



# COMMITTEE OF THE WHOLE

## MEETING AGENDA

**January 10, 2023**

*This meeting will convene immediately following the Village Board Meeting, which begins at 7 p.m.*

Meetings can be watch on the [Village's YouTube Channel](#)

Questions regarding meeting participation should be directed to the Deputy Clerk at [deputyclerk@itasca.com](mailto:deputyclerk@itasca.com) or (630) 228-5623.

1. **Call to Order; Roll Call**
2. **Pledge of Allegiance**
3. **Presentation of Meeting Minutes**
  - a. **Committee of the Whole – December 20, 2022**

**Documents:**

[20221220 COW Minutes.pdf](#)
4. **President's Comments**
5. **Community Development Committee**

Chair Trustee Gavanis; Co-Chair Trustee Leahy

**a. Discussion and possible action regarding a Resolution  
Establishing TIF and Joint Review Board (JRB) Meeting Dates**

**Documents:**

[ComDev A - Establishing TIF JRB Meeting Dates - 122922.Pdf](#)

**6. Capital & Infrastructure Committee**

Chair Trustee Aiani; Co-Chair Trustee Madaras

**7. Finance & Operations Committee**

Chair Trustee Powers; Co-Chair Trustee Daly

**a. Discussion and possible action regarding an Amendment to the  
Village's Code of Ordinance, Chapter 78, Schedule I: Parking is  
Prohibited on School Days at Times Indicated (Ord. 2051-23)**

**Documents:**

[Fin A - Appending Parking Restriction Ordinance \(Washington  
School\) - 010423.Pdf](#)

**8. Intergovernmental Committee**

Chair Trustee Leahy; Co-Chair Trustee Aiani

**9. Department Head Reports**

**10. Village Administrator Report**

**11. Old Business**

**12. New Business**

**13. Audience Participation**

**Documents:**

[Rules For Public Comment - 081222.Pdf](#)

**14. Closed Session**

**15. Adjournment**



Village of Itasca  
Committee of the Whole Regular Meeting  
Tuesday, December 20, 2022  
Immediately Following the Village Board of Trustees Meeting  
Itasca Municipal Complex, Board of Trustees Room

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**1. Call to Order**

Mayor Pruyn called to order the Committee of the Whole Regular Meeting at 7:49 p.m.

**Roll Call**

PRESENT: Mayor Jeff Pruyn, Trustee Jeff Aiani, Trustee Brendan Daly, Trustee Dino Gavanese, Trustee Frank Madaras, Trustee Patrick Powers.

REMOTE: Trustee Ellen Leahy.

ABSENT: None.

Others Present: Director of Police Bob O'Connor, Public Works Director Mike Subers, Village Engineering Consultant Mark Wesolowski, Deputy Clerk Deanne Curelo, Finance Director Jennifer Ramsay, Community Development Director Vijay Gadde, Village Administrator Carie Anne Ergo, Village Attorney Yordana Wysocki, Village Attorney Chuck Hervas, Village Clerk Jody Conidi.

**2. Pledge of Allegiance**

Recited at the preceding Village Board Meeting.

**3. Meeting Minutes**

**a. Committee of the Whole Meeting Minutes – December 6, 2022**

Trustee Aiani moved to approve the Committee of the Whole Meeting Minutes for Tuesday, December 6, 2022. Trustee Gavanese seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Leahy, Madaras, Powers.

No – None.

Absent – None.

**MOTION APPROVED.**

**4. President's Comments**

**a. 2023 Legislative Session – DuPage Mayors & Managers Conference**

Trustee Gavanese moved to recommend approval of Resolution 1403-23, "A Resolution Endorsing the Legislative Action Program of the DuPage Mayors and Managers Conference for the 2023 Legislative Session". Trustee Daly seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Leahy, Madaras, Powers.

No – None.

Absent – None.

**MOTION APPROVED.**

**b. 2023 Legislative Session – Illinois Municipal Conference**

Mayor Pruyn moved to recommend approval of Resolution 1404-23, “A Resolution Endorsing the Legislative Action Program of the Illinois Municipal Conference for the 2023 Legislative Session”. Trustee Powers seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Leahy, Madaras, Powers.

