

APPROVED MINUTES

**VILLAGE OF ANTIOCH
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE
Municipal Building: 874 Main Street, Antioch, IL
November 13, 2013**

I. CALL TO ORDER

Mayor Hanson called the November 13, 2013 Committee of the Whole meeting of the Board of Trustees to order at 7:00 pm in the Municipal Building: 874 Main Street, Antioch, IL.

II. PLEDGE OF ALLEGIANCE

The Mayor and Board of Trustees led the Pledge of Allegiance.

III. ROLL CALL

Roll call indicated the following Trustees were present: Pierce, Sakas, Dominiak and Johnson. Also present were Mayor Hanson, Administrator Keim, Attorney Long and Clerk Folbrick. Absent: Trustees Poulos and Crosby.

IV. APPROVAL OF MINUTES

Trustee Johnson moved, seconded by Trustee Pierce, to approve the October 16, 2013 Committee of the Whole meeting minutes as presented. Upon roll call, the vote was:

YES: 3: Pierce, Johnson and Mayor Hanson.

NO: 0.

ABSTAIN: 2: Sakas and Dominiak.

ABSENT: 2: Poulos and Crosby.

THE MOTION CARRIED.

V. REGULAR BUSINESS

1. Gruen, Gruen + Associates Economic Development Update – Director Nilsen introduced representatives from Gruen, Gruen + Associates (GGA), Mr. Aron Gruen and Debra Jeans and stated that this is an initiative adopted in the comprehensive plan.

Ms. Jeans reviewed the strategic plan and the mission and purpose of the Village Board to encourage firm growth, and the retention and attraction of beneficial development and redevelopment. GGA studied the labor force and housing and growth capacity in the Village of Antioch. Attraction of residents has created the need for additional retail and related services. She indicated that escalating housing prices may make it difficult to attract high knowledge occupants. Ms. Jeans discussed retail, its increase over the last decade, and the contributing retail sales to that increase. She reviewed the primary market area characteristics, including total retail space, and location of that retail space. She discussed estimated retail supply/demand balance and said the findings suggest that there is a surplus of retail space vs. residential space. She spoke of the downtown market potential, and contributing factors such as the Metra station, Main Street ambience, auto dealers just east of town, and the safety and low rent retail space in the area.

Mr. Gruen discussed the economic and employment base, and impacts of the recession in Antioch. He indicated that there was a 20% decrease in jobs, and discussed industrial and residential growth. Most businesses originate in southern and central Lake County and Northern Cook County. Its equivalent distance to Milwaukee & Chicago, reliable electric service, safe and secure location, and access to Metra and rail transportation are all advantages in Antioch comparatively, as well as available land for development. Disadvantages include the lack of a full interchange at Route 173 and Interstate 94, Lake County stormwater requirements, and the current State of Illinois business climate. He further discussed the office and industrial demand forecast included in his report.

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Trustees discussed the potential for attracting business as a part of the strategic plan. Mr. Gruen replied that short commutes and improvement and maintenance of local school reputations can assist with attracting business.

Mr. Gruen presented the strategic action recommendations provided by GGA in their report; to continue to encourage and preserve the locational image of Antioch, mitigate infrastructure constraints, and indicate a willingness to cooperate and stimulate business development. GGA recommends encouraging the availability of building space for expansion of existing and start-up entrepreneurs, retention and expansion initiatives, and a downtown with an anti-mall agglomeration. Mr. Gruen suggested the formation of a task force that includes current business owners to review parking, capital facility requirements and needs for funding improvements. He encouraged the Village to focus on existing businesses, and added that this provides an opportunity for the Village to step in and provide assistance with technology and media gaps with current retailers. Mr. Gruen indicated that it would help if merchants agree to stay open a minimum number of hours or until a certain time. Finally, GGA recommends that the results of the economic development initiative be monitored, and the data presented in the report should be used as benchmarks to evaluate progress.

