



MINUTES

COMMITTEE OF THE WHOLE MEETING OF THE PARK RIDGE CITY COUNCIL
FINANCE AND BUDGET & PROCEDURES AND REGULATIONS

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

Monday, April 22, 2012 at 7:00 p.m.

I. Roll Call

Mayor Schmidt called the meeting to order at 7:05 p.m.

City Clerk Henneman read the Roll Call. The following Elected Officials indicated their presence at the meeting: Aldermen Sweeney, DiPietro, Smith, Knight, Mazzuca, and Maloney; Mayor Schmidt. Alderman Raspanti was absent. There was a quorum.

Staff present: B. Cannon; S. Hamilton; K. Henn; F. Kaminski; S. Mitchell; K. Oliven; J. Testin; W. Zingsheim; M. Zywanski;

II. Approval of Minutes

Approval of the Budget Workshops minutes of January 29, 2013; February 5, 2013; February 19, 2013; February 28, 2013; March 5, 2013; March 19, 2013; March 28, 2013; and the Budget Hearing minutes of April 10, 2013

Moved by Ald. DiPietro. Seconded by Ald. Sweeney. **Motion carried.**

Mayor Schmidt thanked staff for their flood-related efforts before, during, and after the storm. There was a big difference from four or five years ago. Things were in place before the storm came. Their response was pretty good. There is not a whole lot that can be done when there is that much rain. Communication was excellent. People knew what was going on, though it did not always help them to deal with the situation. Mayor Schmidt thanked the members of CERT and Citizens Patrol. These volunteers really stepped up in our moment of crisis. We could not have functioned without their help. This is exactly why CERT was formed. The Mayor has spoken with the Chairman of the Flood Control Task Force. They will next meet on May 15 at 6 p.m.

Acting City Manager Hamilton thanked the Department Heads and all of the employees who were out there throughout the night manning pumps, all of the employees at City Hall, and the volunteers who all came together. The de-brief process of what we learned from this and what we can do better will take place at a later point.

Director Zingsheim reported that the Public Works crews worked throughout the storm, around the clock, pumping, closing streets, clearing inlets, and flushing inlets where necessary. The river reached a 630.8' above sea level record by our recording station. The last record level was 630.5' in 1986. The river reading right now is around 629.4'. He has said often that he gets nervous at the 627' point.

It rained almost every day for two weeks prior to this particular storm. The ground was saturated. The river is usually at 619' but had risen to about 624'. That caused a lot of our problems. We got 5.5" of rain on Park Ridge, though not all at one time. The problem we ran into was that the outfalls, where the water goes into the river, were already partially submerged because of the height of the river. As the storm ran

north, it dropped more water into the river, which made our outfalls more submerged. That slows down the receding of the neighborhoods and it slows down the transmission of the water to our sewer system.

The deep tunnel filled to capacity at 4 a.m. Thursday. Two-thirds of town, on the north side, is hooked directly into that. It has not reopened since. Our Sibley Lift Station took over. It did a remarkable job, but one of our motor control units burned out. It may cost \$10-12,000 to repair. We will include that with our FEMA estimations.

We had two road closures during the storm. Riverside Drive, by the Boardwalk. We still do not understand why we are getting water when we get to a certain point there. All of the flat gates were sealed. PW was there today trying to figure out what is happening. We will have it televised. In actuality, it worked out pretty well. It was closed for a day and a half. As a precaution, Boardwalk and Cherry were sandbagged.

We have reports that 121 basements flooded, though not everyone reported to the City. Starting today, flood-related refuse will be picked up for the next two weeks.

Two trees came down due to the storm. One blocked Busse at Potter for several hours because PW could not get there.

We are having a lot of trouble with traffic. Oakton is still closed. It is difficult to travel east and west anywhere in the area. It is like traveling through a maze, especially on the Des Plaines side. Because of that, Touhy has been backed up terribly in both directions. Also because of all of these east/west problems with the river, I90 was backed up yesterday from Route 53 to downtown Chicago. There is no fast way to get anywhere for the next couple of days until the river recedes. The river usually goes down faster than it is currently, but it has never been at these levels before.

We had a lot of inlets collapse and a lot of washouts. Washouts occur when there is so much water that it finds its way into a small crack in one of these inlets that take water on the streets and it keeps rolling until a hole develops in the inlet. The entire inlet then must be repaired. There is a lot of work ahead of us because of this storm. We will get it all done and be in good shape by Fall.

ComEd performed exceptionally well. There were two outages and each was repaired within eight hours.

