

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

FINANCE COMMITTEE

**THURSDAY, SEPTEMBER 23, 2021
6:00 P.M. – COMMITTEE ROOM A**

AGENDA

1. Call to Order, Roll Call, and Establishment of a Quorum
2. Approval of Minutes
 - A. Finance Committee Meeting Minutes of July 22, 2021
3. Public Participation / Presentations
4. Items for Consent
 - A. Ordinance No. 21-O-0023 – Termination of the Downtown TIF District
 - B. Ordinance No. 21-O-0024 – Third Quarter Budget Amendment
 - C. Resolution No. 21-R-0083 – Update Terms to a Certain Labor Agreement between the City of West Chicago and the Fraternal Order of Police
5. Items for Discussion
6. Unfinished Business
7. New Business
8. Reports from Staff
9. Executive Session (if needed)
10. Adjournment

MINUTES

FINANCE COMMITTEE

July 22, 2021

1. Call to Order, Roll Call, and Establishment of a Quorum.

Alderman Dimas called the meeting to order at 6:00 P.M. Roll call found Aldermen Dimas, Dettmann, Swiatek, Stout and Morano present. Alderman Chassee and Sheahan were absent.

Staff in attendance: City Administrator Michael Guttman, Administrative Services Director Linda Martin, Community Development Director Tom Dabareiner, and Business Development Coordinator Pete Kelly.

2. Approval of Minutes

A. Finance Committee Meeting minutes of June 9, 2021

Alderman Swiatek moved and Alderman Stout seconded a motion to approve the minutes. Voting Aye: Aldermen Dimas, Swiatek, Stout, and Morano. Voting Nay: 0. Absent: Alderman Chassee and Sheahan. Abstain: Alderman Dettmann. Motion Carried

3. Public Participation / Presentations - None

4. Items for Consent – None

5. Items for Discussion

A. Central Main Street Project – Blocks 3 and 4

Community Development Director, Tom Dabareiner introduced Tom Jason from Scannell Properties who gave a presentation on the proposed development.

Mr. Jason provided a brief presentation on the proposed development to Blocks 3 and 4 of the Central Main-Street Redevelopment Plan, and stated that the planned development will consist of a four-story unit with 225 residential units and 4,500 square feet of commercial space. The proposed development will include a parking lot, a parking garage, and street parking. A community park is also included in the plans. It is expected that there will be 12 studio apartments, 122 one bedroom apartments, and 91 two bedroom apartments as well as 4,500 square feet of first floor commercial space.

Alderman Dettmann asked Mr. Jason for further details about the building. Mr. Jason responded the building would be four stories high and no residential units would be built above the retail space. The floor plans were laid out to make sense as part of a mixed development. All units will have access to all of the amenities, including the center park.

Alderman Dettman asked why the retail space for this development was only 4,500 square feet in comparison to their other developments with higher retail space. Mr. Jason responded that many of the other developments with higher retail space are currently vacant. He said the goal for this development was to have the retail spaces occupied.

Alderman Dimas questioned if more people would opt to purchase a home instead of renting, since the cost of the apartments are comparable to a mortgage payment. Mr. Jason said that he foresees tenants renting for one to two years while waiting to purchase a home for the first time. He said there has only been a 4% growth in new apartments with a 96% occupancy rate.

Alderman Morano asked if material changes were going to be considered, would that happen before or after approval. Mr. Jason stated that Scannell will work with Business Development Coordinator, Pete Kelly to determine the material, but the shape, look, and feel will remain the same.

Alderman Swiatek asked if the number of parking spaces would be enough, considering there will be 225 units. Mr. Jason clarified that there would be 225 spaces in the parking garage, 96 spaces in the parking lot, and 40 off-street parking spaces for a total of 361 parking spaces.

Alderman Swiatek asked if the main entrance was going to be on the northeast side of the building near the parking garage. Mr. Jason stated the main entrance is planned to be on Main Street on the commercial retail side.

