



AGENDA

President and Board of Trustees

Village of Arlington Heights

Committee-of-the-Whole

Board Room

33 S. Arlington Heights Road, Arlington Heights, IL 60005

February 11, 2019

7:30 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL OF MEMBERS

IV. NEW BUSINESS

- A. Downtown Construction 2019
- B. Economic Alliance Intent and Purpose Discussion

V. OTHER BUSINESS

VI. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact David Robb, Disability Services Coordinator, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, (847)368-5793 (Voice), (847)368-5980 (Fax) or drobb@vah.com.



Item: Downtown Construction 2019

Department: Public Works

As we have been discussing, this coming construction season is turning out to be very busy, especially in the Downtown Business District (DBD). The following is a brief summary of the work we are aware of scheduled between April and November of this year in the DBD.

1. Downtown Sewer Project – Attached and labeled as “*Figure 1*” is the current routing planned for the Downtown Sewer Project. This is one of two stormwater control projects scheduled for construction in 2019, as part of the recommended improvements made possible by the new Stormwater Control Fee. We expect this project to take 12 weeks from start to finish. At this time, staff is reviewing the 90% plans and specifications, and we hope to have the project bid in March. Our current thinking is to expedite this project to begin ASAP, with hopes of having selected portions of the underground work completed before the 2019 Special Events season begins.
2. Paver Brick Maintenance – This project will take place north of Northwest Highway as shown on the attached “*Figure 2*”. Once IDOT permits are secured, we expect this project to take 4-6 weeks to complete. At this time, we believe waiting to have this work started in September or October makes the most sense.
3. NICOR Gas Main Replacement – This project is being discussed with NICOR, and the extent of the work is shown on “*Figure 3*”. NICOR is proposing to install all new gas mains throughout the downtown, at new locations in front of the buildings within the public R.O.W. NICOR proposes to perform this work from April until November. Our review of the draft plans is generating concern regarding the lack of specificity in the plans. The plans submitted for this work show no proposed service lines and no details on meter placement. NICOR representatives say that the service lines and meter placements are field decisions made during construction in discussions between each property owner, NICOR’s subcontractor, and the Village. On January 21st, staff met once again with representatives from NICOR and their subcontractors. Staff now has a better understanding of the project, and NICOR has committed to identifying the properties where meter placement may be challenging. Once submitted, staff will work with the contractors to develop working plans. We also received a commitment from NICOR to perform the large scale work near Campbell and Vail prior to June 1st.
4. Northwest Highway Resurfacing and ADA Improvements – IDOT will be resurfacing NW Highway from Dunton Avenue to the eastern Village limits. This project also includes sidewalk work at intersections to upgrade to ADA compliance. IDOT presently projects a March 8th bid letting for this work. Staff will be attending pre-construction meetings for this work in April, and will obtain additional details, such as the project schedule. “*Figure 4*”

shows the outline of the project limits. At the present time, the project is scheduled to begin on May 1st with completion no later than October 29th.

5. UPRR Dunton Avenue Crossing Improvements – The Union Pacific Railroad had this work scheduled for 2019, but they are now stating that this work will be postponed until 2020.
6. Mid Block Crosswalks – These three locations, Campbell, Dunton, and Evergreen will be coordinated with all of the proposed projects, as they are impacted by the NICOR work, the Downtown Sewer Project, and potentially the redevelopment of Block 425.

In addition to the normal Downtown commerce, there are three specific Special Events that will likely be impacted by all this work. The “Sounds of Summer” concert series normally runs from the middle of June through August, and is held on Thursday and Friday nights at Harmony Park. The “Promenade of Art” is scheduled to take place June 9th and 10th, and is generally located at Campbell and Vail, as is the “Mane Event” which will take place on August 9th and 10th.

Staff has developed a Communication Plan for these activities with the key components, which is attached and labeled as “Figure 5”.

ATTACHMENTS:

Description	Type
Downtown Construction 2019 FIGURE 1 ATTACHMENT	Exhibits
Downtown Construction 2019 FIGURE 2 ATTACHMENT	Exhibits
Downtown Construction 2019 FIGURE 3 ATTACHMENT	Exhibits
Downtown Construction 2019 FIGURE 4 ATTACHMENT	Exhibits
Downtown Construction 2019 FIGURE 5 ATTACHMENT	Exhibits



