

**AGENDA
VILLAGE OF GREEN OAKS TIF COMMITTEE MEETING
WEDNESDAY AUGUST 5, 2015 6:00P.M.
2020 O'PLAINE ROAD**

- 1.0 Call to Order**
- 2.0 Roll Call**
- 3.0 Non Agenda Items and Visitors**
The Village of Green Oaks TIF Committee Allocate Fifteen (15) Minutes At This Time for those Individuals Who Would like the Opportunity to Address the Village
- 4.0 Approve Meeting Minutes from July 1, 2015**
- 5.0 Old Business - Review POA (Points of Action) From Last Meeting – Update from person assigned to handle the POA**
- 6.0 Updates on TIF Projects Permits**
 - 6.1 Spectrum
 - 6.2 Hilltop
 - 6.3 Hilltop Commercial
- 7.0 Performance of Prior TIF Projects: No action required**
- 8.0 General Discussion Relative to Marketing TIF District**
 - 8.1 Ground Breaking Spectrum Tuesday, August 18, 10:30am
 - 8.2 Update Village Hall Maps
 - 8.3 Ground Breaking Hilltop
- 9.0 TIF Administrator's (Committee Chairman's) Status Report**
 - 9.1 Libertyville Fire Protection District meeting August 17
 - 9.2 TIF – Call Log
 - 9.3 Budget Reports Update- Trustee Milroy
 - 9.3 A Significance of "Surplus"-Attorney Magna
 - 9.4 TIF Redevelopment Plan Update:
 - 9.4 A West Rondout Area Drainage Improvements Engineering underway
 - 9.4 B Suggest future discussion of proposal for Site Improvement/Façade Improvement Program
 - 9.4 C Suggest future discussion of need for Bradley Road/176 Options and Concept Design for preferred option
 - 9.5 Filing Annual TIF Report with IL Comptroller Office- Sept/Oct depending on Audit-Audit due no later than 180 days after close of fiscal year
 - 9.6 Annual JRB Meeting, scheduled September 16th
 - 9.7 Recommend Amendment to Ordinance 2015-O-05 (or new Ordinance) to increase interfund loan to maximum of \$150,000 per the Appropriation Ordinance and authorize the second \$50,000 portion of the loan be transferred per Section IV of the Ordinance 2015-O-05
- 11.0 New Business**
- 12.0 Next Meeting Date: September 2, 2015**

13.0 Adjourn

The Village of Green Oaks 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 facilities are required to contact Village Administrator Elaine Palmer at (847) 362-5363 promptly to allow the Village to make reasonable accommodations for those persons.

**VILLAGE OF GREEN OAKS
MINUTES OF THE TIF COMMITTEE MEETING
August 5, 2015**

2020 O'PLAINE ROAD

Call to Order: The Meeting was called to Order by Chairperson Muskat at 6:12 PM

Present: Committee Members Bryan Muskat, Richard Glogovsky, John Wagener, and Pam Milroy were present. Others in attendance included Village Attorney Rudolph Magna, Village Planners Al Maiden and Jeremiah Yeksavich, and TIF Administrator Kenneth Marabella (Marabella Associates, Inc.)

Absent: None

Approve last Meeting Minutes: Motion by Wagener seconded by Glogovsky to approve the Minutes from July 1, 2015. Motion approved 4 ayes, (Wagener, Glogovsky, Muskat, Milroy), 0 nays,

Non-Agenda Items and Visitors: There were none.

Old Business/Review POA (Points of Action from Last Meeting-Update from person assigned to handle the POA: NO REPORT

Updates on Projects in the TIF District:

Spectrum Senior Living- the Building Permit has been issued and the project is underway.

Hilltop Senior Living- the Building Permit is being reviewed. It could be issued in the next few weeks. RHMG is preparing the review letter for the Subdivision Plat. Hilltop will be working with North Chicago for access onto Atkinson Road.

