

APPROVED MINUTES

VILLAGE OF ANTIOCH BOARD OF TRUSTEES COMMITTEE OF THE WHOLE MEETING

Village of Antioch, Lake County, Illinois

Municipal Building: 874 Main Street, Antioch, IL 60002

Call In # 1-312-626-6799

Public Access Code: 592-598-564

<https://us02web.zoom.us/j/592598564>

April 13, 2022

I. CALL TO ORDER

Mayor Gartner called the April 13, 2022 Committee of the Whole meeting of the Board of Trustees to order at 6:30 pm at the Antioch Municipal Building located at 874 Main Street, Antioch, IL and via Zoom.

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*, Macek, Pedersen, Bluthardt, Burman and Dominiak. Also present were Mayor Gartner, Attorney Vranjes, Administrator Keim and Clerk Romine.

**indicates attendance via Zoom*

IV. Absent Trustees Wishing to Attend Remotely

No approval is needed for remote participation pursuant to the Governor's order.

V. Approval of the March 9, 2022 Committee of the Whole meeting minutes as presented

Trustee Dominiak moved, seconded by Trustee Bluthardt, to approve the March 9, 2022 Committee of the Whole meeting minutes as presented. Upon roll call, the vote was:

YES: 5: Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

ABSENT: 0.

ABSTAIN: 1: Pierce.

THE MOTION CARRIED.

VI. Mayoral Report

Acknowledgements:

Antioch Community High School Cheerleaders – Mayor Gartner recognized the ACHS varsity Cheer team for their 3rd place finish at the State Championship. This is the 4th state trophy in the last 5 years for ACHS Varsity Cheerleading.

Lakeland Predators Wrestling State Champions Grady Clowacki, Abby Clowacki and Lila Carson – Mayor Gartner recognized the wrestlers on their first place state championship placements.

Antioch Queen Portraits Presentation – Rachel Helt, Miss Antioch, Abigail Flade, Jr. Miss Antioch, and Audrey Ruhl, Little Miss Antioch, presented their portrait to Mayor Gartner.

National Telecommunicator's Week April 10-16, 2022 – Mayor Gartner thanked the dispatchers at Cencom for all their hard work and dedication.

Dennis Volling – Mayor Gartner announced the recent passing of former Fire Chief Dennis Volling who served on the Fire Department for over 55 years, and as Fire Chief for 14 years.

Citizens Wishing to Address the Board

There were no citizens wishing to address the board at this time.

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VII. Regular Business

1. Discussion regarding the Antioch Theater – Director Garrigan discussed the request from Linda Monty for the Village to assist with the purchase of the Antioch Theater in the amount of \$350,000. In order to secure the loan, the Village would enter into a loan agreement, and the purchaser would be obligated to make a monthly payment of \$2,252 to service the Village's monthly loan obligation. Based on previous concerns raised by the Village Board, the seller has provided staff with a profit/loss statement for the last 'normal' year before the Covid shutdown, which shows the theater as profitable. Director Garrigan urged the board to consider the financial impact to the Village, as the loan would be reflected as a liability, as well as the potential that the Village could own the theater should the purchaser default on payments. Other considerations include the long-term viability of a Downtown theater, and the precedent of the Village assisting a private investor with a loan to purchase a private building and business.

Trustee Pierce commented that a theater in a town is a very special thing, and it's very noticeable when they are boarded up. He thinks Antioch has a nice theater that is a good fit for our area. He expressed concerns with the Village financing a loan of this nature, but is in favor of imposing a ticket tax.

Trustee Macek discussed the loan terms and rates and profits prior to Covid. He commented on other nearby businesses having similar events such as comedy night and expressed concern with the amortization schedule. He added that he would like to see key-man insurance should something happen to Ms. Monty. Director Garrigan discussed the bank involvement and viability of the loan. Ms. Monty stated that there is not a viable loan option available to her at this time for this business.

Trustee Pedersen asked how the loan would impact capital projects. Administrator Keim said if the ticket tax could cover the loan, this should not have an impact on capital projects or bond issues. The owner would still have a payment due to the Village if the ticket tax does not cover the monthly payment. In the event the business could not make the payment, the Village would need to make the payment.

Trustee Bluthardt verified that Ms. Monty would not be personally responsible, but the business would be responsible. Director Garrigan said that would be dependent on the terms of the loan agreement which would provide security for the Village. Trustee Bluthardt asked if there were similar loans made in other communities, and feels as though this may be premature.

Trustee Dominiak agrees that a theater is important, but also agrees with the concerns raised in approving a loan of this nature. Ms. Monty asked the board if they had other solutions to keeping the theater open. She further discussed other grants provided to businesses in town and said this loan is to save a theater that's important to the community.

Trustee Pierce said the Village is willing to work with the business on a ticket tax and liquor license, but he has concerns with providing a loan. He said he can't approve a loan without a guarantee, and commented that the other businesses awarded grants were in a much stronger position to receive the grant funding.