VILLAGE OF ARLINGTON HEIGHTS PLANNED DOWNTOWN SEWER CONSTRUCTION - 2019

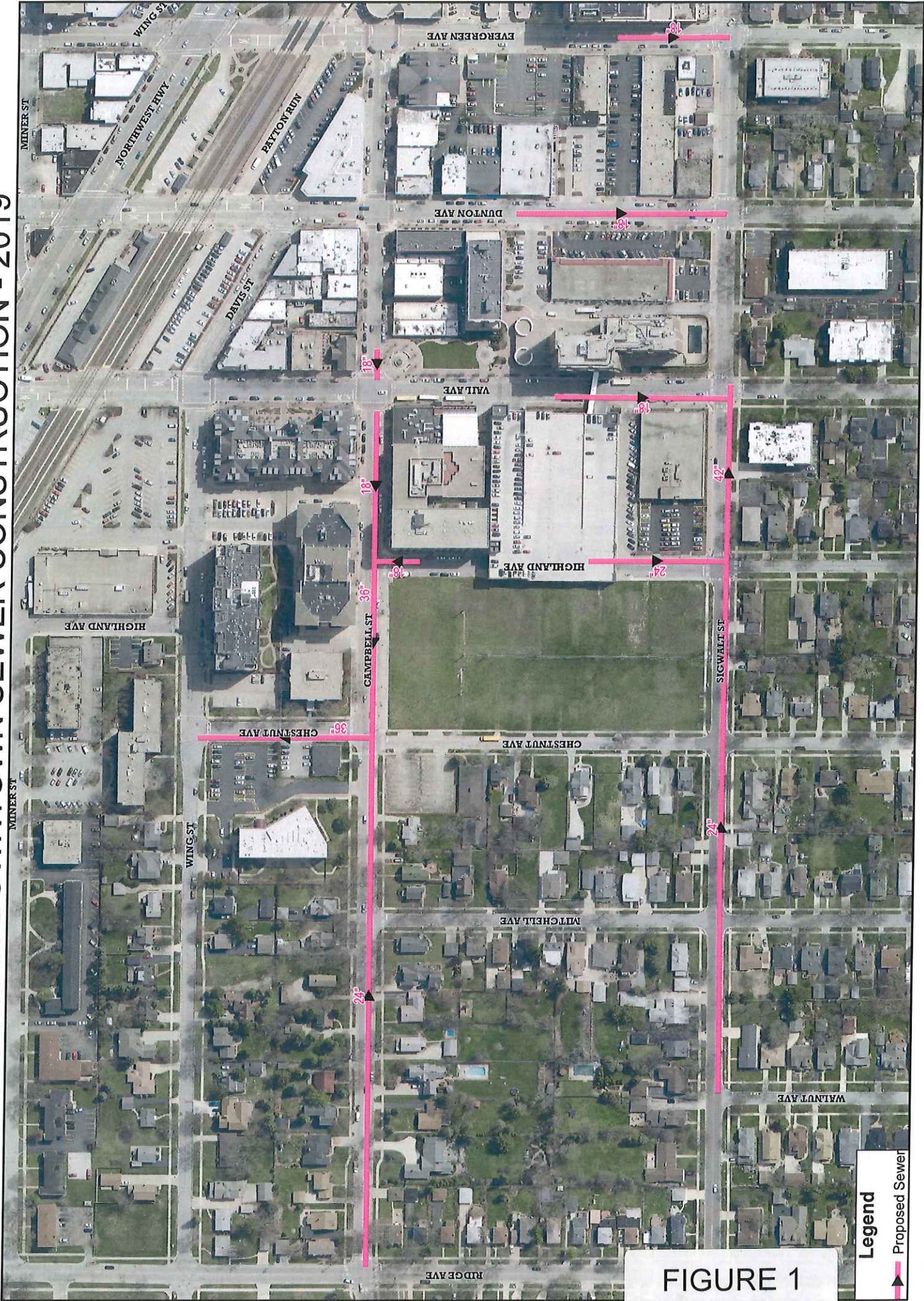


FIGURE 1

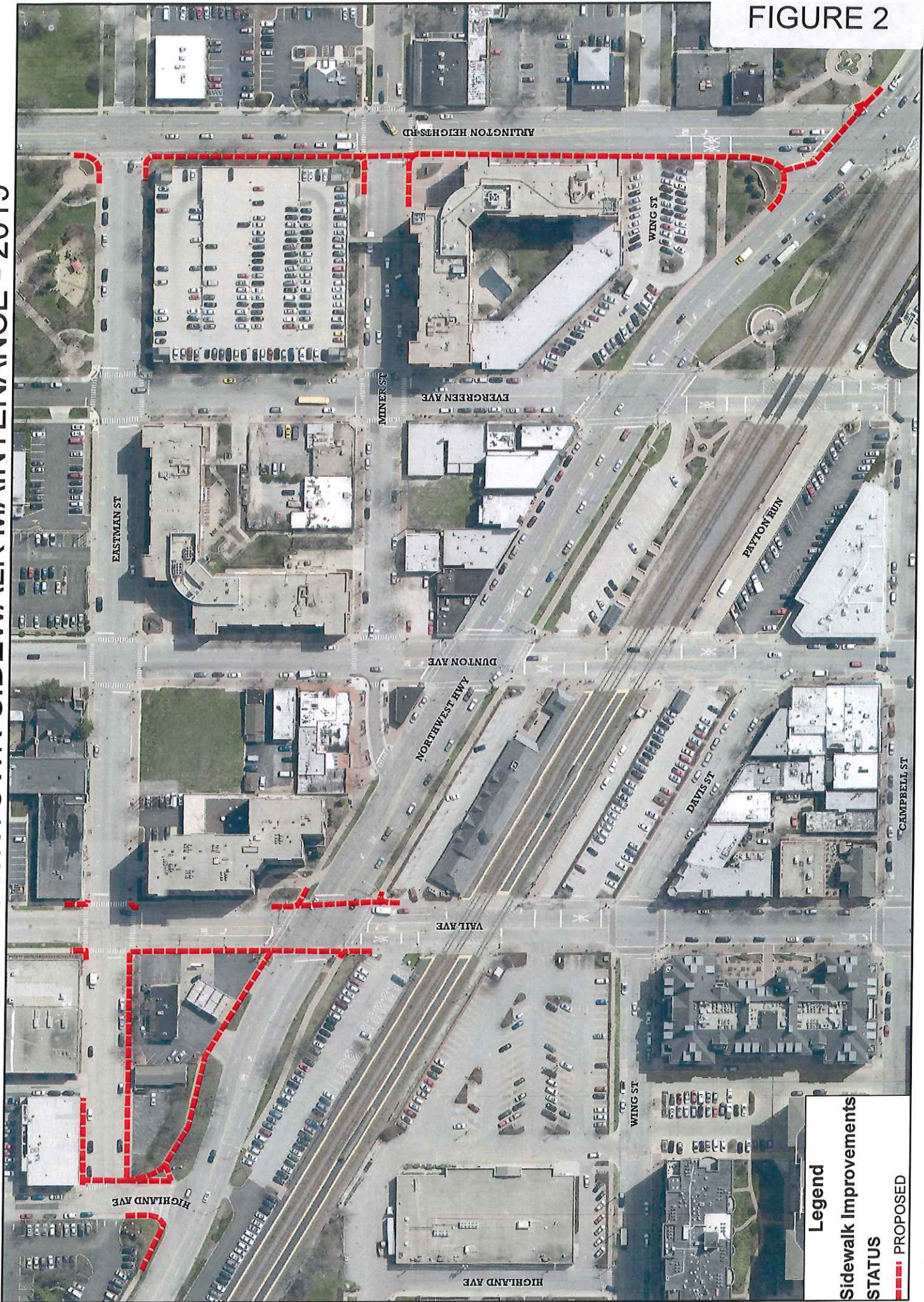
Legend
▶ Proposed Sewer

VILLAGE OF ARLINGTON HEIGHTS

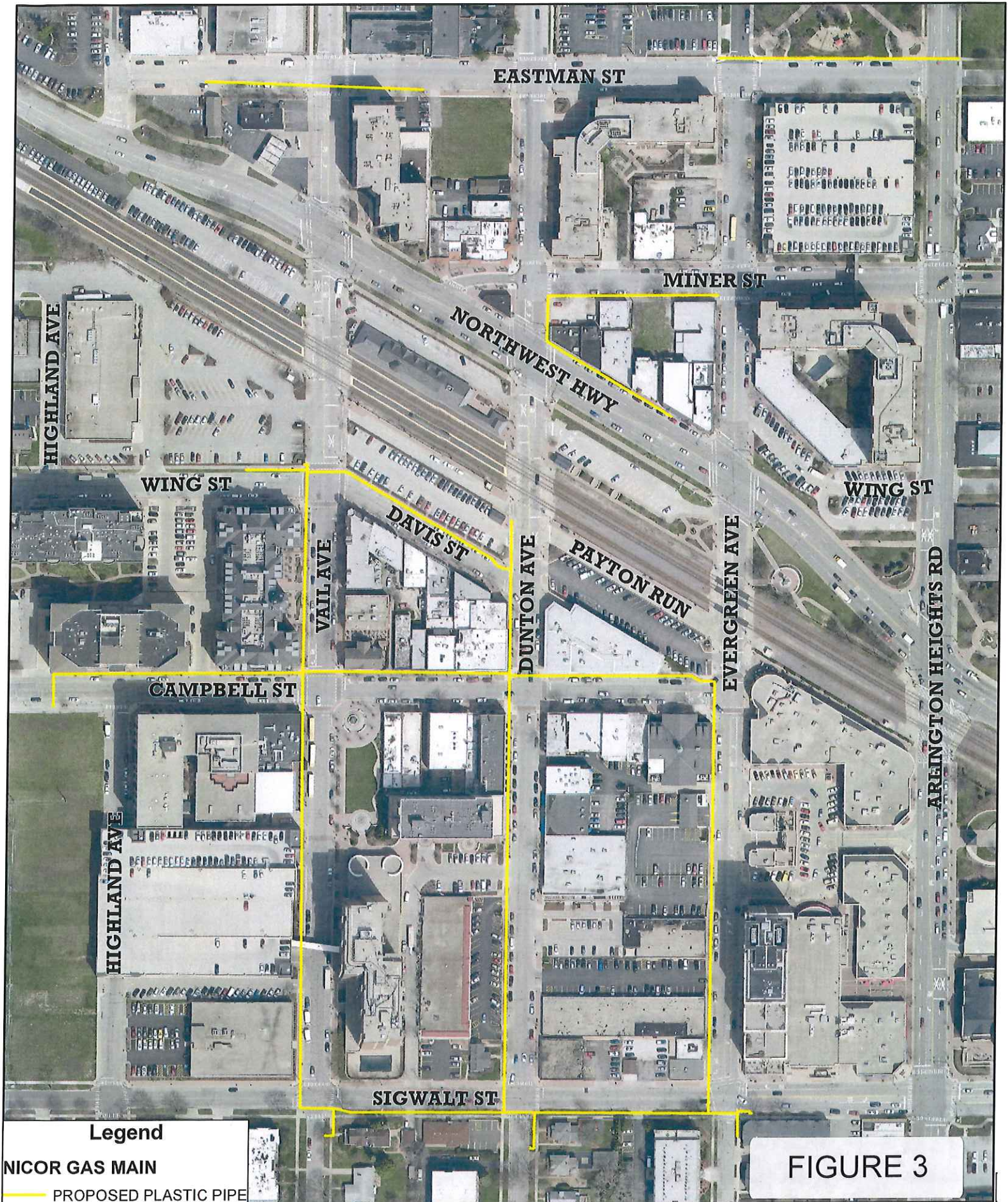
PLANNED DOWNTOWN SIDEWALK MAINTENANCE - 2019



FIGURE 2



NICOR GAS - 2019 MAIN REPLACEMENT





VILLAGE OF ARLINGTON HEIGHTS PLANNED NORTHWEST HIGHWAY RESURFACING - 2019



FIGURE 4

Legend

Northwest Highway IDOT Resurfacing

Downtown Construction Communication Plan Overview

Downtown neighborhood informational meeting: There will be an informational meeting held for the Downtown neighborhood.

Web Page dedicated to Downtown Construction: A page on the vah.com website will be developed that keeps readers informed on the Downtown construction/improvement projects. A "quick link" on the Home Page will take readers to a page that references the overall construction plan, benefits of the work being done and updates as the work progresses.

News Releases: Staff will post articles on the website/social media whenever possible and share updates with the Press when necessary.

Constant Contact: Staff will collect emails from residents and businesses at a neighborhood meeting as well as through various promotions on website/social media. We will build an email list in Constant Contact and create a specialized Downtown construction e-blast that will provide general information and updates on this project.

E-blast to Downtown businesses: Using Constant Contact, Staff will send updates on the projects to Downtown businesses as well as information that encourages businesses to be creative with special sales and programs during the construction period. Staff will also collect information from businesses on any special programs planned during construction that can be promoted on our social media platforms and the Shop.Dine.Play website.

Individual letters: Staff will send individual letters to Metropolis Ballroom and Metropolis Performing Arts Center. Since these businesses draw larger crowds to the Downtown, we will communicate with them directly about the project.

Vail Garage: Commuters/Residential parking: Staff will place notices on vehicles in the garage that explain construction activity that will affect entrance/exit to the Vail Garage.

Website articles and Social Media: ongoing use of the website and social media platforms in relaying information about the project and updates. Every story posted would include a sign-up for the Constant Contact email group that we use for ongoing communications (see above).

SeeClickFix: Staff will promote the SeeClickFix app download (Arlington@Work) to build an audience that can be texted informational updates on the Downtown construction.



