

MINUTES
December 3, 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 Wolff called the meeting to order at 7:00pm.

1. Roll Call

Members Present: Chair Wolff; Ald. Miller, Russotto, Beck (entered at 7:04pm), Chanzit, Salvati, O'Brien, Callahan, Malay, Uher, McFadden

Members Absent: Ald. Knopp and Cerone

Also Present: Mayor Schielke (entered at 7:27pm); Laura Newman, City Administrator; Shawn Mazza, Batavia Police Department; Jeff Albertson, Building Commissioner; Gary Holm, Director of Public Works; Andrea Podraza, Senior Civil Engineer; Griffin Price, Communications Coordinator; Chris Aiston, Economic Development Consultant; Rahat Bari, City Engineer; and Jennifer Austin-Smith, Recording Secretary

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

3. Approve Minutes for November 12, 2019 and November 5, 2019

Motion: To approve minutes for November 12, 2019 and November 5, 2019
Maker: Salvati
Second: Uher
Voice Vote: 11 Ayes, 0 Nays, 3 Absent
Motion carried.

4. Items to be Removed/Added/Changed

Agenda item 13 was changed to 6a.

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

There were no matters from the public at this time.

*Ald. Beck entered the meeting at 7:04pm

6. Presentation: The Boardwalk Shops of Batavia (Batavia MainStreet)

- **Design Overview**
- **Location to build (open to suggestions)**

- **Modular Design**
- **Partnerships: Batavia High School**
- **Volunteer Build**
- **The Shops (\$8,000 per unit)**
- **Site ADA requirements – Location Challenges**

Bob Hansen presented a PowerPoint Presentation regarding the potential Boardwalk Shops of Batavia. Scott Salvati read a letter from Doug Jones of Hines Supply stating their work with manufacturing partners to donate building supplies and significant discounts for this project. Hines Supply will be working with Batavia High School's Building and Trades Department. Callahan read a letter from Clem Davis and Company Inc. stating their intent to participate in this project by providing the labor necessary to install the roofs and siding on the buildings.

The proposal is for six boardwalk shops. Hansen stated that building this with a volunteer force would make this work financially feasible. The buildings are estimated to cost \$8,000 per unit. The Art Stop is being considered as a potential location but there are some ADA requirements that would need to be met. One option would be leveling the site, which would cost ten to twenty thousand dollars. The other is to remove the blacktop and start from scratch. Wolff questioned if there were other sites that would be more level and the same square footage. Salvati stated that if this is placed at the Art Stop, you are creating a flow from the surface lot through that area. He stated it would help the businesses on North River. Beck noted that these are movable and we could move the shops to the best area if one area did not move. Beck asked if IDOT could be brought in for discussion on the signalization of the intersection to promote pedestrian safety. Newman answered that IDOT could certainly become a part of this conversation.

Newman stated that there are three business owners across the street that made the investment of putting their business in our downtown and that is where their customers are parking. She would hate for this to be a detriment to their business. She understands that this could potentially attract people to their business and she hopes that is what happens. The intent is not to take away customers or parking. Mayor Schielke stated that this is a great idea but he has great concerns on doing this at the Art Stop location. He explained that with construction of One Washington Place there would be a reduction of parking and on-street parking. We have three new businesses that rely on people being able to park within a block from that location. He does not want to take away the parking and does not feel that this is the ideal time to place this project at the Art Stop parking lot.

Jaime Saam, Interim Executive Director of Batavia Main Street, addressed the Committee. She discussed the parking opportunities and limitations with the group. She discussed how farmer's market vendors are asked to park off site and how she is working with local businesses to have their staff do the same. Saam shared that she has talked with the business owners of Six and Cypress and Bocaditos and they are excited about this project. They understand how this project would increase visibility. Saam stated how she hopes this would become a business incubator springboard to grow their business into retail shops. Saam suggested speaking to local businesses about the project location selection.

