



City Council

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

**COMMITTEE OF THE WHOLE REPORT
REGULAR MEETING
Monday, July 14, 2014**

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, July 14, 2014 in council chambers.

2. ROLL CALL

Present on roll call: Mayor James Gitz and council members Tom Klemm, Shawn Boldt, Ronnie Bush, Jennie DeVine, Dennis Endress, Michael Koester and Alderperson Crutchfield (7). Alderperson Brashaw was absent.

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

3. PLEDGE OF ALLEGIANCE

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

4. APPROVAL OF MINUTES

Alderperson Koester moved for approval of the minutes of the regular meeting held on June 9, 2014, seconded by Alderperson DeVine. Motion prevailed by voice vote without dissent.

5. PUBLIC COMMENTS – AGENDA ITEMS

- Barb Kinison, 2556 Stephenson Circle, Freeport Illinois, read aloud postcards in support of saving the City Hall building such as; “City Hall has a rich history that needs to be protected and preserved; it is important to connect with our past; there are too many old empty buildings; please save this historic landmark no matter the cost.”
- Nancy Holtum, 1140 W. Staver, Freeport Illinois, read aloud postcards in support of saving the City Hall building such as; “we need to repair and maintain this beautiful building; save City Hall to save our history; we need to learn from our past mistakes with the County Courthouse and save the City Hall building; people come to Freeport to visit the historic Downtown Freeport.” Ms. Holtum added that the City Hall building is one of three remaining City Halls in the United States and it is a gem and other Cities would give their eye teeth to have this.
- Molly Doolittle, 1340 W. Stover, Freeport Illinois, read aloud postcards in support of saving the City Hall building such as; “if a City has no history then we have no hope for the future; City Hall is architecturally significant; the mayor and City Council complain about private citizens who let their property get run down and then abandon it but they are doing the same; we must lead by example; this building matters it is the birth of our City’s government; our

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country is too quick to raze buildings to build parking lots, in Europe they preserve their buildings for beauty; for lands sake fix this place we must save our City's history now."

- Andy Dvorak, 1211 W. Stephenson, Freeport, Illinois, spoke about the July 9, 2014, article in the Journal Standard regarding the 5th 3rd Bank building as an option for City Hall. He spoke about the major investment it would take for the City Hall options. He stated the City has spent thousands of dollars to determine that City Hall is structurally sound. Mr. Dvorak asked if Mayor Gitz wanted to comment on the article.

6. UPDATE ON WATER AND SEWER PROJECTS INCLUDING PRESSURE POINTS AND HYDRAULIC MODELING

Water and Sewer Director Tom Glendenning provided an overview of the pressure zone and what to expect in the future. He stated in the past months he has provided a couple of updates and this evening he has a couple of slides to review with the council. He stated tonight we will discuss how will the pressure zone produces the high pressure; how it affects the capacity; why is the extra capacity important; how do we fix it; benefits on overall main replacement programs; and the potential funding status.

Director Glendenning stated first he will talk about the high pressure zone. As you know we built the new Burchard tower to provide thirty additional feet in height to help boost everything 15 – 20 PSI across the central western part of Freeport. But it is now the second thing that is coming about that he has been impressing on everyone and that is the need for the hydraulic model. He stated high pressure is also created by restriction. When we finished the hydraulic model we found out that from the old pipes and leaving the old well site #9 that water starts up at 12" when it leaves the complex but it immediately and very quickly gets reduced down to 6" piping. He explained that back pressure is the other part that creates pressure within the system; relating it to a clogged artery of the heart. He provided a map displaying the size of pipes in different areas color coded by how much is 6" main and how much pipe is 12" main. He stated the water takes the path of least resistance to travel from Well #9 to Willow Booster and then work its way from there to the Burchard tank. He showed the restricted areas along the route. Director Glendenning reviewed the results of the hydraulic modeling which resulted in having to set back either the well or the booster to half of the capacity that the well was capable of doing. He stated it was designed to run at 1,500 gallons per minute and they had to reduce it to 750 gallons per minute because of all the restricted areas. If they didn't do that they would have seen well over 110 PSI in some areas. He explained there is an issue of not being able to have the 750 gallons per minute. He reviewed the pressure conduits and the areas where the pressure started at 85 PSI and up to 107 PSI. He stated that this was at 107 PSI during normal operation and anytime you turned the well on or off it resulted in potential pressure spikes going all the way to 150 PSI. He stated also the conditions within this area it has the 3rd generation spun cast piping and the added pressure clearly met with some serious issues. He stated with that restriction in those area the second question is how does it affect the capacity. He explained the difference between running at 750 gallons per minute versus the 1,500 gallons per minute amounts to over a million gallons per day if we were to back off on it.