Item: Economic Alliance Intent and Purpose Discussion

Department: Manager's Office

The Economic Alliance was created in 1992 to provide for "an appointive, advisory body whose purpose shall be to promote existing businesses, attract new businesses to the Village, and to develop and support programs in order to foster and support a Village-wide initiatives towards the promotion of quality economic development." Since that time the Alliance's role has been modified on multiple occasions to move towards a more advisory role vs. marketing and implementation role.

The Alliance membership would like to refine and adjust the role further to allow it to review business-related ordinances programs prior to the submittal to the Village Board. A recommendation was made in October to a make such an adjustment.

Recommendation

Staff is looking to get further direction from the Village Board.

ATTACHMENTS:

Description	Type
Staff Memo	Correspondence
Meeting Minutes 2014	Minutes
Meeting Minutes 2015	Minutes
Village Board Minutes 2015	Minutes
Alliance Minutes Extract 2018	Minutes



DATE: February 6, 2019

TO: Mayor and Village Board

FROM: Randy Recklaus, Village Manager

SUBJECT: Economic Alliance Scope and Role Discussion

Introduction:

Staff is conducting a review of every Village Board and Commission as part of an effort to evaluate if its original intent and purpose still applies today and if the Commission is well equipped to advise the Village Board on its subject in an efficient and effective manner. While some of the Village's 21 boards and commissions are required by State law, others, such as the Economic Alliance are not. The Economic Alliance has recently made proposals to expand its role beyond what was originally intended for the group. While we will be discussing the topic of boards and commissions more broadly in the near future, Staff recommends that we take on the topic of the Economic Alliance on its own given the recent discussion about its role.

This memo outlines the history of the Commission, the current proposal by the Commission, alternative options, and a recommendation by Staff to clarify the role going forward. This topic will be discussed at the Committee of the Whole meeting on February 11th.

Background:

The Economic Alliance was created in 1992 to provide for "an appointive, advisory body whose purpose shall be to promote existing businesses, attract new businesses to the Village, and to develop and support programs in order to foster and support a Village-wide initiatives towards the promotion of quality economic development." The goal was to appoint a group of individuals who work to promote Arlington Heights businesses and work on marketing and retention programs that would help the business community overall.

