

# CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

## INFRASTRUCTURE COMMITTEE

**Thursday, January 4, 2024  
7:00 P.M. – City Council Chambers**

### AGENDA

1. Call to Order, Roll Call, and Establishment of a Quorum
2. Approval of Minutes
  - A. Infrastructure Committee of December 7, 2023
3. Public Participation / Presentations
4. Items for Consent
  - A. Resolution No. 24-R-0001 – A Resolution Appropriating the Use of Motor Fuel Tax Funds for City’s General Maintenance and Approving City’s Estimate of Maintenance Cost for Fiscal Year 2024
  - B. Resolution No. 24-R-0002 – A Resolution Appropriating the Use of Motor Fuel Tax Funds for City’s General Maintenance and Approving City’s Estimate of Maintenance Cost for the 2024 Roadway Rehabilitation Project
  - C. Resolution No. 24-R-0003 – A Resolution Appropriating the Use of Motor Fuel Tax Funds and Approving a Request for Expenditure/Authorization of Motor Fuel Tax Funds for the IL-38 (Roosevelt Rd) & Technology Boulevard Traffic Signal Installation Project
  - D. Resolution No. 24-R-0004 – A Resolution Appropriating the Use of Motor Fuel Tax and Rebuild Illinois Funds and Approving a Request for Expenditure/Authorization of Motor Fuel Tax Funds for the Harvester Road Reconstruction Project
  - E. Resolution No. 24-R-0005 – Amendment No. 1 –Professional Architectural Services - Matocha Associates for the First Floor and Lower Level Renovation Project at 200 Main Street in an amount not to exceed \$31,300.00
  - F. Resolution No. 24-R-0006 – Adopt the 2023 DuPage County Multi-Jurisdictional Natural Hazard Mitigation Plan
5. Items for Discussion
6. Unfinished Business
7. New Business
8. Reports from Staff
9. Adjournment

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West Chicago, Illinois  
60185

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Ruben Pineda  
MAYOR  
Nancy M. Smith  
CITY CLERK

Michael L. Guttman  
CITY ADMINISTRATOR

# CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Draft

## MINUTES

### INFRASTRUCTURE COMMITTEE

December 7, 2023 7:00 P.M.

1. **Call to Order, Roll Call, and Establishment of a Quorum.** Director Patel called the meeting to order at 7:00 P.M. Roll call found Aldermen Dan Beebe, Heather Brown, Sandra Dimas, Alton Hallett, Jeanne Short, and John C. Smith, Jr., present. Alderman Joe Morano attended via teleconference.

Staff present included Director of Public Works, Mehul Patel, and Assistant Director of Public Works, Dave Shah.

2. **Approval of Minutes**

A. **Infrastructure Committee Minutes of November 2, 2023.** Alderman Brown made a motion, seconded by Alderman Hallett to approve the Meeting Minutes of November 2, 2023.

Roll call found the vote unanimous for approval. Voting Yea: Aldermen Beebe, Brown, Dimas, Hallett, Morano, Short, and Smith. Voting Nay: 0.

3. **Public Participation / Presentations.** None.

4. **Items for Consent.** Alderman Brown requested discussion on Consent Item C. Alderman Dimas made a motion, seconded by Alderman Beebe to approve:

- A. Resolution No. 23-R-0089 — Contract Extension – 2024 Forestry Maintenance Program with Steve Piper & Sons, Inc. in the amount not to exceed \$150,000.00
- B. Resolution No. 23-R-0090 – Contract Award – Emerald Tree Care, LLC for the 2024 Emerald Ash Borer Insecticidal Treatment Program for an Amount Not to Exceed \$22,995.00
- D. Resolution No. 23-R-0092 – Amendment No. 1 – Professional Engineering Services – Thomas Engineering Group for the Lift Station 5 and Forcemain Project in an Amount Not to Exceed \$34,409.98
- E. Resolution No. 23-R-0095 – Contract Award – Crystal Maintenance Services Corporation – 2024 Janitorial Services for Municipal Buildings in an amount not to exceed \$71,520.00

Roll call found the vote unanimous for approval. Voting Yea: Aldermen Beebe, Brown, Dimas, Hallett, Morano, Short, and Smith. Voting Nay: 0.

**5. Items for Discussion.**

**4.C. Resolution No. 23-R-0091 – Contract Award – Kramer Tree Specialists, Inc. for the 2024 thru 2026 Citywide Monthly Brush Collection Program for an Annual Amount Not to Exceed \$99,678.25.** Alderman Brown pulled Item 4.C. in error; she had a question pertaining to Item 4.B. instead. **Alderman Dimas made a motion, seconded by Alderman Short to approve Item 4.C.**

**Roll call found the vote unanimous for approval. Voting Yea: Aldermen Beebe, Brown, Dimas, Hallett, Morano, Short, and Smith. Voting Nay: 0.**

**6. Unfinished Business.** Alderman Brown inquired about Item 4.B. and wondered if Emerald Tree Care would be offering a discounted price for treatment to interested residents to apply to the trees on their own property. She recalled that being offered previously but did not believe many residents were aware of the option. Mr. Patel noted that that had not been offered for the last two years, and if it had been offered prior to his time with the City he was unaware of it. Treatment at this late stage would likely not be very successful either. He also explained that Emerald Tree Care provides a bulk price to the City for the treatment of their trees, so it would not be fair to the contractor to expect that same price for individual tree treatments.

**7. New Business.** None.

**8. Reports from Staff.** Mr. Patel advised the Committee that the 2024 Right-of-Way Maintenance Program went to bid in November but would be going straight to City Council on December 18 for the rejection of all bids with the intention of re-bidding. Some prospective bidders expressed interest in bidding but advised that they could not obtain their bid bonds in time to submit a bid. The re-bid will be advertised December 19 and have a slightly longer bid period in the hopes of receiving more bids. The bid documents also include an alternate bid for Glen Oak and Oakwood Cemeteries to compare against the newly quoted prices provided by Cemetery Management, Inc. The City intends to approve a temporary maintenance contract for the cemeteries for January, February, and March, and depending on the bids received for the Right-of-Way Maintenance Program, the burden of the cemetery grounds maintenance may shift to that Program instead.

