

**CITY OF OAKBROOK TERRACE  
MINUTES OF THE SPECIAL CITY COUNCIL  
COMMITTEE OF THE WHOLE MEETING  
TUESDAY, OCTOBER 29, 2013**

**I. Call To Order**

The Mayor called the October 29, 2013, Special City Council Committee of the Whole Meeting to order at 6:00 P.M.

**II. Roll Call**

Roll call indicated the following Aldermen were in attendance:

Present: Esposito, Przychodni, Sarallo, Shadley, Thomas, Vlach, and Mayor Ragucci  
Absent: None

Also in attendance were City Clerk D. Greco, Police Chief W. Holakovsky, Finance Director A. Marrero, Public Services Director C. Ward, and Building and Zoning Administrator M. Dragan.

**III. Welcome**

The Mayor welcomed everyone to the 2013-2015 Goals Session. Marrero presented an overview of the meeting. Marrero noted that the Council would review the major accomplishments from the past two (2) years and then move on to goal setting for 2013-2015.

**IV. Overview & Major Accomplishments from the last Goals & Objectives Action Plan**

Marrero distributed the PowerPoint slides for tonight's discussion. Marrero highlighted the major accomplishments from the last Goals and Objectives Action Plan. Marrero cited the accomplishments identified below.

1. On-going development of Oakbrook Terrace Square.
2. Reconstruction of 22<sup>nd</sup> Street.
3. Keeping City financially solvent.
4. Marrero noted that the City welcomed the following new businesses: Ferrara Pan Candy, Luxury Nails, Caribou Coffee, Rainbow Cow, Dao Sushi & Thai, Arthur Murray, Audio Video Interiors, I Dream of Falafel, Destination Maternity, SIRVA, Devon Seafood & Grill, Yummy Buffet, Supercuts, Wingstop, OPA Estiatorio, Alovish Spa, and Bedding Experts.

Marrero also discussed other successful economic development endeavors including the retail center along Route 83 and Hodges and the construction of

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Gardner School along Butterfield Road at the former Holiday Inn Reservation Center. Marrero noted that the City has become more business friendly and continues to work with the Greater Oak Brook Chamber.

5. Marrero noted the new Police Station and City Hall renovation continue to progress. Marrero stated that both the demolition and the architectural drawings are complete. Marrero said the City hired Harbour as the Construction Manager and the project is currently in the bidding process stage.
6. Marrero discussed Public Services major accomplishments including: increased residential curbs and gutters, new residential street lights, and new water customers including: Oakbrook Terrace Square, Regency Place, Courtyard by Marriott, and Gardner School. Ward explained that the City now has 100% cross connection control which means the City is protected from backflow contamination as recognized by the EPA. Ward added that the Department of Natural Resources audits the City's water system every year and last year the City accounted for all but 2% of the water loss. Ward explained that an acceptable loss rate is 8% and under, but the City is significantly lower with only a 2% loss rate.
7. Marrero highlighted some of the Finance Department's major accomplishments including: the GFOA Budget and CAFR awards for FY 2012, the computerization of the business and video gaming licenses, the switch to bi-monthly water billings, monitoring of the Water Fund's cash flow, the elimination of Flag Creek's fees, and the front counter's acceptance of credit cards.
8. Marrero noted the continued success of the July 4<sup>th</sup> fireworks, concert, picnic, and sponsorship program. Marrero stated that bingo games have been brought back.
9. Marrero mentioned some of the Executive Management's major accomplishments including: maintaining the library card fee, negotiating free residential garbage, hiring a lobbyist, working with the Historical Society, and implementing a video gaming program.
10. Marrero discussed the Building and Zoning's major accomplishments including: meeting with Hartz Development regarding the redesign of future Oliviabrook Townhomes which brought the cost of the townhomes down, reviewing the Summit Center for Health renovation, reviewing some plans in-house thereby providing cost savings for the City, updating the Zoning Map, developing an archive system for approved plans, disposing of various documents dating back to the 1970's, and relocating the department to a temporary trailer. Dragan noted that currently six (6) out of 31 Oliviabrook townhomes are sold. Dragan added that 17 townhomes are currently under construction.

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11. Marrero highlighted some of the Police Department's major accomplishments including: the switch to in-house prosecution of DUI's, the implementation of the Administrative Towing program, the Emergency Operations Plan update, the certification programs for the School Resource Officer and Child Safety Seat Officer. Holakovsky noted that Officer DeMario is the City's School Resource Officer and Officer Mastrino is the City's Child Safety Seat Officer.

**V. Discussion of Council and Staff Goals for 2013-2015**

Marrero went on to discuss the goals and objectives for 2013-2015 as indicated by the Council and staff. Marrero distributed an additional hand-out to help the Council rank the City's priorities. Discussion ensued and the City Council decided on the goals and objectives for 2013-2015 as indicated below.

