Minutes of the
Committee of the Whole/Priorities Session Meeting
Of
January 11, 2016

Attendees:

Mayor John Hucker
Trustee Richard Gust
Trustee Regina Miller
Trustee Don Jensen
Trustee Linda Sittig
Trustee Mark Ottersen
Trustee Larry Wells

Jon Kindseth - Administrator
Tracy Miracle – Assistant to the Administrator
Eugene Gross – Public Works Superintendent
Peggy McHugh – Finance Director
Jerry Nellessen – Community Dev. Director
Ken Marabella - Consultant

Roll call was taken and the meeting brought to order at 6:05 p.m.

Ken opened the meeting stating the purpose of this session is to establish the top three priorities and give clear direction to staff on what to focus on based on responses received from the Board. A power point presentation was prepared and Jon gave a review of the previous year's priorities.

Beginning with the question regarding the need to consider additional Sheriff's Dept services, the vote was 5 with no and 2 with yes. A suggestion was given to assess the current level of service including a needs analysis. A police tax referendum was voted 2 for yes with the suggestion to possibly placing this before residents to decide. The general property tax referendum was voted yes by 1 as well as other tax/fee options. The home rule option was voted 4 yes, 3 no. The three most desirable housing options were voted with 1 being single family modestly priced, 2 being single family upscale and 3 being condos modestly priced. A recommendation was that a consultation be done with realtors in the area to check on the marketability of upscale developments in Beach Park.

Updating the Comprehensive Plan was discussed with several items mentioned as inclusions into that plan such as updating business districts and residential and commercial zoned areas and redefining areas adjacent to the airport to facilitate commercial/industrial development. The Village Board recently passed a resolution accepting planning assistance services from the Chicago Metropolitan Agency for Planning (CMAP). Per Jon, CMAP makes suggestions and advises us on what we need to update, they do not do the update for us.

In regards to budget preparation for the upcoming fiscal year, it was suggested that the budget be prepared as normal, however check to see where we can reduce expenses. Per Mayor Hucker, it is important to give staff clear communication regarding items to include and/or eliminate.

Priorities for the Public Works Department for the next year include street paving, road maintenance and repair, flooding & drainage mitigation and continue to maintain and improve sanitary sewer system. Priorities for the next years include water/sewer extensions to residential as well as commercial sites, road repairs and water tower maintenance.

Economic Development priorities for the next year include marketing potential economic development sites and redevelopment opportunities on Sheridan Rd & other business corridors as well as TIF districts. Continued participation in the Lake County's Lakeshore Chamber of Commerce and continued code

enforcement on existing businesses. Three year priorities include the comprehensive plan update, reaching out to other communities to explore what economic development tools they may utilize and target specific businesses to market our activity.

Finance priorities for the next year include exploring new revenue streams, i.e. city sewage tax or other tax options, ensure that all programs and procedures are self-sustaining (track expense vs. revenue) and water/sewer rates – capital fund (building fund with intent). Year three priorities include maintaining our bond rating, increasing our investment returns and expanding our revenue streams.

Community Development priorities for year one include proactive & consistent code enforcement, developing procedures for weekend violations while remaining mindful of the balance between code violations & the value of strong community relations. Continuing to enhance, assess & tweak adjudication process, review current policies & procedures related to this process. Continue to review building codes & zoning regulations & consider updates as desired as it is important to stay updated & current with ISO. Year three priorities include the desire to share the value added to the community when all properties meet code & encourage voluntary neighborhood (code enforcement, property maintenance) improvements as well as continuing to enhance business corridors & neighborhoods.

Administrative Dept priorities include strengthening & building relationships with neighboring towns & expanding shared services. Continuing cross training for employees as well as the pursuit of grants in the next year. Year three includes updating software/hardware to improve efficiencies, liquidating unused ROW's as well as continuing to evaluate the use of consultants.

Priorities for Mayor & Council in year one include promoting relationships with other elected officials as well as investigate ways to support and show staff appreciation, Trustee Wells encourages staff input. Year three priority is to promote the Village via social media, i.e. facebook and twitter and include good news stories to identify staff appreciation. Trustee Jensen would like to see the Board agendas distributed earlier.

Police and Fire priorities include improving information sharing between the Lake County Sheriff's Office, Village Staff & Board, continue our contract with the LCSD & prepare for next round of contract negotiations (our current contract expires December, 2016) and budget appropriately for special detail needs. Year three priorities are to evaluate Sheriff's Department coverage & costs, review & enhance fire inspection policies & procedures and continue enhancements to annual fire/life safety inspections.

Parks & Rec priorities are to re-open dialog with Zion and/or Waukegan Park Districts to explore shared rec services, complete a cost benefit analysis – explore how to get the best use of our funds for P&R and continue to improve/enhance activities & festivals. Year three includes offering more amenities at new or existing parks & explore additional electric at Founders Park, exploring cost-sharing opportunities with Zion Park District & Waukegan and encourage staff to apply for grants as they have done so well with in the past. Trustee Sittig is in favor of a dog park.

Other priorities include developing a funding mechanism to support charitable causes such as matching funds or mix of public & private funds.
Per Jon, the capital budget worksheet attached is for FY 16-17 and also includes some items for FY 18 & 19. Some items listed are familiar because they have been discussed and included in previous budget years. Some items may be impacted by this evening's discussion. We are contracting with the County for sewer televising. Mayor Hucker questioned whether the verbiage for the emergency fund can be altered. Would like to consider utilizing the over-abundance of funds for the Talmadge Avenue culvert

replacement. Trustee Ottersen asks if we can modify our contract with RHMG regarding this culvert replacement. Staff will look into this and the emergency fund restrictions.

Meeting adjourned: 10:08pm