



CITY OF PARK RIDGE

505 BUTLER PLACE
PARK RIDGE, IL 60068
TEL: 847-318-5200
FAX: 847-318-5300
TDD: 847-318-5252
www.parkridge.us

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

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

Monday, June 26, 2017 at 7:00 p.m.

I. Roll Call

Ald. Mazzuca called the meeting to order at 7:06 p.m.

Senior Administrative Assistant Zarlenga read the roll call; the following Elected Officials indicated their presence at the meeting: Ald's. Moran, Milissis, Mazzuca, Melidosian, Wilkening and Mayor Maloney (came in at 7:11 p.m.). Ald's. Joyce and Shubert were absent. There was a quorum.

Staff Present: Acting City Manager Joe Gilmore, Acting Finance Director Andrea Lamberg, Community Preservation & Development Director Jim Brown, Fire Chief Jeff Sorensen, City Attorney Adam Simon, and Senior Administrative Assistant Julie Zarlenga.

II. Citizens Who Wish to Comment on a Non-Agenda Item

Neil Wagner, 414 Talcott Place, commented on the appeal of the 400 Talcott case. Mr. Wagner said that the Zoning department had been compromised. He said there was conflicting information as to how the process to file an appeal worked. He felt that the City needed to be held accountable for certain procedures that were not followed properly.

Rawn Reinhard, 413 Talcott Place, said he had five questions:

1. He wanted to know who is going to enforce the guidelines of the City's code.
2. He noted that the residents were given incorrect information as to when the zoning notice would be published, therefore causing the delay in filing an appeal. Mr. Reinhard asked what Council was going to do to remedy the lack of a system and problems created by staff.
3. He asked if Council thought it was fair to tie zoning rights to a certificate that the CP&D Director could sign and file away, not giving residents the knowledge that a certificate even exists.
4. He noted that if the 400 Talcott project goes forward as currently approved, it would reduce the setback and impact other businesses in the future who would want to build at that location. He wanted to know what the City planned to do about that.
5. Mr. Reinhard wanted to know how the CP&D Director could deny an appeal all on his own, and noted it is unusual that access to the board can be blocked by a staff member.

III. Finance and Budget

A. Action Items

1. Approve FY17 Year-End Budget Amendments

Ald. Mazzuca made a motion to approve. Ald. Milissis seconded the motion.

Acting Finance Director Lamberg said that since the last Committee of the Whole meeting two more items have come in which require budget amendments.

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Motion carried, by voice vote, 5-0.

2. Approve FY17 to FY18 Carryover Budget Amendments

Ald. Mazzuca made a motion to approve. Ald. Moran seconded the motion.

Acting Finance Director Lamberg said these are a special category of budget amendments. The budget amendments are items that were started in FY17 and for various reasons were not completed until FY18.

Ald. Mazzuca said there a few items carried over that are motor vehicles. He asked if these would be finished soon.

Acting City Manager Gilmore said they would be coming to Council soon and that carryover would be reduced for next fiscal year.

Motion carried, by voice vote, 5-0.

3. Approve the purchase order for one X Series Manual Monitor/Defibrillator with accessories from Zoll Medical Corporation, Chelmsford, MA in the amount of \$31,853.36

Ald. Mazzuca made a motion to approve. Ald. Moran seconded the motion.

Fire Chief Sorensen said this is for a cardiac monitor-defibrillator to be placed on the rescue vehicle. He said they are also trying to get this approved ASAP as there will be a price increase at the end of the month.

Ald. Mazzuca asked why they would need this machine in the rescue vehicle if they don't transport people in this particular vehicle.

Chief Sorensen said that all of their vehicles carry the monitor-defibrillator, which is not only standard, but is also required to provide the best possible care.

Mayor Maloney asked how much the price increase would be.

Chief Sorensen said it would increase by \$3,000.

Motion carried, by voice vote, 5-0.

4. Approve a five-year contract for Cloud Back-Up Storage, FN-FY18-01, to MNJ Technologies Direct Inc., of Buffalo Grove, IL in the amount of \$39,539.26

Ald. Mazzuca made a motion to approve. Ald. Moran seconded the motion.

