

**Staff Responses to Council Questions
December 11, 2012**

6. Consent Agenda D. Motion: Award a Three-Year Contract in the Amount of \$80,006.00 to WA Management, Inc., West Chicago, IL, for Mowing Services

I see the campaign form and list of other municipalities (without comments) but I did not see the Report Card.

The report card was inadvertently omitted. The website materials have been updated to include the report card and it is attached here.

6. Consent J. Motion: Award a Contract to Sparkle Painting and Construction Co., Chicago, IL, for \$37,370.00 for Fire Station #3 Siding Replacement

Will the fiber cement siding be painted?

Yes, the siding comes pre-colored with a 15-year color finish warranty. The siding will be a gray or neutral color.

7. Active Agenda A. Ordinance: Amend Parking Permit Fees

Could the Parking Fund make use of additional revenue? How would the additional revenue be used?

Yes, the Parking Fund could use additional revenue for operations, capital projects and debt service payments on the Downtown TIF Bond (Parking Deck).

Based on a 240 work day year (less weekends, holidays, vacation), Staff's higher resident recommendations (where \$400 per year) would amount to \$1.67 per day,

Yes, based on a 240 workday year, that is the per-day cost.

Does the above seem to be a reasonable estimate? Please compare these estimates and compare to costs of maintaining the lots and other costs, including police protection (calls etc.)?

The Village does not break down per-lot unit costs. There are several revenue sources for this fund, including parking fines, daily fee payments, grants from Metra and quarterly permit fees. In total, these revenues cover all maintenance for all parking areas within the Village.

What is the rationale for lowering Staff's proposal?

This question should be directed to Commissioner Barnett who submitted the alternative proposal.

The lower rates for Fairview were an attempt to lure some commuters to that lot. Is that sufficient inducement to effectually lure the demand for parking away from other lots?

Staff does not have any data to determine the effectiveness of the lower fees for parking permits on the demand for parking permits at Fairview. The intent was to provide an incentive for purchasing Fairview permits. Staff believes that Fairview is a less desirable option for commuters needing an express train, but could be a viable option for those commuters with flexible schedules.

For the record, compare cost to commuters taking the commuter shuttle including satellite lots.

There are three price points for the commuter shuffle: one-way (\$2.00), 12-ride (\$18), and a monthly pass (\$45). If a commuter uses the monthly pass for 240 days per year, the cost would be \$2.25 per day.

For comparison purposes, the spaces in the parking deck are about \$35,000 each without maint costs and we charge \$3 per day – using the 240 day rule, it would take about 48 years to recover the cost of each space. For the lots we are talking about, could you estimate the recovery time appropriate to those spaces at the new rates

Staff does not have the historical costs of constructing the lots. Metra has recently provided funding for resurfacing and making improvements to the lots. Any other maintenance for the lots is not tracked on a per-lot basis.

What was the reasoning behind the existing \$30 delta between resident and non-resident quarterly parking fees? I understand why they are different, but why \$30? Looking at the 2011 Rich and Associates Study ("2011 Study"), our current delta appears to be greater than any other community surveyed.

The \$30 difference for residents and non-residents was enacted in 2001, when the current fees were approved. Prior to the change, there was no difference between resident and non-resident permit fees. There is no discussion in the minutes or the staff report from that date regarding the reasoning for the change. The minutes and the staff report are attached.

The 2011 Study says that the Village cannot raise daily fees without Metra approval but "permit rates are subject to the Village's discretion." Please qualify the ability of Metra to reject further quarterly changes in permit rates. Also, assuming we are subject to their discretion, can we quantify the risk that Metra will not approve an even greater delta than currently exists?

In addition to the agreements with Metra that address daily fees, the Village has an agreement with BNSF that requires the Village to provide BNSF and Metra with a 60-day period to object to proposed increases to permit fees. Therefore, proposed increases to permit fees are subject to review and approval by BNSF and Metra. Staff cannot quantify the risk that BNSF and Metra will not approve the difference.

The findings and recommendations of the 2011 Study, which were publicly vetted by TAP, take into account that quarterly parking fees charged for commuter spaces at stations in nearby towns were lower than those in Downers Grove and therefore recommend increasing parking rates periodically. But they do not recommend specific dollar amount increases. Please remind me what the reasons were for staff not initially recommending increases as high as those suggested in the alternate proposal?

