

**COMMITTEE OF THE WHOLE – Meeting Minutes
October 25, 2022**

The Village Board met as a Committee of the Whole in the Council Chambers of the Village Hall at 3:00 p.m. on Tuesday, October 25, 2022. In attendance were:

PRESENT:

Village Board

Dan Shapiro, Mayor
Bob Benton, Trustee
Larry Berg, Trustee
Elaine Jacoby, Trustee
Mary Oppenheim, Trustee
Bill Seiden, Trustee

Staff

Kent Street, Village Manager
Andrew Lichterman, Assistant Village
Manager/Director Community Development
John Sliozis, Chief of Police
Eric Burk, Finance Director
David Fitzgerald-Sullivan, Comm. Coord.
Brian Budny, Deputy Chief of Police
Desiree Van Thorre, Admin. Serv. Coord.
Robert Phillips, Director of PW and Eng.
Tyler Dickinson, Asst. Dir. of PW and Eng.
Matt Weiss, Director of IT
Clint Case, Bld. & Code Enf. Supervisor
Ryan Oates, PW Management Analyst
Daniel Van Dusen, Deputy Village Clerk

Public Comment

There were no public comments on non-agenda items.

Business

1. Discussion of Departmental Budget Requests and Summaries

Chief of Police John Sliozis began the discussion by reviewing minor adjustments to the Police Department Budget request from the previous Committee of the Whole meeting. Chief Sliozis noted this includes the addition of one dispatcher. Additionally, there were minor adjustments made to the training and educational benefit in the amount of \$4,000 for an employee reimbursement for education purposes. Police Department staff has researched the ability to purchase large equipment items through seizure accounts. Chief Sliozis reported the proposed expenses for license plate reader cameras (\$36,900), breathalyzers (\$8,500), drones (\$25,000), and gas masks (\$25,000) will be reimbursed by offsetting income from seizure funds. Trustee Berg asked if the items mentioned will be fully reimbursed. Chief Sliozis confirmed they will be. Mayor Shapiro noted that, in discussions with the Northwest Municipal Conference leadership, there are efforts underway to create carve outs for body-worn camera regulations. Chief Sliozis replied that the efforts are intended to create common sense regulations for when the cameras must be turned on, with the goal being to lessen the amount of footage to be stored.

Director of Public Works and Engineering Robert Phillips outlined the adjustments to the Public Works Department budget request. Mr. Phillips specified that water meter maintenance, which falls under operating equipment, has increased from \$52,000 to \$102,000. Trustee Oppenheim asked if the higher amount represents an increase in the price of the meters or an increase in the number of meters the Village will purchase. Mr. Phillips responded that it is a supply chain issue, the meters have been ordered, but they won't arrive until next year. Mayor Shapiro noted, looking at next year, the Board can examine the stormwater and refuse funds if they wish to seek new revenue sources. Currently, the Village subsidizes refuse collection to the amount of 60%. Mr. Phillips responded that he is ready to discuss stormwater utility fees whenever the Board requests.

Finance Director Eric Burk reported there are currently seven employees in the Finance Department and there are no proposed changes to personnel. Mr. Burk noted there are two CPAs, one human resources professional, and one analyst who all need continuing education to maintain their professional designations. Mr. Burk reported that under contractual services, there are economic incentives of \$3,200,000 for Walgreens National and \$110,000 for Jewel-Osco. He further noted that the 2022 projection indicates a budget amendment will be coming before the end of the year. Mr. Burk reported the new cleaning services contract is being spread among different departments. He noted there is an increase in landscaping for the Deerfield Cemetery. Trustee Oppenheim asked why the cemetery landscaping line item is in the Finance Department budget. Mr. Burk responded that it was a decision made in the past, when the cost was smaller. Village Manager Kent Street noted that it was kept in one place rather than spread among departments so it would be visible to the Board as a line item. Trustee Benton asked if the Village was benefitting from the new Walgreens store on Waukegan Road. Mr. Burk responded that his prior report on Walgreens was referring to the corporate campus, not the retail location, but that the Village does indeed benefit by receiving sales tax from the new Walgreens store. Trustee Oppenheim asked if the sales tax rebate issue with Walgreens has been corrected. Mr. Burk confirmed that Walgreens is paying the Village back each month and that all parties are paying what they are due. He stated the discrepancy will be reconciled within the next 5-6 years per the agreement.