Some commissions like the Plan Commission and Design Commission are regulatory- ie judging projects based on a previously agreed upon standard like the Zoning Code or the Design Standards. However other commissions are more program based such as the Special Events Commission or Arts Commission, where their focus is on developing marketing, and administering programs. According to the code in 1992 Economic Alliance was originally conceived as more of a programming commission. Their initial responsibilities as outlined in the Village Code were:

- “
- a. Developing and implementing a business retention/expansion program
 - b. Developing and implementing a marketing program to attract new business and industry
 - c. Monitoring business activity and trends on the local, state, and national levels
 - d. Establishing a focus point for businesses to approach and discuss issues that affect them
 - e. Assisting business through mechanisms such as seminars and university programs
 - f. Researching and advising the Board of Trustees, Village Manager, and boards and commissions on matters pertaining to economic development.
 - g. Annually not later than the beginning of the fiscal year, submit to the Village Board for approval a statement of its goals and objectives and procedures for accomplishing them. “

The ordinance has been updated a couple of times since 1992, with a name change from the “Arlington Alliance” to the Economic Alliance in 1995. In 2014 and 2015 more discussions occurred on the role of the role and make-up of the commission. At that time, additional representatives were added as voting members, such as representatives from the Chamber and CVB. Meanwhile, representatives from taxing bodies such as the Park District and Library were formally designated as non-voting invitees. In addition the scope of work changed to go from “Developing and implementing” programs to “Advising the Village on the Implementation...” of programs. I have attached a copy of the current code provisions describing the

Alliance's intent and purpose as well as recent minutes regarding proposed changes.

Under this new concept the way to categorize the Alliance is a bit more vague. With the emphasis on "advising" vs. "implementing" the Alliance seems to have drifted from a working programming commission and moving more towards an advisory commission that discusses policy issues and that advises the Village Board on matters pertaining to business growth and retention in the Village.

Over the years, some of the examples of the activities conducted by the Alliance are:

- The Annual Alliance Breakfast, which has since been discontinued, provided an opportunity for networking and to learn about the Village's economic development programs.
- Review and recommendations on improvements to the zero interest loan program and raising the maximum loan amount from \$10,000 to \$20,000
- Review and enhancement of the Discover Arlington Website
- Review and recommendations on the Small Business Sales Tax Rebate Program
- Review of economic development information such as sales tax data and vacancy rates
- Discussion and recommendation on Cook County minimum wage and sick leave ordinance opt outs.
- The Alliance played a significant role in the design on the 2017 Business Retention Survey.
- In 2018 the Alliance discussed the Village's Water Sharing policy which prohibits the Village from sharing water with adjacent municipalities for economic development purposes.
- Discussion of the October 2018 Parking Study
- Discussion of the Village's 1986 agreement with Hancock Square regarding parking to make it more business friendly and recommendation that the agreement be reviewed.

The Alliance has had multiple conversations recently about once again changing the intent and purpose of the group. The Alliance's current proposal from October 2018 is to change the intent and purpose to the following:

TO PROVIDE FOR AN APPOINTIVE, ADVISORY BODY WHICH SHALL, AFTER DUE DELIBERATION, MAKE RECOMMENDATIONS TO THE BOARD OF TRUSTEES ON MATTERS

RELATING TO NEW ORDINANCES OR CHANGES TO EXISTING ORDINANCES THAT WILL HAVE AN IMPACT ON THE BUSINESS COMMUNITY OF ARLINGTON HEIGHTS.

THE ARLINGTON ECONOMIC ALLIANCE MAY REVIEW BUSINESS-RELATED ORDINANCES, PROGRAMS AND REGULATIONS THAT ARE BEING PRESENTED NEW OR UPDATED PRIOR TO SUBMITTAL TO THE VILLAGE BOARD. VILLAGE STAFF WILL PRESENT INFORMATION TO THE ARLINGTON ECONOMIC ALLIANCE NEEDED FOR DISCUSSION AND RECOMMENDATIONS FOR CHANGES OR APPROVAL OF SUPPORT. THE ALLIANCE MAY RESEARCH ANY EXISTING ORDINANCES, PROGRAMS, OR REGULATIONS RELATING TO THE BUSINESS COMMUNITY.

Discussion of the current proposal to change the Intent and Purpose:

As shown above, the Commission has taken a more active role recently in terms of making policy recommendations beyond the marketing and adjustment of existing economic development programs. Recent unsolicited discussions and/or recommendations on issues such as minimum wage, sick leave, the Village's water policy, and Hancock Square Parking are good examples. It is clear that the Alliance is looking to play a bigger role in the policy making process by asking for the ability review "business-related ordinances, programs, and regulations" prior to submittal to the Village Board.

These changes mark a notable shift in role from promoting and implementing programs that support the Village Board's goals to one where they take part in the policy formulation process prior to when the Village Board does. This shift begs certain questions:

- On what basis would the Alliance decide to take on an issue for consideration?
 - Its members' own interests?
 - Pre-set criteria determined by the Board?
- On what basis would the Alliance base its recommendations?
 - The views of its members?
 - Based on the interpretation of a policy adopted by the Village Board (eg the zoning code or the design standards in the case of the Design and Plan Commissions)
- What prevents the Alliance from taking on an issue for which the Village Board has strong views or has no intention of changing its position?
- If other commissions take on a policy recommendation role (as the Board of Health has done recently), what would prevent multiple commissions from reviewing the same topic and/or making conflicting recommendations.
- Does the Board always want the Alliance's input on a matter before discussing it themselves?

- What types ordinances programs and regulations would be considered “business related”?
 - Any item that relates to the regulation of private activity?
 - What about changes in zoning regulations, or enforcement programs?
- To what extent can the Alliance delay a discussion ie request additional research, or continue a discussion to another meeting prior to it going to the Village Board for discussion?
- With this change in role, should the make-up of the Alliance be reconsidered?

Staff Recommendations:

Staff believes that the proposed amendment would constitute a fairly substantial change in Village Policy. Adding another layer to the policy making process will add time to important discussions and create the possibility that the Alliance will take on issues and make recommendations that run counter to the Village Board’s views, which could, at times create controversy in the community. It is very difficult to define what “business related ordinance and programs” means and without further refinement, the adoption of this change could lead to misunderstandings. It is important to note that the Village Board is charged with leading policy discussions, not Commissions. Going down the road of reversing this relationship may lead to conflict between the Board and its own advisory Commissions.

Staff believes that given the issues outlined above, that the Board should retain the right to refer new policy, ordinance, and program items to the Economic Alliance when and only when- it chooses to do so, and not have items go to the Alliance automatically prior to Village Board discussion. Moreover, Staff recommends that the Board give the Economic Alliance additional guidance on what types of policy discussions it should or shouldn’t initiate on its own prior to Village Board direction (such as the recent unsolicited discussions and recommendations on the Cook County Minimum wage issue, and the recent Hancock Square Parking Discussion). This will help prevent situations where the Alliance takes on an issue the Village Board itself is not interested in pursuing or that another Commission may be discussing.

The Economic Alliance, along with all other Commissions, is a creature of the Village Board and should operate within a framework that reflects the Board’s vision and values.

Staff recommends that this issue be discussed at the Committee of the Whole meeting on February 11th so that direction can be given to Staff and the Economic Alliance on how to proceed with the proposed change to the ordinance.

