

Monday, June 1st, 2020 at 4 pm

**VILLAGE OF GREEN OAKS
VILLAGE BOARD OF TRUSTEES
SPECIAL BOARD MEETING**

Wednesday, June 3, 2020

7:20 p.m.

**Village Hall Board Room
2020 O'Plaine Road**

AGENDA

1.0 Call to Order

2.0 Roll Call

3.0 Non Agenda Items and Visitors

The Village President and Board of Trustees allocate fifteen (15) minutes at this time for those individuals who would like the opportunity to address the Village

To Join this Meeting from your Computer or Tablet do so by clicking on the Following Link:

<https://global.gotomeeting.com/join/859250541>

To Join this Meeting by using your Smartphone please dial the following Number Followed by the Access Code:

United States: [+1 \(571\) 317-3122](tel:+15713173122) Access Code: 859-250-541

For Supported Devices, Tap a "One-Touch" Number below to join instantly

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4.0 Village President

- 4.1** Consideration of an Ordinance Making Appropriations for all Corporate Purposes for the Village of Green Oaks, Illinois for the Fiscal Year Commencing on the 1st day of May, 2020 and ending on the 30th day of April, 2021

5.0 Ordinances for Passage ~ Proclamations & Resolutions for Adoption Last Ordinance Passed ~ 2020-O-04 & Resolutions ~ 2019-R-03

- 5.1** Motion to Approve an Ordinance Making Appropriations for all Corporate Purposes For the Village of Green Oaks, Illinois for the Fiscal Year Commencing on the 1st day of May, 2020 and ending on the 30th day of April, 2021 (pg)

6.0 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 Denise Kafkis at (847) 362-5363 promptly to allow the Village to make reasonable accommodations for those persons.

MINUTES OF THE VILLAGE BOARD OF TRUSTEES SPECIAL REGULAR BOARD MEETING OF THE VILLAGE OF GREEN OAKS, LAKE COUNTY, ILLINOIS HELD WEDNESDAY, JUNE 3, 2020 IN THE MEETING ROOM OF THE VILLAGE HALL AT 2020 O'PLAINE ROAD IN THE VILLAGE, AND AT VIRTUAL LOCATIONS.

CALL TO ORDER:

ROLL CALL:

President Bernard Wysocki, Village Administrator Denise Kafkis, Caitlin Wagener, at the Village Hall. Also present: Trustees Peter Furlong, Rich Glogovsky, Pam Milroy, Bryan Muskat, Dan Sugrue, John Wagener, Village Attorney Rudolph Magna, Village Engineer Bill Rickert, Village Clerk Clare Michelotti By Way of Virtual meeting.

There were 0 visitors.

NON AGENDA ITEMS AND VISITORS

VILLAGE PRESIDENT

Consideration of an Ordinance Making Appropriations for all Corporate Purposes for the Village of Green Oaks, Illinois for the Fiscal Year Commencing on the 1st day of May, 2020 and ending on the 30th day of April, 2021.

ORDINANCES FOR PASSAGE – PROCLAMATIONS & RESOLUTIONS FOR ADOPTION, LAST ORDINANCE PASSED – 2020-O-04 & RESOLUTIONS – 2020-R-03

MOTION: Trustee Milroy moved the Board Approve Ordinance # 2020-O-05, an Ordinance Making Appropriations for all Corporate Purposes For the Village of Green Oaks, Illinois for the Fiscal Year Commencing on the 1st day of May, 2020 and ending on the 30th day of April, 2021. Seconded by Trustee Furlong. Roll call vote: AYE: Trustees Furlong, Glogovsky, Milroy, Muskat, Sugrue, Wagener. NAY: None. Motion carried.

Page Two – Minutes of the Special Reg. Board Meeting on 6-3-2020

Adjourn:

MOTION: Trustee Wagener Moved the Board Adjourn at 7:21 pm. Seconded by Trustee Milroy. Voice Vote: "ALL AYE". Motion carried.

