

# CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

## PUBLIC AFFAIRS COMMITTEE

**Monday, June 22, 2015**  
**7:00 P.M. - Committee Room (A)**

### AGENDA

1. Call to Order, Roll Call, and Establishment of a Quorum
2. Selection of Chairman and Vice Chairman
3. Approval of Minutes
  - A. Public Affairs Committee of March 23, 2015
4. Public Participation / Presentations
5. Items for Consent
  - A. Ordinance No. 15-O-0006 – Amend Chapter 17 Article X, Regulating Size and Weight of Vehicles
  - B. Ordinance No. 15-O-0017 – An Ordinance Modifying Chapter 4, Article I, Building Code & Chapter 7, Article II, Housing Code
  - C. Resolution No. 15-R-0022 – Funding Agreement for the 2015 Mexican Independence Day Event
  - D. West Chicago Community High School – Homecoming Parade
  - E. Wheaton Academy – Homecoming Fireworks
  - F. Race Time Inc. – Frosty Fest 5K
6. Items for Discussion
7. Unfinished Business
8. New Business
9. Reports from Staff
  - A. Traffic Management Report
10. Adjournment

**DRAFT**

**MINUTES**

**PUBLIC AFFAIRS COMMITTEE**

**March 23, 2015, 7:00 P.M.**

**1. Call to Order, Roll Call, and Establishment of a Quorum.**

Chairman Chassee called the meeting to order at 7:00pm. Roll Call found Earley, Hallett, Edwalds, Meissner and Birch.

Alderman Fuesting was not present.

Also in attendance Michael Guttman, City Administrator; Rosemary Mackey, Marketing and Communications Coordinator; Krista Coltrin, Assistant Marketing Coordinator.

**2. Approval of Minutes.**

**A. Public Affairs Committee of February 23, 2015.** Alderman Birch made a motion, seconded by Alderman Meissner to approve the minutes of the Public Affairs Committee Meeting with no changes. Voting Aye: Chairmen Chassee, Alderman Earley, Hallett, Edwalds, Meissner and Birch. Voting Nay: 0. Motion carried.

**3. Public Participation / Presentations.**

**4. Items for Consent.**

**A. "Mute" Film Production – Faith Innertainment Group, Inc.** Alderman Edwalds made a motion, seconded by Alderman Hallett to direct this item to City Council for approval. Voting Aye: Chairmen Chassee, Alderman Earley, Hallett, Edwalds, Meissner and Birch. Voting Nay: 0. Motion carried.

**B. Cinco de Mayo.** Alderman Edwalds made a motion, seconded by Alderman Hallett to direct this item to City Council for approval. Voting Aye: Chairmen Chassee, Alderman Earley, Hallett, Edwalds, Meissner and Birch. Voting Nay: 0. Motion carried.

**C. We Go Run 5K/10K.** Alderman Edwalds made a motion, seconded by Alderman Hallett to direct this item to City Council for approval. Voting Aye: Chairmen Chassee, Alderman Earley, Hallett, Edwalds, Meissner and Birch. Voting Nay: 0. Motion carried.

**D. Frosty Fest.** Alderman Edwalds made a motion, seconded by Alderman Hallett to direct this item to City Council for approval. Voting Aye: Chairmen Chassee, Alderman Earley, Hallett, Edwalds, Meissner and Birch. Voting Nay: 0. Motion carried.

**5. Items for Discussion.**

**6. Unfinished Business.**

7. **New Business.**
8. **Reports from Staff.**
  - A. **Traffic Management Reports.**
  - B. **Records Management Presentation by Acting Chief Michael Uplegger.**
9. **Adjournment.** Alderman Earley made a motion to adjourn, seconded by Alderman Birch. The motion was approved by voice vote, and the meeting adjourned at approximately 7:18pm.

Respectfully submitted,

*Yahaira Bautista*

Yahaira Bautista  
Administrative Assistant  
West Chicago Police Department

## CITY OF WEST CHICAGO

### PUBLIC AFFAIRS COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:** Ordinance No. 15-O-0006 - Amend Chapter 17 Article X, Regulating Size and Weight of Vehicles.

**AGENDA NO.** 5.A.

**FILE NO.** \_\_\_\_\_

**AGENDA DATE:** June 22, 2015

**COUNCIL AGENDA DATE:** July 6, 2015

**STAFF REVIEW:** Michael Uplegger, Chief of Police

**SIGNATURE** \_\_\_\_\_

**APPROVED BY CITY ADMINISTRATOR:** Michael Guttman

**SIGNATURE** \_\_\_\_\_

#### ITEM SUMMARY:

Upon review of the Ordinance regulating size and weight of vehicles that travel through the City of West Chicago, staff discovered that the permit fees are low, based on what other surrounding municipalities are charging. Staff also discovered that some of the language within the Ordinance was outdated and no longer current. Based on the findings, staff is proposing that the Ordinance regulating size and weight of vehicles (Chapter 17 Article X) be revised to reflect the current standard of regulating them and to charge fees that are consistent with surrounding municipalities.

#### ACTIONS PROPOSED:

Staff recommends adoption of Ordinance No. 15-O-0006

#### COMMITTEE RECOMMENDATION:

## **ARTICLE X. - REGULATING SIZE AND WEIGHT OF VEHICLES**

### **Sec. 17-91 - Definition of words and phrases.**

(a) Definition of words and phrases. The following words and phrases when used in this Code shall, for the purpose of this Code, have the meanings respectively ascribed to them in this article, except when the context otherwise requires and except where another definition is set forth in another article of this Code.

- (1) Commercial vehicle. Any vehicle operated for the transportation of persons or property in the furtherance of any commercial or industrial enterprise, for-hire or not-for-hire, but not including a commuter van, a vehicle used in a ridesharing arrangement when being used for that purpose, or a recreational vehicle not being used commercially. A commercial vehicle shall be any vehicle or a combination of vehicles with a manufacturers GVWR, GCWR, registered weight, combined registered weight or actual weight on a scale of 10,001 pounds or more.
- (2) Gross vehicle weight rating (GVWR). The value specified by the manufacturer or manufacturers as the maximum loaded weight of a single vehicle. The GVWR of a combination of vehicles (commonly referred to as the "gross combination weight rating" or GCWR) is the GVWR of the power unit plus the GVWR of the towed unit or units. In the absence of a value specified by the manufacturer, GCWR is determined by adding the GVWR of the power unit and the total weight of the towed unit and any load on the unit.
- (3) Gross weight. The weight of a vehicle whether operated singly or in combination without load plus the weight of the load thereon.
- (4) Highway. The entire width between the boundary lines of every way publicly maintained when any part thereof is open to the use of the public for purposes of vehicular travel.
- (5) Implement of husbandry. Every vehicle designed and adapted exclusively for agricultural, horticultural, or livestock raising operations, including farm wagons, wagon trailers or like vehicles used in connection therewith, or for lifting or carrying an implement of husbandry.
- (6) Motor vehicle. Every vehicle which is self-propelled and every vehicle which is propelled by electric power obtained from overhead trolley wires, but not operated upon rails, except for vehicles moved solely by human power and motorized wheelchairs. For this act, motor vehicles are divided into two (2) divisions:

First division: Those motor vehicles, which are designed for the carrying of not more than ten (10) persons.

Second division: Those motor vehicles which are designed for carrying more

than ten (10) persons, those motor vehicles designed or used for living quarters, those motor vehicles which are designed for pulling or carrying freight, cargo or implements of husbandry, and those motor vehicles of the first division remodeled for use and used as motor vehicles of the second division.

- (7) Permit route. The route authorized by the issuing authority with proper jurisdiction over the roadway(s) for which permission has been granted to move a vehicle or combination of vehicles that is in itself indivisible or carrying an indivisible load that exceeds legal dimensions or weight or a combination thereof.
  - (8) Semitrailer. Every vehicle without motive power, other than a pole trailer, designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that some part of its weight and that of its load rests upon or is carried by another vehicle
  - (9) Tandem axles. Any two (2) or more single axles whose centers are more than forty (40) inches and not more than ninety-six (96) inches apart, measured to the nearest inch between extreme axles in the series.
  - (10) Trailer. Every vehicle without motive power in operation, other than a pole trailer, designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that no part of its weight rests upon the towing vehicle.
  - (11) Truck tractor. Every motor vehicle designed and used primarily for drawing other vehicles and not so constructed as to carry a load other than a part of the weight of the vehicle and load so drawn.
  - (12) City is the City of West Chicago.
- (b) Overweight and/or overdimension vehicles.
- (1) It shall be unlawful for any person to be in control of, to drive, to park, or move on, upon or across or for the owner to cause or knowingly permit to be parked, driven, or moved upon or across, any street or highway under the jurisdiction of the city, any vehicle or combination of vehicles exceeding the size and weight limitations stated in the ILCS Ch. 625, Act 5, § 15-102 (width), ILCS Ch. 625, Act 5, § 15-103 (height), ILCS Ch. 625, Act 5, § 15-107 (length), and ILCS Ch. 625, Act 5, § 15-111 (weight).
  - (2) Size and weights limitations while operating on city streets shall not apply to fire apparatus or equipment for snow or ice removal operations owned or operated by or for any governmental body or to implements of husbandry temporarily operated or towed in a combination in the furtherance of a farm or agricultural endeavor and to any vehicle or combination of vehicles operating under the terms of a valid oversize and/or dimension permit issued by the city under the authority of subsection (c).
  - (3) Where lower size and weight limits or other restrictions are imposed by ordinance under authority of ILCS Ch. 625, Act 5, §§ 15-111, 15-316 and 15-

317, and signs indicating such limitations or restrictions are posted, it shall be unlawful to operate any vehicle or combination of vehicles in excess of such size or weight limitations or in violation of such restrictions.

