

**VILLAGE OF LINCOLNWOOD  
PRESIDENT AND BOARD OF TRUSTEES  
MEETING OF THE COMMITTEE OF THE WHOLE  
VILLAGE HALL COUNCIL CHAMBERS  
MEETING HELD VIA GOTO MEETING AND  
AVAILABLE LIVE AT WWW.LINCOLNWOODIL.ORG/LIVE-CABLE-CHANNEL/  
JANUARY 19, 2021**

**Call to Order**

Village President Bass called the Meeting of the Committee of the Whole of the Lincolnwood Board of Trustees via GoToMeeting to order at 6:03 P.M. Tuesday, January 19, 2021, meeting held via GoToMeeting and available live at [WWW.LINCOLNWOODIL.ORG/LIVE-CABLE-CHANNEL/](http://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 Village Clerk Beryl Herman the following were:

PRESENT: President Bass, Trustees Nickell, Patel. The following trustees were present via GoToMeeting, Trustees Halevi, Cope, Sargon, Klatzco

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; Nadim Badran, Public Works Director; Scott Mangum, Community Development Director; Jay Parrott, Police Chief; Melissa Rimdzius, Director of Parks and Recreation; Doug Hammel, Development Manager; Mike Hansen, Fire Chief; Travis Raypole

**Approval of Minutes**

The minutes of December 15, 2020 and January 5, 2021 Meetings of the Committee of the Whole meeting were presented for approval.

Trustee Sargon moved to approve the minutes of December 15, 2020 and January 5, 2021 of the Committee of the Whole, seconded by Trustee Ikezoe-Halevi.

Clerk Herman called the roll.

Ayes: Trustees Halevi, Cope, Patel, Nickell, Sargon, and Klatzco

Nays: None

Trustee Klatzco asked that going forward if the Minutes could be provided in redline version for any changes going forward.

Mayor Bass stated that it was a valid note and asked for the Village Manager and Village Clerk to look into the matter.

**Regular Business**

**1. Board of Trustees of the Police Pension Fund Biennial Report**

This item was presented by Lieutenant Travis Raypole, Acting Deputy Chief and Joel Perzov, Police Pension Board Member for a PowerPoint presentation.

Acting Deputy Chief Raypole provided an overview of the current Police Pension Board Membership and provided a summary of the current membership and participants in the Police Pension Fund (“Fund”).

Acting Deputy Chief Raypole provided a summary of activities for the last 12 months which included an internal audit and external audit of each file along with a review of pension calculations by Lauterbach & Amen. Acting Deputy Chief Raypole continued that the Fund’s benefit administration has been outsourced to Lauterbach & Amen. Acting Deputy Chief Raypole continued that the membership completes required annual training.

Acting Deputy Chief Raypole provided a summary of the duties involved for the outsourced Pension Accounting which includes:

- Pension benefit calculations which includes an analysis of their benefits based on their age and other factors at the time of retirement.
- Processing monthly disbursements
- Monthly reporting
- Pension Fund Contributions
- Internal Revenue Service Reporting
- Other Related Pension Functions as Required

Acting Deputy Chief Raypole continued with a summary of the revenues for the Fund which include a total revenue of \$2,772,083 which includes contributions from the employees, Village and a supplemental contribution from the Motor Fuel Tax that was discontinued this year due to the COVID-19 pandemic

Acting Deputy Chief Raypole continued with a summary of the annual budget which includes:

▪ Annual Budget	
▪ Pension Obligations	\$ 2,918,203.75
▪ Administrative Expenses	\$ 83,473.17
▪ Total Expenditures	\$ 3,001,676.92
▪ Total Revenues	\$ 2,772,083.84
▪ Operating Deficit	\$ 229,593.10
➤ Total Assets as of (04/30/2020)	\$21,988,943.04
➤ Current Actuarial Value Funding Percentage:	43.50%
➤ Current Market Value Funding Percentage:	41.14%

Acting Deputy Chief Raypole added that the Fund does have an operating deficit but it depends on the performance of investments and sometimes requires for the Fund to liquidate certain funds in order to make payments.

