

MINUTES OF WORKSHOP MEETING

DOWNERS GROVE, ILLINOIS

JUNE 10, 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, Martin Tully, Mark Zabloudil, Ron Sandack, Stan Urban; Village Manager Riccardo Ginex; Village Attorney Enza Petrarca; Village Clerk April Holden

Absent: Commissioner Sue McConnell

Visitors: **Press:** Kevin Stahr, Downers Grove Reporter

Residents & Others in Attendance: Mark Burkland, Holland & Knight, 1315 Dearborn, Chicago; Peter Hultman, 5300 Walnut; Andrew Clark, 1226 62nd Street; Nadia Boyd, 5337 Lane Pl.; Corina Fallbacher, 5409 Bending Oaks; Christine Fregeau, 1918 Elmore; Michael Werthmann, KLOA, Inc., 9575 W. Higgins, Rosemont; Michael Colombo, JTS Architects, 101 Schelter Rd, Lincolnshire; Richard Cofran, 1318 Turvey; Bill Granot, American Chartered Bank, 1199 E. Higgins Rd., Schaumburg; Dave Shindoll, Mackie Consultants, 9575 W. Higgins, Rosemont

Staff: Amanda Browne, Planner; Ken Rathje, Director, Planning Services; Stan Balicki, Support Services Manager, Public Works; Bob Schiller, Assistant Director, Public Works; Pam Church, Deputy Police Chief; Jim Jackson, Deputy Fire Chief; Trisha Steele, Assistant Director, Financial Services; Mike Millette, Assistant Director, Public Works; Mike Baker, Assistant to the Village Manager

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. **Fleet Replacement Plan for Fiscal 2003/04.** Manager Ginex asked Stan Balicki of Public Works to address this matter.

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Stan Balicki, Support Services Manager, Public Works, said staff has worked on the Fleet Replacement Plan since the budget was adopted by Council for this fiscal year. This item was deferred last year and there is a long list of vehicles to review. The Public Works staff works with other departments including Finance, Police Fire, to evaluate the vehicles. The goal for this first plan was to look at the resources and present the Council with an overall plan for the year. The plan will be used as a blueprint for specifications and bids. This year's expense budget was \$947,000. Staff went through \$2 million worth of vehicles as replacement candidates, and they considered age, mileage, structural integrity, its chief function, and known significant repairs. Mr. Balicki explained the attachments received by the Council. He said there are two front line plow trucks that were taken out of service due to structural problems. They did not consider repairing them as it is costly. They also have a reserve fire engine that has frame separation issues, and that is a serious concern.

Mr. Balicki reviewed the list of vehicles to be replaced, at an estimated cost of \$975,000 which is excess of the adopted budget by about \$28,000. The sale of the heavy rescue vehicle was \$41,000 in additional revenue. In light of those funds, staff is asking for permission to go forward with the plan as it stands.

Mr. Balicki then said that there is also a cash flow analysis attached to the report given to the Council breaking down revenue by month in order to time their purchases and maintain a positive cash flow. He said that staff has tried to address the overall fleet status and which vehicles are most important in terms of priority and in terms of the resources with which staff has to work. He indicated that staff also worked with the Grants Coordinator to pursue grant funding as well. Grant funds would free up other funds in the budget. He indicated that staff must monitor the plan throughout the year to see how purchases affect the existing budget. He said that representatives from the departments are present to answer any questions from the Council.

The Mayor said he understood Public Works is asking to replace a 5-ton truck that only has 41,000 miles on it and asked if that mileage is correct.

Bob Schiller, Assistant Director, Public Works, responded that the truck, as purchased, is too light, too slow, and cannot handle a load. It is used as a last resort. They are looking to replace it with one of an appropriate size, engine and transmission. They are looking to replace all the vehicles to meet the specifications that will meet the needs.

The Mayor asked if the 10-ton trucks are more effective, and Mr. Schiller said they can carry more salt for the north and south ends of town. He indicated that a 10-ton is better than a 5-ton in the fleet if they had a choice.

The Mayor asked about the replacement of the fire truck at \$283,250, and said the Village has put in a request with the federal government for a larger amount of funding.

Jim Jackson, Deputy Fire Chief, said if they receive the grant they would add apparatus to the truck. With or without the grant they will have the same engine.