In making the recommendation, the amount of the increases for residents and non-residents was not the primary concern. Staff's proposal for Belmont and Main Street was to make the Village's fees comparable to the fees of other communities that have express trains on the BNSF line (Aurora, Naperville, Lisle), while maintaining a resident/non-resident fee differential equal to or less than the existing differential. The staff proposal results in quarterly permit fees for residents that are below those of other communities with express trains on the BNSF line. The non-resident fee is near the mid-point of the other communities' fees.

The proposal for Fairview was based on a desire to maintain a lower fee to incentivize use of the Fairview lots.

Community	Resident Per Quarter	Non-Resident Per Quarter
EXPRESS TRAINS		
Aurora	\$134.85	\$134.85
Naperville	\$110-\$120	\$120-\$145
Lisle	\$105	\$105
Staff Proposal Main Street/Belmont	\$100	\$120
Alternative Proposal	\$90	\$140
NON-EXPRESS TRAINS		
Westmont	\$75	\$75
Clarendon Hills	\$90	\$110
Western Springs	\$75	\$90
Staff Proposal	\$80	\$110

Fairview		
Alternative Proposal	\$90	\$140

Were the public lots in the comparable communities surveyed in 2011 Study that charged more than we do for quarterly permits mostly Metra controlled, like ours?

Based on staff's review of two of the agreements for other communities, it appears that their agreements with Metra differ. Each municipality's agreement with BNSF or Metra has different terms that pertain to permit pricing.

7. Active Agenda B. Resolution: Express Intent to Continue Participation in the Suburban Tree Consortium and Authorize Certain Purchases for FY 2013.

How many parkway trees were lost/removed in 2011? in 2012? How many parkway trees were planted in 2011? in 2012?

There is up to a one year lag between the loss of parkway trees and the replacement planting of parkway trees (for example, the trees lost in 2011 are replaced in 2012). In 2011, 411 parkway trees were lost/removed due to storm or insect damage and 392 replacement trees were planted in 2012. In 2012, 487 parkway trees were lost/removed due to storm or insect damage and 475 replacement trees (375 trees purchased from the Suburban Tree Consortium using general revenues and 100 trees purchased from other tree suppliers using funds from cash in lieu of planting parkway tree and fines) are planned to be planted in 2013.

8. First Reading A. Ordinance: Provide for the Issuance of Not to Exceed \$3,000,000 General Obligation Refunding Bonds, Series 2013 of the Village of Downers Grove

Sometimes when we go to RFP, we do not take the lowest bid for various reasons. Can we for various reasons not accept the bid from a financial institution?

Staff will accept the lowest, compliant proposal. Non compliant proposals will be rejected. Proposals would be rejected for the following reasons:

1. The bank has not received formal credit approval (would delay closing)
2. The bank has covenants in its agreement that the Village doesn't authorize or want to follow
3. The bank requires additional banking business tied to the quoted rate

Since Northern Trust is making the RFP, will this insure that the most advantageous bid will be provided without Village influence other than approved parameters?

Yes. Northern Trust's role is to find the most advantageous bid for the refunding.

Non-Agenda Items

Have there been any lot consolidations approved this last week? If so, please provide address(es) and names of petitioner(s) and number of lots consolidated in each request.

No, there were no lot consolidations approved last week.

ATTACHMENTS

Contractor Report Card – Mowing Services

Minutes and Staff Report – July 17, 2001 and July 10, 2001

Village of Downers Grove

Contractor Evaluation

Contractor: Waldschmidt & Associates, Inc.

Project: Mowing Services FY 2012

Primary Contact: John Waldschmidt 630-774-6892

Time Period: January 1 to December 31, 2012

On Schedule (allowing for uncontrollable circumstances) yes

Provide details if early or late completion: All work was completed on time and per the mowing specifications for a total cost of \$25,266.00. This was the third year of a 3 year contract.

Change Orders (attach information if needed): None

Difficulties / Positives: Waldschmidt & Associates was very easy to deal with. Lists of required mowings were completed in a timely manner.