- (4) Whenever any vehicle or combination of vehicles is operated in violation of this section, the owner and/or driver of such vehicle shall be deemed guilty of such violation and either or both the owner and driver of such vehicle may be prosecuted for such violation.

(c) Permits for overweight and/or overdimension vehicles.

- (1) A permit shall be required for the movement of any vehicle or combination of vehicles with a nondivisible load on roadways and bridges within the jurisdiction of the city which exceeds the legal dimensions and weights provided in ILCS Ch. 625, Act 5, § 15-102 (width), ILCS Ch. 625, Act 5, § 15-103 (height), ILCS Ch. 625, Act 5, § 15-107 (length), and ILCS Ch. 625, Act 5, § 15-111 (weight).

- (2) The city with respect to any street or highway under its jurisdiction may upon application to the city on forms provided by the city and good cause being shown therefore issue a special permit authorizing the applicant to operate or move a vehicle or combination of vehicles of a size or weight of vehicle or load exceeding the maximum specified in subsection (c) (1). The applicant shall furnish the following information in the special permit application:

- The name and address of the owner or lessee of the vehicle.
- Applicant's name.
- Type of permit request whether it be for a single trip, round trip, or multiple routing.
- Description of the object or vehicle to be moved.
- The number of axles of the vehicle or combination of vehicles.
- The maximum axle weights of all single, tandem or series axles.
- Maximum gross weight of the vehicle.
- The maximum width, length and height of the vehicle and load.
- Requested routing over city streets to and from a specific location.

(d) For purposes of this section, the following definitions apply:

- (1) A one-way or single trip movement means one move from the point of origin to the point of destination. Any additional stops between the point of origin and the point of destination are expressly prohibited. Single trip permits are effective for seven (7) consecutive days from the date of issuance unless otherwise directed by the city.

- (2) Round trip movement means two (2) trips over the same route in opposite directions, or upon an alternate route as prescribed by the police department on the permit. Round trip permits are effective for fourteen (14) consecutive days from the date of issuance.
- (3) Multiple move permits when granted by the city shall be for a period of time not to exceed ninety (90) days from the date of issuance, and shall provide the applicant the ability to make unlimited moves on city streets.
- (e) The owner or his or her agent shall submit an application fee based on the below chart for a single routing which will be valid for seven (7) calendar days, round trip routing valid for fourteen (14) calendar days and multiple routings valid for a base period of ninety (90) days. Permits are valid only for the date periods specified on the permit and for the specific vehicle, load and routing as established by the chief of police or designee. No substitution of vehicle, load or routing is permitted without expressed written permission by the chief of police or his designee and the permit must be carried in the vehicle to which the permit applies.

Fee Schedule

Permit size — weight (with load)	Fee		
	Single trip	Round trip	Multiple
Up to 100,000 pounds	50	75	200
100,001 — 120,000	75	100	250
120,001 — 150,000	100	125	
Over 150,000	150	200	

Permit size — width (with load greater than 8'6")	Fee		
	Single trip	Round trip	Multiple
up to 12'	25	40	150
14'	50	75	200
16'	75	100	
Greater than 16' wide	100	125	



Permit size — height (with load greater than 13'6" high)	Fee		
	Single trip	Round trip	Multiple
15'	25	40	150
Greater than 15' high	50	75	

Permit size — length (with load)	Fee		
	Single trip	Round trip	Multiple
115'	25	40	150
145'	50	75	
Greater than 145' long	75	100	

Note: If a vehicle requires a permit due to multiple weight and/or dimension issues, the total fee will be based on the highest individual weight or dimension fee. Any application for a permit which exceeds the maximum weight and dimensions listed in schedule (e) is subject to special assessment fees at the discretion of the chief of police or his designee.

- (f) Police escorts are generally required for vehicles operating under a valid overweight or over dimension permit which exceeds the weight and size limits described in schedule (e), and when, in the discretion of the police chief or his designee, is necessary to protect life safety, traffic flow and infrastructure.
- (g) The permittee must make all arrangements with the police department at least twenty-four (24) hours prior to the move.
- (h) Fees for police escort, when required, shall be in addition to the permit fees. The applicant shall pay the cost for a police vehicle escort at the minimum overtime rate of the highest salaried police officer and per any collective bargaining agreement
- (i) The chief of police or his designee is authorized to approve the application for approved routes. Upon approval and payment of all required fees, the city shall issue a permit allowing passage of the oversize and/or overweight vehicles over city streets. The permit shall be specific and contain:
  - (1) Permit number.
  - (2) The dates the permit is valid.

- (3) Whether the permit is for single, round or multiple trip routing.
- (4) The description of object or vehicle to be moved.
- (5) Authorized gross weight, axle weights, width, length and height.
- (6) The authorized routing over city streets including the origin and termination point within the city.
- (7) The fee paid.
- (8) The date and signature of the chief of police or his designee. Permits issued electronically shall be considered signed by the chief of police or his designee.
- (9) In addition, the permit will specify general conditions that the permittee must comply with that are consistent and reasonable for the protection of the general public and city streets. A copy of all permits issued will be provided to the city administrator for informational purposes. Any provisions listed on an approved permit will not be more restrictive than those afforded by the Illinois Department of Transportation (IDOT) OPER 993 form or the American Association of State and Highway Transportation Officials (AASHTO) Guidelines.
- (j) It is the duty of the permittee to read and familiarize himself with the permit provisions upon receipt. Undertaking of the permit move is deemed prima facie evidence of acceptance of the permit and that:
  - (1) The permittee is in compliance with all operation requirements;
  - (2) All dimension and weight limitations specified in the permit will not be exceeded;
  - (3) All operation, registration and license requirements have been complied with;
  - (4) All financial responsibilities, obligations and other legal requirements have been met; and
  - (5) The permittee assumes all responsibility for injury or damage to persons or to public or private property, including his or her own, or to the object being transported, caused directly or indirectly by the transportation or movement of vehicles and objects authorized under the permit. The permittee agrees to hold the city harmless from all suits, claims, damages, or proceedings of any kind and to indemnify the city for any claim it may be required to pay arising from the movement.
- (k) The permit shall be carried in the vehicle to which the permit applies at all times while operating on streets within the city and shall be exhibited upon demand to any law enforcement officer, police officer or authorized official of the city. Electronic display of a permit on a device which may be inspected is authorized.
- (l) Whenever any vehicle is operated in violation of the provisions of a city permit whether it be by size, weight or general provisions, and either or both the owner or driver of such vehicle shall be deemed guilty, and either or both the owner or the driver of such vehicle may be prosecuted for such violation.

(m) Vehicles prohibited on certain streets.

- (1) As provided under the authority of ILCS Ch. 625, Act 5, § 15-111 and 15-316, it shall be unlawful to operate any vehicle upon any street where the operation of that vehicle is prohibited by ordinance and where signs of such prohibition are posted. Vehicles operating under the authority of ILCS Ch. 625, Act 5, § 15-111 or 15-316 shall use the most direct route to points of loading and unloading.
- (2) It shall be unlawful to park a commercial motor vehicle on a residential street while said truck is running between the hours of 10:00 p.m. and 6:00 a.m. the following day.

(n) Oversize/weight vehicles permitted on certain streets.

- (1) As provided under the authority of ILCS Ch. 625, Act 5, § 15-111(f), the city has designated the following portions of streets and/or highways as Class II designated streets. Vehicles utilizing those as such, can be of a length consistent with ILCS Ch. 625, Act 5, § 15-107(length).

