

**MINUTES
CITY OF DARIEN
MUNICIPAL SERVICES COMMITTEE
December 23, 2013**

PRESENT: Joseph Marchese - Chairperson, Alderman Tina Beilke, Alderman Joerg Seifert, Dan Gombac – Director, Elizabeth Lahey - Secretary

ABSENT: None

ESTABLISH QUORUM

Chairperson Marchese called the meeting of the Municipal Services Committee to order at 6:30 p.m. at the City Hall – City Council Chambers, Darien, Illinois and declared a quorum present,

NEW BUSINESS

A. 334 Janet Avenue - Petitioner seeks a variation to reduce the required front yard setback from 35 feet to 30 feet in order to construct a front porch.

Mr. Dan Gombac, Director reported that a portion of the property lies within the floodway/floodplain but that the structure has been removed from the floodway/floodplain by FEMA. He reported that the property owner is in the process of tearing down the existing home and building a new home on the same foundation. Mr. Gombac stated that the old home has a front stoop but no roof covering it and that the new home will have a covered front porch.

He further stated that the Zoning Ordinance does not permit covered porches to encroach into the required front yard setback. He reported that the PZC held a public hearing and that there were no issues.

There was no one in the audience wishing to present public comment.

Alderman Seifert made a motion, and it was seconded by Alderman Beilke that based upon the submitted petition and the information presented, the request associated with PZC 2013-08 is in conformance with the standards of the Darien City Code and move that the Municipal Services Committee recommend approval of the petition as presented.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

B. Resolution - Requesting DuPage County to install No Left Turn signs at the driveway exits off of Plainfield Road/83rd Street.

Mr. Dan Gombac, Director reported that the subject property is the Speedway Service Station at Lemont Road and Plainfield Road. He reported that there are two driveways exiting onto Plainfield/83rd Street and there has been a series of ongoing accidents and near misses. He further reported that staff has been in contact with DuPage County requesting to install No Left Turn signs at the exits. Mr. Gombac stated that DuPage County concurred and agreed to install

the signs on the DuPage County right of way and a resolution was required for the County to proceed. He stated that Speedway was forwarded a letter and staff received no response.

There was no one in the audience wishing to present public comment.

Alderman Seifert made a motion, and it was seconded by Alderman Beilke to approve a resolution requesting DuPage County to install No Left Turn signs at the driveway exits off of Plainfield Road/83rd Street.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

C. Resolution - Approving an engineering agreement with Christopher B. Burke Engineering, Ltd for the Phase I Engineering of the Plainfield Road and Bailey Road roadway improvement in an amount not to exceed \$80,000.00.

Mr. Dan Gombac, Director reported that the City was contacted by DuPage Mayors and Managers Conference that the City is a recipient of a grant for the Plainfield Road and Bailey Road roadway improvement. He reported that the project included a reconfiguration of the roadway, left turn lanes for Plainfield Rd and intersection signalization. The grant application was submitted over a year ago and DuPage County completed a traffic count warranting a signal. The City is the lead agency for the grant and DuPage County will be participating in the funding of the City's portion. As the grant stands, the City would be responsible for costs of up to approximately \$265,000. The Phase 1 engineering in the amount of \$80,000 is not eligible for grant funding and would be the City's financial responsibility. The Phase 1 engineering will allow the City to determine the extent of work that is within the boundary limits of the City and the County. Once the limits of the project are defined, the City will be in a position to determine the percentage of work and costs that would be related to the City and the County. Further, the financial responsibility of the \$265,000 would then be pro-rated to the City and the County. The signalization for the intersection would be split at a 50/50 cost share between the County and the City.

There was no one in the audience wishing to present public comment.

Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve a resolution approving an engineering agreement with Christopher B. Burke Engineering, Ltd. Engineering for the Phase I Engineering of the Plainfield Road and Bailey Road roadway improvement in an amount not to exceed \$80,000.00.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

D. Approving an agreement with Christopher B. Burke Engineering, Ltd for the Engineering Services for the Heritage Center redevelopment in an amount not to exceed \$37,660.00.

Mr. Dan Gombac, Director reported that at the November Goal Setting Session that the City Council agreed to the redevelopment and conceptual plan for the northwest corner of Plainfield

Road and Cass Avenue. He reported that the scopes of services for the site engineering include plans for the infrastructure, grading, curb and gutter, lighting and landscaping.

Mr. Gombac also informed the Committee that if the City Council decides not to move forward with the building of the project, that the plans would be portable provided that the concept does not change.

Mr. Gombac stated that this request will be forwarded to the Administrative/Finance Committee and that the plans are portable.

Alderman Beilke questioned who Christopher Burke's subcontractors were and if they were reputable.

Mr. Gombac replied that the sub-contractor is a sister company of Christopher B. Burke Engineering and has favorable references.

There was no one in the audience wishing to present public comment.

Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve a resolution approving an agreement with Christopher B. Burke Engineering, Ltd for the Site Engineering Services for the Heritage Center Redevelopment in an amount not to exceed \$3,660.00.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

E. Resolution - Approving an agreement with Shive Hattery Architecture Engineering for Architectural Services for the Heritage Center redevelopment in an amount not to exceed \$67,960.00.

