

**Winnetka Village Council
REGULAR MEETING
Village Hall
510 Green Bay Road
Tuesday, May 7, 2013
7:00 p.m.**

Emails regarding any agenda item are welcomed. Please email contactcouncil@winnetka.org, and your email will be relayed to the Council members. Emails for the Tuesday Council meeting must be received by Monday at 4 p.m. Any email may be subject to disclosure under the Freedom of Information Act.

AGENDA

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Quorum
 - a) May 14, 2013 Study Session
 - b) May 21, 2013 Regular Meeting
 - c) June 4, 2013 Regular Meeting
- 4) Approval of Agenda
- 5) Consent Agenda
 - a) Approval of Village Council Minutes
 - i) April 11, 2013 Rescheduled Study Session..... 3
 - ii) April 18, 2013 Rescheduled Regular Meeting..... 6
 - b) Approval of Warrant Lists 1795 and 179612
- 6) Stormwater Report – No report.
- 7) Ordinances and Resolutions
 - a) Resolution No. R-23-2013: A Resolution Waiving Permit Fees for Storm Repairs – Adoption13
- 8) Public Comment
- 9) Old Business
 - a) Business District Floral Program Update16
- 10) Reports

- 11) Seating of the New Village Council
 - a) Village Clerk’s Report: Election Results
 - i) Administration of Oath of Office to Trustees-Elect Joe Adams, Arthur Braun, Richard Kates, and President-Elect Gene Greable
 - b) Call the new Council to order
- 12) Ordinances and Resolutions
 - a) Commendation Resolutions
 - i) Resolution No. R-19-2013: Commending Trustee Jeni Spinney – Adoption29
 - ii) Resolution No. R-20-2013: Commending President Jessica Tucker – Adoption.....30
 - iii) Resolution No. R-21-2013: SWANCC Board Appointments – Adoption31
 - iv) Resolution No. R-22-2013: Village Treasurer Appointment – Adoption.....33
- 13) Public Comment
- 14) New Business – None.
- 15) Appointments
- 16) Reports
- 17) Executive Session
- 18) Adjournment

NOTICE

All agenda materials are available at villageofwinnetka.org (*Council > Current Agenda*); the Reference Desk at the Winnetka Library; or in the Manager’s Office at Village Hall (2nd floor).

Broadcasts of the Village Council meetings are televised on Channel 10 and AT&T Uverse Channel 99 every night at 7 PM. Webcasts of the meeting may also be viewed on the Internet via a link on the Village’s web site: villageofwinnetka.org

The Village of Winnetka, in compliance with the Americans with Disabilities Act, requests that all persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Village ADA Coordinator – Megan Pierce, at 510 Green Bay Road, Winnetka, Illinois 60093, 847.716.3543; T.D.D. 847.501.6041.

MINUTES
WINNETKA VILLAGE COUNCIL RESCHEDULED STUDY SESSION

April 11, 2013

(Approved: xx)

A record of a legally convened meeting of the Council of the Village of Winnetka, which was held in the Village Hall Council Chambers on Thursday, April 11, 2013 at 7:00 p.m.

- 1) Call to Order. President Tucker called the meeting to order at 7:00 p.m. Present: Trustees Jack Buck, Patrick Corrigan, Richard Kates, Stuart McCrary and Jennifer Spinney. Absent: Trustee Arthur Braun. Also in attendance: Village Manager Robert Bahan, Village Attorney Katherine Janega, Public Works Director Steven Saunders, Police Chief Patrick Kreis, Assistant to the Village Manager Megan Pierce, and approximately 17 persons in the audience.
- 2) Winnetka Park District – Bikeway Master Plan.

Village Public Works Director Steven Saunders reviewed the Winnetka Park District's process to develop a bikeway master plan. He explained the plan identifies both on- and off-road bike routes to better link the lakefront and recreation facilities with the Village's downtown and key community destinations. The Park District conducted an extensive engagement process, including a Task Force and Open Houses with the public. Mr. Saunders noted that the Master Plan was presented to the Village's Plan Commission in June, 2012, and since, the Plan has been revised based on public comment received. Dr. Terry Schwartz, Executive Director of the Winnetka Park District, introduced Steve Connors, of Hitchcock Design Group, to present the Plan. He stated that Winnetka may be lagging behind neighboring communities which already have bicycle plans and facilities in place and that the most recent Winnetka Caucus survey showed support for a bikeway plan.

Mr. Connors said the Bikeway Master Plan is focused on the Park District's boundaries, which extend beyond the Village's borders in some instances, and therefore will require coordination with outside organization. The Plan seeks to create links for bicycle riders in the communities by looking at land holdings and destinations. He described cycling as a rising trend, because it is a more sustainable, environmental way to move that also reduces traffic and congestion. The Plan takes the different roads within the Village and their level of service into consideration, as it is necessary to accommodate diverse types of users. Mr. Connors also gave an overview of the public meeting process and some of the feedback received. Comments from the public focused on significant plan elements such as: need for strong and safer east/west connections, improved signage, lack of bicycle amenities, concern about residential disruption, and desire for public education.

Though the original Plan called for increasing internal roadway links in the community that analysis showed would improve travel, Mr. Connors said public concerns have helped the Park District to revise its recommendations. The Bikeway Master Plan proposes three priority levels for implementation. Mr. Connors then reviewed the bike network plan maps by level of priority and also designating the type of link, such as signed bike routes, bike lanes, and shared-use trail. In the second priority level of implementation, the District has emphasized connections between each of the Metra stations and Village business districts. Wayfinding and signage, as a means to improve directions throughout Winnetka for bicycle

users, was also presented, including trailhead signage for the Green Bay Trail. Mr. Connors stated the current plan does not yet incorporate engineering or surveying and that final recommendations would require more analysis and public input.

Trustee Kates inquired about the planned 5-foot bicycle lane on Sheridan Road. Mr. Connors noted that Sheridan Road is 28-feet wide and that the standard is a 14-foot minimum width which allows for a single bike lane on each side of the road. Mr. Saunders said the proposed lane would leave 9-foot lanes for motorists, which is tight, and that Illinois Department of Transportation would ultimately decide if that width was acceptable. Mr. Connors also responded that the bicycle parking policy included in the first priority level was due to a lack of adequate bike parking in the downtown areas. Concrete widening, street design guidelines and bicycle friendly practices that were noted as developments in the second and third priority levels were also discussed. Since engineering has not been performed, funding has not been determined for these items. The Plan also suggests that the Village could adopt policies so that as streets are improved in the future, bicycle use will be considered in advance planning. Mr. Connors said codes could be improved to be more bicycle friendly.

Trustee Corrigan asked Mr. Connors about experiences in other communities, and whether master plans have helped to increase bike ridership and safety. He asked whether Winnetka could expect to see increased bicycle use and movement to and from the park facilities. Mr. Connors said this information is not gathered as part of the plan, but is tracked by organizations such as the Urban Land Institute and the Active Transportation Alliance. Dr. Schwartz noted that there is already significant bicycle traffic at the main New Trier campus, and that if made more accessible, bicycle use at the West campus would also increase. He described the Master Plan as a 12-15 year venture—saying it focuses on what the community wants to become and integrating as part of the larger bike network. Dr. Schwartz said there are already thousands of people that use our roads and trails, but that the plan would facilitate bringing these people into the community and making travel safer.

