



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, SEPTEMBER 14, 2023 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:

STANDING COMMITTEES OF THE CITY OF WOOD DALE, ILLINOIS SEPTEMBER 14, 2023

I. PLANNING, ZONING & BUILDING COMMITTEE

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes of Meeting
 - i. August 10, 2023 Planning, Zoning & Building Committee Minutes
- D. Report and Recommendation
 - i. An Ordinance Amending Chapter 12 of the City of Wood Dale Municipal Code Regulating Inspections of Unauthorized Construction and Post-Construction Variations
 - ii. An Ordinance Amending the Master Fee Schedule for Building Inspections, Construction and Post-Construction Variations
- E. Items to be Considered at Future Meetings
 - i. Data Centers Route 83 – Fall
 - ii. Building Code Amendments – Fall
- F. Adjournment

II. PUBLIC WORKS COMMITTEE

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes of Meeting

- i. August 10, 2023 Public Works Committee Minutes
- D. Report and Recommendation
 - i. Approval of an Agreement between the City of Wood Dale and Superior Road Striping, Inc. for the 2023 Pavement Marking Program in an Amount Not to Exceed \$26,305
 - ii. Approval of a Proposal from Performance Pipelining, Inc. for the Addison Road Sanitary Sewer Cleaning, Televising and Locating Services in an Amount Not to Exceed \$33,160
 - iii. Acceptance of Letter of Intent and Approval to Proceed with Investment Grade Audit from Veregy for the Advance Metering Infrastructure and Leak Detection Project
- E. Items to be Considered at Future Meetings
 - i. Tower 1 Phase I Engineering – September 28
 - ii. Central Avenue Phase III Engineering – September 28
- F. Adjournment

POSTED IN CITY HALL ON SEPTEMBER 8, 2023 AT 4:00 PM

LYNN CURIALE, CITY CLERK

BY: MAURA MONTALVO, DEPUTY CITY CLERK



August 10, 2023

PLANNING, ZONING & BUILDING COMMITTEE MINUTES

Committee Date: August 10, 2023
Present: Alderman Art Woods, Alderman Curiale, Alderman Messina,
Alderman Jakab, Alderman Susmarski, Alderman Ames,
Alderman Artie Woods, Alderman Catalano
Absent: None
Also Present: Mayor Pulice, Manager Mermuys, Director Lange, Director
Springer, Clerk Curiale, Treasurer Porch
Meeting Convened at: 7:30 PM

APPROVAL OF MINUTES:

Ald. Messina made a motion, seconded by Ald. Ames, to approve the minutes of the July 13, 2023, meeting as presented. A voice vote was taken, with all members voting aye.

REPORT & RECOMMENDATION

- i. FENCE VARIATION TO ALLOW 6' HIGH FENCE IN THE FRONT YARD FOR 331 N CENTRAL AVENUE
- ii. SPECIAL USE FOR PLAYGROUND AND ZONING VARIATIONS, 475 POTTER STREET (BENSENVILLE PARK DISTRICT)

DISCUSSION:

Director Springer presented the request for the fence variation at the property 331 N Central Ave. The homeowner currently lives at the property located on the corner of Central Ave and Commercial St. They are requesting to install a 6ft wooden privacy fence passing the 25 ft front yard setbacks, which would be on the side of the current garage. The CDC held a public hearing for this request and recommended approval 6 to 0.

Alderman Art Woods asked why the property owner would only be allowed to install the proposed fence with a variation. Director Springer explained that since the property is a corner lot, the front yard setback of the primary structure is located on the side of the garage. Alderman Messina questioned if this would address all the property maintenance issues the house currently has. Director Springer explained that the PMI issues initiated the property owner to submit this request. Alderman Jakab questioned why this variance differed from the 2021 fence variation request for 394 Preserve Ln. Director Springer confirmed the owners had requested a 6ft privacy fence leading up to the front property line, which the City does not allow, and the City Council denied it. They later received a

building permit to install a 4ft decorative fence at the 25ft front yard setback with a 6ft privacy fence toward the back.

VOTE:

Ald. Art Woods made a motion, seconded by Ald. Susmarski, to Approve a Fence Variation to Allow 6' High Fence in the Front Yard for 331 N. Central Avenue, with the following results:

Ayes: Alderman Art Woods, Alderman Curiale, Alderman Messina, Alderman Jakab, Alderman Susmarski, Alderman Ames, Alderman Artie Woods, Alderman Catalano
Nays: None
Abstained: None
Motion: Passed

DISCUSSION:

Director Spring started by explaining the request for the special use, variations, and lot consolidation for the Bensenville Park District located at 475 Potter St. This lot is zoned General Residential (R-G) with five parcels under common ownership and is currently vacant. The petitioners are proposing a Kaboom Playground (being installed by Kaboom), the planting of trees (required by Code), and the installation of a public sidewalk and a private sidewalk leading up to the playground (by the Park District). The request is for the special use of the playground in R-G, a variation request for the lot width, and relief from the requirement to install the public sidewalk on a portion of the lot. This request went to the CDC public hearing meeting on July 17, resulting in five ayes and one abstained with a positive recommendation.

Alderman Susmarksy started the discussion by questioning why the petitioners are asking for relief on the section of the sidewalk. It is to Director Springer understanding that the sidewalk was not budgeted for and would require Park Board approval. Ald Messina explained the process of Kaboom grants and why the Park District would not meet the timeline required for this grant. Mayor Pulice proceeded to express concerns regarding the accessibility of the proposed sidewalk and having to use the neighbor's driveway as a form of accessibility if someone needed it. Ald. Artie Woods conveyed that they are cars parked on the residential driveway blocking off the accessible pathway.

The Executive Director at the Bensenville Park District, Joseph C. Vallez, communicated the challenges the Park District has faced with the Kaboom Project. They received confirmation of the approved Kaboom project in July of 2023, with installation dates of September 12, 13, and 14. Given the tight deadline, he cannot promise the extended sidewalk at this time but presented the proposed site plan that would demonstrate the vision of the park (gazebo,

benches, spray park, fencing, a section of the sidewalk, security light, and additional landscaping). Ald. Jakob and Ald. Messina spoke about the importance of a park in Ward 1 and Ward 3, as the only other park residents can access is located on Montrose Ave and Wood Dale Rd.

Ald. Catalano asks what the timeline would be for phase two of this project. Mr. Vallez communicated that they need to determine if they will be constructing diagonal parking before the sidewalk installation to avoid removing any new concrete in the future. The Council disagreed with the permanent relief of the requested public sidewalk. The Park District were given three years to include and complete the public sidewalk extension.