Hilltop Commercial- Plans for a 14,000 square foot building are being for reviewed. Preliminary work permits have been issued.

Current Pending TIF Assistance Applications – Status Report NO REPORT

New TIF Assistance Applications Since Last Meeting – Executive Summary From TIF Administrator NO REPORT

Pending Payouts of Committed TIF Assistance: Per Redevelopment Project NO REPORT

Redevelopment Municipal Project Obligations- NO REPORT

Qualified TIF Administrative Expense- Trustee Milroy presented report later in meeting.

RDA Drafts for Review- NO REPORT

Board Action Required Before next TIF Committee Meeting

Performance of Prior TIF Projects- NO REPORT

Report on Current Marketing Efforts-

Chairperson Muskat announced two groundbreakings. The Spectrum groundbreaking will be August 18 at 10:30am. Board members have received their email invitations. The Hilltop groundbreaking is tentatively scheduled for September 1. Further information will be provided as it becomes available.

Mr. Marabella reported that RHMG is working on Village Map Updates to include recent aerals and annexations.

He also reported that at the JRB Meeting in September, the taxing district members will be encouraged to promote the TIF District within their network of business associates, as development within the TIF District will benefit all.

Chairperson/TIF Administrator's Status Report-

Chairperson Muskat reported that the next meeting with the Libertyville Fire Protection District will be August 17. There will be further discussion regarding their letter and potential TIF District financial impacts to their district.

The TIF Call Log was distributed. Mr. Maiden announced he had received a call from a Marketing Firm regarding the Inland Property. She was referred to the Village Administrator. The Committee then briefly discussed issues related to the development of this site including the Bradley Road/Rt 176 intersection improvements and land use. All agreed that this area will require further discussion given the creation of the TIF and the potential financial participation in an intersection improvement. The Inland property and intersection improvement will be discussed at future meetings.

Trustee Milroy presented her first financial report of expenditures covering the first quarter of FY 16. The Committee complimented her on the format. The expenditures for the first three months were \$27,342.37.

Attorney Magna then explained the issue of "Surplus" revenues in a TIF District. In short, he noted that unobligated balances at the end of a FY are subject to refund the taxing districts.

Ken reported that RHMG has started work on the West Rondout Area Drainage Improvements Engineering.

There was a brief discussion of the idea of a Site Improvement/Façade Improvement program. Mr. Yeksavich noted this proposed program provides leverage to businesses in the District to undertake various improvements such as parking lots, landscaping, and façade improvements. The Committee will discuss the possibility of pursuing such a program through the TIF at a future meeting.

Chairperson Muskat reported we are tentatively planning to submit the annual TIF Report to the Il Comptroller's office on or about September 1, depending on the availability of the forms from the Illinois Comptroller's Office, and the receipt of the Village Audit.

Ken provided the Committee with the tentative Agenda for the Annual JRB Meeting, scheduled for September 16. Chairperson Muskat suggested including an item on the agenda to change the date for subsequent JRB meetings to mid-October. The Committee also suggested sending out a "Save the Date" email reminding the JRB members prior to sending out the Agenda Packets.

Ken suggested the Committee consider recommending amending Ordinance 2015-O-05 to provide for a \$150,000 loan to the TIF Fund consistent with the Village Budget.

Motion by Milroy, seconded by Wagener to recommend to the Village Board that they Amend Ordinance 2015-O-05 to provide for a \$150,000 loan to the TIF Fund consistent with the Village Budget. Motion approved 4 ayes, (Milroy, Wagener, Glogovsky, Muskat), 0 nays

Old Business- NO REPORT

New Business- NO REPORT

The next scheduled meeting of the TIF Committee is September 2, 2015

Adjourn- Motion by Member Glogovsky, seconded by Milroy to adjourn.

Motion approved 4 ayes, (Glogovsky, Muskat, Milroy, Wagener), 0 nays

The meeting was adjourned at 7:22pm

Approved November 4, 2015

GK Marshall
TIF Administrator