



**VILLAGE OF LINCOLNWOOD PRESIDENT AND BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
MEETING HELD VIA GOTO MEETING AND
AVAILABLE LIVE AT WWW.LINCOLNWOODIL.ORG/LIVE-CABLE-CHANNEL/**

7:00 PM, APRIL 21, 2020

AGENDA

I. Call to Order

II. Roll Call

III. Approval of Minutes

1. Minutes of the Committee of the Whole Meeting of April 7, 2020

IV. Regular Business

1. Discussion Regarding Devon Avenue Bridge Enhancement

V. Public Forum

Statement Regarding Public Comment

Village residents wishing to respectfully share thoughts about any matter concerning the Village of Lincolnwood Board of Trustees may do so by submitting an email to administration@lwd.org prior to the commencement of the meeting. Emails received will be read aloud during Public Comment. We ask that you keep your emailed response to under 200 words to allow time for others to be heard and for the Board to progress through the public meeting agenda. The Board typically does not immediately respond to public comments or engage in open dialogue, but we are of course actively listening to your comments. Thank you for your understanding of these guidelines.

VI. Closed Session

VII. Adjournment

DATE POSTED: April 16, 2020

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APRIL 7, 2020**

Draft

Call to Order

Village President Bass called the Committee of the Whole meeting of the Lincolnwood Board of Trustees VIA gotomeeting to order at 7:21 P.M. Tuesday, April 7, 2020, meeting held via GOTO Meeting and available live at WWW.LINCOLNWOODIL.ORG/LIVE-CABLE-CHANNEL/, County of Cook, and State of Illinois.

On roll call by Deputy Village Clerk Charles Meyer the following were:

PRESENT: President Bass, Trustees Ikezoe-Halevi, Cope, Patel, Sargon, Klatzco, Hlepas Nickell

ABSENT: None

A quorum was present.

Also present: Anne Marie Gaura, Village Manager; Chuck Meyer, Assistant Village Manager; Heather McFarland, Assistant to the Village Manager; Jon Bogue, Management Analyst; Robert Merkel, Finance Director; Steve Elrod, Village Attorney; Andre Letson, Public Works Director; Nadim Badran, Assistant to the Public Works Director; Doug Hammel, Development Manager; Steve McNellis, Community Development Director; Jay Parrott, Police Chief; Mike Hansen, Fire Chief; Daniel Dem, Christopher B. Burke Engineering Limited.

Approval of Minutes

The minutes of March 12, 2020 Committee of the Whole Budget Workshop and the minutes of the March 18, 2020 Committee of the Whole meeting were presented for approval.

Trustee Sargon moved to approve the minutes of March 12, 2020 Committee of the Whole Budget Workshop and the March 18, 2020 Committee of the Whole meeting, seconded by Trustee Klatzco.

With a voice vote the motion passed.

Regular Business

1. FY 2021 Budget Presentation

This item was presented by Robert Merkel, Finance Director.

Mr. Merkel stated a lot has changed since the Budget Workshop on March 12, 2020 due to the Coronavirus.

Mr. Merkel stated that he is presenting an amended budget.

Mr. Merkel went over the budget process using PowerPoint beginning with sales tax revenue.

Mr. Merkel went over the General Fund Budget and stated we are currently on target. Mr. Merkel stated that the sales tax revenue for March and most of April will be below expected due to the virus.

Mr. Merkel went over some of the highlights and issues for the Village Board that are included in the current budget projection.

Trustee Hlepas Nickell stated she couldn't find the information for the pump house in the budget document. Mr. Letson stated the only thing that is in the budget is the design and the decision would be made as part of that process.

Mr. Merkel then touched on the special Revenue Funds that is covered by the gas tax.

Mr. Letson stated there are 18 streets in the community that will be resurfaced and the reason they were chosen was because they are all in either fair or average condition and do not have water mains underneath that require replacement.

Mr. Merkel went over the Enterprise Fund, which is the water fund. Mr. Merkel also noted there was no water increase fee for this year. Mr. Merkel also touched on the water and sewer fund expenditure and what those funds are applied to.

