

**VILLAGE OF LINCOLNWOOD
PRESIDENT AND BOARD OF TRUSTEES
MEETING OF THE COMMITTEE OF THE WHOLE
GERALD C. TURRY VILLAGE BOARD ROOM
MARCH 7, 2023**

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, March 7, 2023, in the Gerald C. Turry Village Board Room of the Municipal Complex at 6900 N. Lincoln Avenue, Village of Lincolnwood, County of Cook, and State of Illinois.

President Patel turned the meeting over to Trustee Halevi as the designee for the meeting.

Upon roll call by Village Clerk Beryl Herman, the following were:

PRESENT: President Patel, Trustees Klatzco, Diaz-Herrera, Sargon, Saleem, Halevi

ABSENT: Martel

A quorum was present.

Also present: Village Manager Anne Marie Gaura, Assistant Village Manager Charles Meyer, Community Development Director Scott Magnum, Planning and Economic Development Manager Doug Hammel, Parks and Recreation Director Karen Hawk, Public Works Director Nadim Badran, and Assistant to the Village Manager Lamar Jones.

Approval of Minutes

The February 7, 2023, and the February 21, 2023, Committee of the Whole meeting minutes were presented for approval.

Trustee Sargon moved to approve the minutes of February 7, 2023, and February 21, 2023, Committee of the Whole meeting minutes as amended. Trustee Diaz-Herrera seconded the motion.

Upon Roll Call, the results were:

AYES: Trustees Klatzco, Diaz-Herrera, Sargon, Saleem, Halevi

NAYS: None

ABSENT: Martel

The motion passed.

Regular Business

1. Biennial Report of the Telecommunications Advisory Commission

Assistant Village Manager Charles Meyer stated that the focus of the Village for telecommunications had been Small Cell Wireless Facilities (SWF). This includes the

adoption of new regulations related to SWF and providing ombudsman assistance for this process. The Village has continued the negotiation process with Comcast for the existing franchise agreement. Changes to SWF Regulations include regulations reviewed related to the SWF standards for new applicants. SWF actions include the approval of approximately 50 locations in the Village and the Village working with wireless companies to review and approve locations. The Village continues to negotiate the existing Franchise Agreement with Comcast. It is anticipated that later this year, the TAC will review a finalized Agreement with Comcast for consideration by the Village Board for approval.

Trustee Sargon asked if there was a small cell tower limit.

Assistant Village Manager Meyer stated there is no cap on small cell towers. The Village can request wireless companies to consider nearby locations to place the small cell towers.

Trustee Klatzco asked which wireless company is installing most of the small cell towers. He asked if there was space for other wireless companies to install their small cell towers.

Assistant Village Manager Meyer stated that most of the towers are installed by Verizon. He stated that wireless companies are supposed to share small cell wire poles/locations.

Trustee Diaz-Herrera asked if there have been instances where small cell towers were not approved.

Assistant Villager Manager Meyer stated that Village has limited authority when we can say no. However, there was an instance where a location for a small cell tower could not be agreed upon.

Trustee Sargon stated that she would like the Village Lobbyist to keep tabs on small cell tower legislation. She requested staff publish information regarding small cell tower sites on the Village website.

Trustee Halevi thanked the Commission for their professionalism and expertise.

The consensus of the Village Board was to accept the Biennial Report of the Telecommunications Advisory Commission.

2. 2023 Infrastructure Program Funding Options

Finance Director Denise Joseph introduced the topic.

