



CITY OF WOOD DALE

PUBLIC NOTICE

IN ACCORDANCE WITH THE STATUTES OF THE STATE OF ILLINOIS AND THE ORDINANCES OF THE CITY OF WOOD DALE, NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL WILL CONTINUE ITS REGULAR STANDING COMMITTEE MEETINGS AT 7:30 P.M. ON THURSDAY, NOVEMBER 10, 2022 IN THE COUNCIL CHAMBERS OF THE CITY HALL, 404 NORTH WOOD DALE ROAD, WOOD DALE, ILLINOIS, FOR THE PURPOSES SET FORTH IN THE FOLLOWING AGENDAS:

REVISED AGENDA STANDING COMMITTEES OF THE CITY OF WOOD DALE, ILLINOIS NOVEMBER 10, 2022

- I. PLANNING, ZONING & BUILDING COMMITTEE**
 - A. Call to Order
 - B. Roll Call
 - C. Approval of Minutes of Meeting
 - i. October 27, 2022 Planning, Zoning & Building Committee Minutes
 - D. Report and Recommendation
 - i. Review and Approval of Amendments to the Unified Development Ordinance (UDO) in Case CDC-2022-0005
 - E. Items to be Considered at Future Meetings
 - i. Building Code Amendments – December 8
 - ii. Marino’s Relocation – Winter 2023
 - iii. Data Center Route 83 – January
 - F. Adjournment

- II. PUBLIC HEALTH, SAFETY, JUDICIARY & ETHICS COMMITTEE**
 - A. Call to Order
 - B. Roll Call
 - C. Approval of Minutes of Meeting

- i. October 13, 2022 Public Health, Safety, Judiciary & Ethics Committee Minutes
- D. Report and Recommendation
 - i. Intergovernmental Agreement for DuPage Emergency Dispatch Interoperable Radio System (DEDIRS) equipment between the Emergency Telephone System Board (ETSB) and the City of Wood Dale
- E. Items to be Considered at Future Meetings
 - i. PD Rehab Contract – December 8
- F. Adjournment

III. PUBLIC WORKS COMMITTEE

- A. Call to Order**
- B. Roll Call**
- C. Approval of Minutes of Meeting**
 - i. October 13, 2022 Public Works Committee Minutes**
- D. Report and Recommendation**
 - i. Approval of a Professional Services Agreement between the City of Wood Dale and RJN Group for the Klefstad Lift Station and Force Main Improvements in an Amount Not to Exceed \$145,000**
- E. Items to be Considered at Future Meetings**
 - i. Well 6 Rehabilitation – December 8**
 - ii. WD/FPDC IGA for Elizabeth Drive – December**
 - iii. RJN I&I Agreement – Spring 2023**
- F. Adjournment**

IV. FINANCE & ADMINISTRATION COMMITTEE

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes of Meeting
 - i. October 27, 2022 Finance & Administration Committee Minutes
- D. Report and Recommendation
 - i. Approval of a Master Services Agreement Between the City of Wood Dale and Altruistic Technology, LLC for the IT Technology Assessment Project in an Amount Not to Exceed \$25,000.00
 - ii. Letter of Credit (LOC) Conversation
- E. Items to be Considered at Future Meetings

- i. Audit Report – December
 - ii. CIP – January 12
 - iii. FY 2024 Budget – February 23
- F. Adjournment

POSTED IN CITY HALL ON NOVEMBER 8, 2022 AT 4:00 PM
LYNN CURIALE, CITY CLERK
BY: MAURA MONTALVO, DEPUTY CITY CLERK



PLANNING, ZONING & BUILDING COMMITTEE
COMMITTEE MINUTES

Committee Date: October 27, 2022
Present: Alderman Ames, Alderman Catalano, Alderman Curiale,
Alderman Jakab, Alderman Messina, Alderman Woods.
Absent: Alderman Susmarski
Also Present: Deputy Chief Zito, Director Springer, City Manager Mermuys,
Gosia Pociecha, Pat Bond, City Clerk Curiale, and Treasurer
Sandra Porch
Meeting Convened at: 07:30 p.m.

APPROVAL OF MINUTES:

Ald. Catalano, made a motion, seconded by Ald. Ames, to approve the minutes of the October 13, 2022 meeting as presented. A voice vote was taken, with all members voting aye.

REPORT & RECOMMENDATION

372 N WOOD DALE ROAD – SPECIAL USE FOR A MULTIPLE-UNIT DWELLING BUILDING, PLANNED UNIT DEVELOPMENT (COMBINED CONCEPT & FINAL DEVELOPMENT PLAN) SITE PLAN REVIEW, AND LOT CONSOLIDATION

DISCUSSION:

Director Springer began by stating that this evening they would be combining the staff and the Lynmark group presentation with Brad Friedman. Brad Friedman gave an overview of the project to introduce it to anyone who had not been there for the last presentation. We are here this evening to gain CDU approval of a residential unit complex at the property at 372 N. Wood Dale Rd. The Lynmark group has been around for over 65 years, and they have developed and constructed more than \$1.3 billion in real estate projects in 19 states, and internationally. We have developed multi-family complex's, hospitality facilities, retail and office space.

We are here tonight to talk about the property at 372 N Wood Dale Rd., the property is right next door to City Hall and is backed up to the Park District Pool. It will be a 176 unit residential complex, that will be on 4.6 acres, five stories, courtyard with pool, and 263 parking spaces. The building will be a mix of materials and colors, protruding balconies so every unit will have a balcony, or a ground floor outdoor patio space. The site plan has the main entrance off of Wood Dale Rd., there is enough circulation for emergency unit

responses, a Uber drop off area, additional entry gained off of Commercial Ave, and access points to gain entry from the parking lot on all sides of the building. The main entrance will lead into the lobby area, leasing office, open workspace's, a yoga studio, and a community area. That will then lead into the courtyard area where there is a pool, lounge seating, grill stations, some fire pit features, and a dog washing area. As far as the project we would like to solidify all designs and plans within 6 months, another 6 months to obtain financing, and actual construction to begin at the end of 2023. If on schedule we see construction completion and certificate of occupancy in early 2025.

Staci Springer started her part of the presentation with a quick review of the staff report. Some of the highlights from the meeting on October 17th, and the vote was 5 no votes and 1 yes vote, which led to a negative recommendation of the project. The committee had several concerns with traffic and the number of trees that will have to be removed, and then replaced. Other than these items, they are in favor of going forward with this project. The plans have been approved after 2 inspections by the Fire District, the traffic study company, City Engineering Company, Community Development, and the Public Works Department. She then went through the requested deviations requested by the PUD, and they were; lot coverage of proposed 81%, driveway offset of 80 feet back, proposed durable exterior materials, parking islands some that are less than 7 feet wide, adjustment of number of replacement tree's, and the dedication of landscaping to 4 % of the parking lot.

Mayor Pulice inquired if they went over the landscaping plans this evening? Or is it included in the packet? She then brought up the design rendering on the screen. She pointed out that they had planted as many trees as possible, given the room in order for the plantings to be viable. Alderman Jakab inquired if all the trees on the north side of the building if they are going to line up against the new wall at the Police department? Dan Wilson from Upland Design stated there is 20 feet of room from the wall, so they should have plenty of space, and can be trimmed up in the future. Alderman Jakab then inquired if there will be any green space on the roof? There will be no green space, but they will be installing solar panels on the roof. The Mayor inquired how many islands will be in the lot? There will 10 or 12 islands, and some will be less than 7 feet. Alderman Woods stated that some of the islands will coincide with the placement of the underground vaults to retain water to relieve possible flooding in the surrounding area.

Alderman Catalano asked how much will this project cost? And how much money will the city be making off the taxes? The project will cost \$60,000,000.00, and the taxes to be collected will be \$750,000. The Mayor added that the City only gets 7% of that.

VOTE:

Ald. Woods made a motion, seconded by Alderman Jakab, I move to recommend approval for a special use for a multiple-tenant dwelling building planned unit development consistent with the September 21, 2022 concept and final development plan, site plan, and lot consolidation for the property located at 372 N Wood Dale Rd, Wood Dale Illinois, conditioned on:

1. Final engineering approval
2. Developer providing screening of the rooftop units
3. Developer providing 40 off-site trees on the publicly owned property
4. Developer maintaining the landscaping on site in accordance with the approved landscape plan

A roll call vote was taken, with the following results:

Ayes: Alderman Ames, Alderman Catalano, Alderman Curiale, Alderman Jakab, Alderman Messina, Alderman Woods
Nays: None
Abstained: None
Motion: Carried

ITEMS TO BE CONSIDERED AT FUTURE MEETINGS:

- UDO Amendments – November 10
- Building Code Amendments – November 10
- Data Center Route 83 – January
- Marino's Redevelopment – Winter 2023

ADJOURNMENT:

Ald. Woods made a motion, seconded by Ald. Ames, to adjourn the meeting at 8:18 p.m. Upon a voice vote, the motion carried unanimously.

Minutes taken by Julie Szabo



REQUEST FOR COMMITTEE ACTION

Referred to Committee: November 10, 2022
Subject: UDO Text Amendments (Chapter 17)
Staff Contact: Staci Springer, Community Development Director
Department: Community Development Department

TITLE: Review and Approval of Amendments to the Unified Development Ordinance (UDO) in Case CDC-2022-0005

RECOMMENDATION:

Staff recommends approval of the proposed amendments to the UDO related to:

- “Community Residence” definition and permitted/special uses,
- fence regulations for front yard fences,
- primary exterior materials, and
- revisions of few scribes’ errors throughout the text.

The Community Development Commission (CDC) conducted a public hearing for the project on October 17, 2022. The CDC voted on the motion to recommend approval of the proposed UDO text amendment by a vote of 5 “yes” to 1 “no” and the motion passed.

BACKGROUND:

In May of 2022, the City Council approved a comprehensive re-write of the Unified Development Ordinance (UDO), along with the rezoning of certain properties. This was the result of an audit and subsequent rewrite of the entire UDO that took place over a few years and was a combined effort between consultants hired by the City (Teska and Ancel & Glink), City Staff, the UDO Steering Committee, CDC and City Council.

The purpose of the UDO rewrite was to make it more user friendly while promoting high-quality development that is governed by clear and concise regulations. Certain regulations from the prior UDO have been kept, however, other elements were modified.

As it often happens with the re-write of an entire chapter of a Municipal Code, a few items have been discovered after adoption of the text that need to be clarified or corrected. Staff will bring forward other proposed UDO amendments in the coming months. The amendments proposed at this time are outlined below and requested as text amendments in this petition.

ANALYSIS:

Sec.17.103 Rules and Definitions and Table 4-5

A text amendment is proposed clarifying the definition of “Community Residence” to eliminate reference to state licensure which is in conflict with the regulations outlined in Sec. 17. 309, as well as updating references to Community Residence in Table 4-5: Permitted Use Table to clarify that there are 2 different types of Community Residences. Currently the Table indicates that “Community Residences” are permitted in the various residential districts. The proposed text amendment would change the use chart to include two separate categories: “Community Residence, Licensed” and “Community Residence, Unlicensed”. The “Community Residence, Licensed” should be marked permitted and the “Community Residence, Unlicensed” should be marked Special Use.

COMMUNITY RESIDENCE: A ~~state-licensed~~ single dwelling unit occupied on a relatively permanent basis in a communal living environment by unrelated persons with disabilities, ~~plus~~ which may include paid professional support staff provided by a sponsoring agency, either living with the residents on a continuous basis or present whenever residents with disabilities are present.

4-5: PERMITTED USE TABLE

LAND USE TABLE	R-1	R-2	R-3	R-4	R-G	C-1	C-2	C-2a	C-3	TCB	I-1	TCC	TIO
<u>Community Residence, Licensed</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>									
<u>Community Residence, Unlicensed</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>									

Sec.17.3010 Fences

A typographical error was discovered in the fence regulations related to fence height permitted in the front yards. While a summary table indicated that the maximum permitted fence height in the front yard shall be three feet (3’), the body of the text listed four feet (4’) which was incorrect. The proposed text amendment below clarifies the discrepancy.

B. Permitted Fences.

1. *Categories: For the purpose of this Section, there shall be two (2) categories of permitted fences in Wood Dale: Decorative (Open) and Privacy (Solid). Said fences shall be constructed as directed by the standards of this Section, the Fence Placement Diagram (Figure 3-3) and the Fence Height Table (Table 3-2)*
2. *Requirements for All Fences:*
 - a. *All fences shall be located at or behind a line extending from the front building line of the principal structure (see Figure 3-3: Fence Placement Diagram), unless otherwise specified in this Chapter.*
 - b. *Decorative Fences up to ~~four~~ three feet (43') in height above the ground level shall be allowed in any yard of any zoning district.*

Sec.17.1004 Design District: Commercial Districts

The design standards for commercial districts include specific guidelines for building design, including elevation materials. Sec. 17.1004.D.6 states that durable primary materials such as stone, steel, masonry, and textured concrete shall be used on all visible facades. Staff is proposing a text amendment clarifying the percentage of required materials. In keeping with the old code that governed exterior materials prior to adoption of the current UDO, openings for windows and doors shall be excluded.

The proposed language more closely matches that in the Municipal Code that previously governed the percentage of building materials.

Sec. 17.1004.D.6. Use durable primary materials such as stone, steel, masonry, and textured concrete on visible facades. Durable primary materials shall constitute at least 50% of elevations excluding openings for windows and doors and associated trim.

Scriveners' errors

The following scrivener's errors have been discovered in the text and are hereby proposed to be amended as follows:

1. Sec. 17.103 Rules and Definitions: remove the duplicate word "Private" from the "SCHOOL, PRIVATE/NON-PROFIT/~~PRIVATE~~" definition.
2. Sec. 17.206.C.1.a: Add "TCB" district as follows: "Any development or redevelopment in the TCO - Thorndale Corridor Overlay District or TCB – Town Center Business."
3. Sec.17.304.B.4.d: Revise to delete the letter "s" as follows: "May occurs for a period not to exceed four (4) days and not occur more than three (3) times in a calendar year"

4. Sec. 17.3010.A.14: Revise as follows: “Fencing regulations are specified *in this Article* for Outdoor Storage *in* ~~(Section 17.302.M.3)~~ and/or Trash Enclosures *in* ~~(Sec. 17.302.M.2)~~.
5. Sec.17.401 - Table 4-1: Table of Bulk, Area and Yard Regulations for C-3 should be "Minimum Lot Area of [13,000 sq feet](#) and the Minimum Lot Depth should be [130](#), to match the regulations listed for this District in Sec. 17.403.B.
6. 4-5: PERMITTED USE TABLE for C-3 has Membership Organization as “R”. It should be “[P](#)”.
7. Sec.17.8015.B.1.a. Replace "Village" with "[City](#)".

No public comments were received during the public hearing process. The only item discussed was the clarification of the fence height in the front yard.

Although there is no requirement to adopt findings of fact, the proposed text amendment is consistent with the Comprehensive Plan and is in keeping with the purpose and intent of the UDO.

DOCUMENTS ATTACHED

- ✓ CDC Staff Memo and Exhibits – CDC-2022-0005
- ✓ CDC Draft Minutes – October 17, 2022

CITY OF WOOD DALE

Community Development



MEMO

DATE: October 17, 2022

TO: Community Development Commission

FROM: Gosia Pociecha, AICP, Senior Planner

SUBJECT: Case No. CDC-2022-0005, Text Amendments to the Unified Development Ordinance

REQUEST

The City is proposing Text Amendments to the Unified Development Ordinance (UDO), including amendments related to:

- “Community Residence” definition and permitted/special uses,
- fence regulations for front yard fences,
- primary exterior materials, and
- revisions of few scribes’ errors throughout the text.

BACKGROUND

In May of 2022, the City Council approved a comprehensive re-write of the Unified Development Ordinance (UDO) along with the rezoning of certain properties. This was the result of an audit and subsequent rewrite of the entire UDO that took place over few years and was a combined effort between consultants hired by the City (Teska and Ancel & Glink), City Staff, the UDO Steering Committee, CDC and City Council.

The purpose of the UDO rewrite was to make it more user friendly while promoting high-quality development that is governed by clear and concise regulations. Certain regulations from the prior UDO have been kept, however, other elements were modified.

As it often happens with the re-write of an entire chapter of a Municipal Code, a few items have been discovered after adoption of the text that need to be clarified or corrected. Staff will bring forward other proposed UDO amendments in the coming months. The amendments proposed at this time are outlined below and requested as text amendments in this petition.

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Sec. 17.1004.D.6. Use durable primary materials such as stone, steel, masonry, and textured concrete on visible facades. Durable primary materials shall constitute at least 50% of elevations excluding openings for windows and doors and associated trim.

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3. Sec.17.304.B.4.d: Revise to delete the letter "s" as follows: "May ~~occur~~s for a period not to exceed four (4) days and not occur more than three (3) times in a calendar year"
4. Sec. 17.3010.A.14: Revise as follows: "Fencing regulations are specified ~~in this Article~~ for Outdoor Storage ~~in~~ (Section 17.302.M.3) and/or Trash Enclosures ~~in~~ (Sec. 17.302.M.2).
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6. 4-5: PERMITTED USE TABLE for C-3 has Membership Organization as "R". It should be "P".
7. Sec.17.8015.B.1.a. Replace "Village" with "City".

Comprehensive Plan

The proposed text amendments will help the City work towards the goals listed in the Comprehensive Plan such as to "build community capacity," "embrace small-town charm" and "keep Wood Dale diverse." The objectives include supporting improvements to existing housing stock, enhancing curb appeal and managing the development to create a balanced mix of land uses. The proposed regulations are intended to clarify the definitions and uses and aid the City in enforcement of the regulations.

Unified Development Ordinance

The proposed text amendments are in keeping with the purpose and intent of the UDO to implement the goals, objectives and policies of the Comprehensive Plan and to promote the public health, safety, morals, comfort and general welfare of the people. The purpose of the requested text amendments is to clarify definitions and uses so that they match the intent of the text and to correct scrivener's errors.

Neighborhood Comment

Notice was provided in accordance with Section 17.202.E of the UDO. A public hearing notice published in Daily Herald on September 30, 2022. Staff has not received any public comments related to this petition as of writing of this memo.

Findings of Fact

Although there is no requirement to adopt findings of fact, the proposed text amendment is consistent with the Comprehensive Plan and is in keeping with the purpose and intent of the UDO.

RECOMMENDATION

The Community Development Department finds that the request for the text amendments to the Unified Development Ordinance (UDO), Chapter 17 of the Municipal Cod meets the requirements in the Unified Development Ordinance and is consistent with the City's Comprehensive Plan. Based on the above considerations, staff recommends that the Community Development Commission make the following motion recommending approval of this petition:

Based on the submitted petition and the testimony presented, the proposed text amendments to the Unified Development Ordinance (UDO), Chapter 17 of the Municipal Code are consistent with the Comprehensive Plan and are in keeping with the purpose and intent of the UDO; and, therefore, I move that the Community Development Commission adopt the findings of fact included within the staff memo dated October 17, 2022 as the findings of the Community Development Commission, and recommend to the City Council approval of the text amendments to the Unified Development Ordinance (UDO), Chapter 17 including amendments to Sec. 17.103 Rules and Definitions and Table 4-5: Permitted Use Table related to "Community Residence", Sec. 17.3010 related to fence regulations for front yard fences, Sec. 17.1004.D clarifying the primary exterior materials, and revisions of few scrivener's errors throughout the text in Case No. CDC-2022-0005.

