

**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 19, 2024**

**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:

Franz, Frey, Panicola, Perez

Absent: Carmona, Lomax

A quorum was present.

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

**Public Comment:** There was no Public Comment

**Approval of Minutes:** The February 20, 2024 Committee of the Whole Meeting minutes were presented.

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

All were in favor. Motion carried.

**Class E1 Liquor License – Gigi's Place:** Village Manager, Evan Summer, presented an **Ordinance Amending Section 3-3-5 of the Bensenville Village Code – Liquor Regulations – to Increase the Number of Class E1 Liquor Licenses from 12 to 13 for the Issuance of a Liquor License to Gigi's Place.**

Deputy Village Clerk, Corey Williamsen, stated Section 3-5-E.3 of the Bensenville Village Code limits the number of Class E1 liquor licenses issued and outstanding at one time. Mr. Williamsen stated Class E1 licenses authorize the retail sale of liquor for consumption on the premise when food is offered. Mr. Williamsen stated Nigijo 5, Inc. DBA Gigi's Place is soon to operate space at 1203-1205 West Irving Park Road.

Mr. Williamsen stated a background check was conducted on the applicant, Kim Dellutri in January 2024 with no criminal history found by the State or Illinois and the FBI.

Mr. Williamsen stated Village Inspector, Ron Herff, is conducting inspections of the premise as part of the Village's building permit process.

Mr. Williamsen stated the current Village Code allows for no more than twelve (12) Class E1 liquor licenses to be issued. Currently all twelve licenses are issued to the following: Two Chef's, Bella Vista Banquets, Mamma Maria's, Mariscos El Amigo-3, Stella's Place, Taqueria El Toreo, Lucky Dog's, Green Street Grille, Los Buenos Diaz Mexican Grille, Tacos Puebla, Cilantro Taco Grill, La Poblonita.

Mr. Williamsen stated in order to issue a Class E1 liquor licenses to Gigi's Place, the Village Board would have to increase the number of total licenses from 12 to 13.

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.

**Granicus  
Agenda:** Village Manager, Evan Summer, presented a **Resolution  
Granting Authorization to the Village Manager to Enter  
into an Agreement with Granicus for Peak Agenda and  
Video Software.**

Village Manager, Evan Summers stated Granicus is trusted by thousands of government agencies at all levels. Mr. Summers stated we currently are using Novus Agendas which is a program of Granicus since 2010. Mr. Summers stated we have found the software to be exceptional and fills our needs and purpose. Mr. Summers stated however, Novus Agendas has met its useful life and Granicus will be sunsetting the Novus program next year in 2025.

Mr. Summers stated after review of agenda software options, it was decided that the Granicus Peak Agenda and Video Software would fulfil the digital services needs by consolidating multiple applications into a single platform.

Mr. Summers stated Granicus, an innovation leader has secure programming that offers engagement, agenda meeting management, and video and digital services that will enhance the Village website transparency while improving ease of workflow and customer service.

Mr. Summers stated because the Village is currently using Novus Agendas, a Granicus product all historical and archived information will be easily transferred and available to existing Novus users.

Trustee Panicola asked how long it would take to implement the new software. Mr. Summers stated the lead time is 4-6 months.

**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.

**Chicago Business VOIP:** Village Manager, Evan Summer, presented a **Resolution to Purchase a New Village Phone System and Enter Into a Service Agreement with Chicago Business VOIP.**

Mr. Summers stated the current Avaya phone system is over 10 years old. Mr. Summers stated it is no longer supported by the manufacturer and is becoming increasingly harder to maintain. Mr. Summers stated additionally, Avaya no longer manufactures the phones we currently use. Any future replacements or repairs would be obsolete.

Mr. Summers stated the village received multiple proposals from Ring Central and Chicago Business VOIP. Mr. Summers stated the village decided to go with Chicago Business VOIP because they had the lowest monthly costs and are a local company with a strong reputation for customer service.

Mr. Summers stated they indicate a 99.99% service availability in their service agreements.

**Motion:** Trustee Perez 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.

*Trustee Carmona entered the meeting at 6:36 p.m.*

**145 S. Ellis St.:** Village Manager, Evan Summer, presented an **Ordinance Granting a Variation, Fence in the Corner Side Yard at 145 S Ellis Street.**

Director of Community and Economic Development, Kurtis Pozsgay stated the Petitioner is seeking approval of a variation to construct a fence in the corner side yard of their property.

