

MINUTES OF WORKSHOP MEETING

DOWNERS GROVE, ILLINOIS

MARCH 25, 2003

Mayor Krajewski called the Workshop meeting of the Village Council of the Village of Downers Grove to order at 6:30 p.m. in the Council Chambers of the Village Hall.

Present: Mayor Brian Krajewski; Commissioners Marilyn Schnell, Thomas Sisul, Sue McConnell, Martin Tully, Mark Zabloudil; Village Manager Riccardo Ginex; Village Attorney Enza Petrarca; Village Clerk April Holden

Absent: Commissioner Michael Gilbert

Visitors: Press: Kevin Stahr, Reporter

Residents: Gordon Goodman, 5834 Middaugh; William Waldack, 1409 Willard Place; Andy Clark, 1226 62nd Street; Stan Urban, 131 39th Street; Art Dobbelaere, Midwestern University; Kathleen H. Goepplinger, Midwestern University; Michael Haake, DWL Architects; Greg Gams, Midwestern University; Greg Evans, Downers Grove Historical Society; Montrew Dunham, Downers Grove Historical Society

Staff: Marsha Giesler, Acting Chief, Fire Prevention; Phil Ruscetti, Fire Chief; Trisha Steele, Assistant Director, Financial Services; Mary Scalzetti, Director, Tourism and Events; Amanda Browne, Planning Services; Ken Rathje, Director, Planning Services; Dorin Fera, Traffic Manager, Public Works; Mike Baker, Assistant to the Village Manager; Dave Van Vooren, Deputy Village Manager for Administration; Jack Bajor, Director, Public Works; Mike Millette, Assistant Director, Public Works

Mayor Krajewski explained that Council Workshop. meetings are held the second and fourth Tuesdays at 6:30 p.m. The meetings are video taped live and for later cable -cast over cable channel 6.

The Workshop meeting is intended to provide Council and the public with an appropriate forum for informal discussion of any items intended for future Council consideration or just for general information. No formal action is taken at Workshop meetings.

The public is invited to attend and encouraged to comment or ask questions in an informal manner on any of the items being discussed or on any other subject. The agenda is created to provide a guideline for discussion.

MANAGER

1. **Historical Society Book.** Manager Ginex asked Mike Baker, Assistant to the Village Manager, to address this item.

Mike Baker, Assistant to the Village Manager, said the Historical Society plans to update the Village's history book. The previous book was published for the period between 1832 and 1982. The Historical Society is seeking the approval of the Village since the original book was a shared copyright.

Greg Evans of the Historical Society said he lives at 4641 Saratoga Avenue. He introduced Montrew Dunham of 5801 Dunham, who authored the original volume with Pauline Wandschneider. Mr. Evans said that with all the new things that have occurred in the Village, they would like to include updated chapters up to 2000, as well as historical sites, centennial homes program and Sears Homes. Ms. Dunham showed the Council the format for the newer book, which is more of a picture book with captions. The Society intends to purchase about 400 copies from the publisher, and the book will also be made available to local bookstores. They believe this will be well received in the community and will benefit the Village.

Commissioner Sisul asked whether this has been started, and Ms. Dunham answered that she has a format in mind and hopes to have new photographs that have not been seen before. Commissioner Sisul said he felt that Commissioner Gilbert would also support this project.

Commissioner Tully echoed the support and said it is an outstanding resource for the Village.

2. Bids:

- a. **Roadside Ditching.** The Manager said staff recommends extension of the current contract with Western Gradall Corporation at a cost of \$200 per hour.

Commissioner Tully said his question extends to the next four bids as well. He has talked with Jack Bajor about this and wanted to reiterate his discussion. He asked if these contracts can be extended again, and if staff has checked to see if the 2% increase is competitive.