(Yes vote would be to approve; No vote would be to deny)

COMMUNITY DEVELOPMENT COMMISSION MINUTES

Committee Date: October 17, 2022

Present: Jamie Ochoa, Teresa Szatko, David Woods, Jay Babowice, Richard Petersen, April Jaeger-Rudnicki

Absent: None

Also Present: Gosia Pociecha, Staci Springer, Attorney Sean Conway, Brad Friedman, Sean McGovern, Stephen Corcoran, Daniel Wilson, Peter Farquhar, Craig Pryde, Demetrios Stavrianos, Matthew Ellmann

Meeting Convened at: 7:00 p.m.

CALL TO ORDER

Chairman Ochoa called the meeting to order at 7:00 P.M. A roll call vote was taken and a quorum was present. Ms. Springer was welcomed as the City's Community Development Director.

APPROVAL OF THE MINUTES:

Mr. Babowice made a motion, seconded by Ms. Szatko, to approve the minutes of the May 16, 2022 meeting as presented. Motion carried.

PUBLIC HEARINGS

CASE NO. CDC-2022-0005

As described by Ms. Pociecha, the City of Wood Dale is proposing amendments to Chapter 17 of the Municipal Code, the Unified Development Ordinance (UDO) including amendments to Section 17.103 Rules and Definitions and Table 4-5: Permitted Use Table related to "Community Residence", Sec. 17.3010 related to fence regulations for front yard fences, Sec. 17.10004.D clarifying the primary exterior materials, and revisions of a few scriveners' errors throughout the text.

Discussion

Ms. Pociecha explained that in May of 2022 a comprehensive re-write of the UDO was approved and formally adopted; however examination of the language of the document revealed that some of the text needed to be clarified or corrected. Those Sections are described and referred to in the Staff Memo under Case No. CDC-2022-0005. There was a brief discussion on the fence height amendment.

Ms. Pociecha noted that it is likely that additional text amendments will again be presented for consideration by the Community Development Commission in the future.

Note: Mr. Woods then made a motion, seconded by Ms. Szatko, to close the Public Hearing at 7:15 P.M. Motion carried.

Recommendation

Chairman Ochoa made a motion that based on the submitted petition and the testimony presented, the proposed text amendments to the Unified Development Ordinance (UDO), Chapter 17 of the Municipal Code are consistent with the Comprehensive Plan and are in keeping with the purpose and intent of the UDO; and therefore, I move that the Community Development Commission adopt the findings of fact included within the staff memo dated October 17, 2022 as the findings of the Community Development Commission, and recommend to the City Council approval of the text amendments to Section 17.103 Rules and Definitions and Table 4-5 Permitted Use Table related to "Community Residence", Sec. 17.3010 related to fence regulations for front yard fences, Sec. 17.1004.D clarifying the primary exterior materials, and revisions of few scrivener's errors throughout the text in Case No. CDC-2022-0005. The motion was seconded by Ms. Szatko; a roll call vote was taken with the following results:

Ayes: Ochoa, Petersen, Babowicz, Rudnicki

Nays: Woods

Motion carried.

CASE NO. CDC-2022-0006

An application has been submitted requesting a Special Use for a Multiple-Unit Dwelling building, a Planned Unit Development (Combined Concept & Final Development Plan), and Site Plan Review to construct a multi-unit rental building on property previously occupied by SBT Bank, pursuant to Sections 17.205 and 17.206 of the Municipal Code of the City of Wood Dale and applicable zoning regulations, The subject property is located at 372 N. Wood Dale Rd. and is owned by the City of Wood Dale. The Lynmark Group is the applicant.

Discussion

Mr. Brad Friedman representing the applicant, The Lynmark Group, was in attendance along with members of the team associated with this project. He described in detail the design and amenities of the proposed five-story, 176 unit luxury apartment building.

Ms. Pociеча explained that the property is approximately 4.58 acres in size, is zoned TCB Town Center Business and consists of two lots which will be consolidated into one. She noted that in 2020 a different developer submitted an application for a Special Use for a PUD for construction of four separate apartment buildings on the property; however, that project did not proceed.

While in agreement with the plan to develop a rental building such as is being proposed, Commissioners raised concerns regarding the potential for increased traffic generated by this project and pointed to traffic flow issues which exist currently at that location. In addition, safety to pedestrians using the Park District's pool during summer could be impacted by traffic in the area. Regarding the developer's landscaping plan for the site and, in particular, their plans for removal and replacement of trees and the City's regulations governing same, concerns regarding petitioner's proposal to plant twenty trees at any location anywhere in the City in order to meet the replacement requirements were discussed. Mr. Babowicz stated his opposition to that number and recommended that the number be increased to thirty-five.

Engineering plans, Stormwater Management plans and Fire District reviews have been approved with final recommendations anticipated as the project reaches the permitting process. In error, the Public Hearing was concluded via motion at 8:15 P.M. It did not allow Mr. Matthew Ellman, Executive Director of the Wood Dale Park District, to offer his comments and was, therefore re-opened via motion. Mr. Ellman was in attendance to voice his concern to not being included in discussions with the City and the petitioner when the proposal was initially brought to the City for consideration. He raised similar concerns regarding the safety issues discussed by Commissioners as well as the impact on Park District facilities since the amenities offered at the building are in conflict with those available to Park District patrons. He also pointed to the fact that the Park District would not benefit from the TIF District as designed. The Public Hearing was concluded via motion at 8:30 P.M.

Recommendation

In conclusion, Chairman Ochoa made a motion, seconded by Mr. Peterson, that based on the submitted petition and the testimony presented, the proposed Three Seventy Two project meets the standards of approval and is consistent with the UDO and Comprehensive Plan, and, therefore, I move that the Community Development Commission adopt the findings of fact included within the staff memo dated October 17, 2022 as the findings of the Community Development Commission, and recommend to the City Council approval of the Special Use for Multiple-Unit Dwelling Units, Planned Unit Development (PUD) - Concept & Final Development Plan, and Site Plan Review for Three Seventy Two project at 372 N. Wood Dale Road in Case No. CDC-2022-0006 subject to the following conditions:

1. The Special Use, Planned Unit Development and Site Plan Review shall substantially conform to the staff memo dated October 17, 2022 and the attached exhibits, except as such plans may be modified to meet City code requirements. Where deviations to the code have not been requested as part of this approval, the existing codes must be met, as applicable, at the time of permit application.
2. Final engineering approval.

3. If the rooftop units are visible from the streets, the developer will be required to provide screening.
4. At the discretion of the City, the developer will provide up to twenty off-site trees on publicly owned property,
5. Developer has the ongoing obligation to maintain the landscaping on site in accordance with the approved landscape plan.

A roll call vote was taken with the following results:

Ayes: Ochoa

Nays: Petersen, Woods, Rudnicki, Babowicz, Szatko

Motion failed.

STAFF LIAISON REPORT

Ms. Pociecha advised Commissioners that there will be matters brought before the CDC in November. Also, a training session for CDC members is being planned for some time in 2023. More information will be available as it develops.

ADJOURNMENT

The meeting was adjourned at 8:30 P.M.

Minutes taken by Marilyn Chiappetta

PUBLIC HEALTH , SAFETY, JUDICIARY & ETHICS **COMMITTEE MINUTES**

Committee Date: October 13, 2022
Present: Ald. Ames, Catalano, Curiale, Messina, Susmarski and Woods

Absent: Ald. Jakab
Also Present: Mayor Pulice, Treasurer Porch, Clerk Curiale, City Manager Mermuys, Police Chief Vesta, Deputy Chief Zito, Public Works Lange, PW Asst. Director Hastings, CDC Director Springer, Administrative Services Director Ibares

Meeting Convened at: 7:54 p.m.

APPROVAL OF MINUTES:

Ald. Messina made a motion, seconded by Ald. Ames, to approve the minutes of the August 11, 2022 meeting as presented. A voice vote was taken, with all members voting aye.

REPORT & RECOMMENDATION

APPROVAL OF THE REPLACEMENT OF SQUAD #'s 400, 403, AND 449 IN AN AMOUNT NOT TO EXCEED \$136,194

DISCUSSION:

Chief Vesta stated the PD is looking to replace 3 current police vehicles that were in the budget to replace this year. No competitive bid vehicles have been available through normal municipal conference bidding process since March and is not anticipated to have any until sometime in 2023. In the meantime, Deputy Chief Zito found a vendor in Illinois that had ordered extras ahead of time and are expecting delivery in February 2023. This price is higher than last year, and most communities are seeing a \$5-6,000 premium built into these prices. This the lowest price that has been found, and if they are not ordered now, new vehicles won't be purchased until toward the end of 2023. Vehicle 400 is a 2017 and will probably be turned over to the Property Maintenance Division. Vehicle 403 is a 2018, and Vehicle 449 is a 2016 and both will most likely be Auctioned.

Ald. Curiale asked for an explanation of the scoring system as the vehicles are shown as excellent mechanical, body, and interior condition. Chief Vesta stated PW handles the scoring of the vehicles and they determine which vehicles will stay within the fleet for more years of usage. The squad cars will be deactivated.

City Manager Mermuys stated there is a vehicle replacement schedule and replacements are not automatically done. It is determined on a case-by-case basis whether the vehicle can be used longer or if it does need to be replaced. This is also done with computers and technology. Ald. Ames inquired if the purchased squad car is ready to go or if additional money needs to be spent to make the car ready. Chief Vesta replied when they turn over a squad car, all the equipment is removed and what can be re-utilized in any of the new vehicles will be used. Depending on what can be re-utilized, costs can be \$4,000-\$9,000 to make it ready.

VOTE:

Ald. Catalano made a motion, seconded by Ald. Woods, to APPROVE THE REPLACEMENT OF SQUAD #'s 400, 403, AND 449 IN AN AMOUNT NOT TO EXCEED \$136,194

A roll call vote was taken, with the following results:

Ayes:	Ald. Ames, Catalano, Curiale, Messina, Susmarski and Woods
Nays:	None
Abstained:	None
Motion:	Carried

ITEMS TO BE CONSIDERED AT FUTURE MEETINGS:

- Police Department Rehab Contract – December 8
- IGA for ETSB - TBD

ADJOURNMENT:

Ald. Susmarski made a motion, seconded by Ald. Ames, to adjourn the meeting at 8:02 p.m. Upon a voice vote, the motion carried unanimously.

Minutes taken by Clerk Lynn Curiale



REQUEST FOR COMMITTEE ACTION

Referred to Committee: November 3, 2022
Subject: IGA for DEDIR System Radio Replacement
Staff Contact: Chris Zito, Deputy Chief of Operations
Department: Police

TITLE: Intergovernmental Agreement for DuPage Emergency Dispatch Interoperable Radio System (DEDIRS) equipment between the Emergency Telephone System Board (ETSB) and the City of Wood Dale

RECOMMENDATION:

Staff recommends approval of an intergovernmental agreement with ETSB for the joint purchase of APX Next radios, batteries, charges, and accessories for the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS).

BACKGROUND:

The current Motorola APX 7000 radios that have been in use since 2012 have reached the end of life with Motorola. ETSB has negotiated a new contract with Motorola to continue the countywide interoperability that has proven to be so instrumental in allowing agencies to work together to respond to emergencies.

ETSB has paid for all of the department radios throughout the entire county including the airtime of \$34.00 per month per radio for the last 10 years. This has saved Wood Dale approximately \$180,000 in equipment costs and over \$160,000 in monthly fees over this period.

ANALYSIS:

The APX Next radio is one of Motorola's newest radios and is the size of a cell phone and has a short antenna. It has a smart tech feature, which means if a user is out of range of radio network, it can use an LTE or cell phone network to talk on the same talk groups. It has voice command to change channels without changing via the knob. It also

contains GPS to see where other APX radios are located, as well as a text messaging feature.

The APX Next radio came out in late 2019. Motorola typically gives a ten-year life expectation. There is currently no end-of-life date for the APX Next radio.

ETSB will continue to be responsible for the maintenance costs for the DEDIR System expenses through December 31, 2028.

The total cost of equipment is \$292,005.38 with ETSB paying \$249,236.94 (85%) and the City of Wood Dale paying \$42,768.44 (15%). See Attachment A for Wood Dale PD Inventory List Pricing.

Due to interpretations of the law regarding the definition of a first responder, ETSB is awaiting a legal opinion that may allow them to pay for the cost of all our radios for CSOs and PMI that are currently not allowable costs for the ETSB. If so, our cost would be reduced to \$39,438.10 (13.5%).

If this agreement is approved, the City will not be billed until December of 2023, with the option to begin payments by November of 2024. The City can elect to pay the cost at one time or spread the cost over four years without any additional fees. Staff would work with the Finance Department to schedule the budget implications.

DOCUMENTS ATTACHED

- ✓ Intergovernmental Agreement
- ✓ Attachment A - Wood Dale PD Inventory List Pricing

**INTERGOVERNMENTAL AGREEMENT
INTEROPERABLE EMERGENCY DISPATCH RADIO SYSTEM**

This INTERGOVERNMENTAL AGREEMENT (the "Agreement") is entered into by and between the County of DuPage (County), on its own behalf, and on behalf of its Emergency Telephone System Board (ETSB), and _____ (Member), a municipal corporation or a cooperative government entity or a fire protection district and a DuPage ETSB member.

RECITALS

WHEREAS the ETSB and Member are part of a collaboration to enhance their ability to effectively respond to emergency calls to 9-1-1 through interoperable public safety communications capabilities available throughout the service area of the ETS; and

WHEREAS the Constitution and laws of the State of Illinois permit units of local government to enter into intergovernmental agreements in such a manner as is not restricted by law or ordinance.

WHEREAS, Illinois law specifically empowers local emergency telephone system boards, including the ETSB, to plan, implement, upgrade, and maintain the ETS and provide emergency telephone assistance through wireless communications; and

WHEREAS the ETSB is further charged with the responsibility of providing wireless 9-1-1 emergency services and has designated its two answering points to serve as wireless 9-1-1 public safety answering points for its jurisdiction.

WHEREAS the ETSB considers an interoperable radio network infrastructure and related emergency dispatch equipment to be an essential component of the ETS as well as integral to producing an effective response by the appropriate first responding agency as a result of an emergency call to 9-1-1, including in situations where the call was initiated by wireless device; and

WHEREAS the ETSB and various units of local government previously collaborated to develop DIRS, an interoperable emergency dispatch system, to facilitate responses to emergency calls to 9-1-1.

WHEREAS the ETSB intends to continue to participate in STARCOM21 for use by first responding sworn personnel within DuPage County as part of the ETS; and

WHEREAS the ETSB wishes to establish the terms and conditions under which replacement radios for the emergency dispatch radio system will be made available to first responding agencies to replace end of life, end of support equipment; and

WHEREAS Member desires the use of an interoperable emergency dispatch radio system for its emergency personnel to effectively respond to emergency calls to 9-1-1, including in situations where the call was initiated by wireless device; and

WHEREAS, the State of Illinois has leased STARCOM21 for use for public safety purposes and has made access to STARCOM21 contractually available to local public safety agencies; and

WHEREAS the ETSB and Member believe that the goal of enhancing their ability to effectively respond to emergency calls to 9-1-1, however initiated, through interoperable public safety communications capabilities for the members of the ETS will be realized by replacing

1. certain radios ("subscriber units") necessary to receive emergency dispatch communications utilizing STARCOM21 for the use of the Member's qualifying personnel on the terms more fully described herein.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the County on its own behalf, and on behalf of its ETSB, and Member hereto hereby agree as follows:

Part 1 – Incorporation of Recitals and Definitions

Section 1.1 – Recitals Incorporated. The recitals set forth above are incorporated in this Agreement by reference and made a part of this Agreement.

Section 1.2 – Definitions. As used in this agreement, unless the context clearly requires otherwise, the following terms shall have the following meanings:

- (a) "County" means the County of DuPage, Illinois.
- (b) "DuPage Emergency Dispatch Interoperable Radio System (DEDIR System)" means the interoperable emergency dispatch radio system consisting of network and equipment utilizing the STARCOM21 system in DuPage County as integrated as part of its 9-1-1 emergency telephone system.
- (c) "Emergency telephone system" or "ETS" means the communications equipment required to produce a response by the appropriate emergency public safety agency as a result of an emergency call, however initiated, placed to 9-1-1.
- (d) "ETSB" or "ETS Board" means the Emergency Telephone System Board of DuPage County, an agency of DuPage County, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4, which provides for the management and operation of a 9-1-1 system within the scope of the duties and powers prescribed by the Emergency Telephone System Act and the Wireless Emergency Telephone Safety Act.
- (e) "Member" means any agency that is a member of the ETSB by referendum or intergovernmental agreement and identifies the specific member that is executing this Agreement.
- (f) "Motorola" means Motorola, Inc., a business corporation organized under the laws of the State of Delaware.
- (g) "STARCOM21" means a 700/800 MHz, Association of Public-Safety Communications Officials (APCO) Project 25 interoperable, digital, trunked statewide voice radio communications network owned and developed by Motorola.

- (h) "Subscriber Units" is a Motorola industry term to describe any portable or mobile radio unit accessing STARCOM21. Subscriber Unit under this Agreement refers to any mobile or portable radio of the DEDIR System that will utilize STARCOM21. The term Subscriber Unit and radio may be used interchangeably throughout this Agreement.
- (i) "Surcharge funds" means funds collected pursuant to the surcharge authorized by 50 ILCS 750/15.3 *et. seq.* and grants from the Wireless Service Emergency Fund pursuant to the wireless carrier surcharge authorized by 50 ILCS 750/30 *et seq.* (previously 50 ILCS 751/17 *et. seq.*.)

Part 2 – Allocation of Equipment, Grant of Rights

Section 2.1 – Generally. Pursuant to this agreement, the ETSB shall make available to Member such equipment as set forth in Section 2.2 which is and shall at all times be considered the property of the ETSB unless otherwise specified in this Agreement.

Section 2.2 – ETSB Allocated Equipment. The ETSB, through the use of allowable surcharge funds, shall provide to Member the subscriber units, to replace end of life, end of support subscriber units. The Subscriber Units will be for use with the DEDIR System as set forth in Attachment A. Attachment A is made a part of this agreement and incorporated herein. The parties agree that Attachment A was developed by the ETSB in consultation with Member and reflects the appropriate allocation of equipment to the Member. The equipment listed on Attachment A shall be purchased by the ETSB and become the sole property of the County.

Section 2.2a – Additional Equipment. Member elects, with the approval of the ETSB, to purchase additional options or equipment for use with the DuPage STARCOM21 System. The cost of these options or equipment are set forth in Attachment A in the column labeled "Agency Obligations" Member agrees that it is responsible for the cost of the additional options or equipment including its purchase, maintenance, and operation. The County and Member agree that the Member Equipment included under purchasing contract PO921054 with Motorola includes maintenance under the Motorola Service Manager for a three (3) year period. The Member further agrees that any options which are integrated as part of the subscriber units does not create an ownership interest in the equipment and that said subscriber units remain the sole property of the County unless Member elects to pay the entire cost of such equipment.

Section 2.2b – Allowable Costs and Upgrades. The ETS Board has determined that it will provide for radios using 9-1-1 surcharge so long as radios qualify under FCC and state guidelines and laws. The ETS Board has determined that if radios for non-sworn personnel or other prohibited uses become an allowable cost, the ETSB will support the contract price of an APX4000 radio or contribute like amount to a radio purchase if the Member wishes to have an APXNext radio. The Member agrees that any costs above the contract value of the APX4000 will be the responsibility of the Member. If, within the four-year payment window provided for Members to reimburse ETSB, the FCC or state guidelines and laws change regarding allowable costs, the Parties agree that ETSB will assume the remaining cost and airtime.