Responding to a question on safety statistics from Trustee Buck, Dr. Schwartz said implementation will require identifying the best alternatives and then conducting the research to know which routes and types of use are safest. He said it is difficult to do this level of analysis in the planning stages. Trustee McCrary, who bicycles regularly, noted concern about putting people onto main roads, which he normally tries to avoid. Though the original plan called for more internal routes, Dr. Schwartz said these were eliminated due to community feedback, but that signage would be critical to safe route finding.

Trustee Spinney asked about the width of streets and the potential impact on speed limit. Police Chief Patrick Kreis said that he feels there is a dynamic between lane width and speed and that people tend to travel faster on a wider lane. In response to Trustee Kates' question about expanding sidewalks from 8 to 10 feet along Hibbard Road, the Park District said it is helpful to engage the people who would be directly impacted by the Plan elements. The Council continued to discuss the growing popularity of cycling and practices in other communities. They also considered the potential negative impacts on safety if a plan is not in place. Future plans brought about discussion of funding, on which the Park District said there would be much intergovernmental cooperation required to implement the long-term plan. The Park District would not be permitted to move forward with many of the suggestions, without the approval of numerous agencies, including the Village.

Trustee McCrary said that many of the ideas in the first priority level use existing streets and focus on stripping and concentrating traffic. He believed these were “low hanging fruit” that could make an impact and that most of the large spending items were in later phases. Trustee Kates noted his concern about highly concentrated bicycle routes as well as narrow routes, such as Sheridan Road. He said these routes are often abused by large groups of cyclists. He believed it was too premature to make recommendations and that there should be more engagement and refinement. Trustee Corrigan agreed the Plan required more specificity and study, but that a Plan is needed to direct traffic and keep it enjoyable. President Tucker stated that the Plan Commission found the Park District’s Plan to be in agreement with the Village’s Comprehensive Plan. She suggested that the Park District gather more data, especially about safety, specific areas, the amount of signage, and practices in neighboring communities, before the Council would make a recommendation on the Master Plan.

3) Public Comment.

John Yasenek, 1177 Elm Street: Mr. Yasenek commented about the plans for Elm Street—saying he has never had issues with congestion in Winnetka. He also said that safety is not a large concern, because families use the sidewalks rather than streets.

Bill McKinley, 879 Ash Street: Mr. McKinley stated he is a member of the Bike Task Force and feels the long-range plan is important. He said that improvements for bike parking would be helpful. He also noted the Willow Road bridge is very narrow and that extra pavement would alleviate a significant safety concern.

Kathleen Easton, 915 Elm Street: Ms. Easton stated that her overarching concern is for safety. She said that markings do not necessarily make the use safer, especially for children. She encouraged the Park District to evaluate statistics on safety and accidents that have occurred in Winnetka.

Nancy Fox, 1036 Elm Street: Ms. Fox said her concern was about widening Elm, but sees that the plan calls for markings rather than expansion. She felt the document was more ideas rather than a master plan.

Jenn McQuet, 528 Maple Street: Ms. McQuet recalled that she was happy to have freedom of mobility for her family upon moving here, but has since become concerned about the safety of some of the routes. She suggested focusing on multi-use facilities and shared trails for runners and bicyclists. She believes Winnetka will be a more attractive community if it is a bike friendly community.

Dan Basse, 951 Private Road: Mr. Basse asked the Council to consider the unintended consequences of some of the recommendations. People often find alternatives and short-cuts that may not be safe. He said he was concerned about safety, especially the movement upstream on Sheridan toward Glencoe.

4) Adjournment. Trustee Spinney, seconded by Trustee Kates, moved to adjourn the meeting. By voice vote, the motion carried. The meeting adjourned at 8:38 p.m.

Recording Secretary

**MINUTES
WINNETKA VILLAGE COUNCIL
RESCHEDULED REGULAR MEETING
April 18, 2013**

(Approved: xx)

A record of a legally convened meeting of the Council of the Village of Winnetka, which was held in the Council Chambers on Thursday, April 18, 2013 at 7:00 p.m.

- 1) Call to Order. President Tucker called the meeting to order at 7:03 p.m. Present: Trustees Arthur Braun, Jack Buck, Patrick Corrigan, Richard Kates, Stuart McCrary and Jennifer Spinney. Absent: None. Also present: Village Manager Robert Bahan, Village Attorney Katherine Janega, Director of Public Works Steven Saunders, Police Chief Patrick Kreis, Director of Community Development Michael D'Onofrio, Assistant to the Village Manager Megan Pierce, and approximately 22 persons in the audience.
- 2) Pledge of Allegiance. President Tucker led the group in the Pledge of Allegiance.
- 3) Quorum.
 - a) May 7, 2013 Regular Meeting. All Council members present expect to attend.
 - b) May 14, 2013 Study Session. All Council members present expect to attend.
 - c) May 21, 2013 Regular Meeting. All Council members present expect to attend.
- 4) Approval of the Agenda. Trustee Braun, seconded by Trustee Spinney, moved to approve the Agenda. By roll call vote the motion carried. Ayes: Trustees Braun, Buck, Corrigan, Kates, McCrary and Spinney. Nays: None. Absent: None.
- 5) Consent Agenda
 - a) Village Council Minutes.
 - i) March 19, 2013 Regular Meeting.
 - ii) March 19, 2013 Special Study Session.
 - iii) April 4, 2013 Rescheduled Regular Meeting.
 - b) Warrant Lists Nos. 1793 and 1794. Approving Warrant List No. 1793 in the amount of \$951,010.69, and Warrant List No. 1794 in the amount of \$456,124.38.
 - c) Trenchless Lining of Sanitary Sewers: Municipal Partnering Bid. A bid awarding Winnetka's portion of a municipal partnering bid for trenchless lining of existing sanitary sewers to Michels Corporation in the total amount of \$89,590.00.
 - d) 2013 Concrete Repair Program: Municipal Partnering Bid. A bid awarding Winnetka's portion of a municipal partnering bid for the 2013 concrete repair program to Schroeder and Schroeder in the amount of \$104,121.00, not to exceed \$125,000.00.
 - e) Winnetka Village Hall Rehabilitation: Final Construction Report. A report providing a detailed cost accounting for the Village Hall renovation and restoration project.
 - f) Transformer Bid Number 13-011. Authorizing the Village Manager to award Bid #13-011 for the purchase of pad mount transformers for the period of April 1, 2013 through

March 31, 2014 as follows: (i) an award to Resco for the purchase of Ermco single-phase transformers in an amount not to exceed \$17,360.00; (ii) an award to Wesco for the purchase of ABB three-phase transformers in an amount not to exceed \$31,779.00.

- g) Ordinance MC-2-2013: Registration of Certain Food Service Providers – Adoption. An Ordinance amending the Village Code to require the registration of institutional food services through a free, annual registration process.
- h) Ordinance M-5-2013: Authorizing the Disposition of Surplus Electrical Equipment – Adoption. An Ordinance authorizing the disposal of surplus electrical equipment due to obsolescence and planned retirement, and also authorizes the Village Manager to dispose of other Water & Electric Department equipment as necessary during the course of the current fiscal year.
- i) One Year Extension of Yard Waste Composting Contract. A contract granting a one-year extension of the current composting contract with Thelen Sand & Gravel for \$7.00 per cubic yard.

