

CITY OF BATAVIA
100 N. Island Avenue, Batavia, IL 60510
(630) 454-2000 <http://cityofbatavia.net>

Committee of the Whole Agenda
Tuesday, March 21, 2017
7:30 PM Council Chambers 1st Floor

1. Roll Call
2. Approve Minutes For February 28, And March 7, 2017
Documents:
[COW 17-02-28M.PDF](#)
[COW 17-03-07M.PDF](#)
3. Items Removed/Added/Changed
4. Matters From The Public (For Items NOT On Agenda)
5. Discussion: Downtown Parking Time Limit Enforcement (LMN 3/17/176) CS
Documents:
[DOWNTOWN PARKING ENFORCEMENT.PDF](#)
6. Project Status
7. Other
8. Executive Session: Purchase Of Real Property
9. Adjournment

**CITY OF BATAVIA
COMMITTEE OF THE WHOLE
MEETING MINUTES
FEBRUARY 28, 2017**

NOTE: These minutes are not a word-for-word transcription of the statements made at the meeting, nor intended to be a comprehensive review of all discussions. They are intended to make an official record of the actions taken by the Committee and to include some description of discussion points as understood by the minute-taker. They may not reference some of the individual attendee's comments, nor the complete comments if referenced.

Chairman Brown called the meeting to order at 7:30 p.m.

1. ROLL CALL 11 of 14 Members Present.

Members Present: Chair Brown; Ald. Salvati, Callahan, Wolff, Meitzler, Mueller, Botterman, Atac, Russotto, Cerone and McFadden

Members Absent: Ald. O'Brien, Chanzit, Stark

Others Present: Laura Newman, City Administrator; Gary Holm, Director of Public Works; Jeff Albertson, Building Commissioner; Byron Ritchason, Superintendent Wastewater; Howard Chason, Information Systems Director; and Cheryl Shimp, Recording Secretary

2. APPROVAL OF MINUTES

Motion: To recommend approval to City Council of the Regular Minutes of the February 15, 2017 COW meeting as presented.

Maker: Wolff

Second: Cerone

Voice Vote: 11 Ayes, 0 Nays, 3 Absent. All in favor. Motion carried.

CONSENT AGENDA

3. ITEMS REMOVED/ADDED/CHANGED

None.

4. MATTERS FROM THE PUBLIC (Items NOT on the Agenda)

None

5. CONSENT AGENDA

Motion: To recommend approval to City Council Resolution 17-22-R: Authorization to Purchase Two (20 2017 Ford F350 Trucks from Bob Ridings Ford, Inc. in the amount of \$61,725.00

Maker: McFadden

Second: Atac

Voice Vote: 11 Ayes, 0 Nays, 3 Absent. All in favor. Motion carried. (**CONSENT AGENDA**)

6. RESOLUTION 17-26-R: AUTHORIZE EXECUTION OF A MASTER SERVICE AGREEMENT WITH BN CONTROLS (GS)

Atac stated that Resolutions 17-26-R and 17-27-R reference the updating of the City's SCADA (Supervisory Control And Data Acquisition) system prior to the demolition of the old wastewater plant. This will allow the SCADA system to communicate better with the lift stations. The cost of the new SCADA system is \$172,375.

Chason stated the WWTP has been transitioning to a new Windows based SCADA system. The new system handles a lot of the controls in the plant where the old system used point-to-point phone lines. In the process of integrating everything into the new system. When the building is demolished, the phone lines will be removed. Radio communications to the lift stations and eventually fiber technology will be used. This project will pay for itself within two (2) years. This is a 2017 budgeted item (\$150,000), however the additional amount will not affect the total budget.

Motion: To recommend approval to City Council Resolution 17-26-R: Authorize Execution of a Master Service Agreement with BN Controls.