Trustee Sakas asked about the vision for incubating businesses and how it would take place. Mr. Gruen said his vision was for office or shared collaborative space closer to the downtown area. He replied that knowledge workers want to be in a downtown area which helps demand use of restaurants and stores. Trustee Pierce discussed the involvement of banks in helping startup businesses. Those present further discussed the potential to share resources between institutions, service providers, and local agencies.

Trustee Sakas discussed the graduation rates for high school and college in the area, as well as population and education bases. He is interested in creating and retaining post secondary education. Trustee Dominiak asked how much of the population shift for generation "Y" is expected. Mr. Gruen replied that when they have kids they will move to the suburbs because of better schools.

Trustee Johnson discussed how incubation could be facilitated, and suggested that potential business owners could work with the Village, or work with banks to be given start-up breaks. Trustee Johnson asked if a free bus service would be a good idea. Mr. Gruen replied that there is a similar community with a shuttle service which seems to help the downtown. Ms. Jeans suggested checking with auto dealers to see if they would help facilitate a bus or shuttle service.

Trustee Sakas asked about the approach to downtown, and what improvements should be made according to Mr. Gruen. Mr. Gruen replied that people are more visual and graphically inclined, and signage would be a great help to the downtown. He discussed the possibility of having an art competition to get the community involved as well.

Trustee Pierce said we need to look at getting a wide gamete of people collaborating to bring people in, get the schools involved, and create a plan on how to move Antioch forward. Mr. Gruen replied that collaboration is imperative, but you don't have to wait until a plan is together. He said subcommittees could be created that have specific deadlines to complete their tasks.

Trustee Sakas discussed the TIF district that expired in 2007 and the Redevelopment Commission that was in charge of overseeing the TIF. Trustee Dominiak discussed the community Vision Committee and the progress they have made. Mr. Gruen agreed that the Board and staff can do things quickly that can be agreed upon in order to move forward.

Trustee Sakas asked if the downtown and industrial area should be combined, or evaluated separately. Mr. Gruen suggested that they are each important enough to be on their own, and

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recommended subdividing the downtown core and industrial areas even though there is a linkage between them.

Mayor Hanson discussed the TIF as a tool to help save what was there. He added that the community is used to the traditional downtown, but doesn't know what tomorrow will bring. He stated that the Village needs a vision and are going in the right direction.

Trustee Dominiak asked if there is a way to gauge how much revenue we are losing to other communities from residents shopping outside of Antioch. Representatives from GGA discussed the probability of leasing stores and stated that we don't have certain stores because the community is not big enough to have them. They indicated that eating, drinking and entertainment sales are most important.

Administrator Keim thanked Mr. Gruen and Ms. Jeans for producing the report. He stated that it will all tie in with the community vision. He asked Trustees to read the report and develop initiatives and action items and come back to the table with ideas so they can start to be implemented.

2. Superior Ambulance Contract – Chief Nixon distributed his report for the public-private partnership for ambulance services in the Village of Antioch. He reviewed the data in the report, including collections and options for contract renewal which include month to month terms, a 3-month agreement with and without personnel, and extending the current agreement by 6 months. He said the Village is not currently in a position to go to personnel only, but discussed the terms that could be considered until the ambulances are up and running. Chief Nixon presented total calls from June-October, amount billed, and net collected. He stated that the net billed does not include adjustments for insurance, medicare, etc. Trustees discussed collections, and financial responsibility of the Village over a 6 month or 1 year term.

Trustee Pierce asked how we will make the numbers work. Administrator Keim said the general fund will contribute to the shortcomings. Those present discussed collection and billing cycles and the 6 month 'true-up' period. Chief Nixon said the challenge is in knowing how collections and billings will trend. Trustee Dominiak asked if the contract can be extended for shorter period of time (6 weeks) in order to go over the data provided to make a better informed decision. Administrator Keim indicated that he has negotiated with the provider, and will continue to negotiate with the provider. A month-to-month option is available at a cost of \$80,000/month, but Trustee Dominiak asked that they could negotiate an extension at current rates in order to review the data. Chief Nixon asked representatives from Superior if they could negotiate month to month terms not to exceed current costs for 90 days. Superior representative Mike Tillman said they typically do receive a subsidy and increase for monthly extensions to help cover costs, but he is willing to give the Village 30 days without any increase in hopes to move forward with a more permanent solution. Trustees discussed contract terms and length of contract options available. Once the ambulance is up and approved by IDPH, they could do a one year personnel contract only which would save approximately \$100,000 because it's a longer term. Chief Nixon asked to get a list from Superior of uncollected revenues, and personally see what options are available before writing off any amounts. Those present discussed uncollected funds and the potential for collections.