Trustee Kates, seconded by Trustee Spinney, moved to approve the foregoing items on the Consent Agenda by omnibus vote. By roll call vote, the motion carried. Ayes: Trustees Braun, Buck, Corrigan, Kates, McCrary and Spinney. Nays: None. Absent: None.

6) Stormwater Monthly Summary Report.

Director of Public Works and Village Engineer Steve Saunders highlighted several items from the Monthly Report. A year after submittal, Mr. Saunders said he has received verbal approval for the Village’s permit for the Winnetka Avenue pump station from the Forest Preserve District of Cook County (FPDCC). Mr. Saunders also reported that the engineering is virtually complete for the two Northeast Winnetka Projects, on which he anticipates seeking Council approval to bid the in the next several weeks. Public meetings regarding the Northwest Winnetka projects will likely occur in late June. Finally, the sanitary sewer evaluation will move forward with manhole inspections in drier weather.

Mr. Saunders said on Thursday, April 18, the Village received about 4.6 inches of rain, with over 2.5 inches falling between midnight and 4 a.m. Because the ground was completely saturated, rain immediately turned into run-off—causing a flash floodwatch to be issued in the middle of the night. Village crews were called in at 4 a.m. to make sure all pump stations were operational and continued cleaning areas most susceptible to flooding. He said the flooding pattern was similar to what was experienced in July, 2011, though not as severe. The Village closed at least portions of many thoroughfare roads, as well as many local streets, and the schools ultimately made a decision to close, because mobility was so severely affected. During the course of the event, Public Works and Water & Electric took 238 calls for service. He indicated most of the responses were clearing grates and working on the pump stations. The Village will be gathering more data on the calls and the number and locations of debris piles. Mr. Saunders said free debris pick-up will be provided.

Mr. Saunders explained that prior to the 2011 flooding, the Village was contemplating a different set of drainage improvements on a much smaller scale. That storm event caused the Village to evaluate higher levels of protection—at the 25, 50, and 100-year levels. The Willow Road Tunnel project was first considered in October, 2011, the detailed feasibility

was presented in September, 2012 and the option is still under consideration. He noted the Village has hired Municipal and Financial Services Group (MFSG) to evaluate how stormwater improvements might be financed. This study is nearly complete and will be presented at the Council's May Study Session. Mr. Saunders anticipates a robust community discussion about stormwater will occur over the summer, in order to gauge public support for the program. He feels there has been substantial progress on what could be a \$40 million expenditure.

Responding to Trustee McCrary's question about the level of storm just experienced, Mr. Saunders said he had not yet evaluated it as a 25-, 50-, or 100- year storm, but that it was not as bad as the 2011 storm. Trustee McCrary also asked Mr. Saunders to explain how the opening of the Wilmette locks impacts Winnetka. Mr. Saunders said decisions regarding the locks are made by the Metropolitan Water Reclamation District (MDRD) and that the Village has no controls to operate the locks. He said Wilmette locks were opened at approximately 1:25 a.m. and Navy Pier was opened about 3:47 a.m. in order to prevent flooding downtown Chicago and the treatment plants. Because Winnetka is not connected to the North Shore Channel and drains either directly into Lake Michigan or the Skokie River, Mr. Saunders said the opening of the locks is not a benefit to Winnetka's stormwater issues. The locks are opened more of a last resort, when the Deep Tunnel is full, to protect the assets of the MWRD, as this causes partially treated sewage to be released.

Trustee Buck inquired about how the Village would have been impacted by the storm if the Willow Road Tunnel had already been constructed. Thomas Burke, the Village's consulting engineer from Christopher Burke Engineering Ltd. (CBBEL) said that preliminary data from their model indicated that if all the proposed improvements had been constructed, virtually no areas would have experienced problems with 4.6 inches of rainfall. He reported that the model correctly predicted the rainfall and improvements would have had sufficient capacity. Village Staff and CBBEL will continue to review storm data and confirm the model's assumptions. Responding to Trustee Spinney's comments about flooding she experienced, Mr. Saunders agreed that it is important to address public expectations. Even if all the improvements are constructed, the Village cannot guarantee every home will be protected. He said the goal is to not have standing water in the streets and to reduce levels to not inundate homes. Trustee Spinney also voiced her support for constructing the proposed improvements at the Winnetka Avenue Underpass. Mr. Saunders reported that New Trier High School again experienced flooding. The Council and Mr. Saunders discussed the amount of flooding at the Underpass, the timing, and the potential impact on surrounding businesses.

- 7) Ordinances and Resolutions. None.
- 8) Public Comment and Questions.

Jeb Scherb, 1215 Cherry Street: Mr. Scherb described the flood relief he was required to install at his home and said he lost everything in 2011 and again today. He asserted that it is time for the Village to do its plan and that \$40 million should not be saved for a rainy day. Trustee Kates explained that if the original plans had been implemented, the damage suffered would have been the same as in 2011 and that the area of his home would be served by relief from the Willow Road Tunnel.

Sue Connaughton, 162 Fuller Lane: Ms. Connaughton reported that almost all 32 homes on Fuller Lane experienced some flooding. She questioned moving forward with a program to fix 142 homes in the Forest Glen/Tower Road area when other areas have not been addressed. She said without a completed Stormwater Master Plan, those expenses cannot be justified. Mr. Saunders noted that the time to each engineer project differs greatly and that some are ready, while the Tunnel requires a more thorough evaluation. The Council agreed that they view this as a community-wide problem, which they are trying to approach in a methodical way to benefit everyone.

John Gagne, 1252 Ash Street: Mr. Gagne reported that when he bought his home, it was not in a floodplain, but by the time of the 2011 flood, it was in the floodplain. He said the environment is changing quickly and that something needs to be done. He wanted to know what plans were in place and why it took so long for water to drain from the street today. Mr. Saunders said the long-term relief for the Tree Streets will come with the Willow Road Tunnel and described the work that has been performed to-date. Village Manager Robert Bahan also noted the Village's consideration of a stormwater utility and that it would require the Village to have consensus on how to pay for improvements before it can move forward with detailed engineering on projects like the Tunnel.

Bret Bowman, 1127 Ash Street: Mr. Bowman inquired about the steps required for the Tunnel to be constructed and asked about the timeframe for the Ash Street Pump Station. Mr. Saunders said pump station work could be completed this summer. The timeframe to obtain permits from various regulatory agencies and identify a large-scale project to address complex problems was also discussed.

Jeffrey Liss, 1364 Edgewood: Mr. Liss stated that he was impressed with the Council's process to produce a plan to deal with the significant issues. When he asked about the flooding in Village Hall as a result of the storm event, Mr. Saunders stated that it was not likely to be covered by warranties from any of the recent renovation construction contracts.

- 9) Paul Wormley, 1249 Ash Street: Mr. Wormley said his home never flooded before 2011 and that the tear-downs and home construction have had impacts that need to be considered. He stated that it would be detrimental to the community to not invest in stormwater improvements, because people will be hesitant to buy or will move elsewhere. Mr. Saunders explained that the Village's Stormwater Master Plan will review building regulations and best practices that may help manage water run-off related to construction. Trustee Spinney noted that Winnetka was one of many communities inundated with water from the storm, and Trustees McCrary and Kates stated that without community consensus on the financing, the problems cannot be fixed

10) Old Business.