Mr. Pozsgay stated the proposed fence is 5' high cedar wood fencing with an additional 1' of lattice at the top that will extend the fence line into the corner side yard. Mr. Pozsgay stated it will extend 48' feet northeast from the adjacent neighbor's fence before running 104' parallel to Grove Avenue.

Mr. Pozsgay stated the proposed fence location does not impact the east adjacent property driveway sight vision triangle.

Mr. Pozsgay stated variations for fences in the corner side yard are a common request.

Mr. Pozsgay stated the applicant has agreed to Village design standards with 5 feet of solid fence with 1 foot of lattice on top.

Mr. Pozsgay stated the fence stays behind the front facade of the neighbor's home to the east.

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.

**700 Larsen Lane:** Village Manager, Evan Summer, presented an **Ordinance Granting Variations, Outdoor Storage Setback Requirements and Rooftop Mechanical Equipment Screening Requirements, at 700 Larsen Lane.**

Mr. Pozsgay stated the Petitioner, CPI/DSP Larsen Lane Owner, L.L.C, is seeking approval of two variances.

Mr. Pozsgay stated the first variation seeks to reduce the 20' setback requirement on the west boundary of the storage area to 2' on the west boundary. Mr. Pozsgay stated they seek this to increase the usable area for outdoor storage while remaining under the allowable 25% of outdoor storage within the lot area.

Mr. Pozsgay stated the second variation seeks to remove the screening requirement for roof-mounted mechanical equipment, as the proposed 24" roof mounted make-up unit is over 10' from any supporting wall and over 1,000' from the main ROW.

Mr. Pozsgay stated the outdoor storage request is only for the south western portion of the lot. Mr. Pozsgay stated the south and southeast portions meet the setback requirements.

Mr. Pozsgay stated the rooftop mechanical location from the roofline, and being so far from the South Thorndale right of way, makes the screening unnecessary.

**Motion:** Trustee Perez 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.

**Amending  
Title 9:**

Village Manager, Evan Summer, presented an **Ordinance Amending the Building Code Regulations, Title 9, and Repealing and Reserving Chapters 2 and 3 of Title 7 of the Village Code.**

Mr. Pozsgay stated the Village is empowered, under Sections 11-1-1 et seq. of the Illinois Municipal Code, 65 ILCS 5/11-1-1 et seq., to provide for regulation of building and construction, fire safety and property maintenance to ensure the health and safety of citizens of the Village.

Mr. Pozsgay stated the Village has previously adopted, by reference with amendments, certain nationally recognized and standardized codes including the 2015 International Residential Code; the 2015 International Building Code; the 2015 International Property Maintenance Code; the 2015 International Fire Code; the 2015 International Fuel Gas Code; and the 2015 International Mechanical Code.

Mr. Pozsgay stated these nationally recognized and standardized codes have been updated and published for the year 2021.

Mr. Pozsgay stated in addition to the updated code sets, the Village will adopt several Village specific amendments to the codes.

Mr. Pozsgay stated the Village will also be adding the 2021 International Swimming Pool and Spa Code published by the International Code Council; and The Existing Building Code.

Mr. Pozsgay stated the fire safety regulations set forth in Chapters 2 and 3 of Title 7 of the Village Code are no longer necessary in light of the adoption of the International Fire Code and the International Fuel Gas Code.

**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.

**2024 Zoning Map:** Village Manager, Evan Summer, presented a **Resolution Approving the Adoption of the 2024 Village of Bensenville Zoning Map.**

Mr. Pozsgay stated pursuant of the Illinois Municipal Code, 65ILCS 5/11-13-19, the Village must adopt any amendments made to the Zoning District Map on an annual basis.

Mr. Pozsgay stated the 2024 Zoning map did not require any material changes, as no rezoning or annexation actions were completed in 2023.

Mr. Pozsgay stated State Statute requires the Village to approve a Resolution adopting the zoning map each year.

**Motion:** Trustee Perez 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.

**Amending 8-7-7:** Village Manager, Evan Summer, presented an **Ordinance of the Village of Bensenville, DuPage and Cook Counties, Illinois Amending Section 8-7-7 of Chapter Seven of Title Eight of the Bensenville Village Code with Regard to Water and Sewer Rates.**

Mr. Summers stated the Village owns and operates Water and Sewer System. Mr. Summers stated the last water rate increase was approved by the Board as of November 1, 2022 rates were not increased in 2023.

