

# *Village of Carol Stream*

**SPECIAL WORKSHOP MEETING**

**TUESDAY SEPTEMBER 2, 2014**

**6:00 P.M.**

**GREGORY J. BIELAWSKI MUNICIPAL CENTER**

**500 N. GARY AVENUE  
CAROL STREAM, ILLINOIS 60188**

**LOWER LEVEL TRAINING ROOM**

## **AGENDA**

1. CALL TO ORDER
2. ATTENDANCE
3. RENTAL HOUSING LICENSING PROGRAM
4. REVIEW OF SALT APPLICATION PROCESSES
5. OTHER BUSINESS
6. ADJOURNMENT



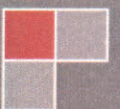
2014

# CRIME FREE HOUSING

## Rental Licensing Fee Comparison

Crime Free Housing is a program designed to increase the standards of safety and provide owners with an additional tool to maintain their property and quality of life for all residents.

Acting Chief Ed Sailer  
Carol Stream Police Department  
8/26/2014





**ADDISON** ..... REQUIRES INSPECTIONS

Single family homes \$ 150.00 (includes \$75.00 for inspection)  
Other \$ 75.00 per unit (includes inspection) plus  
2-5 units \$ 50.00 per building  
6-11 units \$ 75.00 per building  
12-17 units \$ 100.00 per building  
18-23 units \$ 125.00 per building  
More than 23 \$ 150.00 per building

**CARPENTERSVILLE** ..... REQUIRES INSPECTIONS

Apartment Building \$ 25.00 per apartment  
Apartment Complex \$ 18.75 per unit  
Single family home \$100.00  
Condo \$ 50.00 per unit  
Townhome \$ 75.00 per unit  
Re-inspection \$ 50.00 per unit

**ELGIN** ..... REQUIRES INSPECTIONS

1-5 units	\$ 71.00	51-55 units	\$ 428.00
6-10 units	\$ 107.00	56-60 units	\$ 463.00
11-15 units	\$ 143.00	61-65 units	\$ 499.00
16-20 units	\$ 178.00	66-70 units	\$ 535.00
21-25 units	\$ 214.00	71-75 units	\$ 570.00
26-30 units	\$ 250.00	76-80 units	\$ 606.00
31-35 units	\$ 285.00	81-85 units	\$ 642.00
36-40 units	\$ 320.00	86-90 units	\$ 677.00
41-45 units	\$ 356.00	91-95 units	\$ 713.00
46-50 units	\$ 392.00	96-100 units	\$ 748.00

**GLENDALE HEIGHTS** ..... REQUIRES INSPECTIONS

Single Family \$ 300.00  
Multi-Family \$ 100.00 per building plus \$50 per unit

**HANOVER PARK** ..... REQUIRES INSPECTIONS

Single Family \$ 100.00  
More than 1 \$ 75.00 per unit

**HOFFMAN ESTATES**

Per unit \$ 150.00

**MOUNT PROSPECT** ..... REQUIRES INSPECTIONS

One unit \$ 75.00

More than 1 unit \$ 40.00 per unit

Inspection fee: \$ 50.00 per unit

**NILES** ..... REQUIRES INSPECTIONS OF UNITS

Single Family \$ 80.00

Multi-family \$ 80.00 for first unit and \$10.00 for each additional unit

**PALATINE** ..... REQUIRES INSPECTIONS OF UNITS

Per building \$ 102.00 (25% of units to be inspected) plus \$20 per unit for inspection

Per unit \$ 56.00 (where 50% of units to be inspected)

Re-inspection fee \$ 54.00

**SCHAUMBURG** ..... DOES NOT REQUIRE INSPECTIONS

Single family home \$ 60.00

Condo, Townhome \$ 60.00 per unit

Apartments

1-50 units	\$ 330.00
51-100 units	\$ 665.00
101- 200 units	\$1,000.00
201-300 units	\$1,340.00
301-400 units	\$1,670.00
401-500 units	\$2,010.00

**STREAMWOOD** ..... REQUIRES INSPECTIONS

Per unit to be inspected \$ 150.00

10 or more units \$ 150.00 for first unit to be inspected and \$50.00 for each additional unit.



**TINLEY PARK** ..... INSPECTION OF EXTERIOR ONLY

1-2 Units	\$ 50.00
3-10 Units	\$100.00
11-20 Units	\$200.00
21-30 Units	\$300.00
31-40 Units	\$400.00
Over 41 Units	\$500.00

**WEST CHICAGO** ..... REQUIRES INSPECTIONS

Single Family;  
Two flats, townhomes \$ 225.00 per building  
Condos \$ 225.00 per unit  
Apartments \$ 225.00 per building  
Re-inspections \$ 105.00

**WHEELING** ..... REQUIRES INSPECTIONS

Per Unit \$ 50.00  
Inspection Fee \$ 10.00 per unit

NOTE: MOST MUNICIPALITIES THAT REQUIRE INSPECTIONS HAVE A SCHEDULE FOR THE NUMBER OF UNITS TO BE INSPECTED FOR LARGER APARTMENT COMPLEXES.

