

**VILLAGE BOARD
AGENDA
66 Thillen Drive
Board Room
October 24, 2017 6:30 p.m.**

1. Call to Order

A. Pledge of Allegiance

B. Roll Call

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

Staff also in attendance: Anne Marrin, Laura Linehan, Police Chief Jimmy Lee, Nick Warner, Donovan Day, Kealan Noonan and Ryan Kelly.

2. Approval of Minutes

A. Village Board Meeting Minutes for October 10, 2017

Trustee Koske made a motion to approve the Village Board Meeting Minutes of October 10, 2017 as amended, seconded by Trustee Konwent. All were in favor. Motion Carried.

3. Approval of the Warrant

A. Approval of Warrant October 24, 2017

Trustee Marr made a motion to approve the Expenditures/Warrants/ Transfers for October 24, 2017 in the amount of \$610,812.63, Seconded by Trustee Jensen.

A roll call vote was taken as follows:

<i>Trustee Murrey</i>	<i>Not Present</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>
<i>Motion Carried</i>	

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

There were none.

5. **Village President's Report**

There were none.

6. **Village Administrator's Report**

Village Administrator Anne Marrin stated that she attended the state of Metra meeting that took place on Thursday October 19, 2017. She stated that Metra is proposing a budget of 797.2 Million dollars which includes fare increases as well as cuts in service. She further stated that the capital budget includes a \$30,000,000 project for Fox Lake. Administrator Marrin stated that our Metra station is currently updating the signal system. Metra will install power switches in Libertyville, Grayslake and Fox Lake. Administrator Marrin noted that this is the first major improvement Metra has done on the Fox Lake line in decades and that the Village is very happy about this improvement.

Administrator Marrin further stated that to enhance on-time performance and be compatible with the power switches being installed in Fox Lake, Metra will be replacing the antiquated relay-based system that controls the switches and signals at Rondout with modern solid-state technology. Administrator Marrin explained that what this technology is, is a way for the front runner cars to be able to detect if anything is on the tracks and can slow the train down before they get to that point. Administrator Marrin noted that this a huge investment for Metra and it will be mean that there will be some cuts in service, not in Fox Lake, but there will be cuts in service in Lake Forest and Libertyville. Administrator Marrin stated that we will continue to see these different lines, some things being added and some things being taken away, after 2018 as they go into their capital improvement budget through 2020 and she stated that she would keep the Board informed of such changes.

7. **Village Attorney Report**

Attorney Teegen stated the Village will be publishing a notice for a hearing in regards to the property located at the corner of route 134 and route 12, to amend the annexation agreement in accordance with what was discussed at the last Village Board meeting.

8. **Village Treasurer's Report**

Village Administrator Anne Marrin gave the Treasurer's report on behalf of Finance Director Stephanie Hannon. Administrator Marrin stated that the Village is currently \$229,453 behind last year in net income. Income is \$70,925 lower than last year which reflects the loss of Real Estate Taxes related to the Fire District of \$661,585 offset by PARC grant revenue of \$398,050, Income Tax Revenue of \$25,523, Building Permits of \$26,686, Garbage Fees of \$12,774, and service charges of \$95,734. Expenses are \$158,528 higher due to the first principal payment on the GO debt certificate, Series 2014B, final payment of \$430,285 on Park Renovation project and the purchase of land in the amount of \$127,168, additional sworn officers than the prior year offset by taxes not being paid to the Fire District of \$738,552.

The Village is currently \$500,218 ahead of budget through the month of August, 2017. Income is ahead of budget by \$150,273 in local taxes, income and sales taxes, garbage fees, public safety fines and fees, interest income and building and zoning fees offset by lower park fees related to programs and delay in the SRO payment. Expenses are \$349,945 lower than budgeted in all departments. \$88,307 is attributable to healthcare savings expenses occurring later in the calendar year, electricity cost savings, delay in hiring of public works director and new police officers, and lower than budgeted police related legal fees.

Administrator Marrin further noted the Village has begun to receive checks from the State for the Parc Grant.

9. Preliminary Audience Comments (on Agenda Items Only)

There were none.

10. Motion to Recess to Committee of the Whole Meeting

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

A. Strategic Planning Team Reports

1. Infrastructure

Ryan Kelly, Director of NWRWRF stated that the Infrastructure Strategic Planning Team last met on October 4, 2017. Mr. Kelly gave an update of the projects in process and new business. They are as follows:

- Trotter Engineering is in the process of obtaining permits and preparing the interconnect phase II final design services project for bidding, construction and start-up.
- Public Works is working with contractors to obtain quotes to assess HVAC systems on the Police Department and Village Hall buildings.
- Groundwater was noticed seeping through a section of the 1st stage pump station. Trotter Engineering has inspected the site and will provide a condition assessment.
- In regards to the Tall Oak roof leak, staff is moving forward with budgeted repairs.

