

Winnetka Village Council
SPECIAL MEETING
Village Hall
510 Green Bay Road
Tuesday, July 9, 2019
7:00 p.m.

Emails regarding any agenda item are welcomed. Please email contactcouncil@winnetka.org, and your email will be relayed to the Council members. Emails for the Tuesday Council meeting must be received by Monday at 4 p.m. Any email may be subject to disclosure under the Freedom of Information Act.

AGENDA

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Quorum
 - a) July 16, 2019 Regular Meeting
 - b) August 6, 2019 Regular Meeting
 - c) August 20, 2019 Regular Meeting
- 4) Public Comment
- 5) Reports
- 6) Approval of Agenda
- 7) Consent Agenda
 - a) Approval of Village Council Minutes
 - i) June 18, 2019 Regular Meeting3
 - b) Approval of Warrant List dated June 4 – July 4, 20198
 - c) Reject Bids: 2019 Water Main Improvement Project.....9
- 8) Ordinances and Resolutions: None.
- 9) New Business:
 - a) Petition Request – Sidewalk on Locust Road Between Hill Road and Indian Hill Road.....12
- 10) Old Business:
 - a) Refuse Collection Evaluation Follow-Up.....25

- 11) Appointments
- 12) Closed Session
- 13) Adjournment

NOTICE

All agenda materials are available at [villageofwinnetka.org](http://www.villageofwinnetka.org) (Government > Council Information > Agenda Packets & Minutes); the Reference Desk at the Winnetka Library; or in the Manager's Office at Village Hall (2nd floor). Webcasts of the meeting may be viewed on the Internet via a link on the Village's web site: <http://www.villageofwinnetka.org/government/village-videos/>.

The Village of Winnetka, in compliance with the Americans with Disabilities Act, requests that all persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Village ADA Coordinator – Megan Pierce, at 510 Green Bay Road, Winnetka, Illinois 60093, 847-716-3543; T.D.D. 847-501-6041.

**MINUTES
WINNETKA VILLAGE COUNCIL
REGULAR MEETING
June 18, 2019**

(Approved: xx)

A record of a legally convened regular meeting of the Council of the Village of Winnetka, which was held in the Village Hall Council Chambers on Tuesday, June 18, 2019, at 7:00 p.m.

- 1) Call to Order. President Rintz called the meeting to order at 7:03 p.m. Present: Trustees Jack Coladarci, Andrew Cripe, Robert Dearborn, Penfield Lanphier, and Anne Wedner. Absent: Trustee John Swierk. Also present: Village Manager Robert Bahan, Village Attorney Peter Friedman, Public Works Director Steve Saunders, Assistant Public Works Director Jim Bernahl, Community Development Director David Schoon, Finance Director Tim Sloth, and approximately 12 persons in the audience.
- 2) Pledge of Allegiance. President Rintz led the group in the Pledge of Allegiance.
- 3) Quorum.
 - a) July 2, 2019 Regular Meeting. President Rintz announced that this meeting would be cancelled due to lack of quorum.
 - b) July 9, 2019 Study Session. All of the Council members present except Trustee Wedner said they expect to attend.
 - c) July 16, 2019 Regular Meeting. All of the Council members present said they expect to attend.
- 4) Public Comment. None.
- 5) Reports:
 - a) Trustees.
 - i) Trustee Lanphier said the Farmers' Market is underway and Community Conversations is held there each week.
 - b) Attorney. None.
 - c) Manager. None.
 - d) Village President. President Rintz encouraged the community to support the upcoming Winnetka Music Festival. He also asked residents to notify their landscapers about the Village's gas-powered leaf blower ban during the summer months, and called for better Village enforcement.
- 6) Approval of the Agenda. Trustee Wedner, seconded by Trustee Cripe, moved to approve the Agenda. By voice vote, the motion carried.

7) Consent Agenda

- a) Village Council Minutes.
 - i) June 4, 2019 Regular Meeting.
 - ii) June 11, 2019 Study Session
- b) Approval of Warrant List dated May 31 – June 13, 2019 in the amount of \$1,365,017.93.
- c) Resolution No. R-57-2019: Approving Change Order No. 7 to the Contract with B-Max Inc. for Electric Distribution System Work (Adoption).
- d) Resolution No. R-60-2019: Easement Agreement for Boal Parkway Stormwater Pump Station (Adoption).

Trustee Cripe, seconded by Trustee Dearborn, moved to approve the foregoing items on the Consent Agenda by omnibus vote. Ayes: Trustees Coladarci, Cripe, Dearborn, Lanphier, and Wedner. Nays: None. Absent: Trustee Swierk.

8) Ordinances and Resolutions.

- a) Stormwater.
 - i) Resolution No. R-58-2019: Intergovernmental Agreement with New Trier High School (Adoption). Mr. Saunders reviewed the stormwater management project on Duke Childs Field, which the Council discussed at the June 11 Study Session. He noted that the Intergovernmental Agreement (IGA) with New Trier High School (NTHS) defines the scope of both Village stormwater improvements and NTHS athletic facilities upgrades. The Letter of Understanding between the Village and NTHS provides for disposition of the Declaration of Covenants for the Subject Property in the event the stormwater project does not move forward.

Trustee Dearborn confirmed with Attorney Friedman that the Letter of Understanding does not constrain the Village in any way.

President Rintz noted that the current Covenant is very poorly worded, and it is in the interest of both parties to clarify it.

There being no public comment and no further Council comments, Trustee Cripe, seconded by Trustee Wedner, moved to adopt Resolution No. R-58-2019. By roll call vote, the motion carried. Ayes: Trustees Coladarci, Cripe, Dearborn, Lanphier, and Wedner. Nays: None. Absent: Trustee Swierk.
 - ii) Motion Authorizing Village President to Execute Letter of Understanding.

Trustee Cripe, seconded by Trustee Dearborn, moved to authorize Village President Rintz to sign the Letter of Understanding Regarding Declaration of Covenants dated January 31, 1979 and IGA Easement Agreement. Ayes: Trustees Coladarci, Cripe, Dearborn, Lanphier, and Wedner. Nays: None. Absent: Trustee Swierk.

iii) Public Hearing.

- (1) Ordinance No. MC-6-2019: An Ordinance Amending Title 17 (Zoning Ordinance) of the Winnetka Municipal Code for Zoning and Other Relief Related to Stormwater Improvements (Introduction/Adoption).

President Rintz opened the public hearing at 7:18 PM.

Mr. Schoon reviewed the zoning relief for the proposed stormwater and athletic field improvements at Duke Childs Field. These zoning provisions were also discussed by the Council at the June 11 Study Session. A requested change to the NTHS field improvements would add filials to the top of the backstop netting poles, increasing the pole height by approximately one foot.

There being no further Council discussion, President Rintz called for public comment.

Nancy Hellstrom, Cherry Street. Ms. Helstrom asked how the block of Cherry Street adjacent to Duke Childs Field would be impacted by the stormwater project and athletic field improvements. Mr. Saunders explained that the stormwater detention project would provide a significant improvement to the neighborhood's flood risk protection.

President Rintz closed the public hearing at 7:27 PM.

