

SPECIAL COMMITTEE OF THE WHOLE MEETING

Community Room Thursday, November 1, 2018 6:00 p.m.

Present:

Mayor Brandt
~~Trustee Hancock~~
Trustee Leider
~~Trustee Servi~~

~~Village Attorney Simon~~
Finance Director/Treasurer Peterson
Chief of Police Leonas
Police Commander Covelli
Police Commander Watson

Trustee Grujanac
Trustee Harms Muth
Trustee McDonough
~~Village Clerk Mastandrea~~
Village Manager Burke
Public Works Director Woodbury
Assistant Village Manager/Community & Economic
Development Director Gilbertson
Assistant Public Works Director/Village Engineer
Dittrich

CALL TO ORDER

1.0 ROLL CALL

Mayor Brandt called the meeting to order at 6:17 p.m., and Village Manager Burke took the roll call.

2.0 ITEMS OF GENERAL BUSINESS

2.1 Finance and Administration

2.11 Fiscal Year 2019 Budget Workshop

- **General Fund Capital Projects**

Village Manager Burke reviewed highlights of the General Fund budget, including operating revenues and expenditures as well as General Fund reserves.

Village Manager Burke also reviewed the General Capital Fund including revenues and expenditures broken down by category.

Village Manager Burke summarized the categories by detail, beginning with Facilities. Facilities projects included painting, soffit repairs, and the Route 22 Emergency Access project into and out of Village Hall.

Village Manager Burke reviewed the Equipment category. Major purchases include vehicle equipment replacement related to 3 squads and a skid steer. Trustee Leider suggested the Village lease copiers/printers; Village Manager Burke replied the Village leases several of its copiers/printers based on the State joint bid/purchasing program.

Village Manager Burke reviewed Storm Water & Sewer projects. Assistant Public Works Director/Village Engineer Dittrich provided detail on the storm sewer capacity study, as it would include an analysis of all Village subdivisions to ensure proper drainage. Village Manager Burke reviewed other projects planned for 2019 such as detention basin construction and ditchline/detention projects. Trustee Leider asked if there was a way to have future developers share the cost of studies such as the storm sewer capacity analysis. Village Manager Burke and Assistant Public Works Director/Village Engineer Dittrich responded by saying the Village leverages developers to install storm water detention facilities on private property to eliminate future Village maintenance and repair requirements. Discussion ensued regarding responsibility of maintaining stormwater detention facilities.

Village Manager Burke reviewed the Parks capital projects, including North Park tennis court resurfacing, storage facility construction at North Park, and path connection enhancement. Mayor Brandt provided corridor enhancement detail on Milwaukee Avenue and the potential benefit to residents and hotel patrons. Assistant Public Works Director/Village Engineer Dittrich provided detail on the Lake County Division of Transportation bike path project connection to Daniel Wright Forest Preserve along Everett Road. Discussion ensued regarding the construction/maintenance of new and current bike paths.

Village Manager Burke reviewed Roadways capital projects including road reconstruction projects and associated engineering services.

Village Manager Burke reviewed vehicle replacements including three police vehicles.

Village Manager Burke reviewed Miscellaneous Capital projects including a document management system and a loader bucket scale to more accurately measure use of commodities.

○ **Water & Sewer Improvement Fund Capital Projects**

Village Manager Burke reviewed the Water & Sewer Fund capital budget. Projects included roof replacement of the East Side Reservoir, the Crosstown Watermain engineering and construction costs, and the emergency inter-connection to Buffalo Grove's water system.

Discussion occurred regarding potential connection fees associated with The St. James development, as well as redundancy within the water main system by connecting the southern and northern portions of the Village's system via possible improvements related to The St. James development.

Village Manager Burke reviewed the East Side Reservoir project in detail including issues needed to be addressed and potential roofing materials.

○ **Issues for Further Consideration**

Assistant Village Manager/Community & Economic Development Director Gilbertson reviewed office vacancy trends as a follow up item from the October 29, 2018 budget workshop.

Village Manager Burke reviewed the Senior Citizen Tax Credit program. Discussion ensued regarding the practicality of the program and its relation to the water subsidy program. It was the consensus of the Board to limit the program to those persons who participated in the program in 2018.

Village Manager Burke reviewed the Workers Compensation line item and clarified the change in allocation of the total expense budget between the General Fund, Water & Sewer Fund, and the Vehicle Maintenance Fund.

Village Manager Burke reminded the Board of their commitment to consider amendments to the Admissions tax during the budget workshops. Village Manager Burke reviewed projected changes to expand the definition to apply to certain entertainment and athletic activities. The Board directed staff to perform additional research on projected revenue from a change and/or expansion of the Admissions Tax.

Trustee Leider asked how the Village educates residents on the budget. Village Manager Burke replied the Village includes high-level information on the budget in its quarterly newsletter. Mayor Brandt asked staff to look at a separate mailer to residents encouraging them to provide their contact information to sign up for updates and alerts.

Trustee Leider inquired about installation of security cameras at Village parks. Chief of Police Leonas said the Village selectively uses deer cameras. Public Works Director Woodbury stated staff would investigate additional options.

3.0 ADJOURNMENT

Trustee Grujanac moved and Trustee Harms Muth seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 7:58p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Bradly J. Burke
Deputy Village Clerk