

PROPERTIES and RECREATION COMMITTEE MEETING

Thursday January 9, 2020

Call to Order: 6:15 PM

Committee Members Present:

Nicole Chen-Trustee, Chair
James Tyrell-Village Trustee

Staff Present

Matthew Supert-Staff
Casey Biernacki-Staff
Chris Breakey-Staff
Jenny Pesek-Staff
Aleks Briedis-Staff

Others

Michael Jurusik-Village Attorney

Approval of Minutes

The meeting minutes from 12/2/2019 were approved by Trustee Tyrell and seconded by Chair-Trustee Nicole Chen.

Public Comment-None

I-294 BNSF Permit and Agreement for Storm Sewer Work

Director Matthew Supert presented the I-294 Shoofly, Storm Sewer Work and Fiber Utility Pole. He reported the BNSF Agreement was received. Chair Chen asked if Attorney Jurusik reviewed the agreement. Attorney Jurusik reported he did review the BNSF Agreement.

Director Supert reported Walsh Construction submitted a permit to the Community Development Department for the construction of a storm water diversion chamber to be located at the Public Works facility. This permit is currently under review by the Village Engineer. The drainage structure is a requested improvement by the Village for improved storm water drainage in this area, which will allow the Village future improvements in the Old Town North Subdivision for sewer separation.

The new storm water improvement will consist of a new storm sewer outfall running under the BNSF railroad and discharging into Flagg Creek through Spring Rock Park.

I-294 Letter of Understanding Fiber Utility Pole

Director Supert presented the “letter of understanding” the fiber utility pole from Walsh Construction related to the installation of a temporary fiber utility pole located on Village property due to the Tollway bridge construction work on the BNSF Railroad. Director Supert reported to the Committee the fiber utility pole is currently located just north and outside of the approved temporary construction easement but will be located inside of the temporary construction area and fencing will be required from the approved permit for the storm sewer work. Walsh Construction is requesting that the pole be allowed to remain in place until the permit is approved. The Village may receive an additional request from Walsh Construction to maintain the utility pole outside of the temporary construction easement after the sewer work has been completed. It was reported the Tollway has secured a permit in the amount of \$4,700.

Underpass Phase III Engineering

Assistant Director Biernacki presented to the Committee the West Underpass-Phase III Engineering Proposals. He reported the Village Staff is currently awaiting to receive proposals from various engineering firms for Phase III (construction management and supervision) for the West Underpass. In order to remain on the April 24, 2020 bid letting for IDOT, a draft engineering agreement (Local Agency Consultant Agreement), along with supporting IDOT documentation (Local Agency Agreement) should be received by IDOT by January 13, 2020. The engineering agreement does not need to be approved by the Village Board until March or earlier.

Assistant Director Biernacki advised the Committee, Staff will review agreements received by the Village and present a recommendation to the Village Board.

Assistant Director Biernacki was asked if this will be paid by the Village. He reported several grants have been secured for this, approximately five. This Underpass is at Prospect and they will coordinate simultaneously with the Shoo-fly.

Forestry Inventory and Grant

Chris Breakey, Superintendent of Public Works presented the Urban and Community Forestry Grant to the Committee. He reported that during the summer of 2019, the Public Works staff applied for and was awarded a grant from the Illinois Department of Natural Resources and US Forest Services. He stated we are now working on bid documents. The accepted proposal is for a Village wide Tree Inventory. He stated this is a matching grant, for every dollar spent by the Village, a dollar will be matched from the grant funds to a maximum of \$15,000. Current estimates place our inventory at over 7000 trees to catalog.

This grant will allow the Forestry Department to not only inventory all the trees by species but assess the health and risk of all the assets for future planning and liability.

Staff is currently finalizing the bid documents to distribute by the last week in January.

It was reported no action item required at this meeting. It will be brought to the Village Board on January 13, 2020 to report this grant was received.

Polaris Surplus Declaration

Chris Breakey, Superintendent of Public Works presented the Polaris Surplus Declaration to the Committee. He reported the Public Works Staff and the Fleet Superintendent are currently analyzing equipment owned by the Village and used by our staff. The units have become either obsolete or no longer can function for the intended purpose or are not mechanically sound. He reported the first piece of equipment to declare as surplus in 2020 is the 2013 Polaris Ranger Crew 800.