**9. Adjournment.** At 7:14 P.M., Alderman Hallett made a motion to adjourn, seconded by Alderman Brown. **Motion was unanimously approved by voice vote.**

Respectfully submitted,

Ashley Heidorn  
Administrative Assistant of Public Works



## CITY OF WEST CHICAGO

### INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Resolution No. 24-R-0001 – A Resolution Appropriating the Use of Motor Fuel Tax Funds for City's General Maintenance and Approving City's Estimate of Maintenance Cost for Fiscal Year 2024

**AGENDA ITEM NUMBER:**

4.A.

**COMMITTEE AGENDA DATE:** January 4, 2024

**COUNCIL AGENDA DATE:** January 15, 2024

**STAFF REVIEW:** Mehul T. Patel, P.E., CFM., Director of Public Works

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

**APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman

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

**ITEM SUMMARY:**

On December 4, 2023, the City Council approved Ordinance No. 23-O-0041 adopting the Annual Budget for the Fiscal Year ending December 31, 2024, which included the proposed expenditure of Motor Fuel Tax (MFT) funds in the amount of \$175,000.00 for general maintenance. In the FY 2024 Budget, \$130,000.00 is allocated towards street lighting energy charges, and \$45,000.00 is allocated towards street sweeping solid waste disposal for the City's general maintenance. MFT funds are budgeted to maintain or improve streets, highways, and rights-of-way under the applicable provisions of the Illinois Highway Code.

Each year, the Illinois Department of Transportation (IDOT) requires each Local Agency to submit, for IDOT approval, Form BLR 14220 – Resolution for Maintenance Under the Illinois Highway Code form and BLR 14222 – Local Public Agency General Maintenance, Estimate of Maintenance Cost form. The standard IDOT forms are enclosed for review and approval.

**ACTIONS PROPOSED:**

Approve Resolution No. 24-R-0001 authorizing the Executive Office Manager to execute and submit, to IDOT, the attached BLR 14220 – Resolution for Maintenance under The Illinois Highway Code and the Mayor to execute and submit, to IDOT, the attached BLR 14222 – Local Public Agency General Maintenance, Estimate of Maintenance Cost, for MFT funding in the amount of \$175,000.00 for Fiscal Year 2024.

**COMMITTEE RECOMMENDATION:**



**RESOLUTION NO. 24-R-0001**

**A RESOLUTION AUTHORIZING THE EXECUTIVE OFFICE MANAGER TO  
EXECUTE BLR 14220 – RESOLUTION FOR MAINTENANCE UNDER THE  
ILLINOIS HIGHWAY CODE AND THE MAYOR TO EXECUTE  
BLR 14222 – LOCAL PUBLIC AGENCY GENERAL MAINTENANCE,  
ESTIMATE OF MAINTENANCE COST,  
FOR MOTOR FUEL TAX FUNDS IN THE AMOUNT OF \$175,000 FOR  
FISCAL YEAR 2024**

BE IT RESOLVED by the City Council of the City of West Chicago, in regular session assembled, that the Executive Office Manager is hereby authorized to execute the Illinois Department of Transportation BLR 14220 – Resolution for Maintenance under The Illinois Highway Code form, and the Mayor is hereby authorized to execute the Illinois Department of Transportation BLR 14222 – Local Public Agency General Maintenance, Estimate of Maintenance Cost form, and both are authorized to submit the forms to the Illinois Department of Transportation for expenditures using Motor Fuel Tax funds for General Maintenance in Fiscal Year 2024, a copy of which is attached hereto and incorporated herein as Exhibit “A”.

APPROVED this 15<sup>th</sup> day of January 2024.

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

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

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

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

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

ATTEST:

\_\_\_\_\_  
Executive Office Manager Valeria Perez



District	County	Resolution Number	Resolution Type	Section Number
1	DuPage	24-R-0001	Original	24-00000-00-GM

BE IT RESOLVED, by the Council of the City of  
Governing Body Type Local Public Agency Type  
West Chicago Illinois that there is hereby appropriated the sum of One Hundred  
Name of Local Public Agency  
Seventy-Five Thousand, and Zero Cents Dollars ( \$175,000.00 )

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from

01/01/24 to 12/31/24  
Beginning Date Ending Date

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that City of West Chicago  
Local Public Agency Type Name of Local Public Agency  
shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I Valeria Perez City Executive Office Manager Clerk in and for said City  
Name of Clerk Local Public Agency Type Local Public Agency Type  
of West Chicago in the State of Illinois, and keeper of the records and files thereof, as  
Name of Local Public Agency  
provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

Council of West Chicago at a meeting held on 01/15/24  
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 15th day of January 2024  
Day Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

Executive Office Manager

APPROVED

Regional Engineer Signature & Date  
Department of Transportation



## Local Public Agency General Maintenance

Submittal Type

### Estimate of Maintenance Costs

District  Estimate of Cost For

Local Public Agency  County  Section Number  Maintenance Period Beginning  Ending

Maintenance Items								
Maintenance Operation	Maint Eng Category	Insp. Req.	Material Categories/ Point of Delivery or Work Performed by an Outside Contractor	Unit	Quantity	Unit Cost	Cost	Total Maintenance Operation Cost
Electrical	I		Energy Charges	EA	1	\$130,000.00	\$130,000.00	\$130,000.00
Refuse Disposal	IIA		Solid Waste Disposal	EA	1	\$45,000.00	\$45,000.00	\$45,000.00
<b>Total Operation Cost</b>								<b>\$175,000.00</b>

Estimate of Maintenance Costs Summary				
Maintenance	MFT Funds	RBI Funds	Other Funds	Estimated Costs
Local Public Agency Labor				
Local Public Agency Equipment				
Materials/Contracts(Non Bid Items)	\$175,000.00			\$175,000.00
Materials/Deliver & Install/Materials Quotations (Bid Items)				
Formal Contract (Bid Items)				
<b>Maintenance Total</b>	<b>\$175,000.00</b>			<b>\$175,000.00</b>