Mr. Summers stated DuPage Water Commission Tentative budget has increased the water rates 3.4% effective May 1, 2024.

Mr. Summers stated Staff is recommending that rates be increased by 3.4%, which result in the rates presented on the draft Ordinance attached to this agenda item.

Mr. Summers stated based upon the average use of an incorporated residence, each residence would see an average monthly increase in cost of \$3.10

Mr. Summers stated a table showing the effect that the rates would have on varying residential customers based upon use is available in the agenda packet. Mr. Summers stated the table shows that an average residential customer using approximately 4,435 gallons per billing cycle would see an increase in their bill of about \$3.10, resulting in an annual increase of \$37.20.

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

All were in favor. Motion Carried.

#### **Main Street Parking**

**Amendment:** Village Manager, Evan Summer, presented an **Ordinance Creating Section 28 of Chapter Two of Title Five of the Bensenville Village Code to Regulate Permit Parking on Main Street.**

Police Chief, Daniel Schultze stated the Village does not permit overnight parking on Village Streets between the hours of 2:00am - 6:00am.

Chief Schultze stated at the February 13, 2024 Village Board Meeting; a Resident of Heritage Square addressed the Village Board with not enough parking on her property. Chief Schultze stated she stated she has been parking along Main Street since 2020 without any issues and recently received a ticket from the Bensenville Police Department.

Chief Schultze stated Village Staff drafted the attached Ordinance that will establish a parking permit for Main Street. Chief Schultze stated the parameters of the permit are as follows:

- Permits will be issued quarterly for one hundred dollars (\$100.00). The quarterly permit fee shall be prorated only in the following limited circumstances and amounts:
- Permits issued after the first day of the second month of the quarter will be issued for the remainder of the quarter for sixty dollars (\$60.00)
- Permits issued after the first day of the third month of the quarter will be issued for the remainder of the quarter for forty dollars (\$40.00).
- Daily permits are not allowed
- No transfers of permits shall be allowed except to a substitute owned vehicle by the same owner; no refunds of permit fees shall be issued
- Permits must be conspicuously displayed in the rear window
- No commercial, recreational vehicles or boats shall be issued a permit.
- Parking shall be “head in” parking (no “back in” parking) and within stripped parking spaces.
- No repairs, oil changes, or other maintenance shall be permitted.
- Permits will only be issued to residents of Heritage Square and Parkview Apartments.

- Permits are to be issued to residents of the Village of Bensenville only. Proof of residency by driver's license and vehicle registration will be required upon purchase.
- Vehicles seeking a permit must have a valid vehicle sticker from the Village of Bensenville.

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.

**Surplus Property**

**Bicycles:**

Village Manager, Evan Summer, presented a **Resolution Authorizing the Donation of Unclaimed Personal Property (Bicycles) Currently in the Custody of the Bensenville Police Department to Bensenville School District No. 2.**

Chief Schulze stated the Police Department is in possession of 29 bikes that have not been claimed by their owners during the statutory time period of 6 months from the time of their recovery or eligibility for release. Chief Schulze stated the bikes have been stored in a fenced in area at the Police Station 345 E Green St. In the past, the unclaimed bikes have been auctioned; however, the personnel costs for conducting an auction usually exceed the proceeds from the auction. Chief Schulze stated the bikes will be donated to School District 2 and used to transport children who do not qualify for bus service to and from school.

Chief Schulze stated the Village Police Department is in possession of 29 bicycles that have not been claimed after the statutory time period which is six months. Chief Schulze stated therefore, the Police Department will donate the inventory of unclaimed bicycles to Bensenville School District No. 2.

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.

**Kara Company**

**Purchase Order:** Village Manager, Evan Summer, presented a **Resolution Authorizing the Execution of a Purchase Order with Kara Company, Inc. of Countryside, IL for Field Survey Equipment in the Not-to-Exceed Amount of \$24,985.07.**

Director of Public Works, Joe Caracci stated the Village has identified the need to perform in-house field surveys for use in preparing in-house engineering plans and assist with inventory of public work assets. Mr. Caracci stated the Village has started preparing in-house engineering plans with recently expanded engineering staff. Mr. Caracci stated the equipment the Village staff is requesting to purchase is a robotic total station, GPS GNSS receiver, data collector with accessories. Mr. Caracci stated in the past the Village retained an engineering firm for field survey data collection. Mr. Caracci stated performing this with in-house staff and equipment will be more cost effective with a possible rate of return on the equipment in a couple of years.

