



City Council

City Council Chambers ♦ 524 West Stephenson Street ♦ Freeport, IL 61032

**COMMITTEE OF THE WHOLE REPORT
REGULAR MEETING
Monday, June 8, 2015**

1. CALL TO ORDER

The regular meeting of the Freeport, Illinois, Committee of the Whole was called to order by Mayor James Gitz with a quorum being present at 6:00 p.m. on Monday, June 8, 2015, in council chambers.

2. ROLL CALL

Present on roll call: Mayor James Gitz and council members Tom Klemm, Peter McClanathan, Art Ross, Jodi Miller, Patrick Busker, Sally Brashaw, and Andrew Chesney (7). Alderperson Koester was absent.

City Staff Present: Corporation Counsel Sarah Griffin, Finance Director Cynthia Haggard, City Engineer Shaun Gallagher, Public Works Director Tom Dole, Fire Chief Scott Miller, Chief of Police Todd Barkalow, Water & Sewer Executive Director Tom Glendenning, and City Clerk Meg Zuravel.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Alderperson Miller, chairperson of meeting.

4. PUBLIC COMMENTS – AGENDA ITEMS

Signed on the sheet for public comments on agenda items were the following:

Pat Albrighton, 120 N. Wilbur Avenue, Freeport Illinois, spoke in regard to the money spent on the bike path and not being used for improvement to housing stock on the east side of Freeport.

Deb Elzinga, 1147 W. Lincoln, Freeport, Illinois spoke in regard to the presentations by Prairie Forge Group and Winter Construction on the 230 W. Stephenson Street (old City Hall building). She asked why Gary Anderson was kept out of the mix and noted to her it is troublesome and bothersome. She stated he should have been part of the proposal because he spent a lot of time on the City Hall issues and is familiar with the structure. In her opinion in the very least it is disrespectful of the committee not to have chosen a firm with Gary Anderson as a part of it.

5. MINUTES

The minutes of the following meetings were presented for approval: May 11, 2015, May 18, 2015, and June 1, 2015. Alderperson Brashaw moved for approval of the minutes, seconded by Alderperson Ross. Motion prevailed by voice vote without dissent.

6. PRESENTATION ON 230 W. STEPHENSON BUILDING

City Engineer Shaun Gallager provided the following memorandum in the packet which read:

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“As part of the Committee of the Whole meeting on Monday, I have invited our two (2) finalists for the Carnegie Library Design-Build Project to present on former City Hall. At the request of City Council, both teams were retained to perform a comparison presentation on the overall scope, costs, timeline and method for completing an interior and exterior renovation on our former City Hall.

“Presenting first on the project will be Prairie Forge Group of Saint Charles, IL followed by Winter Construction of Freeport, IL. Both teams were provided a walkthrough similar to the Carnegie RFQ process and were provided the documents outlined on our website from past inspections. Both teams have been asked to present for 15 minutes on their observations, while providing an additional 15 minute timeframe for Council to ask questions to each group. The purpose of this process is to provide an opportunity to bring the new Council up to speed on the alternative location, while having the ability to hear from experts on how they would handle the project.

“At this time I would encourage anyone unfamiliar with the former City Hall discussion to review posted documents on our website at:

<http://www.cityoffreeport.org/departments/city%20hall%20public%20outreach.htm>.

First, the Prairie Forge group provided their approach and challenges to the property located at 230 W. Stephenson, also known as the old City Hall building. Present at the meeting representing Prairie Forge were Tom Trustano, Rob, Ezerins and David Stermetz. They explained the challenges of the project and compared it to the Carnegie Library building. While the City Hall building is ADA accessible and the Carnegie Library is not there are many updates that need to be made to the building to make it code compliant. They discussed the alterations made on the 1960's by cutting into the building a mezzanine level and they would recommend removing it due to stability issues. There are many signs that the dormers are leaning and there has been frost and water penetration. They explained the poor conditions of the sandstone envelope on the building and its deterioration is inherent to the environment and materials. The building has been taking in water and has shown signs of freezing and thawing. They explained that this building has more square footage than what is needed for the City Hall offices. They provided a summary of their approach and challenges, design/engineering and engineering. The Prairie Forge group provided to council members a score sheet for the two buildings and stated the City Hall building would have a greater degree and effort in its repair.

The council was provided a period of time for questions. Alderperson Brashaw stated we have received cost estimates of about \$3.0 million for the rehabilitation of the old City Hall building and other estimates were provided in amounts of \$2.0 to \$2.5 million. She asked the Prairie Forge representations if they could provide any numbers. They explained their hesitancy to place numbers on a building that has not had the asbestos abatement where you can really get in there is see what is part of the walls and floors. If they had to put a number out there it would be in the upwards of \$5 million to rehabilitate the building. They had estimated a half million in contingency at the Carnegie Library and there would need to be placed a larger amount in the contingency for the old City Hall building due to the size differential. They estimated if you are really interested in this building then another approach would be about \$4.0 million but the savings would be in the downgrade of systems for HVAC and the level of finishes. There would be nothing cosmetic except to be in the door. They explained that the cost of \$3.0 million would be just touching the iceberg and \$4.0 million you are talking about systems and finishes. If you were to spend \$3.0 to \$3.5, it will not be a forty year building.