CC: Charles Perkins, Michael Mertes, Robin Ward, Diana Mikula, Economic Alliance

Attachments

Extract of Meeting Minutes

From the May 12, 2014 Committee of the Whole Meeting

President and Board of Trustees
Village of Arlington Heights
COMMITTEE OF THE WHOLE AGENDA
Board Room
May 12, 2014
7:30 PM

- C. 8:15 p.m. - Request of Arlington Economic Alliance for Village Board Vision of Alliance per March 19, 2014 Alliance Meeting

Mr. Dixon said Section 6-505 of the Village Code discusses both intent and purpose and subsection E discusses powers, duties, and responsibilities of The Arlington Economic Alliance. There are very specific assignments/delegations to the Alliance.

Mayor Hayes thanked the Economic Alliance for all the great work the Alliance does on behalf of the Village as the Villages' representatives. They are one of the key entities in terms of economic development and the business environment and community.

Tony Guido, Chair of the Arlington Economic Alliance, discussed that the Alliance has read the code and has looked at the accomplishments the Alliance has done over the past years. Some of the events they pride themselves on is the economic breakfasts they have had along with the speakers at this event which helped the community with information regarding small business loans and educating them on where to go with any kind of help they need with their business. Mr. Guido said what the Alliance is looking for right now is the fact that the code is in place, but the landscape in the Village along with the rest of the businesses in the Village have changed. The way the Village is marketed, branded and social media have changed over the years. Some of the code is outdated. Some of the things they are looking for is a vision of what the Board thinks the Alliance should be doing. Over the years they have done marketing, branding, and helped develop websites, retention visits, and helped with the permit processes.

Mr. Guido said the Alliance would like some direction from the Board on what the Board thinks the Alliance's future should be for the next three to five years and how they can help market the town or what they should be doing at this point. Most of the members on the Alliance run businesses in Arlington Heights. Mr. Guido's business has been here for 30 years and being here for 30 years, they have seen things come and go, but they don't want to lose track of what makes this town what it is, including the library, parks, the Village, the Chamber, the schools, entertainment and community events.

Over the last six to eight months the Alliance talked about branding. They did surveys and talked about advertising. They know that some of the codes are outdated. They came up with "Power of Partnership." Partnership with the library, park, schools and how they can work together. Right now working with the Chamber they are doing retention visits and report back to the Alliance to give them updates. But there should not be overlap in what the Chamber is doing and what the Alliance is doing. They should be working on the same idea in different directions with the same common goal of the "Power of Partnership" to bring all these different entities together by communicating with each other. The Alliance talked about advertising or communicating with each other using different avenues such as using their newspapers, bulletins, letters to keep residents informed since people read all different forms of media. Anywhere from "apps" to mail, etc. The Alliance would like to ask the Board how to move forward. They would like a plan for the next three to five years to look at how to bring all of these different groups together as one with the Alliance.

The Alliance has made retention visits, they have listened to the businesses, they have made recommendations, but all these other entities are promoting themselves when it is all for Arlington Heights. The Alliance thinks this is something that should be looked at and they are looking for help, guidance, and input from the Board. What does the Board think the Alliance should be doing and what the Chamber should be doing so they are not over-lapping and become more productive in the next three to five years? Mayor Hayes said some of the things that Mr. Guido mentioned are already in place over the past year, for example, the Small Business Development Agreement. The Alliance was involved in this process so efforts were not duplicated. He thinks the Board has tried very hard over the past year to try to utilize this community partnership approach utilizing all the available resources and not duplicate efforts.

Trustee Glasgow thanked Mr. Guido for all the work that is done with the Alliance. One of the concerns he has is does the Alliance feel they are duplicating efforts. Mr. Guido replied that yes, that some of the things the Alliance has done over the past years the Chamber is currently doing. Trustee Glasgow said one of the things he sees is that the members of the Arlington Economic Alliance are the trusted business leaders appointed by the Mayor because of their knowledge of businesses and Arlington Heights. They represent all of the businesses in Arlington Heights. He thinks there is a place for both the Chamber and the Alliance using their different views. Do you feel that the Arlington Economic Alliance is beneficial at this point in the form that it is and if not, what suggestions do they have.

Sue Duchek, member of The Arlington Economic Alliance, talked about why they asked for direction which is due to frustration within the Alliance. She had been on the Alliance for ten years and has seen how it was when she started and how it is today which is two different things completely. This started as an advisory position, which was bringing to the Alliance what they heard on the streets within each of their own industries since they are all representing positions within the Village. She looks at her role on the Alliance not as a business owner but as a voice of other businesses and bringing those concerns to the Alliance to discuss. She has seen a lot larger work load being given and she feels like she somehow inherited a job along the way that wasn't necessarily the initial role. If this is what it has become, then the Alliance needs to have some direction as to what is exactly their role, advisory or to be making retention calls. Not just to be given a project to work on. In other words, how could the Alliance best serve.

Mayor Hayes agrees that some of the code language needs to be changed. He said looking at 2A and B rather than charging the Alliance with the development and implementation of business retention and expansion program or marketing program the Alliance should be assisting in the development and implementation of those items through an advisory role. He does not think the Alliance should be making retention visits.

Trustee Tinaglia said the Alliance should put together a code on how the Alliance can best help Arlington Heights. As an Economic Alliance what can they bring to the table to offer as business entities? This could be reported back to the Board.

Trustee Scaletta discussed when the Alliance talked about partnerships with the park district and the library that would be a good opportunity for everyone to get together and use resources. The Board would like to hear what makes the business community happy, what does not make them happy and how things can change in a positive way that benefits the businesses. That's everything that the Alliance has been doing to make things better. The Alliance was part of streamlining the codes, streamlining processes, giving feedback on what works and what does not work in the business community whether it has to do with marketing or any other facet. It would be great if the Alliance would come back to the Board and let them know what needs to be focused on and what would be better handled by staff. They should make a motion and bring it to the Board for anything they want to change. The Alliance should use this as an opportunity to re-evaluate the

commission and say this is what we were, this is what we became and this is where we want to go.

Trustee LaBedz said learning about how extensive the activities are that the Alliance is doing, she can see how they would want direction and discussion about narrowing their focus since it can be overwhelming. She appreciates the Alliance's comments on partnerships including the library, parks and schools. There is more to the Alliance than the businesses since it involves the economy in the Village that will attract the businesses to come into the Village.

Trustee Blackwood discussed that when she looks at the composition of the Alliance she is looking at leaders of industry in various sectors within the community. It would be a representation of large organizations all the way down to store front businesses. Do we have the right component of small business vs. large business? This would be information that would help Charles Perkins attract businesses into the community. What does the Village want economically and this is what the Alliance should be talking about. What is important is each member of the Alliance has a voice as to what is happening in their industry and how that industry is affecting the Village.

Trustee Farwell thanked the Economic Alliance for all their hard work. As a Board the Trustees look to the Economic Alliance as a true business advisor for the businesses in the community. You're not advising a business you are advising this governmental entity which is hard to do. This is the perfect time to ask the Alliance to re-group and redefine themselves and come to the Board maybe in an informal setting.

Trustee Sidor said pro-active information from the Alliance would be very helpful.