Alderman Dettmann stated that she was glad to see a retention pond being considered, and asked for a timeframe from breaking ground to occupancy. Mr. Jason said the expected timeframe would be twenty months.

Alderman Dettmann asked if traffic would be detoured during construction on Main Street. Mr. Jason confirmed that traffic would be detoured during construction.

Community Development Director, Tom Dabareiner explained that depending on the consensus, today, and the discussion at the Development Committee meeting next month, the City will still have the opportunity to continue discussion. He also spoke about the cost of the project and three recommended proposals presented by Scannell to cover the current financial gap of the project.

City Administrator, Michael Guttman, explained the process to the Committee to move forward for project approval.

Alderman Dimas said the consensus was to move forward with the project. Voting Aye: All by Voice Vote.

6. Unfinished Business – None

7. New Business - None

8. Reports from Staff

City Administrator, Michael Guttman, informed the Committee that the portal for the American Rescue Plan has opened, and a plan will need to be discussed for the use of the \$3.6 million dollars.

9. Executive Session (if needed) – None

10. Adjournment

Alderman Morano moved and Alderman Stout seconded a motion to adjourn at 6:42 p.m. Voice Vote: All Aye. Absent: Alderman Chassee and Dettmann.

Respectfully submitted,
Josie Avilez

CITY OF WEST CHICAGO

FINANCE COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Termination of Downtown TIF

Ord. No. 21-O-0023

AGENDA ITEM NUMBER: 4. A.

FILE NUMBER: _____

COMMITTEE AGENDA DATE: Sept. 23, 2021

COUNCIL AGENDA DATE: October 18, 2021

STAFF REVIEW: Tom Dabareiner AICP

SIGNATURE 

APPROVED BY CITY ADMINISTRATOR: Michael Guttman

SIGNATURE _____

ITEM SUMMARY:

On May 21, 2990, the City of West Chicago established a certain Redevelopment Plan and Project Area commonly known as the "Downtown Redevelopment Project Area and Tax Increment Financing". For reference, this was accomplished through Ordinance Nos. 90-O-2273, 90-O-2274 and 90-O-2275, in conformance with the Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4-1 *et seq.*, with a life ending May 21, 2013. The Illinois legislature subsequently amended the TIF Act to authorize the City to extend the life of the Downtown TIF to 2025. Through Ordinance Nos. 13-O-0013 and 13-O-0034, the TIF was ultimately extended to December 31, 2025.

To further the progress in the downtown, a new TIF is proposed. It will help the City take advantage of the increment gained through the apartments and townhouses planned for the Downtown. The increment will be used to cover certain infrastructure costs and provide incentives to cover financial gaps to the developers who are planning to start work in the near future. Before the new TIF can start, the existing TIF must be terminated—known colloquially as the De-TIF.

The attached Ordinance will terminate the existing Redevelopment Plan, Project Area and TIF, effective December 31, 2021. It allows for the immediate subsequent start of the new TIF, known as the Re-TIF. Such action must be taken prior to November 1st to allow the other taxing bodies to consider the surplus funds available for their own tax levies.

The De-TIF / Re-TIF process is a commonly used tool when major projects are about to start and add new increment. Again, the first step is to De-TIF and terminate the existing Downtown TIF.

ACTIONS PROPOSED:

Consideration of the referenced Ordinance to terminate the current Downtown TIF in preparation for a new Downtown TIF.

