

**MINUTES OF THE
COMMITTEE OF THE WHOLE MEETING
VILLAGE OF NORTHFIELD
TUESDAY, March 21, 2023**

The Committee of the Whole meeting was called to order by Village President Greg Lungmus on Tuesday, March 21, 2023, at 5:30 p.m. Village Clerk Stacy Sigman called the roll as follows:

Committee Members Present:

Trustee Todd Fowler called in by teleconference
Trustee Barnaby Dinges
Trustee Tom Whittaker
Trustee Matt Galin
Trustee Tracey Mendrek
Trustee Charles Orth

Absent:

President Greg Lungmus

Others Present:

Village Manager Stacy Sigman, Director of Administrative Services Melissa Jewett, Community Development Director Steve Gutierrez, Finance Director Kathleen Morley, Fire Chief/Public Works Director Michael Nystrand, Police Chief Bill Lustig, and Village Attorney Buzz Hill.

Approval of February 21, 2023 Report of Proceedings

Trustee Orth made a motion, seconded by Trustee Dinges to approve the February 21, 2023 Report of Proceedings. Approval was unanimous.

Continued discussion on Video Gaming

At the February 21, 2023 Committee of the Whole meeting, the Board discussed a request from the owners of Stormy's to amend the Village Code to permit video gaming. The Village currently prohibits video gaming within its borders. The Village can regulate video gaming through both zoning and liquor licensing. Prior to deciding whether to undertake a more detailed study of the handling of the zoning, licensing, revenue, and fee implications, Board members wanted an opportunity to visit similar locations in the region and poll residents on their viewpoints regarding video gaming. Just prior to the March 21, Committee of the Whole meeting, Chad Bidwell, the owner of Stormy's notified the Village of a family emergency and requested the Board postpone the decision on the matter until the next Board meeting. The Board agreed to the request but took comments from members of the public who wished to speak on the issue.

President Lungmus noted that the Village conducted a poll on video gaming and the results to the question "Are you in favor of amending the Village Code to permit video gaming in Northfield?" were No: 67% (453 votes) and Yes: 33% (224 votes)

Jenny Wilson stated that she was one of the owners of Stormy's and a resident of Northfield for the last 17 years. She said she was not at the last meeting but believed that the question on the

survey was extremely broad and open-ended. She stated that she believed Stormy's was looking at just one video gaming machine, not three, to test and see how it went. She believed phrasing the survey question to ask about testing one video gaming machine would have been more appropriate. She stressed that Survey Monkey was easily manipulated and didn't limit how many times one could vote or where one lived. She noted that Stormy's is a respected entity that tries to be a good partner with both the Village and Park District. She felt the comments about gambling not being appropriate for the North Shore were surprising since the Village allowed a cannabis dispensary. She acknowledged that if Stormy's would be allowed video gambling, other places could also get it, but noted they too would have to follow all proper procedures. She noted that gambling can be addictive but Stormy's deals with alcohol which is also addictive and they try to be responsible and proactive with addictive personalities. She stressed that Stormy's would be willing to front the costs incurred if video gaming would be approved on a trial basis.

President Lungmus noted that per his direction, Chad Bidwell helped to formulate the survey question to ensure it was fair. He also noted that the Village did not have the mechanism to filter nonresidents from responding to the survey but that it cut both ways and that patrons of Stormy's who did not live in town were also able to vote and that the overall results were 2:1 in opposition. Jenny Wilson noted that the results were less than 10% of Northfield's population.

Resident Don Graf, 1535 Winnetka Ave stated that he had read Stormy's proposal, Klein, Thorpe & Jenkins gaming memorandum, gaming reports from other suburbs, and the Village Board's meeting notes from the last meeting. He said that the owners, management, and team at Stormy's are top-drawer and he could not imagine their team doing anything to hurt its reputation. He stated that he fully supports Stormy's efforts to add very limited gaming near their bar area. He remarked that a case can be made that if Stormy's gets gaming, other Northfield businesses with liquor licenses will want it too. However, any interested party would have to go through the same procedures with state and local governments, as Stormy's is ready and willing to do. He did not believe that any other Northfield liquor license holders would be inclined to add gaming. He noted that Stormy's is prepared to take a calculated risk on this opportunity to increase their profits, add to the Village's revenues, and satisfy demand from local and loyal customers. He commented that the Bears, Bulls, Blackhawks, Cubs, and White Sox are planning to or have already installed gaming areas at their respective stadiums. He also mentioned that anyone could play video poker on their phones right here and right now at the Village Hall. He believed that approving a well-researched proposal by a well-run neighborhood business looks like...a Safe Bet.