Interaction with public: good

Complaints: minor complaints about grass clippings on walks, all of which were readily taken care of, and uneven cutting of long grass in the 7000 block of Fairview which was resolved with a re-cutting of the area

Compliments: none

General Level of Satisfaction with work: Satisfied

Should the Village contract with this vendor in the future? Yes

Reviewers: Kerstin G. von der Heide, Village Forester

Date: November 2, 2012

Summary of Item:At the May 15, 2001 Parking & Traffic Commission meeting, the Commission moved to recommend to the Village Council to restrict parking on the north side of Concord Drive 50 feet east and west of Bunker Hill and on the north side of Concord Drive 50 feet east and west of Stonewall and to provide adequate sight distance so vehicles can safely enter Concord Drive.

At the May 15, 2001 Parking & Traffic Commission meeting, the Commission moved to recommend to the Village Council to restrict parking on the west side of Cumnor Road at a point 50 feet north and 50 feet south of Foxfire Court and on the east side of Cumnor Road at a point 50 feet north and 50 feet south of the Cumnor Road entrance to Downers Drive.

AN ORDINANCE RESTRICTING PARKING ON CUMNOR ROAD AND CONCORD DRIVE

ORDINANCE NO. 4315

A motion was made by Commissioner Gilbert, seconded by Commissioner Schnell, to Adopt this file. Mayor Krajewski declared the motion carried by the following vote:

Votes: Yea: Commissioner McConnell, Commissioner Gilbert, Commissioner Schnell, Commissioner Tully, Commissioner Zabloudil and Mayor Krajewski

Indexes: Parking Restrictions - Concord Drive, Parking Restrictions - Cumnor Road

ORD 00-00568 Ordinance: Establish Permit Parking for Downers Grove South High School and Raise Permit Parking Fees for Non-Residents

Sponsors:Financial Services

Summary of Item:At their meeting of November 21, 2000, the Parking and Traffic Commission recommended that permit parking be implemented on Springside Avenue between 63rd Street and Bolson Drive.

This ordinance will also increase certain parking permit fees for non-residents.

AN ORDINANCE ESTABLISHING PERMIT PARKING FOR DOWNERS GROVE SOUTH HIGH SCHOOL AND RAISING PERMIT PARKING FEES FOR NON-RESIDENTS

ORDINANCE NO. 4316

The Mayor verified with Mr. Lyons that this would become effective in the 4th quarter.

A motion was made by Commissioner Schnell, seconded by Commissioner McConnell, to Adopt this file. Mayor Krajewski declared the motion carried by the following vote:

Votes: Yea: Commissioner McConnell, Commissioner Gilbert, Commissioner Schnell, Commissioner Tully, Commissioner Zabloudil and Mayor Krajewski

Indexes: South High School, Parking Permit - South High School

RES 00-00569 Resolution: Authorize License Agreement for the Rotary Club of Downers Grove Octoberfest

Sponsors:Liquor Commission and Manager's Office

Summary of Item:This will authorize a license agreement with the Rotary Club of Downers Grove related to the 2001 Octoberfest. This will approve the use of Village property (commonly known as the former Grove Premium Parking Lot area) to accommodate the Festival.

A RESOLUTION AUTHORIZING LICENSE AGREEMENT FOR THE ROTARY CLUB OF DOWNERS GROVE OCTOBERFEST

RESOLUTION 2001-63

MINUTES OF WORKSHOP MEETING

DOWNERS GROVE, ILLINOIS

JULY 10, 2001

Mayor Krajewski called the Workshop meeting of the Village Council of the Village of Downers Grove to order at 6:30 p.m. in the Committee Room of the Village Hall.

