

MINUTES
March 12, 2019
Committee of the Whole
City of Batavia

Please **NOTE:** These minutes are not a word-for-word transcription of the statements made at the meeting, nor intended to be a comprehensive review of all discussions. They are intended to make an official record of the actions taken by the Committee/City Council, and to include some description of discussion points as understood by the minute-taker. They may not reference some of the individual attendee's comments, nor the complete comments if referenced.

Chair Brown called the meeting to order at 7:03pm.

1. Roll Call

Members Present: Chair Brown; Ald. Russotto, Atac, Stark, Chanzit (entered at 8:23pm), Wolff, Salvati, Callahan, Meitzler, Malay, Uher, Cerone, McFadden

Members Absent: Alderman O'Brien

Also Present: Mayor Schielke (entered at 7:24pm); Laura Newman, City Administrator; Gary Holm, Director of Public Works; Scott Buening, Director of Community Development; Wendy Bednarek, Director of Human Resources; Chris Aiston, Economic Development Consultant; Jeff Albertson, Building Commissioner; Rahat Bari, City Engineer; and Jennifer Austin-Smith, Recording Secretary

2. Reminder: Please speak into the microphone for BATV recording

3. Approve Minutes for February 19, 2019

Motion: To approve minutes for February 19, 2019
Maker: Meitzler
Second: Stark
Voice Vote: 12 Ayes, 0 Nays, 2 Absent
Motion carried.

4. Items Removed/Added/Changed

There were no items to be removed, added or changed.

5. Matters from the Public (For Items NOT on the Agenda)

There were no matters from the public for items not on the agenda.

6. Consent Agenda

(The Consent Agenda is made up of items recommended by city staff that requires recommendation to the full City Council by the COW. This agenda is placed as a separate item on the COW agenda. The items on the Consent Agenda are usually minor items, already budgeted, standard non-policy activities or outgrowths of earlier meetings and are voted on as a "package" in the interest of saving time on non-

controversial issues. However, any council member may, by simple request, have an item removed and placed on the “regular” agenda.)

a. Resolution 19-029-R: Approval of 2019 Zoning Map (SCB 2/27/19)

Motion: To approve the Consent Agenda as presented
Maker: Stark
Second: Malay
Voice Vote: 12 Ayes, 0 Nays, 2 Absent
Motion carried.

7. Ordinance 19-17: Annex 705-723 Pine Street (SCB 3/4/19) CD

Stark overviewed the memo.

Motion: To recommend to City Council approval of Ordinance 19-17: Annex 705-723 Pine Street
Maker: Meitzler
Second: Uher
Voice Vote: 12 Ayes, 0 Nays, 2 Absent
Motion carried.

8. Ordinance 19-18: Annex 34W144 Giese Road (SCB 3/4/19) CD

Motion: To recommend to City Council approval of Ordinance 19-18: Annex 34W144 Giese Road
Maker: McFadden
Second: Malay
Voice Vote: 12 Ayes, 0 Nays, 2 Absent
Motion carried.

9. Ordinance 19-19: Annex 514 Roberts Lane (SCB 3/4/19) CD

Motion: To recommend to City Council approval of Ordinance 19-19: Annex 514 Roberts Lane
Maker: Callahan
Second: Salvati
Voice Vote: 12 Ayes, 0 Nays, 2 Absent
Motion carried.

10. Ordinance 19-20: Annex 505 Pine Street (SCB 3/4/19) CD

Motion: To recommend to City Council approval of Ordinance 19-20: Annex 505 Pine Street
Maker: Malay
Second: Salvati
Voice Vote: 12 Ayes, 0 Nays, 2 Absent
Motion carried.

11. Ordinance 19-21: Annex 36W283 McKee Street (SCB 3/4/19) CD

Motion: To recommend to City Council approval of Ordinance 19-21: Annex 36W283 McKee Street
Maker: Malay
Second: Russotto
Voice Vote: 12 Ayes, 0 Nays, 2 Absent
Motion carried.

