

MINUTES
January 23, 2018
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.

Chair Brown called the meeting to order at 7:30pm.

1. Roll Call

Members Present: Chair Brown; Ald. Russotto, Atac, Stark (via telephone), Wolff, Salvati, O'Brien, Callahan, Meitzler, Uher, Cerone and McFadden

Members Absent: Alderman Chanzit and Malay

Also Present: Mayor Schielke; Chief Eul, Batavia Police Department; Laura Newman, City Administrator; Wendy Bednarek, Director of Human Resources; Scott Buening, Director of Community Development; Gary Holm, Director of Public Works; Jeff Albertson, Building Commissioner; Rahat Bari, Engineer; Peggy Colby, Director of Finance; Chris Aiston, Economic Development Consultant; and Jennifer Austin-Smith, Recording Secretary

2. Approve the Minutes for October 10, October 11, November 14, November 28, and December 5, 2017

Motion: To approve the COW minutes for October 10, October 11, November 14, November 28, and December 5, 2017

Maker: Atac

Second: Salvati

Voice Vote: 12 Ayes, 0 Nays, 2 Absent
Motion carried.

3. Items to be Removed/Added/Changed

Agenda item number twelve was removed from the agenda.

4. Matters from the Public (For Items NOT on Agenda)

There were no matters from the public at this time.

5. Consent Agenda

(The Consent Agenda is made up of items recommended by city staff that requires recommendation to the full City Council by the COW. This agenda is placed as a separate item on the COW agenda. The items on the Consent Agenda are usually minor items, already budgeted, standard non-policy activities or outgrowths of earlier meetings and are voted on as a "package" in the interest of saving time on non-controversial issues. However,

any council member may, by simple request, have an item removed and placed on the “regular” agenda.)

a. Resolution 18-09-R: Authorizing Execution of a One-Year Renewable Contract for 2018 West Side Property Maintenance with W.A. Management, Inc. for \$55,500.00 (SH 1/16/18)

b. Resolution 18-11-R: Authorizing Purchase of Two 2018 Ford F250 Trucks from Landmark Ford for \$67,083.00 (SH 1/16/18)

Motion: To approve the Consent Agenda as presented

Maker: Wolff

Second: Meitzler

Voice Vote: 12 Ayes, 0 Nays, 2 Absent
Motion carried.

6. Presentation – Flag Day Memorial From Austin Dempsey

Austin Dempsey, representing the Fox Valley Patriotic Organization, presented on the Flag Day Memorial proposal. Dempsey discussed the history of Flag Day, the development of the Fox Valley Patriotic Organization, and showed a concept rendering of the Flag Day Memorial honoring the United States Flag. The rendering showed the removal of Windmill Circle allowing for more green space near the memorial. Mayor Schielke expressed his support for this project. He stated that he would like to see the windmills moved behind the memorial. He explained that the windmills were put in Windmill Circle to honor the three major windmill companies that were housed in Batavia. The windmills have a very important part of Batavia history and should be a part of this project and bringing the two together would be a very positive endeavor. Mayor Schielke expressed his safety concerns about Windmill Circle as it stands today. He shared that he has witnessed children running into the street from the park to get to Windmill Circle. Cars have also been known to drive in the wrong direction around the circle. Newman reported that Chris Cudworth, Communications Coordinator, is working on a way-finding map to all of the various windmills in our community.

The consensus of the Committee was in favor of granting easement for the purpose of this project. Dempsey stated that he will work with the City Administrator regarding placing the windmills from Windmill Circle onto the site and will be working with the Park District for their support.

7. Main Street Preliminary Design Discussion (RB 1/19/2018) CS

Bari showed the plans along Main Street for 715, 711 and 709 Main Street. He discussed Alternative A and Alternative B with the Committee. Bari stated staff is proposing to go with Alternative B but is open to Alternative A as well. The Commission reviewed the current state of the Main Street utilizing Google Maps. A property owner Jim Anderson noted that there is room for three cars for on-street parking and is used during business hours. What is proposed is to remove the parking and allowing customers to drive along the sidewalk to park at the businesses. He has concerns about accidents of those pulling out into the street. The property owner proposed an island around the utility pole to prevent people from hitting the pole. Mayor Schielke suggested a sloped curb to make it easy for people to drive over. The property owner cautioned that removing parking would ruin his business because no one would want to rent

from him without parking. O'Brien suggested whatever parking we are taking away we should put back. The Committee discussed parking on the south side, the possibility of the south side becoming developed and not looking the same way, keeping parking on the north side, handicap parking, and the possibility of a depressed curb. Holm stated that if you go with the depressed curb you solve the parking issue. Then you are just saying you could park anywhere you want. Bari stated that we could go with Alternative B with the depressed curb because this way we have enough room in front of the business so that they could park without an overhang.