Mr. Merkel then went over the staff recommended budget actions which included: put on hold all major capital expenditure items in all funds; staff will update the Village Board on the status of the budget on a quarterly basis; decision to look at all capital items to be done at the quarterly updates.

Mr. Merkel stated that staff would come back before the Village Board at a Committee of the Whole meeting in May to update the Village Board with possible adjustments.

President Bass asked each Trustee one by one regarding questions for Mr. Merkel. Trustee Klatzco stated he already spoke with Mr. Merkel about the budget and is fine with the budget.

Trustee Sargon stated that she wanted to thank Mr. Merkel regarding his changes and adapting the budget and looking for solutions.

Trustee Hlepas Nickell asked about the NEID TIF and the long-range plan, if it was included in the budget. Mr. Merkel stated it was. Trustee Hlepas Nickel asked about the Motor fuel Tax (MFT) and how the Village is looking at that, if there was enough of a buffer. Trustee Hlepas Nickell also asked what if Project 1860 is delayed. Mr. Merkel stated staff would look at different scenarios and come back in May with an update for the Village Board. Trustee Hlepas Nickell also asked Mr. Elrod about the disruption in revenue regarding insurance. Mr. Merkel

stated he would have to check with IRMA on the insurance. President Bass stated that Mr. Meyer would take a look to see if we have insurance for such things.

Trustee Patel stated he has already spoken with Mr. Merkel and that Mr. Merkel stated they would be cutting wherever they can in all departments.

Trustee Ikezoe-Halevi did not have any questions but thanked Mr. Merkel for doing an outstanding job with the budget process. Trustee Ikezoe-Halevi stated she was very curious as to what we were going to see in May and in the meantime we should sit tight.

President Bass stated they would hopefully have a Finance Committee meeting soon.

President Bass asked the Village Board if they were okay with moving forward with the budget. Trustee Cope stated that as a matter of policy, in reviewing the changes that are needed with the loss of revenue, it would behoove us to maintain as much public safety and that he is not in favor of layoffs of personnel. Trustee Cope stated he would rather see an across the board reduction in salaries.

President Bass asked the Committee of the Whole if they were all in agreement to move forward with the budget that was presented. There was consensus to move forward with the budget.

Public Forum

Mr. Elrod stated the Committee of the Whole could immediately move into the next meeting and do the public forum at that time.

Adjournment

At 7:54 P.M. Trustee Klatzco made a motion to adjourn the Committee of the Whole meeting, Seconded by Trustee Sargon.

The motion passed by Voice Vote.

Respectfully Submitted,

Caroline Dick
Deputy Village Clerk



MEMORANDUM

TO: President Bass and Members of the Village Board

FROM: Anne Marie Gaura, Village Manager

DATE: April 16, 2020

SUBJECT: **April 21, 2020 Committee of the Whole Meeting**

The Committee of the Whole (COTW) meeting is scheduled for **7:00 P.M.** on Tuesday evening. Please find below a summary of the items for discussion:

1. Discussion Concerning Devon Avenue Bridge Enhancement (7:00-7:30 p.m.)

The Illinois Department of Transportation (IDOT) owns and maintains the three bridges over the Edens Expressway. IDOT is in the process of completing a Phase I study regarding the Devon Avenue Bridge. The Village Board has previously discussed potential architectural enhancements at the January 7, 2020 Committee of the Whole and the Capital Improvement Program Workshop on January 22, 2020 and directed staff to work with IDOT and the Chicago Department of Transportation (CDOT) to refine the potential options. [Attached](#) is memo from the Public Works Director in which is outlined the direction that staff is seeking from the Village Board in order to possibly move forward with this project.

If you should have any questions concerning this matter, please feel free to contact me.