Trustee Wedner, seconded by Trustee Cripe, moved to waive introduction of Ordinance No. MC-6-2019. By roll call vote, the motion carried. Ayes: Trustees Coladarci, Cripe, Dearborn, Lanphier, and Wedner. Nays: None. Absent: Trustee Swierk.

Trustee Cripe, seconded by Trustee Wedner, moved to adopt Ordinance No. MC-6-2019. By roll call vote, the motion carried. Ayes: Trustees Coladarci, Cripe, Dearborn, Lanphier, and Wedner. Nays: None. Absent: Trustee Swierk.

- (2) Resolution No. R-59-2019: A Resolution Approving a Special Use, Variations and Certificate of Appropriateness Related to Improvement to Duke Childs Field in Conjunction with Village Stormwater Improvements (Adoption).

Trustee Dearborn, seconded by Trustee Cripe, moved to adopt Resolution No. R-59-2019. By roll call vote, the motion carried. Ayes: Trustees Coladarci, Cripe, Dearborn, Lanphier, and Wedner. Nays: None. Absent: Trustee Swierk.

- b) Resolution No. R-61-2019: A Resolution Approving a Contract with A Lamp Concrete Contractors, Inc. for the Streetscape Improvement Project (Adoption). Mr. Bernahl reviewed the bid results for Phase I of the Streetscape and Signage project. Trustee Dearborn asked for confirmation that the Village has no concerns about the A Lamp bid, since it came in under the cost estimates. Mr. Bernahl explained that A Lamp has done quite a few large projects for the Village, and has performed satisfactorily. Since staff has been happy with their work, and since it is not uncommon for consulting engineers' cost projections to be high, staff is comfortable accepting A Lamp's bid.

There being no public comment, the Council was in agreement to accept the base bid of A Lamp.

Trustee Cripe, seconded by Trustee Dearborn, moved to accept A Lamp's base bid of \$1,419,174.22. By voice vote, the motion carried.

Next, the Council discussed whether to accept all, some, or none of the Bid Alternatives:

1. Private 6-inch water service at 555-571 Chestnut Street (\$59,670)
2. Village water main extension at Elm/Chestnut Streets (\$52,460)
3. Festoon lighting (\$257,567.82)
4. Lighted bollards (\$17,500)

The Trustees agreed to accept Alternatives #1, #2, and #4, as the festoon lighting is not in keeping with Winnetka's character; they are too stark during the day and in the winter; and the funds could be better spent elsewhere. President Rintz agreed that it was more prudent to save the money, and to keep this main corner of the business district understated, to suit the community's sensibilities.

There being no public comment, Trustee Dearborn, seconded by Trustee Wedner, moved to adopt Resolution No. R-61-2019 - amended to accept Alternates # 1, 2, and 4 as declaimed in the Resolution, and to reject Alternate #3. By roll call vote, the motion carried. Ayes: Trustees Coladarci, Cripe, Dearborn, Lanphier, and Wedner. Nays: None. Absent: Trustee Swierk.

- c) Resolution No. R-62-2019: A Resolution Waiving Bidding and Approving the Purchase of Pedestrian and Roadway Lighting Fixtures (Adoption). Mr. Bernahl explained that the Subject Resolution would ensure that the subject lighting fixtures would be provided on an expedited basis so as not to hold up the Phase I Streetscape project.

There being no comments or questions from the Council or audience, Trustee Cripe, seconded by Trustee Dearborn, moved to adopt Resolution No. R-62-2019. By roll call vote, the motion carried. Ayes: Trustees Coladarci, Cripe, Dearborn, Lanphier, and Wedner. Nays: None. Absent: Trustee Swierk.

- 9) Old Business. None.

- a) New Business. None.

- 11) Appointment of Planned Development Commission.

President Rintz explained that pursuant to Section 3.22.030 of the Village Code, the Planned Development Commission (PDC) consists of nine members, selected from the current members of the Plan Commission (PC) and the Zoning Board of Appeals (ZBA). The Chairs of the ZBA and PC will serve on the PDC; and the chair of the PDC will be the individual then serving as the chair of the body that holds four seats on the PDC. The vice chair will be the chair of the body holding five seats on the PDC. The Code provides for the initial composition of the PDC to consist of five PC members and four ZBA members; thereafter, the majorities and chairpersons of the PDC will alternate every two years.

President Rintz announced his proposed appointments to create the inaugural Planned Development Commission as follows:

- Matt Bradley (ZBA), Chair
- Tina Dalman (PC), Vice Chair
- Wally Greenough (ZBA)
- Sarah Balassa (ZBA)
- Lynn Hanley (ZBA)
- John Golan (PC)
- Bridget Orsic (PC)
- Layla Danley (PC)
- Jay Vanderlaan (PC)

Trustee Cripe, seconded by Trustee Wedner, moved to appoint the foregoing ZBA and PC commissioners to the Planned Development Commission. By voice vote, the motion carried.

12) Closed Session. None.

13) Adjournment. Trustee Dearborn, seconded by Trustee Cripe, moved to adjourn the meeting. By voice vote, the motion carried. The meeting adjourned at 7:54 p.m.

Recording Secretary



Agenda Item Executive Summary

Title: Approval of Warrant List Dated June 14 - July 4, 2019

Presenter: Robert M. Bahan, Village Manager

Agenda Date: 07/09/2019

Consent: ☒ YES ☐ NO

☐ Ordinance
☐ Resolution
☐ Bid Authorization/Award
☐ Policy Direction
☒ Informational Only

Item History:

None.

Executive Summary:

The Warrant List dated June 14 - July 4, 2019 was emailed to each Village Council member.

Recommendation:

Consider approving the Warrant List dated June 14 - July 4, 2019.

Attachments:

None.



Agenda Item Executive Summary

Title: Reject Bids: 2019 Water Main Improvement Project

Presenter: Steven M. Saunders, Director of Public Works/Village Engineer

Agenda Date: 07/09/19

Consent: ☒ YES ☐ NO

- ☐ Ordinance
- ☐ Resolution
- ☒ Bid Authorization/Award
- ☐ Policy Direction
- ☐ Informational Only

Item History:

2019 Budgeted Item.

Executive Summary:

As part of the Village's ongoing infrastructure improvement program, plans and specifications were developed for the 2019 Water Main Improvement Project which would replace sections of the Village water distribution system under Westmoor Road and Mount Pleasant Street. These sections of roadway would also be rehabilitated under this contract. The water mains under Westmoor Road and Mount Pleasant Street are ranked #31 and 44, respectively, in the Village's recent water main study.

On June, 5 2019, sealed bids were opened and read aloud. Two bids were received and reviewed for completeness and accuracy. They are summarized below and the bid tabulation is attached.

Bidder	Bid Amount
Berger Excavating Contractors	\$ 1,052,454.00
A Lamp Concrete Contractors	\$ 1,054,648.60

The Engineer's Estimate for this project was \$795,846.75. This estimate was developed using unit costs for the specified work items from recent Village projects, and adding a construction inflation factor to convert to 2019 pricing.

