



**VILLAGE OF FOX LAKE
VILLAGE BOARD MEETING MINUTES**

STATE OF ILLINOIS, }
Lake and McHenry Counties, } SS.

Village of Fox Lake

At the regular Board Meeting, held in said Village and County in the State of Illinois at 6:30 p.m. on July 25, 2017 meeting was called to order by Mayor Schmit. The following official business was transacted:

1. Call to Order

Roll Call

Present Mayor Schmit: Village Clerk Moore, Village Attorney Teegen; Trustees: Murrey, Jensen, Stochl, Marr, Konwent and Koske.

Staff also in attendance: Anne Marrin, Laura Linehan, Donovan Day, Nick Warrner, and Stephanie Hannon.

2. Approval of Minutes

Trustee Konwent made a motion to approve the Village Board Meeting Minutes of July 11, 2017 as amended, seconded by Trustee Marr.

A roll call vote was taken as follows:

<i>Trustee Murrey</i>	<i>Aye</i>
<i>Trustee Jensen</i>	<i>Aye</i>
<i>Trustee Stochl</i>	<i>Aye</i>
<i>Trustee Konwent</i>	<i>Aye</i>
<i>Trustee Marr</i>	<i>Aye</i>
<i>Trustee Koske</i>	<i>Abstain</i>
<i>Motion Carried</i>	

3. Presentation and Approval of the Warrant

Trustee Stochl made a motion to approve the Expenditures/Warrants/ Transfers for July 25, 2017 in the amount of \$863,582.24, Seconded by Trustee Konwent.

A roll call vote was taken as follows:

Trustee Murrey Aye

Trustee Jensen Aye

Trustee Stochl Aye

Trustee Konwent Aye

Trustee Marr Aye

Trustee Koske Aye

Motion Carried

4. Special Business (Appointments, Swearing In Ceremonies, Proclamations)

A. Swearing In Ceremony-Cody Barker, Andrew Harlin

Police Commissioner Mike Trinski swore in the Village's newest police officer recruits Cody Barker and Andrew Harlin.

5. Village President's Report

Mayor Schmidt stated he wanted to express how proud he was of this Community. He stated that we come together in a time of crisis and help each other out. He further stated that the Village was very prepared and he is very proud of the Village Staff and Residents. Mayor Schmidt stated the water will be above flood stage for at least a couple of more weeks. Mayor Schmidt stated that the Village is going to have a "We Survived the Flood" Volunteer Appreciation and National Night Out on August 1, 2017.

6. Village Administrator's Report

Village Administrator Anne Marrin thanked the Village Board for their support of Staff during the entire flood event. She further stated that we did open the EOC and it helped get out information to the Community in a timely fashion. Village Administrator Marrin thanked all of the department heads, Fox Waterway and Fox Lake Fire Department District for their help during flood event. There was an emergency E-blast in conjunction with the E-newsletter. Assistant Village Administrator Laura Linehan put together a page dedicated only to providing flood information so members of the Community could get the most updated information.

Administrator Marrin stated the Village is working with Lake County Emergency Management. They were able to provide, through the State of Illinois, teams of inspectors to come out assist the Village with the inspections and assessments of damaged properties.

Flood assessment packages were submitted and the Village has confirmation of their submittal. Ms. Marrin stated that the Village is still working on a debris removal plan. Administrator Marrin stated that they are asking the public to bring the sand bags to Public Works. Administrator Marrin stated that information continues to be posted on the website, Facebook.

Administrator Marrin stated that the Village received a grant through Metropolitan Mayors Caucus and ComEd for the Police Department. The money will go through a mobile Incident Command Unit.

7. Village Attorney Report

There was no Village Attorney's report.

8. Village Treasurer's Report

A. May 2017 Report.

Finance Director Stephanie Hannon stated that the Village is currently \$4,300 ahead of last year in net income. Income is \$4,144 lower than last year which is reflective of local taxes, vehicle sticker sales, license fees and building and zoning fees being lower than the prior year offset by higher inter-fund services charges. Expenses are \$8,444 lower than last year due to a delay in paying the bi-annual insurance bill offset by the first principal payment on the GO debt certificate, Series 2014B.

The Village is currently \$135,065 ahead of budget for the month of May, 2017. Income is ahead of budget by \$28,831 in local taxes, garbage fees, interest income and building and zoning fees offset by lower vehicle sticker and license fee revenues.

