

**VILLAGE OF LINCOLNWOOD  
PRESIDENT AND BOARD OF TRUSTEES  
REGULAR MEETING  
VILLAGE HALL COUNCIL CHAMBERS  
MEETING HELD VIA GOTO MEETING AND  
AVAILABLE LIVE AT [WWW.LINCOLNWOODIL.ORG/LIVE-CABLE-CHANNEL/](http://WWW.LINCOLNWOODIL.ORG/LIVE-CABLE-CHANNEL/)  
MAY 19, 2021**

**Call to Order**

President Patel called the Regular Meeting of the Lincolnwood Board of Trustees to order at 7:35 P.M. Wednesday, May 19, 2021, in the Council Chambers of the Municipal Complex at 6900 N. Lincoln Avenue, Village of Lincolnwood, County of Cook, and State of Illinois.

The Village President read into the record a statement regarding the applicable Illinois Open Meetings Act provisions that permit the Village Board to conduct a virtual meeting during the pandemic, and informed the public how they can view the meeting as well as how to provide comments remotely.

**Pledge to the Flag**

The Corporate Authorities and all persons in attendance stood and recited the Pledge of Allegiance.

**Roll Call**

On roll call by Clerk Herman the following were:

Present: Mayor Patel, Trustees Halevi, Sargon, Saleem, Herrera, and Klatzco.

A quorum was present.

Also present: Anne Marie Gaura, Village Manager; Chuck Meyer, Assistant Village Manager; Jason Parrott, Police Chief; Travis Raypole, Deputy Police Chief; Present via Go-To-Meeting: Jon Bogue, Assistant to the Village Manager; Jake Litz, Management Analyst; Nadim Badran, Public Works Director; Scott Mangum, Community Development Director; Doug Hammel, Development Director; Steve Elrod, Village Attorney.

**Approval of Minutes**

The minutes of May 4, 2021 Village Board meeting parts one and two, were presented at the Village Board meeting for Village Board approval.

Trustee Sargon made a motion to approve both sets of minutes, seconded by Trustee Klatzco.

Clerk Herman called the roll.

Upon roll call the results were:

Ayes: Trustees Halevi, Sargon, Saleem, Herrera, and Klatzco.

Nays: None

The motion passed

**Warrant Approval**

Trustee Klatzco presented the warrants in the amount of \$1,057,540.57 and moved to approve the warrants, seconded by Trustee Sargon.

Upon roll call the results were:

AYES: Trustees Halevi, Sargon, Saleem, Herrera, and Klatzco.

NAYS: None

The motion passed

## **President's Report**

### **1. Proclamation Regarding Jim Szczepaniak School District 219 Retirement**

Mayor Patel read the Proclamation into the record. He stated that Jim Szczepaniak of School District 219 was retiring after 15 years of service. He thanked him for his service. Mayor Patel added that Wednesday, May 19, 2021 be Jim Szccepaniak Day in Lincolnwood.

Mr. Szczepaniak addressed the Village Board and noted several upcoming events and initiatives related to "Coming Together" will be sponsoring. Mayor Patel thanked him for his comments and wished him well.

### **2. Happy Birthday to Former Mayor Gerald Turry and to Carol**

President Patel wished a happy birthday to Former Mayor Gerald Turry and his work colleague Carol. He said that anyone wishing to have their birthday announced during the President's Report should email him.

### **3. Call for Volunteers for Boards and Commissions and Trustee**

President Patel stated that there are over a dozen vacancies on various Village Boards and Commissions. Additionally, he stated a Village Trustee position was open. He encouraged those interested to reach out to Village Staff.

### **4. Swearing in of Deputy Chief Travis Raypole**

President Patel introduced Police Chief Jay Parrott. Chief Parrott provided a background on Travis Raypole and stated this was the first double promotion of a member of his department. President Patel conducted the swearing in of Travis Raypole as Deputy Chief of the Police Department. Deputy Chief Raypole thanked the Village for the opportunity and provided a brief speech on his career and the future of the Lincolnwood Police Department.

## **Village Trustees' Report**

Trustee Sargon thanked members of the Environmental Ad-Hoc Committee, Beautification Commission, and volunteers of the community for participating in the Community Clean-Up event after Earth Day. She also provided information about a future COVID-19 vaccination clinic taking place at Rutledge Hall.

Trustee Halevi stated that applications for the Madeline Grant Award were being accepted. She stated that all applications should be submitted by May 31. Additional information is available on the Village website. She also made a comment on trash clean-up in the community. She also provided a comment on driving safety and stated that it is dangerous for drivers to roll through stop signs, such as the one on Morse and Tripp.