Ald. Sweeney found that several manhole covers had been raised by residents on Thursday to make the water go down faster. He closed three or four himself. This creates a dangerous situation and he asked if there is any type of ordinance covering this. Director Zingsheim responded that it is damage to City property and added that it is not a bright idea because it opens the main sewer and allows water to flow in faster than it is supposed to and it is soon in every basement on the block.

Ald. Mazzuca requested that the May 15 Flood Task Force meeting be televised.

Mayor Schmidt would like for staff to address answering some of the common questions posed to the elected officials, such as a lot of anecdotal stories about people who had water in their basements and, all of a sudden, somebody flips a switch, and the water is gone within minutes. Why was the switch not flipped earlier? We need to explain this to the residents. Another question is why did some people flood four years ago but not this time; why did some people not flood four years ago but did flood this time; why did some never flood before but flooded this time? Director Zingsheim explained that they are all different stories and he would need addresses to ascertain what did or did not occur. The Mayor does not know how these can be handled other than to forward the calls to Public Works for individual explanations. Director Zingsheim agreed with Mayor Schmidt's request for a summary of Frequently Asked Questions to be posted on the City's website so residents could try to find the answers.

Cook County declared the County a disaster area. In order to get FEMA to step in, and for the County to become eligible for funds, we have to establish there was \$17.9 million worth of damage countywide. That number will be tabulated on Friday. Chief Zywanski explained that a Flood Assessment Survey is on the City's website. A DeltAlert was generated to over 16,000 contacts this evening requesting that residents affected by the flood complete the survey either online or in the City Manager's office. CERT members will be going door-to-door with those surveys in the hardest hit areas of the City. It is important that everyone complete this survey as soon as possible in order for the County to benefit from FEMA.

The Fire Department handled over 90 emergency calls in a 36-hour period, starting at approximately 4:00 a.m. on Thursday. The entire shift was held over from Wednesday for 12 hours. There were times when every vehicle in the fleet was operational and out on calls. During the height of the heavy rains, there were five incidents where firefighters had to rescue individuals trapped in vehicles. Numerous vehicles were stuck in intersections where people were sitting in their cars up to their chests in water. Our firefighters waded through chest-high water on many occasions to get people out of their vehicles or houses. PRFD responded to numerous calls regarding hazardous basements due to utility issues such as electric and natural gas. Thankfully, we had no structure fires. In many cases, the equipment would not be able to access a lot of areas because of the high water levels. We utilized our boat in a few situations to evacuate people from their houses. The boat was also used to assist with a situation in Des Plaines. The first 12 hours were difficult, but everyone operated efficiently. There was no situation where we could not provide services needed. PRFD personnel suffered no injuries. Wards 2, 4, 5, and 6 produced the most emergency calls and were the hardest hit from Fire's standpoint. There were 15 EMS calls, mainly for falls. Resurrection Hospital closed mid-morning to all ambulance traffic because its basement flooded.

The EOC, the Emergency Operations Center located at Fire Station #36, was opened at 7:00 a.m. on Thursday. The first Department Head briefing took place at 9:00 a.m., followed by two more at 1:00 p.m. and 4:00 p.m. These coincided with DeltAlert messages and press releases out to the community. We also had three conference calls with the County for all of the latest updates on weather, traffic, and incidents and to request resources such as additional sand and heavy equipment. The latest information we received yesterday from the County regarding the flood damage assessment survey is a two-part system. One is for the City itself to track all costs involved in this emergency situation including personnel costs, equipment. Everything used during this emergency will be submitted to the County as part of the assessment. Additionally, the individual assessment surveys are available on the City's website. Everyone who had flood damage is encouraged to complete this. It is crucial because the County needs to track the cost. This information will be sent to the County on Friday. If the County reaches the \$17.9 million threshold, it will be submitted to Illinois Emergency Management Agency (IEMA), which then takes it to the Governor, who in turn notifies the Federal Emergency Management Agency (FEMA) and requests financial assistance. That will trigger a series of events over the next several weeks. As the information is received, it will be disseminated to the residents and businesses throughout the City. It is a multi-step process, which begins with this survey.