- a) Administrative Hearing Process. Village Attorney Katherine Janega explained that Staff is seeking Council input on policy issues in order to proceed with implementation of an administrative adjudication process beginning in 2014. The first item, scope of offenses to be covered by administrative adjudication, Staff's recommendation is to include parking, any other motor vehicle violations which the Village is authorized to handle by law, business offenses, and small quasi-criminal offenses. Attorney Janega said the process would not include building and zoning ordinances, which are enforced by the Community Development Department. Trustees Braun, McCrary, and Buck noted they

were in favor of the process and glad that certain offenses can be handled more efficiently by the Village rather than in court. The Council inquired about other communities that currently perform administrative hearings, and Police Chief Patrick Kreis said that Lake Forest, Mount Prospect, Schaumburg, Skokie, and Lincolnwood all conduct administrative hearings.

The second policy issue discussed was fines. Attorney Janega stated that currently, all offenses that go to court are assigned a range of fines, which the judge then imposes. An administrative process will require a fixed fine. Staff recommended no changes to existing parking fines. Attorney Janega said with Council consent, a full table of offenses and fines would be developed to standardize what would be heard by the administrative officer, along with the range for any attempts through a civil process. Trustee Kates suggested a progressive set of fines for certain offenses, and escalating fines for repeat offenses, for offenses such as vandalism, graffiti, and disorderly conduct. Chief Kreis explained that the Village's existing ordinance provides for progressive fines in parking enforcement, but that the current databases of tickets would make it difficult to track repeat offenses at the time a ticket is issued. Attorney Janega added that Staff sought a way to be predictable as to which cases would go to administrative hearings and which would go to court, but suggested they can further evaluate how progressive fines might be administered. It was noted that the Council could determine that certain offenses always require a hearing and that tickets in those instances could not be pre-paid.

In addition to fine structure, the Council discussed the third policy issue of administrative hearing fee. Trustee Corrigan asked if the hearing structure would become a profit center for the Village, and Attorney Janega responded that Staff sought to make this process cost neutral. Research showed that comparable communities charged anywhere from \$0 to \$50. Staff felt the minimum fee to recover costs would be \$25 and the maximum likely a \$40 fee. Police Kreis explained that it will require several years of experience to predict the fees required for recovery, as the Village does not know how many will choose to pre-pay the tickets and not seek a hearing.

Responding to Trustee Braun, Chief Kreis said the goal of the process is to provide an avenue for people to contest a ticket that is more economical and efficient than the Cook County court process, which has a \$165 fee. Chief Kreis said his estimates assumed Winnetka might have about 500 administrative hearing cases per year. The Council also discussed that the Village would receive 100% of the hearing fee, in addition to the fine collected from the ticket itself by instituting an administrative process. The consensus among the Council was to implement a \$40 hearing fee.

To be cognizant of the time, Attorney Janega said Staff would return with recommendations on the other policy issues, including the use of judgment liens and the expansion of the parking ticket administration contract, with a goal to implement the process in January, 2014. It was noted that the administrative hearing judge would be selected by the Village Manager, through an RFP process.

Public Comment, Jeffrey Liss: Mr. Liss inquired about the number of hearings and the estimates the Village made about cost-recovery. In response, Chief Kreis noted the Village typically writes about 5,000 parking tickets per year, and that only about 600 other types of ticketed offenses would come under the administrative process.

11) New Business.

11) Appointments.

12) Reports.

a) Village President. President Tucker congratulated Finance Director Ed McKee for again receiving the Certificate of Achievement for the Village's comprehensive annual financial report (CAFR), for the fiscal year ended March 31, 2012.

b) Trustees.

Trustee Buck reported attending the RED Center meeting last night, where the budget was approved in line with the Village's Fire Department budget.

Trustee Spinney thanked the Winnetka-Northfield Chamber of Commerce for their hard work and encouraged residents to shop locally in Winnetka.

Trustee McCrary reported that the Village has lost its long-time advisor for its pension plans, and that the pension boards are inclined to continue working with a different advisor from the same firm.

c) Attorney. None.

d) Manager. None.

13) Executive Session. None.

14) Adjournment. Trustee Spinney, seconded by Trustee McCrary, moved to adjourn the meeting. By voice vote, the motion carried. The meeting adjourned at 9:52 p.m.

Recording Secretary



Agenda Item Executive Summary

Title: Warrant Lists Nos. 1795 and 1796

Presenter: Robert M. Bahan, Village Manager

Agenda Date: 05/07/2013

Consent: YES NO

<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	Resolution
<input type="checkbox"/>	Bid Authorization/Award
<input type="checkbox"/>	Policy Direction
<input checked="" type="checkbox"/>	Informational Only

Item History:

None.

Executive Summary:

Warrant Lists Nos. 1795 and 1796 were emailed to each Village Council member.

Recommendation / Suggested Action:

Consider approving Warrant Lists Nos. 1795 and 1796

Attachments:

None.



Agenda Item Executive Summary

Title: R-23-2013 – A Resolution Waiving Permit Fees for Storm Repairs

Presenter: Robert M. Bahan, Village Manager

Agenda Date: 05/07/2013

Consent: YES NO

<input type="checkbox"/>	Ordinance
<input checked="" type="checkbox"/>	Resolution
<input type="checkbox"/>	Bid Authorization/Award
<input type="checkbox"/>	Policy Direction
<input type="checkbox"/>	Informational Only

Item History:

August 2, 2011, Village Council Agenda, pp. 21 - 25

Executive Summary:

The overnight rain storm of April 17-18 caused flooding in some areas of the Village, including basement flooding in some homes and schools. As reported at the April 18th Council meeting, Public Works Director Steve Saunders quickly implemented the same special, free refuse collection of flood-damaged materials that the Village implemented following the July 21, 2011 deluge.

As was the case following the July 21, 2011 storms, much of the repair and restoration work will require building and electrical permits, and Staff therefore recommends that the Village implement the same streamlined permit process and waiver of permit and inspection fees that were implemented after the 2011 flood event.

Because the permit fee resolution adopted in March does not include authorization for large-scale waivers, it is necessary to authorize the waivers by resolution. To that end, the attached Resolution R-23-2013 grants the fee waiver and authorizes Village staff to establish the procedures.

Recommendation / Suggested Action:

Consider adoption of Resolution R-23-2013, waiving permit and inspection fees for the repair and restoration of storm and flood damaged property.

Attachments:

Resolution R-23-2013, titled "A Resolution Authorizing the Waiver of Building and Construction Fees for Repairs to Properties Damaged in the Storms of April 2013."

