

MONDAY, DECEMBER 05, 2022

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

Following City Council Meeting

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

I. DISCUSSION OF THE OWENS GROUP – INSURANCE BROKER:

There was no discussion due to the absence of the Human Resources Director, Liz Black.

This will be returned to **Committee Meeting, December 19, 2022** for further discussion.

**FINANCE/AUDIT
COMMITTEE MEETING
MONDAY, DECEMBER 05, 2022
7:00 PM**

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

ROLL CALL:

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

Absent: January

I. DISCUSSION OF OUR SHINING STAR FOUNDATION DONATION OF \$500:

Sister Cole of Our Shining Star explained that the foundation was asking for donations to purchase coats, hats and gloves for the children in the community.

II. DISCUSSION/REVIEW OF INVESTMENT POLICY:

Interim Chief of Staff David Kilbane said that the Investment Policy had been discussed and there remained the issue of liquidity in investments. Alderman Mayfield expressed that the Investment Policy sets a standard for City investments and checks and balances. She felt that it was the best policy for the City.

Alderman Evans clarified if duties/responsibilities were being taken away from the Treasurer and making him report to the Comptroller. Alderman Mayfield said that the financial audit reflected negative marks because there was not checks & balances. Alderman Evans asked if there was something wrong with procedures currently; the City was receiving awards for finances. Mayor Rockingham said the awards were through the Finance Department and not the Treasurer.

Alderman Mayfield further noted that nothing was going to be taken away. She gave an example that there was a long term investment of MFT Funds which typically was a short term investment. This was also a way for the Treasurer and Comptroller to communicate. Alderman Evans felt the issues should have been discussed between those individuals.

Alderman Murphy commented that if the auditor's report recognizes a problem the Council needed to start paying closer attention. The Council was in charge of the purse strings. Treasurer Vance Wyatt explained that MFT Funds were invested prior to the current Comptroller. There was no detailed meeting; there were other issues that he inputted and there was no change.

Alderman Smith asked for clarification; Alderman Mayfield explained again that the Audit rating dropped and the Investment Policy was an effort to prove that the City was working to correct issues with checks and balances. Alderman Mayfield said there were no powers being removed; Finance Committee, Mayor and Staff felt that this was needed.

Interim Comptroller explained that the downgrade was based on lack of internal controls. GFOA Rules is about presentation and not the actual budget/financing. Alderman Mayfield suggested that the Council discuss and ask questions to staff and/or Mayor for clarification before next meeting. It would be on Council for vote at the December 19, 2022.

III. DISCUSSION/REVIEW OF TREASURER'S REPORT – OCTOBER 2022:

Mr. Wyatt explained the Treasurer's Report for October 2022. Cash balance was **\$45,219,070.32** which was a decrease **of 3.09%** from September. There was an increase received of interest over all of last

year. The current policy states no investment over 40% in one account; Old National Bank had the most of City investments when he took office.

Alderman Mayfield requested that the Council review any financial report before it is posted on the City website.

Alderman Allen moved, seconded by Alderman Jackson that Finance/Audit stand adjourned.

ROLL CALL:

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

Nays: None

Absent: January

The meeting adjourned at 7:30 p.m.

PUBLIC WORKS COMMITTEE MEETING

MONDAY, DECEMBER 05, 2022

7:30 PM

Alderman Allen called the Public Works Committee Meeting to order.

ROLL CALL:

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

Absent: January

I. DISCUSSION/REVIEW TO EXTEND (ROBERT J. MILLER) Dba AMM ENTERPRISES, INC. EXISTING AGREEMENT WITH THE CITY OF NORTH CHICAGO PUBLIC WORKS THRU MARCH 2023, NOT TO EXCEED 30 HRS. PER WEEK:

Public Works Superintendent Clarence Johnson expressed that Mr. Miller needed to complete some projects that he started and there was a need to extend his agreement with Public Works until end of March 2023.

