



COMMITTEE OF THE WHOLE
Monday, January 9, 2017
at 7:00pm

City Hall Council Chamber
109 James Street
Geneva, IL 60134

Ald. Dean Kilburg, Chair

AGENDA

1. **CALL TO ORDER**
2. **APPROVE COMMITTEE OF THE WHOLE MINUTES FROM DECEMBER 12, 2016.**
3. **ITEMS OF BUSINESS**
 - a. Recommend Approval of Certificate of Completion for Sunset Prairie Parkway Improvements.
 - b. Recommend Approval of Certificate of Acceptance for Sunset Prairie Parkway Improvements.
 - c. Recommend Draft Resolution Declaring Surplus Vehicles and Misc. Equipment.
 - d. Recommend Draft Resolution Authorizing Execution of 4th Amendment to Agreement for the Sale and Purchase of Electric Capacity and Energy with WM Illinois Renewable Energy, LLC for Calendar Years 2017 and 2018.
 - e. Review Recommendation Regarding IL Route 25 Road Diet Feasibility Study Proposals.
 - f. Recommend Draft Resolution Amending the City's Personnel Policy Manual to Comply with the Local Government Travel Expense Control Act.
4. **NEW BUSINESS**
5. **ADJOURNMENT**

**COMMITTEE OF THE WHOLE MINUTES
DECEMBER 12, 2016**

Present: Mayor Burns, Ald. Bruno, Cummings, Kilburg, Maladra, Marks, Radecki, Simonian, Seno, Singer

Absent: Ald. Burghart

Present Staff: Dawkins, Babica, Tymoszenko, Passarelli, Nash, Kruse

1. CALL TO ORDER

Ald. Singer, serving as chair, called the meeting to order at 7pm noting Ald. Burghart was absent.

2. APPROVE COMMITTEE OF THE WHOLE MINUTES FROM NOVEMBER 4, 2016 and NOVEMBER 28, 2016.

Moved by Ald. Marks, second by Ald. Seno V/V: 9-0 Motion carried.

3. ITEMS OF BUSINESS

a. Introduce Finance Dept. Accounting Supervisor Jennifer Milewski

Finance Manager Kruse introduced Ms. Milewski to the committee. Milewski provided a brief background on her qualifications and was excited to begin her career with the City.

b. Recommend Draft Ordinance Exempting from Taxation Certain Real Properties Within Special Service Area No. 1 (28 S. Sixth Street).

Moved by Ald. Simonian, second by Ald. Bruno V/V: 9-0 Motion carried.

c. Consider Authorization of Staff to Solicit Proposals to Complete a Road Diet Feasibility/Phase I Study in Coordination with IDOT District One for IL Rte. 25 South of IL Rte. 38.

Moved by Ald. Bruno, second by Ald. Cummings

Discussion centered around the tight timeline involved with IDOT and hesitance from some aldermen to approve the study with unbudgeted funds and no guarantee that the project would come to full completion. Dir. Babica provided the details of the IDOT work and their timeline on resurfacing. Ald. Simonian stated that he would speak with the original resident who inquired about the project about self-funding the study as several of the residents on Route 31 did.

Ald. Simonian then made a motion to postpone discussion indefinitely until he had an opportunity to speak with the resident to discuss their being involved in funding the study.

Ald. Seno seconded the motion to amend. V/V: 9-0 Motion carried.

d. Recommend Draft Ordinance Dissolving City of Geneva Special Service Area No. 22 (North Riverfront, Phase III).

Moved by Ald. Marks, second by Ald. Cummings V/V: 9-0 Motion carried.

e. Recommend Draft Ordinance Amending Title 9 (Municipal Utilities), Chapter 1 (General Provisions), Section 1 (Application for Service) Subsection B (Service Deposits) of the Geneva City Code.

Moved by Ald. Seno, second by Ald. Marks V/V: 9-0 Motion carried.

f. Recommend Draft Ordinance Amending Title 9 (Municipal Utilities), Chapter 3 (Water and Sewer), Section 1 (Definitions) and Section 3A (Service Rates and Charges) of the Geneva City Code.

