



## 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

### MINUTES

#### COMMITTEE OF THE WHOLE MEETING OF THE PARK RIDGE CITY COUNCIL ALL COMMITTEES

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

## DRAFT

Monday, March 13, 2017 at 7:00 p.m.

#### I. Roll Call

Acting Mayor Maloney called the meeting to order at 7:00 p.m.

Roll call was read and the following Elected Officials indicated their presence at the meeting: Aldermen Moran, Milissis, Van Roeyen, Melidosian, Mazzuca and Acting Mayor Maloney. There was a quorum.

#### II. Mayor's Report

##### A. Proclamation – 2016-17 Maine South Varsity Hawkettes Dance Team

Acting Mayor Maloney presented a Proclamation to the Maine South Hawkettes Dance Team for being the 2017 National Champions in Large High Kick and placing sixth in the Large Varsity Pom division.

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

None.

#### IV. Public Works

##### A. Action Items

##### 1. Approve the contract to provide tree maintenance services to Acres Group of Wauconda, Illinois in the amount of \$715,750.00

Motion by Acting Mayor Maloney, seconded by Alderman Moran

Director Zingsheim stated that staff issued an Invitation to Bid for Tree Maintenance Service, PW-FY17-23, on February 16, 2017 in the Pioneer Press for a qualified firm to perform ad-hoc and planned annual tree maintenance for a three (3) year term. Twenty-six (26) firms registered via the City web site. Seven (7) were received by the bid opening on March 7, 2017. This contract includes cyclical trimming, emergency storm damage work, and time and material work.

City Forester Naser confirmed that the City had the right to terminate the contract based on performance during the three-year term of the contract.

**Motion carried, 6/0, by voice vote.**

##### 2. Approve the contract for a City Hall life/safety assessment and a Police Department space needs analysis to FGM Architects in the amount of \$19,650.00

Motion by Acting Mayor Maloney, seconded by Alderman Milissis

Director Zingsheim stated that the City sought quotes from qualified firms to provide a City Hall life/safety assessment and a Police Department space needs analysis. Six (6) firms provided quote proposals and quotes were obtained from four (4) architecture firms that ranged from \$19,250 to \$57,000. Staff interviewed

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two firms and selected FGM Architects of Oak Brook, Illinois based on their capability, their substantial municipal experience that includes police station modernization and their knowledge of, and previous experience with, the current police facility.

Acting City Manager Gilmore detailed the components of the project and verified that the bidders knew the parameters of the contract.

Alderman Mazzuca questioned why this was done thru quotes and not an RFP. Acting City Manager Gilmore replied that originally the scope of work indicated that it would be under \$20,000. He detailed the interview process and the project deliverables, noting that it would begin right away, with a six to eight week completion schedule. Areas to be looked at include: out of compliance or issues that need to addresses as to life safety, police efficiencies within the existing footprint, locker room, and prisoner/witness segregation.

Joan Sandrik, 409 South Clifton, commented that FGM Architects were unimpressive and did not have a good handle on putting together the numbers.

Alderman Mazzuca stated that he would be voting no, citing the Park District as an example. He felt that the process should have been a more formal RFP.

Discussion ensued on the quote versus RFP process and the need for an RFP for the next steps.

**Motion carried, 5/1, by roll call vote with Alderman Mazzuca being the nay vote.**

3. **Approve a Purchase Order for the repair to brick sidewalk areas on Devon Avenue, in areas from Cumberland to Courtland, to 3D Brick Paving of Des Plaines, Illinois in the amount of \$19,639.25**

Motion by Acting Mayor Maloney, seconded by Alderman Milissis

Director Zingsheim stated that in June 2016, the Council approved brick sidewalk repair on Devon Avenue, in areas from Cumberland to Prospect, to eliminate trip hazards. This area has a concrete sidewalk trimmed with brick pavers. At that time staff received three quotes for the repair work with the low quote being from 3D Brick Paving. Staff proposes completing the brick sidewalk repair work on both sides of Devon, from Cumberland to Courtland. Work includes the removal of existing pavers, bringing to grade, and reinstallation of pavers, with replacement of pavers where necessary. City crews would replace gas lines where needed and one gas light. A corresponding Budget Transfer from Snow Removal Supplies to Sidewalk Repairs will be done to cover this expenditure.

