

1200 WILMETTE AVENUE  
WILMETTE, ILLINOIS 60091-0040

**MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD  
OF TRUSTEES OF THE VILLAGE OF WILMETTE, ILLINOIS, BROADCAST ONLY  
(VILLAGE HALL CLOSED DUE TO THE VILLAGE PRESIDENT'S DECLARATION  
OF LOCAL DISASTER AND PUBLIC HEALTH EMERGENCY ORDER)  
ON TUESDAY, JULY 28, 2020 AT 7:30 P.M.**

President Bielinski called the meeting to order at 7:31 p.m.

**1.0 ROLL CALL**

President: Bob Bielinski

Trustees: Daniel Sullivan  
Peter Barrow  
Kathy Dodd  
Joel Kurzman  
Gina Kennedy  
Senta Plunkett

Staff Present: Michael Braiman, Village Manager  
Erik Hallgren, Assistant Village Manager  
Jeffrey Stein, Assistant Village Manager/Corporation Counsel  
John Adler, Community Development Director  
Brigitte Berger-Raish, Engineering & Public Works Director  
Peter Skiles, Administrative Services Director  
Alejandra Cease, Human Resources Manager  
Dan Manis, Village Engineer  
Alexander Arteaga, Management Analyst

Guests Present: Darren Olson, Christopher B. Burke Engineering

President Bielinski explained the Village Board meeting was being broadcast live via the use of Microsoft Teams in order to comply with the shelter in place order issued by Governor JB Pritzker.

**2.0 PUBLIC COMMENT**

Management Analyst Alex Arteaga read the public comments received via email prior to the meeting:

Jolanta Wilhelm wrote in opposition of closing the Elmwood Dunes Preserve Beach to the public. She said that decision is unfair and inconsiderate to the residents of surrounding villages because it denies access to Lake Michigan. She said the decision to fence off the entrance has nothing to do with serving the community. She requested the decision be reconsidered. She said Illinois is in Phase 4 so larger gatherings are allowed, especially outside with social distancing. She said that closing the public beach in the heat of summer takes away refuge from the heat and that the regulation of the flow of visitors can be done. She said a small fee could even be charged for entrance to help offset the cost of maintaining cleanliness and safety precautions. She closed her comments by asking to keep access to the lakefront through Elmwood Dunes Preserve Beach open.

Joyce Knauff wrote in support of the Active Transportation Plan and encouraged the Board and staff to actively implement the recommendations therein so that bicycling and walking will be better and safer throughout the Village.

Suzanne Pesa said she supports approval of the Active Transportation Plan and encouraged the board and staff to actively implement the recommendations therein so that bicycling and walking will be better and safer throughout the Village.

Lee Padgitt wrote in support of the approval of the Active Transportation Plan and encouraged the Board and staff to actively implement the recommendations therein so that bicycling and walking will be better and safer throughout the Village.

President Bielinski asked if there was any public comment from callers or through Microsoft Teams or YouTube Live. There were none.

### **3.0 CONSENT AGENDA**

Trustee Barrow moved approval of the remaining items on the Consent Agenda as follows:

**3.1** Approval of minutes from the Regular Board meeting held on July 14, 2020.

#### **LAND USE COMMITTEE CONSENT AGENDA**

**3.2** Zoning Board of Appeals Report, Case #2020-Z-15, 3848 Lake Avenue, regarding a request for a 0.18' side yard setback variation and a 0.14' combined side yard setback variation to permit the construction of a substantial addition and remodel that is classified as a new home in accordance with the plans submitted; adoption of Ordinance #2020-O-29.

**3.3** Zoning Board of Appeals Report, Case #2020-Z-16, 611 Green Bay Road, regarding a request for a special use for a financial institution, International Bank of Chicago, in accordance with the plans submitted. The use shall run with the use; adoption of Ordinance #2020-O-30.

- 3.4** Zoning Board of Appeals Report, Case #2020-Z-17, 1120 Michigan Avenue, regarding a request for an 804.0 square foot (9.8%) front yard impervious surface coverage variation to permit the modification of an existing circular driveway in accordance with the plans submitted; adoption of Ordinance #2020-O-31.
- 3.5** Zoning Board of Appeals Report, Case #2020-Z-19, 1100 Central Avenue, Unit 1, regarding a request for a special use for a medical/dental clinic, small, to permit the operation of One Magnificent Medspa in accordance with the plans submitted. The use shall run with the use; adoption of Ordinance #2020-O-32.
- 3.6** Zoning Board of Appeals Report, Case #2020-Z-14, 1627 Elmwood Avenue, regarding a revised request for a 449.66 square foot (9.0%) lot coverage variation, a 54.57 square foot (1.1%) total floor area variation, a 4.08' front yard setback variation, a 1.55' side yard setback variation, a 3.4' combined side yard setback variation, a 0.55' side yard eave setback variation, a 2.08' front yard stoop setback variation, a 7.58' front yard step setback variation and a 92.10 square foot (9.27%) rear yard structure impervious surface coverage variation to permit the construction of a substantial addition and remodel classified as a new home in accordance with the plans submitted; adoption of Ordinance #2020-O-33.

#### **ADMINISTRATION COMMITTEE CONSENT AGENDA**

- 3.7** Presentation of minutes from the Administration Committee meeting held on February 13, 2018.
- 3.8** Adoption of Resolution #2020-R-34 extending the Declaration of Emergency affecting the public health and wellbeing due to the outbreak of COVID-19 Virus.

#### **MUNICIPAL SERVICES COMMITTEE CONSENT AGENDA**

- 3.9** Introduction of Ordinance #2020-O-34 authorizing the Village of Wilmette to borrow funds from IEPA Revolving Fund for Phase 5 of the 5-year Sewer Lining Facility Plan.

#### **JUDICIARY COMMITTEE CONSENT AGENDA**

- 3.10** Adoption of Ordinance #2020-O-28 decreasing the number of Class M-1 Liquor Licenses.

Trustee Sullivan seconded the motion. Voting yes: Trustees Sullivan, Barrow, Dodd, Kurzman, Kennedy, Plunkett and President Bielinski. Voting no: none. The motion carried.

**4.0 REPORTS OF OFFICERS**

There was no report from Village Manager Michael Braiman or Corporation Counsel Jeffrey Stein.

**5.0 REPORT OF LIQUOR CONTROL COMMISSIONER**

No report.

**6.0 STANDING COMMITTEE REPORTS****6.1 LAND USE STANDING COMMITTEE REPORT**

All items listed on the Consent Agenda.

**6.2 FINANCE STANDING COMMITTEE REPORT****6.21 2020 Financial Status Update.**

Assistant Village Manager Erik Hallgren gave an update (PowerPoint attached) on the Village's financial status. Mr. Hallgren said this presentation will include updated projections for the remainder of the year. He started by discussing revenue assumptions and noted the way the original projections were developed hasn't changed. He said he wanted to focus on the two scenarios laying out the potential path to economic recovery. He said neither scenario shows a full recovery this year. He said revenue losses are predicted to continue through the end of the year and likely into 2021. He said the model didn't include a resurgence of COVID-19 and additional restrictions by the state. He said if there is a resurgence of COVID-19 with new restrictions, staff will update the revenue assumptions, but at this point, none of those have been implemented. He said that overall through June, revenues were 14.5% below budget but outperformed Scenario 1 and 2 projections by 3% and 4%. He said based upon this, staff has more confidence in their projections through the end of the year.

President Bielinski said this is actually good news. He said last month projections were adjusted down but it seems like the goal of creating scenarios to track these have been close to the goal?. Mr. Hallgren concurred saying that in April revenues performed better than expected and the May projections were adjusted up. He said May was not a good month, so the projections were adjusted down, and the scenarios were aligned to appropriately match what is going to happen to Village revenues.

President Bielinski said that Scenario 1 and 2 shown for each month was basically where the scenarios stood before we got the actual results. He then said future scenarios 1 and 2 have incorporated

actuals as far as we have them and the projections for the rest of the year. Mr. Hallgren concurred noting performance has been reasonably aligned with what was forecast. He said this does not mean the Village is on track to meet budget goals, but ultimately as we have been closely aligned to predictions, he feels confident that the remainder of the year will align with previous estimates.

Mr. Hallgren then showed a slide with projected revenue reductions in the 4<sup>th</sup> quarter and for the entire year of 2020 for Scenario 2, which is the worst-case scenario. He said the projection through the 4<sup>th</sup> quarter isn't for a full recovery but for a slightly better performance than the 3<sup>rd</sup> quarter, which staff felt would have significant impact from the COVID-19 restrictions.

He went on to talk about revenue projection adjustments. He said licensing fees were adjusted up and other taxes such as hotel tax, PPRT and fuel taxes were adjusted down. All other taxes remained flat, as those revenues were performing as expected.

President Bielinski said that in the interest of staying conservative, while some revenue sources were outperforming predictions, staff did not forecast a continued over performance, no matter how small. Instead, they kept it the same. Mr. Hallgren agreed and gave the income tax as an example saying that they would wait to adjust until they could see a continued trend in that area.

Trustee Sullivan asked if the permit activity was current. Community Development Director John Adler said staff is current on the issuance of permits. Trustee Sullivan then asked if there has been an increased demand in permit activity or if projects were being put on hold. Mr. Adler said they have seen a number of new homes come in in the last 30 to 45 days so there are definitely those types of projects coming in; however, he also said he wouldn't say the level is pre-pandemic.

Mr. Hallgren showed a graph depicting the revenue outcomes for the General Fund from April to July. He said while the two scenarios are below budget, staff is hopeful that the economy will continue to grow, and the Village's revenue outcomes will continue to tick upward in the next six months to close the current gap.

He then discussed year-to-date revenues and said there are positive signs for the July figures but still expects year end to be down between 8 and 9.6%. He said staff will continue to be conservative in their estimates and only make significant changes to the model when there are clear economic trends.

Trustee Plunkett asked what happens in October. Mr. Hallgren said that Cook County delayed property tax payments from August to October, so revenues see a significant drop off in August and shifted out to October.

Mr. Hallgren discussed expenses and said the expense models have been adjusted due to performance. He said in June, expenses were down approximately 18.8%, which was largely due to the timing of capital project expenses for the road program and new vehicles. He said those purchases were supposed to have been made earlier in the year but have been delayed. He said he wanted to make clear these amounts are not savings, just a shift in the timing of the expenditures and that the estimation of the end of year expense assumption does include those expenses.

He then discussed the savings options, which included personnel, operating, engineering program expenditures, CERF and Comprehensive Plan deferrals as well as the reduction of the hotel tax rebate. He said there was a large additional expense for the economic grant programs, to which half the funds have been expended to date.

Mr. Hallgren displayed a graph depicting expense outcomes saying these are continually monitored and will be reported back to the Board.

He then discussed the overall impact of expense and revenue projections on the reserve projections saying originally the projection was to be at \$13.64 million (38.4%) but factoring in the expense and revenue fluctuations, the projection in Scenario 2 is now \$11.16 million or (31.4%). He said while the impact has been significant, the reserves have functioned as intended, and we are still in a very positive position with over 30% in reserve levels.

Lastly, Mr. Hallgren gave a status on the Village's cash position. He said that with the bond issuance, the Village's cash position is very stable. President Bielinski agreed and said the staff would probably not need to track this any longer. He said the only concern was the timing with the bond issue and expenditures with the earlier start on the Neighborhood Storage Project. He said at this point, he doesn't think there is value in continuing to apprise the Board of cash status, as earlier information was necessary due to circumstance. Trustee Sullivan clarified staff would not need to report on cash position, but they would still need to track it. President Bielinski concurred.

Mr. Hallgren said that the next steps will include refining projections; evaluating risk, monitoring state and county shifts in revenue disbursements and watching state and federal government for

reimbursement opportunities. He said all this would be reported to the Board regularly.

Trustee Dodd said in November and December under both scenarios it looks like the actuals are relatively close to budget. She said it seems surprising relative to some of the other months. Mr. Hallgren said he didn't have specific numbers in front of him, but he believed that there would be an approximate \$250,000 to \$350,000 decrease in each period so he thinks it is still looking like about a 10-15% decline in revenues during those months. He said the expectation is that they will see improvements.

President Bielinski asked if there was a slide with the revenue assumptions for the 4<sup>th</sup> quarter. Mr. Hallgren brought up the slide and went over the projected reductions. President Bielinski said this will continue to be tracked and that he liked the monthly updates. He said the projections will be adjusted appropriately and said he felt the reserves can handle what they expect to happen. He said he is grateful last month was good.

Trustee Dodd concurred and asked if given all that we have learned since April, does the Board still feel Scenario 2 is the worst-case scenario. She questioned if Scenario 2 should be readjusted to include another COVID-19 shutdown in the 4<sup>th</sup> quarter. President Bielinski asked what the projection for sales tax numbers was going back further. He asked how much improvement there has been. Mr. Hallgren said the original budget projection was \$5.4 million in sales taxes. He said when the models were developed, Scenario 2 was coming in a \$4.6 million and currently, the most recent update was at \$4.6 million as well so we continue to track in line with what the expected downturn was.

