

Monday, November 21, 2022

**City of North Chicago
1850 Lewis Avenue, North Chicago, IL 60064**

Following City Council Meeting

**HUMAN RESOURCES COMMITTEE MEETING
6:33 PM**

Alderman Murphy called the meeting to order.

Present: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Absent: January

I. DISCUSSION OF HUMAN RESOURCES DEPARTMENT MONTHLY REPORT:

Human Resources Director, Liz Black provided an overview of the Department Monthly Report.

II. DISCUSSION/REVIEW OF THE 2022 OWENS GROUP LIABILITY INSURANCE RENEWAL:

Mr. David Makin provided the information to the Mutual Safety National Manual. Questions to consider: Why costs have escalated; physical damage of buildings/vehicles of cyber security etc.

Alderman Allen asked what was the best type for City; Bill Owens VP of the Owens Group Insurance provided a Loss Summary Analysis; Washington Mutual was the only (1) of few that offered a **\$10 mil** coverage and Safety National no longer offered the same amount of **\$10 mil**.

Fred Arkin, Owens Group Representative explained the additional items; pollution; vacant properties weren't covered prior to this policy; Bill Owens stated also were additional properties.

Mr. Arkin clarified the city claims have reduced. There were a number of vacant city properties.

Alderman Smith questioned clarification of polluted land; Mr. Arkin explained. The Mayor stated was working with the IEPA with the cleanup process.

Alderman Evans questioned if other proposals for Insurance Brokers; Alderman Murphy received feedback from Human Resources Director Liz Black; the City had an established relationship with the Owens Group.

Alderman Allen asked if it should be one total bill; Alderman Murphy suggested the total cost including the other items discussed.

Mr. Owens suggested renewing the coverage and ratified at the next Meeting; clarified no coverage gap.

This will be placed on the next **Council Agenda, December 05, 2022**.

Alderman Allen moved, seconded by Alderman Smith that the Human Resources Committee Meeting stand adjourned.

ROLL CALL:

Ayes: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Nays: None

Absent: January

The meeting adjourned at 7:14 p.m.

**FINANCE/AUDIT
COMMITTEE MEETING**

**MONDAY, NOVEMBER 21, 2022
7:15 PM**

Alderman Mayfield called the Finance/Audit Committee Meeting to order.

ROLL CALL:

Present: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Absent: January

II. DISCUSSION OF DONATION TO EZYRAH'S GIFT:

Satrese Stallworth, Representative for "Ezyrah's Gift" and explained currently was a 501c3 non-for-profit organization; clarifying had received a donation from the Mayor several years prior that partnered with North Shore Gas Co. The Christmas Program provide items such as hats, gloves, scarfs, coats including toys for a number of unfortunate children of Lake County. She read a sponsorship letter asking joint effort donation of **\$1,500** from the Mayor and Council members. Clarified that estimated **80-90%** were from City of North Chicago; urged the Council to consider assisting the children.

Alderman Allen asked if she reached out to neighboring communities; she reiterated the percentage of needed children from North Chicago. He suggested partnering with the churches. She elaborated further that 1st priority was with the school district. She provided personally for the children. There were income requirements. She stated had 6-year experience with Toys for Tots that prepped her for the current organization. They focused more on need vs. greed partnering with the social workers to obtain information about the most in need. There was nobody turned away that qualified. In the future would be reaching out to neighboring communities. She was hopeful of a donation.

The Mayor suggested top donation of **\$500**;

Alderman Mayfield suggested placing it on the next Council Meeting, **December 05, 2022** and the Council could decide the monetary amount.

IV. DISCUSSION OF CISCO NETWORKS – PURCHASE X2 CISCO NETWORK ROUTERS FOR CITY NETWORK TO REPLACE THE ONE-SINGLE EXISTING END OF LIFE OUT OF SUPPORT CISCO ROUTER FOR AMOUNT NOT TO EXCEED \$22,333.86:

Chris Franco, IT Interdev explained need of Network Routers and the **Amount was not to Exceed \$22,333.86**. Attorney Simon clarified the amount needed to request the need of competitive bidding; Dave Kilbane, Consulting Chief of Staff requested waiving competitive bidding due to being critical in its nature.