**A RESOLUTION
AUTHORIZING THE WAIVER OF BUILDING AND CONSTRUCTION FEES
FOR REPAIRS TO PROPERTIES
DAMAGED IN THE STORMS OF APRIL 2013**

WHEREAS, on April 17 and 18, 2013, Cook County, including the Village of Winnetka (“Village”), was impacted by severe weather that included thunderstorms and heavy rainfall, and that caused widespread flooding, with record flood levels in many areas of Cook County and the adjacent counties in the metropolitan Chicago area; and

WHEREAS, the total rainfall in the Village for April 17 and 18, 2013, was 4.77 inches, with 2.57 inches of rain falling between 11:00 p.m. and 3:00 a.m., and nearly another inch falling between 3:00 a.m. and 6:00 a.m.; and

WHEREAS, the area flooding closed numerous roadways, and impacted many homes, schools and businesses within the Village; and

WHEREAS, in some instances, new or additional damage resulted from further rains that occurred in the week following the April 17-18, 2013; and

WHEREAS, the Council of the Village of Winnetka find that it is in the best interests of the Village, its residents, schools and businesses, for the Village to facilitate post-flooding repairs and restoration by waiving permit and inspection fees for such work; and

WHEREAS, the Village of Winnetka is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970, pursuant to which it has the authority, except as limited by said Section 6 of Article VII, to exercise any power and perform any function pertaining to the government and affairs of the Village, including, but not limited to, the powers to regulate for the protection of the public health, safety and welfare; and

WHEREAS, the Council find that it is in the best interests of the Village and its residents that all matters pertaining to the regulation of building and construction activities within the Village of Winnetka, including but not limited to establishing fees for permits for such activities, are matters pertaining to the affairs of the Village.

NOW, THEREFORE, be it resolved by the Council of the Village of Winnetka as follows:

SECTION 1: The foregoing recitals are hereby incorporated as the findings of the Council of the Village of Winnetka, as if fully set forth herein.

SECTION 2: The fees established pursuant to Resolution R-14-2013 for building permit processing and review, and for inspection of construction activity, are hereby waived for all work required to repair properties damaged in the rain storms and flooding that occurred between April 17 and 24, 2013, provided that any applicant for such permit who seeks such a fee waiver shall provide proof of eligibility for said waiver, in a form acceptable to the Village, which may be in the form of an affidavit.

SECTION 3: The Village Manager is hereby authorized and directed to establish and implement a procedure for the waiver established in the foregoing section and for documenting the eligibility of permit applicants for such waiver.

SECTION 4: This Resolution is adopted by the Council of the Village of Winnetka in the exercise of its home rule powers pursuant to Section 6 of Article VII of the Illinois Constitution of 1970.

SECTION 5: This resolution shall be in full force and effect immediately upon its adoption..

ADOPTED this 7th day of May, 2013, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

Signed:

Village President

Countersigned:

Village Clerk



Agenda Item Executive Summary

Title: Business District Floral Program Update

Presenter: Robert M. Bahan, Village Manager

Agenda Date: 05/07/2013

Consent: YES NO

<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	Resolution
<input checked="" type="checkbox"/>	Bid Authorization/Award
<input type="checkbox"/>	Policy Direction
<input type="checkbox"/>	Informational Only

Item History:

1. January 8, 2013 Village Council Meeting: BCDC floral program concept presentation
2. March 5, 2013 Village Council Meeting: Business District Floral Program Proposal

Executive Summary:

During the budget process, the Business Community Development Commission (BCDC) asked the Village to implement a Business District Floral Program to beautify Winnetka's shopping districts and main thoroughfares. A program proposal was presented to the Village Council on March 5, 2013, at which time Staff was directed to include the program in the FY 2013-14 Budget. The Council also directed that the initial Floral Program be based on 60 pole locations (120 baskets) throughout Winnetka's three business districts.

The Village plans to purchase the mounting hardware and baskets from a vendor in California (for initial cost of \$18,573) and have Water & Electric Department Staff install the mounting hardware on the poles. The floral design, basket planting, installation, and maintenance will be performed by a contractor. Research of comparable programs has led the Village to recommend KGI Landscaping, Inc. to perform the contractual work. KGI conducts a floral program for the Village of Skokie and has agreed to extend Skokie's bid price to the Village of Winnetka in 2013. To proceed with program implementation, Staff proposes that the Village Council formally waive the bidding process and authorize the Village Manager to enter into a contract with KGI Landscaping.

Recommendation / Suggested Action:

Authorize the Village Manager to enter into a contract with KGI Landscaping, Inc., in an amount not to exceed \$21,380, for the maintenance of 120 floral baskets at 60 pole locations, for a period of up to 6 months during calendar year 2013.

Attachments:

1. Agenda Report
2. Program Cost Estimate
3. Sample Basket Photos
4. Basket Locations
5. Pole Basket Inventory Maps

Agenda Report

Subject: Business District Floral Program Update

Prepared By: Robert M. Bahan, Village Manager

Date: May 2, 2013

During the budget process, the Business Community Development Commission (BCDC) asked the Village to implement a Business District Floral Program to beautify Winnetka's shopping districts and main thoroughfares. A program proposal was presented to the Village Council on March 5, 2013, at which time Staff was directed to include the program in the FY 2013-14 Budget. The Council also directed that the initial Floral Program should be based on 60 pole locations (120 baskets) throughout Winnetka's three business districts.

As previously presented, the Village plans to purchase the mounting hardware and baskets from a vendor located in California and then have Water & Electric Department Staff install the mounting hardware on the poles. The floral design, basket planting, installation, and maintenance will be performed by a contractor. Program costs, reflected in Attachment 2, fall into two broad categories: 1) initial purchase/installation and 2) annual maintenance. The initial purchase cost (\$18,573) is within the Village Manager's purchasing authority and does not require formal Council approval. *Attachment 2* provides a breakdown of purchase (includes brackets/mounting hardware, baskets, and fiberglass inserts) and installation costs, estimated at \$44,922.05 for FY 2013-14. The total cost has been reduced by approximately \$30,000 since March 5, with further investigation of the basket hardware needs and water reservoir requirements. In subsequent years, hardware purchases will be further reduced, as only replacement baskets will be required.

Having researched comparable programs in the area, Staff proposes that the annual maintenance be performed by KGI Landscaping, Inc., which is the current vendor for a nearly identical program for the Village of Skokie. KGI will present a floral design and plant material concept to the Village, and then will install/remove the planted baskets—performing maintenance throughout the season. It is anticipated the program will run from May through October. Skokie's floral program was last competitively bid in 2010, when KGI Landscaping was the low bidder. Skokie has recommended KGI for their performance, and the contractor has agreed to extend Skokie's bid price to the Village of Winnetka for the 2013 calendar year program.

While the \$21,380 annual maintenance agreement with KGI Landscaping is also within the Village Manager's purchasing authority, it has been arrived at by negotiating the application of Skokie's competitively bid price, rather than through the Village's own competitive bid process. Therefore, to enable the floral program to be implemented in a timely manner this year, Staff is requesting that the Council formally waive the bidding

process and authorize the Village Manager to enter into a contract with KGI Landscaping, in an amount not to exceed \$21,380, for the maintenance of 120 floral baskets at 60 locations for a period of up to 6 months. Pursuant to Section 4.12.010(C) of the Village Code, the waiver of bids must be authorized by a two-thirds vote of the Trustees.

Field verifications and coordination with the Chamber of Commerce helped Staff to identify 60 pole locations (120 hanging baskets) dispersed throughout the Village. It is necessary to select poles that are owned/maintained by the Village and on which the baskets will not interfere with regulatory signage. Many basket locations have been coordinated on poles that already host Chamber of Commerce banners. A sample set of brackets and baskets was purchased and tested on a pole location outside of Village Hall. *Attachment 3* shows the hanging baskets that will be purchased.