Jack Bajor, Director, Public Works, said this is the second year of the extension of the original bid. They will have to go out for bid next year. The prices are competitive,

- b. **Construction Castings, Frames & Grates.** The Manager said staff recommends approving a contract to Neenah Foundry and Kieft Brothers at a 2% increase.
- c. **Precast Manholes & Inlets.** The Manager said staff recommends extending the contract to Kieft Brothers for a second year at less than a 2% price increase.
- d. **Corrugated Metal Pipe.** The Manager said staff recommends awarding the bid to Kieft Brothers at less than a 2% increase in price.
- e. **Sewer Jetting.** The Manager said staff recommends extending the contract for another year at a less than 2% price increase.
- f. **Elevator Inspection.** The Manager said staff recommends awarding the contract to Elevator Inspections at the same price as last year.

3. **ZBA Case C-1-03, Midwestern University, 555 31st St.** The Manager asked Ken Rathje, Director, Planning Services, to address this item.

Ken Rathje, Director of Planning Services, said the Zoning Board of Appeals unanimously recommended approval of the University's requested amendment to a special use. The University presented their plan at the February meeting of the Board. He explained that the University wishes to expand to accommodate growth of the pharmacy school. All engineering and wetlands analysis is in good order. He noted that the Village Forester has found the landscaping around the proposed building to be acceptable with one modification. In addition they are planning a

small modification to the Basic Science Building to add two rooms. Mr. Rathje said that the University will have to add stormwater management to be located southwest of the classroom lab addition. The storage will be increased to .96 acre feet.

Commissioner Schnell asked whether a stormwater management analysis was necessary.

Mr. Rathje said it was. Commissioner Schnell asked whether they looked at the new detention area and its effect on Lyman Woods. Mr. Rathje responded that the parking lot falls between the building and Lyman Woods, and they determined it will have no adverse effect. Commissioner Schnell asked whether the increase in students will have an effect on the dormitory space, and Mr. Rathje responded that their plans are currently being reviewed for the possible second Living/Leaming Center.

Commissioner McConnell said this looks like a good addition. She thanked the University for being good participants in the community and participating in the Partnership for Healthier Communities.

Commissioner Tully thanked the University for being proactive with its neighbors. He noted they will need to be in full compliance before the stormwater permits are issued. He said that he is glad to see that a consultant has already reviewed the plan.

Dr. Kathleen Goeppinger, President and CEO of Midwestern University at 555 31st Avenue, thanked the Council for their kind words. The University has been active in the community, and many faculty and staff live within the community. Regarding housing, there has been a shortage of housing for about 2 ½ years. There is usually a waiting list of about 50 students for housing at any one time.

4. **Zoning Commission: Case 2003-01, Bob Bair Plumbing. & Heating**, Petitioner. The Manager asked Amanda Browne, Planner, to address this item.

Amanda Browne, Planner, said that the three text amendments are being offered as an alternative means to vacating the Douglas Road right-of-way between Rogers on the north and Maple Avenue on the south. The Council suggested in the fall that staff find an alternative method of better utilizing the properties in lieu of vacating it. This applies only to the subject properties and only to the Douglas Road frontages. The petition includes a reduction in the front, yard setback as well as parking and fencing. The Zoning Commission unanimously recommended approving the three-petition request.

Commissioner Tully thanked the petitioner for his extraordinary patience on this issue. He asked Ms. Browne whether this will be considered "spot" zoning, and Ms. Browne said it would not as several areas of the Village that are zoned M-1 have alternate setback requirements based upon the particular characteristics of the property.

Commissioner Tully said he understood that the petitioner is planning to build a fence on the right-of-way. Ms. Browne said they would not, but would be constructing a chain link fence up to 6 feet in height up to the property line with no encroachment on the public right-of-way.

5. **Bike Race**. The Manager asked Mary Scalzetti, Director, Tourism & Events, to address this.

Mary Scalzetti, Director, Tourism & Events, presented the 2003 agreement for the Bike Race, the USCF Elite Criterion Championship, and the In-Line Skating Championship. The

agreement is a three-year contract with Chicago Special Events. The Village will bring in food vendors to the area and will charge a fee for that and retain the fees as part of the revenues. In addition, the Village will receive 20% of any revenue brought in for sponsors. There is a \$20,000 sponsorship fee, and a \$5,000 fee for the Fox Sports Show.