Alderman Melidosian asked if the gaslights should be switched to electric. Director Zingsheim stated that a conversion such as that would be a major capital expenditure.

**Motion carried, 5/0, by voice vote.** (Alderman Mazzuca was absent at time of vote)

4. **Approve a Purchase Order for emergency sewer repair with DiMeo Brothers, Elk Grove, Illinois 60007 in the amount of \$22,352.00**

Motion by Acting Mayor Maloney, seconded by Alderman Moran

Director Zingsheim stated that emergency expenditure authority was used for sewer repair work at Potter and Mayfield. While televising and cleaning the sewer line in this area as part of the Sewer Lining Program, the city's contractor was unable to get through the sewer. City crews exposed the sewer and found the entire length to be crumbling and unrepairable. At that time, the job became too big for city crews and our emergency contractor, DiMeo Brothers, was called in to make the repair.

**Motion carried, 5/0, by voice vote.** (Alderman Mazzuca was absent at time of vote)

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**5. Approve Purchase Order for water supply and return line replacement for Edwards Engineering, Inc. in the amount of \$14,980.00**

Motion by Acting Mayor Maloney, seconded by Alderman Moran

Director Zingsheim stated that as part of the preparation for the cooling tower installation, asbestos abatement work is being done at City Hall on the chiller water supply and return three-inch water lines. After exposure, the pipes were found to be pitted and rusting out throughout the entire system. These lines connect the cooling tower to all three air handlers in the building's attic and could rupture and quite possibly cause a major leak and flood. Three quotes were received for the replacement of the water supply and return lines with the low quote from Edwards Engineering, Inc. in the amount of \$14,980.00.

**Motion carried, 6/0, by voice vote.**

**B. Discussion Items**

**1. FY18 Salt Purchase**

Director Zingsheim stated that this year CMS has given municipalities the option to renew the FY17 contract with a 'not more than 10% increase' over FY17 prices. Other options are to go out to bid as usual thru CMS or to bid out on our own for bulk rock salt for FY18. Staff recommends not renewing the contract, but to again go out to bid thru CMS. With the mild winter, if supply and demand functions properly, staff believes that we may see lower prices thru the bid. He asked for direction and consensus on whether the Council wants to renew the FY17 CMS contract or go out for bid with CMS for the FY18 salt purchase. The City must declare its intent to CMS by April 1.

Josh Bruch, 424 Leonard, asked if salt would go bad if carried over to next year. Director Zingsheim confirmed that it would not.

Discussion ensued on the variables, with all Aldermen commenting that they agreed to the bid process.

Consensus was reached to go out to bid thru CMS for the FY18 salt purchase.

**C. Department Head Report**

**1. Stormwater Master Plan Update**

Director Zingsheim stated that Christopher B. Burke Engineering, Ltd. (CBBEL) would be at the April 10, 2017 Public Works COW to discuss the level of protection that the Council wanted for the Stormwater Master Plan. Conceptual projects will be brought to the June COW, with an Open House scheduled for late June. The final Stormwater Master Plan will be completed by November. CBBEL is still accepting resident surveys.

**2. Bike Task Force Update**

Director Zingsheim stated that the kick off meeting for the Bike Routes Report has been scheduled for March 24, 2017. The Task Force will be seeking three quotes for the purchase of bike racks.

**3. ITEP Project Redesign**

Director Zingsheim stated that staff had spoken with IDOT, who controls the ITEP funding and grant mechanism for this project, and Spaceco, the City's consultant, regarding the possible redesign of the Uptown streetscape project. IDOT has approved the grant design for the entire project as is. It would cost the City at least \$20,000 - \$30,000 to redesign the project and would risk it being denied, as it would have to be re-submitted and approved by Springfield. As drainage is not part of the grant and would be a new category, adding drainage would increase the City cost and would require MWRD approvals and permits. We would also go over the cap on excavation material, triggering an additional environmental process and expense.

