



# CITY OF WOOD DALE

## **PUBLIC NOTICE**

IN ACCORDANCE WITH THE STATUTES OF THE STATE OF ILLINOIS AND THE ORDINANCES OF THE CITY OF WOOD DALE, NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL WILL CONTINUE ITS REGULAR STANDING COMMITTEE MEETINGS AT 7:30 P.M. ON THURSDAY, SEPTEMBER 12, 2019 IN THE COUNCIL CHAMBERS OF THE CITY HALL, 404 NORTH WOOD DALE ROAD, WOOD DALE, ILLINOIS, FOR THE PURPOSES SET FORTH IN THE FOLLOWING AGENDAS:

### STANDING COMMITTEES OF THE CITY OF WOOD DALE, ILLINOIS SEPTEMBER 12, 2019

#### **I. PUBLIC WORKS COMMITTEE**

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes of Meeting
  - i. August 8, 2019 Public Works Committee Minutes
- D. Report and Recommendation
  - i. Authority for the City of Wood Dale to Utilize the Ohio Government Purchasing Cooperative (Ohio STS) and enter into agreement with EJ Equipment for the Procurement of a Sewer Camera with Installation in a Not to Exceed Amount of \$94,833.95
  - ii. Resolution Approving a Contract between the City of Wood Dale and St. Aubin Nursery for Parkway Tree Planting in an Amount Not to Exceed \$14,260
- E. Items to be Considered at Future Meetings
- F. Adjournment

#### **II. FINANCE & ADMINISTRATION COMMITTEE**

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes of Meeting

- i. August 8, 2019 Finance & Administration Committee Minutes
- D. Report and Recommendation
  - i. DuPage Convention and Visitors Bureau Municipal Partnership
- E. Items to be Considered at Future Meetings
- F. Adjournment

**POSTED IN CITY HALL ON SEPTEMBER 6, 2019 AT 4:00 PM**



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## PUBLIC WORKS COMMITTEE MINUTES

Committee Date: August 8, 2019  
Present: Ald. Catalano, Jakab, Messina, Sorrentino, E. Wesley & Woods  
Absent: Ald. R. Wesley & Susmarski  
Also Present: Mayor Pulice, City Manager Mermuys, Treasurer Porch, City Manager Mermuys, Police Chief Vesta, B. Wilson, A. Lange, B. Garelli, E. Cage  
Meeting Convened at: 8:25 p.m.

### APPROVAL OF THE MINUTES:

The minutes of the July 11, 2019 meeting were approved as presented.

### REPORT & RECOMMENDATION

APPROVAL OF LETTER OF UNDERSTANDING (LOU) FOR LANDSCAPING MAINTENANCE FOR IL-390

### DISCUSSION:

Alan Lange reported this is part of the improvements along the I-390. The Tollway would like concurrence from the City that it will assume maintenance of the newly planted trees at the end of one-year warranty. This is for 9 trees and 20 bushes and will require minimal maintenance other than occasional trimming. City staff is already cutting the section along Mittel and Lively weekly, and south Thorndale is being done by the Tollway. After warranty is up they will replace any dead ones before the City begins maintenance.

### VOTE:

Ald. Catalano made a motion, seconded by Ald. Sorrentino, to approve a Letter of Understanding (LOU) for Landscaping Maintenance for the IL-390. A voice vote was taken, with the following results:

Ayes: Ald. Catalano, Jakab, Messina, Sorrentino, E. Wesley, Woods  
Nays: None  
Abstained: None  
Motion: Approved

### REPORT & RECOMMENDATION:

UPDATE OF WARD 2 & 3 STORMWATER PROJECT

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**DISCUSSION:**

Mr. Fundich of Robinson Engineering provided a construction status on the northern UDS Project status for Westview Elementary, IEPA loan financing, overall project schedule and phasing plan. He reported the Squaw Creek Project is mostly completed except railings and punch list items. The Dalewood Storm Sewer contract began in May, but has had contractor delays with the sidewalk and other ancillary items. He expects Dalewood completion by end of next week before the school year starts. Ald. Woods had concerns about gravel being everywhere, and was advised ground restoration will be completed in September. They plan to start on Gilbert next week, which should be done by end of September. It will start at Addison and go west along Gilbert for an upsized storm sewer that will have a significant impact. Between all the projects, the City's first investment into Ward 2 and 3 stormwater improvements will be \$2.5 million.