Class II designated streets:

- Arbor Avenue - between Hawthorne Lane and Route 59 (Neltnor Boulevard)
- Arthur Drive
- Atlantic Drive
- Blackhawk Drive
- Brown Street - between Factory Street and Joliet Street
- Carolina Drive
- Charles Court
- Commerce Drive
- Conde Street also known as Tom Marziani Way – From the western right-of-way line of Illinois Route 59 west to a point eleven hundred (1,100) feet
- Downs Drive
- Fenton Lane
- Fremont Street – between West Washington Street and Grandlake Boulevard
- Grandlake Boulevard – west of Fremont Street
- Hawthorne Lane - between Kress Road and Atlantic Drive
- Helena Drive

- Howard Drive
  - Industrial Drive
  - Joliet Street - between Route 38 and Brown Street
  - Main Street - between Route 59 and Wilson Avenue
  - Main Street - between Wilson Avenue and West Washington Street
  - Northwest Avenue
  - Nuclear Drive
  - Prince Crossing Road - between Route 64 and the Great Western Trail
  - Town Road - between Washington Street and the Burlington Northern Railroad Tracks
  - Wegner Drive
  - West Washington Street - between Route 38 and Wood Street
  - Western Drive
  - Weyrauch Street - between Brown Street and the south end of Weyrauch Street
  - Winston Street
  - Wood Street - between West Washington Street and Church Street
- (2) The director of public works is authorized and directed to post or cause to be posted, streets designated as Class II truck routes as governed by subsection (n) (1).
- (o) Penalty.
- (1) Any person, firm or corporation who or which violates, disobeys, neglects, fails to comply with or resists enforcement of the provisions of this chapter will be fined according the penalty structures provided in the Illinois Vehicle Code as adopted by Ordinance 17-1 of this Code.
- (2) In addition to seeking a fine, as herein above provided, the city attorney may institute any proper action in the name of the city to enjoin the violation of any provision of this chapter.
- (Ord. No. 02-O-0129, §§ 1, 2, 11-4-2002; Ord. No. 05-O-0062, § 3, 8-1-2005)

## CITY OF WEST CHICAGO

### PUBLIC AFFAIRS COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Ordinance No. 15-O-0017

AN ORDINANCE MODIFYING  
CHAPTER 4, ARTICLE I, BUILDING CODE &  
CHAPTER 7, ARTICLE II, HOUSING CODE  
OF THE CODE OF ORDINANCES  
OF THE CITY OF WEST CHICAGO

AGENDA ITEM NUMBER: 5.B.

FILE NUMBER: \_\_\_\_\_

COMMITTEE AGENDA DATE: **June 22, 2015**

COUNCIL AGENDA DATE: \_\_\_\_\_

STAFF REVIEW: John Fincham, Asst. Comm. Dev. Dir.

SIGNATURE 

APPROVED BY CITY ADMINISTRATOR: Michael Guttman

SIGNATURE \_\_\_\_\_

**ITEM SUMMARY:**

The attached ordinance adopts and amends the 2015 editions of the International Code Council building and property maintenance codes. Also included are the 2014 editions of the *National Electric Code* and *Illinois Plumbing Code*.

As in previous years staff focused on deleting outdated provisions, clarifying the intent of others and consolidating code requirements located elsewhere in the municipal code of ordinances. Of note, no changes are proposed to the current code requirements for fire sprinklers in commercial or residential structures.

The most significant change in the ordinance relates to adoption of two previously unpublished code books; the 2015 *International Existing Building Code* and the *International Swimming Pool and Spa Code*.

In order to conserve paper, only the draft ordinance is included here. However, should any Committee or City Council member wish to obtain a copy of the amendments, they can be provided upon request.

Please see the attached memo for a detailed description.

**ACTIONS PROPOSED:**

Staff recommends adoption of ordinance no. 15-O-0017

**COMMITTEE RECOMMENDATION:**



**CITY OF WEST CHICAGO**  
Community Development Department  
475 Main Street  
West Chicago, IL 60185  
  
(630) 293-2200  
FAX (630) 293-1257

## Memo

**To:** John Said, AICP, Community Development Director  
**From:** John D. Fincham, MCP, Assistant Community Development Director  
**Date:** June 4, 2015  
**Re:** Adoption of the 2015 Edition of the ICC International Building Code Set

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In an effort to stay abreast with the changes in the construction industry, staff recommends adoption of the 2015 International Building Codes with local amendments. The proposed amendments were prepared in consultation with the West Chicago Fire Protection District. Attached is a copy of the proposed amendments to Chapter 4 and Chapter 7 of the Code of Ordinances of the City of West Chicago which adopts the 2015 editions of the Building and Property Maintenance Codes as published by the International Code Council. As is standard practice, staff's focus was on comparing the new Codes with the current 2009 edition to identify significant changes in the Code, address redundancies and clarify wording.

Of note, there are no changes to fire sprinkler provisions. Fire sprinklers are required in all new commercial structures – except utility uses (typically, non-habitable structures like waste water lift stations, etc.) under 1,000 SF – and townhomes. Also, the exception of allowing restaurants of less than 2,500 SF in size in the downtown area remains. Single-family houses will not be required to install fire sprinklers under the new Code provisions.

As dictated by State statute, no changes to the Energy Code, Accessibility Code or Life Safety Code are proposed in this Ordinance. It does formally adopt the *2014 Illinois Plumbing Code* and staff has proposed no amendments to it.

Finally, as also required by State statute, the Illinois Capital Development Board and the Department of Public Health have been formally notified of our intent to update our building codes and to formally adopt the Plumbing Code.

### **Significant Changes**

New to the Code for this year is the *2015 International Existing Building Code* (IEBC). The code was created to address industry concerns over the

need for a comprehensive existing Building Code that establishes minimum regulations for existing buildings using both prescriptive and performance based provisions. Prescriptive based code provisions are those that give very specific details on how a building must be constructed. Performance based provisions will specify a minimum standard, such as an hourly rating for a fire wall, and then leave it to the design professional to provide the details on how it will be accomplished.

Although the IEBC itself has existed for the past three code cycles, adoption of it was optional as the *International Building Code* (IBC) had some provisions addressing existing structures. However, for the 2015 cycle, all referenced Code provisions regarding additions, remodeling and repairs in the IBC are now referred to the IEBC. Based on the level of work proposed, the IEBC specifies what elements of the structure need to be modified. Levels of work range from simple patching and repairs, to reconfiguration of a space or element, to work areas exceeding 50% of the building area. During preparation of our amendments to this code, staff's intent was to mirror those that existed previously for existing construction. Effectively, there should be no real change in the Code requirements, only how the decision to apply them is made.

For example, the reconfiguration of an existing office space would require, among other issues, the number exits to be evaluated, the elimination of dead-end corridors and increasing available light and ventilation to the space. If that reconfiguration exceeds 50% of the building area, in addition to the previous items, sprinkler requirements are triggered, fire-separation walls added and full compliance with the energy code is required.

Also new for this year to the municipal code is the *2015 International Swimming Pool and Spa Code* (ISPSC). Previously, Code requirements for swimming pools and spas were scattered throughout the *International Residential Code* (IRC) and the IBC. All requirements related to swimming pools and spas were removed from the IRC and the IBC and have been consolidated and placed into their own book.

While there are a number of minor changes to the IRC, the following modifications should be noted:

1. To reiterate, no changes to the sprinkler requirements are proposed for single family structures. Our amendments mirror that as currently exists in our code. Townhouses will still require sprinklers due to the increased hazard presented by having common interior walls.
2. A new section on home day care now exists in the IRC. While this use is also regulated by the City's Zoning Ordinance, the code provides for means of egress and smoke detection requirements for residences used as a home

day care for more than five children receiving custodial care for less than 24 hours. The provisions would only apply to new day care uses started after the effective date of this Ordinance.

3. Another new section in the IRC addresses solar-ready housing. Given the growing popularity of solar power and the possible need for the equipment in the future, the code now provides requirements for preparation of a house for the future installation of solar equipment for electrical power or heating. A 600 square foot area must be provided on the building roof that would accommodate solar equipment. In addition, pathways for routing of plumbing and conduit also need to be provided. There is also an exception for structures that are shaded for more than 70 percent of daylight hours annually.
4. The height of retaining walls has increased to 4 feet instead of 3 for when an engineering design is required to be submitted.
5. Currently, only one electrical outlet is required in residential garages. Under the new code proposed for adoption, you will now be required to provide one outlet per car space in a garage in new construction, only. Existing garages will not be required to add outlets.

Requirements for open burning in the City are currently covered in Section 11-101 of the municipal code. However, comprehensive code requirements also exist in the *2015 International Fire Prevention Code (IFC)*. With this ordinance, staff proposes deleting the municipal code section and referencing the IFC for requirements. In addition, procedurally, opening burning permits will now be handled by the Community Development Department instead of the City Administrator's Office. The permits will still require direct Fire District approval with the only difference being which department processing the paperwork.

Finally, provisions in the IBC are proposed to reference the current editions of the NFPA codes relating to aircraft and airports. The reason for the change is that some the codes currently adopted are no longer in print making enforcement next to impossible. Staff is in communication with the DuPage Airport Authority and Centerpointe Properties regarding the new code amendments. Although they have not yet provided comments, staff believes there will be no concerns on their part and recommends moving forward with adoption.

### **Conclusion**

Staff recommends adoption of this Ordinance which adopts the 2015 ICC codes along with local amendments as presented in Ordinance No. 05-O-0017. If you have any questions regarding the above information, please let me know.