Board Member Perzov provided a comparison of Lincolnwood to neighboring communities:

▪ Glenview	72.81%
▪ Park Ridge	62.51%
▪ Wilmette	62.48%
▪ Skokie	59.69%
▪ Evanston	51.96%
▪ Morton Grove	49.59%
▪ Lincolnwood	43.81%
▪ Niles	36.02%

Board Member Perzov stated that the data is relatively dated but the rankings were unlikely to change too much.

Board Member Perzov continued that the figure provided on the previous slide was based on assets that were prior to the market correction that recently occurred and noted that the assets rebounded significantly and that if you were to compare the Village's funded ratio of 41.14% as of April 30, 2020 you could compare it to the ratio of 47.35% as of December 31, 2020. Board Member Perzov added that the fund has been hovering around \$25 million and noted that this was occurring because the costs have gone up as the actuary adjusted the life expectancy table and the increase in retirees.

Board Member Perzov stated that 2020 has been an interesting year and stated that the assets for the fund increased during the calendar year by \$2.5 million with equities having a return of 18% and fixed income had a return of 4.65%.

Acting Deputy Chief Raypole provided a summary of goals for the Police Pension Fund for 2021 to include:

- Monitor Illinois Police Pension Fund Consolidation
  - Acting Deputy Chief Raypole continued that the Village has been working towards this goal and noted that there are a lot of questions and lawsuits pending regarding this legislation.
  - Acting Deputy Chief Raypole added that there are issues that need to be addressed such as Lincolnwood having a deficit and currently needing to liquidate assets and how that would occur once consolidation occurs.
  - Board Member Perzov stated that there is still a lot of information that the Police Pension Board does not have yet and the law was passed in January, 2020, however the legislation provided 30 months to facilitate the change.
- Complete the process of organizing and consolidating records into electronic format
- Complete the mandated request for proposals as it pertains to financial manager / advisor agreement or contracts

Mayor Bass thanked the Police Pension Board for their contributions and the efforts that they've engaged in to present tonight and stated that there were funding opportunities that he discussed a year ago, such as recreational cannabis, to assist with funding.

Trustee Halevi thanked everyone for their help and said that they were doing a great job for their work.

Trustee Cope thanked Acting Deputy Chief Raypole and Board Member Perzov. Trustee Cope continued that Illinois is maybe one of the worst run states and that the thought of consolidating the pensions into a single fund it will lead to issues and will be used to bail out pension funds around the state. Trustee Cope added that Lincolnwood has great talent and thinks that management and control should remain with Lincolnwood. Trustee Cope stated that he watched the State of Illinois for the last 30 years and if they manage pension funds the same way they manage their money it will not be good. Trustee Cope stated that those who have worked hard deserve a pension and should be able to receive the compensation they earned. Trustee Cope stated that the government that is managed locally and visible to the local residents is managed best.

Trustee Cope stated he would want to have the actuaries come out and present where the funding will need to be in the future.

Trustee Patel stated his thanks to the members of the Police Pension Board and thanked them for the work that they have done.

Trustee Patel asked if the Fund was maxed out at 60% equities.

Board Member Perzov stated that they could go up to 65% equities.

Trustee Patel asked if they would be going up in terms the percentage of equities?

Board Member Perzov stated that you had to balance the desire to be aggressive with the fact that we are 11 years into a bull market and every so often there is a road bump and you are thankful that you take a moderate approach and that the Fund tends to rebalance once the equities do well. Board Member Perzov stated that they have stayed moderately aggressive but it will be a Board Decision.

Trustee Nickell stated that she wanted to thank the entire Board and she wanted to echo her concerns regarding the Consolidation. Trustee Nickell asked if there is a Pension plan taken over by the State which was deemed successful.

Board Member Perzov stated that it would depend on the managers of the pension.

Trustee Sargon thanked the Board for their thorough reports and work.

Trustee Klatzco thanked the Board for their work in being good stewards of the Village's money.

Trustee Patel asked if other communities could be surveyed in terms of allocation and net return compares to other communities.

Village Manager Gaura stated that the Village would look into it and provide that information to the Board.

Mayor Bass asked if there was a way to avoid the basis points costs for the American Funds.

Board Member Perzov stated that the total expenses for the American funds is approximately 45 basis points and we monitor that and the performance was good and the Fund wouldn't be adverse to changing to a different fund if the expenses outweighed the benefits. Board Member Perzov stated that equities are held with US Bank and the Fund is constantly reviewing where they can save money. Mr. Perzov stated that when he started they were paying over a hundred basis points.