Acting Finance Director Lamberg said that staff issued an invitation to bid in which 10 bids were received and read out loud. Staff went with the lowest bidder for a 5 year contract. Hardware and software are on the same contract.

Ald. Mazzuca commented about the large spread in bid prices, and asked if the bidders understood what the City wanted them to bid on.

Acting Finance Director Lamberg said that staff asked for basic cloud services for under \$40,000. She said they didn't need anything more than basic since the City's IT company, Prescient, would be able to provide the rest of the services. The reason the price gap is large is because some bidders, despite the bid stating the City was looking for basic services, gave pricing for deluxe services.

Ald. Melidosian asked if the \$40,000 was the total cost for all 5 years of the contract.

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Acting City Manager Gilmore said it would cover the total cost for the five-year period.

Ald. Melidosian asked if this was for the hardware, hardware warranty, software, and storage.

Acting Finance Director Lamberg said it was for the hardware and storage, she believed staff already had access to the software, but said she would check with IT.

Ald. Melidosian asked if the vendors were bidding on the same range or volume of storage.

Acting Finance Director Lamberg said the desired level was stated in the RFP in which all the bidders stated in their bids that they could provide that level of storage.

Ald. Melidosian asked where the storage facility would be.

Acting Finance Director Lamberg said she would get back to him with the answer.

Ald. Mazzuca asked that the location of the facility be added to the memo for the next meeting.

Motion carried, by voice vote, 5-0.

B. Discussion Items

1. Strategic Plan Update

Acting City Manager Gilmore said their plan this year is to bring back the strategic plan from last year, review the details, and see how it ties into the FY18 budget.

C. Human Resources

Review/Update on each Union Body, Labor Negotiation(s), Grievance(s):

- The City is preparing for negotiations with ICOPS, scheduled for July 10, 2017.

Review/Update on the Non-Union Body:

- No report.

Staffing Changes:

- Ed Graham, Maintenance Worker II, retired on June 2. Mr. Graham served the City for over 32 years.
- Laura Dee, Environmental Health Officer, retired on June 9. Ms. Dee served the City for over 29 years.
- Jan Van De Carr, Library Director, retired on June 19. Ms. Van De Carr served the City for 37 years.
- Thomas Sklena, on-call Plans Examiner/Inspector (pt), joined Community Preservation & Development on May 26.
- Kate Poirier was promoted to Administrative Services Supervisor in the Police Department. Ms. Poirier was previously a Community Service Officer.
- Kevin Vitols, Maintenance Worker I (ft), joined the Public Works Department on June 19.
- We are currently in the process of receiving applications and/or interviewing for the following positions: Urban Forester (ft), Plans Examiner/Inspector (pt and ft), Police Records Technician (pt), and School Crossing Guards (pt). We are also recruiting police and fire candidates.

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Pension Update:

- The next Police Pension Board quarterly meeting is scheduled for July 26, 2017 at 10:00 a.m. in the 2nd floor Conference Room at City Hall (505 Butler Place).
- The next Fire Pension Board quarterly meeting is scheduled for August 8, 2017 at 9:00 a.m. at Fire Station 36 (1000 N. Greenwood Avenue).

D. Department Head Report

1. Citizen Self Service Pilot

Acting Finance Director Lamberg said the pilot has been successful, with 45 people signed up for the pilot. The feedback they are getting is all customer service related. Staff will wait another month for the next billing cycle, then after that they will offer it citywide.

IV. Procedures and Regulations

A. Action Items

B. Discussion Items

1. Options for Murphy Lake Protections

Community Preservation & Development Director Brown said that on the April Committee of the Whole meeting, the topic of Murphy Lake was discussed. Staff was directed by Council to bring back several options to move forward with. Director Brown noted staff's opposition to move forward with the Murphy Lake item.

City Attorney Simon said that resolution from 1998 was recorded only by the Murphy Lake Association, which is something that staff did not know at the April meeting. He said the Association owns the majority of the lake. He said a rule on lake-fill remains, and is enforced by the Murphy Lake Association, however, the resolution regulated the lake, and not the private homeowners themselves. He said that staff maintains their stance that the City should not get involved.