Mr. Burk reported the usage and costs of the Employee Assistance Program have increased. Mr. Burk noted the budget reflects expenditures of \$1,200 for a TIF audit as well as \$5,000 for an audit of the federal funds from ARPA. Mr. Burk reported that the Village pays for half the net operating costs of the Patty Turner Center, and that the Park District has reached out to plan for capital items for 2023. Consequently, the budget reflects an additional \$25,000 for those items. Mr. Burk reported the Park District has also suggested that 2024 would be a good time for parking lot improvements. Mayor Shapiro asked how long the Village has been sharing costs with the Park District for the Patty Turner Center. Mr. Burk answered that the Village has been sharing costs for that facility since it was built, in accordance with the intergovernmental agreement. Mr. Street specified that it was built as part of a TIF district and the intergovernmental agreement between the Village and Park District led to the construction of the building. Mr. Street further noted that the agreement was extended by 50 years in 2008. Mr. Burk reported that the budget for commodities has not been changed.

Assistant Village Manager/Director of Community Development Andrew Lichterman presented the Administration department budget. The department is comprised of five people in Village Manager's office, plus three IT employees (one position is currently vacant) and the building custodian. Mr. Lichterman noted that while there are nine total employees, from a salary perspective it is 8.25 employees because some salaries are split with other departments. Mr. Lichterman stated personnel services show an increase of 5.21%, and that no new staff will be added aside from filling the open position in IT. Mr. Lichterman reported salary increases reflects cost of living adjustments and merit increases, in addition to some employees still progressing through their probationary periods. Mr. Lichterman pointed out that the salary increases also reflect a 25% salary reallocation for Assistant to the Village Manager Justin Keenan who transitioned from Public Works to Administration. Mr. Lichterman reported there is a slight reduction in part-time salaries as meeting minutes and cable broadcasting have been reallocated to full-time salaried employees. Mr. Lichterman reported there is no administrative intern budgeted for in 2023.

Mr. Lichterman reported contractual services budget is up 6.39% due to the increased costs of the janitorial services contract. Mr. Lichterman stated there are minor increases in vehicle maintenance and dues/memberships which includes memberships to organizations for Board members and the Village at-large. Mr. Lichterman reported there are anticipated increases for professional services related to the proposed TIF districts and potential related financial services. He pointed out the TIF will likely require a budget amendment in December 2022. Mr. Lichterman noted the delay in moving forward with the Lake Cook Road TIF means it likely won't be considered until January. He reported that staff will be sure to budget appropriate funds for that TIF in the event the Board moves forward.

Mr. Lichterman noted the decrease in IT network consulting and engineering services, as those costs have come down related to credit card implementation and different configurations that have already been completed in previous years. Mr. Lichterman thanked Director of IT Matt Weiss for accomplishing those projects. Mr. Lichterman reported the Family Days expenditure is paid out of administration, and there is an increase in the budget for July 3rd and 4th activities from \$70,000 to \$90,000. Mr. Lichterman reported the cost for the Winter Celebration will be \$12,000 for a different, modified version of last year's winter market, due to the high cost of renting event tents making them cost prohibitive. Mr. Lichterman outlined the proposed budgets for events like \$15,000 for the farmers market, \$26,000 for Harvest Fest and \$15,000 for five food truck events that will include composting services. Mr. Lichterman noted attorney fees for corporation counsel and labor attorney services are budgeted at \$220,000, an amount that has stayed flat for many years. He noted that due to the passage of the third-party cost recovery ordinance, allowing the Village to bill petitioners, staff expects to recoup \$40,000. Mr. Lichterman reported that the cost of commodities is up 36%, about \$2,000, representing petroleum products and minor office supplies. Mr. Lichterman noted the capital outlay is down 27% related to one-time credit card cashiering equipment. Mr. Lichterman reported there will be no change to capital improvements line items which consist of the streetscape and landscape improvements outside of Village Hall. He also noted a minor change in the transfer of funds, in the amount of \$2,000, to VEF representing the administration department's contribution.