No – None.

Absent – None.

**MOTION APPROVED.**

**5. Community Development Committee Report**

Chair: Trustee Gavanese, Co-Chair: Trustee Leahy

**a. Downtown TIF District – Holladay Properties TIF Inducement**

Trustee Gavanese moved to recommend approval of a TIF Inducement for Holladay Properties for the Downtown TIF District. Trustee Powers seconded.

**Roll Call:**

Aye – Trustees Daly, Gavanese, Leahy, Madaras, Powers.

No – Trustee Aiani.

Absent – None.

**MOTION APPROVED.**

**6. Capital and Infrastructure Committee Report**

Chair: Trustee Aiani, Co-Chair: Trustee Madaras

**a. Roadway and Infrastructure Improvements - Elm Street – Payment 13 & Final**

Trustee Aiani moved to recommend approval of Itasca Roadway and Infrastructure Improvements - Elm Street Payment 13 and Final to DiMeo Brothers, Inc. in the amount of \$281,333.83. Trustee Daly seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Leahy, Madaras, Powers.

No – None.

Absent – None.

**MOTION APPROVED.**

**b. Park/Pierce/Devon Intersection Project – Engineering Service Agreement**

Trustee Aiani moved to recommend approval of a Local Public Agency Engineering Service Agreement with Robinson Engineering, Ltd. For Phase III Engineering for the Park/Pierce/Devon Intersection Project in the amount of \$294,446.00. Trustee Powers seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Leahy, Madaras, Powers.

No – None.

Absent – None.

**MOTION APPROVED.**

- c. **Park/Pierce/Devon Intersection Project – Appropriating Funds Agreement**  
Trustee Aiani moved to recommend approval of a resolution and agreement with the State of Illinois and the Village of Itasca for appropriating funds for the Park/Pierce/Devon Intersection Project. Trustee Daly seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Leahy, Madaras, Powers.

No – None.

Absent – None.

**MOTION APPROVED.**

- d. **Songbird Slough Forest Preserve – Access and Grading License Agreement**  
Trustee Aiani moved to recommend approval of a license agreement between the Forest Preserve District of DuPage County and the Village of Itasca for access and grading within a portion of Songbird Slough Forest Preserve. Trustee Powers seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Leahy, Madaras, Powers.

No – None.

Absent – None.

**MOTION APPROVED.**

Trustee Aiani moved for a Closed Session following Old Business pursuant to the requirements of the Illinois Open Meetings Act under Exemption 5 ILCS 120/2 (c) to discuss:

(2) collective negotiating matters between the public body and its employees or their representatives;

(21) discussion of minutes of meetings lawfully closed.

Trustee Daly seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Leahy, Madaras, Powers.

No – None.

Absent – None.

**MOTION APPROVED.**

**7. Finance and Operations Committee Report**

Chair: Trustee Powers, Co-Chair: Vacant

- a. **Village Traffic Code – Unlicensed Personal Vehicles Ordinance**  
Trustee Powers moved to recommend approval of the adoption of a new ordinance to the Village Traffic Code, Title VII Chapter 80 – Unlicensed Personal Vehicles. Trustee Aiani seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Leahy, Madaras, Powers.

No – None.

Absent – None.

**MOTION APPROVED.**

**b. Body Worn Cameras/Tasers and In-Car Cameras – Purchase**

Trustee Powers moved to recommend approval of the purchase of Axon Body Worn Cameras (BWC)/Tasers and In-Car Cameras. Trustee Leahy seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Leahy, Madaras, Powers.

No – None.

Absent – None.

**MOTION APPROVED.**

**c. Tax Abatement – General Obligation Refunding Bonds Series 2022A**

Trustee Powers moved to recommend approval of Ordinance 2048-22, “An Ordinance Abating the Tax Hereto Levied for the Year 2022 to Pay the Principal of and Interest on General Obligation Refunding Bonds (Alternate Revenue Source), Series 2022A, of the Village of Itasca, DuPage County, Illinois”. Trustee Madaras seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Leahy, Madaras, Powers.