Moved by Ald. Marks, second by Ald. Cummings V/V: 9-0 Motion carried.

g. Recommend Draft Resolution Declaring Certain Real Property as Surplus and Authorizing Conditions of Sale.

Moved by Ald. Kilburg, second by Ald. Seno V/V: 9-0 Motion carried.

h. Recommend Draft Ordinances for 2016 General Corporate and Special Service Area Tax Levies.

Moved by Ald. Marks, second by Ald. Bruno V/V: 9-0 Motion carried.

i. Recommend Draft Ordinances for 2016 Annual Abatement Ordinances.

Moved by Ald. Marks, second by Ald. Cummings V/V: 9-0 Motion carried.

j. Recommend Draft Ordinance Amending Title 6 (Police Regulations), Chapter 2 (Misc. Offenses) of the Geneva City Code by Adding Section 14 (Sale, Use, and Possession of Fireworks).

Moved by Ald. Simonian, second by Ald. Marks V/V: 9-0 Motion carried.

- k. Recommend Draft Ordinance Amending Title 6 (Police Regulations), Chapter 2 (Misc. Offenses) of the Geneva City Code by Adding Section 12 (Possession of Marijuana) and Section 13 (Possession of Drug Paraphernalia).

Moved by Ald. Marks, second by Ald. Cummings V/V: 9-0 Motion carried.

- l. Consider Amendment to Ordinance 2016-37 (Places for Eating Tax) Deferring Effective Date to May 1, 2017.

Moved by Ald. Simonian, second by Ald. Cummings

Representatives from a downtown group of restaurants were present to ask the committee to delay implementation until after the slow winter season. Mike Anastasio, owner of Fiora's Restaurant, thanked the Mayor and committee for their dialog and requested that the effective date become May 1, 2017.

On a motion from Ald. Simonian, second by Ald. Cummings, Simonian amended the effective date to June 1, 2017 due to the election cycle.

Roll Call on Amendment: Ayes: 4 Nays: 5 Motion failed.

Vote on original motion: Ayes: 9 Nays: 0 Motion carried.

4. NEW BUSINESS

Ald. Singer thanked the public works staff for the recent snow removal efforts including the new brine machine.

5. ADJOURNMENT

On a motion by Ald. Simonian, second by Ald. Cummings, the meeting was adjourned by unanimous voice vote at 8:15pm.

- Submitted by Recording Secretary Fornari



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Certificate of Completion – “Sunset Prairie”		
Presenter & Title:	Brian L. Schiber, P.E. City Engineer/Asst. Director of Public Works		
Date:	December 21, 2016		
<i>Please Check Appropriate Box:</i>			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting	<input type="checkbox"/>	Special Committee of the Whole Meeting
<input checked="" type="checkbox"/>	City Council Meeting	<input type="checkbox"/>	Special City Council Meeting
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Other -
Associated Strategic Plan Goal/Objective: N/A			
Estimated Cost: \$0.00		Budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If “Other Funding,” please explain how the item will be funded:</i>			
Executive Summary:			
<p>This is the Certificate of Completion for the parkway improvements associated with lots #4,9,12,13,18,26,37,46,48,67,71,85,88,89,90,91,110,112 and Outlot B of the “Sunset Prairie” project located Peck Road. Upon Council approval, the Letter of Credit for these lots will be reduced to the owner, Keim Corporation.</p>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Certificate of Completion Resolution 			
Recommendation / Suggested Action: <i>(how item should be listed on agenda)</i>			
<p align="center">Staff recommends acceptance of the Certificate of Completion by the City Council at the January 16, 2017 meeting.</p>			

**CITY OF GENEVA CERTIFICATE
OF COMPLETION RESOLUTION**

Whereas, Keim Corporation, Developer of "Sunset Prairie" has entered into a contract for the construction of specific improvements, and

Whereas, Rosewood Landscaping, the Contractors, have completed the following construction within the subdivision:

a. Parkway Trees Lots #4,9,12,13,18,26,37,46,48,67,71,85,88,89,90,91,110,112, and Outlot B

b. Sidewalks Lots #4,9,12,13,18,26,37,46,48,67,71,85,88,89,90,91,110,112, and Outlot B

c. _____

and, whereas, the above listed construction has been inspected by CEMCON, Ltd, the engineer for the developer, and the engineer and / or representative for the City of Geneva, and found to be satisfactory.