Trustee Seiden asked about the comparisons included in the budget. Mr. Burk responded that there are two percentage columns included in the budget, one showing budget to budget comparisons, and the other showing the estimated expenses compared to the proposed budget. Mr. Lichterman presented an overview of the Green Budget Memo. He noted the memo is not an exhaustive list of all the green initiatives, instead it only reflects the new items for 2023. Mr. Lichterman reported that Capital Improvement Plan includes a new line item for Village Green Initiatives totaling \$250,000. These funds were added to support “green” items such as, electric vehicle charging stations, energy efficient lighting and various building system improvements. Mayor Shapiro asked if there are cost estimates for the savings the green initiatives will provide. Mr. Lichterman replied that staff has done studies and are currently undergoing more to determine dollar values in savings. He also noted that some of the initiatives may not have dollar value savings, rather they may be measured by carbon footprint reduction. Mr. Lichterman reported that staff will present the savings in both ways. Mr. Street noted that the savings may benefit the residents who pay for electricity, and when the green initiatives are brought before the Board part of the conversation will focus on the value provided.

Mr. Lichterman reported, in regards to operational budgets, Public Works will convert more open space and turf into native landscape and pollinator gardens bringing the total area to five acres by the end of 2023. Mr. Lichterman reported that the VRF budget reflects continuing efforts to add electric and hybrid vehicles to the Village fleet in order to meet the goal of changing 30% (16 vehicles) of the fleet to carbon neutral by 2030. Mayor Shapiro asked about the addition of native landscapes. Mr. Lichterman clarified that Public Works will be adding close to 1.3 acres to the existing 3.7 acres. Trustee Oppenheim noted that the additions will be small pieces of land, parkways and places where water is being trapped. Trustee Oppenheim stated the advantage to modifying the landscaping in these areas comes from those parcels not having to be mowed, saving energy, trapping water and increasing habitats for pollinators. She also noted that Go Green Deerfield is excited to give tours and promote those types of landscapes for private properties. Mr. Lichterman pointed out the prominent pollinator garden on Deerfield Road near Elysian Way. Mr. Phillips noted they are expensive to initially implement but costs decrease after three years once the garden is established. Trustee Oppenheim noted the financial, ecological and educational payoffs to native gardens. Mr. Street noted the signage along the native landscape along Woodvale and the creek in the north east quadrant have greatly improved the appearance of those parcels. Trustee Oppenheim noted that area was an unkempt eyesore before and it is a positive improvement that has been transformed into a native garden.

Mr. Lichterman reported on the \$40,000 budgeted for the electric riding mower and handheld equipment, highlighting the change in operations. Mr. Lichterman stated that in order to increase and sustain the robust urban tree canopy \$60,000 has been budgeted for a public tree inventory. Trustee Oppenheim noted that residents have been asking for a tree inventory and this will be the first time the Village has conducted one. Mr. Lichterman reported that additional funds have been allocated for composting at Village events following the successful program at this year’s Harvest Fest. Mr. Lichterman reported that there are several no-cost or low-cost educational programs that staff continues to pursue in partnership with the Go Green Deerfield, the Sustainability Commission, Park District, and Library such as: tree walks, question and answer sessions with an arborist and water education, as well as community solar. Mr. Lichterman noted that there are no staffing changes and no additional staffing resources have been budgeted to

expand sustainability programs. Mr. Lichterman reported staff is continuing to look for free options and applied for a free sustainability intern through the Metropolitan Mayors Caucus, however the program has ended due to a lack of federal funding.