Mr. Fundich stated that as the design process unfolded, some issues arose. These structures need to be buried to a sufficient level to create buoyancy and need to be buried very deep. They were in the \$24M dollar range, but are now in the \$28M dollar range. If they can get storage behind Westview, the cost savings can be in excess of \$1M. They are meeting with the School Board next week to discuss how this could impact the school. He understands all construction work would need to be done during summer 2020.

Mr. Fundich reviewed Project financing with an IEPA loan. Robinson has submitted the simple pre-application to get on the list. Mr. Fundich followed up in May in Springfield and introduced the project to them. He learned that the eligibility for stormwater is heavily dependent that the project has stormwater quality benefits. Squaw Creek portion is a step in that direction. He then reviewed the pros and cons of an IEPA Loan.

Ald. Woods suggested holding off a year to make the dollars and paperwork line up since none of the system will work until everything is done. Mr. Mermuys stated that phasing has been discussed, but Council has said they wish to go "full speed ahead" with the project to get the benefit. Mayor Pulice would like to see benefits sooner. Mr. Fundich talked about putting off the school until 2021. He explained the anticipated flow once project is done. Brad Wilson talked about financing and how that would work with bond issues. Ald. Sorrentino asked what happens if the School Board says they are not interested. Mr. Mermuys noted that although there is a contingency plan, this would save taxpayers over a million dollars.

**VOTE:**

Ald. E. Wesley made a motion, seconded by Ald. Woods, to approve moving forward with the red Section on the Project Schedule Map and submit paperwork for a low interest loan, and also look at the bond issues to pay for the first phase of the red, including the \$25,000.00 for this master facilities plan. A roll call vote was taken, with the following results:



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Ayes: Ald. Catalano, Jakab, Messina, Sorrentino, E. Wesley, Woods  
Nays: None  
Abstained: None  
Motion: Carried

**REPORT & RECOMMENDATION:**

2019 PAVEMENT PATCHING PROGRAM

**DISCUSSION:**

None

**VOTE:**

Ald. Ald. E. Wesley made a motion, seconded by Ald. Sorrentino, to approve a Contract with R.W. Dunteman for the 2019 Pavement Patching Program in the not-to-exceed amount of \$133,434.00. A roll call vote was taken, with the following results:

Ayes: Ald. Catalano, Jakab, Messina, Sorrentino, E. Wesley, Woods  
Nays: None  
Abstained: None  
Motion: Carried

**REPORT & RECOMMENDATION:**

ROYAL OAKS LIFT STATION IMPROVEMENTS

**DISCUSSION:**

None

**VOTE:**

Ald. E. Wesley made a motion, seconded by Ald. Jakab, to approve the Royal Oaks Lift Station Improvements to Cecchin Plumbing & Heating, Inc. in the not-to-exceed amount of \$625,853.00. A roll call vote was taken, with the following results:

Ayes: Ald. Catalano, Jakab, Messina, Sorrentino, E. Wesley, Woods  
Nays: None  
Abstained: None  
Motion: Carried



**ITEMS TO BE CONSIDERED AT FUTURE MEETINGS:**

- None

**ADJOURNMENT:**

The meeting adjourned at 9:35 p.m.

*Minutes taken by Eileen Schultz*



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## **REQUEST FOR COMMITTEE ACTION**

Referred to Committee: September 12, 2019  
Subject: Sewer Camera Procurement  
Staff Contact: Brett Garelli, Assistant Public Works Director  
Department: Public Works

**TITLE:** Authority for the City of Wood Dale to Utilize the Ohio Government Purchasing Cooperative (Ohio STS) and enter into agreement with EJ Equipment for the Procurement of a Sewer Camera with Installation in a Not to Exceed Amount of \$94,833.95

### **RECOMMENDATION:**

Staff recommendation for the City of Wood Dale Approval to utilize the Ohio Government Purchasing Cooperative (Ohio STS) and enter into agreement with EJ Equipment for the procurement of a sewer camera with installation in a Not to Exceed Amount of \$94,833.95.

### **BACKGROUND:**

Our existing camera has reached the end of its useful life and has experienced four breakdowns in the last couple months. This is making it extremely difficult to complete our area sewer study for the City. A new camera will result in increased productivity for our staff.