Section 2.3 – Access to the DEDIR System. The County through its ETSB grants to the Member, upon the terms and conditions set forth by this Agreement, permission to use the equipment allocated pursuant to Section 2.2 and Section 2.2a and listed on Attachment A for the primary purpose of facilitating its emergency response to calls to 9-1-1.

Section 2.4 – Assignment Prohibited. Member shall have no right to transfer, assign, sublease, modify or confer any rights or benefits with respect to the use of the DEDIR system, including allocated equipment, to any third party without the written permission of the ETSB.

Section 2.5 – Use of the DEDIR System Equipment. All equipment purchased by the ETSB and allocated to Member as described in Attachment A shall be used for the purposes permitted by law and by personnel associated with emergency response including Telecommunicators and first responding emergency personnel. Member may also use said equipment for any other purpose related to its official duties in accordance with all applicable Federal, State and local laws and ordinances provided that such use does not represent any additional cost to the ETSB.

Section 2.6 – Limitations on Use. The parties recognize that surcharge authorized by law is collected by or distributed to the ETSB to fund expenditures permitted by statute. The parties further acknowledge and agree that the public funds used to acquire said equipment were authorized to enhance the ability of the ETSB and the first responding sworn personnel of Member to effectively respond to emergency calls to 9-1-1, including those calls initiated by a wireless device. Member shall ensure that said equipment will continue to be utilized for that purpose. If at any time during the course of this Agreement, the ETSB determines that deployed equipment is not being used in accordance with the objectives of this Agreement, or by appropriately authorized personnel, or in the event Member fails to comply with the terms of the Agreement, the ETSB may request the return of less than all of the equipment made available to Member pursuant to this Agreement and Member shall promptly comply with the ETSB's request.

Part 3 – Control and Operation of Radio Systems

Section 3.1 – DEDIR System. The parties agree that the management and control of the DEDIR System is and shall remain under full control and supervision of the ETSB. The parties agree that the ETSB is and shall be the sole point of contact and authority with regard to the Motorola STARCOM21 sites utilized to achieve 12db coverage. The ETSB is and shall be the sole point of contact and authority for any new, added equipment that may in the future be made a part of The STARCOM21 System and other networks or property.

Section 3.2 – Radio Frequencies. The ETSB shall provide Member with the appropriate licensed frequencies as allocated to the ETSB through the in the Regional Planning Commission (RPC) Region 54 Application and talk groups upon which the DEDIR System will operate. The ETSB shall make available such updated or alternative frequencies as may be allocated.

Section 3.3 – Programming of Equipment. ESTB shall have sole programming authority for subscriber units, pursuant to maintenance and warranty agreements entered into by the ETSB for the DEDIR System during the term of this Agreement and as allowable under law.

Section 3.4 – Access Limitations. The parties agree that Member shall not add additional subscriber units to the DEDIR System beyond the number of subscriber units allocated as part of this Agreement without first obtaining the approval of the ETSB pursuant to ETSB policy. The ETSB may limit access to the DEDIR System to the number of subscriber units allocated to Member as part of this agreement if it determines that additional subscriber units would adversely impact the system's performance, channel capacity, and the contractually determined grade of service.

Part 4 – Responsibilities of the ETSB

Section 4.1 – Delivery and Installation of DEDIR Equipment. Pursuant to a mutually agreed upon schedule, and consistent with the timeline for the deployment of the DEDIR System, the ETSB and its contractors shall deliver the equipment described in Section 2.2 and Section 2.2a and the ETSB shall not be responsible for the installation of any mobile radio equipment. Should Member subsequently desire the participation of the ESTB in the purchase, delivery or installation of additional equipment not set forth in Section 2.2, 2.2a or Attachment A, such participation is not governed or contemplated by this Agreement.

Section 4.2 – Training. The ETSB shall provide training on an ongoing basis on the use and operation of DEDIR portable and mobile radio equipment for the Member’s personnel responsible for the operation of such equipment as deemed necessary by the ETSB pursuant to policy and training developed and recommended by the ETSB Policy Advisory Committee (PAC).

Section 4.3 – Performance. The ETSB shall make available to Member such system coverage and performance as provided in the original 2010 purchase agreement between Motorola and the ETSB. Improvements, modifications or changes made to improve system coverage and performance may only be done with the approval of the ETSB and other necessary parties at the expense of the Member. The ETSB retains the authority to increase channel capacity at the request of Member which may, at the ETSB’s option, may be at the Member’s expense.

Section 4.4 – Payment of Cost of Purchase. The ETSB shall be responsible for those costs associated with purchase of the equipment listed in Attachment A including maintenance of ETSB provided equipment that are allowable uses of 9-1-1 surcharge.

Section 4.5 – Payment of Maintenance Costs.

(a) The ETSB shall be responsible for the maintenance costs for the DEDIR System expenses that are directly billed to the ETSB by the providers of such maintenance services through December 31, 2028.

Not less than six (6) months prior to December 31, 2028, the ETSB will review its ability to continue to pay the cost of maintenance for subscriber units. If it determines that it cannot continue to fund the cost of maintenance for subscriber units, consoles and control stations, the County may, in its discretion, transfer those assets to Member in accordance with the provisions of Section 6.6.

Section 4.6 – Duty to Contract with Motorola for Use of STARCOM21 Radio System Network. The ETSB shall enter into a user agreement with Motorola on behalf of Member through December 31, 2028, to permit the use of the equipment described in Attachment A to operate on the STARCOM21 System or “airtime”. Not less than six (6) months prior to December 31, 2028, the ETSB will review its ability to continue to pay the cost of airtime for subscriber units. If available 9-1-1 surcharge funding is restricted or funding is not available to continue to support airtime, ETSB agrees to notify the Member as soon as it is aware of a change in financial status but not less than six months prior to the termination of the existing airtime contract.

Section 4.6 (a) – Future Airtime renewal. The price for future airtime contract renewals shall be determined pursuant to contract negotiations between Motorola and the State of Illinois. This Agreement acknowledges that Motorola and the State of Illinois are currently in contract negotiations and firm costs are not available beyond June 30, 2022. The ETSB agrees to assume the costs of the user agreement until

December 31, 2028, as allowed under law, shall if required by the Member, be responsible for the ongoing costs associated with the user agreement attributable to the Member. The ETSB will not be responsible for the costs associated with use of equipment beyond the equipment deployed to Member as set forth in Section 2.2.

4.7 – The Purchase of equipment not set forth in Sections 2.2, 2.2a or Attachment A. The Parties agree that this Agreement does not obligate the ETSB to purchase any equipment, including subscriber units, for Member that is not set forth in Sections 2.2, 2.2a, and Attachment A. The Parties agree that this Agreement does not create a future obligation for the ETSB to purchase equipment. Should the Member desire to purchase equipment beyond what is set forth in Sections 2.2, 2.2a and Attachment A, any such purchase will be addressed in a separate agreement.

Part 5 – Responsibilities of the Member

Section 5.1 – Reimbursements to the ETSB. Member shall reimburse the ETSB for costs incurred by the ETSB as a result of purchases made by the ETSB at the request of and for the benefit of Member which may include, but are not limited to, the following:

- (a) Any portable or mobile radios purchased for the member shall be reimbursed to ETSB over a four-year period beginning December 1, 2023. ETSB shall invoice the Member for equipment so designated on Attachment A.
- (b) The cost of airtime for Member owned radios as designated on Attachment A, will be invoiced annually by ETSB in arrears. The cost per portable will be \$34 per portable per month and \$18 per mobile per month. The ETSB has a campus rate for radios that are assigned to the Wheaton County Complex that is capped at \$20,000 annually. Radios that fall into this category will be invoiced in the following manner: The total number of participating campus radios will be divided by \$20,000 and each participating Member will be billed annually according to their number of units. (Example: \$20,000 / 250 units = \$80 per unit annually).
- (c) Per unit maintenance costs associated with equipment owned by the Member which are billed directly as per unit cost. So long as ETSB has a Radio Service Manager from Motorola, the cost of maintenance for all radios purchased under ETSB PO 921054, even if Member owned, will be covered.
- (d) Programming, re-programming, or other expenses associated with the maintenance of equipment owned by the Member. So long as ETSB has a Radio Service Manager from Motorola, the cost of programming for all radios purchased under ETSB PO921054, even if member owned will be covered.

Section 5.2 – Use of Equipment. Member shall use the County's recording loggers, consoles, control stations subscriber units and other equipment for official purposes only. Member shall ensure that subscriber units are issued only to personnel designated as first responders and that such personnel keep each subscriber unit tuned at all times to the licensed interoperable frequencies designated and programmed by the ESTB. For security purposes, Member shall ensure that any access codes, proprietary information provided by the ETSB shall only be given to those authorized by the ETSB to receive them. All equipment purchased through the use of the surcharge shall be used for the purposes permitted by law. The parties authorize the DuPage County Auditor to review compliance with this section.

Section 5.3 – Reimbursement to the ETSB for System Access. (a) With respect to the equipment deployed to Member in accordance with Section 2.2 of this Agreement, after the conclusion of the contract on December 31, 2028, between the ETSB and Motorola as described in Section 4.7, the ETSB may require reimbursement from Member for all or part of the ongoing costs associated with the use of the equipment. In this event, the ETSB shall notify Member in writing and specify the intervals at which reimbursement is due. (b) With respect to the additional equipment furnished to Member pursuant to Section 2.2a, Member shall make quarterly reimbursement to the ETSB for any costs associated with the use of the equipment on a quarterly basis as determined by the ETSB.

Section 5.4 – Cooperation and Access. Throughout the term of this Agreement, Member shall provide the ETSB with reasonable cooperation and access to its facilities to promote the delivery of the subscriber units, and other equipment for the training of Member's personnel, programming or repair of ETSB owned equipment and any other purposes of this Agreement.

Section 5.5 – Miscellaneous Costs. Member further agrees to:

- (a) Accessories: ETSB may provide replacement parts for the radios. Pursuant to ETSB policy 911:005.8: TDMA Compliance, Authorized Subscriber Units and Accessories or any subsequent policy approved by the ETS Board specific to DEDIR portable and mobile radios, any costs determined to be Member responsibility shall be the responsibility of the Member.
- (b) Any other costs deemed not allowable for 9-1-1 surcharge shall become the responsibility of the Member.
- (c) Any costs for new equipment or accessories that may arise subsequent to the execution of this Agreement shall be responsibility of the Member as designated by policy developed by PAC and recommended to the ETS Board and approved by the ETS Board as allowed by law.

Section 5.6 – Risk of Loss, Insurance. Upon the delivery of the County-owned equipment to Member, Member shall bear the risk of loss for any damage or loss to such equipment beyond the coverage provided in the warranty and maintenance agreements entered into by ETSB for any and all equipment that is part of this Agreement or covered by County or ETSB insurance. For occurrences that are not normal wear and tear, the Member shall reimburse ETSB the cost of the insurance deductible or the replacement cost of the radio if not covered by insurance. The Parties acknowledge that during the term of this Agreement, the deductible may increase due to inflation. The Member agrees to provide any required paperwork necessary for insurance submission such as memorandums or police incident reports.

Section 5.7 – Special Responsibilities in the Event of Loss of Surcharge. Upon the determination by the ETSB as a result of the loss of funding including, but not limited to, an elimination or reduction of the surcharge by any means, it cannot continue to fund the continued operation of the DEDIR system in the manner contemplated by this agreement, it may require Member to assume the costs associated with the maintenance and/or the operation of the subscriber units, consoles, and control stations deployed to Member pursuant to Section 2.2. The County may transfer ownership of the deployed equipment to Member as full consideration of its assumption of costs.

Section 5.8 – Subsequent Purchase of Equipment. The parties agree that should Member desire to purchase additional equipment for use on the DEDIR System after its execution of this Agreement and

outside of the contract under PO921054, it shall be solely responsible for any costs associated with its purchase, maintenance, or operation which may be incurred by the ETSB.

Part 6 – Term and Termination

Section 6.1 – Effective Date. This Agreement shall commence upon its execution by the parties and the approval of the DEDIR System and all of its associated contracts and change orders by the voting membership of the ETSB, and if applicable, by the County Board. The Agreement shall continue until December 21, 2028, or until it is terminated in accordance with this Part 6.

Section 6.2 – Termination by Election of Parties. After the term of this Agreement, either party wishing to terminate this Agreement may do so for any reason upon one-hundred twenty (120) days written notice to the other. Upon termination, except as provided in Section 6.6, Member shall, at the discretion of the ETSB and the County, return all County-owned equipment or reimburse the County for the cost of the equipment as detailed in the original purchase contract less depreciation as calculated in Section 6.4. The terminating party shall be responsible any costs associated with equipment removal as well as previously contracted costs of maintenance and equipment use. A request by the ETSB, pursuant to Section 2.6 for the reasons provided by that Section, for a return of less than all of equipment allocated to Member shall not automatically operate to terminate this Agreement.

Section 6.3 – Effects of Termination. Upon the effective date of the termination of this agreement pursuant to a written notice by Member as set forth in Section 6.2, (1) Member's right to use the DEDIR System shall cease; (2) Member's obligation to reimburse the ETSB for any costs as provided in this Agreement shall remain in full force and effect; and (3) Member shall promptly return all County-owned equipment to the ETSB.

Section 6.4 – Valuation of Assets at Termination. The parties agree that the assets contemplated for deployment to Member have a useful life of ten (10) years and that the straight-line method of depreciation shall be used in determining the residual values of such assets.

Section 6.5 – Termination as a Result of Consolidation. In the event, for the purpose of consolidating its emergency dispatch system, Member enters into an intergovernmental agreement with an intergovernmental agency which participates in the DEDIR System, this Agreement between Member and the County shall terminate and further use of the DEDIR System by Member shall be governed by the agreement between the intergovernmental agency and the County.

Section 6.6 – Termination as a Result of Loss of Surcharge. When the ETSB determines as a result of the loss of funding including, but not limited to an elimination or reduction of the surcharge by any means, it cannot continue to fund the continued operation the DEDIR system, the County may transfer ownership of all subscriber units, consoles and control stations to the presently deployed to Member and Member agrees be liable for any costs associated with the DEDIR system attributable to Member including but not limited to costs associated with the procurement, operation, and maintenance of such assets, and such assumption of costs shall constitute full consideration for the transfer of said assets.

Section 6.7 Interoperability. The Parties agree that should it become necessary to invoke Section 6.6 of the Agreement that the DEDIR System shall remain intact and that the Parties agree to abide by the policy

recommendations made by PAC and approved by the ETSB for the purposes of public safety interoperability and delivery of emergency service to the community.

Part 7 – Miscellaneous Terms

Section 7.1 – No Joint Venture. This Agreement shall not be construed in such a way that the County, the ESTB, or the Village or Fire Protection District, or is deemed to be, the representative, agent, employee, partner, or joint venture of the other. The parties shall not have the authority to enter into any agreement, nor to assume any liability, on behalf of the other party, nor to bind or commit the other party in any manner, except as expressly provided herein.

Section 7.2 – Notice. All notices required to be given pursuant to this Agreement shall be in writing and addressed to the parties at their respective addresses set forth below. All such notices shall be deemed duly given if personally delivered, or if deposited in the United States mail, registered or certified return receipt requested, or upon receipt of facsimile transmission. Notice given as provided herein does not waive service of summons or process.

If to the County, to:

Attention: DuPage County
c/o Emergency Telephone System Board
421 County Farm Road
Wheaton, IL 60187

If to the Member, to:

Section 7.3 – Entire Agreement. This Agreement constitutes the entire agreement of the county on behalf of the ETSB and Member with respect to the subject matter hereof and supersedes all other prior and contemporary agreements, understandings, representations, negotiations, and commitments between Member and the county with respect to the subject matter hereof.

Section 7.4 – Approval Required and Binding Effect. This Agreement between the County on behalf of the ETSB and Member shall not become effective unless authorized by the County. This Agreement constitutes a legal, valid and binding agreement, enforceable against Member and, once duly authorized and executed as set forth herein, against the county.

Section 7.5 – Representations. Each party represents that it the authority to enter into this Agreement and undertake the duties and obligations contemplated by this Agreement and that it has taken or caused to be taken all necessary action to authorize the execution and delivery of this Agreement.

Section 7.6 – Covenant Not to Sue. The parties hereby covenant and agree that each shall not sue, institute, cause to be instituted or permit to be instituted on its behalf, or by or on behalf of its past, present or future officials, officers, employees, attorneys, agents or assigns, any proceeding or other action with or before any local, state and/or federal agency, court or other tribunal, against the other party, its board members, officers, commissioners, employees, attorneys, agents or assigns, arising out of, or from, or otherwise relating, directly or indirectly, to this Agreement to the extent authorized by law.

Section 7.7 – Indemnification. The parties hereby release and agree that each shall indemnify and hold harmless the other party and all of its present, former and future officers, including board members,

commissioners, employees, attorneys, agents and assigns from and against any and all losses, liabilities, damages, claims, demands, fines, penalties, causes of action, costs and expenses whatsoever, including, but not limited to, attorneys' fees and court costs, present or future, known or unknown, sounding in law or equity that arise out of or from or otherwise relate, directly or indirectly, to this Agreement or to the use of the DEDIR System to the extent authorized by law, including, but not limited to any injury or damage caused by the failure of the supplied equipment to function properly, the failure of radio transmissions to be accurately transmitted and/or received or the failure of the DEDIR System or the STARCOM21 System to operate as designed.

Section 7.8 – Amendments. This Agreement may be amended upon the written agreement of the parties.

WHEREFORE, the parties have signed and executed this Agreement as of the date written below in the County of DuPage, State of Illinois.

**EMERGENCY TELEPHONE SYSTEM
BOARD OF DUPAGE COUNTY:**

MEMBER:

Greg Schwarze
ETSB Chairman

By:
Title:

Date: _____



Date: _____

Attachment Listing

Attachment A – Equipment List

Radio Type	Quantity	Equipment Value	Amount ETSB Purchasing	Amount Agency Purchasing	ETSB Cost	Agency Cost
APX Next with - Remote Speaker Mic, Holster, 2 Batteries	42	\$ 272,381.76	36		6 \$ 244,406.94	\$ 27,974.82
APX Next XN with - Remote Speaker Mic, Holster, 2 Batteries	0	\$ -	0		0 \$ -	\$ -
APX 4000 with - Remote Speaker Mic, Belt Clip, 2 Batteries, Single Charger	2	\$ 3,645.62	0		2 \$ -	\$ 3,645.62
Mobile (Dash Mount)	2	\$ 9,728.00	0		2 \$ -	\$ 9,728.00
Mobile (Dual Head)	0	\$ -	0		0 \$ -	\$ -
Mobile (Remote Head)	0	\$ -	0		0 \$ -	\$ -
APX Next Single Charger	46	\$ 5,290.00	42		4 \$ 4,830.00	\$ 460.00
APX Next Multi Charger	1	\$ 960.00	0		1 \$ -	\$ 960.00
APX Next Car Charger	0	\$ -	0		0 \$ -	\$ -
Additional APX 4000 Single Charger	0	\$ -	0		0 \$ -	\$ -
APX 4000 Multi Charger	0	\$ -	0		0 \$ -	\$ -
Total (Radios)	46	\$ 285,755.38	36		10 \$ 244,406.94	\$ 41,348.44
Total (Chargers)	47	\$ 6,250.00	42		5 \$ 4,830.00	\$ 1,420.00
Overall Total	93	\$ 292,005.38	78		15 \$ 249,236.94	\$ 42,768.44

Approval of Inventory List

Signature: 
 Name: GREGORY A. VESNA
 Title: CHIEF OF POLICE
 Date: 10/26/22
 ETSB Signature: 

Equipment Delivery

Signature: _____
 Name: _____
 Title: _____
 Date: _____
 ETSB Signature: _____



PUBLIC WORKS **COMMITTEE MINUTES**

Committee Date: October 13, 2022
Present: Ald. Ames, Catalano, Curiale, Messina, Susmarski and Woods
Absent: Ald. Jakab
Also Present: Mayor Pulice, Clerk Curiale, Treasurer Porch, City Manager Mermuys, Police Chief Vesta, Deputy Police Chief Zito, Director Lange, Asst. Director Hastings, CDC Director Springer, Administrative Services Director Ibares
Meeting Convened at: 8:05 p.m.