Mayor Krajewski asked how they determined what type of cars to get for various staff.

Pam Church, Deputy Police Chief, said staff spoke to the Investigation Division to determine what is needed. The choice is determined by the committee, and those personnel using it.

Commissioner Schnell asked whether the replacement vehicles of the snowplows will address the e-mails received. Mr. Schiller said they are never sure what's going to happen. It should help as they will be replacing two vehicles that were parked from November on.

Commissioner Schnell said that when the Public Works Facility was built it was thought that the life of the vehicles would be extended by keeping them inside. She asked whether that is occurring. Mr. Schiller said it would be necessary to keep the vehicles inside for their entire life. Many of the vehicles they are replacing have been outside for most of their life. Putting a vehicle inside extends their useable life form a mechanical standpoint. It does not necessarily mean it will add years to the use of the truck.

The Mayor asked whether they met their snow policy goals this past winter, and Mr. Schiller said that on one occurrence cul de sacs were not cleared for 17 hours. The Mayor said he finds that e-mails from the residents seem to indicate good service, depending upon when the last snow stopped. Mr. Schiller said this year there were many overnight snows that stopped at 6:00 a.m.

Commissioner Zabloudil asked how the funds would be used if they receive a grant. Mr. Balicki said staff has not discussed that in as much detail as the replacement vehicles. The Fire and Police Departments are interested in specific vehicles, and Public Works has a roller that has to be replaced for the paving division.

Commissioner Zabloudil then asked Mr. Baker whether there was an increase in maintenance budget over the last year. Mr. Baker responded that he doesn't have the specific numbers, but he recalls that additional dollars were placed into the fleet maintenance budget for parts, labor and overtime staff costs. Staff will provide that information. Commissioner Zabloudil said he would like to see those numbers before voting on this.

Commissioner Tully clarified that the e-mails Commissioner Schnell was referring to were the e-mails from Mr. Schiller during the snow season, and not from residents. Commissioner Schnell said that was correct.

Commissioner Tully then asked about the cooperative program, noting that the police vehicles will be part of a cooperative purchase. He asked if this is only in regard to police vehicles. Mr. Balicki said they prefer to use cooperative purchasing whenever possible. He said that police cars are standard items in terms of manufacturer setup. The more complex the requirements for any vehicles, the less dollar savings are realized. They attempt to compare their purchases with the State bids. They also attempt to participate in cooperatives vehicles if possible.

2. **DuPage Mayors & Managers Vehicle Auction.** The Manager said Mr. Balicki has worked with the Police Department in attempting to auction three seized vehicles. They have established minimum bids for the vehicles. There is a \$50 fee and an administrative fee of 15%. Staff recommends approval of the sale of this equipment at the auction.

The Mayor asked what type of vehicles the officers use for undercover work. Deputy Chief Church said they have other seized vehicles. They only use the ones they have title to. She said these are the only vehicles they want to auction off at this time.

3. **Plan Commission Case 1090: American Chartered Bank Subdivision.** The Manager asked Ken Rathje of Planning Services to address this item.

Ken Rathje, Director, Planning Services, said he had two interrelated petitions for the property at the southwest corner of Butterfield and Woodcreek. This is a proposed two-lot subdivision, and he described the dimensions of the property. The westerly parcel will have a 685-foot frontage, and the easterly parcel has about 389 feet of frontage. Underlying zoning for the property is ORM. He said that both lots exceed the minimum lot size required. He noted that the petitioners prepared engineering plans to meet the changes in the stormwater detention requirements. He noted that the Plan Commission has made a positive recommendation and there are no variations requested. He said that Engineering has provided a memorandum as well.

Commissioner Tully said that with respect to the exceptional use for the drive-through, the driveway access is a two-way access. He described what he perceived the proposed traffic pattern to be and asked whether there will be Do Not Enter signs appropriately placed.

4. **Plan Commission Case 1091: American Chartered Bank Planned Development.** Mr. Rathje said this request is for final planned development to develop the easterly 2.1 acres for a bank with drive-up lines, which is an exceptional permitted use in an ORM district. He said that the bank is a one-story structure with drive-up lanes with a canopy. Drive-thru traffic travels counterclockwise to allow access to the driver's side. Access is via an existing driveway so there will be no additional curb cuts into Woodcreek. He described the travel directions and the number of lanes. The petitioners have provided parking for 42 cars, and engineering is being dealt with as part of the subdivision. Mr. Rathje said that the Plan Commission has forwarded a positive recommendation. He noted that the petitioners have done an excellent job of landscaping, providing about 49,000 square feet of greenspace. The speaker system will be a variable volume control system no closer than 300' from the nearest residence, across eight lanes of traffic.