Trustee Klatzco thanked those that donated blood at the Blood Drive. Mayor Patel spoke of residents supporting clean up and leaf pickups.

Trustee Sargon thanked Mayor Patel for presenting Public Forum early so that residents don't have to wait for hours to speak.

### **Village Clerk's Reports**

None

### **Public Forum**

Resident Patrick Gallivan congratulated the new Village Board on their successful election campaigns. He also asked if there was any way to adjust the audio settings in the Board Room. Mayor Patel stated that the Village Board and Staff would work on adjusting the audio.

### **Consent Agenda**

- 1. Approval of a Resolution Approving a Sixth Amendment to the Contract for Department of Parks and Recreation Bus Services with Alltown Bus Service, Inc.**
- 2. Approval of a Resolution for a 180-Day Extension of Special Use and Variation Approvals at 6734 N Lincoln Avenue Granted by Ordinance Number 2020-3505**
- 3. Approval of an Ordinance Waiving Competitive Bidding and Approving an Employee Leasing Agreement with GovTemps USA, LLC for an Interim Parks and Recreation Director**
- 4. Approval of an Ordinance Waiving Competitive Bidding and Approving an Agreement with GovHR USA, LLC for Recruitment Services**

Trustee Sargon moved to approve the Consent Agenda, seconded by Trustee Herrera.

Upon Roll Call the results were:

AYES: Trustees Halevi, Sargon, Saleem, Herrera, and Klatzco.

NAYS: None

The motion passed

### **Regular Business**

- 5. Consideration of a Recommendation by the Zoning Board of Appeals to Approve an Ordinance Granting a Variation Related to Floor Area Ratio at 6547 North Central Park Avenue**

This item was presented by Doug Hammel via PowerPoint. He provided a brief background and key details of the case. He overviewed the subject property, 6547 North Central Park Avenue. He stated the proposed improvement would add a second story addition along the north lot line and it would increase the square footage to roughly 1,200 SF. He said the required variation related to maximum floor area ratio (FAR). The permitted gross floor area on the subject lot would be 4,899 SF. However, the proposed gross floor area is 5,521 SF. The key considerations were outlined by Mr. Hammel. He stated that ZBA Commissioners discussed concerns about structural integrity of existing foundation. The petitioner provided clarification regarding the need for additional square footage as it relates to connecting portions of the existing footprint. The ZBA unanimously recommended approval with two conditions: 1) Structural assessment be provided prior to issuance of a Building Permit, and 2) Attic must remain unoccupiable space. Mr. Hammel stated the requested action of an approval of an Ordinance granting a Variation to allow a Floor Area Ratio 622 square feet beyond what is permitted, including revision to remove an extraneous reference (Section 3.B on page 2).

The petitioner, Zachary Ruben, introduced himself to the Village Board. Trustee Sargon asked a question from a procedural standpoint and asked if this would set a precedent for future requests. Corporate Council Steve Elrod stated that the Board can adopt this ordinance tonight. However, the

Village Board could go back and then change the Village Code. Mayor Patel added additional comments of the standards of variation. Mr. Elrod stated that this should be assessed on the merits of the Code as it is written currently.

Trustee Klatzco stated that part of the application process is stating the hardship of each variance request. He stated that it was difficult to grant a variance without a documented hardship. He stated he did not see any hardship in this case. He asked if there was any way to table this case until after the FAR discussion is remanded to the Plan Commission.

Trustee Sargon asked if the hardship portion of the case was discussed at the ZBA meeting. Mr. Hammel stated several findings from the ZBA meeting. However, hardship was not discussed amongst the Commissioners at the ZBA meeting.

Trustee Halevi stated she did not see a reason for the variance. She stated she agreed with Trustee Klatzco. Trustee Sargon concurred with Trustee and Klatzco as well. However, she asked if there was a way to table the request.

Mayor Patel stated his concerns with potentially approving the requested variance. He asked that staff bring a variance standards discussion to a future Committee of the Whole meeting. He said the Village should consider changing its variance standards.

Further discussion on FAR occurred. Trustee Sargon asked about the timeline of future discussions pertaining to FAR. Village Manager Gaura stated that no later than the July 20, 2021 Committee of the Whole, this item would be brought back before the Village Board. Additional discussion on the timeline of future discussions occurred.