Mr. Lichterman noted that in order to reduce greenhouse gases from electricity consumption, the current recommendation in the Climate Action Report is to purchase renewable energy credits by increasing the electricity utility tax in a proportionate manner. This is estimated to require \$500,000-\$600,000 in expenditures for renewable energy credits, which would call for an equivalent increase in the electricity utility tax. As presented, those funds are not included in the 2023 budget. Mayor Shapiro inquired if developers are asked about their sustainability efforts as part of their application. Mr. Lichterman responded that staff always asks them, as does the Plan Commission. Mayor Shapiro asked if there is a grading system to their sustainable plans evaluation. Mr. Street responded that they are not graded, but some codes like the energy code require developers to comply. Trustee Oppenheim noted that staff has been tasked with reviewing codes to see if they should be upgraded/updated. Mayor Shapiro suggested taking a look at other green initiatives that we can suggest to developers. Trustee Oppenheim noted that the assisted living facility on Lake Cook Road added solar panels to the roof after a Trustee suggested it when they were before the Board. Mayor Shapiro suggested looking for incentives like subsidies to encourage developers implementing green initiatives. Trustee Oppenheim noted that there are a number of ways to subsidize and provide bonuses for environmental improvements. Trustee Berg asked if the changes would be made by policy or on a case-by-case basis. Mr. Street responded that historically it's been done on a case-by-case basis. He noted the High School came in for expansion and that 20 trees were added to that proposal for screening for the neighbors. Mr. Street specified that encouraging sustainable efforts is easy, while quantifying it is difficult. Mayor Shapiro pointed out that there are two pieces to the issue: encouraging developers to incorporate green initiatives into their plans and incentivizing residents to upgrade their properties/homes with energy efficient practices. Trustee Oppenheim noted that it has been rebates and tax breaks offered by Federal and State government programs that are driving the progress. She noted that it is incredibly costly and difficult for municipalities to offer rebates and tax breaks. Trustee Benton noted that recycling programs used to provide a rebate back to the Village so the sustainable incentive and financial incentive were aligned. These types of cooperative and mutually beneficial programs are the ones that are attractive to residents, as opposed to programs that only motivate behavior through penalties.

Trustee Oppenheim asked what percentage of residents utilize their compost bin. Mr. Lichterman answered that approximately 30% of residents use the compost bin. Trustee Oppenheim pointed out that it has been difficult to get commercial and corporate entities to recycle, and that they need to be treated differently and educated. Mr. Lichterman noted that the appearance review code that developers receive guides them on plant selection, which will be incorporated into the reconstruction of the Barnes & Noble space. He suggested possibly amending governing documents. Mr. Lichterman outlined options to incentivize residents to add green infrastructure improvements, suggesting for example that permit fees could be waived for a solar panel installation, if the Board desires. Trustee Oppenheim said the easiest way to incentivize is to waive fees. Mayor Shapiro suggested setting aside \$25,000 to waive fees for sustainability initiatives such as solar panel installation rebates. Mr. Lichterman said staff will work to craft a program. Trustee Oppenheim noted that program could make a statement by

demonstrating our desire to help residents. Mr. Street reported that staff will craft a program with \$25,000 for fee waivers and bring back a specific policy to the Board next year.

Mr. Lichterman provided an overview of the Community Development Department budget noting the Department is comprised of a building division and planning division and no new employees are included in the budget. Mr. Lichterman noted personnel services are up 5% due to cost of living adjustments, merit increases, and position adjustments as well as a reduction in overtime salaries. Mr. Lichterman reported staff is training on how to properly inspect solar panel installations. Mr. Lichterman stated contractual services are up 21.8% due to the new janitorial services contract and the transition to online permitting services and the corresponding software. Mr. Lichterman reported there have been seven solar panel applications submitted online in the last 30 days. Mr. Lichterman noted the decrease in advisory board expenses results from the one-time purchase of Plan Commission iPads that were replaced last year. Mr. Lichterman reported staff has budgeted \$30,000 for the affordable housing contract in case it is pursued next year. He noted the funds would be used for an outside consultant to help manage an affordable housing development. Mr. Lichterman reported that the REVA and Deerfield Square developments are on hold, but if they move forward, the necessary funding will be available.