APPROVAL OF MINUTES:

Ald. Messina made a motion, seconded by Ald. Susmarski, to approve the minutes of the September 22, 2022 meeting as presented. A voice vote was taken, with all members voting aye.

REPORT & RECOMMENDATION

AN AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF WOOD DALE AND THOMAS ENGINEERING FOR THE FISCAL YEAR 2023-2025 CAPITAL ROAD PROGRAM IN AN AMOUNT NOT TO EXCEED \$50,000

DISCUSSION:

Alderman Woods inquired why there was a need for the Amendment. Director Lange responded the requested proposals for engineering services did not include the water main work and we elected to include it in the alternate when we bid the project. Also, the end date was scheduled to be May 31, 2023. However, since it was being divided into 2 FY, the contractors felt it best to extend the engineering services by a month.

VOTE:

Ald. Messina made a motion, seconded by Ald. Curiale, to approve An Agreement Between the City of Wood Dale and R.W. Dunteman Company for the FY 2023 Pavement Patching Crack Sealing Program in an Amount Not to Exceed \$183,810. A roll call vote was taken, with the following results:

Ayes: Ald. Ames, Catalano, Curiale, Messina, Susmarski and Woods
Nays: None
Abstained: None
Motion: Carried

REPORT & RECOMMENDATION

REPLACEMENT OF VEHICLES 262, 501, & 580 IN AN AMOUNT NOT TO EXCEED \$566,147.93

DISCUSSION:

Ald. Catalano asked Director Lange to explain what a Vactor Truck does.

Director Lange explained the Vactor Truck is used by Water Utilities and Wastewater Division. It has a vacuum, as well as a jetting/rodding to clean out sewers and catch basins, and for hydro-excavating water main breaks. Ald. Catalano asked if the other truck is the City of Wood Dale's first electric truck. Dir. Lange confirmed and will see if it qualifies for any electric vehicle rebates.

VOTE:

Ald. Susmarski made a motion, seconded by Ald. Catalano, to approve Replacement of Vehicles 262, 501, & 580 in An Amount Not to Exceed \$566,147.93. A roll call vote was taken, with the following results:

Ayes: Ald. Ames, Catalano, Curiale, Messina, Susmarski and Woods
Nays: None
Abstained: None
Motion: Carried

ITEMS TO BE CONSIDERED AT FUTURE MEETINGS:

- Well Inspection – October 27
- RJN I & I Agreement – Spring 2023

ADJOURNMENT:

Ald. Messina made a motion, seconded by Ald. Ames, to adjourn the meeting at 8:23 p.m. Upon a voice vote, the motion carried unanimously.

Minutes taken by Clerk Lynn Curiale



REQUEST FOR COMMITTEE ACTION

Referred to Committee: November 10, 2022
Subject: RJN Proposal – Klefstad LS
Staff Contact: Alan Lange, Public Works Director
Department: Public Works

TITLE: Approval of a Professional Services Agreement between the City of Wood Dale and RJN Group for the Klefstad Lift Station and Force Main Improvements in an Amount Not to Exceed \$145,000

RECOMMENDATION:

Staff Recommends Approval of a Professional Services Agreement between the City of Wood Dale and RJN Group for the Klefstad Lift Station and Force Main Improvements in an Amount Not to Exceed \$145,000.

BACKGROUND:

The City Council previously authorized a Redevelopment Agreement to relocate RKC Cleaners to the City from Elk Grove Village. The facility is anticipated to be a high-volume industrial water user which will use in excess of three million gallons per month. This location discharges to the City's Klefstad sanitary lift station and is expected to come online in early 2023. The existing lift station was constructed in 2009 and serves the City of Wood Dale's industrial sector. The daily flow to the Klefstad lift station will increase from 120,000 gallons per day (GPD) in dry weather to 220,000 GPD with the new user. This lift station also features increased flows during wet weather. There are several known repairs needed to the lift station, however with added flows additional improvements are needed including lining of the force main. It is desired to have this work completed before the new user comes online as it will be more difficult to bypass the station to perform repairs with the added flows. At the request of the City, RJN performed an inspection of the lift station and developed a Preliminary Design Report to determine the extent of rehabilitation necessary. Anticipated work to be performed includes lining of the 50-year old force main, pump rehabilitation, bypass pumping operation, removal of a failing wet well liner and other station improvements.

ANALYSIS:

The proposal for professional services includes final design of the lift station improvements, bidding assistance, part-time construction management, and project management services in an amount not to exceed \$145,000. A breakdown of the proposed fees is included in the attached proposal. Several known repairs were planned for in future years of the CIP and operating budgets however as the new user was not anticipated at the time of CIP and budget preparation the more extensive station improvements were not programmed into the FY 2023 budget, however in order to effectively accommodate the industrial district now and into the future it is recommended to proceed with the improvements at this time. Preliminary estimated construction costs are \$750,000. As the lift station is located within and operates in service to the TIF District, the use of TIF funding is appropriate.

DOCUMENTS ATTACHED

- ✓ RJN Group Proposal
- ✓ RJN Preliminary Design Report



November 8, 2022

Mr. Alan Lange
Public Works Director
City of Wood Dale
720 North Central Avenue
Wood Dale, Illinois 60191

Subject: **Proposal for Professional Engineering Services for Klefstad Lift Station and Force Main Design and Construction Management Services**

Dear Mr. Lange:

RJN Group, Inc. (RJN) is pleased to submit this proposal to provide Professional Engineering and Construction Services to assist the City of Wood Dale (City) with the rehabilitation of its Klefstad Lift Station (LS) and Force Main (FM).

Key Project Goals and Objectives

This project pertains to rehabilitating the existing Klefstad Lift Station and its existing 10" DIP force main. RJN previously conducted a preliminary design assessment of the lift station in October 2022 prior to the addition of a high-volume industrial user in Spring 2023. The daily flow to the Klefstad lift station will increase from 120,000 gallons per day (GPD) in dry weather to 220,000 GPD. This lift station also features increased flows during wet weather. In addition, the wet well walls are deteriorating rapidly due to a failing cementitious liner. This deteriorating liner has clogged one of the pumps and has left the lift station operating with only one pump.

As detailed in the October 2022 preliminary design report, the current scope shall include wet well and valve vault rehabilitation and force main rehabilitation up to the Wood Dale Road right-of-way (ROW). The total estimated construction costs are approximately \$750,000. Avoiding the DuPage County ROW will expedite the design and construction process while simultaneously rehabilitating approximately 90-95% of the force main. RJN proposes rehabilitation the remaining 10% of the DIP force main in 2023 when timing is deemed not as critical.

The project scope includes the following:

- Topographic Survey of the Lift Station and Force Main
- Wet Well Rehabilitation Design
 - Removal of existing lining material
 - Structural Lining (Geopolymer)
 - Wet Well Piping Removal and Replacement

- Pump Maintenance
- Valve Vault Rehabilitation Design
 - Quick Connect Valve and Plug Valves Removal and Replacement
 - Piping Removal and Replacement
- Force Main Design – Up to Wood Dale Road ROW (~2,650 LF of 10” DIP)
 - Cleaning
 - Cured-in-place-pipe (CIPP) lining
- Bidding Services
- Construction Management Services
 - Construction Supervision
 - Contract Administration
- Project Management

Assuring Quality and Safety

RJN is committed to providing **quality** deliverables. The data collected as a part of this project will be critical in evaluating the City’s effluent piping system. RJN’s internal quality control (QC) tools within in our in-house data management software, as well as our corporate training and QC processes in place will ensure that project will provide value for the City.

As an employee-owned firm, RJN’s commitment to the **safety** of our employees and of Wood Dale employees and customers is paramount. That commitment to safety is demonstrated in our internally developed and audited safety program where our goal is to have all field staff, engineers, and project managers “RJN Safety Certified.” Included in the certification is confined-space entry training, temporary traffic control, OSHA 10-hour, fall protection, and many more. Every project follows an RJN Health and Safety Plan (HASP) when completing any field work.

Price and Schedule Summary

This project will be invoiced on a Time and Material basis for a total not-to-exceed fee of **\$145,000** as described in the table below:

Task Description	Costs
Lift Station and Force Main Final Design and Bidding*	\$ 65,000
Construction Management Services	\$ 65,000
Project Management Services	\$ 15,000
TOTAL	\$ 145,000

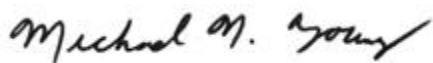
*Includes Subcontractor Fees

The project is expected to be completed by April 30, 2023 based on a Notice to Proceed by November 14, 2022. Complete Scope of Services, Pricing, Schedules, and Maps are provided in the following exhibits:

- A. Exhibit A – Scope of Services
- B. Exhibit B – Pricing
- C. Exhibit C – Schedule
- D. Exhibit D – Project Map

We are looking forward to the opportunity to work with the City of Wood Dale on this important project. It is our pleasure to submit this proposal to you. Please feel free to contact Patrick at 224.425.1014 if you would like to discuss this proposal or have any questions.

Sincerely,



Michael Young, PE
Senior Vice President



Patrick Hulsebosch, EIT
Project Manager



EXHIBIT A

SCOPE OF SERVICES

RJN is proposing the following scope of services to conduct the Klefstad Lift Station and Force Main Design and Construction for the City of Wood Dale.

A. Project Kickoff:

- a. Conduct a virtual or in-person kickoff meeting with City staff to discuss the project.
- b. Discuss logistics of design scope and schedule.

B. Lift Station and Force Main Rehabilitation Design:

- a. Provide topographic survey of lift station and force main areas. Prepare base plans from survey.
- b. Lift station design, including the following:
 - i. Rehabilitate Wet Well with Flexible Polymer Lining
 - ii. Remove and Replace Corroded Wet Well and Valve Vault Access Hatches and Netting
 - iii. Remove and Replace Corroded Wet Well and Valve Vault Piping
 - iv. Remove and Replace Corroded 4" Quick Connect Bypass Valve and Plug Valves
 - v. Pump Maintenance
- c. Force main design, including the following:
 - i. Cleaning and CIPP lining of approximately 2,650 LF of 10" DIP up to Wood Dale Road
- d. Prepare the following Contract Plans:
 - i. Cover Sheet
 - ii. General Notes and Quantities
 - iii. Demolition Plan
 - iv. Bypass Plan
 - v. Lift Station Site Plan
 - vi. Lift Station Piping Plans
 - vii. Force Main CIPP lining and cleaning exhibits.
 - viii. Project and City specific details
- e. Utilize the standard RJN front end documents and modify for the project.
- f. Provide technical specifications.
- g. Provide an opinion of probable cost and include updates with each submittal.
- h. Submit 90% design documents for City to review. Submittals will include contract plans, technical specifications, opinion of probable cost, and other contract documents.
- i. Prepare and submit permit application to Illinois Environmental Protection Agency (IEPA). Include the required plans and specifications. Address up to two rounds of IEPA review comments.

- j. Set up project on bidding service website and post electronic bid documents. Provide a bid advertisement for publication by the City.
- k. Prepare addenda as needed and post to bidding website. Attend the bid opening. Review the bids and provide a recommendation of award letter to the City.

C. Construction Management:

- a. Coordinate preconstruction meeting, prepare agenda, attend meeting and prepare and distribute meeting minutes.
- b. Review Contractor's product and material submittals, shop drawings, pre-construction video recordings, construction phasing, and traffic control submittals.
- c. The assigned resident engineer will thoroughly review the contract documents and project plans prior to construction activities.
- d. Ensure that the Contractor provides notification to the residents of impacts to sewer and water service, need for backyard access. Assist the City with contacting property owners impacted by the construction.
- e. Provide 4 weeks of full-time construction observation at an average of 40 hours per week.
- f. Provide 4 weeks of part-time construction observation at an average of 20 hours per week plus final walk through, preparation of punchlist and final inspection.
- g. Provide periodic inspection of erosion control and traffic control measures to ensure roadways remain open and driveways/sidewalks are not blocked for extended periods. Identify potential traffic control and surface rehabilitation needs during construction, observe construction phase J.U.L.I.E. locates and identify potential utility conflicts for locations requiring excavation.
- h. Provide daily documentation of the construction activities when on-site, including maintaining a daily project journal and taking digital photographs of all phases of the project, taking measurements for all quantities installed. Submit weekly updates to the City with the daily reports and photos.
- i. Alert the Contractor if equipment or materials are being installed prior to shop drawing approval or if the wrong materials are being used. Provide field checks of materials and equipment, including enforcement of material testing.
- j. Provide observation services during construction testing where applicable. Review testing documentation submittals for compliance with plans and specifications. Prepare a preliminary and final punchlist. Submit to the City for review and incorporate City's comments. Submit to Contractor for completion.
- k. Provide personnel as necessary for televising video review. Review sewer televising videos using PACP-certified personnel. Identify work completed that is in compliance with the Contract Documents and any deficiencies in the final work product.
- l. Provide general project management and attend up to two (2) meetings with City and Contractor (progress meetings in field are part of construction observation). Coordinate project with the City, and Contractor, including updates on progress. Provide contract management, including review of Contractor's payment requests,

preparation of change orders, coordination of contract closeout and preparation of a final acceptance letter.

- m. RJN will prepare for the City a set of final construction documents in original AutoCAD or GIS formats. Obtain project specific rehabilitation changes to the City's collection system and provide to the City for inclusion in their GIS. Prepare a GIS layer update of the rehabilitation work and rehabilitation locations.
- n. RJN will prepare and provide record drawings from the contractor's as-built plans.

Items Requested from the City

- 1. City Front End Contract and Proposal Documents in MS Word format.
- 2. City to provide review and comment on prepared bidding documents including any project specific modifications for this project.
- 3. Coordination with RJN in answering bid-related questions in formal addenda.
- 4. Assistance with traffic control and lane closures where necessary for construction and bypass operations.
- 5. Mailing of City notifications to businesses/residents (if necessary).
- 6. City depth and location data from force main potholing operations.



EXHIBIT B PRICING

Pricing for the Klefstad Lift Station and Force Main Design and Construction project is as follows.

Pricing Terms for Invoicing: Time and Material

Not-To-Exceed Total Cost: **\$145,000**

Below are the Summary of Engineering Services Fees:

Task Description	Total Cost
Lift Station and Force Main Rehabilitation Design and Bidding Services	
Contract Plans and Exhibits	\$ 41,000
Contract Specifications	\$ 10,000
Cost Opinions	\$ 3,400
QA/QC Check	\$ 5,600
Bidding Services	\$ 5,000
Subtotal	\$ 65,000
Construction Management Services	
Pre-Construction Assistance	\$ 4,500
Full Time Construction Observation (4 - Weeks)	\$ 31,700
Part Time Construction Observation (4 - Weeks)	\$ 15,400
Review of Pre and Post Lining TV	\$ 3,000
Construction Documentation and Communication	\$ 10,400
Subtotal	\$ 65,000
Project Management Services	\$ 15,000
Subtotal	\$ 15,000
TOTAL	\$ 145,000

Hourly Rate Schedule

Classification		2023 Rates*
PD	Project Director	\$250.00
SPM	Senior Project Manager	\$215.00
PM	Project Manager	\$185.00
CM	Construction Manager	\$175.00
SPE	Senior Project Engineer	\$155.00
PE	Project Engineer	\$140.00
CO	Construction Observer	\$130.00
EI	Engineer Intern	\$120.00
GSS	GIS Specialist	\$120.00
SDA	Senior Data Analyst	\$120.00
GIS	GIS Analyst	\$105.00
FM	Field Manager	\$105.00
DA	Data Analyst	\$100.00
FS	Field Supervisor	\$95.00
FT	Field Technician	\$85.00
AS	Administrative Support	\$95.00

Notes

1. The Hourly Rate Schedule is valid until December 31st, 2023. Following that date, rates may be subject to a 3% annual increase.
2. The rates for reimbursables such as travel, postage, document fees, and in-house printings/discs are applied based on the normal on-going charges.

Contract Option

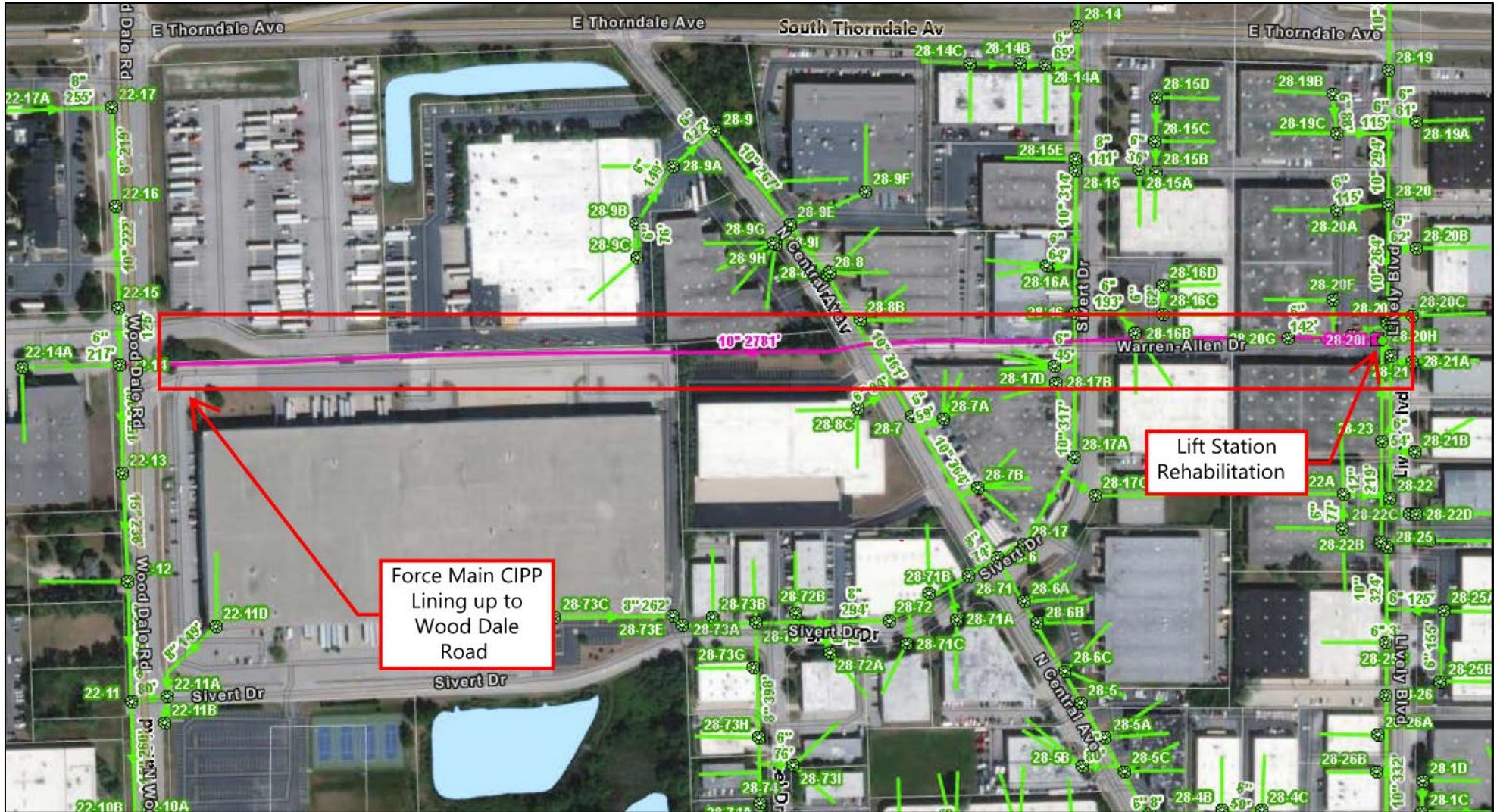
This contract can be amended to include additional work upon joint approval by the City and RJN.