Resident Carol Ritchell, 811 Happ Road, inquired how many businesses have liquor licenses in Northfield and wondered who else would be interested in having video gaming. She commented that the question on the survey was too broad and thought that it was not clear that it would only be available to businesses with liquor licenses. She confirmed that the Village could not track the residence of the people taking the survey.

Monica Bidwell, sister of Chad Bidwell, stated that she was speaking on his behalf and appreciated the Board's decision to postpone the vote until the next meeting. She noted that she agreed that the survey was broad, Survey Monkey allows you to vote more than once, and that other surveys exist that make you at least minimally enter a zip code. She stressed that not just

anyone could put these into their establishment since there is a process for video gaming, the Illinois Gaming Board is stringent and it is difficult to get a license. She noted that there was a comment at the last meeting that Northfield puts family first, but she believed that this could create a revenue stream for Northfield, and that could be used to better the community. She stated that at the last meeting, Trustee Mendrek said that they [the trustees] were not allowed to promote their personal values but were elected to provide the best and most efficient services to the taxpayers of Northfield. She noted that whether you like gaming or not, it is not going anywhere. She believed video gaming would provide an opportunity to help others and this process reminded her of the dispensary decision. She felt that neighboring communities would start approving video gaming and that Northfield should start the trend.

Trustee Whittaker wanted to clarify that the Board made a methodical decision regarding the cannabis dispensary to hold back and see how it went in other communities before moving ahead with it in Northfield. He emphasized that they were not playing catch up but doing what they felt was best for the community.

President Lungmus stated that the conversation about video gaming would continue at the April Committee of the Whole meeting.

Discussion on the VILLAGE OF NORTHFIELD PROPOSED BUDGET 2023/23

President Lungmus indicated the next item was discussion of the proposed 2023/24 Budget.

Village Manager Sigman noted the draft FY2023/2024 budget, beginning May 1, 2023, and ending April 30, 2024, would be reviewed in detail and noted that the budget process would be followed by a public hearing at 8:00 p.m., prior to the start of the regular Board meeting. She thanked Kathleen Morley and Mark LoPiccolo for all of their extraordinary efforts in getting the budget prepared and inputted into the new OpenGov software. She said that she would start with a general overview and then each department head would home in on the specifics of their specialized areas. The discussion would end with a focus on the Board's suggested initiatives for FY2023/2024.

Village Manager Sigman noted the FY2022/2023 Year-End Highlights:

- The Village projects very positive year-end numbers.
- The Village budgeted a \$72,000 surplus - not including the \$355k spent on Board projects, the 20th officer, or the extra \$250,000 police pension payment. Thanks to very strong revenue and controlled spending, the Village expects to end the year with a \$133,000 surplus including all of those items. However, the Village has not yet hired the 20th officer, so no expenses have been incurred for that. After factoring the other items in, it means the Village will end the year about \$660,000 ahead of what was planned.
- Expenses are \$563,000 (4.5%) above budget if the Board special projects and extra pension payment are included, but \$42,000 under budget when they are factored out.
- Prior to the new software, additional inter-fund transfers were shown below the line, but they are now included in the overall budget with the other inter-fund transfers.
- Revenue is up dramatically due to sales tax (16%), home rule sales tax (19%) and interest income, and an increase in permits due to a strong construction market.

- Based on this, the Village anticipates ending the year with a General Fund reserve balance of \$8.85 million or about 8.2 months of operating expenses.

