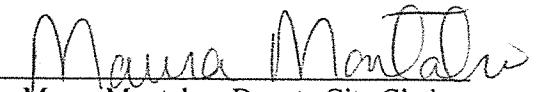
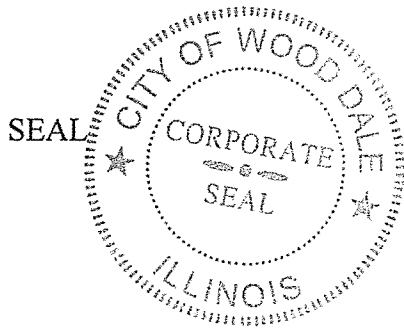



STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF DU PAGE     )

I, Maura Montalvo, Deputy City Clerk of Wood Dale, Illinois DO HEREBY CERTIFY that as such Deputy City Clerk and keeper of the records, that the foregoing is a true and correct copy of Resolution #R-20-02 **A RESOLUTION AUTHORIZING THE CITY OF WOOD DALE TO ENTER INTO AN AMENDED PROFESSIONAL SERVICES AGREEMENT/SCOPE WITH TESKA ASSOCIATES & ANCEL GLINK FOR THE CITY OF WOOD DALE UNIFIED DEVELOPMENT ORDINANCE UPDATED SCOPE AND PROPOSAL**

Passed by The City of Wood Dale, Du Page County, Illinois, IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of the City of Wood Dale, this 16<sup>th</sup> day of January, 2020.

  
Maura Montalvo, Deputy City Clerk



ACCEPTED BY  
  
Lee M. Brown, President  
TESKA ASSOCIATES, INC.  
1/23/20



**Resolution #R-20-02**

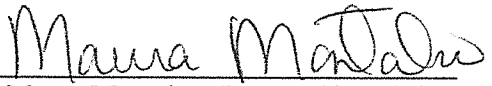
**A RESOLUTION AUTHORIZING THE CITY OF WOOD DALE TO ENTER INTO AN AMENDED PROFESSIONAL SERVICES AGREEMENT/SCOPE WITH TESKA ASSOCIATES & ANCEL GLINK FOR THE CITY OF WOOD DALE UNIFIED DEVELOPMENT ORDINANCE UPDATED SCOPE AND PROPOSAL**

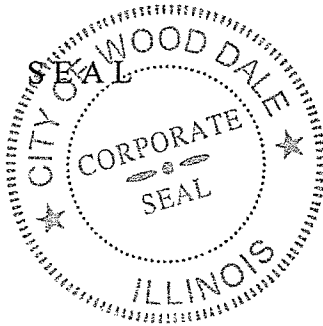
Passed: January 16, 2020  
Published in Pamphlet Form: January 17, 2020


I, Maura Montalvo, as the Deputy City Clerk for the City of Wood Dale, hereby certify that the attached Resolution is a true and correct copy of #R-20-02

**A RESOLUTION AUTHORIZING THE CITY OF WOOD DALE TO ENTER INTO AN AMENDED PROFESSIONAL SERVICES AGREEMENT/SCOPE WITH TESKA ASSOCIATES & ANCEL GLINK FOR THE CITY OF WOOD DALE UNIFIED DEVELOPMENT ORDINANCE UPDATED SCOPE AND PROPOSAL**

Passed and approved by the City Council of the City of Wood Dale on January 16, 2020 and hereby published in pamphlet on January 17, 2020.

  
Maura Montalvo, Deputy City Clerk



Accepted by  
  
Lee M. Brown,  
Teska Associates,  
1/23/20



**RESOLUTION NO. R-20-02**

**A RESOLUTION AUTHORIZING THE CITY OF WOOD DALE TO ENTER INTO AN AMENDED PROFESSIONAL SERVICES AGREEMENT/SCOPE WITH TESKA ASSOCIATES & ANCEL GLINK FOR THE CITY OF WOOD DALE UNIFIED DEVELOPMENT ORDINANCE UPDATED SCOPE AND PROPOSAL**

**WHEREAS**, the City of Wood Dale (hereinafter 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 resolutions pertaining to the 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 necessary 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 desires to engage the services of a professional, who will serve as an independent contractor for the City to assist the City in the assessment of the existing Unified Development Ordinance; and

**WHEREAS**, accordingly, the City Council hereby finds and determines that it is necessary and appropriate and in the best interests of the City and its residents that the City enter into an Agreement for the professional assistance in assessing said Ordinance; and

**WHEREAS**, the Parties have determined that it is in their respective best interests to memorialize the terms and conditions of the professional services, and have so memorialized said terms in an Amended Professional Services Agreement/Scope, a copy of which is attached hereto and incorporated herein by reference as Exhibit "1".