Staff's initial basket locations were shared at the April 29, 2013 BCDC meeting, during which members expressed concern that not enough baskets were proposed for the Hubbard Woods District. Subsequently, Community Development Director Michael D'Onofrio met with Chamber of Commerce President Peggy Swartchild and several other Hubbard Woods merchants. The meeting resulted in the suggestion to place additional baskets on the east side of Hubbard Woods Park, as well as on the northeast corner of Merrill and Green Bay. This recommendation resulted in 6 additional poles—raising the total pole locations from 60 to 66, as outlined in *Attachment 4*. The pole numbers in *Attachment 4* also correspond to actual pole locations presented on Village maps in *Attachment 5*.

With Council authorization to contract with KGI, Staff will proceed to order the baskets and brackets, with the hopes of planting and installation taking place in late May. It is anticipated minor adjustments to the basket location list may occur as actual mounting and pole work is performed.

Recommendation:

Authorize the Village Manager to enter into a contract with KGI Landscaping, Inc., in an amount not to exceed \$21,380, for the maintenance of 120 floral baskets at 60 pole locations, for a period of up to 6 months during calendar year 2013.

Attachment 2: Cost Assessment of Proposed BCDC Floral Basket Program

Initial Purchase Cost	Cost per Location	60 Locations
Bracket and Mounting Hardware	\$ 139.95	\$ 8,397.00
Basket	\$ 99.90	\$ 5,994.00
Fiberglass Insert	\$ 69.70	\$ 4,182.00
Total	\$ 309.55	\$ 18,573.00
Mounting Hardware Installation	Cost per Location	60 Locations
2-person crew with bucket truck		
30 minutes per install		
2 baskets per pole		
Total	\$ 67.34	\$ 4,040.40
Annual Upkeep Cost	Cost per Location	60 Locations
Floral Design	Included	
Plant Material	\$ 112.00	\$ 6,720.00
Basket Install & Removal	\$ 20.00	\$ 1,200.00
Engineered soil mixture	\$ 48.33	\$ 2,900.00
Monthly Maintenance	\$1760/mo.	\$ 10,560.00
Assume May - October		
Total		\$ 21,380.00
Annual Replacement Cost	Cost per Location	60 Locations
<i>Assume 5% Annual Replacement</i>		\$ 928.65
Annual Program Total Cost		\$ 44,922.05

Attachment 3:
Sample Basket Photos



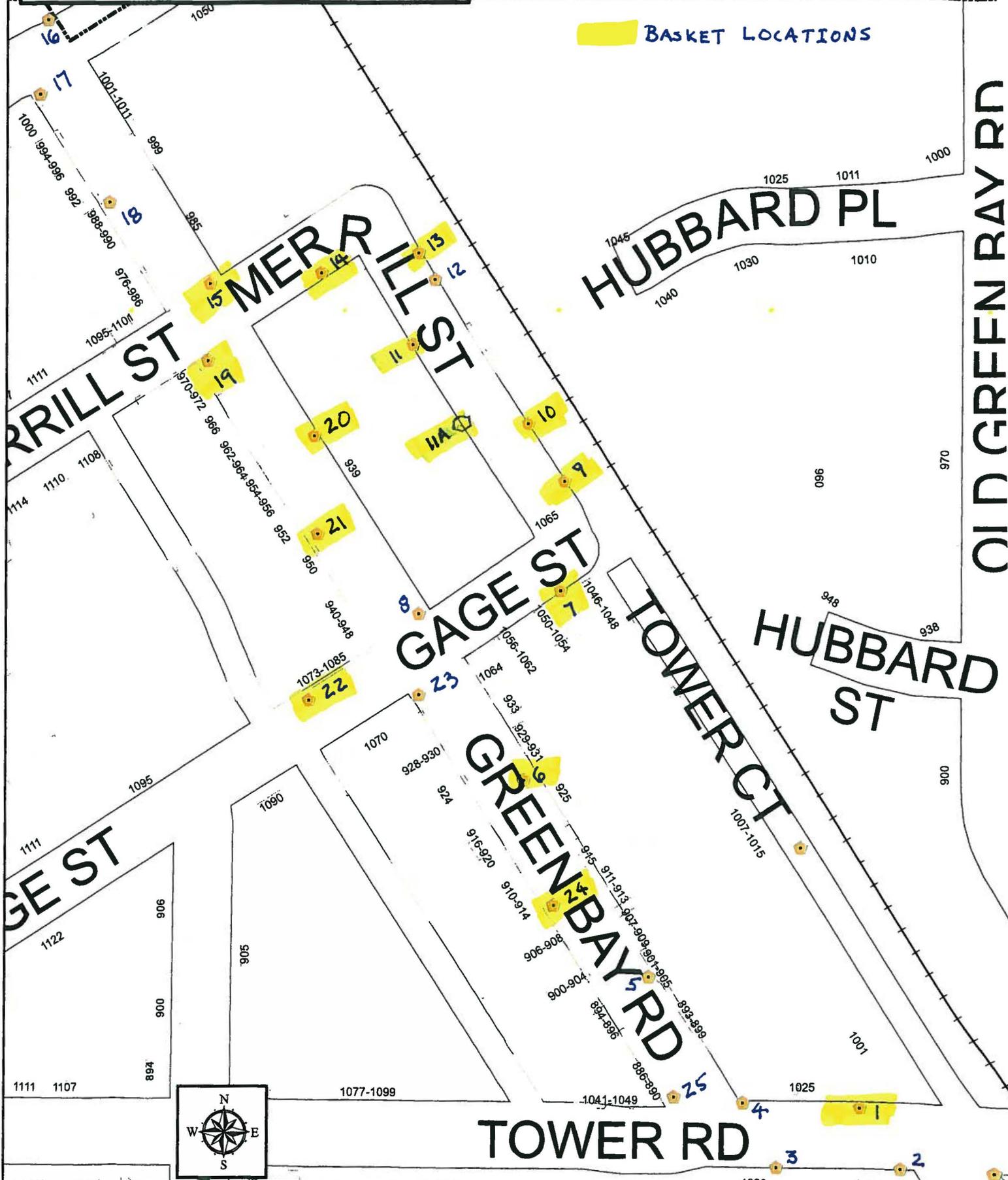
ATTACHMENT 4: BASKET LOCATIONS

<u>West Elm</u>		<u>East Elm</u>		<u>Hubbard Woods</u>		<u>Other Banner Locations</u>	
<u>POLE #</u>	<u>ADDRESS</u>	<u>POLE #</u>	<u>ADDRESS</u>	<u>POLE #</u>	<u>ADDRESS</u>	<u>POLE #</u>	<u>ADDRESS</u>
1	819 Chestnut	1A	510 Lincoln	1	1025 Tower	E	768 Oak
2	571 Chestnut	2	515 Lincoln	6	925 Green Bay	E1	Oak & Elm St. Station
3	550 Chestnut	3	N/A	7	1054 Gage	F	474 Green Bay
4	566 Chestnut	4	740 Elm	9	HW Train Station	G	460 Green Bay
5	574 Green Bay	5	718 Elm	10	HW Train Station	H	Green Bay & Cherry
6	564 Green Bay	6	731 Elm	11	HW Train Station	N	86 Green Bay
8	791 Elm	7	749 Elm	11A	HW Train Station	O	80 Green Bay
8A	809 Elm	8	540 Lincoln	13	HW Train Station	P	64 Green Bay
9	818 Elm	9	N/A	14	HW Park N. Side	Q	62 Green Bay
10	520 Chestnut	10	572 Lincoln	15	985 Green Bay	R	50 Green Bay
11	Elm & Dwyer	11	561 Lincoln	19	970 Green Bay	TOTAL	10
12	847 Elm	12	586 Lincoln	20	939 Green Bay		
12A	831 Elm	13	571 Lincoln	21	950 Green Bay		
13	Elm & Chestnut	TOTAL	13	22	1073 Gage		
14	523 Chestnut			24	910 Green Bay		
15	512 Chestnut			TOTAL	15		
16	501 Chestnut						
17	828 Oak						
18	812 Oak						
21	809 Oak						
22	794 Oak						
23	Oak & Green Bay						
24	844 Spruce						
25	510 Green Bay						
29	Green Bay & Train Sta.						
30	Green Bay & Oak						
32	606 Green Bay						
TOTAL	28						