EXHIBIT C PROPOSED SCHEDULE

RJN is prepared to start work immediately upon an Agreement. The schedule for this project is summarized as follows:

Task	Timeline
Lift Station and Force Main Rehabilitation Design and Bidding Services	<ul style="list-style-type: none">• 90% Submittal within 60 days of Notice to Proceed• Final Bid Documents within 30 Days of 90% Submittal Comments
Construction Management and Supervision	Construction is expected to start in March/April 2023 and the schedule will be controlled by the Contractor and will be weather dependent.



November 3, 2022

Mr. Alan Lange
Public Works Director
City of Wood Dale
720 North Central Avenue
Wood Dale, Illinois 60191

**SUBJECT: CITY OF WOOD DALE
KLEFSTAD LIFT STATION PRELIMINARY DESIGN REPORT**

Dear Mr. Lange,

RJN Group, Inc. (RJN) is pleased to submit this preliminary design report to the City of Wood Dale (City) for the Klefstad lift station assessment conducted during two separate visits in October 2022.

PROJECT UNDERSTANDING

The Klefstad lift station was constructed in 2009 and serves the City of Wood Dale’s industrial sector. The tributary system is shown in Figure 1. In Spring 2023, a high-volume industrial user will be added to its tributary system. The daily flow to the Klefstad lift station will increase from 120,000 gallons per day (GPD) in dry weather to 220,000 GPD. This lift station also features increased flows during wet weather.

In addition, the wet well walls are deteriorating rapidly due to a failing cementitious liner. This deteriorating liner has clogged one of the pumps and has left the lift station operating with only one pump.

The City reached out to RJN to perform a high-level investigation of the condition and operation of the station’s different systems. The goal of this investigation was to determine the extent of rehabilitation necessary prior to the increase in flow to the lift station in the spring of 2023.

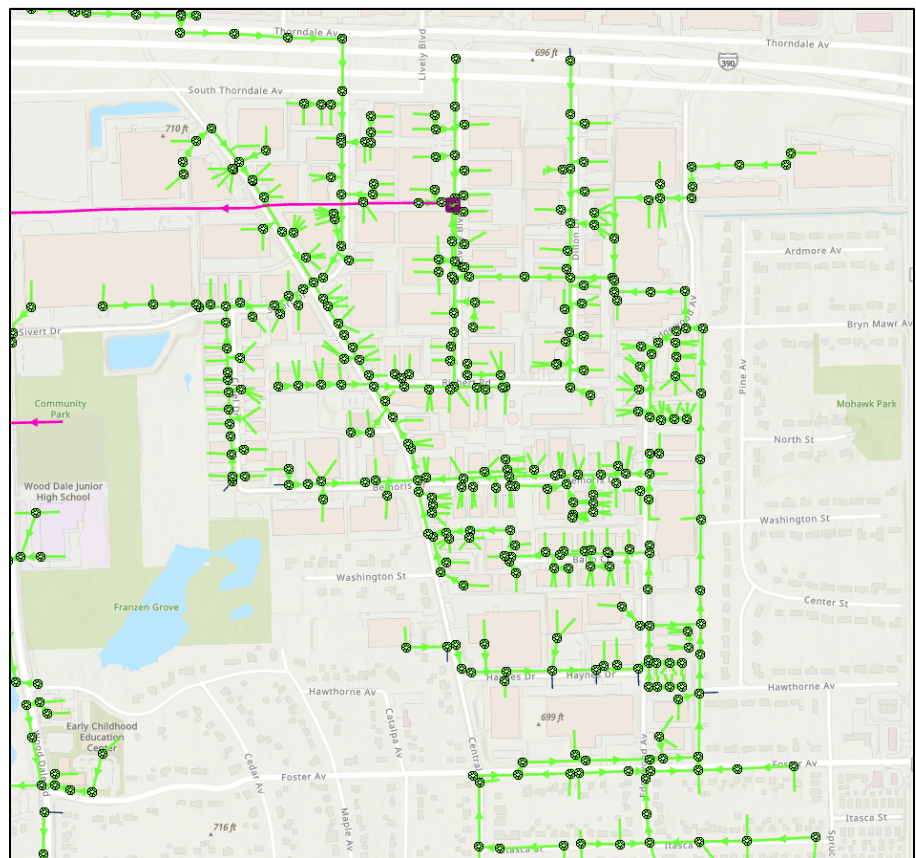


Figure 1 – Klefstad Lift Station Tributary System

METHODS

FIELD DATA COLLECTION

Data was collected from the City prior to the RJN site visits. This data was verified, and additional data was collected during the site visits. A summary of the types of data collected for each lift station is listed below. A summary of the lift station inspections, together with photos, can be found in Appendix D.

- **General Information** – this includes information such as the size of the force main, pipes connected to the wet well, and the types of pumps.
- **Controls and Operations** – this includes any control systems such as soft start drives, variable speed drives, any set points or high alarms, emergency measures, and whether the lift station is connected to a Supervisory Control and Data Acquisition (SCADA)/Telemetry system.
- **Structural Conditions** – this includes any information about the condition of each lift station, the wall material, the condition of wet-well structures (any evidence of corrosion), and any observations of inflow or infiltration. (I/I)

FILL-AND-DRAW TEST

The fill-and-draw test is used to determine actual pump capacities and hydraulic operation. The volume of the wet well was calculated based on dimensions collected during the site visit. The time that the wet well took to fill and be drawn down was measured for both lift stations. This was performed for each pump individually, as well as with multiple pumps operating together. The average flow rate in gallons per minute (gpm) was calculated from the fill-and-draw test for each configuration.

During the site visits, Pump 1 was inoperable due to debris clogging it from the deteriorating wet well walls so a fill-and-draw test was only able to be performed on Pump 2.

STRUCTURAL ASSESSMENT

The high-level structural assessment involved a surface inspection of the wet well. In addition, a remote 360° inspection using a GoPro to inspect the wet well was performed at the lift station to provide a more detailed inspection than could be performed from a typical surface inspection.

FORCE MAIN AND PUMP CAPACITY ASSESSMENT

When significant flow is added to a lift station it is critical to calculate if the current force main and pumps have the capacity to handle these additional flows. After performing calculations with the increased daily flows, it appears these pumps were oversized for their previous flows and can handle the increased flows. However, rehabilitating the force main affects the Hazen-Williams C factor and may reduce the efficiency of the current pumps significantly. An increase in the impeller size may be warranted. Appendix C contains the new pump curve and the calculations.

FINDINGS

KLEFSTAD LIFT STATION

Name:	Klefstad
Address:	900 Lively Blvd
# of Pumps	2
Pumps Installed	2009
Lift Station Constructed	2009

General

The Klefstad Lift Station is a submersible lift station located at 900 Lively Boulevard. The station has two submersible 15 HP pumps. The design capacity of each pump is nominally 575 GPM. The lift station was constructed in 2009.

Controls and Operation

This lift station has a control panel which utilizes above-ground SCADA connected through cellular. Floats and pressure transducers are used to manage water levels.

Structural Condition

Hydrogen sulfide (H₂S) corrosion was present throughout various components of the lift station. The piping of the wet well displayed H₂S through increased roughness, blistering, and peeling. The discharge manhole also displayed signs of corrosion.

In addition, as Figure 3 shows, the wet well walls are deteriorating rapidly due to a failing cementitious liner. The debris was clogging Pump 1 at the time of the site visit.

Inflow and Infiltration

No signs of active infiltration were observed in the wet well, valve vault, or air release manhole.

Emergency Measures

The lift station uses electricity from the grid as its main power source. The City has an onsite backup generator available for use in the event of a loss of power.



Figure 1 - Klefstad Lift Station



Figure 2 - Cementitious Liner Deterioration

Wet Well	
Wet Well Shape	Circular
Well Diameter (ft)	6.0
Wet Well Area (ft ²)	28.3
Depth (ft)	41.0
Wet Well Material	Concrete
Average Fill Rate (gpm)	245.5
Force Main	
Force Main Age (years)	Unknown
Force Main Diameter (in.)	10
Force Main Material	DI
Force Main C Value	90
Force Main Length (Approx, ft)	2781
Minimum Discharge Velocity (fps)	1.8
Maximum Discharge Velocity (fps)	1.8
Design Point	
Design Capacity (gpm)	575
Design TDH (ft)	69.5
Pump Elevation (ft)	654.5
Discharge Elevation (ft)	707.1
Static Head (ft)	52.6
Calculated Flow	
Pump 1 Flow (gpm)	-
Pump 1 Design Flow (gpm)	575
Pump 1 Performance (% of Design Capacity)	-
Pump 2 Average Flow (gpm)	429
Pump 2 Design Flow (gpm)	575
Pump 2 Performance (% of Design Capacity)	75%
Pump 1 & 2 Flow (gpm)	-

Hydraulic Analysis

During the inspection, Pump 1 was inoperable. The calculated flows for Pump 2 were lower than the design rate of 575 GPM for the Hydromatic pumps. Pump 2 operated at 429 GPM translating to 75% of the design capacity.

Main Issues and Recommendations

- Wet Well Liner Failure
- Pump Operations
 - Inoperable Pump 1
 - Low Scouring Velocity
- H₂S Corrosion
 - Well Piping
 - Quick Wet Connect Bypass Valve
 - Discharge Manhole 22-14
- Wet Well Access Hatch
- Force Main Condition
- Force Main and Pump Capacity Assessment

Wet Well Liner Failure

As seen in Figure 3, the original liner from 2009 is failing and deteriorating. The large chunks are falling into the wet well and have clogged Pump 1. It is recommended that:

- Sandblast the wet wall walls and prepare to rehabilitate the wet well with a lining material (cementitious/epoxy, geopolymer, polyurea, etc.) to restore the wet well’s structural integrities.

Pump Operations

This assessment identified a discrepancy between the design flow and actual flow of the lift station, with the Pump 2 operating at 75% design capacity. This discrepancy can be caused by multiple factors, including friction in the force main, impeller damage, partially opened valves, or open pockets within

Klefstad Lift Station Preliminary Design Report

the force main. The reduced flow has also lowered the velocity below the minimum scouring velocity of two feet per second. Below two feet per second, debris can settle and build up in the force main subsequently reducing the hydraulic capacity of the force main. Lastly, Pump 1 was inoperable during the time of inspection. Given that this lift station will see a large increase in flow and operation, the capacity of these pumps is critical.

The City has already stated that both Pumps 1 and 2 will be removed during construction and will be sent to Metropolitan Industries to be overhauled. The impellers should be checked to confirm they are the correct size of 9.25" and that they aren't damaged. In addition, corroded components of the lift station system will be replaced during rehabilitation which should reduce the friction losses and increase the flow rates.

H₂S Corrosion

As seen in Figures 3, 4, and 5, H₂S corrosion was observed in the wet well, valve vault, and the discharge manhole. Hydrogen sulfide corrosion can be a major problem in sanitary systems, particularly in the vicinity of pump stations and force mains. Besides the odor issues, high levels of H₂S will lead to corrosion of concrete and metal walls, creating risk for future loss of structural integrity—and eventually failure. Additional problems associated with pipe corrosion can include increased head loss, lowering the station's flow capacity, as well as reduced wall thickness, which can become a structural risk over time. It is recommended to:

- Rehabilitate the discharge manhole 22-14 with a lining material (cementitious/epoxy, geopolymer, polyurea, etc.). Restore the wet well's structural integrities, prevent possible H₂S corrosion.
- Remove and replace the corroded wet well pipes to prevent the risk of failure.
- Remove and replace the corroded valve vault piping and 4" Quick Connect Bypass Valve

Wet Well Access Hatch

During the site visits, it was observed that the wet well's access hatch needed replacement. The hatch was missing handles, bolts, and the safety netting is worn. It is recommended to:

- Replace the wet well access hatch during rehabilitation



Figure 4 – Discharge Manhole Corrosion



Figure 5 – Valve Vault Topside

Force Main Condition

The Klefstad lift station force main (FM) was not replaced or rehabilitated when the original lift station was replaced in 2009. The actual age of the force main is unknown and the City does not have any record drawings before the 2009 replacement. It is assumed to be nearing its design life of 50 years. In addition, the force main experienced a break approximately 1,700 LF downstream in the past decade. As seen in Figure 6, there appears to be a utility crossing with a 12" water main near the estimated break location of the force main. It is likely that this discontinuity in the profile caused the break and perhaps due to the formation of a gas pocket at a localized high point. In ductile iron force mains, H₂S corrosion will occur in these gas pockets and result in deterioration and ultimately a break.

The ongoing pump capacity issues and lower velocities creates additional risks for the force main over time. Below the minimum self-cleaning velocity of 2 fps, deposits can build up on the force main in low points which will restrict capacity and can be a risk for abrasion. There are no record drawings of the profile of the force main but there are a few utility crossings where the force main profile appears to change suddenly, creating localized low points, to avoid nearby utilities.

Given the force main's material (ductile iron), past break history, and advanced age the condition of the force main is a vital concern that needs to be addressed before the new high-volume industrial user is added to Klefstad's tributary system. It is recommended to:

- Rehabilitate the force main via cured-in-place-pipelining (CIPP) and restore its design life and structural integrity for the increased flows.
 - Without having a profile of the force main, it is recommended that the City crews pothole and confirm the depth and location in a few select places along the force main's path.
 - Confirming the general depth and path will reduce the risk for bidding contractors by limiting unknowns.

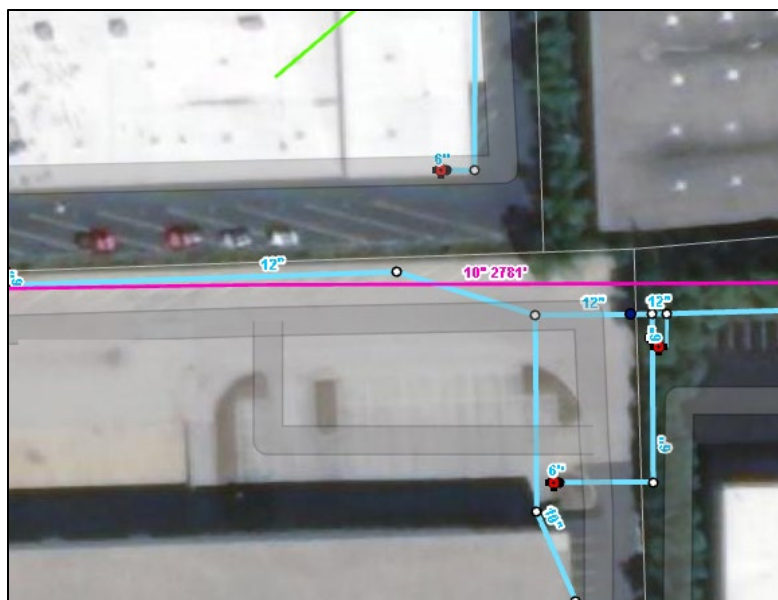


Figure 6 – Klefstad FM Utility Conflict

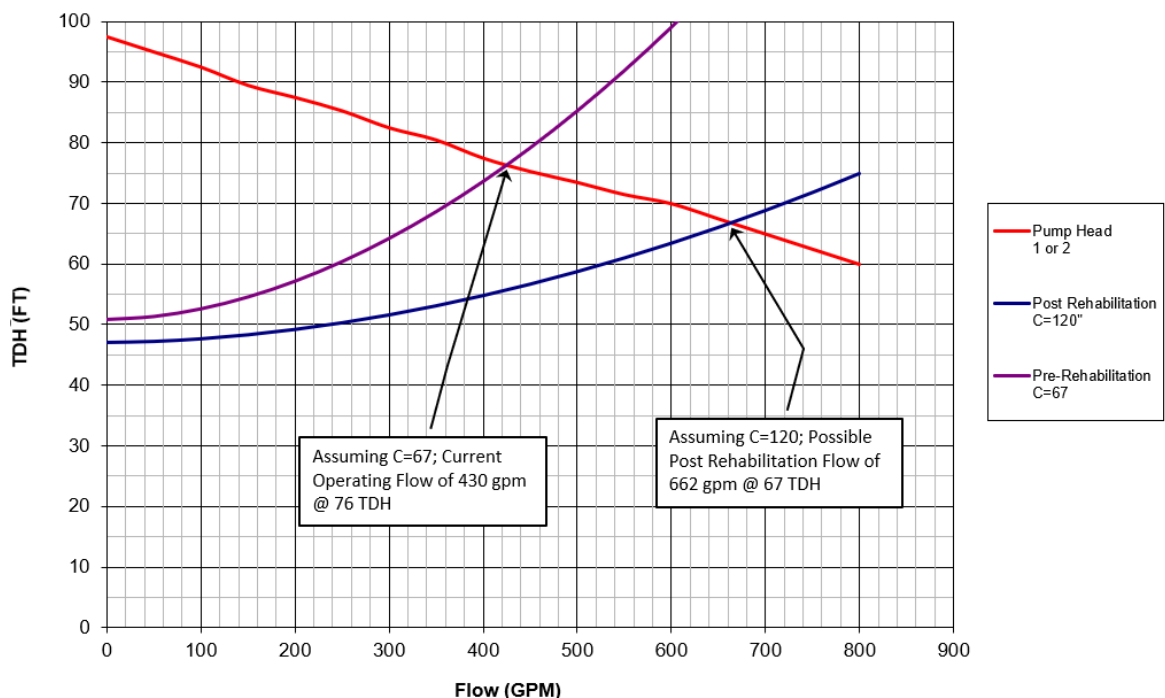
As seen in Table 1, accounting for a peaking factor of 4, the current Hydromatic S4KX pumps are capable of handling up to 880,000 GPD at their design rate of 575 GPM. However, as detailed previously, Pump 2 was operating at about 75% of the design capacity likely due to increased friction losses from corroded piping. This could also be due to a capacity restriction in the force main from built-up deposits.