Mayor Hayes said the consensus is that the Alliance should take a look at the code provisions and as Mr. Dixon mentioned to take a pen and mark up what needs to be changed. Come back to the Board with what the Alliance envisions as the role of the commission based on what was said tonight and what your additional thoughts might be.



MINUTES

President and Board of Trustees
Village of Arlington Heights
Committee-of-the-Whole
Board Room
Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
July 13, 2015
7:30 PM

I. CALL TO ORDER

President Hayes called the meeting to order at 7:30 PM.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

BOARD MEMBERS PRESENT:

Mayor Thomas Hayes, Trustees Farwell, Glasgow, LaBedz, Rosenberg, Scaletta, Sidor, & Tinaglia

Trustee Blackwood arrived at 8:10 p.m.

STAFF MEMBERS PRESENT:

R. Recklaus, D. Mikula, T. Kuehne, M. Juarez, D. Ruda, M. Mertes, P. Wilkiel

OTHERS PRESENT:

T. Guido, Chair, Arlington Economic Alliance

IV. NEW BUSINESS

- A. Recommendation of the Arlington Economic Alliance regarding Proposed Code changes to Section 6-505

Mayor Hayes stated that there have been some recent expiration of terms and some resignations of members due to no longer being qualified for the Arlington Economic Alliance. He said that the members have served notably and with distinction, and that their participation on this commission was very

much appreciated. Mayor Hayes went on to say that there is an opportunity for the Village to reinvigorate this very important economic resource.

Mr. Recklaus said that the proposal before the Board makes modifications to the business types and makeup of the Arlington Economic Alliance and is a result of discussions at Committee-of-the Whole meetings and of the hard work that the Alliance has done over the past six months.

Mr. Tony Guido, Chair of the Arlington Economic Alliance thanked the Board for the opportunity to discuss the proposed changes to Section 6-505 of the Municipal Code, saying that the section was outdated. He went on to explain some the changes which include; expanding members from 11 to 13, modifying the organizations in which the members are chosen, engaging representatives from various communitywide entities to participate at the meetings (non-voting), and making a change so that no more than five positions or terms would end in the same year. Mr. Guido stated that some of the communitywide entities include District 214, the Library, the Park District, and the Special Events Commission, and could include other entities. He also said that the connection with the Chamber of Commerce is important because of their knowledge of events and activities in promoting business in Arlington Heights.

Mayor Hayes said that the mission of the Arlington Economic Alliance is to support existing programs or to assist in the development of new programs, and not be charged with developing programs themselves, saying that this was a big change to the code in terms of what the Village Board's vision was for the Alliance.

Trustee Sidor asked what the connection was with the Special Events Commission and the Alliance. Mr. Mertes said that the Alliance thought that Special Events Commission should be represented and that it would allow the Alliance to be kept apprised of any updates or changes to community events that can affect the business community.

The Board was pleased with the proposed changes and thanked the Alliance for a great job in listening to the comments the Village Board had given them. Discussion took place regarding filling vacancies on the Alliance from the various types of businesses, and with the importance of making sure the entire Village is well represented, including the Uptown and South town areas. Mayor Hayes said the Village will do its best to get a cross section of business owners and operators, and said that he appreciates input and recommendations for filling the vacant positions as we move forward in the coming weeks.

Trustee Scaletta moved, seconded by Trustee Farwell that the Committee-of-the-Whole recommend to the Village Board adoption of an ordinance amending Section 6-505 of the Arlington Heights Municipal Code with the changes proposed by the Arlington Economic Alliance.

Ayes: 8

Nays: 0

The Motion carried

The Board congratulated Regina Schlamp on her retirement and thanked her for her service on the Arlington Economic Alliance and to the Community.

B. Operating Fund Overview / Recommended Budget Ceilings - 2016

Trustee Blackwood arrived at 8:10 P.M.

Mr. Recklaus said that the goal tonight is to guide staff through a review of the budget assumptions so that staff can commence the departmental budget process, saying that a lot of thought goes into these assumptions and that the approach that Mr. Kuehne and his staff has made is very detailed, and extremely conservative. He added that because of the change from a fiscal year, this will be the first year where the budget process will be aligned with the property tax levy process.

Mr. Recklaus went on to say that the future is not without challenges and that there is currently a lot of uncertainty at the State level. He continued by giving an overview of the General and Water & Sewer Fund revenue and expenditure assumptions, and noted that staff's proposed recommendation does not include any resolution to the storm water issue or additional funding for roads, saying that those items would have to be dealt with either by an unexpected surplus or an additional revenue source. He added that the only new General Fund expenditure item reflected in staff's recommendation is in regard to the \$200,000 per year pavement patching program that was discussed at the CIP meeting.

Mr. Recklaus went on to explain other General Fund revenue and expenditure scenarios should the State implement a property tax freeze and/or a reduction in the Local Government Distributive Fund (LGDF), saying that the Village would start to run a deficit in 2016 which would build upon itself and reduce the fund balance to under 25% by 2018. Mr. Recklaus went on to say that the Village's conservative financial practices would provide time to think about how to respond to changes the State may implement. He also said that the Village should monitor what the State is doing, but thought it wouldn't be prudent to modify the General Fund ceilings based on unknown scenarios.

Trustee Scaletta asked about increased costs of healthcare. Mr. Kuehne explained that staff is budgeting for an 8% increase in healthcare costs, but expects it to come in under that. He went on to say that when the draft budget is prepared sometime in October, we will have a better idea of what the costs will be, and said that any savings could reflect a lower proposed property tax increase.

Trustee Scaletta asked if the Village's bond rating would fall if a property tax freeze was implemented. Mr. Kuehne explained that bond rating agencies look at fund balances, saying that it becomes an issue when they continue to go down. Mr. Recklaus added that if losses were offset with an increase in additional revenues or corresponding cuts in expenditures the bond rating agencies would look favorably on it. Mr. Kuehne added that the Village has always been proactive with things as they come up. Trustee Scaletta stated that the cost of a new police station could increase if the Village's bond ratings go down and the rates go up because of the State's inability to manage their budget over the years. Mr. Kuehne stated that if State actions affect the Village's fiscal solvency, then there would be a risk of that.

Trustee Rosenberg asked about the Village's current bond issues and about new bonds for improvements for the storm water issues. Mr. Kuehne said that some bond issues will be maturing and new issues sold for the new Police building. He added that bonds retiring after that can be used for storm water control projects. He also said that there are different ways to fund storm water projects other than bond issues, including storm water fees and existing reserves. He also said that all potential storm water projects need to be identified and discussed by the Board before funding is discussed. Trustee Rosenberg said that it can hurt the Village if the State goes ahead with any of their scenarios. Discussion continued regarding how Village bond ratings could change depending on actions that the State may take.

Trustee Farwell said that although the Village may be able to take a hit the first year by any action that the State would make, he felt that it would still impact the Village's ability to run its government in the most efficient way for its constituents. Mr. Recklaus agreed, but said that based on the fact that we have reserves and given the uncertainty of not knowing what's coming, he thought that waiting to see what happens before changing the revenue or expenditure structure would be the wiser course of action.