MEMORANDUM

TO: Anne Marie Gaura, Village Manager

FROM: Andrew Letson, Director of Public Works

DATE: April 21, 2020

SUBJECT: Devon Avenue Bridge – Potential Architectural Enhancements

Background

The Illinois Department of Transportation (IDOT) owns and maintains the three bridges that cross the Edens Expressway (I-94). IDOT is currently in the process of completing a Phase I engineering study for a bridge deck replacement project along Devon Avenue. It is anticipated that a detailed design will be developed in 2020 with construction to occur as early as 2021. As part of the Phase I process, IDOT has requested the Village to identify whether it would like to pursue architectural enhancements to the bridge at its own cost. The Village Board has previously discussed potential architectural enhancements at the January 7, 2020 Committee of the Whole and the Capital Improvement Program Workshop on January 22, 2020 and directed staff to work with IDOT and the Chicago Department of Transportation (CDOT) to refine the potential options.



Existing Conditions

Discussion

The Village Board has previously discussed three areas of potential improvement: landscaping, fencing, and signage. On February 11, 2020 staff took part in a conference call with representatives from CDOT and IDOT to discuss the potential enhancements and coordinate the preferences of the other agencies. Below is a summary of that discussion and how it relates to the Village's options.

Landscaping

The Village Board previously discussed adding trees along the expressway in lieu of installing perennials or other landscaping treatments. IDOT has indicated that they would take on the cost of installing and maintaining additional trees. If the Village were to request the installation of perennials, it would be the Village's responsibility to maintain these plants. Staff does not recommend installing perennials.

Fencing

During the meeting, IDOT demonstrated a black coated chain link fence that was installed in the City of Aurora along US-34 over the Canadian National rail line. If the Village were to select this style of fence, IDOT would remain responsible for the structural integrity of the fence, but not the color treatment. The Village would be responsible for the net cost of installing a powder coated fence in lieu of a galvanized chain link fence, which is likely to be minimal (less than \$10,000). CDOT is working with their structures team to determine if this treatment would be acceptable. Due to the limited cost and the aesthetic appeal, staff recommends pursuing this option.



US-34 over the CN Railway

Signage

CDOT has indicated that they would be open to allowing the Village to install signage on their side of the bridge as long as the Village enters into an intergovernmental agreement (IGA) and takes on the long term maintenance responsibility.

IDOT has indicated that the Village may not install any signage above the travel lanes. This limits the location of any signage to the area outside of the travel lanes (see photo below). The existing bridge structure is planned to be enlarged and the abutments will be reinstalled further from the travel lanes than they are currently positioned. The vegetation that currently exists along the bridge will be removed to accommodate this enlargement which will provide about 35 feet of clear space where a sign could be installed. Existing vegetation will be replaced with new trees to minimize the impact on neighboring properties.



Permissible Signage Location

Depending on the actual amount of space available for the installation of a sign the Village could either pursue a sign that incorporates the Village's logo or only includes the Village's name as was done on the Touhy Avenue Overpass. Either way, a metal sign without lighting is anticipated to cost \$10,000 - \$20,000. Staff recommends that the Village Board provide direction to secure a proposal from the Village Engineer to develop alternate signage for review and discussion at a future public meeting. It is anticipated that this design and public input process would cost no more \$10,000.

Financial Impact

It is anticipated that if the Village Board directs staff to pursue the architectural enhancements as recommended, the total cost would not exceed \$40,000. Of that amount, up to \$10,000 would be expended in FY 21 for design and public input and the remaining \$30,000 would be expended in FY 22 for construction. This work would be funded through the Transportation Improvement Fund.

Schedule

Enhancements would be designed in FY 21 and constructed in FY 22.

Recommendation

Staff recommends that if the Village Board desires to make architectural enhancements to the Devon Avenue Bridge, that they include the installation of a powder coated chain link fence and signage that is identified through a future design and public input process.

Documents Attached

1. PowerPoint Presentation



Devon Avenue Bridge Potential Architectural Enhancements



April 21, 2020

Direction Requested

- ▶ Staff is seeking direction as to whether the Village Board would like to further explore architectural enhancements for the Devon Avenue Bridge over I-94



Background

- ▶ IDOT owns and maintains the three bridges that cross the Edens Expressway (I-94)
- ▶ IDOT is planning a bridge deck replacement project on the Devon Avenue bridge
 - ▶ Phase I – Ongoing (detailed presentation forthcoming)
 - ▶ Phase II – 2020
 - ▶ Construction – 2021 (Potential)
- ▶ As part of the Phase I process, IDOT has inquired whether the Village would be interested in pursuing architectural enhancements of the bridge
 - ▶ Designed, constructed, and maintained at the Village's cost



