

MINUTES OF THE MUNICIPAL SERVICES COMMITTEE MEETING HELD ON MAY 11, 2006 AT 8:00 A.M. IN THE FIRST FLOOR CONFERENCE ROOM OF THE VILLAGE HALL, 1200 WILMETTE AVENUE, WILMETTE, ILLINOIS 60091

Members Present: Trustee Mari Terman, Chairperson
Trustee Alan Swanson
Trustee James Griffith

Members Absent: None

Staff Present: Brigitte A. Mayerhofer, Director of Engineering
Jorge Cruz, Asst. Director of Engineering
Linda Reilley, Engineering Assistant
Ray Ames, Water Plant Superintendent
Ken Kennedy, Assistant Director of Public Works

Trustee Griffith called the meeting to order at 8:15 a.m.

1. Approval of minutes of the February 16, 2006 meeting.

Motion by: Trustee Swanson
Second: Trustee Griffith
Discussion: None
Action: **Approved by unanimous voice vote**

2. Policy on Pedestrian Warning Signs

- Ms. Mayerhofer introduced this topic by providing information on the pilot project to install pedestrian warning signs at crosswalks. Signs reading "State Law: Vehicles must yield to pedestrians within marked crosswalk" were installed at 12th and Central and 11th and Central. The goal of the signs is to educate the public regarding the rights of pedestrians trying to cross the street within a marked crosswalk. Ms. Mayerhofer reviewed the draft policy, including the proposed criteria to determine if a sign is warranted.
- Trustee Swanson indicated he liked the location of the existing signs because they are at the entrances to the Village Center. He also commented that the existing pedestrian "bumpouts" or "knuckles" help to make the signs visible and bring awareness to the crossing.
- Trustee Swanson suggested that it may be helpful to have standard pedestrian or vehicle counts for reviewing requests.
- Ms. Reilley indicated the City of Evanston hired a consultant to draft a policy regarding this type of sign. She suggested we get a copy of Evanston's policy once it is drafted.
- Ms. Mayerhofer indicated her only concern is that the existing locations may not meet a quantitative threshold for this type of signage. She stated there are other strategic considerations that may make sign placement a good idea. Trustees Griffith and

Swanson suggested the policy include language that gives the Director of Engineering and Police Chief discretion to install the pedestrian crossing signs in such cases where warrants cannot be met.

- **ACTION:** Staff will work on quantitative criteria for the placement of the pedestrian signs and bring a revised policy back to the Committee for approval at a future meeting.

3. Water Plant Roof – Review of Design Options

- Mr. Ames introduced this discussion by providing a history of the 1933 Water Plant roof, including a review of its failure over time. He indicated a full tear off should have been done in 1998, because the underlying roof structure has failed. Mr. Ames stated Hutchinson Design Group was hired to perform a review of various roof replacement options including “green” or sustainable roofs. He continued to say that all of the roof options in the report are considered sustainable.
- Mr. Ames discussed the various roof penetrations that exist, including the internal roof drains that currently drain to the basins for treatment. He suggested for security reasons this would be a good opportunity to eliminate the roof drains from the treatment process and allow the roof runoff to discharge naturally overland. Trustee Griffith stated that roof contamination is not likely. Chairperson Terman asked if it was economically beneficial to treat the roof water, to which Mr. Ames said the volume produced was too small.
- Trustee Swanson stated he preferred the option of letting the roof water percolate naturally on the west side of the property.
- Mr. Ames reviewed the five roof options and stated the consultant’s first choice is a roof garden.
- Trustee Swanson stated one of the difficulties with the roof garden is locating leaks, because there are so many layers of roof.
- Chairperson Terman asked if the top layers of the roof garden could be stripped off if it was determined that the garden was no longer an advantage. Mr. Ames was not sure and will pose this question to the consultant.
- Trustee Griffith asked Mr. Ames to clarify how the roof would be pitched if the internal drains were removed and relocated to the roof edge. Mr. Ames stated pitching the roof toward the outside edges would not require any additional framing, nor would it cost additional money.
- A discussion ensued concerning reflectivity and it was determined that the insulation or “R-factor” is what drives the energy savings. The color of the roof is irrelevant.
- Chairperson Terman reviewed the benefits of the roof garden, suggesting several of the apparent advantages are neutral. Trustee Swanson agreed, but also stated this is an opportunity to promote the concept of a green roof.
- Trustee Griffith also emphasized that a roof garden would aid in air purification and reduction of greenhouse gases.
- Trustee Swanson stated he believes the Village should find a location for a roof garden, but he is not sure this is the correct location.