Estimated Maintenance Eng Costs Summary				
Maintenance Engineering	MFT Funds	RBI Funds	Other Funds	Total Est Costs
Preliminary Engineering				
Engineering Inspection				
Material Testing				
Advertising				
Bridge Inspection Engineering				
<b>Maintenance Engineering Total</b>				
<b>Total Estimated Maintenance</b>	<b>\$175,000.00</b>			<b>\$175,000.00</b>

Remarks

#### SUBMITTED

Local Public Agency Official Signature & Date

Title

County Engineer/Superintendent of Highways Signature & Date

#### APPROVED

Regional Engineer Signature & Date  
Department of Transportation



## Estimate of Maintenance Costs

Submittal Type

Local Public Agency	County	Section	Maintenance Period	
			Beginning	Ending
<input type="text" value="City of West Chicago"/>	<input type="text" value="DuPage"/>	<input type="text" value="24-00000-00-GM"/>	<input type="text" value="01/01/24"/>	<input type="text" value="12/31/24"/>

### IDOT Department Use Only

Received Location	Received Date	Additional Location?
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

WMFT Entry By	Entry Date
<input type="text"/>	<input type="text"/>

## CITY OF WEST CHICAGO

### INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Resolution No. 24-R-0002 – A Resolution Appropriating the Use of Motor Fuel Tax Funds for City's General Maintenance and Approving City's Estimate of Maintenance Cost for the 2024 Roadway Rehabilitation Project

**AGENDA ITEM NUMBER:** 4.B.**COMMITTEE AGENDA DATE:** January 4, 2024**COUNCIL AGENDA DATE:** January 15, 2024**STAFF REVIEW:** Mehul T. Patel, P.E., CFM., Director of Public Works**SIGNATURE** \_\_\_\_\_**APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman**SIGNATURE** \_\_\_\_\_**ITEM SUMMARY:**

On December 4, 2023, the City Council approved Ordinance No. 23-O-0041 adopting the Annual Budget for the Fiscal Year ending December 31, 2024, which included the proposed expenditure of Motor Fuel Tax (MFT) funds for the 2024 Roadway Rehabilitation Project, which is considered general maintenance, in the amount of \$928,900.00. MFT funds are budgeted to maintain or improve streets, highways, and rights-of-way under the applicable provisions of the Illinois Highway Code.

Each year, the Illinois Department of Transportation (IDOT) requires each Local Agency to submit, for IDOT approval, Form BLR 14220 – Resolution for Maintenance Under the Illinois Highway Code form and BLR 14222 – Local Public Agency General Maintenance, Estimate of Maintenance Cost form. The standard IDOT forms are enclosed for review and approval.

**ACTIONS PROPOSED:**

Approve Resolution No. 24-R-0002 authorizing the Executive Office Manager to execute and submit, to IDOT, the attached BLR 14220 – Resolution for Maintenance under The Illinois Highway Code and the Mayor to execute and submit, to IDOT, the attached BLR 14222 – Local Public Agency General Maintenance, Estimate of Maintenance Cost, for MFT funding in the amount of \$928,900.00 for the 2024 Roadway Rehabilitation Project.

**COMMITTEE RECOMMENDATION:**

**RESOLUTION NO. 24-R-0002**

**A RESOLUTION AUTHORIZING THE EXECUTIVE OFFICE MANAGER TO  
EXECUTE BLR 14220 – RESOLUTION FOR MAINTENANCE UNDER THE  
ILLINOIS HIGHWAY CODE AND THE MAYOR TO EXECUTE  
BLR 14222 – LOCAL PUBLIC AGENCY GENERAL MAINTENANCE,  
ESTIMATE OF MAINTENANCE COST,  
FOR MOTOR FUEL TAX FUNDS IN THE AMOUNT OF \$928,900 FOR  
THE 2024 ROADWAY REHABILITATION PROJECT**

BE IT RESOLVED by the City Council of the City of West Chicago, in regular session assembled, that the Executive Office Manager is hereby authorized to execute the Illinois Department of Transportation BLR 14220 – Resolution for Maintenance under The Illinois Highway Code form, and the Mayor is hereby authorized to execute the Illinois Department of Transportation BLR 14222 – Local Public Agency General Maintenance, Estimate of Maintenance Cost form, and both are authorized to submit the forms to the Illinois Department of Transportation for expenditures using Motor Fuel Tax funds for the 2024 Roadway Rehabilitation Project, a copy of which is attached hereto and incorporated herein as Exhibit “A”.

APPROVED this 15<sup>th</sup> day of January 2024.

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

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

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

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

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

ATTEST:

\_\_\_\_\_  
Executive Office Manager Valeria Perez





District	County	Resolution Number	Resolution Type	Section Number
1	DuPage	24-R-0002	Original	24-00000-01-GM

BE IT RESOLVED, by the Council of the City of  
Governing Body Type Local Public Agency Type  
West Chicago Illinois that there is hereby appropriated the sum of Nine Hundred  
Name of Local Public Agency  
Twenty-Eight Thousand Nine Hundred, and Zero Cents Dollars ( \$928,900.00 )

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from  
01/01/24 to 12/31/24  
Beginning Date Ending Date

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that City of West Chicago  
Local Public Agency Type Name of Local Public Agency  
shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I Valeria Perez City Executive Office Manager Clerk in and for said City  
Name of Clerk Local Public Agency Type Local Public Agency Type  
of West Chicago in the State of Illinois, and keeper of the records and files thereof, as  
Name of Local Public Agency  
provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

Council of West Chicago at a meeting held on 01/15/24  
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 15th day of January 2024  
Day Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

Executive Office Manager

APPROVED

Regional Engineer Signature & Date  
Department of Transportation



Submittal Type

Estimate of Maintenance Costs

District Estimate of Cost For

Local Public Agency		County	Section Number	Maintenance Period	
				Beginning	Ending
City of West Chicago		DuPage	24-00000-01-GM	01/01/24	12/31/24

Maintenance Items								
Maintenance Operation	Maint Eng Category	Insp. Req.	Material Categories/ Point of Delivery or Work Performed by an Outside Contractor	Unit	Quantity	Unit Cost	Cost	Total Maintenance Operation Cost
2024 Roadway Rehabilitation	IIB		Pavement resurfacing (2.25"), sidewalk & curb and gutter replacement, ADA improvements, spot storm sewer improvements, and various misc. work	EA	1	\$928,900.00	\$928,900.00	\$928,900.00
Total Operation Cost								\$928,900.00

