

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF GRAYSLAKE HELD OCTOBER 9, 2021

The Special Meeting of the Board of Trustees of the Village of Grayslake was called to order in the Board Room of the Grayslake Village Hall at 8:30 a.m. Mayor Taylor presiding.

Roll call: Trustees Jarvis, Waldenstrom, Davies, Shores, Magnetta, Dias - present.

Also present were Village Clerk Lee, various staff members and members of the public.

Mayor Taylor welcomed Board members to the special meeting to discuss 2022 capital planning and related items. He noted that this meeting is proceeding utilizing all recommended COVID-19 protocols.

Grayslake resident Pat Carey provided public comment on downtown outdoor dining and fencing and urged the Board to consider climate change in its decisions.

Mayor Taylor asked the staff to present information on CIP issues. Village Manager Ellis reviewed a list of discussion items including project information, financial information/CIP funding, multi-year capital planning and associated miscellaneous items.

Mr. Ellis then reviewed updated financial information including financial impacts of the COVID-19 pandemic. Overall, Mr. Ellis reported that our system of fiscal defenses, that have been part of the Village's financial planning for many years, have helped mitigate the financial impacts of the COVID-19 pandemic. While many communities have forecasted large budget impacts. The Village has had a minimal revenue impact overall due primarily to its income tax budget approach. Additional income tax dollars above budget and higher use tax revenues off-set much of the losses from high school officer payments (school closures), pool closure, commuter rail parking fees and the motor fuel tax. In aggregate the tracked revenues ended \$176,797 above budget for FY 20/21. He noted the revenue impact on sales tax revenues was minimal (-2%) and he reviewed data on the sales levels of eight business sectors from April 2020 through May 2021. He noted that those businesses hardest hit by the state imposed restrictions had improved performance as the various restrictions were eased. Some, like dine-in restaurants and gasoline, had serious declines in business during most phases and others, like grocery, had increased activity. Generally, those business sectors that saw higher sales, like grocery, began to return to sales levels closer to 2019 levels. Administrative Services Manager Chase Muscato described the June 2021 numbers showing most sectors had higher sales than in 2019, dine-in restaurants closer to 2019, and gasoline sales closer to 2019 levels after months of low sales.

Mr. Ellis reviewed major mid-year updates to the Village's financial forecasts including inclusion of the adopted FY 21/22 budget which lowered starting point baselines, updated capital project costs, and certain changes to some FY 21/22 shared revenue adjustments that increase revenues in the forecasting. He specifically described changes to income tax, sales tax and use tax estimates and described how the various changes favorably impacted our dependency of unpredictable shared revenues for General Operating Fund and Resurfacing Fund costs. In general the mid-year estimates reflect a solid strengthening of our financial position versus last spring. He noted that

capital revenues are projected to exceed the annual capital project selection dollar cap each year over the next ten years. He referred the Board to the provided preliminary update to the Extended Term Financial Plan (ETFP) for a 15-year outlook. He cautioned that relatively small changes can have a large statistical impact over the longer ETFP period, but the ETFP provides a good diagnostic tool allowing the Village to identify possible financial issues early to allow for adjustments as needed.

Mr. Ellis provided a brief review of the projections for the General Capital Project Fund and the Water & Sewer Capital Project Fund. He described how the annual project selection cap affects available capital funding. He reiterated that, as per typical approach, the projected FY 21/22 revenues included the expected additional income tax dollars. In the remaining years the projections assume 75% of possible income tax revenues each year. The Water and Sewer Capital Project Fund receives its revenues from developer connection fees so the projected balances are subject to actual building activity. As an example the financial forecasts include completion of the approved Lake Street Square subdivision but we have received no requests for this. The new approved townhome project will generate some revenues. We forecast little new non-residential since this is more unpredictable. This fund can act as a financial reserve for unexpected water/sewer system operating events since currently the water/sewer fund balance is below target.