COMMITTEE ACTION:

ORDINANCE NO. 21-O-0023

**AN ORDINANCE TERMINATING THE LIFE OF THE REDEVELOPMENT PLAN
AND PROJECT AREA FOR THE DOWNTOWN TIF DISTRICT, ORIGINALLY
ESTABLISHED ON MAY 21, 1990 AND EXTENDED TO OCTOBER 7, 2013,
EFFECTIVE DECEMBER 31, 2021**

WHEREAS, on May 21, 1990, the City of West Chicago, DuPage County, Illinois (hereinafter "City") established a certain Redevelopment Plan and Project Area commonly known as the "Downtown Redevelopment Project Area" and Tax Increment Financing ("TIF") for the Downtown Redevelopment Project Area through Ordinance Nos. 90-O-2273, 90-O-2274 and 90-O-2275, pursuant to the Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4-1 *et seq.* ("TIF Act") with a life ending May 21, 2013; and

WHEREAS, the Illinois legislature subsequently amended the TIF Act to authorize the City to extend the life of the TIF to 2025; and

WHEREAS, the Mayor and City Council eventually extended the life of the TIF by Ordinance Nos. 13-O-0013 and 13-O-0034 to December 31, 2025; and

WHEREAS, the Mayor and City Council have determined that it is in the best interest of the citizens of the City to terminate the TIF to December 31, 2021.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of West Chicago, County of DuPage, Illinois, as follows:

Section 1. That the foregoing recitals are hereby incorporated herein as if fully set forth.

Section 2. That the Downtown Redevelopment Project Area TIF, originally established through Ordinance Nos. 90-O-2274, 90-O-2275 and 90-O-2275, and extended by Ordinance Nos. 13-O-0013 and 13-O-0034, is hereby terminated effective to midnight through December 31, 2021.

Section 3. That the City Administrator or his designee shall mail notice of the termination of the TIF to each affected taxing district and registrant on the interested parties registry not later than 10 days following adoption of this Ordinance.

Section 4. That the City Administrator or his designee shall publish in a newspaper of general circulation within the affected taxing districts notice of the termination to the TIF not later than 10 days following the adoption of this Ordinance.

Section 5. That the City Administrator or his designee shall take any other action necessary and proper to effectuate the termination authorized herein.

Section 6. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed insofar as they conflict herewith.

Section 7. That the City Clerk of the City is directed to publish this Ordinance in pamphlet form, pursuant to law.

Section 8. That this Ordinance shall be in full force and effect from and after its adoption and approval as provided by law.

PASSED this _____ day of _____ 2021.

Alderman Beifuss	_____	Alderman Chassee	_____
Alderman Sheehan	_____	Alderman Brown	_____
Alderman Hallett	_____	Alderman Dettman	_____
Alderman Birch-Ferguson	_____	Alderman Dimas	_____
Alderman Swiatek	_____	Alderman Garling	_____
Alderman Stout	_____	Alderman Short	_____
Alderman Jakabcsin	_____	Alderman Morano	_____

APPROVED as to form: _____

City Attorney

APPROVED THIS _____ DAY OF _____, 2021

Mayor Ruben Pineda

ATTEST:

City Clerk Nancy M. Smith

PUBLISHED _____

CITY OF WEST CHICAGO

FINANCE COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Ordinance No. 21-O-0024 – Third Quarter Budget
Amendment

AGENDA ITEM NUMBER: 4. B.

FILE NUMBER: _____

COMMITTEE AGENDA DATE: 9/23/2021

COUNCIL AGENDA DATE: 10/1/2021

STAFF REVIEW:

SIGNATURE _____

APPROVED BY CITY ADMINISTRATOR:

SIGNATURE _____

ITEM SUMMARY:

Please see the attached amendment which modifies the 2021 Adopted Budget, primarily due to COVID expenses, costs associated with the Chief of Police vacancy, and litigation.

STAFF RECOMMENDATION:

Staff recommends adoption of Ordinance No. 21-O-0024.