Dave Brown, past City Council Chair, addressed the Committee. He stated that the concept is a great idea that would bring people to the downtown to support existing businesses and foster new businesses. Brown credited Alderman Callahan, who brought this idea to the City. He continued that we could all agree that we would hate to lose parking spaces. Brown commended Batavia MainStreet for all they have done to make this happen. Parking is a concern. There will be construction and the workers will require parking. Brown stated that putting the chalets in place before construction begins might help existing businesses survive. He sees this as a win-win for the existing businesses and for the future. The great thing about this is if it doesn't work at the proposed location, they could be easily moved. We have the grant money to work with and this is a great idea that should move forward. Brown concluded it is the right time.

Saam announced that she just received a message from Julianna of Bocaditos that she wanted to share. Saam read Julianna's message to the COW: 'the main concern is not the lack of parking but rather dearth of knowledge on how to walk about the town in downtown. We need as many reasons as possible for people to traverse the bridge and explore River Street and Wilson Street businesses. She could think of no better attraction herself than to bring even more artisan artists into our section of town. We need to continue to push sustainable businesses and business ideas to foster growth, prosperity and these tiny shops seem like a fantastic incubator for future permanent businesses. Rather than focusing on lack of parking spots we should focus on making the town accessible to those on foot or bikes.'

Newman discussed the costs to construct the chalets, prepare the level site, and the City to provide the utility hook up. Newman listed the cost:

- 8 Chalets at \$8,000 a piece totaling \$64,000
- Leveling the parking lot/site prep \$10-\$20K
- \$10-15K to bring utilities to each Chalet
- Grand total estimated at \$100,000

The Committee discussed the options for billing electrical. Newman asked if the City should bill the cost of the electric to each individual unit or is it something that we would want to provide electric to the chalets. Newman suggested initially having the tenant billed for their electric. Hansen shared that Muskegon charges \$30 a month in their contract for a major appliance (e.g. a refrigerator). Newman noted that food would not be able to be made within the chalets. Chair Wolff suggested that electric be charged the first year but the price be monitored by a meter to determine whether or not the electric cost is being covered. If we have to change the price the following year we could. Another member suggested the electric be included in the cost of the rent.

7. Resolution 19-122-R: Authorizing Execution of a Master Service Agreement with Hampton, Lenzini and Renwick, Inc. (HLR) (AMP 11/22/19) CS

Podrazza stated that they selected their consultants earlier than the previous year in order to get the most qualified. Hampton, Lenzini and Renwick, Inc. had the most qualified team and staff suggests going forward with this firm. Podrazza updated the Committee on the progress in Area 3 to pour the curb and pour the road and delays due to weather.

Motion: To recommend to Council approval of Resolution 19-122-R: Authorizing Execution of a Master Service Agreement with Hampton, Lenzini and Renwick, Inc.

Maker: Wolff

Second: Chanzit

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

CONSENT AGENDA

8. Resolution 19-123-R: Authorizing Execution of Task Order #1 for Construction Engineering for Area 3 with HLR in the amount not-to-exceed \$163,468.97 (AMP 11/22/19) CS

Motion: To recommend to City Council approval of Resolution 19-123-R: Authorizing Execution of Task Order #1 for Construction Engineering for Area 3 with HLR in the amount not-to-exceed \$163,468.97

Maker: Wolff

Second: Malay

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

CONSENT AGENDA

9. Resolution 19-124-R: Authorizing Execution of the Construction Engineering Services Agreement for Federal Participation of Prairie Street Reconstruction Phase 3 Engineering in the amount of \$313,872.79 with V3 (TFG 11/26/19) CS

Bari overviewed the project and the process for hiring a consultant with the Committee.

Motion: To recommend to City Council approval of Resolution 19-124-R: Authorizing Execution of the Construction Engineering Services Agreement for Federal Participation of Prairie Street Reconstruction Phase 3 Engineering in the amount of \$313,872.79 with V3

Maker: Wolff

Second: Uher

Roll Call Vote: **Aye:** Wolff, O'Brien, Callahan, Meitzler, Malay, Uher, McFadden, Miller, Russotto, Beck, Chanzit, Salvati

Nay: None

12-0 Vote, 2 Absent, Motion carried.

10. Resolution 19-125-R: Authorizing Execution of the Local Agency Agreement with IDOT for Federal Participation for Prairie Street Reconstruction Project (TFG 11/26/19) CS

Bari discussed the Local Agency Agreement resolution with the Committee.

