

**Village of Bensenville
Village Board Room
12 South Center Street
Bensenville, Illinois 60106
Counties of DuPage and Cook**

**MINUTES OF THE COMMITTEE OF THE WHOLE
March 21, 2023**

CALL TO ORDER: Village President, Frank DeSimone, called the meeting to order at 6:30 p.m.

PRESENT: Upon roll call by Village Clerk, Nancy Quinn, the following Board Members were present:

Carmona, Franz, Frey, Lomax, Panicola, Perez

Absent: None

A quorum was present.

Staff Present: E. Summers, J. Caracci, S. Flynn, J. McManus, K. Pozsgay, C. Williamsen

Public Comment: There was no Public Comment.

**Approval of
Minutes:**

The February 21, 2023 Committee of the Whole Meeting minutes were presented.

Motion: Trustee Carmona made a motion to approve the minutes as presented. Trustee Frey seconded the motion.

All were in favor. Motion carried.

**2023 Senior/Disabled
Grass Cutting
Program:**

Village Manager, Evan Summer, presented a **Resolution Establishing Guidelines and Procedures for 2023 Senior/Disabled Grass Cutting Program.**

Director of Public Works, Joe Caracci, stated in 2018, President DeSimone and the Village Board established Senior/Disabled Grass Cutting Program meant to benefit Bensenville seniors and/or disabled residents. Mr. Caracci stated Public Works was tasked to implement the program.

Mr. Caracci stated minor adjustments and changes have been implemented since 2018.

Mr. Caracci stated because of the positive feedback, the Village will continue with the program in 2023 with no changes from last year to the guidelines. Mr. Caracci stated Total cost is \$25 per visit, per ONE pin parcel. Mr. Caracci stated the resident will pay \$12.50 and the Village will subsidize \$12.50.

Trustee Panicola asked if there were many on the waitlist. Mr. Caracci stated as of today, there were five on the waitlist.

Trustee Carmona asked how long until those on the waitlist will know if they are in the program or not. Mr. Caracci stated final calls are going out this week to returning customers for their commitment, then the waitlist will be notified.

Trustee Panicola asked if the program can be expanded to allow for more participants. Village Manager, Evan Summers, stated that it a budgetary discussion that can be addressed by the Village Board during budgeting season.

Motion:

Trustee Perez made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. Trustee Franz seconded the motion.

All were in favor. Motion Carried.

KSK Landscaping: Village Manager, Evan Summer, presented a **Resolution Authorizing the Execution of a Contract with KSK Landscaping & Handyman Corp. for the 2023 Senior/Disabled Grass Cutting Program.**

Mr. Caracci stated The Village of Bensenville established a Senior/Disabled Grass Cutting Program in 2018 and will continue the Program into 2023. Mr. Caracci stated no changes have been made for 2023. Mr. Caracci stated the program has been a great success and received a lot of positive feedback. Mr. Caracci stated KSK Landscape & Handyman Corp. is one of the contractors who will perform the service.

Mr. Caracci stated the contract includes the terms and expectations set forth by the Program.

Motion: Trustee Franz made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. Trustee Frey seconded the motion.

All were in favor. Motion Carried.

**L.A.R. Lawn &
Grounds Corp.:**

Village Manager, Evan Summers, presented a **Resolution Authorizing the Execution of a Contract with L.A.R. Lawn & Ground Corp. for the 2023 Senior/Disabled Grass Cutting Program.**

Mr. Caracci stated The Village of Bensenville established a Senior/Disabled Grass Cutting Program in 2018 and will continue the Program into 2023. Mr. Caracci stated no changes have been made for 2023. Mr. Caracci stated the program has been a great success and received a lot of positive feedback. Mr. Caracci stated L.A.R. Lawn & Grounds Corp. is one of the contractors who will perform the service. Mr. Caracci stated the contract includes the terms and expectations set forth by the Program.

Motion: Trustee Panicola made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. Trustee Frey seconded the motion.

All were in favor. Motion Carried.

