

**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 18, 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 6:33 P.M. Tuesday, January 18, 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 Village Clerk Beryl Herman the following were:

Present: President Patel, Trustees Herrera, Klatzco, Sargon, Saleem, Halevi, Martel.

Absent: None

A quorum was present.

Also present: Village Manager Anne Marie Gaura; Assistant to the Village Manager, John Bogue; Via Go-to Meeting: Chuck Meyer, Assistant Village Manager; Matthew Pasquini, Management Analyst.

Approval of Minutes

The minutes of the December 13, 2021 Special Committee of the Whole and the December 21, 2021 and January 4, 2022 Regular Committee of the Whole meetings were presented for approval.

Trustee Sargon moved to approve the minutes of the December 13, 2021 Special Committee of the Whole and December 21, 2021 and January 4, 2022 Regular Committee of the Whole meetings. Seconded by Trustee Herrera.

Upon Roll Call the results were:

Ayes: Trustees Herrera, Klatzco, Sargon, Saleem, Halevi, Martel.

Nays: None

Minutes Approved

Regular Business

1. Discussion Concerning Environmental Commission Goals

This item was presented by Assistant to the Village Manager, Jon Bogue.

Mr. Bogue provided background that the Environmental Commission started as an ad-hoc committee in January 2021. Mr. Bogue shared that the Environmental Committee and Beautification Commission were merged in fall 2021 to form what is now known as the Environmental Commission. Mr. Bogue shared that a survey among Environmental Commission members showed that recycling, energy efficiency programs, composting, energy efficiency programs, enhancement of natural features, and community education are top priorities to be addressed. Mr. Bogue shared that the first discussion for the evening centers on the prospect of adopting a Sustainability Plan for the Village. Mr. Bogue shared that the goal of the Commission is to recommend a long term plan focused on preservation, enhancement, beautification, management, and protection of the Village's environment. Mr. Bogue shared that staff distributed a survey through the Northwest Municipal Conference in which 17 communities responded and eight reported having a sustainability plan. Of the eight who have a plan, three reported that they hired consultant and the cost ranged from \$21,000 to \$80,000. The cost would include baseline assessment, planning team meetings, a final document and a supplemental tool kit. Mr. Bogue shared that some communities shared via the survey that they completed their sustainability plans in house but that they were typically larger communities who have the staff capacity to focus on sustainability issues. Mr. Bogue also shared there are options available through the Chicago Metropolitan Agency for Planning (CMAP). Staff wants to know if the Board wants the Environmental Commission and staff to move forward with creating a Sustainability Plan, if costs should be budgeted for FY 2023, and whether or not the plan should be drafted in house or with help from a consultant or outside organization.

Trustee Sargon shared that as a co-liaison to the Environmental Commission, she believes they are a motivated and energetic group that desires to minimize Village's carbon footprint. Trustee Sargon shared that she thinks a sustainability plan should be considered especially as the Village experiences growth, development, and changing trends. She does not think creating a plan in-house is practical but expressed concern regarding the potential cost of a consultant. She shared that she would like additional research and information on costs of plan development with a consultant.

Trustee Herrera agrees with Trustee Sargon that a plan would benefit the community, help residents be more efficient with energy, improve air quality, and further influence positive environmental impacts. She thinks keeping the cost of a consultant closer to \$21,000 should be feasible.

Trustee Klatzco agrees that a sustainability plan is important but does not believe the Village should be spending money on a consultant. He stated he believes the plan can be developed in house with CMAP. He asked if the Village can use data from nearby communities who already put a plan together.

Trustee Sargon asked if there are any grants available to help fund the development of a sustainability plan. Mr. Bogue responded that it can be looked into.

Mr. Bogue also mentioned that there is guidance from the Metropolitan Mayor's Caucus and CMAP that offer guidance on how to create a sustainability plan. He shared that there are assessments and tools available to help staff take inventory of the Village's current conditions as it pertains to environmental and sustainability initiatives. He shared that it is practical to look toward other communities for parts of the sustainability plan but the plan would still require detailed and specific data as it pertains to Lincolnwood.

Trustee Klatzco asked if sustainability planning can be incorporated into facilities planning.

Manager Gaura added that sustainability elements may be folded into the Village's upcoming space needs assessments but that it would require a policy decision to be made by the board.

