

**COMMITTEE-OF-THE-WHOLE
MINUTES
September 15, 2020**

Mayor Gallo called the Committee-of-the-Whole meeting via Zoom Teleconferencing to order at 7:31 p.m.

COUNCIL IN ATTENDANCE REMOTELY: Aldermen Mike Cannon, Nick Budmats, Kevin O'Brien, Jenifer Vinezeano, Jon Bisesi, John D'Astice and Lara Sanoica

COUNCIL MEMBERS ABSENT: None

STAFF IN ATTENDANCE REMOTELY: City Manager Barry Krumstok, Finance Director Melissa Gallagher, Deputy City Clerk Judy Brose, Assistant to City Manager Lori Ciezak, Police Chief John Nowacki, Fire Chief Jeff Moxley, Deputy Fire Chief Rick Acosta, Director Public Works Rob Horne, Assistant Director Public Works Jo Ellen Charlton, Business Advocate Martha Corner and City Attorney Melissa Wolf

Those who are joining us via Zoom or in the City Council Chambers will be afforded the opportunity for public comment to address the City Council on matters that are on tonight's agenda after the City Council discusses with Staff.

Members of the public present in the City Council Chambers listening to the meeting will be afforded the opportunity to provide public comment in accordance with the procedures applicable to public comment at an in-person meeting of the City Council. Namely, members of the public must have signed-in before the start of the meeting.

Public comment will also be afforded to the public who are joining us on this conference line as long as they provided their contact credentials and the subject matter for which they would like to speak about before the deadline as noted on tonight's agenda.

Written comments that were submitted prior to the meeting will also be read after the topic is discussed by Council.

We ask that persons wishing to address the City Council keep their comments to 5 minutes in length. Comments must be addressed to the Council as a whole through the Mayor, and profanity will not be tolerated.

Please note, items were not discussed in the order as listed on the Agenda

1) FY 2021 Proposed Budget & Property Tax Levy

Melissa Gallagher, Finance Director – The FY 2021 Proposed Budget was released at the September 8th City Council Meeting. The City's FY 2021 Proposed Budget is available on the City's website at www.cityrm.org at <https://www.cityrm.org/233/Financial-Reports>. A copy of the FY 2021 Proposed Budget will also available at the Rolling Meadows Library at 3110 Martin Lane, Rolling Meadows, IL 60008.

The City of Rolling Meadows has taken steps to help keep the community, residents, businesses and employees safe during this challenging time of dealing with COVID-19. The City has estimated a significant revenue shortfall for FY 2020 and FY 2021. The City has taken a number of actions to reduce expenses such as not filling positions, restricting travel (in various areas of the budget), reduce professional development and training, and defer capital items. The current unemployment rate is 12.6% as of August 2020 (<https://www2.illinois.gov/ides>). High unemployment and lower revenues contributed to the City taking early, decisive action to ensure that the City's high quality of services continue to be delivered.

The City's Budget is its key financial planning document to guide the City's decision-making process in allocating revenues and expenditures. The budget focuses on Financial Sustainability & Sound Financial Management. The City communicates its financial information through the City's Budget, Audit and Capital Improvements Plan. The City's credit rating is strong. Standard & Poor's rating is AA+ and they cite the City's very, strong budget flexibility, liquidity and strong budgetary performance among the reasons behind the rating. Moody's rating is Aa3 and they cite a substantial increase in the City's reserve levels and a strong capacity to meet financial obligations. Both agencies are monitoring the City's pensions (concern).

The FY 2021 Proposed Budget continues the City's commitment to fiscal responsibility, high quality services, and longer-term planning. However in the light of COVID-19, the City has made some significant adjustments to re-prioritizing operating and capital expenses. While there is uncertainty of the duration and final impact of COVID-19, the City has taken steps to help keep the community, residents, businesses and employees safe during this challenging time of dealing with COVID-19.

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The current unemployment rate is 12.6% as of July 2020. High unemployment and lower revenues contributed to the City taking early, decisive action to ensure that the City's high quality of services continue to be delivered. The City took early action to reprioritize expenses for capital and operating. Using Reserves to Mitigate the Early Revenue Shortfall Estimates. With early, preliminary estimates, there is a potential revenue loss of \$2.9 million to the General Fund at the end of FY 2020 (as discussed at the May 19th COW Meeting). To mitigate these losses, the City took action to release funds to the General Fund Balance overall fund balance (called Unassigned Fund Balance). The following Resolutions bring additional funds into the General Fund Balance:

- Resolution No. 20-R-56, Approved May 26, 2020, the City released the Committed Fund Balance of \$1.4 million in the General Fund to the Unassigned Balance in the General Fund.
- Resolution No. 20-R-57, Approved May 26, 2020, the City transferred \$500,000 from the Liability Insurance Fund to the General Fund.
- Resolution No. 20-R-58, Approved May 26, 2020, the City transferred \$1.0 million from the Health Insurance Fund to the General Fund.

The FY 2021 Annual Budget Process started in January this year. From January to May, budget estimates and requests were generated by City Departments to the City Manager and Finance Director.

At the June 16th COW Meeting, Staff presented and discussed with the City Council the City's Audited Financial Results for FY 2019, the FY 2021 Budget Planning Calendar, budget parameters for the FY 2021 Proposed Budget, the proposed Tax Levy Amounts for the Police, Fire & IMRF Pension Funds, and a working Draft scenario for the 2020 Property Tax Levy (2021 Budget).

From June to September, the FY 2021 Proposed Budget was completed. At the August 11th City Council Meeting, the FY 2021 – FY 2025 Capital Improvements Plan (CIP) was released with the City Council packet. At the August 28th COW Meeting, Staff presented and discussed the FY 2021 – FY 2025 Capital Improvements Plan (CIP) with the City Council. At the September 8th City Council Meeting, the FY 2021 Proposed Budget was released with the City Council packet. (The City Manager and Finance Director are holding one-on-one Meetings to review the FY 2021 Proposed Budget.)

The FY 2021 Proposed Budget has a *Table of Contents*. Starting on Page 1 – the *Budget Overview* has the following items: List of City Officials, Budget Planning Calendar, Budget Process, FY 2021 Proposed Budget Written Summary, Government Profile and Location, History of Rolling Meadows, Community Profile and Department Profiles. Starting on Page 24 – the *Budget Summaries* include the Property Tax Levy, Debt Service, Fund Structure, Fund Balances, Capital Expenditures, Personnel Summaries for 10 Years, City Organizational Chart, Transfers and Chargebacks. Starting on Page 68, the *Budgets by Fund* include: General Fund, Motor Fuel Tax Fund, E911 Fund, Local Road Fund, TIF #2 Kirchoff & Owl Fund, TIF #4 Golf Road Fund, Utilities Fund, Refuse Fund, Garage Fund, Vehicle & Equipment Replacement Fund, Building & Land Fund, Liability Insurance Fund, and Health Insurance Fund. The *Appendix* starts on Page 177 and includes Basis of Accounting; Financial Policies; Fund Balance Policies for the General Fund, Refuse Fund, E911 Fund, Garage Fund; Vehicle Roster; Acronyms and Glossary.

FY2021 Proposed Budget Highlights: 1) There is no increase in the Property Tax Levy. (Pensions make up the largest share of the Property Tax Levy at 60% of the overall levy.) 2) For the General Fund, there are transfers in from the Liability Insurance Fund and the Health Insurance Fund using reserves due to COVID-19. 3) Cooperatives are helpful and this is years of savings and health to build these reserves.) 4) The City is working on submitting expenses for COVID-19 reimbursements (federal, state and county). The City has submitted for reimbursement from the CARES Act for the full amount of \$316,925. 4) With additional use of reserves for FY 2020 and FY 2021, the City is able to maintain a General Fund Balance of 24.3% which is in range of the General Fund Balance Policy. 5) There are no rate increases for Water, Sewer, Stormwater or Refuse in the FY 2021 Proposed Budget. 6) Capital improvement projects continue throughout the City. For the General Fund, year-over-year budget revenue change is an increase of 1.4% or \$480,934 (use of reserves due to COVID-19). For the General Fund, year-over-year budget expenditure change is an increase of 1.4% or \$485,331 [some of the increase due to chargebacks (but chargebacks are still not at 100%)].

General Fund: The City's largest operating fund is called the General Fund. A governmental unit has one General Fund. It accounts for the City's Government Administration, Community Events, Public Safety (Police & Fire), Public Works, Community Development, Finance, Economic Development and Planning and other items. As with all of the City's Funds, the General Fund is audited annually and follows governmental accounting rules. If it were not for COVID-19, the City would have higher fund balance across the General Fund and all Funds.

What is fund balance? Generally, Fund Balance means the amount left over after the Fund's assets have been used to meet its liabilities. Governmental accounting uses different types of Funds to properly account for the City's revenues, expenditures, assets and liabilities. When reviewing the City's Summary Sheets for each Fund in the FY 2021 Proposed Budget, it is important to know what type of Fund it is. There are three categories of Funds: Governmental, Enterprise and Internal Service Funds. For "Governmental Funds", these Funds (such as the General Fund) use a "current financial resources focus and uses modified accrual accounting". This means that the Ending Fund Balance for a particular year, is the Ending Fund Balance for the Prior Year plus the Surplus or Deficit for the Current Year. Example for FY 2021 Proposed Budget: $FY\ 2021\ Ending\ Fund\ Balance = FY\ 2020\ Ending\ Fund\ Balance + FY\ 2021\ Ending\ Surplus\ or\ Deficit$. For "Enterprise & Internal Service Funds", these Funds (such as the Utilities Fund / Enterprise Fund or Vehicle & Equipment Fund / Internal Service Fund) use the "total economic focus and full accrual accounting". (These Funds account for operating, capital improvements, debt, etc.). For Enterprise & Internal Service Funds, the Fund Balance is called a "Fund Balance Equivalent". There are some additional items that are included in the Fund Balance Estimate per the City's Auditors and accounting rules. When looking at the City's Fund Summary Sheets, these types of Funds will have other items (from the Balance Sheet) added to or subtracted from the Ending Fund Balance (known as Fund Balance Equivalent). It is not a one-for-one calculation from the Ending Fund Balance of one year to the next.

What Funds have a Fund Policy? The *General Fund* maintains a range between 15% to 30% of fund balance to expenditures (and has met that range for the last ten years). The FY 2021 Proposed Budget shows a 24.3% Fund Balance Reserve (between two and three months of reserves). The *911 Fund* maintains a coverage ratio of 1.0 to

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1.5 times the annual expenditures. For FY 2021, the Fund is slightly lower than that amount due the public safety mobile dispatch capital purchase. The Refuse Fund maintains a range of 30% to 50% of Fund Balance to Expenditures. The Fund is at 30% for FY 2021 and is on the lower side of the range. The Garage Fund maintains a range between \$1.0 million to \$1.5 million annually. For FY 2021, the Fund is estimated to be on target for the policy. Note: Staff will be recommending policies for other Funds in the near future.

Chargebacks and Transfers: Starting on Page 60 of the FY 2021 Proposed Budget, the detailed pages showing the City's Transfers to or from Funds and the Fund's Chargebacks (or cost allocation). As a reminder, Chargebacks and Transfers are tracked by General Ledger account numbers. The chargebacks and transfers are reconciled to the General Ledger and audited by the City's Auditors. Transfers or interfund transfers are transfers from one Fund to another. An example would be the General Fund's transfer of the annual debt service payment to the Debt Service Fund for the 2012 General Obligation Bond. Chargebacks accumulate funds to allocate to Departments and Funds. An example would be the Chargebacks from various Funds pay for the services of Internal Service Funds. (Note: the City has not been able to fully fund chargebacks.)

Interfund Loan: On the Transfers Page, there is a repayment of an interfund loan. It is classified as a Transfer. The City only has one interfund loan. The General Fund owed \$1.0 million back to the Vehicle & Equipment Replacement Fund from a previous interfund loan. (FY 2021 will be the 6th year of repayment.) In FY 2016, the General Fund began making the 10-year repayment of \$100,000 each year to the Vehicle & Equipment Replacement Fund.

Property Tax Levy (No Increase): Cook County levies property taxes "a year in arrears" meaning that the City funds the FY 2021 Budget with the 2020 Property Tax Levy. In the budget and audit, the levy is shown as the previous year. Property Taxes are paid to Cook County by property owners in two installments (one in the spring and one in the fall). Property Taxes received are reconciled monthly by the Finance Department and audited by the City's Auditors each year. The City must file the City's Property Tax Levy in December each year with Cook County after the Budget is adopted by the City Council. The City must review and file submissions regarding the Property Tax Levy throughout the year with Cook County. The City's Levy is a dollar amount and not a percentage. Property Tax Revenues account for approximately 27% of the City's overall revenues. The largest share of the Tax Levy funds pensions.

Alderman O'Brien – I just had my meeting to review the Proposed Budget with Finance Director Gallagher and Manager Krumstok yesterday. As we all go through it, clearly we're all looking at it with that finance lens and I also do value anybody else's feedback on it. The one thing that jumped out, since we are in the COVID environment with really looking at things, is clearly hands down with no hesitation, we need legal guidance and expertise. Melissa and the firm does amazing work. When I talked to Finance Director Gallagher about, prior to the meeting yesterday as I was preparing, we had a 60% legal fee increase. Granted it's needed and there's no hesitation with that, just as we're forecasting going forward from 2018 to what's forecasted for 2020 close is a 60% increase. I know we have other topics tonight that could budget impact for the future things. Just something that I would appreciate and I did talk to Finance Director Gallagher to make sure my numbers and my forecasting was in the ballpark and it was. Clearly, we need the services, there is no hesitation about that but that was the one thing that caught my eye. As other Council members are preparing not to just specifically look at the legal perspective but from that perspective overall. In 2018 closed at about \$265,000, 2019 we were up to \$340,000 and predicted for this year based on where we were at the end of August is roughly about \$35,000 a month so that's \$425,000 for the FY2020. A jump from \$265,000 to \$425,000 in two years is about a 60% increase. Maybe there was some additional information going on which is fine but that was my only comment.