Director Hannon further stated that the Illinois State budget impact to the Village in FY2017-18 is anticipated to be a \$179,890 reduction in revenue. The reduction is comprised of \$102,566 in lower income tax revenues, \$11487 in a PPRT Payment diversion, and a 2% reduction in sales tax revenue of \$65,837 related to a 2% reduction in sales tax revenue of \$65,837 related to a 2% in sales tax revenue of \$65,837 related to a 2% collection fee being imposed by the State.

Expenditures are under budget by \$106,234. The Village is under budget in all departments which is attributable to the timing of the expenditures. Expenditures are anticipated to be at budgeted levels.

The Village is forecasted to have a deficit balance of \$1,539,573 at the end of FY2017-18. The Village will be utilizing unrestricted available funds to pay for the deficit balance.

B. Fiscal Impact of the State FY2018 Budget.

Finance Director Stephanie Hannon presented to the a Power Point presentation providing information related to the State of Illinois Budget passage and its impact to the Village of Fox Lake.

Director Hannon stated that the impact to a Village is a reduction in revenues project for FY2017-18 of \$178,890. The amount is comprised of \$102,566 in lower income tax collections, \$11,487 in PPRT payment diversion, and \$65,837 related to a 2% collection fee imposed on sales tax collections.

Ms. Hannon stated that it is recommended that the Finance Department monitor current revenue and expenses compared to the budget provide recommendation for revenue sources and department directors review and prioritize expenditures.

9. **Preliminary Audience Comments (on Agenda Items Only)**

There were no preliminary audience comments.

10. **Motion to Recess to Committee of the Whole Meeting**

Trustee Jensen made a motion to recess into the Committee of the Whole, seconded by Trustee Marr. All were in favor. Motion Carried.

A. Strategic Planning Team Reports

1. Infrastructure

There was no report from the Infrastructure Committee

Next Infrastructure Strategic Planning Team meeting will be held in the Village Hall Board Room on Wednesday, August 2, 2017 at 8:30 a.m.

2. Marketing

Laura Linehan, Assistant to the Village Administrator gave an update of the projects in progress. They are as follows:

- Continue to work on several items including logo design for upcoming events, Mobile Phone App and poster/flyer design and implementation.
- Develop a form for design requests
- Staff is locating several brand style guide examples from both corporations and municipalities.

Next Marketing Strategic Planning Team meeting will be held in the Village Hall Board Room on Thursday, August 3, 2017 at 10:30 a.m.

3. Communication/Public Outreach

Jimmy Lee, Police Chief stated the team met on July 10 at 2:00p.m. At that time they discussed the current social media sites utilized by the Village; analytics associated with social media accounts, current contract with Ripple Communications and drafted a list of questions for a resident communication survey. Chief Lee stated staff is still gathering draft questions for a customer service survey and they are working with multiple departments to develop and tailor to each department's needs.

Chief Lee gave an update of the projects in progress. They are as follows:

- Updating and utilizing communication tools such as Facebook, website and E-newsletter.
- Staff developed an emergency e-newsletter entitled "Fox Lake Emergency Updates."
- Staff is working with the Villages Civic Plus Account Manager to determine the current state of our website contract and determine if a redesign is possible.

Next Communication/Public Outreach Strategic Planning Team meeting will be held in the Village Hall Board Room on Monday, August 7th at 2:00 p.m.

4. Economic Development

Community Development Director Donovan Day stated that the Economic Development Strategic Planning Team met on June 28, 2017 and ranked tactics under each objective into short, mid and long-term goals. Mr. Day stated that in the next meeting the Economic Development Planning Team will review the rankings of each tactic and begin the process of establishing costs associated with accomplishing each objective/tactic. He further stated that the Team will be reviewing Design Guidelines from other communities and proposing a set of design guidelines to the Village board for their consideration. Mr. Day gave an update of the projects in progress. They are as follows:

- **Events:**
 - Jim Green will be playing at the Community Garden of Fox Lake on July 29th from 6:30p.m to 8:00p.m. Chain O'Lakes Brewing Company will be on site serving three different types of craft beers.
 - "Light the Way"-Downtown Art Installation. Lighthouse kits were delivered on June 23, 2017. They will be picked up on July 24th and installed in the downtown area along Grand Avenue from August to October. Thank you to Lucky Bernie's and Dunkin Donuts for sponsoring this year's downtown art installation with each covering half of the thousand dollar cost of materials.
- **New Businesses:**
 - Lucky Bernies-1 Nippersink Blvd.
 - Chain O'Lakes Beans-Location TBA.
- **Upcoming Village Board Agenda Items:**
 - Dunkin Donuts-Special Use to operate a drive through.
 - Able Storage-Special Use, rear yard setback and lot coverage variance.
 - Ray CDJR-Special Use, Motor Vehicle Storage.