Gina Shemtov, attorney for the petitioner, provided additional context for the timeline of previous events. She stated several of the difficulties of renovating the home. Additional discussion on the establishment of a precedent and the hardship standard occurred. Trustee Saleem stated it was best to table the discussion. Mayor Patel stated that the proposal was reasonable. However, it does not fit the Village's variance standards. If this were to be approved, the Village's standards would need to be adjusted.

Ms. Shemtov stated that accessibility to the second floor is the hardship of this particular case. Mr. Hammel provided the floor plan via PowerPoint. Mayor Patel stated that this was not a hardship within the current Village Code. He provided additional feedback on the matter. He stated that he wants reasonable developments to be completed. However, he stated that the Code would need to be amended. Trustee Klatzco stated that other petitioners had similar problems when dealing with building over a garage. He stated this was the reason he wanted this discussion to be remanded to the Plan Commission.

Mayor Patel asked staff if there was not a FAR requirement if they would be compliant. Mr. Hammel confirmed that was indeed the case. Mayor Patel asked if there were any further questions. There were no further questions from trustees.

Attorney Elrod suggested a motion to continue to the next meeting.

Trustee Sargon moved to continue the matter to the June 1, 2021 Village Board meeting, seconded by Trustee Klatzco.

Upon Roll Call the results were:

AYES: Trustees Trustees Halevi, Sargon, Saleem, Herrera, and Klatzco.

NAYS: None

The motion passed

**6. Consideration of an Ordinance Amending Article 18 of Chapter 8 of the Municipal Code of Lincolnwood Regarding the Use of Motor Fuel Tax Funds**

This item was presented by Chuck Meyer, Assistant Village Manager. Mr. Meyer stated this was discussed in the previous budget approval process. He provided an overview of the impacts of amending Article 18 of Chapter 8 of the Municipal Code of Lincolnwood Regarding the Use of Motor Fuel Tax Funds. Village Manager Anne Marie Gaura provided additional details regarding how these items will impact the Police Pension Fund. President Patel thanked the Village Manager for providing additional context. Trustee Sargon stated that earmarking additional funds for the Police Pension Fund will be critical moving forward.

Mr. Joel Perzov, trustee of the Police Pension Fund, had provided a public comment on this item at the Committee of the Whole. Since the Board had heard this comment, it was decided not to read it again.

President Patel asked if there were any further questions. There were no further questions from trustees.

Trustee Sargon moved to approve the Ordinance, seconded by Trustee Klatzco.

Upon Roll Call the results were:

AYES: Trustees Halevi, Sargon, Saleem, Herrera, and Klatzco.

NAYS:

The motion passed

**7. Consideration of a Recommendation by the Plan Commission to Approve an Ordinance Granting a Special Use for a Distribution Center at 7080 North McCormick Boulevard**

Mr. Elrod stated this item was put on the table two Village Board meetings ago. Therefore, it was necessary to remove the item from the table.

Trustee Sargon moved to remove the item from the table, seconded by Trustee Herrera.

Upon Roll Call the results were:

AYES: Trustees Halevi, Sargon, Saleem, Herrera, and Klatzco.

NAYS: None

The motion passed

This item was presented by Mr. Hammel via PowerPoint. He stated this was a consideration of a recommendation by the Plan Commission to approve an Ordinance Granting a Special Use for a distribution center at 7080 North McCormick Boulevard. He overviewed the subject property and its current use. He stated the regulatory context, overviewed key considerations. Such consideration included the temporary nature of exterior "hand off" of food products, observed traffic impact and public comment. He also overviewed proposed conditions such as: 1) Trucks and refrigeration units related to the use shall not idle within the triangular parking lot except during direct recipient pick-up events, 2) During all times other than direct recipient pick-up events, idling trucks or refrigeration units parked onsite must be parked either in the loading docks or along the west or northwest sides of the Premises, 3) Direct recipient pick-up events shall occur no more than three times per week (typically Tuesday, Wednesday and/or Thursday) with a typical start time of 4 p.m. and an absolute end time of 10 p.m. based on the number of recipients registered for a given pick-up event, and 4) Direct recipient pick-up events shall terminate upon a United States Department of Agriculture and Illinois State Board of Education determination that the pandemic no longer necessitates such activity and the associated funding provided by those governmental agencies for such activity ceases. He then re-stated the requested action of an approval of an Ordinance granting a Special Use to allow a

“distribution center” at 7080 North McCormick Boulevard, including revisions as noted in the staff’s report and presentation.

Trustee Halevi asked about the logistics of the operation. The petitioner’s attorney fielded the question and overviewed the operations and mission for the organization. Trustee Halevi asked about the scope of the operations. The petitioner stated that roughly 13,000 families are receiving food weekly.