Mr. Caracci stated Staff solicited and received quotes for both new and used survey equipment from Kara Company of Countryside, Seiler Geospatial of Itasca, and Midwest Measurement of Lincoln, Nebraska.

Mr. Caracci stated Kara Company of Countryside, IL submitted and lowest pricing for the survey equipment that best suits the Village's needs in the amount of \$24,987.07.

**Motion:** Trustee Perez 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.

**Automatic Building**

**Controls #1:**

Village Manager, Evan Summer, presented a **Resolution Authorizing the Execution of a Contract with Automatic Building Controls (ABC) to Upgrade Existing Building Automation System (BAS) Software and Hardware in the Police Station .**

Mr. Caracci stated the Building Automation System (BAS) controls all heating and cooling for the police station. Mr. Caracci stated the existing software is seven (7) years old and requires having some hardware components replaced to install and support the new software and graphics program. Mr. Caracci stated the current system is a Distech system.

Mr. Caracci stated staff sought proposals from three vendors who could provide upgraded hardware, software and integration services to move the current data into a new BAS system.

**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.

**Automatic Building**

**Controls #2:**

Village Manager, Evan Summer, presented a **Resolution Authorizing the Execution of a Contract with Automatic Building Controls (ABC) for the Installation of a Building Automation System (BAS) and the Upgrading of Outdated Controls for Three Dehumidification at Roof Top Units at the Edge 2.**

Mr. Caracci stated the Edge 2 currently does not have a Building Automation System. Mr. Caracci stated a Building Automation System can save thousands of dollars annually in energy costs alone by allowing the equipment to be on time schedules for evenings and weekends.

Mr. Caracci stated the BAS system also gives the end users, (Village staff) the ability to view every piece of mechanical equipment on any internet-based PC or cell phone in real time. Mr. Caracci stated this BAS install will be built on the same platform as the current system at the Police Station.

Mr. Caracci stated the current BAS system at the Police station is a Distech platform, the Edge 2 will be equipped with the same. To have the system fully functioning, the following work will take place:

- Install hardware, software and installation of sequencing controls and wiring for three rooftop dehumidification units.
- Install hardware, software and installation of controls along with wiring for five standard rooftop units designated according to current occupancy.
- Install hardware, software and installation of controls along with wiring for five exhaust fans that serve areas in association with the five rooftop units.

Mr. Caracci stated staff sought proposals from three qualified vendors. Mr. Caracci stated Automatic Building Controls (ABC) submitted the lowest proposal in the amount of \$163,404.

Motion: Trustee Frey 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.

**Schroeder Asphalt:** Village Manager, Evan Summer, presented a **Resolution Authorizing the Execution of a Construction Contract to Schroeder Asphalt Services, Inc. of Huntley, IL for the Eastview Avenue Roadway Reconstruction Project in the Not-to-Exceed Amount of \$249,714.82.**

Mr. Caracci stated the Eastview Avenue Roadway Reconstruction Project will consist of full depth pavement removal/replacement and widening from Irving Park Road (IL Route 19) extending 300 feet to the south. Mr. Caracci stated this section of Eastview Avenue accommodates two-way traffic on an existing 18-foot-wide pavement section. Mr. Caracci stated the proposed improvements will widen the pavement to Village's standard 27 foot, which is consistent with the adjacent cross section of Eastview Avenue to the south. Mr. Caracci stated the project also includes driveway removal and replacement, structure adjustment/reconstruction, new drainage structures and storm sewer, water main service and fire hydrant installation, concrete curb and gutter, pavement markings, and landscape restoration within the right-of-way.

Mr. Caracci stated A&E Luxury Apartment is currently in the planning phase to build a new 100+ unit apartment building on the southeast corner of Eastview Avenue and Irving Park Road. Mr. Caracci stated the development includes a proposed water service beneath Eastview Avenue. Mr. Caracci stated to avoid a pavement patch in this project new roadway pavement, the required water service beneath Eastview Avenue is included in the scope of the Eastview Avenue Roadway Reconstruction Project.