The apparent low overall bid was submitted by Berger Excavating, and was 32.2% over the Engineer's Estimate of Costs. Upon opening and tabulating bids, staff spoke with the two contractors to try to understand the disparity between bid pricing and the Village's estimate. It appears that there were three key factors involved. The main reason for the pricing disparity relates to the timing of the bids. By June, many contractors are fully engaged with work that had been bid earlier in the season, limiting the availability of crews and equipment to take on and perform additional projects. This was exacerbated by a relatively heavy load of projects that were bid this year, and terrible spring weather that has left many of the early-season projects behind schedule. Under these conditions, contractors may be interested in taking on extra work, but pricing will be far less aggressive, and bid competition will be lessened.

Executive Summary (continued):

Secondly, the active construction market this year has had the effect of pushing material pricing upwards, especially asphalt pricing and water main pipe. This was reflected in the bids received.

Finally, this particular project is relatively small, being bid as a stand-alone project rather than being bundled with the Village's general street construction projects. Staff's preference is to bundle projects where possible, but because this project is being partially funded by Illinois EPA loan funding, the bidding schedule required by that program did not line up with the much more advantageous late-winter bidding period used for the Village's street rehabilitation project. Rather than jeopardize the cost of all the Village's work this year by delaying the full project, the water project was bid separately on the timeline specified by the Illinois EPA program requirements.

While the low bid price received for this project reflects current market conditions, staff does not believe that this price represents a good value for the Village at this time. Staff therefore recommends rejecting the bids received pursuant to RFB #019-002 and rebidding the project in early 2020 when market conditions will likely be more advantageous, and when the Village would be able to bundle this project with other street rehabilitation work.

Recommendation:

Consider authorizing the Village Manager to reject bids received pursuant to RFB #019-002: 2019 Water Main Improvement Project.

Attachments:

Bid Tabulation

June 5, 2019

2019 Water Main Project - Westmoor Road and Mount Pleasant St.

			ENGINEER'S ESTIMATE OF COST			A Lamp Concrete Contractors 1900 Wright Blvd. Schaumburg, IL 60193		Berger excavating Contractors 1205 Garland Road Wauconda, IL 60084	
NO.	PAY ITEM	UNIT	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	EARTH EXCAVATION	CU YD	820	\$ 43.50	\$ 35,670.00	\$ 53.50	\$ 43,870.00	\$ 55.00	\$ 45,100.00
2	EARTH EXCAVATION (SPECIAL)	CU YD	40	\$ 77.00	\$ 3,080.00	\$ 75.00	\$ 3,000.00	\$ 124.00	\$ 4,960.00
3	GEOTECHNICAL FABRIC FOR GROUND STABILIZATION	SQ YD	1375	\$ 1.20	\$ 1,650.00	\$ 1.25	\$ 1,718.75	\$ 3.00	\$ 4,125.00
4	AGGREGATE FOR TEMPORARY DRIVEWAY ACCESS	TON	30	\$ 26.00	\$ 780.00	\$ 1.00	\$ 30.00	\$ 49.00	\$ 1,470.00
5	HOT-MIX ASPHALT SURFACE REMOVAL (MILLING)	SQ YD	4865	\$ 3.20	\$ 15,568.00	\$ 4.50	\$ 21,892.50	\$ 6.00	\$ 29,190.00
6	HOT-MIX ASPHALT BASE COURSE, 4"	SQ YD	1375	\$ 29.00	\$ 39,875.00	\$ 38.00	\$ 52,250.00	\$ 25.00	\$ 34,375.00
7	HOT-MIX ASPHALT BINDER COURSE, IL-19, N50	TON	200	\$ 73.00	\$ 14,600.00	\$ 103.00	\$ 20,600.00	\$ 95.00	\$ 19,000.00
8	HOT-MIX ASPHALT SURFACE COURSE, MIX C, N50	TON	670	\$ 86.00	\$ 57,620.00	\$ 109.00	\$ 73,030.00	\$ 105.00	\$ 70,350.00
9	PAVEMENT PATCHING, CLASS D	SQ YD	200	\$ 53.00	\$ 10,600.00	\$ 55.00	\$ 11,000.00	\$ 90.00	\$ 18,000.00
10	HOT-MIX ASPHALT DRIVEWAY REMOVAL AND REPLACEMENT, 2"	SQ YD	205	\$ 42.00	\$ 8,610.00	\$ 40.00	\$ 8,200.00	\$ 61.00	\$ 12,505.00
11	BITUMINOUS MATERIAL (PRIME COAT)	GAL	935	\$ 2.43	\$ 2,272.05	\$ 0.01	\$ 9.35	\$ 0.01	\$ 9.35
12	AGGREGATE (PRIME COAT)	TON	16	\$ 5.00	\$ 80.00	\$ 1.00	\$ 16.00	\$ 1.00	\$ 16.00
13	PCC SIDEWALK REMOVAL AND REPLACEMENT, 5"	SQ FT	2150	\$ 6.75	\$ 14,512.50	\$ 9.50	\$ 20,425.00	\$ 12.00	\$ 25,800.00
14	PCC DRIVEWAY PAVEMENT REMOVAL AND REPLACEMENT, 6"	SQ YD	108	\$ 62.00	\$ 6,696.00	\$ 70.00	\$ 7,560.00	\$ 98.00	\$ 10,584.00
15	COMBINATION CONCRETE CURB & GUTTER	FOOT	2205	\$ 20.50	\$ 45,202.50	\$ 32.00	\$ 70,560.00	\$ 32.00	\$ 70,560.00
16	COMB. CURB & GUTTER/CURB REMOVAL	FOOT	580	\$ 4.25	\$ 2,465.00	\$ 6.00	\$ 3,480.00	\$ 6.00	\$ 3,480.00
17	DETECTABLE WARNINGS	SQ FT	72	\$ 40.00	\$ 2,880.00	\$ 40.00	\$ 2,880.00	\$ 30.00	\$ 2,160.00
18	THERMOPLASTIC PAV'T MARKING - LINE, 6" WHT/YELLOW	FOOT	105	\$ 1.10	\$ 115.50	\$ 14.00	\$ 1,470.00	\$ 7.00	\$ 735.00
19	THERMOPLASTIC PAV'T MARKING - LINE, 24" WHITE	FOOT	64	\$ 4.30	\$ 275.20	\$ 27.00	\$ 1,728.00	\$ 7.00	\$ 448.00
20	CATCH BASINS, TYPE D, 3' DIA., WITH FRAME & GRATE	EACH	1	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00	\$ 3,500.00	\$ 3,300.00	\$ 3,300.00
21	MANHOLES TO BE ADJUSTED	EACH	3	\$ 525.00	\$ 1,575.00	\$ 450.00	\$ 1,350.00	\$ 750.00	\$ 2,250.00
22	CATCH BASINS TO BE ADJUSTED	EACH	1	\$ 350.00	\$ 350.00	\$ 450.00	\$ 450.00	\$ 750.00	\$ 750.00
23	STRUCTURE TO BE ABANDONED	EACH	9	\$ 300.00	\$ 2,700.00	\$ 500.00	\$ 4,500.00	\$ 725.00	\$ 6,525.00
24	TOPSOIL FURNISH AND PLACE	CU YD	111	\$ 25.00	\$ 2,775.00	\$ 1.00	\$ 111.00	\$ 80.00	\$ 8,880.00
25	SODDING	SQ YD	1320	\$ 13.00	\$ 17,160.00	\$ 10.00	\$ 13,200.00	\$ 19.00	\$ 25,080.00
26	TRAFFIC CONTROL AND PROTECTION STD	LSUM	1	\$ 50,000.00	\$ 50,000.00	\$ 88,000.00	\$ 88,000.00	\$ 114,062.65	\$ 114,062.65
27	WATER SERVICE LINE, 1 1/2", LONG	EACH	3	\$ 3,300.00	\$ 9,900.00	\$ 5,000.00	\$ 15,000.00	\$ 4,500.00	\$ 13,500.00
28	WATER SERVICE LINE, 1 1/2", SHORT	EACH	4	\$ 2,750.00	\$ 11,000.00	\$ 4,500.00	\$ 18,000.00	\$ 3,000.00	\$ 12,000.00
29	WATER SERVICE LINE, 1 1/2", TO BE RECONNECTED	EACH	7	\$ 1,000.00	\$ 7,000.00	\$ 3,000.00	\$ 21,000.00	\$ 2,600.00	\$ 18,200.00
30	WATER SERVICE LINE, 2", LONG	EACH	1	\$ 4,250.00	\$ 4,250.00	\$ 5,500.00	\$ 5,500.00	\$ 5,100.00	\$ 5,100.00
31	WATER SERVICE LINE, 2", SHORT	EACH	1	\$ 3,600.00	\$ 3,600.00	\$ 5,000.00	\$ 5,000.00	\$ 3,400.00	\$ 3,400.00
32	WATER SERVICE LINE, 2", TO BE RECONNECTED	EACH	1	\$ 1,250.00	\$ 1,250.00	\$ 3,500.00	\$ 3,500.00	\$ 3,300.00	\$ 3,300.00
33	DUCTILE IRON PIPE WATER MAIN, CLASS 55, 6" I.D.	FOOT	58	\$ 140.00	\$ 8,120.00	\$ 193.00	\$ 11,194.00	\$ 155.00	\$ 8,990.00
34	DUCTILE IRON PIPE WATER MAIN, CLASS 55, 8" I.D.	FOOT	500	\$ 152.00	\$ 76,000.00	\$ 198.00	\$ 99,000.00	\$ 195.00	\$ 97,500.00
35	DUCTILE IRON PIPE WATER MAIN, CLASS 55, 10" I.D.	FOOT	1451	\$ 165.00	\$ 239,415.00	\$ 224.00	\$ 325,024.00	\$ 199.00	\$ 288,749.00
36	WATER MAIN CASING PIPE W/CASING SPACERS & END SEALS	FOOT	40	\$ 200.00	\$ 8,000.00	\$ 120.00	\$ 4,800.00	\$ 145.00	\$ 5,800.00
37	CUT AND CAP EXISTING WATER MAIN	EACH	2	\$ 1,300.00	\$ 2,600.00	\$ 1,500.00	\$ 3,000.00	\$ 3,300.00	\$ 6,600.00
38	10" VALVE ASSEMBLY WITH 60" VALVE VAULT	EACH	4	\$ 7,000.00	\$ 28,000.00	\$ 7,100.00	\$ 28,400.00	\$ 6,100.00	\$ 24,400.00
39	8" VALVE ASSEMBLY WITH 60" VALVE VAULT	EACH	4	\$ 6,500.00	\$ 26,000.00	\$ 6,300.00	\$ 25,200.00	\$ 5,400.00	\$ 21,600.00
40	FIRE HYDRANT ASSEMBLY	EACH	4	\$ 7,000.00	\$ 28,000.00	\$ 7,800.00	\$ 31,200.00	\$ 6,500.00	\$ 26,000.00
41	FIRE HYDRANT REMOVAL	EACH	4	\$ 650.00	\$ 2,600.00	\$ 1,000.00	\$ 4,000.00	\$ 900.00	\$ 3,600.00
TOTAL: AS CALCULATED					\$ 795,846.75	\$ 1,054,648.60		\$ 1,052,454.00	
TOTAL: AS READ						\$ 1,054,648.60		\$ 1,052,454.00	