Table 1 - Minimum Pump Rate Calculations

Determine Minimum Pump Rate		
Average Daily Flow =	220,000	GPD
Peak Flow =	880,000	GPD
Minimum Pumping Rate Required =	611	GPM
Design Pumping Rate =	575	GPM
	0.83	MGD

Figure 7 features the pump curve before and after rehabilitation. As shown, the current flow of approximately 430 GPM is due to an increase in the total dynamic head (TDH) from the increased friction losses within the system and/or capacity reduction in the force main. The replacement of the wet well piping and check valve piping and the CIPP lining of the force main will reduce some of these friction losses as well as restore some hydraulic capacity. As a result, the Hazen-Williams roughness coefficient factor will increase. As Figure 7 shows, increasing the C factor from 67 to 120 theoretically shifts the pump curve to the right and increases the flow capacity. It is recommended that the City perform a fill and draw test immediately following rehabilitation to confirm these calculations and that the pumps are operating closer to their design capacity.

Figure 7 - Klefstad Lift Station Pre and Post Rehabilitation Pump Curves



RECOMMENDATIONS

In order to handle increased flows, the Klefstad lift station requires structural and pump rehabilitation. A preliminary design of the proposed rehabilitation for the lift station is also included in Appendix A.

STRUCTURAL

The wet well and the force main are the two primary structural components that must be rehabilitated prior to the new industrial user. In addition, bypass operations are a major component of lift station rehabilitation. As a result, it is best practice to rehabilitate as much as necessary to avoid paying for multiple expensive bypass operations.

For the wet well it is recommended to:

- Rehabilitate the wet well with a lining material (cementitious/epoxy, geopolymer, polyurea, etc.) to restore the wet well's structural integrities, and prevent H₂S corrosion.
- Remove and replace the corroded wet well pipes to prevent the risk of failure.
- Remove and replace the wet well access hatch.

For the valve vault it is recommended to:

- Remove and replace corroded valve vault piping and 4" Quick Connect Bypass Valve

For the force main it is recommended to:

- Pothole in accessible locations to help confirm the profile of the force main in sections
- Line the force main

PUMPS

The rehabilitation of the wet well will remove the issue of the clogging in Pump 1 but these pumps should be pulled and overhauled during bypass operations. In order to handle the increased flows, these pumps need to be operating closer to their design capacity of 575 GPM. The impellers should be checked for damage and should be confirmed that they are the right size of 9.25". The rehabilitated wet well, valve vault, and force main will also reduce the friction losses and help increase the flow rates of the pumps. After rehabilitation, a fill-and-draw test should be performed to confirm these pumps are operating closer to their design capacity.

BUDGETARY COST ESTIMATES

The budgetary cost estimates for the preliminary design are estimated to be approximately \$900,000. A full breakdown of the estimated costs is included in the table in Appendix B.

The preliminary design scope includes lining the entire force main. However, the scope of the force main

Klefstad Lift Station Preliminary Design Report

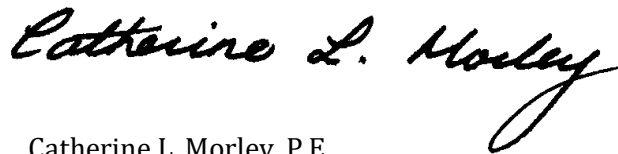
rehabilitation may change during final design. The Klefstad lift station force main discharges across Wood Dale Road, a County road, into a manhole situated in the southbound lanes. Coordinating bypass operations across Wood Dale Road with DuPage County may be difficult and lining the force main up to the right-of-way on the east side of Wood Dale Road may be easier. One option will be rehabilitating or replacing the section across Wood Dale Road at a later date due to the time constraints of the new industrial user. These options will be evaluated further during the final design.

It has been a pleasure working with the City of Wood Dale on this project. We look forward to continuing to support the Village with collection system solutions. Please contact us if you have any questions or require further clarification.

Sincerely,
RJN Group, Inc.

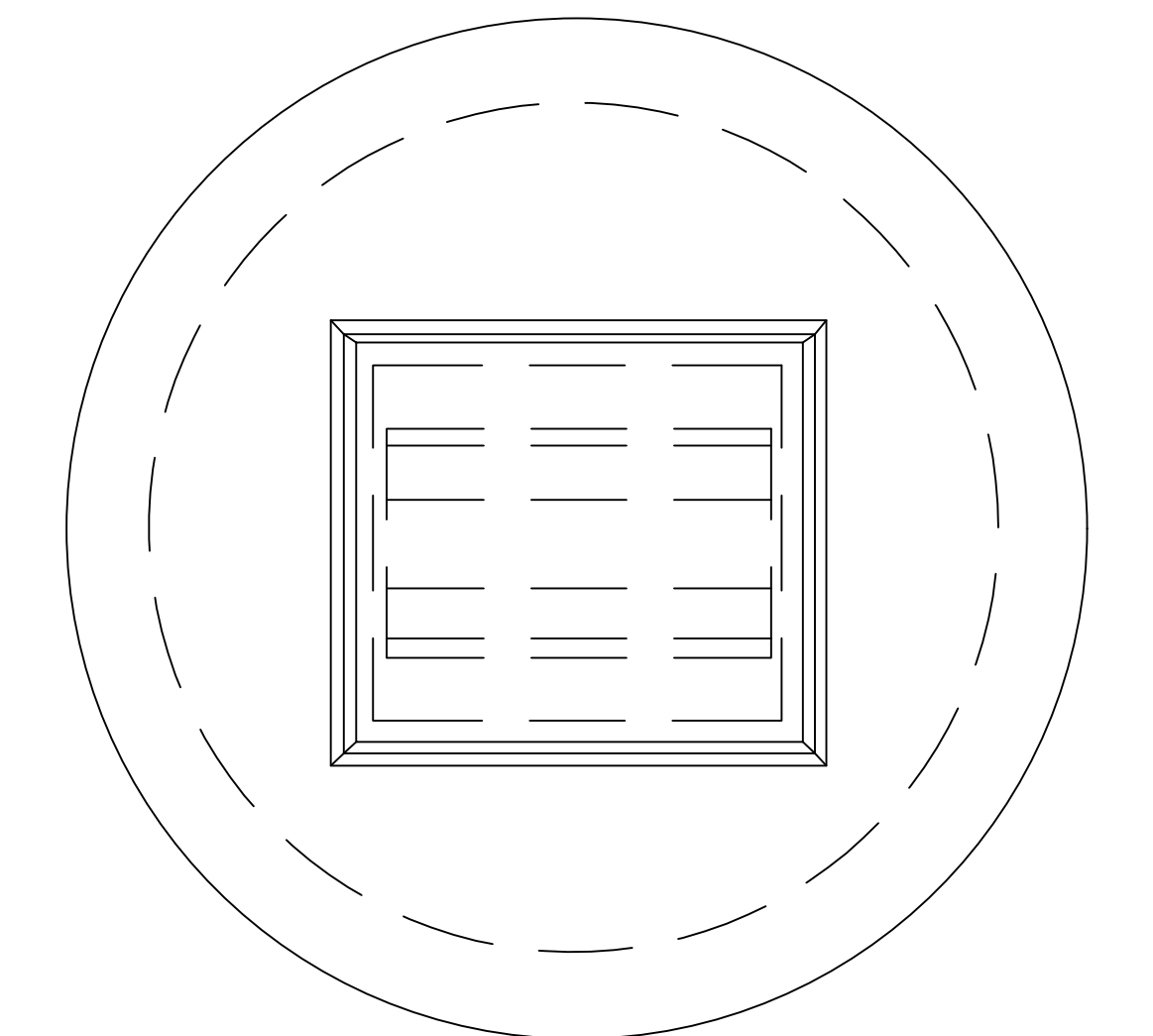
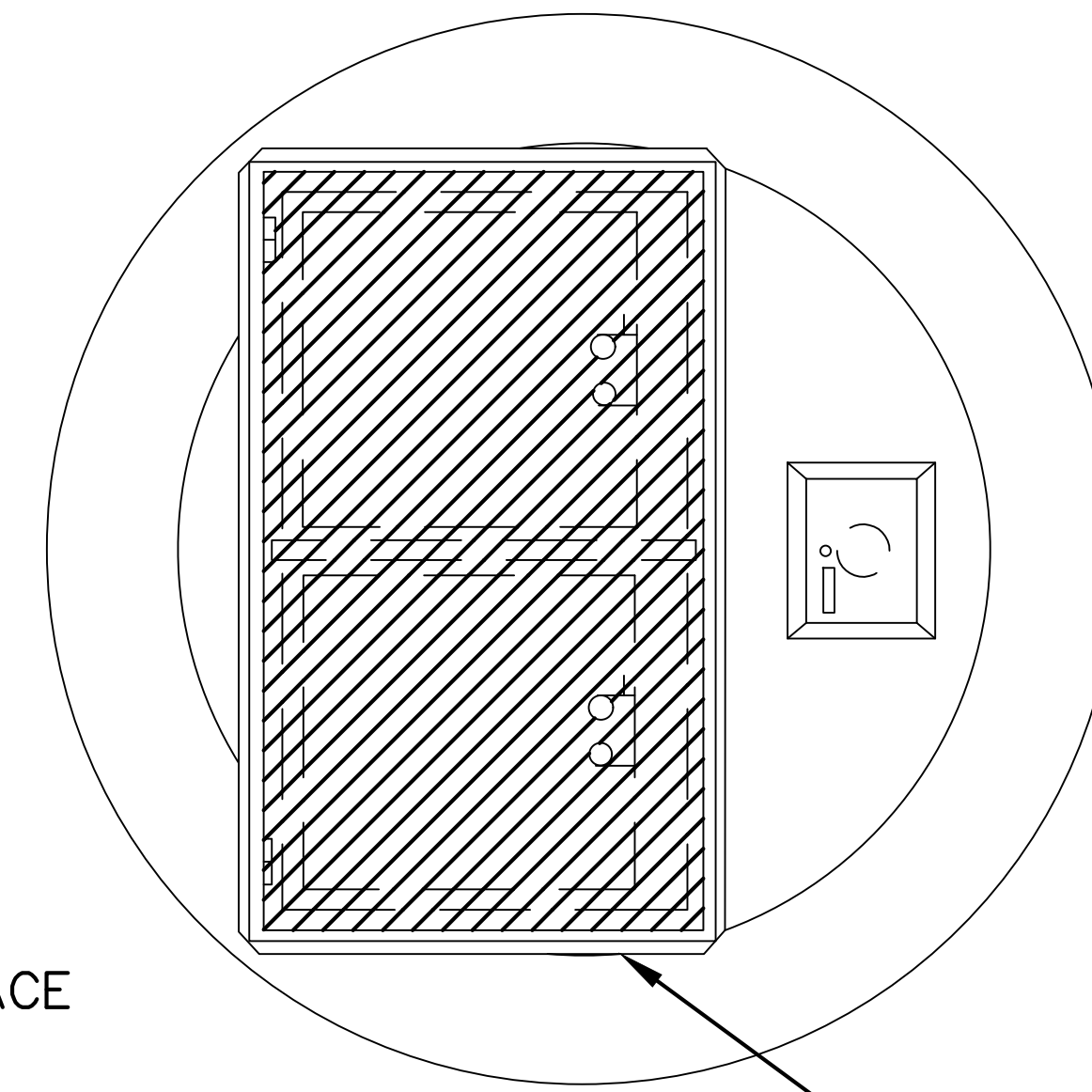
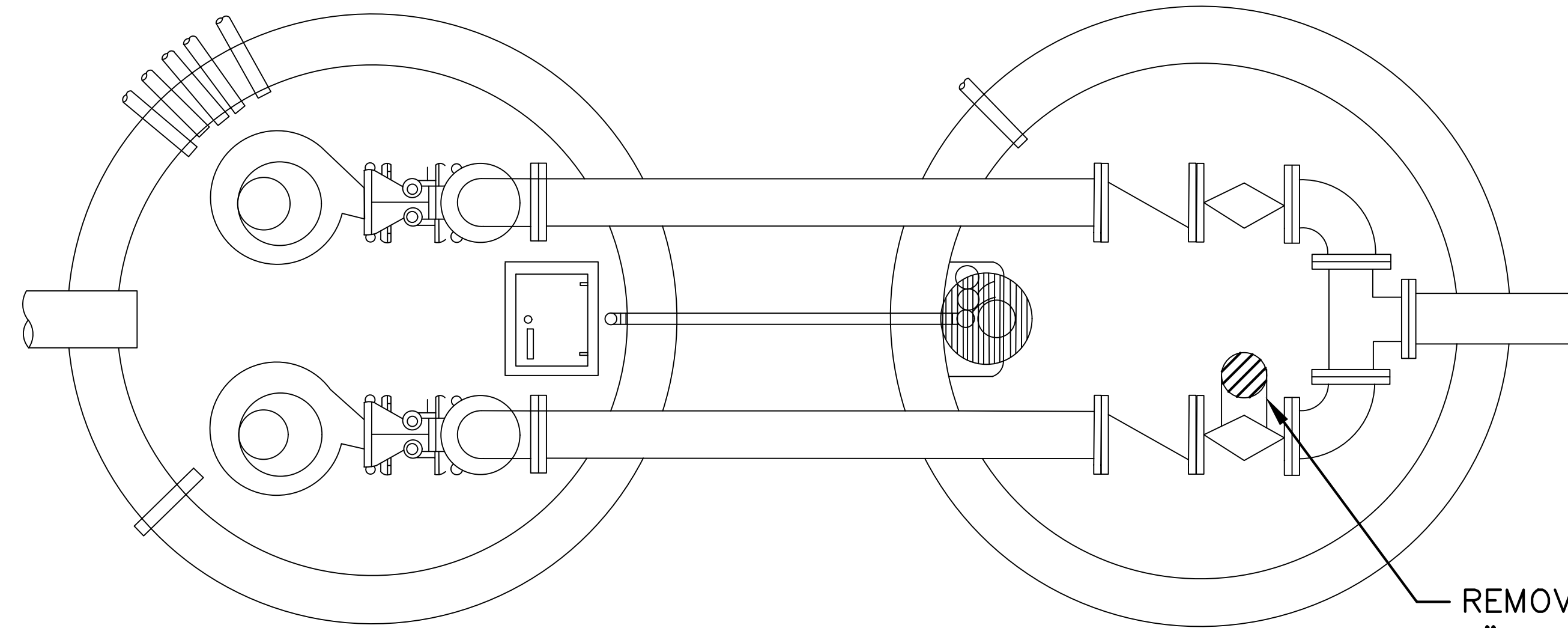


Patrick Hulsebosch, E.I.T.
Project Manager



Catherine L. Morley, P.E.
Senior Project Manager

APPENDIX A
PROPOSED KLEFSTAD LIFT STATION IMPROVEMENTS



REMOVE AND REPLACE
4" QUICK CONNECT

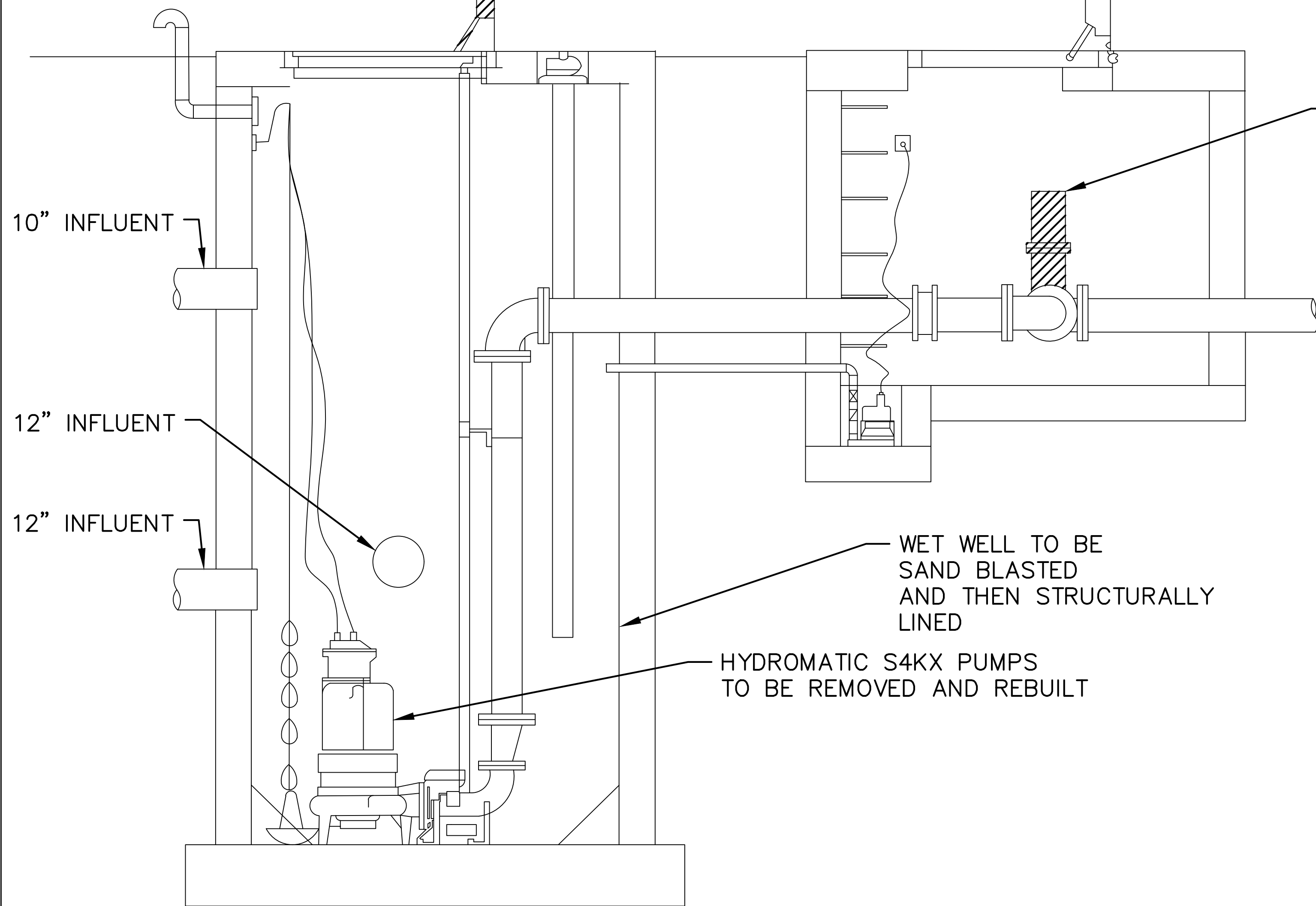
REMOVE & REPLACE
WET WELL ACCESS HATCH
AND SAFETY NETTING

REMOVE & REPLACE
WET WELL ACCESS HATCH
AND SAFETY NETTING

REMOVE AND REPLACE
4" QUICK CONNECT
BYPASS VALVE

WET WELL TO BE
SAND BLASTED
AND THEN STRUCTURALLY
LINED

HYDROMATIC S4KX PUMPS
TO BE REMOVED AND REBUILT



10" INFLUENT

12" INFLUENT

12" INFLUENT

I:\Projects\11-3708\11-3708-01\11-3708-01.dwg 11/13/2022 11:13:01 AM 11-3708-01.dwg 11-3708-01.dwg

DESIGNED:	
DRAWN: AI	
CHECKED:	
DATE: NOVEMBER 2022	



**KLEFSTAD LIFT
STATION REHABILITATION**

PRELIMINARY DESIGN

SCALES	COUNTY	TOTAL SHEETS	SHEET NO.
HORIZONTAL: -	DUPAGE		
VERTICAL: -	STA. - TO STA. -		
PROJECT NO. 11-3708-01			

APPENDIX B
PRELIMINARY DESIGN BUDGETARY COST ESTIMATE

City of Wood Dale
Klefstad Lift Station Preliminary Design Improvements
Engineer's Opinion of Probable Construction Costs