Village Manager Sigman noted the FY2023/2024 Year-End Highlights:

- The Village is pleased to present the Board with a balanced draft budget for FY2023/2024.
- This budget projects revenue of approximately \$13.64 million and expenses of about \$13.52 million.
- This would leave the Village with a year-end surplus of about \$125,000 and a year-end fund balance of \$8.99 million or just under 8 months of operating expenses.
- Property taxes will remain in compliance with the tax cap.
- Total revenue is estimated to go up 13.5%.
- Under intergovernmental revenue, the Village anticipates increases in local use tax, local income tax (Local Government Distributive Fund), and replacement tax. The Village uses the projections provided by IML for these models.
- Sales tax is expected to go up by about 5% with 100% of that growth being attributable to a projected \$300,000 in additional revenue generated by the 5% tax on cannabis. This revenue is projected as a partial year since the Village does not know exactly when the dispensary will start operation. The Village assumed no increases for regular sales tax and simply budgeted where sales tax is expected to end this year.
- From a staffing standpoint, the budget reflects a 4% cost of living increase, an 18% increase in healthcare expenses, and a 20% decrease in IMRF rates.
- On the staffing side, there is a major change in the Fire-Rescue pay plan. Based on an in-depth analysis of the Village's prior hourly rates, staff concluded that the Village's rates were no longer in line with the market and its comparable communities (Winnetka, Glencoe, Wilmette, Northbrook, and Glenview). To adjust for this, the proposed hourly pay rates will increase anywhere from 25-44% depending on the position within the department. The new plan includes a step increase of 2% per classification tier which ties to training and certification and then a 10% increase between supervisory steps.
- The budget does include an extra \$300,000 transfer (shown in Finance) to strengthen the equipment replacement fund. Equipment costs have increased significantly. To ensure the Village has sufficient reserves in the capital fund, staff is recommending an additional transfer this year and likely will do so for each of the next 3 to 4 years.
- The draft budget does not include any funding for any Board Special projects. Those figures will be added to the final budget based on the direction from this meeting.
- With a 5.4% inflation rate this past year, staff was pleased to be able to develop such a strong budget.

Village Manager Sigman noted the Water and Sewer Fund Highlights:

For FY2022/2023, staff anticipates ending the year with revenues coming in slightly higher (3%) than budgeted and expenses being fairly spot-on, at about .4% under budget. The fund balance is anticipated to be at \$2.5 million – which is due to delaying capital projects and the Village's short-term transition to a pay-as-you-go model.

For FY2023/2024, staff anticipates the following:

- Revenue will be up 5.2%, based on a 2.5% water/sewer rate increase combined with a dramatic increase in interest income.
- The 2.5% proposed rate increase is how much the Village's overall expenses are going up minus any capital improvement costs. The most significant increases are due to the 5.46% rate increase in the cost to purchase water from Winnetka, a higher bond payment to IDOT for the Willow Road project, and an increase in inter-fund transfers due to the increased cost of equipment.
- If approved the new rate for consumers will go from \$11.03 /100 cubic feet to \$11.30/100 cubic feet.
- The total expenses in this fund are up 14.3% over last year, but that is attributable to the planned capital program. Under the new pay-as-you-go model, the Village will be building up reserves and then undertake projects once we have enough funds to pay for them, as opposed to going out to the market. The Village is trying not to issue more debt until interest rates go down.
- The budget also calls for \$1.2 million in capital projects, which is up \$400k from last year.

Village Manager Sigman noted the following Significant Trends:

- Interest Rates are a double edge sword for the Village. These high rates help because the Village is now getting very strong returns on its reserve dollars. Simultaneously, these rates hurt because they dramatically increase the cost of borrowing money to undertake projects like those within water and sewer - where the Village typically makes payments over a 20-year period. Until rates go down, the Village is trying to limit its borrowing and pay for projects and equipment from its reserve balances.
- The very strong sales taxes indicate that the Village's businesses are doing well. This year, staff will be closely tracking the new cannabis facility to see how this impacts our total sales tax revenues. The range for these facilities is huge with towns reporting anywhere from \$500,000 to over \$1 million in tax revenues per dispensary.
- The Village's property tax rate remains low and ranges from 14%-71% less than surrounding communities.
- The Village has maintained its AAA bond rating and stayed in compliance with the Tax Cap (CPI or 5% whichever is less)
- The Village will need to carefully monitor and assess its unaccounted-for water loss once the new meter program is complete. The Village is hopeful it will see some great efficiencies from this program which will help keep annual increases low.