Estimate of Maintenance Costs Summary				
Maintenance	MFT Funds	RBI Funds	Other Funds	Estimated Costs
Local Public Agency Labor				
Local Public Agency Equipment				
Materials/Contracts(Non Bid Items)				
Materials/Deliver & Install/Materials Quotations (Bid Items)				
Formal Contract (Bid Items)	\$928,900.00			\$928,900.00
Maintenance Total	\$928,900.00			\$928,900.00

Estimated Maintenance Eng Costs Summary				
Maintenance Engineering	MFT Funds	RBI Funds	Other Funds	Total Est Costs
Preliminary Engineering				
Engineering Inspection				
Material Testing				
Advertising				
Bridge Inspection Engineering				
Maintenance Engineering Total				
Total Estimated Maintenance	\$928,900.00			\$928,900.00

Remarks

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## Estimate of Maintenance Costs

Submittal Type **Original**

Local Public Agency	County	Section	Maintenance Period	
			Beginning	Ending
City of West Chicago	DuPage	24-00000-01-GM	01/01/24	12/31/24

### SUBMITTED

Local Public Agency Official Signature &amp; Date

Title

Mayor

County Engineer/Superintendent of Highways Signature &amp; Date

### APPROVED

Regional Engineer Signature &amp; Date

Department of Transportation

### IDOT Department Use Only

Received Location Received Date Additional Location?

☐

WMFT Entry By

Entry Date



## CITY OF WEST CHICAGO

### INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Resolution No. 24-R-0003 – A Resolution Appropriating the Use of Motor Fuel Tax Funds and Approving a Request for Expenditure/Authorization of Motor Fuel Tax Funds for the IL-38 (Roosevelt Rd) & Technology Boulevard Traffic Signal Installation Project

**AGENDA ITEM NUMBER:**4.C.**COMMITTEE AGENDA DATE:** January 4, 2024**COUNCIL AGENDA DATE:** January 15, 2024**STAFF REVIEW:** Mehul T. Patel, P.E., CFM., Director of Public Works**SIGNATURE** \_\_\_\_\_**APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman**SIGNATURE** \_\_\_\_\_**ITEM SUMMARY:**

On December 4, 2023, the City Council approved Ordinance No. 23-O-0041 adopting the Annual Budget for the Fiscal Year ending December 31, 2024, which included the proposed expenditure of Motor Fuel Tax (MFT) funds for the IL-38 (Roosevelt Rd) & Technology Boulevard Traffic Signal Installation Project for a total amount of \$523,000.00 of which \$485,000.00 is allocated for the construction phase and \$38,000.00 is allocated for the construction engineering services required for the project. MFT funds are budgeted to maintain or improve streets, highways, and rights-of-way under the applicable provisions of the Illinois Highway Code.

This project is funded through a reimbursable Department of Commerce and Economic Opportunity (DCEO) grant. To ensure appropriate use of MFT funds, the Illinois Department of Transportation (IDOT) requires each Local Agency to submit, for IDOT approval, Form BLR 09110 – Resolution for Improvement Under the Illinois Highway Code and BLR 09150 – Request for Expenditure/Authorization of Motor Fuel Tax Funds form. The standard IDOT forms are enclosed for review and approval.

**ACTIONS PROPOSED:**

Approve Resolution No. 24-R-0003 authorizing the Executive Office Manager to execute and submit, to IDOT, the attached BLR 09110 – Resolution for Improvement Under the Illinois Highway Code and the Mayor to execute and submit, to IDOT, the attached BLR 09150 – Request for Expenditure/Authorization of Motor Fuel Tax Funds in the amount of \$523,000 for the IL-38 (Roosevelt Rd) & Technology Boulevard Traffic Signal Installation Project.

**COMMITTEE RECOMMENDATION:**

**RESOLUTION NO. 24-R-0003**

**A RESOLUTION AUTHORIZING THE EXECUTIVE OFFICE MANAGER TO  
EXECUTE BLR 09110 – RESOLUTION FOR IMPROVEMENT UNDER THE  
ILLINOIS HIGHWAY CODE AND THE MAYOR TO EXECUTE  
BLR 09150 – REQUEST FOR EXPENDITURE/AUTHORIZATION OF MOTOR  
FUEL TAX FUNDS IN THE AMOUNT OF \$523,000 FOR  
THE IL-38 (ROOSEVELT ROAD) & TECHNOLOGY BOULEVARD  
TRAFFIC SIGNAL INSTALLATION PROJECT**

BE IT RESOLVED by the City Council of the City of West Chicago, in regular session assembled, that the Executive Office Manager is hereby authorized to execute the Illinois Department of Transportation BLR 09110 – Resolution for Improvement Under the Illinois Highway Code form, and the Mayor is hereby authorized to execute the Illinois Department of Transportation BLR 09150 – Request for Expenditure/Authorization of Motor Fuel Tax Funds, and both are authorized to submit the forms to the Illinois Department of Transportation for expenditures of Motor Fuel Tax funds for the IL-38 (Roosevelt Rd) & Technology Boulevard Traffic Signal Installation Project, a copy of which is attached hereto and incorporated herein as Exhibit “A”.

APPROVED this 15<sup>th</sup> day of January 2024.

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

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

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

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

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

ATTEST:

\_\_\_\_\_  
Executive Office Manager Valeria Perez



Is this project a bondable capital improvement?

☒ Yes ☐ No

Resolution Type

Original

Resolution Number

24-R-0003

Section Number

23-00089-00-CH

BE IT RESOLVED, by the Council of the City

Governing Body Type

Local Public Agency Type

of West Chicago Illinois that the following described street(s)/road(s)/structure be improved under  
Name of Local Public Agency

the Illinois Highway Code. Work shall be done by Contract  
Contract or Day Labor

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To
IL Route 38 (Roosevelt Road) & Technology Boulevard Intersection	0.358	FAP 347	N/A	N/A

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

Traffic signal installation, LED lighting, and pavement marking improvements.