Mr. Franco added that one devise ran entire network and if failed, business would cease.

There were no oppositions.

This will be placed on the next **Council Meeting, December 05, 2022** to waive competitive bidding.

V. DISCUSSION OF PURCHASING DELL INC. COMPUTER EQUIPMENT FOR REGULAR CITY EMPLOYEES TO REPLACE END OF LIFE OUT OF SUPPORT COMPUTERS IN A 5-YR TECH REFRESH PHASED APPROACH FOR AMOUNT NOT TO EXCEED \$47,324.16:

Mr. Franco proposed to replace support computer with a 5-year tech refresh phased approach for **Amount not to Exceed \$47,324.16**. The majority of support computers were located in the Finance Department.

Alderman Jackson asked if there were other vendor names other than Dell; Mr. Franco explained he reached out to (4) other companies and Dell was the most reputable name adding that the City has had since **2012**.

Attorney Simon questioned pre-unit cost for emergency back-ups; Mr. Franco; **\$1,000**.

The Mayor suggested better price for bulk items.

The Mayor clarified Mr. Franco did his due diligence and recommended waiving competitive bids.

Alderman Jackson no standards were followed and suggested a proper process to be standardized; Alderman Mayfield stressed the pertinence needed of an emergency.

This will be placed on the next **Council Meeting, December 05, 2022** to waive competitive bidding.

VI. DISCUSSION OF PURCHASING PANASONIC AND HAVIS INC. COMPUTER EQUIPMENT FOR FIRE DEPARTMENT – TO INCLUDE SEVEN TOUGHBOOK LAPTOPS AND ASSOCIATED DOCKING STATIONS AND (4) PREMIUM KEYBOARDS TO REPLACE END OF LIFE OUT OF SUPPORT EQUIPMENT IN THE AMOUNT NOT TO EXCEED \$37,851:
Mr. Kilbane suggested some Governmental Program that the City could register with full transparency; Alderman Evans request to review the Procurement Policy; Mr. Kilbane; at a future date.

Mr. France explained the Fire Department computers were unique, up to 10+ years.

Alderman Jackson questioned if the departments could wait and suggested a possible Special Meeting; Mr. France strongly stressed the need of Fire Department Equipment, unaware of the turnaround time.

Alderman Jackson directed question to Consulting Comptroller Mr. Peterson if enough money in the budget; Mr. Peterson acknowledged they did.

Attorney Simon asked the delivery schedule; Mr. France stated estimated (2) weeks.

This will be placed on the next **Council Meeting, December 05, 2022** to waive competitive bidding.

III. DISCUSSION OF 2022 PROPERTY TAX LEVY:

The actual Property Tax Increase was **5.74%**. Deadline of **March 2023** from Lake County to reduce the Tax Levy with council direction.

The Hearing date was scheduled **December 05, 2022** for advancement of the Property Tax Levy

I. DISCUSSION OF FINANCE/AUDIT DEPARTMENT MONTHLY REPORT:

Assistant Comptroller, Tawanda Joyner provided overview of the Finance/Audit Department Monthly Report with expenditures and revenues.

Alderman Allen left at 7:40 p.m.

Alderman Allen returned at 7:43 p.m.

There were no questions addressed.

VII. DISCUSSION OF AN ORDINANCE PRODING FOR THE RETIREMENT OF CERTAIN OUTSTANDING GENERAL OBLIGATION BONDS OF THE CITY OF NORTH CHICAGO, LAKE COUNTY, ILLINOIS, AND THE EXECUTION OF AN ESCROW AGREEMENT IN CONNECTION THEREWITH:

Mr. Peterson explained the GOB Ordinance. He provided estimates with the numbers. Apparently the Bond Ordinance had missing information which would be added after redemption and defeasement of the bonds. Bond Counsel would provide a final document for signatures at a later date. The Ordinance authorized bond counsel to enter the missing dates and amounts at a later date. When transaction is completed then Bond Counsel would finalize documents and forward for signatures.

Mr. Phillip McKenna clarified the City had taken positive steps in the last **(6) months**. He explained rating upgrade resulting in savings of **50-100,000** the General Fund.

