

AGENDA
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
JAMES MARTIN, CHAIRMAN

MONDAY, SEPTEMBER 22, 2014, 7:00 P.M.
CITY COUNCIL CHAMBERS
2 E. MAIN STREET, ST. CHARLES, IL 60174

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. ADMINISTRATIVE**
 - a. Electric Reliability Report – Information only.
 - b. Tree Commission Minutes – Information only.
- 4. MAYOR'S OFFICE**
 - a. Recommendation of a New Class A5 Liquor License for The Bend General Store to be located at 320 West Main Street, St. Charles.
- 5. PUBLIC WORKS DEPARTMENT**
 - a. Presentation of and Recommendation to approve Funding for the Active River Project.
 - b. Recommendation to accept Petkus Easement.
 - c. Recommendation to Waive the Formal Bid Procedure and approve Purchase Order with Driessen Construction for Civil Work at Dunham Road Substation.
 - d. Recommendation to award Purchase Order to Utility Financial Solutions, LLC for Communication Services Rate Study.
 - e. Recommendation to award Purchase Order to CB&I Constructors Inc. for Driveway Pavement to the Substation Adjacent to the New Water Tower.
 - f. Recommendation to Award Proposal for Riverside Reservoir Repair.
 - g. Recommendation to Waive the Formal Bid Procedure and Approve the Purchase of Disinfection System Control Panel.

6. FIRE DEPARTMENT

- a.** Recommendation to approve Closing of Parking Lot J and the 100 block of Riverside Drive from 9:00 a.m. to 4:00 p.m. on Sunday, October 19 for Fire Department Open House Events.

7. ADDITIONAL BUSINESS

8. EXECUTIVE SESSION

- Personnel
- Pending Litigation
- Probable or Imminent Litigation
- Property Acquisition
- Collective Bargaining

9. ADJOURNMENT



AGENDA ITEM EXECUTIVE SUMMARY

Title: Electric Reliability Report – Information Only

Presenter: Tom Bruhl

Please check appropriate box:

	Government Operations	X	Government Services 09.22.14
	Planning & Development		City Council
	Public Hearing		

Estimated Cost: \$

Budgeted:

YES

NO

If NO, please explain how item will be funded:

Executive Summary:

For information only.

Attachments: (please list)

August 2014 Outage Report.

Recommendation / Suggested Action (briefly explain):

For information only.

For office use only:	Agenda Item Number: 3.a
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City of St. Charles
August 2014 Outages



AGENDA ITEM EXECUTIVE SUMMARY

Title: Tree Commission Minutes – Information only

Presenter: Peter Suhr

Please check appropriate box:

	Government Operations	X	Government Services 09.22.14
	Planning & Development		City Council
	Public Hearing		

Estimated Cost: N/A Budgeted: YES NO

If NO, please explain how item will be funded:

Executive Summary:

A duty of the Tree Commission is to advise and consult with the Government Services Committee. July 2014 meeting minutes are attached.

Attachments: (please list)

Tree Commission Minutes – July 2014 meeting minutes

Recommendation / Suggested Action (briefly explain):

For information only.

For office use only: Agenda Item Number: 3.b

**MINUTES
CITY OF ST. CHARLES
TREE COMMISSION MEETING
RON ZIEGLER, CHAIRMAN
JULY 10, 2014**

Members Present: Valerie Blaine, Jon Duerr, Ralph Grathoff, Raymond Hauser, Suzi Myers, Pam Otto, Ron Ziegler

Members Absent: Caroline Wilfong, Phil Zavitz

Others Present: Tony Bellafiore, Phil Graf, Steve Lane, Isabel Soderlind

Visitors Present: Kevin Kaschke

1. Call to Order & Pledge of Allegiance

The meeting was convened by Comm. Ziegler at 7:10 p.m.

2. Roll Call

3. Introductions of Visitors - Comments and Concerns:

The following visitors introduced themselves to the committee:

Tony Bellafiore, Public Services Division Manager for the City of St. Charles, was introduced. He is standing in for Chris Adesso who was not able to attend the meeting.

Phil Graf and Steve Lane from Graf Tree Care were invited to the meeting to offer guidance and suggestions on the development of the Tree Commission's Urban Forestry Management Plan (UFMP).

Kevin Kaschke, a Boy Scout with Local Troop 13, was attending this meeting to fulfill the requirements for his Communications badge.

4. Minutes Review and Approval

- A. Motion to accept and place on file the minutes of the May 8, 2014 Tree Commission meeting as revised. Motion by Comm. Myers, second by Comm. Grathoff to accept and place the minutes on file as revised.

Voice vote: unanimous; Nays – None; Absent: Caroline Wilfong, Phil Zavitz

- Motion carried at 7:16 p.m.

5. Old Business

A. Discussion on City Forestry Plan/Ordinance

Chair. Ziegler began this section of the meeting by reading the "Plan Summary" section of the "Urban Forestry Best Management Practices for Public Works Managers - Urban Forestry Management Plan" published by the American Public Works Association. (The entire document may be viewed at <http://www2.apwa.net/documents/About/CoopAgreements/UrbanForestry/UrbanForestry-4.pdf>.) This excerpt of the plan summarizes the purpose and basic steps required in creating an Urban Forest Management Plan (UFMP). See attached document "Urban Forest Management Plan Summary" for detailed information.

Phil Graf, ISA Certified Arborist, and Steve Lane were both present from Graf Tree Care to provide guidance to the Tree Commission on the Urban Forestry Management Plan initiative. Mr. Graf has been working with the City for the last two years. His focus has been the tree diversity/re-forestation plan due to the large number of ash trees removed here in the city. As a result, he has found the tree inventory data to be outdated and inaccurate; therefore he felt this was an opportune time to document and update the tree inventory. Developing an UFMP will be useful, regardless of the tree inventory information, but he suggested to the committee that both facets of the program could be ongoing at the

same time. Mr. Graf mentioned he would work with the Tree Commission to create a plan, but it would be a commitment that would take a couple of years to complete.

Comm. Blaine asked if it was just the data that was out of date or if the software system was also out of date?

Mr. Graf explained that the City has an existing GIS system that can be used to house the tree data. GIS has the advantage of utilizing other geographic features and is an all-inclusive system, versus TreeKeeper which is a stand-alone software program and currently being utilized by the City. The goal would be to build an accurate tree data layer to the existing GIS system, with an inventory that can be easily maintained.

Chair. Ziegler asked, besides the preventative treatment of diseases, e.g., the Dutch elm disease, how would the City be utilizing this information in the future?

Graf felt there were many ways to utilize this program in the future. The program could better track the following: tree diversity, removal program (after EAB), tree pruning program, etc. Overall, this system has the ability to assist with planning of routine tree maintenance schedules.

Comm. Ziegler asked if the City would be in charge of maintaining and utilizing this data. How is this going to be incorporated in this plan? Does the City have an idea of how they are going to use this and who will be charge? Who will make the decision regarding the pruning of trees, removal of trees, treatments and other various tree decisions? Who on the staff has this type of knowledge to make these decisions? He added that time, money and effort are made to collect all the data, but due to staffing issues, cost constraints, and outdated software, the information is under utilized.

According to Tony Bellafiore the City currently has a part-time administrative assistant who is maintaining this information on TreeKeeper. This staff member would remain in this capacity during and after the conversion. She would remain involved monitoring the program, updating the data and creating work orders through GIS with the City's arborist team. Mr. Bellafiore was very confident this system was one that could be handled and managed internally by the office staff in the future.

Chair. Ziegler felt this system could be a very valuable if it was utilized consistently. He requested the data collection and conversion to GIS be placed on the committee's meeting agenda on an ongoing basis.

Also discussed was the current treatment of City owned elm trees.

Chair. Ziegler asked how the City determined the type of treatment for these elm trees.
Graf is currently utilizing a fungicide to protect them from the Dutch elm disease.

Comm. Hauser asked how these trees could have survived without the treatment.

Graf could not determine why these trees survived. He stated there were approximately 30 to 40 elm trees that have survived, most of them located in isolated pockets throughout the city. After recently discovering an elm with Dutch elm disease, it was determined to treat twelve of these large diameter trees, approximately 80 to 100 years of age.

Steve Lane was then introduced. He is an ecologist, arborist and GIS coordinator that has worked with Phil Graf for the past five years. Mr. Lane explained the process of creating an Urban Forestry Plan. The plan has three phases with various goals incorporated in each phase; it would take approximately two years for the plan to be completed.

Phase 1 "Policy and Data Review"

Phase 2 "Urban Forestry Management Plan Outline"

Phase 3 "Trial Period Review/Final Draft" which would require approval from the City.

(See attached document "Project Understanding and Approach" for detailed information.)

Chair. Ziegler complimented Mr. Lane on his presentation. He however felt that the majority of the processes discussed in the presentation fell on the responsibility of the Public Works Department. Funding, budgeting and presentation to Council were typically the responsibility of the Public Works department. *He asked how the Tree Commission could assist and be involved in this process*

Mr. Lane explained that the process and plan would need input from everyone and should be developed through a mutual consensus with all the parties involved.

Comm. Duerr pointed out that the commissioners were appointed by the mayor to represent and uphold what is best for the city of St. Charles. The role of the Tree Commission is to review tree related matters and the requests of the City staff. The role of the Tree Commissioners is to endorse those needs to the aldermen and mayor. The Tree Commission first needs to agree with the procedures, policies and recommendations made by the City staff and then the Commission would take more of the political role.

Chair. Ziegler indicated that in the future, as this UFMP is developed, the Commission should schedule a meeting with the mayor to endorse the significance of this plan and/or attend Council meetings to support the Public Works staff. Chair. Ziegler requested further discussion on this topic be placed on the next meeting agenda under “Old Business”.

Mr. Bellafiore added the impact of developing a UFMP is even more important at this time now that City is turning its focus away from the EAB and more towards an Urban Forestry program. Establishing a UFMP will assist the City to be more proactive than reactive when dealing with tree related processes and policies. All that Mr. Bellafiore was requesting at this time was the support of the Commission to move forward on developing a plan.

Comm. Hauser asked what the next steps would be to move forward on this UFMP.

Mr. Lane indicated reviewing and funding Phase I, “Policy & Data Review”, of the program would get the plan underway. This would include the following: a review of all City Ordinances pertaining to trees and Urban Forestry, perform a full species and condition analysis on the City’s tree inventory, review all community outreach programs, and an introduction to the City’s in-house forestry operations. After this review, the findings and rudimentary suggestions would be presented to the Tree Commission and the Public Works staff. Graf Tree Care would need to know the project was funded to move forward on Phase I of this initiative. (See Phase I of Project Understanding and Approach”.)

Chair. Ziegler recollects a conversation by Mr. Adesso regarding some budget constraints regarding the tree program this fiscal year. Chair. Ziegler requested this topic be added to the next meeting agenda under “Old Business”.

B. Review of the Historic Portion of the Urban Forestry Plan

Comm. Blaine was complimented on the “History of St. Charles” section she wrote for the UFMP. No other suggestions or comments were made on the document.

6. New Business

A. Update on the Emerald Ash Borer (EAB)

Tony Bellafiore indicated Public Services had completed the assessment on the 425 remaining ash trees. Each tree was assessed and categorized with a rating of 1 to 3, with “1” being considered “Very Poor Condition” to “3” which indicated the tree showed no signs of being affected by EAB. Approximately 125 of the 425 ash trees have been determined to be removed this fall with replanting occurring in the spring.

Chair. Ziegler asked how many ash trees were saved by utilizing chemical treatments.

Being new to the division, Mr. Bellafiore did not have an actual count. Mr. Graf knew that the City had a Legacy treatment program since these trees had been tagged throughout the city. He did not know how many trees had been initially treated or how many had been removed. This program was initiated before his involvement with the City.

The Legacy program was not a treatment program, but funded by a chemical company. Graf did not feel the treatment was very effective; it was more of a promotion to utilize their treatment. Comm. Duerr did indicate that it was an attempt to save some of the trees.

There was a short discussion on the effectiveness of the treatment program versus the cost of removing of all the affected ash trees.

Comm. Hauser asked if there had been any success of other treatment programs.

Phil Graf stated that some treatment programs had been very successful. The success or failure rate depended on the following factors:

1. When the treatment program was started.
2. How early in the infestation was that program implemented.
3. How quickly decisions were made and implementation began.

From Mr. Graf's perspective there have been effective treatment programs, but they have been more of the exception rather the norm. Those programs that were successful were very selective on how and when the trees were treated.

Steve Lane also explained that Chicago was the first major city to be hit with EAB. The area was surrounded by tree removal services recommending that the trees be removed. Treatment was the riskier thing to do. Now years later, we know that treatment was indeed effective.

Overall, the UFMP will be used as a guide to be more proactive in managing the tree program and it will assist in guiding the City through another tree infestation when it occurs.

B. News or Concerns from Public Works

Tony Bellafiore indicated that he did not have any additional news and concerns at this time. He felt the department was moving forward in a positive direction with the tree program.

C. Langum Woods Clean Up:

As mentioned at the last meeting, Comm. Otto indicated the Langum Woods Clean Up was postponed until the fall due to a scheduling conflict with the school district. She will follow up with the teacher later this summer to propose some other options. "Make a Difference Day", which is toward the end of October, may be an opportune time to schedule this event since it is at the end of the growing season. Comm. Otto will propose this change or inquire if another teacher may be interested in continuing this educational opportunity. Comm. Otto will continue to work on this initiative.

7. Committee Reports

- A. **Education Committee:** None
B. **Publicity Committee:** None

This chair is currently open. The committee member would be responsible for writing tree related and Arbor Day publicity articles for the Den and/or the City's website.

- C. **Arbor Day Committee:** None at this time.

8. Communications

- A. **Electric Division Tree Activity Reports**

Motion to accept and place on file the Electric Division/Public Tree Activity Reports for May 1, 2014 to June 30, 2014. Motion by Comm. Duerr, second by Comm. Myers to accept and place on file the reports as presented.

Voice vote: unanimous; Nays – None; Absent: Caroline Wilfong, Phil Zavitz

- Motion carried at 7:57 pm.

B. Public Services Division Tree Activity Reports

Motion to accept and place on file the Public Services Division/Public Tree Activity Reports for May 1, 2014 to June 30, 2014. Motion by Comm. Duerr, second by Comm. Otto to accept and place on file the reports as presented.

Voice vote: unanimous; Nays – None; Absent: Caroline Wilfong, Phil Zavitz

- Motion carried at 8:00 pm.

9. Additional Items – Comments

A. Visitors:

Kevin Kaschke: Kevin indicated he was always aware of all the parkway trees in the city, but did not realize the amount of effort and time needed to care for these trees. He now realizes the amount of work that was needed to remove, grind and replant these trees.

Phil Graf: Mr. Graf indicated he doesn't usually sit on any Tree Commission meetings, but feels that this committee was doing well. Everyone seems to get along well and it was nice to meet the committee members.

Steve Lane: Thanked the committee for listening to his presentation and inviting Graf Tree Care to the meeting.

B. Commissioners:

Comm. Houser: Had nothing further to add.

Comm. Otto: Had no further comments.

Comm. Grathoff: Had no additional comments.

Comm. Duerr: In reviewing the Public Services Tree Activity reports, most of the work was done "in house". Does "Trimming Request" on the report indicate the homeowner requested the trimming?

Tony Bellafiore indicated the City received most of the trimming requests from residents. It was explained that these types of requests were recorded in the TreeKeeper software program thus generating a work order for the staff.

Comm. Duerr has noticed how many of the 10 to 12 year old trees are in need of "limbing up". Once the trees are head height they are difficult to trim. The City will need to establish a pruning program as these newly planted trees begin to mature.

Steve Lane added that it is more cost effective to prune trees to good form when they are young. This is the type of planning that should be included in the UFMP. For example, the City could include an "establishment pruning" as part of the UFMP when these trees hit Year 5. Overall, pruning a young tree will assist in the correct architectural development that will continue through the lifetime of the tree.

Comm. Myers: Expressed how excited she was that the UFMP was finally moving forward. She supports this initiative 100%, so if there is anything she could do, she would like to help.

Comm. Blaine: Asked if there were any plans or programs to repurpose the ash wood from the trees that had been removed. For instance, Geneva Park District has been repurposing wood to create park benches, etc. Is the City trying to salvage any of this wood?

According to Mr. Bellafiore, the City did not have any such program. Phil Graf did indicate the Geneva Park District had a wood reclamation program, but at this time he had not seen many of these large ash trees left in the city.

Chair. Ziegler: Comm. Ziegler thanked Phil Graf and Steve Lane for attending the meeting and their presentation. He welcomed Tony Bellafiore to the committee. He added how much he enjoys

the lively and stimulating discussions during the meetings. He also appreciated everyone's input during the committee meetings.

C. Staff:

Tony Bellafiore: Thanked the committee for welcoming him to his first Tree Commission meeting. Tony hopes to attend more of these in the future. He hopes to gain more knowledge and have more input in the future as he gains experience in his new position.

11. Adjournment

Motion by Comm. Myers to adjourn meeting, second by Comm. Otto.

Voice vote: unanimous; Nays – None; Absent: Caroline Wilfong, Phil Zavitz
- Motion carried at 8:22 pm.

/ims



AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation of a New Class A5 Liquor License for The Bend General Store to be located at 320 West Main Street, St. Charles

Presenter: Mayor Rogina

Please check appropriate box:

	Government Operations	X	Government Services 09.22.14
	Planning & Development		City Council
	Public Hearing		Liquor Control Commission

Estimated Cost: Budgeted: YES NO

If NO, please explain how item will be funded:

Executive Summary:

This is a request for a new Class A5 liquor license for The Bend General Store to be located at 320 West Main Street, St. Charles. All paperwork is in order and background check has been done by the Police Department, fingerprints have been taken and BASSET certification is complete.

This license application is going before the Liquor Control Commission on September 15 for approval of recommendation to go before the September 22 Government Services Committee.

Attachments: (please list)

Liquor License Application (front page)
Background Check
Business Plan
Menu

Recommendation / Suggested Action (briefly explain):

Recommendation of a new Class A5 Liquor License for The Bend General Store to be located at 320 W Main Street, St. Charles.

For office use only: Agenda Item Number: 4.a

Date: <u>8/8/14</u>
<input checked="" type="checkbox"/> New Application
<input type="checkbox"/> Renewal Application

CITY OF ST. CHARLES
LIQUOR CONTROL COMMISSIONER
TWO EAST MAIN STREET
ST CHARLES, ILLINOIS 60174-1984



City Retail Liquor Dealer License Application (rev. 12/13) Non-Refundable

Ordinance 5.08.050.A1

Application must be completed in full

Incomplete applications will be rejected

Business Type: Circle one

Individual

Partnership

Corporation

Other _____

Business Name The Bend General Store Sales Tax # 4146-9321

Business Address 320 W. Main St STC Business Phone # 797-5772

Contact Person Tony Scheufle Title Owner Phone # [REDACTED]

If Corporation, Corporate Name _____

Corporation Address _____
Corporate Officers, plus Manager of Establishment, Officers must include President, Vice President, Secretary and Treasurer Or Sole Proprietor

Have you had a business within the City of St. Charles under any other corporate name: Yes No
 If yes, list address of business _____

Full Name, include Middle Initial Tony J Scheufle Title Owner

Birth Date [REDACTED] Birthplace CDA Driver's License # [REDACTED] Home Phone # [REDACTED]

Home Address [REDACTED]

Full Name, include Middle Initial Jennifer L. Cook Title Manager

Birth Date [REDACTED] Birthplace IL Driver's License # [REDACTED] Home Phone # [REDACTED]

Home Address [REDACTED]

Full Name, include Middle Initial _____ Title _____

Birth Date _____ Birthplace _____ Driver's License # _____ Home Phone # _____

Home Address _____

Type of Establishment: Package Restaurant Tavern Hotel/Banquet/
 Other Arcada/Q-Center

Check as Applicable to Holding Bar [5.08.010-F] Service Bar [5.08.010-O] Live Entertainment [5.08.010-H]
 Type of Establishment: Outside Dining [17.20.020-R]

Brief Business Plan Description based on type of establishment listed above:

Primary business is a deli/import grocery store with a portion dedicated to select wines/beer and spirits.

Initial: Liq Comm _____

Police Chief

Police Department



Memo

Date: 8/21/2014

To: Chief Keegan

From: Deputy Chief Huffman *SGH*

CC:

Re: The Bend General Store A-5 License Application

I have reviewed the liquor license application and background investigation for an A-5 Liquor License for The Bend General Store. I have also interviewed the owner, Tony Scheufler. Mr. Schuefler's business model meets the requirements for an A-5 license, and at this time I know of nothing that would preclude this application from going forward to Commission, Committee and Council for consideration of approval.

SGH/sgh

*Reviewed & approved
background with
recommendation.
Chief Keegan
8.22.14
J. Keegan*

Whiskey Bend LLC
DBA The Bend General Store
Business Plan

Strategy

The intent of WB is to fill several gaps currently within the market in St. Charles, building a profitable and recognizable brand. With an average household income of \$131K, St. Charles is nearly 250% above the national average. This has demonstrated nationwide the ability to support higher price points and the willingness consume higher quality goods. We will initially engage by opening The Bend General Store at 320 W Main St., and possibly one or two other related ventures in the ensuing years. The 300 block of Main St. was referred to as "Whiskey Bend" from 1890 through to prohibition, this has generated the business names, and clearly leverage the city's history. Secondly, the strongest trend in consumption is small batch whiskey and ryes produced in the United States. Distillers unanimously project being unable to meet demand over the coming 8-10 years. Unlike the previous vodka and tequila booms, whiskey has a far longer market life to peak as it must be aged. The price points are the same, though, for these higher end spirits, therefore creating greater margins.

The Bend General Store:

The concept behind the store front is to create a hybrid boutique deli/importer/liquor store, catering to the more discerning palate. Approx 70% of the space will be dedicated to the deli and imported goods, the remaining 30% focused on mid to higher end spirits and wines. Liquor store margins range from the low 20 percentile up to the low 50 percentile. Cheaper beers and spirits hold the bottom, while higher/boutique brands occupy the top end of the scale, where the store will focus. The majority of the revenues will come from the imported products, primarily meats, cheeses, oils, olives, salads etc. that we will be acquiring from a specialty purveyor. Aside from "over the counter" sales, we will be constructing a very aggressive commercial side of the business that will encompass a box lunch program as well as online home delivery sales. General formulae puts the OTC sales potential at \$300-\$400K for the square footage to be occupied, the commercial side will insure that is met, and quite probably substantially surpassed. The projected aggregate margin is 40%.

The Bend General Store

Menu

SANDWICHES	Half	Full
1. Signature Italian (spicy/reg) (sopresatta/capicolla/prosciutto/provolone)	6.00	9.00
2. Artisan (prosciutto/feta or Buff Moz/tomato/basil)	6.00	9.00
3. Salami & Licini (spicy/reg) (salami/licini sausage/provolone)	6.00	9.00
4. Northern Tour (Mixed cuts and cheese from N. Italy)	6.00	9.00
5. Southern Tour (Mixed cuts and cheese from S. Italy)	6.00	9.00
6. Roast Beef (Manny's RB/aged white cheddar/horseradish mayo)	6.00	9.00
7. Ham and cheese (Italian Ham/Lorraine Swiss)	6.00	9.00
8. Turkey and Swiss	6.00	9.00
9. Garden Cut on artisan wholegrain (Sliced feta/tomato/sprouts/dressing)	6.00	9.00

Hot Sandwiches (Meats from Manny's)	5oz	9oz
1. Pastrami on Rye	7.00	10.00
2. Corned Beef on Rye	7.00	10.00

Salad Sandwiches (On Croissants)	Half	Full
1. Chicken Salad (Grilled Chicken/grapes/Dill/Sunflower seeds)	6.00	9.00
2. Tuna Salad (Solid White Albacore/celery/Vidalia onion)	6.00	9.00
3. Seafood Salad	6.00	9.00

Chopped Salad

1. Mixed Greens/Romaine/cheeses/salami/turkey (without salami and turkey)	8.00
	6.00

SIDES

1. Olives	3.00
2. Pasta Salad	3.00
3. Chips	1.50



AGENDA ITEM EXECUTIVE SUMMARY

Title: Presentation of and Recommendation to Approve Funding for the Active River Project

Presenter: Chris Adesso

Please check appropriate box:

	Government Operations	X	Government Services 09.22.14
	Planning & Development		City Council
Estimated Cost:	\$20,000.00	Budgeted:	YES X NO

If NO, please explain how item will be funded:

Executive Summary:

At the February 24, 2014 Government Services Committee meeting, Committee members approved a motion of support for the Active River Project, as presented by John Rabchuk.

Since that time, a Task Force consisting of members from the St. Charles Park District, Kane County Forest Preserve, the City of St. Charles, the River Corridor Foundation, and some St. Charles residents, has been assembled and been meeting regularly to advance this project. Recently, the project has been awarded \$46,250.00 from the Kane County Riverboat Fund to proceed with an update of the 2002 River Corridor Mater Plan which will include a comprehensive analysis of leveraging the river to the greatest extent possible.

Members of the Task Force will update the Council Committee on the progress that has been made to date and will be requesting that the City provide up to \$20,000.00 in funding, which is budgeted. The Task Force will be asking for the same (or equal) commitment and contribution from the Park District and the River Corridor Foundation.

Attachments: (please list)

Active River RFQ
River Boat Grant Approval Letter

Recommendation / Suggested Action (briefly explain):

Recommendation to Approve Funding for the Active River Project in an amount not to exceed \$20,000.00.

For office use only:	Agenda Item Number: 5.a	
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**Request for Qualification (RFQ)
To Provide
Professional Consulting Services for:**

**Update to the River Corridor Master Plan
for the Fox River Within and Immediately
Adjacent to the City of St. Charles**

Submittal Deadline:

St. Charles, Illinois

**The Active River Task Force
Established March 2014 by:**

**The St. Charles Park District
The City of St. Charles
The Kane County Forest Preserve
St. Charles River Corridor Foundation**

Project Summary:

The Active River Task Force is requesting letters of intent and submission of qualifications for consultants to review and amend the 2002 River Corridor Master Plan for the Fox River as it flows through St. Charles, IL. This project is known as the Active River Project and is intended to identify and quantify potential infrastructure changes within and adjacent to the Fox River that may facilitate the ability to leverage the Fox River as an active community asset by enhancing the recreational and economic impact of the Fox River while also improving the river ecologically.

Project Background:

In the fall of 2002, the City of St. Charles, the Downtown St. Charles Partnership and the St. Charles Park District hired an outside consultant to assist in the creation of a River Corridor Master Plan for the Fox River as it flows through downtown St. Charles, IL. The introduction to that plan reads:

The publication of the River Corridor Master Plan represents the culmination of a thoughtful public planning process recommended in the 2002 Downtown Strategy Plan. Initiated in the spring of 2002 and spearheaded by the Downtown St. Charles Partnership, the City and the Park District, the recommendations in this document are the product of extensive public discussion and input from numerous residents, civic and business participants. Collectively, the community and the consultants have articulated an exciting strategy for the redevelopment of the Fox River Corridor in downtown St. Charles.

From the time that it was first settled, the people of St. Charles have relied on the Fox River as one of their most important resources. Initially, it was the center of community life, serving as a primary source for food and transportation. Over time, it has played an important role in the development of commerce and industry. Today, with the City facing an unprecedented series of economic challenges, the river can once again be the centerpiece of its cultural and economic prosperity.

The opportunity is clear and compelling.

From the beginning of the project, the community has been focused on a powerful goal: to "create a lively, downtown riverfront environment that becomes the centerpiece of the community within the next 20 years." This "positioning" of the river corridor as the place to live, work, shop, dine and play will be accomplished through the coordination of public and private sector capital investments, management activities and public relations. The master plan identifies dozens of short and longer range opportunities to create fascinating commercial, residential, and recreational riverfront attractions and linkages that advance the heritage and prosperity of the community and the quality of the natural environment.

In April 2014, the City of St. Charles (Illinois), the St. Charles Park District, the Kane County Forest Preserve and the St. Charles River Corridor Foundation formed a task force to revisit the 2002 River Corridor Master Plan (see attached Exhibit A). The goal of the task force under direction of the stakeholder agencies is to review and amendment the 2002 Master Plan and expand its focus beyond the 'riverfront' to include the river itself; recognizing the river as an asset that could be leveraged beyond its natural aesthetic beauty to create recreational and economic opportunities for the entire community. Also recognizing this projects potential to provide a unique opportunity to enhance the ecology of the river as a whole, it should be noted as a project milestone. Hence, the Active River Task Force was formed and funding commitments were supported to provide research and investigation of what river activities might be feasible and economical for the stretch of the Fox River beginning at the Red Gate Bridge, to the north and continuing south to Division Street (see attached Exhibit B).

The Task Force was asked to investigate projects that have been successfully implemented in various communities across the country in recent years. The purpose of this investigation is determining the feasibility of adding Active River Elements to the Fox River in St. Charles. These projects included such features as, but were not limited to:

- Innovative methods of leveraging the river as an asset for the benefit of the entire community, while enhancing the overall quality of the river water and its environment
- Championship whitewater courses for kayaks, canoes and rafts
- Competitive rowing courses
- Enhanced, and sometimes elevated, pedestrian and cycle trails along the river right of way that provide interconnectivity to existing or planned trail networks while minimizing interaction with vehicular traffic
- Floating botanical gardens as a tourist destination and river cleansing tool
- River based attractions such as laser light shows, fountains, or unique features such as Water Fire in Providence, RI
- Interactive water focused playgrounds
- Improved fishing opportunities
- Integrated public art, landscaping and pedestrian viewing features

Project Phases & Requirements

The Task Force has elected to utilize the SOQ (Selection on Qualification Process) to investigate and select a consulting team to aid in the Phase I activities of the task force as defined below

The SOQ process was defined to consist of phases that would facilitate cost control, allow for better engagement to the community and primary stakeholders, and allow the Task Force to analyze all potential Active River Elements in order to make a recommendation of leading elements to move to Phase 2.