Chief Kaminski reported that, from the Police Department's perspective, being proactive and meeting ahead of time really paid off. PRPD was inundated with calls at 4:30 a.m. Thursday about basements and streets being flooded. Four people manned the phones from 4:30 until mid-morning. Squad cars proved once again to be a problem. The Crown Vic's cannot go through water. We lost one car due to water damage. Changing the fleet to SUVs would give PRPD a better advantage. The previous shift was held over and extra personnel were brought in as needed. Traffic was horrible. We were on the phone with both school superintendents at 6:00 a.m., when we determined it would be best to close all schools to keep vehicles and people off of the streets. We then called in our volunteers, CERT and Citizens Patrol. We had over 34 volunteers during the two-day period, contributing at least 160 hours, helping us out. In addition to OEC, we kept a Police Incident Command so that we knew where all of our people were and, as roads got clear, we were able to redeploy resources throughout the city. We maintained a liaison with LGH to make sure they were operational and problem-free. After the second briefing, we started sending officers door-to-door into the really hard-hit areas to make sure no one had any issues. After the last incident, we learned a lesson and were prepared: We bought everybody 18" tall boots. We learned a new lesson this time: We need taller boots/waders! Chief Kaminski had been concerned about the radio system since we are connected to Des Plaines. We still have the ability to go to a split frequency and made the decision early on to split from Des Plaines as they were extremely busy. We will probably return to the connected frequency tomorrow. That component worked well. We had no issues with communications.

Director Testin reported on the status of Community Preservation and Development. The Building Administrator was assigned to addressing a lot of the concerns, most of which were between homeowners: downspouts facing a neighbor's home; water pumping from basements towards neighbors' homes. He was also checking construction sites. There are some open foundations taking a lot of water, so he made sure those sites are secure. CP&D received about 20 calls from residents wanting to know what could be done to prevent future incidents and about backflow preventers and grading aspects. He encourages everyone considering these types of issues to contact the Building Division, go through the permitting process, and talk with them about grading and improvements before taking action.

Mayor Schmidt again thanked the volunteers and commended staff on preparedness and handling the situation in the first few hours. Communication was much improved over several years ago.

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

Kathy Ryser (1116 S. Knight) is a 15-year resident of Park Ridge and feels communication is the City's biggest issue. She asked Director Zingsheim why, when he knew the river was at record levels, he did not let the residents know that a couple of inches of rain would put us over again into another dangerous zone. That kind of information, to a resident who floods, is very important. Also, she applauds the City for sending out the phone messages this evening on the FEMA survey, but there was not one mention about the importance of getting that information in to be considered under FEMA. You have to tell people why it is important to deliver a survey. If you do not, they are not going to do it. It is all about communication. Receiving a phone call, even at 4:00 a.m., warning that the flood is coming and to prepare, could have saved a lot of personal property that a lot of us are not covered for under insurance. The City should be passionate about figuring out ways to communicate to its residents.

Mayor Schmidt commented that we were aware a big storm was coming that had the potential to cause problems, but we really did not send out a warning to the public. One of the problems with doing that is the possibility of falsely alarming people too often and they then stop listening.

Director Zingsheim added that the upcoming storm was all over the news, reporting the possibility of 2-6" of rain. He asked what type of warning should be sent from the City reporting that news. He explained the potential outcomes depending on the strength and path of the storm.

Ms. Ryser returned to comment on the fact that emergency contingencies were in place and so staff had warning but did not alert the residents who could either act or not act on the information available.

IV. City Manager's Report

A. Committee of the Whole Meeting – Change from May 27 to May 28, 2013

Acting City Manager Hamilton stated that, in years past, the Committee of the Whole meeting that falls on Memorial Day had been cancelled. He has every intention of following that tradition, which would require an All Committee COW in May and so would like to leave that following Tuesday open for the COW meeting should items require attention. He requested Council feedback.

As the second COW meetings in June and July are typically cancelled, Ald. Knight is not in favor of cancelling another meeting.

Ald. Sweeney stated that the Planning and Zoning Commission is scheduled to meet on May 28 in Council Chambers and its schedule lately has been very heavy.

Discussion ensued to hold an All Committee COW on May 13 and decide on that date whether another COW meeting should be held during the last week of May. Ald. Maloney agreed that All Committee COW meetings should be avoided whenever possible.

The date of the Committee of Whole meeting will be changed from May 27 to May 28, 2013.

V. Finance and Budget

A. Action Items

- 1. Approve Purchase Order for emergency water main repair; DiMeo Brothers, Inc. 720 Richard Lane, Elk Grove Village, IL 60007-2518; \$9,796**

Moved by Ald. Knight. Seconded by Ald. Sweeney.

Director Zingsheim explained that this is for the construction necessitated by the main break at Cumberland and Higgins that was too large for our crews to handle. Since DiMeo was in town, they were able to mobilize and work with our crews. We got the job done fairly quickly and were

able to install a new valve and take out a section of old "T" and make that whole area good for the next 50 years.

Motion carried, 6-0, on voice vote.

- 2. Approve Budget Transfer of \$9,796 from the Water Meter Services, General Contractual account to Water Main Services, General Contractual account for emergency water main repair; DiMeo Brothers, Inc. 720 Richard Lane, Elk Grove Village, IL 60007-2518**

Moved by Ald. Knight. Seconded by Ald. Sweeney.

