



## CITY OF PARK RIDGE

### APPROVED M I N U T E S

#### COMMITTEE OF THE WHOLE MEETING OF THE PARK RIDGE CITY COUNCIL PUBLIC WORKS, PUBLIC SAFETY AND PROCEDURES AND REGULATIONS

CITY HALL  
COUNCIL CHAMBERS  
505 BUTLER PLACE, PARK RIDGE, IL 60068

Monday, December 9, 2013 at 7:00 p.m.

#### I. Roll Call

Alderman Sweeney called the meeting to order at 7:05 p.m.

City Clerk Henneman read the roll call and the following Aldermen indicated their presence at the meeting: Mazzuca, Smith, Sweeney and Knight. There was a quorum.

#### II. Citizens Who Wish to be Heard on a Non-Agenda Item

Adam Komblevipz, 2820 Mayfield Drive, discussed flooding issues he has experienced and his opinions towards the City's flood relief efforts.

Dana Bozeday, 1746 Elliott Drive, responded to an article in a local paper in which an Alderman was quoted discussing flood projects.

#### III. City Manager Report

1. Update on Local 150 Unfair Labor Practice

City Manager Hamilton hopes to have more information next Monday.

2. Cancellation of December 23, 2013 Committee of the Whole

As of now, this meeting will be cancelled. The sign meeting will be on Tuesday, January 7, 2014.

#### IV. Public Works

##### A. Action Items

1. **MOVE TO APPROVE PURCHASE ORDER INCREASE TO AUTUMN TREE / SAV A TREE, 550 BEDFORD ROAD, BEDFORD HILLS, NEW YORK, 10507-1605, IN THE AMOUNT OF \$50,000.** Motion by Ald. Knight. Seconded by Ald. Sweeney.

Director Zingsheim stated that this was a budgeted item for \$175,000. The purchase order was originally made for \$125,000. The entire amount will most likely be used before the end of the budget year.

Alderman Mazzuca wondered if there are any dangerous trees that still need to be removed. Director Zingsheim stated that this is for unexpected emergency situations.

**Motion carried, 4-0, by roll call vote.**

2. **MOVE TO APPROVE THE PURCHASE OF 7,500 GALLONS OF UNLEADED FUEL FROM BELL FUELS INC., 5401 WEST 39<sup>th</sup> STREET, CICERO, ILLINOIS 60804 IN THE AMOUNT OF \$20,298.75.** Motion by Ald. Knight. Seconded by Ald. Sweeney.

**Motion carried, 4-0, by roll call vote.**

## **V. Public Safety**

### **A. Department Head Report – Police**

1. Monthly Report – November 2013

The Department conducted Active Shooter Training this month. Our volunteers did an excellent job at Winterfest – thank you to them.

2. Complimentary Letters – November 2013

No discussion.

3. Red Speed Report – November 2013

Chief Kaminski will bring this item forward after the new year to discuss renewing this contract. The contract will expire in April 2014.

Alderman Knight wondered if there is another company that the City should be looking at hiring and also if the contract can be extended on a month-to-month basis. Chief Kaminski stated that he will look into this item.

4. Police Dispatch Update

Chief Kaminski and City Manager Hamilton have been looking into the various scenarios. He hopes to bring more information, as well as a recommendation, to the Council soon.

Alderman Sweeney asked about the required costs. Chief Kaminski will bring forward all of the required costs at a future meeting.

5. Cell Phone Law – January 1, 2014

As of January 1, 2014, it will be illegal to use cell phones while driving.

Alderman Knight asked if the City would be able to get any money from tickets issued for cell phone use while driving since it is a state law. City Attorney Henn stated that she is currently looking into all of the specifics related to this and will report back any information she learns.

Chief Kaminski stated that warnings will be issued for the first couple weeks in order to get the word out to the public related to the new law.

Alderman Knight asked if there was a traffic assessment done on Whole Foods. Chief Kaminski stated that he has not received a single complaint. Everything seems to be going smoothly. Signage is complete as well. Chief Kaminski will continue to monitor.

### **B. Department Head Report – Fire**

1. Monthly Report – November 2013

Emergency calls are up 5.5% compared to this time last year. There were two structure fires in November in which the Department responded. There were 14 child safety seat inspections. There have been 300 people trained this year in CPR.