Mr. Dan Gombac, Director reported that at a recent City Council goal setting session that the City Council agreed to the redevelopment and conceptual plan for the property at the northwest corner of Plainfield Road and Cass Avenue. He reported that the lowest responsive bid was Shive Hattery Architecture Engineering for the architectural site plan including preliminary Design - Phase 1, Construction Documents Phase 2 for the Warm Dark Shell design, Phase 3 Construction Documents for Landlord's Tenant Construction Work and Phase 4 Construction Administration.

Mr. Gombac reported that the architect, Mr. Wayne Marth was present. Mr. Marth, Shive Hattery Architecture Engineering, further defined the various phases of the scope of services.

Mr. Marth stated that the next step is the landlord's work once tenants are secure to put in plumbing, walls, etc.

Mr. Gombac reported that once the warm vanilla shell is designed that tenants will have the opportunity to utilize the services of Shive Hattery or secure their own architect for the proposed space. There is a separate line item for these services. Mr. Gombac stated that the City is

beginning to reach out to leasing agents for agreements for the services to secure tenants and lease agreements. The leasing agent agreement will be presented at a later date.

Mr. Marth stated that he recommends that the City use a leasing agent. He stated that he works with experienced leasing agents who are oriented towards commercial leasing.

Chairperson Marchese questioned if Mr. Marth had an idea of the cost of the project.

Mr. Marth stated that their firm works with several contractors and that they will have the opportunity to cost out the project as the plans begin to be designed.

Mr. Gombac also informed the Committee that if the City Council decides not to move forward with the building of the project that the plans would be portable provided that the concept does not change.

Mr. Marth stated that the City needs to stand firm on the design once the plans are approved for permitting if the City decides not to build. He stated that City needs to protect the design.

Alderman Seifert questioned how many revisions will be allowed.

Mr. Marth stated that there will be one major revision per Phase and Shive Hattery would work closely with staff for the duration of the services.

Mr. Gombac reported that the contract states that there will be up to five meetings of Phase I, which is the most crucial.

Mr. Marth stated that there will be meetings but only one major revision per Phase.

Alderman Beilke questioned the input of the Fire Protection District. She questioned if there was anything "green".

Mr. Marth reported that they are a sustainable architecture company. He stated that they have worked with the appropriate individuals in Darien and have completed projects such as Darien Marketplace at 75th & Lyman and Walgreens at Plainfield and Lemont.

There was a brief discussion regarding the "reimbursables" item within the bids received and the significant ranges in pricing. Mr. Wayne Marth provided input to the fluctuations.

Mr. Gombac stated that this item is also not budgeted and funds from the Capital Project are available for the proposed expense. Since this item was not budgeted this item will be forwarded to the Administrative Finance Committee before moving on to the City Council.

There was no one in the audience wishing to present public comment.

Alderman Seifert made a motion, and it was seconded by Alderman Beilke to recommend to the Administrative Finance Committee and the City Council approval of the resolution

approval of an agreement with Shive Hattery Architecture Engineering for Architectural Services for the Heritage Center Redevelopment in an amount not to exceed \$67,960.00.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

F. Discussion - Event parking at Hinsdale South High School

Mr. Gombac reported that the City's elected officials and staff continue to receive complaints regarding the overflow parking on the adjacent neighborhood streets during special events held by Hinsdale South High School. He stated that many residents do not like the overflow parking in front of their homes. During school events the football parking lot is not utilized to the fullest potential and patrons of the special events tend to park on the adjacent roadways, thereby blocking sight lines and driveways.

Mr. Gombac reported that staff consulted with the City's traffic engineer and reported on the 3 options noted in the staff agenda memo. He stated that staff recommends Option 2 implementing permit parking along Brookbank Road and Evans Place.

Alderman Beilke stated that she would like to reach out to the residents via survey. Mr. Gombac stated that they will craft a survey for the affected residents and provide an update along with a recommendation upon the results of the survey.

Chairperson Marchese stated that it is the school's events and that they need to take responsibility.

There was no one in the audience wishing to present public comment.

G. Minutes - Approval of the November 25, 2013 – Municipal Services Committee Regular Meeting Minutes.

Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve the November 25, 2013 Municipal Services Committee Regular Meeting Minutes.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

DIRECTOR'S REPORT

Mr. Dan Gombac, Director reported that the City received a notice that we will be the recipients of grant in the amount of \$350,000 for the 2012 road improvements resurfacing program.

Staff is working with the County of DuPage on an Intergovernmental Agreement for the 75th Street Improvements and will be forthcoming for Committee and Council consideration.

NEXT SCHEDULED MEETING

Chairperson Marchese announced that the next regularly scheduled meeting is scheduled for Monday, January 27, 2014 at 6:30 p.m.

ADJOURNMENT

With no further business before the Committee, Alderman Seifert made a motion and it was seconded by Alderman Beilke to adjourn. Upon voice vote, **THE MOTION CARRIED unanimously and the meeting adjourned at 8:30 p.m.**

RESPECTFULLY SUBMITTED:

Joseph Marchese
Chairman

Tina Beilke
Alderman

Joerg Seifert
Alderman