Commissioner Tully said he is still looking for information on the signage. He also asked about the lane striping.

Dave Shindoll, Civil Engineer with Mackie Consultants, referred to the Paving Plan drawing, Sheet 6, which shows the specific islands that the Commissioner is inquiring about. Commissioner Tully asked that an 11x17" copy be made by next week showing striping, landscaping and signage.

Commissioner Schnell asked about the two handicapped spaces, and Mr. Rathje said that only one space is required by the State.

5. **Boards & Commissions.** The Manager said this ordinance increases most of the Commissions and Boards to at least seven members and provides for staggered terms of three years.

The Mayor said that one of the reasons they are considering expansion is to give a number of residents an opportunity to serve. This would make them uniform, with the exception of those that are stipulated by state statute.

Commissioner Tully said on behalf of Commissioner McConnell, who is traveling, there was some fine tuning she suggested which has since been done. In addition, sufficient language has been added to allow those appointed to continue serving and keep experienced members as new members are included. He said he applauds this change as it encourages additional opportunities for residents to be involved in the community.

Dr. Gordon Goodman, 5834 Middaugh, commented favorably on the ordinance to enlarge the Boards and Commissions. They are subject to the Open Meetings Act and with seven members they would be able to have one-on-one conversations between the members. He noted that certain boards are very technical, such as the Electrical and Stormwater Oversight Commissions. He noticed however that there isn't any guidance and he suggested they continue to think about the composition of the boards and commissions, and stipulate some skills as well.

The Mayor said they will review the resumes for each board. It is difficult to put certain skill sets into the ordinance.

Commissioner Tully said that is a good idea but it is difficult to mandate qualifications. It might be a good idea to have a recommended composition to use as guidelines.

Dr. Goodman said it may not have to be by ordinance, but could be established by policy.

Commissioner Schnell commented that with the Electrical Commission there have been problems filling spots and they remain vacant. The EDC had specifications established when it was formed and they also found it difficult, and this could become problematic if it is too narrowly defined.

6. **Zoning Ordinance.** The Manager said this Ordinance amends the Municipal Code. He asked the Village Attorney to address this matter.

Village Attorney Enza Petrarca said that they are trying to streamline the zoning process. The proposed ordinance would eliminate the Zoning Commission and reassign the duties and functions of the Plan Commission and the Zoning Board of Appeals to decrease the length of time for a petition to be heard as well as increasing the efficiency of the entire zoning process. She said under the proposed ordinance, the Plan Commission could hear the petitions for a PUD, a text amendment and a special use for a single parcel of land. This would eliminate the need for a petitioner to appear before three separate bodies. This will abolish the Zoning Commission and reassign the duties and functions to the Plan Commission. The Zoning Board of Appeals would only hear variations without other changes.

The duties of the Plan Commission would be to amend the Zoning Ordinance, hear special use petitions, hear variations associated with other changes, and hear annexations and rezonings associated with them.

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The Mayor asked whether staff surveyed other communities and Attorney Petrarca said that they surveyed over 20 communities and none have a Zoning Commission.

Commissioner Urban asked what happens with pending petitions. Attorney Petrarca said that there is nothing pending at this time. This Ordinance will take precedence.

Commissioner Tully said that in addition to saving time, this will allow for a more comprehensive and informed review of the projects, rather than in a piecemeal fashion with three different groups reviewing the project. He mentioned that there will have to be a public hearing with respect to the assignment of new duties to the Plan Commission. Attorney Petrarca said that is the technical Ordinance to Chapter 28.

Commissioner Schnell said that the intent of the Zoning Commission was to hear text amendments. She said it doesn't matter who does this. What is important is to keep the Zoning Ordinance as current and vibrant as possible. She asked if staff has spoken with Zoning Commission members to ask if they would want to serve on other boards.

Mayor Krajewski said a letter will be sent out to all three boards about the changes, if this passes. He said that they should take the best of the three boards and put them on the Plan Commission and Zoning Board of Appeals.