2. Complimentary Letters – November 2013

No discussion

3. After Action Report – November 29, 2013 Fire Department Open House

This event went very well. There were about \$1,600 in expenses that included refreshments and staff overtime.

## VI. Procedures and Regulations

### A. Action Items

1. **MOVE APPROVAL OF PLACING OF AN ORDINANCE MODIFYING 13-19-6 AND 13-19-8 OF THE PARK RIDGE MUNICIPAL CODE, LICENSE AND LICENSE INSIGNA, ON THE DECEMBER 16, 2013 CITY COUNCIL MEETING FOR A FIRST READING.** Motion by Ald. Mazzuca. Seconded by Ald. Sweeney.

City Manager Hamilton discussed the changes in the proposed amendment that include due date and an increase in late fees.

**Motion carried, 4-0, by voice vote.**

### B. Discussion Items

1. Special Events Policy

City Manager Hamilton thanked the Aldermen for their feedback. He discussed the additional information provided in the Council memo. This policy covers all events that occur in the City of Park Ridge. This is considered an internal policy and the authority lies with the City Manager. All special events moving forward in 2014 would follow this policy.

Alderman Mazzuca asked if there were any code changes included in this modification. City Manager Hamilton stated that there were not and at this time, Staff does not feel that any code changes need to be made. Block Parties would not be included under the Special Events Policy.

Alderman Sweeney wondered why the Electronics Recycling event would be considered a special event. Director Zingsheim stated that the City makes a profit off of this event – approximately \$1,000-\$1,500. There is very minimal expense to the City to run this event.

Judy Barclay, 524 Courtland, would like to see the language “except block parties” added to the Special Events Policy for clarity’s sake.

Alderman Knight discussed the \$2,000 limit for City services as opposed to listing the type of event. He would prefer to list the types of events that would qualify for the fee waiver rather than leaving it to the discretion of the City Manager or his designee. The intent was to carve out the types of events, such as non-profits, that do not consume a lot of City services in order to determine which should be exempt. If there is an event that does not fit into the matrix, then it can be presented to Council for discussion.

Alderman Mazzuca wondered if the dollar amount should be left in the Policy and this should become a budgeted item in total and then the City Manager could use his discretion as to how to deploy the money in the account throughout the year. Once the money is exhausted, there would not be any fee waivers for the year.

Alderman Sweeney prefers to keep the \$2,000 limit so as to not discriminate against any organization or set up the City for legal issues. City Attorney Henn stated that the only type of claim that could be presented would be if a discriminatory violation occurred due to race, or another type of protected class.

Discussion ensued related to the designation of powers in regards to which organizations should be considered and which should not.

Alderman Knight felt that the types of events should remain very generic (runs, parades, other, etc).

City Manager Hamilton stated that he will include this item in the City Manager Report for Monday's meeting.

## 2. Council Policy Statement 36 – Use of City Facilities

City Manager Hamilton distributed a "new" red line version of the Policy. The intent of the newly distributed policy has not changed. City Manager Hamilton provided background on the history of this discussion and reviewed the Council memo.

Alderman Knight hopes that zero action is taken on this item since this information was presented at such late notice. He would like to defer this item. Staff and the City Attorney agreed.

This item will be on the January 27, 2014 Committee of the Whole meeting agenda.

Alderman Knight asked if entering into a lease with Park Ridge Baseball and Softball would put the City into a different tax bracket. City Manager Hamilton stated that it would not. It is not Staff's intent to charge this organization to use the facility. This item of information will be included in the background within the Council Memo at the next meeting.

Alderman Mazzuca discussed items that he would like to see included in the next packet.

Alderman Knight asked that Staff discuss the rationale as to why the City should not charge anyone to use the facility.

A motion to defer passed by voice vote, 4-0.

Alderman Milissis arrived at the Committee of the Whole Meeting at 8:07 p.m.

## 3. City Manager Evaluation

City Manager Hamilton discussed the information provided in the Council memo. The first section, Core Competencies, has been reclassified. The 2013-2014 goals, projects and initiatives are listed.

Alderman Mazzuca felt that this would be a valuable tool for the City Manager to use for a self-evaluation to provide to Council.

Alderman Sweeney wondered if the Mayor would have a vote in a decision to terminate the City Manger. City Attorney Henn was not sure, but would provide this information to Council. Alderman Sweeney stated that if he does have a say in a termination, then he should have a role in the evaluation process. Alderman Mazzuca agreed.