Mayor Bass stated that when the market is going to the extremes on either end the American funds seem to be stable and provide a good return and said that he thought the Fund was doing well and thanked them for their choices.

## **2. Discussion Concerning Electronic Participation at Public Meeting Protocols**

This item was presented by Chuck Meyer, Assistant Village Manager using PowerPoint.

Mr. Meyer gave background on our current electronic participation process using GoToMeeting. Mr. Meyer explained that our electronic meetings are likely to proceed for the immediate future. Mr. Meyer discussed how neighboring communities address electronic participation. Mr. Meyer provided a staff recommendation allowing those who register to participate in public meetings. The recommendation is to use a webinar program at the cost of \$600 per year. This recommendation can be implemented for public meetings scheduled in February.

Mayor Bass asked why we cannot add speakers electronically. He also asked if we can have better control over the audio/video with the use of webinar software to allow for public participation.

Mr. Meyer said the new software could allow this, and the Village Board's direction set the electronic participation guidelines.

A discussion ensued.

Trustee Halevi asked if staff would be available from 5:00 – 6:00 p.m. to coordinate requests of participants.

Mr. Meyer answered that staff would be able to coordinate this request.

Trustee Cope supported moving forward with this item.

Trustee Patel supported moving forward with this item.

Trustee Nickell asked if we explored using a dedicated phone line or conference phone for public comment. Trustee Nickel explained that this suggestion would be more cost-effective. Trustee Nickell stressed that the Village should not always rush to spend more when a problem arises.

Ms. Gaura explained that our neighboring municipalities are using technology and that dedicated phone lines were not researched.

Trustee Sargon supported moving forward and asked a question if staff would be able to effectively manage a meeting if the volume of the public forum was large.

Trustee Klatzco supported moving forward and wanted to see if a participant who wants to speak can do so without having registered at least an hour in advance and would want the public to be able to register for the duration of the meeting.

Mr. Meyer explained that staff would be able to accommodate people who do not register in advance if the board directs.

Mayor Bass confirmed that the Village Board's consensus is to move forward with this item.

Mr. Meyer read a public comment regarding this topic:

A pillar of democracy is civic engagement. Lincolnwood Together believes that we cannot be bystanders in our democracy; we must get involved. However, more often than not, when we choose to appear for public comment, the attitude of many in office is less than welcoming. In fact, for many, it inhibits public comment altogether. Why comment or ask questions, when what we have to say is never responded to? Why appear before a commission when one is met with unfounded hostility? I watched the last month's HRC meeting and was appalled by the actions of Ms. Ghezzi. It seemed that no one on that commission read their packets and knew nothing about why Lincolnwood Together was presenting. How embarrassing that a human relations committee acts as if they know nothing about acting civil. The result of Ms. Ghezzi's rudeness was that Jean Halevi was taken off the commission.

I would hope that during this evening's discussion, you can touch on your efforts to be more welcoming to residents, and respond to their queries so that we don't feel that we are speaking into a void.

Susan Ginsburg

### **3. Discussion Concerning Zoning Interpretation of COVID Testing Centers**

This item was presented by Scott Mangum, Community Development Director, using PowerPoint.

Mr. Mangum provided a summary regarding special uses and requests.

Mr. Mangum stated that COVID-19 Testing Facilities not a Defined Use in Zoning Ordinance

- Mr. Mangum noted that a facility at 4010 W. Touhy Ave issued business license as Medical Office, Outpatient Only. Applied for Special Use to operate drive-through establishment (Plan Commission recommended approval January 7<sup>th</sup>)
- Mr. Mangum continued that at 7380 N. Lincoln Avenue an existing Medical Office that initially opened COVID Testing with outdoor tent, since moved operations completely indoors

Mr. Mangum stated that they operate differently from traditional offices or laboratories

- Increased traffic with shorter patient interactions to pickup/drop-off testing samples
- In operation because of current pandemic/state of emergency

Mr. Mangum continued that the goal of tonight's discussion is to discuss appropriateness as an existing use, a new use, or a temporary use and determine an appropriate process.

Mayor Bass stated that there are a lot of factors that need to come into consideration and that Lincolnwood should adopt a policy similar to Highland Park in which these are reviewed on a case by case basis.