Existing Conditions



Summary of Previous Discussions

- ▶ Discussed at Jan. 7, 2020 COTW and Jan. 22, 2020 CIP Workshop
- ▶ Village Board directed staff to further explore the following items, including potential costs
 - ▶ Landscaping (trees)
 - ▶ Decorative fencing
 - ▶ Signage
- ▶ Staff held a conference call with IDOT and CDOT to discuss the coordination of potential improvements



Landscaping



- ▶ Vegetation near the bridge will need to be removed to accommodate enlargement of the structure
 - ▶ IDOT has indicated that they will install trees to provide a buffer from the neighboring properties and will work with the Village on the type and quantity – IDOT will maintain these trees
 - ▶ If the Village desires to pursue perennials, the Village would be responsible for maintenance (not recommended)
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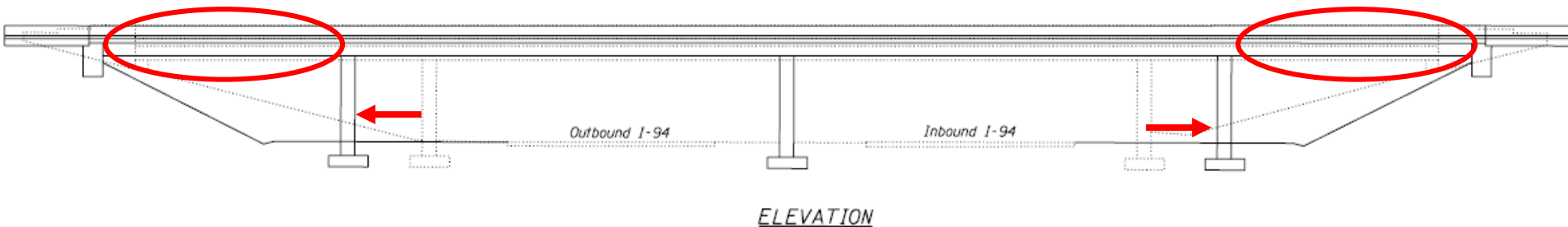
Fencing



- ▶ IDOT suggested a black coated chain link fence as was installed along US-34 over the CN railway in Aurora
- ▶ The Village/CDOT would be responsible for maintenance of the color and IDOT would be responsible for structural maintenance
- ▶ The Village/CDOT would pay for the incremental cost of installing a coated fence in lieu of a galvanized fence
 - ▶ Est. <\$10,000



Signage



- ▶ IDOT has stated that they will not allow signage above the travel lanes, but would allow signage on the outside of the abutments (approx. 35 feet of space)
 - ▶ Abutments are planned to be pushed out, away from travel lanes compared to their current position
 - ▶ CDOT has stated that the Village could install a sign on their side of the bridge as long as the Village enters into an IGA outlining that maintenance is the Village's responsibility
-



Signage



- ▶ Village could pursue a sign that includes text with the Village's name or the logo
- ▶ Metal sign without lighting is estimated to cost \$10,000 - \$20,000
- ▶ Design and material could be evaluated through a public input process managed by the Village's engineering consultant
 - ▶ Alternative concepts, with cost estimates, would be developed for consideration by the Village Board



Financial Impact

- ▶ Village would be responsible for the cost of the design and installation of signage and the incremental cost for coated fence
 - ▶ Design/Public Input (signage) - \$10,000 (FY 21)
 - ▶ Construction (signage & fence) - \$30,000 (FY 22)
- ▶ The project would be funded through the Transportation Improvement Fund



Direction Requested

- ▶ Staff is seeking direction as to whether the Village Board would like to continue to pursue architectural enhancements of the Devon Avenue bridge
 - ▶ Landscaping – IDOT installed trees?
 - ▶ Fencing – Black coated fence?
 - ▶ Signage – Obtain proposal from Village Engineer to develop alternative designs, with cost estimates, and seek public input

