

Minutes

**Village of Deer Park
Special Board of Trustees Meeting
Tuesday, February 7, 2012 at 7:00 p.m.
Deer Park Vehe Barn
23570 W. Cuba Road, Deer Park, Illinois 60010**

1) Pledge of Allegiance

A Special Meeting of the Board of Trustees of the Village of Deer Park was held on February 7, 2012, 7:00 p.m. at Vehe Barn, 23570 W. Cuba Road, in the Village of Deer Park, in the Counties of Lake and Cook, Illinois. President Kellermann called the meeting to order at 7:00p.m. Village Officials and guests recited the Pledge of Allegiance.

2) Roll Call and Determination of a Quorum

Upon Roll Call, the following were present: President Kellermann, Trustees Olson, Thomason, Sands, Czarnik and Denny. Trustee Finley entered the meeting at 7:34 p.m.

Other Village Officials present included Village Administrator Connors, Clerk Schroeder, and Treasurer McAndrews.

3) Approval of Agenda

4) Public Comments – Sign up prior to meeting on sign-in sheet on podium; 5 minutes time limit

This meeting is a limited public forum for public comments, but any statement made and/or opinions expressed therein do not necessarily reflect the views of the Village but represent only the views of the persons making such statements and/or presenting such opinions who are solely responsible for the content thereof.

Betsy Glorch expressed her concerns with the condition of the park in Hamilton Estates Subdivision.

5) Reports &/or Recommendation(s) from Village President, Trustees, Administrator, Treasurer and Clerk

A. Village President Kellermann

i) Introduction

President Kellermann distributed financial charts of the 2010 Status of the Road Program which included a draft of 10 year/15 year Road Program Cost Summary.

President Kellermann overviewed the financial documents and the cost summary.

B. Trustee Sands – Roads & Drainage

i) Review of 2013 Village Street Resurfacing Program

Trustee Sands noted that the Village Road Program was created in 2003 and amended in 2008. Trustee Sands indicated that the program was designed based on the pavement rating scale (PRS).

Trustee Sands distributed a detailed, colored map outlining the Village 5-Year Road Program for the fiscal year.

Trustee Sands pointed out the current and upcoming road improvement projects in the Old Farm Subdivision and Chapel Hill Subdivision. Trustee Sands further explained the future year program will continue to use the PRS to determine the priority roads and work throughout the Village.

Trustee Sands answered questions from the Board regarding the Street Resurfacing Program.

President Kellermann pointed out that there are several roads in the Village that have never been resurfaced.

President Kellermann noted that the Village referendum of an additional one-quarter sales tax was promised to the resident to be used on Village road improvements for an estimated annual total of \$400,000.

Trustee Sands noted that the presented plan is more aggressive based on the engineer's estimates.

There was general discussion regarding the Rainbow Road Grant Application. Trustee Sands pointed out that the budget amount does include the Rainbow Road project. Trustee Denny noted that the cost for the Rainbow project may have been inadvertently doubled in the draft budget. Trustee Denny noted that he corrected the project entry to reflect the correct estimated cost.

Trustee Denny asked Trustee Sands if the Board should allocate funds for the Rainbow project in the case the grant is not received in a timely manner.

Trustee Sands explained his conversation with State Senator Duffy regarding the process of the grant application pertaining to the Rainbow project.

Trustee Sands noted that he was informed that the grant application was approved and pending when the funds would be released. Trustee Sands noted that he was optimistic the funds would be received this spring and further recommends saving funds for this project.

There was general discussion regarding the options for improvements for the Hamilton Estates Subdivision. The improvement plans will be reviewed with the subdivision residents.

Trustee Sands further explained the proposed program costs for the upcoming budget.

The Board commended Trustee Sands for his presentation and supporting documents.

Trustee Finley entered the meeting at 7:34 p.m.

C. Trustee Thomason – Parks & Recreation

i) Overview of Parks & Recreation Budget

ii) Discussion of Five-Year Improvement Plan

Trustee Thomason overviewed and discussed the Parks and Recreation Budget and Five-Year Improvement Plan.

Trustee Thomason noted his conversation with Besty Glorch of the Hamilton Estates Homeowner's Association on improvement plans for Hamilton Park and he further recommended contacting other subdivision Homeowner Associations to discuss improvement plans for their parks.

Trustee Sands pointed out the flooding concerns in Hamilton Park and asked if the plans outlined is the best use for that park. Trustee Thomason noted that there will be more options available. Village Administrator Connors explained the requirements of the storm water management for the easement of that site which has to retain a certain amount of water.

Trustee Thomason noted the intention of the Park Improvement plans is to clean up all the parks; fix/repair equipment; cut down dead landscaping; start annual maintenance and then start to work on improvements. At this time, Trustee Thomason pointed out the “On-Going Items” then “Major Improvements” as noted on his proposed 5-year plan.

Trustee Thomason mentioned there are two interested investors to build and pay \$250,000 for a baseball field in Town Center. Trustee Thomason pointed out the proposed allocated funds for additional baseball expenses.

President Kellermann suggested that the \$119,000 for the Vehe outbuildings and \$60,000 for Village signage come out of the Tourism Fund.