Agenda Item Executive Summary

Title: Petition Request – Sidewalk on Locust Road between Hill Road and Indian Hill Road

Presenter: James J. Bernahl, Assistant Director of Public Works and Engineering

Agenda Date: 07/09/2019

Consent: ☐ YES ☒ NO

☐ Ordinance
☐ Resolution
☐ Bid Authorization/Award
☒ Policy Direction
☐ Informational Only

Item History:

No previous request for a public sidewalk at this location.

Executive Summary:

In May, 2018 the Village received a petition (see attached) signed by 5 Village residents requesting construction of a sidewalk on the east side of Locust Road between Hill Road and Indian Hill Road. In February of 2003, the Village Council adopted a policy which set forth guidelines for use in responding to sidewalk installation requests. That policy is attached.

The attached agenda report provides additional details on the project including communications with residents and the Cook County Highway Department. In addition, the residents of this area were notified of the Council's discussion in case they wish to attend the meeting.

Recommendation:

Provide staff with policy direction pursuant to the Village Council's February 2003 guidelines for responding to sidewalk requests.

Attachments:

- Agenda Report
- Petition received from property owners
- Locust Road Exhibit
- Village Policy for "Citizen Requests for the Installation of Sidewalks"
- June 21, 2019 Resident Letter

Agenda Report

Subject: **Petition Request – Sidewalk on Locust Road between Hill Road and Indian Hill Road**

Prepared By: James J. Bernahl, Assistant Director of Public Works & Engineer

Date: July 1, 2019

In May, 2018 the Village received a petition (see attached) signed by 5 Village residents requesting construction of a sidewalk on the east side of Locust Road between Hill Road and Indian Hill Road. In February of 2003, the Village Council adopted a policy which set forth guidelines for use in responding to sidewalk installation requests. That policy is attached.

Location Information

This block of Locust Road consists of a 60-foot wide right-of-way, is approximately 1300 feet in length, and is a Cook County road. This block is located immediately south of Hill Road and is directly north of Indian Hill Road. There are currently no sidewalks on either side of this block, and there are no sidewalks adjoining either end of this block except for an existing sidewalk on the north side of Hill Road.

There are seven properties with frontage on Locust Road in the block in question. One additional home faces Hill Road and one additional home faces Indian Hill Road. The existing pavement is 22 feet wide from edge of pavement to edge of pavement; there are no curbs presently on either side of Locust road, only a gravel edging. An aerial photograph showing this block is attached.

Comprehensive Plan Guidance

The Village's comprehensive plan, Winnetka 2020, offers the following recommendations concerning the Village's sidewalk network:

Completing sidewalk network: The current policy for the Village is for all primary and collector streets to have sidewalks on both sides of the street and for minor streets to have sidewalks on at least one side. However, a number of blocks in the Village do not conform to this policy.

There is a tension between the need for sidewalks for public safety and the benefit of leaving the full parkway as green space. Issues include protecting mature trees that would be harmed by sidewalk construction, providing adequate setback for homes on shallow lots and maintaining a country feeling.

- *Continue assessing the need for sidewalks on blocks of primary and collector streets that do not have sidewalks on both sides and minor streets that lack sidewalks on at least*

one side. Priority ranking should be given to areas near schools, commuter stops and parks.