Phase I of this process shall consist of engaging a consultant to assist the Task Force and provide the following deliverable services:

1. Assist the Task Force in the creation of a vision for The Active River Project including phasing and costing recommendations.
2. Coordinate and attend 3-4 meetings with key river stakeholders, the community at large, state and federal agencies, etc. as necessary for project concept design and development.
3. Development of base mapping and provide graphical concept exhibits
4. Investigation and assessment of existing river and riverfront uses systems and features, including but not limited to; natural, ecological, flood control and environmental.
5. Identify project opportunities and constraints and provide reports of findings.
6. Conduct 2-3 public presentations to solicit input and feedback on concept designs. Develop and implement innovative methods of soliciting public input.
7. Development of concept design standards and guidelines.
8. Provide preliminary budgetary estimates and guidance for potential funding sources.
9. Coordination and integration with 2001 River Corridor Master Plan (copy attached), 2013 City of St. Charles Comprehensive Plan, St. Charles Park District Master Plan and The Kane County Forest Preserve Master Plan.
10. Provide an electronic copy and 25 hard copies of the written amendment to the 2002 River Corridor Master plan that includes concept design standards/guidelines, preliminary budget estimates, and potential funding sources.

Phase IA of this process shall consist of engaging with a sub consultant as needed to provide:

1. Technical assistance in the design, construction and documentation for Phase II and subsequent Phases of this project.

It is the intent (but not a requirement) that the consultant selected for Phase I could also be retained for Phase IA of this project.

As individual project elements are identified through the Phase I portion of the process, the Task Force may elect to proceed with that element throughout the remaining process steps. For example, the creation of a white water course as an element of the overall project scope may be approved and accelerated through the process as defined below in advance of other project elements. The additional project phases are as listed, but subject to revision during Phase I as noted above.

Phase II: Design Development

1. Detailed field survey including utilities and site features.
2. Geotechnical and soil investigations.
3. Define multiple project features and functionality.
4. Floodplain assessment.
5. Coordination and meetings with stakeholders and federal and state agencies as necessary for program and design development.

6. Develop multiple alternative concept plans reflecting differing levels of community impact and costs, to include the following:
 - a). Preliminary grading/landform
 - b). Circulation layout and hierarchy of suggested project elements
 - c). Utility layout
 - d). Site drainage
 - e). Storm water management
7. A final design including the elements mentioned above, refined to reflect the desires of the community and the directives of the project task force and developed to a level of detail sufficient to provide a basis for a preliminary estimate of construction costs and return on investment to the community.
8. Itemized cost estimate, including enough detail to allow the Task Force to delete/modify project elements to enable project financing.
9. Identification of potential funding sources for project elements.

Phase III Construction & Engineering Documentation

1. Prepare and publish all necessary construction and engineering documentation.
2. Coordination and meetings with stakeholders, state and federal agencies, and others as needed.
3. Coordination with utilities as needed
4. Site and structural engineering services as needed
5. Integration with existing construction and engineering standards for the City of St. Charles, the St. Charles Park District and the Kane County Forest Preserve.
6. Environmental and construction permitting
7. Detailed cost estimates for each proposed project element
8. Construction schedule
9. Assistance with bid documents.
10. Assistance with grant and other funding applications as necessary.

Phase IV Bidding & Construction Administration

1. Assist with pre-bid conference
2. Attendance at pre-construction meeting(s).
3. Attendance at weekly construction meetings
4. Clarifications and revisions to project plan if necessary
5. Weekly site inspections and preparation of weekly progress reports
6. Review of all submittals, RFI's, pay applications, change orders
7. Attendance of close out meetings and generation of punch lists
8. Complete construction as-builds and other master record drawings
9. Review of all warranty items

The selected firm shall indemnify and hold harmless the Task Force agencies for claims and liabilities resulting from negligence, errors, or omissions of the firm; including, but not limited to all sub consultants.

The selected firm will be required to furnish proof of Professional Liability Insurance coverage in the minimum amount of \$1,000,000.

Proposed Time line

Request for Qualification is published	October 2014
Proposals Due	November 20, 2014
Review of Proposal/Conduct interviews	November/December 2014
Select Consultant	January 2015
Board approves selection	January/February 2015
Contract approved	February 2015
Consultant completes deliverables	August 2015

Selection on Qualification Process & Criteria

It is the intent of the Task Force to solicit proposals from consultants and engineers based upon the qualification requirements as defined herein. The Task Force has assigned rating weights to each of the qualification categories which will be utilized in the selection of one finalist and one alternative team or firm to guide the Task Force through this Phase I process. Upon selection, the Task Force will require the finalist to make a detailed presentation to the Task Force and four primary stakeholders as well as to initiate negotiations for a budget for the Phase I process as defined herein. In the event that the Task Force is unable to conclude these negotiations or finds during the due diligence investigation that certain qualifications were not properly presented, the Task Force will immediately cease those negotiations and initiate similar negotiations with the alternate firm identified during the initial process.

All proposals must conform to the rules and procedures for SOQ-type proposals as published by the St. Charles Park District. Respondents are encouraged to consider a team approach in their response to the qualification requirements, but to identify all potential team members and to explicitly identify the qualifications provided by each team member.

QUALIFICATION REQUIREMENTS

1. **LOCAL PRESENCE:** All firms participating in this project must be licensed in the State of Illinois and have a production office located within a two hour drive from the St. Charles area. A firm not already so located must establish such a local office if awarded this project, or associate itself with a firm so located. This is necessary to facilitate day-to-day communications and coordination and to insure timely and efficient site investigations, interviews, etc.

2. LETTER OF TRANSMITTAL: Clearly indicate the single contact (principal-in-charge), mailing address, telephone, email and facsimile numbers. Indicate unique features of the organization and the project team that makes the team suited to undertake this specific project.
3. TEAM MEMBERS: List the proposed subcontract consultants that will be part of the team with a brief description of services subcontract consultants will provide. Provide brief biographical data of the primary participant(s). List the names and titles of key professional staff that are expected to work on the actual project if awarded the contract for professional services. Indicate the expected contribution of each of these individuals as a percentage of the total effort and also their respective workload during the contractual period for the anticipated services. Include major subcontract consultants.
4. TEAM EXPERIENCE: Describe previous experience with river corridor Master Planning and public park projects along urban waterways, riverfronts, local/regional trail systems, public/private ventures, etc., experience addressing connectivity, maintenance, bank protection, flood control, water quality, public safety access, transportation access and native habitat, experience and knowledge (to be acquired) of the designated area, with environmental and utility clearances and review/understanding of the original River Corridor Master Plan. Describe ability to work with local, state and federal government agencies, specific user-groups and general public, including but not limited to City of St. Charles, St. Charles Park District, Kane County Forest Preserve District, River Corridor Foundation, Corps of Engineers, IEPA, IDOT, KDOT, Kane County Stormwater Management, Soil and Water Conservation District, Fox River Partnership, Fox River Ecosystem Partnership, Union Pacific RR, etc. Describe team's knowledge of economic benefits to the community after implementing the Master Plan and their experience with Grant/Funding opportunities for such projects.
5. REFERENCES: Describe qualifications and experiences of the teams (including subcontracted consultants), as indicated by prior successful completion of similar projects. List no more than five (5) specific Master Plan projects previously undertaken and similar in scope with the name of the Owner. Provide a list of references for those projects including name, title, address, telephone numbers and email addresses.
6. PROPOSED APPROACH: Describe proposed approach to completion of the scope of work, an understanding of the project, and project complexities, understanding of the project schedule, milestones, and project issues, and how the project will be organized.

SELECTION PROCESS

OVERVIEW: The SOQ selection process for the Consultant will proceed under the oversight and direction of the Task Force in accordance with the following stages:

1. As provided in the SOQ documents, submittals will be screened by the Task Force. Short listed teams will be invited to participate in the interview process, or the Task Force may elect to select the proposed firm based upon the submitted proposals. The Task Force will make the final selection and recommendation following a comprehensive SOQ evaluation process,
2. In making the selections under this SOQ, the Task Force will focus on the submittals and presentations of the applicants, general qualifications and prior history of performance in accordance with the selection criteria set forth in this SOQ.
3. The selection process for the Consultant will proceed with the following stages:
 - Stage I: Submission of Printed SOQ Material
 - Stage II: Oral Interview
4. NOTE: At any time, the Task Force reserves the right to terminate, suspend or modify this selection process; reject any or all submittals at any time; and waive any informalities or omissions in submittals, all as the best interest of the Task Force may appear.

FINAL SELECTION CRITERIA

1. Team Qualifications (15%)
 - i. Provide brief biographical data of the primary participant(s).
 - ii. List the names and titles of key professional staff that are expected to work on the actual project if awarded the contract for professional services.
 - iii. Indicate the expected contribution of each of these individuals as a percentage of the total effort and also their respective workload during the contractual period for the anticipated services. Include major sub-consultants.
2. Experience (15%)
 - i. Previous river corridor Master Planning work.
 - ii. Previous work experience with public and private projects along urban waterways, riverfronts, local/regional trail systems, etc.
 - iii. Previous work experience addressing connectivity, maintenance, bank protection, flood control, water quality, public safety access, transportation access and natural habitat.
 - iv. Experience and knowledge of the proposed project site and the previous River Corridor Master Plan.
 - v. Previous experience working with public and private agencies, potential user groups and environmental, utility and transportation agencies.
 - vi. Experience with coordinating and overseeing large project visioning and design.
 - vii. Examples of completed relevant projects, including client references.
3. Coordination (10%)

- i. Demonstrated ability to work with local, state and federal government agencies, specific user groups and general public, including but not limited to the City of St. Charles, St. Charles Park District, Kane County Forest Preserve District, River Corridor Foundation, Corps of Engineers, IEPA' IDOT, KDOT, Kane County Stormwater Management, Soil and Water Conservation District, Fox River Partnership, Fox River Ecosystem Partnership, Union Pacific RR, etc.
- ii. Indicate how the project will be managed.

4. Project Approach (10%)

- i. Proposed approach to successful completion of the scope of work.
- ii. Describe how the project will be organized.
- iii. Understanding of the project schedule, milestones, project issues and final deliverables.

5. Consultant Interview & Presentation (50%)

The Selection Committee for this Project is comprised of Members of the Task Force:

Participant name(s) – City of St. Charles
Participant name(s) – St. Charles Park District
Participant name(s) – Kane County Forest Preserve
Participant name(s) – River Corridor Foundation

The Task Force reserves the right to add or replace members of the Selection Committee without notice, as needed, in the Task Force's sole discretion.

INTERVIEW PROCESS (for those firms selected)

60 minutes could be allocated (40 min. for presentation and 20 min. for Q & A)

SOQ Submittal Due Date & Time:

PLEASE MARK THE RETURN ENVELOPES

1. Proposal Due Date and Time: Thursday, November 20, 2014 at 3PM
2. Title of Project: St. Charles Active River Project
3. **RETURN PROPOSALS TO:**

St. Charles Park District
37W755 Bolcum Road
St. Charles, IL 60175
630.513.4373

Attention: John Wessel, Assistant Superintendent of Planning, Design & Construction
jwessel@stcparks.org

The Active River Task Force will accept PROPOSALS Until (date & time)

The Active River Task Force will require six (6) hard copies of the proposal, bound with spiral plastic binding, printed on two sided 8 1/2" X 11" paper. Each section shall be tabbed to facilitate fast and easy retrieval to that section. In addition, the proposal should be provided in PDF format - either electronically submitted or on CD/DVD.

Any submittal unsigned, received via fax transmission, electronically or received subsequent to the aforementioned date and time, may be disqualified and returned to the submitter.

It is the intent of the Task Force to review all timely proposals and determine the two finalists as identified above within six weeks of the proposal due date, although this timeline may be accelerated or delayed based upon the number of respondents and the verification and evaluation process.

The Active River Task Force reserves the right to reject any and all submittals or parts thereof, to waive any irregularities or informalities in proposal procedures and to award the contract in a manner best serving the interest of the task force.

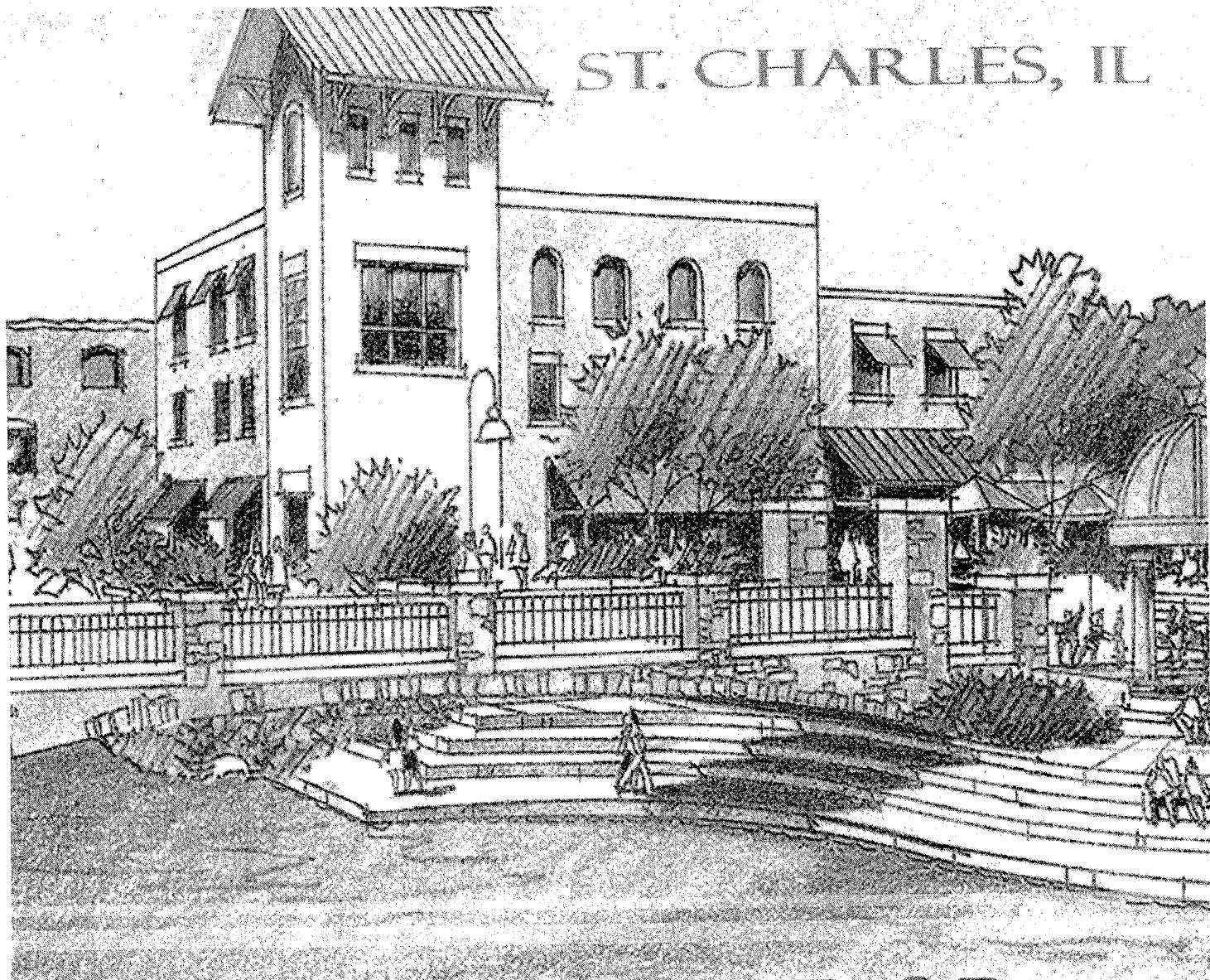
If respondents have any questions about this SOQ selection process, please contact John Wessel, St. Charles Park District, at 630.513.4373, or jwessel@stcparks.org.

Exhibit A

2002 River Corridor Master Plan



ST. CHARLES, IL



RIVER CORRIDOR MASTER PLAN

FALL 2002

prepared for:



prepared by:



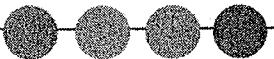
**Hitchcock
Design Group**

Creating Better Places®

in association with:



RHAA



Downtown St. Charles Partnership
Design Committee
River Corridor Sub-Committee
St. Charles, IL 60174

Dear Sub-Committee Members:

The publication of the River Corridor Master Plan represents the culmination of a thoughtful public planning process recommended in the 2000 Downtown Strategy Plan. Initiated in the spring of 2002 and spearheaded by the Downtown St. Charles Partnership, the City and the Park District, the recommendations in this document are the product of extensive public discussion and input from numerous residents, civic, business and government participants. Collectively, the community and the consultants have articulated an exciting strategy for the redevelopment of the Fox River Corridor in downtown St. Charles.

From the time that it was first settled, the people of St. Charles have relied on the Fox River as one of their most important resources. Initially, it was the center of community life, serving as a primary source for food and transportation. Over time, it has played an important role in the development of commerce and industry. Today, with the City facing an unprecedented series of economic challenges, the river can once again be the centerpiece of its cultural and economic prosperity.

The opportunity is clear and compelling.

From the beginning of the project, the community has been focused on a powerful goal: to "create a lively, downtown waterfront environment that becomes the centerpiece of the community within the next 20 years." This "positioning" of the river corridor as *the place to live, work, shop, dine and play* will be accomplished through the coordination of public and private sector capital investments, management activities and public relations. The master plan identifies dozens of short and longer-range opportunities to create fascinating commercial, residential and recreational waterfront attractions and linkages that advance the heritage and prosperity of the community and the quality of the natural environment.

Participants also have recognized that, because of the magnitude and complexity of the corridor, implementation will be challenging.

Fortunately, the nucleus of the implementation team is already in place, and now that the master planning process is concluded, the work of the River Corridor Sub-Committee should be refocused. The RCSC should immediately begin the systematic process of forging partnerships, aligning resources and marketing the master plan in order to advance a series of catalytic projects that, collectively, will engage the public and trigger private sector reinvestment.

The master plan identifies several specific, short-term opportunities to build and sustain momentum.

First, the City and the Park District must adopt this master plan as public policy, and, as co-sponsors, the Downtown St. Charles Partnership should also formally endorse the plan. Then, the RCSC needs to publish and vigorously promote the master plan through targeted mailings,

***"Over time,
(the Fox River)
has played an
important role
in the
development
of commerce
and industry."***

***"The
opportunity is
clear and
compelling."***

presentations, press releases and a web site. The Park District should also continue their on-going commitment to improve Pottawatomie and Mt. St. Mary Parks, both significant, bookend destinations. Then, as the First Street Redevelopment Project advances, the RCSC must make certain that the riverfront is publicly accessible, handsomely improved and carefully integrated into all new development. When complete, the redevelopment of the "Blue Goose" site will have a powerful impact on the corridor, but because of its complexity, implementation may take some time.

In order to capture the attention of the community as quickly as possible, we strongly recommend that the RCSC start the process of accessing and improving the west bank between Illinois and Prairie. Each of the 2 segments, one north, and one south of the Piano Factory Bridge are tantalizing because of their high visibility, connectivity, and relationship to the First Street Redevelopment Project. The potential construction cost of the shorter segment north of the footbridge is between \$650,000 and \$850,000. The cost of the segment south of the footbridge is between \$850,000 and \$1,100,000 as currently envisioned.

Considering the local and national economic climates, is this an appropriate investment of the community's valuable time, talent and financial resources?

Absolutely! In fact, based on the experience of other communities, we believe that the implementation of these priority projects will create a powerful attraction that will return a high level of economic benefit to the area and a high level of support from the public. We've seen it time and again, once the improvements get started, the riverfront is a magnet that attracts additional people and investment.

Right now, this initiative needs a champion who will work tirelessly to see that the vision is achieved.

The RCSC has done a great job so far, and the future will be demanding. But, imagine how satisfying it will be, 10 to 20 years from now, to know that this team had the vision, the energy and the diligence to launch and sustain this landmark project.

Over time, the Fox River has played a critical role in the development of St. Charles. Now, more than ever, it is central to its future success.

Thank you for the opportunity to serve your community.

Sincerely,



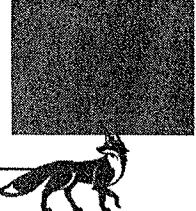
Rick Hitchcock, Hitchcock Design Group



Michael Schroeder, Hoisington Koegler Group, Inc.



Frank Gorham, Robert H. Anderson & Associates



City of St. Charles

Susan Klinkhamer, Mayor

City Council

Don DeWitte	Peter Grathoff	Jo Krieger
Arthur Lemke	James E. Martin	Donald Nippert
Betsy Penny	David W. Richards	Ron Silkaitis
Daniel P. Stellato		

Department Heads

Ellen Divita, Director of Economic Development
Bob Hupp, Director of Community Development
Mark Koenen, Director of Public Works
Larry Maholland, City Administrator

Downtown St. Charles Partnership, Inc.

Board of Directors

Kaye Siblik, President	Doug Summers, Vice President
James O. Breen, Treasurer	Sean Williams, Secretary
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Judy Jendro		

Student Advisors: Andrew Scott Brea Rothman

Staff: Neal Smith, Executive Director
Rosemary Mackey, Marketing Manager
Loretta Tolf, Administrative Assistant

Vern Oie, Chairman, Design Committee
Bob Leonard, Co-Chairman, RiverWalk Corridor Committee
Bob Hupp, Co-Chairman, RiverWalk Corridor Committee

St. Charles Park District

Board of Commissioners

Clint Hull, President	Bob Thomson, Vice President
Gloria Klimek, Treasurer	

Commissioners

James F. Cooke	John Forni
John Kerr	Jay Lundborg

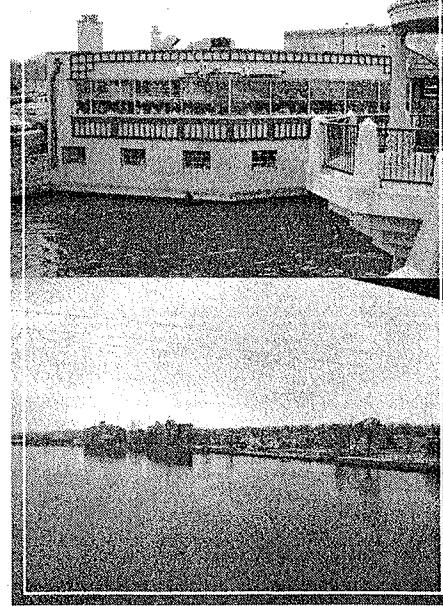
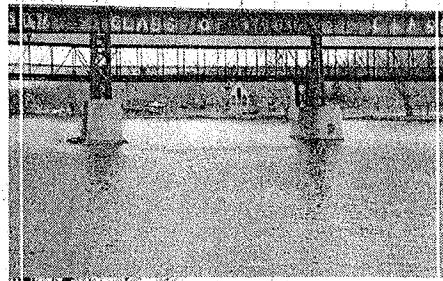
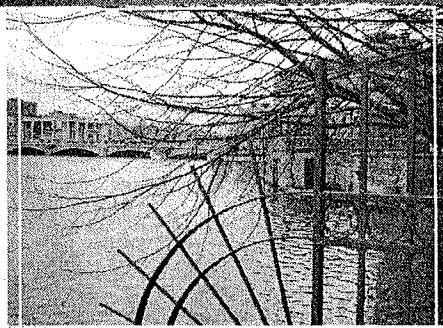
Staff: James O. Breen, Director
Dennis Ryan, Superintendent of Parks

ACKNOWLEDGEMENTS



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River Corridor Sub-Committee Members

September 10, 2002

Greetings:

This Master Plan is the result of more than a year of cooperative effort by the City of St. Charles, the St. Charles Park District, and the Downtown St. Charles Partnership. The guiding force behind this effort has been the Design Committee and the River Corridor Sub-Committee of the Partnership. Membership on the committees includes officials from City, Park District and volunteers from the Downtown Partnership, without whose efforts and talents this document could not have been produced.

After extensive consideration of past river design efforts and review of the implementation strategies in the 2000 Downtown Strategy Plan, we concluded that professional help was essential to bring all elements of design, pedestrian/bicycle access, conservation/erosion control, linkage to downtown business areas and recreational usage together in a pleasing and practical package. Committee presentations were made to the City Council, the Park Board and the Downtown St. Charles Partnership Board to solicit funds to hire a consultant. Hitchcock Design Group and Robert H. Anderson & Associates were selected to be the consultants. To provide continuity with the Downtown Strategy Plan, Michael Schroeder of Hoisington Koegler Group, Inc was also added to the team of consultants. Several workshops were held to generate ideas and make this "our community's" plan for the riverfront.

The Fox River is one of our greatest assets. Hitchcock Design Group along with the rest of the knowledgeable and sincere team of consultants has created with assistance from community officials and volunteers, a unique plan beautifully suited to our town. We hope you share our enthusiasm.

The next steps include breaking the entire project into workable parts, soliciting funding from public and private sources, completing engineering plans and applying for permits and finally - actual construction.

We encourage you to become involved and help in this project. St. Charles is "The Pride of the Fox". With our award winning Main Street Program, a National Gold Medal Award Winning Park District and a beautiful river corridor we can become "The Pride of the Midwest".

Respectfully,

Bob Leonard
River Corridor Co-Chairman

Bob Hupp
River Corridor Co-Chairman

Vern Oie
Design Committee Chairman

Bob Hupp, Co-Chairman
City of St. Charles
Bob Leonard, Co-Chairman
Downtown St. Charles
Partnership

City of St. Charles
Larry Maholland
Betsy Penny
Jo Krieger
Mark Koenen
Greg Chismark
Kim Malay
Rita Tungare

Downtown St. Charles
Partnership
William James Spear
Neal Smith
Vern Oie
Karl Miller
Craig Frank
Kaye Siblik
Tom Anderson
Mike Dixon
Pat Francis

St. Charles Park District
Jim Breen
Denny Ryan

St. Charles Historic
Preservation Commission
Dr. Steve Smunt

Fox River Ecosystem
Partnership
Rob Linke

Kane Dupage Soil and
Water Conservation District
Rand Briggs

FOREWORD



master plan

BACKGROUND

In 2000, the City of St. Charles, and the Downtown St. Charles Partnership completed the Downtown Strategy Plan. This guiding work highlights the community's desire to emphasize the river as the primary focal point of the downtown. In 2002, the City of St. Charles, the Downtown St. Charles Partnership and the St. Charles Park District engaged the Hitchcock Design Group team to create a plan for the downtown Fox River corridor.

Hoisington Koegler Group, Inc. (HKGi) and Robert H. Anderson and Associates were a part of the team for specific purposes. Michael Schroeder, from HKGi, made a significant contribution to the 2000 Downtown Strategy Plan and brought the strategic downtown development perspective to this project. Frank Gorham, from RHA&A, is a long time local resident and business person who brought both local knowledge and engineering expertise to the project.

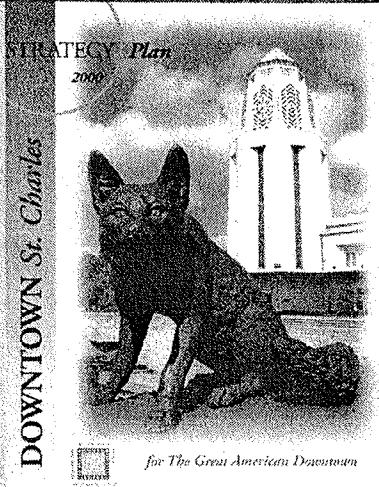
purpose

The purpose of this plan is to refine the vision sparked by the Strategy Plan, identify the potential of the corridor, and to recommend a systematic implementation strategy. The study area extends from Boy Scout Island to Mt. St. Mary Park along the west bank, and from Pottawatomie Park to Langum Park along the east bank.

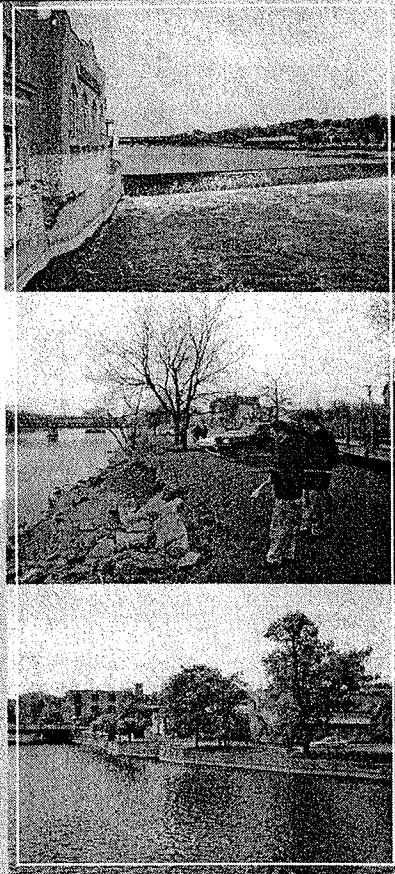
process

Numerous community leaders, property and business owners, local officials, regulatory agencies and other interested individuals were interviewed after establishing the study area limits and gathering baseline data and maps. The River Corridor Sub-Committee members walked the downtown waterfront together, gathering first hand opinions and photographing the area. Following that, a facilitated workshop and charrette over two days quickly articulated the preliminary river corridor vision. Many of the ideas which came out of that workshop are listed on the following page.

Community participation was an important consideration in this process. The input received from interested citizens at the workshop, in meetings and at the charrette helped program and conceptualize many of the action items and recommendations made in this master plan.



2000 Downtown Strategy Plan



Existing conditions photos show many of the challenges along the river corridor from the dam structure and getting across Main Street to the seawalls and erosion on the riverbanks, prohibiting access to the water level.



Citizens, community leaders and city staff gathered to view the consultant team's presentation of the charrette and public workshop results.



At the workshop, each participant was asked to list their ideas for the River Corridor as a part of the question, "What is your vision of the Fox River Corridor in 2010?" Similar answers were then categorized to focus the responses. Listed verbatim, the responses below are the ideas that were produced during the workshop. Taken as a whole, this list begins to shape the master plan's goals and objectives as well as some of the physical improvements recommended in the Master Plan.

