

**VILLAGE OF LINCOLNWOOD  
PRESIDENT AND BOARD OF TRUSTEES  
COMMITTEE OF THE WHOLE MEETING  
VILLAGE HALL COUNCIL CHAMBERS  
OCTOBER 15, 2013**

*This meeting was scheduled to begin at 5:45 PM, due to lack of a quorum, items were introduced for informational purposes before the meeting was officially called to order. A quorum was in attendance at 6:30PM.*

**Call to Order**

President Turry called the Committee of the Whole meeting of the Lincolnwood Board of Trustees to order at 6:30PM, Tuesday, October 15, 2013 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 Klatzco, Patel, Elster, Sprogis-Marohn

ABSENT: Trustees Leftakes, Cope

A quorum was present. Also present: Timothy Wiberg, Village Manager; Douglas Petroschius, Assistant Village Manager; Charles Meyer, Assistant to the Village Manager; Timothy Clarke, Director of Community Development; Aaron Cook, Development Manager; Robert Merkel, Finance Director; Joseph Mangan, Accountant; Charles Greenstein, Village Treasurer; Amanda Williams, Management Analyst; Manuel Castaneda, Public Works Director; Ashley Engelmann, Assistant Public Works Director; Paul Eisterhold, Plan Commission Chair.

**Approval of Minutes**

The minutes of the October 1, 2013 Committee of the Whole meeting were distributed in advance of the meeting and were examined. Trustee Elster moved to approve the minutes. Trustee Patel seconded the motion. The motion passed by Voice Vote.

**Regular Business**

**1. Discussion Concerning the Possible Expansion of the Touhy/Lincoln Tax Increment Financing District**

*This item was presented before meeting was called to order.*

This item was presented by Mr. Clarke using PowerPoint.

Mr. Clark identified necessary procedures for expansion of a TIF.

Attorney Jerry Calaghan and Neil Stein of North Capitol Group were in attendance and offered clarification of the plan. Mr. Wiberg stated that if the Board is so inclined, the process of TIF expansion will be initiated.

Staff requests direction to start the process.

North Capitol representatives were asked to return at 6:50, in hopes that more Trustees will arrive.

Upon return of petitioners at 6:50PM, a review of the item was presented.

An endorsement came from the Board to allow this process to expand.

Attorney Elrod stated that he is satisfied with the letter from North Capitol which states that reimbursement will be made to the Village for the costs of engaging Kane McKenna for this project. He feels that the Village may proceed.

**2. Discussion Concerning the Proposed 2013 Property Tax Levy**

*This item was presented before meeting was called to order.*

This item was presented by Mr. Merkel using PowerPoint.

- Current Village Financial Policy – Tax levy increase is limited to the Cook County CPI
- 2013 CPI is 1.7% - for a total levy increase of \$88,744
- Average property tax percent increase would be 2% over the last three years, 1.8% over the last five years (Village portion only)

Tax Levy	<u>Utilization of Property Tax Levy in the General Fund</u>		
	2012 (Actual)	2013 (Proposed)	Difference
General	\$2,810,061	\$2,906,960	\$96,899
Police Pension	1,410,184	1,402,029	(8,155)
Special Recreation	110,000	110,000	
Parks and Recreation	890,000	890,000	
<b>Totals</b>	<b>\$5,220,245</b>	<b>\$5,308,989</b>	<b>\$88,744</b>

Additional discussion and a final vote on the levy will come in December.

**3. Discussion Concerning the Village Hall Council Chambers Audio System**

This item was presented by Mr. Petroschius.

Two options were identified and exhibited via PowerPoint.

Council Chambers Audio System

Option 1 – Proceed as originally directed to add wireless microphones - \$15,306

- Advantage – Televising COTW in three months and is the low-cost option
- Disadvantage – The audio system has been in place for seven years and may need to be replaced at some point in the future – If the audio system is replaced at a later date, the wireless microphones will need to be reconfigured and create additional costs

Option 2 – Replace audio system and add wireless microphones -\$27,000

- Advantage – Reduce periodic audio issues and add wireless microphones
- Disadvantage - \$11,194 more than Option 1 and extended implementation due to RFP requirement
- If selected, staff recommends budgeting project in next fiscal year

Mr. Petroschius and Mr. Wiberg offered clarification of the options.

Option 2 was discussed and selected for possible implementation in the next fiscal year.

The consensus was to go to RFP and investigate various alternatives. This will be placed on next year's budget. Support was offered to televise the November COTW.

#### **4. Status Report Concerning the Village's Efforts to Address the Emerald Ash Borer Infestation**

This item was presented by Mrs. Engelmann using PowerPoint

The purpose of this discussion was to provide an update on the current emerald ash borer (EAB) situation within the Village as well as to discuss potential budget implications.