ITEM NO.	DESCRIPTION	UNIT OF MEASURE	QUANTITY	ESTIMATED UNIT PRICE	ENGINEER'S ESTIMATED TOTAL PRICE
1	PRE-CONSTRUCTION SURFACE TELEVISIONING	LS	1	\$2,500.00	\$2,500.00
2	BYPASS PUMPING - INCLUDES, BUT NOT LIMITED TO, INSTALLATION OF BYPASS PIPING AND PUMPS, AND BYPASS OF FLOW DURING WET WELL AND VALVE VAULT, REHABILITATION	LS	1	\$120,000.00	\$120,000.00
3	TEMPORARY CONSTRUCTION FENCE	LF	300	\$25.00	\$7,500.00
4	TEMPORARY SILT FENCE	LF	100	\$10.00	\$1,000.00
5	DEMOLITION OF EXISTING EQUIPMENT - INCLUDES, BUT NOT LIMITED TO, REMOVAL OF PUMPS, EXISTING MECHANICAL PIPING AND ELECTRICAL EQUIPMENT	LS	1	\$25,000.00	\$25,000.00
6	VALVE VAULT MECHANICAL PIPING AND QUICK CONNECT REPLACEMENT	LS	1	\$12,500.00	\$12,500.00
7	STRUCTURAL LINING, 6' DIA. WET WELL- INCLUDES SURFACE PREP, SANDBLASTING AND DEBRIS REMOVAL	LS	1	\$65,000.00	\$65,000.00
8	REMOVE AND REPLACE WET WELL ACCESS HATCH	EACH	1	\$5,000.00	\$5,000.00
9	CIPP LINING, PRESSURE PIPE, 10"	LF	2,175	\$200.00	\$435,000.00
10	PRE-CONSTRUCTION SEWER CLEANING AND TELEVISIONING	LF	2,175	\$12.00	\$26,100.00
11	CONTINGENCY ALLOWANCE	L SUM	1	\$50,000.00	\$50,000.00
SUBTOTAL					\$749,600.00
DESIGN ENGINEERING AND CONSTRUCTION RE COSTS (20% OF SUBTOTAL)					\$149,920.00
GRAND TOTAL					\$899,520.00

APPENDIX C
HYDRAULIC FORCE MAIN AND PUMP CALCULATIONS

**Wastewater Lift Station
&
Force Main
Design Calculations**

Project Name: Klefstad Lift Station

Location: City of Wood Dale

Designed By: P. HULSEBOSCH

Checked By: C. MORLEY

Date: 10/11/2022

Wastewater Pump Station & Force Main Project Summary

Project Name: Klefstad Lift Station

Average Daily Flow (gpm): 153

Pump Operational Point No. 1 (gpm@tdh): 750 GPM @ 65.7 TDH

Pump Operational Point, No. 2 (gpm@tdh): 700 GPM @ 67.3TDH

Pump Manufacturer: Hydromatic

Model Number: S4KX

Impeller Diameter (in): 9.25

Horse Power (HP): 20

Voltage (V): 230

Force Main Diameter (in): 10

Force Main Length (ft): 2,781

Design Pumping Flow Rate

Peaking Factor Calculation	
Average Daily Flow (gpd) =	220,000.0
Flow (gpm) =	152.8
Population Equivalency (PE) =	2,200
MWRD Equation 1 (gpcpd)	438.4
MWRD Equation 2 (gpcpd)	355.3
Calculated Peak Factor =	4.4
Design Peak Factor =	4.4

Max. Design Factor allowed by MWRD 4.0

Determine Minimum Pump Rate		
Average Daily Flow =	220,000	GPD
Peak Flow =	880,000	GPD
Minimum Pumping Rate Required =	611	GPM
Design Pumping Rate =	575	GPM
	0.83	MGD

-6%

Cycle Time & Wet Well Geometry

Target Cycles Per Hour		
ADF	=	210 gpm
Pumping Rate	=	575 gpm
Time	=	6 min.
Cycles Per Hour =		10.0
Check Cycles Per Hour:		OK
Check Cycles Per Hour:		OK

0.30 mgd

0.83 mgd

Determine Wet well Diameter		
Required Volume =	800	Gallons
Pick Wet Well Diameter =	6.0	Ft
Pick Wet Well Cycle =	3.30	Vert. Ft
Volume in Cycle =	698	Gallons

Vertical Datum Used: NAVD 88

Determine Wet Well Invert & Float Elevations		
		Wet well Dia. = 6.0 Ft
Top Elev=	695.46	
Gnd Elev=	695.46	
FM Discharge Invert : 707.1		
36.46 SS Invert In=	659.00	
		34.71 Alarm = 660.75
		35.46 Lag On = 660.00
		35.96 Lead On = 659.50
		39.26 Pumps Off = 656.20
41.00 Bottom Invert Elev* =	654.46	

*As required for complete submergence

Force Main & Piping Design

Off-Site Force Main Data	
Design Pump Rate (gpm) =	575
Select Force Main Size (in) =	10
Velocity (fps) =	2.35
<i>Meets Minimum Velocity Requirement?</i>	OK
<i>Meets Maximum Velocity Requirement?</i>	OK
<i>Required Pump?</i>	Use Non-Clog Pump
Line Length (ft) =	2,781
Account for Minor Losses =	3%
Equiv Length (ft) =	2,864

Connection Point:	Existing 10" Forcemain
-------------------	-------------------------------

Pump Station Piping Data			
In Wet Well	Design Pump Rate (gpm) =	575	
	Wet Well Piping Size (in) =	6	
	Velocity (fps) =	6.52	
	<i>Meets Minimum Velocity Requirement?</i>	OK > 2 FPS	
	<i>Meets Maximum Velocity Requirement?</i>	OK < 9 FPS	
Item	Number of Fittings	L/D Ratio	Equivalent Length
45 bend	0	16	0.00
90 bend	2	30	30.00
22.5 bend	0	9	0.00
Branch Tee Flow	0	60	0.00
Check valve	0	135	0.00
Plug Valve	0	17	0.00
Reducer	1	45	22.50
			0.00
			0.00
Equivalent Fitting Length (ft) =			53
Wet Well Piping Length (ft) =			38
Total Equivalent Pump Station Pipe Length (ft) =			91
Equivalent Wet Well Diameter Length (ft) =			1087

In Valve Vault		Valve Vault Piping Size (in) =	6
		Velocity (fps) =	6.52
		<i>Meets Minimum Velocity Requirement?</i>	OK > 2 FPS
		<i>Meets Maximum Velocity Requirement?</i>	OK < 9 FPS
Item	Number of Fittings	L/D Ratio	Equivalent Length
45 bend	0	16	0.00
90 bend	1	30	15.00
22.5 bend	0	9	0.00
Branch Tee Flow	1	60	30.00
Check valve	1	135	67.50
Plug Valve	1	17	8.50
Reducer	0	45	0.00
			0.00
			0.00
Equivalent Fitting Length (ft) =			121
Wet Well Piping Length (ft) =			38
Total Equivalent Pump Station Pipe Length (ft) =			159
Equivalent Valve Vault Diameter Length (ft) =			1909
Total Equivalent Force Main Length (ft) =			5860

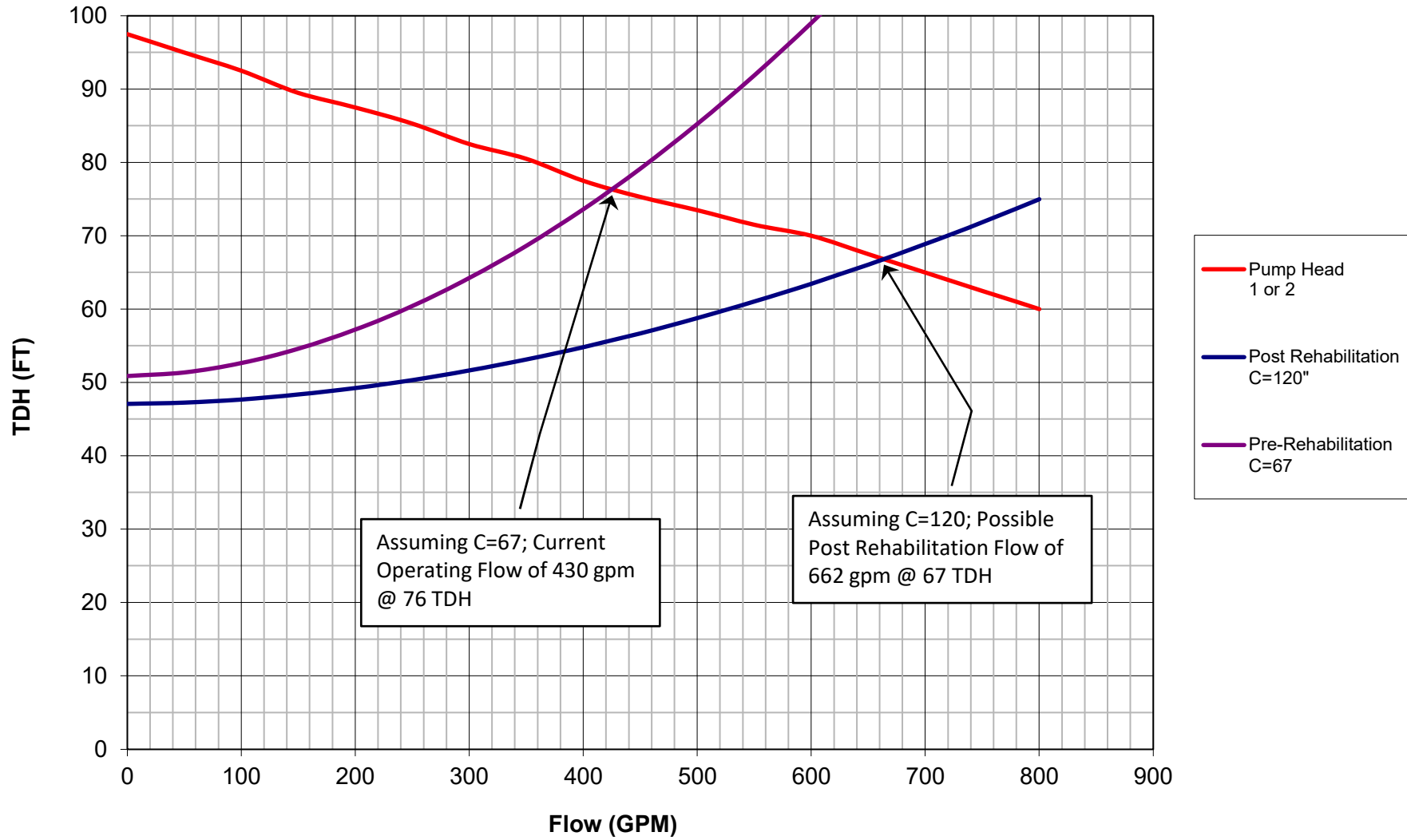
Pump Selection

Force Main Diameter (in) = 10
 Equivalent Force Main Length (ft) = 5860
 Current Hazen-Williams C Factor = 67
 Rehabilitated Hazen-Williams C Factor = 120
 Minimum Required Pump Rate (GPM) = 611
 Design Pumping Rate (GPM) = 575
 Calculated Pumping Rate (GPM) = 430

GPM	Static Head (High wet well)	Static Head (Low wet well)	Possible Rehabilitate d TDH	Current TDH	Velocity (fps)	Pump Head 1 or 2	Pipe friction loss (ft)	Equipment friction loss (ft)	Total Friction Loss (ft)
0	47.10	50.90	47.10	50.90	0.0	97.50	0.00	0.00	0.00
50	47.10	50.90	47.27	51.39	0.2	95.00	0.27	0.21	0.49
100	47.10	50.90	47.70	52.65	0.4	92.50	0.99	0.76	1.75
150	47.10	50.90	48.36	54.60	0.6	89.50	2.10	1.60	3.70
200	47.10	50.90	49.25	57.21	0.8	87.50	3.57	2.73	6.31
250	47.10	50.90	50.34	60.43	1.0	85.30	5.40	4.13	9.53
300	47.10	50.90	51.64	64.25	1.2	82.50	7.57	5.79	13.35
350	47.10	50.90	53.14	68.66	1.4	80.50	10.06	7.69	17.76
400	47.10	50.90	54.83	73.63	1.6	77.50	12.88	9.85	22.73
450	47.10	50.90	56.72	79.17	1.8	75.30	16.02	12.25	28.27
500	47.10	50.90	58.79	85.25	2.0	73.50	19.47	14.89	34.35
550	47.10	50.90	61.04	91.88	2.2	71.50	23.22	17.76	40.98
600	47.10	50.90	63.48	99.03	2.5	70.00	27.28	20.86	48.13
650	47.10	50.90	66.09	106.71	2.7	67.50	31.63	24.19	55.81
700	47.10	50.90	68.88	114.92	2.9	65.00	36.28	27.74	64.02
750	47.10	50.90	71.84	123.63	3.1	62.50	41.21	31.52	72.73
800	47.10	50.90	74.98	132.85	3.3	60.00	46.44	35.51	81.95

Pump Manufacturer: **Hydromatic**
 Model Number: **S4K/S4KX**
 Impeller Diameter: **9.25 in**
 Horsepower: **14.4 HP**

Klefstad Lift Station Pump and Force Main System Curves



Station Operation Check

Proposed Operational Point No.1

750 GPM @ 65.7 TDH

Check Wet well Cycle Times

Wet well Diameter (feet)	Wet well Area (gal / VF)	Wet well Cycle (ft)	Wet well Volume (gal)
6.0	211	3.3	697.6
<hr/>			
Fill =	$\frac{\text{Wet well Volume}}{\text{ADF}}$	=	3.3 minutes
Run =	$\frac{\text{Wet well Volume}}{\text{Pump Rate} - \text{ADF}}$	=	1.3 minutes
<hr/>			
		Total =	5.0 minutes
		Cycle Time =	12.0 Cycles / Hour
		Cycle Time (With 2 pumps alternating) =	6.0 Cycles / Hour
			<i>Meets Minimum Cycle Time? OK</i>
			<i>Meets Maximum Cycle Time? OK</i>

Station Operation Check

Proposed Operational Point No. 2

700 GPM @ **67.3** TDH

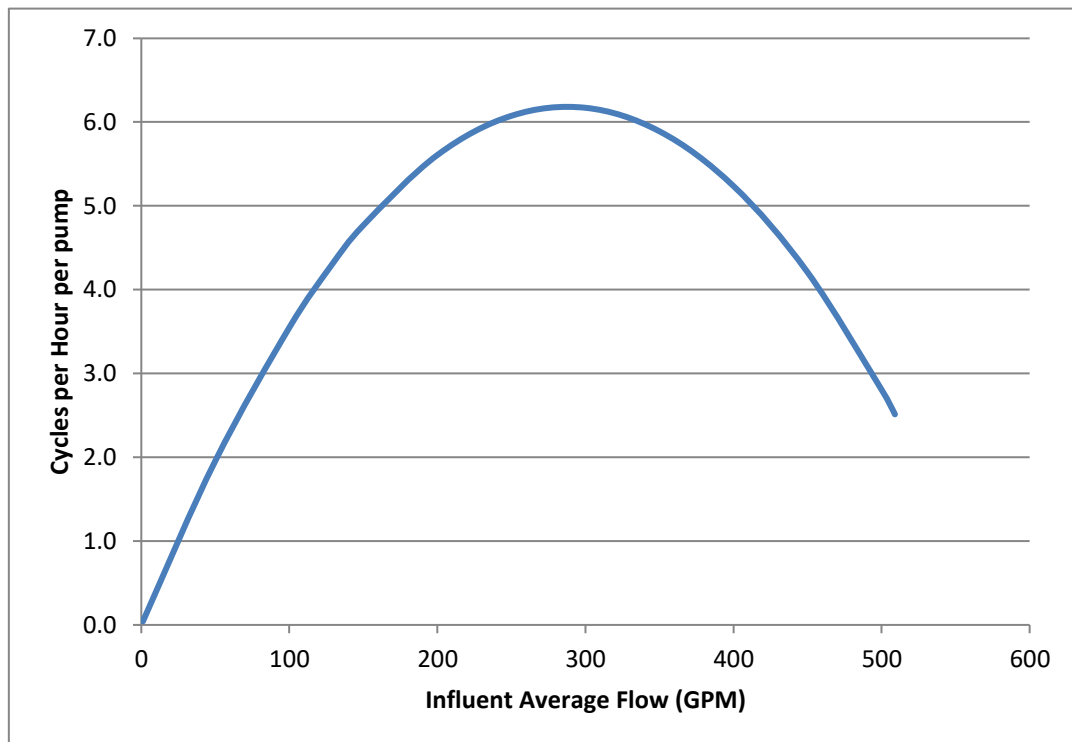
Check Wet well Cycle Times

Wet well Diameter (feet)	Wet well Area (gal / VF)	Wet well Cycle (ft)	Wet well Volume (gal)
6.0	211	3.3	698
Fill =	$\frac{\text{Wet well Volume}}{\text{ADF}}$	=	3.3 minutes
Run =	$\frac{\text{Wet well Volume}}{\text{Pump Rate} - \text{ADF}}$	=	1.4 minutes
		Total =	4.7 minutes
		Cycle Time =	12.6 Cycles / Hour
		Cycle Time (With 2 pumps alternating) =	6.3 Cycles / Hour
<p><i>Meets Minimum Cycle Time? OK</i></p> <p><i>Meets Maximum Cycle Time? Decrease Cycle Time</i></p>			

Station Operation Check

Pump Cycling Analysis

# of Pumps alternating =	2
Pick Wet Well Cycle =	3.30 ft
Min. Storage Time	1.21 min
Max. Filling Time	3.32 min



APPENDIX D
LIFT STATION INSPECTION PHOTOS AND FORMS

Lift Station Assessment: Klefstad Sanitary Lift Station

Inspection Data

Lift Station Name	Klefstad Sanitary Lift Station	Street Number	900
Is this a Dive Inspection?	No	Street Name	Lively Blvd
Setup Conditions	Standard	Comments	Huge chunks of concrete falling off wet wall. Clogging one pump

Structure Data

Structure Depth	47.00 ft	Structure Type	Lift Station
-----------------	----------	----------------	--------------

LS-General Information

Force Main Diameter (if visible)	10 Inches	Are Grinding Devices Used?	No
Are Any Pipes Submerged During Wet Well Cycle?	No	Are Screening Devices Used?	No
Does This Station Have a Dry Well?	No	History of Excessive Flows in Wet Weather	No
Does This Station Have a Valve Vault?	Yes		

LS-Hydraulic Systems

Number of Pumps	2	Overtemperature or Seal Leak Sensors?	Yes
Motor HP, Volts, Phase:	See plans	Hydraulic Comments	Pumps to be rebuilt in construction
Pump Type:	Submersible		

LS-Control Systems

Describe Set Points & Alarms	See plans	Variable Speed Drives Installed?	No
Level Controls (select all that apply)	Floats	Any Permanent Flow Meters Installed?	Yes
Soft Start Drives Installed?	No	Station Connected to SCADA/Telemetry System?	Yes
Do Pumps Automatically Alternate?	Yes	Scada Communication Method	Cellular
		Control System Comments	Good