2) Expansion of the Police Department Social Services Outreach (Alderman Sanoica)

Alderman Sanoica - Thank you Mr. Mayor. I do appreciate moving some of the items around as well so that way we can all be at our best capacity to consider this item. I think it's important for the Council and residents to understand the history of the Rolling Meadows Police Department's outreach and social services models to better understand what's being asked of us tonight. In 1991, the Rolling Meadows Police Department made the decision to create a Police Neighborhood Resource Center or PNRC which was a physical space within the East Park Apartment Complex. This facility offered comprehensive human services, not just for at-risk residents along Algonquin Road, but the greater municipal area as well. In addition to social service provider presence, the PNRC was home base for Northwest Community Hospital, School District 15, Harper College, the Salvation Army, and a ton of service providers not funded by the City of Rolling Meadows that made a drastically positive impact on residents and families in our community. There's a 2009 article from the Daily Herald by Deborah Donovan included in tonight's packet that describes the value of this center, and a quote from then-Police Chief Steve Williams saying, "I certainly do feel it has helped cut down on crime," and former Mayor Ken Nelson stated, "We would respond to police calls out there in full riot gear. The (center) began as a tool to quell those sorts of activities and grew into the social service agency." At the time, the City of Rolling Meadows was a leader in community-police partnerships and this model was so successful, that surrounding suburbs adopted our practices, and continue to use this comprehensive social services model today with continued success. However, in 2009, as part of sweeping budget cuts in response to the Great Recession as we saw earlier in the presentation today about the historic General Fund reserves, the City Council defunded the PNRC, and the three staff members that went with it. Today, the PNRC is still operational, but with drastically reduced programming. Currently, the Police Department has one full-time social services outreach specialist. This one person is responsible for community outreach and crime prevention, as well as crisis intervention for the entire City of Rolling Meadows. Let me explain a little bit on that. The Police receive more than 10,000 Calls for Service every year. This data, the Calls for Service, is available in unstructured data formats on our website for any resident who wants to see them, they in unstructured data format like image files, therefore robust data analysis is limited. Yet, even if we conservatively estimate that only 1% of Calls for Service include harm to children, domestic violence, drug addiction, homelessness, or any other conduct related to difficult situations that require court advocacy, agency referrals, and follow-up, that's more than 100 cases per year of deeply difficult crisis management, and since the police are involved, these are also the most severe cases in the City. This also means that if our single social worker is in court with a domestic violence victim for the day, our social worker is not on-site at the PNRC, is not accompanying officers on Calls for Service to other locations, and is not assisting other residents with non-governmental agency referrals. To help with this caseload, the Police Department was quite innovative and approved the hiring of two, unpaid student internships per school year, one bachelor's level student in human services, social services or related field, and one graduate-level Masters or Doctoral student obtaining a clinical degree in mental health counseling, psychology, or family therapy. Each year, these students offer over 1,000 hours of free case management and therapeutic services for the City of Rolling Meadows. However, this model is not sustainable for long-term crime prevention and community engagement strategy. Community engagement requires trust and relationship-building. With vulnerable and at-risk populations experiencing financial catastrophe, drug addiction, and violence, we are asking our caseworkers to advocate in emergency situations. Those relationships take time and student interns are temporary. The City cannot effectively build on the relationships developed by student interns long-term, and without the development of long-term community relationships, the mission of the Police Department to serve and protect is jeopardized. So, now I'm coming to the point for us tonight to best address the current caseload and to begin to invest in our residents and prevent Calls for Service or police response in the first place and promote an efficient RMPD we have to consider expanding our Social Services Division. There are two models provided in today's packet. The first is similar to the Village of Northbrook, which increases our licensed Police Social Service Providers from one to two, and potentially adds a Social Services Division Director to manage the two caseworkers and two unpaid student interns. The Division would continue to operate independently under the RMPD budget. One of the Police Social

Service Providers may be stationed within the PNRG to focus on preventative programming in addition to casework, while the other could be stationed at City Hall. The second model for us to consider and possibly consider as a Phase II due to 2021 budgetary constraints, would be to revive our PNRG and adopt our pre-2009 model. The Village of Mount Prospect maintains this comprehensive model, it goes beyond the Police Department and exists as an independent Human Services Division that reports directly to the Village Manager and maintains its own budget. For fiscal year 2021, Mount Prospect anticipates annual expenditures of \$1.236 million for their Human Services Division. If we exclude the Health Subdivision which comprises two nurses in the Mount Prospect model, the annual budget is \$1.05 million for FY2021. For tonight, the Council is being asked to consider the benefits of these models and provide direction to City Staff on how we would like to proceed. At this time, I will defer to the Mayor for further facilitation.

Mayor Gallo – With those two requests or inquiries, what I'll do first is open the floor for any questions, comments or concerns and then after that we will go ahead and determine the language to use for sourcing these two models and which one the Council would like to pursue.

Alderman Budmats - I would like to hear from our Police Chief on where he stands on these things. Specifically, I would like to hear if there is an analysis that the money that's spent in this preventative and public service venue actually decreases over time the amount that's necessary to spend in reactive police work where we're responding to the crime that were not prevented by a good prevention method. If we could hear from our Police Chief about where he stands on these issues that would be very helpful for me in making the decision.

John Nowacki, Police Chief - I don't have the exact analytics Alderman Budmats is asking for at this time. I do know that our Social Service Program is very successful. Dr. Nieves does great work for the City and she does reduce a lot of weekly calls to the Police Department. She does help remove victims of domestic violence from very hostile environments. Like I said I don't have the exact numbers to put forward tonight but I know that we also have strong support from residents of the City and a lot of that has to do with a lot of work that our Social Services Outreach Coordinator does. She does a couple of women's leadership groups. We do a lot of stuff for underprivileged families so I think it does reduce our call volume to our patrol force. I do know that our social worker is extremely overloaded. As an organization we're not able to go out of the proactive programs or at least expand some of our programs because we are more reactive. Dr. Nieves is on this meeting tonight and she can give you a glimpse of what her daily schedule entails. I know one of the proposals is for two additional social workers, at this point it would definitely improve services that we could provide to the residents but I'm not sure and I would definitely like to do additional research on that, work analysis, task analysis and there's a lot of other issues if we were to go forward with that. I do believe strongly that she does need some additional help and assistance and we could do some more great things for the residents. If you want I could have Dr. Nieves explain briefly what her day was like today and that might give you a little bit more of a glimpse of what kind of issues she's involved with on a daily basis and how she really is sort of overtaxed and it really does limit our outreach efforts. It does reduce a little bit level of services we could provide especially to crime victims. I would like to see a more robust follow-up with our victims that we're really not able to do at this point because it's almost daily we're responding to ongoing crisis.

Mayor Gallo – I was going to call on Dr. Nieves to give us kind of a rundown of her typical work week, her workload and also ask some general questions about what a social service provider individual, what the average caseload is from a municipal level. I know it varies depending on which type of social services are involved and which case workers are involved for what aspects but that way I can understand and the Council can understand what her current volume is in comparison to others in the same field and what we should try and aim to bring her level down to and employ others to do to take some of the burden from her. Dr. Nieves, if you could just give us

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an illustration of your caseload in a typical week and what this program or what Alderman Sanoica is seeking Council's approval on would do for you.

Dr. Natalia Nieves, Outreach Social Services Specialist – I'm just going to tell you really briefly about this week and mind you it's only Tuesday. Monday morning I started really early upon hearing that we had an arrest for domestic battery. I met with the victim, created the document for an order of protection, met them in court, advocated with the state's attorney, facilitated conversations about the case and took them to a safe room in the courthouse for them to participate in a bond hearing via Zoom. Then I followed up with Department of Children and Family Services to discuss child abuse allegations. Then I ran back to the station and I met with another victim whose partner and father of her two children threatened her with a rifle the night prior and discuss all the different orders of protections that are available, the criminal case proceedings, the court options and safety planning and of course I have to consult with the Department of Children and Family Services because this all happened as she was holding her toddler. This morning I met at court with a victim of a sexual abuse case where the victim was assaulted by her ex-partner and the father of two children. I facilitated conversations with the state's attorney to ensure that she had protections in place because he's going to be released on bond with GPS tracking, order of protection, safe housing. She's also in counseling and I gave her resources for her children for counseling who are very traumatized. In the afternoon I got a call from a victim whose case that began in March. There was arrest back then and it's been in court and court has been delayed these days because of Covid. The case is ongoing where she is the complaining witness on a domestic battery case. She text because we have that confident relationship, my student intern and told her that the offender had found her after she was walking home from work last night and attempted to choke her. She wouldn't had reported this had she not had this relationship with our Social Services Division. I met with her for very long time and I put her in a shelter for the next six weeks or so because she's not able to go back to her home and feel at ease. Then I had another message from another victim whose case I helped out, I've known this family for years, it's an ongoing domestic violence situation where the victim whose a male that does not want to leave the offender. We had an order of protection where the offender cannot consume alcohol at the house and not harass or physically abuse anyone in the home. Upon many phone calls to this home I finally advocated for this victim. I met with administrative staff at the police station and found out that there was grounds for an arrest and helped facilitate that. That all really happened because of my relationship and my ongoing contact and follow-up with these folks. Many police departments have social service staff like myself and many also have social service staff for non-victim situations. They have senior social workers, they have community social workers and then they have the police social worker. I see the need for all those but I just try wearing my main hat is obviously victims people that have the absolute most vulnerable situations and they're really high risk of dying or being killed by their partner or ex-partner so they have to take precedence. In my "free time" I like to do other community service based social service general types of programing such as the ones mentioned by Alderwoman Sanoica. I think the need is there and my caseload is absolutely high, it's extremely high, I wish I had more time or staff to be able to follow up with these cases. There's so much wraparound services that could be provided to one person and sometimes I need a little bit more follow-up in some cases and more in others. I do my best and I use my student intern. I don't know if that speaks as to my caseload but that gives you an idea and I could tell you what I'm facing tomorrow and the rest of the week but that just gives you an idea of a typical week for me.

Mayor Gallo – We can appreciate that and I hear your toddler in the background so we'll be cognizant of your time. That's the thing with the work that you're doing, the rapport you're building and the intervention that you're participating in, it's not like a project where it has a start date and end date these are perpetual continuous relationships. Chief, while I have you on here with Dr. Nieves, I want to ask because I don't know the protocol, how does it work often times if we're shorthanded in resources in Dr. Nieves' area, how many times do we send an officer out to a call that is probably more suitable for a social worker like Dr. Nieves as opposed to sending an officer with a badge? Does that happen often or is the protocol that a police officer is always on scene regardless when a call is dispatched?

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John Nowacki, Police Chief – The normal protocol is that any call for service an officer will go, we won't usually send the social worker by herself. A lot of times we get information on the report and we might go and it's completely different and that could be extremely dangerous. A family dispute might seem like an innocent ordeal until you go there and the actual dispute was an attempted murder and we would hate to send a social worker. The officers are the ones that go and there are referral forms like if Dr. Nieves is not working or she's tied up in court or on some other matter, we do have regular forms that the officers fill out for referrals for a host of issues such as marriage issues, mental health issues, substance abuse issues, etc. Dr. Nieves will follow up with those individuals to see if counseling is appropriate or what other services can be provided to those individuals to help the actual root cause of the problem so we do have a recurrence as mentioned before. We could find out what the true problem is and try to address whether it's through counseling or referrals to other agencies so we don't get those continual calls. For instance, we had an elderly individual that lived in town and she would call us every day, once or twice a day, saying her house is being burglarized, her neighbors were breaking in, through Dr. Nieves and the Crime Free Housing officer we were able to get her assistance and we prevented and stopped those calls. We took all those calls seriously because we're not sure if one was actually occurring because they were pretty serious allegations. Those are just some of the things we do. Normally, we do not send the social worker blindly into those incidences.

Mayor Gallo – I should have specified, I didn't mean on the initial urgent call but on the follow up. I know a social worker wouldn't be the first one dispatched but that's my fault for not specifying. On follow up situations where there are cases with residents, if there is an established case on an individual, do we send officers in lieu of a social worker because we don't have them or do these residents not get the attention?

John Nowacki, Police Chief – It's a little bit of both. We will send a social worker for follow-up and she will go out sometimes on her own or she will call and make an appointment to have them come to the station and there are some situations where we'll send an officer with the social worker. That's the one thing with police work every situation is different and unique in their own way and they vary from one end of the spectrum to the other. It's really hard to say because there is no one set response, we just try to do what's best and safest path to follow.

Mayor Gallo – Dr. Nieves, in these cases when you're caseload is so overwhelming, the resident's issue can't necessarily wait until you have availability so in this regard are there a lot of residents who could utilize or benefit your services? You're just too stretched thin at this point, I'm just trying to illustrate the need here.