**Panoramic
Landscaping:**

Village Manager, Evan Summers, presented a **Resolution Authorizing the Execution of a Contract with Panoramic Landscaping for the 2023 Senior/Disabled Grass Cutting Program.**

Mr. Caracci stated The Village of Bensenville established a Senior/Disabled Grass Cutting Program in 2018 and will continue the Program into 2023. Mr. Caracci stated no changes have been made for 2023. Mr. Caracci stated the program has been a great success and received a lot of positive feedback.

Mr. Caracci stated Panoramic Landscaping is one of the contractors who will perform the service. Mr. Caracci stated the contract includes the terms and expectations set forth by the Program.

Motion: Trustee Panicola made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. Trustee Frey seconded the motion.

All were in favor. Motion Carried.

**Tomas Herrera
Landscaping:**

Village Manager, Evan Summers, presented a **Resolution Authorizing the Execution of a Contract with Tomas Herrera Landscaping for the 2023 Senior/Disabled Grass Cutting Program.**

Mr. Caracci stated The Village of Bensenville established a Senior/Disabled Grass Cutting Program in 2018 and will continue the Program into 2023. Mr. Caracci stated no changes have been made for 2023. Mr. Caracci stated the program has been a great success and received a lot of positive feedback. Mr. Caracci stated Tomas Herrera landscaping is one of the contractors who will perform the service. Mr. Caracci stated the contract includes the terms and expectations set forth by the Program.

Motion: Trustee Panicola made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. Trustee Frey seconded the motion.

All were in favor. Motion Carried.

Public Water Supply

Loan Program 1: Village Manager, Evan Summers, presented an **Ordinance Authorizing the Village of Bensenville to Borrow Funds from the Public Water Supply Loan Program for the Water Supply Pressure Adjusting Station Replacement Project.**

Mr. Caracci stated the Water Supply Pressure Adjusting Station, located at 130 N. Church Road, includes critical structures required to provide the Village's residents, businesses, and industries with water. Mr. Caracci stated the existing underground Pressure Adjusting Station system and other subgrade structures are in poor condition and in need of replacement at the end of their useful life.

Mr. Caracci stated Greeley and Hansen, LLC was hired by the Village to perform the detailed design of the Water Supply Pressure Adjusting Station Project. Mr. Caracci stated the project is currently under review with IEPA and the Project plans and specifications have been submitted for permit.

Mr. Caracci stated the Village intends to utilize the IEPA Public Water Supply Loan Program to fund the project. Mr. Caracci stated there are many steps required in securing the loan, one of which is the passage of an Ordinance authorizing the Village to borrow funds from the Program. Mr. Caracci stated the attached Ordinance sets forth said authorization as well as sets the maximum level of funds to be borrowed.

Mr. Caracci stated the current construction cost estimate is \$5.47 million. Mr. Caracci stated Engineering and Construction services are anticipated to be approximately \$1.38 million. Mr. Caracci stated legal costs and mandatory contingency bring the total project cost to \$7.54 million.

Mr. Caracci stated the proposed Ordinance identifies \$7,535,000 as the maximum loan amount. Mr. Caracci stated we are hopeful for competitive bidding on this project and for those prices to come in below the engineer's estimate.

Mr. Caracci stated the current loan rate through the IEPA Program is 1.24% (FY2023) for the 15 year loan. The PWSLP rate is typically at least half of the bond market price.

Mr. Caracci stated revenues for the loan payback are anticipated to come from TIF funds and utility fund reserves.

Mr. Caracci stated American Rescue Plan Act (ARPA) Funds of \$2,450,000 will also be used for the project. Mr. Caracci stated we are hopeful that this project will be granted principal forgiveness of \$1,250,000 based on the mean household income data for the Village, further reducing the burden on the Village's finances.

Motion: Trustee Lomax made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. Trustee Franz seconded the motion.

All were in favor. Motion Carried.