No – None.

Absent – None.

**MOTION APPROVED.**

**d. Tax Abatement – General Obligation Bonds Series 2022B**

Trustee Powers moved to recommend approval of Ordinance 2049-22, “An Ordinance Abating the Tax Hereto Levied for the Year 2022 to Pay the Principal of and Interest on General Obligation Bonds (Alternate Revenue Source), Series 2022B, of the Village of Itasca, DuPage County, Illinois”. Trustee Daly seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Leahy, Madaras, Powers.

No – None.

Absent – None.

**MOTION APPROVED.**

**8. Intergovernmental Committee Report**

Chair: Trustee Leahy, Co-Chair: Trustee Aiani

No Intergovernmental Committee Report.

**9. Department Head Reports**

**Police Department**

Safety Director O’Connor reported a large disturbance at the Eaglewood Resort and Spa last weekend resulted in calls for backup from other communities; and Illinois House Bill 1095 goes into effect January 1, 2023 with requirements for in-house training.

**Public Works Department**

Public Works Director Subers reported meeting with School District 10 to combine construction costs during the installation of curbs and gutter in front of Peacock Middle School with projects the school district has planned for the same area.

**Engineering Services**

No Engineering Services Report.

**Clerk's Office**

Deputy Clerk Curelo reported the Holiday Luncheon for staff is Wednesday, December 21, 2022 and the first Village Board of Trustees and Committee of the Whole Meetings for 2023 are on Tuesday, January 10, 2023.

**Community Development Department**

Community Development Director Gadde reported the developers of Andrene Lane have eight months from October 2022 to submit plans; and Verizon Wireless will be submitting seven more permit requests in 2023.

**Finance Department**

Finance Director Ramsay reported shifting focus to the budget as the audit is completed and drafting a capital improvement plan for the Village Board to review in January 2023.

**Village Attorney**

No Village Attorney Report.

**10. Village Administrator Report**

Village Administrator Ergo reported the auditors created a list of areas for improvement and opportunities for fraudulent activity; Pace Line 616 was discontinued and working with Pace for a VanGo service connecting the Metra Station to Hamilton Lakes; and Illinois Senator Diane Pappas requested funds in the amount of \$275,000.00 be released for the sewer project.

**11. Old Business**

No Old Business.

**12. New Business**

No New Business.

**13. Audience Participation9:**

No Audience Participation.

Mayor Pruyn called for a recess at p.m.

**14. Closed Session**

Mayor Pruyn called to order the Closed Session at 9:15 p.m.

Mayor Pruyn adjourned the Closed Session at 9:42 p.m.

Mayor Pruyn reconvened the Committee of the Whole Meeting at 9:42 p.m.

**15. Adjournment**

Trustee Gavanis moved to adjourn the Committee of the Whole Meeting at 9:43 p.m.  
Trustee Madaras seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanis, Leahy, Madaras, Powers.

No – None.

Absent – None.

**MOTION APPROVED.**

Submitted this 20th day of December 2022.

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Jody A. Conidi, Village Clerk





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**VILLAGE PRESIDENT**

JEFFERY J. PRUYN

**VILLAGE CLERK**

JODY A. CONIDI

**VILLAGE ADMINISTRATOR**

CARIE ANNE ERGO

**VILLAGE TRUSTEES**

JEFF AIANI

BRENDAN DALY

DINO GAVANES

ELLEN LEAHY

FRANK J. MADARAS

PATRICK POWERS

## MEMORANDUM

**TO:** Village Administrator  
**FROM:** Vijay Gadde, Community Development Director  
**DATE:** December 29, 2022  
**SUBJECT** Discussion regarding a Resolution Establishing TIF and JRB Meeting Dates

**RECOMMENDED MOTION:** To approve a Resolution establishing the dates for a TIF Public Hearing and Joint Review Board Meeting.

### INTRODUCTION

The TIF Act requires, among other things, a public hearing before the Corporate Authorities and a meeting of the Joint Review Board, together with required notices and other matters required by the TIF Act.