Commissioner Tully asked what the changes translate into in terms of dollars, and Ms. Scalzetti said it would be the \$5,000 for the Fox Sport Show. In terms of 20% of sponsorship, if someone agrees to sponsorship at a cost of \$25,000, 20% of that would go to the Village.

Commissioner Schnell said staff did a good innovative job on this. Ms. Scalzetti thanked her and said that they would be asking food sponsors who participate in Heritage Festival to also participate in the Bike Race weekend.

Commissioner Sisul asked whether the automobile sponsorship is the pace car, and Ms. Scalzetti said that was correct. Commissioner Sisul congratulated staff on working this out. Ms. Scalzetti said that there should be approximately 19 or 20 events that weekend.

Commissioner Zabloudil asked how the terms of the three-year agreement evolved. The Mayor said that he had lunch with the President of Chicago Special Events. They were concerned that the Village might bring in someone else to run the race. They agreed that a long-term contract would allow staff to put on a high quality weekend rather than concern themselves with renewing contracts. Commissioner Zabloudil said he was interested in extending it beyond the three years, and would be in support of that.

Commissioner McConnell asked how the majority of sponsorship for the races is determined. Ms. Scalzetti said they are looking for more local sponsorship from the community. They have long-term sponsorship with some companies already.

Commissioner Sisul asked whether they want to ask to extend it, and the Mayor said they should see how this year goes. They also have to secure the approval of other groups.

Commissioner Sisul asked whether skateboarding competitions have been reviewed, and Ms. Scalzetti said they have not.

Commissioner McConnell said several people have approached her in regard to volunteering on this project. Ms. Scalzetti said they are always looking for volunteers and some people have contacted her who may be used as flaggers. She said people can contact her at 434-5559. There will be some novice competitions as well.

6. Fire Prevention:

a. Fee Structure Ordinance.

b. Plan Review Agreement.

The Manager said the Fire Department is looking to put a fee structure into place. He said a comparison of surrounding communities has been made to determine what the fair application fees would be. There are no plan review or permit fees in place at this time. They are recommending Fire Safety Consultants out of Schaumburg.

Commissioner Schnell asked if these are pass-through items and not a cost to the Village.

Marsha Giesler, Acting Chief, Fire Prevention Bureau, said it is not technically a pass-through as they will be directly billed. Presently, all reviews are done by one of the Village's inspectors. This should free up the time of the Fire Inspectors.

Commissioner Tully asked if there should be wording in the ordinance that the applicant will be directly responsible for the payment of the fee.

Village Attorney Petrarca responded that Section B addresses that, and said she would work on the wording.

Commissioner Sisul asked if the Chamber reviewed these fees. Ms. Giesler said they have not notified the Chamber.

Commissioner Tully asked if they have any idea of what this will bring to the Village, and Ms. Giesler said they do not have an estimate of what the fees will be.

The Mayor asked about the if other communities outsource everything. Ms. Giesler said some do everything, others do projects only over 5,000 square feet. The Mayor asked if there will be a comparison of fees, and she said the information is in the packet. There is no rhyme or reason for some of the fees charged.

7. Parking & Traffic Recommendations:

- a. **File #01-03 - Regulatory Control at the Intersection of Grand Avenue and 60''** Street. The Manager said the Parking & Traffic Commission reviewed complaints received about this uncontrolled intersection. A study showed a 25% increase in traffic with four accidents over the past four years. A request was made for a Yield sign at this intersection.
- b. **File #04-03 Village-wide Speed Limit 25 mph Program.** The Manager said staff has been looking at this program for some time. It relates to the "Drive 25 Keep Kids Alive" national program. There have been many surrounding communities where this program has been adopted.

Commissioner Tully said he knows that the grade school representatives will warmly embrace this program. He asked about changes in signage.

Dorin Fera, Traffic Manager, Public Works, said they will leave the existing signs up for an indefinite period of time. There will be signs posted as an individual enters the Village as well.

Commissioner Tully recommended establishing a public information program to advertise this change. Mr. Fera added that there will be Internet advertising, as well as pamphlets and leaflets distributed door-to-door. There will be many reminders in the school zones.

