

**MINUTES**  
**SPECIAL COMMITTEE OF THE WHOLE BUDGET MEETING**  
**Thursday, November 10, 2011**

Present:

Trustee Brandt	Trustee Feldman (Arrived at 7:20)
Trustee Grujanac	<del>Trustee McDonough</del>
Trustee Saltiel	<del>Trustee Servi</del>
Mayor Blomberg	<del>Village Clerk Mastandrea</del>
Village Manager Irvin	Director of Community Development McNellis
Director of Financial Systems Roelker	Director of Public Works Hughes
Police Chief Kinsey	<del>Village Attorney Simon</del>
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 7:00 p.m. and Village Manager Irvin called the Roll.

**ITEMS OF GENERAL BUSINESS**

Finance & Administration

**Workshop regarding the Fiscal Year 2012 Budget (Village of Lincolnshire)**

Village Manager Irvin said updates were provided in the packet from questions that were brought up at the last budget meeting of November 3, 2011. There is clarification in regards to the Professional Service Agreement prices and some of the prices have gone down. There was a question with regard to the mileage of the police cars and the information in the packet will show that the Village is right on target in 2012 for the vehicles being sold. Additional information was provided from Director of Public Works Hughes in relation to the Route 22 medians. Village Manager Irvin said that the current budget did not include dug outs at North Park but if the Board wanted to pursue this, Director of Public Works Hughes provided four options that could be discussed.

**Capital Budget Summary**

**Police Department**

- A. Radio System Replacement - This number has dropped from the original since the Village received better updates from Chicago Communications. The amount changed from \$254,000 to \$160,000. Village Manager Irvin said that the new system would go hand in hand with getting the Fire District to come back to the Village with dispatch services. Digital Systems were brought up and it was

discussed that other users are not currently on digital and it would not make sense to change since the digital system would not be compatible.

- B. Evidence/Property - There is a proposed number in the budget to get moving shelves for property storage, similar to the file storage shelves currently used in Community Development.

### **Common Expense Items**

- A. Server Replacements - Current equipment is nine years old.
- B. AV - Cable re-broadcasting equipment to be replaced. The Village will be phasing out cassette recordings in exchange for flash drives.

### **Geographic Information**

Workstations - Current equipment is six years old. The cost for this is \$3,000.

### **Streets**

- A. Erosion Control Projects - Engineering
  - 1. Chicago River - 42" Storm sewer that is by Sutton Place is eroding and there is potential danger of losing the parking lot.
  - 2. Lincolnshire Creek - Creek under Lincolnshire Drive which is affecting a telephone pole and electrical boxes.
- B. Cul-de-sac Enhancement - This is a \$5,000, four-year program and is a continuation project that started in 2007. This project has been deferred for several years. Trustee Brandt suggested we contact the Garden Club to see if they could help with this project. Director of Public Works Hughes said she would contact the Garden Club.
- C. Street Repairs - The contract is \$175,000. Street resurfacing will include Lincolnshire Drive, the cul-de-sacs' on Surrey Lane and Briarwood.
- D. Radio Replacement - Most radios need to be replaced.
- E. Skid Steerer - Proposal to replace this equipment with a mini-loader.
- F. Truck Broom - The equipment sits on the front of the truck as a snow plow would to remove brush and light snow. Trustee Saltiel asked how long the broom would last. Director of Public Works Hughes said the broom would last approximately two years with heavy use, and seven to ten years with light use.
- H. Traffic Striper - This equipment has been rented in the past, but there are a limited number to rent. Trustee Saltiel asked what this would be used for. Director of

Public Works Hughes said this would be used for striping all crosswalks on Village streets.

- I. Pavement Marking - This is a different type of striping than what the traffic striper would be used for and is a requirement for Route 22.

### **Parks and Grounds**

These budget items are primarily for the replacement of equipment and repairs at existing parks. Trustee Brandt asked if the Park Board had prioritized the list. Director of Public Works Hughes said the Park Board had seen the list but did not input on it. It was agreed that these items need to go back to the Park Board to prioritize for next year.

The dug outs were discussed. Trustee Brandt asked for the recommendation of Director of Public Works Hughes. Director of Public Works Hughes said option two or three would be ideal. Trustee Brandt suggested the Village go back to LSA and let them know what the consensus of the Board is and ask for a contribution. Trustee Saltiel suggested that this go back to the Park Board to get recommendation and take the recommendation back to LSA for their support with the project.

### **Environmental Services**

- A. Corridor Enhancement Program - The request to change the ITEP funding for the Route 22 corridor plan has been made and we have received preliminary approval from staff.
- B. Spring Lake and Florshiem - Spring Lake is related to trees and Florshiem is related to replacement of boardwalks. Trustee Brandt and Trustee Grujanac asked if the Boy Scouts could help with any of these projects. Director of Public Works Hughes said the boardwalk could be an ideal project for the Boy Scouts.

### **Buildings**

Director of Public Works Hughes briefly summarized most of the budget items.

- A Replacement of the HVAC System - The replacement would include replacing aged parts and it would be partially done next year. Trustee Saltiel asked why the Village would not replace the HVAC system in its entirety. Mayor Blomberg stated that it might be more cost affective to replace parts. Director of Public Works Hughes said staff would look into the cost of replacing the entire unit.

### **Water and Sewer Improvements**

Money was transferred from the General fund in order to make the improvements.

- A. Automated Meter Reading Program - This will be the first year for the program.
- B. SCADA Replacement - The first part of the contract will be approved at the

November 14, 2011 Board Meeting.

Director of Public Works Hughes briefly summarized all other items.

### **Street Resurfacing**

This is the MFT portion that the Village is proposing to use the extra \$30,000 revenue received this year and extra payment next year as part of the Capital Budget.

### **TIF Fund for Cell Tower Relocation**

American Tower has submitted for their building permit, they provided a cost estimate and given the specifications for the decorative fence. ComEd has completed their portion of the underground utilities and AT&T still needs to complete their portion. The budget number has been rounded to \$400,000.

### **Special Service Area for Traffic Signal**

As previously discussed, the number for this traffic signal is high. IDOT submitted plans to be approved with the upgrades that were requested. We are still waiting for the revised IGA from IDOT. Village Manager Irvin will check on the status of the agreement.

Trustee Brandt requested that a mailing be done in regards to the Connect CTY and e-mail blasts encouraging residents to go to the website. Village Manager Irvin said that staff would work on a special mailing.

Mayor Grujanac said the Boy Scouts were coming to the Regular Village Board Meeting on Monday, November 14, 2011 and would like to thank them for all of their help.

Trustee Feldman asked for an update on sales tax. Village Manager Irvin said sales tax is running 20% - 25% higher than last year and since the recommendation last year, the Village has been able to do some improvements and will be able to do more things in the future.

Trustee Brandt asked if numbers were received for Taste of Lincolnshire. Village Manager Irvin said the net revenue in 2011 was \$5,400 and ticket sales were down 1/3 from 2010 to 2011, but had not seen a request for Village sponsorship for 2012.

### **ADJOURNMENT**

Trustee Grujanac moved and Trustee Feldman seconded the motion to adjourn. The voice vote was unanimous, and the Mayor declared the meeting adjourned at 8:41 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea  
Village Clerk