President Bielinski said in Scenario 2 the revenues start to come back in the 4<sup>th</sup> quarter. He asked what the assumption for sales tax was in the 3<sup>rd</sup> quarter. Mr. Hallgren said they originally expected a 50% decrease in home-rule sales taxes in the 3<sup>rd</sup> quarter. In the 4<sup>th</sup> quarter, the decrease was expected at 40%. President Bielinski said currently the sales taxes are ahead of what was projected. Mr. Hallgren concurred and said for July, we are tracking slightly ahead. President Bielinski said the current tracking shows our home-rule sales taxes down 40% versus the 50% even though we are still projecting down 50%.

Trustee Kurzman asked how soon is too soon to think through and apply some of this modeling to the potential of another shut down. He said he knows that 2020 has plenty of unknowns and everyone's plates are full, but it feels like perhaps the timetable for thinking about 2021 might need to be different. He asked to what extent these

models can be applied for more forward thinking. He said we may require that extra elbow grease should we have another shutdown.

Mr. Hallgren said that staff has begun discussions of the potential downturns in revenue assumptions in 2021. However, he said they continue to wait for another two months of data before there is a full understanding of what the potential impact of the shutdown is. He said creating a 3<sup>rd</sup> scenario for another shutdown may be premature at this point based upon metrics still being received from the County regarding how our COVID cases are. He went on to say that we would adjust Scenario 2 down further to reflect that bottom-side risk for revenues.

President Bielinski said this is a decision-making tool and next year's capital budget will certainly be more challenging just given that last year had no reduction of revenue from outside impacts. He said there are other major capital projects that we are not making decisions on. He said the next set of financial decisions will be made in September, and we will have the August update at that point and that will provide additional information. He said September decisions will include whether we should move into Phase 2 of the Neighborhood Storage Project at Hibbard Park. Then we enter into the budget process where capital projects will be reviewed first. He said he is comfortable with what we have right now. He said as more data comes in, we can decide what to do with Scenarios 1 and 2.

Village Manager Michael Braiman said at the single meeting in August, a mid-financial review will be included in the financial update so he thinks it will be easy to show what another shutdown could do because all we will be doing is taking March-May data for real estate transfer tax and permits and combining that with what we're seeing with sales and income taxes given the timing of the remittances. He said he thinks it will be easy to model what could happen. President Bielinski and Trustees Kurzman and Dodd both concurred.

Trustee Sullivan commended staff on their hard work in monitoring and assessing the Village's finances on a regular basis and said that it has been a very helpful tool. He complimented the memo that was included in the packet saying it was very well done.

There was no further discussion on the topic.

### **6.3 ADMINISTRATION STANDING COMMITTEE REPORT**

All items listed on the Consent Agenda.

### **6.4 MUNICIPAL SERVICES STANDING COMMITTEE REPORT**

**6.41** Update on Phases 1A, 1 and 2 of the Neighborhood Storage Project.



Village Manager Mike Braiman said Phase 1 of the Community Playfield Project has been a grand slam in that it's ahead of schedule and under budget and the communications have been outstanding. He said the Village has maintained their Aaa bond rating and received an excellent bond rate, which is a credit to the management team of this project: Brigitte Berger-Raish, Dan Manis, Cliff Ruemmler, Melinda Molloy and Lynn Jarog. He said the consultants have also been excellent. He said the project is incredibly complex and to be where we are today is outstanding and gives him confidence as we move ahead into Phase 2 and 3 and the Central Avenue Project that we really do have the best possible team in place to manage these complicated projects. He went on to say tonight's presentation is the first dive into Phase 2 at Hibbard Park. He said in August, staff will provide an updated stormwater utility fee projection for the 2021 fiscal year, and in September, staff will have a final construction figure from Berger Excavating so the Board can use that information when they make decisions. He said there will be presentations in September as well.

Engineering & Public Works Director Brigitte Berger-Raish gave a presentation (PowerPoint attached) on the Neighborhood Storage Project – Phases 1A, 1 and 2. She said we are off to a great start. She showed a map of the overall project and gave an update on the Phase 1A area noting 95% completion of the installation of over 5,700 feet of new storm sewer and said that Lake Avenue watermain improvements are underway. She said an early September completion is forecasted, and at this stage, the project is trending \$260,000 below the awarded contract value of \$4.5 million.

Ms. Berger-Raish discussed Phase 1 advising that the StormTrap vault is complete, and the contractor is working on park restoration. She said all the Meadow Avenue easement work is complete, and the school parking lot restoration is underway and on track for completion by August 15. She went on to say that the storm sewer work is complete and final surfacing on the streets is done with final landscape work underway. She said Birchwood Avenue access is not required, as the project got underway earlier with schools being out due to COVID-19. She also said the project here is trending \$200,000 below the awarded amount and is expected to be completed before November 28.

Ms. Berger-Raish pointed out some of the highlights thus far which included good communication with the Village, School District 39 and Park District staff; good community communication through a stakeholder coordinator; weekly construction updates; 24/7 access to a project site camera and very little changes to the contractual scope of the project. She said the request for one change came from

the Park District to install an irrigation system throughout the Playfield, which was not unexpected. She said staff has worked with Park District staff on the design and contractor for a change order to install this irrigation system, which will be on a future agenda.

Trustee Plunkett asked if the contractor worked the estimated 7-day week schedule. Ms. Berger-Raish said the contractor didn't have to work any Sundays but did work most Saturdays with an extra hour early start time.

Trustee Dodd said the amazing communication has been great and wondered what feedback Ms. Berger-Raish has received from residents that we can learn from when moving into Phase 2 of the project. Ms. Berger-Raish said one thing stood out regarding dust that was created from truck traffic. She said at one point over 200 trucks a day were going in and out of the area and one windy 90-degree day posed a problem, but they immediately worked with Berger Excavating to be sure they had water trucks to water down the project area. She said there is a learning curve and we will carry this with us moving forward.

Ms. Berger-Raish moved on to discuss Phase 2 and showed a map of the project area at Hibbard Park. She discussed the storm sewers and showed their locations and talked about drainage improvements that are in the Park District IGA. She said Hibbard Park is different than Community Playfield in that this vault is much smaller than Community Playfield but is taller and deeper in shape. She said the project will require heavy truck traffic to bring in supplies and haul out debris.

President Bielinski asked about the access to the site. He said the site is along Skokie Boulevard and asked if this will be the anticipated route for truck traffic. Ms. Berger-Raish said she would be discussing that on the next slide.

She then gave some specifics about the storage tank at Hibbard noting it's not a gravity tank and requires a pump station with a control valve and backup generator at grade so there are some grade structures on this site. She said the pump will be below ground and inaudible but the generator will create 65 decibels at 23 feet, which is equivalent to business office noise so it's not very loud activity when water plant staff need to come in once a month to exercise that generator. She said all these components will be connected to the Village's SCADA system.

Ms. Berger-Raish then discussed the Hibbard Park project borders and showed the area the Park District has deemed to be kept clear of permanent structures. She showed the area where the storm

sewers and tank itself will be located. She said the tank location and shape is a little different due to the location of several trees and that there will be a total of 8 trees removed, as appropriated in the earlier stages of project planning.

Trustee Sullivan asked about the area the Park District wants to be kept clear. Ms. Berger-Raish said this is an area the Park District may possibly utilize in their expansions going forward so they want it free from any permanent structures. She said while the area may be used for drainage and regrading during construction, there will be no permanent structures built upon it. She said the contractor will also require room to move and store materials temporarily so it's part of the work zone.

Ms. Berger-Raish discussed the access route for trucks to the project site. She said it was determined the best route is on Wilmette Avenue because there is a piece of land the Park District owns that has right-of-way access to Wilmette Avenue so this is a nice opportunity for trucks to come in and off of Skokie Boulevard and right into the site. The only downside is there is a residence that would require some protection with screening and landscaping. The route is also narrow, allowing one truck coming in and out at one time which could slow production time and add in cost. She also said the pump station and generator will be in an area right off Hill Street, which is beneficial when Public Works and Water Management come in, as there is easy access and it will be tucked away from the residents.

Trustee Dodd asked which trees were being removed. Ms. Berger-Raish showed the area on the site plan where the trees would be removed. The trees were located on the Skokie Boulevard side of the project area. She then asked if there would be room for trucks to turn around and maneuver through the site. Ms. Berger-Raish confirmed the trucks would have room to maneuver.

Ms. Berger-Raish then showed a slide of how the new system will work along Hibbard Road. She said the local storm sewers on Hibbard Road and Wilmette Avenue will begin to fill up and when water reaches a certain elevation, it will begin filling in the tank. Once the storm subsides and the sewers begin to drain, the tank will put the water back out into the system which ultimately will end up at the Lake Avenue pump station.

Ms. Berger-Raish moved on to discussing the drainage issue on Thelin Court and Valley View Drive. She said as a result of Phase 2 of the Neighborhood Storage Project, capacity will be freed up in the Village's storm sewer system so residents in this area should see less flooding. She said while the Village cannot install sewers in the

backyards of these homes, infrastructure is being provided such that if residents wished to come together and install a pipe, they could tie into the Village's system.

The topic she discussed next was the NSP Phase 2 budget. She said it is still conceptual and displayed a slide showing the original conceptual estimate from February 2019 of \$14.2 million and a progression to the current 65% estimate of \$15.33. She said the increase to the budget was due to adjustments to construction costs discovered in the design phase.

President Bielinski reminded everyone no decisions were being made this evening; this was strictly an informational update.

Trustee Sullivan asked when the StormTrap pieces would need to be ordered for this phase of the project. Ms. Berger Raish said if we want to start in January or February 2021, we would need to have a contract in September.

Ms. Berger-Raish discussed the increases to the Phase 2 budget, the largest of which is inflation in construction costs. She displayed a slide that listed each increase, which showed the estimated increases total \$1,999,850.

Trustee Plunkett asked if the watermain relocation on Hill Street would be a Water Department expense which could reduce the project budget. Ms. Berger-Raish concurred saying she believes that particular increase would be included in the project budget, but she said a case could be made for making it a water expense. She said the decision is still pending.

Ms. Berger-Raish showed a slide regarding the overall budget for all three phases of the project. She said the project is currently under the total \$68.2 million budget originally estimated and believes the numbers can go lower depending on bidding results.

Trustee Barrow asked if Phase 1 gets finished early, will there be an incentive bonus paid. Ms. Berger-Raish said that has not been determined yet.

Trustee Dodd asked if the sewers that were deferred to next year were included in the \$21 million Phase 1 budget figure. Ms. Berger-Raish said yes. Trustee Dodd said the Village has a contract set for the sewer optimization so we should not expect a change. Ms. Berger-Raish concurred.

Ms. Berger-Raish gave a Phase 2 schedule overview saying winter is a great time to start the early vault work because people are

indoors with windows shut and the work can be done quickly. She said in order to maintain the schedule, the contractor must bring the design plans up to 90% completion, which they are working on currently. She said there will be another date before the Park Board to share the plans and then another open house. She said the Village Board has decisions ahead of them that need to be made at the first meeting in September. She corrected her earlier statement that the contract with StormTrap would need to be finalized in September by saying it was actually October.

Trustee Dodd asked when the Park Board needs to make a final decision. Ms. Berger-Raish said that will take place in September and they would need approval by the end of October.

Ms. Berger-Raish discussed the public engagement that has taken place thus far and discussed future endeavors, which will include meetings with community stakeholders and another public open house.

Ms. Berger-Raish closed with the next steps that would need to take place, including getting the plans to 90% completion; continued engagement between the Park District staff, Park Board and Village of Wilmette; the negotiations of pricing for Phase 2 with Berger Excavating and negotiations with StormTrap for the vault purchase.

Trustee Kurzman asked Ms. Berger-Raish to characterize what kind of storm the system at Hibbard will be able to handle and how does that compare to the other storm sewer systems. Ms. Berger-Raish deferred to Darren Olson of Christopher B. Burke Engineering for clarification. Mr. Olson said that the 1.5 inches of rain over a three-hour period is equivalent to a ½ year to 1-year return interval event storm, which is equivalent to once or twice a year. He said this is different than the Community Playfield, which will take water a little more frequently and sooner.

President Bielinski asked if that was because it's a gravity tank. Mr. Olson said yes, it is gravity based as opposed to the pump system at Hibbard. Mr. Olson said the idea is to keep water out of the Hibbard vault until absolutely needed to avoid continually pumping water from everyday rain fall events. He said the idea is to save that storage for these larger storm events.

Trustee Sullivan said in October the order for the vault from StormTrap needs to be placed and the bulk of the other expenses lies in the vault pit. He asked what the timing of the bond issuance will be. Village Manager Mike Braiman said there have been discussions on whether we should issue it this fall when the Village goes to market for a refunding. However, he said the Village wants

to demonstrate to Moody's that we can pay the debt service for Phases 1 and 2 with the stormwater utility fee before we go out and do another issuance so we can maintain the Aaa bond rating. He said that leaves doing another issuance in Spring 2021. He said the Village will still have proceeds left from Phase 1 because it isn't all being spent as initially anticipated, as some of the park improvements are not happening this year so there will be sufficient cash to get projects started in January. He said that will be tightened up as the budget process goes further along.

President Bielinski asked what the timing is for the refunding issuance. Mr. Braiman said September. President Bielinski said refunding is the market's term for refinancing. He said they would be taking advantage of the lower rates to save the Village money. Mr. Braiman said an update to the Board with a cash-on-hand status from the recent bond issue will be forthcoming in September as well as more information and data points.