Chris Breakey, Superintendent of Public Works advised the Committee the Ranger was purchased originally as a multi-purpose vehicle. This vehicle was used for delivering seniors or handicapped residents to their homes while the streets were being reconstructed and during the winter. It was used to plow and salt in the downtown area and train platform. He reported it serviced its functions until last year as the mechanical breakdowns became too frequent and costly to continue in service. It was also determined there is a safety factor.

Chris Breakey, Superintendent of Public Works reported the Polaris will be replaced by a John Deere Tractor which has a proven track record of reliability serving the Village in the winter, fall and summer seasons. He stated this will allow them to purchase a vehicle which is highly visible and reliable for the intended uses. The Village Fleet Superintendent is in the process of securing a new tractor and will be using the Polaris as a trade-in. The Polaris may be as high as \$5,000 but more likely less.

Chris Breakey, Superintendent of Public Works requested the 2013 Polaris Ranger Crew 800 be declared surplus.

SEASPAR Sensory Room Agreement

Aleks Briedis, Director of Recreation presented the Agreement for the SEASPAR Room to the Committee. He reported the Village Attorney edited the agreement for the SEASPAR Room. A final draft of the agreement will be included in the Board of Trustees packet for January 13, 2020 meeting.

Staff recommends approval of the agreement for the installation and operation of a Sensory Room with SEASPAR. Nicole Chen-Trustee requested proposal with costs. Trustee James Tyrell asked if this is currently ADA approved. Aleks Briedis, Director of Recreation reported this will be completely within all ADA standards. Attorney Jurusik advised the Committee this is a twenty-year lease and if it terminates early SEASPAR would get a pro-rated credit.

SEASPAR Sensory Room Construction Bid

Aleks Briedis, Director of Recreation presented the SEASPAR Sensory Room Construction Bid to the Committee. He advised the base bid for the project is \$108,723. The cubby bench is an additional \$6,000. LED upgraded lights is an additional \$8,000.

The SRA (Special Recreation) Levy was increased \$50,000 in the 2020 budget. This levy can only be used to pay for SEASPAR related expenses, which includes membership, payment for aids and capital projects that benefit SEASPAR participants. This increase can be used to help fund this project.

Aleks Briedis, Director of Recreation reported SEASPAR will be contributing \$50,000 towards the project and all the furniture, fixings and equipment which includes the sensory equipment. The monetary contribution from SEASPAR was included in the 2020 budget.

Aleks Briedis, Director of Recreation reported the budget is as follows:

\$100,000 Budget 2020 (50,000 Recreation Fund, \$50,000 SEASPAR Contribution

\$50,000 SRA Levy

\$150,000 Total Revenue

\$108,723 Base bid (lowest bidder Construction Solutions of Illinois, Inc.)

\$6,000 Cubby Bench

\$114,723 Total Expenses

Aleks Briedis, Director of Recreation reported therefore; there will be an additional \$35,277 added to the Recreation Fund balance. The entire project will cost the Village \$64,723.

Capital Summary Report

Director Matthew Supert presented the Capital Summary Report.

Historic Tower Front Door Replacement

Director Matthew Supert reported the work was completed on December 23, 2019. Awaiting final invoicing from the contractor. Total budget \$35,000.

East Train Platform Construction

Director Matthew Supert reported the punch list is complete except for some plant material replacements approved by IDOT. Coordination of final invoices with IDOT and the Finance Department is ongoing. Staff is awaiting invoicing from IDOT.

Construction to date \$647,391 and funds remaining \$3,272,526.

Total Budget \$3,919,917.

Wolf Road Bike Path

Director Matthew Supert presented the Wolf Road Bike Path project summary. He reported they had a phone call with IDOT on December 24, 2019 and received the approval from the hydraulics. Phase I Engineering approved and 99% done.

Engineering costs to date \$70,384.

Funds remaining \$437,715.

Other

Trustee-Chair Chen inquired about the red-light cameras and how many are in the Village. Trustee Chair Chen asked where the cameras are located and does the Village receive many complaints about them. Director Matthew Supert responded there are two in the Village, one at Wolf and Ogden Avenue and the second one located 55th Street and Ogden.

Chair- Nicole Chen, Trustee-Chair motioned to adjourn
James Tyrell, Trustee seconded motion
The meeting adjourned at 7:25 PM

Respectfully Submitted: J. Pesek