VOTE:

Ald. Messina made a motion, seconded by Ald. Jakob, to Approve a Special Use for Playground and Zoning Variations, 475 Potter Street (Bensenville Park District), with the exclusion of the sidewalk requirements within 36 months as part of phase two and/or three, with the following results:

Ayes: Alderman Art Woods, Alderman Curiale, Alderman Messina, Alderman Jakob, Alderman Susmarski, Alderman Ames, Alderman Artie Woods, Alderman Catalano
Nays: None
Abstained: None
Motion: Passed

ITEMS TO BE CONSIDERED AT FUTURE MEETINGS:

- Data Center Route 83 - Fall
- Building Code Amendments – Fall
- Post Construction Variations Fines - Fall

ADJOURNMENT:

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

Minutes taken by Julisa Nevarez



REQUEST FOR COMMITTEE ACTION

Referred to Committee: September 14, 2023
Subject: Post Construction Variation Fees
Staff Contact: Staci Springer, Director
Department: Community Development Department

TITLE: An Ordinance Amending Chapter 12 of the City of Wood Dale Municipal Code Regulating Inspections of Unauthorized Construction and Post-Construction Variations

An Ordinance Amending the Master Fee Schedule for Building Inspections, Construction and Post-Construction Variations

RECOMMENDATION:

Staff recommends adoption of the two attached ordinances that would create fees and fines for construction projects that are proceeding in violation of the City Code. While some fines currently exist for this purpose, some clarification and additional fees are appropriate to encourage code compliance and to keep projects moving forward.

BACKGROUND:

Following a recent setback variation request for a new home that was submitted after the structure was completed, the Community Development Department conducted an evaluation of the process for requiring spot surveys after the foundation has been poured and before a framing work is started. The Department adjusted internal procedures to flag all projects including a new foundation to ensure this is not missed going forward.

In combination with the above procedure enhancements, the fees applicable to building inspections were also examined. Fees are now being proposed for the following code and inspection violations:

1. Refusing to allow access to conduct the inspection (\$750/day per violation),
2. Not submitting a spot survey prior to the beginning of framing work (\$750/day per violation),

3. Work completed without required inspection, where work doesn't comply with code (\$750/day per violation),
4. Failure to schedule a required inspection (\$750/day per violation),
5. Failure to schedule a critical final inspection (\$3,000),
6. Willful failure to abate violation (\$750/day per violation),
7. Continuing construction on work subject to a failed inspection, other than to correct the failure (First Violation \$5,000, Second Violation \$10,000),
8. General Violation Penalties (\$750/day per violation), and
9. Post Construction de minimis variation approved by Building Administrator (\$10,000).

ANALYSIS:

The addition of the above fees and fines provide the City additional tools to guide builders and developers toward following standard required inspections and spot survey submittals. Since City staff is allowed to assess the fines, the violations will not be subject to delays awaiting scheduled Administrative Adjudication hearing dates. However, moving forward with a Notice of Violation, Citation, and Administrative Adjudication hearing remain an additional option that can be pursued on top of the above-referenced fees. It is anticipated that the above actions will discourage builders and developers from disregarding required inspections or spot survey submittals.

DOCUMENTS ATTACHED

- ✓ Ordinance Amending Chapter 12 of the Municipal Code - Building Code
- ✓ Ordinance Amending the Master Fee Schedule

ORDINANCE NO.

**AN ORDINANCE AMENDING CHAPTER 12 OF THE CITY OF WOOD DALE
MUNICIPAL CODE REGULATING INSPECTIONS OF UNAUTHORIZED
CONSTRUCTION AND POST-CONSTRUCTION VARIATIONS**

WHEREAS, the City of Wood Dale (hereinafter referred to as the “City”) is a body politic and corporate, organized and existing pursuant to the Illinois Municipal Code, 65 ILCS 5/1-1-1 *et seq.*; and

WHEREAS, the City possesses the authority, pursuant to the Illinois Municipal Code, 65 ILCS 5/1-1-1 *et seq.*, to adopt ordinances pertaining to public health, safety and welfare; and

WHEREAS, the City Council of the City (hereinafter referred to as the “City Council”) is the corporate authority for the City and is authorized by law to exercise all powers and to control the affairs of the City; and

WHEREAS, the City Council possesses full power and authority to approve and pass all ordinances, resolutions, rules and regulations necessary for carrying into effect the objects for which the City was formed, in accordance with the Illinois Municipal Code; and

WHEREAS, the City Code (the “Code”) regulates and controls all matters concerning the construction, alteration, addition, repair, removal, demolition, use, location, occupancy and maintenance of all buildings and structures within the City; and

WHEREAS, there are circumstances in which, due to delays, change orders, or other construction-related situations, require additional inspections by the City; and

WHEREAS, City inspection processes would benefit from Code provisions that provide for additional inspection obligations of permittees, owners and contractors for required periodic inspections of work for which a building permit has been issued; and

WHEREAS, clarifying the inspection and fee provisions of the City Code can improve the efficiency of a building project and utilization of City resources; and

WHEREAS, clarifying the inspection and fee regulations in the Code for noncompliance with inspection responsibilities can provide a mechanism to help achieve the timely progression of the inspection processes and will serve as a deterrent from any unilateral construction deviations from the permits issued or the City Code ; and

WHEREAS, it is in the best interests of the City to require imposing the inspection responsibilities on the permittee, owner, contractor or agent to achieve compliance with the building requirements of the City Code; and

WHEREAS, the City Council has reviewed the proposed amendment to the Code and has determined that said amendment is in the best interests of the City and will ensure compliance with the building requirements of the Code; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Wood Dale, DuPage County, Illinois, at a new meeting duly assembled, as follows:

SECTION ONE: That the recitals set forth above are incorporated herein and made a part hereof.

SECTION TWO: That Chapter 12 of the City Code is hereby amended by adding the underlined language and deleting the stricken language as follows:

Chapter 12, Article V, Section 12.506 – Inspections

...

C. Right Of Entry: In the discharge of his duties, the building official or his/her designee shall have the authority to enter at any reasonable hour any building, structure or premises in the City to enforce the provisions of this chapter. Any failure to grant, or refusal of a building official or designee right of entry for any required inspection shall result in an additional inspection fee, as specified in the master fee schedule. Interference with, or obstruction made to, any such building official or his or her designee(s) while engaged in the performance of said duties shall result in an additional inspection fee specified in the master fee schedule. Said fees shall be imposed by staff and added to the amount owed to the City from the permittee, owner, builder, contractor or agent for said construction. No Certificate of Occupancy shall be issued in connection with said construction until such time as said fees are paid in full.