2. That there is hereby appropriated the sum of Five Hundred Twenty-Three Thousand, Zero Cents

Dollars ( \$523,000.00 ) for the improvement of

said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Valeria Perez

City Executive Office Manager Clerk in and for said City

Name of Clerk

Local Public Agency Type

Local Public Agency Type

of West Chicago in the State aforesaid, and keeper of the records and files thereof, as provided by  
Name of Local Public Agency

statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Council of West Chicago at a meeting held on January 15, 2024

Governing Body Type

Name of Local Public Agency

Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 15th day of January, 2024  
Day Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

Executive Office Manager

Approved

Regional Engineer Signature & Date  
Department of Transportation



## Request for Expenditure/Authorization of Motor Fuel Tax Funds

Local Public Agency	Type	County	Section Number
West Chicago	City	DuPage	23-00089-00-CH

I hereby request authorization to expend Motor Fuel Tax Funds as indicated below:

Purpose	Motor Fuel Tax Amount	Rebuild Illinois Amount
County Engineer/Superintendent Salary & Expenses		n/a
Contract Construction	\$485,000.00	
Day Labor Construction		
Engineering	\$38,000.00	
Engineering Investigations		
IMRF/Social Security		n/a
Maintenance		
Maintenance Engineering		
Obligation Retirement		n/a
Other		
Right-of-Way (Itemized on 2nd page)		
<b>TOTAL</b>	<b>\$523,000.00</b>	

Comments

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Local Public Agency Official Signature & Date

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Title

Mayor

**Approved**

Regional Engineer Signature & Date  
Department of Transportation

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Department of Transportation Use

Entered By

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Date

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### Itemization of Right-of-Way Request

[illegible]



## CITY OF WEST CHICAGO

### INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Resolution No. 24-R-0004 – A Resolution Appropriating the Use of Motor Fuel Tax and Rebuild Illinois Funds and Approving a Request for Expenditure/Authorization of Motor Fuel Tax Funds for the Harvester Road Reconstruction Project

**AGENDA ITEM NUMBER:**4.D.**COMMITTEE AGENDA DATE:** January 4, 2024**COUNCIL AGENDA DATE:** January 15, 2024**STAFF REVIEW:** Mehul T. Patel, P.E., CFM., Director of Public Works**SIGNATURE** \_\_\_\_\_**APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman**SIGNATURE** \_\_\_\_\_**ITEM SUMMARY:**

On December 4, 2023, the City Council approved Ordinance No. 23-O-0041 adopting the Annual Budget for the Fiscal Year ending December 31, 2024, which included the proposed expenditure of Motor Fuel Tax (MFT) and Rebuild Illinois (RBI) funds for the Harvester Road Reconstruction Project in the amount totaling \$2,350,000.00, of which \$570,000.00 are MFT funds and \$1,780,000.00 are RBI funds.

MFT funds are budgeted to maintain or improve streets, highways, and rights-of-way under the applicable provisions of the Illinois Highway Code. The City received RBI grant funds from the State in six allotments of \$297,512.33, totaling \$1,785,073.98, which shall be obligated by July 1, 2025. Similar to MFT funds, RBI grant funds shall also be expended and administered by Local Agencies in accordance with the State's MFT standards, policies, and procedures. Furthermore, RBI funds must be expended on bondable capital improvement projects with an average useful life of greater than or equal to 13 years.

As a bondable capital improvement project, the Illinois Department of Transportation (IDOT) requires each Local Agency to submit, for IDOT approval, Form BLR 09110 – Resolution for Improvement Under the Illinois Highway Code and BLR 09150 – Request for Expenditure/Authorization of Motor Fuel Tax Funds form to expend MFT and RBI funds. The standard IDOT forms are enclosed for review and approval.

**ACTIONS PROPOSED:**

Approve Resolution No. 24-R-0004 authorizing the Executive Office Manager to execute and submit, to IDOT, the attached BLR 09110 – Resolution for Improvement Under the Illinois Highway Code and the Mayor to execute and submit, to IDOT, the attached BLR 09150 – Request for Expenditure/Authorization of Motor Fuel Tax and Rebuild Illinois grant funds in the amount of \$2,350,000.00 for the Harvester Road Reconstruction Project.

**COMMITTEE RECOMMENDATION:**

**RESOLUTION NO. 24-R-0004**

**A RESOLUTION AUTHORIZING THE EXECUTIVE OFFICE MANAGER TO  
EXECUTE BLR 09110 – RESOLUTION FOR IMPROVEMENT UNDER THE  
ILLINOIS HIGHWAY CODE AND THE MAYOR TO EXECUTE  
BLR 09150 – REQUEST FOR EXPENDITURE/AUTHORIZATION OF MOTOR  
FUEL TAX FUNDS AND REBUILD ILLINOIS FUNDS  
IN THE AMOUNT OF \$2,350,000.00 FOR  
THE HARVESTER ROAD RECONSTRUCTION PROJECT**

BE IT RESOLVED by the City Council of the City of West Chicago, in regular session assembled, that the Executive Office Manager is hereby authorized to execute the Illinois Department of Transportation BLR 09110 – Resolution for Improvement Under the Illinois Highway Code form, and the Mayor is hereby authorized to execute the Illinois Department of Transportation BLR 09150 – Request for Expenditure/Authorization of Motor Fuel Tax Funds, and both are authorized to submit the forms to the Illinois Department of Transportation for expenditures of Motor Fuel Tax and Rebuild Illinois funds for the Harvester Road Reconstruction Project, a copy of which is attached hereto and incorporated herein as Exhibit “A”.

APPROVED this 15<sup>th</sup> day of January 2024.

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

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

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

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

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

ATTEST:

\_\_\_\_\_  
Executive Office Manager Valeria Perez



## Resolution for Improvement Under the Illinois Highway Code

Is this project a bondable capital improvement?