Dr. Natalia Nieves, Outreach Social Services Specialist – Absolutely and it is unfortunate that I have to say this but yes, I have all these domestic and sex cases and they take precedence. I've had to reschedule a meeting with a resident that wants my guidance twice already, they're understanding and everybody that I meet with and every group that I meet with or community partners, I always tell them that I don't commit to any meetings that are between 9 AM and noon and again between 1:30 PM and 3:30 PM because I might very well be at court. People understand and I unfortunately have all these other cases that have taken precedence because of their urgency and potential harm for further harm if they don't have my attention. For example, if there is a request for emergency financial assistance or referrals for substance abuse programs, etc., they become part of the B pile when we have these heavy cases.

Alderman Bisesi - I know the proposal is for two police social service providers and I think the obvious concern will be funding for all of this. I know you have your top priority cases but then there are other things like financial assistance and that type of stuff, are the interns able to handle all that well enough so you don't have to?

Dr. Natalia Nieves, Outreach Social Services Specialist – The bachelor's social work intern is able to gather the information but the problem is I don't always have them and I don't always have qualified interns. I just had a

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bachelor's social work intern begin this week and what I'm going to have her focus on the victims, focus on the case management. I'll deal with the initial crisis and she'll be working with them for housing, making sure they have access to the public benefits that they qualify for, counseling for the children. They do a lot of that follow-up. If financial assistance is part of that she will be able to take the application and then give it to me because with our partnership with Salvation Army I am the one who has to submit it for processing. A bachelor's student intern can help with that but not the masters student intern, they are limited to counseling hours only, no advocacy or case management.

Alderman Bisesi - If you're able to even add one, it would be a major benefit to you?

Dr. Natalia Nieves, Outreach Social Services Specialist – Absolutely.

Alderman Bisesi - What if it was a part-time position? Would that work in this type of position?

Dr. Natalia Nieves, Outreach Social Services Specialist – I think it would work initially but I do think to have a qualified person that would stay long-term and be able to build those relationships and establish that trust with the community, they would need to stay long-term. That's kind of the problem with interns, it works to alleviate some of my caseload but by the time they build a rapport they're leaving and I suspect a part-time person might leave upon finding something that's full-time with benefits.

Alderman Bisesi - It would really depend on the person. If we got lucky we'd find somebody who that's all they can do is part-time.

Dr. Natalia Nieves, Outreach Social Services Specialist – I think it definitely could work.

Alderman Bisesi - I'm just trying to come up with other ideas for staff to investigate because I know that two fully qualified individuals of this caliber would probably cost (with benefits) about \$250,000. What I would love to see is something that we could do in steps but you've answered my questions. The bulk of the stuff of various different things really take someone of your skills and the interns just aren't able to do all the different things. There are several things that just have to get done by you?

Dr. Natalia Nieves, Outreach Social Services Specialist – Absolutely, yes.

Mayor Gallo - Dr. Nieves, how much of your work is mechanical versus relational? Where it's highly contingent on the relationship that you can tell us.

Dr. Natalia Nieves, Outreach Social Services Specialist – I would say 100% is relational. This is all about connecting with the person and offering them a different viewpoint. I'm often sitting with someone who has all these assumptions about what it entails to have had their partner arrested. Sometimes the officers find complaints on behalf of the victim and are extremely annoyed at our department and I sit with them and have a really good conversation, heart-to-heart conversation, and say that I know that they're not ready to leave and I'm not asking them to leave this person but here's what I'm concerned about and here is what some your options are. I could tell you so many times that people have called me years later and I can think of many cases like that. I'm not there to tell people how to live their life because ultimately they have a choice and free will but I'm there to provide a space for contemplating options. I just told a woman that there's a law for domestic violence victims that could end her lease and not be penalized and in fact entitled to her deposit. Just that knowledge and anticipating all the potential roadblocks that someone that is seeking help and being able to have that heart-to-heart conversation where they are

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really heard and I don't have an agenda other than at least empowering them to make better choices. It is 100% relational.

Alderman Vinezeano – One of the things that I wanted to bring up and I noticed on the list of potential avenues that we could explore with additional help was for our seniors. We have a very large aging population in our community and I've seen firsthand and I feel that there is not a lot of outreach to them and I see it every day that unless you are in their home and you're seeing firsthand in giving them that information, it's their generational mentality they won't seek the help. I would love to be able to add that to our community of being able to add more of our senior outreach programs to help that demographic. I know that it definitely gets a back seat to the potential issues that you're dealing with on a daily basis but I really do think it's a population that's being heavily neglected in our community right now. I'm hoping that if this proceeds forward that we could definitely take a look at that as well.

Mayor Gallo - That's what I would like to make very clear in this conversation with Dr. Nieves, the Council and to the residents, this isn't just about one segment of a population that's dealing with abuse whether it's physical or emotional or drug-related abuses and dependencies, this is about vulnerable people that exist in our community. There's many different types of vulnerabilities that the social services officers can lend a hand to. That's why I want residents to know that it's not just for one pocket of the community but Dr. Nieves' work could extend to so many others that are vulnerable in the community that need this sort of resource and she's just too stretched thin from my understanding. Dr. Nieves, I'm still going to hold onto my questions because I see Alderman Cannon has his hand up and I feel that I've been taking too much of the floor here.

Alderman Cannon - I really appreciate this discussion because I think we're all learning about some things that maybe we weren't very versed in so I do appreciate Alderman Sanoica's efforts to bring this forward. I guess a question I would just ask for the Chief to consider for the near future, we get a list from time to time saying how many people we need in other positions, right now the list that I've seen there are two police assistants that are on there and three new police officers. We do have limited resources this year especially in light of the fact that we're down at least \$3 million and it's not just about dollars and cents, I understand that, we're talking about people's lives here and trying to save people and that's important. However, we do have limited resources so I guess what I would like to see in the near future is to have Chief and maybe with Dr. Nieves come back and give us some opportunities to look at different options instead of just saying that we need two positions and see how each one of those might affect the program. Obviously, it sounds like we need help but we can't do it all at one time. I would just ask for people to consider that in the future.

Mayor Gallo - Thank you Alderman Cannon, good point. I do know and I hope Dr. Nieves can validate this for me, there are statistics that demonstrate that less law-enforcement is needed over time if the appropriate social services are available to residents in the community. In that vein, if we were to bring on additional social service support that could hopefully reduce the amount of law enforcement officers that we may need in the future. I can't make that determination now but I do know that that studies indicate that if we have more appropriate social services available and resources that the population will fare better and not fall into the rut of needing more law enforcement. Dr. Nieves, when it comes to your scope of work and the amount of work you have, the work that's mechanical that just requires logistics helping an individual coordinate X, Y and Z for their situation versus the relational work, what would you say generically that ratio is, from what we need from another employee and how much work is mechanical versus how much is based on the relationships, what does that look like?

Dr. Natalia Nieves, Outreach Social Services Specialist – I'm trying to make sense of what you're calling mechanical, can you rewrite?

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Mayor Gallo - Administrative tasks. If we have an intern and I don't know what type of tasks they are, an intern can handle making phone calls, coordinating appointments, that sort of work mechanical in nature, it's administrative. It's just taking care of tasks. I know each case has a certain mix of tasks and then actually dealing with the situation from the psychological perspective, what does that breakdown look like?

Dr. Natalia Nieves, Outreach Social Services Specialist – I don't know if I have a (*inaudible*), for example today's phone call with the safe house where we securely housed a victim took about two hours and maybe a student intern could have done that task but it required a level of knowledge and a level of experience and previous knowledge that I needed to be there, they were asking things of the client that I had to almost translate to them because they use such technical and professional language that I had to almost tone it down to normal language for people so that's maybe something that a student intern that's highly trained could have done, maybe at the middle of their internship after they've learned the lingo. I'm just not equating that mechanical work with a student intern. I guess filling out the paperwork for an order of protection that could potentially fall under the mechanical but there's so much relational to it, things that you need to remember to add to the order of protection. Working out arrangements for visitation with the children that I like to include in these types of orders. There's so much that requires knowledge and relationships like when I have one of these I go to the sheriff's office and I let them know that I'm going to have one of these and ask if they can they make sure that service was offered. There's so much of the different connections with the stakeholders that I work with that needs to be finessed. There are certain phone calls that a case manager student intern could do for example, to make sure that someone has access to medical care if they haven't had that. As mundane as running to Meijer to buy a phone for a victim because the offender leaves them without any money or communication etc. that something a student intern could do so there are tasks like that that come up that could be done someone that is isn't an expert in the field. Does that answer your question?

Mayor Gallo - It helps. What I was trying to figure out is that there is a significant amount interdependency between the tasks that need to be done for the persons situation but also the level of knowledge you need about that person in their situation in order to accomplish any sort of objectives. You just can't take and remove tasks from the situation from the person it's all interdependent on it and so we basically need a skilled, qualified individual to handle the volume that you cannot.

Dr. Natalia Nieves, Outreach Social Services Specialist – Yes. I have my students attend a 40 hour domestic violence training, a 40 hour sexual assault training and DCFS mandated reporter training. My style of supervision is almost as an educator as well because there's so much information specific to this particular field that there is no school that has a program or class on police social services so I really have to teach them this trade very well.

Mayor Gallo – There is no class on life is what you're telling me?

Dr. Natalia Nieves, Outreach Social Services Specialist – You never know these days but I haven't found one on police social work yet.

Alderman Vinezeano – Dr. Nieves, please correct me if I'm wrong, I know for myself being a mandated reporter for when I call and have to report to Adult Protective Services (APS), the report has to be first-hand so I'm assuming that's the same for yourself. If I go into a home and I see something that I need to report to APS, it has to be something first-hand reported to APS meaning that I can't delegate that to someone in our office to report that to APS because I witnessed it, I have the concern, I have to be the one to make that report. I'm assuming it's the same for you and that's where that relationship comes in. The interns, I assume, can't help with a lot of that.

Dr. Natalia Nieves, Outreach Social Services Specialist – You're absolutely correct. The interns, because they're student interns they have limited experience and I don't delegate many tasks to them so I keep their tasks very

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minimal. All the DCFS reports to the child abuse hotline or the Adult Protective Services hotline reports that I do are quite extensive. I wanted to touch on that real quick, there are many victims of domestic violence that are seniors and unfortunately they are really reported when it's at its worse because they don't want it report it because the offenders are their own children.

Alderman Vinezeano – I just wanted to share that information and hopefully, Mr. Mayor, that helps clarify a little bit more for you as well.

Mayor Gallo – It does. You know all of this is new to me and understanding that there is a tremendous need in our community and it can't do anything other than benefit the community at this point especially if it has support from Dr. Nieves and support from the Chief and the Council can see that there is value in helping our residents when they're pretty much at their most vulnerable or low, that is exactly what we should be doing as a municipality.

Alderman O'Brien - I think there's a clear need for this. It is my understanding that I think we just got back to full staff in terms of sworn officers from when we had to do all layoffs in 2008/2009. I'm hoping that I'm understanding the conversation where we'll have to do one if not the other. I really think that this is our opportunity for collaboration is that we wouldn't have to give up a sworn officer to hire a social service and I would not be in favor of that by any means. If we have to have bake sales or carwashes to get the funding for this because I know it's unbudgeted, I'm in full support of one to start with. If we could manage and do two if there's a need for two after Chief and Dr. Nieves does the research I would support that but it would be unbudgeted and we are in that budget time. Just want to make sure that we wouldn't be sacrificing one officer when there is such a great collaboration with Dr. Nieves and the officers. I'm in full support and would like to put our foot in the water with one because that would be a huge help because I think we would be able to find funding for that. I would be in support of one and we can go from there.

Alderman D'Astice - Back when we had the PNRC, I recall that the apartment complex provided the City an apartment at no charge that we staffed with sworn officers that could assist. That was the beginning of the PNRC and then we expanded it and that's when we got various other agencies involved and at its peak it was doing very well. I'm just wondering since that was such a model that works so well should we not reinvestigate how well that worked and see if that might be something we can hang our hats on once again. I'm going to be the bear in the room and say \$1 million will buy a whole lot of police officers, fire officers, inspectors and of course social workers and I think we need to prioritize what is important not that this is not important, I think it's important. We need to look at the City as a whole and create a priority list of what we can do and kind of go along with what Alderman O'Brien said that if we have to test the waters with hiring one qualified individual and let's see how that works and move from there.

Alderman Budmats - I'm just thinking of generalities, in the past few years we've had legalized gambling come to Rolling Meadows and we've had legalized marijuana come to Rolling Meadows and there are social impacts with allowing these elements to have a foothold in our City. It feels like to me that it's socially irresponsible of us as a Council not to earmark some of the funds that we're getting from these taxes on these organizations and not using them to in some way mitigate the social damage that is caused by drugs and caused by gambling and is affected by our residents. When we are taking those dollars and throwing them into the General Fund and then not compensating to our residents that we're lowering the overall quality of life of our residents when we don't use those funds. I think some of those funds by the state legislature are earmarked for just those purposes and so we can do that ourselves. For the purpose of conversation we can say that \$100,000 in taxes against those kinds of things why can't a third or half of it go to social care for our residents who are affected by the effects of drug abuse and similar problems. That's where I'm going with the conversation so if anybody wants to comment I'm glad to hear thoughts to the contrary.

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Mayor Gallo – Alderman Budmats, not to be predictive but I believe Alderman Sanoica will touch on that and I see her hand is up.