**ORDINANCE NO. - 15-O-0017**

**AN ORDINANCE MODIFYING  
CHAPTER 4, ARTICLE I, BUILDING CODE,  
CHAPTER 7, ARTICLE II, HOUSING CODE &  
CHAPTER 11, ARTICLE II, OFFENSES  
OF THE CODE OF ORDINANCES  
OF THE CITY OF WEST CHICAGO**

**WHEREAS**, the City of West Chicago is authorized, pursuant to the Illinois Municipal Code, 65 ILCS 5/1-1-1 et. seq., to establish requirements relating to the regulation of construction of buildings and other structures; and,

**WHEREAS**, the City of West Chicago is a home rule unit under subsection (a) of Section 6 of Article VII of the Illinois Constitution of 1970; and,

**WHEREAS**, the City Council of the City of West Chicago has determined that it is reasonable and in the best interest for the City to update its building codes from time to time to keep pace with current building standards and practices.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of West Chicago, DuPage County, Illinois, in regular session assembled, as follows:

**Section 1.** That Chapter 4, Article I, Section 4-1 (h)(3)b. Exception: of the Code of Ordinances of the City of West Chicago is hereby modified as indicated:

“Exception: Working drawings in sufficient detail to describe the character of the work proposed are required for single-family residential additions, alterations, remodeling and accessory structures.”

**Section 2.** That Chapter 4, Article I, Section 4-1 (t)(1) of the Code of Ordinances of the City of West Chicago is hereby modified as indicated:

“(1) Violation penalties first time violation(s): Any person who shall be subject to penalties as provided for in ~~section 106.4~~ this Article and who (1) receives a first violation(s) in connection with a particular parcel; and (2) has submitted adequate proof of full compliance with the City Code and proof that the subject violation(s) has been remedied, as determined by an administrative law judge

before, or at, the first administrative hearing, shall be liable for a fine reduced by seventy five percent (75%), provided said fine shall be paid at the initial administrative adjudication hearing.”

**Section 3.** That Chapter 4, Article I, Sections 4-2 thru 4-7 inclusive, 4-9 and 4-11 of the Code of Ordinances of the City of West Chicago are hereby deleted in their entirety and the following new sections inserted:

See Exhibit “A” attached hereto which is, by this reference, incorporated herein.

**Section 4.** That Chapter 4, Sec. 4-13. - Application and Permit Fee Schedule is hereby renamed Sec. 4-14. - Application and Permit Fee Schedule.

**Section 5.** That new Chapter 4, Article I, Sec. 4-13 is hereby created and the following wording inserted:

See Exhibit “B” attached hereto which is, by this reference, incorporated herein.

**Section 6.** That Chapter 7, Article II, Sections 7-16 and 7-17 of the Code of Ordinances of the City of West Chicago are hereby deleted in its entirety and the following new sections inserted:

See Exhibit “C” attached hereto which is, by this reference, incorporated herein.

**Section 7.** That Chapter 11, Division 8, Sec. 11-101 Opening burning. of the Code of Ordinances of the City of West Chicago is hereby deleted in its entirety and the following new section inserted:

“Sec. 11-101. Open burning. Open burning is restricted as specified per the fire prevention code as adopted and amended in Sec. 4-11.”

**Section 8.** That this Ordinance shall be in full force and effect on August 1, 2015 and after being published in pamphlet form as provided by law.

**PASSED** this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

Alderman L. Chassee	_____	Alderman J. Beifuss	_____
Alderman D. Earley	_____	Alderman J. Sheahan	_____
Alderman L. Grodoski	_____	Alderman A. Hallett	_____
Alderman S. Dimas	_____	Alderman M. Birch	_____
Alderman J.C. Smith, Jr.	_____	Alderman K. Meissner	_____
Alderman M. Edwalds	_____	Alderman R. Stout	_____
Alderman J.F. Banas	_____	Alderman N. Ligino-Kubinski	_____

**APPROVED** as to form: \_\_\_\_\_

City Attorney

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
Mayor, Ruben Pineda

**ATTEST:**

\_\_\_\_\_  
Nancy M. Smith, City Clerk

**PUBLISHED:** \_\_\_\_\_

## CITY OF WEST CHICAGO

### PUBLIC AFFAIRS COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Resolution No. 15-R-0022 – Funding Agreement for the 2015 Mexican Independence Day Event

AGENDA ITEM NUMBER: 5. C.

FILE NUMBER: \_\_\_\_\_

COMMITTEE AGENDA DATE: June 22, 2015

COUNCIL AGENDA DATE: \_\_\_\_\_

**STAFF REVIEW:**

SIGNATURE \_\_\_\_\_

APPROVED BY CITY ADMINISTRATOR: Michael Guttman

SIGNATURE \_\_\_\_\_

**ITEM SUMMARY:**

This event was reviewed at the February 23, 2015 Public Affairs meeting and the terms in the Letter of Intent were approved.

Staff has been approached by the not-for-profit organization Mexican Cultural Center (MCC), requesting financial assistance and in-kind services (Public Works, Police, and Marketing) for the coordination of the 2015 Mexican Independence Day (MID) event.

The proposed Funding Agreement attached as Exhibit A, would support a one-day event that would include a parade, a main stage for the traditional bell-ringing and music/entertainment, vendors along Galena Street and Main Street and a soccer tournament on Main Street and Fremont Street.

The City would be the sponsoring entity, providing MCC \$7,000 in equal installments for the procurement of all entertainment, paid advertising if any, infrastructure needs (e.g. staging, port-a-potties, etc.), and required liability insurance. MCC would be responsible for all aspects of planning, organizing and managing the event.

**ACTIONS PROPOSED:**

Staff recommends approval of Resolution No. 15-R-0022, contingent upon securing liability insurance and pending letters of approval for use of private property.

**COMMITTEE RECOMMENDATION:**

**RESOLUTION NO. 15-R-0022**

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A FUNDING  
AGREEMENT WITH THE MEXICAN CULTURAL CENTER TO SUPPORT  
THE 2015 MEXICAN INDEPENDENCE DAY EVENT**

BE IT RESOLVED by the City Council of the City of West Chicago, in regular session assembled that the Mayor is hereby authorized to execute a Funding Agreement to support the 2015 Mexican Independence Day Event between the City of West Chicago and the Mexican Cultural Center, in substantially the form attached hereto, and incorporated herein as Exhibit "A".

APPROVED this 6<sup>th</sup> day of July 2015.

AYES: \_\_\_\_\_

NAYES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**Exhibit A**  
**Funding Agreement for Mexican Independence Day**

THIS FUNDING AGREEMENT (hereinafter referred to as "Agreement") is made and entered into on the \_\_\_\_ day of \_\_\_\_\_ 2015, by and between the Mexican Cultural Center (hereinafter referred to as "MCC") and the City of West Chicago, (hereinafter referred to as "City").

1. In consideration of the covenants and agreements hereinafter contained, as well as other good and valuable considerations, the MCC and the City hereby agree that the MCC is an independent entity with respect to the City and agrees to perform all services to create, plan, develop and execute the Mexican Independence Day Festival on September 13, 2015, (hereinafter referred to as "Festival") and that the City will provide a designated amount of financial support for such Festival. The MCC has no authority or power to incur debts, obligations or commitments of any kind whatsoever for or on behalf of the City or to bind the City to any contract, agreement or employment agreement. In consideration for funding received by the MCC from the City:
  - a. The MCC will be responsible for coordinating the Festival within the Downtown Tax Increment Financing District, which will include, but not be limited to, the following tasks:
    - i. Planning, organizing and supervising the Festival, making arrangement for the Festival site, negotiation of contracts with responsible independent contractors or vendors, applying for all permits and licenses, and complying with all insurance requirements.
    - ii. Submitting its Special Event Permit Application and required documentation (including map of parade route, and location and times of street closures) by no later than June 12, 2015.
    - iii. Soliciting volunteers and vendors as needed.
    - iv. Undertaking additional fundraising efforts if required.
    - v. Having one supervisor attending and supervising the entire Festival.
    - vi. Paying all contractual obligations associated with the Festival and obtaining all required licenses and deposits.
    - vii. Communicating progress and compliance with the terms of this Agreement at the request of the City.
    - viii. Ensuring that the Festival does not open to the public until: all applicable permits are obtained; all approvals are granted; all insurance requirements are satisfied; and all posting of signs are fulfilled.