Trustee Dominiak discussed available models and projections. Chief Nixon reviewed the models that were previously rejected because of unreliability or expenses.

Trustee Pierce said there was never a firm decision made by the Village Board to get into the EMS business by purchasing ambulances or contracting out services, and feels the Board must resolve to make a decision. Mr. Tillman indicated that he will extend the contract three months with no price increase.

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Those present agreed to take the 90 day option offered by Mr. Tillman with Superior, and will consider that resolution at Monday's meeting.

Superior asked for advice on how to proceed with 3 month collections. Chief Nixon said he is drafting an amendment to allow us to pursue collection in addition to Superior.

3. Parks Department Camp Program Fees – Director Roby presented the recommended increase from the Park Board for Camp Crayon and Summer Day Camp programs. The proposed program fees are still reasonable and closer to neighboring communities. He said he doesn't anticipate losing participants, and still has a waiting list. Director Roby thinks the increase will help improve the program. Those present agreed to put this item on the next Village Board agenda for consideration.

4. Pool Party Rates and Fees – Director Roby reviewed the pool party fees and reservations. Staff and the Park Board recommend semi-private party options for up to 3 parties at one time at the pool. Costs for private parties will increase significantly, however a more affordable combined option will be available. Scheduling will be on a first come first serve basis. Those present agreed to place this item on the next Village Board agenda.

5. Water and Sewer Ordinance Amendments – Administrator Keim and Director McCarthy presented the updates to the water and sewer amendments, including provisions for water service only to be consistent, and an analysis for the Wisconsin residents in Oakwood Knolls subdivision on water service only. Trustee Pierce said that he will vote against any amendments because the Wisconsin residents will not be charged non-resident fees. Those present discussed multi-unit rates and compared them to the Wisconsin users. Trustee Dominiak agreed that Wisconsin residents should not be charged the same as Antioch residents. Mayor Hanson thinks their request should be considered, and reminded the board that the Village does not perform maintenance to that area or repair main breaks. Trustees Sakas and Johnson suggested to split the difference, keeping the base rate the same as residents and increase the cost for usage. Administrator Keim said this item will not be on the next agenda, so the board will have time to provide input to staff on their recommendations. Director McCarthy reviewed additional changes, including billing to owner, penalties and non-payment. Shut off fees and reinstatement charges are also addressed. Administrator Keim addressed pool credits and the proposed ordinance amendment that does not allow free service of any kind, including non-returned water to the sanitary system. Trustee Pierce suggested consideration for future greywater systems. Administrator Keim said he will have to research those systems.

6. IEPA Compliance Agreement – Administrator Keim presented the compliance agreement from the IEPA because of an SSO non-reporting violation resulting from inadequacies in the collection system. Recently an SSO was reported, and one was reported directly to the EPA. Since it was not directly report to the Village, they could not verify the claim. The Village responded that they will monitor that particular line and lift station, and have committed to the monitoring program. The proposed agreement is a commitment to that system. This item will be on the next village board agenda for consideration.

VI. OTHER BUSINESS

Trustee Sakas asked for an explanation on the water and sewer bills and asked how to answer questions to neighbors. Administrator Keim encouraged anyone with questions to contact the Village Hall.

VII. EXECUTIVE SESSION – Personnel and Pending Litigation, Lease of Village Property, Collective Bargaining – The Mayor and Board of Trustees did not go into executive session.

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VII. ADJOURNMENT

There being no further discussion, the Village Board of Trustees Committee of the Whole meeting adjourned at 10:16 p.m.

Respectfully submitted,

Lori K. Folbrick, RMC/CMC
Village Clerk