### **ANALYSIS:**

Funds were not originally budgeted as we were hoping to get one more year of use out of the existing camera equipment. Funds were budgeted this fiscal year to replace two of the North Plant final tank drives. Upon further inspection, these drives have been very well maintained and indicate that they have more useful life in them. Consequently, we propose to reallocate these funds. The City will save \$11,721.05 by purchasing thru a government cooperative that provides a competitively bid 11 percent discount.

**DOCUMENTS ATTACHED**

- ✓ EJ Equipment Sales Proposal





Cues Sewer Inspection System  
 Sales Proposal for: Wood Dale, IL  
 Ohio STS Pricing Effective April 1, 2014  
 Presented by: EU Equipment, Inc.

Date: 8-26-19  
 Ohio STS: 800489  
 Index: STS670



**CUSTOMER INFORMATION**

Company Name: CITY OF WOOD DALE  
 Contact Name: TOM LUNDGREN  
 Street Address: 720 N CENTRAL AVENUE  
 City, State & Zip: WOOD DALE, IL 60191  
 Phone: 630-787-3793  
 Fax: 630-297-5211  
 E-mail:

**Base System**

Manufacturer	Model	Description	Price
CUES	Summit	Permanent Truck mount Summit system with Standard Truck mounted TV cable reel	\$39,676.00
CUES	EL115	Add Additional Video Cable to Dolly Up to 1,000' (100' increments) \$5.60 per foot	\$5,600.00
CUES	MZ300	Spare QZIII Camera	\$21,228.00
CUES	MZ904-16	Built In Sonde 512Mz Transmitter	\$2,795.00
CUES	LED	LED Light head for QZII and Nike Lite Camera	\$2,359.00
CUES	WM350	Compact Steerable Pipe Ranger Wheeled Transporter for 6" to 30" Mainline Inspection	\$25,892.00
CUES	FACCC	Test and Evaluate Customer Truck Before and After Retro	\$2,875.00
CUES	LABOR	Labor for Retro - (\$904 Per Day)	\$4,520.00
CUES	FAC5015	Additional Training (\$835 Per Day)	\$1,670.00

**Totals**

Total Base With Add Ons	\$106,555.00
Ohio Cues STS Discount Percent	11%
STS Discount Dollars - (enter as a negative)	-\$11,721.05
Net Price	\$94,833.95

**Options (Not included in above pricing)**

Manufacturer	Model	Description	Price
CUES	WM330	Electric Lift for use with Compact Pipe Ranger	\$6,691.00
CUES	WS905	Rubber Wheel Kit for CPH Wheeled Transporter 7" Pipe Application	\$1,139.00
CUES	REAR	Rear Viewing Camera for Transporter	\$5,103.00

Approved By:

Mayor of the City of Wood Dale

Date



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## **REQUEST FOR COMMITTEE ACTION**

Referred to Committee: September 12, 2019  
Subject: Parkway Tree Planting  
Staff Contact: Alan Lange, Assistant Public Works Director  
Department: Public Works

**TITLE:** Resolution Approving a Contract between the City of Wood Dale and St. Aubin Nursery for Parkway Tree Planting in an Amount Not to Exceed \$14,260

### **RECOMMENDATION:**

Staff recommends a resolution approving a contract between the City of Wood Dale and St. Aubin Nursery for Parkway Tree Planting in an amount not to exceed \$14,260.

### **BACKGROUND:**

It is the responsibility of the Public Works Department to maintain a healthy tree canopy throughout the City. This includes regular maintenance of existing trees as well as the removal and replacement of dead or deformed trees and the installation of trees where none previously existed. Each year the City contracts with a nursery to perform large scale parkway plantings. Forty-six trees of the following species and quantities will be planted in various locations.

- 3 Triumph Elm
- 13 Greenspire Linden
- 5 Autumn Blaze Maple
- 16 Ohio Buckeye
- 6 Skyline Locust
- 3 Pioneer Elm

### **ANALYSIS:**

The City budgeted \$30,000 for parkway tree replacement this fiscal year. The City has used this contractor in the past and has had favorable results.

