources.				
Team Members: Don Bastian, others to be determined.		Relates to Goal: Economic Development		
Activity	Coordinator	Expected Completion Date	Resources Needed	Status
Work with the owner(s) of strategic properties in the Southwest Planning Area to extend corporate boundaries to be contiguous with properties already subject to pre-annexation agreements	Don Bastian	Underway	Staff time	Actively working with one interested strategic property owner.
Complete the annexation of one or more strategic properties	Don Bastian	Spring 2016	Staff time; possible budget allocation; Village Board action	Should be able to accomplish annexation of above-referenced property by Spring 2016; however, achieving this schedule is not completely under Village control. A portion of the necessary budget allocation is budgeted in the FY15/16 budget. May need to roll forward to FY16/17.
Complete the annexation of additional properties already subject to pre-annexation agreements	Don Bastian	Spring 2017	Staff time, possible budget allocation; Village Board action	

Village of Carol Stream

GOAL: Economic Development

2016-2017 Village Board Strategic Goal Workshop

November 2, 2015

Desired Accomplishment: <i>Continue to meet the needs of existing businesses</i>				
Note: Assignment of team members and activity coordinators to be determined upon receipt of direction from the Village Board and budgeting of necessary resources.				
Team Members: Don Bastian, others to be determined.		Relates to Goal: Economic Development		
Activity	Coordinator	Expected Completion Date	Resources Needed	Status
Consider options for obtaining feedback from businesses (e-mailed questionnaire or survey monkey)	Don Bastian, CD staff	Spring 2016	Staff time	
Re-evaluate processes and procedures requiring businesses to interact with Village government to determine whether improvements can be made	All Department Heads	TBD	Staff time	
Develop and maintain an industrial business-focused communications piece (Economic Development or Business-focused Facebook page??)	Don Bastian, CD staff	Summer or Fall 2016	Staff time; Department Head input and participation	
Annual business event (with Choose DuPage funding match) targeted toward key segments of Carol Stream's business community	Don Bastian, CD staff	Annual	Staff time; (multiple departments); Budget allocation (\$3,000)	

Village of Carol Stream

GOAL: Economic Development

2016-2017 Village Board Strategic Goal Workshop

November 2, 2015

Desired Accomplishment: **Create an Economic Development presence on the Village's website (www.carolstream.org)**

Note: Assignment of team members and activity coordinators to be determined upon receipt of direction from the Village Board and budgeting of necessary resources.

Team Members: Don Bastian, others to be determined.		Relates to Goal: Economic Development		
Activity	Coordinator	Expected Completion Date	Resources Needed	Status
Research other municipal Economic Development websites for ideas for best practices i.e. layout, types of content	Don Bastian, CD staff	Spring/ Summer 2016	Staff time	Work has started
Develop conceptual layout for Economic Development webpage, including sources for webpage information	Don Bastian, CD staff	Summer/ Fall 2016	Staff time; IT Department assistance	
Build draft Economic Development webpage offline; review internally; present to Village Board at workshop session	Don Bastian, CD staff	Fall/Winter 2016/2017	Staff time, IT Department assistance	
Go live with Economic Development webpage; promote to businesses (through annual business event, FB page, other)	Don Bastian, CD staff	Spring 2017	Staff time, possible assistance from IT staff	

Village of Carol Stream

GOAL: Branding/Public Relations

2016-2017 Village Board Strategic Goal Workshop

November 2, 2015

Desired Accomplishment: Improve External Communications Program				
Team Members: Chris Oakley, Joe Breinig, Department Heads & Village Board of Trustees		Relates to Goal: Branding/Public Relations		
Activity	Coordinator	Expected Completion Date	Resources Needed	Status
Hold a Village Board Workshop to discuss prior history and identify specific sub-goals (including but not limited to logos, slogans, signage, and means of communication)	Chris Oakley/Joe Breinig/Village Board	December 2015	Staff Time	
From Workshop identify specific areas/tasks to be addressed	Chris Oakley	December 2015	Staff Time	
Develop budget(s) for the identified tasks	Chris Oakley	January 2016	Staff Time	
Initiate requests for consulting services as necessary	Chris Oakley	Spring 2016	Staff Time	
Present recommendation(s) for consultants to assist with desired activities	Chris Oakley	May 1, 2016	Staff Time	
Develop budget(s) for FY18 tasks/initiate requests for consulting services as necessary/present recommendations for consulting services as desired	Chris Oakley	December 2016 – April 2018	Staff Time	