Mr. Kuehne went on to say that the Village's estimated 2015 levy for 2016 is 1.39%, but said that the actual proposed levy will not be known until the draft budget is done. He explained that the proposed levy can be lower if health insurance costs are lower than expected, but said that it can also be higher if the State implements a property tax freeze. Mr. Kuehne also stressed that a funding source is needed for street work to be done in the Village. He said that an option for an additional property tax levy dedicated strictly for streets will be included in the draft budget for the Board's consideration.

Trustee Glasgow stressed his concerns with being able to keep up with pension payments and asked if there was any proposal that would exempt pension funds and debt service from a property tax freeze in order for the Village to fund what is State mandated. Mr. Kuehne said that no definitive information is known yet. He also said that the Village will be able to keep up with the mandated Police and Fire pension and debt service, but that it will affect operations and that there will clearly be reductions in services.

Trustee Farwell stated that the Village has already had reduction in services and a major reduction in staffing over the last several years and asked where the Village would have more reductions, saying that the State needs to understand that it would be in the delivery of basic services. Mr. Recklaus said that the Village had a reduction of staff that corresponded with the downturn of economic activity, but said that there is now an economic increase and that Village staffing levels still remain at recession levels. He said things are already quite challenging because current workloads are higher than they have ever been because we are operating with less staff, saying that it is having an impact on response times and with the quality of what we do.

Trustee Tinaglia thanked staff for the way they communicated the budget ceilings with what was currently happening with the State, saying that the way it was presented made sense. Trustee Scaletta said that staff has done a great job in being more transparent and hoped that more residents go to the Village's website where they can view documents that get discussed at meetings.

Trustee Scaletta moved, seconded by Trustee Sidor that the Committee-of-the-Whole recommend to the Village Board approval of the 2016 budget ceilings of \$72,253,100 for the General Fund; and \$19,526,700 for the Water & Sewer Fund.

Ayes: 9

Nays: 0

The Motion carried

V. OTHER BUSINESS

VI. ADJOURNMENT

Trustee Glasgow moved, seconded by Trustee Scaletta to adjourn the meeting at 8:42 P.M. The motion carried unanimously.



MINUTES
President and Board of Trustees
Village of Arlington Heights
Board Room
Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
January 20, 2015
8:00 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

- A. Presentation of the Colors by Brownie Troop 41571 from
James W. Riley Elementary School

III. ROLL CALL OF MEMBERS

The Village Clerk called the roll with President Hayes and the following Trustees responding: LaBedz, Scaletta, Blackwood, Rosenberg, Sidor, Glasgow and Tinaglia.

Trustee Farwell was absent.

Also present were Village Manager Randy Recklaus, Assistant Village Attorney Robin Ward, Assistant Director of Public Works Cris Papierniak, Director of Planning and Community Development Charles Perkins, Director of Engineering Jim Massarelli, Director of Finance Tom Kuehne, Police Chief Gerald Mourning and Village Clerk Becky Hume.

IV. APPROVAL OF MINUTES

- A. Committee of the Whole Minutes 1/5/2015 Approved

Trustee John Scaletta moved to approve. Trustee Mike Sidor Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia.

Abstain: Glasgow.

Absent: Farwell.

- B. Village Board Minutes 1/5/2015 Approved

(Marshall Street to stop for Belmont Avenue)

Trustee Thomas Glasgow moved to approve 15-002. Trustee Robin LaBedz
Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia.

Absent: Farwell.

CONSENT REPORT OF THE VILLAGE MANAGER

- A. Northwest Highway / Wilke Road Improvements; Approved
Engineering Services Addendum No. 4

Trustee Thomas Glasgow moved to approve. Trustee Robin LaBedz Seconded the
Motion.

The Motion: Passed

Ayes: Blackwood, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia.

Absent: Farwell.

- B. Budget Amendment for a Zero Interest Loan in the Approved
amount of \$10,000

Trustee Thomas Glasgow moved to approve. Trustee Robin LaBedz Seconded the
Motion.

The Motion: Passed

Ayes: Blackwood, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia.

Absent: Farwell.

XI. APPROVAL OF BIDS

XII. NEW BUSINESS

- A. An Ordinance Amending Chapter 6 of the Arlington Heights Municipal Code (Section 6-505, Arlington Economic Alliance) Tabled

This item was removed from the Consent Agenda Legal B., by Trustee Scaletta.

Trustee John Scaletta moved to move Consent Agenda, Legal B to New Business.
Trustee Mike Sidor Seconded the motion. The motion: Passed unanimously.

Trustee Scaletta said he removed this item from the Consent Agenda because he
had concerns with the changes to the Arlington Economic Alliance membership
requirements. He said he thought it would be advantageous for the Board and the

Alliance to have a conversation about the proposed changes. While supportive of Library and the Park District representatives as members, he said he wasn't sure if they should be voting members. There are other categories of businesses that are not represented. He said he thought it would be beneficial to have a representative in commercial real estate, residential real estate, restaurant and retail. Trustee Scaletta suggested the addition of a member from the Special Events Committee as a non-voting member. He said years ago there were some ex officio members that had a great opportunity to be heard that represented the up-town, downtown and south-town business areas. He suggested the topic be moved to a Committee of the Whole meeting.

President Hayes agreed that further discussion was a good idea. He said in appointing members to this Committee it is sometimes a challenge to pair people with the categories. He said it might be better to discuss the issue at a Committee of the Whole meeting for further dialogue. Trustee Glasgow agreed.

Sue Ducheck, a member of the Alliance, said that the Committee appreciates the Board's concern and is happy to have a conversation in another forum. She said the Committee has been doing some soul searching and is open to discussion on how to realign.

Trustee Thomas Glasgow moved to discuss this issue in a Committee of the Whole meeting at a date to be determined. Trustee John Scaletta Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia.

Absent: Farwell.

B. Police Station Study

Mr. Recklaus said the focus of tonight's presentation is to outline the current needs, anticipated needs, space requirements and to address if the building can be built on the current site. Cost still needs to be discussed, but it is premature to discuss cost this evening. There are a number of alternatives which may have significant cost implications; those will be discussed in the future in a public forum.

Mr. Ray Lee and Ms. Louise Kowalczyk of FGM presented their findings. There have been some changes in space evaluations and usages resulting in a building 3,800 square feet smaller than what was proposed in 2009. They reviewed the existing site, building and offsite storage locations. Next, analysis for temporary facilities for the Police Department during construction will occur. Project budgeting and cost analysis will be performed. Environmental work will be looked at as well. But, yes, a new building can be reasonably built on the existing campus. It can be an efficient building, accommodate parking and can incorporate sustainability components.