- Chairperson Terman pointed out the warranty on a roof garden is only 20 years, versus 30 years for the EPDM roof. Mr. Ames also pointed out that the roof garden will require an annual maintenance contract.
- Trustee Griffith stated he would like to see the Village follow the example of the City of Chicago.
- Chairperson Terman suggested doing only a portion of the roof as a garden, such as the perimeter.
- Trustee Swanson stated \$100 per square yard is a lot of money and perhaps the Village Yard would be a better location for a roof garden. Ken Kennedy stated Public Works is waiting for the report from the architects on the space needs analysis at the Village Yard. He is not sure the flat roof at the Village Yard can structurally hold a garden roof.
- Trustee Griffith suggested we should proceed with the roof garden at the Water Plant because we know it is structurally capable. There may not be other opportunities for a roof garden in the future.
- Chairperson Terman agreed, stating there are also leadership and aesthetic reasons to proceed with a roof garden at the Water Plant. Chairperson Terman asked if the plants are deep enough to come up from year to year? Another question that arose is how one walks through the roof garden. Are there pallets or mats that create travel ways?
- Ms. Mayerhofer suggested that this discussion continue at the next meeting in June. Staff will invite the roof consultant to attend so all of the questions regarding the roof options can be answered. The Committee agreed and the item was deferred.

4. Pavement Degradation Fee

- Ms. Mayerhofer introduced this item stating the concept of a pavement degradation fee is one of the Village Board goals for this year. She said Wilmette has experienced an increase in single family residential redevelopments the past several years and this trend is expected to continue. There were 171 permits in 2004 and 215 permits in 2005 that were issued for pavement cuts related to water and sewer work for redevelopments and emergency repairs. The purpose of a pavement degradation fee is to recover costs associated with premature degradation to the road resulting from cuts in the pavement. Ms. Mayerhofer stated the memo outlines several options for establishing the fee, however, staff would prefer the method be as simplified as possible.
- Trustee Swanson stated he likes Option D which is developing a fee based on pavement ratings. Trustee Griffith and Chairperson Terman concurred.
- A discussion ensued concerning the types of sewer and water projects that would be charged this fee. Ms. Mayerhofer explained that the ownership of the sanitary sewer service is from the home up to and including the connection to the sewer main line. The water service ownership, however, ends at the buffalo or shut off box in the parkway. Substantial addition or remodeling projects require new sewer and water services.

- Ms. Mayerhofer expressed her concern that it could be very costly for homeowners if they have to pay a pavement degradation fee in addition to an emergency sewer repair, which can average between \$3000 and \$5000.
- The Committee concurred and indicated they would like to consider a discount or exception for emergency repairs that are outside of a homeowner's control. Trustee Griffith also requested a discount for senior citizens.
- **ACTION:** Ms. Mayerhofer stated the next step is for staff to develop a draft ordinance that will be brought back to the Committee for review and comment. The ordinance will be based on Option "D" for determining fees and will also include a reduction in fees for pavement cuts that are considered an emergency.

5. Old Business / New Business / Next Meeting

Motion to adjourn.

Motion by: Trustee Griffith
Second: Trustee Swanson
Action: **Approved by unanimous voice vote.**

The meeting adjourned at 10:00 a.m.

Minutes respectfully submitted by Brigitte Mayerhofer, P.E.