Informal Food/Entertainment

- Flower carts/vendors
- Roving musicians, artists
- Places for vendors/refreshments
- Food available – kiosks, carts, cook stands

Quality Landscaping

- More aquatic vegetation
- Wild plants in and out of the water
- Flowers for all seasons
- Winding paths, lushly planted garden rooms
- More greenery along river, trees, etc.
- Attractive native landscaping to soften, beautify
- Well landscaped – something for all seasons
- Seasonal plantings

Places to Stop

- More shelters and benches
- Attractive resting places for visitors
- Conversation areas
- More designated fishing areas
- A comfortable bench to eat a bag lunch with friends
- Shaded areas with trees, shelters
- Meeting area for small groups
- Attractive river banks/control erosion
- Dinner at the river's edge under trees
- Areas to sit and enjoy the view
- A place to watch the ducks with children

Kid Stuff

- Access by slide for kids
- Well designed play area for children

Structures

- Stage performance area – concerts, etc.
- Attractive park areas and facilities

Water Features

- Public fountains and water features
- Redo dam to rapids
- Waters (falls, ponds)
- Waterfall structures with lights
- Fountain walkway or area – computerized

Public Washrooms

- Well maintained public restrooms
- Centralized public washrooms

Moving Experience

- Separate paths for walkers vs. bikes, rollerbladers, etc.
- Well maintained trails for walking, riding bikes, etc.
- Forming walkway – wooden boardwalks into water along narrow spots (native plants in water)
- A romantic stroll at water's edge
- Use of low maintenance materials in all design elements

Safety

- A safe place for seniors
- Appropriate lighting – safety, security, not obtrusive
- Safe environment in the minds of public
- Emergency notification system in select areas

Boat Access

- Boat access – docking
- Areas for boat docking; permanent and temporary
- More boat and/or canoe below dam

Wayfinding

- Designated walkways to downtown restaurants, shopping, etc.
- Access from several points on path
- Good directional signage to public-use areas

History and Art

- Some historical artifacts (or narrative) built into walk
- Places for public art
- Interactive public art creating gathering areas

Water Access

- More access to the water
- Canoes along a sandy shore
- Greater use of river south of Prairie at bridge (on water)
- More water recreation – non powered
- More on water competitions – crew racing, canoe racing

Character

- Brick walkways
- Soft, warm light in the evening
- Varied lighting – street lamps, minis on trees, footpaths highlighted
- Attractive residential dwellings (apartments, etc.)
- Classic timeless design
- World class, but retain small town feel
- No auto parking within 30? 20? yards of river – walkways from parking to river



ANALYSIS

The River Corridor in St. Charles is unique. It divides, yet it unifies the downtown. It is compelling, yet often neglected. Understanding the existing conditions is the baseline for advancing the goals and objectives for the study area.

existing conditions

Natural and Built Environment

- The existing trail improvements are part of an outstanding regional river trail system
- There are some existing, urbanized "riverwalk" improvements near the Municipal Center
- There are a variety of riverbank conditions from badly eroded to recently armored
- The spillway remains intriguing, yet dangerous

Political and Cultural Influences

- The river has a rich history related to the Downtown
- The Park District has plans in progress for two parks that "bookend" the study area
- The business community has a clearly defined strategy, is engaged and is well organized. However,...
- Few businesses feature the river relationship in their orientation
- The fox logo is frequently referenced in promotional publications, however little reference is made to the river, itself

Regulatory Process

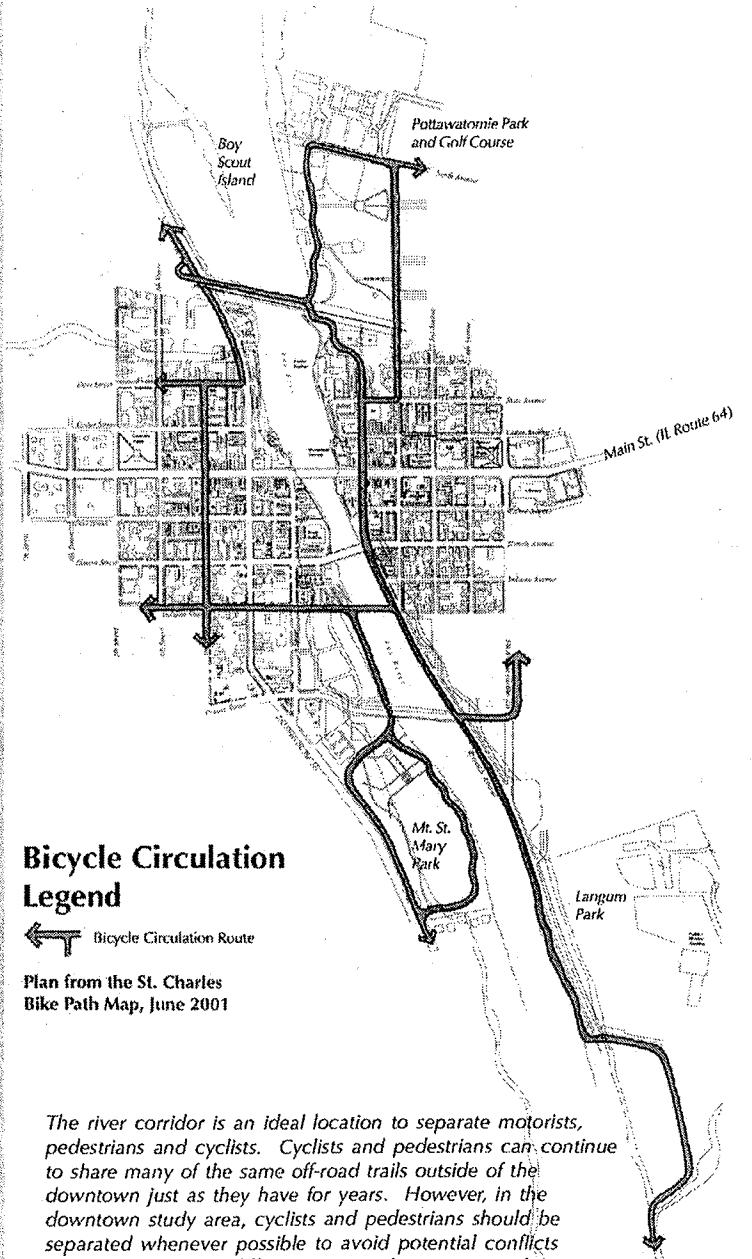
- There are several jurisdictional interests, including the City, the Park District and a variety of County, State and Federal agencies

Land Ownership

- About 75% of the study area shoreline is publicly owned
- About 50% of the central area shoreline is privately owned

Leadership

- Business and municipal leaders have



Bicycle Circulation Legend

← Bicycle Circulation Route

Plan from the St. Charles Bike Path Map, June 2001

The river corridor is an ideal location to separate motorists, pedestrians and cyclists. Cyclists and pedestrians can continue to share many of the same off-road trails outside of the downtown just as they have for years. However, in the downtown study area, cyclists and pedestrians should be separated whenever possible to avoid potential conflicts between these very different users. The River Corridor Master Plan incorporates the recommendations found in the St. Charles Bike Plan by directing cyclists to on-street facilities away from the river in most of the study area. Where pedestrian and bicycle paths are both adjacent to the river, they should be separated to the extent possible and designed to satisfy the unique interests of each user group. Bicycle racks, maps and other related facilities should be located to accommodate the growing legion of cyclists who will be traveling through, and visiting the City.



identified a proposed pedestrian loop and connections into downtown as a top priority.

Financial Resources

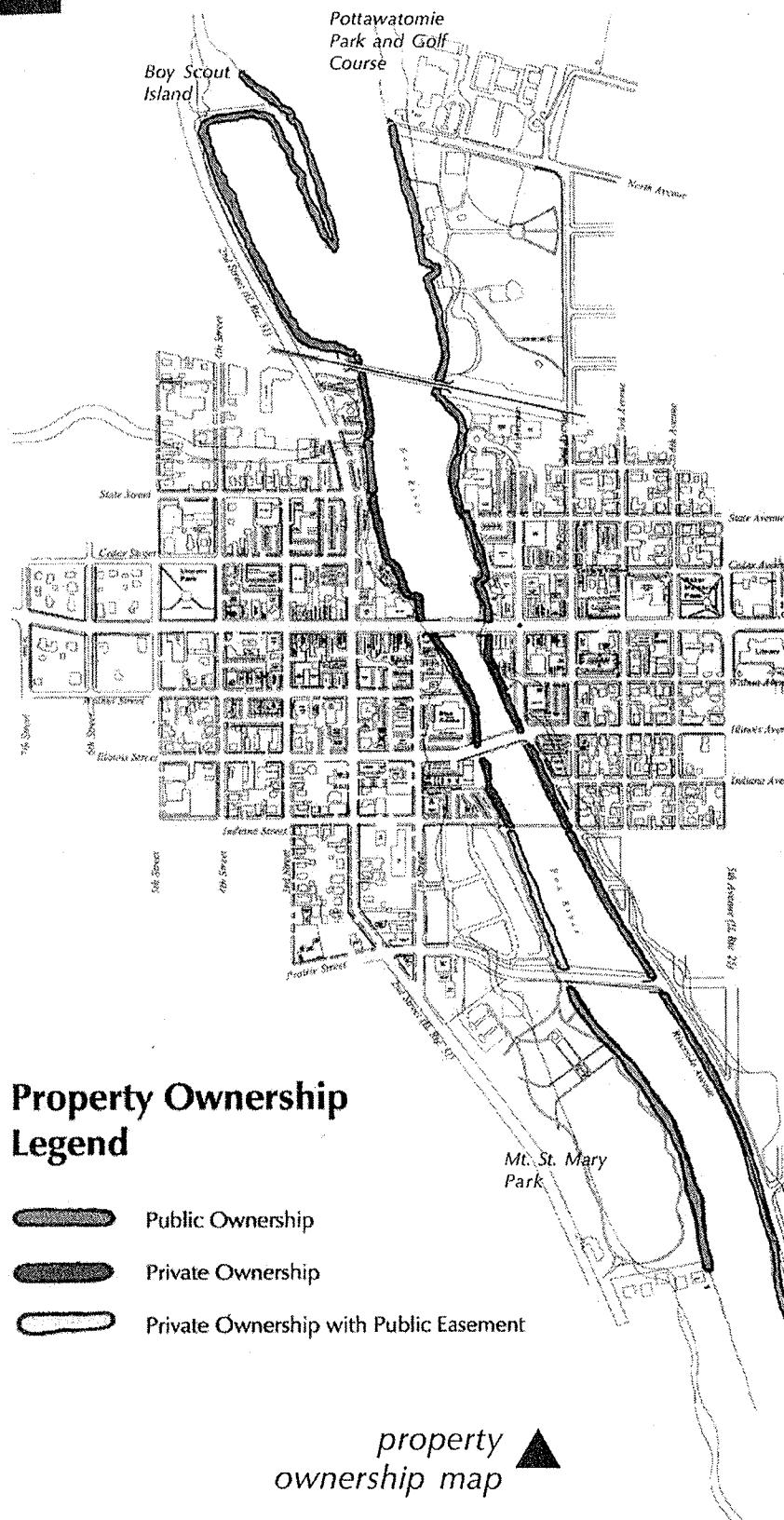
Although the river corridor has been identified as a high priority, capital improvements are not currently budgeted by the City. The Park District, however, is continuing with its development and construction plans for two parks which bookend the site.

opportunities

Given the success of urban waterfront walkways in other communities across the country, and given the quality of this downtown business environment, the potential benefit of a striking, downtown riverfront walk in St. Charles is clear. However, continuous public river access and shoreline ownership or control in strategic central business areas is critical.

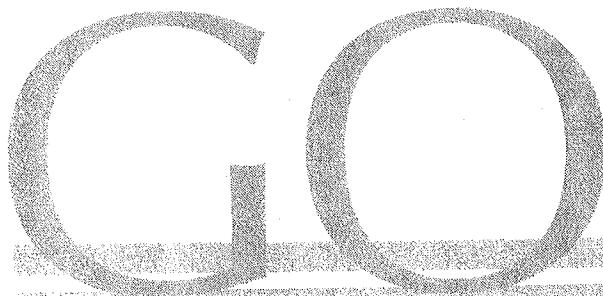
Currently, most of the 21,050 foot project area shoreline and about half of the 9,450 foot downtown shoreline is publicly owned. Fortunately, the areas which are privately owned are controlled by only a few land owners, many of whom have indicated support for the concepts expressed in this master plan.

Commercial property owners adjacent to the river have a particularly exciting opportunity. By working in close collaboration with the City and the Park District, they could provide public access to and from the waterfront thereby enhancing their exposure and increasing the economic value of their properties.



GOALS AND OBJECTIVES

The interviews and public workshops confirmed the community's passion for the river. Its history, power and prominence make the goal of this master plan so compelling.



Create a lively downtown waterfront environment that becomes the centerpiece of the community within the next 20 years.

Destination: ●

Access and Circulation: ●

Economic Development: ●

Environment: ●

Education and Culture: ●

Recreation: _____



- Distinguish the river as a compelling downtown attraction. Features of the riverwalk should be both natural and urban, formal and informal, designed for groups, individuals or a serendipitous meeting of friends.
- Improve access to, and between, attractions such as the river, regional trails, retail stores, adjacent neighborhoods, public parks, buildings and parking for citizens and visitors of all capabilities.
- Improve access to, and between, destinations such as waterfront features, plazas, bridges, overlooks and fishing spots for citizens and visitors of all capabilities.
- Create a safer experience and environment for boaters.
- Create new and improved opportunities to shop, dine, work, live and play.
- Feature and contribute to the improvement of the water resource. Stabilize the shoreline to protect the river, the adjacent investment and the general public.
- Use the riverwalk, its details and features to tell a story about the river, the community, its heritage and its people.
- Connect and enhance the active and passive recreational opportunities both along the river corridor and in the parks.



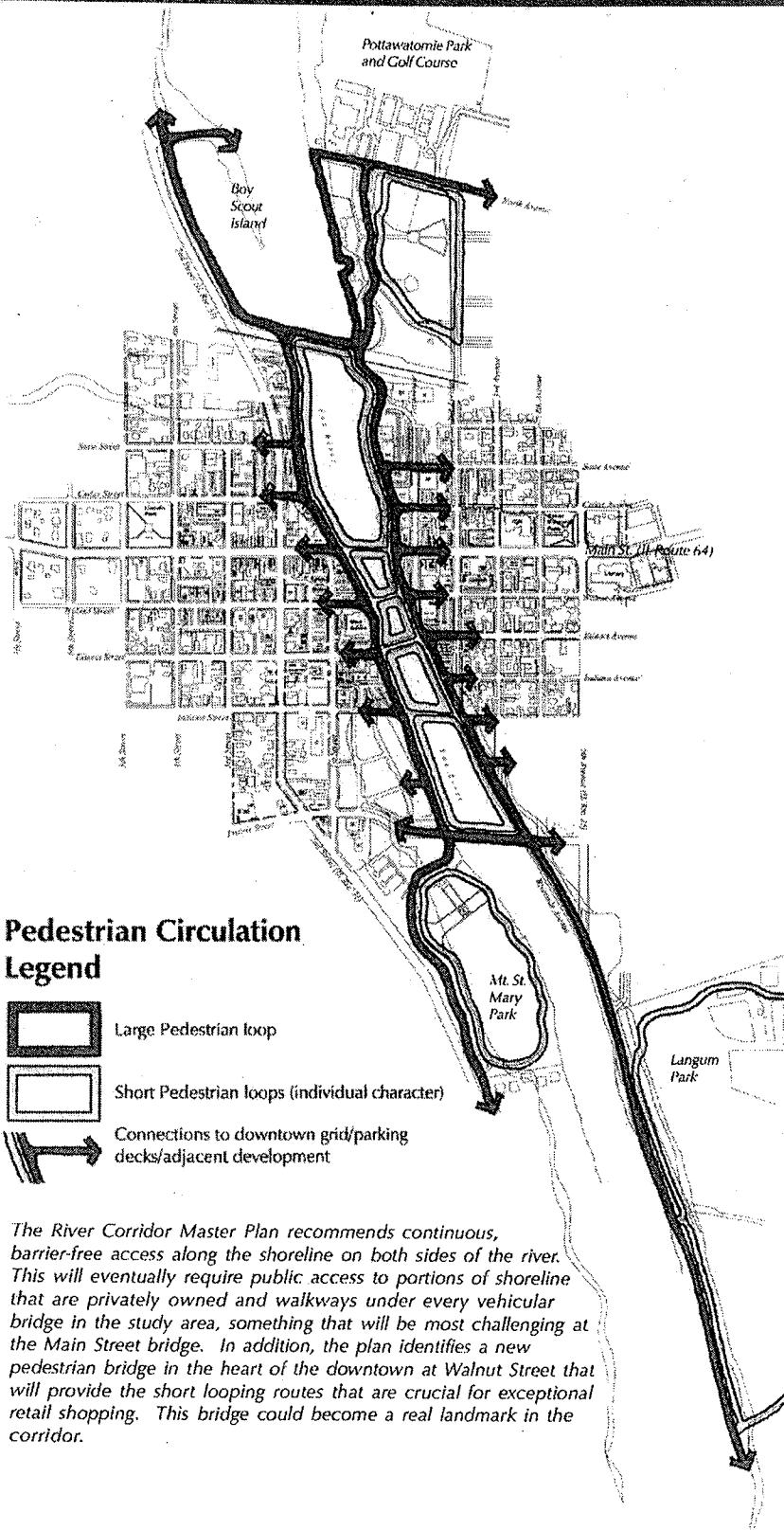
MASTER PLAN

concept

Using the word picture created during the community workshop as a guide along with the project goals and objectives, the design team directed a planning and design charrette with the Design Committee. During the charrette ideas were quickly developed and critiqued, the best of which became the basis for the river corridor master plan.

The concept is to systematically construct a signature riverwalk that reaches back into the adjacent neighborhoods, on both sides of the river and to connect the four large parks that form the bookends of the downtown. Construct a series of diverse, yet complimentary spaces along the river that accommodate casual visitors and periodic programmed activities. Integrate artwork, historic and cultural artifacts and other elements into the corridor that reinforce the heritage and relationship of the community to the river. Through state of the art systems, materials and the use of appropriate plantings, improve the quality of the water itself by stabilizing eroded shorelines, reducing storm water run-off and filtering storm water discharges into the river. Remodel the existing spillway to create a safer boating experience that will simultaneously improve water quality and increase the opportunities for better access along the shoreline for public use.

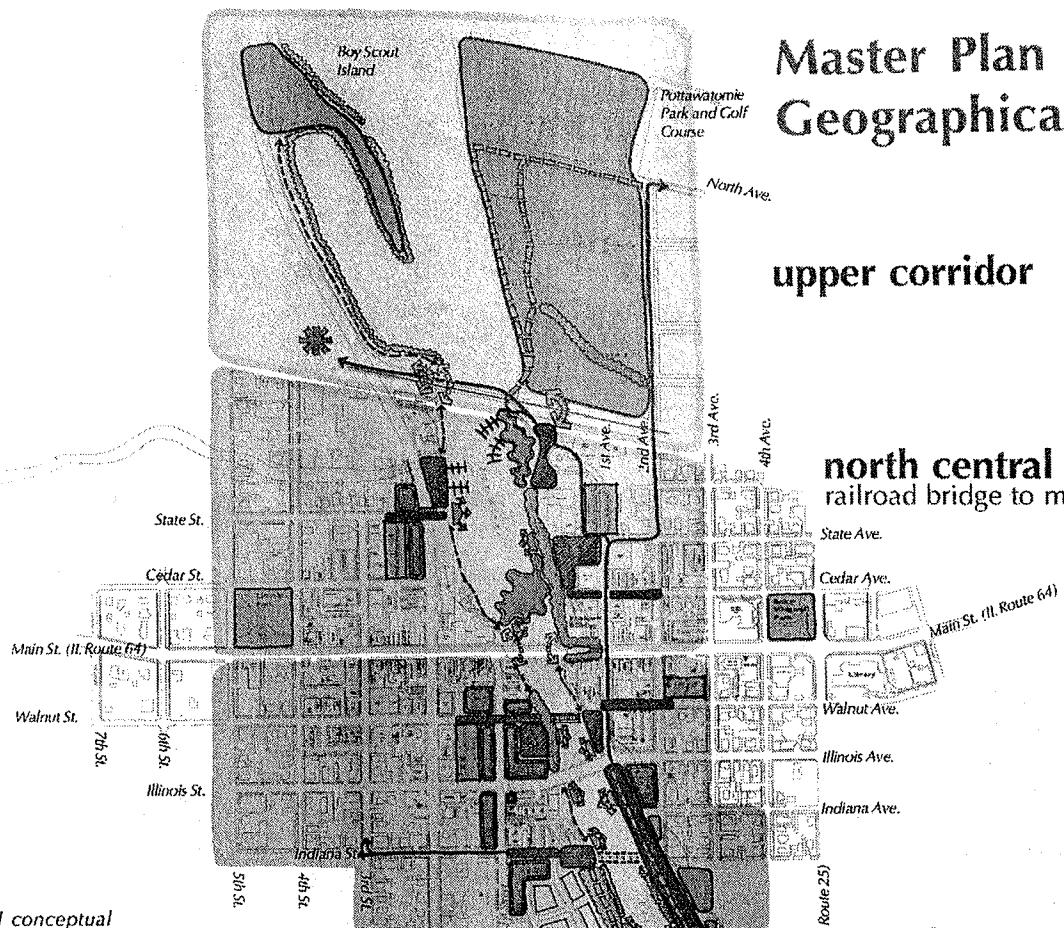
Through coordinated public and private sector investments, management and promotion, position the river corridor as the place to live, work, shop, dine and play.



The River Corridor Master Plan recommends continuous, barrier-free access along the shoreline on both sides of the river. This will eventually require public access to portions of shoreline that are privately owned and walkways under every vehicular bridge in the study area, something that will be most challenging at the Main Street bridge. In addition, the plan identifies a new pedestrian bridge in the heart of the downtown at Walnut Street that will provide the short looping routes that are crucial for exceptional retail shopping. This bridge could become a real landmark in the corridor.



Master Plan Geographical Key



upper corridor

north central corridor

railroad bridge to main street

State Ave.

Cedar Ave.

Main St. (Il. Route 64)

Walnut Ave.

Illinois Ave.

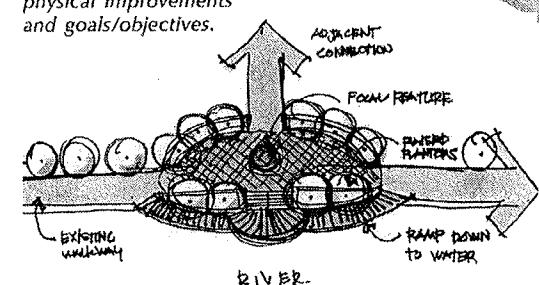
Indiana Ave.

5th Ave. (Il. Route 25)

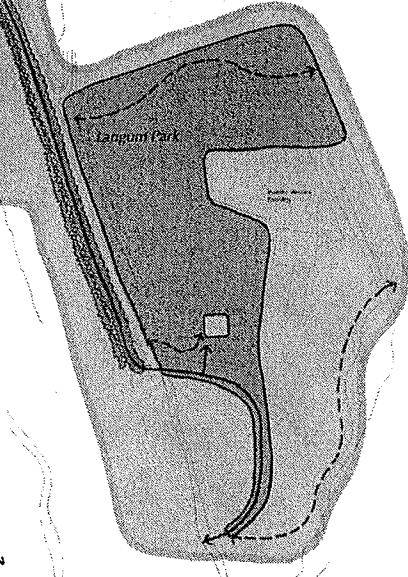
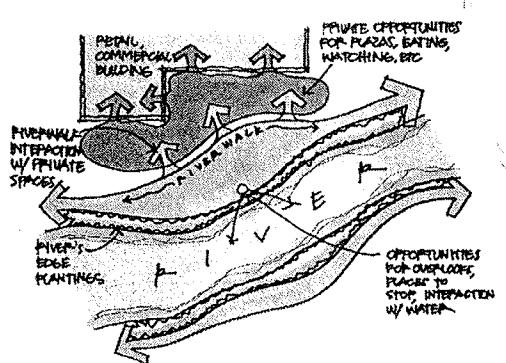
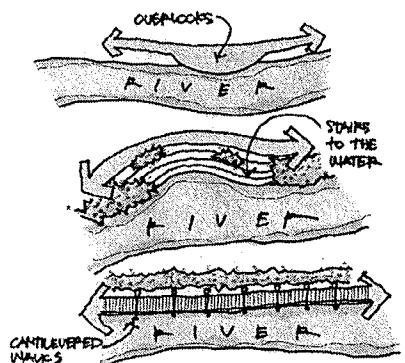
south central corridor

main street to prairie street

lower corridor

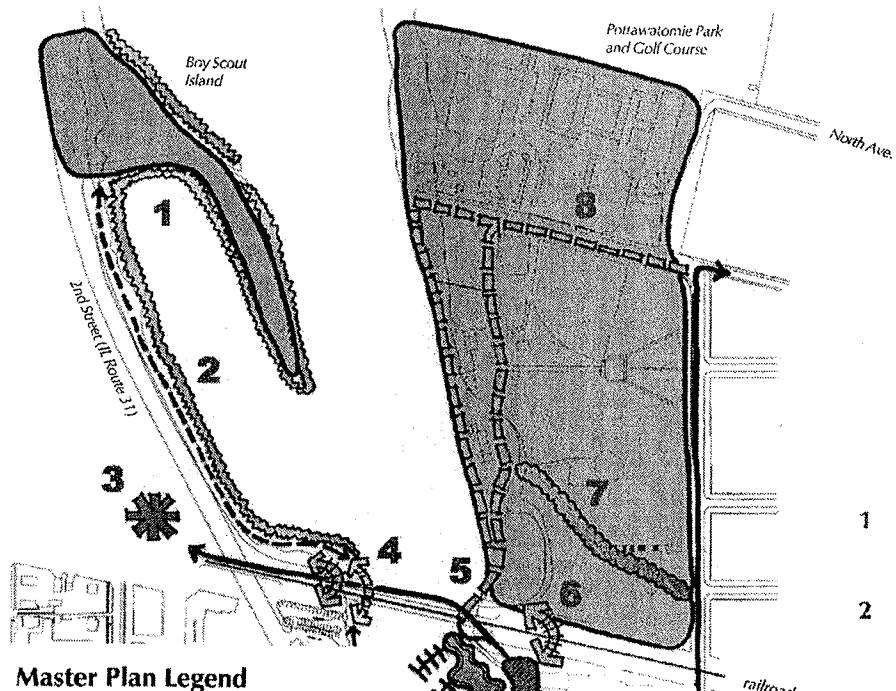
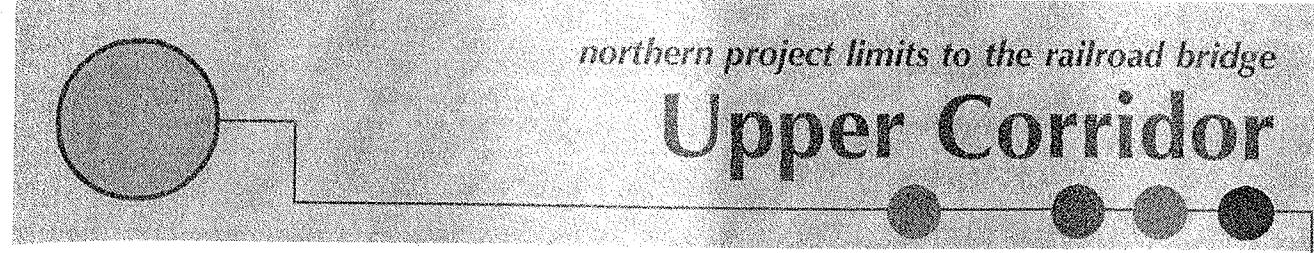


CUT-OUTS IN EXISTING RIVERWALLS



northern project limits to the railroad bridge

Upper Corridor

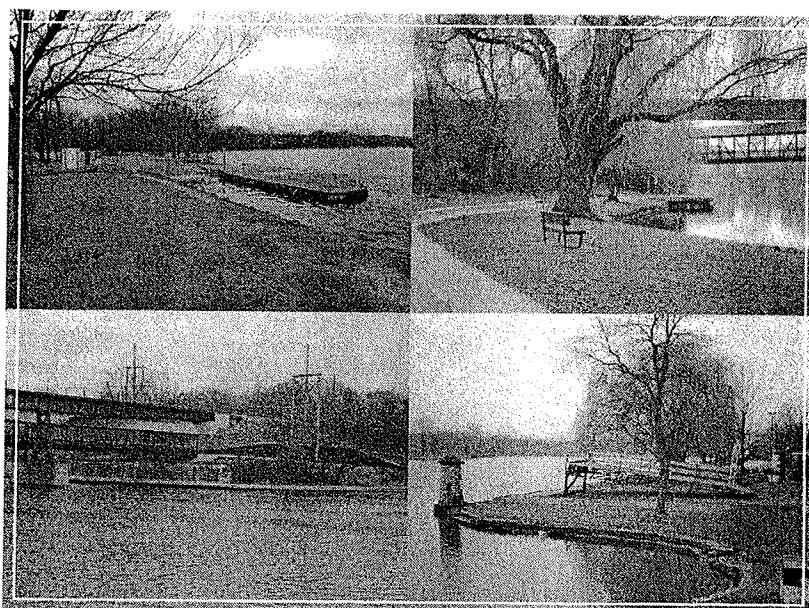


Master Plan Legend

- | | |
|--|-------------------------------------|
| | Existing Park |
| | Pedestrian connection |
| | Bicycle Route |
| | Pedestrian/bicycle combination |
| | Enhanced existing circulation route |
| | At grade crossing |
| | Under bridge crossing |
| | Stairway connection |
| | Natural shoreline restoration |
| | Gateway |

location map

- 1 Shoreline improvements along Boy Scout Island
- 2 Shoreline improvements and riverwalk extension to Boy Scout Island along Route 31
- 3 River North Gateway
- 4 Stairway connection from the riverwalk to the bicycle bridge and riverwalk connection underneath rail and bicycle bridge
- 5 Connection to Pottawatomie Park improvements
- 6 Stairway connection to bicycle path
- 7 Path enhancements
- 8 Pedestrian/bicycle access into Pottawatomie Park



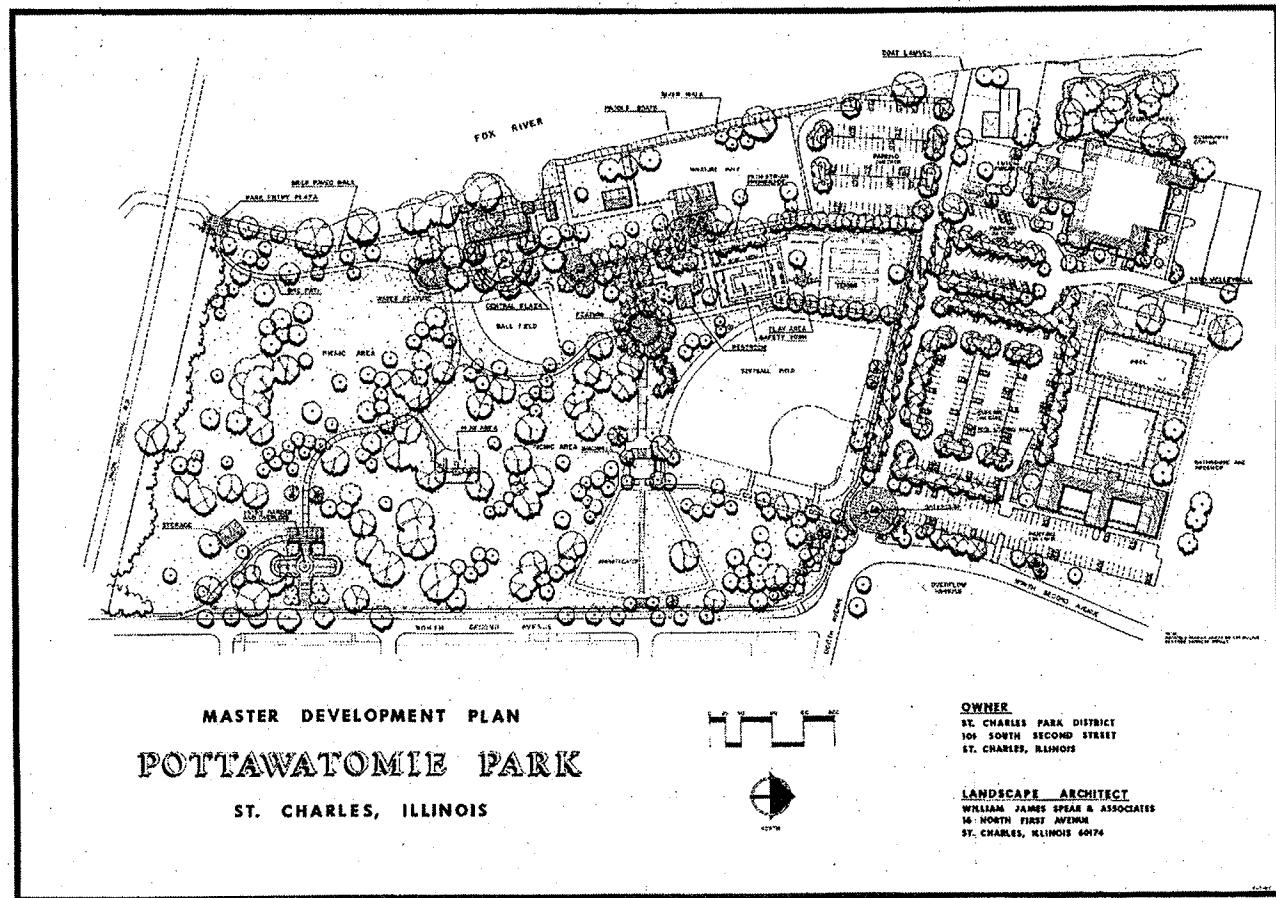
These existing site photos show the areas encompassed by the Upper Corridor section of the riverfront.



pottawatomie park



The St. Charles Park District has completed the master plan for Pottawatomie Park and is currently implementing many of the improvements. The riverwalk will connect with the proposed improvements as it goes under the railroad and bicycle bridge at the southwest corner of the Park. Clear, easy connection into this recreational destination point is a critical part of the Upper Corridor's connectivity.