Roll Call:

AYES: Ald. Sweeney, DiPietro, Smith, Knight, Mazzuca, and Maloney

NAYS: None

ABSENT: Ald. Raspanti

Motion carried, 6-0.

- 3. Approve Budget Transfer of \$85,000 from the Patrol, Regular Salaries account to the Police Administration, Overtime account (\$5,000) and the Patrol, Overtime account (\$80,000)**

Moved by Ald. Knight. Seconded by Ald. Sweeney.

Finance Manager Oliven explained that, at the end of the Fiscal Year, staff examines where monies were spent. We need to make sure that monies are spent in a place properly budgeted. In many instances, regular salaries due to people not being in a department, injuries, other reasons people are out, regular salary gets switched with overtime. The way this budget works, it purposely does not have the flexibility to be able to switch, even though they are both personnel related. It requires budget transfers. You can't switch from regular salaries to overtime even though it is in the same department without it coming before Council.

Ald. Mazzuca would like to know, assuming no one was hired, how much extra room there is in the Patrol, Regular Salaries account, once this transfer is processed.

Roll Call:

AYES: Ald. DiPietro, Smith, Knight, Mazzuca, Maloney, and Sweeney

NAYS: None

ABSENT: Ald. Raspanti

Motion carried, 6-0.

- 4. Approve Budget Transfer of \$50,000 from the Water Main Construction account to the Water Main Overtime account**

Moved by Ald. Knight. Seconded by Ald. Sweeney.

Ald. Mazzuca would like to know, assuming no one was hired, how much extra money is left in the Water Main Construction account, once this transfer is processed.

Roll Call:

AYES: Ald. Smith, Knight, Mazzuca, Maloney, Sweeney, and DiPietro

NAYS: None

ABSENT: Ald. Raspanti

Motion carried, 6-0.

- 5. Approve Budget Transfer of \$120,000 from the Emergency Response, Regular Salaries account to the Emergency Response, Overtime account**

Moved by Ald. Knight. Seconded by Ald. Sweeney.

Acting City Manager Hamilton commented that we had three firefighter vacancies this year. Three started the academy; two finished within the past month and are now on shift. The Emergency Response, Regular Salaries account will be close to being tapped. Except for three people coded as Fire Department Administration, all Fire Department personnel are coded as Emergency Response.

Roll Call:

AYES: Ald. Knight, Mazzuca, Maloney, Sweeney, DiPietro, and Smith

NAYS: None

ABSENT: Ald. Raspanti

Motion carried, 6-0.

B. Discussion Items

C. Department Head Report

1. Fiscal Year 2013 Year-End Timeline

In addition to reviewing the memorandum of Accounting Manager Hatcher, Finance Manager Oliven reminded everyone that this is the time to purchase vehicle stickers and animal tags.

VI. Procedures and Regulations

A. Action Items

1. **Approve revisions to 15-7-4, Meetings, and place on the May 6, 2013 City Council agenda for first reading**

Moved by Ald. DiPietro. Seconded by Ald. Sweeney.

Ald. DiPietro explained that the City Attorney has deleted 15-7-4(E), clarifying that three affirmative votes, rather than a majority present, are required by the Appearance Commission to adopt action.

Motion carried, 6-0, on voice vote.

B. Discussion Items

1. City employees serving as members on Boards and Commissions

On March 4, 2013, Pat Livensparger (413 Courtland) raised a question relative to City employees sitting on City Boards and Commissions. Mrs. Livensparger was unable to attend the last Procedures and Regulations COW meeting. She thanked the Council for deferring this discussion. There is no provision in our Municipal Code stating that employees should not sit on these Boards and Commissions. She did not think the City Attorney's memo expressed concern about the current situation. She thinks about the big picture items: What if it is ZBA or P&Z and a CP&D employee who is helping an applicant process an application, helping that applicant figure out what kind of application to process, how to word it, and then the public hearing occurs and that same employee is voting on some decision that can be final. Or you are at CP&D or Public Works and you are putting in a big project in town, you need your applications, somebody says you need a variance, you need your traffic study. The employees of our City usually help people do that. Then you come to Planning and Zoning and here is the Director of Public Works sitting on the Commission to vote yes or no for your application, when you have been dealing with this person all along. When you have a City employee, who is actually part of the government of this City, they may have big roles, they may have small roles, but they are part of our City government. And now you are allowing them to have a position on a board or commission that is making governmental decisions, either through a final process or a recommendation to City Council. You may be an employee who is voting on that commission and your boss is there as a liaison and, maybe as an employee, you may not be as independent as you might be if your job were not connected to your salary. There are all kinds of things that could be perceived as a conflict of interest, as perhaps putting an undue burden on an employee. If my boss is sitting there and I know my boss does not like this project, or I know my boss loves the 60-unit apartment building at Greenwood and Northwest Hwy, because of the money it will bring into the City, I might think twice before I vote against it. Employees talk. You are putting the employee in an untenable position. You are putting an applicant in a position where they may perceive a lack of independence or a bias. It is not good transparent government. Many communities do not allow salaried employees to sit on commissions that make governmental decisions, which, in our case, would be Planning and Zoning and Historic Preservation.