- Maintain sidewalks to promote safety and enhance appearance.*

Policy Guidance

The February, 2003 policy reads, in part, as follows:

3) Initiation by Citizen Requests. Nothing in these procedural guidelines should be construed as a limitation of the right of any citizen of the Village of Winnetka to submit a sidewalk request directly to the Village Council. The Council, in the sole exercise of its discretion, may take any action on such requests that it deems appropriate, including but not limited to, the following:

- a) the Village Council may direct the Village staff to perform an engineering study to determine possible routes for the sidewalk;*
- b) the Village Council may direct the Village staff to meet with the owners of property adjoining the proposed sidewalk route and with owners of property located within 250 feet of the proposed sidewalk route to determine whether there is local support for the proposed sidewalk;*
- c) the Village Council may direct the Village staff to conduct traffic studies to determine whether the volume of pedestrian and vehicular traffic warrant the construction of a sidewalk;*
- d) the Village Council may conduct a public meeting or public hearing to consider the request; and*
- e) the Village Council may grant or deny the request without further input from either adjoining property owners or the general public.*

Recent Communications

On June 28, 2018 staff sent to each of the affected property owner an acknowledgement letter informing the residents of the next steps for consideration by the Village along with information about (2) public comment meetings to be held on July 31st and August 4, 2018. The purpose of the meetings was to hear comments from the residents and solicit feedback on the potential layout of the public sidewalk. Based on the feedback received at the two public meetings, on October 18, 2018 staff sent a letter to the property owners providing a conceptual layout of the sidewalk along with a formal “request of interest” form to be returned to the Village by November 9, 2018. The Village received 13 responses to the request of interest form with a majority of the property owners in favor of moving forward with the project. On November 13, 2018 staff sent a follow-up letter providing an update on the results of the request of interest survey. This notification letter included information about future next steps by the Village including permitting and a future presentation to the Village Council.

Cook County Highway Department Preliminary Comments

As Locust Road is under the jurisdiction of the Cook County Highway Department, staff reached out to discuss permitting and construction requirements. Preliminary discussions indicated a preference by the County to place the sidewalk one-foot from the right of way line. They believe this provides for the maximum separation between the roadway and the sidewalk and allow for possible roadway widening in the future. The County also indicated that they do not allow aggregate driveway aprons so all existing gravel approaches to residential properties will be required to have either asphalt or concrete apron in the right of way.

Staff prepared a conceptual sidewalk layout plan showing the sidewalk approximately five-feet from the edge of the existing pavement. The proposed location would allow for the least impact to existing public utility poles and existing landscaping. The final location would need to be discussed, reviewed, and approved by the Cook County Division of Transportation should the Council wish to move forward with this project.

Recommendation:

Provide staff with policy direction pursuant to the Village Council's February 2003 guidelines for responding to sidewalk requests.

Locust Road Sideway Project

KENILWORTH

We the undersigned would like the Village of Winnetka and Cook County to consider a sidewalk installation on the East side of Locust Road, south of Hill Road and north of Illinois Road. We believe this addition will add significant value and increase pedestrian safety for our neighborhood and the broader surrounding communities.

988 Hill Road: _____

87 Locust Road: _____

85 Locust Road: Daniel O'Bryan Dan O'Bryan

81 Locust Road: Susan Krueger- S

79 Locust Road: JIM ORTH J

77 Locust Road: _____

75 Locust Road: _____

73 Locust Road: Mary Ann Dushen

47 Indian Hill Road: _____

1 Indian Hill Road: _____

43 Locust Road _____

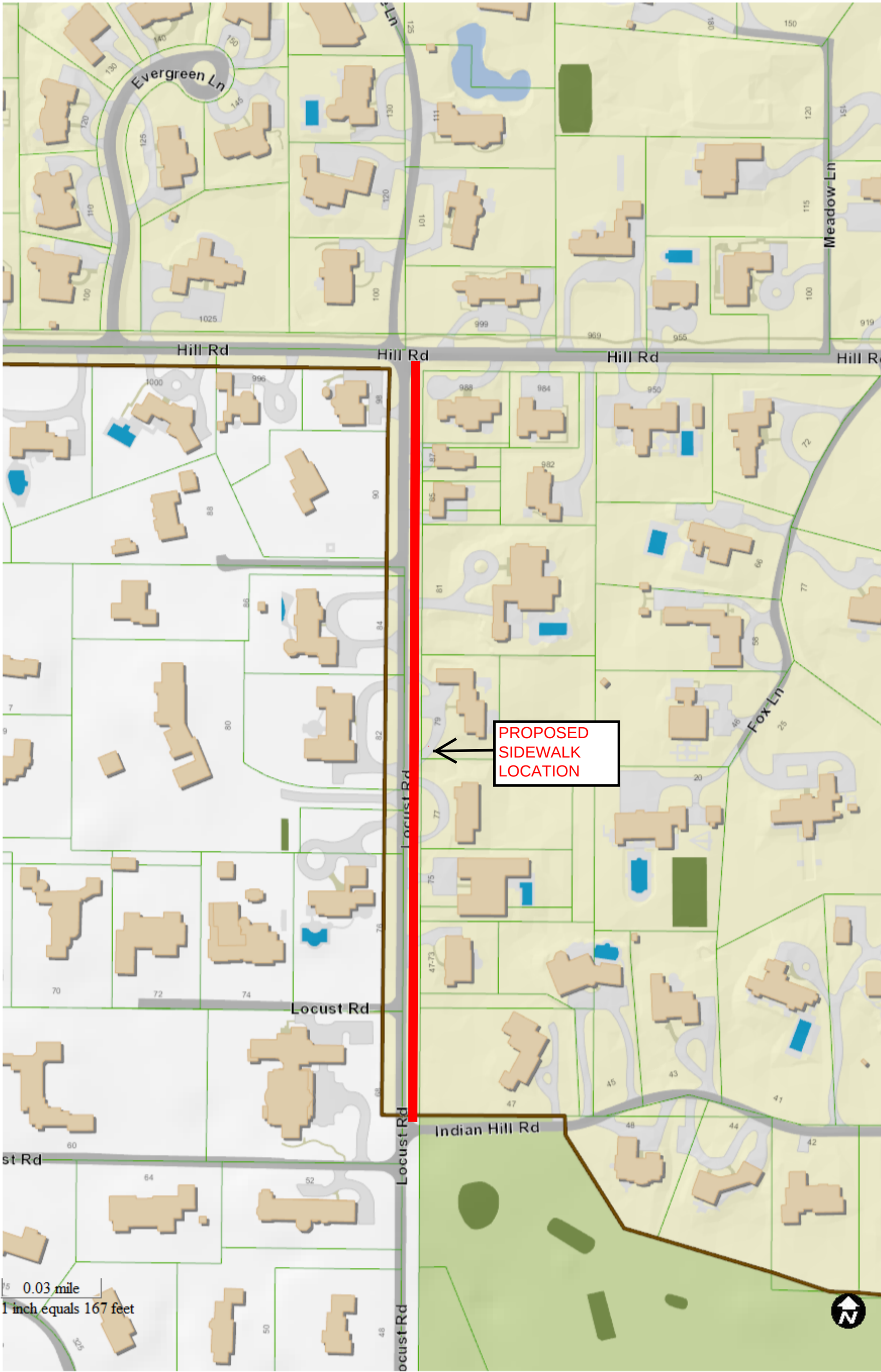
41 Locust Road _____

39 Locust Road _____

33 Locust Road Jennifer M. Fritzsche
Jennifer M. Fritzsche

~~25 Locust Road~~ _____

~~21 Locust Road~~ _____



Map created on June 25, 2019.
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VILLAGE OF WINNETKA
GUIDELINES FOR PROCESSING CITIZEN REQUESTS
FOR THE INSTALLATION OF SIDEWALKS

