

APPROVED
VB mtg. 3/28/2016

**MINUTES OF A STANDING COMMITTEE OF THE WHOLE OF THE PRESIDENT AND BOARD
OF TRUSTEES OF THE VILLAGE OF BLOOMINGDALE HELD ON
MARCH 21, 2016 AT THE ROBERT J. HOMOLA MUNICIPAL CENTER
201 SOUTH BLOOMINGDALE ROAD, BLOOMINGDALE, ILLINOIS, DUPAGE COUNTY**

PROOF OF POSTING

The meeting was duly posted according to State Statute.

CALL TO ORDER

The Standing Committee of the Whole Meeting of February 16, 2016 was called to order by Village President Coladipietro at 7:00 p.m.

ROLL CALL

Upon Roll Call by the Village Clerk, those in attendance were:

PRESENT: Mayor Coladipietro, Trustees Bucaro, Ackerman, Bolen, Belmonte, Hovde, and Von Huben

ABSENT: None

QUORUM PRESENT

ADMINISTRATIVE STAFF PRESENT

Village Administrator, P. Scalera
Assistant Village Administrator, B. Weber
Finance Director, G. Szott
Human Resources Director, K. Argo
Director of Village Services, M. D. Marchi, P.E.
Chief of Police, F. Giammarese
Community & Economic Development Coordinator, S. Gascoigne

AUDIENCE PARTICIPATION

For the record, there was no audience present.

DISCUSSION ITEMS

A) Planning, Zoning & Environmental Concerns

1) Text Amendment – Electronic Monument Sign

Mr. Gascoigne asked that the electronic sign text amendment be placed on the April 11 agenda for approval. He commented on the sign out in front of the Village Hall was by Watchfire Signs. A brochure was available for the Board. It was there for the Board to view as an example for sizes of sign and lettering. The Board shared their comments on that particular sign, stating it had distorted pictures, a higher resolution was needed, and the photos could have been sharper, perhaps needing more pixels. It was noted that the photos were taken off our website and that they would be clearer with original jpegs. The warranty was questioned and answered that there is a five (5) year warranty on everything. The Board requested that other vendors be considered.

2) Building B (270 Madsen) and Building C (255 Madsen) in the Bloomingdale Corporate Center

Mr. Gascoigne requested that this item be placed on the April 11 agenda for approval. He noted it was discussed at the March 15 Planning & Zoning Committee meeting with unanimous approval.

B) Finance and Administration

1) FY 17 Proposed Budget Request – Village Services Department

Mr. Marchi expressed his thanks to all his staff including Jim Monkemeyer, Michael Gricus, and Bob Prohaska, area Supervisors and administrative staff for all their work on the FY17 budget for Village Services. He began with the overview on page 111. He referred to the organization chart shown on page 113 and he noted that there was an increase in demand requiring backfill of the vacant position in Water Production for customer service. He stated after the budget was published, there is a need identified for branding of the Village's image for businesses, residents and the community. He noted there will be an increase in resource demands to complete Old Town area, July 2nd fireworks, increases to holiday lighting at Village Hall and the Golf Course which will tax existing resources potentially impacting on the core maintenance functions of Village Services. He said that the Department is evaluating the resource demands to meet these new branding objectives, and will report back to the Village Board.

He commented on the personnel aspect of services, with 18 employees being eligible to retire in the next 1-5 years, with his staff of 49+ employees. In order to maintain the quality of service, management must seek qualified personnel to sustain operations.

He continued on page 117 with the Engineering Division and the annual road program. He noted that it will begin in April, and completion expected in early Fall. On pages 118-119 he commented on the East Branch DuPage River Greenway Trail construction, noting that the scope of work was reduced due to FHWA / IDOT requirements regarding environmental assessments. He stated it would end at Sunnyside Park at this time. He also commented on the future of federal grant projects on pages 118-119, and that the Village had accelerated design to be eligible for an extra 5% federal share on these projects.

He stated the Indian Lakes Open Space is moving forward with the Signature Group working on the design with bids to go out in January-February of 2017.

Mr. Marchi continued with the Building & Zoning Division on pages 120-123. He stated this division is responsible for keeping property maintenance of residences and businesses and with their housekeeping of private property.

He stated that Public Works & Utilities Division were on pages 124-131. He commented that the salt storage was deferred in FY17 due to lack of a suitable location. He handed out a memo to the Board addressing the "Space Needs" requesting the Board review and discuss at a later time.

Continuing to page 127 with Public Works Division, he stated the Kennel services remains in FY17 on the as-needed basis based on the number of animals requiring boarding.

Forestry subdivision includes the Emerald Ash Borer program being completed with 25 trees needing replacement. He stated the 50/50 program continues to be a popular program with trees for 66 single family homes, 18 for Homeowners Associations, and 4 for businesses. He stated they continue the streetscape program/medians that started 15+ years ago. In fact, 19 right-of-ways were added to the landscape maintenance contract for a total of 32 right-of-way locations and 9 village properties that will be maintained by contract. He stated that the contract expires at the end FY17, and they will review a possible contract extension, at the right cost as they were very happy with the vendor's quality of service.

He stated Street Maintenance began on page 130 and included concrete, street lights, and street sweeping. Mr. Marchi continued that while Lake Street, Bloomingdale Road, and Army Trail Road were not Village streets, we have been requested to include these streets to maintain the appearance as part of the Village branding initiative.

He addressed the Lake Street light pole replacements which is a capital program, and noted that he was awaiting the prototype to be delivered in 5 weeks. If it works out well, another 6-8 weeks lead time is needed to order and receive all needed materials, with completion anticipated by the late summer/early fall. In order to comply with Federal Highway Authority / State standards, the existing shrouds will need to be replaced.