Ald. Mazzuca said that when the topic was last discussed, Council said they would get involved with this issue, however, there is now a new Council.

Ald. Moran asked if building a structure out to the middle of the lake would be possible.

City Attorney Simon said that it was his opinion that it would not be possible since other City regulations limit the amount of fill that would get put into the lake.

Ald. Moran commented that someone did just put fill into the lake.

Director Brown said that the permit was to put in a sea-wall to limit erosion. He commented that most properties around the lake have sea-walls.

Ald. Melidosian asked if someone could fill their property into the lake.

City Attorney Simon said they could fill it in.

Ald. Moran asked who is enforcing how much they can fill in.

City Attorney Simon said that if a body of water is part of a flood plain system, the Metropolitan Water Reclamation District (MWRD) gets involved if something impacts flooding detention and retention. He said that Director Brown says MWRD will not enforce this body of water because it does not impact the greater surrounding area.

Ald. Milissis asked if there was any private resource that could enforce regulation of Murphy Lake.

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City Attorney Simon said that the Association has jurisdiction over the property that they own. He said the resolution was imperfectly recorded in 1998, but the intent was still clear. He said his opinion is that the resolution is not enforceable.

Ald. Melidosian commented that based on what City Attorney Simon had said, there would be no stopping someone who would want to fill in their property.

Oscar Marquis, 120 N. Dee Road, said that the only lake in Park Ridge that is controlled by a Homeowner's Association (HOA) is Park Lake. He said that the Murphy Lake Improvement Association is not an HOA, that it is voluntary, and therefore could not enforce anything. He added that their concern was never the middle of the lake being filled because they own that portion. The concern had always been that others will fill in the portion they own and the middle of the lake will turn into a swamp, which would affect the wildlife. Mr. Marquis quoted the meeting minutes from June 2, 1998:

"The City's Land Grade ordinance controls filling and the Director of Public Works has previously stated that he would not approve filling of the lake. Attorney Keller has previously stated that there is no need to design a new tool for this, as an adequate tool exists. But, if the City Council wishes, he could provide an alternative. Chairman Strauts suggested Council adopt a policy prohibiting fill...

Action: City Attorney Keller to draft a Resolution for City Council approval to direct Public Works Director to refuse to issue a permit for altering of any land grade, or any construing in Murphy Lake or Park Lake."

Mr. Marquis noted that the policy of the City shouldn't change just because staff changes.

Judy Barclay, 524 Courtland, suggested that the City create a Lake District since Park Ridge has two (2) lakes.

Neil Salah, 400 Dee Road, said they respect that the City doesn't want to be involved, but that the Association would like to work with Council so that everyone's concerns are protected.

Shantel Bill, speaking on behalf of Donald Shumacher, 2407 Cherry St., said they want to relay that they support the City's decision to not get involved in what is private property. Ms. Bill noted that in order for the City to regulate private property there needs to be a health and safety issue, which there is not.

Joan Sandrik, said that Mr. Marquis mentioned grade changes, and felt the City has done a poor job of enforcing grade changes. Ms. Sandrik noted they shouldn't rely on a grade change as the solution.

Damon Sather, 217 Murphy Lake Lane, said it was his sea-wall that has caused the controversy. He said he didn't know there was a resolution, but had he known, he would have been happy to comply with it. He said his land was eroding quickly and he needed to do something, so he built the sea-wall. He noted that perhaps the enforcement should be kept within the association.

Catherine Marquis, 120 N. Dee, said she was involved with the resolution back in 1998. She said in regards to Mr. Schumacher's Attorney's comment of residents complaining if the lake gets filled in, she said it would be too late at that point. She felt that if the lake wasn't protected the lake would turn into swampland and the property value of homes around the lake would go down. If that happened, the property taxes would decrease and would impact the City.

Ald. Milissis asked what the Lake District idea might involve.

City Attorney Simon said they would have to create a new zoning district which would create a maximum lot size so that a property owner couldn't increase their FAR.

Ald. Melidosian suggested they pass an ordinance prohibiting grade change around the lake. He felt the lake was a benefit to the City.

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Director Brown commented that an overlay district that would attach specific regulations to that area might work.