Alderman Sanoica – I don't want to stop any of this conversation because it's all excellent and I feel like a lot of people are gaining great information to fully understand the possibilities available to us. We may be able to identify these types of funding revenues as Alderman Budmats has stated those types of funds are earmarked. Nature's Care is required as a recreational marijuana facility to provide revenues specifically for social service outreach activities to the City and there are potentially other revenue streams that are also earmarked specifically for that purpose that could fund this. The PNRC currently is funded not through the budget so for everyone who has been doing their budget meetings with Director Gallagher and Manager Krumstok, they'll note in the budget it says none of those funds include the drug asset forfeitures but those monies are being utilized for the community and that's what is funding the PNRC. Chief can speak more to how those resources are being utilized. I did want to make a point about how to proceed going forward because as we heard from Dr. Nieves, this is not something that I would want us to postpone and I would be in favor of a phased approach. I realize that going to the pre-2009 model where we had a PNRC is a really great goal and I support Alderman D'Astice's suggestion to proceed with researching that idea to determine if that makes sense for us today and if the benefits would be demonstrated, as Alderman Cannon stated, would affect the entire ecosystem of our municipality in a beneficial way in all aspects, financial and for the effect on the quality of life for our residents. I think that this recommendation for two bilingual police social service providers is a recommended minimum that we would want to start with and given the situation of COVID-19 and how it's affected our health as a community and our economy at the local and state, national, global level, that's usually when social services are even more needed because those are typically countercyclical. For our FY2021, I would want all the research that Chief Nowacki will need to do from a management level and come back to Council stating here is what it is going to cost, here's what I can do, here's where I need help from the Council in making the ends meet and then from there perhaps longer term seeing if we can create that pre-2009 model.

Mayor Gallo – Just for my understanding and clarity, as it stands that the request from the Council in a straw vote is to include at a minimum two additional full time bilingual police social service providers that the straw vote that you would like me to request to cast the votes on?

Alderman Sanoica – Yes, that is the straw vote that I would like us to cast the vote on with the understanding that if Chief Nowacki needs help identifying those revenue sources that the Council will then respond.

Mayor Gallo – That's fair, I know when it's up to us in our professional life just with our project budgets that we have to augment where we reallocate those funds in order to make sure that we stick within parameters and I understand we have manager's hold and not that we can absorb all of that here but we do need to augment our spending in order to bring better social services to residents who could benefit from them.

Alderman Cannon – I would also ask that the straw vote also offer one position.

Mayor Gallo – You would like me to then break this apart...Alderman Sanoica, you brought this to the floor, are you okay with that in a sense getting a barometer to see where the Council stand overall so it's not all or nothing at this point, how do you feel about this?

Alderman Sanoica – Yes, I'm fine with amending the straw vote to determine if this is all or nothing. I also anticipate this being the end of the conversation, it sounds like the consensus from the Council from discussion is that everyone is interested in understanding how we can achieve the best possible outcome and optimize our staff

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and that we don't necessarily have the data at this point. We have the need but we may not have the data. I just want to make sure that we have clear direction towards Chief where perhaps we can say we definitely want one full time bilingual police social services provider and we would like to know what the anticipated need is long term and then long term how we can build off of that into a phased approach. Very word but is it clear what is being asked of the Council right now?

Mayor Gallo – From my seat, it's clear to me. If the Council is unclear, raise your hand now so we can make clarification.

Alderman Bisesi – Can the Chief or City Manager look for the funding for this?

Mayor Gallo – Yes, I think those answers in both questions will come from the outcome of what Council's vote is. We'll take the vote and then from there those questions and answers that the Chief and City Manager will have and have to address will be derived from this from the outcome. Let's take it sequentially chronologically. Those in favor of hiring one bilingual police social service provider, please raise your hand. 7 in favor; 0 opposed. It's unanimous for one at this time which is solid direction. The next one is going back to what the original proposal was and that's to have a minimum two full time bilingual police social service providers, those in favor of two please raise your hand. 2 in favor; 4 opposed; 1 abstain. From this, Chief and Manager Krumstok, you can see that the Council is very much in favor of at least adding one more full time bilingual police social service provider. If you can do us a favor to keep the dialogue moving on this subject and hopefully create something in the budget for next fiscal year, bring us back a little bit on what the needs are from your end for the Council to provide back and any other ancillary items that we will need to help get to this end goal. Alderman Sanoica, anything further or are we okay to move on?

Alderman Sanoica – At this time, I think that staff has clear direction that we are interested in pursuing this topic in the future. I just also want to reiterate that we don't want to wait too long. Is it necessary to put a deliverable timeline on this at this point?

Mayor Gallo – Let's ask Manager Krumstok, Chief or Director Gallagher. From a budget aspect, when do you think you'll be able to give some clarity for the Council? How much time would you need?

Barry Krumstok, City Manager – We would have to run some numbers. This is not in the manager's hold but that is all part of the discussion we would have with everybody. We'll push this as quickly as we can so probably at the October COW.

Mayor Gallo – Is it fair and achievable to have this on the next COW in October?

Barry Krumstok, City Manager – Yes that would be the plan.

Alderman Bisesi - Given that we want to expedite this as best we can and hopefully we'll have our numbers and some data by our next COW meeting, I'm wondering if we should put the topic in closed session regarding personnel?

Mayor Gallo – I'll tell you what we'll do, we'll listen at the next October Committee of the Whole and from that point forward the following City Council meeting, if necessary, we'll take that into closed session for personnel.

Alderman Bisesi – Okay, thank you.

3) FY 2021 Proposed Street Resurfacing Program

Rob Horne, Director Public Works - As part of this year (and every year's) evaluation of the road maintenance program, Staff utilizes GIS in conjunction with inspection data, geographic locations, and future capital projects to properly plan the Capital Program to avoid conflicts and minimize impacts on neighborhoods.

The proposed FY2021 Budget includes \$975,000 for construction, and \$125,000 for project engineering (design, surveying, and observation). The information provided is to present the street segments identified for resurfacing as part of the proposed 2021 Resurfacing Program. This information is being presented to provide you with a preview of the request for engineering field survey and design services for the 2021 program, which is scheduled to be presented at the September 22nd City Council Meeting.

To maximize funding and provide a consistent level of service and roadway performance, long-term maintenance planning is imperative. The focus and objective is always to avoid costly reconstruction on roadways that could be rehabilitated to extend their useful life. To achieve this, long-term planning is needed to ensure that the City can financially plan years ahead of time for roadway rehabilitation needs. Roadway segments will be added to the 5-year planning schedule when they reach a specific road rating (5 or 6), thereby allowing them to be rehabilitated when they are at a specific road rating (3 or 4). This type of critical planning and funding commitment provides for the highest level of cost-benefit returns to the City and its residents.

Staff has reviewed comprehensively the Five-Year Capital Improvement Plan, short and long range utility projects, the long-range resurfacing plan, and the pavement conditions evaluation performed in the fall of 2016. Based on this systematic review, Staff recommends the streets listed in the packet for resurfacing in FY2021. These streets are classified as a high priority (consistent with lowest rated roadways) for resurfacing due to their current condition, poor curb and gutter conditions, and drainage problems. Efforts have been made to group the roadways geographically to minimize neighborhood impacts and rehabilitate road segments using a systematic and comprehensive approach.

As part of the road resurfacing project, storm sewer improvements will be incorporated into the project. As part of standard procedures, Staff will televise all storm sewers within the project limits to ensure replacement of damaged drainage infrastructure is incorporated into the project.

The estimate provided is based on typical road improvements and may change pending the subsurface investigation and the need for additional storm sewer improvements on the targeted streets. Staff has added 5% contingency to the total cost to account for quantity deviation and unknowns discovered during the design of the project.

In addition to the resurfacing project proposed for FY2021, there are several other capital improvement projects intended to improve the City's roadway infrastructure system. These projects are listed below. The bolded projects are those projects which may be of interest to the Council or have been in the planning stages over the course of several years, which are further described below.

This list reflects those projects proposed in the Capital Improvement Plan identified in the Local Road Fund. Included in this list is the Annual Road Reconstruction Project, which is representative of a program resulting from conversations with the City Council in 2015/2016, and again in 2017 following the results of the pavement rating index (PRI), regarding road funding and capital planning efforts. The reconstruction program is intended to eliminate as much as 90% of the pozzolanic (pozz) based roads over the next ten (10) to fifteen (15) years, or as funding permits. The program has been very successful – early project lettings have enabled the program to track

ahead of the originally proposed schedule. Should the City award a contract next year for the Street Reconstruction Project, staff expects to have completed six (6) years of construction in only four (4) construction seasons.

Road Reconstruction Program Proposed (\$825,000): As a result of past Council discussions centering on the need to bring the road system pavement rating to a higher service level, staff developed a 10-Year Reconstruction Program. As has been discussed previously, the incorporation of a reconstruction program will have positive effects on the overall system rating as road segments are reconstructed.

Arbor Drive Resurfacing Project Grant Project (\$425,000): Following Council approval, Staff submitted for a Community Development Block Grant with Cook County. The City has yet to be notified of the status of the application. However, last year resulted in the City receiving \$280,000, which was used for resurfacing a portion of Arbor Drive. Staff will be proceeding with the final phase of water main replacement in this area in FY2021 and will perform patching in lieu of resurfacing until those roadway segments can be incorporated into the five-year plan. Previous budget amounts were capped at \$400,000 (award maximum). However, staff added \$25,000 in local funds to account for engineering needs. Staff will continue to pursue this grant opportunity, unless directed by the Council otherwise.

Algonquin / New Wilke Intersection Improvements Grant Project (\$175,000): Staff brought to the City Council an Intergovernmental Agreement with the Village of Arlington Heights that guarantees 50% funding for the Phase I engineering, required as part of the Illinois Department of Transportation project process. Additionally, staff met with the new Transportation Program Associate for the Northwest Municipal Conference to discuss where the project aligned with the City's Capital Plan to ensure proper funding years. Staff and City Engineer efforts were able to secure *Surface Transportation Program (STP)* funding in the amount of \$3,500,000, for this project. Staff also continues efforts seeking additional funding from the Invest-In-Cook Grant opportunity.

Weber Road Reconstruction Grant Project (\$120,000): Staff met with members of the Village of Arlington Heights and the new Transportation Program Associate for the Northwest Council of Mayors to discuss the funding for this project. Staff efforts were able to secure categorization of this section of roadway as a FAU Route after being inadvertently dropped from the list by the Illinois Department of Transportation. Staff and City Engineer efforts were able to secure *Surface Transportation Program (STP)* funding in the amount of \$1,377,400, for this project. Phase 1 engineering costs are not grant eligible.

Bike Path Improvement - Quentin (Euclid to Hartung) Grant Project (\$150,000): Staff brought to the City Council a contract for Phase 1 engineering, which was completed by the City Engineer, following Council approval. The Council has approved the phase 2 engineering services, which the City Engineer is currently in process of completing. Staff and City Engineer efforts were able to secure Congestion Mitigation and Air Quality (CMAQ) funding in the amount of \$868,000, for this project. Phase 1 engineering costs have been completed and were not grant eligible through the STP.

Bridge Repairs-Grant-Meadowbrook (Pursuing Grant) (\$25,000): As a result of the most recent inspection performed, this bridge was determined to be in need of significant repair. Staff has already held the Request for Qualification process for the Quality Based Selection as required by the Illinois Department of Transportation and City Code. A report and recommendation for engineering services will be provided for City Council consideration in the near future. Initial services will include seeking federal funds dedicated to bridge rehabilitation programs. The City Engineer was able to get 80% of the Phase 1 engineering costs covered through the Surface Transportation Program – Bridges. The City has already received preliminary approval of federal funding for the future phases in the amount of approximately \$1,000,000.

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Mayor Gallo – Before I call on Councilmembers, this was primarily for presentation purposes, you were not looking for direction from the Council?

Rob Horne, Director Public Works – No, this was simply a precursor to what is going to be presented in next week's City Council packet. I just wanted to make sure that the Council was not taken off guard by those items.

Alderman Sanoica – I just wanted to ensure that the usage of pozzolan replacement, is that just a descriptor that is being used here or was there something defective in the mix of the concrete and the pozzolan that we are mentioning why we are replacing all of the pozzolan streets specifically?

Rob Horne, Director Public Works - It can get really involved but I'll keep it brief. The pozzolanic base material is when they put the stone down to build the road they mixed cement into that gravel and as a result the conditions had to be perfect for placing the roadway on that. In many cases, the roadway conditions when they placed it was not perfect and as a result the base kind of formed into big chunks that looked like concrete rather than smooth. As a result, when you drive down a pozzolanic road you get a lot of bumps, cracks that go across the entire road where you drive 200 feet and there's a bump constantly through and the reality is it's just not a road where you could just resurface it cuts the road life expectancy by half. For example, a lot of the roads when we talked with Council about this program four or five years ago, we recommended that we do not what has been done historically which was resurface those roads because we're only getting 10 years out of the road when we should be betting close to 20 years. That's why there was a commitment by the Council to develop a 10-15 year program to eliminate those reconstructions. Quite honestly, we shouldn't really need to do reconstruction after the pozzolanic roads are gone if we have a significant road resurfacing program which we should have once the reconstructions are completed.

Alderman Cannon - If anyone wants to visit a street like that you can go down Silent Brook off Quentin, you can bounce all along for about two blocks. I noticed that we were going to be the lead engineer on two projects with Arlington Heights, why haven't they taken one of them?