Trustee Halevi stressed the importance of a sustainability plan because quality of life factors are dependent on the environment in which we live. She expressed concern that the Village is far behind other communities in understanding the Village's environmental footprint and thinks the Village needs to play catch up in preparing for a changed environment due to climate change. Trustee Halevi stated that she is in favor of spending \$20,000 because she sees it as a long-term investment to help Village learn how it will adapt to change climate and a changing environment.

Trustee Martel agrees with Trustee Halevi that the Village is behind in sustainability planning. He said that the Village needs to be focused on ensuring a plan is established and believes the Board needs to determine what should be included in a plan. He stated that the proposed scope of the plan can impact the cost of services from a consultant.

Trustee Saleem stated that a sustainability plan should be all-encompassing and that it should provide guidance for both the Village and the community at large.

Manager Gaura restated that it appears the Board is interested in moving forward with a sustainability plan but sought further guidance as to whether or not staff should move forward with a consultant and outside assistance.

Mayor Patel responded that the Board wants to move forward with a plan and echoed a desire to keep the cost of hiring a consultant on the lower end of the budget. He asked if the amount in the presentation takes into consideration the cost of doing a plan in house.

Mr. Bogue responded "No". Mr. Bogue shared that the cost in the presentation only considers obtaining outside assistance.

Trustee Herrera sought clarification on whether or not communities that did their plan in-house all have staff designated for sustainability coordination and planning. She asked if the Village would need to hire a designated staff member to lead a planning effort.

Mr. Bogue shared that is not the case and that staff has the capacity to put something together.

Manager Gaura added that if this was done in-house, the Village would utilize frameworks put together by surrounding municipalities. Manager Gaura continued and shared that the Environmental Commission would then prioritize areas of policy to be included in the plan, which would then be presented to the board before the planning process actually begins. Manager Gaura added that if a consultant is hired, the Board would have a chance to review the RFP to ensure it aligns with the stated policy goals and priorities of the Environmental Commission and the Board.

Trustee Klatzco added that he would like the Environmental Commission to assess existing plans and provide an initial recommendation on which direction the Village should go and if it should be done in house or through a consultant.

Mr. Bogue added that the Metropolitan Mayor's Caucus provides a framework to be used by municipalities to take stock of where communities stand in terms of the development of environmental initiatives. Mr. Bogue added that consultants can also do that work but it might be broader and not as tailored to the Village's needs.

Trustee Sargon clarified the Board's stance and would like the Commission and staff to do some initial work in assessing plans created by neighboring communities and to then present their priorities to the Board before issuing an RFP.

Trustee Martel added that he agrees with Trustee Sargon's approach and thinks staff can facilitate goals and priorities while the consultant hones in on the analytical work.

Manager Gaura stated that staff will work with the Environmental Commission to look at plans, present findings to board and ultimately have the Board verify direction for a sustainability plan. She recommends that the board budget funds for a consultant and a reminded the Board that they can decide whether or not to spend the funds after initial findings are shared.

Mr. Bogue stated that Staff will move ahead on this.

Mr. Bogue also sought feedback on Oaktober Fest. He shared that 60 people were in attendance and that the event facilitated homes for thirty red oak trees. Staff is asking the Board if they want to make Oaktober Fest an annual event and budget \$500 for supplies related to the event.

Trustee Sargon spoke favorably of the event and suggested that the board allocate funds for FY 2023.

Trustee Klatzco spoke favorably of the event and suggested that the Village procure white oaks as giveaways rather than red oaks.

Mr. Bogue stated that the Village had no choice of the type of trees available

Mayor Patel spoke favorably of the event and wondered if there is a way to track the trees that were given away to observe how they develop over time.

Mr. Bogue said no data was collected as to where the trees were planted.

Mayor Patel asked if the Village continues to give out trees, if there's a way to log where they're planted simply to observe the impact they have within the community. He stated that the Board is comfortable budgeting \$500 for Oaktober Fest

Mr. Bogue provided a review of Lincolnwood in Bloom and shared that staff is seeking guidance on whether or not the Boards wants to continue budgeting \$150 for gift cards from Lincolnwood Businesses for contest winners.

Trustee Martel asked how many awards the \$150 in gift cards turns into. Mr. Bogue responded that translates into three gift cards for the top three winners. Trustee Martel questioned if that is enough.

