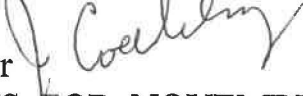


# CITY OF WARRENVILLE

## MEMORANDUM

TO: Mayor and City Council  
FROM: John M. Coakley, City Administrator   
SUBJECT: SUMMARY OF AGENDA ITEMS FOR NOVEMBER 15, 2021,  
CITY COUNCIL REGULAR MEETING  
DATE: November 11, 2021

Please contact the City Administrator with questions pertaining to agenda items by noon on the day of the meeting.

### VI. CONSENT AGENDA – OMNIBUS VOTE

#### A. Ordinance O2021-42 – Eliminating Electrical Commission and Contractor Registration (Attachment)

The Community Development Department's professional staff coordinates electrical code adoption, including amendments, and coordinates all electrical inspection activities in the City. Prior to the establishment of the Building Division within the Community Development Department over the past two decades, such responsibilities were handled by the Electrical Commission and the Chief Electrical Inspector position. The creation and staffing of the Building Division, combined with the extensive national review and development of the model electrical codes, has resulted in a reduction of local Electrical Commission meetings in recent years and the elimination of meetings since November 2018.

Additionally, the City's registration process requires electrical contractors to submit a valid license and a \$35 fee. Since residents are required to utilize registered electrical contractors, they are likely to search for a contractor who is already registered with the City. In doing so, they may interpret electrical contractor registration by the City to be a designation of a City-preferred contractor, and assume the City has conducted a detailed review of an individual contractor's qualifications or quality of work. This can result in the City's registration carrying more weight than intended, based on the information it requires.

For these reasons, staff recommends an amendment to City Code eliminating the Electrical Commission and the electrical contractor registration requirement. A resolution is included with the agenda backup material.

**Council Action Requested:** Accept Community Development Committee recommendation, waive second reading, and pass ordinance O2021-42, amending City Code to eliminate the Electrical Commission and the electrical contractor registration requirement.

**Staff Recommendation:** Community and Economic Development Director Mentzer and Chief Code Official Cronin recommend this action.

**Budgetary Impact:** Not applicable.

**Other Resources Required:** Staff and City Attorney time to finalize the recommended amendment.

**Strategic Plan Goal:** Not applicable.

B. Resolution R2021-65 – Terracon Consultants Task Order for OTRS#2 (Attachment)

Staff negotiated a task order with Terracon Consultants, Inc. for construction engineering services for the 2021 Asbestos Abatement and Building Demolition project planned for Old Town Redevelopment Site #2 (OTRS #2) at 28W244 Warrenville Road. Terracon has successfully assisted the City with all environmental aspects related to this property. Together, this contract and the previously approved \$10,000, bidding-assistance contract exceed the FY 2022 Budget for this assistance by approximately \$9,000. Staff has reviewed the cost proposal and feels it is reasonable and appropriate given (i) the increased complexity of the asbestos abatement component of the project, and (ii) the additional contracting requirements imposed by the Illinois EPA Brownfield Revolving Loan Funding that will be used to pay for the majority of this work. The resolution and a copy of the task order are included with the agenda backup material.

**Council Action Requested:** Accept Community Development Committee recommendation and pass resolution R2021-65, approving task order #4 with Terracon Consultants, Inc. for construction engineering services for the 2021 Old Town Redevelopment Site #2 Asbestos Abatement and Building Demolition project in the amount of \$21,468.

**Staff Recommendation:** Community and Economic Development Director Mentzer and Senior Civil Engineer Hocking recommend this action.

**Budgetary Impact:** This expense will exceed the allotment in the FY 2022 Budget for this specific work by \$9,000. The overage would be covered by savings from other budgeted amounts for this work within the TIF #3 fund.

**Other Resources Required:** Considerable staff time to coordinate with the consulting engineer to oversee implementation of this project.

**Strategic Plan Goal:** #1 Economic Development and #3 Open Space and Environment.

C. Resolution R2021-66 – Purchase of New Public Works Cab and Chassis (Attachment)

As part of the Capital Maintenance and Replacement Plan, staff intends to include \$170,000, in the FY 2023 Budget for the replacement of a four-wheel drive plow truck. This vehicle is currently available through the State Joint Purchasing Program in the amount of \$83,972. This package does not include a snowplow or dump body, which will be purchased separately. The vendor has indicated that the cab and chassis delivery is expected to be at least twelve months after the order is placed. Therefore, staff recommends placing the order in FY 2022, for a vehicle that is due for replacement in FY 2023. The City will not pay for the vehicle until it is delivered. A resolution and copy of the purchase order are included with the agenda backup material.

**Committee Action Requested:** Accept Community Development Committee recommendation and pass resolution R2021-66, approving the purchase of a cab and chassis for a Public Works dump truck from Rush Truck Center through the State Joint Purchasing Program in the amount of \$83,972.

**Staff Recommendation:** Public Works Director Kuchler recommends this action.

**Budgetary Impact:** \$170,000 will be included in the FY 2023 Budget for this purchase and the dump body and snowplow, as the City will not pay for the cab and chassis until delivery of the vehicle in 12 months.

**Other Resources Required:** A minor amount of staff time to complete the purchase process and prepare the new vehicle for service.

**Strategic Plan Goal:** Not applicable.

D. Minutes of the Bicyclist and Pedestrian Advisory Commission Meeting (Attachment)

Receive and file minutes of the Bicyclist and Pedestrian Advisory Commission meeting held on September 14, 2021.

E. Minutes of the Inclusion, Diversity, Equity, and Awareness Commission Meeting (Attachment)

Receive and file minutes of the Inclusion, Diversity, Equity, and Awareness Commission meeting held on September 21, 2021.

F. Minutes of the Bicyclist and Pedestrian Advisory Commission Meeting (Attachment)

Receive and file minutes of the Bicyclist and Pedestrian Advisory Commission meeting held on October 12, 2021.

G. Invoices Paid (Attachment)

Receive and file report of invoices paid up to November 10, 2021, in the amount of \$26,601.42.

H. Invoices Due (Attachment)

Authorize expenditures for invoices due on or before December 6, 2021, in the amount of \$109,862.41.

I. Debit Card Expenditures (Attachment)

Receive and file report of debit card expenditures for the month of October 2021, in the amount of \$12,004.48.

**VII. REGULAR AGENDA**

**VIII. UNFINISHED BUSINESS**

JMC/drg