...

E. Time Of Inspections: The permittee shall notify the building official at each of the times when the work has progressed to the point where it is ready for the next inspection, in accordance with subsection G of this section. The method and procedure for notification shall be determined by the building official. The permittee, owner or contractor is required to schedule inspections with the Community Development Department, a minimum of twenty four (24) hours in advance to schedule any inspection. If a required spot survey is not submitted prior to scheduling a rough framing inspection, an inspection fee, as specified in the master fee schedule, may be imposed. Further, if any required inspection has not been scheduled in accordance with Section 12.506 g, or any framing begins prior to a framing inspection, and/or the work or the survey does not comply with the requirements of the City Code, an additional fee, as specified in the master fee schedule, may be imposed by staff, and shall be paid prior the City conducting any subsequent inspection(s).

F. Inspection Reports: All inspection reports shall be in writing and shall be certified by the licensed authority or responsible officer of the service or the individual when expert inspection services are required. An identifying label or stamp permanently fixed to the product indicating that factory inspection has been made may be accepted in lieu of the aforesaid inspection report, if the intent or meaning of such identifying label or stamp is properly substantiated.

1. Approval: As each stage of construction which passes inspection, the approval shall be recorded by the building official in the official records, thereby authorizing the continuation of work.

2. Disapproval: In case the work that has been performed or is about to be completed does not conform to the City Code or other applicable ordinances, the building official shall, as soon as practical, notify the contractor, citing the violation(s) of the City Code or other ordinances which are the reason for the failed inspection. That portion of the work which is disapproved shall be corrected by the contractor or responsible party and re-inspected by the building official or his/her designee. Any portion of work which is disapproved by the building official after the first re-inspection shall be subject to fees for subsequent inspections as provided for in the master fee schedule. Any such work by the permittee, owner, builder, contractor or agent commenced on the disapproved portion of said work after notice, other than to cure non-conforming work, is a violation of the City Code and will be subject to the fees set forth in the master fee schedule and added by staff, with an increase in the fee for each violation hereof, as set forth in the master fee schedule.

3. Post-Construction Variations: In case the work has been performed or is about to be completed and does not conform with the City Code or other applicable ordinances, the building official shall, as soon as practical, notify the contractor, citing the violation(s) of the City Code or other ordinances, the building official may, but is not required to, approve a deviation which, in the opinion of the building official, constitute a *de minimis* variation of deviation from the City Code requirements and will not present or constitute an impact on the life-safety and/or health, safety and welfare of the City or its residents. In such event, the fee set forth in the master fee schedule shall be imposed by staff.

...

G. Required Inspections: All work for which a building permit has been issued shall be periodically inspected to determine its conformity with the City Code and the approved plans. Inspections required under the provisions of this article shall be scheduled by the permittee, owner, builder, contractor, or agent and conducted by the building official or his/her designee. Any permittee, owner or contractor who fails to schedule said inspection is in violation of this Code and shall be subject to the fee specified in the master fee schedule, which fees shall be imposed by staff.

...

I. Re-Inspections: A City-issued building permit shall include an initial inspection and one re-inspection. All subsequent re-inspections shall be assessed a re-inspection fee by staff in accordance with the master fee schedule, unless identified as a required critical inspection, in which case said inspection shall be subject to the additional fees specified in the master fee schedule. No further inspections shall be scheduled until the re-inspection fee has been paid. A re-inspection fee may also be assessed by staff if the building official, or his/her designee, determines at a scheduled inspection:

- (a) the job is not ready;
- (b) the job has not progressed to a point where an inspection can be made properly;
- (c) access is not possible to perform the inspection;
- (d) the job site has not been maintained free from excessive construction debris; or
- (e) upon re-inspection, not all previously identified code violations have been corrected.

J. Final Inspection: Upon completion of the building or structure, and before issuance of the certificate of occupancy required in section 12.508 of this article, a final inspection shall be made and all violations of the approved plans, permit and City Code shall be noted and the permittee shall be notified of the discrepancies. "Occupancy" and/or "use" shall not be allowed until these violations are corrected, reinspected and approved. The required final inspection is a critical inspection. Any permittee, owner, builder, contractor or agent who fails to schedule or permit the final inspection is subject to the additional fees as specified in the master fee schedule, which fees shall be imposed by staff.

Chapter 12, Article VII, Section 12.705 – Violation Penalties

...

Violations shall be subject to enforcement and penalties as defined in chapter 1, article IV of this Code, and in amounts as specified in the master fee schedule. Any violation of, or resistance to or interference with the enforcement of this Chapter by any architect, builder, contractor, agent, or other person who participates in, assists, directs, creates, or maintains any situation to which no other penalty provision is applicable, is subject to a fee as specified in the master fee schedule, which fees shall be imposed by staff.

Chapter 12, Article VII, Section 12.706 – Abatement of Violation

...

E. Willful Failure to Abate

- 1. Any architect, builder, contractor, agent, or other person who knowingly, intentionally, or without regard to the provisions of this Chapter causes any work to be performed or completed in violation of this Chapter shall be subject to the fee provided for in the master fee schedule, which fees shall be imposed by staff.

SECTION THREE: That all ordinances, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

SECTION FOUR: That the City Manager, City Staff and City Attorney shall take all steps necessary or authorized to implement said provisions.

SECTION FIVE: That the City Clerk of the City of Wood Dale is hereby directed to publish this Ordinance in pamphlet form, pursuant to the statutes of the State of Illinois.

SECTION SIX: That this Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

PASSED this 7th day of September, 2023

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this 7th day of September, 2023

SIGNED: _____
Annunziato Pulice, Mayor

ATTEST: _____
Lynn Curiale, City Clerk

Published in pamphlet form September 7, 2023

ORDINANCE NO.

