

**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/
MAY 19, 2020**

Call to Order

Village President Bass called the Committee of the Whole meeting of the Lincolnwood Board of Trustees VIA gotomeeting to order at 6:00 P.M. Tuesday, May 19, 2020, meeting held via GOTO Meeting and available live at WWW.LINCOLNWOODIL.ORG/LIVE-CABLE-CHANNEL/, County of Cook, and State of Illinois.

Before calling the roll the Village President read into the record the requirements for public comments for later in the meeting.

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

PRESENT: President Bass, Trustees Ikezoe-Halevi, Cope, Patel (6:08 P.M.), Sargon, Klatzco, Hlepas Nickell

ABSENT:

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; Andrew Letson, Public Works Director; Nadim Badran, Assistant to the Public Works Director; Steve McNellis, Community Development Director; Jay Parrott, Police Chief; Anna Walsh-Kaperski, Superintendent Parks and Recreation Department; Katie Lazzara, Recreation Supervisor; Melissa Rimdzius, Director of Parks and Recreation; Olivia Zdeb, Recreation Supervisor; Doug Hammel, Development Manager.

Approval of Minutes

The minutes of May 5, 2020 Committee of the Whole meeting were presented for approval.

Trustee Sargon moved to approve the minutes of May 5, 2020 Committee of the Whole meeting, seconded by Trustee Ikezoe-Halevi.

Deputy Clerk Meyer called the roll.

Ayes: Trustees Klatzco, Sargon, Hlepas Nickell, Cope, Ikezoe-Halevi

Nays: None

The motion passed.

Regular Business

1. Budget Update

This item was presented by Bob Merkel, Finance Director, using PowerPoint.

Mr. Merkel gave background and stated that at the April 21st meeting the Village Board approved the fiscal budget for FY20/21 with staff recommendation to come back before the Village Board with an updated budget due to the effect of COVIS-19 on the budget.

Mr. Merkel first updated the Village Board on the FY19/20 stated what the projected and actual budget were. Mr. Merkel stated annual revenue will be down about 1.3 million from the projected actual budget presentation at the April 20th meeting.

Mr. Merkel stated he looked at revenue adjustments stated that sales tax was up probably from on-line purchases but revenues in general are down.

Trustee Hlepas Nickell asked Mr. Merkel about Parks and Recreation and if that is what we will be down this year. Mr. Merkel stated the information being provided was from last year's budget.

Mr. Merkel stated there were adjustments to expenditures in last year's budget and also gave an update on the general fund which was down from what was projected. Trustee Klatzco asked if fund balance resources were in were in excess of the 35% per Village financial policies and Mr. Merkel stated yes, they were.

Mr. Merkel started presented to the Village Board the 2021 FY general fund budget. Mr. Merkel stated that almost all capital expenditures have been deferred.

Mr. Merkel stated that about 1.8 million was adjusted in the general fund budget.

Mr. Merkel stated sales tax is projected to be down by 35%.

Mr. Merkel went over some of the projects that are being held off on and which ones the Village needs to move forward.

Mr. Merkel spoke of the pension fund with the 2% gas tax. Staff is asking the Board to consider this and would have to amend the Ordinance to adjust for the Police Pension. Trustee Hlepas Nickell asked if the sales tax could be adjusted to allow for more to the Police Pension. Mr. Merkel stated that currently the Village is putting 100% of what the actuary has suggested to the Village to apply towards the Police Pension. There was further discussion regarding amending the Ordinance for the gas tax.

Trustee Cope asked what would be amended. Mr. Merkel stated there is a .5 cent tax on gas and of which 40% of that is applied to the Police Pension Fund and that the Ordinance for that would need to be amended.

Trustee Cope asked about taking action now rather than later in the presentation. Trustee Cope made a recommendation to amend the ordinance. Trustee Hlepas Nickell state the Village Board cannot take action on this item. Trustee Cope stated he is just making a motion or seeking consensus to recommend that the Village Attorney prepare an Ordinance for a June Village Board meeting.

Trustee Klatzco stated this should move forward to the Village Board agenda. Trustee Sargon concurred. Trustee Hlepas Nickell agreed but asked for the caveat that if the collection should be higher than anticipated for the gas tax that it be applied to the Police Pension Fund. Trustee Patel stated he is fine with moving forward. President Bass asked Trustee Patel if he was referring to Trustee Klatzco or Trustee Hlepas Nickell recommendation. Trustee Patel stated he was in agreement with Trustee Hlepas Nickell's recommendation. Trustee Klatzco stated he too was in agreement with Trustee Hlepas Nickell's recommendation. Trustee Cope concurred as well. Trustee Ikezoe-Halevi stated she concurred as well and added that Mr. Merkel is doing a great job.

