

Village of Carol Stream

Special Meeting of the Village Board

Village Hall Remodeling

Gregory J. Bielawski Municipal Center
500 N. Gary Avenue, Carol Stream, IL 60188
March 3, 2016
6:00 p.m. – 7:15 p.m.

Meeting Notes

ATTENDANCE:

Mayor Frank Saverino, Sr.
Trustee Dave Hennessey
Trustee John LaRocca
Trustee Rick Gieser
Trustee Mary Frusolone
Trustee Greg Schwarze
Trustee Matt McCarthy
Village Clerk Laura Czarnecki

Joseph E. Breinig, Village Manager
Bob Mellor, Assistant Village Manager
Chris Oakley, Asst. to the Village Manager
John Batek, Finance Director
Jim Knudsen, Director of Engineering
Marc Talavera, Information Systems Dir.
Ed Sailer, Police Chief
Don Bastian, Community Dev. Dir.
Caryl Rebholz, Employee Relations Dir.
Tom Farace, Plan/Economic Dev. Mgr.
Steve Martin, Dev. Service Mgr.

The meeting was called to order at 6:00 p.m. by Mayor Frank Saverino, Sr. and the roll call read by Village Clerk Laura Czarnecki. The result of the roll call vote was as follows:

Present: Mayor Saverino, Sr., Trustees Hennessey, LaRocca, Gieser, Frusolone, Schwarze and McCarthy

Absent:

Village Hall Remodeling

Mark Bushhouse updated the Village Board on the four (4) options for remodeling/adding to the existing Village Hall or to build a new facility including cost options. He reviewed plan options 1 & 2 with the Village Board.

BOARD UPDATE

STUDY GOALS:

Determine the condition of the existing building, the village hall & police department's current and long term facility space needs, and find the best option to maintain, remodel, expand and/or replace the facility.

A. PROCESS:

1. Facility Evaluation
 - a. Complete and reviewed at the last Board meeting
2. Space Needs Analysis
 - a. Complete and reviewed at the last Board meeting
3. Facility Improvement Options and Budgets
 - a. Based upon Board direction from this update meeting, the Architect and staff worked to develop the 4 options as requested.
 - b. These include::
 - 1) Repairs and code required changes, updates to the building's finishes and furniture, plus additions and major remodeling to meet the space program recommendations
 - 2) The above, plus partial demolition of the existing building, possible land acquisition and additions and changes to the building, site layout and parking
 - 3) Construction of an all new police station on another site and remodeling to the village hall for the departments that remain
 - 4) Construction of an all new facility to house the village hall and police on another site and then sell the current site for its highest and best use
 - c. Meeting on Thursday, March 3rd, with the Board to review the developed options and their potential budget requirement for Board selection of the best overall approach
 - d. Board to consider possible other facility options and/or timing and funding for the facility improvements

B. FINDINGS

1. Facility Evaluation - COMPLETE
2. Space Needs – COMPLETE
 - a. The facility should be approximately 54,730 SF to adequately support the near term staffing levels plus approximately 6 new work spaces to allow some minor growth and/or change in the years that follow
3. OPTION 1
 - a. Site and blocking floor plans provided to show the improvements expected
 - b. Includes remodeling to the entire facility, additions as required to meet the space program and minor site changes/repairs as necessary.
 - i. Total Estimated Project Budget: \$10,136,072 to \$12,396,534
4. OPTION 2
 - a. Site and blocking floor plans provided to show the improvements expected
 - b. Includes demolition of the one level portion of the building that is then replaced by a three level addition (lower level, main level and upper level). Also includes remodeling of the remaining portions of the building and minor site changes/repairs as necessary:
 - i. Total Estimated Project Budget: \$13,096,836 to \$15,650,442

5. OPTION 3
 - a. No drawings provided since new facility is contemplated to be located on an unknown site.
 - b. Includes construction of an all new police facility on another site and full remodeling to the existing village hall.
 - i. Total Estimated Project Budget: \$22,398,350 to \$26,035,050

6. OPTION 4
 - a. No drawings provided since new facility is contemplated to be located on an unknown site
 - b. Includes construction of an all new combined police and village hall facility on another site
 - i. Total Estimated Project Budget: \$23,599,455 to \$26,568,176

C. RECOMMENDATIONS

1. Board review and give direction on the options presented
2. Board review and give direction on the budgets presented
3. Board review and direct Architect and staff to investigate any other facility improvement options with their associated estimated budgets as the Board would determine to be in the best interests of the Village OR select the option that is in the best interests of the Village and direct staff to develop a funding plan for Board review at a future Board meeting.

Concept A Site Plan, Concept B Site Plan and Options 1 through 4 are attached and made part of the March 3, 2016 Special Workshop Meeting minutes.

Exterior brick colors can be permanently stained or bricks found to match existing color.

Timeline: 8 to 9 months for planning and design; 16 to 18 months for construction.

Option 2 – Police Department issues include having investigations upstairs and rest of Police Department downstairs. Officers carrying equipment from basement to main level.

Option 2 – Possibly moving little used Board Room upstairs.

Option 3 – Dramatically increases ongoing operating costs due to redundancy. If the Village Board temporarily changes 50% reserve policy to 25% we could find \$10 million in cash reserves as long as Board realizes we need to be more frugal, reduce our CIP expectations and replenish our reserves. We would still need to issue debt secured with a property tax levy which could be abated each year.

Plan 2 seems to be the best option as long as it's acceptable to the operating departments. Trustees Schwarze, McCarthy, LaRocca and Mayor Saverino – Village Board concurred to eliminate options 3 & 4.

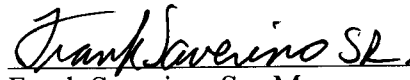
Trustee Frusolone does not want cost of building construction to be used as an excuse not to give out raises.

Village Board consensus is to move forward with Williams Architect on option 2.

Staff directed to work with Mark Bushhouse on basic design services agreement for review at the March 21st workshop.

There being no further business, Trustee LaRocca moved and Trustee Gieser made the second to adjourn the Special Board meeting. The meeting was adjourned unanimously at 7:24 p.m.

FOR THE BOARD OF TRUSTEES



Frank Saverino, Sr., Mayor

ATTEST:



Laura Czarnecki, Village Clerk

Minutes approved by the President and Board of Trustees on this
21st day of March, 2016.



Village Clerk