AN ORDINANCE AMENDING THE MASTER FEE SCHEDULE FOR BUILDING INSPECTIONS, CONSTRUCTION AND POST-CONSTRUCTION VARIATIONS

WHEREAS, the City of Wood Dale (hereinafter referred to as the “City”) is a body politic and corporate, organized and existing pursuant to the Illinois Municipal Code, 65 ILCS 5/1-1-1 *et seq.*; and

WHEREAS, the City possesses the authority, pursuant to the Illinois Municipal Code, 65 ILCS 5/1-1-1 *et seq.*, to adopt ordinances pertaining to public health, safety and welfare; and

WHEREAS, the City Council of the City (hereinafter referred to as the “City Council”) is the corporate authority for the City and is authorized by law to exercise all powers and to control the affairs of the City; and

WHEREAS, the City Council possesses full power and authority to approve and pass all ordinances, resolutions, rules and regulations necessary for carrying into effect the objects for which the City was formed, in accordance with the Illinois Municipal Code; and

WHEREAS, the City Code (the “Code”) regulates and controls all matters concerning the construction, alteration, addition, repair, removal, demolition, use, location, occupancy and maintenance of all buildings and structures within the City; and

WHEREAS, there are circumstances in which, due to construction delays, change orders, or other construction-related situations, additional inspections by the City are required; and

WHEREAS, it is the obligation of the Property Owner, Developer or Contractor to secure all required inspections from the City during the course of construction; and

WHEREAS, imposing additional inspections and the accompanying fees will improve the efficiency of building projects, utilize City Staff in a more efficient manner and will prevent structures from being constructed in such a way so as to be out of compliance with the approved permits and the City Code; and

WHEREAS, fees for noncompliance by the Property Owner, Developer or Contractor with required inspections provided for in the Code or failure to provide the proper surveys required, provides a mechanism to achieve the timely progression of inspections and ensure structures are built in compliance with the approved permits and the City Code; and

WHEREAS, the City Council has determined that it is in the best interests of the City to impose fees to effectuate and achieve compliance with the City’s Building Code requirements; and

WHEREAS, amendments to the City’s master fee schedule providing for additional inspections and for post-construction inspection fees and violations of the City Code will ensure structures are built in compliance with the approved permits and the City Code; and

WHEREAS, the City Council has determined that it is in the best interests of the City to achieve compliance with the building requirements of the City Code and in accordance with the

approved permits, through the imposition of additional inspection fees and fees for violations of the City Code.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Wood Dale, DuPage County, Illinois, at a regular meeting duly assembled, as follows:

SECTION ONE: That the recitals set forth above are incorporated herein and made a part hereof.

SECTION TWO: That the Master Fee Schedule of the City of Wood Dale is hereby amended as follows:

City of Wood Dale Master Fee Schedule, Chapter 12

Fee Type	Authorizing Code Section	Fee/Fine Amount	Bond/Security	Other Fee/Insurance
<u>Failure to grant or refuse right of entry</u>	<u>12.506.C</u>	<u>\$750 per day per violation</u>		
<u>Failure to submit a spot survey prior to Rough Framing inspection</u>	<u>12.506.E</u>	<u>\$750 per day per violation</u>		
<u>Work completed without scheduling required inspection</u>	<u>12.506.E</u>	<u>\$750 per violation per day</u>		
<u>Failure to schedule required inspection</u>	<u>12.506.G</u>	<u>\$750 per day per violation</u>		
<u>Failure to schedule / permit required critical inspection: Final Inspection</u>	<u>12.506.J</u>	<u>\$3,000</u>		
<u>Willful failure to abate violation</u>	<u>12.706.E</u>	<u>\$750 per day per violation</u>		
<u>Performing work after disapproved inspection First violation</u>	<u>12.705.F.2</u>	<u>\$5,000</u>		
<u>Performing work after disapproved inspection Subsequent violations</u>	<u>12.705.F.2</u>	<u>\$10,000</u>		
<u>General Violation Penalties</u>	<u>12.705</u>	<u>\$750 per day per violation</u>		

<u>Post-Construction <i>de minimis</i> variations approved by the Building Administrator</u>	<u>12.705.F.3</u>	<u>\$10,000</u>		
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SECTION THREE: That all ordinances, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

SECTION FOUR: That the City Manager, City Staff and City Attorney shall take all steps necessary or authorized to implement said provisions.

SECTION FIVE: That the City Clerk of the City of Wood Dale is hereby directed to publish this Ordinance in pamphlet form, pursuant to the statutes of the State of Illinois.

SECTION SIX: That this Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

DRAFT

PASSED this 7th day of September, 2023

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this 7th day of September, 2023

SIGNED: _____
Annunziato Pulice, Mayor

ATTEST: _____
Lynn Curiale, City Clerk

Published in pamphlet form September 7, 2023

DRAFT



PUBLIC WORKS
COMMITTEE MINUTES

Committee Date: August 10, 2023
Present: Alderman Art Woods, Alderman Curiale, Alderman Messina, Alderman Jakab, Alderman Susmarski, Alderman Ames, Alderman Artie Woods, Alderman Catalano
Absent: None
Also Present: Mayor Pulice, Manager Mermuys, Director Lange, Director Springer, Clerk Curiale, Treasurer Porch
Meeting Convened at: 8:24 PM

APPROVAL OF MINUTES:

Ald. Ames made a motion, seconded by Ald. Artie Woods, to approve the minutes of the July 13, 2023, meeting as presented. A voice vote was taken, with all members voting aye.

REPORT & RECOMMENDATION

- i. APPROVAL OF A PROPOSAL FROM PERFORMANCE PIPELINING, INC. FOR THE GILBERT DRIVE SANITARY SEWER REPAIR PROJECT IN AN AMOUNT NOT TO EXCEED \$74,420.36
- ii. APPROVAL OF A PURCHASE AGREEMENT FOR LANDMARK SIGN GROUP FOR THE PUBLIC WORKS FACILITY EXTERIOR SIGNAGE IN AN AMOUNT NOT TO EXCEED \$29,974.99
- iii. REPLACEMENT OF PUBLIC WORKS VEHICLES #450-086, #454-114 AND #504-123 IN A TOTAL NOT TO EXCEED \$262,884.00
- iv. RECOMMENDATION ON AND APPROVAL OF UPDATED QUALIFICATIONS FOR THE SENIOR GRASS CUTTING ASSISTANCE PROGRAM
- v. RECOMMENDATION AND APPROVAL OF GUIDELINES FOR THE SENIOR SNOW REMOVAL ASSISTANCE PROGRAM
- vi. APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF WOOD DALE AND ROBINSON ENGINEERING FOR THE WARD 1 STORMWATER IMPROVEMENT PROJECT – PHASE 1 IN AN AMOUNT NOT TO EXCEED \$286,300.00

DISCUSSION:

Ald. Catalano questions when the sewer repair project on Gilbert Dr will start. Director Lange explained that he will grant immediate approval to proceed after the next Council Meeting; he is anticipating early September.