- ix. Complying with the City Code, all Ordinances and the Special Event Policy that are in effect at the time this Agreement becomes fully executed, including the posting of signs in conformance with the City's regulations regarding concealed carry at special events.<sup>1</sup>
  - b. The MCC shall recognize the City in any and all marketing and promotional materials as a primary contributor and sponsor of the Festival. There shall be neither alcohol served nor an entrance fee for the Festival. There will neither be a carnival nor fireworks at the 2015 Festival.
  - c. Not less than ninety (90) days prior to the scheduled date of the Festival, the MCC will submit a Special Event Permit Application which includes the following information: insurance and indemnification agreement; hours of operation; schedule of events; site plan; security plan, parking plan and traffic management plan (which will be reviewed and approved by authorized City staff and the West Chicago Fire Protection District); proof that applicable permits have been obtained from the DuPage County Health Department (if applicable); electricity needs (if applicable); and first aid plan.
  - d. The MCC shall schedule meetings deemed necessary with City staff and the West Chicago Fire Protection District to discuss in detail what is expected of each entity.
  - e. The MCC will provide a written post-Festival report to City staff on or before October 12, 2015 detailing expenses (accompanied by copies of invoices, receipts and checks from vendors), revenues and an overall evaluation of the Festival. The report will be included in the Agenda Packet for the October Public Affairs Committee meeting.
3. The City's responsibilities are limited to the following:
- A. Providing financial support of \$7,000, paid in equal installments after the week following the first City Council meeting in July, August and September; these funds are to be used to help cover the cost of Festival infrastructure and activities.
  - B. Providing the following in-kind services:

---

<sup>1</sup> Should a higher level of government mandate any new laws that the City is required to enforce and should the City Council approve a new law that does not specifically deal with festivals but rather improves and addresses the health, safety and welfare of West Chicago residents and its visitors, then the MCC shall be obligated to comply.

1. Public Works Department employees will help with Festival set-up and clean up, arrange for a dumpster from Groot Industries at no cost to MCC, provide barricades and ensure water hook-up (if applicable).
  2. Police Department employees will provide patrol and provide security during hours of operation of the Festival.
  3. Community Development Department employees and/or City contractors will provide inspectors for inspection of the general layout of site and any other inspections deemed necessary once all Festival components are known.
  4. Marketing and Communications Division employees will assist the MCC with the marketing of the Festival; however, paid advertising will be the sole responsibility of the MCC.
4. If either party elects to enforce the provisions of this contract in a court of law, venue shall be in the Circuit Court of DuPage County. The successful party in any action to enforce the terms of this Agreement is entitled to reimbursement for its reasonable costs and attorney's fees.
5. The MCC agrees to maintain general liability insurance in amounts not less than \$2,000,000 aggregate and shall name the City of West Chicago and its respective officials, agents, employees and volunteers all as additional insureds under the policy. The MCC's insurance coverage shall be primary as respects the City and its respective officials, agents, employees and volunteers. Any insurance or self-insurance maintained by the City and its respective officials, employees, agents and volunteers shall be excess of the MCC's insurance and shall not contribute with it. The MCC shall ensure that the City receives original certificates of insurance and endorsements evidencing the existence of such coverage with its completed Special Event Permit Application, which shall be continued during any periods in which this Agreement is in force.

The MCC hereby agrees to indemnify and hold harmless the City and its directors, officers, agents and employees from and against any and all claims, demands, actions, causes of action and other liabilities and expenses, including but not limited to attorney's fees, arising out of or in connection with the Festival, including but not limited to any such claims that may be asserted by any employees and/or volunteers of the MCC, any contractor, vendor or other service provider for the Festival. This indemnification provision shall survive the term of this Agreement or any cancellation or abandonment of the terms and conditions contemplated herein.

The MCC is responsible for obtaining, verifying and retaining all vendor and participant Certificates of Insurance and Waivers; copies of these documents must be provided to the City prior to the Festival.

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The MCC hereby agrees that any and all work conducted at the Festival site shall be performed in accordance with all applicable laws of the City to provide a safe working environment for the Festival workers, volunteers and general public. Any insurance or self-insurance maintained by the City and its respective officials, employees, agents and volunteers shall be excess of any vendor's insurance and shall not contribute with it. The MCC is responsible for ensuring that all insurance requirements are met, and all required documentation is provided to the City.

If necessary, the MCC hereby grants the City permission to talk directly with its insurance company to ensure that the Certificate of Insurance and the Endorsements comply with the terms of this Agreement and the City Code.

8. Neither this Agreement nor any interest herein, or claim hereunder, shall be assigned or transferred by either the City or the MCC.
9. Should the MCC fail to comply with the terms of this Agreement, all monies provided by the City shall be returned to it by September 30, 2015. The Festival may be cancelled by mutual written agreement of both Parties as a result of weather or another force majeure event; in this instance, no repayment to the City is required.

CITY OF WEST CHICAGO

MEXICAN CULTURAL CENTER

By: \_\_\_\_\_  
Ruben Pineda  
Mayor

By: \_\_\_\_\_  
Name: Fernando Ramirez  
Title: President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Attest:**

**Attest:**

By: \_\_\_\_\_  
Nancy Smith  
City Clerk

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

contact us at: [MCCDuPage@gmail.com](mailto:MCCDuPage@gmail.com)

Events  
by



# Mexican Independence Day CELEBRATION

September 13, 2015  
Parade 12:00pm



*Downtown*  
**3V3 SOCCER  
TOURNAMENT**



**kids tournament**



**AUTHENTIC  
FOOD**



**FUN  
MUSIC**



**FAMILY  
EVENT**



**12ft Tall**

**Piñata**



**Sponsored by**



April 27, 2015

Re: Mexican Independence Day Celebration

The Mexican Independence Day Celebration is an event run by the Mexican Cultural Center of DuPage and sponsored by the City of West Chicago. The event is scheduled for Sunday, September 13, 2015 from ~~12:00~~ <sup>1:00</sup> PM to 6:00 PM

The event is celebrating Mexican Independence Day and Mexican Culture Awareness for the month of September in West Chicago. It will consist of traditional and regional Mexican food, Cultural music and dance. An exciting children reenactment battle with participants in the ages of 9-12 and a crowd gathering 12 foot burro piñata filled with candy and toys.

We will also be introducing the 2015 Miss Fiestas Patrias Pageant winner. The winners of the "MCC 3v3 Futbol"(soccer) tournament Champions will be announced on stage. The Kicking off to the 3v3 soccer tournament will be August 8th at the WCHS, and be played on the streets of Main Street day of Celebration.

Regards,

Fernando Ramirez  
President, Mexican Cultural Center DuPage



## Schedule as of 5/26

	8am-10am	Start of Soccer knock out round)		
	11am	Start of Staging	Soccer*	(Parade)
	12pm	Step off	Soccer*	(Parade)
	1pm	"EL Grito" Ceremony		(Festival)
	1:30pm	Kids Batalla Reenactment		(Festival)
Sponsors & announcements	2pm	Music acts	Soccer*	(Festival)
	3pm	Lulus Ballet folklorico	Soccer*	(Festival)
	3:30pm	Oaxaca Ballet folklorico	Soccer*	(Festival)
Sponsors & announcements	4pm	Miss Fiestas Patrias	Soccer*	(Festival)
	4:30pm	3v3 Crowning Ceremony		(Festival)
	5pm	12ft Piñata Ceremony		(Festival)
	6pm	clean up		(Festival)
			Soccer*	playing simultaneous