**I. Highest Priority Goals**

1. **Economic Development** – develop vacant property and encourage businesses to remain in Oakbrook Terrace. The Council determined that the following three projects would be the top (3) economic development priorities.
  1. Monitor the development of the recently approved **Terra Vista Assisted Living Facility** on the East side of Ardmore.
  2. Monitor the development of the proposed **BP Amoco** at Butterfield and Summit (formerly Old Al's Standard).
  3. Monitor the development of the **Wendland properties** – including Gardner School. Dragan noted developer John Wendland mentioned that he is working with Kentucky Fried Chicken and Dunkin Donuts as possible tenants for this location as well.

The Council would also like to monitor the following possible future developments as well.

4. Development of 18<sup>th</sup> Street, East of Luther
  5. Annex and develop the North side of Butterfield Road between Summit and Myrtle. Dragan noted developer John Calfa looked at these properties for a possible one (1) story retail.
  6. Development of Roosevelt Road East of Summit
  7. Development of the East side of Summit.
2. **Continue to be Fiscally Sound** – keep the City financially sound and control excess spending.
  3. **Oakbrook Terrace Square** – finish the development of the shopping center and have more consistent communication with the developer. Marrero noted that Pete's Fresh Market is doing better than expected,

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and the taxes generated are sufficient to cover the principal and interest payments for the Business District bonds. Dragan noted that Pearl Vision is coming to the shopping center along with a possible dentist office.

Sarallo asked if there is any input that the City Council can give so the Oakbrook Terrace Square development can move quicker. Ragucci said the developer needs to report to the City Council on the current status of the Center. Greco asked about utilizing some of the Center's green space for benches. Ragucci replied that the developer has a possible concept for next year to make the Center more user-friendly that includes additional sidewalks and possibly a small park area. Ragucci suggested that the developer report to the Council on a quarterly basis.

4. **Water Fund** – maintain viability of the City's water system and continue to add residential and commercial customers. Ward said to extend the City's water system to the Old Al's Standard at Butterfield and Summit is going to be a costly venture, but it can be done. Ward explained that this extension can be done a couple of different ways including stemming from the Wendland property on Summit or Butterfield. Ward estimated that \$100,000 in boring costs beneath Butterfield Road would be incurred for this extension from the Wendland property. Ward also discussed another alternative for the former Old Al's Standard including treating this connection as a service extension and tap-off the Comar water main. Ward said he would provide more information regarding these options during the budget hearings. Ward noted that if the connection is made it places the City in a good position to add other businesses along Summit such as Pulp Kitchen and Wendy's as future water customers.

Marrero noted the Water Fund's finances will improve due to the maturity of two (2) bond series in 2016.

5. **Red Light Cameras** – implement red light cameras at the intersection of 22<sup>nd</sup> Street and Route 83. Marrero said the City will continue to work with SafeSpeed and IDOT to allow for the enforcement of these cameras. Ragucci indicated there might be legislation passed in January of 2014 that reduces the waiting period from three (3) years to two (2) years. Ragucci added that the proposed legislation may include an exception because of the number of accidents at this location. Ragucci said Holakovsky will be providing IDOT with additional studies next January.

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6. **Off Track Betting (OTB)** – encourage the current facility to remain within the City. Ragucci noted Maywood Park now owns the OTB facility within the City. Ragucci reported the City receives approximately \$290,000 in annual OTB revenues. This goal was originally a secondary goal and Vlach suggested moving it to a high priority goal, which the Council agreed with.
  
7. **Re-evaluate the City’s contributions for the Chamber of Commerce and the DuPage County Visitors Bureau (DCVB).** The Council also decided to review alternative marketing opportunities for the City’s hotels beyond the DCVB. The Chamber involvement was originally suggested as a secondary goal and the DCVB was originally included in the fourth set of goals. However, further discussion over the disappointment with the Chamber and the DCVB, the Council decided to move the re-evaluation to a high priority goal.

Ragucci indicated he is working with Marrero on possible other providers for the marketing of the City’s hotels without cutting out altogether the DCVB and the Chamber because there is a need for them. Sarallo suggested giving DCVB half of the current marketing funds and giving the other half directly to the City’s hotels for their own marketing efforts. Greco recommended that the City look into other means for marketing of the City’s hotels. Thomas said the Chamber is giving the City its money’s worth. Ragucci said the money for the Chamber does pay back with new businesses. Ragucci said his biggest problem with the Chamber was when they gave their opinion on the red light cameras. Ragucci said the City really needs to look into the DCVB with the amount of money that the City pays them. Ragucci stated he does not believe the City is getting its money’s worth.

8. **New Police Station and City Hall renovation** – oversee the completion. This was originally indicated as a third priority goal, but the Council opted to move it to the highest priority level.
  
9. **Digital Billboard Sign** – oversee the installation of the digital sign at the Public Services Facility. Marrero suggested that this goal be moved up from the fourth set of goals and the Council agreed to move this goal to the highest priority level.

**II. Secondary Priority Goals – as mentioned by more than one (1) Council member**

1. **City Administrator** – attract and retain high quality City employees and fill the City Administrator position by the first quarter of 2014.