### **DOCUMENTS ATTACHED**

- ✓ St Aubin Quote





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## FINANCE & ADMINISTRATION COMMITTEE MINUTES

Committee Date: August 8, 2019  
Present: Ald. Catalano, Jakab, Messina, Sorrentino, E. Wesley & Woods  
Absent: Ald. Susmarski & R. Wesley  
Also Present: Mayor Pulice, City Manager Mermuys, Treasurer Porch, City Manager Mermuys, Police Chief Vesta, B. Wilson, A. Lange, B. Garelli, E. Cage  
Meeting Convened at: 7:30 p.m.

### APPROVAL OF THE MINUTES:

The minutes of the May 9, 2019 meeting were approved as presented.

### REPORT & RECOMMENDATION

AUTHORIZE USE OF TIF FUNDS TO RELOCATE THE AT&T EQUIPMENT BOX ON MITTEL BLVD TO PERMIT INSTALLATION OF ADDITIONAL LEFT TURN (N) ON MITTEL BLVD TO N WOOD DALE RD

### DISCUSSION:

None

### VOTE:

Ald. Woods made a motion, seconded by Ald. Messina, to approve authorizing the Use of TIF Funds in the Amount of \$78,669.08 to relocate the AT&T Equipment Box on Mittel Boulevard which would permit the Installation of an Additional Left Turn (North) Lane on Mittel Boulevard to North Wood Dale Road. A roll call vote was taken, with the following results:

Ayes: Ald. Catalano, Jakab, Messina, Sorrentino, E. Wesley, Woods  
Nays: None  
Abstained: None  
Motion: Approved

### ITEMS TO BE CONSIDERED AT FUTURE MEETINGS:

- None

### ADJOURNMENT:

The meeting adjourned at 9:36 p.m.

*Minutes taken by Eileen Schultz*



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## **REQUEST FOR COMMITTEE ACTION**

Referred to Committee: September 12, 2019  
Subject: DuPage Convention and Visitors Bureau  
Partnership  
Staff Contact: Grant Paplauskas, Marketing & Special Events  
Manager  
Department: Administration

**TITLE:** DuPage Convention and Visitors Bureau Municipal Partnership

### **RECOMMENDATION:**

Staff recommends the City join the DuPage Convention and Visitors Bureau (DCVB) as a municipal partner.

### **BACKGROUND:**

The DCVB offers high-level marketing opportunities that build awareness of its partner communities through storytelling campaigns, advertising, electronic communication, networking, publications, a dedicated landing page on the DCVB website (500,000 annual visits), calendars and seasonal promotions. Wood Dale hotels would receive business leads, participation in convention services, tours and trade opportunities. Additionally, the DCVB is the only state-certified marketing destination organization for the county and serves as an official liaison to the Illinois Office of Tourism, ensuring that tourism dollars are being matched locally in effort to draw an audience. This promotes Wood Dale through state-wide PR efforts, partner websites, event promotion and local Chicagoland communications.

Additionally, in August 2019, Governor Pritzker signed into law Public Act 101-0204, which permits municipalities to use up to 25% of revenue collected from the municipal hotel operators' occupation tax and municipal hotel use tax for economic development and capital infrastructure, while still requiring at least 75% to be dedicated to promoting

tourism. To take advantage of this opportunity, the legislation requires municipalities to be a member of a not-for-profit organization headquartered in DuPage County that is recognized by the DCEO as a certified local tourism and convention bureau entitled to receive state tourism grant funds. The DCVB meets these qualifications. These provisions sunset January 1, 2023, so there is a limited window in which to act.

Finally, as part of the membership, Wood Dale hotels would be added automatically, and the City can allocate five additional memberships to organizations within the City (ex: Wood Dale Park District, Chamber of Commerce, etc.).

Staff feels that it is the opportune time to partner with the DCVB and would recommend that the City Council vote in favor of joining the organization in order to provide all these and additional benefits to Wood Dale.

**ANALYSIS:**

The investment for a yearly membership would be \$18,883.

**DOCUMENTS ATTACHED**

✓ DCVB Proposal



## **Supporting Municipality Proposal: City of Wood Dale**

The City of Wood Dale receives full municipal partnership benefits by its support of the DuPage Convention & Visitors Bureau with an investment of \$18,883. In return, the City will receive:

### **Industry Leadership**

The DCVB realizes the critical juncture the county, municipalities and members face as tourism evolves, and is committed to working with leading experts to ensure comprehensive success.