Mr. Merkel continued with his presentation to the Village Board.

Trustee Sargon asked how often be revisiting the budget. Mr. Merkel stated the Village Board will be updated quarterly on the budget.

Mr. Merkel shared with the Village Board staff recommendations to items in other fund budgets that could be deferred to a future meeting. Mr. Merkel clarified that for the bike lanes, if the Village receives a grant for this item then the Village will need to move forward but otherwise staff recommends holding off.

Mr. Merkel went over the North East Industrial District (NEID) Tax Increment Finance (TIF) items that need to be done this year, by December 31, 2020. Trustee Hlepas Nickell asked if staff was able to include the expenditure for the study in the TIF. Mr. Merkel stated that it is still in the budget but that it needs to be completed by December 31, 2020.

Trustee Cope asked about deferring for the roadway resurfacing programming, if Mr. Merkel was referring to year two. Mr. Merkel clarified it was for year three of the roadway resurfacing design.

Mr. Merkel stated revenues are projected to decrease by 20% in the MFT Fund. There was further discussion about the roadway resurfacing.

Mr. Merkel stated the items the Village Board are seeing tonight are in the budget but are just being deferred. Trustee Cope stated that the Village Board should go with Mr. Merkel's recommendation and asked for further Village Board recommendations. Trustee Cope made the recommendation to go with staff's recommendation. President Bass asked the Village Board for consensus on Trustee Cope's recommendation. Trustees Klatzco and Sargon concurred. Trustee Hlepas Nickell asked for in the future an update from either the Village Manager received from the Public Works Director regarding what percentage of the roadway is really bad, an update on

where we are at in regarding to the watermain schedule. Trustee Hlepas Nickell concurred with the recommendation. Trustee Ikezoe-Halevi also concurred.

Mr. Merkel continued with is presentation.

Mr. Merkel went over staff's long-term financial issues. Health insurance will increase dramatically along with Police/IMRF Pension Fund, on-line shopping would affect sales tax for the Village, could lose revenue from small restaurants that may not reopen. Mr. Merkel stated all this could all impact infrastructure improvements due to revenue loss.

Mr. Merkel went over staff's suggestions. Mr. Merkel stated that staff will present a completed updated on the budget after decisions are made on Parks and Recreation programs and will be reviewed at a June Committee of the Whole meeting. Mr. Merkel stated at a minimum staff will continue to provide quarterly budget updates and that staff will continue to look for grants from the feds to assist with projects within the Village.

President Bass asked if any further questions from the Village Board and there were none.

Trustee Klatzco stated that he concurs with Mr. Merkel and where he is going is good, being conservative but not too conservative.

President Bass stated that Mr. Merkel is doing a great job watching the Village money and told Mr. Merkel he is doing a great job. Mr. Merkel stated this revised budget is from all the Village directors and employees input the entire budget process is headed by our Village Manager.

President Bass asked about non-chargeable water loss that we are not penalized by the EPA. Mr. Letson stated we should be ok for a year on the deferring of the leak detection system.

Trustee Hlepas Nickell asked Mr. Merkel if it is worthwhile to do the 50/50 sidewalk program and tree program. Mr. Letson stated the Village replaces removed trees and if any funds are left over we buy new trees. Mr. Letson stated he would not recommend the 50/50 sidewalk projects because it takes away from areas that are trip hazardous and then they don't get taken care of because the property owners don't always want to participate in the 50/50 program.

There was further discussion regarding the sidewalk program. The 50/50 sidewalk program will be discussed at a future Committee of the Whole with possibly a cap on the sidewalk program.

There were no further questions.

2. Discussion Concerning Aquatic Center and Summer Day Camp

This item was presented by Melissa Rimdzius, Parks and Recreation Director, using PowerPoint.

Ms. Rimdzius stated there is a lot of information coming out on a daily basis regarding the different phases of reopening that staff is analyzing. Ms. Rimdzius stated staff is seeking

discussion and direction from the Village Board regarding the possible opening of the aquatic center and summer day camp for 2020.

Ms. Rimdzius gave a background regarding the pandemic and its effect on parks and recreation and stated that staff is focusing on Phase 4 of the Governor's plan in regard to the aquatic center and summer camp.