Alderman Jackson asked if there were funds in the budget for an extension. Interim Comptroller Mike Peterson explained that it was not budgeted, his contract was listed as contractual services at the beginning of the year for \$30,000 and that amount had been exceeded. Alderman Mayfield asked how much over budget \$32,400; the department in whole was not over budget though.

Mr. Kilbane explained there was a grant obtained for \$200,000 to cover some of the salaries in Public Works to assure under budget.

II. DISCUSSION/REVIEW TO PURCHASE AN ARIAL/SIGN TRUCK IN AMOUNT NOT TO EXCEED \$180,000:

Robert Miller explained the truck was a replacement for one out of service. It was similar to the current vehicle; the request would still be through Enterprise Fleet. Mr. Peterson explained that it was in the financial forecast for year 2025 but would move to 2024 budget. The ready supply of vehicles was limited.

Alderman Allen clarified that the truck was multi-purpose. Mr. Miller explained the different functions of the truck including a post puller on the front. Alderman Allen explained that there was research done for the pricing.

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

ROLL CALL:

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

Nays: None

Absent: January

The meeting adjourned at 7:42 p.m.

PUBLIC SAFETY COMMITTEE MEETING

MONDAY, DECEMBER 05, 2022

7:42 PM

Alderman Evans called the Public Safety Committee Meeting to order.

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

Absent: January

I. DISCUSSION TO PURCHASE BATTERY-OPERATED EXTRICATION EQUIPMENT TO OUTFIT STATION I ENGINE IN AMOUNT NOT TO EXCEED \$35,000; REMAINING BALANCE OF \$6,960 TO BE PAID BY FIREFIGHTER 2% FUND

Fire Chief, John Umek asked to purchase batter-operated Extrication Equipment to outfit Fire Station 1 engine in Amount not to Exceed **\$35,000** with consideration from the Council; the remaining balance of **\$6,960** to be paid by Firefighter **2%** fund. He had submitted **(3)** quotes; Genesis was the only sole rep allowed from the area; a small upgrade of a **18** volt battery; **\$2,000** higher to be paid by the Firefighter's Fund.

Treasurer, Vance Wyatt questioned if the insurance utilized including the minutes were approved; Fire Chief acknowledged they were. Mr. Wyatt also asked if it was a separate board and/if they wrote their own checks; Fire Chief acknowledged they did.

Alderman Allen moved, seconded by Alderman Mayfield 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 7:45 p.m.

**ECONOMIC DEVELOPMENT/PLANNING/ZONING
COMMITTEE MEETING**

**MONDAY, DECEMBER 05, 2022
7:45 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 BROOKSTONE & REGENCY AT COLES PARK – SUBDIVISION IMPROVEMENTS:

Victor Barrera, Economic & Community Development Director discussed subdivision improvements of Brookstone & Regency at Coles Park. It was the City's desire with certified letter with an agreement once finalized.

The Mayor had reservations with the colder seasons and concerns of the 2nd timeline for completion of agreement. Money was allocated for focus of early spring season completion.

Attorney David Silverman clarified valid reasons of delay.

The Mayor suggested stipulations in agreement for completion in early spring.

Alderman Allen had questions of attorney bill fees and he suggested a log of attorney fees concerning this matter. The Mayor agreed.

Attorney Silverman asked for a new schedule and elaborated further.

The Mayor suggested moving forward with the insurance bond.

Attorney Silverman reiterated the process with the contractors, emphasizing need of a development agreement.

Alderman Jackson questioned if they were intentional with the spring season; Attorney Silverman advised the spring season allowing legal tools to be resolved; the approach taken will be closely monitored for their commitment. The agreement would be discussed before presented to Council for their approval.

II. DISCUSSION OF TRI STATE PLATINUM LANDSCAPES LLC – PROFESSIONAL SERVICE AGREEMENT

Mr. Barrera was seeking council direction with alternative of soliciting bids or waive competitive bidding. He explained there was only (1) bid at this time with a 1-year agreement.