Also discussed were recommendations for the use of dollars in excess of the General Operating Fund target balance. The Board discussed use of these funds and Trustee Jarvis made a motion to place a resolution on the upcoming Board meeting to authorize the transfer of \$100,000 to the Police Pension Fund and \$760,152 to the South Service Area Fund. Seconded by Trustee Davies. Roll call: Trustees Jarvis, Waldenstrom, Davies, Shores, Magnetta, Dias – all “aye”. Motion carried. Trustee Shores asked about the latest condition of the Police Pension Fund and Associate Village Manager Chris Sparkman relayed the latest figures include a higher funding ratio than the previous year.

Mr. Ellis noted that the Village continues to seek IDOT approval for construction of the path to Alleghany Park through IDOT right-of-way. Since this process is still underway design has not begun but engineering dollars are provided in the financial forecasts if we get IDOT approval. Updates were also provided on the emergency well project (now in service) and the South Service Area water projects (water tower/new CLCJAWA connection).

The Board discussed the expected installation of the new seasonal ice skating rink in Gelatin Park including its location and the use of permanent lighting and structures in the future. Promotion of the rink was suggested on appropriate Village websites. Trustee Davies made a motion to set the budget for the facility at \$105,000 including the rental lighting (\$4,500) and possible additional lighting/features. Seconded by Trustee Magnetta. Roll call: Trustees Jarvis, Waldenstrom, Davies, Shores, Magnetta, Dias – all “aye”. Motion carried.

The Board then discussed the previously selected electric car charging station project. Mayor Taylor reviewed information on income levels of electric car owners and the need for motor fuel tax offsets since electric cars use roads but not motor fuel. Trustee Jarvis relayed his conversations with Jewel about their stations, lack of use due to the charging time required versus the duration of visits at the store, and the option of relocating their station, along with Jewel advertising signage,

to downtown. Trustee Davies expressed concerns about this type of advertising downtown. Trustee Dias discussed the development of faster charging stations (Level 3) that might eventually be better in downtown due to quicker charging and suggested a Metra station might be a better location for the model approved previously. The consensus was to defer the purchase until Level 3 equipment is available with lower pricing and improved technology. The evolution of these systems will be monitored for eventual implementation.

Director of Public Works/Village Engineer Bill Heinz provided background on some projects on the Recently Identified Projects List starting with a native planting project and landscaping enhancement/replacement at various locations. He discussed the value of a site flood plain/wetland inventory for 18 acres of Village owned property on Center Street as a foundation for planning for the use of the site. He detailed possible Prairie Crossing regional trail adjustments and three locations for dredging to ensure the future operation of the stormwater systems in these areas. He noted that the maintenance of two of these areas was the responsibility of the park district and one area the forest preserve. Board members commented on helping the park district. Trustee Magnetta asked what would be the first priority among the dredging locations and Mr. Heinz reviewed each location and suggested the College Trail location would be his first choice. Trustee Waldenstrom asked about the private Jennifer Lane pond and the Village of Hainesville work upstream and Mr. Heinz noted that this was a question of water quality and not detentions. Trustee Jarvis suggested that all three locations should be done.

Mr. Ellis provided history/background on the original development of the Manor neighborhood and the lack of stormwater management or flood plain requirements at that time. The result is a portion of the neighborhood being in the flood plain and the overall very flat topography. He described how the area would be different if developed under current rules. He reviewed conditions during the 2017 major rain event. He noted that there have been some resident concerns in those areas where roadside ditches and some yards hold water for a time after larger storms. Mr. Heinz reviewed three potential storm sewer projects for the more impacted ditches while reiterating that each would only put water in pipes with little improvement in water flows. Mayor Taylor and various Village Board members discussed these projects, their benefits and costs and comments some have received from Manor residents. Trustee Shores discussed the highest and best use of funds for the widest community benefits, and Mayor Taylor described how other communities have used special service areas to pay for all, or a share, of projects with a more limited impact. Trustee Davies suggested these projects be placed on the Consolidated Project List for future consideration and Trustee Dias concurred and suggested investigating federal funds as a possibility.