Now, Therefore, Be It Resolved by the City Council of the City of Geneva, Illinois, that said construction is considered complete as of the date of passage of this resolution, subject to the following excluding:

N/A

It being understood that the normal period of maintenance and liability of the contractor commences this date as heretofore agreed.

Passed this 16th day of January, 2017

Attest:

City Clerk

Mayor



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Certificate of Acceptance – “Sunset Prairie”		
Presenter & Title:	Brian L. Schiber, P.E. City Engineer/Asst. Director of Public Works		
Date:	December 21, 2016		
<i>Please Check Appropriate Box:</i>			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting	<input type="checkbox"/>	Special Committee of the Whole Meeting
<input checked="" type="checkbox"/>	City Council Meeting	<input type="checkbox"/>	Special City Council Meeting
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Other -
Associated Strategic Plan Goal/Objective: N/A			
Estimated Cost: \$0.00		Budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If “Other Funding,” please explain how the item will be funded:</i>			
Executive Summary:			
<p align="center">This is the Certificate of Acceptance for the parkway improvements associated with lots #11,31,53,68,69,74,86,106 of the “Sunset Prairie” project located Peck Road. Upon Council approval, the Letter of Credit for these lots will be returned to the owner, Keim Corporation.</p>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Certificate of Acceptance Resolution 			
Recommendation / Suggested Action: <i>(how item should be listed on agenda)</i>			
<p align="center">Staff recommends acceptance of the Certificate of Acceptance by the City Council at the January 16, 2017 meeting.</p>			

**CITY OF GENEVA CERTIFICATE
OF ACCEPTANCE RESOLUTION**

Whereas, Keim Corporation, Developer

of “Sunset Prairie” has entered into a contract for the construction of specific site improvements, and

Whereas, Rosewood Landscaping, the Contractor, has completed the following construction and a Certificate of Completion has been issued:

- | | |
|--|--|
| a. <u>Parkway trees Lots</u>
<u>#11,31,53,68,69,74,86,106</u> | Certificate of Completion issued <u>1-5-09</u> |
| b. <u>Sidewalks Lots</u>
<u>#11,31,53,68,69,74,86,106</u> | Certificate of Completion issued <u>1-5-09</u> |
| c. _____ | Certificate of Completion issued _____ |
| d. _____ | Certificate of Completion issued _____ |
| e. _____ | Certificate of Completion issued _____ |
| f. _____ | Certificate of Completion issued _____ |
- and,

Whereas the normal or specified period of maintenance and liability of the Contractor expired on January, 2010 as heretofore agreed, and

Whereas the above listed construction has been inspected by CEMCON, Ltd, the engineer for the developer, and the engineer and / or representative for the City of Geneva, and found to be acceptable.

Now, Therefore, Be It Resolved by the City Council of the City of Geneva, Illinois, that said construction is accepted by the City of Geneva as of the date of passage of this Resolution.

Passed this 16th day of January, 2017

Attest:

City Clerk

Mayor



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Declare Surplus Vehicles and equipment		
Presenter & Title:	Nate Landers Superintendent of Streets, Fleets, and Facilities Hal Wright, Superintendent of Electric Services		
Date:	January 9, 2017		
<i>Please Check Appropriate Box:</i>			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting	<input type="checkbox"/>	Special Committee of the Whole Meeting
<input checked="" type="checkbox"/>	City Council Meeting	<input type="checkbox"/>	Special City Council Meeting
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Other -
Associated Strategic Plan Goal/Objective: Vision 5 Goal G			
Estimated Cost: \$	Budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>If "Other Funding," please explain how the item will be funded:</i>			
Executive Summary:			
<p>The Street Division would like to declare a G-152A 2002 Holder sidewalk machine and a G-28A 2000 John Deere Gator 4 x 2 as surplus equipment. The Holder has not been utilized in two years and the Gator was used primarily for waste water treatment plant maintenance and is no longer needed.</p> <p>The Police Department would like to declare a number of items as surplus. Please see excel file attachment for a list of surplus items.</p> <p>The Electric Division purchased a replacement bucket truck in 2016. The new unit has been received and is in service. The Geneva City Council needs to declare the 1998 Bucket Truck (Vin No:1HTSCABLOWH537719) as surplus so it can be sold.</p> <p>The Engineering Department would like to declare a Xerox 3040 Scanner as surplus equipment. This piece of equipment has no resale value.</p>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Police department surplus list • Resolution 			
Recommendation / Suggested Action: <i>(how item should be listed on agenda)</i>			
Staff recommends declaring these vehicles and equipment as surplus.			

ITEM DESCRIPTION	AMOUNT	MAKE	MODEL	SERIAL NUMBER
VHS Training Tapes	65	N/A	N/A	N/A
Gray Chair (with arms)	1	N/A	N/A	N/A
Condenser	1	A.O. Smith	7K01	F48A20A01
Power Supply (1/2 HP)	1	RADIO SHACK	13.8 VDC 3 AMP	N/A
Electrical Outlets	4	N/A	N/A	N/A
Transformer	1	EDWARDS	596	N/A
Phone Speaker	1	AIPHONE	LA-DA	9205868
Key Pad	1	COLBY	7500 Series	N/A
Gray Bricks (153/4 " x 8")	33	N/A	N/A	N/A
White Desk (39" x 21")	1	N/A	N/A	N/A
Bull Horn	1	FANON	MV3P	N/A
Radar Mount Brackets	4	N/A	N/A	N/A
Live Scan Base	1	CROSSMATCH	N/A	N/A
Black Chair (with arms and wheels)	1	N/A	N/A	N/A
Digital Disc Recorder	1	PANASONIC	WJ-HD3008	DJA00684
Paper Cutter	1	N/A	N/A	N/A
Christmas Wreath (32"x30" & 36" x 37")	2	N/A	N/A	N/A
15" Ultra Sleek LCD Computer Screen	1	VIEWSONIC	VA521	N/A
Office Telephone	1	ATLINKS	N/A	N/A
Gray Office Chair (with arms)	1	N/A	N/A	N/A
Gray office desk (48" x 24")	1	N/A	N/A	N/A
Black and Gray 2 Drawer Credenza (broken)	1	N/A	N/A	N/A
Water Fountain with Push Bar	1	ELKAY	WATERGUARD	N/A
Plastic Gray/Red Lunch Room Chairs (without arms)	13	N/A	N/A	N/A
Squad Car Prisoner Partition (55" x 42")	1	PROGARD	4PS04PG5	22312
Squad Car Prisoner Rear Seat (60"x25"x21.5)	1	N/A	N/A	N/A
Burgandy Chairs (without arms)	2	N/A	N/A	N/A
AR15/Shotgun Plastic Carrying Case	1	N/A	N/A	N/A
Police Flashlight Charging Station	1	STREAMLIGHT	N/A	N/A
Large Metal Dog Cage (52" x 36.5")	1	N/A	N/A	N/A
Car Battery	1	N/A	N/A	N/A
Fingerprint Kit	1	SIRCHIE	N/A	N/A