Eric Anderson, Managing Director at Piper Sander, presented and Market Update and Debt Service Option Report. He stated that the CPI finished 2022 at 6.5%, slightly lower than 2021's 7.0% but appreciably above short, intermediate, and long-term trends. CPI has trended lower in the past six months but is still well above the Federal Reserve target of 2.0% - 2.5. The markets have discounted additional rate increases beginning at the next meeting in

March (.25% to .50%) and again in subsequent meetings. Mr. Anderson outlined the Village's existing debt profile. Mr. Anderson spoke on the sale pathway. He stated that The Village has previously conducted publicly-offered, competitive sale-based financings. Especially for larger financings, this stimulated solid demand from potential investors, especially the 2019 and 2021 financings. A private placement offers the ability for the Village to competitively place the proposed debt over a maximum period of 15 years, though ten years and less generally provides for the most demand from bidders. A private placement requires less expense in the form of initial and ongoing costs of issuance and is tested to be an efficient route given all costs involved in the issuance. The bonds are issued non-rated with a term sheet describing the issuance as against a rated and insured issuance with an Official Statement. He provided an overview of the new debt consideration. Mr. Anderson outlined a potential timetable of events. He stated that the Village could issue the bonds once it determines that it has a sufficient amount of information to select a financing value.

Generally, a one-month preparatory period is sufficient, from the determination of the amount and structure to the pricing of the bonds. Closing is two to three weeks from the pricing date, at which point the Village receives the full amount of funds borrowed.

Trustee Sargon stated if we are able to move forward today if there would be enough staff to see it through to the end.

Village Manager Anne Gaura stated that we should be able to move forward.

Trustee Klatzco stated that he would not defer the street storage program because construction costs keep rising. He stated that the Village would end up paying more in construction costs than interest rates if we differed.

Trustee Sargon stated for policy reasons she stated that it makes sense not to defer it. The reason why the Village is moving forward with the project is to have the materials ready should Federal or State grants become available.

Trustee Saleem asked how critical street storage is.

Public Works Director Badran stated that street storage is a second priority.

Trustee Klatzco stated that instead of not deferring the lead line service project and moving ahead with the pilot program, the Village would be drastically ahead of other communities.

Trustee Saleem asked what the cost for this year's lead service line component is. Director Badran stated that this year's lead service line project is about \$400,000.

President Patel stated that he cautions delaying anything further above the lead line replacements because we do not want to get too far behind our street program. Further delay will add to the number of projects the Village will have to complete.

Trustee Sargon asked what the balance would be with the MFT and Water Fund if we were to go with the option where we would be funding around the million.

Director Joseph stated that she does not have the exact figures in front of her, but it will be a very healthy fund balance.

Trustee Sargon stated that, pending other discussions, her recommendation would be to proceed because of the uncertainty with the interest rates. Borrowing 4 million dollars and then using the million dollars from the MFT and Water Fund. She stated that she recommends a 10-year plan.

Trustee Saleem stated that he agrees with Trustee Sargon.

Trustee Klatzco stated that he agrees with the ten-year plan but does not necessarily agree with the 4 million versus the 5 million. He would like to know the numbers of the debt service.

Trustee Diaz-Herrera stated that the 10-year plan makes the most sense with the 4 million dollars partial debt.

Trustee Halevi stated that she agrees with Trustee Sargon. She stated that she would like to see the numbers.

Trustee Saleem asked what we have done in the past with funding options.

3. Discussion Concerning Popular Annual Financial Report

Finance Director Denise Joseph outlined the Popular Annual Financial Report (PAFR). She stated that the report takes what it's in the audit report and condenses it similarly to what a budget in brief does. The end product is easier to read and is in a more understandable format. She stated that the PAFR had been submitted to the Government Finance Officers Association. Director Joseph stated that the PAFR is rich with charts and graphs and contains information on the Village Board and Village government. Director Joseph added that there is information on General Fund revenues, major revenue sources, where property taxes go, debt issuance, and the Village's overall financial condition. She stated that the PAFR would be posted on social media and the Village website.

Trustee Sargon stated that she thinks it's great and easy to read, and it's an excellent resource for the community to read.

Trustee Saleem stated that he thinks the graphics are the best he has seen in a report.

Trustee Halevi stated that the PAFR is great.