Present: Mayor Brian Krajewski; Commissioners Marilyn Schnell, Thomas Sisul, Michael Gilbert, Sue McConnell, Martin Tully, Mark Zabloudil; Village Manager Riccardo Ginex; Village Attorney Daniel Blondin; Village Clerk April Holden

Absent: None

Visitors: **Press:** Susie Gura, Downers Grove Reporter; Jennifer Taylor, Chicago Tribune
Residents & Others in Attendance: Philip Hutchman, Steve Rebora, Desman Associates, 300 W. Washington, Chicago; Mark Daniel, Rathje, Woodward for Midwestern University; Greg Gaus, Midwestern University; Kent Ebersold, Mark Baresel, Steve Wilking, Charles Dickerman, D.G. Rotary; Shanon Tully, 3678 Venard; Jim Russ, Ben Babel, St. Mary's; Nick Rarahalios, Tom Drake, Edelman Public Relations; David Tatterson, 1240 Gilbert; Marilyn Gerloff, 4241 Highland; Mike Norberg, 1713 White Place; Steve McCready, 7225 Camden

Staff: Amanda Browne, Planner; Ken Rathje, Director, Planning Services; Jane Gerdes, Assistant Director of Public Works; Lt. Pam Church, Police Department; Mike Baker, Assistant to the Village Manager; Kathy DesMarteau, Redevelopment; Carol Conforti, Liaison to the Liquor Commission; Brian Pabst, Director of Redevelopment; Bob Schiller, Traffic Manager

Mayor Krajewski explained that Council Workshop meetings are held the second and fourth Tuesdays at 6:30 p.m. The meetings are video taped live and for later cablecast over cable channel 6.

The Workshop meeting is intended to provide Council and the public with an appropriate forum for informal discussion of any items intended for future Council consideration or just for general information. No formal action is taken at Workshop meetings.

The public is invited to attend and encouraged to comment or ask questions in an informal manner on any of the items being discussed or on any other subject. The agenda is created to provide a guideline for discussion.

MANAGER

Manager Ginex said that the Westside Park Agreement has been removed from this evening's Agenda.

1. **Bid: Lindley – Washington Storm Sewer Improvements.** Manager Ginex said staff recommends awarding the bid for this project to Trine Construction in the amount of \$153,500. This company has done about eight projects since 1979 in the Village.
2. **Plan Commission Recommendation: Esplanade Centre.** The Manager asked Mr. Rathje to present this item.

Ken Rathje, Director, Planning Services, said this development is located on the south side of Butterfield Road, west of the Tollway, and will be constructed in two phases. Phase 1 is an 11,400 square foot restaurant known as Carlucci's, with a 1,000 square foot outdoor seating area within a walled space. He described the proposed building stating the site is 2.733 acres in size. The building will be done in a Mediterranean architectural design. They are providing 148 parking spaces, which is above the requirement.

Mr. Rathje said that the second phase of the development is an office building at 3450 Lacey Road. The building will be 241,765 square feet in size on 6.377 acres. He described the location of the building in regard to the surrounding area. The building will be limestone with curtain-glass glazing. The development includes a 905-space parking deck, of which 605 spaces are required. Mr. Rathje said the developer plans to provide 86,922 square feet of landscape/greenspace area. He stated that Gary Mori is in attendance, and showed exhibits of the elevation drawings from Hamilton Partners.

Mayor Krajewski complimented Hamilton Partners on the development, and asked about the timing.

Gary Mori, Hamilton Partners, said they intend to open the restaurant next spring and hope to start construction in the fall. The timing for the office building depends upon the economic situation. They are hoping to contract with some major tenants who have expressed interest in the building. There is no specific schedule for the office building at this time. Regarding the building currently under construction, Mr. Mori said they expect completion in mid-December.

Commissioner Sisul asked about the exterior materials planned for the restaurant. Mr. Mori said the majority of the lower part will be limestone, with the upper part done in stucco.

Commissioner Gilbert asked about stormwater management for the site and whether the current ponds are designed for this facility. Mr. Rathje said that was correct. All that will be needed for detention for the proposed building will be additional piping to tie it all together.

Commissioner Tully asked when they intend to conduct a traffic study. Mr. Rathje said that Hamilton Partners would need to develop 400,000 additional square feet beyond what is being presented tonight before another traffic study would be required. Commissioner Tully asked whether the Council could obtain letter-sized copies of the colored renderings, and Mr. Mori said that would be provided. Commissioner Tully said he has been to the Carlucci's in Rosemont and would welcome that restaurant in Downers Grove.

