

**CITY OF WARRENVILLE
PUBLIC WORKS AND INFRASTRUCTURE COMMITTEE OF THE WHOLE
REGULAR MEETING
Monday, April 11, 2022, at 7:00 p.m.**

A G E N D A

A. CALL TO ORDER

Chairman Barry called the meeting to order at 7:00 p.m.

B. ROLL CALL

Present: Chairman Clare Barry, Mayor David Brummel, and Aldermen: Stuart Aschauer, Kathy Davolos, Leah Goodman, Jeff Krischel, Craig Kruckenberg, John Lockett, and Bill Weidner

Absent: None

Also Present: City Administrator John Coakley, Assistant City Administrator Cristina White, Public Works Director Phil Kuchler, Finance Director Kevin Dahlstrand, Assistant Community Development Director Consuelo Arguilles, Senior Civil Engineer Kristine Hocking, Management Analyst Kristin Youngmeyer, and Executive Assistant and Deputy City Clerk Dawn Grivetti

Also Absent: City Clerk Julie Clark City Treasurer Ann Behrens

C. PLEDGE OF ALLEGIANCE

Chairman Barry led the Pledge of Allegiance.

D. CITIZENS COMMENTS

There were no comments from the public.

E. OFFICIALS AND STAFF COMMENTS

Alderman Goodman announced that astrophysicist and former Wheaton Warrenville South high school student, Brian Welch, has discovered and named the oldest and most distant star known. Alderman Davolos commended the teachers and the school district for the job they do in educating today's youth.

F. BUSINESS OF MEETING

1. Consideration of Evolet Eve license application for outdoor seating area on public right-of-way

Assistant Community Development Director (ACDD) Arguilles stated, Monica Lefever, owner of Evolet Eve Wine Shop, has applied for a license that would allow the business to continue to operate the existing outdoor seating area located in the Stafford Place right-of-way adjacent to the wine shop. She added that the outdoor seating area would operate from early spring through late fall, amplified music would be played, hours of operation would vary depending on the season.

Ald. Goodman objected to the request, stating the owner of Evolet Eve failed to comply with CDC requirements for mask wearing and social distancing during the COVID-19 pandemic.

Ald. Davolos asked if any other businesses have requested to use the public right-of-way area adjacent to Evolet Eve. ACDD Arguilles stated this is the first application received for licensed use of the space.

Ald. Weidner asked if there are regulations regarding lighting of the outdoor space. ACDD Arguilles replied that she is not aware of any regulations regarding outdoor lighting as long as the lighting is not considered a nuisance, and to her knowledge, there have been no complaints regarding outdoor lighting at this location.

There was discussion regarding the dates and hours of operation, and the length of the annual permit. ACDD Arguilles indicated the license commences on the effective date of approval by the City Council, and expires December 31, 2022. The applicant would have to reapply for any subsequent license.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Lockett, to recommend the City Council approve the hours of operation and use of amplified music, subject to conditions 1-6 as listed in the staff memo, and authorize the Director of Community and Economic Development to work with the City Attorney to execute a license for an outdoor seating area on public right-of-way accessory to a beverage service establishment for Evolet Eve.

MOTION CARRIED VIA VOICE VOTE

2. Consideration of plan to support local hotels with Warrenville ARPA funding
City Administrator (CA) Coakley reminded the Aldermen that during the City Council meeting on October 4, 2021, the City Council approved an allocation of \$30,000, from the City's first American Rescue Plan Act (ARPA) allocation of funds to support local hotel and business travel recovery through the DuPage Convention and Visitors Bureau (DCVB) during FY 2022. He added that City staff has been working with DCVB since fall 2021, to develop a plan that would help the hotels recover, and thereby create a positive impact on other Warrenville businesses. However, the plan will not be ready for implementation during FY 2022. CA Coakley noted that due to an impending deadline, \$2,500, has already been approved under this proposed agreement for an ad in a visitor's guide.