Next Economic Strategic Planning Team meeting will be held in the Village Hall Board Room on Wednesday, August 23rd at 4:00 p.m.

5. Recreation

Nick Warner, Director of Parks and Recreation stated that the Recreation Planning Team met on Thursday July 20, 2017 at 10:30 a.m. and discussed Lakefront Main Room fees, park policies, security and potential programs at the Lakefront Park. Mr. Warner gave an update of the projects in process. They are as follows:

- Rods on Rollins-July 29, 2017 at 4:00p.m at Millennium Park.
- Music in the garden with Jim Green-July 29, 2017 6:30p.m.-8:00p.m at the Community Garden. Craft beer will be sold by Chain O'Lakes Brewery.

- National Night Out and Movie by the Lake (Lakefront Park) on August 1, 2017. National Night out starts at 6:00p.m.and the movie will start at dusk.
- Venetian Night at Dockers Restaurant.
- Land and Lake Days will take place on August 19 & 20.

Next Recreation Strategic Planning Team meetings will be held in the Village Hall Board Room on Thursday, August 10, 2017 at 10:30a.m.

6. Technology

Village Administrator Anne Marrin gave an update of projects in progress on behalf of Jimmy Lee, Police Chief. They are as follows:

- Developing model for equipment replacement
- Ordering additional IPADS for remaining Elected Officials.
- Working on new phone RFP and Specs.

Next Technology Strategic Planning Team meeting will be held in the Village Hall Board Room on Thursday, July 20, 2017 at 4:00 p.m. and Thursday, August 17, 2017 at 4:00p.m.

11. **New Business**

- A. An Ordinance Authorizing the trade in of miscellaneous equipment owned by the Village of Fox Lake, to Alexander Equipment Company Inc. towards the purchase cost of a new chipper.
- B. Special Use Permit for FNC Real Estate Entity LLC – Dunkin Donuts drive-thru.
- C. Façade Improvement Grant Application – Lucky Bernie’s
- D. Special Use Permit Request – Self Storage Facility
- E. Residential Plan Review Services Agreement

12. **Old Business**

There was no old business.

13. **Items to be Removed from Consent Agenda**

Item B, C and D.

14. **Motion to Adjourn from Committee of the Whole and reconvene Village Board Meeting**

*Trustee Konwent made a **motion** to adjourn from Committee of the Whole and reconvene Village Board Meeting, seconded by trustee Marr. All were in favor. **Motion carried.***

15. **Consent Agenda**

All items listed on the Consent Agenda are considered to be routine by the Village Board and will be enacted by one motion. There will be no separate discussion of these items unless a Trustee so requests, in which event the item will be removed from the general order of business and considered under the Approval of Exceptions.

A. Resolutions

1. Resolution 2017-R-29 Authorizing the Mayor and Village Administrator of the Village of Fox Lake to Accept and thereby sign a Plan Review Services Agreement with Daniel Streit.

B. Ordinances

1. Ordinance 2017-33, an Ordinance Authorizing the trade in of miscellaneous equipment owned by the Village of Fox Lake, to Alexander Equipment Company Inc. towards the purchase cost of a new chipper.

C. Motions

1. Motion to approve the Special Use Permit for FNC Real Estate Entity LLC to operate a drive-thru at 8 S Route 12 in Fox Lake, Illinois.
2. Motion to approve the Façade Improvement Grant application for Lucky Bernie's in the amount of fifty-percent of the total project or two thousand, nine hundred sixteen dollars (\$2916.00) in an amount not to exceed the maximum grant amount of four thousand dollars (\$4,000.00).
3. Motion to Approve the Special Use Permit allowing a self-storage facility at 24 Hillside Drive the requested rear yard set variance from thirty feet (30') to ten feet (10') and the lot coverage be increased 10% contingent upon Chain-link fencing not permitted within front yard setback and trees in public right-of-way must remain.

Trustee Jensen made a motion to move that items A 1 and B 1-2 be established as the Consent Agenda for this meeting by unanimous vote, seconded by Trustee Murry.