Buening stated that staff would be doing a lot of these types of voluntary annexations. He asked if staff could put the voluntary annexations onto the Consent Agenda for the Committee meetings. The involuntary annexations should go onto the regular agenda. The consensus of the Committee was in favor of having the voluntary annexations go onto the Consent Agenda. Buening noted that any voluntary annexation that has a question could always be removed from the Consent Agenda.

12. Resolution 19-028-R: Authorizing Execution of a Master Services Agreement with Bollinger Lach for Phase III Engineering Services (TG 3/6/19) CS

Wolff summarized the memo.

Motion: To recommend to City Council approval of Resolution 19-028-R: Authorizing Execution of a Master Services Agreement with Bollinger Lach for Phase III Engineering Services
Maker: Stark
Second: Malay
Voice Vote: 12 Ayes, 0 Nays, 2 Absent
Motion carried.
CONSENT AGENDA

13. Discussion: Resolution 19-030-R: Authorizing Approval of the City of Batavia New Sidewalk Policy “100 Year Plan” (CCB 3/8/19) CS

Wolff summarized the memo. Holm stated that ten years ago these same policies were put in place but the City made a conscious decision to stop construction of brand new sidewalks due to the financial sustainability project. Holm reminded the Committee about the infrastructure needs that currently exists. Wolff commented that he would like to have sidewalks near schools take top priority so that the children have a safe way to walk to school. Uher suggested starting with the downtown area and working outward since we want to promote more walkability to and from our downtown. Salvati concurred that he would like to see installing sidewalks closer to the downtown and working our way out as part of our criteria. Wolff stated that he would like discussion on cost sharing for sidewalks discussed sometime in the future.

Motion: To recommend to City Council approval of Resolution 19-030-R: Authorizing Approval of the City of Batavia New Sidewalk Policy “100 Year Plan”
Maker: Meitzler

Second: Uher
Voice Vote: 12 Ayes, 0 Nays, 2 Absent
Motion carried.

14. Resolution 19-031-R: Authorizing Execution of a Contract with Schroeder and Schroeder, of Skokie, Illinois, for the 2019 Sidewalk and Curb Replacement Program in the amount NTE \$125,000.00 (CCB 3/8/19) CS

Motion: To recommend to City Council approval of Resolution 19-031-R: Authorizing Execution of a Contract with Schroeder and Schroeder, of Skokie, Illinois, for the 2019 Sidewalk and Curb Replacement Program in the amount NTE \$125,000.00

Maker: Stark
Second: Meitzler
Voice Vote: 12 Ayes, 0 Nays, 2 Absent
Motion carried.

Bari asked if the Committee would be in favor of replacing the sidewalk brick pavers with concrete on the west side of Batavia Avenue from Wilson Street to First Avenue. Bari noted that the money has been budgeted for this project. Bari projected Google Earth for the Committee to view the section of the sidewalk in consideration. Bari noted that the east side sidewalk is concrete. The consensus of the Committee was in favor of replacing the failing brick pavers with concrete. Bari stated that he would come back to the Committee with information on the cost to replace the brick with concrete.

15. Resolution 19-032-R: Authorizing Execution of the IDOT Engineering Services Agreement and the Resolution to Appropriate Motor Fuel Tax (MFT) Funds for Design Engineering Services for Prairie State Improvements Project (Pine Street to Wilson Street) in the Amount of \$300,000 (TG 3/5/19) CS

Motion: To recommend to City Council approval of Resolution 19-032-R: Authorizing Execution of the IDOT Engineering Services Agreement and the Resolution to Appropriate Motor Fuel Tax (MFT) Funds for Design Engineering Services for Prairie State Improvements Project (Pine Street to Wilson Street) in the Amount of \$300,000

Maker: Uher
Second: Stark
Voice Vote: 12 Ayes, 0 Nays, 2 Absent
Motion carried.

16. Resolution 19-023-R: Authorizing Purchase of Water Meters (JBN 3/4/19) PU

Holm reported that this is for our annual purchase of water meters and reading devices. We are about 70% complete with replacing water meters throughout town. We have in the 2019 budget \$100,000 out of the water and \$100,000 out of the sewer, making it a \$200,000 combined total for water meter replacement. Holm overviewed the process for the water meter replacement and remote reading with the Committee.