LS-Elec/Mech/HVAC Systems

Is Wet Well Ventilated?	Yes	Generator Capacity (HP)	N/A
Is Valve Vault Ventilated?	No	Automatic Transfer Switch (ATS)?	Yes
Odor Control System?	No	Is There an Electrical Main Disconnection Switch?	Yes
Back Up Generator?	Yes	How Are Pumps Removed for Maintenance?	Rails
Generator Type?	Diesel	ELEC/MECH/HVAC Comments	Good

LS-Structural Conditions

Wet Well Material	Concrete (reinforced)	Valve Vault Condition	5
Wet Well Corrosion?	2	Building/Shelter Condition	None
Describe Wet Well Structural Condition	Bad. Chunks falling off	Hatch Condition	5
		Structural Comments	
		Liner getting stuck in one pump. Replace netting	

LS-Station Maintenance

Frequency of Maintenance Visits	Daily	Wet Well Regularly Cleaned?	No
Inspection Records Maintained?	Yes	Wet Well Grease or Debris Build Up?	1
Maintenance Records?	Yes	Generator Maintained Regularly?	Yes
Manual Available?	Yes	Date of Pump Install or Impeller Replacement (approx year)	2009
Spare Parts Available?	No	Air Relief Valves Installed?	Yes
Valves Routinely Inspected and Lubricated?	No	Air Relief Valve Maintenance?	No
Bearing Inspected & Lubricated?	No	Maintenance Comments	
Pumps Routinely Dismantled for Inspection?	No	Pipes submerged. Could not do fill and draw	

LS-Emergency Measures

Existing Emergency Plan?	Yes	Emergency Measures Comments	Generator
Is There a High Water Alarm?	Yes		

LS-Safety

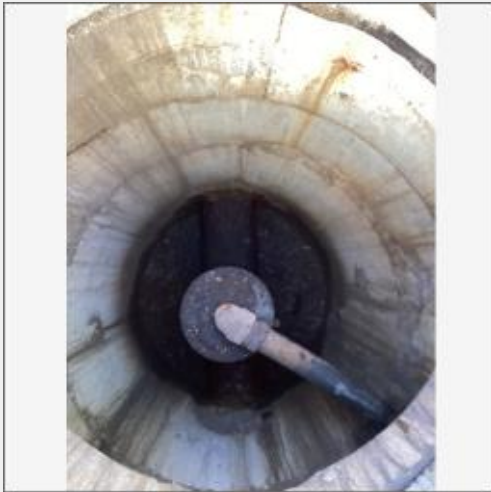
Security Measures In Place to Prevent Public Access?	Yes	Safety Comments	Good
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LS-Other

Any Visible I/I?	No	Other Comments	None
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LS-Draw Down Evaluation

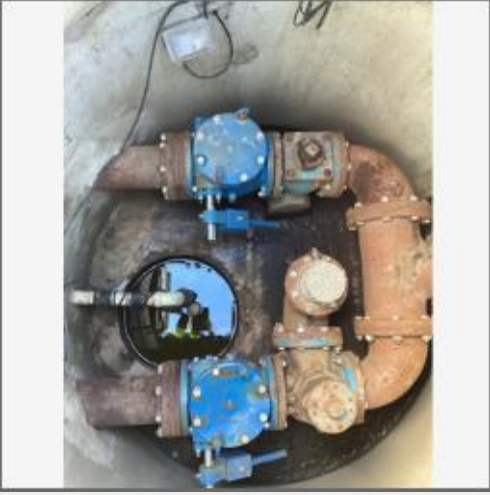
Wet Well Shape	Circular	Wet Well Area	28.26 Square Feet
Wet Well Diameter	6.00 feet	Wet Well Area	28.26 Square Feet
Wet Well Length	0.00 feet	Wet well Area Odd Shaped	0.00 Square Feet



ARV #1



Area



Valve Vault Topside



Manhole 22-14



Controls



Wet Well Topside



Wet Well Access Hatch



Manhole 28-20D



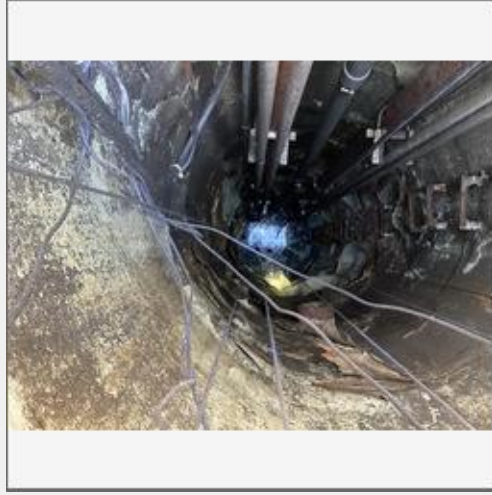
Electric



Controls



Valve Vault Access Hatch



Wet Well Topside



Flow Meter Vault



Manhole 28-23



Manhole 28-21



October 27, 2022

FINANCE & ADMINISTRATION
COMMITTEE MINUTES

Committee Date: October 27, 2022
Present: Alderman Ames, Alderman Catalano, Alderman Curiale,
Alderman Jakab, Alderman Messina, Alderman Woods.
Absent: Alderman Susmarski
Also Present: Deputy Chief Zito, Director Springer, City Manager Mermuys,
Gosia Pociecha, Pat Bond, City Clerk Curiale, and Treasurer
Sandra Porch
Meeting Convened at: 8:19 p.m.

APPROVAL OF MINUTES:

Alderman Jakab, made a motion, seconded by Alderman Curiale, to approve the minutes of the October 13, 2022 meeting as presented. A voice vote was taken, with all members voting aye.

REPORT & RECOMMENDATION

APPROVAL OF A PURCHASE AGREEMENT BETWEEN THE CITY OF WOOD DALE AND AVI SYSTEMS INC. FOR THE CITY COUNCIL AV SYSTEM PROJECT AT CITY HALL IN AN AMOUNT NOT TO EXCEED \$133,486.00

DISCUSSION:

The only question came from Mayor Pulice. He inquired if we are going to get some kind of reimbursement from Comcast? Mr. Mermuys said that Director Wilson had said that it would be between \$10,000 and \$15,000 a year.

VOTE:

Alderman Curiale made a motion, seconded by Alderman Jakab, to approval of a purchase agreement between the City of Wood dale and AVI Systems Inc. for the City Council AVI System Project at City Hall in an amount not to exceed \$133,486.00. A roll call vote was taken, with the following results:

A roll call vote was taken, with the following results:

Ayes: Alderman Ames, Alderman Catalano, Alderman Curiale, Alderman Jakab, Alderman
Messina, Alderman Woods

Nays: None

Abstained: None



October 27, 2022

Motion: Carried

ITEMS TO BE CONSIDERED AT FUTURE MEETINGS:

- Letter of Credit Direction – November 10
- Audit Report – November/December
- CIP – January 12
- FY 2024 Budget – February 23

ADJOURNMENT:

Alderman Catalano made a motion, seconded by Alderman Curiale, to adjourn the meeting at 8:20 p.m. Upon a voice vote, the motion carried unanimously.

Minutes taken by Julie Szabo



REQUEST FOR COMMITTEE ACTION

Referred to Committee: November 10th, 2022
Subject: IT Security Assessment Project
Staff Contact: Michael Stenson, IT Director
Department: Information Technology

TITLE: Approval of a Master Services Agreement Between the City of Wood Dale and Altruistic Technology, LLC for the IT Technology Assessment Project in an Amount Not to Exceed \$25,000.00

RECOMMENDATION:

Staff Recommends the approval of a master services agreement between the City of Wood Dale and Altruistic Technology LLC for the IT Technology Assessment Project in an amount not to exceed \$25,000.00.

BACKGROUND:

With the departure of the City's longtime IT Director, the City felt it prudent to have a 3rd party come in and perform a complete audit (see next section for details) and report out the potential challenges and opportunities for the City's IT system. This is not a statement about the previous employee, but an acknowledgement that the IT field is rapidly changing, and we need have our system remain strong and resilient, while also adaptable to the marketplace.

While this type of audit/assessment has not been undertaken for some time, it is not uncommon for City Departments to go through such a process. Previously, the City has undertaken such audits for its HR function, Finance is subject to an annual audit, and the Police Department is guided by their CALEA criteria.

ANALYSIS:

The IT Technology Assessment Project is an independent process to assess and provide a current baseline for The City of Wood Dale's technology infrastructure. We have recently renewed our Cyber Security Insurance and they provided a questionnaire that indicated areas of improvement in the City's IT Infrastructure posture. The City of Wood Dale continues to strive and provide a secure and compliant technology infrastructure. Altruistic Technology has provided a statement of work which will include an assessment of the following:

- **System Security** – Area includes Antivirus, Endpoint Security, Firewall, User Accounts, Passwords etc.
- **IT Performance** – Area includes Hardware, Network, Storage, Virtualization, Customizations, Software.
- **Standards & Procedures** – Area includes Business Continuity, Disaster Recovery, Backup/Restore, Monitoring.
- **Documentation** – Area includes Cybersecurity Strategy, Incident Response Plan and relevant IT Infrastructure documentation.

DOCUMENTS ATTACHED

- ✓ Altruistic Technology, LLC Statement of Work



STATEMENT OF WORK NO. 1

This Statement of Work No. 1 ("SOW") is entered into and effective as of October 17, 2022, ("Effective Date") by and between **City of Wood Dale** an Illinois government agency with offices at **404 N Wood Dale Rd, Wood Dale IL 60191**, ("Client") and **ALTRUISTIC IT, LLC**, an Illinois limited liability company with a principal place of business at **349 W Windsor Dr, Bloomingdale IL 60108** and referred to herein as "**Service Provider**".

In accordance to the Master Services Agreement dated October 17, 2022 and in consideration of the mutual promises and for other good and valuable consideration the parties agree as follows:

PROJECT OVERVIEW:

City of Wood Dale (Wood Dale), incorporated in 1928, is located two miles west of Chicago's O'Hare International Airport, and is less than twenty miles west/northwest of the City of Chicago. Wood Dale encompasses an area of almost 4.7 square miles and serves a population of 13,770 residents.

The City of Wood Dale exists to serve the needs and interests of its present and future citizens by providing quality police and public services, a healthy environment, attractive amenities, a sense of community and ethical representation. The City will endeavor to reflect community values in an effective, responsible, efficient and visionary manner.

For decades local governments have been known for their stability in delivering reliable basic local services to their taxpayers. Over the next several years, the dramatic change in climate, demographics, aging infrastructure, technology, and limited tax base will change the face of local governments forever.

This challenging environment will be met with renewed commitment by City Staff and elected leadership. This transformation will require new ideals, values and goals for local governments with the need for leaders to be change-masters to meet the rapid change in how services are maintained for residents.

Wood Dale has an extensive Technology infrastructure to support its residents and the ~100 staff members. The infrastructure spans across three main locations and is custom in nature. Wood Dale has not conducted an independent IT Assessment in the last three to five years so naturally is not fully aware of infrastructure capacity and capability especially in relation to its future goals.

Altruistic IT, a Dupage County Technology Consulting Firm, has agreed to conduct an independent assessment of the IT infrastructure and produce a report outlining any gaps and recommendations.

GOALS & OBJECTIVE:

The following goals and objectives have been discussed:

- Current overall IT Infrastructure needs to be assessed independently against future goals and recommendations provided.

SCOPE AREAS:



This assessment will target the following IT areas:

- System Security – Area includes Antivirus, Endpoint Security, Firewall, User Accounts, Passwords etc.
- IT Performance – Area includes Hardware, Network, Storage, Virtualization, Customizations, Software.
- Standards & Procedures – Area includes Business Continuity, Disaster Recovery, Backup/Restore, Monitoring.
- Documentation – Area includes Cybersecurity Strategy, Incident Response Plan and relevant IT Infrastructure documentation.

TASKS TO BE PERFORMED:

- 1) **Plan**
 - a. Project Setup and Kickoff the engagement.
 - b. Setup project schedule and tentative dates for Discovery Sessions.
- 2) **Evaluate**
 - a. We will conduct 2, 3 (60-90-minute) sessions per scope area with possibly one follow-up with IT staff to understand the IT landscape.
- 3) **Analyze**
 - a. All the information gathered during our meetings will be compiled and analyzed.
 - b. Internal best practices, guardrails will be discussed against specific use cases.
 - c. Specific items will be catalogued.
- 4) **Advise**
 - a. Draft Report explaining the current state of IT will be generated based on various findings
 - b. A series of recommendations will be outlined across each of the sections
 - c. The final report along with the recommendations will be discussed in a detailed session with Technology and other Executives

DELIVERABLES:

1. Executive Summary Presentation of the findings of the Assessment
2. Detailed report outlining current state of IT and recommendations across each of the areas assessed

ASSUMPTIONS:

In order to make the following phases successful for Jewish United Fund, Cloud for Good assumes the following:

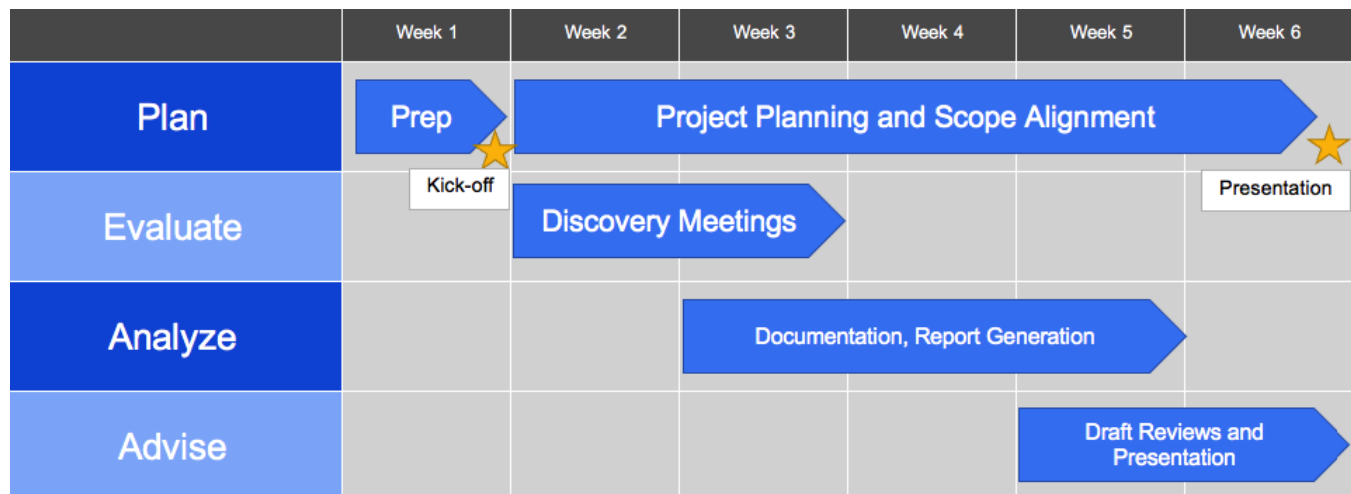
- A. Items not listed in Scope of Work section are considered out of scope.
- B. Scope of this SOW No. 1 is for a Discovery Assessment only; Remediation is not considered part of scope.
- C. Client will assign a single point of contact for this effort with decision making authority who will be responsible to make available additional Client staff as and when needed.
- D. Client assigned staff will make themselves available for assigned activities and complete them in a timely fashion to ensure adherence to the stipulated timeline.
- E. One project sponsor from Wood Dale will be available for duration of the agreement, responsible for executive oversight.
- F. Service Provider will not be responsible for delays due to Client or Client affiliated third-party resources, including hardware, software, or other services.
- G. Service Provider will utilize reasonable efforts to retain and maintain assigned resources throughout the lifecycle of this project.



- H. Service Provider reserves the right to utilize any (and all) resources necessary to complete the project including resources that were not originally assigned to the project. In the event Service Provider chooses to change, remove, or add resources to the project, Service Provider will review resource updates with the Client as soon as reasonably possible prior to making resource changes.
 - a. For critical issues, a response is required within one business day.
 - b. For other issues, a response is required in two business days.

PROJECT TIME FRAME:

We expect this project to take approximately 6 weeks.



PROFESSIONAL FEES:

Work for this project will be performed on a Time and Materials (T&M) basis with a budgeted cap not to exceed \$25,000, unless extended by the parties and approved.

The professional fees for this project will be based upon the discounted blended hourly rate of \$105/hour.

PAYMENT SCHEDULE:

Service Provider will invoice in accordance with the following Payment Schedule. Any Change Requests to this SOW will be invoiced separately.

No.	Description	Date	Amount
1	Signing Amount 50%, Due Before Kickoff		\$12,500.00
2	Final Payment. Due at Readout		\$12,500.00

INVOICE AND EXPENSES:

Service Provider understands that this project will be invoiced as Time and Materials and we will aggressively manage the estimated costs above. If Service Provider expects any issue with the budget, we will notify Client in advance with potential corrective actions. A budget increase will only be approved based upon a mutually agreed upon Change Request (CR) to this agreement.



Client will pay all invoices upon receipt of the invoice. If any Change Requests or hours beyond the projected amount derive throughout the duration of the project, additional costs may occur.

Client may terminate the project at any time with five (5) business days' notice; provided; however, Client will remain obligated to Service Provider for any then-unpaid portion of the professional fees incurred, as well as any actual reasonable travel expenses incurred in accordance with this letter.

Out-of-pocket expenses for travel and lodging are billed to Client at cost. All travel expenses must be pre-approved by Client; all travel will be conducted in accordance with policies applicable to Client employees. The requirement for any other significant expenses would be determined and approved by Client prior to incurring the expense.

In no event shall Service Provider's liability hereunder exceed fees paid hereunder.

[Signature page follows]



In Witness Whereof, the parties hereto have caused this Statement of Work to be executed by their duly authorized representatives as of the date hereof.

CLIENT

Altruistic IT, LLC

By: _____

By: _____

Name: _____

Name: Kedar N. Potdar

Title: _____

Title: Co-Founder & Principal Consultant

Date: _____

Date: October 17, 2022



REQUEST FOR COMMITTEE ACTION

Referred to Committee: November 10, 2022
Subject: LOC Conversation
Staff Contact: Brad Wilson, Finance Director
Department: Finance

TITLE: LOC Conversation

RECOMMENDATION:

Provide staff direction regarding the current Line of Credit (“LOC”) we have open with Itasca Bank. The direction would be to close the LOC or keep it open.

BACKGROUND:

In December 2017 the City open a \$2 million LOC with Itasca Bank. The purpose of the LOC was for land acquisition. Over the course of the five years, the City acquired 3 properties using the LOC totaling just over \$1.63 million. Of those 3, the City has sold 1 and used those proceeds to paydown the LOC balance.

Currently, the balance of the LOC is just over \$1.33 million. In the FY23 CIP, there is \$1.36 million budgeted to pay off the LOC, which covers the principal and accrued interest.

ANALYSIS:

In a recent Manager’s Report, staff indicated that we would be looking to close out the LOC unless the Council wanted to keep it open. Based upon that item, there was some interest in possibly keeping the LOC open.

As the LOC was opened with Council action, we would need Council action to extend it; if no action is taken it will close organically in December. I have spoken with Itasca

Bank and they are amenable to extending the LOC, with updated terms and interest rate.

Regardless of the direction (renew or close) staff will be submitting a payment to bring the balance down to \$0. If the direction is to extend the LOC, staff will work with Itasca Bank to prepare the appropriate documents to bring back to a future Council meeting. If the direction is to close it, no further action is required.

DOCUMENTS ATTACHED

✓ None