Ms. Rimdzius stated that different regions may move through the phases independently. Ms. Rimdzius stated that unless otherwise decided, the Village will follow the Governor's guidelines. Ms. Rimdzius stated the earliest the Village would probably reach Phase 4 is June 29th. Ms. Rimdzius stated due to the gathering size restrictions, camps and pools could likely not operate until Phase 4.

Ms. Rimdzius stated that it looks like the earliest the aquatic center would be able to open would be July 4th. Ms. Rimdzius stated that at this time there are not clear guidelines from the Centers for Disease Control (CDC) and Illinois Department of Public Health.

Ms. Rimdzius provided a list of pools that are closed for the summer and communicated that the status of some neighboring community pools has not yet been determined or announced.

Ms. Rimdzius stated a best case scenario in regard to opening pool would be July 4 due to the time needed to hire staff and set up the Aquatic Center, with limited capacity open through Labor Day. Ms. Rimdzius stated that depending on what schools do, the pool may be able to stay open longer if staff are in an area and available to continue working at the facility.

Ms. Rimdzius stated that staff reviewed the options with the Park and Recreation Board and during a special meeting of the Parks and Recreation Board on May 4 they agreed with staff recommendations. On May 5, the Restore Illinois Plan was announced which required staff to change recommendations. Ms. Rimdzius commented that staff plans to review plans and recommendations with the Parks and Recreation Board after receiving guidance and feedback from the Village Board during this meeting.

Ms. Rimdzius then presented to the Village Board plans for possible re-opening of the pool. Ms. Rimdzius listed several guidelines that would be followed, and stated that Personal Protective Equipment (PPE) would be provided to staff and outside food would be prohibited.

Ms. Rimdzius stated with the Phase 4 plan the number of people allowed in at one time would be 50, including staff which would be provided. The gathering size restriction will lead to a necessary change in plans, including the closure of the diving boards, slides, and kiddie pool.

Trustee Cope asked the capacity for the pool. Ms. Rimdzius stated the aquatic center can hold 1,000 people but the guidelines for Phase 4 are at 50 people max at this time. President Bass clarified this would only be in Phase 4.

Ms. Rimdzius noted part of that 50 is staff so only 39 passes or slots would be available with 11 staff members on site.

Ms. Rimdzius stated that the CDC has said that chlorine added to the pool kills the virus. Ms. Rimdzius stated there still may be closing of the pool during the season if there is an exposure.

Ms. Rimdzius presented the financial impact of running the pool under such limited use and that if all time slots sold out the pool would still be operating at a loss of \$118,000.

Ms. Rimdzius stated that staff is seeking direction from the Village Board at this time.

Trustee Cope asked if the budget is based on the charges made to people that use the pool? Trustee Cope also asked what would the Village need to charge to break even. Trustee Cope stated suppose you double the fee to use the pool. Trustee Cope stated he is ok opening the pool. Trustee Sargon stated the majority of the revenue is through non-residents. Trustee Patel stated there are three different sale projections and depending on the weather that affects usage and sales, and raising the fee would lower attendance. Trustee Patel stated the pool is normally budget neutral. Trustee Patel stated the Village Board would have to ask why, if worth opening.

Trustee Sargon stated after the Park and Recreation Board meeting the state guidelines came out. Trustee Sargon stated there are too many variables and unknowns. Trustee Sargon stated she doesn't see this as a reality to open the pool from a financial and safety standpoint. President Bass stated even hitting Phase 4, at least 30 days of planning, seems overwhelmingly not feasible.

Trustee Klatzco stated we don't know how much money to spend to make it compliant and that residents would be unhappy if unable to use the pool and if someone had the virus at the pool, just not in favor of opening the pool at all.

Trustee Hlepas Nickell stated because some of some of the obvious, loss of staff, the facilities, trying to keep people six feet apart outside and the numbers are so tight. Trustee Hlepas Nickell asked how much money collected for passes. Trustee Hlepas Nickell also asked if pool equipment is sitting idle for the year, what, if any damage, to the pool. Ms. Rimdzius stated \$78,000 in non-resident passes have been sold and that refund requests have been coming in. Ms. Rimdzius stated if to move forward, would be refunding all of the passes and starting fresh. Ms. Rimdzius also stated that the facility is currently winterized and would remain in that state and doesn't anticipate a negative impact on the pool equipment. Trustee Hlepas Nickell wondered if a decision should be made sooner or later. Trustee Sargon stated regardless we would have to refund the passes.

Trustee Ikezoe-Halevi stated she concurs with the rest of the board and sorry the pool is unable to open but safety is paramount.

President Bass noted consensus of the Village Board that the pool would not open and to issue refunds. President Bass stated he is saddened by the outcome but it is the safe way.