Trustee Halevi stated that it should be considered a temporary use and does not want someone to just be able to decide what kind of use they will have. Trustee Halevi stated that she is in favor of the Village having a tight grip on what is going on.

Mayor Bass asked if she was in favor of it being evaluated on a case by case basis and looking at several factors.

Trustee Halevi stated that she was in favor of that and does not want someone to open up and ask for forgiveness.

Trustee Cope stated that there should be something measuring the certifications and that the certification has to pass muster in order to be qualified. Trustee Cope added that in terms of the facility he is in support of the use of tents or drive-thru facilities, but wanted there to be some measure of traffic control and wants there to be a large area that allows for the queuing of several cars to avoid blocking traffic. Trustee Cope wanted to make sure that we were not creating other problems by adding cars. Trustee Cope stated that he was not in support of a Zoning Ordinance setting up separate criteria but said that if the Village Attorney determined that this is a Use then it would then need to go to a Plan Commission and then maybe an issue with a Map Amendment.

Trustee Patel said that he would be in support of treating the COVID testing facility as a Medical Office and for the second question he would relax the restrictions for drive-in / drive-thru facilities. Trustee Patel stated that as the Village has been accommodating of different businesses and would recommend extending that to these types of uses.

Trustee Patel asked if Highland Park has considered these Medical Uses?

Mr. Mangum responded to Trustee Patel, Yes.

Trustee Halevi stated that she was in support of treating the use as a Medical use and to relax restrictions for drive-thru.

Trustee Cope stated that he would be in support for it being a Medical Office in places in the Commercial areas where the drive-thru can be accommodated.

Trustee Patel said he wanted to clarify and asked if Trustee Cope would be in support for a COVID testing facility being used as a Medical Facility and in those instances where it is allowed to then allow for drive-thru.

Trustee Cope said that he was in support of that.

Trustee Nickell stated that she wanted to make sure that they were certified and that the traffic component is looked at and for the proposed use on Touhy Avenue there are concerns with cars idling close to the homes and in regards to the questions as presented she is comfortable with it and has concerns about cars idling in alleys adjacent to residents.

Trustee Nickell said she was a "Yes" on everything for the Medical Office for COVID testing center but wants it to be very specific in regards to COVID.

Mayor Bass stated that there is a building he is very familiar with and there is a tenant that is operating differently and without many conversations with management the unit was going to convert to a COVID testing facility and the tenants were upset and voiced concerns to the management of the building and the Village needs to be careful and neighbors to the COVID testing center are going to have unease about it.

Trustee Sargon stated that she agreed with her colleagues in regards to saying yes to both of the questions presented to staff and said that she would want some level of administrative approval of protocol and would be OK with the staff or Village Manager doing that.

Trustee Klatzco stated he was in support of what his colleagues shared regarding the COVID testing facility and asked that people in Village Hall adhere to the rules in Village Hall during meetings and wear masks.

It was determined that the consensus of the Village Board was to consider COVID testing facilities as a Medical Office use and that the Village Board supported an Executive Order to



relax some restrictions on outdoor activities such as the use of tents or drive-in/drive-through facilities to allow testing samples to be collected with less indoor interaction.

#### **4. Update on the Public Vaccine Process**

Mayor Bass stated that this is an issue that has been coming up and asked for an update for the public as these questions constantly come in regarding the vaccine.

This item was presented by Mike Hansen, Fire Chief, using PowerPoint.

Chief Hansen provided a background on the immunization program in the United States in which the vaccine rollout process has begun with limited supplies available currently.

Immunization with a safe and effective COVID-19 vaccine is a critical component of the United States strategy to reduce COVID-19. The goal of the United States federal government is to have enough vaccine for all adults in the United States. Initially the supply of the vaccine will be limited. Vaccination efforts will focus on those critical to the response, providing direct care, maintaining societal function, as well as those at highest risk for developing severe illness from COVID-19.

Chief Hansen continued by saying the initial strategy is to provide hospitals and pharmacies with sufficient supplies. Additionally, the local health departments are handling the distribution. Chief Hansen continued that the MABAS Division 3 is trying to support Cook County and provide additional avenues for distribution.

The state of Illinois is currently working with local health departments and providers across the state to provide COVID-19 vaccinations.

