

**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/  
APRIL 7, 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 6:05 P.M. Wednesday, April 7, 2021, meeting held via GoToMeeting 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.

Upon roll call by Village Clerk Beryl Herman the following were:

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

Absent: None

A quorum was present.

Also present: Village Manager Anne Marie Gaura, The following were present via Go-To-Meeting Chuck Meyer, Assistant Village Manager; Jon Bogue, Acting Assistant to the Village Manager; Jake Litz, Management Analyst; Nadim Badran, Public Works Director; Scott Mangum, Community Development Director; Doug Hammel, Development Manager; Brendon Mendoza, Assistant to the Public Works Director.

**Approval of Minutes**

The minutes of March 16, 2021 Committee of the Whole and the March 18, 2021 Committee of the Whole Budget Workshop Meeting of the Committee of the Whole were presented for approval.

Trustee Sargon moved to approve the minutes of March 16, 2021 Committee of the Whole, and the minutes of the March 18, 2021 Budget Workshop Meeting of the Committee of the Whole, seconded by Trustee Klatzco.

Upon Roll Call the results were:

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

Nays: None

Abstain: Nickell

**Regular Business**

**1. Discussion Concerning Fiscal Year 2022 Budget**

This item was presented by Robert Merkel using PowerPoint. Mr. Merkel presented an overview of the FY 2022 Budget. He overviewed the Budget Preparation Process. He discussed each fund in the Village's Fund Structure as well as the total budgeted expenses. The Village's Fund Structure included the General Fund (\$24.4 million), Water & Sewer Fund (\$6.8 million), 3 TIF District (\$29.1 million), Motor Fuel Tax (\$3.4 million) Transportation Improvement Fund (\$551,000), Water Management Infrastructure Fund (\$3.0 million), Debt Service (\$404,000), Private sewer fund (\$40,000), and Police Pension (\$3.4 million). He then overviewed the total budgeted revenue and sales tax revenue history.

Mr. Merkel presented the net surplus and/or deficits for last fiscal year as well as the projected fiscal year. The General Fund Revenue highlights and issues as well as personnel related budget issues were discussed. Mr. Merkel highlighted each fund cited in the Fund Structure portion of the presentation.

The following was presented in Power Point form:

**Budget Preparation Process**

- \*Financial Policies adhered to
- \*Village Manager and Budget Team met with each Department Head to approve budget submissions and proposed departmental goals
- \*Budget Workshop held on March 18.....Finance Committee meeting held on March 23
- \*Public Meeting/Formal Village Board Consideration – Both in April

**Village's Fund Structure - \$71.1 million**

- |  |  |
|--|--|
| *General Fund - \$24.4 mil<br>+Funds General Operations  | *Water Management Infrastructure Fund - \$3.0 mil<br>+ Storm Water Management          |
| *Water & Sewer Fund - \$6.8 mil<br>+Potable water delivery &<br>Sewer maintenance                                  | *Debt Service - \$404K<br>+Interest free fire truck loan<br>+GO Bond debt service      |
| *3 TIF Districts - \$29.1 mil<br>+ Improvements within the respective<br>TIF district (North Lincoln TIF - \$27.1) | *Prop. Enhance Prog. \$0<br>*Business Façade grants                                    |
| *Motor Fuel Tax - \$3.4 mil<br>+Transportation improvements  | *Private sewer fund - \$40k<br>+Grant for resident replacement                         |
| *Transp. Improvement Fund - \$551k<br>+Transportation improvements   | *Police Pension - \$3.4mil<br>+Pension payments and related<br>Expenses for pensioners |

Total Budgeted revenue – All Funds \$34,904,236

Police Pension - \$3,840,000 - 11%	Property Taxes - \$7,600,000 – 22%
Sales Taxes - \$7,400,000 – 21%	Water and Sewer - \$4,900,000 – 14%
Other Revenues - \$2,676,618 – 8%	Charges for Services - \$1,453,370 – 4%
Grants - \$1,212,672 – 3%	Other Taxes - \$5,821,576 – 17%

A Sales Tax revenue history was presented from 2008 to projected 2022.