Village Manager, Anne Marie Gaura stated there will be a Resolution on the June 2 agenda for not opening the pool and there is a presentation for summer camps.

Ms. Rimdzius began her presentation on summer day camp. Ms. Rimdzius stated the Village's summer camps normally accommodate up to 250 children per week and that camp was originally scheduled for June 16 but due to the state's guidelines the Village unable to open until Phase 4 and would be able to open in full but there are other restrictions. Ms. Rimdzius stated the camps would have to be smaller groups due to the 50 person limit. Ms. Rimdzius stated the earliest start date for camps would be July 13.

Ms. Rimdzius stated that staff will continue to check the ever changing guidelines from the state. Ms. Rimdzius stated that June 29 would be the prep date with camp that would start on July 13. Ms. Rimdzius reminded the Village Board that the 50 individuals include campers and staff.

Ms. Rimdzius went over what the park and Recreation Board reviewed and their recommendations. Ms. Rimdzius stated that camp would be more of a day care at this stage.

Ms. Rimdzius stated that camps would be limited to 148 campers and that some camp options would change. Ms. Rimdzius stated that the guidelines from the State are continually changing and that camps would have to change accordingly as that occurs.

Ms. Rimdzius stated may need to close camp if there is exposure to COVID-19.

Ms. Rimdzius spoke of the financial impact showing it would be negative revenue with the shortened season.

Ms. Rimdzius stated that a survey was sent out to families that participated in camps in 2019 and are currently registered and there is a desire for summer camp. Ms. Rimdzius stated that staff is going through the survey feedback and is determining if there is a need for a small camp or child care option during Phase 3.

Ms. Rimdzius stated that staff is seeking direction from the Village Board.

President Bass stated the 148 campers could only take place in Phase 4 which is currently an unknown.

Trustee Klatzco stated not sure how the campers and staff would keep six foot distance, and trying to keep masks on kids.

Trustee Sargon stated she agreed with Trustee Klatzco that no pool or fieldtrips makes it difficult to run a day camp. Trustee Sargon spoke of possible other ideas outside of the normal for camp.

Trusted Patel stated trying to operate a camp when not the normal camp things to do and shorter time. Trustee Patel stated he doesn't feel the village has the ability to fill the gap.

Trustee Ikezoe-Halevi stated she agreed with the other Trustees and doesn't feel having a smaller camp is going to work.

President Bass noted that due to concerns that it is currently a consensus to not open camp and to place on this on the next Village Board agenda.

Trustee Cope left the meeting.

3. Discussion Concerning Free Little Pantry

President Bass stated that we have with us this evening Karen Nochimowski, who will be making a brief presentation this evening explaining the program.

Ms. Nochimowski asked if the Village Board received the flyer, Mr Meyer stated it was sent to the Village Board on Monday.

Ms. Nochimowski stated she runs a soup kitchen and it is a kosher soup kitchen. Food is donated from different places that are not kosher. Ms. Nochimowski stated she as researched Free Little Pantry and noted it is like with the books except food, you drop off food and you take food and that it is a stand-alone pantry.

President Bass asked Trustees for thoughts and feedback.

Trustee Ikezoe-Halevi asked about location of the pantry and how would people actually get the food. Ms. Nochimowski stated people would probably walk there or take public transportation but noted there is not an exact location at this time.

Trustee Klatzco stated noble idea but we have the Niles Township Food Pantry. Trustee Klatzco also stated he was concerned that with the virus, who will be sanitizing it.

Trustee Sargon thanked Ms. Nochimowski for her work but stated she concurs with Trustee Klatzco and that she would be willing to revisit at a later date.

Trustee Hlepas Nickell stated what Ms. Nochimowski is doing is wonderful and when people need these services they usually need assistance with other things. Trustee Hlepas Nickell stated this needs more discussion and thinks at this time we should keep directing people to one location where they can get other information.

Trustee Patel stated he concurs with the Village Board.

Trustee Iekzoe-Halevi stated she would need more information and would like to know of locations in the area that she could check out. Ms. Nochimowski stated there are about 1500 boxes around the country.

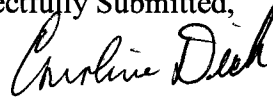
President Bass thanked Ms. Nochimowski and stated we need more of these things and thanked her for her time.

Adjournment

At 8:10 P.M. Trustee Sargon made a motion to adjourn the Committee of the Whole meeting, seconded by Trustee Ikezoe-Halevi.

The motion passed by Voice Vote.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Caroline Dick".

Caroline Dick

Deputy Village Clerk