

May 4, 2020

The regular meeting of the Board of Trustees of the Village of Deerfield was called to order by Mayor Harriet Rosenthal remotely on May 4, 2020, at 7:30 p.m. The clerk called the roll and announced that the following were:

Present: Harriet Rosenthal, Mayor
Robert Benton
Tom Jester
Mary Oppenheim
William Seiden
Dan Shapiro
Barbara Struthers

and that a virtual quorum was present and in attendance via videoconference. Also present via videoconference were Kent Street, Village Manager, and Steven Elrod, Village Attorney.

PLEDGE OF ALLEGIANCE

Trustee Struthers lead those in attendance in reciting the Pledge of Allegiance.

DOCUMENT APPROVAL

Trustee Benton moved to accept the minutes from the April 20, 2020, Board of Trustees meeting.

Trustee Shapiro seconded the motion. The motion passed by the following vote:

AYES: Benton, Jester, Oppenheim, Seiden, Shapiro, Struthers (6)

NAYS: None (0)

TREASURER'S REPORT

Finance Director Eric Burk presented highlights from the March Treasurer's Report representing 25 percent of the fiscal year. Sales tax net of rebate decreased from the same period of the prior two years due primarily to economic incentive activity, which is offset by decreased economic incentive payments. Hotel tax includes payments from four of the six hotels. A portion of the Cook County property tax was received. State income tax increased from the prior year. Food & beverage tax is consistent with the prior year. Building permit revenue includes primarily small residential projects. Notable expenditures include purchase of a police vehicle, engineering and construction costs for infrastructure projects and sinking fund excess transfer. He noted the large decrease in Police Pension Fund cash and investments is due to market value change.

BILLS AND PAYROLL

Trustee Seiden moved to approve the Bills and Payroll dated April 20, 2020. Trustee Oppenheim seconded the motion. The motion passed by the following vote:

AYES: Benton, Jester, Oppenheim, Seiden, Shapiro, Struthers (6)

NAYS: None (0)

PUBLIC COMMENT

There were no Public Comments on non-agenda items. Mayor Rosenthal reminded residents they could send an email to publiccomment@deerfield.il.us and it would be read at the end of the meeting.

REPORTS

REPORT FROM STAFF RE: COVID-19 AND VILLAGE OPERATIONS Assistant Manager Andrew Lichterman presented highlights from the staff report dated April 20, 2020.

On April 30, Governor Pritzker extended the Stay at Home Order through the end of May. He implemented new guidelines for face coverings to be worn throughout the State requiring anyone over the age of two who is able to medically tolerate a face covering to wear one when in public spaces and outdoors and unable to maintain a six-foot social distance. The new executive order also allows non-essential businesses to open for curbside pickup or delivery as well as golf courses to reopen under strict social distancing guidelines. The Village estimates that approximately 80 businesses were previously categorized as an “essential businesses” and approximately 40 retail businesses will now be able to provide curbside and delivery service.

There are a total of 61,499 confirmed cases of COVID-19 and 2,618 deaths in the state; 4,161 cases and 145 deaths are confirmed in Lake County with more than 50 cases confirmed in the Village of Deerfield. Last week, the Lake County Health Department advised that they do not anticipate the virus to peak for another few weeks.

The #DoItForDeerfield campaign, launched by Mayor Rosenthal in April, in response to the outpouring of residents and businesses asking how they can help continues to grow as residents submit donations and pictures that showcase all the good happening in our community. The Village and the DBR Chamber of Commerce have collaborated to provide thousands of masks and dozens of resource kits to businesses operating in the Village. The Village is working in consultation with School District 113 and School District 109 to help recognize our graduating classes. Staff is also working with an art class at Deerfield High School and the Village’s Fine Arts Commission to select a mural that can be placed on public display downtown celebrating the graduating seniors. The mural should be on display along Deerfield Road in the coming weeks.

Consistent with the Governor’s Stay at Home Order, Village buildings will remain closed to the public through the end of May. Essential Village services will continue to be provided remotely or by appointment, as appropriate. The Police Department is disinfecting cars between shifts, practicing social distancing and wearing personal protective equipment, when appropriate. The work of the department has recently changed as the number of traffic stops is significantly down year-over-year, but the department now regularly receives calls and inquiries about observed social distancing violations.

The Finance Department is reviewing the financial impact of the pandemic on the Village. Economically sensitive revenues such as sales tax, hotel tax, motor fuel tax and the food and beverage tax are expected to be negatively impacted by 12-30% when annualized. As a result, Village departments have been asked to recommend significant cuts in anticipation of this revenue decline.

The Community Development Department continues to process permits and conduct in person or video inspections during regular business hours. All six divisions of the Public Works Department are operational. The Administration Department is working closely with the Mayor and Village departments to ensure essential Village services continue uninterrupted. Department staff continues to prepare and issue regular and timely communication updates to the public utilizing all of the Village's communication tools.