Mr. Caracci stated bids were advertised on February 15, 2024, with bids received on Tuesday March 5, 2024 for the project. Mr. Caracci stated nine (9) contractors submitted bids for this project. Schroeder Asphalt Services, Inc. submitted the lowest responsible bid.

**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.

**Civiltech:** Village Manager, Evan Summer, presented a **Resolution Authorizing the Execution of a Construction Engineering Services Agreement with Civiltech Engineering, Inc. for the Eastview Avenue Roadway Reconstruction Project in the Not-to-Exceed Amount of \$62,388.**

Mr. Caracci stated the Eastview Avenue Roadway Reconstruction Project will consist of full depth pavement removal/replacement and widening from Irving Park Road (IL Route 19) extending 300 feet to the south. Mr. Caracci stated this section of Eastview Avenue accommodates two-way traffic on an existing 18-foot-wide pavement section. Mr. Caracci stated the proposed improvements will widen the pavement to Village's standard 27 foot, which is consistent with the adjacent cross section of Eastview Avenue to the south. Mr. Caracci stated the project also includes driveway removal and replacement, structure adjustment/reconstruction, new drainage structures and storm sewer, water main service and fire hydrant installation, concrete curb and gutter, pavement markings, and landscape restoration within the right-of-way.

Mr. Caracci stated A&E Luxury Apartment is currently in the planning phase to build a new 100+ unit apartment building on the southeast corner of Eastview Avenue and Irving Park Road. Mr. Caracci stated the development includes a proposed water service beneath Eastview Avenue. Mr. Caracci stated to avoid a pavement patch in this project new roadway pavement, the required water service beneath Eastview Avenue is included in the scope of the Eastview Avenue Roadway Reconstruction Project.

Mr. Caracci stated in 2022, the Village advertised for and selected through a Qualification Based System (QBS) approach a list of engineering firms to provide design as well as construction engineering services for the upcoming years. Mr. Caracci stated Civiltech Engineering, Inc. is one of the short-listed firms to provide construction engineering services.

Mr. Caracci stated Civiltech brings forth a very experienced project team that has successfully provided similar services to the Village, most recently on the Bryn Mawr Avenue & Birginal Drive Reconstruction Project. Mr. Caracci stated the proposed engineering scope includes on-site inspections, review of project layout, construction documentation, material testing and preparation of record drawings.

Mr. Caracci stated the material testing required for the project will be performed by Midland Standard Engineering and Testing as a sub-consultant, and includes all sub-grade, concrete and asphalt pavement assessments and observations.

Mr. Caracci stated Civiltech's negotiated proposed work effort and fee totals 62,388.

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

All were in favor. Motion Carried.

**BLA, Inc.:** Village Manager, Evan Summer, presented a **Resolution Authorizing a Phase I Design Engineering Services Agreement with BLA, Inc. of Itasca, IL for the Evergreen Street Reconstruction STP Project in the Not-to-Exceed Amount of \$353,487.**

Mr. Caracci stated the Village successfully applied for a Surface Transportation Program (STP) grant in the amount of \$4,235,000 (\$3,750,000 for construction and \$485,000 for construction engineering) to reconstruct Evergreen Street, from Green Street to Jefferson Street. Mr. Caracci stated the project scope includes replacing the deteriorated pavement with the Village's standard industrial PCC roadway pavement, new subbase, new curbs, gutters, and aprons, storm sewer improvements, addition of sidewalk in the corridor. Other items of work will include ADA ramps, pavement striping, signage replacement, and landscape restoration.

Mr. Caracci stated in addition to the federally funded work above, the Village will also utilize its own funding to include the reconstruction of the remainder of the Park Street and Pine Avenue horseshoe with new PCC pavement, new subbase, new curbs, gutters, and aprons, storm sewer improvements, the addition of sidewalk in the corridor, ADA ramps, pavement striping, signage replacement, and landscape restoration. All roadways (Pine, Park, and Evergreen) will receive new water mains prior to installation.

of the new roadway pavements, and the sanitary sewers will be evaluated for repairs and lining during this project.

Mr. Caracci stated funding for this project's construction is included in IDOT's 2027 fiscal year, which begins July 1, 2027. Depending on design approval, this project is anticipated to be let for construction in late 2027 or early 2028.

