

MINUTES
SPECIAL COMMITTEE OF THE WHOLE MEETING
Thursday, September 1, 2011

Present:

Trustee Brandt	Trustee Feldman
Trustee Grujanac	Trustee McDonough (Arrived 7:25)
Trustee Saltiel	Trustee Servi
Mayor Blomberg	Village Clerk Mastandrea
Manager Irvin	Director of Community Development McNellis
Director of Financial Systems Roelker	Director of Public Works Hughes
Police Chief Kinsey	Village Attorney Simon
Village Treasurer Curtis	

Location: Village Hall, Public Meeting Room, One Olde Half Day Road, Lincolnshire, Illinois 60069

ROLL CALL

Mayor Blomberg called the meeting to order at 7:08 p.m. and Village Manager Irvin called the Roll.

2.0 ITEMS OF GENERAL BUSINESS

2.1 Finance and Administration

2.11 Consideration and discussion of Goals for Fiscal Year 2012 and Budget Discussion (Village of Lincolnshire)

Village Manager Irvin presented an overview of the 2011 goals and objectives and staff provided detailed updates on several goals and was asking for direction from the Village Board prior to proceeding any further with these goals. First is the Business Recruitment and Retention Goal. Staff is recommending that it be continued and added into the

updated Economic Development Strategic Plan. However, staff is looking for direction on the future of the Business Task Force. Director of Community Development McNellis advised the Board that attendance had fallen off requiring the cancellation of several meetings. Staff requested feedback from the eight members on the Board and only three members responded; suggesting that the group meet quarterly rather than monthly. Trustee Saltiel indicated that the retail and corporate members have different objectives and it has been difficult to get larger corporate entities in the Village interested in participating. The meetings have become more of a forum for them to learn what is going on in the Village, similar to the Mayor's Council of Presidents. The Board thought that quarterly meetings made sense. Director of Community Development McNellis advised the Board that he would bring back any additional feedback that he received from the members.

There was a general discussion about development and ways to create a place that families and children could get together. City Park provides some of this, but it is difficult to get there without driving. A Farmers Market was held at The Village Green years ago, as well as evening concerts. Director of Community Development McNellis informed the Board that staff asked the new owners of The Village Green to consider these events again and stated that staff would follow up with them. Trustee Saltiel said that The Village Green needs new tenants to draw people back to their center. Trustee Feldman said that she would like to continue this discussion in the future.

The second goal is the Community Rating System. Village Manager Irvin said that we are suggesting that this be moved to a long term goal for 2012. Director of Public Works Hughes said that the new regulations that governed this program have been delayed until next year. Trustee McDonough asked how many residents were impacted by flood insurance. Director of Public Works Hughes said there are about 110 properties and savings on insurance premiums is realized when the Village achieves a lower classification. Director of Public Works Hughes advised the Board that most of the work to be done is staff time and not outside dollars. Village Manager Irvin suggested that if the cost to obtain a lower classification became more than necessary, we would bring it back for discussion.

The third item is the proposed changes to our Water Metering System. Director of Public Works Hughes provided background on the study and advised the Board that our current system of remote readers was being discontinued. While we have about two years worth of water meters, we will need to eventually upgrade our system. Staff is recommending a five year program to add electronic devices to our meters that sends the readings to hand or truck mounted receivers. The readings are then

downloaded directly into our billing system. It is estimated that we could save about .87 FTE when the system is completed, allowing this time to be spent in other utility areas. The Village Board discussed the options and the consensus was to consider the five year plan outlined in the report. There was discussion on whether to start with the commercial meters or residential ones and staff will analyze this further. There will be more discussion during the 2012 budget meetings.

Village Manager Irvin provided a summary of current budget projections. He advised the Board that Fiscal Year 2010 had ended much better than previously estimated with a positive swing of \$475,000. The current ratio of revenues and expenses is 103% with a reserve balance of \$8.15 million. Early forecast for Fiscal Year 2011 indicates that we could increase reserves by another \$500,000. These additional funds could be used for capital projects or perhaps transferred into the Water and Sewer Improvement Fund for either the water meter project or other improvements. Mayor Bloomberg asked if we transferred funds into the Water and Sewer Improvement Fund, could it be transferred back if it was needed by the General Fund? Director of Financial Systems Roelker advised that this would depend on how it is structured. It would be safer to transfer only the amount necessary for projects each year or pay for them directly from the General Fund.

The next goal is Stormwater Management and the study on creating a Stormwater Utility. Village Manager Irvin advised the Board that staff is not recommending that we pursue a Stormwater Utility, but we have the information available for future reference. Trustee Saltiel said he believed the fees obtained through this concept were more like a tax. Mayor Bloomberg asked if the storage pond for the Village Hall had been cleaned as it is heavily vegetated and may not be adequate for its intended use. Director of Public Works Hughes indicated that we have a number of ponds to maintain and she will look into this one.

Director of Public Works Hughes updated the Village Board on the status fo the Corridor Enhancement Plan and ITEP Grant. Due to difficulties in getting Lake County approval for the Riverwoods Road Project, staff is recommending that we use the grant funds to landscape the Route 22 medians near Westminster Way and Milwaukee Avenue. Director of Public Works Hughes advised that due to easement issues there would be limited improvements along Riverwoods Road. The Board requested landscape plans for the Route 22 medians. It was the consensus of the Board to discuss this issue further at the Budget Review Meetings with other capital projects.

Village Manager Irvin gave an overview of the suggested goals for 2012. Trustee Saltiel asked if there were any dream projects that were not on the list that staff was interested in. Village Manager Irvin said that staff

wanted to focus on getting capital projects that had been deferred in recent years completed next year. Director of Public Works Hughes said that she had been receiving some complaints on general maintenance and was hopeful we could increase the level of maintenance next year. Director of Public Works Hughes also described a new street pavement analysis program that could enhance our ability to repair streets. Director of Community Development McNellis indicated that we would likely need to upgrade our building permit software program and Village Manager Irvin advised that we were also looking at enhancements to our website including a customer service friendly Question and Answer Program and Request for Service Program. Trustee Saltiel requested information on the number of hits the Village website receives.

Village Manager Irvin also said that staff is investigating the Electricity Aggregation Program and will be bringing more information back to the Village Board. Trustee Servi suggested that we obtain information from other communities that have begun this program.

Director of Public Works Hughes provided a draft outline of the September 13th meeting with Commonwealth Edison. It was decided that it should be a Special Committee of the Whole meeting with presentations by the Village Staff, Commonwealth Edison, an opportunity for resident comments and time for residents to meet individually with ComEd representatives.

6.0 EXECUTIVE SESSION

7.0 ADJOURNMENT

Trustee McDonough moved and Trustee Feldman seconded the motion to adjourn. The voice vote was unanimous and the Mayor declared the meeting adjourned at 8:55 p.m.

Respectfully submitted,

Barbara Mastandrea
Village Clerk