Approved:- 6-24-20

Clare Michelotti

Clare Michelotti – Village Clerk

ORDINANCE NO. 2020 - 0 - 05

ANNUAL APPROPRIATION ORDINANCE

An Ordinance making appropriations for all corporate purposes for the Village of Green Oaks, Illinois for the Fiscal Year Commencing on the 1st day of May, 2020 and ending on the 30th day of April, 2021.

**BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF GREEN OAKS, ILLINOIS:**

SECTION I: That the amounts hereinafter set forth, or so much thereof as may be authorized by law, as may be needed and the same is hereby appropriated for the corporate purposes of the Village of Green Oaks, Illinois, to defray all necessary expenses and liabilities of said Village of Green Oaks, as hereinafter specified for the fiscal year commencing the 1st day of May, A.D., 2020 and ending the 30th day of April, A.D., 2021.

SECTION II: That this amendment is being made for the reason that new and additional revenue was obtained from December 2019 Series 2019A Bond Issue; Said amendments are indicated below.

SECTION III: The amount appropriated for each object and purpose is as follows:

I GENERAL FUND

EXPENSES

Personnel Services

Elected Officials/Expense Allowance	\$	4,880
Non-Exempt Office Personnel	\$	153,000
Village Administrator	\$	89,700
Liquor Commissioner	\$	800
Payroll Tax (.0765 FICA .0495 State)	\$	21,000
IMRF Contributions (.045 Rate)	\$	11,300
Employee Benefit Programs	\$	-
Personal Services Total	\$	280,680

Contractual Services

Clerk Services-Minutes	\$	5,800
Legal Services	\$	110,000
Building Permit Plan Review Fee (R Prof Grp)	\$	55,000
Building Permit Inspection Fee (R Prof Grp)	\$	25,000
Village Engineering (RHMG)	\$	88,000
Building Dept. Engineer Village Hall Office Hrs. (Ben)	\$	10,000
Treasurer	\$	12,000
Building Permit Site Engineering-Plan Review Fees (RHMG)	\$	19,000
Ordinance Enforcement	\$	8,000
North Shore Turf Care	\$	10,000
Miscellaneous Professional Services - Allscape (VH Sprinkler), Window & Gutter Cleaning (VH), ADT, New Heater, Vent & Carpet Cleaning, FSS Fire Security	\$	5,000
Clarke Mosquito	\$	35,000
Office Cleaning (Bob Gambony)	\$	4,500
Misc. Tree Removal	\$	10,000
IMLRMA Contributions	\$	20,000
Pest Control	\$	700
Audit	\$	8,000
Public Safety - Lake County Sheriff Patrol	\$	22,000
Animal Warden (includes beaver removal)	\$	1,000
Dec. Systems (Billing & Acctg Sys), Stratum (IT Support), Net Profits	\$	8,000
Village Planner (Rolf Campbell & Associates)	\$	12,000
Website Upgrade	\$	2,500
Denny Dorsey Conservation Area (David Eubanks)	\$	10,280
SHI Open Space Restoration	\$	3,080
Lake Kathryn Ecological Restoration	\$	12,515

GENERAL FUND ~ Continued

14450 W Buckley Road SE Corner Restoration	\$	15,000
Xerox	\$	3,900
Emergency Alert System	\$	2,520
Pitney Bowes(Postage Machine)-Rental Charges	\$	1,150
Pitney Bowes(Sorter)-Rental Charges	\$	6,000
Proj A-Spring Clean-Up/Leaf Pick-Up/Street Sweeping	\$	300
Ordinance Codification	\$	1,000
Village Impact Fees/School Admin Fees (95% of Impact Fee Revenue a/c 01-330-03)	\$	350

Contractual Services Total	\$	527,595
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Capital Expenditures

Village Entry Signs	\$	26,000
Village Hall Improvements	\$	30,000
Land Acquisition	\$	510,000

Capital Expenditures Total	\$	566,000
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Office Expenses

Office Equipment - Computers, Tablets, Scanner, Telephones, Software, Furniture & Fixtures	\$	12,000
Office Supplies	\$	4,000
Printing (Stationary, Envelopes & Website)	\$	4,000
Advertising & Publication	\$	3,000
Pitney Bowes (Purchase Power) - Postage Only	\$	1,900
Document Purchase & Recording/ Lake County	\$	1,000
Telephone Service/Internet Service (AT&T)	\$	12,615
Electricity/Street Lighting	\$	1,000
Books, Subscriptions	\$	100
Village Hall/Gas Utility	\$	2,721