Village of Carol Stream

GOAL: Technology/Technology Improvement Plan 2016-2017 Village Board Strategic Goal Workshop

November 2, 2015

Desired Accomplishment: Redesign the website improving the user experience and aligning it with the Village branding initiative.				
Team Members: Marc Talavera, Bob Mellor, Jim Knudsen, Jon Batek, Caryl Rebholz, Ed Sailer, Don Bastian, Phil Modaff		Relates to Goal: Website Redesign		
Activity	Coordinator	Expected Completion Date	Resources Needed	Status
Gather Statistics <ul style="list-style-type: none"> Demographic Information Site Usage Statistics 	Marc Talavera/ Jim Knudsen	11/01/2015	Staff Time	
Perform Survey	Marc Talavera/ Chris Oakley	5/1/2016	Staff Time / Consultant	
Compile survey results	Marc Talavera/ Chris Oakley	6/15/16	Staff Time / Consultant	
Determine the composition of the community focus group.	Marc Talavera	7/29/2016	Staff Time/ Consultant	
Determine the charge of the focus group	Marc Talavera/ISSC	8/15/2016	Staff Time/ Consultant	
Send out invitations to participate in Focus Group	Chris Oakley?	8/30/2016	Staff Time/ Consultant	
Gather the input from the two focus groups. 1) Community Focus Group 2) Village Board	Marc Talavera	9/13/2016	Staff Time/ Consultant	
Develop alternative solutions for implementation	Marc Talavera	11/30/2016	Staff Time	
Develop Budget Recommendation & Funding Parameters	Marc Talavera/ ISSC	1/30/2017	Staff Time	

Desired Accomplishment:
Redesign the website improving the user experience and aligning it with the Village branding initiative.

Team Members:
 Marc Talavera, Bob Mellor, Jim Knudsen, Jon Batek, Caryl Rebholz, Ed Sailer, Don Bastian, Phil Modaff

Relates to Goal:
Website Redesign

Activity	Coordinator	Expected Completion Date	Resources Needed	Status
Present Recommendations to Village Board (Workshop)	Marc Talavera	2/19/17	Staff Time	
Include project in proposed budget	Marc Talavera	5/1/17	Staff Time	
Implementation of solution	Marc Talavera/ISSC	10/30/2017	Staff Time / Consultant	

Village of Carol Stream

GOAL: Technology/Technology Improvement Plan 2016-2017 Village Board Strategic Goal Workshop

November 2, 2015

Desired Accomplishment: Technology Improvement Plan				
Team Members: Marc Talavera, Bob Mellor, Jim Knudsen, Jon Batek, Caryl Rebholz, Ed Sailer, Don Bastian, Phil Modaff		Relates to Goal: Technology Improvement Plan		
Activity	Coordinator	Expected Completion Date	Resources Needed	Status
The departmental project sponsor submits a completed project submittal form to the IS Strategic Steering Committee (ISSC) for adoption consideration.	Marc Talavera/ISSC	Concurrent with budget process	Staff Time	
Evaluate the merit of all submissions and approves appropriate projects through consensus.	Marc Talavera/ISSC	Concurrent with budget process	Staff Time	
Determine the project prioritization through the project submittal form.	Marc Talavera/ISSC	5/01/2016	Staff Time	
Establishes the project timeframes for project completion.	Marc Talavera/ISSC	5/01/2016	Staff Time	
Submit the technology improvement plan to the board for consideration (budget)	Marc Talavera	05/01/2016	Staff Time	

Village of Carol Stream

GOAL: Infrastructure

2016-2017 Village Board Strategic Goal Workshop

November 2, 2015

Desired Accomplishment: All Village infrastructure GIS inventoried, assessed and analyzed per the Inventory & Condition Assessment Plan. Use the information to develop CIP projects and maintenance schedules which are funded and programmed.				
Team Members: Jim Knudsen, Phil Modaff, Bill Cleveland		Relates to Goal: Infrastructure - Maintain Village assets in a reliable condition with minimized risk of failure at a reasonable cost without overburdening future generations.		
Activity	Coordinator	Expected Completion Date	Resources Needed	Status
Inventory & Condition Assessment Plan	Jim Knudsen Phil Modaff	11/30/15	Staff Time	
Asset & Operations Management Program (AOMP) Selection	Jim Knudsen Phil Modaff Marc Talavera	12/31/15	Staff Time Consultant	Currently in progress.
AOMP Implementation	Jim Knudsen Phil Modaff Marc Talavera	8/1/16	Staff Time Consultant Software Hardware	
Field Mobility Implementation	Adam Frederick Marc Talavera	8/1/16	Staff Time Consultant Software Hardware	Purchase of field equipment to begin shortly. Full implementation to be conducted with AOMP implementation.
Inventory & Condition Assessment Plan Implementation Roadway Management System Program	Bill Cleveland	10/30/15	Staff Time Consultant	

Desired Accomplishment:

All Village infrastructure GIS inventoried, assessed and analyzed per the Inventory & Condition Assessment Plan. Use the information to develop CIP projects and maintenance schedules which are funded and programmed.