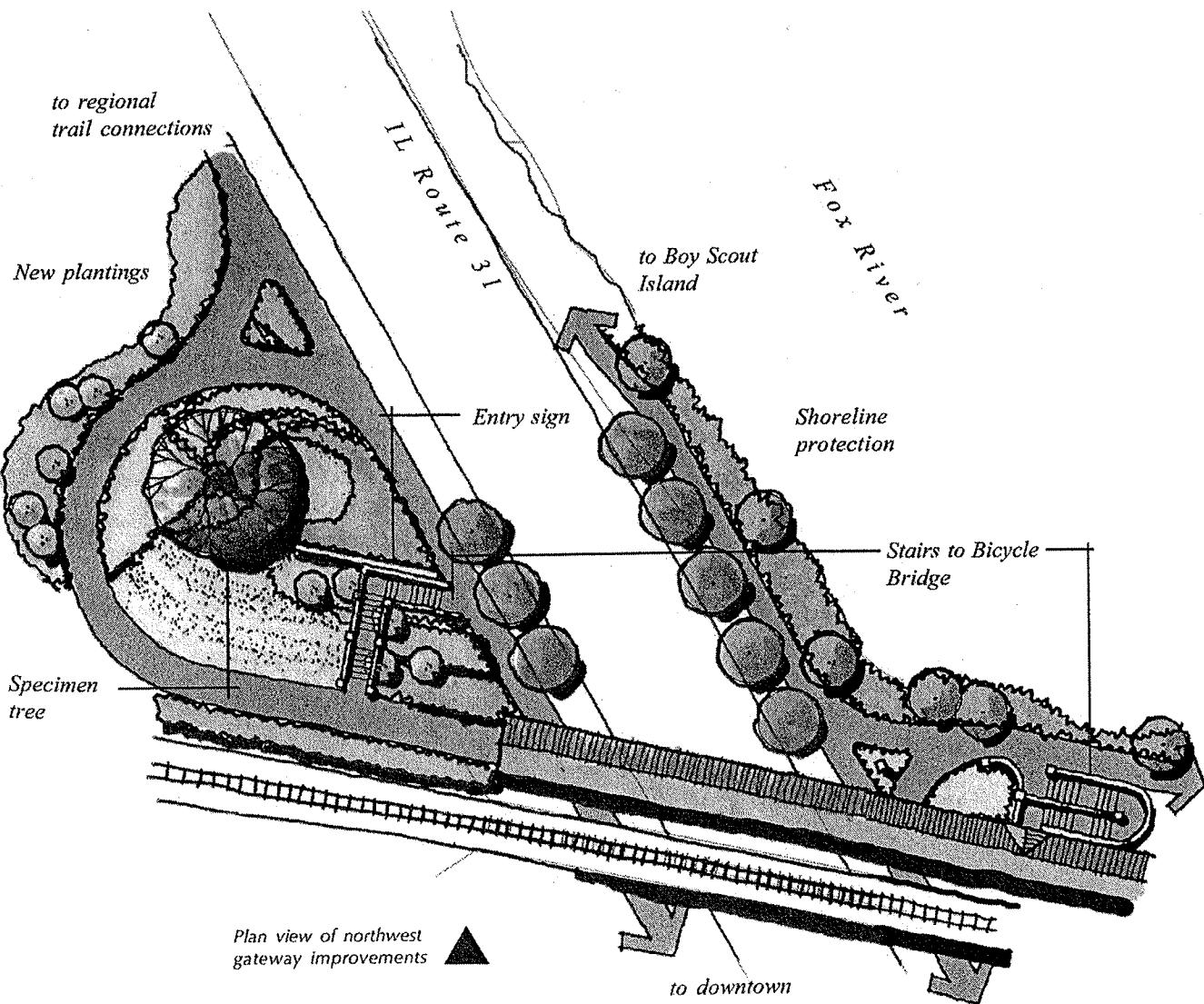


river north gateway



The space to the Northwest of the railroad/pedestrian bridge is a natural gateway to the downtown from the north. Enhancements to this gateway will provide appropriate first impressions to visitors entering the downtown/river corridor area. Features include:

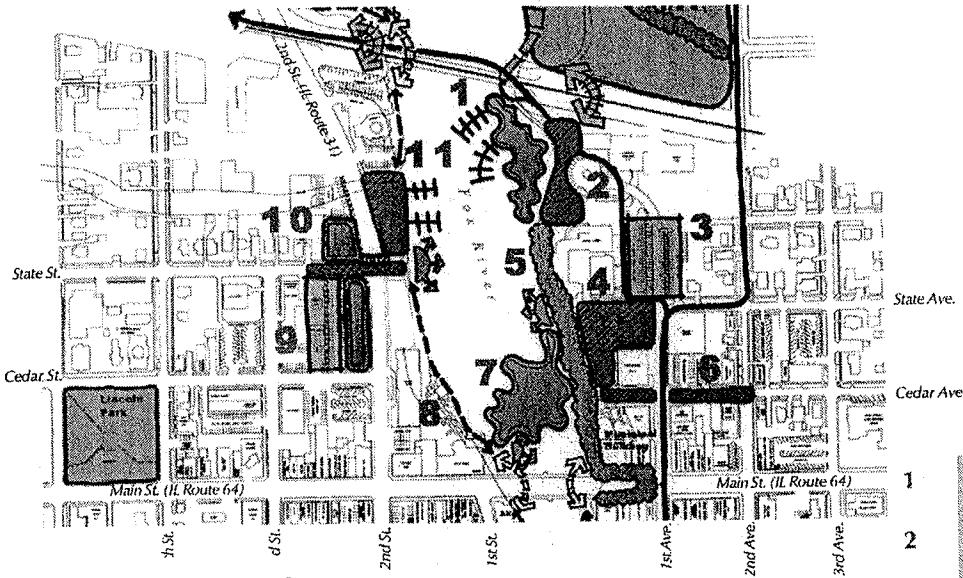
- Enhanced plantings within and along the ramp created by the bike path.
- A large specimen tree.
- Less intense than downtown streetscape treatment along IL Route 31.
- An entrance sign identifying the downtown, city or Central Business District.
- Colorful displays of flowers along the roadway and in front of the entrance sign.



Approximate Construction cost: \$250,000 - 450,000

railroad bridge to main street

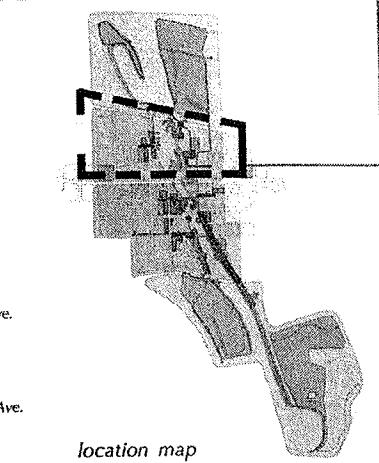
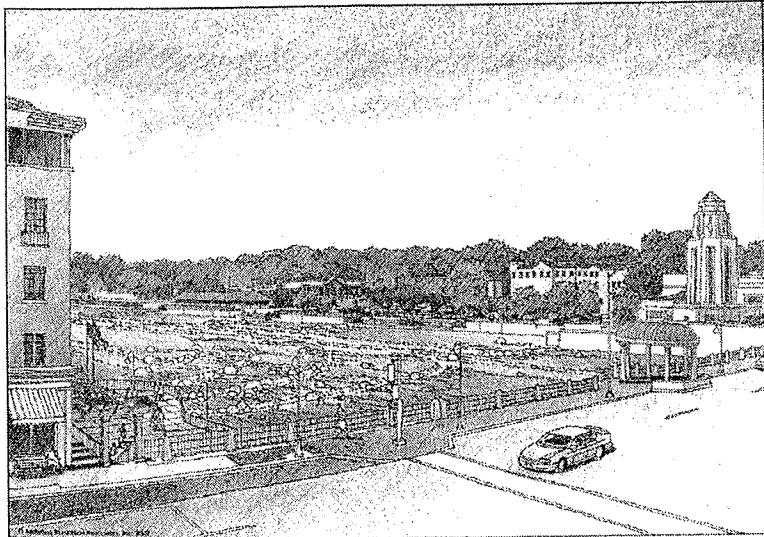
North Central Corridor



Master Plan Legend

- | | |
|--|-------------------------------------|
| | Parking Structure |
| | Potential redevelopment |
| | Waterfront gathering space |
| | Streetscape improvements |
| | Existing Park |
| | Pedestrian connection |
| | Enhanced existing circulation route |
| | Under bridge crossing |
| | Stairway connection |
| | Water access/enhancement |
| | Overlook |

Enhance the dam to provide an aesthetic, environmental and functional appeal. Aesthetically, the water area would have a natural feel, maintaining the pool of the river for recreational purposes, with rapids and small falls occurring in broad sweeps across the water. Ecologically, sedimentation, fish movement and aeration are improved. Functionally, the dam is not an obstacle to canoes and kayaks, allowing for safer access down the river in the downtown area.



location map

1	Freedom Trail water access
2	Support building meeting rooms public restrooms
3	Northeast Parking Deck
4	Civic Memorial Plaza
5	Existing Freedom Trail improvements
6	Streetscape improvements - Cedar to Century Corners
7	Dam improvements/Access under Main Street
8	Riverwalk connection along Hotel Baker and Carroll Tower
9	River North Parking Deck
10	River North Redevelopment projects
11	River North Plaza



master plan

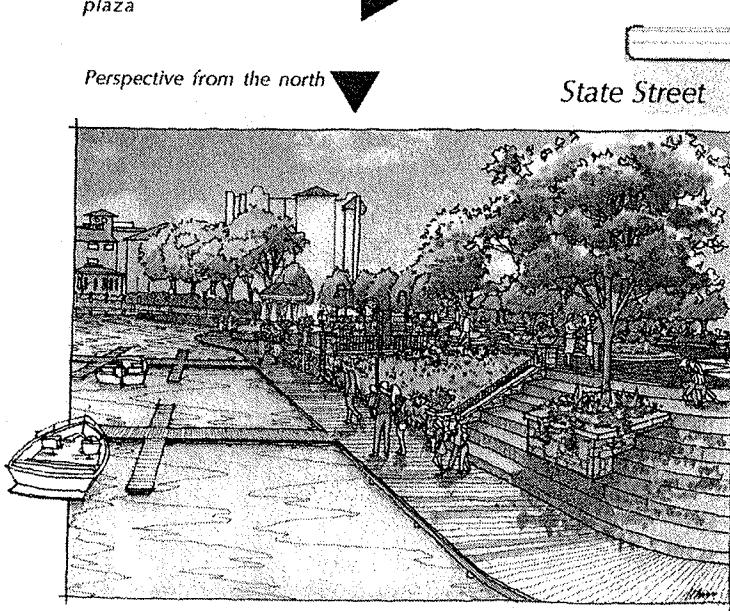
river north plaza



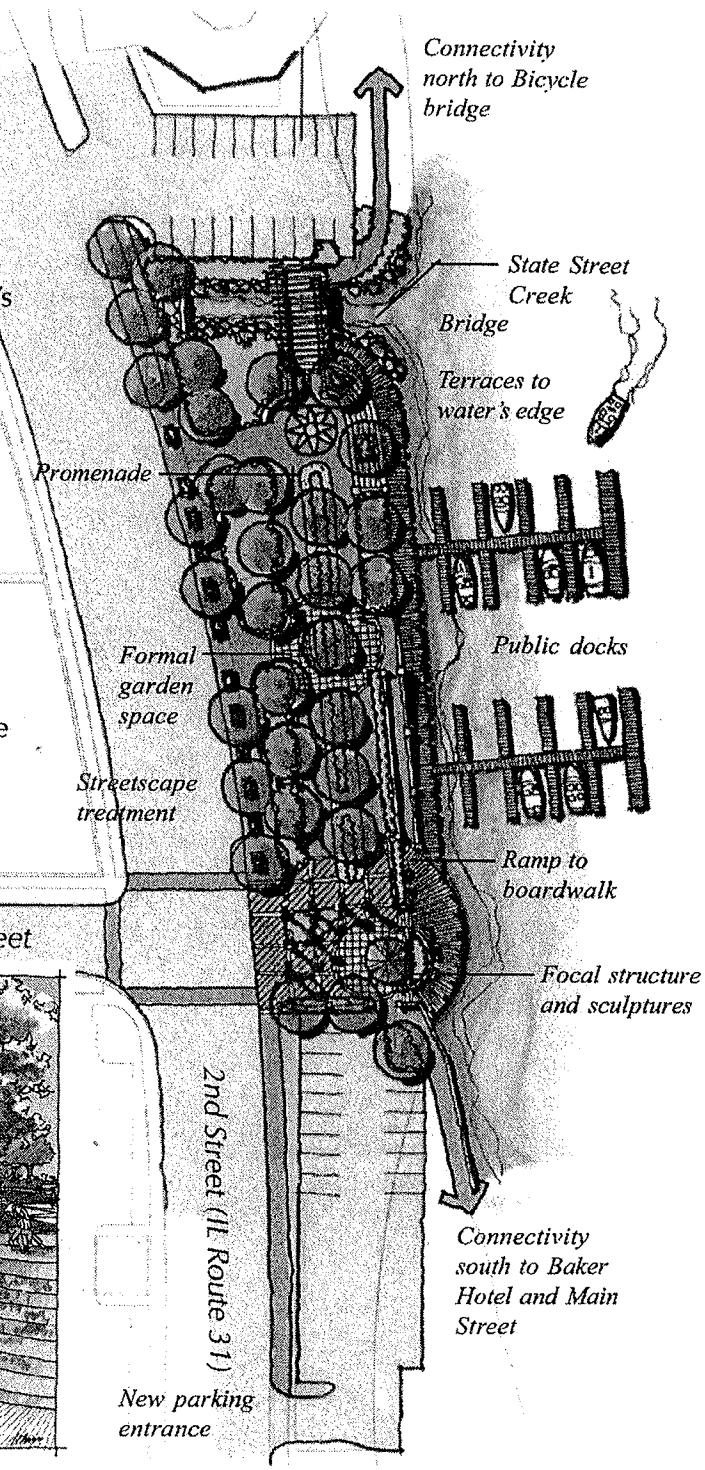
The River North Plaza, currently existing as a city owned parking lot, creates a park like setting as a focal point and terminus to State Street while allowing for future development. Features of the plaza include:

- Formal garden along a central promenade.
- Access to the boardwalk level at the water's edge by way of ramp and stairs.
- Potential short term boat docks allowing boat parking close to the downtown.
- Continuation of the city's streetscape along 2nd Street (IL Route 31).
- Sculptures and structural focal point at the terminus of State Street.
- Bridge across creek watershed to northern property, anticipating a future riverwalk connection.
- Reorganized entrance to the senior living parking lot.
- Maintain existing wall at water's edge at the south end of the plaza.

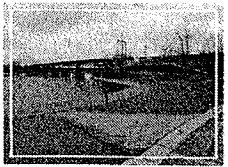
Plan view of the River North plaza



Approximate Construction cost: \$850,000 - \$1,100,000

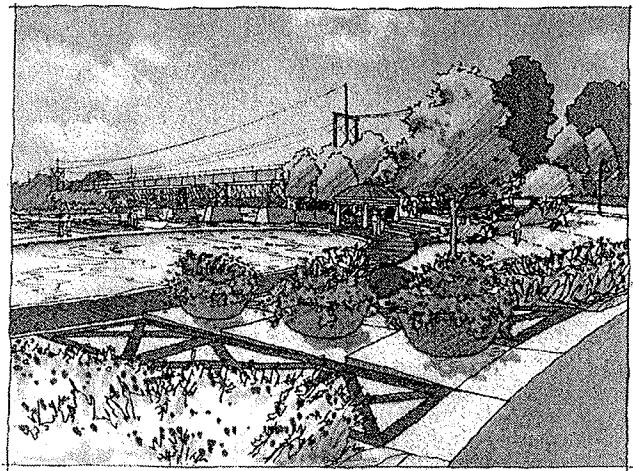


freedom trail water access

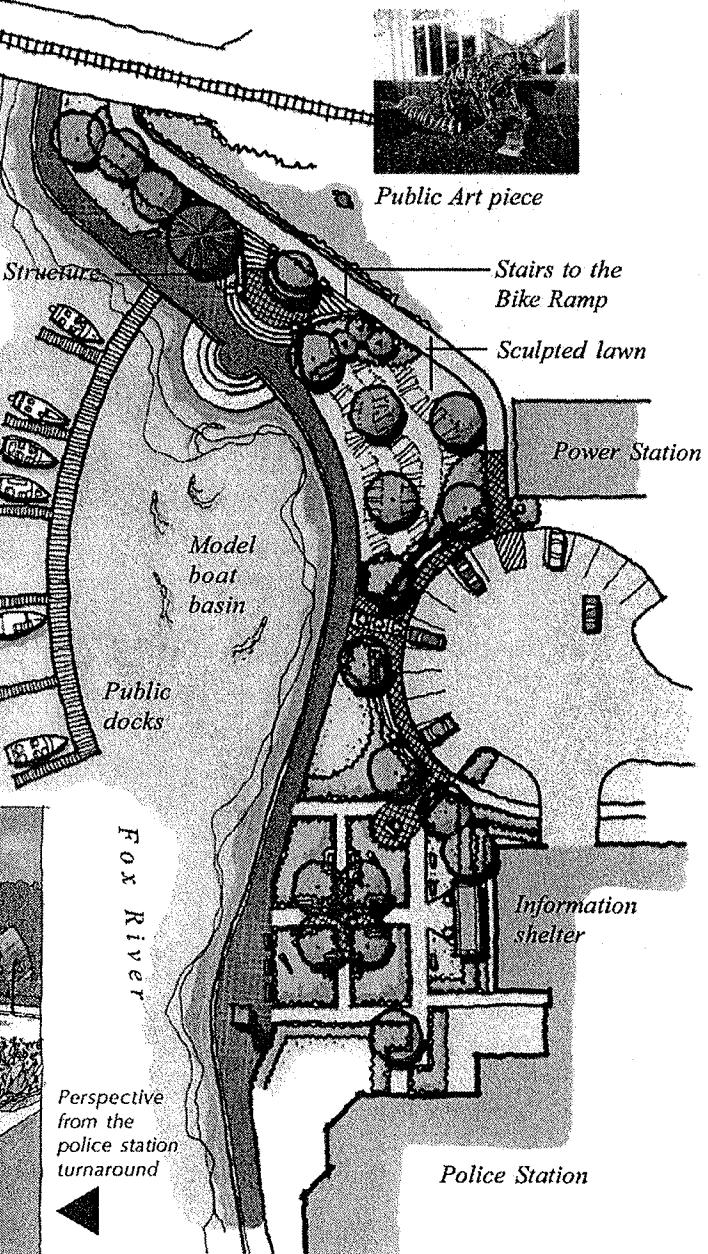


The north end of the municipal property is currently underutilized. The existing riverwalk connects pedestrians to Pottawatomie Park and the information shelter is hidden off the path by the northeast side of the police station. This is a good area for water activities because of the shape of the river's edge. Improvements to this area include:

- Short term boat docking for the east side of the river.
- Docks which shape the basin for water activities such as model boating, giving groups a designated spot for their activity.
- A focal point small structure.
- Stairs to the bike ramp.
- Sculpted lawn for viewing water activities.
- Screened parking.
- Enhanced pedestrian entrances to the Riverwalk from the parking areas.
- Possible policeman/fireman's memorial garden encouraging access to both the garden and the information shelter.
- Future use could include a community building for meetings or get-togethers. This use depends largely on construction of a parking garage in the municipal lot east of the police station/chamber of commerce building.



▼ Plan view from the Railroad Bridge to the Police Station

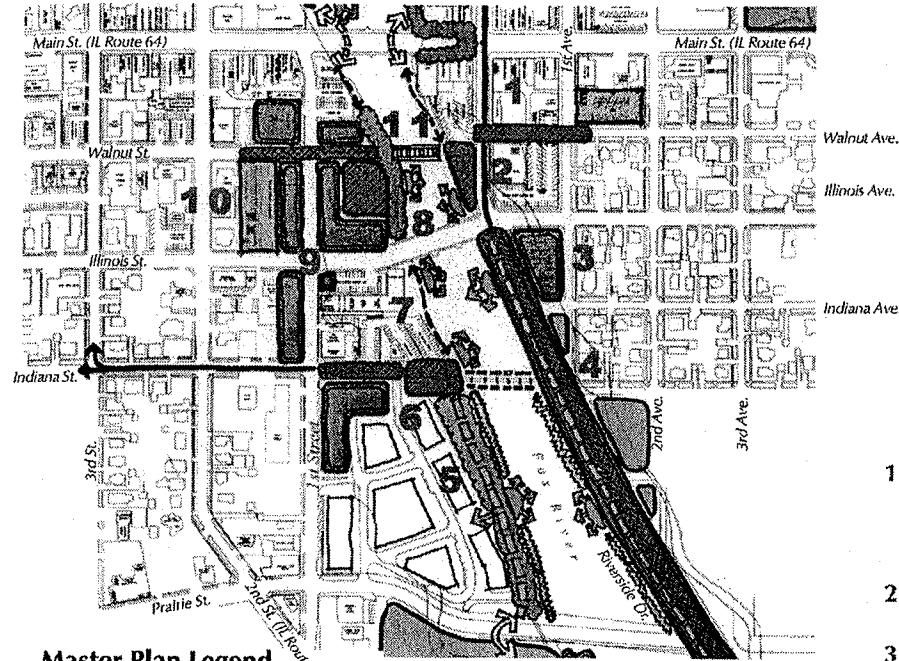


Approximate Construction cost: \$375,000 - \$500,000



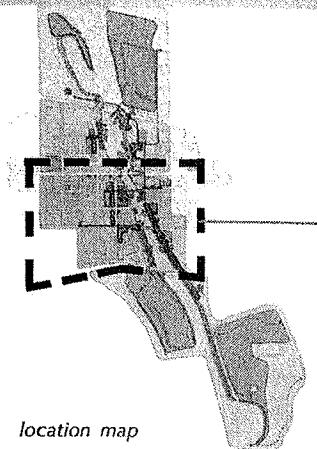
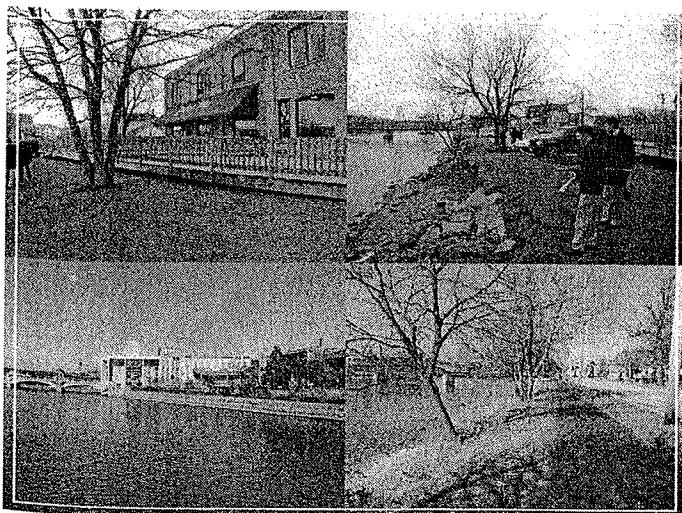
main street to prairie street

South Central Corridor



Master Plan Legend

Parking Structure	Enhanced existing circulation route
Potential redevelopment	At grade crossing
Waterfront gathering space	Under bridge crossing
Streetscape improvements	Pedestrian bridge
Existing Park	Existing pedestrian bridge enhancements
Pedestrian connection	Stairway connection
Bicycle Route	Natural shoreline restoration
Pedestrian/bicycle combination	Overlook



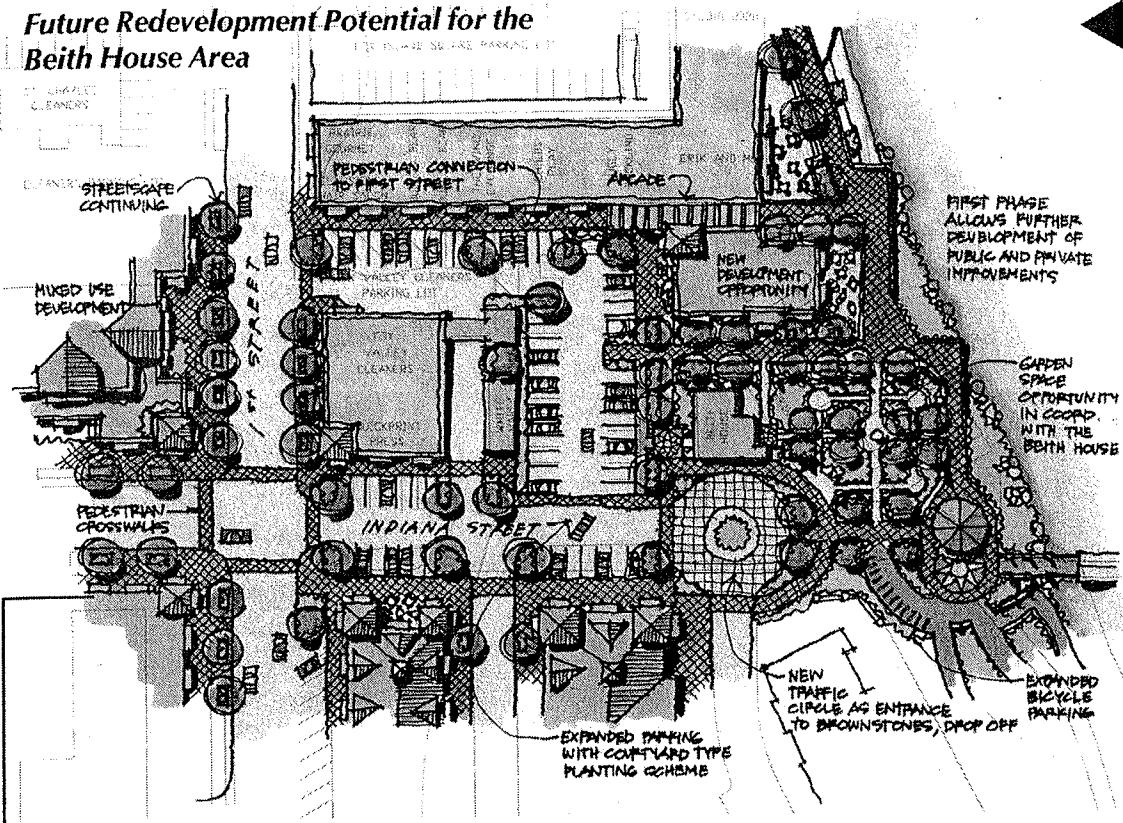
location map

- 1 Streetscape improvements - Riverside Drive to the Southeast Parking Deck
- 2 Riverside Plaza
- 3 Residential redevelopment opportunity
- 4 Riverside Drive improvements
- 5 Riverwalk enhancements - Prairie Street to the Piano Factory Bridge
- 6 Beith House Plaza/Redevelopment opportunity
- 7 Riverwalk connection - Piano Factory Bridge to Illinois Street
- 8 Riverwalk enhancements - Illinois Street to Main Street
- 9 1st Street Corridor Redevelopment opportunities
- 10 1st Street Corridor Parking Deck
- 11 Walnut Street pedestrian bridge

Many different conditions exist at the river's edge as it moves through the downtown. Each of the conditions will have an effect on the design and relationship of the riverwalk to the adjacent land, lending itself to share a similar, yet unprototypical look along both sides of the river.