Alderman Allen questioned **6 mil** City had receive; Mr. Peterson clarified it was announced in **June 20, 2021** and provided in **(2)** payments.

Mr. Peterson added couldn't be expended until **2024**.

Alderman Smith questioned status with money from the Senator; Mr. Kilbane explained there was a process; the Mayor had discussed it with the State Rep or Senator and possibly next year for security purposes.

The Mayor expounded on the grants received and capital projects that benefited the City. He commended the staff for their joint efforts; Mr. Peterson; Assistant Comptroller Tawanda Joyner, Treasurer Vance Wyatt and to Dave Kilbane.

Alderman Smith moved, seconded by Alderman Evans that Finance/Audit stand adjourned.

ROLL CALL:

Ayes: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Nays: None

Absent: January

The meeting adjourned at 8:24 p.m.

PUBLIC WORKS COMMITTEE MEETING

MONDAY, NOVEMBER 21, 2022
8:25 PM

Alderman Allen called the Public Works Committee Meeting to order.

ROLL CALL:

Present: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Absent: January

I. DISCUSSION OF WATER DEPARTMENT MONTHLY REPORT – OCTOBER 2022:

Bob Miller, Public Works Director provided an overview of Water and Public Works Department. Mr. Miller announced that the Community Information Coordinator, Hombre Darby was in process of creating a robo-call for the residents leaving out on the curb-line they would be picked up.

Alderman Allen had concerns.

II. DISCUSSION OF PUBLIC WORKS DEPARTMENT MONTHLY REPORT:

Mr. Miller provide an overview of the Public Works Department Monthly Report.

He asked if the residents would leave the older containers out for pickup.

Alderman Jackson questioned the status of the resurfacing; Mr. Miller clarified that ½ of the road project would be completed before this season and remaining in the Spring.

Alderman Smith and Alderman Allen acknowledged the Public Works team. Mr. Miller stated would relay that information to the team.

III. DISCUSSION OF ENGINEER DEPARTMENT MONTHLY REPORT:

Alex Dye, Staff Engineer provided overview of the Engineer Department Monthly Report.

IV. DISCUSSION/REVIEW OF THE MULTI-YEAR FACILITIES CAPITAL IMPROVEMENT PLAN:

Alex Dye, Staff Engineer discussed the various projects.

Mr. Chris Chirikos, Facility Manager explained the Capital Improvement Plan from **2022-2032**

Alderman Murphy left at 8:44 p.m.

Alderman Murphy returned at 8:48 p.m.

There was (2) separate engineering firms involving encompassing many entities needing to be more reactive vs. pro-active.

Alderman Allen questioned the parking lot project; Mr. Chirikos explained had to prioritize projects with available funds. Alderman Allen questioned status with the Metra Station; Mr. Kilbane clarified Would discuss with Mr. Peterson for necessary funds.

Alderman Allen questioned the Water Treatment Plant projects; Mr. Dye clarified was separate from the General improvements.

Mr. Chirikos offered a larger size spreadsheet to what was identified.

Alderman Allen commended Mr. Chirikos and his team.

Alderman Evans moved, seconded by Alderman Mayfield that Public Works Committee Meeting stand adjourned.

ROLL CALL:

Ayes: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Nays: None

Absent: January

The meeting adjourned at 8:51 p.m.

PUBLIC SAFETY COMMITTEE MEETING

MONDAY, NOVEMBER 21, 2022
8:52 PM

Alderman Evans called the Public Safety Committee Meeting to order.

Present: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Absent: January

I. DISCUSSION OF POLICE DEPARTMENT MONTHLY REPORT:

Police Chief, Lazaro Perez provided overview of the Police Department Monthly Report

He emphasized need of community watch; more residents demonstrated interest.

Alderman Smith questioned status of Brookstone at Coles Park on Audrey Nixon Blvd with security; Police Chief Perez mentioned was previously discussed. He reiterated that all paperwork was finalized and awaiting the State with securing the funds.

Alderman Allen asked that the parking was monitored on 19th Place; Chief Perez acknowledged that he would; Alderman Smith had concerns with Martin Luther King Dr. Chief Perez stated was monitoring the area.