## FEE OPTIONS

Straight Fee for Single Family	\$ 75 per residence												
Straight Fee for Apartments:	\$ 100 per building												
Sliding Scale for Apartments:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">1 - 50 units</td> <td style="width: 40%;">\$ 330.00</td> </tr> <tr> <td>51 - 100 units</td> <td>\$ 665.00</td> </tr> <tr> <td>101 - 200 units</td> <td>\$1,000.00</td> </tr> <tr> <td>201 - 300 units</td> <td>\$1,340.00</td> </tr> <tr> <td>301 - 400 units</td> <td>\$1,670.00</td> </tr> <tr> <td>401 - 500 units</td> <td>\$2,010.00</td> </tr> </table>	1 - 50 units	\$ 330.00	51 - 100 units	\$ 665.00	101 - 200 units	\$1,000.00	201 - 300 units	\$1,340.00	301 - 400 units	\$1,670.00	401 - 500 units	\$2,010.00
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### FEE EXAMPLES

COMPLEX	BUILDINGS	UNITS	STRAIGHT FEE	SLIDING SCALE
Covered Bridges	33	362	\$3,300	\$1,670
Lakehaven	30	492	\$3,000	\$2,010
Villagebrook	17	189	\$1,700	\$1,000
Westhaven	4	88	\$ 400	\$ 665

### ESTIMATED ANNUAL FEES

Estimated fees for all apartment complexes using sliding scale .....	\$18,715
Estimated fees for all apartment complexes using per building straight fee....	\$23,400
Estimated fees for single family residences .....	\$52,500



## START UP COSTS

Coordinator Base Salary .....\$ 44,211.00

Coordinator Salary with Full Benefits .....\$ 70,066.00

Estimated Uniform Costs ..... \$ 600.00

Dynamic Designs Software (Windows Based/Web Access) ..... \$ 2,590.00

Office Supplies/PR Costs .....\$ 5,000.00

Total salary including benefits and other related expenses....\$ 78,256.00

*Village of Carol Stream*  
Interdepartmental Memo

TO: Joe Breinig, Village Manager  
FROM: Philip J. Modaff, Director of Public Works  
DATE: August 27, 2014  
RE: Discussion – Salt Usage Practices

Over the past several years the Public Works Department has made efforts to effectively and efficiently manage salt usage during ice and snow season. Besides the operational benefits of implementing best practices there have been several other reasons as well:

- The cost of salt is significant and pricing from one year to the next has been unstable over the last decade (ranging from \$50/ton to over \$100/ton).
- The IEPA has been focusing on reduction of chlorides in waterways (creeks, rivers, ponds, etc.); the most significant contributor of chlorides in waterways is road salt.
- Last year's historic winter season resulted in a serious shortage of salt throughout the region.
- Salt supplies for the coming season are already being strained and both the availability and price is becoming unpredictable.

Over the past two years we have taken many steps to improve the effectiveness of our salting operations while reducing salt usage and being attentive to demands to reduce chlorides in the waterways. Some of those steps include:

- Regular calibration of salt-spreading equipment
- Increased use of anti-icing on streets before a snow or ice event
- Increased use of de-icing products (beet juice extract, pre-wetting systems, etc.)
- Increased in-house production capability of brine
- Clear and specific instruction to drivers immediately before deployment regarding the timing of salt use and the spreading rate
- Better tracking of salt usage per truck and per event for analysis by supervisory staff for re-training or instructing employees who may be over-salting
- Diversification of salt suppliers
- Attendance of key personnel at DuPage River/Salt Creek Work Group seminar focusing on road salt
- Attendance at the North American Snow Conference in May 2014

These efforts have made some inroads to salt usage reduction. However, last winter's region-wide salt shortage forced many organizations, including our own, to consider and implement salt conservation measures. We approached the need for conservation in two phases:



**Measures Adopted in mid-January 2014** (reduced consumption by approximately 30%)

- elimination of salting on courts and cul-de-sacs (unless there is an ice storm)
- reduction of salt usage during plowing operations of a long duration (salt will be used only on the final pass);
- request that the Park District and two school districts that get salt from the Village also put salt conservation measures into place where possible;
- expand the use of salt brine and other melting agents when weather conditions allow during salting operations (in addition to the on-going pre-wetting of streets done prior to a storm)

**Measures Adopted in early February 2014** (reduced consumption by another 10 - 20%)

- Salt only the mains and collector streets (list of streets attached)
- Salt intersections of streets with mains and collectors
- Salt hills, curves and school zones

While the impact of the conservation measures on salt usage was significant, the impact on road conditions and customer satisfaction was also noteworthy:

