

**VILLAGE OF LINCOLNWOOD
PRESIDENT AND BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
VILLAGE HALL COUNCIL CHAMBERS,
OCTOBER 7, 2014**

Call to Order

President Turry called the Committee of the Whole meeting of the Lincolnwood Board of Trustees to order at 6:00PM, Tuesday, October 7, 2014 in the Council Chambers of the Municipal Complex, 6900 North Lincoln Avenue, Village of Lincolnwood, County of Cook and State of Illinois.

Roll Call

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

PRESENT: President Turry, Trustees Cope, Elster, Klatzco, Leftakes (6:10), Sprogis-Marohn (6:50)

ABSENT: Trustee Patel

A quorum was present. Also present: Timothy Wiberg, Village Manager; Charles Meyer, Assistant to the Village Manager; Douglas Petroshius, Assistant Village Manager; Steven Elrod, Village Attorney; Amanda Williams, Management Analyst; Ashley Engemann, Assistant to Public Works Director; Charles Greenstein, Village Treasurer; Janice Hincapie, Director of Parks and Recreation; Timothy Clarke, Director of Community Development; Robert Merkel, Finance Director; Joseph Mangan, Accountant

Approval of Minutes

Minutes of the September 16, 2014 Committee of the Whole meeting were distributed in advance of the meeting and were examined. Trustee Elster moved to approve the minutes as presented, Trustee Klatzco seconded the motion. The motion passed by Voice Vote.

Regular Business

1. Fiscal Year 2014/15 Budget Update

This item was presented by Mr. Merkel using PowerPoint.

	<u>Adopted Budget</u>	<u>Budget Update 14/15</u>	
		Projected Actual	Variance
Revenues	\$19,736,489	\$19,636,489	\$(100,000)
Expenditures	\$19,540,242	\$19,879,242	\$339,000
Deficit	\$196,247	(\$242,753)	(\$439,000)
Transfers – Net	(\$196,247)	(\$196,247)	0
Net Change to Fund Balance	\$0	(\$439,000)	(\$439,000)

G F Revenues FY14/15

- Sales tax – Projecting as budgeted
- Property taxes – Would decrease approx. \$100,000 due to delay of the purchase of U P property
- Building permit revenue – tracking as budgeted (Village has budgeted \$250,000 in permit revenue from Shoppes at Lincoln Pointe).
- Summer Camp results – net income approx. \$20,000 over budget
- Pool Results – net income approx. \$30,000 over budget

G F Expenses FY14/15

- If purchase of U P property is delayed this year Village will have to pay approximately \$360,000 to SD #74 (not budgeted this year)
- Liability insurance has been decreasing. Village will save approximately \$50,000 from this year's budgeted amount

FY2015/16 Revenue Issues

- Projected 2014 Tax Levy Increase – 1.5% increase - \$79,634 (2013 levy – 1.7% increase - \$88,744)
- Revenue increase from pay-off of 2004 General Obligation Refunding Bond (\$710,882)
- Sustainability of recovery of current businesses in the Village and new business development
- U.S. economy is still in slow growth mode, global economy is still lagging

FY2015/16 Expenditure Issues

- IMRF Pension Rate Decrease (.2%)
- Police Pension Funding – Minimal decrease from current year budget (\$39,328)
- GF Capital expenditures – Replacement of Fire Engine
- Pay off remaining loans on the purchase of the Fire Truck in 2010 (\$574,340)
- Purchase of UP property - Delayed from FY2015

A graph showing debt principal re-payment schedule from 2014 through 2019 was exhibited.

Discussion and questions ensued.

Mr. Merkel stated that the 2014 Tax Levy will be presented at the October 21, 2014 Committee of the Whole.

1. Discussion Concerning the Proposed Process to Update the Comprehensive Plan

This item was presented by Mr. Clarke using PowerPoint.