Director Glendenning stated that the water plant is 85% of our water supply and we were hoping to get our water plant dependability down to 60%. He stated we need to be able to shut the water plant down in the near future to do some serious maintenance work. He stated we have structures that are over 100 years old at the plant and some in need of repair. Director Glendenning stated this restriction and high

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pressure is also causing a strain on the capacity that we cannot get out of the wells. He stated as the water comes out of the wells it goes directly into the tank. He explained how the wells and the tanks work together for the reservoir and boosters. It needs more of an interstate highway to get to Burchard tank but it is seeing restrictions through the 6" pipe in between here (as shown on a map) trying to get to that same point. As soon as it has 12" then it gets reduced down to 6" all it does is go back pressure. He showed the areas which were 12" pipe and 6" pipe and then stated on top of that you have ninety degree angles, t's and turns that water has to push through to get to the point. He stated you use your entire distribution center to interconnect from the well and the tower. He explained the fix would be to add 12" mains to the line in the area of Well #9 in the area of Laurel to Park Crest and also in the area of Park Boulevard and LaCresta (because of all new pavement they are working on a plan to come down Empire Street with a second 12").

Director Glendenning stated the whole goal is to create this larger capacity distribution to get from the well and to the tower; not creating any additional pressure and get it back up to 1,500 gallons. He explained there is an added section that the Water and Sewer Commission is hoping to do and that is in the low zone. That has a lot to do with the hospital and closer to Empire. The high zone and low zone are constantly working most of the time to be self-sufficient but if anything happens on the low zone then the high zone will open up to the low zone and actually supplement as it can. He stated that will be pretty important during that time but those areas there are really struggling for fire protection to sustain flow in those areas. He stated that area they are looking at is a total area of 19,500 feet. That is a huge amount of water line. The added benefit to the 19,500 feet is that it is pretty much all the spuncast piping that has been blowing up on us left and right. So not only will it work on reducing pressure in those areas to get it within acceptable limits, we will get the capacity out of the wells and out of our system that we need plus it will be an added advantage of replacing some of the old main. He stated it is not actually in the order that he would have picked but it will be very beneficial. He explained that there are not much more options that they can do to come up with this total effect.

Director Glendenning also explained the benefits on overall main replacement and the potential funding status. The IEPA does not want them to leave the pressure zone project of the Big 4 that is under the State revolving loan fund not being a successful project. He explained that we can't have a well that is only producing 750 gallons per minute and you do not want it reaching over 85 PSI. The importance of having the hydraulic model done at an earlier state would sure have been beneficial. He explained that the hydraulic modeling should have been done long before the new pressure tower was built but that was a decision that was made before he came on board. We have done a brief submittal to the IEPA and they wanted us to get it in so that they could earmark potential funds in the State Revolving Loan fund for this next letting so that it is basically not given away to anyone else. He explained the IEPA and the loan processing area has experienced turnover and the amount of work Fehr Graham has done with them has been excellent. It would be considered Phase B of the Big 4 project. They estimated it would cost \$5.5 million to do the 19,500 feet and to get the 1¼% would be important and to get the 25% forgiveness through the federal money would help considerably. There is a chance that some of the money from the current Big 4 project could be used once those projects are closed out as there may be some left over.

Director Glendenning answered a question about the pressure zones by stated the pressure reducing stations do not assist with this and are strategically placed in five locations to restrict pressure back to create the high zone but also to allow water to flow to the low zone to help sustain and then ultimately

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in a fire flow situation there is a second valve that activates that if we had a huge demand in a low zone the other one opens up to push water from high zone to low zone. He explained the fire flow station in which should something terrible happen in the high zone (such as a break near the tower) and if there would be a fire at the same time; there is one station that will actually work in reverse to feed from the low zone to the high zone very much like the system works to today so that Carroll tower would be the pressure tank versus Burchard tank so that is the safety factor in that. That assists in the ISO rating for insurance.