II. DISCUSSION OF FIRE DEPARTMENT MONTHLY REPORT:

Fire Chief, John Umek provided overview of the Fire Department Monthly Report, responding had partnered with neighboring fire departments to assist with multiple fires; updated training; training with monitors and Fire Department had (3) positions available including one to retire.

III. DISCUSSION TO PURCHASE BATTERY-OPERATED EXTRICATION EQUIPMENT TO OUTFIT FIRE STATION (1) ENGINE IN THE AMOUNT NOT TO EXCEED \$35,000:

Chief Umek had asked to purchase battery-operated extrication equipment for Fire Station (1) Not to Exceed **\$35,000** that was budgeted and the remainder to be from the Firefighters **2% Fund**; the members were strongly in favor of the purchase. They would secure a small tools grant (**\$26,000** for the second engine) towards the amount. EMC was their preferred vendor.

Attorney Simon described the procurement process and asked if he would consider competitive bidding. Chief stated had received (2) quotes; he had concerns of mixing batteries that were not utilized of the same equipment.

Alderman Jackson questioned other available vendors with less price; Chief Umek stated there wasn't.

The Mayor stated there were specific batteries needed.

Alderman Evans reiterated necessary review of the procurement policy.

Alderman Smith moved, seconded by Alderman Jackson that the Public Safety Committee Meeting stand adjourned.

ROLL CALL:

Ayes: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Nays: None

Absent: January

The meeting adjourned at 9:04 p.m.

ECONOMIC DEVELOPMENT/PLANNING/ZONING COMMITTEE MEETING

**MONDAY, NOVEMBER 21, 2022
9:05 PM**

Alderman Smith called the Economic Development/Planning/Zoning Committee Meeting to order.

Present: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Absent: January

I. DISCUSSION OF ECONOMIC DEVELOPMENT/PLANNING/ZONING DEPARTMENT MONTHLY REPORT:

Nimrod Warda, Senior City Planner discussed Safebuilt with Landlord License Rehabilitation

Finalizing Building Code Amendment targeting February **2023**; focusing on the Veteran's Closet project approval, **January 16, 2023**.

Alderman Allen questions Trader Joes; Mr. Warda mentioned they were more selective;

Alderman Smith ask for a synopsis; Mr. Warda explained that the community was too far east unfortunately.

II. DISCUSSION OF SURPLUS PROPERTY DECLARATION/DISPOSAL

Mr. Warda discussed the surplus property declaration and disposal. There were a number with potential end usage and elaborated further. The markets were changing and he asked for a minimum amount.

Alderman Allen suggested the bid process. Alderman Jackson suggested **\$5,000 minimum**, Alderman Evans suggested **\$500**. Mr. Warda clarified the suggested amount of **\$5,000** would include a double lot and **\$2,500** single.

Alderman Allen moved, seconded by Alderman Jackson that the Economic Development/Planning/Zoning stand adjourned.

ROLL CALL:

Ayes: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Nays: None

Absent: January

The meeting adjourned at 9:23 p.m.

COMMITTEE OF THE WHOLE
MONDAY, NOVEMBER 21, 2022
9:23 PM

Mayor Rockingham called the Committee of the Whole Meeting to order

ROLL CALL:

Present: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Absent: January

I. DISCUSSION OF RESOLUTION SETTING THE ANNUAL MEETING SCHEDULE FOR CITY COUNCIL, COMMITTEE AND PLANNING & ZONING COMMISSION MEETINGS:

The Mayor explained annual Meeting Schedule for City Council, Committee Meeting including Planning & Zoning Commission Meeting. It was standard as notification of the annual meetings.

II. DISCUSSION OF AN OMNIBUS AMENDING TITLE 2, CHAPTER 2 OF THE CITY CODE RELATED TO THE PROCEDURES FOR ADOPTING THE OMNIBUS VOTE AGENDA:

Attorney Simon explained that items on the Omnibus Vote Agenda could only be from previous discussed meetings. The contents would be set by the Mayor. The Ordinance provides that a motion would be necessary to remove item(s) from the Omnibus Vote Agenda; approved by super-majority.

Alderman Allen moved, seconded by Alderman Jackson that Committee of the Whole stand adjourned.

ROLL CALL:

Ayes: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Nays: None

Absent: January

The meeting adjourned at 9:28 p.m.