Mr. Lichterman outlined the salaries for the Community Development Department. He noted the department accounts for 8.5 employee salaries: three employees in each of the building and planning departments, two front desk employees and a part-time recording secretary. Mr. Lichterman noted that half of the salary for his position is budgeted in Community Development. Mayor Shapiro asked if we are going to renew the business façade rebate program. Mr. Lichterman affirmed that the program will be renewed, as it took time for applications to be submitted. Mr. Lichterman confirmed that \$200,000 is included in the Capital Improvement Plan to fund the Façade Rebate Program. Mr. Street pointed out that those funds will be eligible reimbursement expenses for the proposed downtown TIF district.

Director of Information Technology Matt Weiss reported that the department supports the needs of the other departments and IT expenses are included in the operating budgets of all departments. Mr. Weiss reported that the items included in the budget are required to maintain current service levels. Mr. Weiss noted the largest proposed expenditure is the network switching equipment (\$125,000). He pointed out that this is a large, expensive, critical piece of equipment. Mr. Weiss reported that the IT department plans to keep that equipment under support and maintenance so it can be repaired very quickly if it fails. Mayor Shapiro asked how long the lifespan is for the network switching equipment. Mr. Weiss reported that the lifespan is 7-8 years, and that staff will use it as long as it is supported. Trustee Oppenheim asked how long we have had the current network switching equipment. Mr. Weiss reported that it was purchased a few years after Village Hall was remodeled (2007). Mr. Weiss noted the costs include a change to how the IT department architects the Village network to make it more resilient. Trustee Oppenheim asked if Mr. Weiss anticipates any delay in obtaining the equipment. Mr. Weiss responded that the concern is actually obtaining the new equipment, with an estimated timeline of 12-16 months. He reported it has been a challenge to get equipment for the past two years with varying timelines from suppliers. Trustee Seiden asked if there is more than one company that makes this specific equipment. Mr. Weiss reported that there are multiple

companies that produce the needed type of equipment. Trustee Seiden asked if other companies have longer terms that they will guarantee service updates; he noted the problem of having to buy new equipment when older versions are no longer supported. Mr. Weiss reported that the Village has tended to standardize equipment by buying the bulk of the equipment from one manufacturer, thereby making it easier to maintain a large number of devices across Village facilities. Mr. Weiss reported that they do analyze lifespans and not just cost, and there is a considerable work put into replacing items.

Mr. Weiss reported that the audio equipment in the Board Room is original to Village Hall's construction and can no longer be fixed if it breaks. Mr. Weiss stated that in order to minimize disruption to public meetings the audio equipment must be updated and that it has had a long lifespan. Mr. Weiss reported the security software needs to be changed, at an estimated cost of \$30,000. Additionally, Mr. Weiss reported the need to replace one of the air conditioners in the server room at Village Hall. He further specified that one air conditioner is the primary, while the other serves as an emergency backup. Mr. Weiss stated the backup air conditioner is not reliable, and will cost \$15,000 to replace. Mr. Weiss reported that Village Hall needs an upgrade to the existing keycard system. He noted all other village facilities have an enhanced version while Village Hall's is outdated and requires increased security. Mr. Weiss stated the cost is \$10,000 to upgrade the keycard system. Mayor Shapiro asked if there are cameras on the exterior of Village Hall. Mr. Weiss reported that there are no cameras on the front of Village Hall, but there are some outside of the Police Department, inside the lobby and other locations inside the building. Mayor Shapiro asked staff to look into the costs associated with adding cameras to the front of the building. Mr. Weiss reported the costs would be minimal and that there is existing capacity to add more cameras, it would mainly be labor costs. The Board agreed with Mayor Shapiro that it is a good idea to add more cameras. Mr. Weiss responded that he will coordinate with Deputy Chief Chris Fry to obtain a quote for the camera additions. Mayor Shapiro thanked Mr. Weiss for his report and continued efforts.

2. Discussion of the Capital Improvement Plan

Assistant Director of Public Works and Engineering Tyler Dickinson reviewed the proposed 2023 Capital Improvement Plan noting that \$7.9 million is budgeted for capital improvements in 2023. Mr. Dickinson noted this proposal is consistent with the 2-year Capital Improvement Plan and bond issuance that was previously awarded by the Village Board. Mr. Dickinson pointed out one change since the report was drafted in September. Mr. Dickinson reported the Park District will be replacing lights at Floral Park, above the reservoir which is the Village's responsibility, and is estimated to cost \$50,000-60,000. Mr. Dickinson reported the Waukegan Water Main Project bid will be opened on Friday, October 28. Mr. Dickinson noted depending on the cost of that project, Public Works will look to do some additional roadway patching.