Trustee Sullivan reiterated Mr. Braiman's comment that staff should be commended for their handling of this complicated project.

President Bielinski said that the same person heading up this project will also be engaged for the Central Avenue and Downtown Streetscape Project.

There were no further questions or discussion on this topic.

#### **6.5 PUBLIC SAFETY STANDING COMMITTEE REPORT**

No report.

#### **6.6 JUDICIARY STANDING COMMITTEE REPORT**

- 6.61** Adoption of Resolution #2020-R-20 providing for and requiring the submission of an advisory question of public policy concerning the allowance of recreational cannabis sales to appear on the Ballot of the Electors of the Village of Wilmette, Cook County, Illinois, at the November 3, 2020 General Election.

Trustee Plunkett moved approval of the adoption of Resolution #2020-R-20 providing for and requiring the submission of an advisory question of public policy concerning the allowance of recreational cannabis sales to appear on the Ballot of the Electors of the Village of Wilmette, Cook County, Illinois, at the November 3, 2020 General Election. The motion was seconded by Trustee Sullivan.

President Bielinski said there have been four previous discussions on this topic and public comments have been received.

Village Manager Mike Braiman said that based on discussion at the last meeting, staff wanted to come back to the Board with a public communication plan to let everyone know the process staff will take to educate residents about the referendum. Assistant Village Manager Erik Hallgren gave a presentation (PowerPoint attached) on the plan for communications regarding the cannabis referendum. He displayed the language of the question that would appear on the ballot which read:

“Shall the retail sale of adult use recreational cannabis be permitted within the Village of Wilmette at a business licensed by the State of Illinois?”

He said if this resolution is adopted, the public communication plan would begin. He said that state regulations and guidelines must be adhered to and that the communication would include information on the state regulations and guidelines; past Village Board meeting materials; a timeline regarding the legalization of cannabis in Illinois; the status of retail cannabis sales in surrounding communities; an FAQ section and some Wilmette specific site locations. He said that pursuant to the election code, no public funds can be utilized to urge any elector to vote for or against any proposition. Therefore, anything provided will be educational regarding the language of the referendum as well as how voting would be impacted.

President Bielinski said there are also restrictions on staff and Board members in terms of when and where certain things can be said about the referendum. He said to remember “we are definitely considered on the job in our role as a public official if we are in a meeting like now or if we were on Village Hall property.” He said Corporation Stein can answer all questions regarding this topic.

Mr. Hallgren reiterated that information about taxes related to the sale of cannabis would be provided to residents as well as past Village Board meeting materials and a timeline of the legalization of recreational cannabis in Illinois. He then showed a slide with a map of surrounding communities and said information on the status of the sale of cannabis in these communities would also be distributed.

Trustee Plunkett said the map was helpful, but she said it would be interesting to see other municipalities that already had a referendum and their results on the map. Mr. Hallgren said that could be done.

Mr. Hallgren showed a map of possible sites, noting areas where sales and cultivation are currently allowed and the prohibited areas within Wilmette. President Bielinski said demonstrating the sites on a zoning map may be more helpful, as it would be a more accurate

depiction of the possible locations relative to the zoning. Trustees Dodd, Plunkett, Barrow and Kennedy agreed. Mr. Braiman said the medicinal locations will not be included and that he wasn't sure a zoning map would be helpful. He said this is a whole other discussion the Board must have through a public process that will be fairly intensive, so we are not in a place to speculate. President Bielinski agreed that if this is permitted, it will be any retail locations in play and the Village Board can further limit them. Mr. Braiman concurred.

Mr. Hallgren discussed the communication methods of the website, E-news, social media and The Communicator. He said The Communicator that goes out in September will have an entire page dedicated to the referendum. He also showed a draft website page for the referendum. He showed a draft timeline and communication content, which would run from July 26 through November 8.

President Bielinski asked Management Analyst Alex Arteaga to read any public comment that was submitted prior to the Board meeting. Mr. Arteaga read the following public comments that were received via email prior to the Board meeting:

Kevin Lawler wrote in that he is in opposition of the referendum and the retail sale of cannabis in Wilmette. He said he supports medicinal use and sale, but he opposes recreational. He said the tax dollars are not worth the problems caused in other communities with these types of businesses. He said his property value has already been impacted by the pandemic and thinks the sale of recreational cannabis will further impact it. He voiced concern over the location of these establishments, saying placing them near schools can have real and troubling consequences. He said if these are allowed, they should be placed in industrial areas or business districts which are more heavily traveled by adults. He said this is not the appropriate enterprise to have in a family-oriented community like Wilmette. He urged the Board to vote down the referendum.

Mary Rose said Wilmette should be selling weed because currently people are spending tax dollars in Evanston and Highland Park and should keep their tax dollars in their own town.

Mike Pechnyo wrote in support of allowing the sale of recreational cannabis in Wilmette in order to bolster the declining sales tax base. He said the current climate suggests that those sales taxes will decline further, and he thinks the sale of cannabis will increase the use of retail space and increase Wilmette's sales tax.

Denise Leath said she opposes the retail sale of cannabis, citing American Lung Association, WebMD and the CDC's reporting that



lung damage can occur from smoking marijuana and that addiction, depression and adverse effects from combining marijuana with certain medications and alcohol can occur. She said we don't need to give young people another means to ruin their physical and mental health.

Peter (no last name provided) said that if Winnetka, Kenilworth, Northfield and Glencoe have all voted to prohibit the operation of marijuana dispensaries, why is Wilmette still thinking about it? He said these are Tier 1 North Shore suburbs and if we think we are their peers, we should act like it and stop wasting time on the matter.

Marcy Christerson wrote in that she has an Illinois medical cannabis card and has no issue with it being sold recreationally in Wilmette. She said these establishments provide access to effective lotions and products now available to all.

President Bielinski asked if there was anyone wishing to make a comment who was listening on the Teams app or YouTube Live.

There were no further questions, comments or discussion on this matter.

Voting yes: Trustees Sullivan, Barrow, Kurzman, Kennedy, Plunkett and President Bielinski. Voting no: Trustee Dodd. The motion carried.

#### **6.7 REPORTS FROM SPECIAL COMMITTEES**

No reports.

#### **7.0 NEW BUSINESS**

There was no new business.

#### **8.0 ADJOURNMENT**

Trustee Sullivan moved to adjourn the meeting at 9:16 p.m., seconded by Trustee Plunkett. Voting yes: Trustees Sullivan, Barrow, Dodd, Kurzman, Kennedy, Plunkett and President Bielinski. Voting no: none. The motion carried.

Respectfully submitted,



Karen Norwood  
Deputy Village Clerk



# **FY2020 Financial Analysis**

## *Period 6 Update*

July 28, 2020

# Revenue Assumptions

- Original projections used variety of methodologies
  - Adjusted budget figures by factor from 3% to 75%
  - Two Scenarios
    - Scenario #1 – Assumes economic improvements starting 3<sup>rd</sup> quarter
    - Scenario #2 – Assumes economic improvements starting 4<sup>th</sup> quarter
    - Does not assume full recovery to prior economic activity
    - Revenue exposure if another surge in COVID-19 cases and business restrictions are reestablished by the State
- Refined original projections based upon new data points
  - Revenue Performance

# Revenue Assumptions Updates

- Revenue Performance

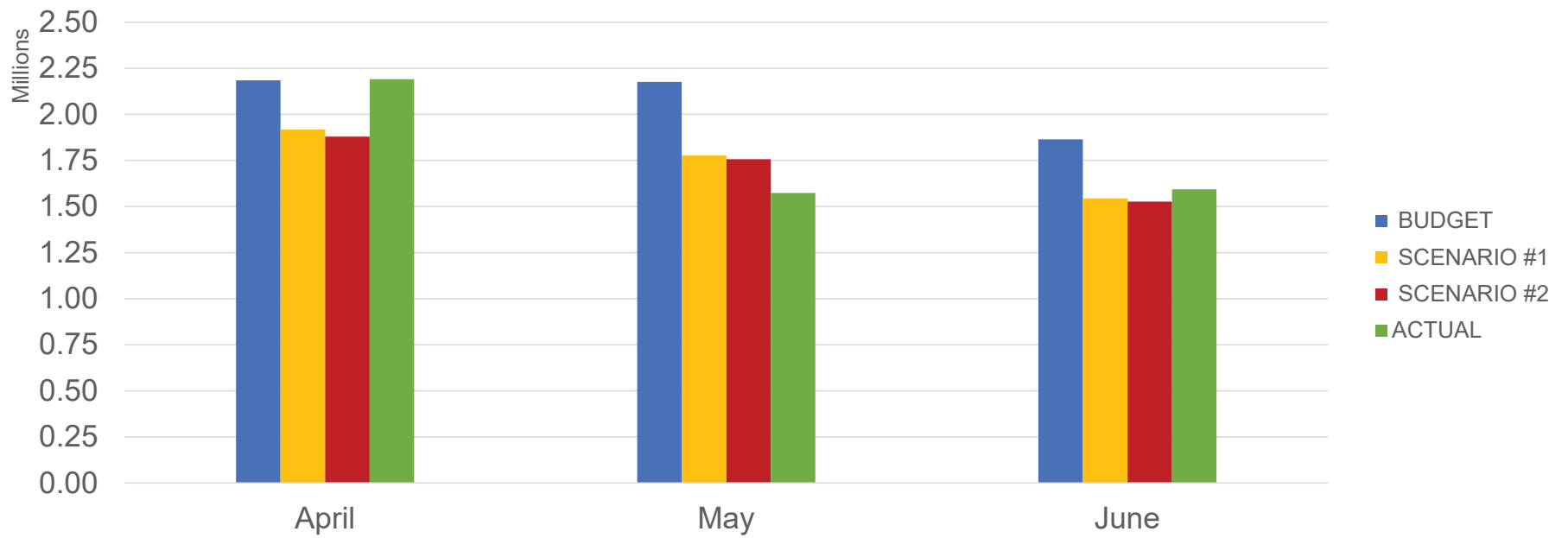
- Performed 14.5% below budget

	Amount	Over/(Under)
June Actual	\$1.59 M	
June Budget	\$1.86 M	(\$0.27 M)

- Performed 3% and 4% above scenario projections

	Amount	Over/(Under)
June Actual	\$1.59 M	
June Scenario #1	\$1.54 M	\$0.05 M
June Scenario #2	\$1.53 M	\$0.07 M










# Revenue Projection Performance – General Fund



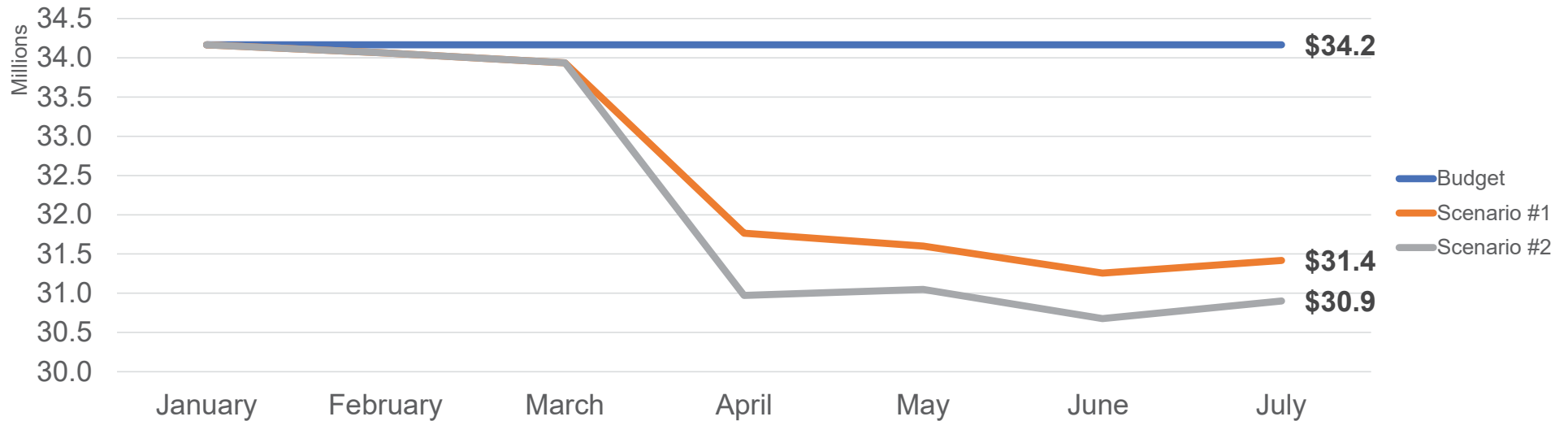
	April Model	May Model	June Model	Total
Budget	2.18 M	2.18 M	1.86 M	6.22 M
Scenario #1	1.92 M	1.78 M	1.54 M	5.24 M
Scenario #2	1.88 M	1.76 M	1.53 M	5.16 M
<b>Actual</b>	<b>2.19 M</b>	<b>1.57 M</b>	<b>1.59 M</b>	<b>5.36 M</b>

# Revenue Projection Updates

- Changes from prior financial model based upon prior period performance. These indicate the projected revenue impact for remainder of year.*