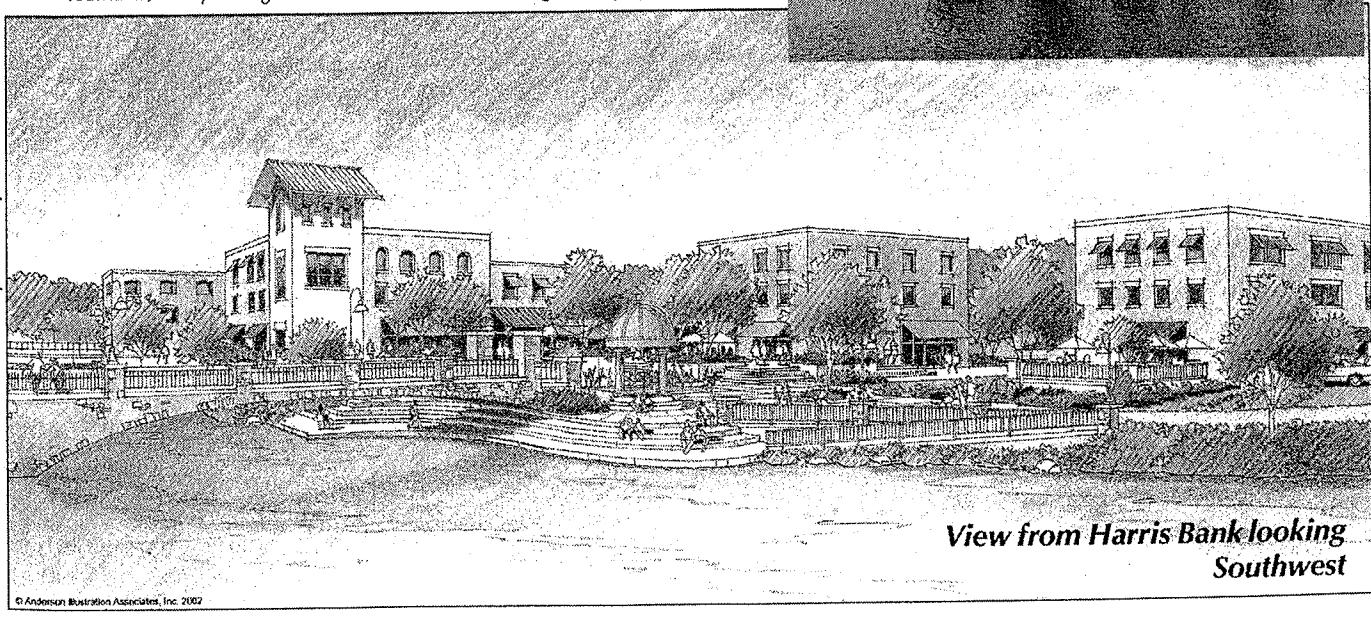
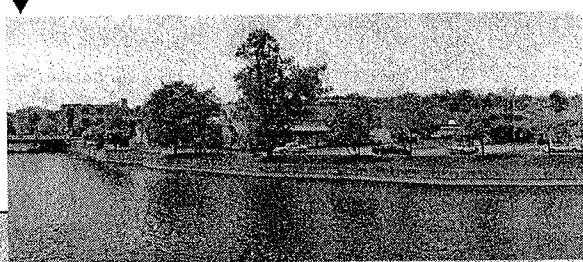


Future Redevelopment Potential for the Beith House Area



The 1st Street Corridor redevelopment initiative can tie directly to the riverwalk at two specific points. One is just north of Illinois St. (see next page) and the other is here, at Indiana Street. Connecting the streetscape from 1st Street to the river allows a direct visual and physical connection to the Piano Factory bridge, the new riverwalk connection to Illinois Street and the segregated path system south to Prairie Street. Enhancing the Beith House grounds, the streetscape, and establishing the terminus of Indiana Street as a node creates the link into the neighborhoods that both the Strategy Plan and this master plan established as a priority.

The relationship between private development and public improvements is an integral part of the success in implementing the vision of the master plan. Short term improvements of streetscape connections to the developing 1st Street Corridor, riverwalk improvements along the bank from Illinois Street to Main Street and a new pedestrian bridge connecting this plaza to Riverside Plaza across the river provide the framework for long term, exciting private development opportunities and a public gathering space. Especially here, north of Illinois Street. Features could include: outdoor cafes, areas for sitting and people watching, gathering spots, interactive fountains, lush plantings and access to the water's edge in key spots.



© Anderson Illustration Associates, Inc. 2002



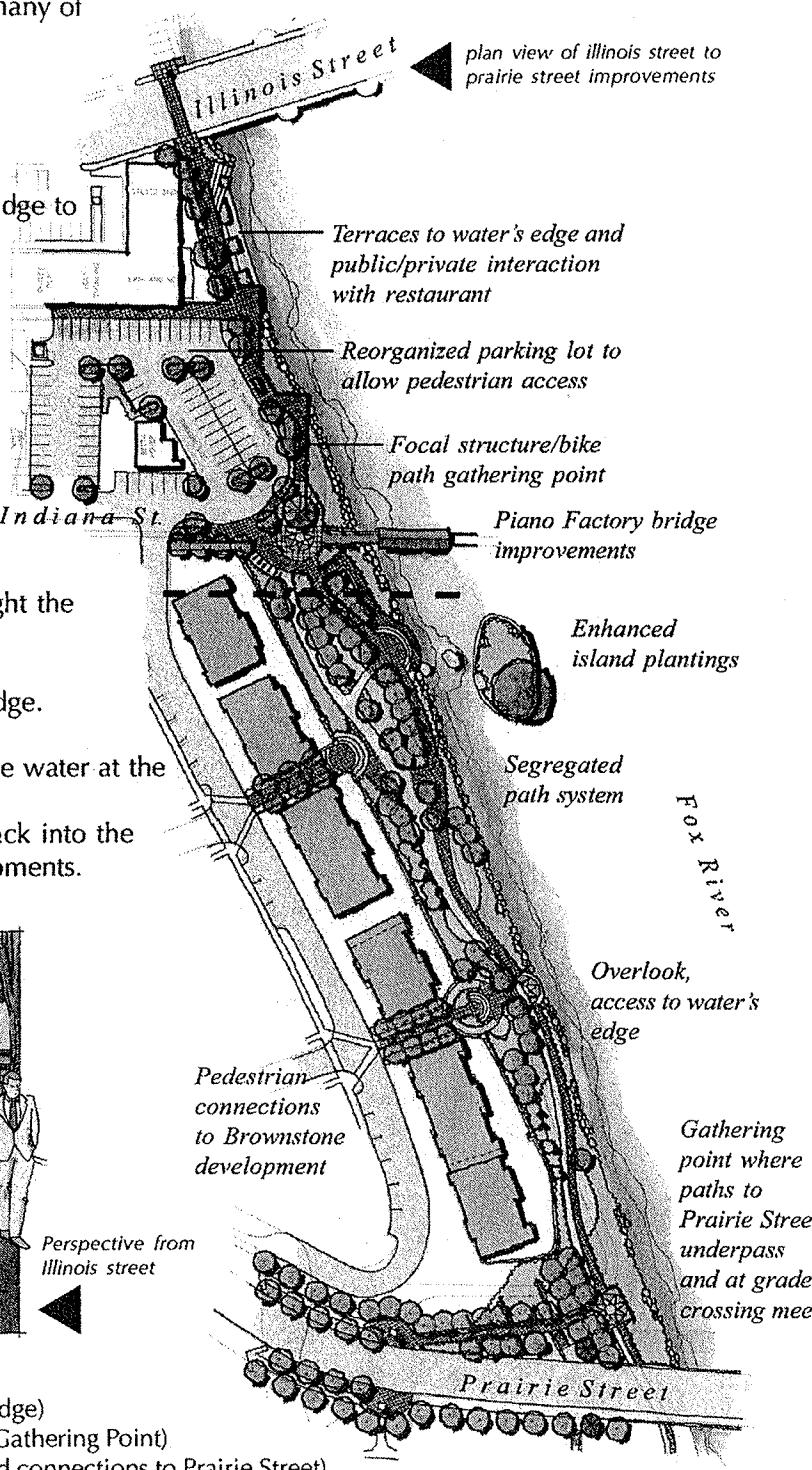
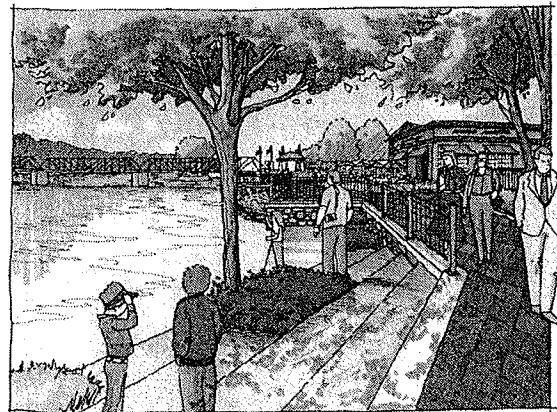
master plan



illinois street to prairie street

This link of the river corridor incorporates many of the goals and objectives of the master plan. Features of the plan include:

- First and foremost, a pedestrian link that does not exist currently, from the Piano Factory bridge to Illinois Street.
- The shoreline is re-established. A focal point structure for Indiana Street.
- Parking is realigned and screened around the Beith House to allow for pedestrian access.
- The riverwalk interacts and allows for movement between Erik and Me's outdoor restaurant and the public space.
- A crosswalk and focal points highlight the riverwalk location for motorists.
- Segregated bicycle and pedestrian paths south of the Piano Factory bridge.
- The entire stretch is accessible.
- Opportunities for interaction with the water at the northern and southern ends.
- Pedestrian connections are made back into the downtown and surrounding developments.



Approximate Construction cost:

\$650,000 - \$850,000 (Illinois to Piano Factory bridge)

\$850,000 - \$1,100,000 (Piano Factory bridge to Gathering Point)

\$200,000 - \$300,000 (Underpass Connection and connections to Prairie Street)

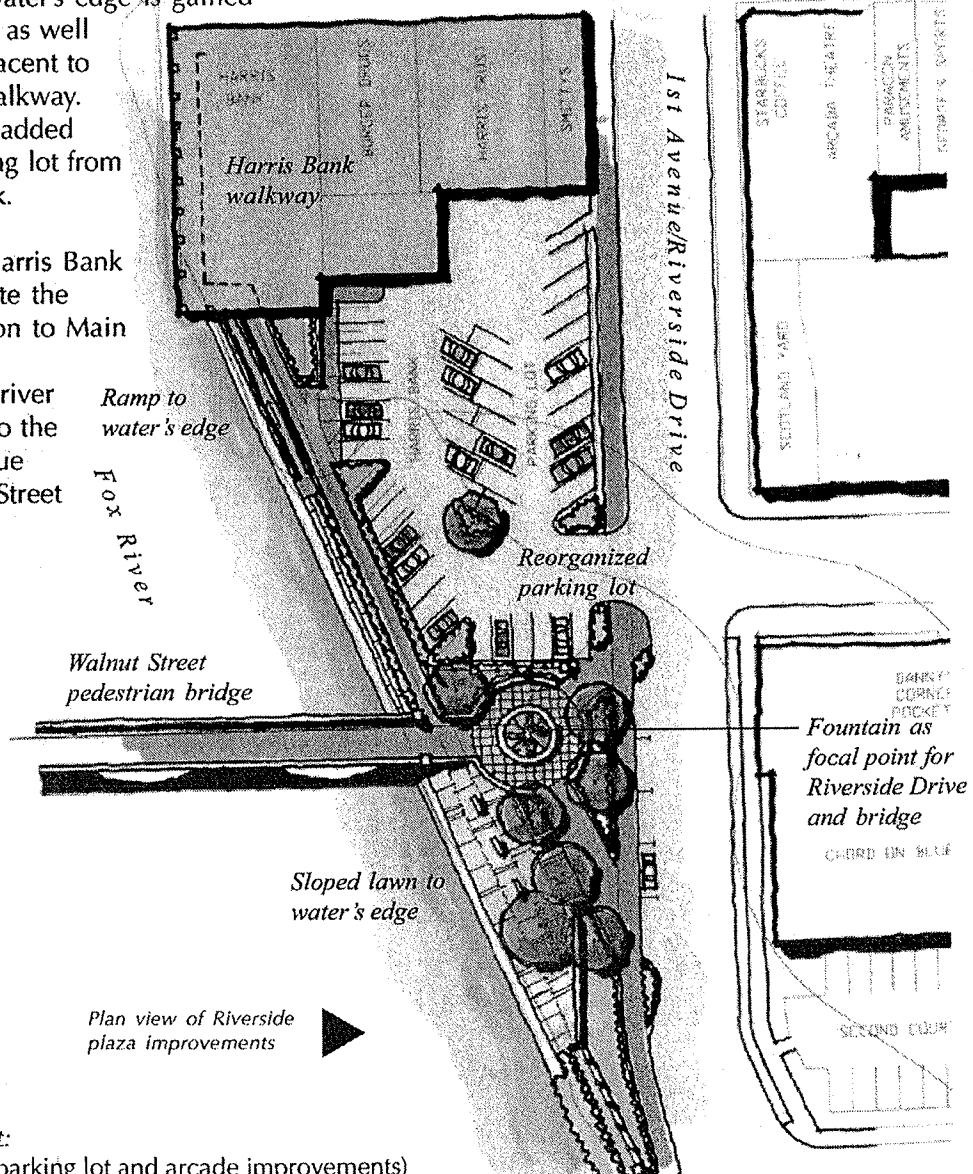


riverside plaza



Riverside Plaza is a gathering space as well as a transition point between the downtown and the waterfront. The plaza also becomes a focal point at the terminus of a potential pedestrian bridge across the river and the Riverside Drive improvements. Features include:

- Reorganizing the parking lot provides a larger plaza space where a fountain could be constructed, functioning as a focal point at the end of Riverside Drive and the new pedestrian bridge.
- The gabion walls are partially removed south of the bridge, allowing the slope to be laid back.
- Access along the water's edge is gained on the sloped lawn as well as from a ramp adjacent to the Harris Bank walkway.
- New plantings are added to screen the parking lot from the pedestrian walk.
- Encourages public access along the Harris Bank walkway to facilitate the riverwalk connection to Main Street.
- Opens view to the river
- Acquire the rights to the walkway to continue riverwalk to Main Street



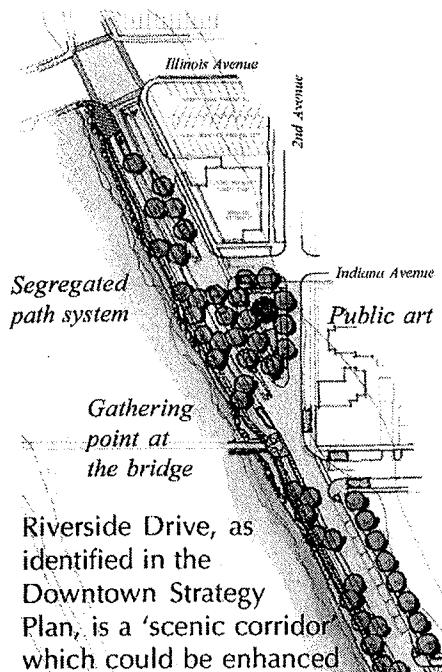
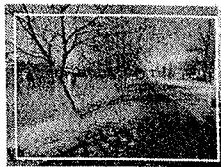
Approximate Construction cost:

\$275,000 - \$375,000 (Plaza, parking lot and arcade improvements)

\$500,000 - \$750,000 (Walnut Street Pedestrian Bridge)

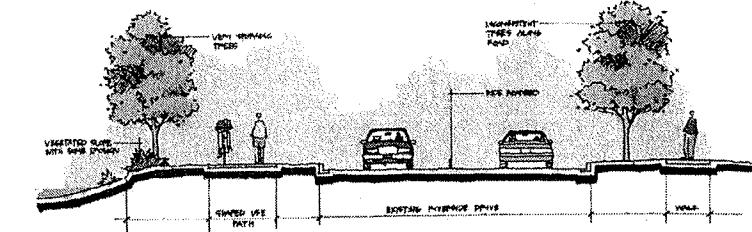


riverside drive

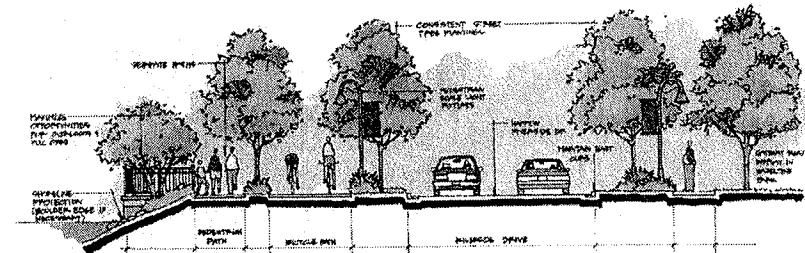


Riverside Drive, as identified in the Downtown Strategy Plan, is a 'scenic corridor' which could be enhanced by segregating bicycle/pedestrian traffic and narrowing the roadway. Features include:

- Entry sign to downtown at the intersection with 5th Avenue (IL Route 25).
- Equidistant open spaces for public art visible to both motorists and as a connection to the surrounding neighborhoods.
- Segregated path systems allowing pedestrians to stroll along the river with overlooks and access to the water's edge in various places, while bicyclists can pass through.
- Continuous streetscape edge on the east side of the street and a more casual edge on the west side, allowing views to the water.
- Gathering point at the terminus of the Piano Factory bridge.
- Utilities placed underground
- Continue streetscape to Main Street



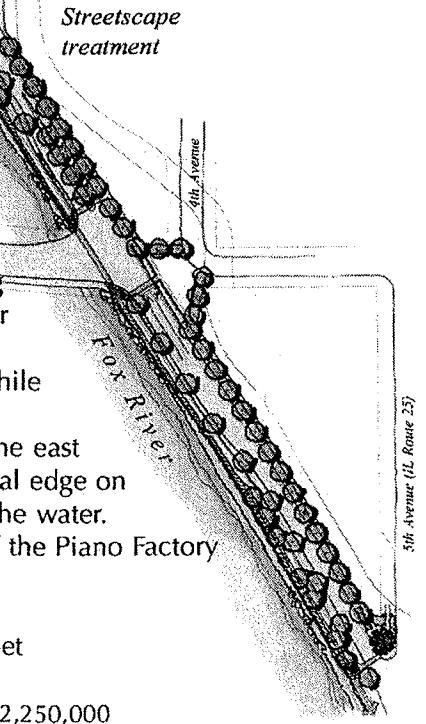
Existing Riverside Drive
Not to Scale



Proposed Riverside Drive Improvements
Not to Scale

Section showing difference between existing conditions and proposed improvements along Riverside Drive

Plan view of Riverside Drive improvements



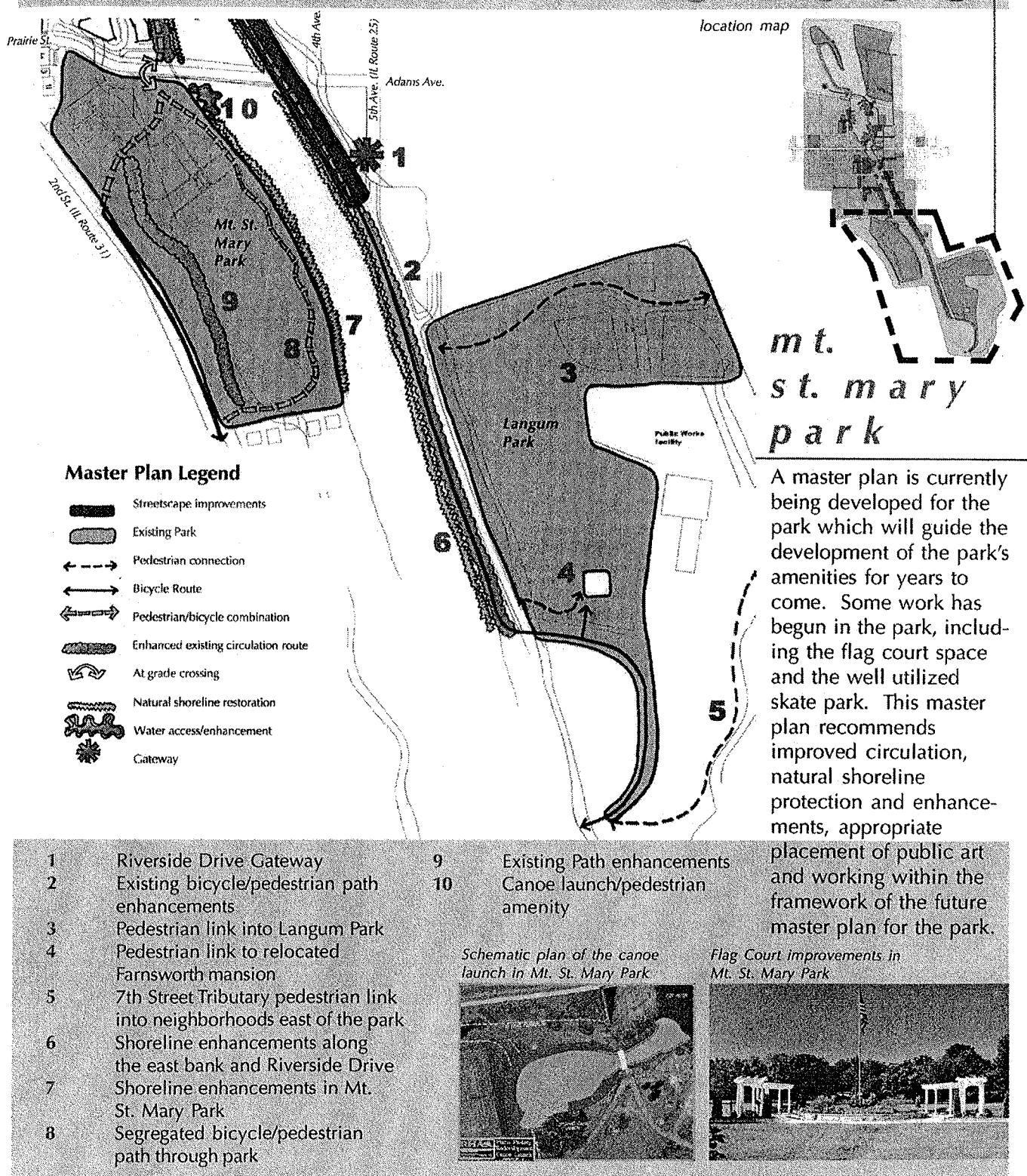
Riverside Drive
Gateway

Approximate Construction cost: \$1,750,000 - \$2,250,000



prairie street to southern project limits

Lower Corridor



*m t.
st. mary
park*

A master plan is currently being developed for the park which will guide the development of the park's amenities for years to come. Some work has begun in the park, including the flag court space and the well utilized skate park. This master plan recommends improved circulation, natural shoreline protection and enhancements, appropriate placement of public art and working within the framework of the future master plan for the park.



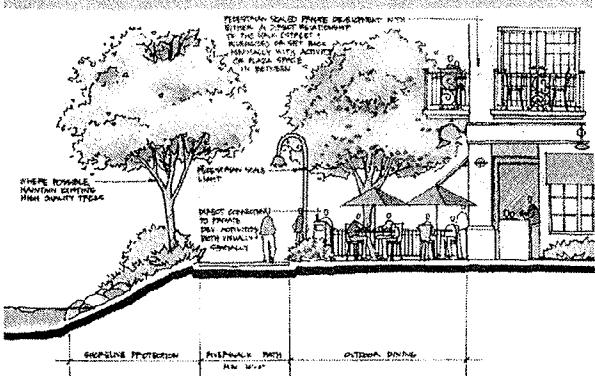
master plan

PLANNING GUIDELINES

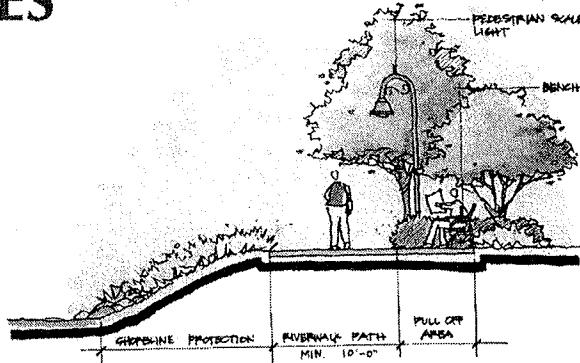
In order to achieve the stated objectives for the corridor, particular attention must be given to the organization of facilities and land uses, access and circulation between uses, public safety, and the durability and appearance of new improvements.

However, there is no "riverwalk" design template that should be applied uniformly. Rather, every project, both public and private, should adapt to its particular context while relating to the overall river corridor. Whenever possible, completed improvements should follow these guidelines:

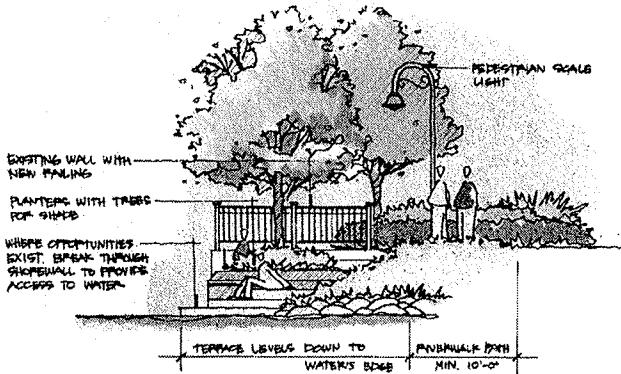
- Segregates pedestrians, cyclists and motorists.
 - Is safe, highly visible and well lighted.
 - Is scaled to appeal to casual visitors, yet can accommodate larger, organized groups from time to time.
 - Offers outstanding visitor hospitality to people of all ages and physical abilities with convenient parking, coordinated wayfinding graphics, barrier free circulation and convenient public washrooms.
 - Integrates art, the rich history of the community and seasonal activities into a variety of distinctive, yet complimentary experiences.
 - Is well maintained and handsomely landscaped with a combination of native, seasonal and ornamental materials.
 - Is constructed of traditional, durable materials that reflect the character of the city.
 - Can be implemented incrementally.
 - Sustains or enhances the water quality of the river, while maintaining the water pool.