Office Expenses Total	\$	42,336
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Miscellaneous Expenses

Membership Dues (GLMV & Chicago Metro Agency for Plan)	\$	500
Special Meetings/IML Annual Meetings	\$	500
Miscellaneous (Bank & Credit Card Fees, S&P Fees in RIP Bonds)	\$	1,000
O'Plaine Road Sewer Extension Expenses	\$	1,000
County Taxes	\$	3,625
St. Mary's Railroad/Quiet Zone	\$	52,500
Funds Transfer to Road & Bridge	\$	-
Funds Transfer to MFT Fund	\$	-
Community Outreach Event Village 60th Anniv	\$	-
Funds Transfer to Public Works	\$	-
Transfer Funds to TIF	\$	-
Funds Transfer to Local Road Rehabilitation	\$	1,000,000

Miscellaneous Expenses Total	\$	1,059,125
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TOTAL GENERAL FUND EXPENSE	\$	2,475,736
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II ROAD AND BRIDGE FUND

Contractual Services

Libertyville Township (Street Patching, Repair & Maintenance)	\$	6,000
Materials for Street Patching Repair & Maintenance (Peter Baker & ACE Hardware)	\$	2,000
Signs and Installation/Inspection	\$	90,000
Snow Plowing	\$	227,250
Snow Plowing *Salt Charges Above Contractual Amount	\$	52,750
BRP Project (Atkinson Road Bridge)	\$	155,000
Atkinson Debt Principle/Bonds	\$	180,550
Bradley Road Bridge Reconstruction over Tri-Sate Tollway	\$	-
Rebuild Illinois Grant-\$250k over 3 Yrs-2 Installments per Yr @ \$42,464.10K ea	\$	-
Contractual Services Total	\$	713,550

Office Expense

Vehicle Tag Material	\$	2,100
Advertising/Publication	\$	-
Postage/Vehicle Sticker	\$	600
Office Expense Total	\$	2,700

TOTAL ROAD & BRIDGE FUND EXPENSE

\$ 716,250

III MOTOR FUEL TAX FUND

Street Repair & Maintenance	\$	121,000
Culvert Replacements (Irondale & Guerin Rds)	\$	10,410
Contractual Services Total	\$	131,410

TOTAL MFT FUND EXPENSE

\$ 131,410

IV PUBLIC UTILITY FUND

Contractual Services

Water Maintenance Services	\$	2,000
Sewer Maintenance Services	\$	20,000
Electricity\Lift Station	\$	10,000
Sewer Connection Fees	\$	5,000
Sewer Use Fees	\$	469,420
Water Purchase (City of Waukegan)	\$	220,000
Water Permit Fees	\$	-
Water Use Fees - Swanson	\$	13,500
Hydrant Flushing	\$	6,000
Leak Detection Services	\$	7,630
Leak Detection Repairs	\$	45,000
Water Meter Study/Audit-Engineering	\$	
Sewer Televising	\$	34,375
Contractual Services Total	\$	832,925

Office Expense

Membership Dues (Des Plaines River Watershed Workgroup, LC Stormwater Mgmt)	\$	782
Miscellaneous *Phone @ Lift station, North Shore Gas & Water Allocation - NPDES	\$	10,000
Supplies & Postage	\$	1,500
Hydrant Repairs	\$	9,078
Office Expense Total	\$	21,360

PUBLIC UTILITY FUND ~ Continued**Capital Expenditures**

Emergency Infrastructure Repair	\$	5,000
Water Meter Replacements	\$	256,000
2140 Cranbrook Water Extension	\$	-
Capital Expenditures Total	\$	261,000
TOTAL PUBLIC UTILITY FUND EXPENSE	\$	1,115,285