Mr. Caracci stated in 2022, the Village advertised for and selected through a Qualification Based System (QBS) approach a list of engineering firms to provide design as well as construction engineering services for the upcoming years. Mr. Caracci stated BLA, Inc. is one of the short-listed firms.

Mr. Caracci stated BLA has provided similar design engineering services for many municipalities on numerous projects in the Chicagoland Area. Mr. Caracci stated BLA has a diverse design group with expertise in IDOT phase I reports, environmental impacts, traffic analysis, drainage studies, and municipal engineering. Mr. Caracci stated village staff feels very confident in hiring BLA for the upcoming project due to their excellent professional skills, knowledge, and staff capabilities.

Mr. Caracci stated the proposed assignment scope includes data collection, utility coordination, geometric analysis, traffic analysis, drainage studies, Phase I design approval, environmental clearances, wetland delineation and study, tree survey and preparation of a Project Development Report. Mr. Caracci stated as design progresses and staff feel confident in the solutions that BLA is proposing, a more detailed Phase II engineering agreement will be brought to the Board for phase II engineering.

Mr. Caracci stated after scoping meetings and negotiations, BLA's proposed work effort for this project totals \$353,487. Mr. Caracci stated federally funded projects have to abide by rigorous federal requirements and deadlines to obtain approval. Mr. Caracci stated the requirements of federal process are similar regardless of the type, size or scope of the project.

Mr. Caracci stated at this time staff has estimated the entire project cost at approximately \$7,500,000 - \$8,000,000. Based on this estimate the phase I design costs are approximately 4.5% which is within the typical range of 5-8% that we expect for phase I design costs.

**Motion:** Trustee Perez 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.

**Christopher B. Burke:** Village Manager, Evan Summer, presented a **Resolution Authorizing the Execution of an Engineering Services Agreement with Christopher B. Burke Engineering, Inc. for Grant Assistance for the York Road at CP Railway / Metra MDW Grade Separation Project in the Not-to-Exceed Amount of \$49,510.**

Mr. Caracci stated the Village has evaluated grade separation concepts for York Road going over and under the CP/Metra crossing based on the CP Railway merger with the Kansas City Southern Railway. Mr. Caracci stated the merger is anticipated to result in increased rail traffic and roadway congestion in the downtown Bensenville area. Mr. Caracci stated the preliminary engineering has yielded an underpass as the desired alternative for this potential project. Mr. Caracci stated the next phase of work on this project will be to perform Phase I and Phase II engineering. Mr. Caracci stated the anticipated cost for the engineering phases and right-of-way acquisition is in the \$5-8 million range. Mr. Caracci stated securing funding for these phases is our next challenge.

Mr. Caracci stated this past week we officially received confirmation of a \$1 million grant from Congresswoman Ramirez. Mr. Caracci stated this is a great start to our funding needs, but we have a long way to go.

Mr. Caracci stated there are a number of grant programs that we are going to attempt to secure funds from in the coming months.

Mr. Caracci stated these programs include the following:

- CRISI (Consolidated Rail Infrastructure & Safety Improvements)
- RCE (Railroad Crossing Elimination)
- RAISE (Rebuilding America Infrastructure with Sustainability and Equity)
- Illinois Commerce Commission (ICC) – Crossing Safety Improvement Program.

Mr. Caracci stated the effort required to apply for all these grants is beyond our in-house capabilities.

Mr. Caracci stated the Village reached out to Christopher B. Burke Engineering, Ltd (CBBEL) to provide a proposal to assist with the grant application processes for each of these grant programs.

Mr. Caracci stated the scope of this proposal includes the following:

- Task 1 – Data Collection and BCA Analysis
- Task 2 – Prepare Draft Grant Applications
- Task 3 – Project Coordination
- Task 4 – Prepare Final Grant Applications and Submittal
- Task 5 – Project Management

Mr. Caracci stated the goal of this contract is to secure as much grant funding for the initial phases of engineering as possible. Mr. Caracci stated once we are able to fund the Phase I engineering, we will go through a Qualification Based Selectin Process to secure the engineering team to perform the design.

Mr. Caracci stated the fee associated with this contract is \$49,510.

Motion: Trustee Perez 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.