Trustee Sargon asked about the traffic concerns. Staff and the petitioner stated that traffic management personnel would be employed to address any concerns in the future. Additionally, the petitioner developed an app to schedule appointment pick-up times to address traffic control. Trustee Sargon asked if there would be an end date at the conclusion of the pandemic. Mr. Hammel stated that funding for this program could expire in the fall of 2021. However, there is not a specific end date.

Trustee Saleem asked about the frequency of the distribution. The petitioner stated this was a once per week operation. The petitioner stated that it only takes 2-3 minutes per each pick-up. Trustee Saleem asked what was previously in this space. Mr. Hammel stated the building was more or less vacant.

Trustee Klatzco stated that a timeline should be placed on this item. He asked if refrigeration units are located inside the building. The petitioner’s attorney stated not at this time. Trustee Klatzco stated this was similar operation to the Walmart facility. He asked if a health department would inspect the operation in a similar manner. He expressed concerns over a lack of oversight of food and health safety. Mr. Hammel stated that if this was to be recognized as a legal use, the petitioner would be subject to health inspections. The petitioner’s attorney stated they are regulated by the USDA and any compliance must fall within USDA guidelines. The petitioner’s attorney stated that this was not like Walmart in the sense that it is a charitable organization, it is only open once or twice weekly, and perishable items are not always present. Trustee Klatzco asked when the pandemic ends, if the refrigerated trucks would remain in the area. The petitioner’s attorney stated that once the pandemic ends, that part of the distribution will be reevaluated. Trustee Klatzco said that if this is a temporary use, there should be a temporary timeline associated with the approval. Discussion on the end date occurred. The petitioner’s attorney stated that once pandemic-related funding expires, the program will conclude. The petitioner stated that the USDA’s latest guidance stated a potential end date of the end of September 2021. However, he said this was subject to change based on the USDA.

Trustee Sargon stated that she would like a condition regarding the degree of traffic control added to the ordinance. Trustee Klatzco stated he would like a condition regarding an end date of September 30, 2021 added to the ordinance.

President Patel asked if there were any further questions. There were no further questions from trustees.

Trustee Klatzco moved to direct the attorney to draft an Ordinance with the additional conditions that the petitioner pays for on-sight traffic control and that there is an end date of September 30, 2021, seconded by Trustee Sargon.

Upon Roll Call the results were:

AYES: Trustees Halevi, Sargon, Saleem, Herrera, and Klatzco.

NAYS: None

The motion passed

**8. Consideration of an Extension of the Emergency Declaration Entered by Mayor Bass on March 18, 2020**

This item was presented by Village Attorney Elrod.

Mr. Elrod stated that the item is on the agenda for consideration and recommended that the emergency declaration entered by the Mayor on March 18, 2020 be extended to the end of the next regular meeting of the current Board on Tuesday, June 1, 2021.

Discussion on mask wearing occurred. Village Manager Gaura provided updates regarding the Village's future mask policy.

Trustee Sargon made a motion to extend the Emergency Declaration to the adjournment of the next regular meeting of the Village Board, Trustee Halevi seconded the motion.

Upon Roll Call the results were:

AYES: Trustees Halevi, Sargon, Saleem, Herrera, and Klatzco.

NAYS: None

The motion passed.

### **Manager's Report**

Village Manager Gaura stated that the Village received the GFOA Award for the Comprehensive Annual Financial Report (CAFR). She thanked the community, organization, Finance staff, and Bob Merkel for their work.

Additionally, she announced that the Village's next Finance Director will be Denise Joseph. Previously, she served the Village of Glencoe as Assistant Finance Director. Village Manager Gaura provided additional background details on Denise and said that her first day with the Village will be June 15, 2021.

### **Board and Commissions Report**

None

### **Adjournment to Closed Session**

At 9:55 P.M. Trustee Sargon made a motion to move the meeting into Closed Session for the purpose of discussion regarding Personnel, seconded by Trustee Klatzco.

Upon Roll Call the results were:

AYES: Trustees Trustees Halevi, Sargon, Saleem, Herrera, and Klatzco. (4:13:46)

NAYS: None

### **Reconvention**

At 10:28 P.M. President Patel reconvened the Regular Meeting and announced that the Meeting will be adjourned.

### **Adjournment**

At 10:28P.M. Trustee Halevi moved to adjourn the Village Board meeting, seconded by Trustee Saleem..

Upon Roll Call the results were:

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

NAYS: None

The motion passed.

Respectfully submitted,

*Beryl Herman*

Beryl Herman

Village Clerk.