V PUBLIC WORKS DEPARTMENT**Contractual Services**

Lexington Rd Lift Station Upgrades	\$	119,882
Kenton Lane Ditch Improvements	\$	160,000
Cranbrook Ditch Improvements Extension	\$	-
Trail Maintenance/Out Lots	\$	5,000
Hey & Associates-Vegetation Management	\$	10,000
G4S Technology LLC - Julie Locate Facilities	\$	32,000
Lake Kathryn Park Maintenance/Improvements	\$	20,000
Banbury/Saddle Hill Drainage Improvement	\$	337,600
Banbury/Cranbrook Improvements	\$	152,000
Old Rockland Road Sewer Extension	\$	28,988
Culvert Replacements Engineering - Design & Permitting for (Shannondale @ Heathercliff So. & Heathercliff So.)	\$	12,000
Meadowhaven Creek Restoration Phase 1	\$	166,506
Meadowhaven Creek Restoration Construction	\$	-
Meadowhaven Creek Restoration Engineering	\$	36,200
Forest Cove Outlot A Restoration	\$	15,000
Contractual Services Total	\$	1,095,176
TOTAL PUBLIC WORKS FUND EXPENSE	\$	1,095,176

VI TIF FUND**Expenses****Administration**

TIF Consultant	\$	35,000
Baker Road Project / TIF Consultant	\$	2,500
VOGO TIF Repayment	\$	-
The Sheridan RDA Reimbursement	\$	190,000
Code Enforcement	\$	30,000
Other Professional Services-Clerk Services (Minutes)	\$	1,500
Staff Reimbursement	\$	16,000
Office Equipment	\$	-
Village Treasurer and Audit Services	\$	2,000
CDM Smith Consultants	\$	20,000
Title Searches & Appraisals	\$	15,000
LFPD Ambulance Expenses	\$	25,000
TIF Conference	\$	750
Real Estate Taxes	\$	3,400
13648 Utilities Rockland	\$	-
Miscellaneous	\$	3,000
TIF Administration Total	\$	344,150

TIF FUND EXPENSES ~ Continued

Debt Service

Debt Service on Gen'l Obligation Bonds (Alternate Revenue Source), Series	\$	479,625
Bond Services-Legal	\$	-
Bond Service Fee	\$	-
Closing Costs/Bond Expense *If we bond 3.3m closing costs est. @ \$85k	\$	-

Debt Service Total	\$	479,625
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Legal

General Legal Services	\$	100,000
Meetings / Legal	\$	21,000
Baker Road Project / Legal	\$	12,500
Fire Protection Districts / Legal	\$	5,000
Sewer/Water Projects / Legal	\$	10,000
Bradley Rd-176 Intersection / Legal	\$	-
Land Acquisition & Easements / Legal	\$	15,000
Gas Station - Redevelopment Lots 1 & 2 of Green Oaks Business Park	\$	-

TIF Legal Total	\$	163,500
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Expenses

Engineering

General Engineering Services	\$	30,000
Meetings / Engineering	\$	4,800
GIS Mapping / Engineering	\$	1,500
West Rondout Drainage Project/Engineering	\$	-
Bradley-Herkey Connector / Engineering	\$	-
Baker Road Project / Engineering	\$	152,000
Sewer/Water Projects / Engineering	\$	20,500
Bradley Rd-176 Intersection / Engineering	\$	-
Land Acquisition & Easements / Engineering	\$	20,000
Inland Related Roadway Improvements / Engineering	\$	5,000
Rt. 176 Widening Project * IDOT Phase 1 Planning & Engineering	\$	344,500
Monument Signs	\$	10,000
Gas Station - Redevelopment Lots 1 & 2 of Green Oaks Business Park	\$	-

TIF Engineering Total	\$	588,300
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Planning

General Planning Services	\$	35,000
Meetings / Planning	\$	7,000
Baker Road Project / Planning	\$	2,500
Sewer/Water Projects / Planning	\$	-
Bradley Rd-176 Intersection / Planning	\$	1,000
Land Acquisition & Easements / Planning	\$	30,000
TIF Comprehensive Plan / Planning	\$	10,000
TIF Redevelopment Planning	\$	30,000
Signs / Planning	\$	20,000
Train Feasability Study	\$	-
Gas Station - Redevelopment Lots 1 & 2 *G.O. Business Park	\$	-
Matching Grant Program	\$	25,000