Chief Hansen stated that residents of the Barkley will be getting the first shot shortly. Chief Hansen stated that it is anticipated that starting next Monday the State will be entering "1B" for the next stage of distributing the vaccine.

Chief Hansen stated that there are a lot of moving parts in regards to this process and there was bad news recently when the Federal government thought that there was more vaccine coming but unfortunately that was stock that was already in the pipeline.

Chief Hansen stated that the condos are being surveyed now for the portion of the population that is over 65 and those in the schools to get a count for how many vaccines are needed along with trying to get a possible count for the Village to determine how the vaccine can be distributed. Chief Hansen said that there have been a number of volunteers who have been asking to help and that the Fire Department is making preparations to assist but it is dependent on if and when the County will be able to distribute through the Fire Department.

Chief Hansen said that there have been questions about different Health Departments that are able to administer the vaccine through their Health Department but Lincolnwood falls under the purview of Cook County. Chief Hansen continued that paramedics are able to administer the

vaccine and that previously the Fire Department maintained a robust Flu Vaccine program but had to discontinue the program.

Mayor Bass stated that it is a fluid situation and that the Village has been pushing for the vaccine to be made available.

Trustee Halevi asked when the vaccine becomes available how the residents will be notified.

Chief Hansen stated that we would utilize all of our platforms to facilitate the information to the public. Chief Hansen that staff can assist through Walgreens and those facilities to get the vaccine. Chief Hansen said that they are prioritizing the vaccines for staff.

Trustee Halevi said that one of the residents heard that CVS and Walgreens had been involved in giving this shot.

Chief Hansen stated that they have had a good contact with Walgreens and have observed the immunizations going through but have not had contact yet with CVS. Chief Hansen continued that it will be important to have someone go out and perform the vaccinations.

Mayor Bass stated that he reached out to CVS in trying to get as many options together.

Trustee Cope stated that he saw that the first doses arrived on December 14 and asked why there was a delay in getting the doses.

Chief Hansen stated that they are trying to get the vaccinations but need to have people continue to take preventative action. Chief Hansen stated that they are looking to go to 1B next week and provide information.

Trustee Patel asked if the Chief had asked about using the local schools to get vaccinated and present to the powers that be to be able to vaccinate our schools efficiently.

Trustee Nickell said that the Village Board is here for anything that is needed and saw that National Guard sites are going to be utilized. Trustee Nickell asked if there is information on our website about the vaccine and if we are communicating this information to seniors.

Chief Hansen stated that they have been using the platforms and have been visiting the condos and similar buildings in order to provide this information regarding the vaccine and associated information. Chief Hansen stated that it was difficult because the only source of vaccines is Cook County.

Trustee Sargon said that she has been in regular contact with the Fire Department and appreciates the efforts from the Fire Department to help facilitate the process as soon as possible. Trustee Sargon added that as soon as there is a response the Village will be able to tackle it.

Trustee Klatzco thanked Chief Hansen for his information and what he presented on this topic and asked for it to be continued to be advocated.

## **5. Police Officer Vacancy**

This item was presented by Jay Parrott, Police Chief.

Chief Parrott stated that there is currently a vacancy in the Police Department but was informed that there is an opening in the Academy. Chief Parrott stated that with the new BFPC rules the Village Board needs to approve vacancies and it is requested that there is a consensus to approve the vacancy be filled and will ensure that there is no issue with overtime or staffing concerns.

Trustee Halevi said that the Police Department should proceed with the requested action.

Trustee Cope said that he concurs.

Trustee Patel stated that he was in support.

Trustee Nickell said she is support of Police and Fire and they should be fully staffed.

Trustee Sargon voiced support for the Police Department's request.

Trustee Klatzco stated he was in support of filling the position.

## **Public Forum**

None

## **Adjournment**

At 7:58 P.M. Trustee Nickell made a motion to adjourn the Meeting of the Committee of the Whole, seconded by Trustee Patel.

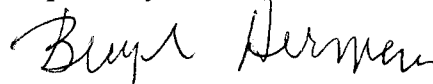
Upon roll call the results were:

Ayes: Trustees Halevi, Cope, Patel, Nickell, Sargon, and Klatzco

Nays: None

Meeting Adjourned,

Respectfully Submitted,



Beryl Herman  
Village Clerk