ITEM DESCRIPTION	AMOUNT	MAKE	MODEL	SERIAL NUMBER
Camcorder Tapes	2	TDK VHS-C HG	N/A	N/A
Flashmaster	1	SEKONIC	L358	N/A
Camera Flash Control	1	WEIN	ADVANCED	N/A
Light Lock	4	POLAROID	N/A	N/A
Flashmaster	1	SEKONIC	L358	3916104183
Thyristor	1	SUNPAK	AUTO 555	N/A
Digital Camcorder w/battery and Cord	1	SONY HANDYCAM	DCR-TRV 240	379828
Camcorder	1	PANASONIC	PALMCORDER IQ	D4WA11669
35MM Camera	1	CANON	SURE SHOT OWL	724834
35MM Camera	1	CANON	REBEL 2000	T0061212
Digital Camera	1	OLYMPUS	C-700 ULTRA ZOOM	183539429
Camera	1	CANON	POWERSHOT S2IS	2528026479
Digital Camera	1	CANON	EOS 20D	720415229
Battery Charger	1	CANON	CG 580	SI0077483
Closeup Stands	5	POLAROID	7500	N/A
Camera	4	POLAROID	SPECTRA AF	N/A
Electronic Digital Identification Sign	1	N/A	N/A	10915
Radio	1	MOTOROLA	VRM850	736SDQ1103
Radio	1	MOTOROLA	VRM850	508SFJ0943
Radio	1	MOTOROLA	VRM850	508SFJ0938
Radio	1	MOTOROLA	VRM850	508SEY0685
Radio	1	MOTOROLA	VRM850	508SZWW1011
Mounting Bracket	1	N/A	N/A	0771061L02
Portable Radio Charging Station	5	MOTOROLA	N/A	N/A
Radio Charging Station	4	MOTOROLA	IMPRESS	N/A
Portable Radio Charging Station	1	MOTOROLA	N/A	1312138390
Portable Radio Charging Station	1	MOTOROLA	N/A	1312121033
Portable Radio Charging Station	1	MOTOROLA	N/A	1312138405
Portable Radio Charging Station	1	MOTOROLA	N/A	1312099514
Portable Radio Charging Station	1	MOTOROLA	N/A	0104ML101
Travel Radio Charging Station	1	MOTOROLA	N/A	555991119
Portable Radio Charging Station	1	MOTOROLA	VISAR	720TAG1573Z

RESOLUTION NO. 201_ -__

**RESOLUTION AUTHORIZING EXECUTION OF
Surplus declaration of Miscellaneous Street and Water Department Equipment**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GENEVA, KANE COUNTY, ILLINOIS, as follows:

SECTION 1: That the City Administrator is hereby authorized to execute, on behalf of the City of Geneva, the declaration of surplus, in the form attached hereto, relating to the miscellaneous street, water, electric, engineering and police department equipment.

SECTION 2: This Resolution shall become effective from and after its passage as in accordance with law.

PASSED by the City Council of the City of Geneva, Kane County, Illinois, this ____ day of _____, 201_

AYES: __ **NAYS:** __ **ABSENT:** __ **ABSTAINING:** __ **HOLDING OFFICE:** __

Approved by me this ____ day of _____, 201_.

Mayor

ATTEST:

City Clerk



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Consider approval of a resolution amending the City of Geneva's Personnel Policy Manual to comply with the Local Government Travel Expense Control Act.		
Presenter & Title:	Stephanie K. Dawkins, City Administrator		
Date:	January 9, 2017		
<i>Please Check Appropriate Box:</i>			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting	<input type="checkbox"/>	Special Committee of the Whole Meeting
<input checked="" type="checkbox"/>	City Council Meeting	<input type="checkbox"/>	Special City Council Meeting
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Other -
Associated Strategic Plan Goal/Objective: N/A			
Estimated Cost: \$N/A		Budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A <input type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<i>If "Other Funding," please explain how the item will be funded:</i>			
Executive Summary:			
<p>The Illinois General Assembly enacted Public Act 99-0604, effective January 1, 2017, entitled the Local Government Travel Expense Control Act which requires all non-home rule units of local government to adopt by resolution or ordinance a policy governing reimbursement of all travel, meal, and lodging expenses of officers and employees.</p> <p>The City has adopted a travel expense reimbursement regulations in its Personnel Policy Manual, but finds it to be in the best interest of the City to amend the current policy to be in compliance with the new law.</p>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Resolution • Proposed Section 9.4 Reimbursement of Travel Expenses (Personnel Policy Manual) 			
Recommendation / Suggested Action: <i>(how item should be listed on agenda)</i>			
Recommend approval of resolution amending the City of Geneva's Personnel Policy Manual to comply with the Local Government Travel Expense Control Act.			