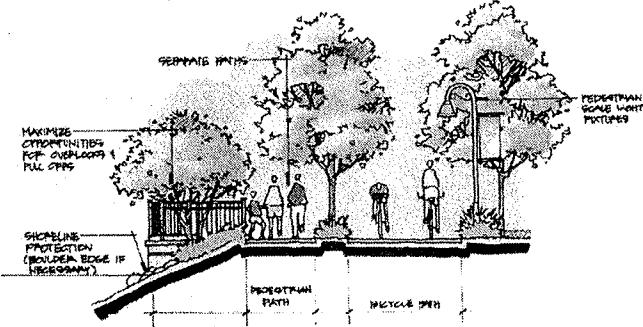
Proposed condition when development fronts the river corridor



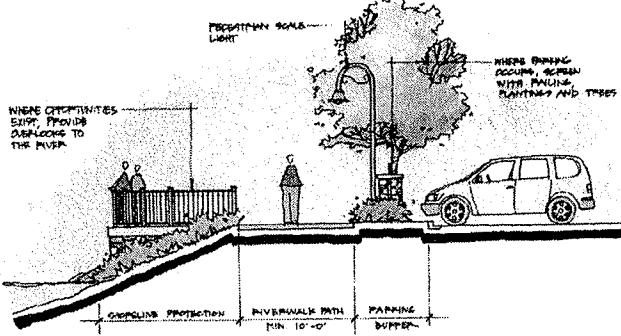
Riverwalk with seating area



Riverwalk along seawall areas allowing access to water in various places



Segregated pathway system

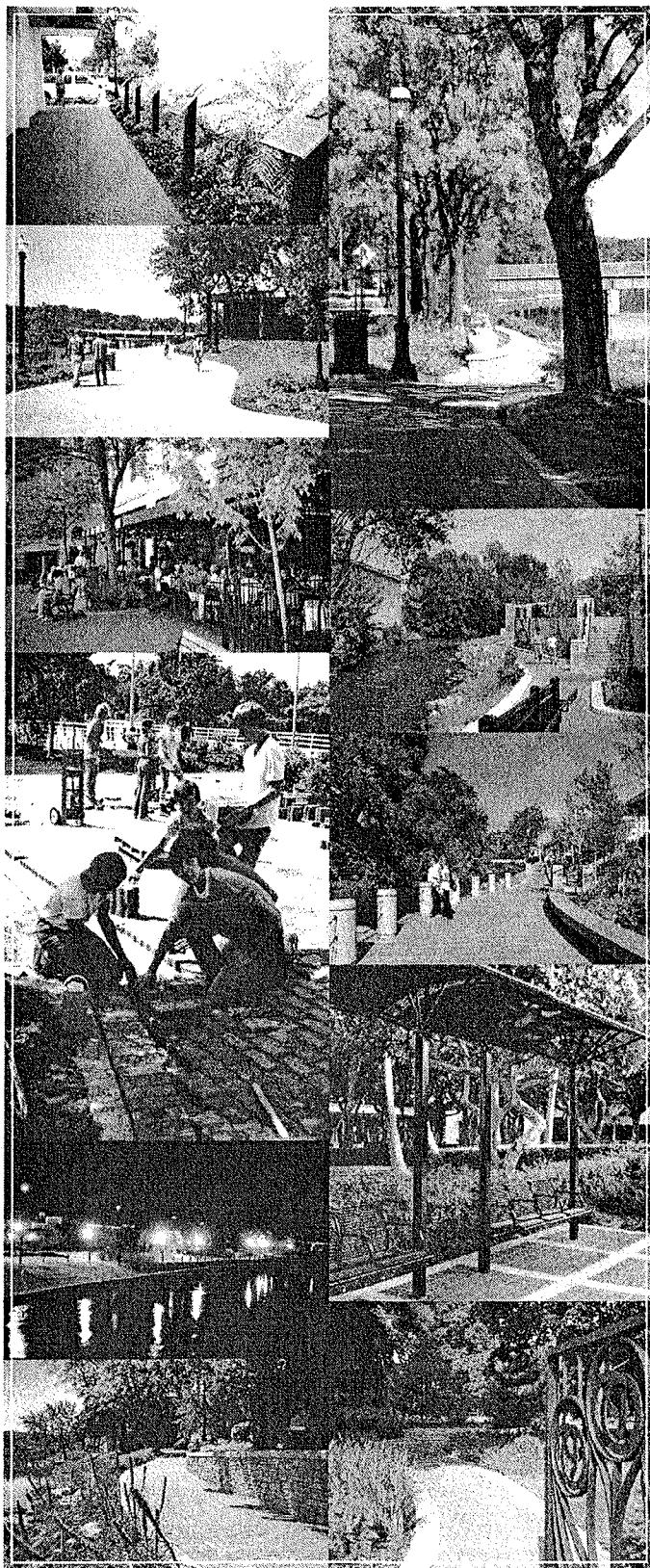


Riverwalk with overlooks and screened parking



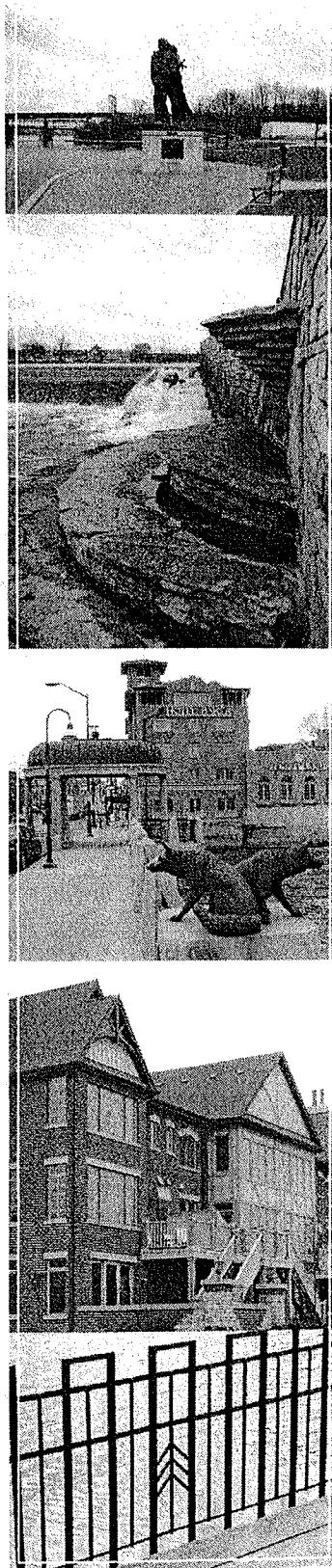
Master Plan comparable details

- Celebrate history
- Segregated path system
- Lively public/ private interfaces
- Let the community help
- Attractive at all times and seasons
- Protect the shoreline



Existing St. Charles features

- Public art/historical focus
- Accessible walks to water level
- Out of the ordinary spaces
- Naturalized shoreline protection
- Streetscape details
- Wide walkways
- Quality materials
- Comfortable, safe seating
- Small details
- Quiet garden spaces for strolling.



IMPLEMENTATION

The River Corridor Master Plan is an ambitious initiative that recommends a significant investment of community resources. Because of its scale, complexity and potential construction costs, getting started and sustaining momentum may seem a bit overwhelming, at first.

Other mid-western communities, however, have successfully implemented equally ambitious plans by using a proven, systematic implementation strategy. It starts with adoption of the plan by the City and Park District as a matter of public policy and ends with the celebration of your accomplishments and repetition of the planning, design and construction cycles. *Like any important initiative, the success of this Master Plan depends on the tireless commitment of community leaders and steady progress toward your goals.*

St. Charles has been equal to the task in the past, and given the probable benefit to the entire community, implementation of the River Corridor Master Plan should be no exception.

Endorse the Master Plan as Public Policy

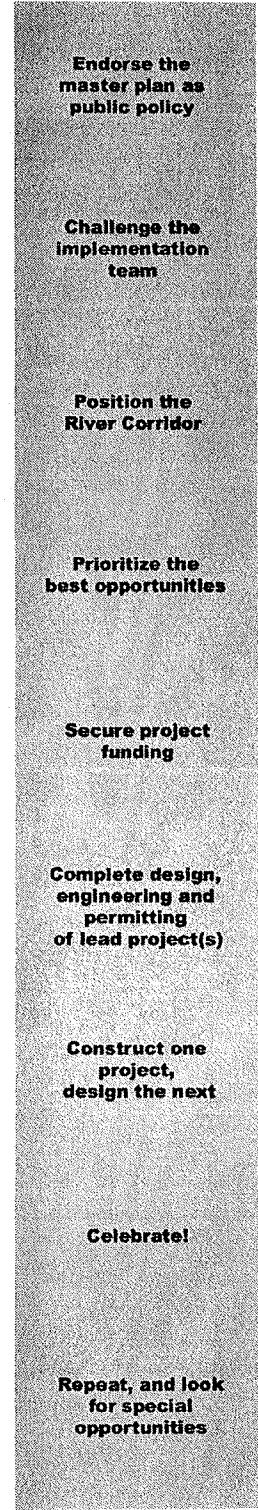
The first step toward successful implementation of the River Corridor Master Plan is its endorsement by the St. Charles City Council and the St. Charles Park District Board. Without a clearly defined statement of public policy, it will be impossible to allocate valuable resources toward implementation.

Given its role in advancing this initiative, the Board of Directors of the Downtown St. Charles Partnership should also endorse the Master Plan. This will send a strong signal that the downtown community is fully committed to the plan.

Challenge the Implementation Team

Like most important public initiatives, the success of the St. Charles River Corridor Master Plan relies on the cooperation and determination of its public and private sector leaders. Neither group can do this alone. Fortunately, the core of the implementation team already exists. The River Corridor Sub-Committee (RCSC) of the Downtown St. Charles Partnership Design Committee has been the lead agency during the master planning process. This group includes many public and private sector individuals who have substantial experience in planning, design, construction, public relations and organizational leadership.

Once the Master Plan is adopted as public policy, the RCSC must continue to meet regularly to advance the master plan recommendations. They will also have to reach out to new partners and individuals, from time to time, to form strategic alliances and bring additional dimension to the existing group. County, State and even



Federal legislators need to be drawn into the team, as soon as possible, in order to position the corridor for future funding. The consultant team can support and supplement the work of the RCSC.

Position the River Corridor

The RCSC needs to communicate the master plan message to a variety of constituencies using appropriate tools such as personal presentations, publications and the press. A web site should be started that summarizes the master plan and provides current information on fund raising, design, construction, programming, management and other timely topics.

However, positioning the downtown riverfront to attract and sustain the attention of retailers, consumers, developers and government takes more than good public relations. The RCSC must carefully coordinate public and private sector investment, promotion and management of the corridor in order to position downtown St. Charles as *the place for distinctive riverfront shopping, dining, living, working and recreation.*

If the river corridor is, in fact, the centerpiece of the downtown, then the river corridor goals and objectives should be carefully considered every time a decision is made regarding the downtown. This will help guide the design of future facilities and improvements and it will become the basis for allocating valuable resources for everything from advertising to sign graphics to developer recruitment. This will also help the City and the Park District determine which capital investments will leverage the most public benefit and stimulate the most promising private sector investments.

Prioritize the Next Opportunities

The Park District is already redeveloping Pottawatomie and Mt. St. Mary Parks, which bookend the corridor and the City is currently recruiting developers for the First Street Redevelopment District Project. These are great projects. The "Blue Goose" site is a particularly attractive opportunity to integrate a public riverfront improvement into a mixed-use commercial development.

In order to capture the public's attention and sustain their confidence, the RCSC needs to identify and construct a series of additional high profile, near term projects that, collectively, provide a solid foundation for future private sector investment in the central corridor. Since the success of the first segments of the river corridor improvements will communicate volumes to potential public and private sector partners, it is important to consider these important factors when selecting candidate projects:

Despite the current economic conditions and lack of significant local, state or federal funding, several projects deserve near term consideration:

Consider the acquisition of the west bank shoreline from the Piano Factory bridge to Prairie Street and construct the riverwalk and park improvements between the retaining wall and the river. This will enhance the adjacent "Brownstone" development and significantly improve a substantial and highly visible riverfront segment. The poten-

*Land ownership/control
and accessibility*

*Potential catalytic
benefit*

*Funds (and/or
partnership)
availability*

*Construction
complexity*

*Proximity to private
sector initiatives*

*Proximity to public
infrastructure
improvements*

Permit processes

tial construction cost for this segment is approximately \$850,000 to \$1,100,000. Some of the construction costs may be offset by the developer of the adjacent Brownstone development who has an outstanding obligation to provide some modest open space improvements.

Acquire ownership/control of the west bank shoreline between Illinois Street and the Piano Factory bridge and construct a riverwalk improvement that would complete a short pedestrian loop, repair a badly eroded section of shoreline, and compliment an existing restaurant that offers riverside dining. The potential construction cost for this relatively simple segment is approximately \$650,000 to \$850,000.

Implement Master Plans for Pottawatomie and Mt. St. Mary parks.

Other projects listed in the Short Term Opportunities section may qualify as priorities if they meet the candidate project criteria.

Secure Project Funding

Based upon the experience of other communities, implementation of the master planned improvements will be most successful if they are funded through a combination of local, county, state, federal and private sector sources. Since other sources of funding have longer lead-times, the City and/or the Park District may need to fund a significant portion of the cost to design and construct the first public improvements. In addition to the general or capital improvement fund, other sources of local revenue, such as Tax Increment Financing (TIF) funding and Special Service areas (SSA), should be considered. The County has already expressed an interest in the project, and has supported riverfronts in other Fox River communities. Unfortunately, they have suspended the use of their portion of gambling proceeds from the Grand Victoria until the current fiscal concerns are resolved. The legislative representatives for St. Charles need to be drawn into the process as early as possible to explore future appropriations. Given the broad appeal and economic benefit of the master planned improvements, the State and even the Federal government should also be considered for outright appropriations.

There are also several State and Federal grants that may provide funding for portions of the Master Plan. They include, but are not limited to:

Grant funding from most agencies is only available in specific appropriation cycles. Therefore, once the initial funding and phasing strategies are identified, the River Corridor Implementation Team should meet with representatives of several agencies to identify the upcoming opportunities and submittal requirements. Please remember that receiving grants from other agencies often requires abiding by their design, construction and administrative standards.

Private sector contributions can also play a significant role in funding the construction of the public riverfront improvements. Business and individual contributors are often attracted to high profile community projects and there are plenty of opportunities to commemorate private sector participation on the Corridor. It is strongly recommended that the leading fundraisers in the community be consulted about the opportunity

*Illinois Rivers 2020
(through the Lt.
Governor's office)*

*Open Space, Land
Acquisition and
Development (OSLAD)
(through the Department
of Natural Resources)*

*Boating Infrastructure
Grant Program (BIGP)
(through the Department
of Natural Resources)*

*Recreational Trails
Program (RTP) and
Illinois Transportation
Enhancement Program
(ITEP)
(through the Department
of Natural Resources)*

*Tourism Attraction
Development Program,
(through the Department
of Commerce and
Community Affairs)*

*State and Federal
Legislative Grants*



to establish a not-for-profit corporation and solicit private sector funds, or even "in-kind" donations, for this project. As community leaders know, private sector fundraising can be a source of pride, positive public relations and leverage that is hard to appreciate until it has been experienced first hand.

It is recommended that one person from the River Corridor Sub-Committee be dedicated to coordinating and researching funding opportunities.

Design, Engineering and Permitting the Lead Project(s)

Once the first projects are budgeted, their design and engineering needs to be finalized for permitting, bidding and construction. Under normal circumstances, the design, engineering and permitting process takes about 9 to 12 months for most public improvements. Agencies that have a jurisdictional interest in the St. Charles River Corridor include, but may not be limited to:

Construct One Project, Design the Next

The waterfront can be constructed using a General Contractor or a Construction Manager. Either approach can be successful and is usually based on the preference of local agencies and the availability of experienced staff. If local contractors wish to donate time or materials to the project, the Construction Manager method will allow for greater purchasing and sequencing flexibility. Remember to keep the public aware of the "latest and greatest" news concerning construction of the current project in order to maintain the public's interest.

Once construction begins on the first project, the design and engineering of the next project should commence in order to maintain public relations momentum.

Celebrate

A coordinated and energetic public relations program is important to the success of the waterfront. It is recommended that the public relations committee of the River Corridor Implementation Team and local governments take every opportunity to celebrate victories large and small, particularly in the early stages of development. Public relations and private sector fundraising should be closely linked.

Repeat and Look for Special Opportunities

Once the first projects are underway, future revenue sources need to be confirmed. Since many grants and appropriations have long lead times, it is important to get potential projects in front of the appropriate decision makers as soon as possible.

Whenever possible, the construction of the riverfront improvements should be coordinated with other public and private sector redevelopment. Large and small-scale commercial property improvements provide great opportunities to integrate the waterfront into the downtown. Large-scale public works projects, such as utility work, street work, or bridge renovations are natural opportunities to advance the river corridor concepts. Coordination of the "grand opening" of a waterfront project with another special event or holiday can bring special meaning to the project.

City of St. Charles

St. Charles Park District

Kane County

Illinois Department of Transportation (IDOT)

Illinois Department of Natural Resources (IDNR)

Illinois Environmental Protection Agency (IEPA)

Illinois Historic Preservation Agency (IHPA)

Kane-Dupage Soil and Water Conservation District

U.S. Army Corps of Engineers

SHORT TERM OPPORTUNITIES

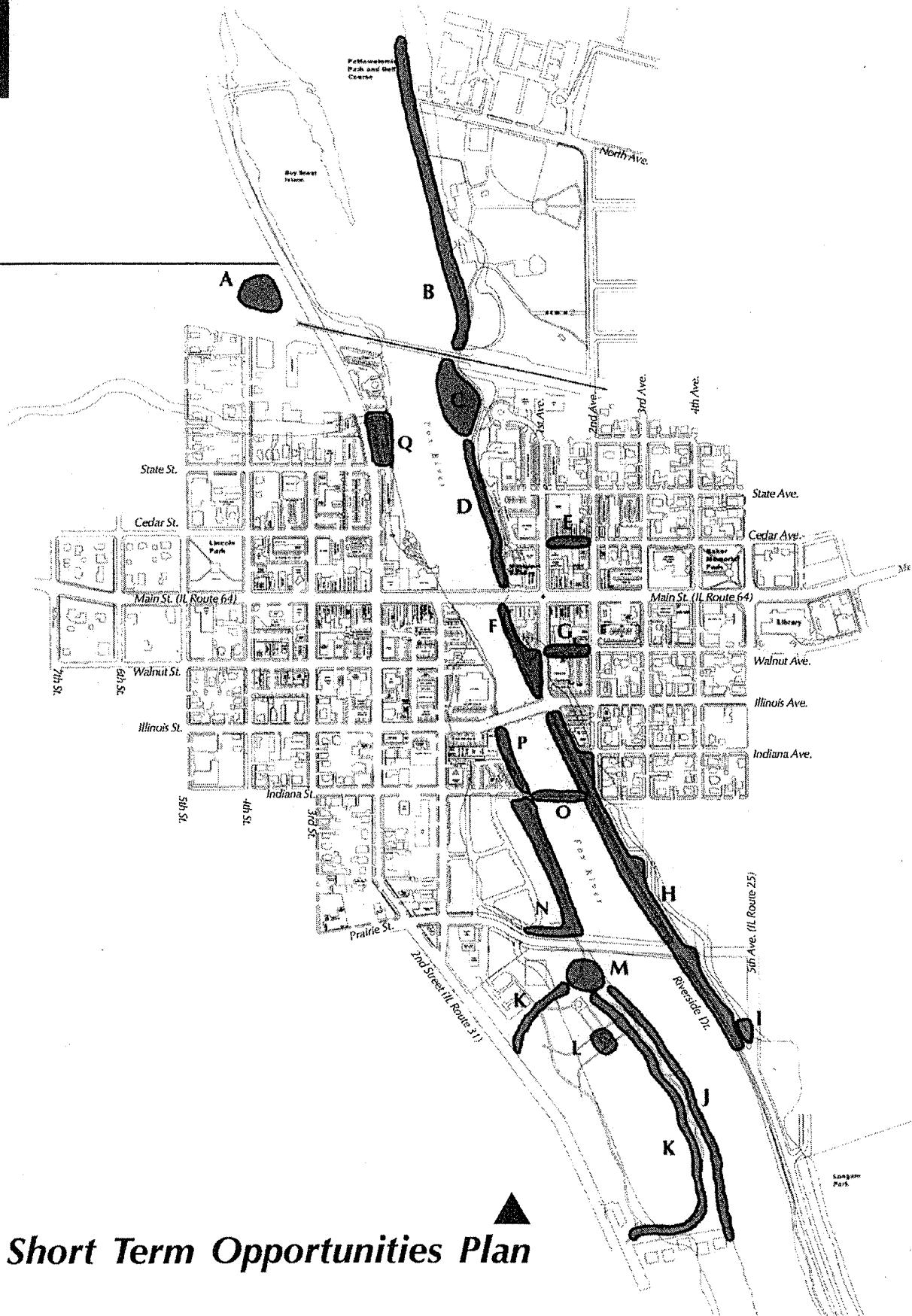
Some of the master planned improvements, such as modifications to the dam, may take years to accomplish because of their scale, cost and complexity. By comparison, there are several short-term opportunities to make steady, incremental progress toward the goals and objectives of this plan. The projects highlighted in this section can help St. Charles build and sustain momentum toward its riverfront renaissance because they meet one or more of the following criteria:

- Land is publicly owned/controlled
- Land is privately owned, and landowner has expressed an interest in conveying some portion for public access
- Land is privately owned and the landowner is already planning a related improvement
- The Park District is already improving the property
- The design, engineering, permitting and construction processes are not unusually complex
- Development of the highlighted project is not contingent on the re-development of private property
- Larger scale projects can be constructed incrementally, if necessary, to spread out large capital investments

Short Term Opportunities

- A. River North gateway
- B. Shoreline improvements in Pottawatomie Park
- C. Freedom Trail water access
- D. Existing Freedom Trail improvements
- E. Streetscape improvements on Cedar Avenue to Century Corners
- F. Pedestrian access adjacent to Harris Bank and Riverside Plaza
- G. Streetscape improvements on Walnut Avenue to southeast parking deck
- H. Riverside Drive "boulevard treatment"
- I. River South gateway
- J. Shoreline improvements in Mt. St. Mary park
- K. Bike and pedestrian improvements in Mt. St. Mary park
- L. Focal feature flag garden in Mt. St. Mary park
- M. Canoe launch in Mt. St. Mary park
- N. Prairie Street to Piano Factory bridge (along Brownstones) path improvements/overlook
- O. Piano factory bridge improvements
- P. Indiana Street to Illinois Street pedestrian linkage
- Q. River North Plaza





Short Term Opportunities Plan

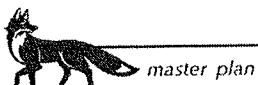
The following is a list of projects identified in the Master Plan. The items labeled A-Q correlate with the Short Term Opportunities Plan and are meant to identify projects which could be completed within a 1-5 year time frame. The projects listed after the short term list can be accomplished in a longer term or may not be of equal public benefit as the Short Term Opportunities. Even with the short term projects, some may be implemented earlier or take longer based on economic and other factors. The costs associated with each project may change based on its scope, complexity and timing and may be offset by private contributors as well as volunteer groups.

Short Term Opportunities

Project:	Description:	Responsible Parties:	Actions and Anticipated cost:	Outcome:
River North Gateway <i>(see pg. 12)</i> A	A sign and supporting plantings	City of St. Charles	\$250,000 - \$450,000	Creates an entry statement for the downtown area and begins to convey the character of the City
Shoreline improvements in Pottawatomie Park <i>(see pg. 11)</i> B	In coordination with the Master Plan for the Park, shoreline improvements will re-establish the historic look to the shoreline	St. Charles Park District	Engage a consultant; construction costs	The look will continue the historic look which the Park District is continuing to upgrade with current construction and rehabilitation projects
Freedom Trail water access <i>(see pg. 15)</i> C	Short term boat docking, amphitheater space for viewing model boats/water activities, stairway to bike path ramp, improved entrance and potential memorial garden around police station	City of St. Charles	\$375,000 - \$500,000	Allows boaters to have access to the downtown and provides this end of the municipal area a destination point in the northern pedestrian loop
Existing Freedom Trail improvements <i>(#5 on pg. 13)</i> D	Plantings along the edge of the trail and providing opportunities for pedestrians to have access to the water's edge	City of St. Charles	Engagement of a consultant, construction of plantings and amenities	Improving the aesthetic of the existing trail would increase the visibility of the trail and highlighting the connection past the Municipal Center would draw people to utilize the space
Streetscape improvements - Cedar to Century Corners <i>(#6 on pg. 13)</i> E	Maintain streetscape momentum from Main Street into the Historic District, recognizing the unique character of the district	City of St. Charles	Engagement of an consultant, construction of streetscape elements	Links the Historic District with Main Street and the Riverwalk, providing safe, visible pedestrian access to both



Project:	Description:	Responsible Parties:	Actions and Anticipated cost:	Outcome:
Riverside Plaza (see pg. 19) F	Redeveloped park space south of Harris Bank, including a fountain, walks, sign and a connection along the Harris Bank building	City of St. Charles	Engagement of a consultant team, construction of recommended improvements, acquisition of rights along the Harris Bank facade	Riverside Plaza provides the visual focal point for the terminus of the Riverside Drive scenic corridor experience and also provides a destination visible along Walnut Avenue as visitors walk to the river from the parking deck
Streetscape improvements - Riverside Drive to the Southeast Parking Deck on Walnut Avenue (#1 on pg. 16) G	Streetscape construction, similar to Main Street in intensity including typical furnishings, lights, paving	City of St. Charles	Engagement of a consultant team, construction of recommended improvements	This streetscape connection links the newly constructed parking deck to the Riverside Plaza and provides visible and safe pedestrian access to a destination point along the river
Riverside Drive improvements (see pg. 20) H	In coordination with the Downtown Strategy Plan, Riverside Drive becomes a scenic drive with plantings, public art, segregated pedestrian/bicycle paths and gathering points and important intersections	City of St. Charles	\$1,750,000 - \$2,250,000	Riverside Drive becomes a scenic experience as visitors come into the City from the south terminating at Riverside Plaza
Riverside Drive Gateway (see pg. 20) I	At the intersection of Riverside Drive and Fifth Avenue (IL Route 25), utilize the small triangle of land to create a gateway into the downtown and the start of Riverside Drive	City of St. Charles	Engaging a consultant, construction costs for recommended improvements	An attractive and interesting gateway to the Riverside Drive experience and the Downtown
Shoreline enhancements in Mt. St. Mary Park (#7 on pg. 21) J	Shoreline stabilization and erosion control measures	St. Charles Park District	Engaging a consultant, construction of recommended improvements	Control of shoreline environment, maintaining an environmentally sensitive approach to the riverbanks further away from the downtown area



Project:	Description:	Responsible Parties:	Actions and Anticipated cost:	Outcome:
Segregated bicycle/pedestrian path through park (#8 on pg. 21) K	Two path system connecting pedestrians with pedestrian amenities within the Park and allowing smooth movement for cyclists	St. Charles Park District	Path improvements	Safer, pedestrian friendly use of the paths through the Park allowing serious cyclists to move through the Park without interrupting slower pedestrians and minimizing traffic conflict points
Focal feature flag garden in Mt. St. Mary Park L	Garden space used as a focal point in the center of the Park where many of the pathways cross	St. Charles Park District	Completed	Pedestrian and visual amenity; raising the quality of the Park's public spaces
Canoe launch/pedestrian amenity (#10 on pg. 21) M	Lagoon with suitable material for launching small craft; pathway connections to existing circulation systems	St. Charles Park District	Engaging a consultant, construction of recommended improvements	A launch at this site would allow small non-motorized craft users to navigate the more natural portions of the river south of downtown St. Charles to downtown Geneva
Riverwalk enhancements - Prairie Street to the Piano Factory Bridge (see pg. 18) N	Barrier free pedestrian access along the river including access to the water's edge, segregated traffic paths, lush, garden-like plantings, shoreline stabilization and erosion control, connections into the Brownstone development, connective structures at the Prairie Street bridge, including stairs to street level	Brownstone developers, private donations should also be considered	\$1,050,000 - \$1,400,000	A quality, stylish connection between an important park/street and the downtown. Connections into and around adjacent development connect pedestrians from the surrounding neighborhoods to the river visually and aesthetically



Project:	Description:	Responsible Parties:	Actions and Anticipated cost:	Outcome:
Piano Factory Bridge Improvements <i>(see pg. 18)</i> O	Studying the quality of the support structure for the bridge; looking at aesthetic improvements; redesigning the entrance on both the east and west ends	City of St. Charles	Engage a consultant, construction of recommended improvements	The bridge becomes a focal point on the southern part of the river and delivers cyclists and pedestrians alike safely across to both shores
Riverwalk connection - Piano Factory Bridge to Illinois Street <i>(see pg. 18)</i> P	Stylish riverwalk section which anticipates future development and allows itself to be expanded if needed; shoreline stabilization and erosion control with opportunities in key locations to provide access to the water's edge; a gathering point that serves as a node for the bicycle/pedestrian path and also creates an entrance both to the First Street Corridor along Indiana Street and the Piano Factory Bridge	City of St. Charles, property owners	\$650,000 - \$850,000	Extending the riverwalk north to Illinois Street establishes an existing pedestrian loop around the south central corridor and would also benefit private redevelopment taking advantage of river views and access
River North Plaza <i>(see pg. 14)</i> Q	Redevelopment of the city owned parking lot into a destination plaza, including walks, public art, short term boat docking and a focal point structure	City of St. Charles	\$850,000 - \$1,100,000	The plaza becomes the focal point for State Street and continues the riverwalk, connecting the river to the Second Street environment, establishes a future connection to the bicycle trail to the north

Long Term Projects

Upper Corridor Projects

(#) corresponds to the legend on page 10

Project:	Description:	Responsible Parties:	Actions and Anticipated cost:	Outcome:
<i>Shoreline improvements along Boy Scout Island (#1)</i>	Adding erosion control measures through lowland and wetland plantings, allowing for small areas of access to the water	St. Charles Park District	Engagement of consultants to establish plant mix and erosion control measures. Construction of edge environment and any amenities	Improved biodiversity and edge protection, preventing erosion and soil loss
<i>Shoreline improvements and riverwalk extension to Boy Scout Island along Route 31 (#2)</i>	A riverwalk connection underneath the railroad bridge on the west side of the river, continuing north, ending in Boy Scout Island	City of St. Charles, St. Charles Park District, Volunteer Groups, State of Illinois	Engagement of consultants to establish plant mix and erosion control measures as well as design riverwalk features and amenities. Construction of edge environment, walk and amenities	Connects the regional trail system north of the downtown to the Central Business District and Boy Scout Island; improves biodiversity and edge protection, preventing erosion and soil loss
<i>Stairway connection from the riverwalk to the bicycle bridge and riverwalk connection underneath rail and bicycle bridge (Part of the River North Gateway, see page - 12)</i>	Connections on both the east and west side of IL Route 31 to the bridge level. The design can also be incorporated into the entry scheme for the River North Gateway.	City of St. Charles	A portion of the River North Gateway costs is associated with this point because the projects can be developed together	Allows for safe, efficient pedestrian access across IL Route 31 and improves connectivity to the regional trail system
<i>Connection to Pottawatomie Park improvements (#5)</i>	A visible and celebrated entrance into Pottawatomie Park underneath the railroad bridge on the east side of the river	City of St. Charles, St. Charles Park District	Implementing Park Master Plan recommendations, including small gathering space and potential signage directing users under bridges	Welcomes visitors and citizens alike from the downtown area to the Park



Upper Corridor Projects (cont.)