Motion: To recommend to City Council approval of Resolution 19-125-R: Authorizing Execution of the Local Agency Agreement with IDOT for Federal Participation for Prairie Street Reconstruction Project

Maker: Wolff

Second: Meitzler

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

11. Resolution 19-126-R: Authorizing Execution of Task Order #4 for Construction Engineering for 2020 Ward 1 Phase III Storm Sewer Improvements Project with Baxter and Woodman in the amount not-to-exceed \$94,250.00 (TFG 11/26/19) CS

Podraza overviewed the memo with the Committee.

Motion: To recommend to City Council approval of Resolution 19-126-R: Authorizing Execution of Task Order #4 for Construction Engineering for 2020 Ward 1 Phase III Storm Sewer Improvements Project with Baxter and Woodman in the amount not-to-exceed \$94,250.00

Maker: Wolff

Second: McFadden

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

12. Ordinance 19-61: Revising Title 4, Chapter 2, Regarding Tobacco Regulations (SM 10/17/19) GS

Shawn Mazza overviewed the memo with the Committee.

Motion: To recommend to City Council approval of Ordinance 19-61: Revising Title 4, Chapter 2, Regarding Tobacco Regulations

Maker: Chanzit

Second: Callahan

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

13. Resolution 19-121-R: Authorizing Execution of Partnership Agreement with Batavia Public School District 101 and MainStreet for the Boardwalk Shop Project (LMN 11/28/19) GS

This agenda was discussed as agenda item 6a, directly after agenda item 6: Presentation on the Boardwalk Shops of Batavia.

Motion: To recommend to City Council approval of Resolution 19-121-R: Authorizing Execution of Partnership Agreement with Batavia Public School District 101 and MainStreet for the Boardwalk Shop Project for an amount not to exceed \$110,000 to cover construction costs, connection to electric utility and ongoing repairs to the shops as needed

Maker: Chanzit

Second: Salvati

Roll Call Vote: **Aye:** Chanzit, Salvati, Wolff, O'Brien, Callahan, Meitzler, Malay, Uher, McFadden, Miller, Russotto, Beck
 Nay: None
 12-0 Vote, 2 Absent, Motion carried.

14. Discussion: City Logo

Griffin Price overviewed the four potential City logos with the Committee. There was a new hybrid logo for the Committee to consider.

The Committee voted on which logo out of the four proposed the City should move forward with. The revised hybrid logo was the winner. The lowest score was the winner and the scores were as follows:

Script Logo: 39
Badge Logo: 30
Hybrid Logo: 18
Circle Logo: 37

Motion: To move forward with the hybrid design and bring it to City Council

Maker: Chanzit

Second: Salvati

Roll Call Vote: **Aye:** Chanzit, Salvati, Wolff, O'Brien, Callahan, Meitzler, Malay, Uher, McFadden, Miller, Russotto, Beck
 Nay: None
 12-0 Vote, 2 Absent, Motion carried.

15. Project Status

Newman reported on the following:

- The Illinois Environmental Protection Agency has approved our remedial action plan for the One Washington Place site and that information has been shared with the developer. We wait to hear back that we are still on schedule for a May groundbreaking.
- The Bike Share program continues to move forward. The company is now visiting all of the municipalities that have signed a memorandum of understanding. The memorandum does not provide a financial commitment but the City would participate in the program. The City could invest in one bike or more as an initial investment. She noted there is advertising available to offset the City's cost.
- The Toy Drive distribution will be held on December 15th.
- Newman will be presenting a proposal for the City to hire an attorney that specializes in DY prosecution

16. Executive Session: Sale of Real Property

Motion: To enter into Executive Session for sale of real property

Maker: Wolff

Second: Uher

Voice Vote: 13 Ayes, 0 Nays, 1 Absent
Motion carried.

The Committee entered into Executive Session at 9:30pm and exited at 10:03pm.

17. Other

There were no other items discussed at this time.

18. Adjournment

There being no other business to discuss, Chair Wolff asked for a motion to adjourn the meeting at 10:03pm; Made by O'Brien; Seconded by Salvati. Motion carried.