Rob Horne, Director Public Works - I don't know, that was an agreement that was made historically before I came to Rolling Meadows. They really don't have the same desire to get those roadways completed as we do. However, we did request that Arlington Heights take the lead on the resurfacing of Wilke Road which also did receive money (\$2.5 million) through the STP program which we do not plan on getting involved with until 2023 or 2024 and at that time we will enter into an intergovernmental agreement with Arlington Heights and we will not be doing the lead engineering on that project.

Alderman Cannon - Great, I just want to make sure that they're taking their fair share. I also like to make a general comment, the last few years my Ward has been the beneficiary of a lot of the reconstruction and I think the rest of the Aldermen should compliment Mr. Horne and his group and Ryan Lindeman as they've done an absolutely wonderful job. If you talk to the residents on any of the streets that have been redone everyone is pretty happy and I just wanted to say thank you for the great job both of you guys have been doing.

Rob Horne, Director Public Works – Thank you and I would just echo your compliments to our City Engineer, he's done an outstanding job both in the office and in the field.

4) Freedom of Information Act – Better Government Association v. The City of Chicago Office of Mayor Implications

Melissa Wolf, City Attorney – This is going to be a brief FOIA training specific to your private electronic messages. On August 5, 2020, the Illinois Appellate Court for the First District rendered a decision detailing when communications pertaining to public business that are stored in public officials/employees' personal text and email accounts are public records subject to the Freedom of Information Act, and the obligations of the public body to conduct a reasonable and adequate search for records maintained in such personal accounts.

The purpose of FOIA (5 ILCS 140/1 *et seq.*) is to open governmental records to public scrutiny. Public policy of Illinois that all persons are entitled to full and complete information regarding the affairs of government and the official acts and policies of public officials and public employees. Public access is necessary to enable the full and free discussion of issues, make informed political judgements and monitor government to ensure it is being conducted in the public interest.

FOIA defines “public record” as all records, reports, forms, writings, letters, memoranda, books, papers, maps, photographs, microfilms, cards, tapes, recordings, electronic data processing records, electronic communications, recorded information and all other documentary materials pertaining to the transaction of public business, regardless of physical form or characteristics, having been prepared by or for, or having been or being used by, received by, in the possession of, or under the control of any public body. To qualify as a public record, the following two criteria must be met: A. The record must pertain to public business rather than private affairs; and B. The record must have been either (1) prepared by a public body, (2) prepared for a public body, (3) used by a public body, (4) received by a public body, (5) possessed by a public body, or (6) controlled by a public body.

FOIA defines “public body” as all legislative, executive, administrative, or advisory bodies of the State, state universities and colleges, counties, townships, cities, villages, incorporated towns, school districts and all other municipal corporations, boards, bureaus, committees, or commissions of this State, any subsidiary bodies of any of the foregoing including but not limited to committees and subcommittees thereof. Certain communications that are stored in a public official's personal e-mail or text account maybe subject to disclosure pursuant to the Freedom of Information Act. Communications that are stored in a public official's personal e-mail or text account must pertain to public business. Private communications not pertaining to public business are not subject to disclosure. In addition, communications in personal accounts must be that of the “public body.” In other words, there must be a nexus to the City.

Communications pertaining to public business that sent to or received during a public meeting. Communications pertaining to public business that are sent to or received by a quorum of the members of a public bodies. Communications pertaining to public business and such public official (i.e. Mayor, City Manager, Department Heads) has the authority to make unilateral decisions that are binding on the City (i.e. authority to enter into contracts, authority to hire or discipline employees).

When a request for records, stored in a public official's personal e-mail or text account, is made pursuant to the FOIA, the public body and the public official /employee must do the following: A public body must ask the public officials/employees who are the subject of the records request if they used their personal e-mail and text accounts to conduct public business related to the requested records. If the answer is yes, the public official/employee must conduct a reasonable search of their personal e-mail and text accounts to determine whether the requested records pertaining to public business are stored in their personal e-mail or text accounts.

The critical issue is not whether relevant documents might exist, but whether the agency's search was reasonably calculated to discover the requested documents. Public bodies are not required to perform an exhaustive search of every possible location for a public record, but must search places that are reasonably likely to contain responsive records.

If public records exist in personal e-mail or text accounts, the public official/employee shall disclose such records to the City's FOIA officer for review and response. If no public records exist in personal e-mail or text accounts, the public official/employee must provide the City's FOIA officer with a reasonably detailed affidavit setting forth: (1) the type of search that such public official/employee performed and (2) attesting that all accounts likely to contain any such requested records were searched and no such records were found.

Best Practices: Avoid using personal e-mail or text accounts to send or receive communications pertaining to public business. Inform others that communications pertaining to public business should be directed to City e-mail or text accounts. Forward any communications pertaining to public business maintained on your personal e-mail or text account to your City e-mail or text account. Refrain from sending e-mails or text messages pertaining to public business to a quorum of the public. Refrain from sending e-mails or text messages pertaining to public business during a public meeting.

Lastly, management advises that the approximate cost to provide City-issued cell phones to the City Council is \$10,000.

Mayor Gallo - I remember when we received the memo from your office and there was a lot of shock and concern. I think primarily first and foremost and the Council could agree with me, we are not career politicians we're volunteers, we have regular jobs that we tend to on a daily basis and this is just a voluntary roll. The initial shock made it concerning but as the dust settled and the additional information came forth it's not as bad or alarming as it seemed initially.

Alderman Sanoica - This might be a question for management based off that \$10,000 note. So that the Council is aware, is that \$10,000 cost include the purchase of all the hardware that would then last for five years or so and does that also include the phone service contract for texts, calls and data or is this an annual cost every year for the Council to maintain City issued communication devices?

Barry Krumstok, City Manager - That is technically the startup cost. We would have to get new phones and that's how we calculated it, it's an average number. We would look for something that would just do emails and texts and try to restrict what we could to get the best price we could get. We don't have eight extra cell phones just floating around so that is the capital to start the program.

Alderman Sanoica - To start would be \$10,000 and then if we were to pursue having City issued phones going forward it would be a service cost, is that a service cost that we could then tack on to whichever service provider we have for regular City staff so that it's not nearly as expensive? What would be our options going forward?

Barry Krumstok, City Manager - Verizon offers governmental rates so we would look at that. We would tack it all on to our bill because these would be City phones. It goes back to what Alderman Budmats said, the phone numbers would stay with the Ward or with the Mayor.

Alderman O'Brien - I agree with Mr. Mayor, as the dust settled and when some questions were answered it wasn't so bad. Just my personal feeling, I am not for this. I am completely transparent and I'm happy to share messages and things like that but that's my personal feeling. I know this is a personal decision for many Council members. I

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would not be in favor of the initial cost or the ongoing one, I would rather see it allocated to the social worker or if we can earmark the \$10,000 towards that. That's just my personal feeling but if we do it would be an individual decision and I would make the decision not to have a City issued cell phone and incur that cost for myself but I know it's an individual decision as well. I think we could do additional good with that money somewhere else.

Mayor Gallo - Just looking back at the original agenda page, this is informational at this time. I hope not we're not going to go down some road about making decisions for hardware costs because \$10,000 is a lot of money and we shouldn't be buying phones for the Council at \$1000 apiece when we could assign that money to better use.

Alderman Bisesi - I wondering if something like Barry or Melissa contacting us to set up an appointment to talk be something that we need to maintain?

Melissa Wolf, City Attorney - Yes, it relates to public business, the City of Rolling Meadows would be communicating to you. However, if it's just your communication you alone are not acting as the City so technically it's a public record but it's not that requisite nexus of your communication to the City. You don't have to worry if Barry or Melissa is texting you to set up a meeting, that communication may fall under a public record but because it's on your personal device and it's only you communicating a direct communication to you so it's not that requisite nexus that makes you the City. The communication on your own personal device, you have to be doing something that makes you other than just a public official because you're on your own device. Melissa and Barry and I believe staff have their own City issued phones so those records are maintained by the City so their communication to the Aldermen definitely is a public record that could be subject to FOIA and it's maintained by the City. Your response saying a yes or no that's on your device doesn't have the requisite nexus of the City. If there was a communication with the whole Council and there was a group text saying can you the entire Council meet for special meeting on this date, that communication because it's a quorum of the public body would need to be preserved because it's foiable. Not just individual communication to one member of the public body.

Alderman Bisesi - What about communication between the residents in the Aldermen?

Melissa Wolf, City Attorney - If it's just your communication to a resident, that's your personal communication. What you need to do is make yourself the City so what accomplishes that? Communications when you're at a public meeting so texts right now if it relates to public business that's you acting on behalf of the City. Your communication to an individual resident, just one-on-one, even though it may relate to public business it's not a public record subject to FOIA.

Alderman Cannon - I really have no desire to get another phone. I'd rather not carry one in each pocket or carry a holster with one on each side of me. I think a reasonable thought going forward, I don't think it would be unreasonable for the City to pay each Alderman a little bit of money for the communication devices that they pay for with their own money. Just a thought.

5) Grant Agreement with Salvation Army for COVID-19 Relief to City Residents

Melissa Wolf, City Attorney - The Council is considering extending a grant to the Salvation Army Service Extension for Rolling Meadows in order to provide housing and utility assistance for individuals and families of the City impacted by COVID-19. The draft Grant Agreement would allow for the grant of funds for use pursuant to the Salvation Army's COVID-19 Relief Funds program. The Salvation Army has informed the City that expenditure of any funds donated by the City could be restricted to City of Rolling Meadows residents and that the Salvation Army is capable of verifying each expenditure and providing the City with all necessary documentation in that regard.

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The City has looked into the City's ability to be reimbursed for the instant grant through the Coronavirus Relief Fund (CRF) established by the CARES Act. The CRF was established to provide aid to units of local government for necessary expenditures incurred due to the COVID-19 health emergency. Cook County was the recipient of the CRF monies and has agreed, via an intergovernmental agreement, to transfer a portion of the CRF funding to the City of Rolling Meadows for such necessary expenditures. Cook County has earmarked a total reimbursement amount of \$316,925.36 for the City of Rolling Meadows. City staff has been working with the County on reimbursement of City expenditures related to COVID-19 and has been informed that the grant of funds to the Salvation Army would not qualify as an eligible expense for which the City could be reimbursed via the CRF. In addition, the City has already applied for reimbursement of the entire \$316,925.36, based upon the City's expenditure of other eligible expenses related to COVID-19 and, as such, anticipates that all of its CRF funding allocation will be exhausted.

Alderman O'Brien - If we did this as a standalone and didn't do the earmarked, we still wouldn't be able to request reimbursement, is that correct? Regardless if we earmark it for Salvation Army or administer it ourselves we're maxed out?

Melissa Wolf, City Attorney – Correct, we are maxed out, there is no more funding that we could request.

Barry Krumstok, City Manager - We've actually applied for over the \$316,000 but that is all that we are going to get reimbursed so we are maxed out.

Alderman O'Brien - Is there a way we could put it ended on it, such as 60 days after the state of emergency ends from the State perspective? Just in case we still have \$15,000 sitting there that we would get it back and it could go back into our family assistance program. I don't know if that's the Council's idea of this, if is specifically earmarked for Covid that if we come up with a determination and we could word the contract accordingly is that we allow people paying rent, utilities and medical bills post once the State of emergency has ended. So maybe we would want to give a 60 day run out period but if there is still any balance due that it would come back to us versus sitting at the Salvation Army. I don't know if that's possible, it was just a thought that I had so we didn't have \$10,000 just sitting there earmarked for Covid when the Covid state of emergency is over so it just sits versus us getting it back.

Mayor Gallo - We would be donating these funds to the Salvation Army, correct?

Melissa Wolf, City Attorney - It would be a grant of funds to the Salvation Army. I did have a conversation with Marie Dade from the Salvation Army and there can be agreements where if the funds are not expended then they could be returned back to the City. It is my understanding as you could see attached to the grant agreement there is the operating Covid-19 relief fund that the Salvation Army has implemented and the funds are exhausted. Most likely the funds would be expended but you can put in the grant agreement that if these funds are not expended for Covid-19 related reasons and again they're restricted to only the City of Rolling Meadows residents, the City of Rolling Meadows can get those unexpended funds back.

Mayor Gallo - Just because the state of emergency that classification may have lifted and ended, it doesn't mean that the repercussions are not still unfolding for families.

Alderman O'Brien - I agree with you, I'm just saying six months down the road if they still can't pay their rent I'm having a hard time believing that that would still be Covid related. That's why tossed out 60 days or maybe even 90 days, I just wouldn't want it to be paying utilities and things like that nine months after Covid.

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Alderman Budmats - In looking at the reimbursement from Cook County for the \$316,000, just in my head the way I look at this is that we're getting reimbursed for expenses which is money and water under the bridge per se. If we get it back that's awesome, if we don't, it's still money that we spent we're not getting it back so to me the \$316,000 in some respects is a gift from the County. If we could get this money to this particular program reimbursed or not doesn't necessarily change the need for our residents who would be getting these grants. If we made available tens of thousands of dollars for businesses to get grants at this point in time, I really feel it's necessary for us to do this. The Rolling Meadows standard of living will be measured in how well we treat the most poor or destitute of our residents. If we, as a City, do a great job in funding our businesses but really don't do a great job in taking care of our most at risk/need residents then our standard of living hasn't increased at all. We're here to make sure the standard of living is there for all of our citizens and that we have a higher average standard of living in Rolling Meadows as a result of our actions. I'm still going to be pushing that we fund this regardless if it's reimbursable or not. To my way of thinking \$316,000 we're getting back from Cook County is in some respects a gift because if we don't get any of it back it's still money that we spent in fighting Covid. All the people who live in our City who lost money as a result to fighting Covid they may or may not get reimbursed but we have an opportunity to serve them. For those who are most in need, I really feel like we have a need to serve them as best as possible within our means.