Trustee Sargon concurred with Trustee Martel and stated that efforts should be made to expand the number of submittals and increase the prize amount to include more winners and create further incentives. Trustee Sargon stated that other communities host garden tours and asked if that can be considered for Lincolnwood in the future.

Trustee Halevi commented that Wilmette has a nice garden tour focused on different types of gardens in alleys, public medians, and yards. She also mentioned it is set up so residents can bike along the tour. Trustee Halevi shared that Lincolnwood has a lot to show off.

Mayor Patel added that Wilmette's efforts are intentional in showcasing how landscaping can solve specific problems but nonetheless agrees with Trustee Halevi's comment and thinks it's something to look into.

Mayor Patel commented that he would like to take personal initiative to encourage residents with gardens to participate in Lincolnwood in Bloom. He also suggested the creation of an iteration of Lincolnwood in Bloom for the winter that would show case holiday decorations and light displays. Mayor Patel shared this would highlight the community's festiveness and maintain Lincolnwood's notoriety for having strong lighting displays during the holiday season. He finally encouraged the creation of a plaque of Lincolnwood in Bloom winners to be put on display in Village Hall.

Trustee Sargon proposed doubling the budget for Lincolnwood in Bloom to include funds for a winter light contest.

Trustee Herrera added her support for growing these programs and asked if people have to submit themselves or whether there is a nominating process. Trustee Sargon confirmed there is a nomination process.

Mr. Bogue presented the final item for Board direction, composting. Mr. Bogue shared that the Village's waste hauling agreement with Groot that does not include composting services and expires in 2024. Mr. Bogue shared that Former Public Works Director Andrew Letson previously sought direction to include a list of composting vendors on website for residents. He shared that the Environmental Commission is interested in a franchising agreement to lower prices and provide a choice for residents on services to be used. He asked if the board would like staff to explore a franchise agreement for a preferred composting vendor.

Trustee Martel mentioned that the Village, through Groot, provides services to compost landscape waste and sought to clarify that the focus for this discussion is on food scrap and organic waste composting.

Trustee Sargon spoke favorably of a franchise agreement that would make it cheaper for residents to participate in composting.

Manager Gaura requested that the Board state their preference for selecting a composting vendor and whether or not the cost of service is borne by the village or residents.

Trustee Sargon stated composting services should be at resident's expense. She added that composting should be brought into consideration when the Village seeks to renew its waste hauling agreement.

Trustee Klatzco asked if the Village can go out to bid to get the lowest possible price for residents. He also inquired about making educational material available to residents and suggested that the Village representatives to SWANCC and MWRD inquire about creating composting bin programs that mirror their efforts to sell rain barrels.

Mr. Bogue clarified the issue.

Trustee Halevi stated that composting goes further than what is currently being discussed. She shared that since the pandemic, landfills are projected to be filled faster because people are spending more time at home. She is curious as to whether Groot can offer a regular composting service similar to waste hauling.

Trustee Martel spoke favorably of the Village setting rates with a compost provider to ensure residents can procure their own services at a lower rate. He added this isn't a cost-saving initiative but remains a net-benefit for the community.

Mayor Patel commented that he believes the Village needs to create more awareness about composting before the Village considers providing it as a service similar to waste hauling. He's

interested in pursuing initiatives to limit the size of waste bins and increase the size recycling bins.

Manager Gaura sought clarification on the Board's direction as it pertains to the pursuit of a franchise agreement and whether or not it should be at the Village's expense or resident's expense.

Mayor Patel and the Board confirmed that they would like staff to pursue a franchise agreement so residents can utilize these services at their own expense.

Trustee Klatzco added he would like to include educational material that promotes backyard composting as opposed to people's compost being sent somewhere outside the village. Trustee Martel suggested including a line item in the bid that would include the sale of bins to residents interested in composting on their own.

Manager Gaura added that Groot's contract allows residents to increase the size of their recycling bins at any point. Manager Gaura went on to clarify that the Environmental Commission is different than commissions whose direction is in prescribed in the Village code, and the evening's discussion serves as guidance for what the Environmental Commission should focus on over the next year.