KIM Steel Street Lights

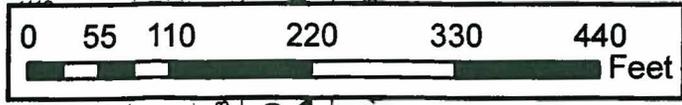
ATTACHMENT 5: POLE BASKET INVENTORY MAPS

 BASKET LOCATIONS



OLD GREEN BAY RD

TOWER RD



1060 1054 1050 1044 1040

1020 1010

KIM Steel Street Lights

TOWER MANOR DR

TOWER RD

ADDITIONAL BASKET LOCATIONS

ELD RD

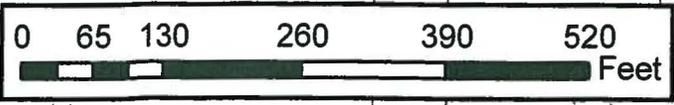
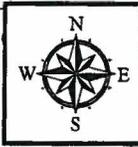
ST

LOCUST ST

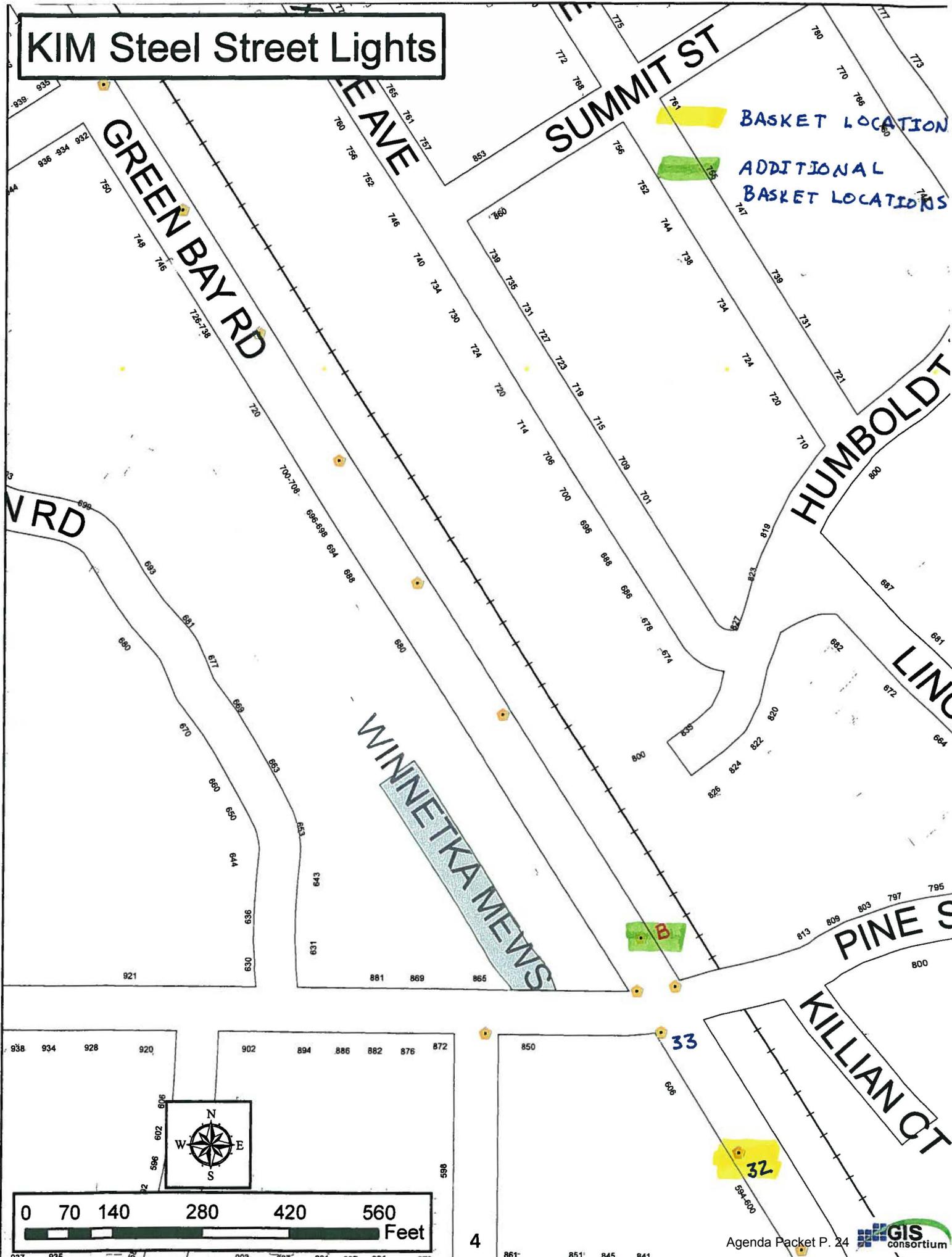
ELDORADO

WESTMOOR RD

GREEN BA



KIM Steel Street Lights



KIM Steel Street Lights

HILL RD

GREEN BAY RD

BERTLING LN

WINNE

TEMPEL CT

WARW

HIGH ST

BRIER ST

ADOW RD

ADDITIONAL BASKET LOCATIONS

N

O

P

Q

R





Agenda Item Executive Summary

Title: Resolutions R-19-2013 and R-20-2013: Council Commendations

Presenter: Robert M. Bahan, Village Manager

Agenda Date: 05/07/2013

Consent: YES NO

<input type="checkbox"/>	Ordinance
<input checked="" type="checkbox"/>	Resolution
<input type="checkbox"/>	Bid Authorization/Award
<input type="checkbox"/>	Policy Direction
<input type="checkbox"/>	Informational Only

Item History:

None.

Executive Summary:

Resolutions R-19-2013 and R-20-2013 recognize some of the many contributions and accomplishments of outgoing Trustee Jennifer Spinney and Village President Jessica Tucker and express gratitude for their service to the Village.

Recommendation / Suggested Action:

Consider adoption of Resolutions R-19-2013 and R-20-2013, acknowledging and appreciating the accomplishments of the outgoing Village Council members.