VOTE:

Ald. Jakab made a motion, seconded by Ald Ames, to Approve a Proposal from Performance pipelining, Inc. for the Gilbert Drive Sanitary Sewer Repair Project in an Amount not to Exceed \$74,420.36. A roll call vote was taken, with the following results:

Ayes: Alderman Art Woods, Alderman Curiale, Alderman Messina, Alderman Jakab, Alderman Susmarski, Alderman Ames, Alderman Artie Woods, Alderman Catalano
Nays: None
Abstained: None
Motion: Passed

DISCUSSION:

No Discussion.

VOTE:

Ald. Jakab made a motion, seconded by Ald Art Woods, to Approve a Purchase Agreement from Landmark Sign Group for the Public Works Facility Exterior Signage in an Amount not to Exceed \$29,974.99. A roll call vote was taken, with the following results:

Ayes: Alderman Art Woods, Alderman Curiale, Alderman Messina, Alderman Jakab, Alderman Susmarski, Alderman Ames, Alderman Artie Woods, Alderman Catalano
Nays: None
Abstained: None
Motion: Passed

DISCUSSION:

Ald. Artie Woods expressed excitement over the involvement with a public joint bid with Northwest Suburban Municipal Conference. Director Lange said they were surprised to see this open back up and hope prices average out moving forward.

VOTE:

Ald. Jakab made a motion, seconded by Ald. Ames, to Approve the Replacement of Public Works Vehicles #459-086, #514-088, #454-114 and #504-123 in an Amount not to Exceed \$262,884.00. A roll call vote was taken, with the following results:

Ayes: Alderman Art Woods, Alderman Curiale, Alderman Messina, Alderman Jakab, Alderman Susmarski, Alderman Ames, Alderman Artie Woods, Alderman Catalano
Nays: None
Abstained: None
Motion: Passed

DISCUSSION:

Director Lange presented the recommendation to update the qualification requirements for the Senior Grass Cutting Assistance Program, which were brought up during the CIP discussions. It was recommended qualifications are extended to anyone over 65 and eliminate any of the income requirements; the staff is looking for direction from the committee.

Mayor Pulice expressed concerns regarding eliminating the income requirements since it raises the issues of the first come, first served approach. Eliminating the income requirements will take away from residents who would genuinely benefit from the program. The Mayor and Alderman's suggested leaving the program as it is, without any changes.

VOTE:

Ald. Jakab made a motion, seconded by Ald Susmarski, to Approve on a Recommendation of Updated Qualifications for the Senior Grass Cutting Assistance Program. A roll call vote was taken, with the following results:

Ayes: Alderman Art Woods, Alderman Curiale, Alderman Messina, Alderman Jakab, Alderman Susmarski, Alderman Ames, Alderman Artie Woods, Alderman Catalano

Nays: None
Abstained: None
Motion: Passed

DISCUSSION:

Director Lange presented the recommendation to update the qualification requirements for the Senior Snow Removal Assistance Program, which were brought up during the CIP discussions. It was recommended qualifications are extended to anyone over 65 and eliminate any of the income requirements. Dir. Lange explained the pricing breakdown for the different services residents will be provided. The pricing is \$50 per corner lot with sidewalks, \$40 for an interior lot and sidewalks, and \$30 for a lot with no sidewalks. The staff is looking for direction from the committee.

Ald. Ames questions if it is a requirement that the public sidewalk be shoveled, and Dir. Lange confirmed it is not in our Code, but the public sidewalk would still be included with contact. Ald. Curiale questioned what the requirement would be depending on the inches of snowfall we receive. Director Lange confirmed the contractor would be given guidelines for when to shovel. The minimum requirements are two inches, and the Public Works Department would coordinate with them as they receive more snow. Residents would receive multiple charges for each time the snow is plowed.

The Mayor and Alderman's suggested leaving the program as it is, without any changes.

VOTE:

Ald. Jakab made a motion, seconded by Ald Catalano, to Recommend and Approval of Guidelines for the Senior Snow Removal Assistance Program. A roll call vote was taken, with the following results:

Ayes: Alderman Curiale, Alderman Messina, Alderman Jakab, Alderman Susmarski, Alderman Ames, Alderman Artie Woods, Alderman Catalano
Nays: Alderman Art Woods
Abstained: None
Motion: Passed

DISCUSSION:

Ald. Messina questions whether there was any consideration to tablet this project later, given the empty lots surrounding this area. Director Lange mentioned there was no need to do so because of the possible grant money the city would be eligible for. If any vacant property becomes available, it can be added to the plans.

VOTE:

Ald. Jakab made a motion, seconded by Ald. Catalano, to Approve a Professional Services Agreement Between the City of Wood Dale and Robinson Engineering for the Ward 1 Stormwater Improvement Project – Phase 1 in an Amount not to Exceed \$286,300.00. A roll call vote was taken, with the following results:

Ayes: Alderman Art Woods, Alderman Curiale, Alderman Messina, Alderman Jakab, Alderman Susmarski, Alderman Ames, Alderman Artie Woods, Alderman Catalano

Nays: None

Abstained: None

Motion: Passed

ITEMS TO BE CONSIDERED AT FUTURE MEETINGS:

- Crack Sealing – September 7
- Pavement Marking – September 7
- Tower Phase 1 Phase 1 – September 28
- Central Avenue Phase III Engineering – September 28

ADJOURNMENT:

Ald. Jakab made a motion, seconded by Ald. Ames, to adjourn the meeting at 8:57 p.m. Upon a voice vote, the motion carried unanimously.

Minutes taken by Julisa Nevarez



REQUEST FOR COMMITTEE ACTION

Referred to Committee: September 14, 2023
Subject: 2023 Pavement Marking
Staff Contact: Patrick Hastings, Assistant Public Works
Director
Department: Public Works

TITLE: Approval of an Agreement between the City of Wood Dale and Superior Road Striping, Inc. for the 2023 Pavement Marking Program in an Amount Not to Exceed \$26,305.00.

RECOMMENDATION:

Staff Recommends Approval of an Agreement between the City of Wood Dale and Superior Road Striping, Inc. for the 2023 Pavement Marking Program in an Amount Not to Exceed \$26,305.00.

BACKGROUND:

The City of Wood Dale is responsible for the maintenance and repair of its roadway including the refinishing of the markings that are present on the roadway. This project includes various pavement markings that have either become faded or are missing. To gather this information, staff utilized the street sufficiency study to target roadways and make a review of whether new markings were needed. This project will include updating the pedestrian crosswalks, vehicle stop bars and various roadway symbols. Northwest Municipal Conference holds competitive joint bids for various contracts that municipalities can take part in to achieve greater economies of scale. Superior Road Striping contract was extended with no price increase. Staff has worked with Superior in the past with good results.