Next Infrastructure Strategic Planning Team meeting will be held in the Village Hall Board Room on Wednesday, November 1, 2017 at 8:30 a.m.

2. Marketing

Assistant Village Administrator Laura Linehan stated that the Marketing Strategic Planning Team last met on October 4, 2017. Ms. Linehan gave an update of the projects in process and new business. They are as follows:

- The first marketing event form has been submitted by Parks for an upcoming theater trip to see Wicked. Staff will implement, and determine if any changes need to made.
- The Marketing Strategic Planning team is looking forward to the Boards direction regarding the website redesign. Currently, the website does not match the Village's current brand and color pallet. Ms. Linehan informed the Board that if they have any questions regarding the vision for the website to please contact members of the Marketing Strategic Planning Team.

Next Marketing Strategic Planning Team meeting will be held in the Village Hall Board Room on Wednesday, November 2, 2017 at 10:00 a.m.

3. Communication/Public Outreach

Police Chief Jimmy Lee stated that the Communication/Public Outreach Strategic Planning Team last met on October 17, 2017. Chief Lee gave an update of the projects in process and new business. They are as follows:

- The Communication Survey is live with over 110 responses. Chief Lee stated the Team is moving things forward by passing out more of the survey responses that the staff can input. He further stated that the Team has met the Chamber of Commerce and have given them the information about the survey. Sgt. Monson and Commander Deservi attended the Senior Luncheon and passed out additional surveys.
- Chief Lee stated that the Team is looking at ways to get out more information to the local newspapers.
- Chief Lee stated that the Board should have the proposal for the CivicsPlus. Chief Lee stated that staff is recommending the proposal and he ask if the Board and questions regarding the proposal. There were none.

Next Communication/Public Outreach Strategic Planning Team meeting will be held in the Village Hall Board Room on November 15, 2017 at 2:00 p.m.

4. Economic Development

Economic Development Director Donovan Day stated that the Economic Development Strategic Planning Team last met on September 27, 2017. Director Day stated at last meeting the Team went over the purposed sign ordinance, design guidelines and parking lot design landscaping guidelines. Director Day gave an update of the projects in process and new business. They are as follows:

- Menards phase I and phase II plans have been approved.
- Dunkin Donuts has submitted their building plans and those are currently being reviewed by Staff. Director Day stated that the Dunkin Donuts would like to get foundation in before the snow falls.

- Ray Chrysler Jeep Dodge & Ram completed soil testing for the front portion of their new structure.
- Culvers is progressing as planned.
- The restaurant that is going in on 13 Nippersink Blvd has begun building out.
- Able Storage is looking to get a special use permit for the expansion allowing for the expansion of their business.

Next Economic Development Strategic Planning Team meeting will be held in the Village Hall Board Room on October 25, 2017 at 4:00 p.m. Director Day stated that at the next meeting the Team will be reviewing the permit fee structure to make it more efficient and easier to understand by both Staff and Residents.

5. Recreation

Director of Parks and Recreation Nick Warner stated that the Recreation Strategic Planning Team last met on October 12, 2017. Director Warner gave an update of the projects in process and new business. They are as follows:

- Team is working on reviewing current and future marketing practices and how the Village can increase marketing. Director Warner stated that Assistant Village Administrator Laura Linehan has been creating all of the current flyers for the upcoming events.
- Director Warner stated that the Team discussed at last meeting how to get more sponsorship for Village events.
- Team discussed upcoming events such as Holiday Parade and Halloween Howl.
- Director Warner also stated the Team touched on the possibility of road closure at the Lakefront Park. Director Warner stated the Parks department is going to do further research on the feasibility and pros and cons of the potential road closure. He further stated that this topic will come before the Recreation Team as an agenda item for the November meeting.
- Director Warner also went through a list of upcoming Village events. For a full list of Village events please visit <http://www.foxlake.org>.

Next Recreation Strategic Planning Team meeting will be held in the Village Hall Board Room on October 24, 2017 at 10:00a.m

6. Technology

Police Chief Jimmy Lee stated that the Technology Strategic Planning Team last met on October 17, 2017. Chief Lee gave an update of the projects in process and new business. They are as follows:

- The Cloud Based PBX System and Hardware Request for Proposal (RFP) was released on October 17, 2017 and was sent to eight companies. Full BIDS are due November 15, 2017, with several mandatory steps such as a letter of intent and onsite visit.

- The Technology Strategic Planning Team began discussing several items related to the installation of security cameras at certain areas. Staff will begin to research potential costs and feasibility for cameras in a number of areas. Chief Lee stated that this would be a budgetary issue.