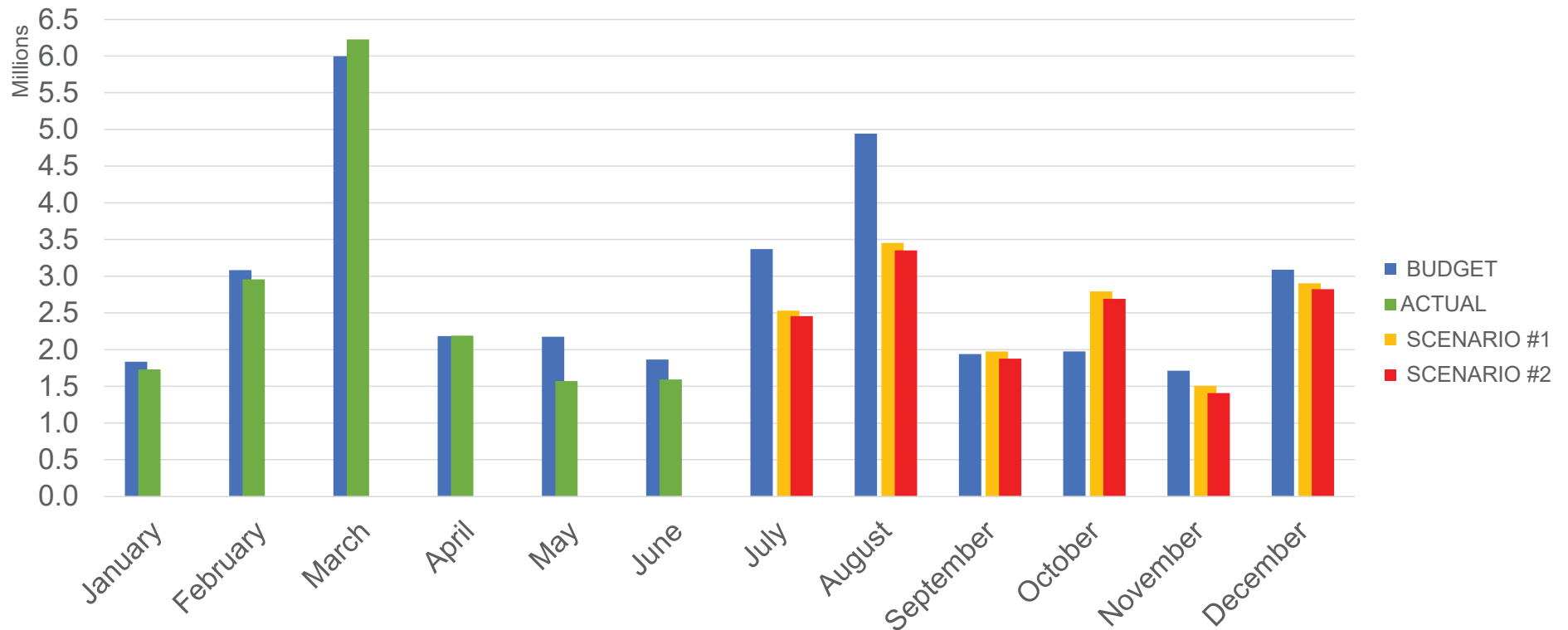
	Adjustment
Income Tax	
Licenses	
Other (Hotel Tax, PPRT, Fuel)	
Permits	
Property Tax	
Real Estate Transfer Tax	
Sales Tax	
Service Charges	
Utility Tax	

# Revenue Outcomes – General Fund



	April Model	May Model	June Model	July Model	Change
<b>Budget</b>	<b>34.17 M</b>	<b>34.17 M</b>	<b>34.17 M</b>	<b>34.17 M</b>	-
Scenario #1	31.76 M	31.60 M	31.26 M	31.42 M	0.16 M
Scenario #2	30.97 M	31.05 M	30.68 M	30.90 M	0.22 M

# Revenue Outcomes – General Fund



- YTD revenues are down 5.1% compared to budget
- Year-end projections estimate revenues to be down 8.0% - 9.6%



# Expense Assumptions

- Original projections used variety of methodologies
  - Operating expense projections based on 3-year trend analysis
  - Capital expense projections based on project cash flows
- Refined original projections based upon new data points
  - Expense Performance
  - Factored in savings options and additional costs

# Expense Assumptions Updates

- Expense Performance
  - Performed 18.8% below budget

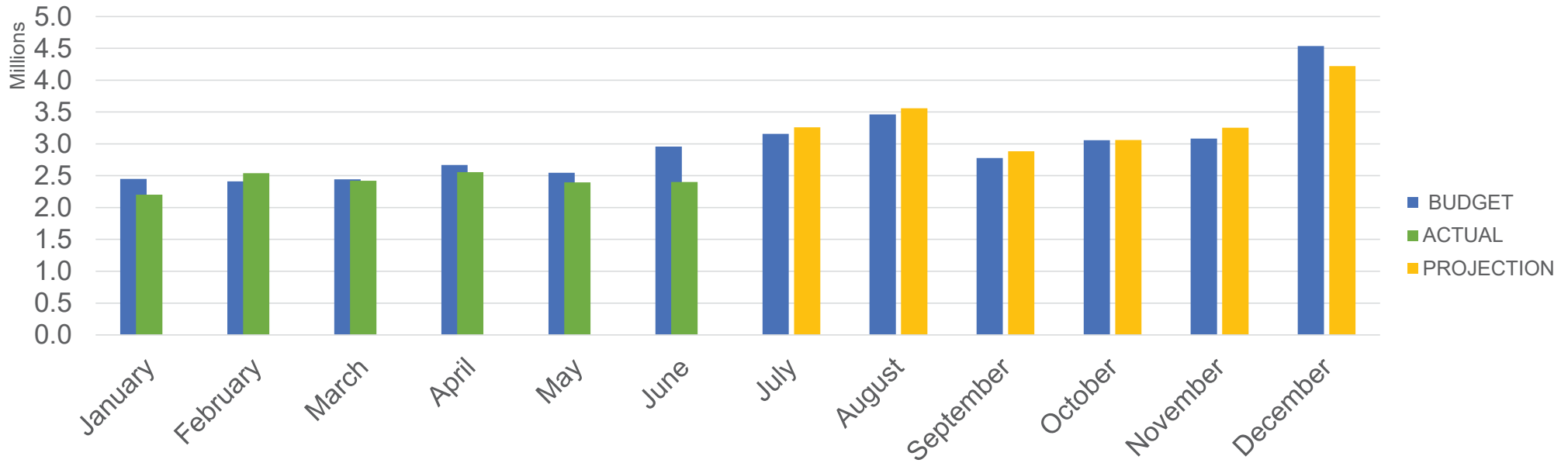
	Amount	Over/(Under)
June Actual	\$2.40 M	
June Projection	\$2.96 M	(\$0.56 M)

- A significant part of underspend was associated with capital projects/purchases
  - Included timing for road program and purchases of new vehicles
  - Expenses for these items were shifted to later periods
  - Expenses are now included in Period 7-12 expense projections

# Expense Assumptions Updates

- Factor of savings options and incremental expenses
  - Savings
    - \$360k in personnel expenditures
      - 2% projected annual savings for regular wages, benefits and overtime wages
      - Due to holding vacant positions open and reduced OT work.
    - \$250k in operating expenditures
      - Includes street lighting, winter operations, automotive expenses, training, and other purchases
    - \$150k in engineering program savings due to bid pricing
      - Maintain engineering maintenance programs (sidewalks, curbs, pavement rejuvenation, traffic calming)
    - \$242k in CERF deferrals, sidewalk snowplow and Council A/V equipment
    - \$200k deferral of Comprehensive Plan
    - \$125k for reduction of hotel tax rebate based upon reduced hotel tax receipts
  - Additional Costs
    - \$531k for economic grant programs

# Expense Outcomes – General Fund



	April Model	May Model	June Model	July Model
<b><i>Budget</i></b>	<b><i>35.54 M</i></b>	<b><i>35.54 M</i></b>	<b><i>35.54 M</i></b>	<b><i>35.54 M</i></b>
Projection	35.35 M	35.18 M	35.13 M	34.75 M

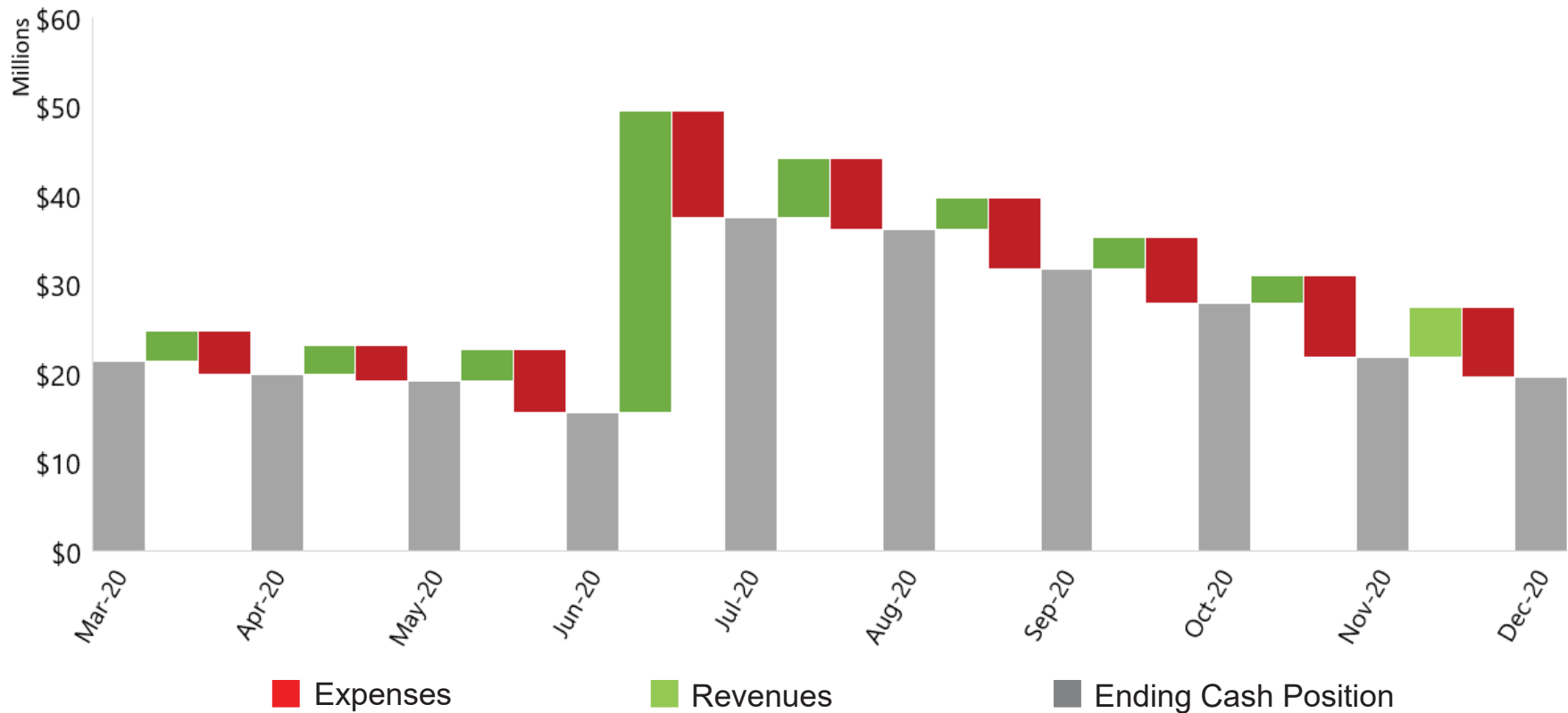
# Reserve Projections – General Fund

	Budget	Scenario #1	Scenario #2
2020 Beginning Reserve	\$15.01	\$15.01	\$15.01
Revenues	\$34.17	\$31.42	\$30.90
Expenses	(\$35.54)	(\$34.75)	(\$34.75)
<b>Projected Ending Reserve</b>	<b>\$13.64</b>	<b>\$11.68</b>	<b>\$11.16</b>
% of Operating Expense	38.4%	32.9%	31.4%

*\*In Millions*

# Cash Position – All Funds

- Bond Funds in the amount of \$23M were received on July 9*



# Next Steps

- Refine projections on monthly basis
- Evaluate level of risk for revenue streams
- Monitor state and county for shifts in revenue disbursements
- Watch state and federal government for reimbursement opportunities
- Report findings to the Village Board