Public Water Supply

Loan Program 2: Village Manager, Evan Summers, presented an **Ordinance Authorizing the Village of Bensenville to Borrow Funds from the Public Water Supply Loan Program for the Belmont Avenue and Church Road Water Tower Rehabilitation Project.**

Mr. Caracci stated the Belmont Avenue and Church Road Water Towers provide water to the Village's residents, commercial businesses, and industries. Mr. Caracci stated rehabilitation, including re-coating the tanks, structural repairs, safety upgrades, and a new mixer in the Belmont Avenue water tower, will extend the usable life of the tanks.

Mr. Caracci stated the Village has received planning approval from IEPA and the project can be construction ready in a short time period if funding approval through IEPA is granted.

Mr. Caracci stated the Village intends to utilize the IEPA Public Water Supply Loan Program to fund the project. Mr. Caracci stated there are many steps required in securing the loan, one of which is the passage of an Ordinance authorizing the Village to borrow funds from the Program..

Mr. Caracci stated the construction cost estimate is \$1,500,000. Mr. Caracci stated Engineering and Construction services are estimated at \$200,000. Mr. Caracci stated with a mandatory contingency of \$150,000, the total project cost is \$1,850,000.

Mr. Caracci stated the proposed Ordinance identifies \$1,850,000 as the maximum loan amount. Mr. Caracci stated we are hopeful for competitive bidding on this project.

Mr. Caracci stated the current loan rate through the IEPA Program is 1.24% (FY2023) for the available 20 year loan.

Mr. Caracci stated the PWSLP rate is typically at least half of the bond market price.

Mr. Caracci stated revenues for the loan payback are anticipated to come from utility fund reserves. Mr. Caracci stated we are hopeful that this project will be granted principal forgiveness of up to 50% of the Loan amount, or \$925,000, further reducing the burden on the Village's finances.

Mr. Summers asked the Committee how they would like to handle design on the towers. Consensus was to allow for the Multimedia Department to design concepts.

Trustee Lomax asked what would happen if the proposed loan was not approved. Mr. Caracci stated the Village would ask again in 2024.

Motion: Trustee Franz made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. Trustee Carmona seconded the motion.

All were in favor. Motion Carried.

**PWSLP Designee
Signature 1:**

Village Manager, Evan Summers, presented a **Resolution Designating and Directing the Village Manager as the Authorized Representative to Sign PWSLP (Public Water Supply Loan Program) Loan Application Documents and all Other Documents Related to the Water Supply Pressure Adjusting Station Replacement Project.**

Mr. Caracci stated the Village intends to utilize the IEPA Public Water Supply Loan Program Fund to borrow money at a low interest rate to fund the Water Supply Pressure Adjusting Station Replacement Project.

Mr. Caracci stated as with any loan program, there are numerous forms and submittals necessary to complete the application process as well as multiple forms that will require authorized signature during the project phase.

Mr. Caracci stated IEPA requires a Resolution be passed by the Village Board that designates the authorized representative to sign the documents. Mr. Caracci stated the proposed Resolution identifies the Village Manager as the authorized representative for the Village of Bensenville.

Motion: Trustee Carmona made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. Trustee Lomax seconded the motion.

All were in favor. Motion Carried.

**PWSLP Designee
Signature 2:**

Village Manager, Evan Summers, presented a **Resolution Designating the Village Manager as the Authorized Representative to Sign PWSLP (Public Water Supply Loan Program) Loan Application Documents and all Other Documents Related to the Belmont Avenue and Church Road Water Tower Rehabilitation Project.**

Mr. Caracci stated the Village intends to utilize the IEPA Public Water Supply Loan Program Fund to borrow money at a low interest rate to fund the Belmont Avenue and Church Road Water Tower Rehabilitation Project. Mr. Caracci stated as with any loan program, there are numerous forms and submittals necessary to complete the application process as well as multiple forms that will require authorized signature during the project phase.

Mr. Caracci stated IEPA requires a Resolution be passed by the Village Board that designates the authorized representative to sign the documents. Mr. Caracci stated the proposed Resolution identifies the Village Manager as the authorized representative for the Village of Bensenville

Motion: Trustee Carmona made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. Trustee Frey seconded the motion.