Melissa Jewett, Director of Administrative Services, reviewed the Administration and Finance Department's 2023-2024 budget noting:

- The Department changed from an outsourced accounts payable and water billing clerk to two in-house part-time employees. To reflect this, the budget line item for "Professional Services" was decreased and the "Salaries" and "Benefits" increased.
- The \$20,000 annual contribution to the Northfield Park District was added to the Department budget under "Board Projects".
- The new OpenGov annual software costs and several new security and reliability software programs were added under "Computer Software".
- The first year of the Willow Road loan repayment came through in FY 2022/23. Based on pre-construction costs, the annual payment was estimated at \$45,000/year (\$450,000 in

Village grant matching funds). The final project total ended up costing \$500,000, which means \$50,000/year is due. The agreement with IDOT granted the Village 10 years, at no interest, to repay its share of the project costs. The second payment of \$50,000 is included in the FY2023/24 budget.

- An additional \$355,000 from General Fund Reserves, to cover the FY2022/23 Special Board Projects, was added to this Department under "Equipment Transfer". For FY 2023/24, an additional \$300,000 contribution is recommended to be moved to the Equipment Replacement Fund to strengthen this account.

Community Development Director Gutierrez noted The Community Development Department's 2023-2024 budget contains the following notable items:

- The Department changed from a fully outsourced building inspector to a combination part-time in-house building inspector, along with an outsourced technical inspection team. To reflect this, the budget line item for "Technical Services" was decreased and the "Salaries" and "Benefits" increased.
- The "Engineering" line item increased substantially due to an increase in permit applications and a new consulting engineer. The Department continues to explore options for engineering services to minimize costs and ensure out-of-pocket expenses are being fully covered by the permit fees and escrow accounts.

Police Chief Lustig noted the Police Department's 2023-2024 budget contains the following notable items:

- The budget reflects the temporary 20th officer approved by the Board in FY2022/23 and "Salaries" and "Benefits" were increased accordingly.
- The department's "Salaries" and "Benefits" were decreased by \$13,500 to reflect the outsourcing of the crossing guards to Andy Frain through District 29. The Village has agreed to contribute \$15,000 to this, which has been included in the "Consultants" line item.
- The budget continues to fully fund the transfer to the Police Pension Fund at the actuarially recommended level - assuming the Village's desire to be 100% funded by 2040 (the State Statute only requires 90% funding by 2040). The FY2022/23 budget and year-end projection reflect the additional \$250,000 contribution, approved by the Board.

Fire Chief Nystrand noted the Fire-Rescue Department's 2023-2024 budget contains the following notable items:

- The Department's "Salaries" and "Benefits" increased dramatically to reflect the new hourly rates based on a new Fire-Rescue hourly-rate pay plan. The overall result is a \$600,000 increase that covers fire shifts, EMS shifts, and the Public Works' employee fire participation stipends. These hourly rates were reviewed in great detail in FY2022/23. That study showed that Northfield's rates had fallen well below its regional comparable communities. The proposed new rates bring our members' pay back in line with the average hourly rates of our comparable communities (Winnetka, Glencoe, Wilmette, Northbrook, and Glenview).
- The Department changed back from a part-time administrative assistant to a full-time administrative assistant. To reflect this, the budget line items for "Salaries" and "Benefits" increased. This position is shared with the Public Works Department.