VILLAGE OF WILMETTE  
**STORMWATER**  
ACTION PLAN

Village Board Update  
7-28-2020  
Neighborhood Storage Project





# Agenda

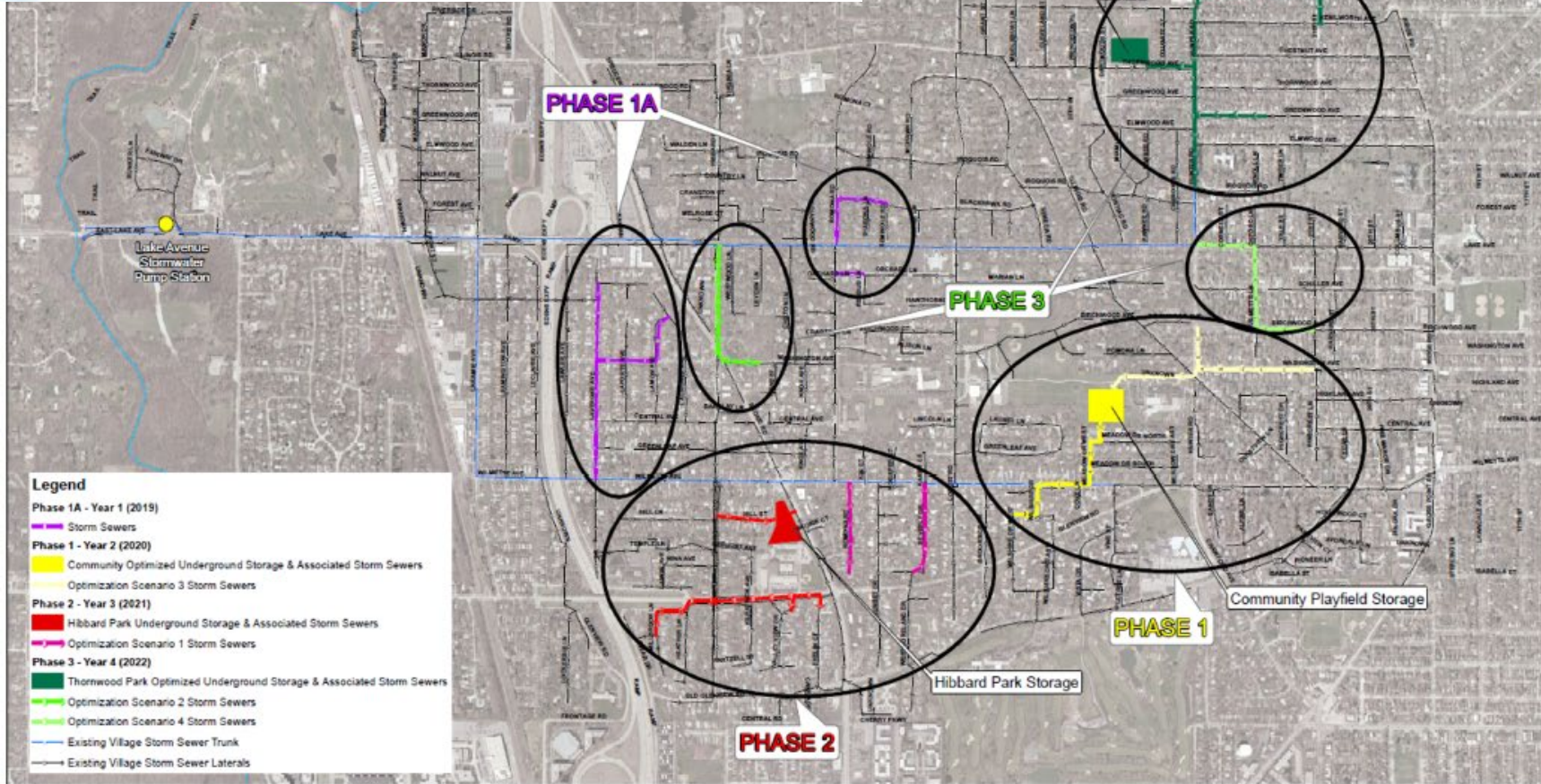
Update the Village Board  
on Phases 1A, 1 and 2 of  
the Neighborhood Storage  
Project







# VILLAGE OF WILMETTE STORMWATER ACTION PLAN



## Tentative Schedule

Phase 1A: 2019

Phase 1: 2020

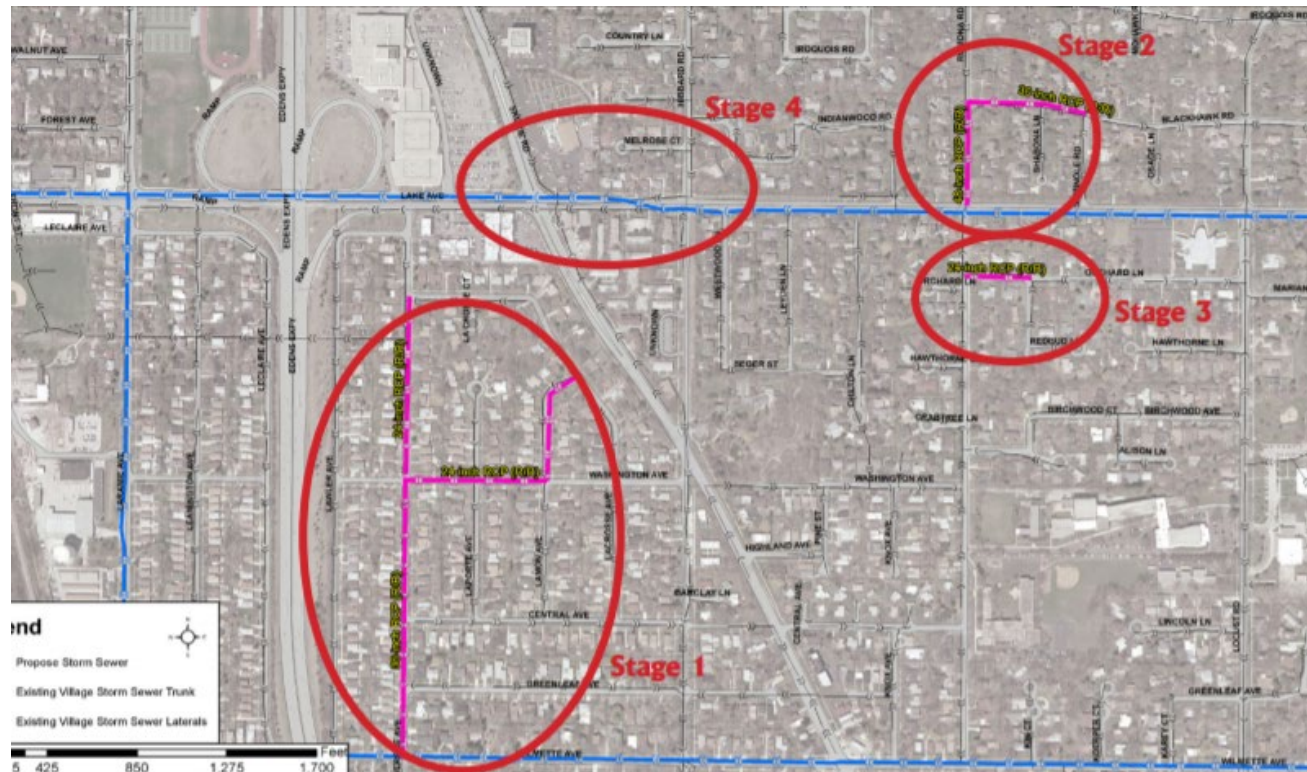
Phase 2: 2021

Phase 3: 2022

Optimized Plan provides 98% reduction in vulnerable structures for a 10-year return interval storm event

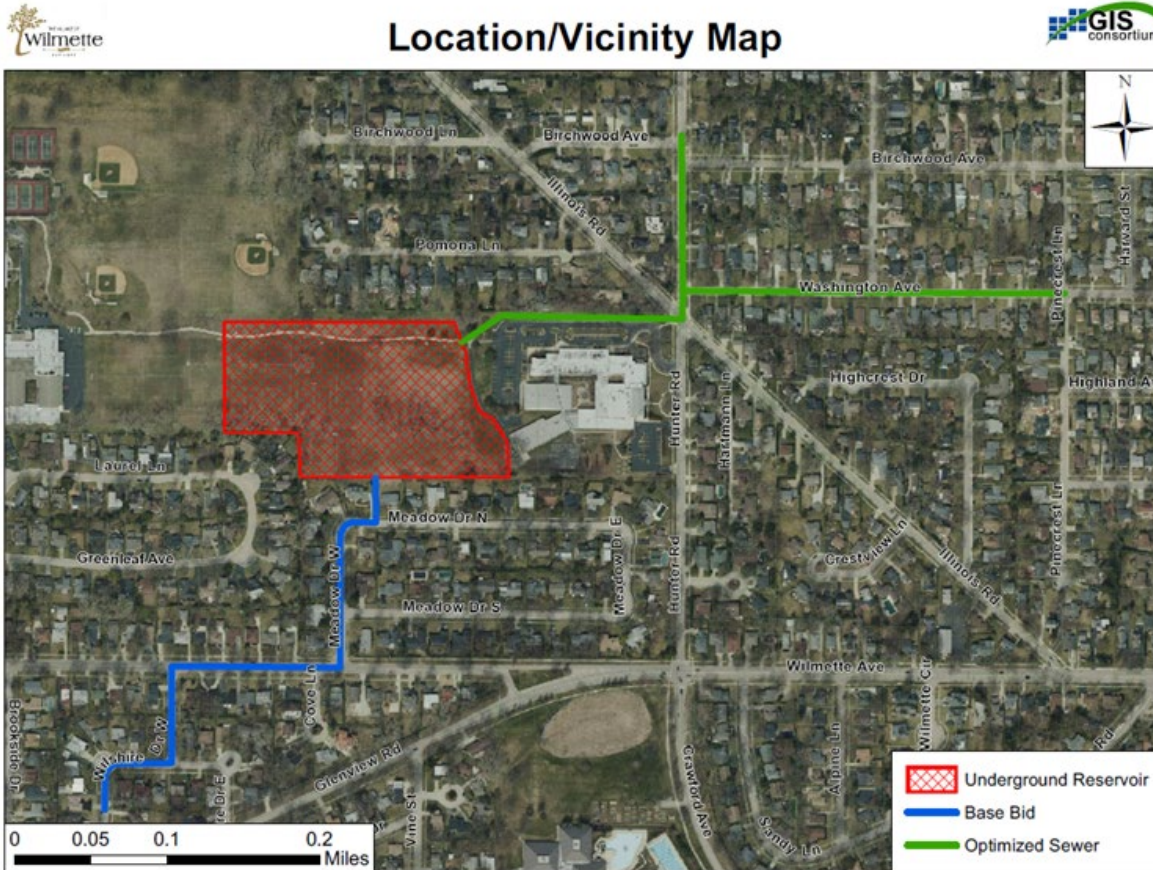


# Neighborhood Storage: Phase 1A



- Installation of over 5,700 feet of new storm sewer
- 95% complete with storm sewer installation
- Lake Avenue watermain improvements underway
- Early September completion
- Construction is trending \$260,000 under the awarded amount

# Neighborhood Storage: Phase 1



- Installation of 6.6 million gallons of underground storage and 5,600 feet of new storm sewer
- StormTrap vault and storm sewer complete
- Work in the Meadow easement complete
- School parking lot on track for completion August 15
- Park and roadway restoration in progress
- 90% complete overall
- Birchwood access not required
- Completion date of November 28
- Construction is trending \$200,000 under the awarded amount

# Phase 1 Highlights

- Weekly construction meetings with Berger, School and Park District staff to ensure seamless coordination
- Stakeholder coordinator out in the community to ensure all resident needs are addressed
- Weekly construction updates provided in e-news
- 24/7 access to project site camera
- Only contractual scope change is request by the Park District to install the irrigation system throughout the Playfield. Irrigation is included in the IGA and estimated to be \$500,000



# Neighborhood Storage: Phase 2



- Installation of 3.3 million gallons of underground storage
- 5,500 feet of new storm sewer
  - Hill Street (Hibbard Park to Hibbard Road)
  - Glenview Road (Skokie Blvd to Heather Ln)
  - Valley View Court south of Glenview Road
  - Kilpatrick Ave south of Glenview Road
  - Romona Road south of Wilmette Ave
  - Beverly Lane south of Wilmette Ave
- Additional area drainage improvements per Park District IGA

# Hibbard Park Vault Highlights

- Vault Storage is 10 acre-feet; equivalent to 3.3 million gallons
  - Vault is 15 feet tall and 2-3 feet below existing park surface
- The project requires an estimated 270 StormTrap trucks and 4,000 dirt and stone trucks
- The underground vault will start to take on water after 1.5 inches of rain over a 3-hour period
  - The bottom  $\frac{3}{4}$  of the vault will be dewatered via pump
- The storage tank will have a pump station with a control panel and natural gas backup generator cabinets at the surface
  - The pumps will be below ground, and inaudible
  - The generator will create sound at 65dB at 23 feet; Equivalent to a business office
  - Connection to the Village's SCADA system



**APPROXIMATE PROPERTY LINE**

**LIMITS OF DISTURBANCE**  
PARK DISTRICT PROPERTY TO BE RESTORED WITH SEEDING SIMILAR TO COMMUNITY PLAYFIELD

**PROPOSED PUMP STATION**  
(LOCATION OF BACKUP GENERATOR OR ACCESS FOR TEMPORARY POWER TO BE DETERMINED WITH PARK DISTRICT COORDINATION)

8'x4'x6' TALL ABOVE GRADE GENERATOR (W/ LANDSCAPE SCREENING)

6'x2'x6' TALL ABOVE GRADE CONTROL PANEL

**GLENVIEW ROAD**

**HILL STREET**

**WILMETTE AVENUE**

**SKOKIE BOULEVARD**

**BUILDING FOOTPRINT AND PROGRAM AREA PER TENCAT**

**STORMTRAP**  
T/V VAULT = 619.00  
B/V VAULT = 604.0-607.5 (PENDING FINAL DESIGN SHEET PILING WHERE NECESSARY)

**EXISTING MOUND (POTENTIALLY EXPAND TO CENTER AND LEFT FIELDS)**

**EVERGREEN TREE TO BE REMOVED AND POSSIBLY TRANSPLANTED TO ALTERNATE LOCATION**

**10'x14'x4' DEEP BELOW GRADE VALVE VAULT**

**12'x12'x20' DEEP BELOW GRADE RET WELL**

**BUSH AT CORNER OF PROPERTY TO BE REMOVED AND REPLACED WITH 2" BUSHES IN OPEN AREA 25'x25' AVAILABLE FOR TRUCK ACCESS**

**LIGHT POLE TO BE TEMPORARILY REMOVED DURING CONSTRUCTION**

**1 ROW OF BUSHES TO BE REMOVED**

**TREE REM. 36" HONEYLOCUST**

**TREE REM. 20" 7.5" & 15" 32" ELMS**

**TREE REM. 18" COFFEETREE / 18" BASSWOOD / 7" MAPLE MEMORIAL**

**TREE REM. 12" BRADFORD PEAR FOR CONSTRUCTION ACCESS**

**TREE REM. 18" HACKBERRY**

**ACCESS MATTING**

**PARK DRAINAGE IMPROVEMENTS**

**MIN. 100' SETBACK**

**APPROXIMATE RIGHT-OF-WAY**

**NOTES:**  
1. CONSTRUCTION ACCESS TO HEBBARD PARK WILL INCLUDE INGRESS AND EGRESS ACCESS TO WILMETTE AVENUE.  
2. ALL BUSHES AND SMALL DIAMETER TREES TO BE REMOVED SHALL BE REPLACED AT A 2:1 RATIO PER LANDSCAPE PLAN TO BE DEVELOPED BY PARK DISTRICT.