All were in favor. Motion Carried.

200x85 LLC: Village Manager, Evan Summers, presented a **Resolution Authorizing a Facility Usage License Agreement with 200 x 85, LLC for the ChiTown Shuffle Youth Hockey Tournament.**

Director of Recreation, Sean Flynn, stated the Village has encouraged 200 X 85, LLC to use the Edge Ice Arenas as one of the host sites for the 2023 ChiTown Shuffle youth hockey tournament. Mr. Flynn stated this tournament will feature approximately thirty teams from the Chicagoland area and from around the Midwest.

Mr. Flynn stated the Resolution presented, approves a Facility Usage License Agreement with 200 X 85, LLC. Mr. Flynn stated the agreement will cover any and all ice times reserved by 200 X 85 at the Edge over April 17 - 19 weekend. Mr. Flynn stated this agreement helps offset fixed operating costs by generating revenues during the off-peak periods.

Mr. Flynn stated this Agreement will provide the Village with revenues in the form of license fees, amusement tax and increased concession sales commissions. Mr. Flynn stated total resulting revenues are in excess of \$20,000 for license fees and amusement tax.

Motion: Trustee Panicola made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. Trustee Franz seconded the motion.

All were in favor. Motion Carried.

Play Hockey USA: Village Manager, Evan Summers, presented a **Resolution Authorizing a Facility Usage License Agreement with Play Hockey USA.**

Mr. Flynn stated the Village has encouraged Play Hockey USA to use the Edge Ice Arenas as one of the host sites for the 2023 Windy City Rumble youth hockey tournament taking place over the May 5th - May 7th 2023 weekend.

Mr. Flynn stated this tournament will feature approximately thirty teams from the Midwest.

Mr. Flynn stated the Resolution presented approves a Facility Usage License Agreement with Play Hockey USA. Mr. Flynn stated the agreement will cover any and all ice times reserved by Play Hockey USA at the Edge over the May 5th - May 7th weekend. Mr. Flynn stated this agreement helps offset fixed operating costs by generating revenues in off-peak periods.

Mr. Flynn stated this Agreement will provide the Village with revenues in the form of license fees, amusement tax and increased concession sales commissions. Mr. Flynn stated total resulting revenues are in excess of \$20,000 for license fees and amusement tax.

Motion: Trustee Lomax made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. Trustee Franz seconded the motion.

All were in favor. Motion Carried.

**Hmura Hockey
Development:**

Village Manager, Evan Summers, presented a **Resolution Authorizing a Facility Usage License Agreement with Hmura Hockey Development (HHD Hockey).**

Mr. Flynn stated Hmura Hockey Development (HHD) would like to return to the Edge this summer to host its all day hockey schools. Mr. Flynn stated the hockey school begins on May 31st and runs until August 11th. Mr. Flynn stated HHD has hosted its summer program at the Edge now for several years and has been a significant boost to summer revenue since its arrival.

Mr. Flynn stated the Resolution presented approves a Facility Usage License Agreement with HHD Hockey. Mr. Flynn stated the agreement will cover any and all ice times reserved by HHD.

Mr. Flynn stated this Agreement will provide the Village with revenues in the form of license fees, amusement tax and increased concession sales commissions. Mr. Flynn stated total resulting revenues are in excess of \$151,586.00 for license fees and amusement tax.

Motion: Trustee Panicola made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. Trustee Lomax seconded the motion.

All were in favor. Motion Carried.

**Informational
Items:**

There were no information items.

**Unfinished
Business:**

There was no unfinished business.

**Executive
Session:**

Village Manager, Evan Summers, stated there was not a need for executive session.

ADJOURNMENT: Trustee Carmona made a motion to adjourn the meeting. Trustee Frey seconded the motion.

All were in favor. Motion carried.

President DeSimone adjourned the meeting at 6:44 p.m.

Corey Williamsen
Deputy Village Clerk

PASSED AND APPROVED by the President and Board of Trustees of the Village of Bensenville this 18th day, April 2023