This year's pricing also includes the restriping of the City Hall parking lot. The paint which was used after the lot was repaved has worn quickly so staff is proposing to replace with thermoplastic markings.

ANALYSIS:

Pavement marking is budgeted for annually within the Capital Projects Fund for street improvements. For fiscal year 2024 the City budgeted \$30,000 for roadway marking.

Northwest Municipal Conference manages the joint bid then gets approved through their governing board for use by the region's municipalities. The estimated quantities for markings based on the contract unit price amounts to \$26,305.00.

DOCUMENTS ATTACHED

- ✓ NWMC Contract Extension
- ✓ Superior Road Striping Proposal
- ✓ Locations

SRS

SUPERIOR ROAD STRIPING, INC.
1967 CORNELL COURT MELROSE PARK, IL 60160

TELEPHONE 708-865-0718
FAX 708-865-0296

9/8/2023

PROPOSAL

VILLAGE OF WOOD DALE
404 N. WOOD DALE ROAD
WOOD DALE, IL 60191

VARIOUS LOCATIONS

THE UNDERSIGNED, PROPOSE TO FURNISH THERMOPLASTIC
PAVEMENT MARKING AND LABOR FOR JOB DESCRIBED BELOW

DESCRIPTION	UNIT	APPROX QUANTITY	UNIT PRICE	AMOUNT
THPL PVT MK L & S	SF	500.0	5.00	2500.00
THPL PVT MK LINE 4	LF	3,000.0	0.73	2190.00
THPL PVT MK LINE 6	LF	6,000.0	1.19	7140.00
THPL PVT MK LINE 12	LF	2,000.0	2.10	4200.00
THPL PVT MK LINE 24	LF	1,500.0	5.25	7875.00
PAVT MARKING REMOVAL	SF	8,000.0	0.30	2400.00

\$ 26,305.00

ACCEPTANCE: YOU ARE HEREBY AUTHORIZED TO FURNISH MATERIAL AND
LABOR NECESSARY TO COMPLETE JOB DESCRIBED.

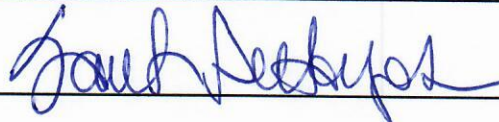
PLEASE SIGN AND RETURN FAX

SIGNATURE _____

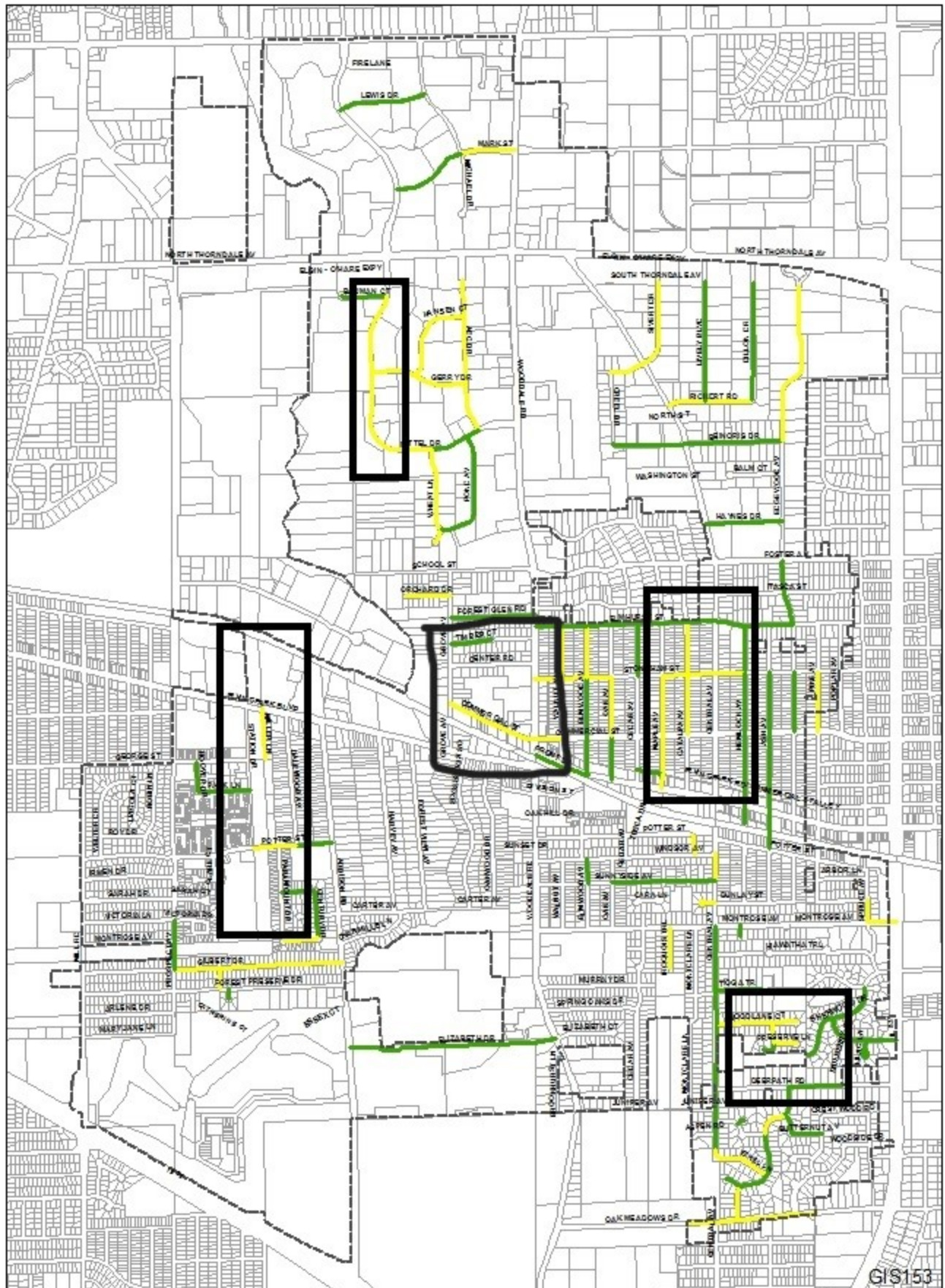
DATE: _____

PRINT FIRST AND LAST NAME _____

RESPECTFULLY SUBMITTED,



SANDRA DEHOYOS
SUPERIOR ROAD STRIPING INC.