Ald. Mazzuca felt the City shouldn't get involved with what seemed like a private dispute. He didn't feel there was a significant benefit to the community for the City to regulate Murphy Lake.

Ald. Milissis said he agreed with Ald. Mazzuca. He said that although he would like more definitive options, he is leaning towards the advice that City Attorney Simon had provided, and felt the City should stay out of the Murphy Lake topic.

Ald. Moran said it is a unique situation, but that is was also a unique situation when the City tried to take action in the past. He said he wanted to see the idea of an overlay district explored. He noted that since two Aldermen were absent, he would like to hear their opinions on the topic. Ald. Moran said he would like for staff to bring back more options as to what would be the best way to go.

Mayor Maloney asked if the residents on Murphy Lake were surveyed.

Director Brown said they were not, however, staff has had conversations with people who are against any the City enforcing the Lake.

Ald. Wilkening said that Park Lake didn't seem to have the same issues that Murphy Lake is having, and that Park Lake does have a HOA. She felt this was a dispute between neighbors and felt it best for the City to stay out of it.

Ald. Melidosian said he would like the residents to work with their Alderman to resolve this issue.

Mayor Maloney said that since there are two Aldermen absent, one of whom is from the Murphy Lake ward, that this item should be pushed back into the fall. He noted that he wouldn't support moving forward with this unless they received feedback from the residents on Murphy Lake by way of survey. He added that he would like to see Ms. Barclay's suggestion of a Lake District fully vetted before a decision was made.

Ald. Wilkening noted that three (3) Aldermen want to close this discussion on the item. She felt it should be closed since discussing it would just cost the City additional money.

Ald. Mazzuca agreed with Ald. Wilkening but noted they should get feedback from the two (2) absent Aldermen.

City Attorney Simon noted that they will get feedback from Ald's. Shubert and Joyce, but that for now they were at an impasse.

2. Discuss Use of Official E-Mail Accounts

Director Brown said that staff has created email accounts for Elected Officials. He said they needed to discuss whether or not Elected Officials would be able to use their own email account for City business or a City email account.

Mayor Maloney said he would like an email policy.

City Attorney Simon said Council would have to decide on the type of policy they would like.

Mayor Maloney said he would like a City email address to conduct business and communicate with residents.

Ald. Melidosian said that having a City email didn't change things, that it was still FOIA'ble.

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City Attorney Simon disagreed and said that email shouldn't be used to create an OMA issue by creating a meeting. He said that communication that is FOIA'ble when it deals with City business. He said it is not FOIA'ble if an Elected Official emailed a resident from their personal email. However, if you use a City email account it would be FOIA'ble. The benefit of that is that if an Elected Official's emails are FOIA'd, a member of City staff could search through the email, as opposed to the Elected Official.

Ald. Mazzuca said that he has personally been FOIA'd and that it is an inconvenience and is in favor of conducting City business on a City email server.

Ald. Melidosian noted that if they conducted business on a City email server they would be shifting the burden to City staff which would not produce a cost-savings. He asked if they were to do this, if they could publish the email addresses.

Acting City Manager Gilmore said he would speak with IT.

Carol Salas, said she, along with several other Attorneys agree that this is a step in the right direction. However, she noted that in the interim of establishing the email accounts there can still be FOIA requests sent out. She suggested using forensic companies to sift through email-related FOIA requests.

City Attorney Simon said that they have not gotten to that point yet.

There was a consensus to move forward with City emails for Elected Officials.

C. Upcoming P&R Items

1. Potential Procedures & Regulations Agenda Items

Director Brown said that nothing on the list is particularly urgent.

Ald. Moran said they looked at impact fees for school districts and how they are affecting the schools.

Director Brown said he would add that to the list, and asked if Council wanted to see impact fees in general or impact that developments have on school-age children.

Ald. Moran said he wanted to see both and suggested Director Brown collaborate with District 64.

Mayor Maloney said he would like to have a conversation on impact fees in general first. He said he also wanted to see empirical data from District 64 about overcrowding.

D. Department Head Report

V. New Business

Mayor Maloney reminded everyone that there would be no meeting next week due to the 4th of July.

VI. Adjournment

The meeting was adjourned at 9:08 p.m.