Mr. Lee itemized the areas where space was saved and changes were made in comparison to the 2009 study. Changes in police methodology changed some of

Extracts of Arlington Economic Alliance Meeting Minutes

Regarding Modifications to Section 606-5 of the Village Code

MINUTES OF THE MEETING OF THE ARLINGTON ECONOMIC ALLIANCE HELD ON SEPTEMBER 26, 2018 AT 7:30 A.M. AT THE VILLAGE HALL

MEMBERS PRESENT:

Scott Whisler – Chairman
Jackie Lewis
Rex Paisley
Dave Parulo
Jon Ridler
Brian Roginski
Andi Ruhl
Parth Shaha

MEMBERS ABSENT:

Matt Fink
Tony Guido

STAFF PRESENT:

Michael Mertes – Business Development Coordinator

ALSO PRESENT:

Mike Driskell, Arlington Heights Memorial Library

Motion to Update Alliance Code Section

Dating back to the June Alliance meeting, members have requested the opportunity to provide the Village Board with greater input on prospective ordinances and resolutions that would affect the business community. The intent is to amend part “a” of Section 6-505 of the Village Code, which specifies the Alliance’s role and make-up. The Commission discussed the appropriate wording of the proposed Code section update that was initially approved in June, and made additional changes at this meeting in order to make a final recommendation to the Village Board.

JON RIDLER MOVED AND PARTH SHAHA SECONDED A MOTION TO CHANGE THE INTENT AND PURPOSE OF THE ARLINGTON ECONOMIC ALLIANCE COMMISSION, STATING:

TO PROVIDE FOR AN APPOINTIVE, ADVISORY BODY WHICH SHALL, AFTER DUE DELIBERATION, MAKE RECOMMENDATIONS TO THE BOARD OF TRUSTEES ON MATTERS RELATING TO NEW ORDINANCES OR CHANGES TO EXISTING ORDINANCES THAT WILL HAVE AN IMPACT ON THE BUSINESS COMMUNITY OF ARLINGTON HEIGHTS.

THE ARLINGTON ECONOMIC ALLIANCE MAY REVIEW BUSINESS-RELATED ORDINANCES, PROGRAMS AND REGULATIONS THAT ARE BEING PRESENTED NEW OR UPDATED PRIOR TO SUBMITTAL TO THE VILLAGE BOARD. VILLAGE STAFF WILL PRESENT INFORMATION TO THE ARLINGTON ECONOMIC ALLIANCE NEEDED FOR DISCUSSION AND RECOMMENDATIONS FOR CHANGES OR APPROVAL OF SUPPORT. THE ALLIANCE MAY RESEARCH ANY EXISTING ORDINANCES, PROGRAMS, OR REGULATIONS RELATING TO THE BUSINESS COMMUNITY.

ALL ALLIANCE MEMBERS VOTED IN FAVOR OF THE MOTION.

Mr. Mertes confirmed that the approved minutes, which includes this motion, would be provided to the Village Board. He will update the Alliance on any feedback or direction from the Mayor and Trustees.

**MINUTES OF THE MEETING OF THE ARLINGTON ECONOMIC ALLIANCE
HELD ON JUNE 20, 2018 AT 7:30 A.M. AT THE VILLAGE HALL**

MEMBERS PRESENT:

Scott Whisler – Chairman
Matt Fink
Jackie Lewis
Rex Paisley
Dave Parulo
Jon Ridler
Brian Roginski
Andi Ruhl
Parth Shaha

MEMBERS ABSENT:

Tony Guido
Lisa Henderson

STAFF PRESENT:

Michael Mertes – Business Development Coordinator

ALSO PRESENT:

Mike Driskell, Arlington Heights Memorial Library
Joe Skibbie, Special Events Commission

Proposed Update to Economic Alliance Intent and Purpose

Chairman Whisler introduced this item stating that there have been Code changes in recent years that have impacted the Village's business community, many of which the Alliance has not been given the opportunity on which to present its opinions. The Alliance can offer insight, which it would like to bring to the table.

Mr. Ridler said that he met with the Mayor prior to this meeting. The Village Board is looking at the roles of every Commission. The Economic Alliance has the authority to make recommendations to the Village Board, and can provide input where appropriate. By modifying its Code section, the Commission can better provide this input and also offer endorsements to ordinances and policies that would benefit the business community.

In terms of examples where the Alliance could have weighed in, Chairman Whisler pointed out outdoor dining policy and allowing breweries/brewpubs. Mr. Parulo asked what the triggering mechanism would be; how would relevant issues be brought before the Alliance? Mr. Ridler responded that the Commission's Chairman would be made aware of new ordinances, programs, etc. The Chairman would then have the ability to place such items on a future Alliance agenda for discussion and potential recommendation. Furthermore, the Village Board would take a more proactive role in asking for the Commission's input. No petitioner would come before the Alliance. Rather, the Village Board would direct Staff to obtain a recommendation from the Commission.

Ms. Ruhl said that people would then need to remember to send these items to the Alliance. Mr. Parulo also said that the annual newsletter could list the items discussed by the Commission in the past year, and the recommendation that it made.

JON RIDLER MOVED AND REX PAISLEY SECONDED A MOTION TO CHANGE THE INTENT AND PURPOSE OF THE ARLINGTON ECONOMIC ALLIANCE COMMISSION, STATING:

TO PROVIDE FOR AN APPOINTIVE, ADVISORY BODY WHICH SHALL, AFTER DUE DELIBERATION, MAKE RECOMMENDATIONS TO THE BOARD OF TRUSTEES ON MATTERS RELATING TO NEW ORDINANCES OR CHANGES TO EXISTING ORDINANCES THAT WILL HAVE AN IMPACT ON THE BUSINESS COMMUNITY OF ARLINGTON HEIGHTS.

THE ARLINGTON ECONOMIC ALLIANCE SHALL REVIEW BUSINESS-RELATED ORDINANCES, PROGRAMS AND REGULATIONS THAT ARE BEING PRESENTED NEW OR UPDATED PRIOR TO SUBMITTAL TO THE VILLAGE BOARD. VILLAGE STAFF WILL PRESENT INFORMATION TO THE ARLINGTON ECONOMIC ALLIANCE NEEDED FOR DISCUSSION AND RECOMMENDATIONS FOR CHANGES OR APPROVAL OF SUPPORT. IN ADDITION TO, THE ALLIANCE CAN RESEARCH ANY EXISTING ORDINANCES, PROGRAMS OR REGULATIONS RELATING TO THE BUSINESS COMMUNITY THAT MAY HAVE AREAS NEEDING TO BE UPDATED OR ADDRESSED ACCORDING TO CURRENT BUSINESS TRENDS AND NEEDS.

ALL ALLIANCE MEMBERS VOTED IN FAVOR OF THE MOTION.

Chairman Whisler directed Staff to make the Economic Alliance aware of when this motion will be delivered to the Village Board. Mr. Mertes added that the Village Manager is reviewing the scope of responsibilities of all Commissions per the Village Board's request. The suggestion to change the Alliance's Code will be considered by him, along with any other scope changes to all Village Commissions. He will also be surveying all Commission members within the next month or so on their thoughts and any potential changes.