Preparation of New Comprehensive Plan

2014 Budget Workshop

*Village Board decides to pursue new Comprehensive Plan for Village

*\$50,000 planned expenditure

- \$25,000 budgeted in current year
- \$25,000 budgeted for next year

What is a Comprehensive Plan

- Establishes a vision for the community for 15-20 year time period
- Anticipates trends and future needs affecting the community
- Focuses on land use and physical development
- Establishes land use policies for implementation through Zoning Code

History of the Comprehensive Plan

- *1992 1st Comprehensive Plan Adopted
- *2001 2nd Comprehensive Plan Adopted
- *2006 Comprehensive Plan Amended (to incorporate Lincoln Avenue Corridor Plan)

Proceeding with Preparation of New Comprehensive Plan

Creating Ad Hoc Citizen Committee

- *Committee of Seven Citizens Recommended
 - Forward-looking individuals
 - Broad representation of community
 - Good understanding of land use and development issues
 - Good understanding of Village Government
- *Draft Plan must go to Public Hearing before Plan Commission
- *Plan must be adopted by Village Board

Creating Ad Hoc Citizen Committee

- *Considerations
 - Members of Plan Commission, Village Board and Economic Development Commission
 - Members of Park Board, Traffic Commission, Zoning Board
 - Interested Citizen(s), Representatives of Community Organizations (Chamber of Commerce)
- *2nd Thursday of Month 7PM for Committee Meetings

Consultant Engagement Proposed RFP Timeline

- October 10 RFP Released
- November 7 Proposals Submitted
- November 10 Selection Process Begins
- December 16 Village Board Approves Consultant – Last meeting to appoint members
- January 8 1st Meeting of Committee

Discussion ensued regarding the timing for this update. Mr. Clarke provided requested background information.

Consensus – Staff to provide a quantitative review of the present Comprehensive Plan and consideration will be given to next steps.

2. Discussion Concerning the Proposed Devon Avenue Streetscape Plan

This item was presented by Mrs. Engleman with information provided by James Amelio and Douglas Gotham of Christopher Burke Engineering.

Purpose of Discussion

*To obtain Village Board Direction regarding developing a streetscape concept plan for the Devon-Lincoln TIF

Background

*September 16, 2014 Village Board meeting, Staff presented a proposal from the Village Engineer to develop a streetscape concept plan

*The item was tabled for further discussion regarding:

- Alternative 3 – road diet
- Alternative 4 – concept plan for both the north and south sides of Devon

Urban Land Institute Recommendations

*Transportation improvements

- Improve pedestrian safety
- Create bike lanes
- Improve parking options

*Streetscape Enhancements

- Clean-up the area
- Create gateways
- Install public art
- Create a unified corridor design

**The ULI report was endorsed by the Village Board on October 28, 2013*

Streetscape Concept Design Scope

Develop typical cross sections for four primary alternatives for the Devon-Lincoln TIF District

- Alternative 1 – Parkway enhancements on the north side only
- Alternative 2 – Parkway enhancements on the north and south side
- Alternative 3 – Road diet (lane reduction or rechannelization) for bike lane and landscaped medians, parkway enhancements north side only
- Alternative 4 – Road diet (lane reduction or rechannelization) for bike lane and landscaped medians, parkway enhancements both north and south sides

Streetscape Concept Design Scope

- Conduct site visits
- Topographic survey
- Stakeholder outreach
- Develop four streetscape cross sections – select one to develop a concept plan
- Crosswalk enhancements
- Cost estimate and schedule
- Present concepts to the Village Board

Renderings of alternatives were presented.

Christopher Burke Engineering similar projects were presented

Fee for Proposal

*Complete Scope of work \$47,500

- Removal of Alternatives 3 and 4, the not-to-exceed amount would be reduced to \$42,625

Next Steps

*The proposal is item #6 on the regular agenda this evening

Village Board Direction

The Staff is seeking direction from the Village Board regarding moving forward with the streetscape proposal as presented.

Discussion and questions regarding traffic impact ensued with clarification and additional information provided by the presenters.

Adjournment

At 7:32PM Trustee Elster moved to adjourn the Committee of the Whole, seconded by Trustee Klatzco. The motion passed with a Voice Vote.

Respectfully Submitted
Beryl Herman

Village Clerk