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Secondly, Winter Construction provided their approach and challenges to the property located at 230 W. Stephenson, also known as the old City Hall building. They walked the council through their scope on the project including structural issues, concealed conditions, and construction type. They explained the asbestos abatement necessary to really get a feel for the dollar impact that you would be looking at. Mark and Scott Winter provided information on the dormer water issues and the need to expose the foundation before a specific dollar amount can be quoted. The council was provided a period of time for questions. Alderperson Brashaw asked what the minimum cost to rehabilitation this building if it was bare bones. Winter Construction representative stated there are many components to this building and it would need a comprehensive approach. Discussion was held on an estimate of about \$4.3 million to rehabilitate the building. Alderperson McClanathan asked for a ball park figure for contingency. They stated 20% would be prudent.

Council members discussed replacement of the City Hall roof and repair to the dormers or removal of the dormers in order to be able to take down the fence. Discussion was held as to whether the cost of repairs could be built into the numbers for the bond refinancing. Corporation Counsel Griffin verified that the council would like to know whether the money is bondable. Director Haggard stated she can look into that. There were no formal recommendations from council at this time. Alderperson Klemm requested an estimate to be provided by the landlord of the 524 Building to a multi-year rent contract. Discussion was held as to whether the building was rehabilitation for another use other than a municipal building whether that amount would be bondable. Mayor Gitz stated we will research that and get back to the council.

Council members provided their opinion on moving forward with the 230 W. Stephenson building. The consensus of the members was that it was too expensive as compared to the Carnegie Library building.

Alderperson Chesney made an advisory motion to eliminate the former City Hall building as an option as to hold offices of the City Hall. This motion was seconded by Alderperson Ross. The motion prevailed by voice vote without dissent.

Item number 9 was moved forward on the agenda:

9. 5311 RESOLUTIONS AS FORWARDED BY THE CITY COUNCIL MEETING HELD ON JUNE 1, 2015:

The attached documents are the two proposed budget documents which will be considered as part of the application depending on Downstate budget cuts ([view doc 1](#)) ([view doc 2](#)). The two resolutions were forwarded to Committee of the Whole by the council per a request by the administration:

- ◆ **Resolution #R-2015-25:** Resolution Authorizing Submittal Of A Combined Application For Section 5311 Non-Metro Public Transportation Capital/Operating Assistance And Downstate Operating Assistance Grant Funding (FY 2016)
- ◆ **Resolution #R-2015-27:** Resolution Authorizing Extension Of Service Agreement Between The Stephenson County Resource Center And The City Of Freeport

Community Development Specialist Shelly Griswold stated at this time she hoped to have a contract and at this time there has been a response and comments back, along with more comments on

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Wednesday. At this time they do not have it back from the Senior Resource Center. They asked for a three year agreement and their board of directors is on board with a one year agreement. She stated they know there is a deadline for Thursday for the council packet. Ms. Griswold stated she is available should the council have any questions. She stated the documents placed on file for the Downstate budget provides two scenarios and dependent on how the legislature moves on this will be the budget that we will have to accept. Ms. Griswold explained that the way the contract is written, it is contingent upon the funding of the grant.

Alderson McClanathan made a motion to move the Resolution R-2015-25 and Resolution R-2015-27 back to the council floor, seconded by Alderson Busker. Motion prevailed by voice vote without dissent.

7. PRESENTATION BY STEPHEN LAFFERTY REGARDING RETIREE HEALTHCARE PLAN

Stephen Lafferty provided a presentation regarding retiree healthcare plan. He explained that the healthcare program for the City of Freeport has realized two individual losses over \$2.0 million each. He explained for the last two years the City has reached the stop loss on claim commitments. The handout provided by Mr. Lafferty would be the healthcare plan changes that were adopted for non-bargaining employees and this plan changes is recommended to be adopted for the retiree healthcare plan. He stated there has not been plan changes since 2006. He walked through each of the changes including the deductibles and out of pocket expenses provided on the review sheet. He explained if the council chooses to adopt this plan it would take place the first day of the month after the passage of 30 days. Discussion was held that the City cannot afford not to make these changes and these changes have already been imposed on the non-bargaining employees. Alderson Chesney spoke about his concerns about side letter to encourage retirement. He stated he understands this was not done under this current administration but he has an issue with them moving forward and requests further discussion on this issue.

Alderson Klemm made a motion to refer the plan changes for retirees to the council floor. This motion was seconded by Alderson Ross. Motion prevailed by voice vote without dissent.

Corporation Counsel Griffin noted that retirees will need to be provided a thirty day notice once the resolution is passed by council.

8. INFORMATIONAL ITEM REGARDING AUGUST 2015 COBRA RATES (DIRECTOR HAGGARD)

Director Haggard provide a written memorandum dated June 5, 2015 which stated this memo serves as a prelude to the resolution to be presented on June 15, 2015. No action needs to be taken during the Committee of the Whole meeting on June 8, 2015.