Board members discussed a potential sidewalk on the west side of Lake Street and options for the burial of utility lines on the south side of Center Street. Trustee Davies requested information on a possible portable pool lift options and Trustee Dias agreed. This will be investigated.

Mr. Ellis reviewed the Consolidated Project List and Board members discussed various project options with various members expressing preferences for different projects on the lists. Specific discussions were held on the recently identified projects, downtown streetscaping, and landscaping and utility burials.

Mr. Ellis reviewed the FY 22/23 project selection dollar cap under the Village's financial plan (\$1,671,313) after deducting regular annual projects and previously approved project costs that are funded in the projection.

Mayor Taylor recommended that the Board consider adding to the extra income tax dollars shown in the projection (\$749,000) to the annual project selection dollar cap raising the amount of dollars to \$2,420,313. The consensus was to use this number for FY 22/23 projects, Trustee Davies suggested the option of Village Board annual consideration of adding any extra income tax dollars to the dollar cap to the financial plan.

Mayor Taylor suggested a set of projects for discussion with projects in different categories including sustainability, Village Center, water redundancy/emergency preparedness, flood prevention and path maintenance/improvements. He also suggested the Board consider a small land purchase on Route 83, a site assessment of the Village property on Center Street and utility burial on the south side of Center Street.

Mayor Taylor asked if the Board members had other preferences for the FY 22/23 budgeted funds. There was discussion of different projects. Members discussed the installation of solar panels at the Village's pump station and the option of building this project on Route 83. Trustee Dias mentioned the advantages of the project and the possibility of state incentives. The consensus was that this project is of value, the Route 83 option should be investigated, and to place the project in the ten year list. It was noted that the use of expected federal dollars for a project on the ten year current illustration would make this project possible within the projections. Trustee Shores suggested use of funds not used in a given year be used to support sustainability initiatives.

Board members discussed other projects from the different lists including the Prairie Crossing path (no paving), possible use options for Village property on Center Street and the availability of economic incentive dollars if needed. A proposed sidewalk on the west side of Slusser Street was discussed including the need for the installation, what should be built, sidewalk connections to the north and the impact on the use of the adjoining property. Various members had different views on the project or aspects of it. The consensus was to continue to investigate it including talking to the property owner. It was noted the project could be included in the miscellaneous project list.

Trustee Jarvis suggested curbing be considered for Woodland Drive in the future and Trustee Davies asked that in the coming years the Village look at adding curbing on streets that do not have it as part of the resurfacing program. Various Board members discussed this. Village Manager Ellis, noting the costs for engineering to investigate this on all streets, asked for clarification on what is being directed to be done. He also discussed the cost of these installations versus planned resurfacing and annual project dollars. Trustee Davies said she was asking for a continuation of the current approach where we look at places where it could be done based on conditions. Trustee Jarvis suggested that Board members ask about specific locations that could be looked at. Staff will continue to look at opportunities and respond to Board member requests.

After these discussions Trustee Waldenstrom made a motion to include the following projects on the FY 22/23 list:

- Neighborhood tree planting
- Replacement/enhanced landscaping
- Native planting program
- Slusser Street streetscaping (south alley to Center Street)
- Slusser Street streetscaping (Center Street to Hawley Street)
- Center Street streetscaping (Slusser Street to Lake Street)
- Pine Street curbing (Lake Street to Slusser Street)
- Downtown water tower painting
- Center Street property site inventory
- Route 83 land purchase
- Center Street utility burial (south side/partial)
- Well generators
- Prairie Crossing regional path culverts (3)
- Dredging (College Trail/Sunrise Park/Teal Bay)
- Haryan Farm outfall local share

Seconded by Trustee Jarvis. Roll call: Trustees Jarvis, Waldenstrom, Davies, Shores, Magnetta, Dias – all “aye”. Motion carried.