COMMITTEE RECOMMENDATION:

ORDINANCE NO. 21-O-0024

**AN ORDINANCE AMENDING THE ANNUAL BUDGET FOR
THE CITY OF WEST CHICAGO, DUPAGE COUNTY, ILLINOIS
FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2021
AND ENDING DECEMBER 31, 2021 PASSED AND
ADOPTED BY ORDINANCE NO. 20-O-0020**

WHEREAS, the City of West Chicago has heretofore adopted the annual budget procedure providing for in 65 ILCS 5/8-2-9.1 through 5/8-2-9.10; and,

WHEREAS, the City of West Chicago has passed Ordinance No. 20-O-0020 passing and adopting the "2021 Proposed Budget" (ANNUAL BUDGET); and,

WHEREAS, said Ordinance No. 20-O-0020 was filed with the County Clerk of DuPage County as required by law; and,

WHEREAS, the City of West Chicago desires to revise the ANNUAL BUDGET to account for the unforeseen expenditures, including those associated with the COVID-19 pandemic and litigation; and,

WHEREAS, 65 ILCS 5/8-2-9.6 provides in part that by a vote of two-thirds of the corporate authorities then holding office, the annual budget of a municipality may be revised by deleting, adding to, changing or creating sub-classes within object classes and object classes themselves, provided no revision increasing the budget shall be made in the event funds are not available to effectuate the purpose of the revision.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of West Chicago, DuPage County, Illinois, in regular session assembled as follows:

SECTION 1. That the ANNUAL BUDGET of the City of West Chicago is hereby amended as detailed in "Exhibit A" and as summarized below:

<u>Fund</u>	<u>Original Amount</u>	<u>Amended Amount</u>
General Fund (01)		
Expenditures	\$19,906,300	\$20,214,300

SECTION 2. That the City Clerk is authorized and directed to file a certified copy of this Ordinance with the County Clerk of DuPage County.

SECTION 3. That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

SECTION 4. That this Ordinance shall be in full force and effect from and after its passage by two-thirds of the corporate authorities and approval and publication in pamphlet form as provided by law.

PASSED this 4th day of October 2021.

Alderman J. Beifuss _____
Alderman J. Sheahan _____
Alderman A. Hallett _____
Alderman M. Birch-Ferguson _____
Alderman C. Swiatek _____
Alderman R. Stout _____
Alderman J. Morano _____

Alderman L. Chassee _____
Alderman H. Brown _____
Alderman C. Dettmann _____
Alderman S. Dimas _____
Alderman M. Garling _____
Alderman J. Short _____
Alderman J. Jakabcsin _____

APPROVED as to form: _____
City Attorney

APPROVED this 4th day of October 2021.

Mayor Ruben Pineda

ATTEST:

City Clerk Nancy M. Smith

PUBLISHED: _____

Ordinance No. 21-O-0024
Third Quarter Budget Amendment
Exhibit A

		<u>original</u>	<u>amended</u>
Legal Fees (FOIA Litigation, Ally Bank Litigation, Oasis Café Complaint and Partial Property Tax Abatements)			
01-01-10-4100	50,000	40,000	90,000
01-05-01-4100	10,000	30,000	40,000
01-06-13-4100	43,000	113,000	156,000
 New FOIA Software			
01-02-109-4125	7,500	10,700	18,200
 COVID Expenses			
01-02-19-4225	150,000	-	150,000
 Management Consultant During Chief of Police Vacancy and Firm to Fill Vacancy			
01-06-10-4225	50,000	166,400	216,400
 Increased Cost for Employment Exams, Advertising and Recruitment Processes			
01-05-01-4108	7,500	25,000	32,500
 <u>Expenditures</u>			
General Fund	308,000	19,906,300	20,214,300
Total			

