

**SPECIAL PUBLIC WORKS COMMITTEE MEETING**  
**WEDNESDAY, JULY 8, 2020 – 2:00 P.M.**  
**REMOTE ACCESS MEETING**  
**MINUTES**

**ROLL CALL/CALL TO ORDER**



Chairman Raymond Buschmann called the virtual meeting to order at 2:00 P.M. Aldermen Ted Notz and Jim Preschlack were present.

Staff virtually attending the meeting included Michael Thomas, Director of Public Works; Dan Martin, Superintendent of Public Works; Bob Ells, Superintendent of Engineering; Jason Wicha, City Manager; Cathy Czerniak, Director of Community Development and Jim Lockefer, Management Analyst.

**INFORMATIONAL ITEMS**

**I. CODE UPDATE REGARDING SUMP PUMP & DOWNSPOUT DISCHARGE AS IT RELATES TO PROPERTY LINES AND PUBLIC RIGHT-OF-WAY – CATHY CZERNIAK**

Director Czerniak reviewed the below summary presentation slide on the topic. She explained that a more detailed summary memo was included the Committee's meeting packet.

<p><b>CODE UPDATE</b></p> <p><b>SECTION 150.391 - STORM SEWER AND SURFACE DRAINAGE</b></p> <p><b>INFORMATION ONLY – REVIEW OF PREVIOUS COMMITTEE DISCUSSION</b></p>
<ul style="list-style-type: none"><li>• Purpose – Update, clarify, add specificity</li><li>• Key issues addressed<ul style="list-style-type: none"><li>○ Eliminate requirement for connection to a public storm sewer.</li><li>○ Specify permitted locations for sump pump, down spouts and storm sewer discharge.</li><li>○ Mitigate discharge close to property lines, public rights-of way (sidewalks and streets).</li><li>○ Update permitted materials.</li><li>○ Require City approval for connection to road drains.</li></ul></li></ul>
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Director Czerniak explained that this topic was previously reviewed and approved by the Public Works Committee at the December 10, 2019 meeting and that City staff wanted to again review the topic with the Committee prior to the topic appearing on the next City Council meeting agenda.

The Committee and staff discussed the process for which the recommended code language was reviewed, the City's private storm sewer review and permitting processes, and property downspout extensions.

Alderman Preschlack moved to recommend approval to City Council the Code update regarding sump pump & downspout discharge as it relates to property lines and public right-of-way. Chairman Buschmann seconded the motion, which carried unanimously.

## II. **NOTIFICATION OF THE CITY OF LAKE FOREST'S REQUIRED IEPA STORMWATER MANAGEMENT PROGRAM PLAN ("SMPP") – JIM LOCKEFEE**

Management Analyst Jim Lockfeer reviewed the below summary presentation slides on the topic. He explained that the City's full SMPP was included in the Committee's meeting packet. He explained that the Plan can always be accessed by the public online.

### **NOTIFICATION OF THE CITY OF LAKE FOREST'S REQUIRED IEPA STORMWATER MANAGEMENT PLAN**

---- INFORMATION ONLY ----

#### **What is a SMPP?**

- Existing procedures and practices that are implemented by a municipality that reduce the discharge of pollutants within stormwater runoff

#### **What is the purpose of a SMPP?**

- To meet the minimum standards required by the United States Environmental Protection Agency (USEPA) under the National Pollutant Discharge Elimination System (NPDES) program

#### **Why does Lake Forest need a SMPP?**

- Federal regulations through the USEPA require that all Municipal Separate Storm Sewer Systems (MS4s), located partially or fully in urbanized areas, obtain stormwater permits for their discharges into receiving waters

#### **What information can be found within the SMPP?**

- Outreach efforts
- Education efforts
- City Stormwater Management Policy
- City operations



### **NOTIFICATION OF THE CITY OF LAKE FOREST'S REQUIRED IEPA STORMWATER MANAGEMENT PLAN**

---- INFORMATION ONLY ----

#### **How did City Staff develop the City's SMPP**

- Using a SMPP template provided by the Lake County SMC
- Help via a consultant with prior career experience with the IEPA and USEPA

#### **Where is the City's SMPP located?**

- Located on the City's website on the [Flooding and Stormwater Management](#) webpage



*Stormwater*  
MANAGEMENT COMMISSION  
LAKE COUNTY, IL

The Committee and staff discussed the potential role of the City's Environmental Committee in reviewing the SMPP.

### III. PUBLIC WORKS CIP PROJECT STATUS UPDATES – DAN MARTIN, BOB ELLS, MICHAEL THOMAS

Director Thomas reviewed the below summary presentation slides on the topic.