Mr. Dickinson reported that staff is trying to solicit federal funds for the Park Avenue/Hazel Avenue project. He noted that whether or not federal funds are received, that may change how the IRF funds are spent. Mr. Dickinson pointed out there is a fair amount of outside funding that will be used on the Waukegan Road project next year. Mr. Dickinson reported that staff is planning for a transmission main connection with Northbrook from Pfingsten Road to Floral

Park in 2025. He pointed out that the follow up reconstruction of the 2-2.5 miles of roads the water main will transverse through, in order to finish the emergency connection, is planned for 2026. Trustee Oppenheim inquired about the varying timeline projections included in the water main project packet materials. Mr. Dickinson reported that Public Works is moving forward assuming the water main project will be completed on time. Mr. Dickinson specified the pipe is more specialized, per IDOT requirements, which contributes to the procurement difficulties. Trustee Oppenheim asked if the procurement factor is incorporated in choosing the contractor. Mr. Dickinson reported that as part of the bid process, the contractors must sign a form stating that they will be able to get the pipe in order to complete the project in accordance with the planned schedule. He noted the contractors are required to do their due diligence to make sure they can procure the pipe before submitting a bid.

Mayor Shapiro asked about the federal and local funding for the 2024 Hazel Avenue project. Mr. Dickinson reported that the Village is hoping to receive \$4.2 million in federal funds, however they are not eligible to be used on water main projects so those funds will be used for roadway work. Mr. Dickinson reported the water main project will be funded by \$3.3 million in infrastructure replacement funds and \$250,000 in Rebuild Illinois Grant funds. Mayor Shapiro asked if the Village is obligated to take all of the federal funds or if it is possible to change the scope of the project and take a smaller amount. Mr. Dickinson responded that the Village would be able to trim the funding in a way to make it most advantageous for the Village. Trustee Oppenheim asked Mr. Dickinson to clarify the two proposed funding columns for 2024. Mr. Dickinson noted the two columns represent different scenarios for 2024 depending on whether or not federal funds are awarded for the Hazel Avenue project. Trustee Oppenheim asked if the plan is to complete the project in 2024 regardless of the funding sources. Mr. Dickinson confirmed that as correct.

Trustee Oppenheim asked about the tree survey budgeted for 2026. Mr. Dickinson responded that line in the proposed budget is an error and should be deleted since the tree inventory is being completed in 2023. Trustee Oppenheim suggested doing another tree survey in 10 years after the one currently proposed. Mr. Dickinson noted the Wastewater facility's chemical phosphorus removal program is slated to begin soon. Mr. Dickinson outlined infrastructure needs including the Deerfield Road pedestrian crossing roof replacement and salt building improvements to be looked at next year. Mr. Dickinson reported the Façade Rebate Program has \$200,000 budgeted for 2023. Mr. Street recommended adding funds to the business façade rebate program for 2024, and that the project be expanded to a 3-year window.

Mr. Dickinson outlined proposed sewer projects including the yearly lining program and the inflow and infiltration sump pump reduction program, which incentivizes homeowners to remove sump pump systems from the sanitary sewer thereby reducing operations at wet weather stations. Trustee Oppenheim asked about the undetermined funding noted in the budget proposal. Mr. Dickinson responded that it was in reference to a possible stormwater utility fee that has since been removed.