Mayor Gartner made a list of pros and cons regarding the situation, with the worst-case scenario of the theater closing or the Village owning the building. As far a precedent, he understands the concern and thinks this is unique to the Village. He discussed the future of downtown as an entertainment destination and hopes the theater would bring more variety and opportunity for entertainment to the Village. He commented on other solutions, and said he would never support this if the money was coming out of Village operational expenses. He asked Finance Director Torres to comment on the impact to the Village's borrowing capacity. Finance Director Torres said it could minimally affect the bond rating. Mayor Gartner asked how many tickets are sold in a year, and said if 50,000 tickets were sold, that's 50,000 more people coming into downtown and spending money in stores and restaurants. He said we're not spending taxpayer money, and he believes the pros outweigh the cons.

Trustee Macek said there is no information on how many people visit the theater each year and he would like to know that information. He asked how much was brought in for the ticket tax when Mr. Downey

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had the theater. Mr. Downey said his historical attendance is higher than Ms. Monty's pro forma. Mr. Downey said he could provide the historical attendance, but the proposed ticket tax is \$1 for a movie and \$2 for live events, and it was \$.75 when Mr. Downey had the theater.

Trustee Bluthardt discussed the ticket tax and logistics of how the tax would be applied to the loan payment. Trustee Bluthardt said he cannot support this, and doesn't see the need to bring this to another meeting. He stated that getting involved in a private transaction at this time is not a good idea.

Trustee Dominiak said more information is welcome, but doesn't see this going to where they'd like it to go.

A majority of the trustees present agreed to bring this item back for consideration with more information on ticket tax figures.

2. Discussion regarding proposed Historic Preservation Guidelines – Director Garrigan reviewed the historic preservation guidelines recommended for approval by the Historic Preservation Commission at their February 7, 2022 meeting. These guidelines will be used to evaluate any changes to the exterior of any future landmark approved by the Village Board. He discussed the guidelines considered in the document that will apply to the exterior of the structures as well as building surveys completed by the Historic Preservation Commission and a third-party vendor. These guidelines are only applicable to landmarks, of which there are currently none.

Trustee Pierce said he hopes this moves forward as quickly as possible, and hopes to make some buildings landmarks in the near future.

Director Garrigan said this will be brought back at a future board meeting for the adoption of an ordinance.

Trustee Pedersen asked if this covers the entire village or just Lake and Main street. Director Garrigan responded that the urban survey generally covers most of downtown including Main, Lake, Orchard, Park, Winsor, Victoria, Harden, and older neighborhoods in the downtown area.

Trustee Bluthardt clarified that a building owner has to apply for a landmark status. Director Garrigan said there must be a letter from the owner that they agree to the landmark. There is the possibility for a certificate of hardship if the required historical changes cannot be made, and it will ultimately be up the Village Board if they may vary from the proposed guidelines.

Trustee Dominiak commented that the commission has been very productive and done a phenomenal job over the past year working on these guidelines.

This item will be placed on a Village Board agenda for consideration.

3. Discussion regarding Drivetime Golf request for a Liquor License – Mr. Gregory Osgood presented his request for a Class "E" bar and tavern liquor license for his indoor golf business located on Route 173.

Trustee Macek asked if gaming machines would be there. Mr. Osgood replied they would not.

Trustee Pedersen asked if they would have food. Mr. Osgood replied they would not.

Trustee Dominiak read aloud Village Code section 4-2B-15, and discussed the reason for approving that code section. Attorney Vranjes said any grant of a license would have to be consistent with the language in that code section, and would have to be amended to create an exception. Mayor Gartner said the attorney will work with staff and bring this back at the next meeting.

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4. Discussion regarding Cigar Palace request for a Tobacco License – Mr. Mousheer Karmash was not present on Zoom to present his request.

5. Discussion regarding an Agreement with the Antioch Township for Administration of Senior Services – Administrator Keim reviewed the Intergovernmental Agreement between the Village of Antioch and the Antioch Township for the transfer of senior services from the Village to the Township. The agreement allows for Township use of the Senior Center facility, while the Village maintains custodial services and utilities at the building. It also provides that the Village will maintain insurance on the building, and lists services to be provided for seniors.

Trustee Pierce commented that this is long overdue, and an opportunity to move forward and review all senior services provided by the Village and Township. He discussed other organizations using the building and wants to ensure they will be able to continue to do so. Administrator Keim responded that this is not an exclusive agreement, and the Village will still be able to oversee those uses.

Trustee Macek asked if senior services may be moved to the township building, and the building could have other uses in the future. Administrator Keim replied that it could.

Trustee Pedersen said it's long overdue, and likes the idea of the Township sharing the cost and sharing senior services so all of the people of Antioch Township are taken care of and provided with services.