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF WOOD DALE, DUPAGE COUNTY, AN ILLINOIS MUNICIPAL CORPORATION**, as follows:

**SECTION 1:** The recitals set forth above are incorporated herein and made a part hereof.

**SECTION 2:** The Amended Professional Services Agreement/Scope, in substantially the same form as attached to this Resolution as Exhibit "1" and incorporated herein by reference, and as may be finalized by the City Attorney, is approved and accepted by the City of Wood Dale.

**SECTION 3:** The Mayor is authorized to execute said Amended Agreement on behalf of the City of Wood Dale, which signature shall be attested to by the City Clerk.

SECTION 4: The Mayor, City Manager, Staff, and the City Attorney shall take all the steps necessary to carry out the Amended Agreement.

SECTION 5: All ordinances and resolutions or parts thereof in conflict with the provisions of this Resolution are, to the extent of such conflict, hereby repealed.

SECTION 6: This Resolution shall be in full force and effect from and after its adoption, approval, and publication in pamphlet form as provided by law.

PASSED this 16th day of January, 2020

AYES: Alderman Jakob Messina, Woods, Catalano, Sorrentino, Susmarski,  
E. Wesley

NAYS: None

ABSENT: R. Wesley

APPROVED this 16th day of January, 2020

SIGNED: Annunziato Pulice  
Annunziato Pulice, Mayor

ATTEST: Maura Montalvo  
Maura Montalvo, Deputy City Clerk

Published in pamphlet form January 16, 2020

**EXHIBIT 1**  
**Wood Dale Zoning Assessment Letter and Scope**



## Memorandum

**To:** Ed Cage, AICP, Community Development Director, City of Wood Dale  
**From:** Michael Blue, FAICP, Principal, Teska Associates, Inc.  
**Date:** January 8, 2020  
**RE:** Wood Dale UDO Update Scope and Proposal

  
Lee M. Brown, President  
1/23/20

This memorandum presents a scope of services and price proposal for Teska Associates, Inc. (with Ancel Glink as subconsultant) to prepare an UDO update for the City of Wood Dale.

### PHASE 1: DRAFT UPDATED UDO

Based on analysis from the UDO Assessment conducted by the Consultant Team and feedback from the City, the Consultant will prepare an updated UDO, revising current Ordinance sections listed here and reorganizing the content into new Articles as needed to enhance usability of the Ordinance:

- Article I: GENERAL PROVISIONS
- Article II: DECISION MAKING, ADMINISTRATION, AND ENFORCEMENT RESPONSIBILITIES
- Article III: NONCONFORMING LOTS, STRUCTURES AND USES
- Article IV: DEVELOPMENT REVIEW PROCEDURES
- Article V: DEVELOPMENT DISTRICTS
- Article VI: LAND USE AND DEVELOPMENT STANDARDS
- Article VII: STANDARDS AND SPECIFICATIONS FOR REQUIRED PUBLIC IMPROVEMENTS
- Article IX: THORNDALE CORRIDOR CORPORATE DISTRICT

#### Task 1.1: Key Stakeholder Interviews

Key person interviews conducted as part of the UDO assessment were useful to learn general issues regarding the Ordinance. To develop a more detailed understanding of Ordinance needs, the Consultant will conduct a further round of more detailed interviews necessary to conduct the UDO update. Stakeholders to be interviewed will be selected by the City.

#### Task 1.2: UDO Update Steering Committee Initial Workshop

A workshop on the UDO will be conducted with the UDO Update Steering Committee (to be determined by the City) to understand their perspective how effective the UDO and procedures are in supporting the City's development goals. We would use this workshop to evaluate Ordinance usability, satisfaction in how applicants implement Ordinance standards, predictability of development approval process, etc.

#### Task 1.3: Draft Updated Development Regulations

To allow for manageable review and discussion of the updated UDO, the Consultant will draft and present to the City revised UDO chapter in logical groupings. Groupings will be determined with staff,

but for example may be organized around 1. Administration and Enforcement, 2. District Standards and Regulations (and zoning map), and 3. General Provisions. As needed, revised UDO sections will be augmented with graphics, charts and tables, to reflect best practice in modern ordinance use. For each segment, in addition to revised Ordinance language, the Consultant will provide a brief memorandum indicating updates made. Reflective of the three groupings, Tasks 1.3.1 and 1.3.2 will be conducted three times to cover the full UDO update in segmented reviews.

**Task 1.3.1: Staff Review**

Each drafted Ordinance segment will be provided to City staff for review. A single set of comments from staff will be provided back to the Consultant. The Consultant and staff will meet to review the comments to assure common understanding of needs and the direction to address them. Based on the staff review, the Consultant will revise the UDO sections.