☒ Yes ☐ No

Resolution Type	Resolution Number	Section Number
Original	24-R-0004	23-00088-00-PV

BE IT RESOLVED, by the Council of the City  
Governing Body Type Local Public Agency Type

of West Chicago Illinois that the following described street(s)/road(s)/structure be improved under  
Name of Local Public Agency  
the Illinois Highway Code. Work shall be done by Contract  
Contract or Day Labor

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To
Harvester Road	0.758	3240	Powis Road	Hawthorne Lane

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

Full-depth reconstruction and widening of road pavement with jointed PCC and ribbon curb, street light removal and replacement, new sidewalk construction, installation of ADA compliant detectable warnings and ramps, driveway removal and replacement with curb & gutter, fire hydrants relocation, miscellaneous structure adjustments, reconstruction or replacement of utility structures, and utility pipe repairs.

2. That there is hereby appropriated the sum of Two Million Three Hundred Fifty Thousand, Zero Cents  
Dollars ( \$2,350,000.00 ) for the improvement of  
said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Valeria Perez City Executive Office Manager Clerk in and for said City  
Name of Clerk Local Public Agency Type Local Public Agency Type  
of West Chicago in the State aforesaid, and keeper of the records and files thereof, as provided by  
Name of Local Public Agency

statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Council of West Chicago at a meeting held on January 15, 2024  
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 15th day of January, 2024  
Day Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

Executive Office Manager

Approved

Regional Engineer Signature & Date  
Department of Transportation



Local Public Agency

West Chicago

Type

City

County

DuPage

Section Number

23-00088-00-PV

I hereby request authorization to expend Motor Fuel Tax Funds as indicated below:

Purpose	Motor Fuel Tax Amount	Rebuild Illinois Amount
County Engineer/Superintendent Salary & Expenses		n/a
Contract Construction	\$570,000.00	\$1,780,000.00
Day Labor Construction		
Engineering		
Engineering Investigations		
IMRF/Social Security		n/a
Maintenance		
Maintenance Engineering		
Obligation Retirement		n/a
Other		
Right-of-Way (Itemized on 2nd page)		
<b>TOTAL</b>	<b>\$570,000.00</b>	<b>\$1,780,000.00</b>

Comments

Budgeted Project Total: \$3,777,800  
Budgeted Local Funds: \$1,427,800

Local Public Agency Official Signature & Date

Title

Mayor

Approved

Regional Engineer Signature & Date  
Department of Transportation

Department of Transportation Use

Entered By

Date

Itemization of Right-of-Way Request

Location of Property			Property Owner	Acres Right-of- Way	Relocation Costs	Cost of Land Acquired	Cost of Damage to Land not Acquired	Total
Street/Road	Parcel Number	Address of Property Involved						
TOTAL								
Add Item								



## CITY OF WEST CHICAGO

### INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Resolution No. 24-R-0005 – Amendment No. 1 – Professional Architectural Services – Matocha Associates for the First Floor and Lower Level Renovation Project at 200 Main Street in an amount not to exceed \$31,300.00.

**AGENDA ITEM NUMBER:**4cE.**COMMITTEE AGENDA DATE:** January 4, 2024**COUNCIL AGENDA DATE:** January 15, 2024**STAFF REVIEW:** Mehul Patel, P.E., CFM, Director of Public Works**SIGNATURE** \_\_\_\_\_**APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman**SIGNATURE** \_\_\_\_\_**ITEM SUMMARY:**

The City owns the four-story masonry building built in approximately 1880 located at 200 Main St. The primary entrance to the ground floor is from Main St while a secondary entrance to the lower level is from Turner Ct. This building is currently vacant. It was previously used as a mixed use building with commercial on the lower level and ground floor, while the second and third stories of the building were used as residential. In 2022, the City completed the roof replacement, the exterior masonry improvements, and the structural rehabilitation of the building. On February 20, 2023 (Resolution No. 23-R-0007), the City Council awarded a contract to Construction, Inc. for the First Floor and Lower Level Renovation Project at 200 Main Street. On the same day, the City Council also awarded a professional architectural services contract for the construction oversight services for the project (Resolution No. 23-R-0008) to Matocha Associates based on its knowledge, past experience, and familiarity with this building.

In May 2023, the construction begun on the First and Lower Level Renovation Project. To date, much of the construction has been completed. However, additional time and effort are required to facilitate this project as well as to ensure quality and compliance with the contract. Matocha has spent more time than anticipated for material submittal and shop drawing reviews as well as unexpected design changes which arose due to unforeseen field conditions. The original contract completion date was November 21, 2023. There are several weeks of work remaining for the project. The new completion date will March 31, 2024, for all contract items except for the new electrical service which is anticipated to be installed by ComEd by July 2024.

Staff recommends approving Amendment No. 1 to Matocha's original contract for First Floor and Lower Level Renovation Project at 200 Main Street in the amount not to exceed \$31,300.00, bringing the total contract value to \$91,300.00. Matocha's amendment will be funded via account 08-34-53-4818.

**ACTIONS PROPOSED:**

Approve Resolution No. 24-R-0005 authorizing the Mayor to execute an Amendment No. 1 for the Professional Architectural Services contract with Matocha Associates of Hinsdale, Illinois, for the First Floor and Lower Level Renovation Project at 200 Main Street in an amount not to exceed \$31,300.00.

**COMMITTEE RECOMMENDATION:**

**RESOLUTION NO. 24-R-0005**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE  
AMENDMENT NO. 1 FOR PROFESSIONAL ARCHITECTURAL  
SERVICES WITH MATOCHA ASSOCIATES FOR  
THE FIRST FLOOR AND LOWER LEVEL RENOVATION PROJECT  
AT  
200 MAIN STREET IN AN AMOUNT NOT TO EXCEED \$91,300.00**

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 an Amendment No. 1 for the Professional Architectural Services contract with Matocha Associates of Hinsdale, Illinois, for the First Floor and Lower Level Renovation Project at 200 Main Street in an amount not to exceed \$91,300.00, in substantially the form attached hereto and incorporated herein as Exhibit "A".

APPROVED this 15<sup>th</sup> day of January 2024.