Page 135 included Equipment Maintenance in the Public Works Division. He stated the two (2) mechanics complete equipment maintenance, and the supervisor position remains vacant. Staff is evaluating the demands to continue the current levels of part-time / season employees. He stated the lower forecasted fuel prices reduced FY17 budget by \$39,000.

Water Production on page 139 was discussed and Mr. Marchi stated that a different audit and report on usage is being required by IDNR. He stated that not more than 12% unaccounted non-revenue water use is required until 2019 when it will be reduced to 10%. However, the Village is currently at 9.2% which is in compliance with the current and future standard. He also commented on the SCADA controllers which will need replacement and is part of the capital outlay in Water Production, Sanitary Sewer Collection and Storm Sewer Collection.

Mr. Marchi commented on the water distribution, sanitary collection, stormwater collection, and water reclamation. He commented on how the Village's new NPDES Phase 2 Stormwater permit creates several new unfunded compliance requirements, some of which may be satisfied by intergovernmental agreements with DuPage County Stormwater, but others will require additional Village resources.

He referenced that WRF staff is proceeding with the Phosphorous source assessment survey of businesses in the Village as required by the WRF NPDES permit.

The Board questioned the number of staffing needs for the Village Services Department. Mr. Marchi answered that they were evaluating full-time and seasonal staff and divisional needs in Building & Grounds, Forestry, Streets, and the Water Treatment Plant. Finding qualified individuals in these areas has been very competitive, particularly positions at the WRF which require licenses.

Mayor Coladipietro commented on the maintenance in the community, noting it was taking extra man hours to maintain our standards. But, he added, it is important to our community and further discussions may take place in the future to add more manpower.

2) FY 17 Proposed Budget Request – Police Department

Chief Giammarese thanked staff and Deputy Chief Bruce Beck on working on the FY17 budget. He began on page 103 noting the increase due to pension and payroll increases. Page 104 showed the organizational chart with an Administration Deputy Chief and an Operations Deputy Chief. He stated there will be a re-organization with a shift in job responsibilities. This is due to the loss of the dispatch center and retirement of Administration Deputy Chief Beck in May.

He continued with the number of traffic stops and community relations programs as noted on page 106. National Night Out and Open House are big events in the community and he commented that they also reinstated the Citizens Police Academy.

Chief Giammarese commented on the Police Department's social media Facebook page being a useful tool in communicating with the residents. He stated staff was active in multi-jurisdictional policing efforts, i.e. SWAT, Major Crimes Task Force, and K-9 unit, to name a few. He also commented on the 2015 Police Reforms Act that places restrictions on defensive tactics and requires more documentation. He stated the Police Department would look into car videos and body cameras, noting that the body cameras would then require storage, redactions, FOIA's, discovery, etc.

He commented on the county-wide records management system, vehicle replacements, a hold on the deputy chief position, future table top exercises, and working with schools. The overtime costs for the Police Department listed on page 165 was questioned, and answered that it was due to 24-hour street coverage, sick time, unknown factors, and some major incidents in the Village requiring overtime such as the recent murder/suicide.

C) Traffic and Streets

1) FY 17 Asphalt Materials Purchase

Mr. Marchi stated that the bid results were in for the materials for asphalt. The Village staff does the work. He noted the bids were competitive and he recommended the award to Du-Kane Asphalt in the amount of \$58,200 be approved at the next Board meeting.

D) Other Business

None

INFORMATION

Mr. Scalera noted that there was a water main problem at Old Town as redevelopment began. Mr. Marchi explained the problem and stated staff was there immediately to fix it. Unfortunately, water was turned off during the lunch hour and Mr. Marchi stated he apologized to the Roosters and other businesses. Mr. Scalera also reached out to the businesses giving them his contact information. The Mayor requested that there be communication in place to reach out to the owners ahead of time, if possible, to be pro-active. It was also noted that the Code Red System was utilized, and it should also be utilized for unforeseen incidents in the future.

COMMENTS FROM THE PUBLIC (AGENDA ITEMS ONLY)

For the record, there was no public present.

RECESS TO EXECUTIVE SESSION

Motion by Trustee Bolen, seconded by Trustee Von Huben, to recess to Executive Session for the purpose to **Real Property Acquisition - 5 ILCS 120/2(c)5** at 8:07 p.m.

AYES: Trustees Bolen, Von Huben, Bucaro, Ackerman, Belmonte, and Hovde

NAYS: None

MOTION DECLARED CARRIED

RECONVENE MEETING

The Mayor **reconvened the Standing Committee of the Whole meeting of March 21, 2016 at 8:26 p.m.**

Upon Roll Call by the Village Clerk, those in attendance were:

Standing Committee of the Whole Meeting

March 21, 2016

Page 5

PRESENT: Mayor Coladipietro, Trustees Ackerman, Belmonte, Hovde, Von Huben, Bolen,
and Bucaro

ABSENT: None

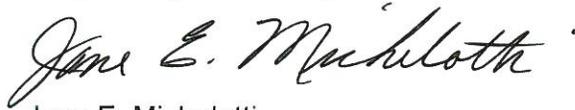
QUORUM PRESENT

ADJOURNMENT

Motion by Trustee Hovde, seconded by Trustee Bolen, to adjourn the meeting of March 21, 2016 at 8:26 p.m. All Trustees present voted **AYE**.

MOTION DECLARED CARRIED – MEETING ADJOURNED

Respectfully submitted,



Jane E. Michelotti
Village Clerk

jem