Motion: To approve Alternative B with a depressed curb in the area of the 700 block identified in front of 709, 711 and 715 and remove the loading area with an island of some form around the utility pole

Maker: Wolff

Second: Salvatti

Roll Call Vote: **Aye:** Wolff, Salvati, Brown, O'Brien, Callahan, Meitzler, Uher, Cerone, McFadden, Russotto, Atac, Stark

Nay: None

12-0 Vote, 2 Absent, Motion carried.

8. Resolution 18-14: Authorizing Preliminary Engineering Supplement-1 For Prairie Street Reconstruction With Crawford , Murphy, & Tilly, Inc. For An Amount Not To Exceed \$137,286.54 (RB 1/19/2018) CS

Bari discussed the design for the Prairie Street reconstruction.

Motion: To recommend to Council approval of Resolution 18-14: Authorizing Preliminary Engineering Supplement-1 For Prairie Street Reconstruction With Crawford , Murphy, & Tilly, Inc. For An Amount Not To Exceed \$137,286.54

Maker: Cerone

Second: Uher

Voice Vote: 12 Ayes, 0 Nays, 2 Absent

Motion carried.

CONSENT AGENDA

9. Resolution 18-15-R: Authorizing The Mayor To Execute A Petition To The ICC For Installation Of A New Railroad Spur Crossing On Hubbard Ave (Gary Holm 1/18/18) CS

Holm reported that this would enable the City, using all documents provided by Suncast, to make a submittal to ICC to request that the crossing go in. Holm announced that the City is not paying for the installation or maintenance of the crossing. Ultimately, it is Suncast's responsibility. All the City has to do is receive permission for it from the ICC.

Motion: To recommend to Council approval of Resolution 18-15-R: Authorizing The Mayor To Execute A Petition To The ICC For Installation Of A New Railroad Spur Crossing On Hubbard Ave

Maker: Meitzler

Second: Uher

Voice Vote: 12 Ayes, 0 Nays, 2 Absent

Motion carried.
CONSENT AGENDA

10. Resolution 18-10-R: Authorizing Purchase Of A 2018 John Deere 444 Wheel Loader From John Deere Retail Sales For \$141,278.71 (Scott Haines 1/16/18)

Motion: To recommend to Council approval of Resolution 18-10-R: Authorizing Purchase Of A 2018 John Deere 444 Wheel Loader From John Deere Retail Sales For \$141,278.71

Maker: O'Brien

Second: Salvati

Voice Vote: 12 Ayes, 0 Nays, 2 Absent

Motion carried.
CONSENT AGENDA

11. Resolution 18-17-R: Authorizing the Mayor to Execute the Application to the IEPA for a Low Interest Loan for Storm Sewer Separation (AMP 1/19/18)

Wolff summarized the memo. Holm explained that IEPA loans are available for storm sewer separation projects. In order to keep the process going they plan to use bond funds this summer and if the IEPA loans are received we could divert the bond funds from area three back over to Ward 1. We could then run both projects at the same time. That is why we are seeking low interest loan funds from the IEPA. Holm stated that the deadline for the loan is prior to the next City Council meeting and asked that the Mayor be able to sign off on the loan to submit prior to the deadline and official authorization would be made at City Council. There was no objection from the Committee.

Motion: To recommend to Council approval of Resolution 18-17-R: Authorizing the Mayor to Execute the Application to the IEPA for a Low Interest Loan for Storm Sewer Separation

Maker: O'Brien

Second: Salvati

Voice Vote: 12 Ayes, 0 Nays, 2 Absent

Motion carried.
CONSENT AGENDA

12. Ordinance 18-13: Vacation of a Public Alley Behind 321-337 E. Wilson Street (SC Buening 12/29/17) CD

This agenda item was removed from the agenda.

13. Discussion: Annexing Area Around Pine Street and S. Van Buren Street (SCB 1/17/18) CD

Buening showed the Committee a map of the properties discussed. The properties are completely surrounded by City limits. Buening explained that the City does not want to have users of City electric outside of the City limits. Staff would send a letter requesting voluntary annexation of the property into City limits. Staff is looking for consensus to proceed in that manner. The Consensus of the Committee was in favor of allowing City staff to proceed.