Total Budgeted Expenditures – All Funds \$71,130,447

Economic Development - \$26,890,000 – 38%	Personnel - \$13,997,115 – 20%
Contractual – \$9,877,335 – 14%	Capital Outlay - \$10,154,490 – 14%
Police Pension - \$3,377,363 – 5%	Bond Debt Service - \$3,007,629 – 4%
Commodities - \$3,826,515 – 5%	

General Fund Budget

The following were presented: Adopted Budget FY2021, Projected Actual FY 2021 and Proposed Budget FY2022

The net change to Fund Balance: Adopted Budget 2021 (893,416) Projected Actual FY2021 (\$1,224,421) Proposed Budget FY2022 (\$1,715,064)

General Fund Revenue Highlights and Issues

\*Property Tax Revenue – 2.3% levy increase - \$230,000 (Amount includes distribution of surplus from TIF Fund)

\*Other significant revenue adjustments:

- +Implementation of a new Packaged Liquor tax - \$250,000
- +Adjustment of Food and Beverage tax from 1% to 2% - \$400,000
- +Grant revenue from COVID 19 Bill - \$756,422 (Village will receive installments of \$756,422 over the next two fiscal years)

General Fund Expenditures Highlights and Issues

*Vehicle replacements	\$212,500
*Refurbishing of Police Shooting Range Phase 2	\$650,000
*Replacement of roof of Police and Fire Building	\$523,000
*Council Chambers/EDC Improvements	\$ 50,000
*Replacement of Police Secure Parking Lot	\$ 62,000
*Replacement of Air Filling Station – Fire	\$ 49,000
*Sandblasting/Painting of pools	\$100,000
<b>Total</b>	<b>\$1,647,490</b>

Budget is balanced with utilization of excess Fund Balance reserves

Personnel Related Budget Issues

- \*Cost of living adjustment for non-union positions 2.0%
- \*Merit for non-union positions will remain capped at 2.0%
- \*Union contract adjustments:
  - +Police – 2.5%
  - +Public Works – In Negotiations

Proposed FY2022 General Fund Transfer Activity

Transfers Into General Fund:	Amount
Water Fund	\$200,000
MFT Fund	\$ 60,000
Transfers Out of General Fund:	
Debt Service (Fire truck loan payment)	\$ 12,500
Private Sewer Line Assistance Fund	\$ 40,000
<b>Net Transfers</b>	<b>\$207,500</b>

Special Revenue Funds

- \*Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.
- \*The Village maintains five special revenue funds – Three are TIF funds

Other Funds – Significant Expenditure Issues

<b>*Transportation Improvement Fund:</b>	
+Phase 2 Engineering – Touhy/ Cicero (Funded by ODOT Grant)	\$160,000
+Village campus parking lot resurfacing	\$275,000
+Street Maintenance (Cold patch, contractual program)	\$100,000
+Devon Bridge Enhancements	\$ 6,000
<b>NEID TIF Fund (Pay-Out of surplus Funds)</b>	
<b>*North Lincoln TIF Fund (Created 01/01/2019)</b>	
+Professional Fees/ Issuance Costs	\$600,000
+Note interest cost	\$1,500,000
+TIF eligible cost payouts	\$25,000,000
*Funded thru issuance of TIF notes	
<b>*Devon/Lincoln TIF Fund</b>	
+Devon Ave. streetscape engineering	
-Funded by grant	\$325,000
+Tree planting/paving	\$ 80,000
+PEP/Gift grant	\$ 50,000

**\*Motor Fuel Tax Fund**

+Roadway resurfacing program – Year 3	\$3,107,000*
+Roadway resurfacing design – Year 4	\$ 193,000
+Pratt Bike Lane – Phase 2 design (Grant Funded)	\$ 60,000
*Funded with GO Bond Issuance	

**Capital Project Funds**

\*Capital Project Funds account for all resources used for the acquisition of capital facilities

\*The Village currently has three capital project funds:

- +Water Management Infrastructure Fund
- +Private sewer line replacement & flood control fund
- +Property Enhancement Program (PEP) Fund

**Other Funds Significant Expenditure Issues**

**\*Storm Water Management Fund**

Storm Water Management - Phase 2	\$2,700,000
Storm Water Management Engineering – Phase 3	\$300,000

Funded by General Obligation Bond and grant revenue.

Bond payments are funded by a ¼% increase in home rule sales tax

**\*Private Sewer Line/Flood Control Assistance Fund**

+Assistance to residents to replace sewer lines damaged by tree roots on Village parkways or install flood control device/drainage

+Budgeted \$40,000 - \$2,000 max per household

**\*Property Enhancement Program (PEP)**

+No funding provided this budget year

**Debt Service Fund**

The Debt Service Fund accounts for the accumulation of resources for, and the general long-term debt principle and interest

**Debt Service Fund**

*Fire Truck loan payment	\$12,500
*Debt service 2019 GO Bonds – Storm Water Management	\$132,000
*Debt Service 2020 GO Bonds – Roadway resurfacing	\$214,473
*Bond issuance costs 2021 GO Bonds	\$45,000

**\*Enterprise Fund**

+Enterprise funds account for the operations that are financed similar to private business enterprises

+Cost of providing goods or services to the general public on a continual basis, financed primarily through user charges.