4. Discussion Concerning Grant Opportunities

Management Analyst Matthew Pasquini stated that staff is looking for guidance on which of the following grant opportunities the Village should pursue. The grants are Invest in Cook County - McCormick Boulevard West Side Sidewalk Installation with a March 17, 2023 application deadline. The AARP Community Challenge - Installation of a Rectangular Rapid-Flash Beacon near the Carrington with a March 15, 2023 application deadline. ComEd Powering the Holidays Program – Purchase of Holiday Lights with a Fall 2023 application deadline (submittal date to be determined). The Invest in Cook Grant is offered by Cook County. The grant was made available on January 18, 2023, and the deadline to apply is March 17, 2023. Up to \$8.5 million is available in grant funding. The funding is for transportation improvement projects, bicycle and pedestrian facility projects, traffic flow improvements, and bridge improvements.

A proposed project for the grant is the installation of a sidewalk on the west side of McCormick Boulevard between Albion Avenue and Pratt Avenue. The project includes the relocation of the traffic signal equipment at McCormick Boulevard and Pratt Avenue. This project was previously applied for by the Village in 2017 through the Illinois Transportation Enhancements Program (ITEP) grant and in 2022 through Invest in Cook but was not awarded. Due to this project's high priority, staff is preparing for the Village to take on the full cost by including it in the Capital Improvement Program but will continue seeking grant opportunities. The grant funding would cover 70% of the estimated project cost, and the Village would provide 30% of the project cost if the grant amount was awarded. The Village would request grant funding in the amount of \$477,775, and the Village would be responsible for \$204,760. Although no local match is required, it is favored when an application is considered. A 30% local match and 70% grant funding request ratio have been used for past successful applications.

The second proposed grant is the AARP Community Challenge Grant. The grant was made available on January 18, 2023, and the deadline to apply is March 15, 2023. The average grant amount is \$11,900, and 83% of grants have been under \$20,000. There is a broad range of eligible projects, including permanent physical improvements, temporary demonstrations that lead to long-term change, and innovative programming pilots or services. A proposed Village project for the grant would be the installation of a crosswalk and rectangular rapid-flash beacons on Northeast Parkway near the Carrington. The lack of a sidewalk leaves residents without a safe crossing to the sidewalk on the north sidewalk of Northeast Parkway. Pedestrian safety features would benefit motorists and pedestrians alike. The largest grant that has been awarded is \$50,000. The Village would request grant funding in the full amount of \$40,800.

Management Analyst Pasquini stated that the ComEd Powering the Holidays Program is the third proposed grant. The grant is administered by ComEd and the Metropolitan Mayor's Caucus. Up to \$2,500 is awarded annually to each grant recipient. Eligible projects are for recurring holiday events that celebrate community identity, and culture and provide an opportunity for intercultural exchange and understanding by supporting local community lighting events during the holiday season. The Village would use awarded funds to assist in

funding its annual Holiday Tree Lighting event. Grant applicants must match at least 20% of the funds for the grant. The tentative submittal deadline is fall 2023.

Staff recommends applying for the Invest in Cook, AARP Community Challenge, and ComEd Powering the Holidays Program grants with the proposed projects.

President Patel stated that regarding the sidewalk on McCormick if it would be possible to have the sidewalk on the east side of McCormick at the west edge of Centennial Park because there is more room for a sidewalk. He stated that right now, there is construction going on, and this could be an opportunity to regrade.

Mr. Pasquini stated that amendments could be submitted should the grant be awarded to the Village.

Trustee Saleem said that if the east side is feasible and safe, then it is the better option. He stated that since the Metropolitan Water Reclamation District is already working on the site, maybe they can have it regraded.

Trustee Sargon stated that based on the proposed map, the Centennial Park side of McCormick is an ideal location for the sidewalk.

Trustee Diaz-Herrera concurred with Trustee Sargon.

Trustee Klatzco stated that a sidewalk is needed there for safety.

Trustee Halevi stated that we should apply for all three grants if there are no objections.

The direction of the Village Board was to apply for all three grants.