# Closing of City Streets

## **Festival**

### **Main St.**

*from: Center St.  
to: Washington*

### **Galena St.**

*from: Hight St.  
to: Main St.*

*Fremont*

*From: west Washington st  
to: Mc Connell Ave.*

## **Parade**

*12 - 1pm*

### **Joliet St.**

*from: Agust Ave  
to: Conde St.*

### **Conde St.**

*from: Joliet St.  
to: Wilson St.*

### **Wilson St.**

*from: Conde St.  
to: Center St.*



## Mexican Independence Day Celebration



no park  
in Bolnisi area

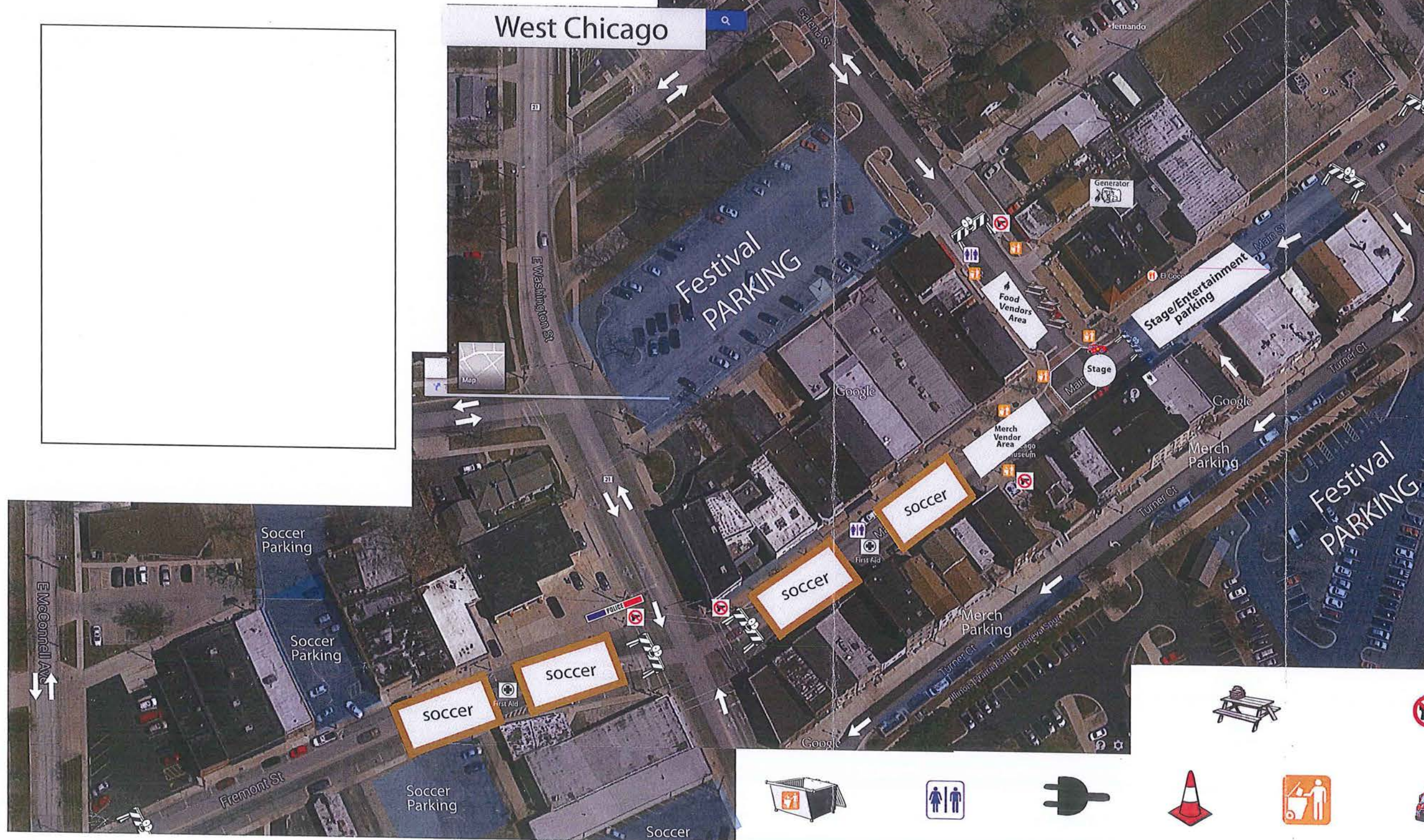
# West Chicago



# Festival Layout

## Mexican Independence Day Celebration

Hours of operation; schedule of events;  
Site plan;  
Security plan,  
Parking plan  
Traffic management plan





## CITY OF WEST CHICAGO

### Public Affairs Committee AGENDA ITEM SUMMARY

**ITEM TITLE:**

Homecoming Parade –  
West Chicago Community High School

AGENDA ITEM NUMBER: 5. D.

FILE NUMBER: \_\_\_\_\_

COMMITTEE AGENDA DATE: June 22, 2015  
COUNCIL AGENDA DATE: \_\_\_\_\_

STAFF REVIEW: Krista Coltrin

SIGNATURE Krista Coltrin

APPROVED BY CITY ADMINISTRATOR:

SIGNATURE \_\_\_\_\_

**ITEM SUMMARY:**

West Chicago Community High School requests permission to hold a homecoming parade on Friday, September 25, 2015 from 12:45 p.m. until approximately 2:00 p.m. The proposed parade route is noted on the attached map. A request for Police and Fire District vehicles to accompany Community High School vehicles in the parade is also being made.

**ACTIONS PROPOSED:**

Recommend approval of the following, contingent upon receipt of an approved certificate of insurance prior to the event:

- Use of City streets outlined in the parade route map for a Homecoming Parade
- City staff support from the Police Department as needed

**COMMITTEE RECOMMENDATION:**




**Narrative for Special Event Permit  
City of West Chicago  
April, 2015**

Community High School – District 94 respectfully requests the permission of the City of West Chicago to hold its annual Homecoming Parade on Friday, September 25, 2015. The Homecoming Parade is the culmination of a number of competitions and activities hosted during the Homecoming week by various teams, clubs, and classes. All activities, teams, and student council “classes” are encouraged to build floats and participant in this Homecoming tradition.

The parade begins at the H entrance of the high school (South East corner: Joliet St. and Ann St.) and proceeds through the streets of West Chicago (see attached map) making a loop around Leman Middle School, passing two elementary schools, and finally arriving back at the High School. In this way, the teams and clubs can share their “Wildcat Spirit” with the children who will one day be part of the High School student body.

In years past, the police and fire departments have led this parade with their vehicles. We are requesting that they do the same this year.

Thank you for your consideration,

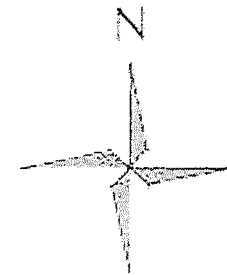
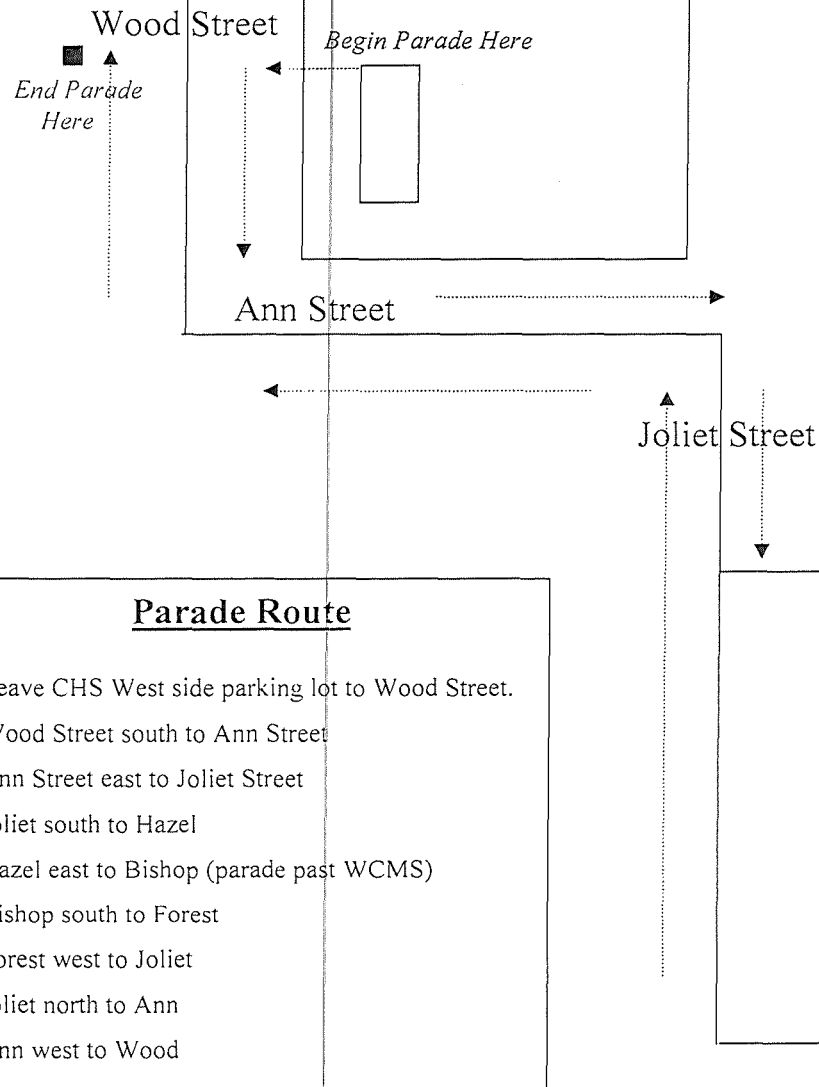
A handwritten signature in black ink, appearing to read "Marc Wolfe".