+The Village has one enterprise fund.

### Water and Sewer Fund Expenditure Overview

#### No water or sewer rate increases this year

*Debt service payments IEPA	\$380,156
*Sewer televising equipment	\$204,000
*Replacement of Truck 10	\$80,000
*Pump House improvements	\$40,000
*Replacement of water mains - Year 1	\$2,612,500
*Purchase of water from Evanston	\$800,000
*Chicago water disconnection cost	\$100,000
*Water rate study	\$35,000

### Water and Sewer Fund Debt Service Fund

2019 GO Bond debt service – Portion attributable to water transmission main	\$768,500
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### Police Pension Fund

The Police Pension Fund is a fiduciary fund type and is used to account for the accumulation of resources to be used for retirement annuity payments to employees on the police force at appropriate amounts and times in the future. Resources are contributed by employees at rates fixed by law and by the Village at amounts determined by an annual actuarial study. The Police Pension Fund has budgeted expenditures of \$3,377,363 for payment of pension benefits to retired members of the Fund and other operating expenses for FY2022/

None of the Trustees had any additional questions. No further action or discussion took place at this time.

## **2. Discussion Concerning a Requested Zoning Text Amendment to Allow a Community Center in the O Office District, Auto Use Overlay**

This item was presented by Doug Hammel, Development Manager, using PowerPoint. Mr. Hammel overviewed the subject property, the zoning district of the subject property, and provided a general context of the area. The proposed development is a community center with a building footprint of 27,000 square feet. The building would be about three stories with parking on the north and east sides of the building. The applicant envisions this development to encompass a senior daycare, children's tutoring facility, after school care facility, event space, gymnasium, and commercial kitchen. Mr. Hammel provided regulatory context. He stated that a "community center" is not currently permitted in the O Office District, thus the applicant is seeking approval for this use. He stated that staff recommends that it be a Special Use if the Village is inclined to permit it as per the Applicant's request.

Mr. Hammel reviewed several considerations regarding this case. He then overviewed the approval process for this proposed development. He stated the requested action of a Referral of the Applicant's request (or the alternative zoning approach) to the Plan Commission for a public hearing, in addition to any other technical considerations the Plan Commission should deliberate.

Trustee Sargon made a disclosure for the record. She stated that her daughter takes classes at Assyrian Universal Alliance Foundation Inc. (AUAF). She stated that she consulted with the Village attorney and it was determined that there was not a conflict of interest.

The applicant, Mr. Floyd Perkins, overviewed the details of the proposed Community Center and its functions. He overviewed the evolution of the idea of the creation of the development. Chairman/Fine Arts Director of AUAF, Mr. Joseph Badalpour, provided some additional details on the organization. He provided an overview of the programs that the organization provides.

Trustee Halevi asked about the logistics of the facility. Mr. Perkins stated that the building would have separate components. He provided a brief overview on how the facility would operate and function for different events. The architect for the project provided an overview on the building components. Trustee Halevi asked about staffing for the facility. Mr. Perkins stated that AUAF is planning to provide the staffing for the facility.

Trustee Cope left the meeting before his turn to speak on the development.

Trustee Patel asked about the budget, more specifically the revenues, of AUAF and the proposed development. Mr. Perkins stated that some of the activities taking place at the facility may be tax exempt. However, he stated that many programs would not be tax exempt. Trustee Patel suggested that this be zoned as a distinct-use, rather than a catch-all "community center".

Trustees Nickell, Sargon, and Klatzco stated they did not have an issue sending this to Plan Commission. Mayor Bass reiterated that the consensus of the Village Board was to move forward with the development and send the project to the Plan Commission.

**Public Forum**

None

**Adjournment**

At 7:20 P.M. Trustee Nickell made a motion to adjourn the Meeting of the Committee of the Whole, seconded by Trustee Patel.

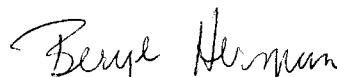
Upon roll call the results were:

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

Nays: None

Meeting Adjourned.

Respectfully Submitted,

  
Beryl Herman  
Village Clerk