Next Technology Strategic Planning Team meeting will be held in the Village Hall Board Room on November 15, 2017 at 3:00p.m

11. New Business

- A. Collective Bargaining Agreement FOP Telecommunicators
- B. Bike Path Easement and Crossing Improvement Agreement
- C. Ordinance 2017-47, an Ordinance Authorizing the Sale of Miscellaneous Motor Vehicles owned by the Village of Fox Lake, at a Public Online Auction to be conducted by the Obenauf Auction Service, Inc.
- D. Ordinance 2017-48, an Ordinance Amending various sections of the Village Code related to Fines and Penalties.
- E. Special Use Permit and Variance Request – 24 Hillside Drive
- F. Website Redesign and Annual Support
- G. Proposed Sign Regulations
- H. Brownfield Coalition
- I. Ordinance 2017-49, an Ordinance amending Sections 7-3-6 F and 7-4-4 E of the Village Code Related to Deferral of Connection Fees.

12. Old Business

- A. Ordinance 2017-46, an Ordinance Amending Chapter 1 of Title 8 of the Village Code of the Village of Fox Lake Related to Motor Vehicle Stickers.

13. 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 Koske. All were in favor. Motion carried.

14. Items to be Removed from Consent Agenda

- 1. Motion to Accept the Planning and Zoning Commission Recommendation and Adopt the Proposed Sign Regulations.

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-46, a Resolution Authorizing the Mayor to sign and approve a Collective Bargaining Agreement between the Village of Fox Lake and the Illinois FOP (Telecommunicators) for the period of May 1, 2017 – April 30, 2021.
- 2. Resolution 2017-R-47, a Resolution Approving a Bike Path Easement and Crossing Improvement Agreement with Metra for Sayton Road.

3. Resolution 2017-R-48, a Resolution to Join the Lake County Brownfield Coalition.
4. Resolution 2017-R-49, a Resolution Approving a Service and License Agreement with CivicPlus for Website Redesign Services and Annual Support, Maintenance and Hosting Services.

B. Ordinances

1. Ordinance 2017-46, an Ordinance Amending Chapter 1 of Title 8 of the Village Code of the Village of Fox Lake Related to Motor Vehicle Stickers.
2. Ordinance 2017-47, an Ordinance Authorizing the Sale of Miscellaneous Motor Vehicles owned by the Village of Fox Lake, at a Public Online Auction to be conducted by the Obenauf Auction Service, Inc.
3. Ordinance 2017-48, an Ordinance Amending various sections of the Village Code related to Fines and Penalties.
4. Ordinance 2017-49, an Ordinance amending Sections 7-3-6 F and 7-4-4 E of the Village Code Related to Deferral of Connection Fees.

C. Motions

1. A Motion to Approve the Special Use Permit to allow a self-storage facility at 24 Hillside Drive and the requested rear yard setback variance from thirty feet (30') to ten feet (10') and the lot coverage increase by ten percent (10%) from the required twenty-percent (20%) to a maximum of thirty-percent (30%) with the following contingencies: chain-link fencing is restricted within the front yard setback and trees located in the public right-of-way shall remain.

Discussion regarding the landscaping around the proposed self-storage facility ensued. Trustee Marr recommended additional landscaping and plantings for screening. Trustee Marr asked that the special use be amended with the stipulation of the petitioner add four to five medium sized scrubs to screen the buildings. The petitioner stated he didn't want to block his building, however he stated that he would consider adding additional plantings.

The petitioner and Trustee Marr agreed to meet and reach an agreement as to additional plantings through a "gentleman's agreement."

Trustee Jensen made a motion to move that items A 1-4, B 1-4 and C 1 be established as the Consent Agenda for this meeting by unanimous vote, seconded by Trustee Konwent.

A roll call vote was taken as follows:

<i>Trustee Murrey</i>	<i>Not Present</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>Not Present</i>
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17. **For the Good of the Order**

Mayor Schmit stated that he was contacted by the Developer Gammoley from LaGrange. Mayor Schmit stated that the developer is interested in building 350 single story quad units for the approximately 75 acres on the Fox Lake County Club property. Mayor Schmit informed the Board that the Developer is asking for incentives such as TIF status and private roads to be turned over to the Village. Board members discussed the pros and cons of such and development and concluded that they would need more information before making any decision at this time.

18. **Audience Comments**

There were none.

19. **Executive Session**

Executive Session - Land Acquisition and Approval of the Executive Session Minutes

Trustee Jensen made a motion to retire into executive session at 7:46p.m. for a Personnel matter to include Village Administrator Anne Marrin, Assistant Village Administrator Laura, Police Chief Jimmy Lee and Attorney Howard Teegen, Seconded by Trustee Marr. All were in favor. Motion carried.

20. **Reconvene the Village Board Meeting.**

Trustee Konwent made a motion to reconvene the Village Board Meeting. Seconded by Trustee Marr. All were in favor. Motion Carried.

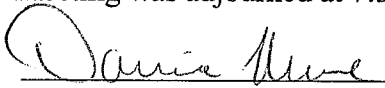
21. **Possible Motion Coming out of Executive Session**

There were none.

22. **Adjournment**

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

Meeting was adjourned at 7:57 P.M.



Danice Moore, Village Clerk