TIF Planning Total	\$	160,500
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TIF FUND ~ Continued**Capital Projects**

	\$	-
General Construction Services	\$	-
Construction Sewer/Water Project	\$	187,315
Land Appraisals	\$	6,000
Phase 1 Environmental Studies	\$	5,000
Land Acquisition & Costs /Capital Projects	\$	3,300,000
Inland GO Commercial Subdivision Public Improvememnts - Bradley Road Extension - Including Bradley Rd to Herky Dr Connector (Inland Bond)	\$	527,000
Easements / Capital Projects	\$	-
Matching Grant Program / Clean-up, Signs & Blight	\$	-
176 Streescaping	\$	-
Marketing / Signs	\$	120,000
Intermodal Train Station/Feasibility Study	\$	-
Gas Station - Redevelopment Lots 1 & 2 of Green Oaks Business Park	\$	-
Rt. 176 Widening Project 3 year project * IDOT Phase 1 Plan & Eng	\$	-
Watermain Replacement (Subject to IGA w/ Lake County)	\$	-
Sanitary Sewer Repairs/Replacement	\$	-
Baker Road Reconstruction	\$	-
Extension of Bradley Rd to Atkinson Rd	\$	-
TIF Capital Projects Total	\$	4,145,315

TOTAL TIF FUND EXPENSE

	\$	5,881,390
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VII LOCAL ROAD REHABILITATION FUND**Expenses****Contractural Services**

Debt Service on Gen'l Obligation Bonds (Alternate Revenue Source), Series 2019A Bonds	\$	259,917
Legal Services	\$	-
Consulting Services	\$	-
Construction Fees (Sidewalks \$50k Included)	\$	1,935,243
Engineering Fees	\$	295,413
Street Sweeping (LCML Joint Purchasing Program)	\$	-
Pavement Markings (LCML Joint Purchasing Program)	\$	-
Crack Sealing (LCML Joint Purchasing Program)	\$	-
Principal	\$	145,000
Interest	\$	102,750
TOTAL LOCAL ROAD REHABILITATION FUND	\$	2,738,323

Summary of Appropriations

GENERAL FUND	\$	2,475,736
ROAD AND BRIDGE FUND	\$	716,250
MOTOR FUEL TAX FUND	\$	131,410
PUBLIC UTILITY FUND	\$	1,115,285
PUBLIC WORKS FUND	\$	1,095,176
TIF FUND	\$	5,881,390
LOCAL ROAD REHABILITATION FUND	\$	2,738,323
GRAND TOTAL OF ALL EXPENSE FUNDS APPROPRIATED	\$	14,153,570

**GENERAL FUND
REVENUES**

State of Illinois Sales Tax	\$	728,565
Illinois Income Tax	\$	410,000
State Video Gaming Tax	\$	36,000
Utility Tax Revenue	\$	377,000
Cannabis Tax Revenue	\$	1,000
AT & T Franchise Fee	\$	2,000
Illinois Personal Property Replacement Tax	\$	70
Liquor License Fee	\$	4,800
Vending Machine Permit Fees	\$	-
Video Gaming License Fee	\$	200
Comcast Franchise Fees	\$	50,000
OTB - 1% Handle Fee	\$	57,682
Business License	\$	7,000
Building Permit/Plan Review Fee - R Prof Grp	\$	567,719
Building Permit/Inspection Fee - R Prof Grp	\$	165,000
Building Permit Site Eng/Sanitary Sewer/Water Service/Inspection/Pre-School Administrative 5% Fee (District 68,	\$	17,000
Annexation Fee	\$	400
Map Amendment Fee	\$	3,500
Traffic Fine Revenue	\$	1,000
Interest Income Received	\$	5,000
Watershed Development Fund	\$	37,500
Emerald Ash Grant	\$	-
Denny Dorsey Conservation Area/Trail Outlot Comed Grant	\$	-
TIF Office Expense Recovery	\$	1,100
Miscellaneous Income	\$	1,500
Recycling	\$	100
Newsletter Contributions	\$	1,800
Credit Card 2% Transaction Fee	\$	1,800
TOTAL GENERAL FUND REVENUE	\$	2,477,736