Project:	Description:	Responsible Parties:	Actions and Anticipated cost:	Outcome:
Path enhancements (#7)	Plants and specialty paving, done in coordination with the Pottawatomie Park Master Plan, should be implemented	St. Charles Park District	Engagement of a consultant, recommended improvements construction cost	Improves the aesthetic of minor entrances to the Park and builds on the heightened importance of major entrances.
Pedestrian/bicycle access into Pottawatomie Park (#8)	Improve and celebrate the access points into the park from the east	City of St. Charles, St. Charles Park District	Engagement of a consultant, recommended improvements construction cost	Clearly identifies entrance points to the Park and improves the aesthetic environment presented by the Park

North Central Corridor Projects

(#) corresponds to the legend on page 13

Project:	Description:	Responsible Parties:	Actions and Anticipated cost:	Outcome:
Support building (#2)	Future potential for community meeting rooms, taking advantage of the view and location in the municipal area. Depends on construction of parking deck in the present day parking lot terminating First Avenue	City of St. Charles, Downtown St. Charles Partnership	Engagement of a consultant team, construction of building and surrounding grounds	Provides the city and the community with a public/private meeting area that could become an architectural icon, complementing the existing Municipal Center
Northeast Parking Deck (#3)	Deck located in the current lot terminating First Avenue/Riverside Drive	City of St. Charles	Engagement of a consultant team, construction of deck	The structure will free up parking space to allow for both the Support Building and a Civic Memorial Plaza space

North Central Corridor Projects (cont.)

Project:	Description:	Responsible Parties:	Actions and Anticipated cost:	Outcome:
Civic Memorial Plaza (#4)	Plaza space north of the Municipal Center in the current parking lot potentially accomodating for civic events and incorporating fountains, seating, lush plantings and a strong physical connection to the river and development occuring around it	City of St. Charles	Engagement of a consultant team, construction of recommended improvements, programming elements and events	The Plaza gives the Municipal area a front yard for both development on the east side along First Avenue as well as the municipal uses. This space becomes a focal point for the northeast side of the downtown, bringing people together as a starting point for festivals and other events. Done well, this space will draw people to use it passively and actively
Dam improvements/ Access under Main Street (#7)	Retain and enhance the existing dam structure	City of St. Charles	Engagement of a consultant team, construction of recommended improvements, long lead times in regulatory processes for underpass, possible land acquisition/control through private property	Modifying the dam will improve fish passage, provide access and connectivity for non-motorized boats such as kayaks and canoes, and have an overall beneficial impact on the river ecosystem
River North Redevelopment projects (#10)	Coordinate redevelopment of properties from Cedar Street to the railroad bridge and the riverfront to Third Street with the Downtown Strategy Plan	City of St. Charles, Downtown St. Charles Partnership, property owners and/or potential developers	Property acquisition, developer recruitment, development costs, engage a consultant for development scenarios, public ROW improvements	Redevelopment of this area continues the gateway experience and provides visitors their first impression of the downtown area as they arrive from the north

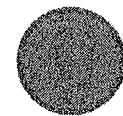


North Central Corridor Projects (cont.)

Project:	Description:	Responsible Parties:	Actions and Anticipated cost:	Outcome:
<i>Riverwalk connection along Hotel Baker and Carroll Tower (#8)</i>	Riverwalk (either on shore or along the shore), potential gathering point at Hotel Baker, connection into Rose Garden (if allowed), pedestrian access to street level at Main and under the Main Street Bridge	City of St. Charles, Private Sector	Engagement of a consultant team, long lead times in regulatory processes, construction cost of suggested improvements	Connecting the River North Plaza with Main Street completes another strategic segment of the North Central Corridor's pedestrian loop. Partial access to the Hotel's grounds would give a much needed resting point along this stretch and the connection under Main Street would allow barrier free pedestrian access south of Main Street
<i>River North Parking Deck (#9)</i>	Deck located behind future development along Second Street at State Street	City of St. Charles	Engagement of a consultant team, construction of the deck	The structure frees up the parking area to be redeveloped in coordination with the Strategy Plan

South Central Corridor Projects

(#) corresponds to the legend on page 16



Project:	Description:	Responsible Parties:	Actions and Anticipated cost:	Outcome:
<i>Redevelopment opportunity (#3)</i>	Redevelopment opportunity located at the southeast corner of Illinois Avenue and Riverside Drive	City of St. Charles property owners/potential developers	Property acquisition, developer recruitment, development costs, engage a consultant for development scenarios, public ROW improvements	Redevelopment of this property allows owners direct access to the riverfront and provides a 24 hour presence. Close proximity to the downtown and its amenities are selling points

South Central Corridor Projects (cont.)

Project:	Description:	Responsible Parties:	Actions and Anticipated cost:	Outcome:
Beith House Plaza/Redevelopment opportunity (#6)	Long term use for a site currently occupied by parking. Redevelopment would include expanded business opportunities and creating a showcase, usable facility in the Beith House. Streetscape connecting the river visually to First Street	City of St. Charles, Beith House, Fox River Square owners/ businesses	Engagement of a consultant team, construction of recommended improvements, coordination with surrounding business owners	A destination garden spot with associated uses in the Beith House; a riverwalk connection, building on any first phase work done along this section; a stylish ending for Indiana Street and direct visible connection to the First Street Redevelopment
Riverwalk enhancements - Illinois Street to Main Street (#8)	Coordination with private development to create a riverwalk connection which ties private improvements to public spaces. This area, developed in coordination with the Downtown Strategy Plan, could include fountains, a pedestrian bridge connecting to Riverside Plaza and access to the water at various points along a stylish riverwalk	City of St. Charles, property owners, Downtown St. Charles Partnership, potential developers	\$750,000 - \$1,000,000 (public water frontage improvements) \$1,000,000 - \$2,000,000 (development plaza space)	Stylish riverwalk improvements, large event gathering space on the west side of the river, congregational area for active and passive activities
1st Street Corridor Redevelopment opportunities (#9)	Look for opportunities to coordinate public and private construction projects as redevelopment occurs in coordination with the Downtown Strategy Plan and ensuring that connections to the riverwalk are made	City of St. Charles, property owners and/or potential developers	Potential for land acquisition, relocation, engaging a consultant for public improvements, construction costs for public projects	Redevelopment continues to support the goals of the Strategy Plan and this plan
1st Street Corridor Parking Deck (#10)	Deck located behind future development along First Street at Walnut Street	City of St. Charles	Engagement of a consultant team, construction of the deck	The structure frees up the parking area to be redeveloped in coordination with the Strategy Plan



South Central Corridor Projects (cont.)

Project:	Description:	Responsible Parties:	Actions and Anticipated cost:	Outcome:
Walnut Street pedestrian bridge (#11)	Stylish pedestrian bridge linking redevelopment public and private improvements on the west side of the river with Riverside Plaza on the east side	City of St. Charles	\$500,000 - \$750,000	Stylish riverwalk improvements, large event gathering space on the west side of the river, congregational area for active and passive activities

Lower Corridor Projects

(#) corresponds to the legend on page 21

Project:	Description:	Responsible Parties:	Actions and Anticipated cost:	Outcome:
Existing bicycle/pedestrian path enhancements (#2)	Maintenance of current trail, enhancing plantings in key locations, highlighting points that cross over IL Route 25, shoreline stabilization and erosion control on river bank	City of St. Charles, St. Charles Park District	Construction of improvements	Promotes a higher level of quality and distinguishes the St. Charles section from other parts of the trail in other towns
Pedestrian link into Langum Park (#3)	Pedestrian path connecting the existing Park amenities to the riverfront	City of St. Charles	Construction of improvements	Increases connectivity and visibility for a Park where the amenities are not readily apparent
Pedestrian link to relocated Farnsworth mansion (#4)	Pathway connection from the existing path along the river and IL Route 25 to the future location for the mansion	City of St. Charles	Construction of improvements	Connecting the mansion to the riverwalk, the Park and the sidewalks along IL Route 25 gives visibility and prominence to this cultural attraction

Lower Corridor Projects (cont.)

Project:	Description:	Responsible Parties:	Actions and Anticipated cost:	Outcome:
<i>7th Street Tributary pedestrian link into neighborhoods east of the park (#5)</i>	Pedestrian and bicycle pathway connection along the tributary	City of St. Charles	Engaging a consultant, construction of recommended improvements	Direct connection to residential areas east of IL Route 25, allowing barrier free access to the bikeway crossing at Route 25 and the river
<i>Shoreline enhancements along the east bank and Riverside Drive (#6)</i>	Shoreline stabilization and erosion control measures	City of St. Charles	Engaging a consultant, construction of recommended improvements.	Control of shoreline environment, maintaining a sensitive approach to the riverbanks further away from the downtown area
<i>Existing Path enhancements (#9)</i>	Plantings, pedestrian amenities such as benches and lighting	St. Charles Park District	Construction of improvements	Path enhancements lend importance to key areas within the Park such as entrances, paths leading to focal elements or activity centers



Exhibit B

Fox River Area Map

(Identifying the Northern and Southern Project Boundaries)



City of St. Charles, Illinois

Two East Main Street St. Charles, IL 60174-1984

Phone: 630-377-4400 Fax: 630-377-4440 - www.stcharlesil.gov

Precision GIS

RAYMOND ROGINA

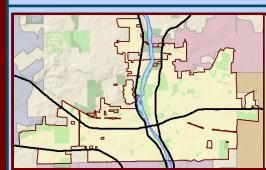
Mayor

MARK KOENEN

City Administrator



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Data Source:
City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois

Coordinate System: Illinois State Plane East
Projection: Transverse Mercator
North American Datum 1983

Printed On: May 1, 2014 04:29



0 358 716 Feet

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City of St. Charles, Illinois

Two East Main Street St. Charles, IL 60174-1984

Phone: 630-377-4400 Fax: 630-377-4440 - www.stcharlesil.gov

Precision GIS

RAYMOND ROGINA

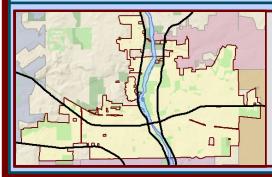
Mayor

MARK KOENEN

City Administrator



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Data Source:
City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois

Coordinate System: Illinois State Plane East
Projection: Transverse Mercator
North American Datum 1983

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0 583 1,167 Feet

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City of St. Charles, Illinois

Two East Main Street St. Charles, IL 60174-1984
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Phone: 630-377-4400 Fax: 630-377-4440 - www.stcharlesil.gov

Precision GIS

RAYMOND ROGINA

Mayor

MARK KOENEN

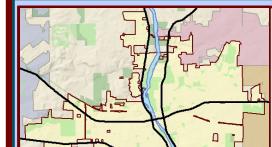
City Administrator



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The Journal of Neuroscience, November 1, 2006 • 26(44):11666–11676 • 11671

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Data Sources:

Data Source:
City of St. Charles, Illinois

Kane County, Illinois

DuPage County, Illinois

Coordinate System: Illinois Projection: Transverse Mercator

Projection: Transverse Mercator North American Datum 1983

Printed On: May 1, 2014 0



0 358 716 Fees

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COUNTY OF KANE

OFFICE OF COMMUNITY REINVESTMENT

Scott Berger, Director



County Government Center

719 South Batavia Avenue
Geneva IL 60134
Fax: 630-232-3411
www.countyofkane.org/Pages/OCR.asp

Sept. 10, 2014

Holly Cabel
St. Charles Park District (Active River Project)
Baker Community Center, 101 S. Second St.
St. Charles, IL 60174

Re: Application for Kane County Riverboat Funds

Dear Ms. Cabel

Congratulations! On behalf of Kane County, I am pleased to notify you that your application for 2014 Riverboat funds has been partially approved. This decision was based on your project's eligibility under the Riverboat Program, and its responsiveness to the program's general evaluation criteria.

Specifically, the county has approved funding in the amount of \$46,250.00 for your project involving a River Corridor Study/Design to establish a plan for the Fox River in St. Charles. Obviously, this amount is less than you had requested, making the Riverboat award from the county – in essence – a challenge grant to your organization. We are hopeful that you will be able to raise the balance of funding necessary to complete the project outlined in your original application, but understand that may not be practical. In order to move forward, please complete and return the enclosed questionnaire so that we can determine whether you are ready to proceed. Please provide an updated summary of the funding commitments you have secured to date (including the above-mentioned Riverboat award), and answer the questions regarding how you plan to proceed with your project. Please return the completed form to dallchris@countyofkane.org no later than October 15, 2014.

Again, congratulations on being selected for funding! If you have any questions regarding the questionnaire, your options for moving forward, or the Riverboat Fund Program in general, please don't hesitate to call Chris Dall, who will serve as your primary point of contact at Kane County. Chris can be reached at 630-444-3048. Thank you and best wishes!

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Berger".
Scott Berger
Director

Enc.



AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Approve and Accept Settlement Agreement, Budget Addition, and Easement Related to Petkus Property

Presenter: Tom Bruhl

Please check appropriate box:

	Government Operations	X	Government Services 09.22.14
	Planning & Development		City Council
	Public Hearing		

Estimated Cost: \$85,000 Budgeted: YES NO X

If NO, please explain how item will be funded:

Funding for this easement agreement will come from the use of a restricted cash account that had been established to fund both unanticipated workers comp and general liability claims.

Executive Summary:

In the late 1990s, as part of the Pheasant Run Trails development, electric utility lines and equipment, and storm sewer structures were placed slightly over the property line and onto property owned by Ms. Petkus. This was discovered about a year ago. The City has negotiated a settlement to obtain an easement on private property owned by Mrs. Petkus, that will allow the City to maintain City owned electric and storm sewer infrastructure within the easement boundaries. The emergency siren that was also placed slightly on the Petkus property has been relocated with assistance from the Fire Department.

Attachments: (please list)

Budget Addition, Settlement, Plat of Easement

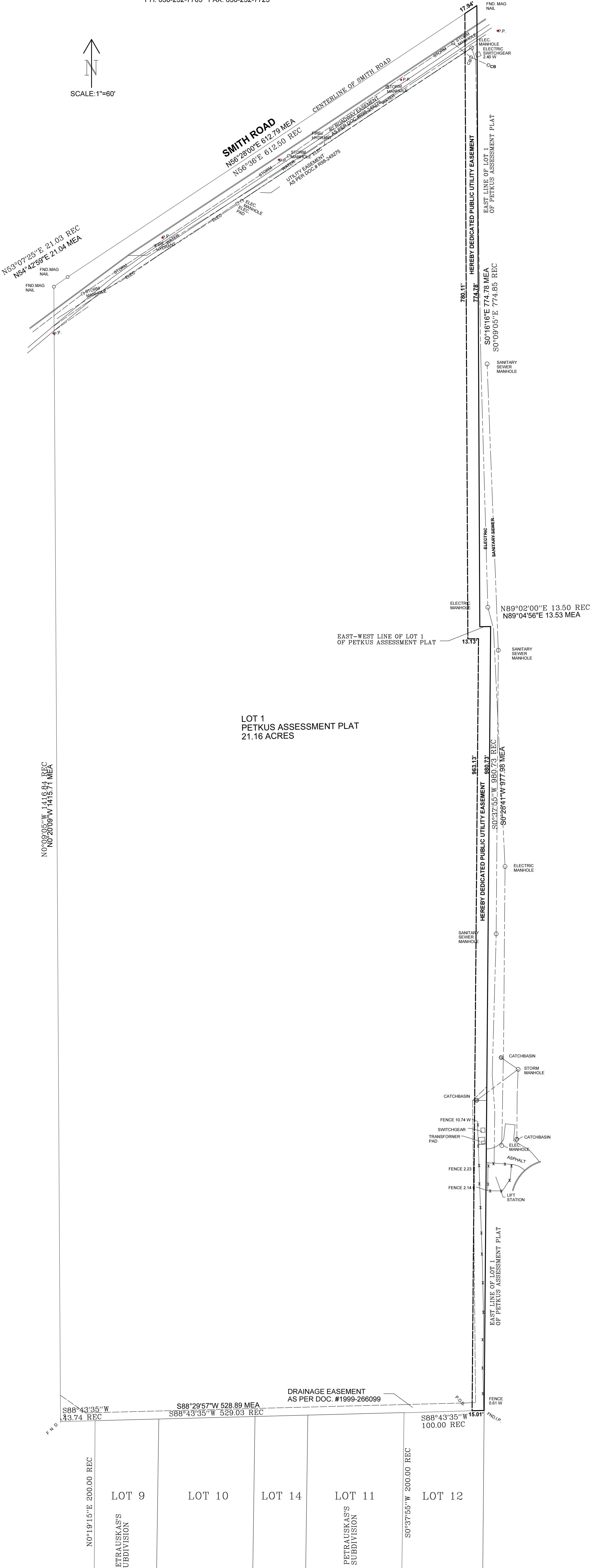
Recommendation / Suggested Action (briefly explain):

Recommendation to approve and accept Settlement Agreement, Budget Addition, and Easement related to Petkus Property, and Authorization of Mayor and City Clerk to Execute Same.

For office use only: Agenda Item Number: 5.b

PLAT OF EASEMENT
DALE FLOYD LAND SURVEYING L.L.C.
2600 KESLINGER ROAD, SUITE A
GENEVA, ILLINOIS 60134
PH: 630-232-7705 FAX: 630-232-7725

SCALE: 1"=60'



15 FOOT PUBLIC UTILITY EASEMENT ALONG THE EAST LINE OF LOT 1 OF PETKUS ASSESSMENT PLAT BEING A PART OF THE WEST HALF OF THE NORTHWEST QUARTER OF SECTION 30, TOWNSHIP 40 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED APRIL 4, 1978 AS DOCUMENT R78-27369, IN DUPAGE COUNTY, ILLINOIS DESCRIBED AS FOLLOWS:
BEGINNING AT A POINT ON THE SOUTH LINE OF PETKUS ASSESSMENT PLAT 15.01 FEET WEST OF THE SOUTHEAST CORNER OF SAID PETKUS ASSESSMENT PLAT; THENCE NORTH 88 DEGREES, 29 MINUTES, 57 SECONDS EAST ALONG SAID SOUTH LINE 15.01 FEET TO THE SOUTHEAST CORNER OF SAID PETKUS ASSESSMENT PLAT; THENCE NORTH 0 DEGREES, 28 MINUTES, 41 SECONDS EAST ALONG THE EAST LINE OF SAID LOT 1 OF PETKUS ASSESSMENT PLAT 977.98 FEET TO A BEND POINT IN SAID EAST LINE; THENCE NORTH 89 DEGREES, 04 MINUTES, 56 SECONDS EAST ALONG AN EAST-WEST LINE OF SAID LOT 1, 13.53 FEET; THENCE NORTH 0 DEGREES, 16 MINUTES, 16 SECONDS EAST ALONG SAID EAST LINE 774.78 FEET TO THE CENTER LINE OF SMITH ROAD; THENCE SOUTH 56 DEGREES, 28 MINUTES, 00 SECONDS EAST ALONG SAID CENTER LINE 17.94 FEET TO A POINT ON SAID CENTER LINE THAT IS 15 FEET WEST AND PERPENDICULAR TO SAID EAST LINE OF LOT 1; THENCE SOUTH 0 DEGREES, 16 MINUTES, 16 SECONDS WEST ALONG A LINE 15.00 FEET EAST OF AND PARALLEL TO SAID EAST LINE OF SAID LOT 1, 789.11 FEET TO A BEND POINT IN SAID PARALLEL LINE; THENCE NORTH 89 DEGREES, 04 MINUTES, 56 SECONDS EAST ALONG SAID PARALLEL LINE 13.13 FEET; THENCE SOUTH 02 DEGREES, 28 MINUTES, 41 SECONDS WEST ALONG SAID PARALLEL LINE 963.13 FEET TO THE POINT OF BEGINNING, ALL IN DUPAGE COUNTY, ILLINOIS.

SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS)
COUNTY OF DUPAGE) ss.

"This is to certify that I, DALE A. FLOYD, Illinois Land Surveyor No. 035-002876, have surveyed above described property and have located the improvements thereon shown by the plat hereon drawn which is a correct representation of said survey and locations.
"Given under my hand and seal at GENEVA Illinois, this _____ day of _____, A.D. 20____."

Illinois Professional Land Surveyor
No. 035-002876 "

LICENSE EXPIRATION DATE: 11-30-2014

OWNER'S CERTIFICATE

STATE OF ILLINOIS)
COUNTY OF DUPAGE) ss.

"This is to certify that the undersigned is the owner of the land described in the Plat of Easement and City of St Charles has caused the same to be surveyed. Owner has accordingly dedicated as indicated thereon, for the uses and purposes therein set forth, and does hereby acknowledge and adopt the same.

Dated this _____ day of _____ A.D. 20____."

NOTARY CERTIFICATE
STATE OF ILLINOIS)
COUNTY OF DUPAGE) ss.

"I _____, a notary public, in and for said county, in the state aforesaid, do hereby certify that _____, personally known to me to be the same persons whose names are subscribed to the foregoing instrument as such owners, appeared before me this day in person and acknowledged that they signed and delivered the annexed plat as their own free and voluntary act for the uses and purposes therein set forth.

"Given under my hand and Notarial Seal this _____ day of _____, A.D. 20____, at _____.

Notary Public

CITY COUNCIL CERTIFICATE
"Approved and accepted this _____ day of _____, A.D. 20____."

CITY COUNCIL OF CITY OF
ST. CHARLES, ILLINOIS

Mayor

ATTEST: _____
City Clerk

PUBLIC UTILITY EASEMENT PROVISIONS

A PERMANENT NON-EXCLUSIVE EASEMENT IS HEREBY GRANTED TO THE CITY OF ST. CHARLES AND TO ALL PUBLIC UTILITY COMPANIES OR ANY KIND OPERATING UNDER FRANCHISE GRANTING THEM EASEMENT RIGHTS FROM SAID CITY OF ST. CHARLES, INCLUDING BUT NOT LIMITED TO, AMERITECH AND NICOR AND TO THEIR SUCCESSORS AND ASSIGNEES(HEREIN COLLECTIVELY REFERRED TO AS "GRANTEES"), IN UPON, ACROSS, OVER, UNDER, AND THROUGH THE AREAS SHOWN BY DASHED LINES AND LABELED "PUBLIC UTILITY EASEMENT" ON THE PLAT OF EASEMENT HEREON DRAWN FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, INSPECTING, OPERATING, REPLACING, RENEWING, ALTERING, ENLARGING, REMOVING, REPAIRING, CLEANING, AND MAINTAINING ABOVE GROUND AND UNDERGROUND ELECTRICAL SYSTEMS, CABLE TELEVISION, COMMUNICATION, GAS, TELEPHONE OR OTHER UTILITY LINES OR APPURTENANCES, SANITARY AND STORM SEWERS, DRAINAGEWAYS, STORM WATER DETENTION AND RETENTION, WATER MAINS AND ANY AND ALL MANHOLES, HYDRANTS, PIPES, CONNECTIONS, CATCH BASINS, BUFFALO BOXES AND WITHOUT LIMITATION, SUCH OTHER INSTALLATIONS AS MAY BE REQUIRED TO FURNISH PUBLIC UTILITY SERVICE TO ADJACENT AREAS.
THE RIGHTS GRANTED ARE SUBJECT TO:
SAID GRANTEES TO CUT DOWN, TRIM OR REMOVE ANY TREES, SHRUBS, OR OTHER PLANTS THAT INTERFERE WITH THE OPERATION OF OR ACCESS TO SAID UTILITY INSTALLATIONS, WITHOUT LIMITATION, IN, ON, UPON OR ACROSS, UNDER, OR THROUGH SAID EASEMENTS. IN THE EVENT UTILITY MAINTENANCE IS PERFORMED WITHIN THE UTILITY EASEMENT, THE CITY OF ST. CHARLES WILL HAVE NO OBLIGATION WITH RESPECT TO SURFACE RESTORATION INCLUDING, BUT NOT LIMITED TO, THE RESTORATION, REPAIR, OR REPLACEMENT OF ANY LANDSCAPING PROVIDED, HOWEVER, THE GRANTEES SHALL BE OBLIGATED FOLLOWING ANY SUCH WORK, TO BACKFILL AND MOUND SO AS TO RETAIN SUITABLE DRAINAGE, REMOVE DEBRIS, AND LEAVE THE AREA IN GENERALLY CLEAN AND WORKMANLIKE CONDITION.
NO PERMANENT BUILDINGS OR TREES SHALL BE PLACED ON SAID EASEMENTS, BUT THE EASEMENT AREAS MAY BE USED FOR GARDENS, SHRUBS, LANDSCAPING, PAVING, FENCES, SIDEWALKS, CURBING, AND OTHER PURPOSES THAT DO NOT INTERFERE WITH THE AFORESAID USES AND RIGHTS, WHERE THE EASEMENT IS USED FOR STORM OR SANITARY SEWERS, THE GRANTEES SHALL NOT MAKE ANY CHANGES SUBJECT TO THE PRIOR APPROVAL OF THE CITY OF ST. CHARLES SO AS NOT TO INTERFERE WITH THE GRAVITY FLOW IN SAID SEWER OR SEWERS. UTILITY INSTALLATIONS, OTHER THAN THOSE MANAGED BY THE CITY OF ST. CHARLES, AS TO DESIGN AND LOCATION, AND ALL OTHER INSTALLATIONS ARE SUBJECT TO THE APPROVAL OF THE CITY OF ST. CHARLES.
EMERGENCY WARNING SIREN POLES AND RELATED EQUIPMENT ARE PROHIBITED WITHIN THE EASEMENT.

BUDGET REVISION REQUEST FORM

Department: Electric

Date Requested: September 22, 2014

Purpose of Request/Comments (Attach additional pages if necessary)

Add funds to Electric budget for purpose of procuring settlement agreement
for easement on Petkust property.

Equal Dollar Transfer

Amount _____

Account Numbers

From

Accounting

Unit: _____

To

Accounting

Unit: _____

Account: _____

Activity: _____

Activity: _____

Addition (or Decrease) to Department Budget

Accounting

Unit: 200521 Account: 56300 Amount \$85,000

Activity: _____

Originator: T Bruhl

September 22, 2014

Date

Department Head: _____

Date

Dir. Of Finance/Administration: _____

Date

For Finance Use Only

Revision entered and updated

_____ Date

By:

**STATE OF ILLINOIS)
) SS.
COUNTY OF KANE)**

SETTLEMENT AGREEMENT AND MUTUAL RELEASE

**THIS SETTLEMENT AGREEMENT AND MUTUAL RELEASE ("Agreement") is
made and entered into on _____, 2014 by and between THE CITY OF
ST. CHARLES, ILLINOIS, an Illinois municipal corporation, and BARBARA ANN
PETKUS.**

WITNESSETH:

**WHEREAS, BARBARA ANN PETKUS ("Owner" or "Petkus") is the owner of record
of the land and territory legally described on attached hereto as Exhibit "A" attached hereto and
made a part hereof (the "Subject Property"); and**

**WHEREAS, THE CITY OF ST. CHARLES ("Grantee" or "City") is an Illinois home
rule municipal corporation located in Kane and DuPage Counties, Illinois; and**

**WHEREAS, the City or _____, as the Developer of Pheasant
Run Trails in the late 1990's, had installed and/or erected various public utilities and public
improvements, and subsequently placed an emergency weather warning siren on the Subject
Property (collectively, the "Improvements"); and**

**WHEREAS, the City does not possess adequate easements or licenses, or other interest
relating to the Subject Property for the installation and maintenance of the Improvements; and**

WHEREAS, there have been diverse claims and demands asserted by Petkus against the City based upon the City's encroachments on the Subject Property; and

WHEREAS, Petkus and the City desire to settle and resolve all outstanding claims by Petkus against the City relative to the City's use of the Subject Property, to provide for the removal by the City of the emergency weather warning siren located on the Subject Property, to provide all necessary temporary and permanent easements required for the removal of the siren, and for the remaining public improvements located on the Subject Property, and to provide for the payment by the City to Petkus of just compensation for the granting of such permanent easements, and to provide for a mutual release of all claims; and

WHEREAS, Petkus has executed and delivered to the City a temporary construction easement to permit the removal of the emergency weather warning siren from the Subject Property; and

WHEREAS, the City has on or about July 9, 2014 removed the emergency weather warning siren from the Subject Property;

NOW, THEREFORE, in consideration of the mutual promises herein contained, and other good and valuable consideration, the sufficiency and adequacy of which is hereby confessed, **BARBARA ANN PETKUS** and **THE CITY OF St. CHARLES**, a municipal corporation, do hereby agree as follows:

SECTION 1. INCORPORATION OF RECITALS. The facts and statements contained in the above and foregoing "Whereas" clauses are incorporated in this Agreement as if fully set forth.

SECTION 2. SUBJECT PROPERTY. The Subject Property is legally described on Exhibit "A" attached hereto and made a part hereof, and initialed by the parties.

SECTION 3. REMOVAL OF EMERGENCY WEATHER WARNING SIREN.

Petkus has heretofore executed and delivered to the City a Temporary Construction Easement ("Siren Easement") over the Easterly 40 feet of the Southerly 300 feet of the Subject Property to allow the City to remove and relocate the Emergency Weather Warning Siren ("Siren"). The City has accepted the Siren Easement and has relocated the Siren beyond the Subject Property on or about July 9, 2014. The Siren Easement is attached to this Agreement as Exhibit "B" and the terms and conditions thereof are incorporated in this Agreement as if fully set forth, including specifically the condition that the Siren shall be located so that the fall zone for the relocated siren is not within any portion of the Subject Property. The parties agree that the Siren Easement has fulfilled its purpose and is now terminated. No fire or emergency weather warning siren shall be re-installed or erected on the Subject Property, or the Utility Easement, nor shall any part of the fall zone lie within any portion of the Subject Property.

SECTION 4. GRANT OF PERMANENT EASEMENTS BY PETKUS. Petkus agrees to grant to the City a permanent, restricted, non-exclusive easement (the "Utility Easement") for the City electrical boxes and switch gear and underground electrical cables, and for the storm sewer catch basin, water pipes and electrical wiring presently located on the Subject Property (the "City Utilities"). The Plat of Utility Easement prepared by Dale Floyd & Associates dated September __, 2014 is attached hereto as Exhibit "C" and made a part hereof. The agreed location of the City Utilities is depicted on Exhibit "C." Reasonable notice shall be given by the City to Petkus of any intended repair, maintenance, landscape or excavation work in the Utility Easement, prior to any work performed.

