

**VILLAGE OF LINCOLNWOOD
PRESIDENT AND BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
VILLAGE HALL COUNCIL CHAMBERS
JANUARY 15, 2013**

Call to Order

President Pro-Tem Elster called the Committee of the Whole meeting of the Lincolnwood Board of Trustees to order at 5:30PM, Tuesday, January 15, 2013 in the Council Chambers of the Municipal Complex, 6900 North Lincoln Avenue, Village of Lincolnwood, County of Cook and State of Illinois.

Roll Call

On roll call by Village Clerk Beryl Herman the following were:

PRESENT: President Pro-Tem Elster, Trustees Leftakes, Heidtke, Swanson, Patel, Sprogis-Marohn (6:50 P.M.)

President Turry (Present from Mexico via Face Time)

ABSENT: None

A quorum was present. Also present: Timothy Wiberg, Village Manager; Douglas Petroschius, Assistant Village Manager; Charles Meyer, Assistant to the Village Manager; Charles Greenstein, Village Treasurer; Timothy Clarke, Director of Community Development; Aaron Cook, Development Manager, Community Development; Robert Merkel, Finance Director; Janice Hincapie, Director of Parks and Recreation; Manuel Castaneda, Public Works Director; Ashley Engelmann, Assistant to the Public Works Director; Melissa Steirer, Management Analyst; Hart Passman, Village Attorney; Reese Gratch, Parks and Recreation Board Chairperson; Jan Springer, Superintendent of Recreation; Katie Smith, Community Center Program Supervisor; Donald Gelfund, Traffic Commission Chairperson

Approval of Minutes

The minutes of the December 18, 2012 Committee of the Whole meeting were distributed in advance of the meeting and were examined. Trustee Leftakes moved to approve the minutes as presented. Trustee Heidtke seconded the motion. The motion passed via a voice vote.

1. Discussion Concerning the Request for Proposals Process for Tennis Providers

This item was presented by Mr. Wiberg who provided background information and Ms. Springer who provided the overview and further information using PowerPoint.

The current provider of this service is Midwest Tennis. President Pro-Tem Elster requested that this item be placed on the agenda.

Overview of Tennis Program

- *Contractual program offering year-round group and private lessons
- *Tennis instruction offered indoors (youth only) and outdoors (youth and adult)
- *Lessons offered for three general recreation day camps

Contributing Factors Resulting in RFP Process

- *Administrative challenges working with Midwest Tennis Programs, LLC
- *Excessive staff time required to manage contractual program
- *Lack of indoor court space for tennis instruction
- *No access to School District 219 facilities

Lack of Indoor Space

- *No access to School District 219
- *No indoor court space
- *Limited indoor space

Developing the RFP Process

- *Consulted with School District 219 Administration and Athletic Staff
- *Consulted with other parks and recreation agencies
- *Researched RFP processes used by other communities

The interview format and scoring matrix were presented

RFP Timeline

- **RFP Released* – November 26, 2012
- **Deadline for Questions* – December 7, 2012 (incorrect date was originally presented December 7 is deadline extension)
- **Issuance of Response to Questions* – December 7, 2012
- **RFP Due Date* – December 14, 2012 @5PM CST
- **Independent Contractor Interviews* – December 20/21, 2012
- **Independent Contractor Reference Checks* – Completed by January 14, 2013
- **Recommendation to Village Manager* – February 1, 2013

All information was presented to the Park Board and the Board recommendation was to go ahead with RFP process.

Frank Sachs, of Midwest Tennis Programs addressed the Board and provided written information in defense of eliminating the RFP process.

Discussion ensued with clarification by Mr. Wiberg and Mr. Passman.

President Turry spoke via Face Time in support of Mr. Sachs and the services provided by Midwest Tennis.

Mr. Wiberg again clarified the situation and read a letter regarding Midwest Tennis, sent by Superintendent Gatta of School District 219.

Resident George Partalis of 6743 Central Park and former Lincolnwood resident Alan Perl spoke in support of Mr. Sachs and the program.

The Board consensus was to move forward with the RFP process.

2. Discussion Concerning a Potential Sidewalk Installation Policy

This item was presented by Mrs. Engelmann and Mr. Gelfund with use of a PowerPoint presentation.