Attachments:

1. Resolution R-19-2013
2. Resolution R-20-2013

RESOLUTION NO. R-19-2013

THE VILLAGE COUNCIL OF WINNETKA, ILLINOIS

May 7, 2013

WHEREAS, Jennifer Spinney has faithfully served the Village of Winnetka as Village Trustee for two terms, from 2009 to 2013; and

WHEREAS, during her tenure on the Village Council, she served as the Council's Representative to the Business Community Development Commission, Liaison to the Winnetka-Northfield Chamber of Commerce, and on the Ad Hoc Streetscape Technical Committee; and

WHEREAS, through her active participation in the Winnetka-Northfield Chamber of Commerce and attendance at community-wide events, she brought an awareness of and drew attention to the needs of the business community;

WHEREAS, she drew on her intimate knowledge of the Winnetka community, due to her lifetime residency, to offer thoughtful consideration of policy issues before the Village Council; and

WHEREAS, in all situations, her unwavering respect for her Council peers, community stakeholders, and diverse opinions, in addition to her commitment to transparent public process, heightened the deliberations of the governing body.

NOW THEREFORE, BE IT RESOLVED that the Village Council, on behalf of the Village of Winnetka and Village staff, commends Jennifer Spinney for her unselfish dedication and donation of time, effort, and expertise to serving our community and extends to her sincere appreciation for her contributions to this Village; and

BE IT FURTHER RESOLVED that Jennifer Spinney transmits this Village greater and more beautiful than it was transmitted to him.

E. Gene Greable
Village President

Attest:

Robert M. Bahan
Village Clerk

RESOLUTION NO. R-20-2013

THE VILLAGE COUNCIL OF WINNETKA, ILLINOIS

May 7, 2013

WHEREAS, Jessica B. Tucker has faithfully served the Village of Winnetka as Village President for two terms, from 2009 to 2013; and

WHEREAS, prior to being elected President, she served Winnetka as Village Trustee for two terms, from 2004 to 2008; and

WHEREAS, during her tenure as Trustee, she served as the Council's Representative to the Plan Commission, Warrant Review Officer and Finance Liaison, Winnetka Report Advisor, and as Liaison to the Chamber of Commerce and the Illinois Coastal Management Program, and while President, served as the Council's representative to both the Solid Waste Agency of Northern Cook County (SWANCC) and Northwest Municipal Conference (NWMC); and

WHEREAS, seeking to improve transparency and public awareness of Village activities, she communicated frequently and broadly with the community on priority issues; and

WHEREAS, as a strong advocate for pension reform, she prompted Winnetka's participation in the Pension Fairness for Illinois Communities Coalition and continually worked with Governor Quinn and legislators in the General Assembly to enact meaningful and sustainable State pension reform—thereby also raising awareness of the need for reform in and around the community; and

WHEREAS, her diligent participation in Illinois Municipal League's Legislative Days and service to the NWMC Legislative Committee for two years helped to gain the attention of those in Springfield about the impacts of legislation on municipal governments; and

WHEREAS, her leadership was instrumental in many of Winnetka's significant accomplishments over the last decade, including passage of the Home Rule referendum, adoption of a Commercial Property Maintenance Code, refurbishment of the Elm Street train station, the Village Hall renovation, and initiation of stormwater management and improvement studies.

NOW THEREFORE, BE IT RESOLVED that the Village Council, on behalf of the Village of Winnetka and Village staff, commends Jessica B. Tucker for her unselfish dedication and donation of time, effort, and expertise to serving our community and extends to her sincere appreciation for her contributions to this Village; and

BE IT FURTHER RESOLVED that Jessica B. Tucker transmits this Village greater and more beautiful than it was transmitted to him.

E. Gene Greable
Village President

Attest:

Robert M. Bahan
Village Clerk



Agenda Item Executive Summary

Title: Resolution R-21-2013: SWANCC Board Appointments

Presenter: Robert M. Bahan, Village Manager

Agenda Date: 05/07/2013

Consent: YES NO

<input type="checkbox"/>	Ordinance
<input checked="" type="checkbox"/>	Resolution
<input type="checkbox"/>	Bid Authorization/Award
<input type="checkbox"/>	Policy Direction
<input type="checkbox"/>	Informational Only

Item History:

None.

Executive Summary:

The Village of Winnetka is a member of the Solid Waste Agency of Northern Cook County (SWANCC) and is entitled to appoint a director and alternate director to serve on SWANCC's Board of Directors. The terms for the Village's current SWANCC representatives expired on April 30, 2013. Traditionally, the Village President and Village Manager have been appointed to fill these positions, and serve two-year terms. The prior appointment was only for a single year, due to the seating of a new Village President.

Recommendation / Suggested Action:

Consider adoption of Resolution R-21-2013, appointing the Village's representatives to the SWANCC Board of Directors.

Attachments:

1. Resolution R-21-2013

**RESOLUTION APPOINTING A DIRECTOR
AND ALTERNATE DIRECTOR TO THE
SOLID WASTE AGENCY OF NORTHERN COOK COUNTY**

BE IT RESOLVED by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

SECTION 1: The Village of Winnetka is a member of the Solid Waste Agency of Northern Cook County (“the Agency”) and, pursuant to the Agency Agreement establishing the Agency, is entitled to appoint a Director and one or more Alternate Directors to the Board of Directors of the Agency.

SECTION 2: The Village Council hereby appoints Village President E. Gene Greable, as the Village of Winnetka’s Director on the Board of Directors of the Agency, and appoints Village Manager Robert M. Bahan as the Village of Winnetka’s Alternate Director, in each case for a term expiring April 30, 2015, or until his successor is appointed.

SECTION 3: This Resolution shall be in full force and effect upon passage and approval.

ADOPTED this 7th day of May, 2013, by the following roll call vote of the Council of the Village of Winnetka.

AYES: _____

NAYS: _____

ABSENT: _____

Signed:

Village President

Countersigned:

Village Clerk



Agenda Item Executive Summary

Title: Resolution R-22-2013: Village Treasurer Appointment

Presenter: Robert M. Bahan, Village Manager

Agenda Date: 05/07/2013

Consent: YES NO

<input type="checkbox"/>	Ordinance
<input checked="" type="checkbox"/>	Resolution
<input type="checkbox"/>	Bid Authorization/Award
<input type="checkbox"/>	Policy Direction
<input type="checkbox"/>	Informational Only

Item History:

None.

Executive Summary:

Section 2.20.010 (A) of the Village Code specifies the following:

"The Council shall appoint a Village Treasurer, who shall hold office for the term of two years from and after the first Tuesday in the month of April of the year in which the Village President is elected, and until a successor has been appointed and qualified."

Resolution R-22-2013 would re-appoint Finance Director Ed McKee to once again serve as Village Treasurer.

Recommendation / Suggested Action:

Consider adoption of Resolution R-22-2013, re-appointing Edward F. McKee, Jr. as Village Treasurer.

Attachments:

1. Resolution R-22-2013

RESOLUTION NO. R-22-2013

**A RESOLUTION
APPOINTING EDWARD F. McKEE, JR.
AS VILLAGE TREASURER**

BE IT RESOLVED by the Council of the Village of Winnetka, Cook County, Illinois, that Finance Director Edward F. McKee, Jr., be and hereby is re-appointed Treasurer for the Village of Winnetka effective May 7, 2013, and until a successor has been appointed by the Council.

ADOPTED this 7th day of May, 2013, by the following roll call vote of the Council of the Village of Winnetka.

AYES: _____

NAYS: _____

ABSENT: _____

Signed:

Village President

Countersigned:

Village Clerk