SECTION 5. PAYMENT OF JUST COMPENSATION BY THE CITY. Upon execution and delivery to the City by Petkus of the Utility Easement, the City shall pay to Petkus the sum of **Eighty-five Thousand Dollars (\$85,000.00)** (the “Compensation Payment”) as full, fair, and just compensation to Petkus for the Utility Easement, and in full and complete compensation and satisfaction for any and all claims arising from the City's installation and construction of the Siren and the City Utilities. The City shall furnish Petkus with an IRS Form 1099 in accordance with Internal Revenue Service Regulations.

SECTION 6. EXECUTION, DELIVERY AND RECORDING OF DOCUMENTS.

Petkus shall execute and deliver the Utility Easement contemporaneously with the execution and exchange of this Agreement and delivery of the Compensation Payment. The City shall cause the Utility Easement to be recorded at the City's expense and a certified copy thereof furnished to Petkus. This Agreement and the Siren Easement shall not be recorded, but **the City shall record at the City's expense a Memorandum of this Agreement acceptable to counsel for the Parties.**

SECTION 7. MUTUAL RELEASE OF CLAIMS.

In consideration of the execution of this Agreement by Petkus and the promises contained herein, The City of St. Charles hereby releases and forever discharges Petkus, and her successors, assigns and/or administrators, of and from all claims, damages, liability, and/or causes of action which have or could have been or which may hereafter accrue, arise from, grow out of or relate in any way whatsoever to, the occupation or use of the Subject Property by the City, excepting the enforcement of this Agreement (the “Released Claims”). It is the specific intention and purpose of this undertaking of release that, other than a claim to enforce this Agreement, St. Charles fully and completely releases and discharges Petkus from any and all claims and causes of action of any kind or nature whatsoever arising, and, further, St. Charles

specifically waives any claim or right to assert any cause of action or alleged cause of action or claim or demand against Petkus that has existed or may exist to the date hereof arising out of the Agreement, and has been, through oversight or error or intentionally or unintentionally, omitted from this release, excepting enforcement of this Agreement.

In consideration of the execution of this Agreement by St. Charles and the promises contained herein, Petkus hereby releases and forever discharges St. Charles, and its current and former elected officials, current and former employees, successors, assigns and/or administrators, of and from all claims, damages, liability, and/or causes of action which have or could have been asserted by Petkus or which may hereafter accrue, arise from, grow out of or relate in any way whatsoever to, the occupation or use of the Subject Property by the City (the "Released Claims"). It is the specific intention and purpose of this undertaking of release that Petkus fully and completely releases and discharges St. Charles from any and all claims and causes of action of any kind or nature whatsoever arising and, further, Petkus specifically waives any claim or right to assert any cause of action or alleged cause of action or claim or demand against St. Charles that has existed or may exist to the date hereof, whether known or unknown or whether, through oversight or error or intentionally or unintentionally, omitted from this release.

SECTION 8. REPRESENTATIONS AND WARRANTIES; ENTIRE

AGREEMENT. The parties hereto warrant that no promise, agreement or inducement not herein expressed has been made to or by either of them. The City represents and warrants that this Agreement has been duly authorized by the corporate authorities of the City. Petkus represents and warrants that she has full power and authority to execute this Agreement and to grant the Utility Easement to the City.

SECTION 9. GOOD FAITH AGREEMENT; COMPROMISE OF DISPUTED

CLAIMS; RULE OF CONSTRUCTION. The parties hereto covenant, agree, and declare that this Agreement is made and executed by them and on their behalf through their respective authorized representatives as their own free will and deed and that they are fully informed of the contents and meaning hereof and have so executed this release and settlement with full knowledge thereof. It is further understood and agreed that this Agreement has been made in good faith compromise of disputed claims and that it is a fair and reasonable settlement of the claims by and among the parties hereto. The parties and their counsel have had the opportunity to review and revise (or request revisions to) this Agreement and, therefore, any usual rules of construction requiring that ambiguities are to be resolved against a particular party shall not be applicable to the construction and interpretation of this Agreement. This Agreement shall be deemed to have been mutually prepared by the parties and shall not be construed against any of them by reason of authorship.

SECTION 10. CHOICE OF LAW. This Agreement is made, and shall in all aspects be performed, in the State of Illinois. The parties hereto agree that Illinois law shall govern the interpretation and enforcement of this Agreement, and that any action to enforce this Agreement shall be brought in the courts of the State of Illinois subject to the venue provisions thereof.

SECTION 11. ATTORNEY'S FEES AND COSTS. Each party shall bear its own costs and attorney's fees in connection with this Agreement, the Utility and Siren Easements, and the Released Claims.

SECTION 12. NOTICES. Any notices permitted or required pursuant to this Settlement Agreement shall be given by electronic mail, with a copy sent by United States Mail, as follows:

If to Petkus:

Barbara Ann Petkus
P.O. Box 306
St. Charles, IL 60174
bpetkus@aol.com

with a copy to:

Kenneth C. Shepro
P.O. Box 760
Wayne, IL 60184

kcshepro@aol.com

If to the City:

City of St. Charles
Two East Main Street
St. Charles, IL 60174

Attention Mark Koenen – City Administrator

cao@stcharlesil.gov

with a copy to:

John M. McGuirk, City Attorney
Hoscheit, McGuirk, McCracken & Cuscaden, P.C.
1001 East Main Street – Suite G
St. Charles, IL 60174

jmc@hmcpc.com

SECTION 13. WAIVER; ENTIRE AGREEMENT. This Agreement, and the Exhibits incorporated herein constitute the entire agreement of the parties, and supersede any and all prior agreements, understandings or commitments, and no amendment or modification hereof shall be effective unless in writing and signed by all parties. In the event that there is a conflict between this Agreement and any of the Exhibits thereto, this Agreement shall control.

SECTION 14. SEVERABILITY. If any non-material part, term, or provision of this Agreement is held by the courts to be illegal or in conflict with the laws of the State of Illinois, the validity of the remaining portions of the Agreement shall not be affected and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term, or provision.

SECTION 15. EXECUTION IN COUNTERPARTS. This Agreement may be executed in counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument. Additionally, a copy or facsimile signature shall constitute an original signature and shall be sufficient to execute this Agreement. Execution may be effective upon exchange of emails.

WHEREFORE, the Parties have caused this Settlement Agreement and Mutual Release to be executed and delivered as of the date hereof.

Dated this _____ day of _____, 2014.

CITY OF ST. CHARLES, a municipal corporation

By: _____
RAYMOND ROGINA, Mayor

Attest:

NANCY GARRISON, City Clerk

BARBARA ANN PETKUS

ACKNOWLEDGEMENT

**STATE OF ILLINOIS)
) ss
COUNTY OF KANE)**

THIS is to certify that BARBARA ANN PETKUS, personally known to me to be the Person whose name is subscribed to the above and forgoing SETTLEMENT AGREEMENT AND MUTUAL RELEASE, appeared before me this day in person and acknowledged that she signed the said instrument as her free and voluntary act for the uses and purposes therein set forth.

GIVEN under my hand and Notarial Seal this _____ day of _____, 2014.

**Kenneth C. Shepro
Notary Public**

ACKNOWLEDGEMENT

**STATE OF ILLINOIS)
) ss
COUNTY OF KANE)**

THIS is to certify that RAYMOND ROGINA and NANCY GARRISON, personally known to me to be the Mayor and City Clerk of the CITY OF ST. CHARLES, and the Persons whose names are subscribed to the above and forgoing SETTLEMENT AGREEMENT AND MUTUAL RELEASE, appeared before me this day in person and acknowledged that they signed the said instrument as their free and voluntary act and the

free and voluntary act of the CITY OF ST. CHARLES, for the uses and purposes therein set forth.

GIVEN under my hand and Notarial Seal this _____ day of _____, 2014.

Notary Public

DRAFT

 ST. CHARLES <small>S I N C E 1 8 3 4</small>	AGENDA ITEM EXECUTIVE SUMMARY			
	Title:	Recommendation to Waive the Formal Bid Procedure and Approve Purchase Order with Driessen Construction for Civil Work at Dunham Road Substation		
	Presenter:	Tom Bruhl		

Please check appropriate box:

	Government Operations	X	Government Services 09.22.14
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	\$25,900	Budgeted:	YES	X	NO	
-----------------	----------	-----------	-----	---	----	--

If NO, please explain how item will be funded:

Executive Summary:

The Electric Utility has a budgeted project to increase the operational flexibility of our 34,500V system at Dunham Road Substation. The project will allow additional switching flexibility during certain outage scenarios. The installation consists of a new piece of pad mounted switchgear that will be tied into existing structures at the station. The gear is on order, and the second phase of the project is getting the civil work at Dunham Road Substation completed. This scope of work includes the foundation installation and the trenching of multiple 8" diameter conduits between the new gear and a manhole within the substation. Due to the size of the excavation, the work is most efficiently completed by a contractor. Eight qualified vendors were sent proposal packages, and four responded. Driessen has done work within our substations in the past and the Electric Utility is very satisfied with the quality of their work.

Attachments: (please list)

Quote Tabulation, Bid Waiver

Recommendation / Suggested Action (briefly explain):

Recommendation to waive the formal bid procedure and approve a purchase order in the amount of \$25,900 with Driessen Construction for civil work at the Dunham Road Substation.

<i>For office use only:</i>	Agenda Item Number: 5.c
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Dunham Road Excavation Work for New 35kV Switchgear - Quote Tabulation

Name	Company	email	Date RFQ confirmed	Quote received by City	Lump Sum
Dan Brochmann	Utility and Industrial	dbrochmann@uandicc.com	7/29/2014	8/14/2014	\$29,100.00
Christopher Schwab	Pieperline	chris.schwab@piepperpower.com	Left message 7/31	No bid	N/A
Pete Williams	INTREN Inc.	pwilliams@INTREN.com	Left message 7/31	No bid	N/A
Driessen	Driessen Construction	info@driessenconstruction.com	resent 7/31	8/15/2014	\$25,900.00
Marc Kresmery	Marc Kresmery Construction	marc@kresmery.com	7/29/2014	8/14/2014	\$69,596.00
Don Loizzo	Archon	Don@archononline.com	8/1/2014	8/8/2014	\$30,285.00
Chuck Anderson	Meade	CEA@meade100.com	7/31/2014	No bid	N/A
Carl Oko	Infrasource	Carl.Oko@infrasourceinc.com	7/31/2014	No bid	N/A

REQUEST FOR WAIVING BID PROCEDURE

We request the City Council to waive the bid procedure and accept the quotation (requiring two-thirds City Council vote) submitted by:

Driessen Construction
1850 Dean Street
St. Charles, IL 60174

For the purchase of: Civil Work at Dunham Road Substation

At a cost not to exceed: \$25,900

Reason for the request to waive the bid procedure: Used RFP Process, contacted eight contractors, received four quotations.

Other Quotations Received: Three (Utility and Industrial, Marc Kresmery Construction, and Archon)

Date: 09/22/14

Requested by: T. Bruhl

Department Director: _____

Purchasing Manager: _____

Committee Chairman: _____

THIS REQUEST FORM MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING COMMITTEE APPROVAL FOR WAIVING OF THE BID PROCEDURE. REQUESTS FORWARDED DIRECTLY TO THE CITY COUNCIL (AND BYPASSING COMMITTEE) MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING CITY COUNCIL APPROVAL. SUCH REQUESTS ARE TO BE OF AN EMERGENCY NATURE WHERE TIME IS OF THE ESSENCE.



AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Waive the Formal Bid Procedure and Approve Purchase Order with Utility Financial Solutions, LLC for Communication System Rate Study

Presenter: Tom Bruhl

Please check appropriate box:

	Government Operations	X	Government Services 09.22.14
	Planning & Development		City Council
	Public Hearing		

Estimated Cost: \$27,917 Budgeted: YES X NO

If NO, please explain how item will be funded:

Executive Summary:

The Communication Utility is an enterprise fund with revenues from City departments, D303, and Kane County, to offset a FY 14/15 budget that exceeds \$500,000. The Communication Utility is approximately 10 years old and has never had a Cost of Service and Rate Study to determine how the expenses of the utility should be allocated to different entities. Additionally, we have two new entities who want to join the Communication Utility; Tri-Com and St. Charles Public Library.

The study will recommend a standardized structure related to bringing new entities onto the system. The Intergovernmental Agreement under which we are providing services to D303 expired in 2011. There have been changes over the years with respect to the services we provide, their rates have been frozen for about three years, and there are additional changes/enhancements that they would like to make.

Attachments: (please list)

Quote Tabulation, Bid Waiver

Recommendation / Suggested Action (briefly explain):

Recommendation to waive the formal bid procedure and approve a purchase order in the amount of \$27,917 with Utility Financial Solutions, LLC for a Communication System Rate Study.

For office use only: Agenda Item Number: 5.d

Consultant	Met RFQ Requirements	Base Cost	Cost for Additional On-Site Presentation		Total Cost	
Utility Financial Solutions	Yes	\$ 25,417.00	\$ 2,500.00		\$ 27,917.00	
NI Solutions	Yes	\$ 48,300.00	\$ 1,500.00		\$ 49,800.00	
Power Systems Engineering	Yes	\$ 37,565.00	\$ 1,500.00		\$ 39,065.00	

REQUEST FOR WAIVING BID PROCEDURE

We request the City Council to waive the bid procedure and accept the quotation (requiring two-thirds City Council vote) submitted by:

Utility Financial Solutions, LLC
185 Sun Meadow Court
Holland, MI 49242

For the purchase of: Communication Consultant Services Related to Rate Study

At a cost not to exceed: \$27,917

Reason for the request to waive the bid procedure: Highly specialized service. Used RFP process, contacted four qualified consultants, received three quotations.

Other Quotations Received: Two (Power Systems Engineering and NI Solutions)

Date: 09/22/14

Requested by: T. Bruhl

Department Director: _____

Purchasing Manager: _____

Committee Chairman: _____

THIS REQUEST FORM MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING COMMITTEE APPROVAL FOR WAIVING OF THE BID PROCEDURE. REQUESTS FORWARDED DIRECTLY TO THE CITY COUNCIL (AND BYPASSING COMMITTEE) MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING CITY COUNCIL APPROVAL. SUCH REQUESTS ARE TO BE OF AN EMERGENCY NATURE WHERE TIME IS OF THE ESSENCE.



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Approve Purchase Order with CB&I Constructors Inc. for Driveway Pavement to the Substation Adjacent to the New Water Tower

Presenter: Tom Bruhl

Please check appropriate box:

	Government Operations	X	Government Services 09.22.14
	Planning & Development		City Council
	Public Hearing		

Estimated Cost: \$60,275

Budgeted:

YES

X

NO

If NO, please explain how item will be funded:

Executive Summary:

The new substation near Red Gate Bridge is on the western part of the parcel that used to be Little Woods School. The new water tower will be placed on the eastern portion of the parcel. The driveway off of Route 25 will be shared between the Electric and Water Utilities. The permanent pavement will be completed as part of the water tower project. EEI included the driveway paving and landscape restoration west of the water tower as part of the scope of work that was competitively bid and awarded last month. EEI has broken out the portion of those pay items from the bid that relate to access for the substation and cleaning up the landscape around the station.

Attachments: (please list)

EEI Letter and Cost Sheet, GIS Print of Pavement Area

Recommendation / Suggested Action (briefly explain):

Recommendation to Approve Purchase Order with CB&I Constructors Inc. for Driveway Pavement to the Substation Adjacent to the New Water Tower in the Amount of \$60,275.

For office use only: Agenda Item Number: 5.e



Engineering Enterprises, Inc.

September 11, 2014

Mr. Tom Bruhl
Electric Services Manager
City of St. Charles
Two East Main Street
St. Charles, IL 60174

**Re: Red Gate Water Tower
Electric Utility Costs
St. Charles, Illinois**

Dear Mr. Bruhl:

Per your request, we have reviewed the Electric Utility costs for this project based on the proposal from CB&I Constructors, Inc., the contractor to whom the City Council intends to award the Red Gate Water Tower project pending IEPA loan issuance. The anticipated cost to perform the paving improvements for the electrical substation at this same location is \$30,575.00. In addition, the cost to furnish and place topsoil and restore the area is anticipated to be \$29,700.00. Therefore, the total costs associated with the paving improvements and restoration on site for the electrical substation is \$60,275.00. Please refer to the detailed bid schedule attached for the Red Gate Water Tower project.

The restoration and paving costs were bid competitively as part of the Red Gate Water Tower project, and therefore we recommend these improvements be constructed as part of the Red Gate Water Improvements. Please contact us if you have any questions or require additional information.

Respectfully Submitted,

ENGINEERING ENTERPRISES, INC.

A handwritten signature in black ink that reads "Michele L. Piotrowski".

Michele L. Piotrowski, P.E., LEED AP
Project Manager

pc: John Lamb, Environmental Services Manager
Jeffrey Freeman, EEI

ELECTRIC UTILITY / WATER DIVISION - ANTICIPATED COSTS BASED ON BID AMOUNTS RED GATE WATER TOWER IMPROVEMENTS CITY OF ST. CHARLES									
		CB&I BID UNIT PRICES		TOTAL PROJECT COST		WATER DIVISION		ELECTRICAL UTILITY	
ITEM NO.	DESCRIPTION	UNIT	UNIT PRICE	QUANTITY	AMOUNT	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT
DIVISION A - TANK IMPROVEMENTS									
1	ELEVATED WATER STORAGE TANK- 1,500,000 GALLON SINGLE PEDESTAL SPHEROID INCLUDING DESIGN AND CONSTRUCTION (167.34' TO BCL)	LS	\$ 2,717,000.00	1	\$ 2,717,000.00	1	\$ 2,717,000.00	1	\$ -
2	FOUNDATION AND UTILITY ROOM, INCLUDING PIPING, BUTTERFLY VALVE, ELECTRICAL CONDUITS AND APPURTENANCES FOR ITEM 1, INCLUDING DESIGN AND CONSTRUCTION	LS	380,430.00	1	380,430.00	1	380,430.00	-	-
3	EXTERIOR AND INTERIOR PAINTING	LS	311,000.00	1	311,000.00	1	311,000.00	-	-
4	LETTERING AND LOGO	LS	18,400.00	1	18,400.00	1	18,400.00	-	-
5	TESTING AND DISINFECTION FOR FINAL COMPLETION	LS	1,900.00	1	1,900.00	1	1,900.00	-	-
6	TELECOMMUNICATION CONDUIT AND APPURTENANCES	LS	18,500.00	1	18,500.00	1	18,500.00	-	-
7	SCADA, COMPLETE AND OPERATIONAL	LS	17,230.00	1	17,230.00	1	17,230.00	-	-
8	ELECTRICAL SERVICE	LS	12,470.00	1	12,470.00	1	12,470.00	-	-
DIVISION B- SITE IMPROVEMENTS									
9	EARTH EXCAVATION	LS	42,500.00	1	42,500.00	1	42,500.00	-	-
10	FURNISHED EXCAVATION	CY	26.00	50	1,300.00	50	1,300.00	-	-
11	TOPSOIL FURNISH AND PLACE, 4"	SY	2.00	9,325	18,650.00	4,662.5	9,325.00	4,662.5	9,325.00
12	SILT FENCE	LF	2.50	1,700	4,250.00	850	2,125.00	850	2,125.00
13	RESTORATION	LS	36,500.00	1	36,500.00	0.5	18,250.00	0.5	18,250.00
14	PREPARATION OF BASE	SY	2.00	1,000	2,000.00	-	-	1,000	2,000.00
15	AGGREGATE BASE COURSE, CA-6, 9"	SY	18.50	520	9,620.00	430	7,955.00	90	1,665.00
16	BITUMINOUS MATERIALS (PRIME COAT)	GAL	2.50	1,000	2,500.00	230	575.00	770	1,925.00
17	HOT-MIX ASPHALT SURFACE COURSE, MIX "D", N50	TON	95.00	340	32,300.00	77	7,315.00	263	24,985.00
18	SPLASH PAD (6' X 6' P.C.C.)	LS	450.00	1	450.00	1	450.00	-	-
19	RIP-RAP	SY	200.00	18	3,600.00	18	3,600.00	-	-
20	VALVE AND VALVE VAULT, 16-INCH (RESILIENT SEAT) IN 60-INCH VAULT	EACH	15,200.00	1	15,200.00	1	15,200.00	-	-
21	WATER MAIN, 16-INCH D.I.P., CLASS 52	LF	215.00	65	13,975.00	65	13,975.00	-	-
22	STORM SERVICE, 4-INC PVC SCHEDULE 40	FT	40.00	70	2,800.00	70	2,800.00	-	-
23	FIRE HYDRANT ASSEMBLY, 6-INCH MJ	EACH	5,350.00	1	5,350.00	1	5,350.00	-	-
24	DUCTILE IRON FITTINGS	LB	8.25	1,700	14,025.00	1,700	14,025.00	-	-
25	HYDROSTATIC TESTING - WATERMAIN IMPROVEMENTS	LS	2,100.00	1	2,100.00	1	2,100.00	-	-
26	DISINFECTION AND SAMPLING - WATERMAIN IMPROVEMENTS	LS	1,850.00	1	1,850.00	1	1,850.00	-	-
TOTAL BID FOR ITEMS 1-26					3,685,900.00		3,625,625.00		60,275.00

% BELOW/ABOVE ENGINEER'S ESTIMATE



City of St. Charles, Illinois

Two East Main Street St. Charles, IL 60174-1984

Phone: 630-377-4400 Fax: 630-377-4440 - www.stcharlesil.gov

Precision GIS

RAYMOND ROGINA

Mayor

MARK KOENEN

City Administrator



Data Source:
City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois
Projection: Transverse Mercator
Coordinate System: Illinois State Plane East
North American Datum 1983
Printed on: September 5, 2014 05:33 PM



0 41 81 Feet

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AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Award Proposal for Riverside Reservoir Repair

Presenter: John Lamb

Please check appropriate box:

	Government Operations	X	Government Services 09.22.14
	Planning & Development		City Council
	Public Hearing		

Estimated Cost: \$60,000.00

Budgeted:

YES

X

NO

If NO, please explain how item will be funded:

Executive Summary:

The Riverside Water Reservoir is located at the end of North Riverside Avenue and in need of minor structural repairs. The north and south west corners have cracking, concrete and coating failure on the exterior of the corners. The repair for the work is included in the current budget.

City staff retained the consulting firm of Crawford, Murphy & Tilly (CMT) to inspect these areas along with the interior of the reservoir and to recommend corrective actions. After their evaluation, CMT recommends a process of reinforcing the corners with a fiber wrap, with concrete repair prior to the fiber wrap application.

CMT staff contacted four suppliers and contractors to submit proposals for the work; two companies responded with proposals. Two proposals were submitted in the amounts below:

Sitar Construction of St. Charles \$62,000

Vector Construction of Decatur \$74,200

Based on these submittals, CMT is recommending Sitar Construction of St. Charles at a cost of \$62,000.

Attachments: (please list)

Letter of Recommendation

Recommendation / Suggested Action (briefly explain):

Recommendation to Award Proposal for Riverside Reservoir Repair to Sitar Construction in the amount of \$62,000 and a Resolution Authorizing the Mayor and Clerk to execute the same.

For office use only: Agenda Item Number: 5.f



September 9, 2014

Mr. John Lamb
Environmental Services Manager
City of St. Charles
2 E. Main Street
St. Charles, IL 60174

Dear Mr. Lamb:

Re: 14201-03 City of St. Charles, Repair Cracking at Wells 3 & 4 Reservoir, Recommendation

The city of St. Charles has an existing partially buried concrete ground storage tank located along North 1st Avenue and the Fox River at the Wells 3 & 4 site that was constructed in 1985. In March 2014, CMT conducted a site visit to visually inspect vertical cracking at the northwest and southwest corners of the reservoir. The cracking at the northwest corner was only observed on the west wall of the tank. The cracking at the southwest corner was observed on both the west wall and south wall. The vertical cracking extends from existing grade up to near the top of the walls with the most severe cracking observed in the approximately first six feet above existing grade.

Based on the site inspection and evaluation of the record drawings, CMT recommended externally reinforcing the corners with a carbon fiber wrap to prevent further deterioration of the reservoir wall corners. This requires excavation beyond the bottom of the cracks, removal of exterior coating to the limits of the fiber wrap, removal of the deteriorated concrete along the cracks, replacement of deteriorated concrete, and application of the carbon fiber wrap. It also anticipated that some of the existing reinforcing will need to be cleaned of rust and protected from further corrosion by including a corrosion inhibitor in the concrete repair material. The fiber wrap will extend beyond the cracks to provide sufficient load transfer length (lap) and sufficient bond length to achieve a capacity of the fiber wrap that meets or exceeds the capacity of the existing reinforcing steel. After sufficient curing of the materials, a compatible coating will then be applied to blend in with the existing coating. After the coating has cured, excavations will then be backfilled and ground surfaces restored.

The above recommended improvements were incorporated into a Request for Proposals (RFP). CMT contacted a fiber wrap manufacturer to identify Contractors qualified to perform this specialized work. Four qualified Contractors were invited to submit a proposal. Two proposals were received on Monday, September 8, 2014. The Contractors that responded to the Request for Proposals were Sitar Construction from St. Charles, Illinois and Vector Construction from Decatur, Illinois.

The lowest proposal was submitted by Sitar Construction of St. Charles, Illinois in the amount of \$62,000. The other proposal was submitted by Vector Construction of Decatur, Illinois in the amount of \$74,200. The proposal breakdown was as follows:

Description	Sitar Construction	Vector Construction
Mobilization/Demobilization	\$5,000	\$2,750
Sitework * Including Excavating, Backfill & Surface Restoration (less Bike Path)	\$5,000	\$10,750
Concrete Repair * Including Demolition, Sawcutting, Surface Prep, Corrosion Inhibitor, Form and Pour, Strip Forms, Rub/Finish, & Clean-up/Haul debris	\$18,000	\$26,950
Carbon Fiber Wrap * Including Surface Prep, Fill Minor Voids (if any), Apply Epoxy Adhesive, Saturate Carbon Fiber Fabric, Apply Wrap and two coats of UV Protection	\$28,000	\$27,250
Miscellaneous * Including Exterior Coating Repair, Interior Coating at the west corners & all work not described in the items above	\$6,000	\$6,500
TOTAL	\$62,000	\$74,200

The original budgetary cost estimate for the work was estimated at \$45,000 earlier this year. However, given the bidding climate and the limitation of the specialized Contractors to perform non-specialized work such as excavation, backfill and restoration, we believe that the amount of the lowest proposal (\$62,000) is reasonable. Based on the information above, Crawford, Murphy & Tilly, Inc. recommends that the City award the contract for Wells 3 & 4 Reservoir Repairs to Sitar Construction of St. Charles, Illinois in the amount of \$62,000.

We are available at your convenience to discuss any of the information presented herein. Please contact me if you have any questions regarding any of the above information.

Sincerely,

CRAWFORD, MURPHY & TILLY



Theresa L. O'Grady, P.E.

Theresa L. O'Grady, P.E.

Cc: Jeff Fickbohm - CMT



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Waive the Formal Bid Procedure and Approve the Purchase of Disinfection System Control Panel

Presenter: John Lamb

Please check appropriate box:

	Government Operations	X	Government Services 09.22.14
	Planning & Development		City Council
	Public Hearing		

Estimated Cost: \$54,632.00

Budgeted:

YES

X

NO

If NO, please explain how item will be funded:

Executive Summary:

The Wastewater Division has funds in the budget to replace the current Disinfection System Controller unit which is twelve years old and now only operates in one mode. This unit is critical to operating the disinfection system and meeting EPA permit limits.

Due to its age and upgrades in electronics, parts are no longer available for this unit; therefore, a new unit has to be purchased. This item is a sole source since it is one part of the entire disinfection system, so waiving of bids is required.

Attachments: (please list)

Bid Waiver Form
Proposal

Recommendation / Suggested Action (briefly explain):

Recommendation to Waive the Formal Bid Procedure and approve purchase of Disinfection System Controller from Trojan UV in the amount of \$54,632.00 and a Resolution Authorizing the Mayor and Clerk to execute the same.

For office use only:

Agenda Item Number: 5.g

REQUEST FOR WAIVING BID PROCEDURE

We request the City Council to waive the bid procedure and accept the quotation (requiring two-thirds City Council vote) submitted by:

Trojan UV
3020 Gore Road
London, Ontario, Canada

For the purchase of: Disinfection System Controller at a cost of \$54,632.00

Reason for the request to waive the bid procedure: Sole source

Other Quotations Received: NA

Date: 09/22/2014

Requested by: _____ John Lamb _____

Department Director: _____

Purchasing Manager: _____

Committee Chairman: _____

**THIS REQUEST FORM MUST BE SIGNED BY ALL PARTIES PRIOR TO
REQUESTING COMMITTEE APPROVAL FOR WAIVING OF THE BID
PROCEDURE. REQUESTS FORWARDED DIRECTLY TO THE CITY COUNCIL (AND
BYPASSING COMMITTEE) MUST BE SIGNED BY ALL PARTIES PRIOR TO
REQUESTING CITY COUNCIL APPROVAL. SUCH REQUESTS ARE TO BE OF AN
EMERGENCY NATURE WHERE TIME IS OF THE ESSENCE.**



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to approve closing of parking Lot J and the 100 block of Riverside Drive from 9 a.m. to 4 p.m. on Sunday, October 19 for Fire Department Open House Events

Presenter: Fire Chief Joseph Schelstreet

Please check appropriate box:

	Government Operations	X	Government Services 09.22.14
	Planning & Development		City Council

Estimated Cost: 0 Budgeted: YES X NO

If NO, please explain how item will be funded:

Executive Summary:

In conjunction with the 2014 Fire Prevention Week activities, the Fire Department will be conducting its annual open house on Sunday, October 19th from 12 noon to 3 p.m. The open house will offer the public the opportunity to examine tools and equipment, watch demonstrations of various rescue procedures and ask any questions they may have regarding fire protection and emergency medical services. In addition, the opportunity will exist for attendees to obtain information regarding public safety at one of the vendor booths that will be set up inside Fire Station #1.

Attachments: (please list)

None.

Recommendation / Suggested Action (briefly explain):

Recommendation to approve closing of parking Lot J and the 100 block of Riverside Drive from 9 a.m. to 4 p.m. for Fire Department Open House Events.

For office use only: Agenda Item Number: 6.a