Maker: Cerone

Second: Salvati

Voice Vote: 11 Ayes, 0 Nays, 3 Absent. All in favor. Motion carried. (**CONSENT AGENDA**)

7. RESOLUTION 17-27-R: AUTHORIZE EXECUTION OF TASK ORDER #1 TO UPGRADE THE WASTEWATER SCADA SYSTEM FOR AN AMOUNT NOT TO EXCEED \$172,375 (GS)

Motion: To recommend approval to City Council Resolution 17-27-R: Authorize Execution of Task Order #1 to Upgrade the Wastewater SCADA System for an amount not to exceed \$172,375.

Maker: McFadden

Second: Cerone

Voice Vote: 11 Ayes, 0 Nays, 3 Absent. All in favor. Motion carried. (**CONSENT AGENDA**)

8. RESOLUTION 17-24-R: APPROVAL OF CONTRACT FOR DEMOLITION OF SEVEN (7) BUILDINGS TO KLF ENTERPRISES, INC. FOR AN AMOUNT NOT TO EXCEED \$395,141 (CS)

Wolff stated this contract is for the demolition of all 7 buildings on property that the City owns in conjunction with both the parking lot on North River Street as well as the One North Washington development. Holm stated that the bids were competitive. Staff is recommending awarding the contract to KLF Enterprises. Staff did conduct reference checks. KLF has done projects of this scope and larger. Reclaiming and/or salvaging parts of these buildings were not

part of the contract apart from the church building, which includes attempting to save some of the brick and stone and the steeple. A pre-bid meeting was held, at the church, with all vendors instructing them on what items need to be salvaged. What may be salvaged will depend on the type of brick and stone that was used. Due to the condition of the building, unknown if bricks will crumble, stone will crack, etc. None of this will be known until the work begins. Staff is also recommending a 10% contingency related to soils underneath some of the Larson-Becker buildings. Fill was used during construction but unknown if it was clean fill or what. The soil will be inspected prior to being hauled away. This brings the total award to \$395,141. Holm noted that because of the topography of this location, fill will be required during the construction of the parking lot. Discussion continued on salvaging additional items from other buildings (Larson-Becker structures), contents of the building belonging to the demolition vendor, etc. Parties interested in salvage from the Larson-Becker structures may contact the demolition contractor after March 6, 2017. It should be noted that the contractor will be under no obligation to salvage any parts and/or items from the Larson-Becker structures. This was not part of the bid process.

Contact person during demolition will be Gary Holm. If the development moves forward, the City will select a contact/liaison between the City, community and developer.

Motion: To recommend approval to City Council approval of Resolution 17-24-R: Award of Contract for Demolition of Seven (7) Buildings to KLF Enterprises, Inc. for an amount not to exceed \$395,141.

Maker: Brown

Second: Salvati

Voice Vote: 11 Ayes, 0 Nays, 3 Absent. All in favor. Motion carried. (**REGULAR AGENDA**)

9. APPROVAL REQUEST TO REJECT BIDS FOR THE 2017 UNIFORM RENTAL CONTRACT AND REBID (CS)

Wolff stated that Public Works would like to reject this bid and move forward with another uniform company. Holm stated that the current company has a lot of service issues. This company was made aware that the City is rejecting their bid. They do have the right to bid again. Public Works does have a stock of uniforms to take them through the next bid process. Holm noted that the uniform product itself is fine but the customer service, billing and front office issues have made it impossible to continue with them further.

Motion: To recommend approval to City Council to approve the request to reject bids for the 2017 Uniform Rental Contract and rebid.

Maker: Salvati

Second: Atac

Voice Vote: 11 Ayes, 0 Nays, 3 Absent. All in favor. Motion carried. (**CONSENT AGENDA**)

10. RESOLUTION 17-31-R: AUTHORIZE EXECUTION OF AGREEMENT FOR THE WILLIAM DONOVAN BRIDGE SCULPTURE (CS)

Wolff stated this agreement is for the last sculpture to be installed on the bridge. Newman reported that this sculpture is currently 14 feet tall. The artist has agreed to modify the height of the sculpture to 10 feet. The sculpture itself is in place in Peoria, Illinois until May. It will then be modified and installed in Batavia sometime in June or July. It was recommended previously that this sculpture would benefit from some sort of up-lighting. Additional cost for the up-lighting is estimated at \$1500.00.