Mr. Dickinson reported on the water system redundancy project and the associated legal, surveying and design costs, with the construction ultimately taking place in 2025 at a cost of \$5,000,000. Mr. Dickinson noted the Village is currently working on an IGA with Northbrook

regarding project costs as the connection could be beneficial to both communities. Mr. Dickinson stated the lead service line elimination replacement program has been moved up. Mr. Dickinson reported the water meter head replacement program will wrap up next year with commercial properties, currently 96% of the water meter heads for residential properties have been replaced. Mayor Shapiro asked about the budgeted amount for 2024 and the reimbursements. Mr. Dickinson reported that due to the scope of the projects, Public Works is looking for outside funding. Trustee Seiden asked about the lining program and valve improvement costs extending past the 2028 forecasts. Mr. Dickinson reported that the valve program will be finished before the lining program. Mr. Phillips noted that Public Works follows a specific set of improvements when it comes to lead service lines and sanitary sewers. He also noted the difficulties in forecasting for unexpected issues and that the proposal is the best forecast that Public Works can provide. Mr. Phillips reported that Public Works tailors their projects to the projected \$2,000,000 in recurring revenue. Trustee Seiden asked staff to report back on the annual amount of reoccurring infrastructure expenses. Mr. Phillips noted that staff has that information prepared and will present it to the Board at a future meeting. Mr. Street noted the goal is to combine projects, and cited the Village incorporating water main upgrades with roadway improvements. Mayor Shapiro asked about contingency line items in the proposed budget memo. Mr. Phillips noted that Public Works does not include contingency funds in their projects. Mayor Shapiro asked if the Village should include contingency funds in the future. Mr. Phillips responded that while that has been done that in the past, the contingency funds were never used and it was ineffective to carry the funds through multiple budgets. Mr. Burk noted that there are emergency reserves and that the Village no longer includes multiple contingency funds in the budget. Trustee Oppenheim commended Public Works staff on their management of funds for major projects in the face of unpredictable events. Mayor Shapiro thanked Mr. Phillips and Mr. Dickinson for their work on the long-term planning of Capital Improvement projects.

3. Discussion of Upcoming Development Activity

Mr. Lichterman outlined prospective development activity within the Village. He reported that Staff is working with the brokers of the Baxter site and will be reviewing proposals in the coming weeks. Trustee Oppenheim asked if there were multiple bidders interested in the site. Mr. Lichterman confirmed that there are multiple bidders and they are interested in speaking with the Village about annexation, since the site is in unincorporated Lake County. Mr. Lichterman noted that staff is also working closely with the broker for the Walgreens site south of Lake Cook Road. They have received multiple bids. Trustee Oppenheim asked if proposals are for the whole site or smaller parcels. Mr. Lichterman stated some proposals are for the entire property and some are partial. Trustee Oppenheim asked how the bidding affects future TIF considerations. Mayor Shapiro responded that the eligible TIF assistance makes it more desirable for developers to move forward due to the TIF incentives. Trustee Benton pointed out that only Walgreens property would be included as part of the Lake Cook Road TIF, not the Baxter property. Mr. Lichterman noted there will be more information forthcoming in the next few weeks.

Mr. Lichterman reported there will be further discussion with the Board regarding Shake Shack, who recently presented at an ARC meeting and will appear before the Plan Commission Thursday. Mr. Lichterman reported the Mayor and staff have been working directly with ownership and they will need financial assistance from the Village due to extraordinary circumstances relating to the condition of that parcel in order to proceed with the development. Mr. Lichterman noted staff is drafting a memo and will brief the Board in more detail on the details of the financial assistance. Mr. Street reported that the financial assistance will most likely come from a sales tax sharing agreement. Mayor Shapiro noted there are some complications with the proposed drive-thru. Trustee Jacoby asked what sales tax sharing agreements are currently in place. Mr. Street answered that there are agreements with Jewel, Portillo's and Walgreens. Mr. Lichterman noted that the agreements have been beneficial to the Village. Mr. Street stated that those types of agreements help when there are extraordinary circumstances involved. Mayor Shapiro noted that there are interesting and exciting developments on the horizon, and thanked staff for all their hard work.

Public Comment

There were no public comments on non-agenda items.

Adjournment:

There being no further business or discussion, Trustee Benton moved to adjourn the meeting. Trustee Oppenheim seconded the motion. The motion passed by unanimous voice vote.

The meeting was adjourned at 4:56 p.m.

Respectfully submitted,

Daniel Van Dusen
Deputy Village Clerk