- Squad 29 was scheduled to be replaced in FY2023/24. The plan is to order this apparatus in this fiscal year but delivery and payment are not anticipated until 2024/25 or even possibly 2025/26.
- In FY2022/23, a portion of certain Departmental expenses had been planned to be split and paid for with Foreign Fire Insurance Fund (FFIF) revenue. However, effective May 1, 2022, a new Foreign Fire Insurance Board took effect and changed how they wanted to allocate these funds. As a result, the Department's budget line items for "Uniforms", "Schools and Seminars", "Fire Facility", and "Sundry" were also impacted in FY2022/23. That impact will continue moving forward. The overall impact is a departmental increase in expenses of about \$38,000.

Public Works Director Nystrand noted the Public Works Department's 2023-2024 budget contains the following notable items:

- The Department changed back from a part-time administrative assistant to a full-time administrative assistant. To reflect this, the budget line items for "Salaries" and "Benefits" increased. This position is shared with the Fire-Rescue Department.
- The FY2022/23 year-end estimate reflects the open vacancy in the Fleet Manager position. The FY2023/24 budget assumes that the position will be filled prior to May 1, 2023.
- "Engineering" costs have been increased to reflect the current workload within the Department and the technical support necessary to address drainage and other parkway issues.

Village Manager Sigman noted the Water/Sewer 2023-2024 budget contains the following highlights:

- The budget reflects a 5.4573% increase in the cost of procuring water from the Village of Winnetka. The Village is under a 30-year contract with Winnetka to purchase water and the annual increases are based on the CPI-U. That contract expires in 2033.
- The budget assumes a 2.5% rate increase in the combined water/sewer rate, effective May 1. This increase is primarily needed due to the increase in the cost of water from Winnetka, cost of living increases for employees, and market increases in equipment. The 2.5% is the total increase for expenses - excluding capital improvements. The water rate would go from \$11.03/100 cubic feet to \$11.30/100 cubic feet.
- The capital plan for the water system improvements includes the following work: main replacement in the 1700 block of Mt. Pleasant, main replacement on Oak Tree Lane, valve replacements system-wide, and sandblasting/painting of fire hydrants for a total of \$472,950 of work.
- The capital plan for the sanitary system improvements includes the following work: MWRDGC-mandated inflow and infiltration work and the sliplining of portions of Dickens and Wagner.
- From an equipment standpoint, the budget includes funding for a new water main locator to undertake JULIE locates and the replacement of the sanitary lift station pumps at Longmeadow and the ejector pumps at Public Works/Fire-Rescue.

Village Manager Sigman noted the Capital Improvement Fund 2023/2024 budget contains the following highlights:

- The FY 2022/23 budget and year-end projections reflect the additional \$355,000 transferred to this fund, from the General Fund, to cover the Special Board projects.
- The FY 2023/24 budget proposes an additional \$300,000 transfer from the General Fund to the Equipment Fund to bring this fund into a stronger financial position and to cover several large equipment purchases, pending in the next 3-5 years. This transfer is reflected as an expense in the Administration and Finance budget. Staff is recommending the additional transfer be planned annually for the next 3-4 years.
- The FY 2023/24 budget also proposes a substantial increase in transfers from specific departments to account for some dramatic increases in vehicle, equipment, and computer costs due to continued supply chain issues.
- The plan contemplates the purchase of one police squad car, UPS batteries, BolaWrap devices for police, annual lease payments associated with Public Works' trucks and equipment, replacement of the command van in Fire-Rescue, payment to Glenview for our 10% share of the new ladder truck, fire protection equipment, and ALS squad equipment in Fire-Rescue.
- The plan also includes several IT initiatives, including upgrading to Office 365, backup system replacement, network switch replacements, Disaster Recovery Plan, server replacements, board room listener assist devices, Village Hall security monitoring, phone controller upgrade, and computer replacements.
- A short compensation assessment is planned for non-police or fire team members. There have been a lot of changes in these positions since the last assessment was conducted and the Village wants to make sure its employees are appropriately categorized and compensated, based on daily work functions.
- Funding is also being maintained to continue to re-paint our decorative light poles and to provide for the replacement of parkway plantings that have died or are declining.
- There are revenue and expenses budgeted for the Happ Road Project. The project is being funded by Cook County and IDOT (Surface Transportation Fund). The grants are budgeted as revenues and are then offset by the project costs.
- There are revenue and expenses budgeted for the Skokie Valley Trail. The grants are budgeted as revenues and are then offset by the project costs.