Spaceco has the same trepidation as staff, noting that in order to install permeable pavement it would be necessary to excavate and replace approximately three feet of material, making it a drainage project requiring new underdrain and a new sewer connection. Excavating next to older buildings and disturbing

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areas next to foundations could be a liability issue, as older foundations can be problematic if disturbed. Installing permeable pavers along the curbs without a concrete base will produce the same maintenance issues seen on Prospect, Devon, and the Arcade.

This area has very little room for rain gardens. Curb cuts would be needed to allow water to flow into the rain gardens in parkways or adjacent areas. This is not the best practice for a business district, as the water from Northwest Highway would include salt, oil, and debris from the street, causing maintenance issues. Visitors parking in these areas would have problems exiting their cars if the rain gardens were on the parkway. However, structural soil will be installed in the grate area around trees.

Though well intentioned, the redesign of this project to incorporate these green practices is not one that staff can support. If the Council would like to do a pilot program along these lines, staff suggests a cost effective project, designed initially with this practice in mind, and located in a public alley or any area where there is minimal pedestrian traffic, and not adjacent to buildings.

#### 4. **AT&T**

Director Zingsheim stated that representatives from AT&T would be giving a presentation on their proposal to install high-speed internet cable throughout the city at the April 10, 2017 Public Works COW.

### V. **Finance**

#### A. **Action Items**

1. **Approve a budget transfer from Employee Benefits Preferred Provider Organization (PPO) to Employee Benefits Health Maintenance Organization (HMO)**  
Motion by Alderman Moran, seconded by Alderman Van Roeyen

Acting City Manager Gilmore stated that the actual census during the year between the HMO and PPO plans differed from the census used to formulate the FY17 budget requiring a budget transfer between the PPO and HMO lines is needed.

**Motion carried, 6/0, by roll call vote.**

2. **A. Approve a purchase order increase for AT&T**  
Motion by Alderman Moran, seconded by Alderman Milissis

Acting City Manager Gilmore stated that the City has several accounts with AT&T for ordinary telephone lines, T1 lines, and radio circuits relating to elevators, public safety connectivity, alarms and SCADA software. Unexpected increases in monthly line charges resulted in actual costs being greater than expected.

Discussion ensued on AT&T rates and the ongoing review of these rates.

**Motion carried, 6/0, by roll call vote.**

- B. Approve a budget transfer from IT Software and Support to IT Telecommunications**  
Motion by Alderman Moran, seconded by Alderman Milissis

**Motion carried, 6/0, by roll call vote.**

3. **Approve a budget transfer from Snow & Storm, Snow Removal Supplies to Grounds Maintenance, Gas Light Maintenance**  
Motion by Alderman Moran, seconded by Alderman Milissis

Director Zingsheim stated that a budget transfer for FY17 to Grounds Maintenance, Gas Light Maintenance is required to cover vandalism repairs.

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**Motion carried, 6/0, by roll call vote.**

**4. Approve a budget transfer from Snow & Storm Control, Snow Removal Supplies to Street Maintenance, Sidewalk Repairs**

Motion by Alderman Moran, seconded by Alderman Milissis

Director Zingsheim stated that a budget transfer for FY17 to Street Maintenance, Sidewalk Repairs is required to cover paver replacement on Devon Avenue.

**Motion carried, 6/0, by roll call vote.**

**5. Approve the continued participation with Northern Illinois Municipal Electronic Cooperative (NIMEC) and one-year contract to purchase retail (electric) power from Dynegy Energy Services, LLC**

Motion by Alderman Moran, seconded by Alderman Van Roeyen

Acting City Manager Gilmore stated that since 2006 the City has been utilizing a competitive bid process to secure electric power through the Northern Illinois Municipal Electric Cooperative (NIMEC), a private broker owned by the Glenview Consulting Group, which provides this service to many municipalities by creating a bid group and soliciting bids. The current agreement with our electric power provider (Dynegy) expires in April 2017. NIMEC monitors market conditions and trends in an effort to obtain favorable rates, and held their annual power auction on March 8, 2017. Because of the volatility of power prices, the City must lock in the price through same day acceptance.