Commissioner Schnell said that the goal is to make the process easier. She doesn't want to see them overburden the Plan Commission and asked whether it will be a manageable workload. Attorney Petrarca said that the benefit of this will be that the Plan Commission will see the entire picture. She then provided a breakdown of the cases heard by each of the Commissions.

Commissioner Tully asked how many special uses have been handled. Attorney Petrarca said she did not have a breakdown available, but will provide one.

Commissioner Sandack said this is a concept whose time has come. It provides a comprehensive look and is a move forward.

Dr. Gordon Goodman, 5834 Middaugh, said that they don't need the Zoning Commission and it is good to combine the functions. The Plan Commission has representation from the Schools, Park District, and Sanitary District. He said in the past they have not sat with the regular Commission and did not participate. He thinks they will have to do something about making them able to participate in the discussion. He said that will take some action by the Mayor and the Chairman to be really useful. Dr. Goodman referred to Section 2-54 and an error he will point out to the Village Attorney. He said that the new duties section should be in the beginning of the Ordinance and connect to other principal planning functions. He said they should find a way for the Plan Commission to actually do planning. Dr. Goodman said he is in full sympathy with putting these functions into two commissions or boards, but is concerned about putting so many of the duties into the Plan Commission, and too few into the Zoning Board of Appeals. Prior to the Zoning Commission, the Zoning Board of Appeals heard text amendments. He said that there is a certain logic to combining some functions of the PUD, Text Amendment and Variation and Special Use Permits in the Zoning Board of Appeals, and leave the Plan Commission with details of subdivision, recommendations of annexation and planning in general. The actual compliance of

the Ordinance should be with the Zoning Board of Appeals, which is still interpreting the Zoning Ordinance. He has a major concern with the alignment of duties and feels there is too much in the Planning Commission. He does not think it serves the Village well.

7. **Water Ordinance.** The Manager said this concerns the north Belmont Park area where the Village is putting in an infrastructure for the homes with contaminated water. A grant of over \$711,000 was received from the State. The Village must comply with certain ordinance requirements regarding billing, metering, and other liabilities and penalties. He pointed out that they have received permits from the IEPA.

Mayor Krajewski said the Village has been working on this for about 1-12 years. He asked the Manager for some idea of the number of people and time that has been spent on this by Village staff.

8. **125 Cafeteria Plan.** The Manager said this concerns an update of the employee flexible benefit plan to comply with IRS guidelines. Incentus Group Corporation administers the plan.

9. **Lee & Ogden Update.** The Manager asked Mike Millette of Public Works to address this.

Mike Millette, Assistant Director, Public Works, said staff has a rough plan and estimate of cost for the improvements in the Lee/Ogden area. He presented a brief background saying the drainage basin to the south and west is 80 acres and has always flown into a low spot, which he showed on an overhead map. It has been a chronic flooding problem.

Jon Hall, Stormwater Administrator, Public Works, said the area is bounded by Ogden on the north, Woodward on the west, Grant on the South and Downers Drive on the east. Essentially there is one 12" old clay pipe that drains the entire area that was probably installed in the 1930s. He noted that failures are getting progressively worse. The problem worsened this spring and the water just did not recede for a number of days after a rainfall. This spring 200 man-hours have been spent pumping the area. Mr. Hall said that the concerns are that frequent pumping results in high costs and excessive noise, maintenance access is difficult, and failure of the pipe renders the open field unusable resulting in a greatly extended wetland. He said that the former Rosie O'Grady property basement floods up to several inches. Lee Avenue becomes impassable, and residents have complaints of mosquitoes and odors. Mr. Hall said that the solution would not eliminate all likelihood of flooding, but would require pumping only during the large storm seasons. Mr. Hall said the field area would continue flood.

Mr. Hall said detention would be a good solution if there was access to property up stream. They can't increase the pipe capacity dramatically as it might cause further problems downstream.

Commissioner Tully said that residents complained about the sound of the pumping being loud. He said that Public Works built a shed around the pump and asked whether it is effective. Mr. Hall said that they haven't pumped for several weeks, so they don't know whether or not the shed is efficient in abating the noise.