Motion: To recommend approval to City Council Resolution 17-31-R: Agreement for Bridge Art Sculpture.

Maker: Callahan

Second: Mueller

Voice Vote: 11 Ayes, 0 Nays, 3 Absent. All in favor. Motion carried. **(REGULAR AGENDA)**

11. PROJECT STATUS

Newman reported that she, along with Aldm. Salvati and Stark, attended a program by the Preservation Partners of the Fox Valley. This program talked about people's connections to a place. The lecture talked about as redevelopment and new development happens, to balance the sense of place and connectedness that residents feel towards the city that they live in while still respecting the need for future development. As future development takes properties that have fallen into disrepair, they replace them with developments that will provide for the community. Several examples were presented on how to adapt projects to reflect what's happening in the community around the development. They stressed the importance of developers, historic preservation, plan commissions, local government, public etc. to work together to make sure that the development fits within the community it is being planned in. Newman will attempt to obtain a video of the program. She would also like to invite the speaker to make a presentation to not only the Council but Historic Preservation Commission and Plan Commission. Recommended a working session to discuss the implications for the City of Batavia. Salvati stated that he also thought the program was very good. It further talked about how a new building/development can introduce itself politely to the community or very loudly. The program also emphasized the importance of community interaction, along with the City and business owners. Issues as simple as permits; it needs to be very clear on how the process is conducted. Documents to walk individuals through the process from initiation through completion. The City currently doesn't have a process and encouraged Staff to consider this issue.

Newman reported that the City is inviting the River Street business and property owners to a community conversation reference the One North Washington development on March 7, 2017 at 11:00 a.m. in the Council Chambers. Any Aldermen wishing to attend are invited.

BATV would like to televise the COW Meetings. Members agreed and Newman will notify BATV that this is approved.

Brown stated that he was invited by Bob Hanson (Funway) to join a committee to recreate an event that happened about 60-years ago. This event was on the cover of the Post Magazine for the Skate on the Park. The 60-year anniversary will be the end of 2017. The Park District, Depot

Museum, Main Street and a representative from the Neighbors will try to recreate this event. The Park District will research as to the time-frame that the depot pond is frozen over the most. Looking at the Sunday between Christmas and New Year's because weather conditions should be right. Next meeting in April. The City, although not directly involved, may be needed to allow effects, such as open burning, to achieve the recreation. May become a yesterday-to-today kind of theme, 60 years later, what did it look like then, what does it look like now, etc. Wolff noted that there are several residents still in Batavia that were on this cover. Hanson will look at sponsors, vendors, skate rentals, etc. Skate donations may also be possible.

Callahan inquired if there was anything new with the Flag Day event as well as issues with the dam. Newman reported that Austin Dempsey and Steve Vasilion will report back to the City once they have reached a specific milestone in fund raising. Callahan reported that a non-for-profit corporation has been created for this fund raising. It is the Fox Valley Patriotic Association. Members include Callahan, Dempsey and Linda Schielke. First meeting was held in January. Still need to settle on a site, how to raise the funds, etc. This is a Fox Valley corporation because it won't just be centered in Batavia. As there will be a lot of competing interests for funds, by expanding the reach out to the Fox Valley and as it grows, the hope is to be a sustaining sponsor for the fireworks, etc.

Newman reported that research is still being conducted on past minutes reference the Batavia Dam to determine what, if any, reference there is as to the ownership of the dam. The only reference found to date, is City ownership. At one point, the City did forward the title to the state, the state rejected that title. Will continue research.

12. OTHER

Holm stated that the City needs to have AT&T relocate their utilities for the One North Washington site. AT&T views this project not as a public project but as a private development project and the cost to move/relocate utilities is \$80,000. Comcast will relocate their utilities within the City's conduits at no charge. Discussion continued. It was noted that AT&T will have to redesign the entire block. Holm requested that due to the time constraints, the City cover this \$80,000 expense. Reimbursement of this cost may be made through TIFF. This issue will be on the agenda of the March 6, 2017 City Council Meeting.