The Police and Fire Pension Boards include employees, as mandated by State Law.

Ald. DiPietro would like to see the Library Board of Trustees included with the land use Boards and Commissions as it is somewhat independent from the City Council. He believes this could be enacted through a Policy rather than in the Municipal Code.

Ald. Mazzuca agrees with Mrs. Livensparger and would also suggest that it be broader than just salaried employees. There should be no distinction between part-time and full-time employees. There should be no employees on boards or commissions, except where prohibited by State law. He would prefer to see this in an ordinance rather than as a policy.

Judy Barclay (524 Courtland) stated that we are already in this position. She believes that, regardless if something is done by policy or ordinance, it should be done from that date forward.

Ald. Knight asked City Attorney Henn if either a Policy or a Municipal Code change would have the same effect. She agreed that it could be put into a Policy. One Policy lists out the Boards and Commissions, the members, the appointment authority. It is possible this could precede what is there. In this specific instance, the person was appointed prior to becoming a City employee, and so it was not brought up during the Mayor's Advisory Board meeting. Ald. Knight does not think it should be a blanket policy, but perhaps limited to the land use and library boards and commissions.

Ald. Mazzuca would prefer that this be a change to the Municipal Code and include all boards and commissions where not prohibited by State law. To preserve that good government principle, we should not be enumerating.

Mayor Schmidt thinks this could be tailored to accomplish what needs to be done. For example, if this were a blanket policy, it would prohibit a teen working part-time during the summer from being on the Youth Commission.

By consensus, the City Attorney will draft a Policy Statement prohibiting employees from serving on land use and library boards and commissions that will be enacted, amended, or rejected in one reading once at the City Council level.

2. Resolution on Immigration Reform

The Northwest Municipal Conference (NWMC) has partnered with various organizations to further improve immigrant integration within member communities. NWMC has requested that Park Ridge adopt a resolution recognizing that the immigration system in the United States is in need of meaningful reform and asking the federal government to pass comprehensive legislation to reform the country's immigration system.

Ald. DiPietro commented that, if the City Council is going to be taking resolutions and policies on federal legislation issues, which he does not recall being done in the past, would that start the City down a slippery slope? Would positions then be taken on gun control, gay rights, right to life, and immigration reform issues? Whether we agree with the immigration issues is not the question. The City Council may have adopted State resolutions that had bearing on Park Ridge.

Acting City Manager Hamilton read from his memo. He had also distributed to the aldermen a Tribune article that was released a few hours before this meeting. It states that Republican Rep. Ryan of Wisconsin and Democratic Rep. Luis Gutierrez of Illinois were speaking today at the City Club of Chicago about immigration reform.

Ald. Smith stated that this is none of our business and neither the NWMC nor we should be wasting our time on this.

Ald. Sweeney does not want the City to get involved in resolutions on immigration reform. It could then become resolutions on legalized marijuana, resolutions on abortion, resolutions on everything listed. He is not in favor of this.

There was no consensus to move this forward to City Council. This matter is closed.

C. Department Head Report

None.

VII. Other City Business

Acting City Manager announced an Open House in Council Chambers on May 6, 2013, at 6:30, to welcome our two new aldermen-elect, and also to congratulate our three individuals who are returning. Ald. DiPietro and Raspanti are encouraged to invite family. Residents in the second, fourth, and sixth wards who wish to attend are welcome. There will be refreshments.

VIII. New Business

Ald. Sweeney reminded everyone that the week of May 12 is National Police Week. Flags may be flown at half-staff on May 13, by order of President John F. Kennedy. He would like to have another Resolution adopted this year.

Ald. Sweeney also commented on Saturday's electronic recycling event at Public Works. Mike McGrath, as usual, did a fantastic job. 386 cars came through. It was very successful.

Ald. Mazzuca inquired about the letters that were going to be sent to CDA and FAA. Acting City Manager Hamilton will send that out this week.

IX. Adjournment

The meeting was adjourned at 8:40 p.m.