BACKGROUND STATEMENT

The Village Council has the discretion and authority to determine when sidewalks shall be installed and where sidewalks shall be located. That discretion and authority are generally and routinely exercised each year as part of the Village's budget and contracting processes, through which capital projects are considered and approved and contracts for such projects are authorized. The approved capital plan includes the funding, scheduling and locations for sidewalk projects, based on the general policy statements in the Winnetka Comprehensive Plan, *Winnetka 2020*.

In addition to development of the Capital Improvements Plan in conjunction with the annual budget and purchasing process, the Village Council from time to time receives requests from residents asking for the construction of a sidewalk along a specific street. These requests are usually made by residents whose property adjoins the street for which the sidewalk is requested.

The Village Council recognizes that there may be circumstances in which the desire of the residents of a neighborhood to have a sidewalk can be accommodated without negatively impacting either the public safety or the Village's financial condition.

PURPOSE OF GUIDELINES

These guidelines are intended to establish a procedure for evaluating citizen requests for the installation of new residential concrete sidewalks on public streets. The Village Council may waive compliance with, depart from, or amend these guidelines at any time if, in the sole exercise of its discretion, it determines that such action is warranted under the circumstance presented.

POLICY STATEMENT

It is the policy of the Village of Winnetka that the construction of sidewalks in single family residential neighborhoods shall be subject to the following conditions and limitations:

- 1) The Village will construct new sidewalks only on a dedicated public right-of-way. The Village will not construct sidewalks on private streets.
- 2) The minimum width of a new sidewalk shall be 5 feet.
- 3) Related work such as curbs, gutters, storm sewers, and stormwater structures shall be included in the scope of the project as deemed necessary by the Village Engineer. Where new driveway entrances are needed, one standard driveway entrance will be provided for each property under the program and additional entrances may be

provided at the full expense of the owner with the approval of the Village. The cost of such additional entrances shall be paid to the Village in advance of construction.

- 4) All Village sidewalk projects must connect to the existing sidewalk system.
- 5) It is the policy of the Village to make decisions about the construction of sidewalks along more heavily traveled streets on the basis of community need, public safety and Village finances, as determined by the Village Council in the sole exercise of its discretion, with or without the support of adjoining property owners. The streets to which this policy applies includes, but is not limited to, the following streets:

Sheridan Road	Green Bay Road
Hibbard Road	Forestway Drive
Tower Road	Willow Road
Hill Road/Winnetka Ave.	Church Street

- 6) The Village has and reserves the authority and discretion to prioritize sidewalk construction projects for funding and implementation based on community need, public safety and availability of Village funds, as determined by the Village Council in the sole exercise of its discretion, which may include, but shall not be limited to, the following factors:
 - a) the volume of traffic and the number of pedestrians using the route;
 - b) the relationship of route to schools, public transportation, parks and other public facilities;
 - c) the use of route by children or the elderly; and
 - d) the facilitation of bicycle/trail routes.

PROCEDURAL GUIDELINES

The following procedures apply to the requests for the construction of sidewalks along public streets.

- 1) **Initiation by Village.** At any time, the construction of a sidewalk may be requested or recommended by the Village staff or otherwise initiated by the Village Council.
- 2) **Initiation by Request of Adjoining Property Owners.** Any group of residents adjoining a public street that has no sidewalk or that has a sidewalk on only one side may request that a sidewalk be constructed, provided the request is in writing and is signed by at least 25% of the owners of property adjoining the side(s) of the street for which the sidewalk is requested. Upon receipt of a qualifying petition, the following procedures will apply:
 - a) Village staff will notify all residents on both sides of the street along the proposed route that a petition has been received, and Village staff will perform an

engineering study to determine possible routes for the sidewalk. The preliminary routes will be designed within the following guidelines:

- i) The proposed sidewalk will be located only on the public right-of-way.
 - ii) The proposed sidewalk will be located as far as practicable from the street, while meeting IDOT separation standards for pedestrians and vehicular traffic.
 - iii) The route of the proposed sidewalk will minimize the number of conflicts with existing landscaping and trees.
- b) Once preliminary sidewalk routes are identified, Village staff will hold at least two neighborhood meetings to discuss the project in detail with the affected residents.
- i) One meeting will be scheduled for a weekday evening.
 - ii) One meeting will be held on a Saturday morning.
- c) Following the neighborhood meetings, the Village's engineering staff will lay out the final route for the proposed sidewalk, incorporating the neighborhood's comments and suggestions to the extent reasonably possible.
- d) The plan for the final route will then be distributed to all affected property owners, along with a form for the owners of property adjoining the proposed final route to sign and return to the Village, with an indication of whether they support or oppose the sidewalk in the proposed final location.
- i) If more than two-thirds (66-2/3%) of the owners adjoining the proposed final route of the sidewalk return the signed form with a favorable response, the proposed sidewalk will be added to the Village's Capital Improvements Plan.
 - ii) If fewer than 30% of the owners adjoining the proposed final route of the sidewalk return the signed form with a favorable response, the requested sidewalk will not be included in the Village's Capital Improvement Plan and no further action on the request will be taken.
 - iii) If 30% to 66-2/3% of the owners adjoining the proposed final route of the sidewalk return the signed form with a favorable response, the proposed sidewalk will be placed on the Village Council's agenda for consideration. The Village Council may, in the sole exercise of its discretion, grant the request, deny the request, or take any such other or further action it deems appropriate under the circumstances.
- 3) **Initiation by Citizen Requests.** Nothing in these procedural guidelines should be construed as a limitation of the right of any citizen of the Village of Winnetka to submit a sidewalk request directly to the Village Council. The Council, in the sole exercise of its discretion, may take any action on such requests that it deems appropriate, including but not limited to, the following:
- a) the Village Council may direct the Village staff to perform an engineering study to determine possible routes for the sidewalk;

- b) the Village Council may direct the Village staff to meet with the owners of property adjoining the proposed sidewalk route and with owners of property located within 250 feet of the proposed sidewalk route to determine whether there is local support for the proposed sidewalk;
 - c) the Village Council may direct the Village staff to conduct traffic studies to determine whether the volume of pedestrian and vehicular traffic warrant the construction of a sidewalk;
 - d) the Village Council may conduct a public meeting or public hearing to consider the request; and
 - e) the Village Council may grant or deny the request without further input from either adjoining property owners or the general public.
- 4) **Effect of Village Council Decision.** All decisions of the Village Council on sidewalk construction requests are final.