Motion: To recommend to City Council approval of Resolution 19-023-R: Authorizing Purchase of Water Meters
Maker: Cerone
Second: Metzler
Voice Vote: 12 Ayes, 0 Nays, 2 Absent
Motion carried.
CONSENT AGENDA

17. Annual Report: Community Development/Economic Development

Buening presented the Community Development annual report utilizing a PowerPoint presentation. The presentation included the following:

- Community Development Plan
- Prior Strategic Plan Goals (Replaced by new Strategic Plan)
- New Strategic Plan Goals
 - Develop Plan for Downtown
 - Process and Service Quality Improvements
 - Increase Public Parking Downtown
- Future and Ongoing Projects
- 2018 Major Accomplishments
- General Statistical Information
- Looking Ahead 2019 Projects, Goals, and Review of Objectives

*Chanzit entered the meeting at 8:23pm

Aiston presented on the Economic Development annual report utilizing a PowerPoint presentation that included the following:

- 2018 Downtown Redevelopments
- 2019 Downtown Redevelopment Priorities
- 2019 Downtown Priority Vacancies
- 2018 West Side Developments
- 2019 West Side Developments/Priorities
- 2018 Industrial Developments
- 2018 Other Industrial Developments
- 2019 Industrial Priority Vacancies
- Developing Vacant Land
- 2018 Marketing Initiatives

18. Considering the Creation of a Commercial Property Enhancement Program (CA/LN 2/27/19) CDC

Aiston presented on the possible creation of a commercial property enhancement program. His PowerPoint presentation contained the following information:

- Consider creating a pilot grant program: Gateway Improvement Program (GIP)
- Purpose of the Proposed GIP
- Map of existing TIF Districts

- Considerations
- Example Sites Along Commercial Corridors
- Proposed Grant Specifics
 - 50/50 minimum match
 - Max Grant Amount = \$20,000
 - Min Total investment in project = \$10,000
 - Proven Financial Need
 - Annual Application Period (Due 5/1)
 - Metrics-Based Ranking, e.g.:
 - Visual Impact on Individual property
 - Visual impact on neighborhood/gateway
 - Overall \$ value of project
 - Matching funds as a percent of total project costs
 - Property occupant's status as retail sales
- Proposed Funding Source
 - Existing \$296,000 CDAP Funds
 - \$30,000 allocated for first year of Pilot Program

Aiston asked for consideration and direction to get this pilot program started. The Committee discussed the northern part of Washington Avenue, south of Route 25 and creating a special business district, marketing the offerings for small businesses in our community, marketing the grant programs, and creating a brochure and meeting with small business owners on the grant programs available. The consensus of the Committee was in favor of moving forward with the pilot grant program.

19. Project Status

Newman reported that the Committee of the Whole meeting on April 2, 2019 would be cancelled due to elections. She announced that tomorrow and Thursday a group of five of us will be driving down to Springfield to participate in the MetroWest legislative drive down. Newman will bring back a report on the trip.

20. Other

Salvati reported that a meeting was held earlier this evening regarding Mahoney Creek. There have been significant issues with easement maintenance over the years and the City wanted to have an informational meeting. The turn out was fifty to sixty people, which is a significant turn out. He asked that staff create a communication plan for the Mahoney Creek area. Holm stated that a communication plan is something that could be accomplished at the staff level. Salvati stated that a communication plan would be beneficial because most people did not know what was going on and who to contact.

Uher stated that a fire truck at the condos on Water Street along with a parked car in the street blocked traffic out of that area. He asked if the City could consider no parking on the west side of North Water. Newman stated that she would look into it.

21. Executive Session: Personnel

Motion: To enter into Executive Session for the purpose of personnel
Maker: Chanzit
Second: Salvati
Voice Vote: 12 Ayes, 0 Nays, 2 Absent
Motion carried.

The Committee entered into Executive Session at 9:14pm and exited at 9:58pm. Alderman Atac was not in the Executive Session portion of the meeting.

22. Adjournment

There being no other business to discuss, Chair Brown asked for a motion to adjourn the meeting at 9:58pm; Made by Salvati; Seconded by Stark. Motion carried.