Ald. Weidner asked for a clarification of how and when the City receives the ARPA funding allocations. Finance Director (FD) Dahlstrand replied that over \$895,000, has been received in the first allocation, and the second allocation would be of a similar amount and expected to be received in August 2022. He further explained how the money has been budgeted or planned for distribution.

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council approve an agreement with the DuPage Convention and Visitors Bureau to support Warrenville hotels.

MOTION CARRIED VIA VOICE VOTE

3. Consideration of Terracon Consultants Inc. task order for additional Old Town Redevelopment Site #2 environmental investigation services

Senior Civil Engineer (SCE) Hocking stated that staff has negotiated a task order with Terracon Consultants, Inc. for required environmental Stage 3 Site Investigation services at the Old Town Redevelopment Site #2 (OTRS#2). She added that the majority of the cost of this work will be reimbursed by the Illinois Environmental Protection Agency (IEPA) Leaking Underground Storage Tank (LUST) Program.

Ald. Goodman asked if staff is keeping track of anticipated, actual, and reimbursed expenses for this project. SCE Hocking replied that a detailed spreadsheet is being kept, and costs appear to be in line with staff expectations.

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council pass a resolution approving Task Order No. 7 with Terracon Consultants Inc. for LUST Stage 3 site environmental investigation services for OTRS #2 in an amount of \$57,196.

MOTION CARRIED VIA VOICE VOTE

4. Consideration of staff recommended updates to the Enterprise Maintenance and Replacement Plan (EMRP)

Public Works Director (PWD) Kuchler presented the annual update to the Enterprise Maintenance and Replacement Plan (EMRP), stating the update coincides with the presentation of the proposed fiscal year budget. He indicated that this update includes an escalating calculation of 2.59%, and that staff will continue to update the document annually based on new infrastructure accepted or constructed by the City, as well as refinements to the quantities of infrastructure, and vehicle and equipment costs contained in the existing document.

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council accept the updates to the Enterprise Maintenance and Replacement Plan, per the staff memo dated April 6, 2022, and direct staff to incorporate those adjustments into an updated EMRP document.

MOTION CARRIED VIA VOICE VOTE

5. Consideration of staff recommended updates to the Capital Maintenance and Replacement Plan (CMRP)

PWD Kuchler presented the annual update to the Capital Maintenance and Replacement Plan (CMRP), stating this update also coincides with the presentation of the proposed fiscal year budget. He indicated that this update also includes an

escalating calculation of 2.59%, and that staff will continue to update the document annually, based on new infrastructure accepted or constructed by the City, as well as refinements to the quantities of infrastructure, and vehicle and equipment costs contained in the existing document. PWD Kuchler noted that staff identified and corrected an error in the calculation of sidewalks in the CMRP.

There was some discussion regarding the larger amount of percent change in sidewalk, curb, and gutter accepted or constructed by the City from 2021 to 2022, and if similar changes can occur at with other asset categories in the CMRP in future years. PWD Kuchler replied greater change in assets can occur when the City accepts completed developments or constructs large infrastructure assets.

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council accept the updates to the Capital Maintenance and Replacement Plan, per the staff memo dated April 6, 2022, and direct staff to incorporate those adjustments into an updated CMRP document.

MOTION CARRIED VIA VOICE VOTE

6. Consideration of draft ordinance and effective date of increase in the local motor fuel tax from 4¢ per gallon to 6¢ per gallon

PWD Kuchler stated, with the approval of the updated CMRP on August 16, 2021, City Council directed staff to work with the City Attorney to prepare an ordinance to increase the City's Local Motor Fuel Tax (LMFT) from \$0.04 per gallon to \$0.06 per gallon to support annual capital maintenance and replacement work. He indicated that the CMRP Workgroup is recommending approval of the ordinance with an effective date of June 1, 2022.

PWD Kuchler stated that an increase in the LMFT, similar to other use taxes, is not paid solely by residents of Warrenville, but by consumers who are driving through, and stop to purchase gas and other products.