Mayor Patel concurred with Manager Gaura. He mentioned that the commission has other initiatives that weren't included in the evening's discussion but should continue. He suggested if the Commission has additional ideas, to submit them to the board.

Public Forum

Christina Hannigan, Chicago, IL, spoke in favor of the Cook County ban on the sale of commercially raised cats and dogs. She shared concerns of shelter overcrowding. She stated that the ban should extend to rabbits, guinea pigs, hedgehogs, and reptiles. She expressed concern that a lot of animals that are brought to the shelter she volunteers at were purchased at The Animal Store.

Marcia Coburn, President of the Red Door Animal Shelter, expressed concern about the volume of correspondence her organization receives about rabbits sold at The Animal Store and the conditions in which they are sold. Ms. Coburn pleaded with the board to no longer opt out of the Cook County Ordinance.

Toni Greetis, Vice President of the Red Door Animal Shelter, expressed concern that the owner of The Animal Store claims he gets rabbits from USDA certified breeders but expressed skepticism. Ms. Greetis requested that Lincolnwood opt back into the Cook County Ordinance.

Julie Dorion requested that the Village reinstate the ban on commercially sold dogs, cats and rabbits.

Tamara Friedman, a volunteer of the Red Door Animal Shelter, expressed concern over the number of rabbits that get dropped off at the shelter and originate from The Animal Store. She expressed concern that customers are not adequately informed about requirements for care, which results in a large number of customers dropping off rabbits at the animal shelter.

Assistant Village Manager Charles Meyer read the following comments submitted in writing prior to the state of the meeting:

June 4, 2020, I purchased Happy, a baby lop-eared bunny, and extras, for \$179.97 at The Animal Store. I have had pet rabbits for over 50 years. Happy in a week he became lethargic. As a prey animal, his instinct is to hide his illness until he couldn't. I went to a 24-hour emergency vet clinic. The diagnosis was coccidia (a parasite in unvetted bunnies and transmittable to humans). He was sent home with four medicines, \$467.00. He died in my arms. I was devastated. I called The Animal Store owner. He offered me a free bunny, didn't have any now. He should have them in a week or two. About June 22, 2020, I picked up Precious, another baby bunny. I took him to a vet. Bad news: coccidia. Cost \$120.51. Some medicine another vet visit, but Precious died. Cost \$133.90. When discussing the incidents with a shelter, they said they would be reluctant to place another rabbit in the house where 2 rabbits had died from parasites. My rabbits are free roaming so I had to have the house steam cleaned for \$485.00. That was my unfortunate experience with The Animal Store.

Sincerely,
Judith Noe

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Good Afternoon,

I am writing to you today to please ban all animal sales and to please send Spur, the tortoise, to a sanctuary where she belongs. Shelters and rescues are the best places for animal adoptions. At least they provide water, food and adequate housing facilities until they can find their forever homes.

Thank you
Leslie Randall

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Please, no animal sales in Lincolnwood and send Spur the tortoise to a sanctuary. Thank you!

Bob Furem

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Good evening everyone,

I visited the Animal Store in Lincolnwood on January 9th. The turtle had no water again. Also there were 2 baby McCaw Parrots upside down next to each other in a very small aquarium looking very distressed. Parrots live 70 years. There is a Parrot Rescue in Villa Park called Greater Chicago Cage Bird Society. These Parrots shouldn't be sold. I visited again yesterday. Again the turtle had no water. What is the purpose of having this turtle? It's not happy and living a miserable life. Maybe it's a marketing tactic to get people in the store? Possibly? This turtle needs to go to a Sanctuary to live a happy life.

Thank you for listing to me.
Patti Cora

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Dear Lincolnwood Officials,

Please ban animal sales. Please allow Spur the Tortoise to be released to a reputable sanctuary that can take care of her needs.

Thankyou for your time.
Karen Elger

Adjournment

At 7:42 P.M. Trustee Sargon moved to adjourn the Committee of the Whole, seconded by Trustee Saleem.

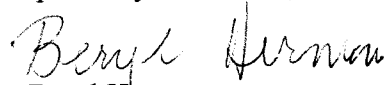
Upon Roll Call the results were:

AYES: Trustees Herrera, Klatzco, Sargon, Saleem, Martel, Halevi

NAYS: None

Meeting Adjourned

Respectfully Submitted,


Beryl Herman
Village Clerk