

**VILLAGE OF LINCOLNWOOD
PRESIDENT AND BOARD OF TRUSTEES
MEETING OF THE COMMITTEE OF THE WHOLE
VILLAGE HALL COUNCIL CHAMBERS
AVAILABLE LIVE AT
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JANUARY 4, 2022**

Before the call to order the Village President read the following into the record: Pursuant to recently adopted amendments to the Illinois Open Meetings Act included in Public Act 101-640, public bodies may, in certain circumstances, hold entirely virtual public meetings without a quorum physically present in any one location.

On May 29, 2020, Governor Pritzker issued a Disaster Proclamation that declared in-person attendance at public meetings of more than ten people at the regular public meeting location to be infeasible, in accordance with the Open Meetings Act, as amended by Public Act 101-640.

On December 21, 2021, President Patel executed a written determination that given the on-going emergency associated with the COVID-19 pandemic, in-person meetings of the Village's Board of Trustees are not practical or prudent at this time and until further notice.

In accordance with the Governor's Disaster Proclamation and the Village President's Declaration of Emergency and Determination regarding meetings of the Villages Board of Trustees, I, Jesal Patel President of the Village board, do hereby determine that in-person meetings of the Village Board are not practical or prudent at this time and until further notice.

Call to Order

President Patel called the Committee of the Whole Meeting of the Lincolnwood Board of Trustees to order at 6:00 P.M. Tuesday, January 4, 2022, in the Council Chambers of the Municipal Complex at 6900 N. Lincoln Avenue, Village of Lincolnwood, County of Cook, and State of Illinois.

Upon roll call by Assistant Village Manager and Deputy Clerk Charles Meyer the following were:

Present: President Patel, Trustees Saleem, Martel, Halevi. Present via Go to meeting Trustees Sargon, Klatzco, Herrera

Absent: None

A quorum was present.

Also present:; In person Anne Marie Gaura, Village Manager; Chuck Meyer, Assistant Village Manager; via Go to Meeting Matthew Pasquini, Management Analyst; Jon Bogue, Assistant to the Village Manager; Nadim Badran, Public Works Director; Denise Joseph, Finance Director

Approval of Minutes

The minutes of December 21, 2021 Committee of the Whole were presented for approval.

Trustee Saleem moved to approve the minutes of December 21, 2021 Committee of the Whole Meeting, seconded by Trustee Klatzco.

Upon Roll Call the results were:

Ayes: Trustees Saleem, Martel, Halevi, Sargon, Klatzco, Diaz-Herrera

Nays: None

Minutes Approved

Regular Business

1. Discussion Concerning Change of Fiscal Year

This item was presented by Finance Director, Denise Joseph. Director Joseph provided background on the previous Finance Committee discussion as it pertained to the aligning the Village's fiscal year with the calendar year. She shared that most surrounding municipalities abide by a fiscal year that ends on April 30 but stated that communities are beginning to transition to ending their fiscal years on December 31 because it is easier to understand, allows for better communication to the community and makes it easier to consider and allocate property tax levy. Director Joseph stated that should the board decide to align the Village's fiscal year with the calendar year, a stub year from May to December 2023 will be implemented to facilitate the transition by January 1, 2024. She stated that staff recommends that the Committee of the Whole moves forward with this item to be considered by Village Board.

Change of Fiscal Year

Recommended Discussion/Motion

Staff recommendation is as following:

A potential motion is to direct staff to move forward preparing for a transition to a fiscal year that corresponds with a calendar year in 2024

Trustee Martel asked how tax allocations will be accounted for during the stub year since they are usually accounted for on a yearly basis. Director Joseph explained that allocations will be accounted during the appropriate stub year and fiscal year and that accounting techniques can be used to maintain consistent financial reporting should any issues arise.

Trustee Klatzco commented that he believes this change will make planning easier for the Village and is in favor of this change.

Manager Gaura reiterated that the board is in consensus to present this item to the Village Board.

2. Discussion Concerning Removal of Snow from Sidewalks as a Village Service

This item was presented by Public Works Director, Nadim Badran. Director Badran provided background on Lincolnwood snow removal operations and explained that the board is interested

in knowing what the financial impacts would be of clearing sidewalks on arterial streets. He explained there are 14 miles of sidewalk in the proposed scope and that they vary from four to seven feet in width and are ADA compliant.

Background

*The Village currently does not clear residential or commercial sidewalks of snow

*The Village provides snow removal to the following areas:

Roadways, Alleys, Municipal parking lots, Sidewalks around municipal buildings, Bicycle paths, Parks

Discussion

*The Village Board has expressed a desire to determine the impacts to implementing a program for clearing snow from sidewalks on arterials.

The areas include ADA compliant sidewalks along the following areas within the Village's corporate limits

^Touhy Avenue

^Cicero Avenue

^Lincoln Avenue

^Pratt Avenue

^Devon Avenue

^Crawford Avenue

^McCormick Boulevard

*Approximately 14 miles of sidewalks in the listed areas

*Sidewalks range from four to seven feet wide – Only ADA compliant sidewalks would be considered for clearance

*Staff surveyed 12 communities to determine how and if they provide sidewalk snow removal services.