13. EXECUTIVE SESSION: PURCHASE AND LEASE OF REAL ESTATE

Motion: To enter Executive Session to discuss purchase and lease of real estate.
Maker: Mueller
Second: Salvati
Voice Vote: 11 Ayes, 0 Nays, 3 Absent. All in favor. Motion carried.

The Committee entered Executive Session at 8:10 p.m.

Motion: To return to Open Session
Maker: Cerone
Second: Salvati

Voice Vote: 11 Ayes, 0 Nays, 3 Absent. All in favor. Motion carried.

The Committee returned to Open Session at 8:38 p.m.

Roll Call: Chair Brown; Ald. Salvati, Callahan, Wolff, Meitzler, Mueller, Botterman, Atac, Russotto, Cerone and McFadden

14. ADJOURNMENT

There being no further discussion. A motion was made by Salvati to adjourn the meeting. Seconded by Callahan. All in favor. Motion carried.

11 Ayes

0 Nays

3 Absent

The meeting was adjourned at 8:40 p.m.

Respectfully submitted by Cheryl A. Shimp, Recording Secretary

**MINUTES
MARCH 7, 2017, 7:30 P.M.
COMMITTEE OF THE WHOLE
CITY OF BATAVIA**

Please NOTE: These minutes are not a word-for-word transcription of the statements made at the meeting, nor intended to be a comprehensive review of all discussions. They are intended to make an official record of the actions taken by the Committee/City Council, and to include some description of discussion points as understood by the minute-taker. They may not reference some of the individual attendee's comments, nor the complete comments if referenced.

Vice Chair Wolff called the meeting to order at 7:30 p.m.

1. Roll Call

Present Vice Chair Wolff, Aldermen Salvati, O'Brien, Callahan, Chanzit, Meitzler, Mueller, Stark, Botterman, Cerone, Russotto, McFadden, Thelin-Atak

Absent: Chairman Brown

Staff Present: Mayor Jeff Schielke (7:33 p.m.); City Administrator Laura Newman; Recording Secretary Celeste Weilandt

2. Approve Minutes for February 21, 2017

Motion: to approve the February 21, 2017 minutes
Maker: Stark
Second: Chanzit
Voice Vote: 13 Ayes, 0 Nays, 1 Absent
All in favor, Motion carried.

3. Items Removed/Added/Changed – None.

4. Matters from the Public (non-Agenda Items) – None.

5. Consent Agenda

January 2017 Financials

Motion: To recommend to Council the Consent Agenda for the above.
Maker: Chanzit
Second: McFadden
Voice Vote: 13 Ayes, 0 Nays, 1 Absent
All in favor, Motion carried.

6. Ordinance 17-22: Approve and Authorize the Acquisition of Real Property extinguishing the Driveway Easement Benefiting 8 N. River Street, Batavia, IL (L. Newman) GS

Motion: To recommend to Council
Maker: Chanzit
Second: McFadden
Voice Vote: 13 Ayes, 0 Nays, 1 Absent
All in favor; Motion carried.

7. Project Status

City Admin. Newman reported she will be meeting with the city attorney on March 15, 2017 to review the 2016 executive session minutes. The intent is to work backwards. Today she met with the River Street business owners and property owners, along with Mr. Dave Patzelt and representatives from the city's public works department, police department, community development and economic development departments to discuss the construction/demolition phase for the site of One Washington Place. Discussed at that meeting was the demolition of the buildings on the Larson-Becker site as well as the construction of the temporary parking lot and what the owners could expect. A construction schedule will be developed (Mayor Schielke arrives 7:33 p.m.) to keep the owners apprised of what will be open and/or closed in order to adjust their business needs. Enforcement of parking was also discussed at the meeting. Details followed.