**CONSIDERATION AND ACTION OF
THE PLAN COMMISSION
RECOMMENDATION ON THE
REQUEST FOR A SPECIAL USE
AMENDMENT TO PERMIT BUILDING
ADDITIONS AND RENOVATIONS FOR
CARUSO MIDDLE SCHOOLS AT 1801
MONTGOMERY DRIVE IN THE P-1
PUBLIC LANDS DISTRICT (SCHOOL
DISTRICT 109)**

The Plan Commission held a Public Hearing on March 12, 2020, to consider the request of District 109 for a Special Use to allow building additions and renovations at Caruso Middle School located at 1801 Montgomery Drive in the P-1 Public Lands District. The Plan Commission voted 5-0 in favor of the request.

John Fillipi, Business Manager of District 109, introduced Carole Pugh from Green Associates, architects for the project. The proposed project,

which will be done in conjunction with the Deerfield Park District, will benefit the community. They plan on adding 1340 square feet for storage, restrooms, an expanded music suite and dressing rooms. The materials for the addition will match the exiting materials. The addition will be one story.

Trustee Struthers moved to accept the recommendation from the Plan Commission regarding the Special Use amendment to permit building additions and renovations for Caruso Middle School. Trustee Jester seconded the motion. The motion passed by the following vote:

AYES: Benton, Jester, Oppenheim, Seiden, Shapiro, Struthers (6)

NAYS: None (0)

**REPORT OF STAFF RE: CREATION OF
A CLASS D-3 LIQUOR LICENSE
CLASSIFICATION TO ALLOW
SERVICE OF ALCOHOLIC BEVERAGES
IN PRIVATE DINING FACILITIES
LOCATED WITHIN INSTITUTIONAL
RESIDENTIAL FACILITIES AND
AMEND FEE RESOLUTION (JUF,
TAMARISK NORTHSORE)**

Mr. Lichterman reported Tamarisk Northshore, the JUF development on Lake Cook Road, requested a liquor license that would allow full liquor service for their residents and invited guests in their dining facility. This Ordinance would establish a Class D-3 liquor license classification that would allow service of alcoholic beverages in private dining facilities located within institutional residential facilities and amend the 2020 Fee Resolution to

create a \$2500 per year fee for a Class D-3 liquor license.

Trustee Shapiro moved to accept the report of staff regarding the creation of a Class D-3 liquor license and amending the 2020 Fee Resolution to create a fee for a Class D-3 liquor license. Trustee Benton seconded the motion. The motion passed by the following vote:

AYES: Benton, Jester, Oppenheim, Seiden, Shapiro, Struthers (6)

NAYS: None (0)

CONSENT AGENDA

There was no Consent Agenda.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

CONSIDERATION OF THE EXTENSION Mayor Rosenthal issued a Declaration of OF MAYOR ROSENTHAL'S MARCH 16, Emergency on March 16, 2020, related to the 2020 DECLARATION OF EMERGENCY COVID 19 emergency. The Declaration will expire at the end of tonight's meeting unless the Village Board extends the duration of the Declaration.

Mr. Elrod reported the emergency declaration authority lasts seven days unless extended by the Board. The mayor and staff recommend extending it to adjournment of May 18, 2020, Board meeting.

Trustee Oppenheim moved to extend the Declaration of Emergency to the conclusion of the May 18, 2020, Board of Trustees meeting. Trustee Seiden seconded the motion. The motion passed by the following vote:

AYES: Benton, Jester, Oppenheim, Seiden, Shapiro, Struthers (6)

NAYS: None (0)

AUTHORIZATION TO PURCHASE SALT UNDER THE LAKE COUNTY JOINT AGENCY BULK ROCK SALT CONTRACT

Director of Public Works and Engineering Bob Phillips reported the Village has 1500 tons of bulk rock salt in reserve. Based on previous year's salt usage, he requests authorization to purchase an additional 1500 tons of bulk rock salt under the Lake County Joint Agency Bulk Rock Salt contract. The Village historically purchases bulk

rock salt through the Illinois Department of Central Management Services (CMS). Bidding information for the CMS will be discussed at a future meeting.

The Village budgeted \$165,000 for the 2020 fiscal year. The pricing for bulk rock salt through Lake County is \$67.57 per ton. Staff is requesting approval to obtain rock salt through the Lake County Joint Agency Purchase, for the 2020-2021 winter season in the amount of \$101,355.

Trustee Jester moved to authorize the purchase of bulk rock salt under the Lake County Joint Agency Bulk Rock Salt contract in the amount of \$101,355. Trustee Struthers seconded the motion. The motion passed by the following vote:

AYES: Benton, Jester, Oppenheim, Seiden, Shapiro, Struthers (6)

NAYS: None (0)

RESOLUTION R-20-13 AUTHORIZING AN EXTENSION OF FINAL DEVELOPMENT PLAN FOR 8 PARKWAY NORTH

In 2016, the Board approved the Final Development Plan along with an Annexation Agreement which allowed the Development Plan to be in effect for two years. In 2018, Quadrangle Development Company had not secured a tenant and were approved for a two year extension which will expire on May 15, 2020. Quadrangle Development is requesting an additional two year extension to allow ownership additional time to secure a tenant for the property.

Tim Sweeney and Chris Noon from Quadrangle were present.