Marc Wolfe  
Director of Student Activities

# Community High School District 94 *Parade Route*

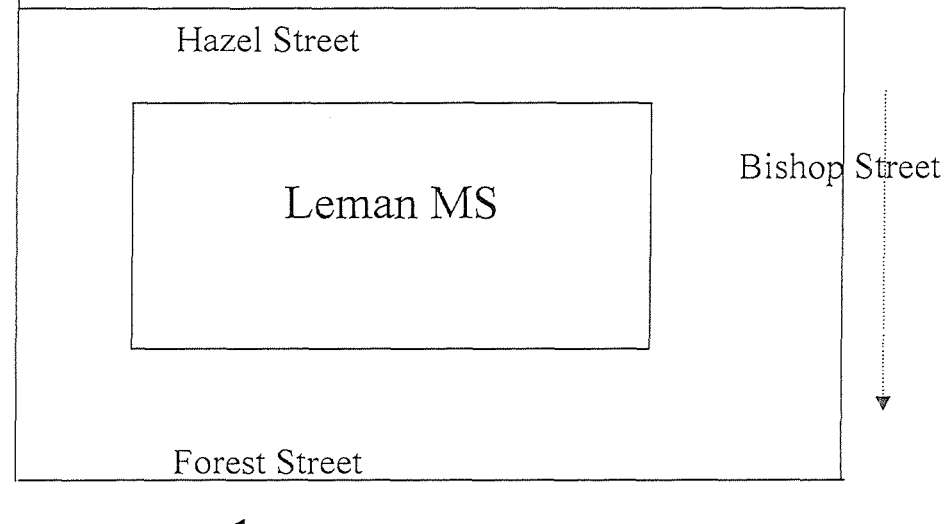
September 25, 2015

12:45 pm – 2:00 pm



## Parade Route

1. Leave CHS West side parking lot to Wood Street.
2. Wood Street south to Ann Street
3. Ann Street east to Joliet Street
4. Joliet south to Hazel
5. Hazel east to Bishop (parade past WCMS)
6. Bishop south to Forest
7. Forest west to Joliet
8. Joliet north to Ann
9. Ann west to Wood



## CITY OF WEST CHICAGO

### Public Affairs Committee AGENDA ITEM SUMMARY

**ITEM TITLE:**

Homecoming Fireworks Display - Wheaton Academy

AGENDA ITEM NUMBER: 5.E.

FILE NUMBER: \_\_\_\_\_

COMMITTEE AGENDA DATE: June 22, 2015

COUNCIL AGENDA DATE: \_\_\_\_\_

STAFF REVIEW: Krista Coltrin

SIGNATURE Krista Coltrin

APPROVED BY CITY ADMINISTRATOR:

SIGNATURE \_\_\_\_\_

**ITEM SUMMARY:**

Wheaton Academy is requesting permission for a fireworks display after its homecoming soccer game on Friday, October 2, 2015. The Fire Protection District is aware of the request. Residents in the surrounding neighborhoods will be notified by Wheaton Academy of the date and time of the fireworks display in advance of the event. Proof of insurance and a Fireworks Permit through the Fire Protection District will be secured.

**ACTIONS PROPOSED:**

Recommend approval of the request to discharge fireworks at Wheaton Academy, pending satisfaction of insurance requirements and receipt of an approved Fireworks Permit from the West Chicago Fire Protection District.

**COMMITTEE RECOMMENDATION:**



*Your word is a lamp to my feet . . .*  
Psalm 119:105

June 16, 2015

To West Chicago City Council,

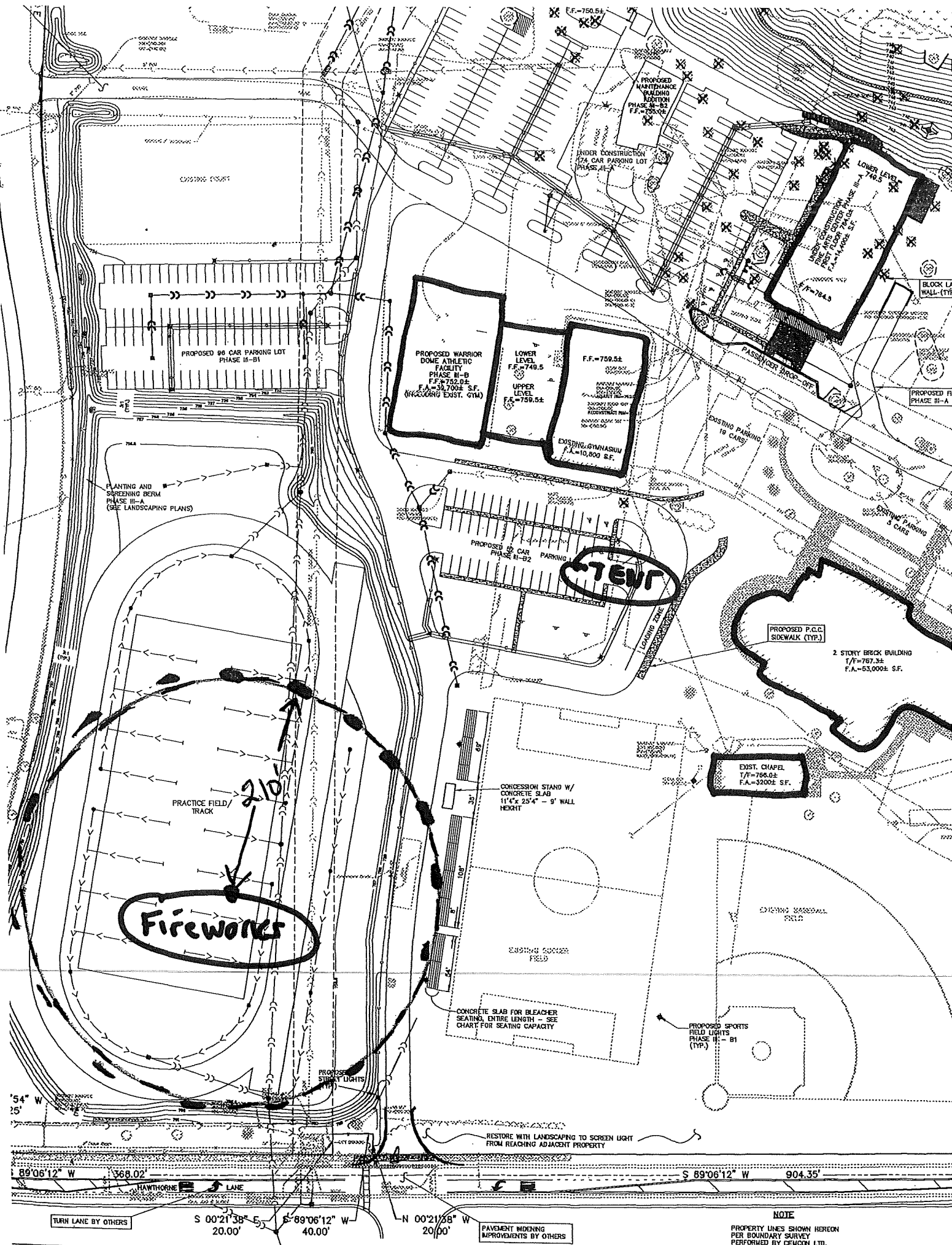
On the weekend of Oct. 2-4, 2015, Wheaton Academy will be holding our annual Homecoming celebrations. As in the past we would like to have a fireworks display following the Homecoming Soccer Game. It will be held on October 2 at 9:30 pm.

We will be using Five Alarm Fireworks as we have in the past. We will also notify all the neighbors of the event two weeks prior.

We are asking for approval of our tent and fireworks permits. Thank you for your help in making our celebration a memorable event.

James K. Holtrop

Director of Special Events



## CITY OF WEST CHICAGO

### PUBLIC AFFAIRS COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Frosty Fest 5K – Race Time, Inc.

AGENDA ITEM NUMBER: 5.F.

FILE NUMBER: \_\_\_\_\_

COMMITTEE AGENDA DATE: June 22, 2015

COUNCIL AGENDA DATE: \_\_\_\_\_

STAFF REVIEW: Krista Coltrin

SIGNATURE 

APPROVED BY CITY ADMINISTRATOR: Michael Guttman

SIGNATURE \_\_\_\_\_

**ITEM SUMMARY:**

Race Time, Inc. (*organizer for the annual We Go Run in May*) is proposing a new Frosty Fest 5K in conjunction with Frosty Fest on Saturday, December 5, 2015. Proceeds from the event, run solely by volunteers, will be used toward sending children of West Chicago with juvenile diabetes to summer camp.

The submitted race route begins and ends on Turner Court. The race route will utilize tunnels to access the historic Heidelberg district south of the railroad tracks. Race organizers wish to access the district to showcase the historic architecture during the holiday decorating season. Set-up would begin at 11:30 a.m., with the race beginning at 2:00 p.m. The anticipated completion time for the race would be approximately 3:15 p.m. with a completion time for the entire event at approximately 3:30 p.m.

Police services are requested for assistance with traffic control. The route has been reviewed by Police and Public Works Department representatives. In anticipation of concerns related to weather, the organizer has also included a list of municipalities that have winter races and their responses to a request for information from them.

The run is scheduled so that it ends prior to the tree lighting ceremony for Frosty Fest in anticipation that the participants and their families will stay to enjoy the festival activities. As with Santa runs in other communities, the participants in the run will receive a snowman costume instead of a t-shirt. Approximately 250 runners are anticipated.

Residents along the course will be notified a week prior to the event by organizers via a flyer.

A certificate of insurance and insurance endorsement from Race Time Inc. will be provided prior to the event.

**ACTIONS PROPOSED:**

Recommend event for approval as proposed pending satisfaction of insurance requirements including:

- Request for police services.