5. Discussion Concerning Building Permits and Water Bill Coordination

Assistant Village Manager Meyer stated that at a recent Village Board Meeting, there was an inquiry made about if the Land and License software could connect with water billing software. As part of this inquiry, there was a discussion regarding building permits only being issued if there were no outstanding debts, such as water bills. The Village Attorney confirmed that the Village has the authority to implement such a policy. Some advantages to consider are the implementation of this policy would allow another method to facilitate the collection of debts owed to the Village, and it may allow for efficiency for residents as they are able to be made aware of an outstanding water bill or other debt owed to the Village and pay for it accordingly with the appropriate Department. Some disadvantages May be viewed as an impediment or disincentive for residents to get a building permit. The addition of this step may add a complication for the building permit process or an additional step towards completion, thus slowing the process. The person obtaining a building permit may not be responsible for payment of the water bill (i.e., a tenant or contractor). There may be a lapse in time when a water bill payment is sent and when payment is recorded. Policy questions the

Village Board to consider are if the Village Board desires the drafting of an Ordinance similar to Northbrook or if the Village does not desire to implement an Ordinance, would the Village Board desire the enactment of a policy for staff that when a building permit issued staff determine if an outstanding debt is owed and inform the resident, but does not necessarily bar the resident from permit issuance.

Trustee Klatzco asked if there are many people that don't pay their water bills.

Assistant Village Manager Meyer said there are effective ways, such as liens, for the Village to collect unpaid water bills.

Trustee Sargon asked if there is a policy in place when someone wants to sell their house and they have outstanding balances to the Village.

Finance Director Joseph stated that the Village looks at outstanding balances before issuing a final certificate.

Trustee Diaz-Herrera stated that she doesn't want it to make it difficult for residents who want to close on a home. She is worried about other fees which don't pertain to the property. She asked for a general notification to residents to be aware of fees.

Trustee Sargon stated that this is an opportunity to capture past-due money.

Trustee Saleem stated that all the Village's software should be able to be integrated together and not stay in silos.

The direction of the Village Board was to enact a policy for staff that when a building permit is issued, and staff determines that there is an outstanding debt, it does not necessarily bar the resident from permit issuance.

6. Discussion Concerning Increasing the Seasonal pool Staff Pay Scale

Parks and Recreation Director Karen Hawk stated that there is a nationwide lifeguard shortage. As a result, communities have had to increase wages to attract staff. Staff recently attended local job fairs where other communities offered \$16 an hour starting salaries. Staff is seeking the pay to increase to \$16 an hour.

Director Hawk stated that staff is seeking direction from the Village Board Committee of the Whole regarding the proposed pay scale increase for pool staff in order to advertise the increased starting wages on job postings.

Trustee Saleem asked Director Hawk what the total cost would be.

Director Hawk stated that the total cost would be \$25,000.

Trustee Diaz-Herrera asked how many seasonal staff the Village still needs and how many have hired.

Director Hawk stated that the Village is aiming to hire 80 seasonal staff. The Village has so far conducted 50-60 interviews. They are all awaiting their offer letters, pending what the pay scale will be.

Trustee Diaz-Herrera stated that we need to be competitive and should go above \$16 an hour to be more competitive.

Trustee Sargon stated that the Board should consider setting the starting salary at \$16.50 an hour to attract more applicants.

The consensus of the Village Board was to approve the \$ 16.50-an-hour pay rate for lifeguards.

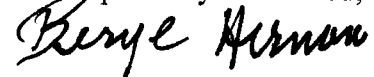
Adjournment

Trustee Sargon moved to adjourn the Committee of the Whole at 7:28 P.M., seconded by Trustee Klatzco.

The meeting was adjourned unanimously by voice vote.

Meeting Adjourned

Respectfully Submitted,

A handwritten signature in black ink that reads "Beryl Herman". The signature is written in a cursive, flowing style.

Beryl Herman
Village Clerk