In response to the Mayor, Mr. Hall said they should be able to rely on our consultant to review the wetland issues. He thinks it will take about two months to get the permit. He said that the plan is

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to work the project this year. Mr. Millette said that the construction timeline is about three weeks. He said they do not want to drain the wetland or spend any amount of money that doesn't provide the best protection for the homes.

Mr. Milette said the stormsewer will run up Lee and over Ogden. Work on Ogden would require a State permit. The cost estimate for 18" storm sewer would be \$106,000 for construction, \$14,000 of which would be for permitting, SMA, etc. He said our TIF consultant said this would be TIF eligible. Therefore the purpose tonight is feedback from the Village as to whether staff should pursue this any further. Staff believes this has the benefit of perpetual maintenance.

The Mayor asked about the \$15,000 traffic control, and Mr. Millette said that would be installation of barricades along Ogden Avenue during the construction. The State permitting process timeline would be about three weeks.

Commissioner Schnell complimented the staff, since they have heard about this for 15 years. She said they were told this couldn't be solved until the junkyard area was developed. She asked about the four homes developed to the south of the area where the developer worked on grading and seeding, and whether the Village can do anything to drain or effect the wetlands in any way. Mr. Hall said he would not recommend doing anything to the wetland area. Commissioner Schnell asked whether the open field area can be developed. With drainage, Mr. Hall said a large portion could be developed. Mr. Hall said it would be good to have a more recent wetlands study to show any changes over the years.

Commissioner Schnell asked whether the Village could get some of the funds back if the Village is enhancing the overall ability to develop the area. Mr. Millette said it is worth investigating. He said he would look into the possibilities.

Commissioner Schnell asked if the Ogden Avenue TIF had enough funds to pay for this. Mr. Hall said he would report back as to the cost.

Dr. Gordon Goodman, 5834 Middaugh, said he was interested in seeing detention scattered throughout the community. The idea of running the pipe is a good one. He asked why they have to run along Ogden Avenue, and Mr. Millette said the sewer is not deep enough at the corner, so they have to go to the western point. Dr. Goodman said it is his understanding that even with this pipe there will be a substantial detention in this area, and a good portion of the lot on the west side of Lee would be expected to flood. Mr. Millette said that was correct.

Dr. Goodman said the Council has a policy of buying up parcels in lower areas, and he wondered if an easement or future easement over the land would be beneficial. This is a major benefit to the land, whether it can stay in private ownership or whether it should be used primarily for flood management. He said they want to think about what the long-term function of the land along the west side of Lee will be.

10. **2003 Motor Fuel Tax Resolution.** The Manager said the Council needs to authorize the appropriate of the MFT funds. The Mayor asked if the special census has been finished as yet.

Village Clerk April Holden said it has been completed.

STANDING COMMITTEE REPORTS

Commissioner Tully said the Public services Committee will hold two different subcommittee meetings the week of June 23. The Local Transportation Subcommittee tentatively will meet on June 25 at 6:00 p.m., and the Stormwater Utility Subcommittee is scheduled to meet June 26 at 6:00 p.m. He said that both of those meetings are tentative schedules and are subject to confirmation.

Commissioner Urban said that the Public Safety Committee will meet July 1 at 7:30 a.m.

ATTORNEY'S REPORT

Attorney Petrarca said she was presenting eight items to the Council: 1) An ordinance authorizing the sale by public auction of personal property owned by the Village of Downers Grove; 2) An ordinance approving an amendment to Planned Development #20 to approve a bank with drive-through banking facility for the property located at 2211 Butterfield Road; 3) A resolution approving the final plat of subdivision for Woodcreek Business Park Resubdivision #2; 4) An ordinance amending certain Boards and Commissions; 5) An ordinance amending provisions of the Downers Grove Municipal Code relating to the Zoning Commission, Zoning Board of Appeals and Plan Commission; 6) An ordinance amending certain water provisions; 7) A resolution authorizing the Village of Downers Grove employee flexible benefits plan; and 8) A resolution for maintenance of streets and highways by municipality under the Illinois Highway Code.

COUNCIL MEMBERS

Commissioner Urban said there are 16 days until Heritage Festival.

The Mayor congratulated the American Legion Post 80 for two Eagle Scouts Awards to Bill Pendergrass and Alex Pfeiffer.

There being no further discussion, the Workshop meeting was adjourned at 8:18 p.m.

April K. Holden
Village Clerk

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