

Staff Responses to Council Questions

January 3, 2012

7. Active Agenda A. Ordinance: Restrict Vehicle Movement on Webster - The petitioner for the Webster Street item has requested that the item be tabled. As a practice, the Council has honored these requests. The Mayor will ask for a motion to table this item to a date uncertain. The Village Manager has indicated to the petitioner that this item will not be discussed tonight.

8. D. Human Services Commission Recommendation - Commissioner Waldack is ill and will not attend tonight's meeting. Therefore, the Human Service Commission agenda item will be placed on next week's agenda for a First Reading.

6. Consent Agenda. G. Motion: Award a Contract to Burns & McDonnell for Stormwater Related Review Services

Missing the Report Card for Burns...just another ERA.

Attached is a Contractor Evaluation form from a 2008 project completed by Burns & McDonnell for the Village.

8. First Reading A. Resolution: Authorize a License Agreement for the Temporary Use of Public Property with the Rotary Club of Downers Grove for the 2012 Rotary Club Grove Fest

Strategic Plan Alignment - How does a private NFP wanting to hold an event for which the Village charges fall under "Exceptional Municipal Services"?

In this case, staff believes that the effective and efficient use of the facilitation model for special events is the exceptional municipal service provided.

What are the procedures for reserving specific dates for events? Do we not allow for other organizations and possibilities? Do we need to adjust procedures in order to be fair – which could mean reserving dates in multiple years?

Organizations wishing to host an event must submit an application for a Temporary Use/Special Event permit according to the timeframes established to allow ample time for review and consideration by staff, the Community Events Commission and the Village Council.

For festivals, carnivals, circuses or similar activity on the street and public ways of the Village:

Event Date	Completed Application Due By
January 1 - March 31	October 1
April 1 - June 30	January 1
July 1 - September 30	April 1
October 1 - December 31	July 1

For events such as foot races, marathons, and bike events, there is a 60 day minimum application deadline in advance of event date. Some race organizers, of 5K events, have submitted their application far in advance of the 60 days. However, they have been told that the application will not be granted approval until after Public Works finalizes the road construction summer plans. For Parades and Open Air Meetings, there is a 14 day minimum in advance of the event date.

Specific dates are not reserved for certain organizations' events. Currently, conflicting events would be accepted on a first come/first served basis, although staff would contact affected groups to seek compromise, collaboration or alternative dates.

8. First Reading B. Resolution: Authorize a Grant Agreement with Alexander, LLC

Is this the first oasis grant application for which there are no proposed building façade improvements?

No, this is not the first OASIS grant application without a façade improvement component. To date a total of 18 grants have been awarded (8 were approved by the Council, 10 were approved by the Village Manager). Seven of the 8 grants approved by the Council included façade improvements (Bill Kay Nissan included only site and lighting improvements). None of the 10 grants approved by the Village Manager included façade improvements.

How much money has been budgeted for the OASIS grants and how much has been awarded?

Applicants were awarded \$372,614 of the \$750,000 budgeted from the 2011 program. An additional \$750,000 is included in the 2012 budget for the Ogden TIF Fund.

Were building façade improvements encouraged?

Façade improvements were encouraged. Up to \$10,000 in matching funds are available for façade improvements for properties under one acre in size. Up to \$15,000 for façade improvements are available for properties over one acre.

How much, in Staff resources, do we expend in administration of the OASIS Program? Are we recovering our costs? Were we able to charge and recover costs from the Downtown Façade Improvement Program?

Staff spends approximately 2.5 to 3 hours per OASIS application. The costs associated with this staff time are not recovered during the review process; nor were the costs of associated with the Downtown Façade Investment Program recovered. However, the Village does receive building permit fees when the projects advance into the construction fees.

What is the estimated value of the granting of the sidewalk easement?

The market value of the easement area (approx. 625 square feet) would be about \$1,108. The OASIS program provides compensation of \$1,000 for the sidewalk easement. Additional value to the Village comes from the fact that the owner is willingly granting the easement which reduces costs such as appraisals, attorney review and other related soft costs that are usually incurred when the Village seeks to acquire an easement.

8. First Reading C. Ordinance: Vacate a Certain Portion of the Prince Street Right-of-Way

Does the turning radius of the egress of the parking lot at Grant Street accommodate buses?

During the Plan Commission meeting, the commission discussed access to and from the proposed parking lot. Staff reviewed this turning movement radius and concluded the driveway will accommodate the turning movements of the buses.

Can the curb cut be relocated to Prince Street? Was this considered?

During the Plan Commission meeting, the commission discussed the access to the lot. District 99 representatives indicated the parking lot is designed as proposed to eliminate through-traffic, and allowed for the relocation of bus drop-offs and pick-ups. According to District 99, the Prince Street vacation will allow better control of the movement of students to their buses.

Did we work with the District to identify and implement any needed stormwater management improvements that would benefit the neighborhood?

Yes. Staff worked with District 99's engineers in the design of the stormwater and drainage system. The submitted plans all code requirements and address the issues that staff identified. Additional stormwater storage in this area is not recommended in the WIIP and was not requested.

Did the District and the Village look at the traffic impacts of the proposed parking lot on the east side of main? What changes to traffic controls will be required, if any?

Yes, the traffic study reviews the traffic patterns around the North High School campus, including the area surrounding the parking lot on the east side of Main Street. The Plan Commission did not discuss the improvements to this parking lot because it is not affected by the vacation of Prince Street. The final design and associated traffic controls, once submitted, will be reviewed by staff. Any required changes to traffic controls will be made at the time of the parking lot construction.

The traffic report references Village assistance in crossing pedestrian from the parking lot on the east side of Main to the football field during games. Is this part of the plan? What will the Village role be?

Final designs for the parking lot on the east side of Main Street have not been submitted. District 99 has not provided the Village with any additional requests or details for crossing assistance during games. While it was referenced in the traffic study, it was not considered by the Plan Commission related to Prince Street. During the review of the construction plans for the parking lot, staff will request that the parking lot be designed to direct pedestrian traffic to the signalized intersection of Grant & Main.

Can the school district please share their plans for bus pick-up and drop-off and staging? Will buses be idling?

District 99 officials will be present at the Council meeting to discuss their plans.

Can the school district please share their plans for non-bus student pickup, drop-off and staging?

District 99 officials will be present at the Council meeting to discuss their plans.

ATTACHMENT

Contractor Evaluation Form for Burns & McDonnell



Village of Downers Grove Contractor Evaluation

Contractor: Burns & McDonnell (B&M)

Project: S-005 Ogden Avenue Sidewalk Improvements, WA-009 Austin Water Main Replacement, WA-013 Gierz & Wilson Water Main Replacement, and S-004 Sidewalk Improvement Program survey services

Primary Contact: Randy Patchett (630) 724 - 3200

Time Period: 2005-present

On Schedule (allowing for uncontrollable circumstances) yes no

Provide details if early or late completion: _____

Change Orders (attach information if needed): _____

Difficulties / **Positives:** B&M has exceeded the Village's expectations for studies, designs, plan preparation, and surveying during the time period working for the Village.

Interaction with public:

excellent good average poor

(Attach information on any complaints or compliments)

General Level of Satisfaction with work:

Well Satisfied Satisfied Not Satisfied

Should the Village contract with this vendor in the future? Yes No

Reviewers: Brian Parks
Senior Engineer, Public Works

Date: October 14, 2008