Mr. Badran shared that there are some surrounding communities who do provide these services.

Director Badran explained that the Village currently does not have the equipment or personnel necessary for these services, so staff looked into contracting. He shared that the costs shared by surrounding communities were staggering but that pricing could be better with competitive pricing geared toward the specific needs of the Lincolnwood community. He then went on to explain that if the Board determined these services should be provided in-house, seasonal equipment would need to be purchased and personnel would need to be hired. He discussed the upfront costs and annual costs thereafter. Director Badran then explained that the costs for both contractual and in-house services are significant and added that there are challenges filling seasonal positions and potential risks for increased liability, though tort immunity does generally apply to sidewalk snow removal services. Director Badran went on to present a pilot program that would include purchasing one multi-use vehicle, hiring one seasonal employee and focusing on limited areas that often receive the most complaints. He shared that staff recommends either maintaining the status quo or pursuing a pilot program and offered to do more research if determined by the Board.

Trustee Sargon spoke favorably of a pilot program and targeting portions of Pratt, Crawford and Touhy Avenues.

Trustee Klatzco spoke favorably of a pilot program and commented that purchasing the multi-use equipment could be a good investment regardless of the pilot program's outcomes.

Trustee Halevi asked if members of the Village could apply for the season position and Director Badran said yes.

Trustee Martel shared his belief in the value-add for the community but expressed concern about the cost. He shared that the pilot program is financially sound but is concerned about liability risks. He stated he wasn't sure about how the routes were chosen and thinks portions of Lincoln Avenue should be considered. Trustee Martel also questioned why Touhy Avenue is included and suggested potentially waiting until after District 1860 is complete.

Mayor Patel says the pilot presentation provided a potential scope of what could fall within the Village's pilot year and that not all of the highlighted streets on the map would be done.

Trustee Martel then added that doing just one side of a street would be acceptable.

Mayor Patel concurred and said having a safe route to keep people from walking on the streets is all that matters.

Manager Gaura said staff needs a basic foundation of what is important for staff to consider and that should include all options, factors, and potential economies of scale in what the most efficient route clearing method could be.

Mr. Badran stated that a pilot program would be closely reviewed.

Trustee Halevi discussed large snow accumulations that occur around Touhy and Lincoln Avenues and shared her concerns for the safety of people who utilize public transit services that come through Lincolnwood.

Manager Gaura added that Touhy Avenue sidewalks are among the most complained about.

Trustee Saleem asked if adding these services could increase the Village's premiums for IRMA. Director Badran was not sure but would check with IRMA to inquire if there would be any impacts.

Mayor Patel asked about the frequency of insurance claims being filed and staff shared that claims for incidents on sidewalks aren't uncommon and it's often trip and falls.

Mayor Patel asked if leasing a vehicle is an option.

Manager Gaura responded the option can be examined but noted the consensus on the value of purchasing a multi-use vehicle.

Challenges

- *Cost for both services is significant.
- *Difficulty finding seasonal staff
 - ^In 2021 only three of seven seasonal positions were filled
 - ^Would be in competition with other winter seasonal positions such as IDOT – Snowbirds which pay a higher hourly rate and offer overtime
- *Property damage concerns
- *Liability concerns
 - ^Modifying the existing conditions of the sidewalk after a snow event could create a defect, which may lead to liability per IRMA.

Recommendations

- *Staff recommends either maintaining the status quo, or moving forward with the Pilot Program
- *If the Village Board does not direct staff to proceed with the Pilot Program, staff will work to obtain more accurate contractual pricing for the next fiscal year to help with future budgeting decisions.

Public Forum

Toni Greetin, Vice President of Red Door Animal commented on her concerns about rabbits that come from The Animal Store and are brought to the shelter. Share shared that they often pregnant and produce unwanted litters. She has personally asked The Animal Store Owner to not sell rabbits around the Easter season but the owner refused and has had a hard. She stated she would like to Village to enable the Cook County ban on dogs, cats and rabbits.

Jodi Wiederker, Executive Director of the Chicago Alliance for animals, used her time to read negative comments from The Animal Store's Facebook page.

Mayor Patel spoke of past addressing of this issue by previous Boards.

Adjournment to Closed Session

At 6:45 P.M. Trustee Saleem moved to adjourn the Committee of the Whole to proceed to closed session, seconded by Trustee Martel.

Upon Roll Call the results were:

Ayes: Trustees Saleem, Martel, Halevi, Sargon, Klatzco, Diaz-Herrera

Nays: None

Motion Passed

Adjournment

At 7:27 P.M. Trustee Saleem moved to adjourn the Committee of the Whole, seconded by Trustee Martel.

Upon Roll Call the results were:

AYES: Trustees Saleem, Halevi, Martel

NAYS: None

Meeting Adjourned

Respectfully Submitted,



Beryl Herman
Village Clerk