Commissioner McConnell thanked staff for making this change as speeding is a daily issue. She asked if there is anything special the Police Department is planning, or if they will proceed as usual. Mr. Fera said staff will work with the Police Department on this change. They will not be able to implement it immediately and have to have the signs posted first.

8. **Quality Assurance Testing Agreement for Parking Deck Facility.** The Manager said staff has received proposals from consultants and recommends that ECS be awarded the contract as they provided the most detailed services. The contract would be not to exceed \$78,948.00.

Commissioner Schnell if references have been checked.

Mike Millette, Assistant Director, Public Works, said they were checked and they have had experience with parking decks. He said that the proposal was also reviewed by Alfred Benesch and Associates and they concur.

Commissioner Tully asked about why they have an owner's representative as well as an engineering consultant. Mr. Millette said that the owners representative is the day-to-day coordinator of the work in respect to the Village's needs and desires. There will also be a superintendent from the selected firm to manage the construction crews. Part of any construction project requires materials be assured of their performance, especially with the parking deck. He described some of the things that need special testing, which cannot be done by the owner's representative.

Commissioner Tully then asked about page 3 of the proposed agreement concerning documentation of daily events. He asked about the ability to stop work if something is being done in violation of regulations or not up to specifications. Mr. Millette said the owner's representatives will have the authority to stop work and will notify the Village immediately specifying the reasons for work stoppage. He said the two phases of testing are before and after an area of construction is completed.

Commissioner Sisul asked what part Lavoie plays in this. Mr. Millette said that they are available to answer questions from the plans they provided to the Village. Commissioner Sisul asked if the consultant will be paid through TIF and Mr. Millette said they would, and that Lavoie was also paid through TIF. Commissioner Sisul said there seems to be some confusion as to the funds for the deck, and clarified that general funds are not being used. Mr. Millette said that was correct.

9. **Assistance to Firefighters Grant Application to Federal Emergency Management Agency.** The Manager said this grant application will be submitted to FEMA in the amount of \$37,500 to support a triple combination pumper. The estimated cost of the vehicle is \$375,000 with a required 10% matching. This will also support replacement of the 1989 Ford Pumper, which has a cracked frame and heavy mileage.

Commissioner Tully clarified that the Ford Pumper is a back-up unit.

Fire Chief Ruscetti said they need to replace this before it is fully out of service. As for the old truck they are looking at selling it in the future.

Commissioner Schnell asked to clarify that the pumper being used on a daily basis is in working order and does not have a cracked frame. Chief Ruscetti said that was correct. The Mayor pointed out that they need back-up equipment as sometimes rigs can take up to 30 days to repair.

10. **Hurley Geotechnical Services Agreement Extension.** The Manager said staff recommends a contract extension with Claude Hurley and Company for geotechnical services with the Public Works Department. They have worked with the Public Works Department for the last

ten years. They have agreed to a 2% increase in prices for the next year. This will be the last extension.

Commissioner Tully asked how we know that prices are attractive. Mr. Millette said they have looked at bids for the deck and they found that Hurley is in line with other firms.

11. Resolution in Support of Charter Customer Principles. The Manager said this concerns the Charter Customers in the DuPage Water Commission. They met to discuss issues of concern including service to new customers, relocation of the water sales tax, and trying to maintain the rate of \$1.65 through 2006-07. There has been talk by the Chairman of the Commission to serve water to communities that are excluded from the Commission area at this time which would violate the Charter Customer contract. The present system may not be sufficient to supply water to these additional communities. The Charter Customer members are seeking to reach a consensus to present at the next meeting.

The Mayor said that the Charter Customers are looking to put together a task force made of staff, Managers and Deputy Village Managers to address this issue.

Commissioner McConnell asked for clarification that the passage of the Resolution is to show support, and the Mayor said that this would be presented to the Water Commission at the next meeting. The Manager said that this reinforces with the agreement states with regard to Charter Customers.

STANDING COMMITTEE REPORTS

There were none.