On behalf of the City, Acting City Manager Gilmore locked in the one-year rate with Dynegy of 5.128 cents/kWh (the current rate is 5.35 cents/kWh). Based upon the volatility of market conditions, uncertainty of bid date, and expediency with which bid results must be accepted (same day bid acceptance), he requested retroactive approval for this agreement.

Jack Barnette, 1847 Norman, asked if there ever was a multi-year option. Acting City Manager Gilmore replied that there is, however he did not feel comfortable making that commitment this year.

Discussion ensued on the competitive auction process.

**Motion carried, 6/0, by voice vote.**

**B. Discussion Items**

None.

**C. Department Head Report**

None.

**VI. Public Safety**

**A. Action Items – Police**

**1. Approve an agreement with Bristol Court Condominium Association located at 2300 Windsor Mall regulating parking lot use, parking of motor vehicles, and control vehicular traffic**

Motion by Alderman Milissis, seconded by Alderman Van Roeyen

Chief Kaminski stated that that this agreement allows the Police to go onto private property to enforce posted regulations as part of their normal patrol. He detailed the process of executing and recording the five-year agreement. Fees based on the number of parking spaces within the lot (750), with the annual fee being set at \$750.

**Motion carried, 5/0, by voice vote, with Alderman Mazzuca abstaining.**

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**2. Authorize the City to enter into an Intergovernmental Cooperation Agreement as part of the West Suburban Consolidated Dispatch 9-1-1 System**

Motion by Alderman Milissis, seconded by Alderman Moran

Chief Kaminski stated that the West Suburban Consolidated Dispatch Center (WSCDC) serves as the city's 9-1-1 dispatch center. Currently, each member community has its own Emergency Telephone Systems Board (ETSBS). Public Act 99-0006 mandates the consolidation of these boards. This Intergovernmental Cooperation Agreement consolidates the city's ESTBS into one under West Suburban, with our City Manager serving on the Board.

**Motion carried, 6/0, by voice vote.**

**3. Approve modifications of an ordinance of the City Council of Park Ridge amending Article 14, Chapter 3, Section 16 – Regulation and Towing of Abandoned Vehicles**

Motion by Alderman Milissis, seconded by Alderman Moran

Chief Kaminski stated that as part of a review of the city's inspection process of abandoned vehicles, several minor inconsistencies within the ordinance were found. He detailed the revisions, noting that these changes will help clarify the ordinance.

Alderman Melidosian questioned if the intent of the Ordinance was to tow the cars in 7 or 14 days. Chief Kaminski replied that the intent is to have up to 14 days to remove the vehicle.

**Motion carried, 6/0, by voice vote.**

**B. Discussion Items – Police**

None.

**C. Department Head Report – Police**

**1. 2016 Annual Report**

Chief Kaminski highlighted the 2016 activities: Mental Health Grant, crime rates down 3.9%, work with West Suburban Consolidated Dispatch Center, volunteers, full time social worker, and the various outreach programs.

There was a brief discussion on overweight truck fines and crime statistics.

Josh Bruch, 424 Leonard, commented on car thefts.

**2. Monthly Report – February 2017**

None.

**3. Complimentary Letters – February 2017**

None.

**4. Red Speed Monthly Reports – February 2017**

Alderman Milissis noted that there was a 67% approval rating in February.

**5. Citizen Corps Volunteer Report – February 2017**

Alderman Milissis summarized volunteer hours for CERT, Citizens Patrol, Parent Patrol, and Police Explorers at 399 hours for February and 547 hours year to date.

Josh Bruch, 424 Leonard, asked what Red Speed referenced. Chief Kaminski explained the program.

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**6. Park Ridge Police Department Renewal of Accreditation**

Chief Kaminski stated that the Illinois Law Enforcement Accreditation Council has recognized the Department's renewal of accreditation at the Tier 1 level and detailed the accreditation process.

**7. Community Advisory Board Information and Update**

Chief Kaminski stated that the Advisory Board had good discussions and offered feedback, noting that it was run by UIC.