Alderman Mazzuca stated that the weights applied are only suggested weights and he hopes that the Council will come up with their own individual weight preferences to be used.

Aldermen Sweeney and Knight felt that the seven Aldermen and the Mayor should be included in the evaluation process. Alderman Mazzuca, Smith and Milissis felt that the seven

Aldermen, Mayor and City Clerk should be included in the process. It was decided that all nine elected officials will be included in the process.

#### 4. Site Plan Review Process

Director Testin discussed the background on the Site Plan Review process.

Alderman Sweeney asked if the Commission would have the authority to deny the site plan. City Attorney Henn did not think that they would have the authority to deny it if it met the required criteria.

Alderman Sweeney felt that this step causes a useless delay and neither the Commission nor Council have the authority to deny it. It is a step that should be removed from the process in order to make things flow more smoothly.

Alderman Mazzuca wondered if Staff has received any feedback in regards to the delay that this part of the process causes. Director Testin stated that he has not received negative feedback on this specific part of the process, but he has for the overall process. It delays the project by approximately one month.

Missy Langdon, 1924 Canfield, asked how many site plans would come through the Planning and Zoning Commission without exception. Often, questions are vetted at a Planning and Zoning Commission meeting that would never be able to be heard or discussed if handled internally. There are many elements that can be brought out in the public eye as a result of this process. It enhances transparency and should not be taken away from the public view.

Judy Barclay, 524 Courtland, wondered where the checks and balances go if this is handled internally. That is the purpose of public meetings. She hopes that the process stays in the public eye.

Pat Livensparger, 413 Courtland, stated that there is a certain benefit to have people come together in a public forum versus discussing in private with Staff. It provides a resident friendly environment.

Alderman Sweeney stated that there are ways of notifying the public about upcoming projects (website, Spokesman, etc).

Alderman Mazzuca likes the idea of public input and enjoys the way in which residents are allowed to be part of the process. He would not like to see this process change. Alderman Knight agreed and understands Alderman Sweeney's point of view, but at this time feels that transparency is more important.

Alderman Milissis stated that he also believes in input from residents when it comes to land use. He also believes in trying to find efficiencies and does not want to be overly burdensome in the process. Until there is a better way, the current process should stay.

#### 5. Commission Responsibilities and Processes

City Manager Hamilton provided this information as strictly informational in nature to give some greater insight into what each Commission/Board does. Director Testin provided added background as summarized in the Council memo.

Alderman Sweeney discussed the Appearance Commission and stated that it should have written rules and regulations and should include public hearings. The Commission itself should not have final say without written regulations. He is looking for some changes in the Commission decision-making criteria. Alderman Milissis agreed. He suggested looking into what other communities do as far as decision-making guidelines for the Appearance Commission.

Alderman Smith, Appearance Commission liaison, does not feel that the City should interfere with a homeowner's right to use his property for such trivial matters and would support changing that.

This item will be added as a discussion item at a future Procedures and Regulations Committee of the Whole Meeting.

**VII. Other City Business**

**VIII. New Business**

Alderman Knight read an email he sent to City Manager Hamilton, Director Zingsheim and Director Testin asking Staff to research documents/documentation on file dating back to the City's annexation of Mayfield Estates. His questions were as follows: what level of assurance, if any (or not), did the City give to the residents of Mayfield Estates as it pertains to the sewer system (or lack thereof) and/or flood/water management? Did the City give any assurances of improvements for sewer or flood/water management? If so, did the City make any reference to how such improvements would be paid for? If no assurances were made, were there any references to sewers or flood/water management in the documentation? There was Council consensus to have Staff move forward with answers to these questions. Alderman Knight asked City Manager Hamilton to forward his email to the rest of the City Council.

The Trammell Crow development at 205 W Touhy is not a project that should be dead on arrival. Alderman Knight feels that the Council should be fully prepared for the discussion at Monday's meeting and listed several concerns/questions pertaining to this project. He asked that these items be researched and presented to Council so that they have enough time to read and prepare for Monday's meeting.

Alderman Mazzuca asked that the applicant be present to answer questions. Alderman Knight asked that the appropriate Staff also be present to provide solid analysis of their proposal

Alderman Knight is looking for answers to the above questions in a timely fashion.

**IX. Adjournment**

The meeting adjourned at 9:03 p.m.