The Board reviewed the suggested annual street resurfacing program and a request from Carillon North subdivision for inclusion in our bidding of some private street repaving in that subdivision to be paid for by the Carillon North HOA. Trustee Waldenstrom made a motion to authorize bidding of the annual resurfacing program as presented, including the Carillon North request, and authorize execution of the engineering work order for this work. Seconded by Trustee Shores. Roll call: Trustees Jarvis, Waldenstrom, Davies, Shores, Magnetta, Dias – all “aye”. Motion carried. Trustee Magnetta asked about the resurfacing process for the narrow Bluff Avenue area.

The Board reviewed the latest drafts for a multi-year capital plan including certain larger scale projects and an annual figure for new project selections. It was noted that the plan also utilizes the annual project selection dollar cap. This could include the inclusion of the solar power facility previously discussed by the Board. The consensus was to finalize the document for Board consideration in the spring.

The Board began a discussion of various miscellaneous items related to capital planning.

Mr. Muscato briefly discussed the additional research that was done on outdoor dining fencing options. Trustee Jarvis felt the current fencing is acceptable and the other types would be more difficult to move for the farmers market. Board members discussed the likelihood of whether outdoor dining would continue to be a preference in the post-COVID-19 period and the contribution outdoor dining makes to the overall appeal, atmosphere, and vitality of downtown. There was discussion on the parking impact and different options including the resiliency of painting the existing fencing and the possible options for other decorative features added to the current fencing. Mayor Taylor suggested that for next year the existing fencing be painted black while we assess the permanency of the dining. Staff could also investigate planters, etc. to add and purchase two sections of the aluminum fencing to test their viability. If it looks like the restaurants want to continue outdoor services we could take a final look at the issue. Trustee

Shores suggested that if this becomes permanent perhaps the participating businesses should contribute and Trustee Jarvis agreed. Trustee Magnetta reiterated that if this is permanent it should look good for the downtown. Trustee Waldenstrom said he believes the one-year approach is correct at this point. Trustee Jarvis made a motion to fund up to \$10,000 for painting of the existing fencing (black), purchase of a minimum number of panels of aluminum fencing (black) to test, and for possible additional decorative items. Seconded by Trustee Waldenstrom. Roll call: Trustees Jarvis, Waldenstrom, Davies, Shores, Magnetta, Dias – all “aye”. Motion carried. The consensus was to allow these expenses in the current fiscal year.

The Board discussed proposed language changes for the Community Involvement Grant Program. Board members confirmed the 50% of project cost maximum Village share and notification to grantees by May 1 of each year. They reviewed language on the local organizations agreeing it means that groups should primarily serve Grayslake. Trustee Shores asked that other 501c classifications be included as appropriate. It was the consensus that the language should be included allowing the Board to increase the maximum grant up to \$2,000, within the 50% cap, for special cases. The agreement will be updated for use in 2022.

Trustee Magnetta made a motion to authorize certain aquatic center FY 22/23 fixed asset purchases as presented in FY 21/22 to facilitate on-time delivery. Seconded by Trustee Waldenstrom. Roll call: Trustees Jarvis, Waldenstrom, Davies, Shores, Magnetta, Dias – all “aye”. Motion carried.

The Board discussed requests from Lake Street businesses for the extension of holiday lighting to that street this year. Trustee Jarvis made a motion to authorize the needed electrical work and purchase of lights as presented. Seconded by Trustee Davies. Roll call: Trustees Jarvis, Waldenstrom, Davies, Shores, Magnetta, Dias – all “aye”. Motion carried.

Trustee Jarvis made a motion to adjourn. Seconded by Trustee Waldenstrom. Roll call: Trustees Jarvis, Waldenstrom, Davies, Shores, Magnetta, Dias – all “aye”. Motion carried. Meeting adjourned at 12:40 p.m.