Alderman Jackson recommended soliciting through bid process.

Alderman Mayfield questioned number of bids; Mr. Barrera reiterated (1). She recalled city agreement extension with Tri State Landscapes; He explained had sent a number of bids to the landscapers and only response from current landscape contractor.

Alderman Murphy stated generally landscapers were customer-based and had more openings.

Alderman Evans questioned time period with current landscaper; Mr. Barrera stated estimated several years. Alderman Evans suggested continuing contract with them.

Alderman Smith echoed sentiments of Alderman Mayfield and Evans and recommended renewing their contract.

Alderman Allen expressed to be mindful of the taxpayer's money.

Alderman Smith focused on supporting those with businesses.

Alderman Jackson clarified supporting other city businesses for their bid.

III. PENDING MATTERS (AGENDA ITEMS PREVIOUSLY DISCUSSED)

There was nothing for discussion.

Alderman Allen moved, seconded by Alderman Evans 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 8:05 p.m.

COMMITTEE OF THE WHOLE
MONDAY, DECEMBER 05, 2022
8:05 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 REQUEST FOR GAMING PARLOR LIQUOR LICENSE AT DAYS INN, 3000 N. SKOKIE HIGHWAY:

The Days Inn Representative, Mike Shaw had requested a GP Liquor License at **3000 N. Skokie Highway**. Previously requested license and asked it be reinstated. Mr. Shaw explained how it would attract military families out of towners with goal of additional incentives in the City with tax revenue ranges.

The Mayor explained the type of liquor allowed and its stipulations. He added they had applied years ago. Alderman Allen had concerns with the underage children of the families; Mr. Shaw explained the goal was for **(3)** machines that would be strictly monitored. He had copies of a list for revenue range that would be generated and captured.

This will be placed on the next **Council Agenda, December 19, 2022.**

II. DISCUSSION OF ALL WARDS CHRISTMAS PARTY:

Alderman Mayfield suggested an all Wards Christmas Party; the entire council would donate jointly; Alderman Jackson questioned if any alcohol served; Alderman Mayfield acknowledged it would not be provided by the City. He asked how it would be financed; Alderman Mayfield explained by donation or use of aldermanic funds.

Alderman Smith agreed with the idea and asked \$ for flyers; The Mayor stated would be utilized from the aldermanic account.

Attorney Silverman questioned clarification with name for the party and suggested City Christmas party. The Aldermen should generate funding for the party. He suggested a Campaign Committee

The Mayor agreed with Attorney Silverman before utilizing city funding.

Alderman Jackson suggested renaming it: Holiday Celebration.

Attorney Silverman clarified the flyer should be the same since it was a city event.

Alderman Jackson suggested following year for the party. Can provide donations toward the 3rd Ward party; Alderman Allen concurred. The Mayor suggested a line item toward holiday parties and open for any out-of-pocket donations. Alderman Evans stated there were no stipulations and encouraged others to just enjoy; no need to proceed with an all wards event.

This will be placed on the next **Council Agenda, December 19, 2022**

III. DISCUSSION OF WARHAWK SUMMER UP PROGRAM (KEONE CARTER):

Ms. KeOne Carter explained the Warhawk Summer Up Program explained what was offered. She reviewed goals and strategies for the following year. The goal was **200** students.

There was anticipated numbers and opportunities. She clarified would be acquiring insurance.

Alderman Allen questioned additional assistance with the program. She didn't for-see that.

Alderman Evans, echoed Alderman Allen and fruition of the program; Ms. Carter stated it was all of those collectively. Alderman Mayfield stated the program was an incredible opportunity for the students. Ms. Carter stated that the City of North Chicago was a promising community. She explained the recruiting process and it was already posted on the city website.

Ms. Carter emphasized her dedication to the students.

This will be placed on the next **Council Agenda, December 19, 2022.**

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 8:48 p.m.