There was discussion regarding the outbuildings. Trustee Thomason noted the most northwestern building needs a new roof. It was noted that the condition should be evaluated and he noted that it would be worth doing.

Trustee Olson noted that the Tourism Committee could pay for half of the roof project. Trustee Olson further noted that the machine building estimate of \$48,000 could be reduced and the chicken coop is \$13,000 for repair cost. Trustee Olson noted that the Vehe prairie path upgrade would be discussed later in the meeting. Trustee Olson expressed his opinion that the outbuildings need to be addressed.

Trustee Thomason suggested doing the minimum repairs on the outbuildings and make them presentable or get rid of them. Trustee Thomason indicated that we would get a better price if the repair work is packaged together.

Trustee Sands suggested creating a self-guided tour around the Vehe property and asked to inquire with Red Seal Developers (Deer Park Estates) about creating an access with D’Angelo Park. Trustee Thomason noted that he did put that into the proposed budget.

Trustee Olson suggested access to D’Angelo Park from Long Grove as the edge is wider and less grading would have to be done.

Trustee Thomason suggested that maybe the Lake County would help with the access project to D’Angelo Park since they are widening the road. Administrator Connors recommended contacting Lake County to ask about the project. Trustee Thomason note that he would make the contact with the County.

D. Trustees Finley & Olson

Trustee Finley referenced her e-mail sent earlier in the day with attachments regarding Tourism Budget/Vision and Tourism Event Calendar.

Trustee Finley explained the Tourism Committee vision is to support and promote more visitors to Deer Park; beautification and develop common areas.

Trustee Finley indicated that several retailers attended the last Tourism Committee and shared their ideas.

President Kellermann noted that communication with DDR marketing director was that Deer Park Town Center has their own marketing plans and many of their tenants are national.

Trustee Finley implied that the Tourism Committee is helping with and partnering with the retailers.

Trustee Sands pointed out an example in the Town of Gurnee where they give one million dollars to help support the retailers.

Trustee Finley explained the items listed on the proposed Deer Park Tourism Event Calendar that attached with her e-mail. Trustee Finley explained a planned Shopping Day Event. Retailer and DDR request that we help advertise it.

Trustee Denny expressed his concerns with using public funds on a narrow set of retailers to help them make a profit.

Trustee Thomason suggested the use of Tourism funds for the “Ladies Night Out”.

Trustee Finley explained the paper Progress would advertise all retail merchants. The paper would also be available at the Hampton Inn and other hotels.

Trustee Finley also introduced the idea of Senior Bus Tours. Letters would be sent out along with a coupon book.

Trustee Denny expressed his support for broad-based community programs.

Trustee Finley provided a brief update on the activity status of the courtesy van at the Hampton Inn.

Trustee Finley noted that Tourism Committee member Jan Koe suggested using golf carts to commute patrons to the stores. There was discussion regarding the liability of such service and the Trustees were not in favor of the use of a golf cart.

Trustee Czarnik asked Trustee Finley how the courtesy van services are being gauged to determine if successful. Trustee Finley explained this will be determined at the end of the fiscal year since that is the end of the trial period. However modifications have been made in reviewing initial results.

Trustee Finley asked about getting a trolley from the RTA. The Board was in favor of pursuing getting a trolley for the Village.

Trustee Finley provided a Farmer's Market update. Trustee Finley mentioned beautification/unification for the shopping center by upgrading the floral areas. Trustee Denny expressed concern with improving private property. Trustee Finley noted that there would need to be an agreement with the property owner and that we help fund it.

President Kellermann noted that he didn't think that the Village could put maintenance programs with DDR on their property. Trustee Finley noted that the Tourism Committee was approached by DDR for assistance. Trustee Denny asked what would keep Brunswick Bowling from requesting landscape improvements from the Village. Trustee Finley suggested offering grants for assistance.

Trustee Olson noted that he favors helping to promote businesses.

Trustee Sands suggested creating a walking path on Vehe Farm property.

There was general discussion regarding the 5K race event. Trustee Olson noted that the name of the 5K race was changed to the Deer Park 5K Race.

Trustee Olson led in the discussion regarding leasing the Hamilton commercial land use development. Trustee Olson suggested contacting the hotel to discuss leasing the vacant land and create a path to Deer Park Town Center and/or use for the Farmer's Market. Trustee Sands pointed out that Hamilton Parkway is a private road. Trustee Olson suggested that the Village could lease the land recommended funding for infrastructure projects.

Trustee Finley discussed other items such as expanding winter lighting and, brass signage for the retailers. President Kellermann noted that kind of signs are not allowed in PUD areas.

Trustee Sands expressed his concern for the very unsafe crossing between the two malls. Trustee Sands suggested crossing with the light at Long Grove and Rand roads. Administrator Connors noted that he would investigate a cross walk at Long Grove and Rand roads.

Trustee Finley highlighted ideas for development of commercial areas would include connecting perimeter walking path.

Trustee Czarnik noted the path stops at Quentin Road. Village Administrator Connors noted that the Village has not paid for the existing walking paths in the Village. Administrator Connors indicated that he would investigate if there are any plans for pathway plans with the County.