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

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

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

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

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

ATTEST:

\_\_\_\_\_  
Executive Office Manager Valeria Perez

# MATOCHA

Architecture, and  
Program Management

PO BOX 157  
MONTICELLO, UTAH 84535  
VOICE 630 530 - 2300  
CELL 630-417-2100  
EMAIL [GMATOCHA@MATOCHA.COM](mailto:GMATOCHA@MATOCHA.COM)  
WEB [WWW.MATOCHA.COM](http://WWW.MATOCHA.COM)

November 28, 2023  
Revised December 24, 2023



Mehul T. Patel  
City of West Chicago  
Director of Public Works  
475 Main Street  
West Chicago, IL 60185  
Email: [MPatel@westchicago.org](mailto:MPatel@westchicago.org)  
(T) 630-293-2255

**RE: REVISED ADDITIONAL PROPOSAL for 200 Main Street Construction  
Administration Services due to the extended time of the Project.**

Dear Mr. Patel:

Attached is our *additional proposal for the additional time expended on the project from August 1, 2023 thru November 2023 plus the extension of our services from November 2023 through March 1, 2024 for major construction of the work, then a reduced scope of work from March 1st to July 2024 for Construction Administration services for the Project areas described below:*

1. First floor commercial space,
2. Lower-level commercial space,
3. Building infrastructure work.

*This represents a 50% increase in our time on the Project from our original proposal. I have moved some of the base contract services to June and July that will be delayed to that time but should have been done by none. I am also not raising our rates until after the Project is complete in July, contrary to our contract. I have also discounted the hourly rate substantially for the additional time.*

*This delay in completing our original contract for services is due primarily to two items:*

1. *Contractor's delay in starting the project as scheduled in my proposal, not getting started until May even though the contract was signed in February. Numerous delays in completing the shop drawing requirements which did not get started until May and did not complete until November, which is when their construction work was originally scheduled to be complete. Three mis' steps by the contractor on the underground plumbing, Turner Court windows and the front wall/masonry delays.*
2. *The Com Ed issue with not enough power available for the development of the building, and transformers not being available until summer of 2024.*

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200 Main Street CA Services  
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Our additional proposal will include additional construction administration services only, based on the drawings prepared by our office in 2022. Included herein are the Scope of Work, fee proposal break-down, and other contractual clauses that will form the basis of an agreement.

We are limited on available staff this year for CA Services and therefore the schedule of meetings on site will need to work with our personnel's available times and dates. A schedule of meeting every two weeks, on an established time and day of the week will be necessary for us to efficiently perform our scope of services.

Thank you for the opportunity to continue to assist you with your professional service needs. If you have any questions, please feel free to contact me.

Sincerely,

**MATOCHA ASSOCIATES**

A handwritten signature in black ink, reading "George Matocha". The signature is fluid and cursive, with the first name "George" and last name "Matocha" clearly distinguishable.

George R. Matocha,  
Manager

Office in Utah and Illinois  
315 West Maple – Hinsdale – Illinois 60521

## Scope of Services

Matocha Associates proposes to provide **additional** construction administration services for the renovation of commercial space on the first and lower levels of the building. Infrastructure components include:

1. Lower and First Floor Renovation
2. New stairwell,
3. New sprinkler system,
4. New electric service for the entire building,
5. New fire alarm system,
6. Minor sidewalk/curb work on the site.

### Additional Construction Administration Services

1. ***Attend on-site Owner meetings (twice per month), Owner or Contractor to prepare meeting agenda and meeting notes, thru February 28, 2024.***
2. ***After or before the Owner's meeting review the construction progress and prepare a field report with photographs documenting the progress of the construction. Additional site visits to date 5. 2 additional per month from November 2023 thru February 28, 2024. (8)***
3. ***Review the General Contractor's pre-approved and reviewed sub-contractor shop drawings and submittals noted in the construction drawings and specification. Additional hours expended to date 38. This should be complete and no additional time is expected under this item.***
4. ***Review of Request For Information (RFI) documents about the drawings from the General Contractor. Additional hours expended to date 26.5, we are including an additional 4 hours through the end of the year. No additional reviews after December 31, 2023.***
5. ***Review monthly payment requests (9 included) submitted to the Owner, additional payment request 3 additional are expected above the original proposal.***
6. ***Review and advise the Owner on change orders submitted by the General Contractor. Additional hours expended to date 28. Undetermined at this point, but we have included additional time of 10 hours for this item and would expect no further reviews by January 31, 2024.***
7. ***Final Site Review and Punchlist, this is under the original proposal.***
8. ***In am including the new engineering for the ejector pit \$1,200.00 in this additional work that was completed in July 2023.***

### Exclusions:

1. The General Contractor is responsible for submitting a final submittal log to the Owner as part of Project Close-out and a box of files with the As-Built Drawings prepared by the contractor, all the project submittals, records of the Project, warranties and Auto-Cad As-built Drawings.



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## PreliminarySchedule

Construction	4/1/23 to 11-24-2023	<i>extended to February 28, 2024</i>
Project Close-out	11/30/23-12-15-2023	<i>moved to July 1st to July 31, 2024</i>

## ProfessionalFees

Matocha Associates will provide the architectural scope of services outlined above for the following fixed fee. The breakdown is to be used for intermediate invoicing purposes. In order to be fair on this proposal, I am not basing this fee on our hourly rates in the original contract, because this also includes overhead costs included under the original proposal through December 31, 2023, but I do need to add overhead costs through July, 2024 which were not anticipated.

Construction Administration:	\$57,500	<i>Additional</i>	<i>\$29,800</i>
Reimbursables:	\$ 2,500	<i>Additional</i>	<i>\$ 1,500</i>
<hr/>			
Total Architectural Fee:	\$60,000	<i>Additional</i>	<i>\$31,300</i>

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## HourlyRates

Hourly rates for services consist of items not covered under this Agreement and are billed on a time and material basis with the following hourly rates:

### **Architectural**

Principal	\$270.00
Senior Project Man.	\$195.00
Project Architect	\$175.00
Arch. Project Man.	\$160.00
Staff Architect	\$150.00
Arch. Proj. Coord.	\$135.00
Intern Architect	\$125.00

Our hourly rates are subject to a change effective on January 1st of each year. If any of the work is not completed by *7/31/2024* ***then our rates will increase by a multiple of 1.10 for the remainder of the Project.***

## Reimbursables

A reimbursable allowance has been included in the fees above. All bidding document reproduction will be invoiced at 1.0 times the actual expense. Electronic drawings can be provided to the Owner for their own reproduction.