3. **Parking & Traffic Recommendations:** Manager Ginex said the P&T Commission reviewed the following areas for parking restrictions.

- a. **Concord/Bunker Hill Parking.** The Manager said the Commission recommends parking restrictions on the north side of Concord 50' east and west of Bunker Hill, and on the north side of Concord, 50' east of Stonewall.
- b. **Cumnor/Foxfire Court Parking.** The Manager said that because of existing sight problems for oncoming traffic, the Commission recommends parking restrictions on the west side of Cumnor, 50' north and south of Foxfire, and on the east side of Cumnor, 50' north and 50' south of the Cumnor entrance to Downers Drive.
- c. **South High Parking.** The Manager said that staff recommends amendments to Chapter 14 of the Village Code allowing for a parking permit system for South High, and a fee system for commuter parking.

Commissioner Schnell said this issue was raised because the residents thought it would be a good idea. She asked about the parking permits and whether they would be used Monday through Friday only or weekends as well.

Bob Schiller, Traffic Manager, said they would be used similar to the commuter system. Open parking would be after 3:00 p.m. on weekdays and all day on Saturday and Sunday. He said this is a test program and said forms were sent out to the students. They are just beginning to get responses. If it becomes popular, they may consider expanding this and using the fees for roadway work to expand area parking.

4. **Special Event License Agreement – Rotary Oktoberfest.** The Manager said this would authorize an agreement for a special license for an Oktoberfest on September 21 and 22.

In response to the Mayor, Mr. Schiller said they are planning to use the First United Methodist lot for the displaced parkers from the Grove Premium lot for the Oktoberfest.

Commissioner Tully asked what the seating capacity is for the proposed tent.

Kent Ebersold of the Rotary Club said they have seating for 632 people, as well as standing space. The estimate including standing space is between 800-950 spaces. Commissioner Tully said he read that they expect 1000-5000 people in attendance over the two-day period, and Mr. Ebersold said that was correct.

Commissioner Tully said a question was raised by the Liquor Commission as to the need for control of people in and out of the tent. Mr. Ebersold said he spoke with Carol Conforti about having a counter system at the door to stop entry until others leave. Commissioner Tully said other questions that have been raised with other festivals concern the volume, direction and time for outdoor music. Mr. Ebersold said they intend to stop the music at 10:30 p.m. Commissioner Tully asked about the music inside the tent and where it would be directed. Mr. Ebersold said it would be directed north and south, and would be fully enclosed inside. The volume to the outside will be muffled. They will pay attention to the volume.

COUNCIL WORKSHOP ITEM

ITEM: Parking Code Modifications
DATE: July 3, 2001
PREPARED BY: Martin Lyons, Director Of Financial Services
PURPOSE: Creation of Permit Parking at South Highschool on Springside, and creation of non-resident permit parking rates.

DISCUSSION:

Please find attached amendments to the Village Code, Chapter 14 on Parking.

For the 2001/02 school year, as has been previously discussed, the Village will be offering parking to South High School via a lottery system. Information has already been distributed to the South High School administration (please see attached letter to Dr. Zeck) and the deadline for submission for this lottery was June 29th, at 5:00 P.M. Village staff will conduct the picking of winning applicants and these applicants will be notified immediately of their status so that they may remit payment by the end of July. Applicants who fail to respond by the end of July will be removed from the list and a new applicant will be drawn to take their place. Parking in this area will adhere to Village permit rules and regulations maintained in the community for commuters.

The second change to the Parking Code involves the creation of a two-tiered listing of fees for commuter parking permits. Beginning in the next quarter, rate classes I and II will have a resident and non-resident rate structure as shown below, and in the attached draft ordinance 14-123.

<u>Rate Class</u>	<u>Resident Fee</u>	<u>Non-Resident Fee</u>
I	\$80.00	\$110.00
II	\$75.00	\$105.00

This change will mainly impact users at the Belmont and Fairview stations because we have only a few “grandfathered” non-resident permit holders at the Main St. lots. We presently have 1,200 permit spaces, with about 63% located at Belmont and Fairview. We are also presently sold out in all lots as of the last sale date. Applying this rate increase will result in approximately \$80,000 in additional revenues to the Parking Fund on an annual basis.