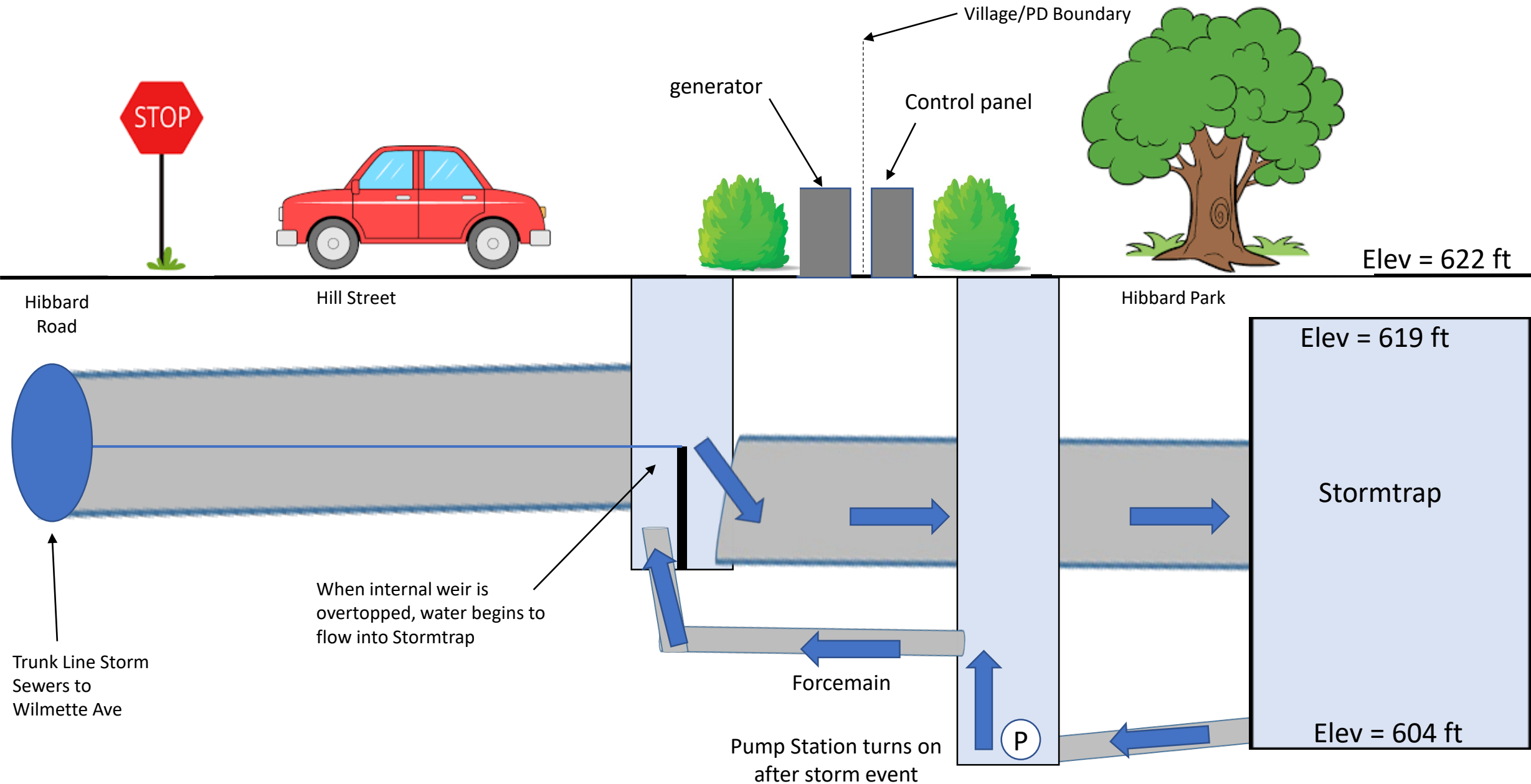
**SCALE IN FEET**  
60 0 60

NOTES:

1. CONSTRUCTION ACCESS TO HIBBARD PARK WILL INCLUDE INGRESS AND EGRESS ACCESS TO WILMETTE AVENUE.
2. ALL BUSHES AND SMALL DIAMETER TREES TO BE REMOVED SHALL BE REPLACED AT A 2:1 RATIO PER LANDSCAPE PLAN TO BE DEVELOPED BY PARK DISTRICT.



# Cross-Section of Pump Station and Hill Street Storm Sewer



# Thelin Court and Valley View Drainage

- Phase 2 will free up capacity in the Village's storm sewer system
  - Will significantly reduce or eliminate street flooding in events up to the 10-year event (3 inches of rain in 3 hours)
- Currently, many residents have rear yard flooding
  - The Glenview sidewalk blocks water from Village's storm sewer system
- Phase 2 improvements are designed to accept water from private property as it is conveyed overland to the Village's system
  - Neighborhood can install a small diameter underdrain to dry out backyards
  - Underdrain would allow a restricted release to the Village's system

# Phase 2 Budget

	FEB 2019 Conceptual Estimate	FEB 2020 Conceptual Estimate	APRIL 2020 30% Estimate	JULY 2020 65% Estimate
Construction/Mgmt	\$13.00 M	\$12.00 M	\$12.60 M	\$12.16 M
Optimization	\$1.20 M	\$1.20 M	\$1,700,000	\$1.53 M
StormTrap Materials	Included	Included	Included	\$1.50 M
Park District IGA	N/A	N/A	N/A	\$0.14 M
<b>TOTALS</b>	<b>\$14.20 M</b>	<b>\$ 13.20 M</b>	<b>\$14.30 M</b>	<b>\$15.33 M</b>

# Phase 2 Budget Increases

ITEM	AMOUNT	JUSTIFICATION
Inflation	\$ 345,000	\$13.2M @ 2.62% total = \$345K for 2018-2021
Wilmette construction access	\$ 250,000	Single point for ingress and egress
East Hibbard Park storm sewer	\$ 275,000	Recommend directional bore to save trees
Junction chambers on Wilmette Ave	\$ 150,000	Add 2 junction chambers to protect brick storm sewer
650 feet of watermain relocation on Hill Street	\$ 300,000	Watermain undersized
Traffic signal pedestrian improvements	\$ 68,000	Glenview and Hibbard
Park District drainage improvements	\$ 75,000	Per the IGA
Park District additional improvements	\$ 251,850	Soil amendment, warning track
Green infrastructure Valley View	\$ 35,000	Center island rain garden
Green infrastructure Hibbard and Glenview Roads	\$ 95,000	Corner rain garden
Additional resurfacing	\$ 155,000	Millbrook, Valley View and Kilpatrick
<b>TOTAL INCREASES</b>	<b>\$ 1,999,850</b>	

# Overall Project Budget

YEAR	PHASE	LOCATION	FEB 2019 Conceptual Estimate	FEB 2020 Updated Estimate	JULY 2020 Updated Estimate
2019	Phase 1A	Various	\$ 6.4M	\$ 4.5M	\$4.5M*
2020	Phase 1	Community Playfield	\$ 20.3M	\$ 21.1M	\$21.1M*
2021	Phase 2	Hibbard Park	\$ 14.2M	\$ 13.2M	\$15.3M
2022	Phase 3	Thornwood Park	\$ 27.3M	\$ 26.5M	\$26.5M**
<b>TOTAL</b>			<b>\$ 68.2M</b>	<b>\$ 65.3M</b>	<b>\$67.4M</b>

Note: All costs include construction, engineering, optimized sewers, IGA requests and Miller easement

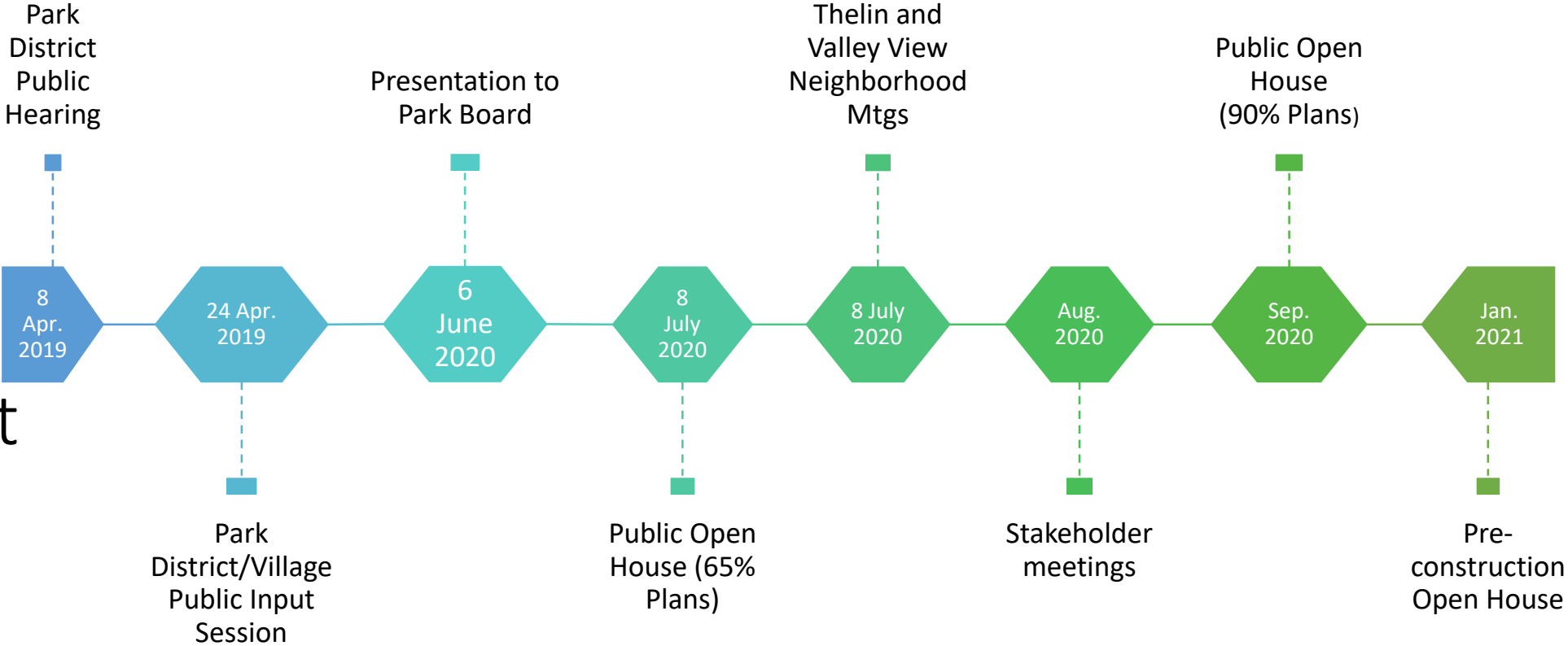
\* Phases 1A and 1 costs reflect bid prices. No major scope changes that would result in contract overages.

\*\* Costs reflect 2018 pricing.