There was discussion regarding other ways to raise income, such as through video gaming and cannabis sales, which would not increase gas prices in the community that are already high as a result of the war in Ukraine and current inflation levels. Ald. Goodman stated that the increase in State municipal funding is less than anticipated this year and is not expected to improve over the years. She noted that the City has made difficult decisions to increase user fees in support of the EMRP and CMRP in the past, and that there is little difference in the amount of tax assessed by other government agencies in the surrounding area and the proposed increase to the City's LMFT.

Ald. Krischel added there is never a good time to raise taxes, however, the revenue is necessary to support the CMRP.

There was discussion regarding any statutory maximum rate on the amount that could be implemented. CA Coakley replied there is no maximum rate for a home rule community, however, a community would not want to price themselves out of the market, and would want to stay competitive.

Chairman Barry requested a report of local motor fuel taxes assessed by other neighboring government agencies for comparison.

There was discussion regarding LMFT's assessed by other neighboring government agencies. Ald. Goodman stated the Long Range Financial Planning Workgroup reviewed a comparison of rates in considering the proposed increase. There was also discussion regarding percentage increases versus the flat rate per gallon tax increases. CA Coakley stated staff can provide the information about the comparison with tax rates charged in other communities at the next meeting.

Mayor Brummel noted the recommendation for this increase was made several months ago and was not reflective of the current global situation. He also added, the City is responsible for funding improvements, and although the timing of the proposed increase is not ideal, several options were taken into consideration by the CMRP Workgroup prior to making this recommendation.

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Krischel to recommend the City Council approve an ordinance amending the City Code to increase the City's Local Motor Fuel Tax from 4¢ per gallon to 6¢ per gallon.

MOTION CARRIED VIA VOICE VOTE

7. Consideration of engineering agreement for sanitary sewer flow monitoring

PWD Kuchler reminded the Aldermen that as part of the ongoing Infiltration and Inflow (I/I) Reduction Program, the City's sanitary sewer system is divided into 11 basins, with each basin comprised of approximately the same length of sanitary sewer. He stated, staff is requesting the City Council approve an agreement with Engineering Enterprises, Inc. for Phase One sanitary sewer flow monitoring in the fifth basin during May and June.

There was discussion regarding the progress of the program since it began.

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council pass a resolution approving a contract with Engineering Enterprises, Inc. for the Central 2 Basin Infiltration and Inflow Investigation in an amount of \$55,504, and authorizing the City Administrator to execute the proposal.

MOTION CARRIED VIA VOICE VOTE

8. Consideration of engineering agreement for sanitary sewer system evaluation
PWD Kuchler stated, staff is requesting the City Council approve an agreement with Engineering Enterprises, Inc. for Phase Two of the I/I program, a sanitary sewer evaluation study, for the West 1 Basin. He added, the result of Phase Two will be recommendations for repairs with cost estimates for construction in FY 2024.

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council pass a resolution approving a contract with Engineering Enterprises, Inc. for the West 1 Basin Infiltration and Inflow Investigation in an amount of \$59,938, and authorizing the City Administrator to execute the proposal.

9. Proposed FY 2023 Budget Discussion
Members of the Committee were offered this time to discuss the proposed FY 2023 Budget. Mayor Brummel stated the proposed budget does not include payments on debts, as the City does not borrow money to pay for purchases.

NO COMMITTEE ACTION WAS REQUESTED NOR TAKEN

10. Review and file Public Works Department FY 2022 work program and decision package status report

The updated FY 2022 Public Works Department Work Program was presented for review. Ald. Goodman asked about borrowing for the water infrastructure improvements. CA Coakley stated the City has initiated a request for qualifications for bond council services to assist in the funding of such purchases. He also indicated that staff will request an update from current financial consultants, Speer Financial about the timing of such debt issuance and the applicable interest rates.

NO COMMITTEE ACTION WAS REQUESTED NOR TAKEN

G. MISCELLANEOUS

H. ADJOURN

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Kruckenberg to adjourn.

MOTION ADOPTED VIA VOICE VOTE

The meeting adjourned at 8:12 p.m.

Approved: April 18, 2022


Dawn Grivetti, Executive Assistant/Deputy Clerk