Admin. Newman said today's staff meeting discussed parking at length and ideas followed that the city's parking map, located on the city's website, needed to be better publicized.

On another matter, a proposal has been received from a seismology contractor regarding the construction of the future parking deck prior to construction. Before and after photographs (video) of nearby buildings will be taken to document any damage to business properties. Newman expects the cost be less than \$10,000 for the entire project. Mr. Gary Holm, the director of public works will be the city's liaison for this project. Lastly, Newman reported that next Tuesday (March 14th) she will be meeting weekly with the business owners on the east side of the foot bridge to discuss any new information between the two parties.

Ald. Stark clarified that if the community wants to report parking infractions to call the 911 number since the non-emergency police phone number does not exist anymore.

Continuing, Admin. Newman said the business owners also discussed promoting the businesses in the River Street and Wilson Street areas during construction. Both, Mr. Patzelt and Mr. Chris Aiston, have offered their services to advertise and promote the businesses during construction.

On another matter, Newman was invited to Waubensee Community College to be a judge for the John J. Swalick President's Achievement Award, a scholarship award for students who have overcome difficult challenges to pursue their goals.

Lastly, a short dialog followed regarding pet owners walking their dogs and leaving their dog's waste behind. Currently the city has no ordinance to address the matter and staff was directed to research ordinances from other communities and what course of action needed to take place.

8. Other

Mr. Chanzit thanked staff for assisting with a FOIA request by a resident and for following up with the individual.

9. Adjournment

The meeting was adjourned at 7:47 p.m. on motion by Ald. O'Brien, seconded by Ald. Salvati. Motion carried unanimously by voice vote of 13-0.

CITY OF BATAVIA

DATE: March 17, 2017
TO: Mayor & City Council
FROM: Laura Newman, City Administrator
RE: DOWNTOWN TIME-LIMITED PARKING ENFORCEMENT

In the meeting held March 7, 2017 with River Street business and property owners, some attendees expressed concern that some business owners and their employees park in time-limited spaces longer than the allowed time. The problem this poses is that spaces occupied by business owners and their employees are not available to customers who may want to visit businesses located on Wilson Street or River Street.

Other business owners express concern that they and their employees have no nearby place to park their cars and are forced to either violate the time limit or take time to move their vehicles every three hours (or less) to avoid a violation.

The staff has discussed the problem internally. One barrier to enforcing the time limitations is a lack of resources to patrol the area for parking violations. The police department has only one Community Service officer who works a 7:00 a.m. to 3:00 p.m. shift Monday through Friday. This individual already has a full-time schedule of responsibilities and has very little time that he can dedicate to parking enforcement.

In the past, efforts by the police department to increase enforcement have been met with opposition from people who have benefited from the prior lax enforcement. This usually resulted in a return to the lax enforcement policy where only reported parking violations received citations.

With the construction project for One Washington Place beginning soon, it is timely for this issue to be raised and discussed. Specific topics include:

- Should we enforce the time limitations more strictly? If so, are we willing to supplement the current traffic enforcement staff by allowing off-duty officers overtime? If the need is proven, an additional Community Service Officer position could be considered in the next budget cycle.
- The ability to enforce time-limited parking would be increased through the use of metering. However, there are many types of metering, all of which require an investment. The addition of meters would also prompt the question of whether downtown parking should continue to be free and if so, for how long.
- Should we establish parking areas that are not time-limited where employees can park? Possibilities include the southern portion of Art Stop and the northern portion of Larson-Becker. Parking should not be so remote that it poses an unreasonable inconvenience. We also want to make sure that the parking is located in an area that is open and well-lit for safety since employees may be leaving work late at night.

- If it is decided that we should increase enforcement of time-limited parking in the downtown we should provide ample prior notice to all downtown businesses. There should also be a grace-period within which we provide warnings, not citations.

These are all issues to ponder and discuss. I am sure that there may be more that are not listed here and I look forward to hearing your ideas.

CC: Mayor Schielke; Kevin Drendel; Department Heads