# Phase 2 Schedule

<b>Task</b>	<b>Scheduled Completion Date</b>	<b>Actual Completion Date</b>
30% Plans Due with utility coordination	4/1/2020	4/8/2020
30% Plan review meeting	4/15/2020	4/21/2020
Award Final Design Contract	4/28/2020	4/28/2020
Initial Park District Coordination	5/15/2020	5/15/2020
65% Plans, Specs and Estimate	6/15/2020	6/15/2020
Permit Submittals (IDOT, MWRD, CCHD, IEPA)	6/15/2020	6/19/2020
Park District and Public Coordination	7/1/2020	7/8/2020
Village Board Presentation	7/28/2020	7/28/2020
90% Plans, Specs and Estimate	8/28/2020	
Park District and Public Coordination	9/1/2020	
Village 2021 Construction Decision/PD Program	9/15/2020	
100% Design Submittal and Contractor Lockin	9/30/2020	
Village Contract with Stormtrap	10/13/2020	
Plans out to Bid	10/30/2020	
Bid Opening	12/8/2020	
Project Award – VB Meeting	12/22/2020	
Start Construction	1/15/2021	

# Phase 2 Public Engagement

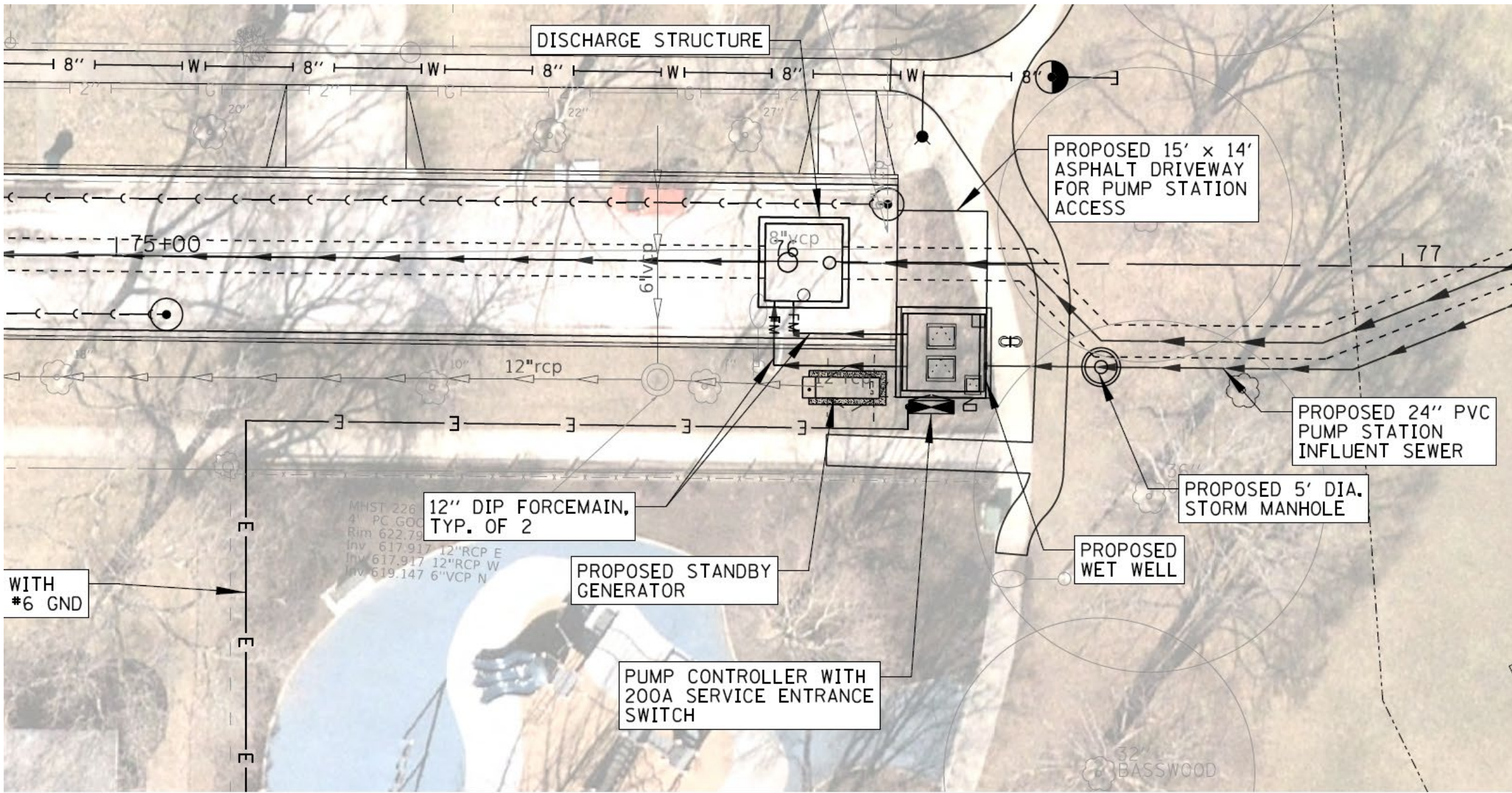


## Phase 2: Key Next Steps

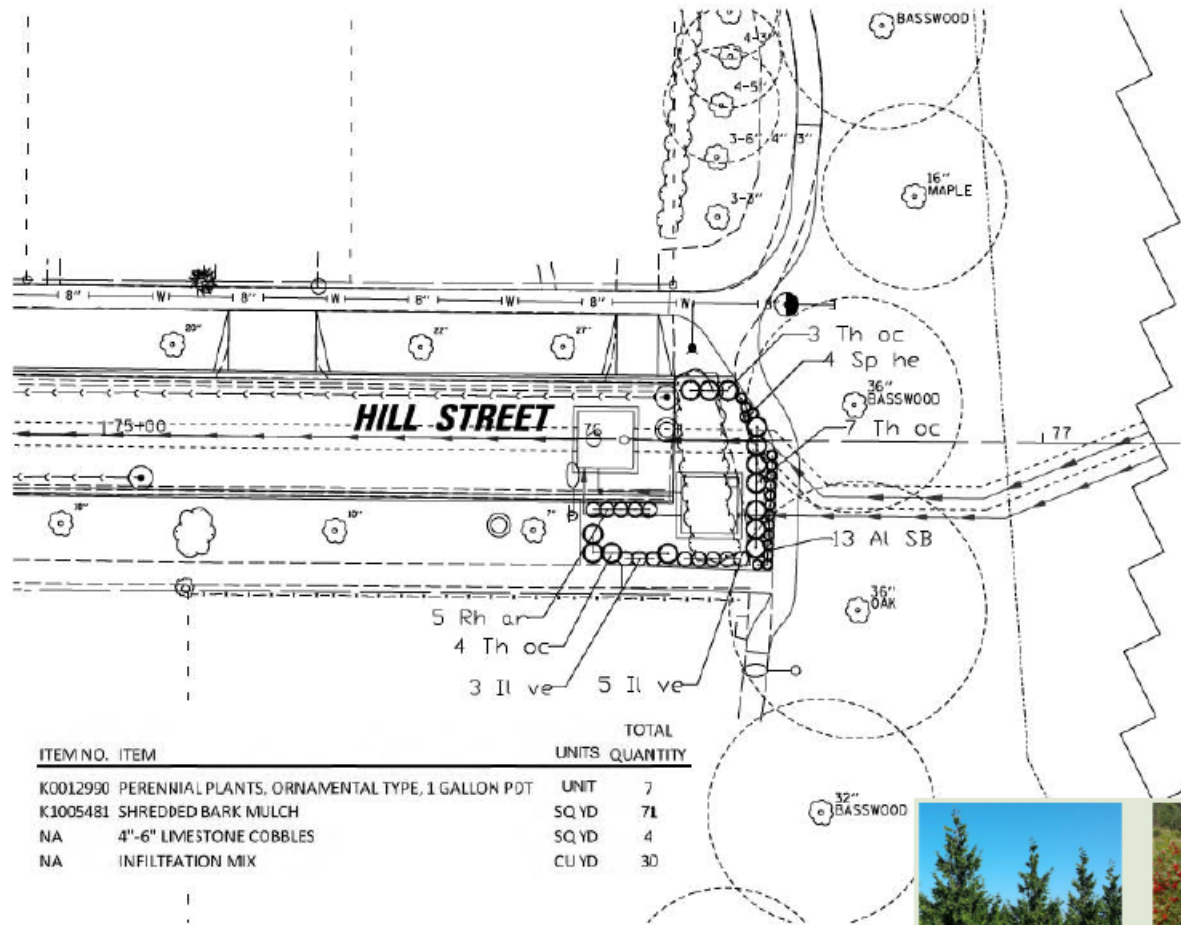
- Achieve 90% design for Hibbard Park
- Continue engagement with the Park District staff and Park Board
- Host resident stakeholder meetings in August
- Begin negotiations with Berger Excavating for Phase 2 pricing as discussed at the June 23 MSC meeting
- Begin negotiations with StormTrap for vault purchase



Questions?







Nordic Arborvitae



Winterberry Holly



Gro-Low Sumac



Prairie Dropseed



Summer Beauty Onion



**CHRISTOPHER B. BURKE ENGINEERING, LTD.**  
9575 W. Higgins Road, Suite 600  
Rosemont, Illinois 60018  
(847) 823-0500

**BAXTER & WOODMAN**  
Consulting Engineers



**Village of Wilmette**  
1200 WILMETTE AVENUE  
WILMETTE, IL 60091-0040

DESIGN	JUN	TITLE
OWN	NAE	
CHD.	LME	
SCALE	30'	
PLOT DATE	6/15/2020	
CAD USER	emance	
CHD. MODEL	Default	
REV. DATE		
FILE NAME	WilmetteB&WContractFLSP 02 2020.dwg	

**WSNSP CONTRACT #2**  
**LANDSCAPING PLAN**

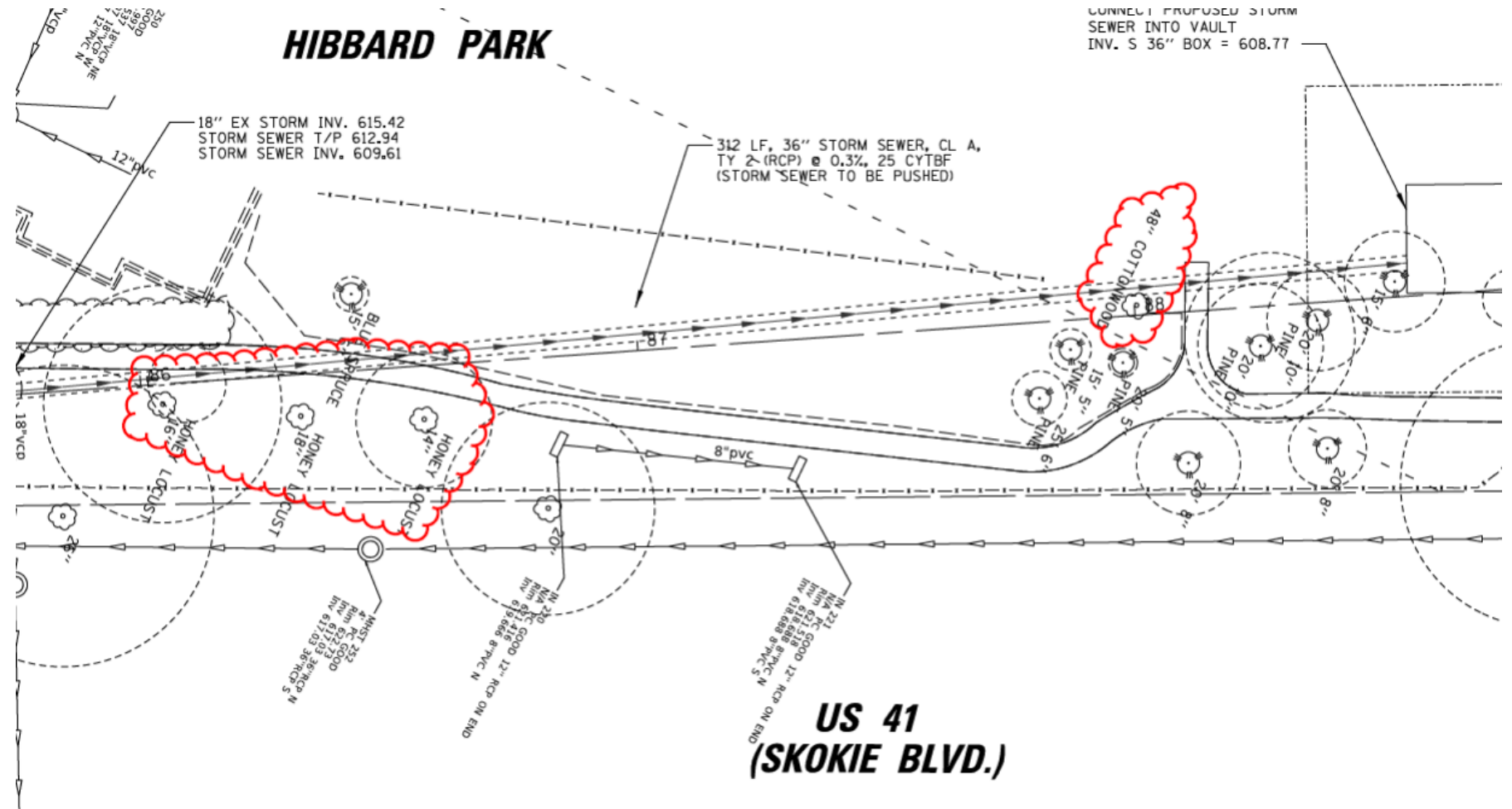
PROJ. NO. 180245  
DATE: 6/15/2020  
SHEET 113 OF 137  
DRAWING NO.  
**113**

# Skokie Blvd Sewer– Directional Bore

Trees to be removed if sewer trench is open-cut:

- 48" cottonwood
- 16" honey locust
- 18" honey locust
- 14" honey locust

The remaining trees are small and per our conversation with the PD would be replaced as part of the landscaping plan.