Team Members:

Jim Knudsen, Phil Modaff, Bill Cleveland

Relates to Goal:

Infrastructure - Maintain Village assets in a reliable condition with minimized risk of failure at a reasonable cost without overburdening future generations.

Activity	Coordinator	Expected Completion Date	Resources Needed	Status
Inventory & Condition Assessment Plan Implementation Water System Studies	Jim Knudsen Phil Modaff	9/30/15	Staff Time Consultant	Awaiting GIS water distribution system topology and networking. RFI/SOQ still must be prepared.
Inventory & Condition Assessment Plan Implementation Sanitary Sewer System Evaluation Studies	Phil Modaff Bill Cleveland	11/15/16	Staff Time Consultant	Bid documents under preparation for Trunk Sanitary Sewer. GIS stormwater management system topology and networking still needs to be completed.
Inventory & Condition Assessment Plan Implementation Stormwater Management Studies	Adam Frederick	7/1/16	Staff Time Consultant	Southeast Stormwater Study in progress. Westgate & Tubeway Drive Stormwater Study RFP prepared, awaiting GIS stormwater management system topology and networking.
Development of Maintenance Schedules	Phil Modaff	12/31/16	Staff Time	
CIP Project Identification, Funding & Programming	Jim Knudsen Phil Modaff	1/31/16	Staff Time	

AGENDA ITEM
#5 11-2-15

Village of Carol Stream
Interdepartmental Memo

TO: Mayor and Trustees

FROM: Joseph E. Breinig, Village Manager

DATE: October 22, 2015

RE: Video Gaming

Following extensive discussion and multiple public meetings on the topic, on August 6, 2012, the Village Board adopted Ordinance 2012-08-31 establishing video gaming in the community. Since enactment of Ordinance 2012-08-31, ten existing establishments have been licensed for video gaming. Forty-seven video gaming terminals are in operation at those establishments. To date, video gaming has operated without incident in the community.

Video gaming was initially authorized at the request of local establishments as a means of increasing business. As a result, no new establishments have been licensed despite numerous inquiries. Since the legalization of video gaming in Illinois, several establishments including Betty's Bistro, Penny's Place, Emma's Eatery and Stella's Place have come into existence. These restaurants have limited food and beverage menus offering video gaming in a café environment. These establishments have opened throughout the Chicagoland area. A Betty's Bistro exists at 1075 W. Army Trail Road in Bartlett.

Staff is requesting direction on responses to these inquiries. Specifically, whether the Mayor and Village Board are willing to entertain requests from these establishments. In considering this, it is important to remember that each establishment would require issuance of an additional liquor license because establishments must have a liquor license to be eligible for video gaming licensing. Since liquor licensing is a privilege and not a right in Illinois, the Mayor and Village Board have the ability to limit the number of new liquor licenses issued. This authority also enables the Mayor and Village Board to also limit the location(s) where additional video gaming is allowed. This could include restrictions greater than the statutory one hundred foot separation from schools or places of worship if desired.

At present, an expansion of video gaming may not result in additional revenue to the Village. Currently, local video gaming revenues are being held by the State as part of the ongoing impasse with the State budget. Until the State acts to appropriate the expenditure of these funds, their status remains uncertain. The Mayor and Village Board may want to entertain inquiries on possible expansion of video gaming in the community, but withhold action until the status of local video gaming revenues is certain.

Currently, the annual permit fee for video gaming is \$500 per terminal. The fee was established in 2012. Since that time, staffing costs have increased in excess of ten percent. Staff recommends an increase in the fee of ten percent to \$550 per terminal to reflect these increased costs. If the Mayor and Village Board concur, a recommendation will be presented at the November 16th Village Board meeting for action.

Expansion of video gaming and an increase in the permit fee will be placed on the agenda for the November 2nd Workshop meeting for discussion and direction.

JEB/dk