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2. **Lobbyist** – evaluate and continue to work with the City’s lobbyist. Thomas asked about the status of the lobbyist. Marrero said the lobbyist will be at the first Council meeting in December.
3. **Curb and Gutter Program** – continue to add residential curb and gutters. The Curb and Gutter program was originally included as a third priority, but the Council moved it up to a secondary priority.
4. **Community Service Officer (CSO)** – implement this program. Sarallo said he suggested this program to remove some of the burden from the officers. The Council opted to move up this goal as a secondary goal from the third priority goals. Holakovsky indicated a recommendation for a CSO program will be included in the Police Department’s FY 2015 budget proposal.
5. **Maintain free residential garbage program.** This goal was initially included in the fourth set of goals and the Council opted to move it to a secondary goal.
6. Continue utilizing the **GSB product** as a roadway sealant. Ward recommended for aesthetic purposes that the next time the sealant is applied, that all the roadways receive the sealant because then all the streets will be the same color. Ward said the GSB should be applied every three (3) years. Ragucci asked when the next application is due. Ward replied next year. This goal was originally included in the fourth set of goals and the Council decided to move it up to the secondary goals.
7. **Tree replacement** - continue with the program. Ward said the City has been impacted by the emerald ash borer, which is killing the City’s ash trees. Ward noted that the current contractor removed some of the City’s affected trees for only \$250 per tree. Vlach suggested all new trees be placed away from the power lines. This goal was originally included in the fourth set of goals and the Council decided to move it up to the secondary goals.
8. **Youth Program** – recognize and support a youth initiative program. Esposito said the City is starting to have a lot more young kids. Esposito said in the past the City had a pretty strong youth program. Esposito said he would like to see more youth involvement. Ragucci said once the new building is completed, the City can hold monthly activities such as movie night and see how well attended the youth programs are. Esposito said a splash pad by Dorothy Drennon Park would be nice.

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**III. Third Priority Goals – which were mentioned by Council and staff**

1. **Safety in the Community** – preserve and cultivate a quality community, while keeping the City’s law enforcement vigilant and ready to protect the residents. Working with local schools and businesses on emergency plans.
2. **Grants** – obtain grants for future projects, equipment, and new facilities.
3. **Oliviabrook Development** – approve an extension to facilitate the completion of the townhomes by July 15, 2014.
4. **Personnel Policy** – review and amend personnel and administrative policies.
5. **E-Pay** – implement a system whereby citations, water bills, business licenses, etc. can be paid on-line.

**IV. Fourth Priority Goals – mentioned by one (1) Council or staff member**

1. Continue to work with local businesses to expedite hearings and permits.
2. Discuss the implementation of a residential aesthetics ordinance and a commercial and residential blight ordinance.
3. Work with possible commercial sponsors on a City pride program including: banners, flags, and landscape enhancements.
4. Discuss improved lighting at Versailles. Ragucci suggested that the City should keep an eye on the crime statistics at Versailles and possibly speak with Mr. Rossi who owns the property regarding this matter. Przychodni said maybe the City can convince Versailles it is in their best interest to provide additional lighting.
5. Develop an electronic ticket program with mobile printer. Ragucci stated the officers are able to do this. Marrero said this is something staff can look into.
6. Monitor the Krilich Development.
7. Establish a capital replacement fund for the Water Fund. Vlach asked what the purpose of this item was. Marrero said she included this as part of her recommended goals. Marrero said the City would have to hire a

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firm to guide the City on establishing a depreciation fund. Marrero said several years ago the City hired Virchow and Krause to do an analysis for a depreciation fund, but that excess funding was not available to finance the program. Marrero said the Water Fund is doing better now and the City could begin setting aside monies for future replacement projects. Vlach asked why this is needed for the Water Fund. Ward replied because the water system infrastructure is very expensive to replace. Ward noted that it would cost a few million dollars to replace a water tower.

**V. Staff Goals and Tasks**

1. Police

- Complete the policy and procedure manual. Holakovsky said he is currently working on this with the Calvello.
- Prosecute local ordinances at administrative hearings. Holakovsky hopes to have this program implemented by May of 2014.

2. Building and Zoning

- Computerize the building permit process. Marrero noted the City's financial software has a building permit module that can be purchased and integrated with the City's other modules. Marrero indicated that the building permit module has been updated, which is the reason why she is suggesting the City look into this further. Dragan said currently the Building and Zoning utilizes spreadsheets to record building permits.

3. Executive Management

- Review all department organizational structures and operations.
- Develop a plan to increase resident and business communications.
- Create a wireless connection between City Hall and Public Services. Marrero noted this connection will be made with the construction of the new Police Station.
- Continue to update the City's website. Marrero noted the City's website has recently changed, and is much better than the former website.
- Support finalization of the model natural gas franchise agreement. Marrero said she was uncertain on the status of this model agreement, but that she heard it was close to being final.

4. Finance

- Earn GFOA Budget and CAFR awards.
- Computerize liquor licenses.

**The meeting was adjourned at 8:05P.M.**

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**Motion carried unanimously.**

Submitted,

Aileen Haslett  
Recording Secretary