Alderperson Boldt asked how was this not seen or forecasted and wondered if we over built for the tower. Director Glendenning stated no you did not over build for the tower but yes he can't say enough that the mistake was originally, whether it was a time restraint or whether it was money, a recommendation was given by the consulting engineers before they bid on this package to complete a hydraulic model to properly design this. Director Glendenning stated that the predecessors to Shaun and himself opted not to take that route. They basically worked the pressure zones off an elevation only and were looking topography wise of where the pressures were. He stated the large part of this pressure problem is due to restriction of lines and not based on elevation. The elevation of the tank did have to be where it is in order to support that central west side and get it up to that area. Director Glendenning stated he would have done it differently, although the tower wouldn't look any different. He would have isolated some areas in the west central and boosted in with a couple of PRV's in a different locations and it wouldn't have been as complex as it is right now. He stated is confident with the hydraulic modeling. If we could have gone down LaCresta it would have made a difference of a couple of pounds of pressure. He stated that they are now able to look at the conditions of the mains and calculate every street repair that we do based on the condition of the infrastructure underneath. It might be a simple street repair and we might jump up the main to eight or ten inch while we are doing a street project in order to build this project out. The City of Freeport looks totally different after these sections were added (pointing to Laurel and Park Crest). He explained the hydraulic modeling and the benefit it gives them to predict daily flows. He reiterated that the hydraulic modeling has been the best investment ever made in this utility. He stated, as he presented in the State of the Utility address, there is another 50% of the distribution system to look at. He noted there is 28% that is over 100 years old and we are not going to be able to look at that yet. We need to be very calculated and spot on when we do these repairs. He stated we have to look at our street conditions and do as much as possible with the street program when considering this and try to get as much as we can out of the loan. He referred to the bonds that are under consideration. He stated the Water and Sewer operations budget is not adequate so we really need to watch how we do this. Discussion was held on financing and that this could be added onto the Big 4 project and whether an additional CIP amount would need to be added. Director Glendenning reviewed the areas in the spun cast piping.

Director Glendenning stated the Water and Sewer Commission has had 286 breaks in the last ten years. He explained the importance of the water supply so they can take the water plant down to do the necessary repairs. He recommended that one major investment would be to move the piping away from the railroad tracks at the Water plant. Director Glendenning stated he is available to discuss the information with council members at any time.

7. BOND REFINANCING OPTIONS AND UPDATE

Finance Director Haggard presented a written memorandum regarding bond refinancing. The memorandum provide the following; "As you know, the administration has been looking at Bond

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Refinancing options for Series 2004 and 2005 bonds. We are approaching the timeline for a recommendation to the City Council and are looking to have the Bond Refinance Parameters Ordinance to the Council at the August 4, 2014 meeting. Consistent with past bond refinancing options, we will be looking for a waiver of the 2nd reading at that time in order to be able to lock in a favorable rate.

“At this juncture, the Administration is in the process of determining which underwriting agency to utilize. This determination will be based on the following criteria: Proposal, Net Present Value, Savings, Reputation, Underwriter’s Discount and Customer Service/Support.

“Once an underwriter is selected we will proceed to determine the actual recommended refunding approach. This will take into consideration:

- Pro-Rata Savings roughly \$1.3M
- Concentrated Savings roughly \$1.2M
- Accelerated Savings roughly \$1.1M

“We anticipate the following timeline for 2014:

- July 21st – Underwriter Agency Engagement Letter approved
- August 4th - 1st Reading of Parameters Ordinance
 - Requesting waiver of 2nd Reading
- August 18th – Refunding bond sale execution
- September 15th – Closing of Refunding Bonds
- December 1st – Redemption of Series 2004 and 2005 Bond”

Director Haggard stated she solicited the above stated information from three firms. She expects to have the bond ordinance introduced at the council meeting on August 4, 2014.