For update of the Zoning Districts and Standards, the Consultant will review existing land use and lot size data in the current Town Center District and the existing manufacturing districts. This task will be used to define appropriate lot sizes and bulk standards for those areas. The City will provide the Consultant with available GIS data to support this task.

For update of the manufacturing districts (as may include the current Thorndale Corridor Corporate District) the Consultant will update and expand on existing design guidelines to define development design standards in that area.

**Task 1.3.2: Steering Committee Review**

For each segment, once drafting and review is completed with staff, the Consultant will present the segment for review and comment by the Steering Committee – attending one meeting for each segment to review the draft.

**Task 1.4: UPO Update Summary Materials**

Based on feedback from the Steering Committee reviews, the still draft UDO segments will be revised and provided to the City. In addition, for each of the three segments, the Consultant will prepare a graphically oriented summary of the updated sections that will convey updated Ordinance elements in a manner easy to understand for stakeholders and the public. Both the summaries and updated Ordinance text will be provided to the City in electronic format to use internally, share with stakeholders, post to the City website and distribute as it sees appropriate. A final summary that can be shared with the community will be prepared by the Consultant prior to Phase 2 (which provides a single summary of the full UDO update).

**Task 1.5: City Council Updates**

Over the course of the update process, the Consultant will attend two City Council meetings to update the Council on project process, review identified issues and opportunities, and seek policy direction as appropriate.

## **PHASE 2: ORDINANCE ADOPTION**

The draft UDO text and zoning map will be presented for adoption by the City.

### **Task 2.1 Preparation of Complete Draft UDO**

The Consultant will consolidate the recommended changes into a complete draft UDO. The final draft will be provided for review by City Staff. Staff and the Consultant will work through the draft to prepare a final version for City consideration. At this stage of the process, an updated zoning map will be prepared to reflect any changes in district names or zoning designations.

### **Task 2.2 Public Hearing**

The Consultant will present the updated UDO to the City's Community Development Commission at a Public Hearing and be available to address questions from the Commission or public. In addition, a summary memo of primary Ordinance updates and revisions will be provided. The Commission will be asked to make a recommendation to the City Council regarding UDO adoption.

### **Task 2.3: UDO Adoption**

The Consultant will attend a meeting of the City Council to present the recommended UDO for approval. Revisions to the proposed Ordinance will be made as based on Council input. An electronic version of the final adopted UDO and zoning map will be provided to the City.

### **Task 2.4: Training Workshop**

The Team will conduct a training workshop to highlight the changes from the previous UDO standards and inform attendees on any changes to the development review processes. Attendance at the workshop will be determined by the City, but can include any group or combination of City officials, staff, and local zoning customers (builders/developers/architects).

Based on the tasks described above, Teska Associates, Inc. propose to conduct this work program with Ancel Glink for a not to exceed cost of \$110,000, and expect it will be conducted over nine to twelve months (depending on how meetings are scheduled).



## Michael Blue

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**From:** Michael Blue  
**Sent:** Friday, January 17, 2020 3:19 PM  
**To:** Ed Cage  
**Subject:** RE: R-20-02

Thanks Ed – I'm going to ask the firm president (Lee Brown) to sign the scope and proposal. We'll plan on doing so under the same provisions of the previous contract (for the Comprehensive Plan). Let me know if the thinking was anything different at your end.

Have a great weekend and we'll see you Monday at the open house.

Michael

**Michael Blue, FAICP**  
**Principal**

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Teska Associates, Inc.  
627 Grove Street  
Evanston, IL 60201-4474  
847.563.9722 – Direct  
847.869.2015 – Main  
[www.TeskaAssociates.com](http://www.TeskaAssociates.com)

**2019 Teska Unwrapped!**

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**From:** Ed Cage <[ecage@wooddale.com](mailto:ecage@wooddale.com)>  
**Sent:** Friday, January 17, 2020 1:13 PM  
**To:** Michael Blue <[MBlue@teskaassociates.com](mailto:MBlue@teskaassociates.com)>  
**Subject:** FW: R-20-02

Hi Michael,

Please see attached, can you add a signature and date to your scope and proposal and send back, thank you,

Ed.

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**From:** Maura Montalvo  
**Sent:** Friday, January 17, 2020 1:11 PM  
**To:** Ed Cage <[ecage@wooddale.com](mailto:ecage@wooddale.com)>  
**Subject:** R-20-02

Hey Ed,

Here is the fully executed resolution that was passed last night regarding Teska.

Thanks,  
Maura