Alderman Sanoica – In the interest of this straw vote, is it necessary at this time to determine what we would allocate for the grant or is this whether or not we want to pursue a grant at all and then it would be a different conversation to discuss the quantity?

Mayor Gallo - At this point, I want to get the sense of the Council desire to move this action forward, the grant forward. At that point, we could to get another one for an amount or we could have the Finance Director and City Manager tell us what they feel is prudent and what's available at a point that's not going to strain our infrastructure but also be some sanctity for our residents. We could take it in a phased approach but first make sure there is a desire to move this grant agreement forward exists. Does that help?

Alderman Sanoica - Yes it does. No further questions.

Mayor Gallo - With a show of hands, who on the Council is in favor of moving this grant forward to the Salvation Army. All those in favor. 5 in favor and 2 opposed. Finance Director Gallagher and Manager Krumstok, knowing that there is a desire to move this forward, do you have a benchmark financial number that you would be comfortable presenting to the Council or do you want the Council to present to staff with a number?

Barry Krumstok, City Manager - The number we heard last Council meeting was about \$40,000 that has already been expended so I think that might be the number so this way what has already been used in Rolling Meadows would be covered at this time but that might be too high. I would start with \$40,000 and move that down. That's just a recommendation.

Mayor Gallo - That's what I'm looking for.

Alderman D'Astice - I distinctly seem to recall that we talked about \$10,000 or \$20,000. I know \$40,000 was initially thrown out but that seemed to be voted down quite quickly and I feel that is way too much and I think my residents would be very much opposed to me giving away \$40,000. I would not support that.

Mayor Gallo – Okay, you'll have your chance to express that in a moment. At this time, we're going to take benchmark number of \$40,000. All those in favor of allocating \$40,000 towards this grant to the Salvation Army

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for our residents in need. 3 in favor and 4 opposed. I'm going to walk it down in increments of \$10,000. All those in favor of allocating \$30,000. 3 in favor and 4 opposed.

Alderman O'Brien - Would you be in favor of \$25,000 that's where I was coming in based on other conversations so I'm comfortable with \$25,000?

Mayor Gallo - Alderman O'Brien, let's go \$26,500, I'm just doing it in \$10,000 increments. All those in favor of \$20,000. 5 in favor and 2 opposed. Okay, why don't you guys tell me \$28,200 then if that's what we're going to start doing here.

Alderman Budmats - Let's go with Alderman O'Brien's \$25,000 number.

Mayor Gallo - Okay. All those in favor of \$25,000. 5 in favor and 2 opposed. Manager Krumstok and Finance Director Gallagher \$25,000 seems to be the limit here. Any further comments or questions regarding the grant agreement for the amount of money allocated?

Barry Krumstok, City Manager – No but we will get that ready for next Tuesday.

6) 2020 COVID-19 Family Assistance

Barry Krumstok, City Manager - As a follow-up from the August 18th Committee-of-the-Whole meeting, there are two parts of this discussion: 1) Providing another update on the current Temporary Family assistance Program and 2) starting a new 2020 COVID-19 Family Assistance Program.

The City's Temporary Family Assistance Program, still has received a few calls since the last update, but again most of these calls regarding TFA have been individuals looking for "free money." They continue to have their own feelings about the program from what they read somewhere or heard from someone, but once the rules and procedures (especially the need for an eviction or shutoff notice) are explained, most individuals hang up. [There have been no referrals from other groups or even PD to the TFA program. The Townships are still very active in this assistance arena]. To date, there still has only been one application sent out but it has not been returned. For fiscal year 2020, so far, no money has been spent out of this budgeted account.

Regarding the second item, with further discussions with Cook County they believe any new program is not be covered by CARES seeing that we already have a working program. (Working with Cook County the City did submit a funding reimbursement request for the CARES Act in the amount of \$316,925 to help fund the City's response to COVID-19. Cook County sets the amount for each municipality and the request is subject to their final review. The \$316,925 is the total amount the City can apply for and Staff worked with Cook County Staff to complete the request and the application process). If the City decides to start a new program then this will be paid for out of General Fund reserves. With this understanding, Staff does not recommend a new program just support of current programs or help in other ways.

Mayor Gallo – Obviously, you don't recommend any new programs and just sticking with what we've done for item number 4.

7) 2020 Census Recap (Note: Data Collection ends September 30th)

Barry Krumstok, City Manager – The 2020 Census will finally be completed on September 30th. The 2020 Census will define who we are as a nation, affect political representation and direct the allocation of billions of dollars in government funding. To help make sure that every resident in Rolling Meadows is counted, an Ad Hoc 2020 Census Complete Count Committee was created. The main members consisted of: LaTiyfa Fields, Megan Gawlik, Michal Gawlik, Alderman Lara Sanoica, Mayor Joe Gallo and included the following City Staff members: Assistant to the City Manager Lori Ciezak, Finance Director Melissa Gallagher & City Manager Barry Krumstok.

In September 2019, Finance, Administration and Police Departments completed a grant application to Cook County Bureau of Economic Development. The City of Rolling Meadows requested funds for “U.S. Census 2020 Outreach” to raise awareness and encourage participation in the U.S. Census 2020 and received a grant worth \$25,000. The City improved messaging about the U.S. Census and promoted response to the U.S. Census with a particular focus on the Hard-to-Count (HTC) communities. Please note that part of the grant was weekly updates provided to the County and Assistant to the City Manager Lori Ciezak completed these for the City.

The City also thanks Part-Time Police Assistant Reyna Cortes and Police Officer Jason Everett for working and signing up numerous residents during the City & Willow Creek food drives.

The \$25,000 grant was utilized for the following (in summary): Printed Material - \$3,594.25; Mailing & Postage Costs - \$1,915.50; Giveaways - \$10,760.95; Social Media/Marketing - \$3,274.38; Event Material - \$357.50; Custom Banners - \$1,368.98; Computer Tablets - \$718.61; Videography - \$509.83; and \$2,500 in Grant Administration. The 2020 Census Grant helped the City increase its overall response rate as compared to the 2010 Census. [As of August 31st, the City’s response rate was 79.2% for 2020 compared with 77.5% for 2010. In addition, the City is outpacing the State of Illinois’ response rate at 69.7%.]

8) ERP Update

Melissa Gallagher, Finance Director – The City is undertaking a comprehensive software update across all City Departments called the Enterprise Resource Planning (ERP) software. The overall goal is to update outdated software platforms, compartmentalized software, databases, paperwork, duplicative data sources, and spreadsheets into a comprehensive Enterprise Resource Planning (ERP) software program.

Each module is developed with the City’s specific needs and wants in mind (customized, built and validated). In addition, the integration takes into account the types of reports and data that is needed for each module. All Department are involved in ensuring the quality and validity of the integration is completed. The City’s partner in this project is Tyler Technologies.

The timeline for the ERP schedule has a specific order of operations to install each module. It is very important that the modules be added logically, accurately with other modules and correctly each time. The timeline was adjusted due to the City’s new IT Coordinator coming on board (the IT Coordinator oversees the project). Tyler has been proactive in their software maintenance and upgrades. Even after modules have gone live there has been adjustments and updates from Tyler (as with any type of software integration). Tyler Technologies had to pull the timeline back due to their travel restrictions and COVID-19. As of May 2020, Tyler Technologies worked through a plan to provide all virtual trainings and software development sessions going forward.

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GIS Standardization (Ongoing): The GIS Consultants, City Staff and Tyler are building the address integration for the ERP. The GIS component crosses all platforms and is essential to be tested and implemented correctly for each module.

Tyler Munis Financials (Implemented Successfully in 2018): General Ledger, Financial Reporting, Budget, Accounts Payable, Requisitions, Purchase Orders and Accounts Receivable modules are all functioning very well and being used by all City Departments.

Work Orders (Implemented in 2019): Public Works went with a “soft” live with Work Orders in October 2019. Final integration on a few outstanding items and upgrades continues.

Adjudication / PD Ticketing (DACRA) (Implemented PD Tickets successfully in and Adjudication Hearings in FY 2020/2021): The City has contracted with DACRA for Adjudication Hearings and Police Department Ticketing. The software is live with the Police Department and then the Adjudication Hearings will be added in FY 2020/21.

Tyler Cashiering & Citizen Self-Service Online Portal (Implemented Successfully in July 2020): The Tyler Cashier Register (Finance front counter) went live in 2020 at the front counter in Finance and the Citizen Self-Service Online (payments and billing history) went live with the Utility Billing module in July 2020. *(All of these options enhance safe and secure payment processing.) (Chip-enabled credit card processing at the counter and the City is Payment Card Industry (PCI) Compliant.)*

Utility Billing (Implemented Successfully in July 2020): The City bills close to 7,000 Utility Billing accounts on a monthly basis (water, sewer, stormwater and refuse). This comprehensive software upgrade enhances the current billing system, Utility Bill invoices, collections/shut off process; provides a full integration with GIS data; and enhances payment and bill options via a “Citizen Self-Service Online Portal”. *Implemented Successfully in July 2020.*

Capital Assets & Project Code Accounting (Estimated Fall 2020) (tracking capital assets and depreciation schedules): The estimated go live is towards the end of FY 2020. Some work has already started for this module. This module requires complex set up by Finance and IT Staff and the data will be audited by the City’s Auditors. *[This is still on the same timeline as reported at the January 21st COW Meeting.]*

Permits & Licensing (called Energov) (Estimated 2021): Public Works and IT are building out the software development schedule with Tyler. The analysis and software development started to take place in January and February 2020. These essential modules take approximately twelve months to integrate the data and build out the modules. *[Due to COVID-19, this module’s go-live date was moved by the vendor and is still on track for 2021 to go-live.]*

Payroll/Human Resources (Estimated 2021): The City processes payroll and administers human resources benefits for all City employees and processes payroll for the Library. The work has started for these critical modules with the early fundamental analysis and review as well as data conversion/integration. The estimated go live date is 2021. (This is a very complex integration.) *[Due to COVID-19, this module’s go-live date was moved by the vendor and is still on track for 2021 to go-live.]*

Project Budget & Cost Update: The Tyler Munis contract is approximately \$825,000 for the cost of the project. The City has an ERP contract with Tyler and is approximately 57% completed to date. The City has an ERP professional services contract with Baker Tilly of approximately \$125,000 and is approximately 75% completed to date. (Most of this was utilized for the building and beginning work.) The budget for the project is on track for both Tyler and Baker Tilly.

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Alderman Cannon - When we get to the end of this project are we projecting that it's going to come in on/over/under budget?

Melissa Gallagher, Finance Director – This will come in on budget because we're trending right now a little bit lower than budget overall because there's less travel and there's not the in person piece that we have to pay for. We're hopeful that we can reallocate some of those dollars to be under budget for additional training because with the payroll and HR piece. We are a 24 hour agency and so we will have to make sure that no matter who is on the clock they are able to get their training and we have a lot of pieces to that. We want to make sure that all the training is there for our staff.

Alderman Cannon - I'm sure everyone's looking forward to get it finished.

9) Holiday Tree on City Owned Property Located on Kirchoff Road (Alderman Cannon)

JoEllen Charlton, Assistant Director Public Works - I have prepared for you a report in response to Alderman Cannon's request. Basically the report contains some of the requirements that would be required to provide the Christmas decorations across from City Hall. Namely, the primary expense for this activity would be the electrical expenses that are outlined in the staff report of \$3500 estimated to run the power to the site to provide electrical for any Christmas tree that we might put up at that location. Beyond that we provided some options similar to what we provided last year. If you recall, we provided some information on a real tree transplant. In that particular instance we had an offer from a local resident to donate a tree from their yard that they didn't need any more and they wanted to donate to the City for a Christmas tree. It was a 27 foot evergreen tree and we got a cost estimate at that point of \$3600 to pull out that tree and relocate it. We think we can get that same quote but we do not have a donation offer at this point but if we did we think that cost estimate would be reasonable.

Another avenue that we included in the staff recommendation was a live tree nursery install. We know that it's pretty reasonable to assume that we could get a 12 to 15 foot pretty easily. We did locate last year up to a 20 to 27 foot evergreen tree install and we can also estimate at the same cost of about \$3600.

The last alternative that we provided in the staff report was to install a donated 20 foot artificial tree that we do have in our storage currently in the fire station of a tree that was donated by one of our local shopping center management companies. We have put that tree together and we know it's possible to install and that tree would come without any particular decorations attached to it but we do have some additional cost estimates for what it would be to have Beary Landscaping provide the lighting. They would bring it, install it and then take it down and store it for the year and that cost estimate was for \$9600.

We really just wanted to provide a lot of alternatives and see what the Council's desire was to potentially support this request from Alderman Cannon and then take your direction and see where we want to go with this. We provided these alternatives and the cost estimates that were included in the staff report to get some initial feedback from the Council before we spend some additional time seeing which direction we want to go. I know last year when we looked at this particular location there were some concerns about making investments in this property in the event that we want to put it on the market and make it available for sale, I think one of the considerations that we expressed last year and again this year is that if that is still a concern we could potentially have some conversations with any future buyers that we would have an easement on the property that we could designate to indicate that the corner portion of the property would be available for an easement and for the installation of a tree. There are public facilities that we could utilize for now and into the future in the event Council was interested in

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making sure that this is a long-term designated entrance into the Kirchoff Road commercial area. That's something we could consider as well but at this point this is being presented as something that we're looking for feedback from the full Council before we spend more time figuring out which direction we want to go. I'm interested in your feedback on the alternatives that were presented in the staff report.