CITY OF WEST CHICAGO

FINANCE COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE: Resolution No. 21-R-0083 A Resolution approving updated terms of compensation for Field Training Officers, per the 2021-22 Collective Bargaining Agreement	AGENDA ITEM NUMBER: <u>4. C.</u> FILE NUMBER: _____ COMMITTEE AGENDA DATE: September 23, 2021 COUNCIL AGENDA DATE: October 4, 2021
PREPARED BY: Colin Fleury, Chief of Police APPROVED BY: Michael Guttman, City Administrator	SIGNATURE _____ SIGNATURE _____
ITEM SUMMARY: The existing Collective Bargaining Agreement (CBA) between the Illinois Fraternal Order of Police Labor Council (ILFOP) and the City of West Chicago contains a provision (section 15.3) covering compensation to police officers who function in the capacity of Field Training Officers (FTOs). FTOs are tasked with ensuring that newly hired police officers receive the training necessary to become certified for solo patrol duties. The existing FTO compensation consists of a prescribed amount of leave time granted to the FTO per day spent training, with an added incentive of additional leave time for not missing any training days. While this method of compensation does not involve an immediate and direct expenditure of dollars, it often does at some point involve a "hard cost" for the Department. This "hard cost" comes in the form of overtime necessary to backfill the hours on a shift vacated when the FTO exercises the right to use their accumulated leave time. Given the nature of accumulated leave time and the ability of FTOs to carry said time forward, the Department currently has little to no control as to when these "hard cost" are incurred. In an effort to minimize and control the timing of expenses of this nature within the Department, coupled with a desire to demonstrate in a tangible, timely manner the high regard the Department has for employees who perform the duties of an FTO, I have proposed a change to the manner in which FTOs are compensated. The proposed compensation consists of a payment of \$150.00 per day the FTO spends training, with eight hours of Personal leave time granted at the end of each 14-day phase of training, provided the FTO does not miss any training time during the 14-day period. This would result in an annual total cost of approximately \$10,877 per new hire. The Side Letter of Agreement between the ILFOP and the City of West Chicago necessary to effect this change is attached.	
ACTIONS PROPOSED: Staff recommends approval of Resolution No. 21-R-0083.	
COMMITTEE RECOMMENDATION:	

RESOLUTION NO. 21-R-0083

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE UPDATED TERMS TO A
CERTAIN LABOR AGREEMENT BETWEEN THE CITY OF WEST CHICAGO AND THE
FRATERNAL ORDER OF POLICE**

BE IT RESOLVED by the City Council of the City of West Chicago, in regular session assembled, that Mayor is hereby authorized to execute and the City Clerk is authorized to attest updated terms to a certain Labor Agreement between the City of West Chicago and the Fraternal Order of Police, in substantially the form attached hereto and incorporated herein as Exhibit "A"

APPROVED this 4th day of October 2021.

AYES: _____
NAYS: _____
ABSTAIN: _____
ABSENT: _____

Mayor Ruben Pineda

ATTEST:

City Clerk Nancy M. Smith

Side Letter of Agreement
Between
The Illinois Fraternal Order of Police Labor Council
And
The City of West Chicago

The parties agree to comply with the updated terms and agreement of the following provision for the purpose of Field Training Officers Compensation, Section 15.3 Field Training Officer Benefits. This Side Letter of Agreement shall become immediately effective upon full execution by the parties and shall be attached to and made a part of the 2021-2022 Collective Bargaining Agreement between the parties, and continuing.

Compensation Plan:

All Field Training Officers (FTO) will be compensated \$150.00 for every training day completed. A training day for purposes of this section is defined as a day an FTO is assigned to work in conjunction with a trainee within the framework of the formal Field Training program in use by the Department (currently Steps I-IV of the Sokolove Field Training Model). If the full Field Training Step is completed with no time off by the FTO, the FTO will receive 8 hours of Personal time. Unplanned bereavement leave and pre-approved time off will be the only exception to this rule. FTO Benefits will only be provided to active Field Training Officers as defined in the Department's Policies.

For the City of West Chicago:

For the ILFOP Labor Council:

Ruben Pineda Date
Mayor

Kevin S. Krug Date
Northern Field Supervisor

Nancy Smith Date
City Clerk

Michael Levato Date
Unit Steward

Robbi Peterson Date
Unit Steward

Ed Berg	Date
Unit Steward	

Jake Fuller	Date
Unit Steward	

Chris Richards	Date
Unit Steward	