Trustee Shapiro asked what has been the biggest impediment in not getting a tenant. Chris Noon from Quadrangle Development, believes the events for the past couple months may provide more interest in a suburban offices that can provide more space. There are local things that happened, such as Takeda moving, which was not helpful. Vacancy rates are high in neighboring suburbs. Tim Sweeney from Quadrangle Development added a number of downtown companies have been asking about suburban offices. They are hopeful demand turns around. Mr. Noon explained they can add different amenities in suburban buildings in the build-to-suit market.

Mayor Rosenthal expressed concern as many people have gotten used to working from home.

Trustee Shapiro moved to adopt a Resolution authorizing an extension of the final development plan for 8 Parkway North. Trustee Seiden seconded the motion. The motion passed by the following vote:

AYES: Benton, Jester, Oppenheim, Seiden, Shapiro, Struthers (6)

NAYS: None (0)

AUTHORIZATION TO AWARD THE WATER METER HEAD REPLACEMENT Assistant Director of Public Works Justin Keenan reported water meter heads have a 10 year battery

ENGINEERING CONTRACT TO STRAND ASSOCIATES life and a large number of water meter heads need to be replaced.

Trustee Struthers asked if the batteries are built into the water meter heads. Mr. Keenan stated the new heads have a 20-year battery life.

Trustee Seiden asked what happens if the battery goes dead before it is changed. Mr. Keenan noted the water meter head would be replaced before it goes dead, as they communicate a low battery warning. Trustee Benton confirmed the new meter heads are compatible with the Badger meters.

Trustee Shapiro moved to award the water meter head replacement engineering contract to Strand Associations in an amount not to exceed \$59,800. Trustee Struthers seconded the motion. The motion passed by the following vote:

AYES: Benton, Jester, Oppenheim, Seiden, Shapiro, Struthers (6)

NAYS: None (0)

AUTHORIZATION TO AWARD CONTRACT FOR 2020 SIDEWALK PROGRAM As part of the annual sidewalk improvement program, the department has budgeted \$100,000 for replacing deteriorated sidewalks throughout the Village. Staff found 90 locations in need of repair as well as sidewalk widening on Appletree Lane near Wilmot School. Due to the large scope of work, staff is unable to effectively perform this work in-house and requested an extension of the 2020 Street Rehabilitation Project unit pricing of \$7.25 per square foot of sidewalk. A-Lamp Concrete Contractors was the low bidder for the 2020 Street Rehabilitation Project. Staff requests that the Board waive the competitive bidding process and award the 2020 sidewalk program contract to A-Lamp Concrete Contractors in an amount not to exceed \$100,000.

Trustee Benton moved to waive the competitive bidding process and award the 2020 sidewalk program contract to A-Lamp Concrete Contractors in an amount not to exceed \$100,000. Trustee Jester seconded the motion. The motion passed by the following vote:

AYES: Benton, Jester, Oppenheim, Seiden, Shapiro, Struthers (6)

NAYS: None (0)

AUTHORIZATION TO AWARD CONTRACT FOR 2020 PARKING LOT REHABILITATION PROGRAM As part of the 2020 budget, the Public Works and Engineering Department planned to rehabilitate some Village owned and maintained parking lots. The parking lots scheduled for repair are the Sunset lot, Chestnut lot and both Elm Street lots. As the scope of work is similar to the 2020 Street Rehabilitation Project, the staff asked A-Lamp Concrete Contractors to extend their unit pricing for this work. Staff requests that the Board waive the competitive bidding process and award the contract for the 2020 parking lot rehabilitation project to A-Lamp Concrete Contractors in an amount not to exceed \$100,000.

Trustee Seiden moved to waive the competitive bidding process and award the 2020 Parking Lot Rehabilitation Project contract to A-Lamp Concrete Contractors in an amount not to exceed \$100,000. Trustee Shapiro seconded the motion. The motion passed by the following vote:

AYES: Benton, Jester, Oppenheim, Seiden, Shapiro, Struthers (6)

NAYS: None (0)

DISCUSSION

THANK YOU

The Trustees thanked staff for their great work during this difficult time. The community is in support of what is being done. They commended staff for the outreach to people as well as the social media efforts. Residents are comforted by receiving information.

ITALIAN KITCHEN

Trustee Benton reported the Italian Kitchen closed during the Stay at Home Order and took the time to put in a new kitchen. They have now reopened.

EMAILS

Mayor Rosenthal received an email from someone receiving a \$30 ticket for parking at the beach, asking if she approved the ticket. She answered the email by letting the person know he was in the wrong community as Deerfield does not have a beach. She wanted to let people know about the type of emails she is receiving.

ADJOURNMENT

There being no further business or discussion, Trustee Struthers moved to adjourn the meeting. Trustee Oppenheim seconded the motion. The motion passed unanimously on a voice vote. The meeting was adjourned at 8:44 p.m.

The next regular Board of Trustees meeting is scheduled to take place on Monday, May 18, 2020, at 7:30 p.m.

APPROVED:

Mayor

ATTEST:

Village Clerk