- Partner in the execution of DuPage GPS: A Tourism Roadmap—the DuPage CVB’s strategic plan to maximize our tourism industry; conducted in partnership with DCVB’s contractor, Nichols Tourism Group, a leader in destination planning for over 35 years with experience designing and executing plans to elevate the economic impact of visitors.
- Opportunity to be on the ground floor as the DCVB utilizes *Destination Next*, a tool to facilitate county-wide research and subsequent collaboration, as the new tourism model demands for continued success in a quickly changing, challenging industry.
- Integrate with the DCVB’s new branding efforts as it elevates DuPage County brand identity, DuMore DuPage and awareness through its work.
- Enhanced public relations support as the DCVB works with R4 Communications on media relations, audience engagement, strategic messaging, and more.
- Accessibility to Smith Travel Reports, research and product development studies in the hospitality industry.
- Expert technical assistance--municipal partners may request assistance from the bureau in tourism marketing coordination and grant writing.
- Bureau representation or agency management. The DuPage CVB assists in several layers of support, from attending tourism meetings to managing advertising/marketing program and financial tracking.

### **Sales**

- Meeting and Group leads for your hotels, bringing economic impact to the area
- Participation in Convention Services program, which provides welcome services for groups visiting DuPage; includes welcome bag distribution with giveaways and information from supporting municipalities to help drive business to your restaurants and shops.
- Municipal partners have the first opportunity to participate in Familiarization Tours offered to meeting planners with prospective events for DuPage.
- Municipal partners have the first opportunity at trade show participation at market places of meeting professionals throughout the year.
- Participation in DCVB sales efforts including tradeshow, city blitzes, client events and more.

### **Marketing Initiatives**

The DCVB analyzes trends and capitalizes on opportunities to further build awareness of and drive visitation to DuPage County and its supporting communities.

- Ability to leverage efforts of a professional marketing/content strategist to maximize comprehensive campaigns across all mediums through user-generated content and storytelling.
- Opportunity to participate in pay-to-play cooperative advertising, including access to matching grant funds, saving gross advertising costs.
- Enhanced exposure for the City through search engine optimization (SEO) to visitors looking for activities in your area through support and links to the DCVB website.
- Social media participation leveraged through work with DCVB's social media strategist.
- Appropriate inclusion in monthly and seasonal promotional and integrated campaigns in the leisure market.
- Access to post on the DCVB's online Calendar of Events, the most heavily trafficked page on DiscoverDuPage.com, which extends your promotional reach through monthly eblasts, social media and Illinois Office of Tourism promotions.

### **Publications & Promotions**

Inclusion in all DuPage CVB publications, garnering over 550,000 requests last year.

Membership listings and feature segments in annual publications.

- DuPage Visitors Guide, the official guide for DuPage County with a circulation of 60,000 distributed at Tollway kiosks and other target locations.
- Interactive, online visitors guide on [www.discoverdupage.com](http://www.discoverdupage.com) with more than 1 million visits annually.
- Meeting Planners Guide *Facilities at a Glance*, including specs and amenities for appropriate meeting spaces.
- Complimentary electronic and traditional fulfillment for City of Wood Dale guides, with reciprocal links to maximize SEO and to drive visitors to your community website.

### **State and Regional Partnerships**

As the only state certified marketing destination organization for the county, the DCVB is your official liaison to the Illinois Office of Tourism, ensuring that state tourism dollars are being matched locally and leveraging the ability for the City of Wood Dale to gain access to the visitor audience.

- Ability for media pitch on state's site in all PR efforts through state's agency, TimeZoneOne and all social media pushes where appropriate.
- Exposure on all Illinois tourism micro-sites for specific market segments, including sports, group and corporate meetings.
- Online Event Promotions – appropriate Wood Dale events submitted through member portal will be forwarded to the state for possible inclusion on [www.enjoyillinois.com](http://www.enjoyillinois.com) and [www.visitichicagoland.com](http://www.visitichicagoland.com).
- Promotions through the DCVB's public relations efforts with local, regional and Chicagoland organizations.



**General Benefits**

- Complimentary hotel memberships
- Five complimentary memberships with the DuPage CVB.
- Link on home page and unique landing page for the City of Wood Dale on [www.DiscoverDuPage.com](http://www.DiscoverDuPage.com), which receives over half-a-million unique visits.
- Complimentary reciprocal chamber partnership.
- Networking opportunities and referrals through DuPage CVB channels
- Opportunity to participate in member-only events