**INAUGURAL FROSTY FEST 5K RUN/WALK**  
**2:00 P.M., SATURDAY, DECEMBER 5, 2015**  
**START: TURNER AND WASHINGTON**  
**WEST CHICAGO, ILLINOIS**

Introduction: We would like to introduce a new run/concept to West Chicago and tie it into Frosty Fest by offering a 5K run to the residents of West Chicago and surrounding communities. The run will feature a Snowman outfit for each participant and will serve light refreshments after the event.

- 1) Police Services: Would hope to get support from the West Chicago Police Department. Understand that we will not get street closures but for the initial start of the race would need traffic held for approximately 10 minutes. We would also need support in key busy intersections.
  - a. We will have approximately 20+ volunteers on the race course route. Volunteers on course will have cell phones to call 911 or Race Director in case of any emergencies, etc.
- 2) General Information:
  - a. Set up will start at 11:30 AM at the staging area and on the course.
  - b. 5K start at 2:00 PM.
    - i. Completion time: approximately 3:15 PM. Course closes at 3:30 PM
    - ii. Anticipating 250 runners total.
  - c. Proposed route of race course submitted with permit application.
  - d. Course length: 3.1 Miles
    - i. Race committee to mark with orange for 5K, non-permanent paint two weeks prior to race.
    - ii. USATF Certification pending approval from city.
  - e. Will only cancel in extreme weather. Will call city that morning to notify.
  - f. Have committee and volunteer vehicles along the course for emergencies.
  - g. Advertising will take place via posters and registration forms in area local businesses.
  - h. Certificate of Liability Insurance will be sent directly to City Hall to the attention of Krista Coltrin.
  - i. Main Contact: Julie Pearson 630/514-2364.
  - j. West Chicago Middle School track team will be distributing flyers along course to city residents one week prior to event notifying them that race will take place. Flyer will be in both English and Spanish.
  - k. Parking will take place in downtown area and possibly the high school.
  - l. The Frosty Fest 5K Run is a fundraiser put on solely by volunteers. All proceeds will go toward sending children of West Chicago with juvenile diabetes to summer camp.

Frosty Fest 5K
Start:
Turner and Washington
East on Turner to underpass south
Geneva West
Wood West/South
George West to underpass
Vine North
Church East
Clara North
Harrison West
Norris South
Church West
Parkside South
Brown East
Kenwood North
Ann East
Pearl N
George East to Underpass
Wood North/East
Geneva East to underpass
Turner West
Finish on Turner just east of Washington



## Information on weather concerns from other municipalities:

### Lockport (December race)

We work with our Fire Department in case of any weather emergencies related to physical well being of runners. They can have EMT services on hand and of course, have all runners who register sign a waiver that states understanding of possible health related hazards. We have our race on our golf course in early December so, there has never been a true concern of weather.

### Round Lake Beach (February race)

As for the Frosty, we don't have set policy but we take into consideration the weather leading up to and the forecast for the day. Obviously you have been out there with us when it's been bitter cold and we still run it. It would really depend on the actual temp, wind chill, and any other conditions that would make it unsafe for people to be outside for any length of time. If we were to cancel it, anyone who preregistered would be refunded their money.

### Arlington Heights Santa Run (December race)

We stay in contact with the Arlington Heights Public Works Department. If we see snow in the forecast we monitor as to how much is predicted. We have had race mornings where it has been snowing very hard, been bitterly cold, and some very mild morning as well, but we hold the run regardless of weather. Public Works does their best with plowing and salting prior to the race if needed. Participants know they are running at their own risk no matter what the weather. Liability waivers must be signed by all! No refunds if race is cancelled due to weather.

---

# WEST CHICAGO POLICE DEPARTMENT TRAFFIC MANAGEMENT REPORT

	Current vs. Prior Month			2 Prior Months			2015 vs. 2014		
TRAFFIC CITATIONS	May 15	Apr 15	% Change	Mar 15	Feb 15	% Change	YTD 2015	YTD 2014	% Change
Regular Duty & Crash	194	251	-23%	343	175	96%	1194	1971	-39%
Selective Enforcement	44	0	NC	10	0	NC	54	88	-39%
PARKING CITATIONS	May 15	Apr 15	% Change	Mar 15	Feb 15	% Change	YTD 2015	YTD 2014	% Change
Parking Citations	149	246	-39%	189	140	35%	940	1925	-51%
COMMERCIAL OVERWEIGHT ENFORCEMENT	May 15	Apr 15	% Change	Mar 15	Feb 15	% Change	YTD 2015	YTD 2014	% Change
Citations	6	14	-57%	4	5	-20%	35	9	289%
DUI ARRESTS	May 15	Apr 15	% Change	Mar 15	Feb 15	% Change	YTD 2015	YTD 2014	% Change
Regular Duty	4	5	-20%	4	7	-43%	29	37	-22%
Selective Enforcement	2	0	NC	0	0	NC	2	0	NC
ADMINISTRATIVE TOWS	May 15	Apr 15	% Change	Mar 15	Feb 15	% Change	YTD 2015	YTD 2014	% Change
No Valid Driver's License	1	0	NC	1	1	0%	5	22	-77%
Driving While License Suspended	0	1	-100%	4	0	NC	6	16	-63%
Driving While License Revoked	0	0	NC	0	1	-100%	1	1	0%
DUI (Alcohol or Drugs)	4	2	100%	3	6	-50%	22	36	-39%
Drug Possession	0	2	-100%	0	0	NC	3	2	50%
Warrant Arrest	0	0	NC	0	0	NC	0	0	NC
Sound Amplification	0	0	NC	0	0	NC	0	0	NC
Illegal Transportation of Open Alcohol	0	0	NC	0	0	NC	0	0	NC
Total Administrative Tows	5	5	0%	8	8	0%	37	77	-52%
TRAFFIC CRASHES/INJURIES/FATALITIES	May 15	Apr 15	% Change	Mar 15	Feb 15	% Change	YTD 2015	YTD 2014	% Change
Non-Injury Crashes	42	48	-13%	77	76	1%	323	372	-13%
Injury Crashes	11	7	57%	4	9	-56%	37	37	0%
Fatal Crashes	0	0	NC	0	0	NC	0	0	NC
Total Crashes	53	55	-4%	81	85	-5%	360	409	-12%

NC=Not Calculable

Prepared by: TSU - Z58

Item # 0.4.

TOP CRASH LOCATIONS	May 15	Apr 15	% Change	Mar 15	Feb 15	% Change	YTD 2015	YTD 2014	% Change
North Ave & Powis Rd	1	1	0%	3	4	-25%	12	6	100%
North Ave & Neltnor Blvd	8	1	700%	1	4	-75%	20	24	-17%
Neltnor Blvd & Hawthorne Ln	1	0	NC	0	0	NC	1	4	-75%
Neltnor Blvd & Washington St	0	2	-100%	0	4	-100%	10	5	100%
Neltnor Blvd & Main St	1	0	NC	1	1	0%	5	7	-29%
Neltnor Blvd & Forest Ave	0	0	NC	0	0	NC	0	2	-100%
Neltnor Blvd & Dayton Ave	1	0	NC	2	0	NC	3	0	NC
Neltnor Blvd & Michael Browning Way	1	1	0%	1	0	NC	4	9	-56%
Roosevelt Rd & Sarana Ave	1	1	0%	0	0	NC	2	2	0%
Roosevelt Rd & Michael Browning Way	0	0	NC	0	0	NC	0	2	-100%
Roosevelt Rd & Joliet St	2	0	NC	1	2	-50%	6	6	0%
Roosevelt Rd & Fabyan Pkwy/ Washington St	1	1	0%	2	2	0%	9	11	-18%
Neltnor Blvd & Joliet St	1	1	0%	4	0	NC	6		NC
PROGRAMS						INCEPTION		SCHEDULE	
SMART Trailer						January 1, 2001		Ongoing	
During the month, the SMART trailer was used: ( 7 ) times									
5 Ton Truck Enforcement - Hawthorne Ln						June 1, 2010		Ongoing	
During the month, ( 0 ) tickets were written									
5 Ton Truck Enforcement - Joliet St								Ongoing	
During the month, ( 1 ) ticket was written									
5 Ton Truck Enforcement - E Washington St								Ongoing	
During the month, ( 0 ) ticket was written									
PERFORM CITY WIDE INOPERABLE/ABANDONED VEHICLE INVESTIGATIONS									
( 2 ) Vehicles were investigated						CYear-To-Date 2015	CY2014 Total		
						6	13		
TRAFFIC RELATED HOT SPOTS									
LOCATION					CONCERN				
Route 64/Route 59					Increased Traffic Crash Incidents				
Hawthorne Ln, Joliet St, and E Washington St					5 Ton Violations				
Andrus Dr, Arbor Ave, Ingalton Ave, Wild Ginger Trl					Speeding Autos				
Route 64, Route 59, Route 38					Speeding Autos				