Trustee Bluthardt clarified that permission is granted by the Village for use of the building. Administrator Keim confirmed that is the case. Trustee Bluthardt asked how this impacts the Village finances, and discussed the potential for the Township to come back to the Village for additional funds down the road. Administrator Keim responded that this agreement does not contemplate that. Trustee Bluthardt asked if the Township could take over the list of services and eliminate them right away. Administrator Keim said there is a clause that speaks to this where they say they will provide these services, but have the right to change them if they wish. Their intent is to do roughly the same, if not more services. Trustee Bluthardt asked if the Village is potentially losing out on future grants if we no longer provide these services. Administrator Keim said not to his knowledge.

Trustee Burman is confident the Township will do a good job taking care of the seniors.

Trustee Dominiak asked for the impact to the budget. Administrator Keim replied it's approximately \$75,000. Trustee Dominiak thanked Supervisor Shaughnessy for taking this over.

This item will be placed on the next agenda for consideration.

6. Budget and Capital Discussion – Administrator Keim discussed some impacts to this budget including the incorporation of salary increases based on the recent salary study, vacation carry over and paid time off. Finance Director Torres presented the budget for fiscal year 2022-2023 including proposed revenues and expenses, and capital projects and where we are year-to-date. She thanked staff for their assistance with the preparation of the budget. Trustee Dominiak discussed the impact of the salary study on IMRF and the impact of changes to State revenues. Director Torres said the projections were very conservative. She presented restricted funds such as the TIF and Business District Funds, as well as the use of fund balances and transfers to help balance the budget. Trustee Dominiak asked if reserves should be increased as the budget grows. Administrator Keim responded that it will if we keep setting aside 25% of operational costs. Directors presented a summary of their budget requests for the upcoming year.

Police Chief Guttschow presented his budget, which includes two additional officers, furniture, thermal printers, new squad cars and training. Trustee Macek discussed the proposed salary ranges for community service officers.

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Communication Specialist Jim Moran presented the budget for communications, to include promotions, advertising, and public relation efforts. He discussed the 30th anniversary of 95 WIIL rock, which will kick off the concert season. He also discussed a proposed website to improve parks program registration. Trustee Dominiak asked what metrics were used to evaluate the success of the marketing efforts. Mr. Moran said the wine walk is a good example where there was a noticeable increase in ticket sales when advertised on the radio. He commented that the 'hub' website is already paid for and ready to be launched.

Parks Director Mary Quilty discussed her budget items, including the removal of senior services, but increased programming. She discussed fee increases at the pool and camp crayon as well as an expansion of the concession deck. She also discussed the desire to complete a Park Master Plan.

IT Manager Amy Pisciotto presented her budget, which includes mostly software, maintenance and day-to-day replacements. One-time fees include an addition to the camera system at Williams Park at the north pavilion and a server upgrade. She discussed the support provided by IT to the entire Village.

Public Works Director Heimbrodt discussed the operations and goals of the department. He discussed the responsibilities of the department and work done with other departments of the Village. He presented the facility in which public works is operating out of currently, and issues with the facility such as leaks, efficiency and safety. He commented that the structures are on a flood plain, and expressed concern with future safety of the building. Administrator Keim presented the proposed road program for 2022 and explained they are anticipating very high bids for the upcoming road program. Trustee Pierce expressed concerns with Anita and McMillan Roads. Administrator Keim discussed potential funding sources for the improvement of those roads.

There was a short break at 8:58pm. The meeting resumed at 9:05pm.

Community Development Director Garrigan discussed recent accomplishments and goals of the department including the façade program and current and upcoming developments. He discussed new businesses in town and coming into town, and the assistance provided to 16 businesses with small business grants for covid relief. He presented the outcome of the downtown beautification plan and historic preservation commission recommendations. Director Garrigan discussed the recently approved rental ordinance, and long-term planning efforts. Trustee Pierce asked how he expects the impact of the economy to affect economic development, and asked to survey the board on economic development projects. Director Garrigan responded that the market is sensitive to interest rates and will have an impact on housing velocity or sales.

Finance Director Torres presented the proposed budget for improved software, and the decrease salary expenses with outside consultants.

Administrator Keim discussed next steps, including some minor adjustments and refinement. He advised the board they will receive an email of this presentation, and will move forward with the Road Program and WIIL Rock concert.

Trustee Dominiak asked if there would be further discussion on the salary study. Administrator Keim said his intention is to implement it into this budget, which will bring equity into what we're paying. Trustee Pierce said he missed the last meeting, and the discussion on the salary study. He asked for something showing the percentage increase on each of the positions.

VIII. OTHER BUSINESS

IX. ADJOURNMENT

There being no further discussion, the Village Board of Trustees Committee of the Whole meeting adjourned at 9:28 pm.

Respectfully submitted,
Lori K. Romine, RMC/CMC
Village Clerk