Village Manager Sigman noted 2023/2024 budget highlights from the following specialized revenue funds:

Police Pension Fund: The fund provides benefits on the basis of age and years of service to qualified pensioners and dependents. In FY2022/23 the funds within this account were transferred, and are now under the investment authority of the Illinois Police Officers Pension Investment Fund.

Motor Fuel Tax:

- The budget provides for annual crack sealing, patching, and striping.
- The budget provides for Sunset Drive Bridge surface repairs.
- The budget continues to provide funding for assessing and eliminating sidewalk trip hazards.

Foreign Fire Insurance Tax Fund: The anticipated expenditures for FY2022/23 were put in place prior to the FFIB becoming effective. The FY 2022/23 year-end projections reflect the FFIB's approved expenditures. The FFIB has not yet made a determination as to what they plan to spend for FY2023/24, so the proposed budget just reflects last year's appropriations as a placeholder.

2016, 2017 & 2019 Bond Funds: In 2016, the Village held a successful referendum, to issue \$7,500,000 in bonds for capital improvements including street resurfacing/ reconstruction; storm sewer improvements; sidewalk and streetscape improvements; and, rehabilitation of life safety systems. These bonds were issued in three tranches as follows:

- In 2016, a \$2.2 million bond was issued. The debt service is secured by a tax levy on all taxable property in the Village and carries a 1.84% interest rate. They are scheduled to mature in 2030.
- In 2017, a \$3.9 million bond was issued. The debt service is secured by a tax levy on all taxable property in the Village and carries a 2.4% interest rate. They are scheduled to mature in December 2032.
- In 2019, the final \$1.4 million in bonds were issued. The bonds are secured by a tax levy on all taxable property in the Village and carry a 2.145% interest rate. They are scheduled to mature in December 2033. In FY2022/23 the replacement of the Bosworth Bridge was planned in the 2019 Bond Project Fund. Until that project is completed, we will not know what, if any, balance remains. No work is planned in FY2023/24.

Storm Sewer Fund: Provides \$10,000 in funding for the 50/50 matching grant program for overhead sewer installations.

Rolling Ridge Special Service Area Fund: Established in 2018 to account for the proceeds of a \$1.15 million bond issue for capital improvements including the following: street resurfacing/reconstruction, storm sewer improvements, water main & sanitary sewer improvements on Rolling Ridge Road, and a private street of 15 residences. Upon completion, the sanitary system was dedicated to the Village while the street and storm water remained private. All improvements were paid for through the levying of a special service tax that is paid for by the homeowners who benefited from the work. The bonds are secured by a tax levy on all taxable property in the SSA and carry a 2.85% interest rate. They are scheduled to mature in December 2032.

Longmeadow SSA Bond & Interest Fund: Established in 2004, the Special Service Area was put in place to fund the installation of sanitary sewer mains, minor storm water improvements, and the resurfacing of the private lane. Upon completion, the sanitary system was dedicated to the Village while the street and storm water remained private. All improvements were paid for through the levying of a special service tax that is paid for by the homeowners who benefited from the work. Upon completion of the FY2022/23 audit, this fund will be closed and the balance will be remitted to the Longmeadow Homeowner Association for use on roadway or storm water work.

American Rescue Fund: Established in 2021 to account for State and Local Fiscal Recovery Funds as part of the American Rescue Plan to support the response and recovery from the

COVID-19 public health emergency. The Village used \$732,952 received towards water infrastructure improvements (new automated water meters) and this fund will be zeroed out by May 1, 2023.