- **Initial measures undertaken in mid-January:**
  - did not produce a noticeable difference on street conditions other than on courts and cul-de-sacs where some areas of snow-pack developed.
  - staff received very few complaints or concerns from residents about the road conditions related to salt usage
  - the Police Department did not report notable increases in traffic accidents
- **Stricter measures undertaken in early February:**
  - Resulted in snow-pack on lesser travelled streets but did not impede safe and efficient movement of traffic
  - staff received very few complaints or concerns from residents about the road conditions related to salt usage
  - the Police Department did not report notable increases in traffic accidents

As we begin preparations for another winter, staff has been considering permanently adopting the first set of measures put in place in January 2014. Adopting these moderate conservation measures as part of the published snow plan will address the issues previously mentioned while still providing excellent service to our residents. Benefits of this recommendation include:

- reduction in costs
- reduction in wear and tear on roadways, curb and gutter, storm water systems and parkway landscaping
- reduction in chlorides entering local waterways
- less dependence on the unreliability of salt availability and instability of salt pricing

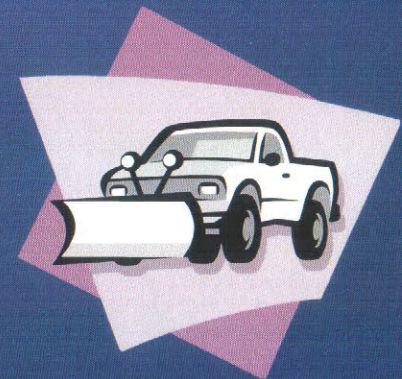
Please place this matter on the agenda for discussion with the Village Board at the Workshop scheduled for Tuesday, September 2.



# Workshop

## September 2, 2014

Department of Public Works  
Salt Usage Practices





## Factors Warranting Review

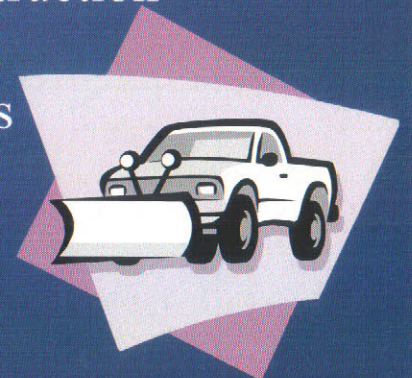
- ❖ Salt purchase is a significant budget item (avg. \$162,000 over last four years) and industry pricing is increasingly unstable (swinging from \$50/ton to over \$100/ton over past 10 years).
- ❖ The IEPA is keenly focused on reducing chlorides in waterways; the most significant contributor of chlorides in waterways is road salt.
- ❖ Last year's historic winter season resulted in a serious shortage of salt throughout the region.
- ❖ Salt supplies for the coming season are already being strained; availability and price are less predictable.





# Prior Initiatives to Reduce Salt Usage

- Regular calibration of salt-spreading equipment
- Increased brine production capability
- Through training and experience we have improved strategies for applying anti-icing (pre-storm) and de-icing products (brine, pre-wet salt, beet juice extract, etc.)
- Clear and specific instruction to drivers immediately before deployment regarding the timing of salt use and the spreading rate
- Improved tracking of salt usage per truck and per event for analysis by supervisory staff helps guide targeted employee training/instruction
- Diversification of salt suppliers *may* reduce supply problems
- Key personnel education:
  - DuPage River/Salt Creek Work Group seminar
  - North American Snow Conference





# Winter 2013-14

## Measures Adopted in mid-January 2014 (reduced by ~ 30%)

- No salting on courts and cul-de-sacs (unless an ice storm)
- during long-duration events salt only on final pass
- request Park District and school districts adopt conservation
- expand the use of salt brine and other melting agents when weather conditions allow during salting operations (in addition to the on-going pre-wetting of streets done prior to a storm)

## Measures Adopted in early February 2014 (reduced ~ 10 - 20%)

- Salt only mains and collector streets
- Salt intersections of streets with mains and collectors
- Salt hills, curves and school zones



# Impact of Conservation Measures

## Initial measures undertaken in mid-January:

- ✓ did not produce a noticeable difference on street conditions other than snow pack on some courts and cul-de-sacs
- ✓ staff received very few complaints or concerns from residents
- ✓ Accidents not attributed to salt conservation measures

## Stricter measures undertaken in early February:

- ✓ Snow-pack on lesser travelled streets
- ✓ staff received very few complaints or concerns from residents
- ✓ Police did not report notable increases in traffic accidents



## RECOMMENDATIONS FOR WINTER 2014-15

### Adopt Snow Plan with Moderate Conservation Measures:

- Expanded use of anti-icing strategies and products (pre-storm)
- No salting on courts and cul-de-sacs (unless conditions warrant, i.e. – ice storm)
- Routinely salt only on final pass
- Work with Park District and School Districts to adopt conservation measures where appropriate