PUBLIC WORKS CIP PROJECT STATUS UPDATES				
---- INFORMATION ONLY ----				
FY21 Capital Fund Projects				
	Project	City Council Approval	% Complete	Notes
Ells	Annual Concrete Sidewalks / Curbs / Repairs	5/4/2020	100%	Completed
	Annual Pavement Crack Sealing	5/4/2020	100%	Completed
	Annual Pavement Patching Program	4/20/2020	0%	Contractor developing schedule – est. July
	Annual Pavement Resurfacing Program	4/20/2020	60%	In progress; Laurel Ave. to begin July 6 <sup>th</sup>
	Annual Storm Sewer Lining Program	5/4/2020	50%	All sewers cleaned; lining begins July 6 <sup>th</sup>
	Bridge Inspections & Analyses	5/4/2020	25%	Inspections in progress
	Conway Farms Drainage Improvement	5/18/2020	100%	Completed
	Off-Street Parking: Quarta Lot Resurfacing	5/18/2020	0%	Construction to begin July 6 <sup>th</sup>
	Route 60 Bike Path Phase I Design	5/4/2020	20%	Kickoff and site meetings held
	Ferry Hall Ravine Washout	11/4/2019	60%	Landscape restoration completed Fall 2019 Storm Sewer work begins July 6 <sup>th</sup>
Martin	Storm: Non-Ravine Culvert & Ditch Improvements	5/4/2020	75%	Sheridan Rd. - Completed Illinois & Stonegate - In progress Mayflower – In progress
	Annual Gas Light LED Conversions	NA	approx. 20%	Ongoing / finishing VT area
	Longline Striping	7/20/2020	0%	Seeking Council approval
	MSF Resurface Fleet Epoxy Floor	10/5/2020	0%	Seeking Council approval
	Property Condition Assessments	6/1/2020	10%	Kickoff meeting completed
	Senior Center HVAC Replacements / Upgrades	9/8/2020	0%	Seeking Council approval
Thomas	Capital Equipment - All Funds	January - April 2020	90%	90% equipment received
	Forest Park Ravine & Bluff Plantings	N/A	Ongoing	Replacement and/or additional as needed
	Concrete - Compost Center & MS	5/4/2020	50%	Concrete to be poured July 6 <sup>th</sup>
Lockefer	FP Bluff: Pre-Design Mod Risk Areas & Monitoring	5/4/2020	20%	Kickoff & multiple site visits held All prior AECOM data provided
	Rosemary Ravine	6/1/2020	30%	In progress
FY21 Water Fund Projects				
	Project	City Council Approved	Project Completed %	Notes
Ells	Manhole Lining and I&I Repairs	5/18/2020	5%	Pre-construction meeting held July 2 <sup>nd</sup> Construction begins July 13 <sup>th</sup>
	Annual Sanitary Sewer Lining Program	5/4/2020	50%	All sewers cleaned; lining begins July 6 <sup>th</sup>
	Water Meter Replacement Study	NA	0%	Coordinating kickoff meeting
	Watermain Replacement Prioritization Plan	6/15/2020	0%	Agreement being finalized
	Water Distribution Study & Analysis	6/15/2020	0%	Agreement being finalized
Martin	Water Plant Roof Repair	8/3/2020	0%	Proposals received July 2 <sup>nd</sup>
	Finished and Raw Water Pump Performance Rebuilds	8/3/2020	0%	Reviewing proposals
	Remote Station PLC Upgrades	9/8/2020	0%	Developing RFP
	Spruce Lift Station Pump Overhaul	8/3/2020	0%	Reviewing proposals

The Committee and staff discussed the progress related to the Property Condition Assessments Project, COVID-19 impacts on the projects, and the project grant opportunities staff is pursuing.

## ACTION ITEMS

### IV. APPROVAL OF THE MAY 26, 2020 PUBLIC WORKS COMMITTEE MEETING MINUTES

Alderman Preschlack moved to approve the May 26, 2020 Public Works Committee meeting minutes. Alderman Notz seconded the motion, which carried unanimously.

### V. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL THE FY21 LONG LINE STRIPING PROGRAM – DAN MARTIN

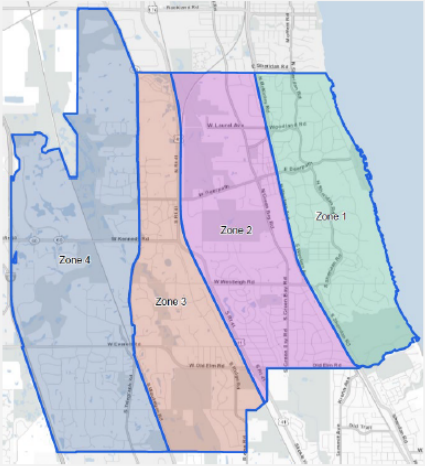
Superintendent Martin reviewed the below summary presentation slide on the topic. He explained that a draft City Council write-up was also included in the Committee's meeting packet.

### FY21 LONG LINE STRIPING PROGRAM

- FY21 project budget - \$94,000
- Suburban Purchasing Cooperative (SPC) joint bid
- The 2020 SPC/IDOT thermoplastic lane marking contract was awarded to Superior Road Striping, Inc. of Melrose Park
  - Lane marking specifications meet Illinois IDOT standards
  - Pricing / terms & conditions remain the same as FY20 contract (extended due to COVID-19 impacts)

Description	UOM	2019 Cost per Unit	2020 Cost per Unit
4" Line	LF	\$0.52	\$0.52
6" Line	LF	\$0.76	\$0.76
12" Line	LF	\$1.52	\$1.52
24" Line	LF	\$3.78	\$3.78
Letters & Symbols	SF	\$3.51	\$3.51
Removal	SF	\$0.41	\$0.41

- City's Long Line Striping Program is split into 4 zones (includes all streets, parking lots and crosswalks)
  - Zone 1 completed in 2019
  - Zone 2 to be completed in 2020
- Staff recommends awarding the FY21 Long Line Striping Program to Superior Road Striping, Inc. in the amount of \$94,000



Alderman Notz moved to recommend approval to City Council the FY21 Long Line Striping Program to Superior Road Striping, Inc. in the amount of \$94,000. Alderman Preschlack seconded the motion, which carried unanimously.

## PUBLIC COMMENT

There was no additional public comment.

## NEXT MEETING – SEPTEMBER 23

The Committee agreed to meet next on September 23, 2020 at 2 P.M. The Committee and staff had discussions about potential agenda items for the next meeting.

**ADJOURNMENT**

Alderman Notz moved to adjourn the meeting of the Public Works Committee at 3:02 P.M. Alderman Preschlack seconded the motion, which carried unanimously.

Respectfully submitted,

Jim Lockefeer Jr.  
Management Analyst