Alderman Bisesi - Is this in lieu of doing what we did last year at the historical society or is this an additional tree?

JoEllen Charlton, Assistant Director Public Works - I will answer this question but then call on Manager Krumstok to support this with his response. My understanding is that this would be in addition to what I understand to be the continuation of what we did last year along Central Road at the museum property.

Barry Krumstok, City Manager – That is correct, this would be a supplement to it. Alderman Cannon asked for this one to be in our gateway area. We are planning to do Central Road/Barker with some additional lighting. Probably no tree lighting itself but we will have something there. This is just a supplement, an additional lit tree for the City of Rolling Meadows.

Alderman Sanoica - Before I begin I want to provide some additional context to Alderman Cannon's request because this corridor as Manager Krumstok mentioned is an identified City center from our 10 year comprehensive plan update. Both Alderman Bisesi and Alderman O'Brien have experience on the Planning and Zoning Commission and understand the importance of these types of markers for certain zones in our City have value. I think that's important for residents to know why we're discussing this item in particular. For those reasons and this is consistent with what our 10 year plan is on defining specific areas of the City as economic centers I'm in favor of this additional work that we're doing. As far as the different funding options that we have available to us, due to Covid I know that our Community Events Foundation decreased a lot of their programming, is that a fund that is assessable to the City for things like holiday decorations?

Barry Krumstok, City Manager - In the General Fund there is a line item for holiday decorations so this is above and beyond that holiday decoration.

Alderman Sanoica - That's in the General Fund, I'm referring to the Community Events Foundation which I believe is not associated with the City, is that correct?

Barry Krumstok, City Manager - That is correct. You're saying that the Foundation should pay for this, the Foundation is already paying for a lot of different things that we've done over the years. Again, this is a City item that we're having the discussion about.

Alderman Sanoica – I understand. I guess my question before moving on is to understand the relationship between that fund and I'm asking if that would be a consideration for us for these types of activities.

Barry Krumstok, City Manager – Not for this kind of tree activity but the Foundation has supported events all the time and it supported the spaghetti dinner last year and it supported the tree lighting, it's always supplementing what you see in the budget.

Alderman Sanoica - Since I know that a lot of the programming that we would normally pursue in the year had to be canceled due to the state of emergency, so is this something that we could allocate funding towards since we had to cancel previous events? Is there a way to transfer those funds from the Foundation or would it be a

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conversation that the City can have with the Foundation so that this doesn't initially have to come out of the General Fund?

Barry Krumstok, City Manager - It would come from the General Fund it would not come from the Foundation because this would be specifically for the City so it is not a Foundation discussion.

Alderman Cannon - When I proposed this a couple weeks ago it was not my intention to have two trees. Last year we moved down to Central Road because some people thought it was an easy solution which was at the time. We know we're not going to have the spaghetti dinner this year. Central Road is not the central road of our town, it is a road but it's not. Anybody that lives west of Route 53 or north of Kirchoff Road had to make a special trip over to see Central Road. I went down there twice and both times the lights were off. It's not the central part of the City and I keep on hearing the 9 ½ years I've been Alderman, I hear year after year what are we going to do to downtown to make it more attractive and get more people down there? We don't seem to ever want to make investments to make people want to come to our downtown area. Most of our citizens at one time or another shop at Jewel and that seems to be the biggest destination downtown. One of our restaurants is there and there are other places there and it's supposed to be the central part of our town and that's the reason why I was suggesting putting the tree there. I'm not really hung up on what size tree to get, we're going to own the property across the street to at least 2025 so whatever tree we put there could be there for at least five years. It's not my idea to have two trees so that is someone else's decision not mine. I think one tree is plenty and put it in a place where most people can see it without going out of their way.

Mayor Gallo - Alderman Cannon, your intent is to have a single tree in a single location and since this year it seems like the festivities around the traditional tree lighting in which took place last year on Central Road is not going to take place this year and so your opinion is that we should relocate the tree to the corner of Kirchoff/Meadow because you claim that is our downtown. Ironically, when we were talking about townhomes and not going up there, there were councilmembers that are currently on this Council that were here at that debate saying that this is not downtown anymore, the downtown commercial center is on Algonquin Road and Wilke so maybe we should put a tree near Algonquin and Wilke if you're trying to do something in the downtown area. To clarify since you brought this to Council, you're proposing just a single tree in a single location and that being Kirchoff and Meadow? You don't want to do anything by the museum for this year, is that what I heard?

Alderman Cannon - That would be correct. To go along with that the decorations that we own right now could be used for that tree we wouldn't have to go out and buy new decorations, we have to buy new lighting because I know we get new lighting every year no matter where the tree is at.

Mayor Gallo - In that case and to that point it's just a matter of ensuring that there's electrical in this area and new lighting and of course a tree whether it's going to be new or the faux tree that we already have. I'm almost seeing that there might be a need to go back to the drawing board because these options depending on what the Council thinks. First of all, I think we have to have a straw vote to see if we're having multiple locations or a single location and what the Council wants because that will definitely impact the finances around either or both. After this round of questions I'm going to ask those questions about where they want trees and how many.

Alderman O'Brien - I'm actually not opposed to two trees. It's just an idea to put out there is that I'm in support of the fake one to put right across the street City Hall and as Alderman Sanoica said that is a valuable piece of property. Not to rehash the past discussion and not wanting to annex any of it back to the city because that decreases the footprint, is this the time that we would get a sponsor? It's great that they donated the tree and maybe put a thank you sign up. The City of Chicago and other suburbs put signs up thanking whoever donated the light bulbs,

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tree, decorations etc. Is this an opportunity to ask for sponsor? If two organizations donate we can give them a free commercial space at the location. Just an idea.

Mayor Gallo - You bring up a good point. The way we would have actual traction on that is if we had our Community Events Foundation taking care of this and not the City. The Foundation, as you know, can solicit that sort of sponsorship with far greater ease than the City can so that shifts the conversation as well. I think there's a lot more dynamics in play if we're going to try to really fine-tune this objective.

Alderman O'Brien - I'll defer to staff on that because I moot either way. I don't know if it's call from Barry or Martha as a Business Advocate or Lori as the Community Events Foundation. I'll let staff decide that.

JoEllen Charlton, Assistant Director Public Works - I appreciate hearing this feedback. Alderman Cannon, I apologize if we do not capture the initial intent correctly. Mayor, I'm grateful for any conversation you would have because I know Public Works at this point was putting all of its resources together for the winter season anticipating that we would be doing the Central Road lighting and we were already making several additional significant plans to make electrical improvements along Barker in response to some of the deficiencies that were identified from last year's event. If our event is not going to be held on Central Road this coming year that's important for us to know so we don't expend resources unnecessarily. I do appreciate your conversation and moving forward and we'll respond however you would like us to but this is an important conversation for us to have at this point.

Mayor Gallo - Given the climate it may be appropriate this year to omit Central Road activities and the investments on that side and take the existing resources we currently have available and utilize them at Kirchoff and Meadow given the fact that we cannot congregate in that capacity this year as of today. To that point, we should probably look at just reassigning the inventory we have to this location because it's just going to be an aesthetic at this point, it's not going to be ceremonious we won't have that. Again, this is a decision that Council can make. We'll put it up to vote whether there should be multiple or just one and it could just be for this situation at this time and we don't have to think about next year yet let's just covered this one issue at this time.

Alderman Budmats - When thinking about a second location for a Christmas tree I was humored to think the Dr. Seuss movie "How the Grinch Stole Christmas" and how he stole the Christmas tree thinking that he was stealing the spirit of Christmas from the people is Whoville. I don't think that by delivering a second Christmas tree that we're actually delivering Christmas to the people of Rolling Meadows. If we're going to add another Christmas tree for \$3500 I would much rather that we added to the budget that we had for number four, I would rather see kids with food in their stomachs than for us to go past the second Christmas tree thinking that we've done something wonderful Christmas because taking care of our residents would be doing something wonderful for them for Christmas.

Mayor Gallo - I think we might have to take this topic and let staff know that it depends on the decision by the Council. I think as the Mayor of this community I think it's appropriate that we forgo the Central Road aesthetic and the investment there and just relocate our resources to Kirchoff and Meadow for this year given the current climate, the situation of the pandemic and everything else and our finances and people in need and it's just a more appropriate type of route than what we're trying to as if this is a normal point in time.

Alderman Bisesi - I would tend to agree for this year. I would go with option three of the artificial tree. Potentially Public Works crew is doing the work, the 8 to 10 man hours to use that artificial tree that we already own and then we can take a look at for 2021 going back to Central Road. I also feel that with the artificial tree if we feel it has five years of life and it, I am not interested in keeping that property just because it's where we have our tree. I'd

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like to sell the whole lot as soon as the TIF is over. I would be in favor of going with the artificial tree for this year and putting the power in.

Rob Horne, Director Public Works - As a point of clarification, I just want to make sure you had mentioned Kirchoff and Meadow twice, I just want to make sure that we're on the same page and that it's Kirchoff and Owl.

Mayor Gallo - Yes, it's Kirchoff and Owl, my mistake. Any other questions or comments? If not, then I'm going to ask the questions. First, how many are in favor of having a tree at the corner of Kirchoff and Owl? Please show your hands. 6 in favor, 0 opposed and 1 abstain. Next question, how many are in favor of having two tree locations, Kirchoff Road/Owl and Central Road/Barker? 0 in favor; 6 opposed and 1 abstain.

Alderman D'Astice – Is there going to be festivities or not? Tree lighting?

Mayor Gallo – Manager Krumstok said there wasn't going to be a tree lighting or spaghetti dinner but the tree will still be decorated the same way minus the ceremony. I'm going to ask staff, Director Horne or Assistant Director Charlton, can some of these numbers have the ability to shift if we're going to relocate a lot of our holiday resources from Central Road/Barker to Kirchoff/Owl? Is that going to be able to offset any costs on these options in the staff report?

Rob Horne, Director Public Works - There may be an ability to do that. A lot of what we included for having Beary Landscaping do it was because of the decorations we were going to be doing in October and then again in November for the holiday lighting was going to spread staff thin. There may be some savings, I can't tell you at this point what those might be.

Mayor Gallo - What about decorations that we're looking to buy for the tree at Kirchoff/Owl if we now have decorations from the museum area that we're not going to be putting up?

Rob Horne, Director Public Works - Absolutely, those are some of the costs we may be able to save.

Mayor Gallo - Do we have any of those costs factored into any one of those options here or was that going to come back to us at a later date? About the cost it would take to dress the tree.

Rob Horne, Director Public Works - I believe that there was some decoration cost estimates provided through a contractor. We did not at all investigate the options that we were not going to be doing the tree on Central Road so we would have to investigate what we currently have and what could be used for the tree.

Mayor Gallo – I see \$13,100 under option three where it says “and decorate” estimated would be approximately \$13,100. Is this possible savings because we're just reassigning our decorations from one tree to the one on Kirchoff Road/Owl? Could we omit this \$13,100 potentially?

Jo Ellen Charlton, Assistant Director Public Works - That \$13,100 includes about \$3500 we need to do the lighting and the \$9600 that we had estimated for Beary Landscaping to come in and do a very nice decoration of the tree, something beyond just putting lights on the tree. There's the big bulbs and decorations on the tree that they would put up, take down and store and potentially use for next year if we chose to have them come back and do the same thing the following year. That's kind of the Goldstar treatment. If we want to ask them for something more than just putting up lights which we estimated \$7500 which is the electrical and just putting lights up that the Public Works crew would do on option three. Something a little bit less than the \$13,100 we can certainly ask about

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that but we don't have a cost estimate to share with you at this point. I think it'll be somewhere between \$3500 and \$13,000 if you're looking for something a little bit less than \$13,000.

Mayor Gallo - Obviously there's money budgeted somewhere for the Central Road tree to be dressed. That money can now come from that pocket and shift over to this intersection of Kirchoff/Owl, could it not?

Rob Horne, Director Public Works - You're absolutely correct, when you're talking about savings it wouldn't necessarily be a savings is much as just a reallocation of funds that were originally proposed for Central Road would now be reallocated to do the tree only at Kirchoff/Owl. The six man hours is related to the staffing that would be required to actually construct the tree. The \$13,100 included labor for the contractor to decorate the tree as well. If we are only having to allocate our resources to that one single tree than it would be my contention that we would buy the material and install it in-house. We would not use a contractor to install the decorations, we would simply buy them with the money we had budgeted to do Central Road.

Mayor Gallo - At some point last year leading up to the holiday season the Council or staff should have had to request some money to go into the Central Road ambience and that ask would have been expected for this year and that money would have been allocated for it but it's not happening. Doesn't that money exist that can just be replaced over here?

Rob Horne, Director Public Works - Yes and I guess it's a terminology issue. It's not that we're saving money we're just reallocating it from one location to the other.

Mayor Gallo - These costs that I'm looking at on the screen I shouldn't look at them now, I should be talking to you about what you guys have already budgeted to work on Central Road and what that budget is that's going to carry over to Kirchoff/Owl.

Rob Horne, Director Public Works – Correct, I don't have that exact budget figure right now but my expectation is that it would be enough to handle this project. Remember we were putting a lot of costs here because this was above and beyond what it was going to take to do the Central Road tree so that's why we're looking for the extra. It should be sufficient money that's in the budget now to cover the costs that are shown in the memo.