Adopted: February 18, 2003



Office of the Assistant Director of Public Works and Engineering
James J. Bernahl, P.E., CFM
(847) 716-3261

June 21, 2019

Dear Resident

The Village of Winnetka has recently received a petition signed by Village residents requesting that the Village consider installing a sidewalk along the east side of Locust Road between Hill Road and Indian Hill Road. You are receiving this notice either because you live within 250 feet of the sidewalk route or because you were one of the petitioners.

Under a policy adopted in 2003 by the Village Council (copy enclosed), the Village can respond in a number of ways when a sidewalk request is received from members of the community at large. These possible responses are:

- a) the Village Council may direct the Village staff to perform an engineering study to determine possible routes for the sidewalk;*
- b) the Village Council may direct the Village staff to meet with the owners of property adjoining the proposed sidewalk route and with owners of property located within 250 feet of the proposed sidewalk route to determine whether there is local support for the proposed sidewalk;*
- c) the Village Council may direct the Village staff to conduct traffic studies to determine whether the volume of pedestrian and vehicular traffic warrant the construction of a sidewalk;*
- d) the Village Council may conduct a public meeting or public hearing to consider the request; and*
- e) the Village Council may grant or deny the request without further input from either adjoining property owners or the general public.*

The purpose of this notice is to inform you that the Village Council, in keeping with this policy, will be discussing this matter at the following meeting:

**Village of Winnetka
Village Council Study Session Meeting
Tuesday, July 9, 2019
7:00 pm
Winnetka Village Council Chambers
Village Hall
510 Green Bay Road**

Public Works Department
1390 Willow Road, Winnetka IL 60093

You are invited to attend this meeting to observe and participate in the Village Council's discussion of this petition. Copies of the Village Council's agenda and meeting materials are made available the Friday before the meeting at the Village's website, www.villageofwinnetka.org (click on the Council menu at the top of the page, then click "Current Agenda"). A paper copy of the agenda materials will also be made available at the Winnetka Public Library the Friday before the meeting.

Please feel free to contact me at (847) 716-3261, if you have any questions

Sincerely,

A handwritten signature in black ink, appearing to read "J. Bernahl", with a stylized flourish at the end.

James J. Bernahl, P.E., CFM
Assistant Director of Public Works and Engineering



Agenda Item Executive Summary

Title: Refuse Collection Evaluation Follow-Up

Presenter: Steven M. Saunders, Director of Public Works/Village Engineer

Agenda Date: 07/09/2019

Consent: ☐ YES ☒ NO

☐ Ordinance
☐ Resolution
☐ Bid Authorization/Award
☐ Policy Direction
☒ Informational Only

Item History:

At the April 25 Special Council Meeting, staff presented a review of the Village's refuse collection operations. The Council heard input from community members present and discussed options for food-waste composting, changes to commercial refuse service, and possible ways to incentivize lower refuse generation and reduce operating costs through curbside and "pay-as-you-throw" collection programs. Staff was asked to prepare a menu of refuse service options that includes curbside collection and pay-as-you-throw, and composting; and to research a franchise option for commercial collection.

Executive Summary:

As a follow-up to the Council's direction, staff has completed additional research and evaluation. Staff met with three local composting vendors to discuss service options, logistics, and pricing. Each of the companies indicated that they coordinate all of the billing and payments, which are handled through an online portal. Customer service is also handled directly by the vendors. Vendors indicated they have the ability to provide monthly or quarterly reports showing composting volume, weight and number of households participating.

Staff also further investigated the most effective means of transitioning from Village-provided commercial refuse service to service provided by a private hauler. There are several benefits to this transition, including reduced long-term equipment costs, more flexible service menus for individual customers, and reduce risk of liability and workplace injuries associated with this labor-intensive task.

Staff also performed additional research into possible implementation of a Pay-As-You-Throw (PAYT) program for residential refuse.

The attached Agenda Report provides additional background and details in support of the recommendations below.

Recommendation:

- 1) Staff is in the process developing program information materials and a public education process making citizens and businesses aware of the three composting companies that staff vetted, to allow residents and businesses to choose their own compost company, and will roll this information out this quarter.
- 2) Staff intends to prepare the FY 2020 Budget based on transitioning to a License-Based private hauler model, effective July 1, 2020. This will provide ample time to develop appropriate licensing fees and guidelines, and to work with haulers and businesses to prepare for an orderly transition to private commercial service.
- 3) Given the timing of budget discussions for the FY 2020 Budget, staff will be including funding in the proposed budget for possible purchase of standardized carts for residential refuse, so that the Village can continue discussions about implementation of a PAYT or modified PAYT system, as well as a possible curbside option, by July 1, 2020.

Attachments:

Agenda Report

Agenda Report

Subject: **Refuse Collection Evaluation Follow-Up**

Prepared By: Steven M. Saunders, Director of Public Works/Village Engineer

Date: July 9, 2019

Background

At the April 25 Special Council Meeting, staff presented a review of the Village's refuse collection operations. The Council heard input from community members present and discussed options for food-waste composting, changes to commercial refuse service, and possible ways to incentivize lower refuse generation and reduce operating costs through curbside and "pay-as-you-throw" collection programs. The general consensus was that the community is happy with Village-run refuse collection, but the system needs rethinking. Staff was asked to prepare a menu of refuse service options that includes curbside collection and pay-as-you-throw, and composting; and to research a franchise option for commercial collection. Since that meeting, staff has completed additional research on these options, which is detailed below.

Food Waste Composting

Staff identified and met with three composting vendors to discuss service options, logistics, and pricing. Vendors indicated that residential and commercial compost services are available. Each vendor has their own pricing structure and service levels (weekly, bi-weekly, or monthly pick-up). Each company indicated they provide "porch" or "backdoor" pick-up services, to avoid containers at the curb. Five-gallon buckets with a sealed lid are used for residential collection and larger containers are used for commercial collections. Buckets and containers are provided by the vendors.

The three vendors that staff met with include:

- Collective Resource
- The Urban Canopy
- WasteNot Compost

Each of the companies indicated that they coordinate all of the billing and payments, which are handled through an online portal. Customer service is also handled directly by the vendors. Vendors indicated they have the ability to provide monthly or quarterly reports showing composting volume, weight and number of households participating. Vendors expressed that they transport the composted material to off-site commercial composting facilities located within the City of Chicago.

Staff also held a discussion with City of Evanston staff about the possibility of a franchise agreement with a sole compost vendor. Evanston currently utilizes Collective Resource as their sole provider under a franchise agreement. Staff also reviewed education and marketing of a compost program. This can be done by dedicating a section of the Village's website to posting educational materials (list of accepted materials, brochures, etc.). One vendor stated that they would like to set up a booth at the Winnetka Farmers Market. Pests and odor issues were discussed and each vendor noted that sealed lids are provided with each bucket and will not pose any problems. Also, the frequency of pick-ups helps eliminate these problems.

Based on our discussions with vendors, residents could expect costs to vary from the \$15-20 per month range for a single monthly pickup, to approximately \$40 per month for weekly service. Business services would vary based on container size and frequency of service. Because this service would be directly contracted between customer and vendor there would be no impacts on the Village's budget beyond minimal costs associated with publicizing the program.