GIS153



Pavement Surface Evaluation and Rating (PASER)

— Fair — Good



REQUEST FOR COMMITTEE ACTION

Referred to Committee: September 14, 2023
Subject: Addison Road Sanitary Clean & TV
Staff Contact: Alan Lange, Public Works Director
Department: Public Works

TITLE: Approval of a Proposal from Performance Pipelining, Inc. for the Addison Road Sanitary Sewer Cleaning, Televising, and Locating Services in an Amount Not to Exceed \$33,160

RECOMMENDATION:

Staff Recommends Approval of a Proposal from Performance Pipelining, Inc. for the Addison Road Sanitary Sewer Cleaning, Televising, and Locating Services in an Amount Not to Exceed \$33,160.

BACKGROUND:

The City Council previously approved an engineering services agreement with RJN Group for the replacement of the water main along Addison Road between Irving Park Road and Potter Street. To accommodate the design, it is necessary to locate the sanitary services within the project limits in order to obtain elevation data which can be used to avoid conflicts with the new water services which will be bored from the new water main. It will also help reduce the limits of the required roadway restoration by avoiding potholing each service line. As the contractor will be mobilized and have traffic control in place for the locating services, it is recommended to have the main cleaned and televised as well to determine if future maintenance is necessary.

ANALYSIS:

\$700,000 was budgeted within the FY 24 CIP for the Addison Road water main replacement project. As the project has been delayed to FY 2025, the vast majority of these funds will be carried over to the next fiscal year.

DOCUMENTS ATTACHED

✓ PPI Proposal



Performance Pipelining, Inc.

1551 W. Norris Dr. Ottawa IL 61350
 815-433-0080 www.ppi-liner.com Fax 815-431-0307

August 14th, 2023

Wood Dale, IL

PPI appreciates the opportunity to provide you the proposal below. If you have any questions, please do not hesitate to give me a call.

ITEM NO.	ITEMS	UNIT	QUANTITY	UNIT PRICE	TOTAL COST
-	Mobilization	LS	1	\$2,500.00	\$2,500.00
-	Traffic Control	LS	1	\$3,000.00	\$3,000.00
-	Mainline Clean and Televising	LF	1,810	\$6.00	\$10,860.00
-	Lateral Sonde Locates	EA	48	\$350.00	\$16,800.00
				TOTAL:	\$33,160.00

- DuDOT highway permitting/bonding costs included.
- Price includes advanced warning signs, cones, arrow boards., and flaggers if necessary.
- Pricing is based on manholes being in front easement, up to grade, and easily accessible.
- City will make sure there is access to all manholes.
- City to supply maps and plans/specs/video if available.
- Bypass pumping up to a 3" bypass pump is included, any flows beyond 3" pump capabilities will need to be handled by other.
- City to provide bulk water access within 5 miles of jobsite.
- Standard Insurance coverage included. (See attached)
- Pricing is valid for 30 days.
- Price does not include any additional costs associated with permitting or bonding.
- Work must be given to PPI in adequate time to allow for completion by our team.
- PPI will not be liable for liquidated damages or subject to any penalties for work issued without adequate time to complete.
- Protruding tap removal is an extra cost of \$350.00 each.

Prepared By:
 Zach DeCarlo
 PPI Estimator _____ Date: _____

Accepted By:
 City of Wood Dale, IL. _____ Date: _____



REQUEST FOR COMMITTEE ACTION

Referred to Committee: September 14, 2023
Subject: Veregy Letter of Intent
Staff Contact: Alan Lange, Public Works Director
Department: Public Works

TITLE: Acceptance of Letter of Intent and Approval to Proceed with Investment Grade Audit from Veregy for the Advance Metering Infrastructure and Leak Detection Project

RECOMMENDATION:

Staff Recommends Acceptance of Letter of Intent and Approval to Proceed with Investment Grade Audit from Veregy for the Advance Metering Infrastructure and Leak Detection Project.

BACKGROUND:

Currently, customer water meters are read monthly via drive-by method by driving a vehicle equipped with remote antenna along every street to collect utility billing data. This method can take staff nearly a day and a half and results in customers not knowing they have a leak in their system for up to a month after the leak begins. Additionally, many of the City's meters are nearing the end of their intended life of 10-15 years and it is likely that the reliability and accuracy has diminished resulting in reduced revenues. Furthermore, the City's current read software is no longer supported and will need to be replaced in the near future.

As such, the Finance and Public Works Departments have been meeting with Veregy, an energy consulting group, regarding a potential move to an advanced metering infrastructure system (AMI) which utilizes fixed-based antenna (physical antennas placed strategically throughout the City to collect read data and transmit back to the read software) or cellular technology. This would allow nearly up-to-the-minute reads, eliminating the need for drive-by reading, as well as including a customer portal which would notify customers of leaks as they are detected. The proposed audit would include an analysis of cash flows based on the selected model (fixed-base or cellular) as well as an investigation into the various available software.

Additionally, staff has requested an analysis of a potential leak detection system to be placed on the City's water distribution network which could pinpoint leaks and allow staff to proactively make repairs before they result in full scale water main breaks. This would result in reduced expenses related to water loss (actual cost of lost revenue and staff overtime and overhead costs) as well as reduce the need for annual leak detection surveys completed by a third party (\$25,000 budgeted annually). In the most recent water year, the City reported 17.1% of water imported (purchased from the DuPage Water Commission compared to what was billed out) was lost to non-revenue sources, the vast majority of which are the result of real losses from water main breaks and leaks, as well as a smaller portion resulting from customer metering inaccuracies and unauthorized use. The annual cost of these losses totals \$342,974 and must be covered by increased water/sewer rates.

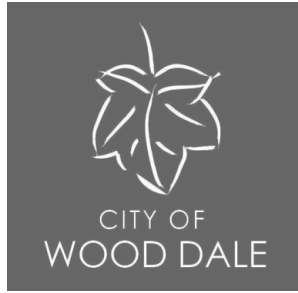
The scope of services for the audit is detailed further in the attached letter of intent.

ANALYSIS:

This project is unbudgeted for in the current fiscal year; however, no payment is due to Veregy immediately if the City elects to move forward with a Performance Contracting Agreement, rather the fees are rolled into the future project costs. If the City decides not to proceed with an agreement, then \$50,000 is due to Veregy for the audit services performed.