## Miscellaneous

- Invoices are submitted monthly and are payable in twenty-five days. Invoices not paid in thirty days from the invoice date are subject to one percent finance charge, compounded monthly.
- Matocha Associates carries a standard \$1,000,000/\$2,000,000 professional liability insurance policy.
- This proposal shall be effective for a period of not more than two months from the date above. Should this period expire prior to acceptance, Matocha Associates reserves the right to submit a revised proposal.
- Upon direction to proceed by the client, whether verbally or in writing, this proposal is a binding agreement between the parties, such to the terms and conditions set forth herein. Although this proposal may be superseded by a formal, written contract in the event of which this proposal shall be deemed null and void if no such written contract is executed and delivered by both parties, then this proposal shall continue to bind the parties through completion of the project.
- In recognition of the relative risks, rewards and benefits of the project to both the Client and Consultant, the risks have been allocated such that the Client agrees to the fullest extent permitted by law, to limit the Consultant's liability to the Client, so that the total aggregate liability of the Consultant to the Client shall not exceed the Consultant's fee. This limitation shall apply regardless of the cause of the action however alleged or arising, unless otherwise prohibited by law.
- When Matocha Associates does not provide construction observation services, it is agreed that the professional services of Matocha Associates do not extend to or include the review or site observation of the Contractor's work, performance, or pay request approval. During construction, the Client assumes the role of the Architect and will hold harmless Matocha Associates for the Contractor's performance or failure of the Contractor's work to conform to the design intent and the contract documents.
- Matocha Associates work will not proceed until a fully executed agreement is on file.

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## Acceptance

If the Scope of Services and Professional Fees as noted are satisfactory, please indicate your acceptance by signing below. Two copies will be fully executed so that you will have a copy. Please update the Purchase Order when the City Council approves the additional services.

Accepted By: \_\_\_\_\_  
Its: \_\_\_\_\_ Date \_\_\_\_\_

Accepted By: \_\_\_\_\_  
George R. Matocha \_\_\_\_\_ Date \_\_\_\_\_

## CITY OF WEST CHICAGO

### INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Resolution No. 24-R-0006 – Adopt the 2023 DuPage County Multi-Jurisdictional Natural Hazard Mitigation Plan

**AGENDA ITEM NUMBER:** 4.F.**COMMITTEE AGENDA DATE:** January 4, 2024  
**COUNCIL AGENDA DATE:** January 15, 2024**STAFF REVIEW:** Mehul Patel, P.E., CFM, Director of Public Works**SIGNATURE** \_\_\_\_\_**APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman**SIGNATURE** \_\_\_\_\_**ITEM SUMMARY:**

The DuPage County Natural Hazard Mitigation Plan (NHMP) was first developed in 2007 through a grant awarded to DuPage County Stormwater Management. In 2010, the DuPage County Office of Homeland Security and Emergency Management (OHSEM) became the official governing body of the plan and the associated workgroup consisting of designees from County departments as well as designees from each participating jurisdiction within the County. The 2023 update is DuPage County's fourth update. To maintain grant eligibility, the Federal Emergency Management Agency (FEMA) requires that the plan be updated every five years. The purpose of the NHMP is:

- Ensure DuPage County and its municipalities qualify for federal funding, before and after a disaster occurs.
- Identify common threats and hazards the County faces.
- Develop common mitigation strategies, ensuring a comprehensive and regional approach is used.
- Develop intergovernmental partnerships within the County.
- Gain public insight and share public information, increasing residents' knowledge and preparedness against the County's threats and hazards.

The City of West Chicago was one of the thirty-two (32) jurisdictions participating in the update of the NHMP. In conjunction with the municipal representatives and stakeholder organizations, the DuPage County Office of Homeland Security and Emergency Management (OHSEM) in conjunction with the DuPage County Departments of Stormwater Management, Building and Zoning, Public Works, and DuPage County Division of Transportation completed the 5-year update of the DuPage County Natural Hazard Mitigation Plan. The plan was adopted by the DuPage County Board on June 27, 2023. The next update will take place in 2028.

The NHMP focuses on nine major natural hazards facing DuPage County; floods, winter storms, tornadoes, severe summer storms, earthquakes, drought, extreme heat, ground failure, and high-hazard dams. To be eligible for federal funding, each participating jurisdiction must adopt the NHMP. By adopting the 2023 DuPage County Multi-Jurisdictional Natural Hazard Mitigation Plan, the City of West Chicago will be properly positioned to take advantage of future FEMA funding opportunities.

**ACTIONS PROPOSED:**

Approve Resolution No. 24-R-0006 adopting the 2023 DuPage County Multi-Jurisdictional Natural Hazard Mitigation Plan.

**COMMITTEE RECOMMENDATION:**



**RESOLUTION NO. 24-R-0006**

**A RESOLUTION ADOPTING  
THE 2023 DUPAGE COUNTY MULTI-JURISDICTIONAL  
NATURAL HAZARD MITIGATION PLAN**

**WHEREAS** the City of West Chicago is subject to natural hazards, such as floods, severe summer and winter storms, tornadoes, and extreme heat events, that can threaten lives, damage property, close businesses, disrupt traffic, and present public health and safety hazards; and

**WHEREAS**, the 2023 DuPage County Multi-Jurisdictional Natural Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in City of West Chicago from the impacts of future hazards and disasters; and

**WHEREAS**, the City of West Chicago has participated in the development and update of the 2023 DuPage County Multi-Jurisdictional Natural Hazard Mitigation Plan; and

**WHEREAS**, adoption by City of West Chicago demonstrates its commitment to hazard mitigation and achieving the goals outlined in the 2023 DuPage County Multi-Jurisdictional Natural Hazard Mitigation Plan.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Chicago, in regular session assembled, that the 2023 DuPage County Multi-Jurisdictional Natural Hazard Mitigation Plan is hereby adopted, in substantially the form attached hereto and incorporated herein as Exhibit "A".

APPROVED this 15<sup>th</sup> day of January 2024.

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

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

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

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

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

ATTEST:

\_\_\_\_\_  
Executive Office Manager Valeria Perez