

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

Call to Order

President Patel (via audioconference) called the Regular Meeting of the Lincolnwood Board of Trustees to order at 7:35 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 to serve as presiding officer for the meeting.

Pledge to the Flag

Trustee Klatzco led the pledge of allegiance.

Roll Call

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

Present: President Patel (remote), Trustees Sargon, Herrera, Klatzco, Saleem, Halevi

Absent: Martel

A quorum was present.

Also present: Village Manager Anne Marie Gaura, Assistant Village Manager Charles Meyer, Public Works Director Nadim Badran, Community Development Director Scott Mangum, Planning and Economic Development Manager Douglas Hammel, Fire Chief Barry Liss, Police Chief Jason Parrott, Parks and Recreation Director Karen Hawk, Assistant to the Village Manager Lamar Jones, and Village Attorney Hart Passman.

Approval of Minutes

The minutes of February 7, 2023, and February 21, 2023, Village Board meetings were presented for Village Board approval.

Trustee Sargon motioned to approve the minutes of the February 7, 2023, and February 21, 2023, Village Board meetings. The motion was seconded by Trustee Klatzco.

Upon roll call, the results were:

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

ABSENT: Martel

NAYS: None

The minutes were approved.

Village Trustees' Report

Trustee Diaz-Herrera stated that pool passes for residents are on sale. Non resident pool passes will go on sale April 1. Summer camp registration is underway for residents. Non-residents can register for summer camps on March 20. She noted that the Parks and Recreation Department is hiring for seasonal positions and Aquatic Center.

Trustee Sargon recognized International Women's Month. She thanked all the women in her life.

Boards and Commissions Report

None

Village Clerk's Report

Early voting is underway.

Village Manager's Report

Village Manager Anne Marie Gaura stated that the annual Lincolnwood Egg Hunt would take place at the Proesel Park Pavilion on Saturday, April 1, at 10 am. There will be a special appearance by the Lincolnwood Bunny. The event is free.

Village Manager Gaura stated that the Parks and Recreation Department held a meeting to discuss their Master Plan last week. The Master Plan determines priorities for the Department for the next several years. The final meeting will be on Wednesday, April 12, at 7 pm.

Village Manager Gaura stated that as part of its Service First mantra, the Village is committed to providing a high-quality customer service experience for our residents, businesses, and contractors throughout their construction projects. Manager Gaura stated that the Village recognizes that construction projects represent investments in individual properties that enhance the Village. The Village's goal is to assist in completing these projects by removing challenges and obstacles. To this end, the Community Development Department has designated Doug Hammel, Planning and Economic Development Manager, to fulfill the role of Customer Service Ombudsman. In this role, Doug utilizes his knowledge and experience to resolve more complex customer service issues relating to building permits. Doug has technical expertise in planning and zoning issues and has experience either coordinating or managing other aspects of the building permitting process, including civil engineering reviews. The Village welcomes input on other ways to improve its processes to continue delivering excellent customer service.

Public Forum

Bill Kalinack and Joseph Derose spoke on Spur the Tortoise and the sale of wild animals in the Village.

Consent Agenda

1. Approval of a Resolution Authorizing an Agreement with Third Millennium Associates, Inc., for the Mailing and Fulfillment of Pet License and Vehicle Stickers

2. Approval of an Ordinance Authorizing the Disposition of Surplus Property Owned by the Village of Lincolnwood
3. Approval of an Ordinance Approving Variations for an Off-Street Parking Lot at 7356 North Cicero Avenue

Trustee Diaz Herrera motioned to approve the Consent Agenda. The motion was seconded by Trustee Sargon.

Upon Roll Call, the results were:

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

NAYS: None

The motion passed.

ABSENT: Martel

Regular Business

4. **Consideration of an Ordinance Waiving Competitive Bidding and Authorizing an Agreement with Munchies Gyros II Inc., of Lincolnwood, Illinois, for Food Concessionaire Services**

Parks and Recreation Director Karen Hawk stated that the prior concessionaire at the Aquatic Center chose not to renew following the 2022 season. A Request for Proposal (RFP) was issued in December 2022, and no proposals were received. Staff was made aware of Munchies Gyros, Inc, owned by a Lincolnwood resident interested in operating a concession stand. Staff reached out to the owner. The owner has 23 years of restaurant operating experience. The proposed agreement is \$3,000 for rental fees. 5% of the concession stand monthly gross sales. Munchies must provide monthly sales reports and an annual financial statement. Munchies will pay utilities based on the square footage of the Concessionaire occupied space within the concession building.

Trustee Sargon asked if the utility format is a new stipulation.

Director Hawk replied that it is a new format based on a discussion the Board had previously on adding utilities as part of the agreement.

Director Hawk stated that staff recommends approving an Ordinance waiving competitive bidding and authorizing an agreement with Munchies Gyros II, Inc. for food concessionaire services.

Trustee Klatzco stated that he would recuse himself due to a conflict of interest.

Trustee Saleem stated that the square foot cost is reasonable when no meter is available.

Trustee Diaz-Herrera asked if the Agreement was for one year.

Director Hawk stated that the Agreement is for one year with the option to renew for two additional years.

Village Attorney Passman stated that a two-thirds vote is required because the proposed Ordinance includes a waiver of competitive bids. Under Illinois law, the Village President may vote when a super-majority vote is required.