### DISCUSSION

On April 4, 2023, the Village Board will be requested to conduct a public hearing with respect to designating a Redevelopment Project Area, approving the Redevelopment Plan and Project, the adoption of tax increment allocation financing and all other matters required by the TIF Act for the proposed Downtown north TIF.

Village staff and Kane, McKenna, and Associates are requesting to be authorized and directed to provide and publish all notices of the Public Hearing and any other notices required by the TIF Act.

Additionally, a meeting of the Downtown north TIF Joint Review Board will need to be convened, to consider the designation of the Redevelopment Project Area, the Redevelopment Plan and Project, the adoption of Tax Increment Allocation Financing and such other matters as are provided by law. The first meeting of the Joint Review Board will be held at 1:00 p.m. on February 9, 2023, in the Village Boardroom.

Staff will provide a draft Resolution for Village Board consideration at the January 24, 2023, meeting.

### FISCAL IMPACT

In order to evaluate and redevelop the Redevelopment Project Area it may be necessary to undertake certain public improvements, prepare certain studies and reports and incur other costs, including costs and expenses defined as "Redevelopment Project Costs" by the TIF Act.

## **STAFF RECOMMENDATION**

Staff recommends the item be forwarded to the Committee of the Whole on January 10, 2023, for consideration and approval.



**VILLAGE PRESIDENT**

JEFFERY J. PRUYN

**VILLAGE CLERK**

JODY A. CONIDI

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**MEMORANDUM**

**TO:** Carrie Anne Ergo, Village Administrator  
**FROM:** Michael Subers, Public Works Director  
**DATE:** January 4, 2023  
**SUBJECT:** Amendment to the Village's Code of Ordinance, Chapter 78, Schedule I: (C), Parking is Prohibited on School Days at Times Indicated

**RECOMMENDED MOTION: I move to approve Ordinance No. 2051-23 amending the Village's Code of Ordinance, Chapter 78, Schedule I: (C)**

**INTRODUCTION**

In October of 2022, the Village Board amended parking restrictions on the northside of Washington Street west of the Benson school to Elm - allowing safer bus movements. The Police Department has requested that Public Works extend the parking restriction on the northside of Washington from Elm to Walnut.

**DISCUSSION**

While the amending the parking restrictions in Resolution 2040-22 did improve the bus movements to Elm, bus travel is still difficult from Elm to Walnut, due to parents parking on both sides of Washington. The amended language would extend the Parking restrictions (No parking - School Days 8:00am - 4:30 pm) from Elm to Walnut on the northside of Washington improving the movements of bus traffic.

**FISCAL IMPACT**

Installation of three parking signs has an estimated material cost of \$350 (01-02-63004) and labor costs of \$200 (01-02-51020).

**STAFF RECOMMENDATION**

Staff recommends the item be forwarded to the Committee of the Whole on January 10, 2023, for consideration and approval.

**ATTACHMENTS**

Amending Ordinance 2051-23  
Exhibit A

**ORDINANCE NO. 2051-23**

**AN ORDINANCE AMENDING THE VILLAGE’S CODE OF ORDINANCES,  
CHAPTER 78, SCHEDULE I: (C)**

WHEREAS, the Village Board wishes to amend Chapter 78: Parking Schedules to update Schedule I (C), Parking is prohibited on school days at the times indicated

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Itasca, DuPage County, Illinois, as follows:

SECTION ONE: Itasca Code of Ordinances Chapter 78: Parking Schedules, Schedule I (C) is amended as shown in Exhibit A, which is attached hereto and incorporated herein by reference.

SECTION TWO: SEVERABILITY. The various provisions of this Ordinance are to be considered as severable, and if any part or portion of this Ordinance shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Ordinance.

SECTION THREE: REPEAL OF PRIOR ORDINANCES. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FOUR: EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

	Trustee Aiani	Trustee Daly	Trustee Gavanes	Trustee Leahy	Trustee Madaras	Trustee Powers	Mayor Pruyn
Aye	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Absent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

APPROVED and ADOPTED by the Village President and Board of Trustees of the Village of Itasca this 24<sup>th</sup> day of January, 2023.