A roll call vote was taken as follows:

<i>Trustee Murrey</i>	<i>Aye</i>
<i>Trustee Jensen</i>	<i>Aye</i>
<i>Trustee Stochl</i>	<i>Aye</i>
<i>Trustee Konwent</i>	<i>Aye</i>
<i>Trustee Marr</i>	<i>Aye</i>
<i>Trustee Koske</i>	<i>Aye</i>

Motion Carried

Trustee Konwent made a motion that the consent agenda as established by the prior motion be passed, seconded by Trustee Jensen.

A roll call vote was taken as follows:

<i>Trustee Murrey</i>	<i>Aye</i>
<i>Trustee Jensen</i>	<i>Aye</i>
<i>Trustee Stochl</i>	<i>Aye</i>
<i>Trustee Konwent</i>	<i>Aye</i>
<i>Trustee Marr</i>	<i>Aye</i>
<i>Trustee Koske</i>	<i>Aye</i>

Motion Carried

16. Approval of Exceptions

Trustee Murry made a motion to approve the Special Use Permit for FNC Real Estate Entity LLC to operate a drive-thru at 8 S Route 12 in Fox Lake, Illinois, seconded by Trustee Jensen.

A roll call vote was taken as follows:

Trustee Murrey Aye
Trustee Jensen Aye
Trustee Stochl Nay
Trustee Konwent Aye
Trustee Marr Aye
Trustee Koske Aye
Motion Carried

Trustee Murry made a motion to approve the Façade Improvement Grant application for Lucky Bernie's in the amount of fifty-percent of the total project or two thousand, nine hundred sixteen dollars (\$2916.00) in an amount not to exceed the maximum grant amount of four thousand dollars (\$4,000.00), seconded by Trustee Jensen.

A roll call vote was taken as follows:

Trustee Murrey Aye
Trustee Jensen Aye
Trustee Stochl Aye
Trustee Konwent Aye
Trustee Marr Aye
Trustee Koske Aye
Motion Carried

Trustee Marr made a motion to table the motion to approve the Special Use Permit allowing a self-storage facility at 24 Hillside Drive to the following Village Board meeting, seconded by Trustee Konwent.

A roll call vote was taken as follows:

Trustee Murrey Aye
Trustee Jensen Aye
Trustee Stochl Aye
Trustee Konwent Aye
Trustee Marr Aye
Trustee Koske Aye
Motion Carried

17. For the Good of the Order

Trustee Stochl expressed some of his concerns with the Dunkin Donuts drive through.

Trustee Marr stated that he was grateful for all of the people from other towns coming out to volunteer and help flood victims in Fox Lake. The Village Board expressed their gratitude to the many communities such as Grayslake, Lakemoor, Wauconda to name a few that supplied manpower and equipment to help flood victims in Fox Lake.

18. Audience Comments

Resident Tom Manson of Fox Lake expressed to the board his concerns regarding the Dunkin Donuts drive through. He stated that the owner of Dunkin Donuts has been working with him and other residents who Mr. Manson believes will be impacted by the drive-through. Mr. Manson stated he would like to see appropriate signage put up to protect residents who live on the street behind where the proposed drive through will be located.

19. Executive Session - Land Acquisition and Personnel Matter

Trustee Jenson made a motion to retire into executive session at 7:45 P.M. for a land acquisition matter to include Village Administrator Anne Marrin, Assistant Village Administrator Laura Linehan, Community Development Director Donovan Day, Stephanie Hannon and Attorney Howard Teegen, Seconded by Trustee Konwent. All were in favor. Motion carried.

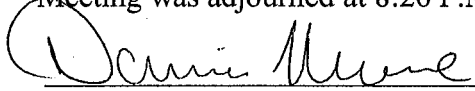
20. Possible Motion Coming out of Executive Session

There were none.

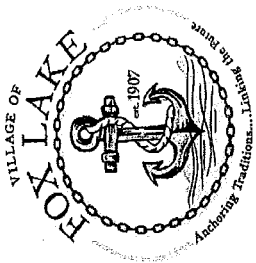
21. Adjournment

Trustee Stochl made a motion adjourn the meeting seconded by trustee Marr. All were in favor. Motion Carried.

Meeting was adjourned at 8:26 P.M.



Danice Moore, Village Clerk



Village Board Meeting

Meeting Sign In

Date: 7/25/17

Name		
Tom MASON		