**FH Paschen**

**Change Order #1:** Village Manager, Evan Summer, presented a **Resolution Authorizing the Execution of Change Order No. 1 with FH Paschen, S.N. Nielsen & Associates, LLC for the Senior and Community Center Project in the Not-to-Exceed Amount of \$212,383.93 for a Revised Contract Cost of \$1,029,530.43.**

Mr. Caracci stated FH Paschen took over the construction of the Senior and Community Center as part of the tender agreement with the Surety. Mr. Caracci stated the contract included all previously approved changes to the Empire contract as well as all necessary work necessary to carry out the intent of the original contract documents. Mr. Caracci stated the value of the FH Paschen contract was \$817,146.50.

Mr. Caracci stated as part of any construction project, changes occur that were unforeseen that are necessary to complete the project as originally intended. Mr. Caracci stated changes also arise when the owner asks the contractor to perform work that may not have been included in the original scope of work. Mr. Caracci stated these changes are documented in the form of Change Orders.

Mr. Caracci stated through March 1, 2024, there have been twelve (12) changes that have been agreed upon between the owner and contractor. Mr. Caracci stated these items can be found on the attached Change Order Request Form. Mr. Caracci stated the value of the changes to the contract total \$212,383.93. Mr. Caracci stated some of these changes were integrally necessary to account for unforeseen conditions, while others were added to the project as upgrades to the original scope.

Mr. Caracci stated based on the change order, the new contract total is \$1,029,530.43.

Motion: Trustee Perez 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.

**Clarke**

**Environmental:** Village Manager, Evan Summer, presented a **Resolution Authorizing a Contract with Clarke Environmental Mosquito Management, Inc. for the 2024 Mosquito Abatement Services Including Insecticide Tablets, in the Not-to-Exceed Amount of \$40,462.**

Mr. Caracci stated Clarke Environmental Mosquito Management has performed mosquito abatement services for the Village for over twenty years. The program includes the following tasks:

Task 1 - General Services (includes survey, mapping, public relations, consultation, etc.)

Task 2 - Surveillance and Monitoring (includes weather modeling, mosquito tracking, floodwater migration model)

Task 3 - Larval Control (includes 8 larval site monitoring inspections, larval control spraying, and tablet installation training for staff)

Task 4 - Adult Control (includes adult mosquito spraying for MIP, Libertyfest, and community wide spraying as necessary)

Mr. Caracci stated Clarke has increased pricing slightly from \$29,600 to \$30,630. They are a trusted & reputable vendor for these types of services.

Mr. Caracci stated Public Works also buys Natular which is a larval growth inhibitor product. Mr. Caracci stated after receiving an annual training from Clarke, the Village staff places the Natular in storm sewer catch basins. Mr. Caracci stated the product is effective for 180 days. Mr. Caracci stated the cost (\$9,832) of this is reflected in the overall contract amount.

Mr. Caracci stated Clarke continues to perform the work with exceptional quality and service to our residents. Mr. Caracci stated they also provide mosquito abatement for every DuPage County municipality and township that offers the program.

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

All were in favor. Motion Carried.

**Core & Main:** Village Manager, Evan Summer, presented a **Resolution Authorizing the Execution of a Purchase Order with Core & Main for Replacement Water Meter Register Heads in the not to Exceed Amount of \$224,775.**

Mr. Caracci stated the Village installed new water meters throughout the community in 2014. Mr. Caracci stated included in this project were residential meters (iPerls) that came with a 20-year warranty, and larger commercial and industrial Sensus Omni meters that came with a ten (10) year warranty. Mr. Caracci stated as these warranty dates near, the batteries within the register head on the Omni meters are failing causing automatic reads to be missed. Mr. Caracci stated Staff tested meters and parts to make sure they were still operating within the allowable and anticipated tolerances. Mr. Caracci stated all meters tested came back within the recommended limits, therefore only the register head need to be replaced.

Mr. Caracci stated Core & Main is the local distributor of Sensus meters and therefore is the sole source provider for the replacement parts. Mr. Caracci stated Staff has identified 555 meters that require register head change outs. Mr. Caracci stated the cost of each register head is \$405. Mr. Caracci stated therefore, the total cost of this replacement project is \$224,775.

Mr. Caracci stated Customer Service appointments will be made, and register heads replaced in a timely manner.

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

All were in favor. Motion Carried.