14. Discussion: Allowable Amounts Of Non-Sales Tax Producing Businesses In The GC-- General Commercial District (SCB 1/12/18) CD

Buening stated that staff was asked to bring this to the Committee. This is regarding the maximum allowable amount of non-retail allowed in a General Commercial (GC) District. Brown asked Stark, who requested that this be placed on the agenda, for her opinion on this matter. Stark stated that she believes it should remain at 25%. The consensus of the Committee was to leave the allowable amounts of non-sales tax producing businesses in the GC district at the maximum amount of 25%

15. Ordinance 18-14: Adopt Prevailing Wage Ordinance (RB 1/19/2018) GS

Motion: To recommend to Council approval of Ordinance 18-14: Adopt Prevailing Wage Ordinance
Maker: Atac
Second: O'Brien
Voice Vote: 11 Ayes, 1 Nays, 2 Absent
Motion carried.

Wolff was the opposed vote.

16. Discussion: 2018 Budget (Laura Newman 1/19/18) GS

Newman reported that Batavia was one of several other communities in Illinois where the Sam's Club operations would be closed. This poses a loss of sales tax, liquor tax, and utility fees that was generated at that business. The total loss of revenue cannot be ascertained at this time, however, it is estimated that there will be a revenue loss of \$800,000 to one million dollars. Newman reported how the budget was reviewed and financial cuts were made totaling \$576,000 in savings, including the removal of the two approved positions. Newman stated that the City staff wants to ensure that there is as little impact to our reserves as possible. The Committee discussed the Sam's Club closure impacts, 2018 budget, financial cuts, and possible future revenue.

The Committee directed staff to conduct a study of the financial impact of the Sam's Club closing and to create a specific action plan of expense reductions and revenue increases for the 2019 budget and beyond and maintain the levels of service approved for the 2018 budget.

17. Resolution 18-13-R: Approving A New Rate For General Legal Services With Drendel & Jansons Law Group (Laura Newman 1/18/18)

Newman reported that Drendel and Jansons Law Group is asking for an 8.75% increase for the hourly services after seven years of service. Colby stated that it was estimated to be \$7,800. Newman commented that the requested amount is a reasonable request for the services offered.

Motion: To recommend to Council approval of Resolution 18-13-R: Approving A New Rate For General Legal Services With Drendel & Jansons Law Group
Maker: McFadden
Second: Uher

Voice Vote: 12 Ayes, 0 Nays, 2 Absent
Motion carried.
CONSENT AGENDA

**18. Discussion: Selection Of Consultant To Assist With City Of Batavia Strategic Plan
(Laura Newman 1/18/18) GS**

Atac reported that the Houseal Lavigne and Associates was chosen as the Strategic Plan consultant. The charge for their services is \$39,912.50. The Committee discussed what services the consultant would provide, the need for a strategic plan, and the budget concerns at this time. Cerone stated that the consensus is that we would like to do strategic planning but the timing is not right. He suggested tabling this project for six months. O'Brien asked for the strategic plan to be sent to everyone via email. Stark suggested that the Committee discuss and overview the current strategic plan at an upcoming COW meeting. Atac commented that we could use the strategic plan to plan our budget in August. Atac stated that review of the strategic plan should be held at an upcoming COW meeting. Newman stated that she would schedule this discussion in a month's time. She noted that the Strategic Plan document is fifteen pages long and time will be needed to review the document in the interim.

19. Project Status

Newman reported on following:

- February 20th Brotherhood Dinner; COW meeting cancelled
- Community Development and Economic Development:
 - Windmill Landing Assisted Living Development (80 Units)
 - New submittal for Prairie Commons
 - Submittal for Dollar Tree
 - Proposed multi-story mixed use building on 206 East Wilson Street
 - March Presentation
 - New Restaurant La Casa Del Pescatori at the former Range Restaurant site
 - Furniture Frenzy store in Windmill Lakes shopping center
- MetroNet continues to do installations and restorations
- Streets focused on winter operations
- Streets and Water staff working on a new sewer camera that was purchased
- Continue to update the solid waste contract specifications
- Upcoming engineering consultant project discussion
- Public Works air quality and City Hall remodeling project is getting finalized to be put on the shelf so that when things are ready the plan is ready

20. Other

There were no others at this time.

21. Executive Session:

- a. **Setting the Price of Land for Sale (SCB)**
- b. **Sale or Purchase of Real Estate (Aiston)**

Motion: To enter into Executive Session for collective bargaining and setting the price of land for sale and sale or purchase of real estate
Maker: Salvati
Second: Meitzler
Voice Vote: 11 Ayes, 1 Nays, 2 Absent
Motion carried.

Wolff was the nay vote. The executive session portion of the meeting began at 10:22pm and exited at 10:46pm.

Roll Call was made during regular session. All members that were present at the beginning of the meeting were present after Executive Session.

22. Adjournment

There being no other business to discuss, Chair Brown asked for a motion to adjourn the meeting at 10:47pm; Made by Uher; Seconded by Cerone. Motion carried.

Minutes respectfully submitted by Jennifer Austin-Smith