Background

*November 29, 2012 Traffic Commission Meeting – Request for speed humps on the 6800 and 6900 blocks of Kolmar – No sidewalks on either side of the street – The petitioner would actually prefer sidewalks instead of speed humps – Main issue on the street is speed and the concern for pedestrians

Current Sidewalk Program

*No current program to install new sidewalk

*Annual sidewalk replacement program

- Approximately 17,000 square feet of sidewalk are replaced annually

*During Fiscal Year 2012/2013 approximately \$75,000 was spent out of the general fund and \$15,000 from the TIF fund

Current Sidewalk Status within the Village

*Approximately 330,247 linear feet of existing sidewalk

*Existing sidewalk is 3', 5' or 7' wide

*ADA Law requires minimum of 3' wide

*Approximately 46,166 linear feet of sidewalk gaps

A map indicating the locations of sidewalk gaps throughout the Village was presented

Neighboring Community sidewalk programs were surveyed by staff and presented. Included were Niles, Wilmette, Park Ridge, Evanston, Morton Grove, Glenview, Skokie, Northbrook, Downers Grove and Des Plaines.

New Sidewalk Considerations

*Available ROW

- Limited space
- Mature trees, Utilities, Drainage –
 - +Removal or root trimming
 - +Meandering sidewalk
 - +Carriage walk

*Resident Input

- Maintenance
- Invites pedestrians to walk on their property
- Location on front yard

*Funding

- No current revenue source to fund new sidewalk

Estimated Cost to Complete Sidewalk Gaps

*\$6.00/square foot (current concrete cost)

- Existing utilities, engineering fees, trees and/or drainage and slope issues

*Taking into consideration additional potential pay items, ranges from \$30-\$40/square foot

*Cost estimate to install all of the sidewalks with gaps in them is \$6,924,900 (\$30/square foot)

6800 and 6900 Blocks of Kolmar

*Linear feet of sidewalk needed is 2,373.52

*\$356,028 (\$30/square foot)

*Village Arborist reviewed the area

* New 5' Wide Sidewalk

- Approximately 24 public trees would need to be removed
+Mature Elm and Maple, 24-30 inch diameter range
- Approximately 24 trees on private property would need to be removed also

*Carriage walk

- The same 24 public trees would need to be removed

*Speed and Volume Survey on Kolmar between Morse and Lunt indicated that 50% of vehicles were traveling between 21 and 26 MPH or lower, the average speed was 20 MPH. The Speed and Volume Survey on Kolmar between Pratt and Morse indicated similar results. Cars exceeding the speed limits were between 18% and 22.5%.

- No vehicle accident history reported within the last three years
- No pedestrian accident history reported within the last three years

A history of new sidewalks was presented.

In the 1990's all residential streets were resurfaced. Blocks were surveyed regarding adding sidewalks. The 6800 and 6900 blocks of Kolmar did not want a sidewalk installed at that time

Options to Consider

- Option A – Status quo, continue to budget for the Village's annual replacement program
- Option B – Develop a Village-wide priority area new sidewalk program and implement a building permit fee to create a fund to build sidewalks
- Option C – Survey the residents of the 6800 and 6900 blocks of Kolmar and if majority of the residents want a sidewalk it will be put into our CUP for when funds become available. In addition, begin a sidewalk petition policy for blocks that want sidewalks in the future.

Staff is seeking direction regarding the Traffic Commission's recommendation:

"Table the request for speed humps and have staff review the area to determine if a sidewalk should be installed to improve pedestrian safety and to separate vehicular and pedestrian traffic"

Consensus was not to budget for this item at this time. In the future when resurfacing is done, a survey of residents could be conducted.

3. Discussion Concerning the Keystone Avenue Right-of-Way

This item was presented by Mr. Wiberg using PowerPoint.

Mr. Wiberg presented background information regarding this item. He reminded attendees that this is an informational meeting and no Board action will take place.

Kathy O'Brien addressed the Board. Mrs. O'Brien spoke representing AirRoom regarding the current plans for AirRoom parking.

The following addressed the Board in opposition to the AirRoom plans:

- Resident Georgia Talaganis - 3955 W. Estes
- Resident Joe Noferi - 6924 Keystone
- Resident Dr. Mihretcab Gebrehiiwet - 6826 Keystone
- Resident Angie Kotsinonos - 6905 Karlov
- Chris Martel - 3761 Albion
- Library Employee Julie Ann Nitz Weiss
- Resident Spas Dramaliev - 4065 Morse

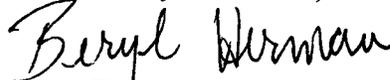
Discussion ensued with clarification by Mr. Wiberg.

Board consensus was not in favor of closing off Keystone, but more discussion was suggested. Mrs. O'Brien will be contacted.

Adjournment

At 7:40 P.M. Trustee Swanson moved to adjourn Committee of the Whole, Trustee Heidtke seconded the motion. The motion was approved via voice vote.

Respectfully Submitted,



Beryl Herman
Village Clerk