Staff is in the process developing program information materials and a public education process making citizens and businesses aware of the three composting companies that staff vetted, to allow residents and businesses to choose their own compost company, and will roll this information out this quarter.

Commercial Refuse Collection

At the April 25 meeting Staff presented the option of discontinuing Village commercial refuse collection services in favor of allowing a private hauler or haulers perform the service. This would provide several benefits to the community. First, allowing private companies to collect commercial refuse will provide businesses with flexibility and choice over the menu of refuse collection services they choose, particularly with respect to recycling services. For example, the Village does not offer some of the specialized services required by grocery stores or restaurants, like grease collection or recycling of bulk, bundled cardboard. While the Village does offer business recycling services, these services are limited to providing shared dumpster/containers in strategic locations within the business districts rather than providing individual businesses with tailored recycling options.

Second, discontinuing Village provision of these services will reduce certain liability exposures for the Village regarding workplace injuries and an aging workforce. This operation is manual work involving rolling and replacing heavy, wheeled dumpsters. Some of our most recent workplace injury incidents occurred performing this service. Discontinuing this service will also reduce long-term capital expenditures associated with replacement of specialized commercial refuse collection equipment and containers.

Finally, discontinuing Village commercial refuse service will allow staff to focus on our core service of residential refuse collection, and to continue providing this service efficiently and at a high-level of customer satisfaction.

There are two approaches to transitioning from Village-provided service to hauler-provided service. The first option would be for the Village to consider a Franchise approach, which would award contract to a single hauler, whose contract would be managed by the Village. The chosen vendor would interact directly with its clients for special requests and concerns, and provide direct billing. This option creates a uniform approach for pricing, collection operations and the appearance of containers. There are, however, severe restrictions to implementing franchises for commercial waste and recycling collection, enshrined in State statute. The following statutes spell out franchising requirements for waste hauling contracts:

- (415 ILCS 15/) “Illinois Solid Waste Planning and Recycling Act”
- Illinois, Public Acts 098-1079, 095-0856, and 096-1215

These State statutes require a minimum 36-month data collection and reporting period in which all haulers currently collecting commercial refuse and recycling must provide semi-annual reporting of the quantity of commercial refuse and recycling collected. These reports must be made available in a specific manner on the municipality’s website, after the municipality passes an ordinance requiring each licensed hauler, to provide these reports. While the Village has this data, it has not been posted on the website in the form required by this section of State statute, as the Village does not license itself as a hauler. The Village Attorney has opined that this 36-month waiting period would not apply to the Village.

The State statutes also stipulate the method and timing of awarding a potential commercial refuse hauling franchise. The following steps and timelines are required, with a minimum elapsed time of 18 months:

Step	Timeline
Hold public hearing on the advisability of issuing a Request For Proposals for a commercial waste franchise.	30-day public notice in advance of public hearing.
Request For Proposal Process	30-day response period to RFP.
Franchise Award Process	Required public hearing on whether to award a franchise agreement based on proposals received. 30-day advance notice of public hearing is required.
Required waiting period between award of franchise and commencement of services under franchise.	15-month required waiting period.

In contrast to the Franchise approach, the simplest way to transition these services is a License-Based approach, where each commercial customer would enter into a direct service agreement with a private hauler. Based on the size of the Village’s commercial areas it is assumed that only refuse haulers performing collections in the North Shore region would pursue this work. The

Village would notify haulers in the region of the Village intent and provide a list of the licensed vendors to all businesses and institutions.

This program would allow flexibility for commercial customers to select the most appropriate hauler for their needs while also creating direct competition between vendors. The vendor and customers would be allowed to work jointly in pursuing the most economical container size and collection program based on each specific need. The Village would assist all vendors by providing a list of current collection locations, container sizes, and collection frequency.

To enable the Village to reasonably assure good service for commercial customers, the Village would develop and institute a waste hauling licensing program, which would set Village standards that haulers must adhere to. Licensing requirements would include fees, allowable working hours and days of collections, specifications on how containers are collected including specific locations and approved equipment, allowable container sizes, guidelines for maintenance and replacement of dumpsters and other specific details (such as revocation of licenses for non-compliance with licensing regulations).

It is important to note that either of these options will necessitate that the Village modify its current agreement with the Solid Waste Agency of Northern Cook County (SWANCC), which requires the Village to take all refuse materials to the SWANCC transfer station. Using the SWANCC transfer station may not be amenable to private haulers, due to the limited size of the Village's commercial areas, because it would require a hauler to designate a specific truck to service Winnetka and then dump that truck at the transfer station before proceeding to collect refuse from customers in other municipalities. Amending the SWANCC agreement would require approval from both the Village and the SWANCC Board of Directors.

Staff intends to prepare the FY 2020 Budget based on transitioning to a License-Based private hauler model, effective July 1, 2020. This will provide ample time to develop appropriate licensing fees and guidelines, and to work with haulers and businesses to prepare for an orderly transition to private commercial service.

Residential Refuse Collection

At the April 25 Council meeting, the Council directed staff to perform additional research on implementing a Pay-As-You-Throw (PAYT) program for residential refuse collection. PAYT refers to a billing structure where refuse charges are proportional to the amount of refuse generated by each customer, creating an economic incentive to drive down refuse generation. The Council expressed particular interest in the possibility of using Radio Frequency Identification (RFID) technology to track and generate billing each time an individual residential refuse container is dumped. Summarized below is additional research into potential direct PAYT options:

- Staff contacted our current financial software systems vendor, New World Technologies, and learned that they currently do not have any customers utilizing RFID technology

(though they have had a couple of recent requests). Furthermore, New World currently does not have the capability to track RFID's and says any workarounds they have investigated are lacking.

- Staff also reached out to Smart Phone Meter Reading (SPMR), the company that currently provides our utility meter reading software. We could potentially use our existing software package to track refuse tipping. It would be less automated than an RFID chip but potentially more accurate. Refuse routes would be uploaded to an Android® smart phone app, similar to how we already load the water/electric routes, and then at each stop the Refuse collector would hit a button in the app if garbage was collected. This information could then be uploaded to New World for billing, just like we do with the water/electric reads. Currently SPMR does not have any customers utilizing their software in this manner but are confident they could accommodate this type of usage. Significant vetting and pricing would be needed before considering this a viable option.
- An alternative PAYT program would consist of simply offering different-sized refuse carts (35- and 65-gallon capacity) and setting different billing rates based on cart size and pick-up frequency (weekly or twice-weekly). While this does not directly track to refuse generation it is a reasonable proxy and would be significantly less complicated to administer.

In addition to PAYT considerations, the Council discussed the possibility of providing a curbside collection option as an alternate to the current rear-of-house collection. Such an option would allow a lower billing rate for those individuals that desire to reduce the level of service provided.

Both PAYT and possible curbside service will require a further period of community discussion and education to plan and implement. Both of these options will also require standardized carts to effectively implement. Further, the design and size mixture of standardized carts will be influenced by the ultimate program selected.

Given these realities, and the timing of budget discussions for the FY 2020 Budget, staff will be including funding in the proposed budget for possible purchase of standardized carts for residential refuse, so that the Village can continue discussions about implementation of a PAYT or modified PAYT system, as well as a possible curbside option, by July 1, 2020.