DOCUMENTS ATTACHED

✓ PPI Proposal



September 14, 2023

Veregy

Attention: Danielle Melone

17W635 Butterfield Rd.

Unit 315

Oakbrook Terrace, IL 60523

Re: Letter of Intent and Approval to Proceed with Investment Grade Audit

Dear Veregy Team:

The City of Wood Dale ("The City") intends to contract with Veregy for the implementation of a performance contracting program ("Program") designed to improve its infrastructure and operational efficiencies. The City plans to select Veregy as their vendor through the Schools of Illinois Public Cooperative (SIPC).

The Program will focus on water conservation and operational efficiencies assessed through an investment grade audit ("Audit"), which will evaluate the following measures:

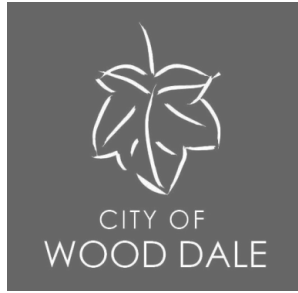
1. Accuracy of existing water meters and feasibility of an automatic meter-reading system
2. Scope and cost for the purchase and installation of AMI infrastructure and meters
3. Business case analysis for installation of the AMI system.
4. Scope and cost for a Permanent Leak Detection Technologies

Veregy will provide the following services ("Services") during the course of the Audit:

1. Remove 70 existing water meters and install 70 new (Veregy supplied) AMI ready water meters
2. Transportation and third-party testing of the removed meters
3. Analyze meter-testing results and include a list of meter sizes and locations for those surveyed
4. Prepare an Audit report complete with Program costs and savings.

In order to accomplish the Audit, the City must provide Veregy with the following data:

- A complete list of installed meters, including meter size, type, and location. (Previously provided)
- At least 24 monthly of historical water usage for each meter, by month, including meter ID, water consumption, sewer consumption, billed water charge, billed sewer charge, bill date, and associated account number. (Previously provided)
- Current water and sewer rates and associated rate codes, as well as anticipated increases or



decreases in future rates. (Previously provided)

- Names and contact information of persons with whom Veregy can confer regarding any of the Utility Data, Operational Data, financial information and general day-to-day issues that may arise during performance of the Study. (Previously provided)
- Any other information requested by Veregy reasonably necessary in order for Veregy to perform the Study.
-

While preparing the Audit, two additional areas discussed that Veregy will assess at no charge to the City is the upgrades associated with the Street Lighting and HVAC systems and Building Automation System Controls throughout the City. These additional measures may be added, modified, delayed, or deleted from the Program, as agreed between the parties.

The objectives of the Program to be assessed are as follows:

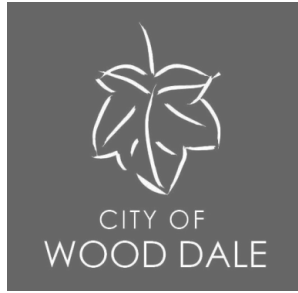
- Opportunities to reduce operating costs
- Opportunities to replace or upgrade existing equipment
- Opportunities to increase energy and operational efficiencies

The City and Veregy will cooperate to finalize the technical, legal and financial components of the Program, and The City may pursue financing for the Program, possibly with assistance from Veregy. Both parties shall maintain fully adequate, comprehensive insurance on their respective goods, services, and operations, as applicable. The City also will prioritize the measures to be implemented, and Veregy will use the results of the Audit as the basis for a draft Performance Contracting Agreement ("Agreement").

If Veregy is unable to produce an Agreement that meets the above objectives, then it shall receive no payment for its efforts to develop the Program. However, if Veregy provides an Agreement which meets the objectives defined above, and the parties execute the Agreement, then the costs associated with the Audit can be incorporated into the price of the Agreement. However, if the City does not execute an Agreement with Veregy within thirty (30) days of receipt, then the City agrees to pay Veregy \$50,000 (Fifty thousand dollars and no cents) within thirty (30) days of invoice for the Audit Services described above.

Indemnification

To the fullest extent permitted by law, the Veregy shall indemnify and hold harmless the City, its officials, employees and volunteers against all injuries, deaths, loss, damages, claims, suits, liabilities, judgments, cost and expenses, which may in anyway accrue against the City, its officials, employees and



volunteers, arising in whole or in part in consequence of the negligent or willful performance of the Audit by Veregy, its employees, or subcontractors, or which may in any way result therefor, except that arising out of the negligence or willful act of the City, its officials, employees and volunteers. If any judgment shall be rendered against the City, its officials, agents, employees and volunteers, in any such action, Veregy shall, at its own expense, satisfy and discharge the same.

Notwithstanding any other provision of this Letter of Intent, nothing contained in this Letter of Intent shall require Veregy to indemnify or hold harmless another person from that person's own negligent acts or omissions.

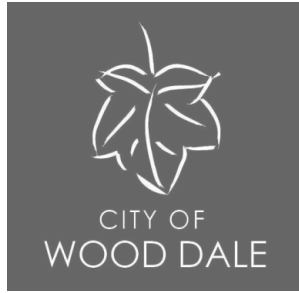
Confidentiality

Veregy shall not at any time, either directly or indirectly, disclose, use or communicate or attempt to disclose, use or communicate to any person, firm, or corporation any confidential information or any other information concerning the business, services, finances or operations of the City except as expressly authorized by the City. Veregy shall treat such information at all times as confidential. Veregy acknowledges that each of the following can contain confidential information of the City and that the disclosure of any of the following by Veregy without the City's express authorization would be harmful and damaging to the City's interests:

A. Compilations of resident names and addresses, resident lists, resident information reports, any other resident information, computer programs, computer software, printouts, backups, computer disks and diskettes, and computer databases and which are not otherwise known to the public.

B. All information relating to the Audit being performed by Veregy under this Letter of Intent, regardless of its type or form and which are not otherwise known to the public.

C. Financial information. This itemization of confidential information is not exclusive; there may be other information that is included within this covenant of confidentiality. This information is confidential whether or not it is expressed on paper, disk, diskette, magnetic media, optical media, monitor, screen, or any other medium or form of expression. The phrase "directly or indirectly" includes, but is not limited to, acting through Veregy's employees' wives, children, parents, brothers, sisters, or any other relatives, friends, partners, trustees, agents or associates.



On behalf of the City, this Letter of Intent is approved as of the date above.

Sincerely,

Signed

Annunziato Pulice

Print

Mayor

Title

Acknowledged and agreed for Veregy:

Signed

Print

Title