President Patel stated that he was concerned about the inability to submeter or accurately determine a concession stand's utility usage at last year's discussion regarding utility payments. President Patel asked if a submeter would be installed.

Trustee Sargon stated that it would be estimated by the square foot, which is why she is hesitant and would like to revisit it in a year after pointed data is collected.

Trustee Diaz-Herrera asked if the utility bill wouldn't be an estimate and instead would be based on the actual utility bill.

Director Hawk stated yes.

Trustee Sargon moved to approve the Ordinance, with the Agreement modified to remove language regarding metered fees for Nicor and ComEd until more data is received. Trustee Diaz-Herrera seconded the motion.

Upon Roll Call, the Results were:

AYES: Trustees Diaz-Herrera, Saleem, Halevi, and Sargon, and President Patel

ABSENT: Martel

ABSTAIN: Klatzco

The motion passed

5. Consideration of an Ordinance Granting a Variation for the Installation of a Wall Sign at 6540 North Lincoln Avenue

Planning and Economic Development Manager Doug Hammel stated that the subject property is at 6540 North Lincoln Avenue. The property is a one-story multi-tenant office building where two existing tenants share an interior entrance. In January and February 2023, The Petitioner further revised the concept not to include a sign on the Hamlin Avenue side, reduce the sign size and locate it on the second architectural bay. At the February 23 Zoning Board of Appeals (ZBA) meeting, there was a consensus that the revised sign is consistent with other wall signs. A motion was unanimously passed recommending approval of the proposed sign.

Trustee Klatzco asked if the proposed sign is going to be the same size as the other two signs on the building and if the light emission will also be similar.

Mr. Hammel stated that they would all be consistent with the other signs on the building, including the illumination.

Trustee Sargon asked if there will be rules for when the lights on the signs can be on and off.

Doug Hammel stated that the signs on the tenant wall are all subject to the commercial lumination rules in the Village.

Trustee Diaz-Herrera stated that the proposed sign looks great. She stated that what she worries about is more Variances requesting similar changes.

Mr. Hammel stated there was discussion about this specific provision previously, and staff was asked to provide updates to the Board. Staff has received this request and another request at 7250 North Cicero Avenue for a second wall sign. The Cicero Avenue sign will be coming up for discussion in the near future.

Trustee Sargon moved to approve the Ordinance. Trustee Saleem seconded the motion.

Upon Roll Call, the Results were:

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

ABSENT: Martel

NAYS: None

The motion passed

6. Consideration of an Ordinance Amending the Village of Lincolnwood Zoning Ordinance Regarding Transition Yards Between Commercial and Residential Properties

Planning and Economic Development Manager Doug Hammel stated that the Zoning Code establishes standards for commercial properties that abut residential properties or properties hosting a residential use. The regulations aim to protect residential properties from the impacts of commercial development. The code does not address varying existing conditions between commercial and residential properties. Staff findings showed that regulations are applied uniformly. A key characteristic is whether or not an alley is present. Peer communities require a transition yard between commercial and residential properties. In December 2022, the Plan Commission concurred that regulations should be modified when an alley exists between properties, a transition yard area should be able to be used when there is a street separating the uses should not trigger the measurements. Building height setback and design should influence the type of transition yard necessary. In January 2023, staff presented zoning concepts in response to the Plan Commission's direction. The Commission sought more clarification regarding a reduced setback concept. In February 2023, staff presented illustrations showing the impacts of a proposed reduced setback concept and sliding scale concept. The Plan Commission unanimously approved a motion recommending text amendments with the following effects 1) when separated by a street, transition yards would not be required. 2) When commercial properties adjoin residential properties, a transition yard would not be required.

Mr. Hammel stated that staff recommends the approval of an Ordinance amending various sections of the Zoning Code to reflect the zoning concepts concurred upon by the Plan Commission.

Trustee Saleem stated that the proposed changes are long overdue and improve the commercial viability of those lots.

Trustee Sargon stated that the Plan Commission did a great job, and she is sure everyone got an opportunity to see those illustrated examples.

Trustee Klatzco thanked Mr. Hammel and the Plan Commission for their work.

Trustee Diaz Herrera agrees with the Plan Commission's recommendation.

Trustee Diaz-Herrera moved to approve the Ordinance. Trustee Sargon seconded the motion.

Upon Roll Call, the Results were:

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

ABSENT: Martel

NAYS: None

The motion passed

Public Forum

Patricia Cora, Amanda Solon, Karen Barrett, Lauren Friend, and Jodie Wiederkehr spoke on Spur the Tortoise and the sale of wild animals in the Village.

Closed Session

At 8:45 pm, Trustee Sargon made a motion to enter closed session for the purpose of discussing employment matters and the review of closed session meeting minutes. Trustee Klatzco seconded the motion.

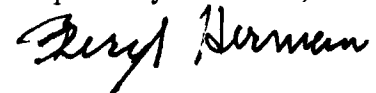
The Board reconvened at 9:37 pm.

Adjournment

At 9:38 P.M., Mayor Patel called for adjournment of the Regular Village Board meeting. Trustee Sargon moved to adjourn, seconded by Trustee Klatzco.

The meeting was adjourned by voice vote.

Respectfully submitted,



Beryl Herman
Village Clerk