MANAGER'S REPORT

Manager Ginex said with the heightened sense of awareness caused by the Iraq Military action, he wanted citizens to know what services are available to the residents. The Village has an Emergency Operating Plan in effect which is certified by the County and meets the state requirements. The Village is the only one in the County with a certified operating plan. There is no eminent threat but the Village wants residents to take responsibility for their own safety and security. Residents are instructed to turn their radios to the WDCB 90.9 radio station for emergency information when necessary. In addition, check lists are available through the Community Response Center at 434-2255, or downloaded from the Village Website. In addition, they are available at the Library and local schools. He noted that in the event of a disaster, the key to safety is to be ready and be prepared.

Commissioner McConnell added that the County Health Department is looking for 2000 volunteers to work with the biochemical response team. You must be over 18 years of age. The phone number is 682-7000 or at their website vol.dupageco.org.

Manager Ginex said that last Saturday, Chief Porter and several members of the Police Department went to Orlando, Florida before the Commission on Accreditation to achieve full accreditation. The review resulted in a unanimous recommendation by the Commission to give the Downers Grove Police Department full accreditation status. Less than 5% of the Police Departments across the nation have received this recognition. He thanked the Department for its hard work throughout this process over the past two years.

ATTORNEY'S REPORT

Village Attorney Enza Petrarca said she was presenting 12 items to the Council: 1) A resolution authorizing execution of an agreement between the Village of Downers Grove and the Downers Grove Historical Society; 2) An ordinance authorizing special use for Midwestern University, 555 31st Street to permit an addition to the existing structure; 3) An ordinance amending certain setback provisions on Douglas Road; 4) A resolution authorizing execution of a host city agreement for the USPRO Criterium Championship and the USCF Elite Criterium Championships and Inline Skating Championships on August 16 and 17, 2003 in Downers Grove, Illinois; 5) An ordinance establishing Fire Prevention plan examination, permit and inspection fees; 6) A resolution authorizing execution of an agreement between the Village of Downers Grove and Fire Safety Consultants, Inc; 7) An ordinance amending traffic regulations at the intersection of Grand Avenue and 60th Street; 8) An ordinance amending speed limits in the Village of Downers Grove; 9) A resolution authorizing execution of an agreement between the Village of Downers Grove and Engineering Consulting Services, Ltd.; 10) A resolution authorizing submittal of grant application to the Federal Emergency Management Agency for 2003 Assistance to Firefighters Grant Program; 11) A resolution authorizing execution of an addendum to an agreement for engineering services between The Village of Downers Grove and Claude H. Hurley Company; 12) A resolution affirming the principles of the Water Commission Act of 1985 and the Water Purchase and Sales Contract of June 11, 1986.

COUNCIL MEMBERS

Commissioner Sisul said that Commissioner Gilbert is recovering from back surgery performed yesterday and will be out for a few weeks. He wished him a speedy recovery. Commissioner Sisul commented on the forums that he has seen and hoped the Village Manager would make someone available to candidates regarding the TIF funds and projects. There seemed to be confusion in the forum and a misunderstanding by the candidates of what the TIF funds are all about. He urged people to vote in the April 1 election, and said they should vote absentee if they will be out of town. Local government touches the residents the most.

Commissioner Schnell asked everyone to vote on April 1 for the Village Council, Park District and School Board positions that are up for election. She asked residents to join her in praying for the safety of our troops.

Commissioner McConnell said the Partnership for a Healthier Communities has used the excellent tools put together by the Village regarding emergency preparedness. She said there are other websites appropriate to look at such as the Illinois Emergency Management Association, the Red Cross, and FEMA. In addition, the Partnership discussed the economy and its effect on the Partnership. As a result the Partnership has agreed to have one community-wide safety day.

The Mayor said that on Thursday March 6 the Liquor Commission found Carlucci's Restaurant at the Esplanade qualified for a Class R liquor license subject to providing the necessary materials to the Village. Commissioner Tully added that they have a wine tasting tower in the restaurant, as well as outdoor seating.

Mayor Krajewski then congratulated the Downers Grove Music Club celebrating its 75th anniversary next Saturday at the Lisle/Naperville Hilton.

There being no further discussion, the Workshop meeting was adjourned at 7:51 p.m.

April K. Holden
Village Clerk