##### Background

\*EAB is a small destructive beetle

- Native to Asia and Eastern Russia
- Invasive species, highly destructive to Ash trees
- First discovered in North America in Michigan in June of 2002
- 8 million urban Ash trees in the United States
- Currently found in 22 states

##### EAB Damage

- Most significant damage takes place when the insect is in its larval stage
- Bore holes and "s" shaped feeding galleries of the larvae disrupt the flow of nutrients and water as they rise up the trunk from the roots to the crown of the tree
- Results in the death of the tree
- First noticeable sign is dieback in the upper crown of the tree
- Tree will usually be dead by the following year

##### Illinois Department of Agriculture

\*2006 – quarantine zones established which restrict the movement of firewood and guidelines for debris shipping

- Lincolnwood within quarantine zone

\*2013 – Entire State of Illinois is within a quarantine zone

- Ash products are prohibited from being moved outside of the State
- 41 counties within Illinois have confirmed EAB and are restricted to interstate movement of Ash products

\*No way to stop EAB or to reverse the damage

- Treatments exist, will not repair the damage
- Tree must be in excellent condition and not infested with EAB

\*Control the removal process

- Approximately \$4.00/inch diameter
- 16,551 total inches in Lincolnwood = \$66,204/year to treat

In a review of 29 Neighboring Communities only 9 offer some level of treatment.

##### Lincolnwood Ash Tree Population

\*2006 Inventory 9,000 street trees

- 1,714 Ash (19% of total population)

\*2009-2012 Ash Removals

- Removed approximately 120 Ash per year
- \*2013 – 1,225 Ash remaining (14% of total population)
- 60% of current population is in fair or worse condition due to EAB
- \*All trees put into one of three categories
- Level 1 – 225 trees were removed during the summer of 2013
  - Level 2 – 300 trees scheduled for removal during winter 2013-2014
  - Level 3 – 700 trees will be re-inspected during the summer of 2014

#### Replacement

- \*\$35,000 annually in the General Fund for replacement of trees (includes species other than Ash)
- \*\$15,000 annually in the Tax Increment Financing (TIF) fund
- Total of \$50,000
  - Since Fall of 2012 used entire budget to replace ash trees
- \*2011 – awarded a \$10,000 Metropolitan Mayor’s Caucus grant
- \*2012 – awarded a \$15,000 Illinois Department of Natural Resources grant
- \*2009-2012 – 120 trees/year removed and replaced
- Annual tree replacement budget used
- \*2013 – number of Ash trees removed increases beyond current funding levels

#### Potential Budget Implications

- \*Additional \$16,000 needed to replace the 176 that will not be planted in FY2014
- \*300 Ash trees anticipated for removal during the summer of 2014
- Would require an additional \$112,500 in the FY2015 Budget
- \*Additional \$128,500 needed in FY 2014/2015 to replant all Ash removed (176 +300 =476)

#### Next Steps

Fiscal Year 2014/2015 Budget Workshop regarding funding mechanisms for tree replanting.

Discussion ensued with questions from the Board and clarification by Mrs. Engelmann.

### **5. Status Report from the Police Pension Board**

The Police Pension Board consists of five members, four of whom were present at the meeting.

Two Mayoral Appointees:

Marilyn Marwedel, and Joel Perzov.

Two Active Members:

Timothy O’Connor, and Travis Raypole.

Retiree Peter Swanson, elected by pensioners was unable to be in attendance.

Mrs. Marwedel presented background information regarding the Pension Board and Mr. Perzov presented the financial statement and information.

#### Accomplishments of the New Board

- \*Organized permanent files storage system
- \*Created and maintain digital storage system for Board Records to include agendas, minutes, bank statements, quarterly financial reports, administrative files, correspondence etc. and are working with the Local Records Unit of the Illinois State Archives to certify what records can be stored digitally.

- \*Transitioned to online bank and financial statements
- \*Entered into a new agreement with Graystone Consulting resulting in significantly reduced investment fees.

Specific changes in Assets and Allocations were introduced. Mr. Perzov stated that the current outlook is positive.

#### Goals of the Board

- \*Continue to monitor investments looking to increase returns while minimizing risk to the principal
- \*Complete the transition to digital record keeping
- \*Explore the possibility of outsourcing our accounting to increase efficiency and professionalism
- \*Respond to our latest IDOI Audit and take measures to insure compliance with all regulations
- \*As Board members it is our fiduciary responsibility to pursue additional funding for the Pension Fund in an effort to reach a funding goal of 90% funded by 2040

Mr. Wiberg commended the group on the work accomplished. Mr. Perzov thanked all members for their hard work. President Turry stated "This is probably the strongest Pension Board the Village has had".

#### Adjournment

At 7:29 P.M. Trustee Klatzco moved to adjourn Committee of the Whole, seconded by Trustee Sprogis-Marohn.  
The motion passed with a Voice Vote

Respectfully Submitted,



Beryl Herman  
Village Clerk