8. CITY HALL PUBLIC INFORMATION UPDATE

City Engineer Gallagher provided a written memorandum dated July 14, 2014 regarding Committee of the Whole Questions on City Hall Process. This memorandum was from Mayor Gitz and Shaun Gallagher. City Engineer Gallagher reviewed the memorandum and stated the three essential questions that we would like input on from the council tonight are:

1. What kind of a survey, if any, should be commissioned by the City as part of the public outreach process?
2. What are the outreach activities that the Council would like staff me to begin setting up regarding City hall options
3. Are there additional deliverables that the council would like the Community outreach Committee and the mayor to explore as part of the outreach process?

The memorandum provided the outreach process summary issue and the proposed sample survey questions as developed by the Outreach Committee, along with a memo dated April 14, 2014, regarding Committee responsibilities and recommendations.

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Provided in the memorandum were the four questions when the Outreach Committee was appointed and assumed responsibilities, their charter was to answer four question including 1) what are the most effective means of engaging the public in an informed discussion of City Hall options 2) what is a reasonable timetable for accomplishing an informed public discussion 3) what constitutes “success” in informing the public of City Hall options 4) is it sufficient to provide a public input process through a comprehensive set of meeting and surveys, or should the City consider referendum approval of a preferred choice?

Discussion was held regarding the survey of the public regarding City Hall options, what type of survey should be done, i.e. random sample or unscientific collection, and council’s support of assuring accuracy against double counting as an important consideration. Council provided their opinions with the majority hoping to to solicit assistance from Northern Illinois University as to the methodology which provides the best safeguard against double – counting. Alderperson Koester stated he heard that the Save City Hall group was planning on going door to door to help residents fill out their surveys. Council also voiced their opinions about the costs and timing and their disappointment in this process taking almost three years to complete. Mayor Gitz reminded council that in this delay there are also many items from his eleven point list that have now been completed so there is more information to provide to the public including an important space needs study. Alderperson Boldt offered his assistance for the town hall meetings and presentations to primary service groups and organizations.

Mayor Gitz stated that he is grateful for the Outreach Committee’s work to date.

9. VACANT PROPERTY ORDINANCE OVERVIEW

Community Development Director Jim Brown provided to council members a draft ordinance dated July 14 ,2014. He asked council members to review the draft and contact him with any additional questions and noted this draft ordinance is a tool to combat blight in neighborhoods to expedite a plan and to return a building to a productive use. Director Brown was asked to provide to council a sampling of fees from the other 61 municipalities and also summarize staffing and costs.

10. PUBLIC COMMENTS – AGENDA OR NON-AGENDA ITEMS

- Steve Carroll, 811 Oak, Freeport, Illinois, spoke about seven boarded up properties within a five to seven minute walk from his house. He recently requested through a FOIA and found out that there are 300-350 properties without water meters or properties where you will not find an owner. He stated more importantly then where City Hall will be located; why not save Freeport first.
- Kay Ostberg, 1226 Homestead, Freeport, Illinois spoke of her support of the old City Hall building. She spoke about the support of the historic landmark and expenditures of the 5th 3rd Bank building.
- Chris Fye, 214 Harlem Avenue, Freeport, Illinois spoke as a member of the Outreach Committee and provided that they did a fair analysis. They were under a tight time frame and it was a long process. He felt they conducted the committee in an impartial manner and used the expertise of a marketing person to lead them in the right direction as to the advantage of different surveys. He recommended the old City Hall building be checked for leaks.
- Celia Smielewski, 441 S. Exchange, Freeport Illinois spoke in favor of saving the old City Hall building as a way to attract people to historic downtown Freeport. She stated her opinion that she felt that the 5th 3rd Building is ugly in comparison to the old City Hall building.

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- Deb Elzinga, 1147 Lincoln, Freeport, Illinois stated that she hopes that Mayor Gitz is listening because a number of people are sending a message. She spoke of the irony of the support of the 100th Anniversary of the Union Dairy and what a great event that was especially the historic wagon rides which people for two days toured the streets viewing historic buildings around Freeport.

11. ADJOURNMENT

Upon motion (Bush duly made and seconded (Koester), the meeting was adjourned at 7:55 p.m.

S/ Meg Zuravel

Meg Zuravel, City Clerk