The recommended monthly rates are as follows:

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| COBRA Rates Employees | | | | | |
|------------------------------|----------------|---------------|--------------|-------------------------|--|
| Coverage Type | Medical | Dental | Total | Prior Year Total | Percentage Increase/ (Decrease) |
| Single | 859.12 | 22.37 | 881.49 | 795.02 | 11% |
| Single + 1 | 1,968.82 | 45.16 | 2,013.98 | 1,852.74 | 9% |
| Family | 2,111.94 | 59.00 | 2,170.94 | 2,010.85 | 8% |

| COBRA Rates Retirees at 70% of Employees' rate | | | | | |
|---|----------------|---------------|--------------|-------------------------|--|
| Coverage Type | Medical | Dental | Total | Prior Year Total | Percentage Increase/ (Decrease) |
| Single | 601.38 | 15.66 | 617.04 | 556.51 | 11% |
| Single + 1 | 1,378.17 | 31.61 | 1,409.78 | 1,296.92 | 9% |
| Family | 1,478.36 | 41.30 | 1,519.66 | 1,407.60 | 8% |

Note: Medical includes prescription premiums as follows:

| COBRA Rates Employees | | | |
|------------------------------|----------------|-------------------------|--|
| Coverage Type | Rx Only | Prior Year Total | Percentage Increase/ (Decrease) |
| Single | 162.21 | 150.89 | 8% |
| Family | 414.79 | 350.85 | 18% |

| COBRA Rates Retirees at 70% of Employees' rate | | | |
|---|----------------|-------------------------|--|
| Coverage Type | Rx Only | Prior Year Total | Percentage Increase/ (Decrease) |
| Single | 113.55 | 105.62 | 8% |
| Family | 290.35 | 245.6 | 18% |

This is was an information item for the upcoming council meeting. Discussion was held as to the advantage of having COBRA rates presented in a resolution or ordinance form.

Item number nine was moved forward on the agenda and presented earlier this evening.

10. DRAFT ORDINANCE TO AMEND PARKING ON ADAMS AVENUE FROM MAIN TO STEPHENSON AND FROM EXCHANGE TO CLARK

This ordinance in draft form was presented to the Committee of the Whole. City Engineer Gallagher explained he will need to request suspension of the rules for immediate consideration. City Engineer Gallagher provided written memorandum which stated: "In order to accommodate the Jane Addams Trail within the existing right-of-way of Adams Avenue, the new alignment of Adams Avenue north of Exchange Street was shifted, creating an 8' transition across the intersection of Adams Avenue and Exchange Street. This change only affects the northbound drive lane which narrows from 22' to 14'. Given that the asphalt roadway and paved trail look very similar to approaching vehicles, it became clear while observing traffic that the narrowing of the lane was likely to cause an accident if signage or striping was not applied to warn drivers. Understanding that a standard parking lane is 8' in width, City Engineer Gallagher advised the contractor to reinstall the previous vacated parking lane to IDOT standards. This required a 75' taper from the Stephenson Street intersection, thus allowing for the addition of 2 parking stalls." City Engineer Gallagher explained he determined that due to the alignment shift, a striped parking lane would help delineate this transition and help avoid an accident,

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while providing additional parking in our downtown. He prepared the ordinance to allow for the use of the two parking stalls created in this design change, since the parking along the east side of Adams Avenue in this section has been previously vacated. City Engineer Gallagher explained that this will remove the “no parking” section along Adams Avenue from Stephenson to Exchange that was done for the change in alignment created for the Jane Addams Trail. He explained this is the area where there is a transitioning of lanes. He noted there was a vehicle-motorcycle accident in this intersection this past week and the striping configuration had nothing to do with that specific accident.

Aldersperson McClanathan made a motion to refer to the city council, seconded by Aldersperson Busker. Motion prevailed by voice vote without dissent.

11. CONTINUATION OF DISCUSSION OF PRELIMINARY BUDGET DOCUMENTS FOR THE GENERAL FUND FISCAL YEAR 2015-2016 [\(view doc 1\)](#) [\(view doc 2\)](#)

The following are notes for discussion:

- All other funds
- Specific presentation by City Engineer
- Scheduled inspections and maintenance on City Buildings - added to budget?
- Fire Improvement Fund Transfer
- Cost of living, disparity, and PEHP cost information

The above stated items were discussed and there were no action items by the Committee of the Whole.

12. PUBLIC COMMENTS – AGENDA OR NON-AGENDA ITEMS

There were no public comments at this time.

Mayor Gitz introduced Deputy Chief Mastroianni and congratulated him on his retirement from the City of Freeport Police Department and for his twenty-eight years of service.

13. ADJOURNMENT

Upon a motion duly made by Aldersperson Busker and seconded by Aldersperson Brashaw, the meeting was adjourned at 9:52 p.m.

S/ Meg Zuravel

Meg Zuravel, City Clerk