Trustee Denny noted that all initiatives costs have been entered in the draft budget.

E. Trustee Czarnik – Planning, Development & Zoning

Trustee Czarnik suggested lower amounts of signage as a strategy to control costs and recommended starting with four Village signs at a cost of \$15,000 each.

Trustee Sands commended Trustee Czarnik for his Village Sign Proposal signage document that he presented at the last Board meeting.

Trustee Denny expressed his support for a classy monument sign.

Trustee Czarnik noted the cost of \$20,000 to update the Village's sign ordinance as proposed by B&F Technical.

Trustee Sands asked about the fence ordinance. Trustee Czarnik suggested reviewing the sign ordinance and then the fence ordinance will be addressed.

President Kellermann briefly mentioned that while at the Plan Commission meeting on February 6th, it was the consensus of the Commission to work on the Village Sign Ordinance and he further recommended working with B&F Technical.

Trustee Sands reiterated his suggestion to review the Village fence ordinance. President Kellermann suggested allocating \$55,000 for both the fence ordinance. Trustee Czarnik recommended not working on both ordinances at the same time.

Village Administrator Connors pointed out the sign ordinance is technical and the fence ordinance is more of a policy. Administrator Connors noted that both sign and fence ordinances need to be reviewed and there are two different processes.

Trustee Czarnik suggested allocations in the proposed budget for four Village Newsletters and postage costs.

Trustee Sands suggested promoting e-mailing Village newsletters electronically. Trustee Czarnik noted that it was his understanding that a list of e-mails could be a FOIA item and he is investigating this service. Trustee Finley recommended the possibility of using the CTY resident roster.

F. Trustee Denny – Finance/Public Safety

i) Review of Budget Calendar

ii) Overview of Draft 2012-2013 Budget Proposal and Initiatives

Trustee Denny briefly reviewed the draft budget calendar and proposed draft 2012-2013 Budget Proposal and Initiatives.

Trustee Denny led in the discussion regarding the General Fund-Revenues of the proposed budget. Trustee Denny pointed out that the yellow highlighted items on the draft budget indicate items that have been revised.

There was discussion regarding the projected budgeted amount for the Red Light Violations and Trustee Sands suggested a lower amount.

Trustee Denny noted that he spoke with Red Light representatives and noted that the light timing is regulated by the State. Trustee Denny further noted that he did speak with former Police Chief and was informed the intersection has been safer.

Trustee Denny briefly mentioned another revenue source to adopt a vehicle impoundment policy. Trustee Denny noted that he is still working on this and would introduce the draft to the Board at another time.

There was discussion regarding the Rainbow and Middlefork Roads fund. There was general discussion regarding the EJE Mitigation cost. President Kellermann pointed that this grant is for the CN RR matters to help bring aid to the residents.

Trustee Finley suggested decreasing the Groot Recycling Rebates to \$12,000 given a reduction in rebate levels due to changes in the commodity costs.

Trustee Denny pointed out the budgeted amount for upgrading the Village office system software and computer system upgrades.

Trustee Thomason asked about member dues and subscriptions. President Kellermann questioned the BACOG renewal for membership and expressed his support for IML membership. Trustee Olson pointed out BACOG's challenges with budget cuts.

There was general discussion regarding BACOG's membership. Trustee Sands recommended discussion for a Board of Trustee meeting.

There was general discussion regarding mosquito abatement program and whether or not there is any value in the program.

There was general discussion regarding the Village office construction. Trustee Denny noted that he spoke with the Police Chief and was informed that the police officers need a restroom to use since they cannot leave the jurisdiction while on duty. Trustee Denny suggested installing an electronic lock pad on the Vehe Barn door and give access to the officers to use the restrooms. President Kellermann asked to table this matter for further discussion.

There was general discussion regarding concerns with the Village Office security. Trustee Denny expressed concern with the employee's safety especially consider a potential for the impoundment program. This to be revisited at future meetings.

Trustee Denny explained the MFT Funds are paid out of the restricted cash while before it was taken out of the General Fund. Trustee Denny explained the General Fund is a non-restricted. Trustee Denny suggested doing the same with Park Funds.

Trustee Czarnik asked if some of the events would be held in 2013. Trustee Thomason explained his chart is in calendar year, not fiscal year.

Trustee Denny explained after all the expenditures there is a \$250,000 excess. Trustee Denny suggested another budget meeting in two weeks or in March.

Trustee Sands asked to add a place holder of \$150,000 for the Rainbow Road project. Trustee Denny noted that would be reflected in the draft budget.

6) Adjournment

President Kellermann entertained a motion to adjourn at 9:45 p.m.

Motion: Trustee Olson moved, seconded by Trustee Czarnik, to adjourn at 9:45 p.m.

Ayes: Thomason, Sands, Finley, Olson, Denny and Czarnik

Nays: None

Motion Carried. 6/0

Respectfully Submitted,

Elizabeth A. Schroeder
Village Clerk

Robert Kellermann
Village President

The Village of Deer Park is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the Village's facilities, are requested to contact the Village's ADA Coordinator at (847) 726-1648 promptly to allow the Village to make reasonable accommodations for those persons.