Mayor Gallo - What I would like to do because it's 11 o'clock at night and there's been an obvious curveball here with this whole thing. I'm going to ask the Council if we could postpone this and staff can come back to us and clean this up, not that it's your fault or anything, but clean this up and take the funds that are currently existing for Central Road shift them over here and we should not see numbers like this other than electrical conduit into Kirchoff/Owl and something else minor because we have funds available for Central Road that we're going to shift over here. Council, can I ask for a vote to postpone the discussion on this and allow staff to go back and refine things given the nuances that came out through this discussion this evening. Those in favor of postponing this conversation? 7 in favor and 0 opposed.

10) Halloween 2020 in the City of Rolling Meadows

Lori Ciezak, Assistant to City Manager - This year for Halloween, City Staff is taking steps to put into place additional safety measures for all trick or treaters and participating residents. The October utility bill will include a full-page, 2-sided, colored insert. One side will have a large pumpkin, advertising "Safe Trick or Treating", and half of the other side will include helpful Halloween safety tips for both families, children and homeowners. The new 2020 official trick or treating hours that were voted on last week will be highlighted: from 1 – 6 pm, Saturday, October 31st.

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Other ways to acquire the “Safe Trick or Treating” sign will be:

- For pick up at City Hall and City partnering organizations.
- For print out from the City’s webpage and Facebook page.

Typical City advertising outlets will be used to get this information out to residents timely and effectively.

The RM Community Events Foundation, Park District and the City are excited to offer a new, safe trick or treating alternative (including social distancing and masks) on Halloween day, Saturday, October 31st from 11 am – 3 pm. Also advertised in the October utility bill on a half-page, this new Halloween Kick-Off on Kirchoff event will offer families an option to walk along the “Trick or Treat Trail” – where Kirchoff Road businesses will hand-out candy and goodies from Riverwalk Center and the Rolling Meadows Shopping Center to the Kirchoff Road Market. Fun characters, including Milo the Mustang, a photo booth, a scary tunnel and other areas of fun and features will be offered along the ‘trail’. TRUNK or treat, a DJ and many autumn decorations will top off this fun day!

From our research, surrounding communities have not yet made any official decision to cancel trick or treating, as they are waiting for a statement from the Governor. City Staff is confident that this event can be done safely, with social distance and mask requirements in place. Parents and children will be looking for safe and healthy alternatives and those interested will abide by the precautions in place that day – similar to the City Market. Additionally, this event will effectively showcase the businesses that have been hit so hard this year, due to the mandated State closures. Many volunteers will be needed to ensure a great safe event that day, so please spread the word. Are there any questions about either of these Halloween happenings this year?

Mayor Gallo – I have series of comments but I’m going to leave the floor open for the Council first, if not then I’ll share my thoughts on this.

Alderman Sanoica - I received a lot of input from my residents on this item and they asked me to pass on a couple of questions for City Staff and organizers of the event. Some residents stated concern that this looks like a great event and so they anticipate individuals and families from other communities coming into Rolling Meadows which in any other time would be considered a smashing success for our community events but parents are concerned about crowd control and how the guidelines of the event would be enforced. If there’s a kid who’s not wearing a mask or if there’s a family that’s not wearing a mask or if there’s a just a lot of individuals are our volunteers going to be enough to be able to make sure that this is a safe event?

Lori Ciezak, Assistant to City Manager – Obviously, many volunteers would be needed to ensure manageability. One major aspect of this that we have planned was to coordinate about six different starting points with corresponding colored parking spots. Volunteers would be in each of those parking spots directing guests to their corresponding starting points. We would do it with a colored code system and obviously we would be leaning on Public Works to help us with affective signage. That was our big idea in order to avoid bottlenecks and major crowds rushing into one spot.

Alderman Sanoica - What do we do about intentional noncompliance?

Lori Ciezak, Assistant to City Manager – We would ask them nicely to follow the rules and if they don’t we would ask them to leave the event. The City Markets are not completely crowded each month and everyone has been very cooperative. We believe that most people aren’t going to attend an event like this if they did not know they were going to be required to practice the safety measures.

Alderman Sanoica - I also have some suggestions that my residents wanted me to pass along on their behalf. They said that since this is an event cohosted with the Rolling Meadows Park District, they suggested that since the Rolling Meadows Park District has an online registration system that's already in flight that as a requirement to have a parking space, families would have to preregister and the reason for this would be: 1) to anticipate the number of families that are coming; 2) to be able to essentially crowd control and tickets so if we know we can only have 500 people at this event with the six different spots for certain hours that registration is already taken care of and everyone who wants to participate understands those rules. They also stated that in the event of an outbreak that we have a point of contact tracing as this would be a database that would be used for contact tracing for the event. These are ideas from my residents that I'm passing on their behalf so that's all I will say on that issue at this time. I don't know if that's the kind of risk matrix that residents are working with then that's the kind of risk matrix that they're working with and I don't know if the City should necessarily pursue an event if that risk is tangible.

Lori Ciezak, Assistant to City Manager - In response to the idea with registering with the Park District, we can certainly have a serious conversation with the Park about that. That is definitely a good idea and something we can look into.

Alderman Vinezeano - Unfortunately, I'm extremely disappointed that the City would anticipate and plan an event like this. It's really kind of going against what the CDC and IDHP is recommending for the state and the nation not to have large gatherings. I totally agree its government overreach to tell a family or a parent that you cannot trick-or-treat that's a personal decision but this is a City event planned and you cannot control how many people are going to come. We can't control if a person keeps their mask on in a grocery store and to expect little kids in a group of trick-or-treating to follow the 6 foot rule and to wear masks is unrealistic. The chances in 100 people, 10% of those people having Covid, the likelihood is high. To go ahead and plan an event is irresponsible of us as a City. I had several residents reach out to me and ask how I could in my profession support such an event and I couldn't agree more when we're specifically directed from the professionals not to do such things. I think it's a great idea to promote businesses and promote our community but it's just not appropriate at this time because there is no safe way of doing this even with spreading it out a few city blocks because you will get people from other communities and you will get people that will be Covid positive, probably asymptomatic, but they will be there and why would we want to invite that into the general population. That's very irresponsible of us. I apologize but I cannot support this and I have to agree with my residents on this.

Lori Ciezak, Assistant to City Manager - I value that opinion Alderman Vinezeano but I guess we're viewing it similar to the City Markets which were deemed essential this year and we're viewing it as that you're moving from store to store which is similar to moving from booth to booth. It's indeed an outdoor activity and for those major reasons that's why we thought this would be a doable event.

Mayor Gallo - If I may and I don't want to jump in here but the City Market is definitely a family oriented event but the demographic is typically older and this event is geared toward trick-or-treating aged children and I know that their parents and potentially grandparents of an older demographic will potentially be there too who are in elevated risk categories with this. It's just something that the City should be cognizant of when we're planning events. I just want to be careful with this.

Alderman Vinezeano - As far as the City Market, the attendance is much smaller and I think that we all have to agree the attendance on this kind of event would be a much larger scale just due to the nature of the event. Again, like what Mayor Gallo said regarding the older demographics. I think to say the City Markets are essential absolutely but candy for Halloween is not essential and that's just another reason to say that it's really not appropriate.

Alderman Bisesi - I'm looking at this event even though it is outdoors to be very similar to an event that I've been involved with for a long time which is the Dr. Seuss birthday event at the library. I think attendance will be similar with that type of event and that event draws several hundred people. I just wanted to get that out there so that people understood what we're talking about. We're not talking about 100 people, we're talking several hundred people is my anticipation of this. I also really like the idea that a resident proposed about tickets. I know the Library for their event does tickets because they can only have so many people in the building at a time. I thinking with this if we can only have only so many people going through that tickets might be a way of doing it should we decide to do this.

Alderman O'Brien - I heard from about two dozen residents and they are all in favor of this and even the ones that were not in favor they said it's their decision not to go. So from the majority of the residents I heard from they supported and they actually thanked us for moving forward with this. I'm not opposed to checking with the registration but I guess my only question about that we're going to have people showing up that aren't registered so then we turn them away? Or do we give them an opportunity to register on-site if our numbers don't hit whatever maximum to be? I'm not opposed to the registration but I just don't know what additional type of work might require but for my side the 24 to 26 people that reached out, the majority were in full support and said thank you and it's their decision whether they want to attend and the other one said that they are not in favor so they're not going to take part in it.

Mayor Gallo - The one distinguishing difference between trick-or-treating outdoors, door-to-door, house to house, is that it is not sponsored by the City and the optics on this can go either way depending on the outcome of it. I had a resident come up to me and say that if somebody gets Covid are they going to turn around and sue the City? I don't have an answer to that and I don't want to say something like prove they got it from going to that event.

Alderman O'Brien - I think Attorney Wolf can weigh in on that, there's legislation...

Mayor Gallo – Slow down, that's twice now that you've interrupted me in this meeting and other meetings you do the same so just hold on a moment. That got me thinking and you're talking to a guy who still wants to promote remote meetings because it's appropriate and we have the tools to do so and we're not sacrificing anything other than the physical proximity to one another. In the eight years that I've had my kids and taking them trick-or-treating and been involved in the events in the City of Rolling Meadows, we've never hosted a Halloween event in those eight years. Now this year we are and I don't know if it that's the right time to host a Halloween event or not but I do know that we're funneling people into a place of closer confinement where trick-or-treating is already a quasi-socially distanced activity. Its groups of kids that are usually siblings or close friends that run house to house. If you're trick-or-treating this year you are or you're not, either you're handing out candy or you're not. In this case, we're hosting something and is that the most responsible thing to do in this time? That is the question, is it the most responsible thing to do in this time? I totally agree that for businesses sake we should get out there and find mechanisms to boost local business etc., absolutely, but I don't know that this is the right mechanism given the situation of it. That's what I need to emphasize publicly now because I've expressed it through a series of meetings with Manager Krumstok that I'm reluctant to see this event take place. I'm reluctant because I don't know what I don't know in terms of how it's going to turn out. Knock on wood, I hope it's just another outdoor event that everyone has a great time but I wouldn't want to see one person contract it and have some sort of issue as a result. I wouldn't feel right about that.

Alderman O'Brien - Is that what we need to do Mr. Mayor, do you want to take a straw vote to see if we even do this? Even though two weeks ago there seem to be support for it and now we're going to go in a different direction. I don't know how you want to proceed.

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Mayor Gallo - I've never been in support of this so I don't know who is in support of this. We can take that straw vote if necessary. I don't know why we continue to proceed on finding this given the current state of everything and now it makes me feel like I have to be a stick in the mud to say it out loud when I was trying to express my reluctance privately so it wouldn't come to this point.

Alderman D'Astice - Take a straw vote see what the Council says.

Mayor Gallo - Sure. All those in favor of having this Halloween festivity. 3 in favor and 4 opposed. I know I don't get a vote per se, I am not in favor of the City sponsoring an event where we funnel people together. Staff, I think you see a majority are inclined to not host an event of this caliber. It's not that it wouldn't be a fantastic event, I think it's something we should absolutely do, it's just not the appropriate time to do it.

Alderman Bisesi - One thing I do want to mention, it is already advertised on Facebook and various other social media that this is happening. Somehow we would have to get the genie back in the bottle.

Mayor Gallo - I don't know if it's that big of a genie to be honest with you. I don't know.

Alderman O'Brien - Just to confirm then and that's the decision of the Council, trick-or-treating is still a go? We need to give staff direction if we're going to at least promote the smiley pumpkin faces to go in windows.

Mayor Gallo - Here's the thing, trick-or-treating has always had the mechanism where you participate you put your lights on and if you don't participate you leave your lights off. There's always been rules around this we don't need to reinvent these rules.

Alderman O'Brien - I'm just asking. As a Council we change the hours of trick-or-treating and I know it's not City sponsored, trick-or-treating is still moving forward but there is no event?

Mayor Gallo - That's the thing, the City can't tell the community that they cannot trick-or-treat. Trick-or-treating is an individual choice and it works both ways, the person going out getting the candy and the person doling out the candy. You either do or you don't, it's just that simple but to sponsor a City event in this climate is in my opinion is not appropriate for the potential of jeopardy that you can create and if you can I think it's too much at this time. Again, that's me and I don't want to deal with that. I don't think that it's that important to host an event when kids who want to trick-or-treat, they will trick-or-treat and the houses that want to host those trick-or-treaters, will host those trick-or-treaters and those who don't won't and that's the end of it. To do any more than that is just too much. This is where we stand with that. Staff I appreciate the work on it, I think we should do something for Halloween absolutely because I would love to take my kids there but I don't think that this is the year to do it.

Mayor Gallo - Are there any other questions or comments from Council? Seeing none, is there a motion to adjourn? Alderman Budmats has made the motion and it has been seconded by Alderman O'Brien. Any discussion? Seeing none, will the Clerk please call the roll?

AYES: Cannon, Budmats, O'Brien, Vinezeano, Bisesi, D'Astice, Sanoica

NAYS: 0

ABSENT: 0

With 7 in favor and 0 opposed, this meeting is adjourned.

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There being no further business, by unanimous consent the Committee-of-the Whole meeting was adjourned at 11:17 p.m.

Respectfully submitted: Judy Brose, Deputy City Clerk

September 15, 2020 Committee of the Whole Minutes Approved by Council on October 13, 2020.

Judy Brose

Judy Brose, Deputy City Clerk