# IGA: School District

School District Requests	Estimates	As-bid Costs
Parking Lot Resurfacing	\$175,000	\$152,400
Air conditioning (temp)*	\$85,000	\$85,000
Wireless Communication*	\$20,000	\$20,000
Entry Sign	\$40,000	\$63,000
Vibration testing	\$10,000	\$26,000
Cameras in the park (temp)	\$10,000	\$14,000
Lighting in the park (temp)	\$10,000	\$29,000
<b>Total</b>	<b>\$350,000</b>	<b>\$389,400</b>

*\*Direct Contributions from Village to D39*

# Phase 1 Budget

	2019 Conceptual	2020 Updated Budget	As-Bid	As- Constructed
Construction/Management	\$ 12,700,000	\$ 13,338,751	\$ 10,373,079	
Optimization	\$ 2,600,000	\$ 2,857,814	\$ 2,928,305	
StormTrap Materials	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	
Easement	\$ -	\$ 180,000	\$ 180,000	
Park District IGA	\$ -	\$ 2,462,500	\$ 2,462,500	
School District IGA	\$ -	\$ 105,000	\$ 105,000	
<b>TOTALS</b>	\$ 20,300,000	\$ 23,944,065	\$ 21,048,884	

# IGA: Park District

Park District Request	Community Playfield	Hibbard Park	Thornwood Park
Comprehensive Landscaping	\$312,500	\$57,000	\$57,000
Drainage Improvements	\$160,000	\$80,000	\$80,000
Public Restrooms	\$550,000		\$362,500
Lawn Irrigation	\$500,000		\$250,000
Recreational Path with lighting	\$940,000		
Subtotal per park	\$2,462,500	\$137,000	\$749,500
<b><i>SUBTOTAL 3 PARKS</i></b>	<b><i>\$3,349,000</i></b>		
Drainage improvements at Community in work zone	\$950,000*		
<b>TOTAL PARK DISTRICT BENEFIT</b>	<b>\$4,299,000</b>		

*\* included in the base project bid*

Note: Costs were developed based on draft IGA text and without concept plans or details. Costs include a 25% design and construction contingency

# Phase 2 Budget Increases

ITEM	AMOUNT	JUSTIFICATION
Inflation	\$ 345,000	\$13.2M @ 2.62% total = \$345K for 2018-2021
Wilmette Construction Access	\$ 250,000	Single point for ingress and egress
East Hibbard Park Storm Sewer	\$ 646,510	Recommend directional bore to save trees
Junction Chambers on Wilmette Ave	\$ 180,000	Add 2 junction chambers to protect brick storm sewer
650 feet of watermain relocation on Hill Street	\$ 300,000	Watermain undersized
Traffic signal ped improvements	\$ 68,000	Glenview and Hibbard
Park District Drainage Improvements	\$ 75,000	Per the IGA
Park District additional improvements	\$ 251,850	Soil amendment, warning track
Green infrastructure Valley View	\$ 35,000	Center island rain garden
Green infrastructure Hibbard and Glenview Roads	\$ 95,000	Corner rain garden
Additional resurfacing outside of project limits	\$ 155,000	Millbrook, Valley View and Kilpatrick
<b>TOTAL INCREASES</b>	<b>\$ 2,401,360</b>	





# **Cannabis Referendum Communication Plan**

July 28, 2020

# Cannabis Referendum

- At July 14, 2020, Village Board directed staff to place resolution for referendum on July 28, 2020. The proposed language is:

**“Shall the retail sale of adult use recreational cannabis be permitted within the Village of Wilmette at a business licensed by the State of Illinois?”**

- Once adopted, the Village will begin a public communication campaign regarding the referendum

# Referendum Communication

- Pursuant to Illinois Election Code public funds cannot be used to urge any elector to vote for or against any proposition
  - Therefore, all materials will provide information related to adult-use recreational cannabis
- Communication Information will include:
  - State regulations and guidelines
  - Past Village Board meeting materials
  - Timeline regarding cannabis legalization in Illinois
  - Frequently asked questions and additional resources
  - Status of retail cannabis in surrounding communities
  - Wilmette specific site locations

# Referendum Communication



## **State regulations and Guidelines**

Links to information provided by State of Illinois regarding the Cannabis Regulation and Tax Act

Information regarding financial impact of adult-use recreational cannabis



## **Past Village Board meeting materials**

Links to prior board packet materials discussing cannabis regulation in Village of Wilmette



## **Timeline of cannabis legalization in Illinois**

History of Cannabis regulation in the State of Illinois and Village of Wilmette



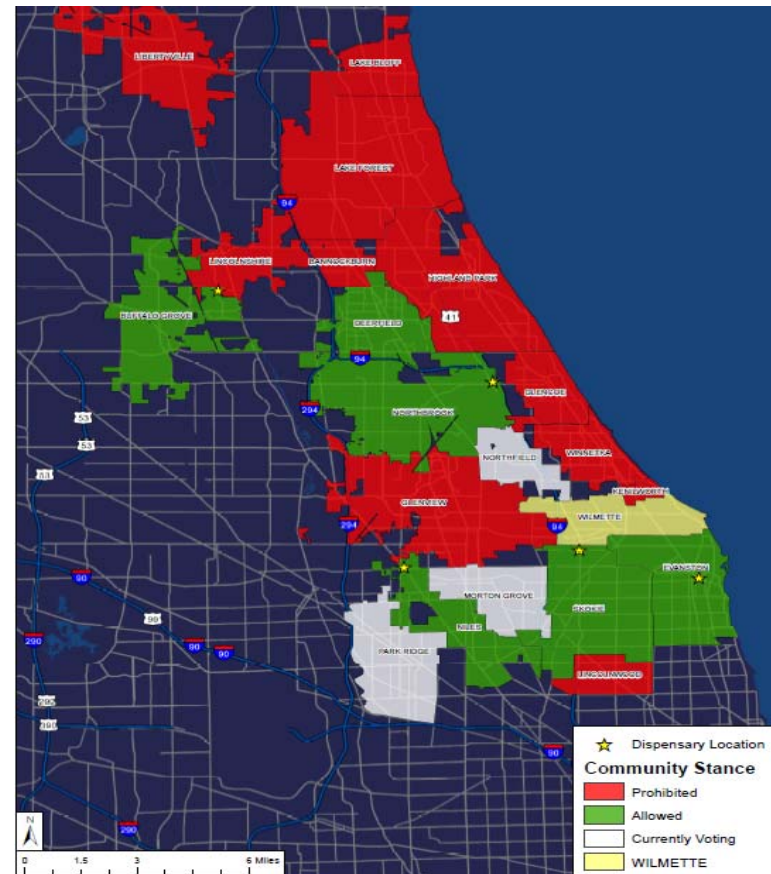
## **FAQ's and Additional Resources**

FAQ Listing will include information about referendum process and cannabis regulation in State

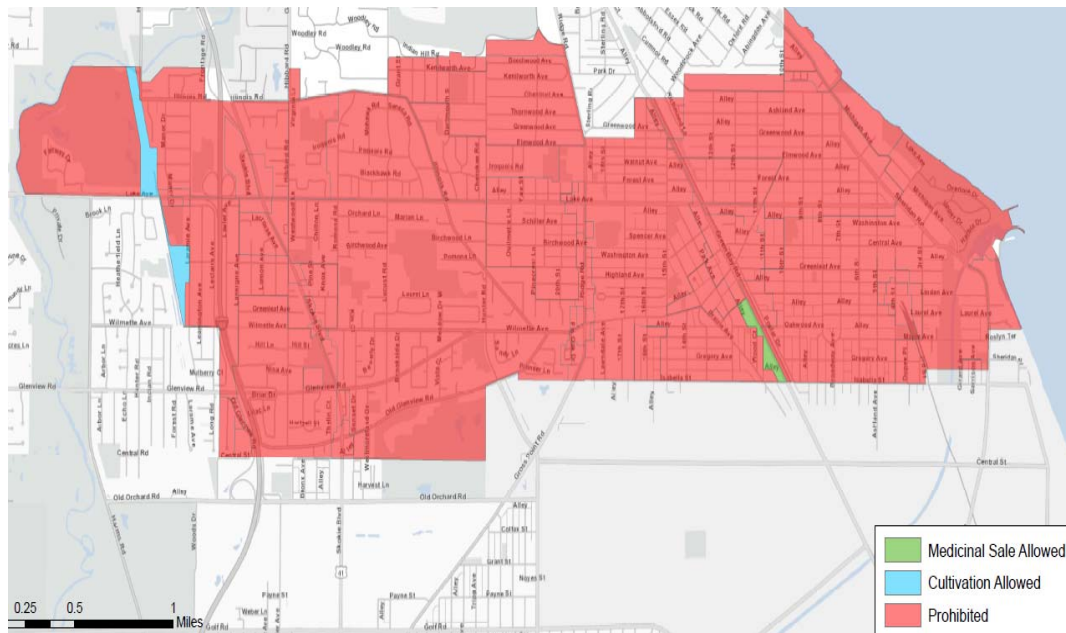
Resources will include information from State and County regarding Cannabis

# Referendum Communication

- **Status of retail cannabis in surrounding communities**
  - Map of surrounding communities and their local regulation regarding cannabis
  - Map will include current or planned dispensary locations
  - Section will include information on financial and community impacts reported by other municipalities



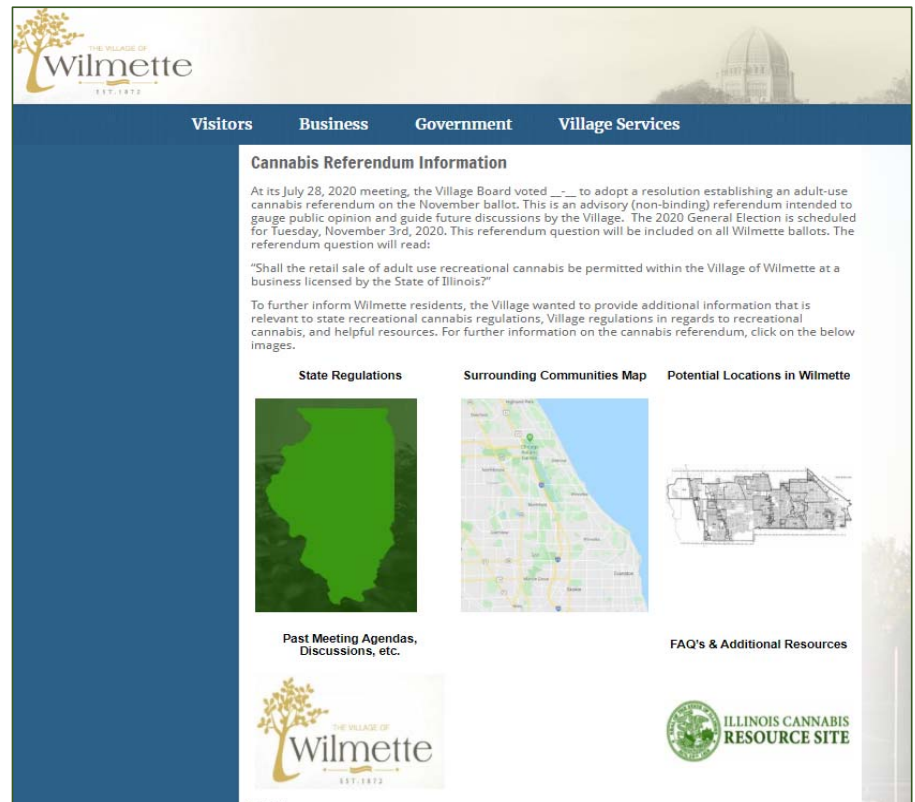
# Referendum Communication



- **Wilmette Site Locations**
  - Maps includes locations where medical cannabis cultivation and dispensaries are currently permitted within the Village

# Communication Methods

- **Village Website**
  - Scrolling Banner on Village's main page and updated regularly
- **E-News**
  - Weekly E-News to community members will include content on referendum
- **Social Media**
  - Facebook, Twitter, and Nextdoor to provide information to community members; recaps messaging from E-News
- **Communicator**
  - Fall/Winter Communicator will be sent end of September and dedicate all of Page 3 content to referendum



# Communication Timeline

Week Of	E-News	Social Media	Communicator	Content
July 26	X	X		Update on Final Board action from July 28 meeting
August 2	X	X		Notification that Website is updated with referendum resources
August 16	X	X		Referendum Messaging
September 6	X	X		Referendum Messaging
September 20	X	X		Referendum Messaging
September 27			X	Full Page with information on referendum and link to resources
October 4	X	X		Reminder of in-person/mail-in voter registration deadline (10/6) and referendum
October 11	X	X		Reminder of online voter registration deadline (10/18) and referendum
October 18	X	X		Referendum Messaging
October 25	X	X		Referendum Messaging
November 1	X	X		Voting Reminder message with information on referendum
November 8	X	X		Election Results and Next Steps regarding Cannabis regulations