**D. Action Items - Fire**

**1. Approve the purchase order for rescue task force equipment to W.S. Darley & Co., Itasca, Illinois in an amount not to exceed \$10,500.00**

Motion by Alderman Milissis, seconded by Alderman Moran

Executive Officer Lisowski stated that has been working with the City's mutual aid partners in MABAS to develop new policies and procedures for how to handle any mass casualty/active shooter incidents in the expanded area and reviewed past practices. The City has been working and training with other area fire and police departments to develop rescue task force teams to deploy in any mass casualty/active shooter emergency in the suburbs. The rescue task force concept utilizes a model where firefighters deploy with police officers to enter areas where victims are in need of rescue.

The City is required to provide ballistic protection to our firefighters who would deploy in any rescue task force. Three bids were received with the low bid being from W.S. Darley & Co. in the amount of \$9,770.40, not including shipping. As it is anticipated that shipping costs will bring the total over \$10,000, staff is seeking purchase order authority in an amount not to exceed \$10,500.00.

**Motion carried, 6/0, by roll call vote.**

**2. Approve the contract and purchase order for asphalt and concrete work at both fire stations to Allstar Asphalt, Inc. of Wheeling, Illinois**

Motion by Alderman Milissis, seconded by Alderman Moran

Executive Officer Lisowski stated that the FY17 Capital Budget includes the repair and replacement of the parking lot areas and aprons at both fire stations. Staff issued an Invitation to Bid, PW-FY17-03, on February 9, 2017 in the Pioneer Press for a qualified firm to provide asphalt and concrete paving services at both fire stations. Thirty-five (35) firms registered via the City website. Twelve (12) bids were received by the bid opening on March 7, 2017.

Staff recommends that the contract be awarded to the lowest responsive and responsible bidder: Allstar Asphalt, Inc. of Wheeling, Illinois at a bid amount of \$104,280.70. Staff recommends that a 5% contingency be included in the purchase to cover any necessary material costs or unforeseen issues. The bid document seeks a rate for consumed materials and may vary by 5%. These bring the total amount for approval to \$109,495.

The City retained K-Plus Engineering to evaluate all options as to the scope and nature of the work needing to be done. K-Plus is the City's procured vendor for site plan reviews. K-Plus was able to identify some areas of cost savings for the City by recommending areas that could be reconditioned rather than ground down and resurfaced. The cost for K-Plus services was approximately \$8,000.00 however their recommendations did result in substantial cost savings to the City. The City will need to pay a stormwater fee in lieu of detention for the project, estimated at \$5,000. The project's total maximum potential cost is \$123,000. The project was budgeted at \$175,000.

**Motion carried, 6/0, by roll call vote.**

**E. Discussion Items – Fire**

None.

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**F. Department Head Report – Fire**

Executive Officer Lisowski stated that a press release had been issued on the two fires that occurred on Saturday March 11, 2017. The city received mutual aid from Rosemont for the second fire.

He stated that 15 firefighters would be participating in the St. Baldrick's head shaving event being held at the Harp N Fiddle on April 1, 2017.

**1. Complimentary Letters – February 2017**

None.

**VII. Procedures & Regulations**

**A. Action Items**

- 1. Approve to amend Article 4, Chapter 10 of the Municipal Code reducing the number of O'Hare Airport Commission members from nine to seven and place on the March 20, 2017 City Council agenda for final reading**

Motion by Alderman Mazzuca, seconded by Alderman Moran

Acting Mayor Maloney stated that the O'Hare Airport Commission currently has a nine-member board with two vacancies that have proven difficult to fill. City Attorney Tappendorf has stated that the Council may opt to reduce the number of members, thereby making it easier to produce a quorum.

**Motion carried, 6/0, by voice vote.**

Alderman Mazzuca stated that if any Aldermen had an interest in discussing Park Ridge becoming a sanctuary city to let him know.

Alderman Milissis noted that he would be recusing himself from any conversation on this topic.

**VIII. Other City Business**

None.

**IX. New Business**

Alderman Melidosian noted that the new Library newsletter was included in the weekly packet and that the spring book sale is scheduled for May 6-7, 2017.

**X. Adjournment**

The meeting adjourned at 8:55 p.m.