**2024 Senior  
Grass Cutting  
Guidelines:**

Village Manager, Evan Summer, presented a **Resolution Establishing Guidelines and Procedures for 2024 Senior/Disabled Grass Cutting Program.**

Mr. 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 2024 with minor changes from last year to the guidelines.

Mr. Caracci stated the program guidelines have been simplified over the years to ensure easier operational and administrative functions. Mr. Caracci stated after feedback from the residents and discussions with contractors, staff has determined that the services provided will remain the same and include:

Spring Cleanup  
Weekly Cutting of Grass  
Edging of Hardscape  
Fall Cleanup

Mr. Caracci stated the only change in the program this year will be a modest price increase to the resident from \$12.50 per cut to \$15.00 per cut.

Mr. Caracci stated the Village subsidizes this program by paying the contractor 50% of the cost of each cut. Mr. Caracci stated the total cost of each cut is \$30 per visit, per parcel (PIN). Mr. Caracci stated the resident will pay \$15, and the Village will subsidize \$15. Mr. Caracci stated this includes an increase from previous years in order to keep up with cost of services and to help retain contractors. Mr. Caracci stated the price increase reflects recent ongoing CPI increases.

Mr. Caracci stated a full list of eligibility requirements is attached to this Resolution. Mr. Caracci stated accounts will be mapped, divided geographically and assigned to four (4) different contractors who agreed to perform the work.

**Motion:** Trustee Perez 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.

**L.A.R. Lawn:** Village Manager, Evan Summer, presented a **Resolution Authorizing the Execution of a Contract with L.A.R. Lawn & Ground Corp. for the 2024 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 2024 Program with minor changes.

Mr. Caracci stated the program has been a great success and received a lot of positive feedback. Mr. Caracci stated L.A.R. Lawn & Ground 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 Perez 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 Summer, presented a **Resolution Authorizing the Execution of a Contract with Panoramic Landscaping for the 2024 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 2024 Program with minor changes.

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 Perez 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.

**Thomas Herrera Landscaping:** Village Manager, Evan Summer, presented a **Resolution Authorizing the Execution of a Contract with Tomas Herrera Landscaping for the 2024 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 2024 Program with minor changes.

Mr. Caracci stated the program has been a great success and received a lot of positive feedback. Mr. Caracci stated Thomas 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 Perez 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.

**KSK Landscaping:** Village Manager, Evan Summer, presented a **Resolution Authorizing the Execution of a Contract with KSK Landscaping & Handyman Corp. for the 2024 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 2024 Program with minor changes.

Mr. Caracci stated the program has been a great success and received a lot of positive feedback. Mr. Caracci stated KSK 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 Perez 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.

**My Hockey Tournaments:** Village Manager, Evan Summer, presented a **Resolution Authorizing an Ice Arena and Facility Usage License Agreement with MyHockey Tournaments, Inc.**

Director of Recreation, Sean Flynn stated the Village has encouraged MyHockey Tournaments to use the Edge Ice Arenas as one of its Chicago area tournament sites for the next seven hockey seasons, beginning with the 2024-25 season and concluding with the 2030-31 season. Mr. Flynn stated MyHockey Tournaments started its business exclusively at the Edge Ice Arenas nearly 25 years ago and has grown into the largest tournament company in the nation. Mr. Flynn stated MyHockey offers tournaments in Las Vegas, Tampa, Appleton, Austin, Charleston, Charlotte, Detroit, Fort Collins, Hampton Roads, Holland, Jacksonville, Madison, Minneapolis, Philadelphia, Pittsburgh, Provo, Rochester, Salt Lake City, St. Louis and Washington, D.C.

Mr. Flynn stated the Village has contracted with numerous tournament companies in the past and MyHockey Tournaments remains the gold standard in comparison to the rest of the field. Mr. Flynn stated MyHockey Tournaments draws teams to Bensenville from across the nation and Canada.

Mr. Flynn stated the company is the best tournament company at fulfilling their contracted ice times and paying their invoices within the terms established in their agreement.

**Motion:** Trustee Perez 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.

**Informational Items:** There were no informational 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 Perez made a motion to adjourn the meeting. Trustee Frey seconded the motion.

All were in favor. Motion carried.

President DeSimone adjourned the meeting at 7:05 p.m.

Corey Williamsen  
Deputy Village Clerk

**PASSED AND APPROVED** by the President and Board of Trustees of the Village of Bensenville this 16th day, April 2024