**ROAD AND BRIDGE FUND
REVENUES**

Township Replacement Tax	\$	2,443
Lake County Road and Bridge Tax	\$	87,000
Village Impact Fees	\$	81,660
Vehicle Sticker Fees	\$	90,000
Garbage Sticker Fees	\$	200
Libertyville TIFA Surplus Funds	\$	100
Grant IDOT BRP	\$	-
Rebuild Illinois Grant-\$250k over 3 Yrs-2 Installments per Yr @ \$42,464.10K ea	\$	84,600
Miscellaneous Income	\$	333
Funds Transfer from General Fund	\$	454,514
TOTAL ROAD & BRIDGE FUND REVENUE	\$	800,850

PUBLIC UTILITY FUND

Sewer Use Fees	\$	500,000
Sewer Connection Fees	\$	14,000
Sewer/Sewer Maintenance Late Charge	\$	7,500
Sewer Recapture	\$	1,376
Sewer Maintenance Fees	\$	23,500
Water Use Fees	\$	200,000
Water Late Charge	\$	2,000
Water Meter Fees	\$	430
Water Quarterly Charge-Resident	\$	30,000
Water Maintenance Fees	\$	-
Water Tap On/Connection Fees	\$	3,000
Water Recapture	\$	-
Interest Income	\$	67,000
Miscellaneous Income Received	\$	1,479
Funds Transfer from General Funds	\$	-
Sinking Fund Transfer to Sewer & Water Use Fees	\$	256,000
TOTAL PUBLIC UTILITY FUND REVENUE	\$	1,106,285

PUBLIC WORKS DEPARTMENT

Funds Transfer from General Funds	\$	889,615
WMB Funding Banbury/Cranbrook Improvements	\$	10,000
STOCIP Funding Banbury/Cranbrook Improvements	\$	63,000
WMB Funding Kenton Lane Ditch Improvements	\$	20,000
STOCIP Funding Cranbrook Ditch Improvements Extension	\$	112,561
TOTAL PUBLIC WORKS FUND REVENUE	\$	1,095,176

MOTOR FUEL TAX FUND

Illinois Motor Fuel Tax	\$	115,542
Interest Income Received	\$	-
Funds Transfer	\$	22,570
TOTAL MOTOR FUEL TAX FUND	\$	138,112

TIF FUND

REVENUE

Liabilities

Loan From General Fund	\$	-
Property Tax - TIF Area 1	\$	1,928,200
Interest Income / Property Tax - TIF Area 1	\$	-
The Sheridan Property Tax - TIF Area 1	\$	-
Bond Revenue	\$	4,055,840
Interest Income / Bond Revenue	\$	21,350
Green Oaks TIF Contribution	\$	-
TOTAL TIF FUND REVENUE	\$	6,005,390

TIF FUND TOTAL LIABILITIES & REVENUE

LOCAL ROAD REHABILITATION FUND

REVENUE

Bond Revenue	\$	-
Lake County Real Estate Taxes	\$	259,917
Interest Income Received	\$	25,168
Miscellaneous Income	\$	2,070,245
TOTAL LOCAL ROAD REHABILITATION FUND	\$	2,355,330

Summary Of Appropriations

GENERAL FUND	\$	2,477,736
ROAD AND BRIDGE FUND	\$	800,850
MOTOR FUEL TAX FUND	\$	138,112
PUBLIC UTILITY FUND	\$	1,106,285
PUBLIC WORKS FUND	\$	1,095,176
TIF FUND	\$	6,005,390
LOCAL ROAD REHABILITATION FUND	\$	2,355,330
GRAND TOTAL OF ALL REVENUE FUNDS APPROPRIATED	\$	<u>13,978,879</u>

SECTION IV: All ordinances, resolutions and orders or parts of ordinance, resolutions and orders in conflict with this Ordinance are repealed to the extent of such conflict. The Village Clerk shall cause this Ordinance to be published in pamphlet form.

SECTION V: This Ordinance shall be in full force and effect after passage and publication as provided by law.