APPROVED:

\_\_\_\_\_  
Village President Jeffery J. Pruyn

ATTEST:

\_\_\_\_\_  
Village Clerk Jody Conidi

**('52 Code, Ch. 16, § 10.02)**

(C) Parking is prohibited on school days at the times indicated:

Street	Side	Location	Ord. No.	Date
Bryn Mawr	South	100 feet east of Catalpa between 8:00 a.m. to 4:30 p.m.	2040-22	10-18-22
Catalpa	West	100 feet south of Bryn Mawr between 8:00 a.m. to 4:30 p.m.	2040-22	10-18-22
Circle access drive	Both	South of Orchard Street and west of Walnut Street, and only pick-up or drop-off traffic shall be permitted, at all times.	1101-01	10-2-01
Clover Ridge	North	130 feet west of Catalpa between 8:00 a.m. to 4:30 p.m.	2040-22	10-18-22
North Street	North	From main entrance to west of Peacock Junior High School parking lot (student drop off and pick up allowed only) between 6:30 a.m. and 4:00 p.m.	1040-99	11-2-99
North	South	Walnut to Arlington Heights Road between 6:30 a.m. and 4:00 p.m.	1040-99	11-2-99
Washington	North	Front of main sidewalk entrance to Benson Primary School from Rush to west parking lot (student drop off and pick up allowed only) between 8:00 a.m. and 4:30 p.m.	1040-99	11-2-99
Washington	North	East school entrance to <del>Walnut Elm</del> between 8:00 a.m. to 4:30 p.m.	<del>2040-22</del>	<del>10-18-22</del>

Penalty, see § 70.99



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**VILLAGE PRESIDENT**

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## **RULES FOR PUBLIC COMMENT**

It shall be the policy of the Village of Itasca, that any person shall be allowed to address public officials at any board, committee, or commission meeting subject to the Illinois Open Meetings Act. These comments may pertain to items on the agenda or can be more general. The following rules shall apply to all such public comment periods:

### **Speakers:**

- a) Any person wishing to speak during any portion of an open meeting shall sign in before the meeting's starting time, stating their name, resident status, and topic to be discussed. Residents will be called first to speak during public comment time. Failure to identify resident status or topic will not bar a person from speaking.
- b) No person shall be permitted to speak until being recognized by the presiding officer of the meeting. All comments shall be received from the podium and addressed to the presiding officer of the meeting.
- c) Speakers must identify themselves by name and provide whether they are a resident or non-resident of Itasca before their comments. If they choose, speakers may also give their residential address.
- d) Speakers will refrain from repeating testimony and comments that have previously been provided to the governing board. Whenever possible, groups of residents shall consolidate their comments and avoid repetition through the use of representative speakers. It is acceptable for speakers to state that they agree/disagree with previously provided comments and testimony to avoid repetition.
- e) Speakers may not use public comment to harass board or commission members or staff. Public Comment is not for asking questions of officials or staff or engaging in a dialogue or debate. Profanity will not be tolerated.

### **Time Limits:**

- a) The total time for public comment shall be limited to thirty (30 minutes) at the end of each meeting, unless extended by the majority of the board/committee.
- b) All individuals shall be limited to a maximum of 3 minutes each and may speak only once, unless extended by the majority of the board/committee. If more than 10 people sign up for public comment, the 30-minute time period will be allotted evenly.
- c) No speaker may give their allotted minutes to another person.
- d) Time limits shall not apply to Public Hearings.

**Responses:**

- a) Members of the governing body are not required to answer questions or to otherwise respond to public comments. Comments may be taken under advisement and may be referred to the appropriate staff member for response outside the meeting.

**Decorum:**

- a) All speakers, and the audience, shall respect the presiding officer's directions in furtherance of maintaining proper order, respect, and decorum during the meeting.
- b) Members of the audience shall refrain from noisy outbursts or other distracting actions such as applauding, cheering, or booing during or at the conclusion of any remarks made by any speaker, staff member, or Village official.
- c) Any person who violates these rules or who otherwise disrupts the order and decorum of the meeting may be removed.