The following were the Board's FY2023-2024 proposed special project requests:

1. Additional Police Officer: \$200,000 Annually (Trustee Orth)
2. Centennial Celebration: \$20,000 FY 2023-24, Future Costs Vary Based on Selected Programming (Trustee Dinges and Trustee Mendrek)
3. Comprehensive Plan Update: \$35,000 (Trustee Mendrek)
4. Crosswalk Improvements: \$30,000 after Grant Funding (Trustees Orth)
5. Elimination of Vehicle Stickers: Decrease in Annual Revenue of \$153,500 (Trustee Galin)
6. Live Streaming of Village Board Meetings: Initial Cost of \$25,676, Annual Cost of \$4,700 (Trustee Orth)
7. Mobile App: \$9,606 First Year, \$5,500 Annual Cost (Trustee Whittaker)
8. New Sidewalk Installation: \$137 / Linear Foot (various locations) (Trustee Orth and Dinges)
9. Village Hall Lighting: \$15,000-\$35,000 Depending on Lighting Plan Desired (Trustee Fowler)
10. Water Customer Portal: \$21,000 set-up, plus an annual fee of \$6,700 (increases 3% annually)
11. Wayfinding Signage: \$8,000 per Sign \$128,000 (est. 16 directional/wayfinding signs) (Trustee Dinges)

After discussion, the following Special Board Projects were to be incorporated into the FY 23/24 budget:

1. Centennial Celebration: Retain a consultant to help shape and plan for the Centennial Celebration. \$20,000
2. Crosswalk Improvements: Implementation of rapid flashing beacons to improve pedestrian crosswalk safety at Lagoon/Winnetka Road, Wagner Road/Bosworth Lane, and Northfield Road at the pedestrian bridge. \$60,000 (assumes \$30,000 in grant funding can be secured)
3. Live Streaming of Village Board Meetings: Implementation of a live stream system to broadcast the Village Board and other public meetings on our website including the purchase and installation of hardware and software for two automated cameras (because the Village does not have a videographer to operate the cameras), video decoder, switch, interconnect, and a scheduling and conversion device. Initial Cost of \$25,676 and an annual cost of \$4,700
4. Water Customer Portal: Implementation of a water customer portal for the new automated water meters. Initial setup and staff training will cost approximately \$21,000, plus an annual fee of \$6,700 - paid from the Water and Sewer Fund.
5. Wayfinding Signage: Implementation of the Phase I Wayfinding signage program to help direct motorists into the downtown and to key points (parking, library, police, etc.). \$30,000

The following special Board projects will be researched in FY 23/24, for possible funding in FY 24/25:

1. Comprehensive Plan Update: Following the update of the Zoning Code, assess an update of the Comprehensive Plan to ensure its post-pandemic market relevancy and include this update work in the FY24/25 budget.
2. CIP Sidewalk Program: In FY 23/24, create a Sidewalk Committee to develop a comprehensive sidewalk plan that can be incorporated into the Village's CIP that can be used to secure grants. The Committee will identify all of the locations within the town where sidewalks

are desired, develop preliminary costs, identify the right of way ownership (State, County, Village, or private); outline any drainage issues that will need to be addressed, and then prioritize locations for inclusion in future budgets. Engineers estimate that the new sidewalk will cost approximately \$137 per linear foot, while removal and replacement of existing sidewalks will cost approximately \$120 per linear foot. These estimates do not include any drainage installation.

3. Village Hall and Police Department Exterior Lighting: Study the exterior lighting around the Village Hall and Police Department campus to determine ways to improve the exterior appearance of the building and improve safety and security. Include possible lighting upgrades in the FY24/25 budget.

The final budget is scheduled for approval at the April 18, Village Board Meeting.

The following link will take you to the FY 2023/24 budget
<https://stories.opengov.com/northfieldil/published/b5o8UbZya>

Other Business

Resident Ann Olk inquired about the increase in the water rates and asked about the timing of the contract with the Village of Winnetka. Village Manager Sigman replied that the Village is under a 30-year contract with Winnetka to purchase water and the annual increases are based on the CPI-U. She noted this contract expires in 2033.

Trustee Orth made a motion, seconded by Trustee Dinges to adjourn the meeting.

AYES: Fowler NAYS: 0 ABSTAIN: 0 ABSENT:
 Dinges
 Whittaker
 Galin
 Mendrek
 Orth

The meeting adjourned at 8:20 PM.