

**MINUTES**  
**WOODSTOCK CITY COUNCIL WORKSHOP**  
City Council Chambers  
April 20, 2020

A special workshop meeting of the Woodstock City Council was called to order at 3:00 PM on Monday, April 20, 2020, by Mayor Sager in the Council Chambers at Woodstock City Hall. Mayor Sager noted this is a special workshop session of the Woodstock City Council to discuss an enhanced street maintenance program for 2021 through 2024, and is being held under the Mayor's Emergency Declaration, with Council members attending remotely and those attending at City Hall observing social distancing. Noting there are no members of the public attending the meeting in person, he explained the procedures to be used by the City Council, City Staff, and the Public to join today's meeting, including how comments may be made and questions asked, and invited all to participate.

A roll call was taken.

**COUNCIL MEMBERS PRESENT:** Mayor Brian Sager.

**COUNCIL MEMBERS ATTENDING REMOTELY:** Darrin Flynn, Lisa Lohmeyer, Wendy Piersall, Jim Prindiville, Gordon Tebo, and Michael Turner.

**COUNCIL ABSENT:** None

**STAFF PRESENT:** City Manager Roscoe Stelford

**STAFF ATTENDING REMOTELY:** Assistant City Manager/Finance Director Paul Christensen, IT Director Dan McElmeel, Public Works Director Jeff Van Landuyt, and City Engineer Chris Tiedt.

**OTHERS PRESENT:** City Clerk Cindy Smiley

**OTHERS ATTENDING REMOTELY:** Ryan Livingston representing Hampton Lenzini and Renwick, Inc. (HLR).

Mayor Sager noted the presence of a quorum under the revised rules of the Governor during this COVID-19 emergency. City Clerk Smiley confirmed the agenda before the Council is a true and correct copy of the published agenda.

**FLOOR DISCUSSION**

**A. Public Comments**

There were no comments forthcoming from the Public.

**C. Council Comments**

There were no comments forthcoming from the City Council.

**AGENDA**

**1. Affirmation of State of Emergency** – Motion by M. Turner, second by W. Piersall, to affirm the continuation of the Mayor's Emergency Declaration through April 30, 2020.

In response to a question from Mayor Sager, there were no questions or comments forthcoming from the City Council or the Public.

A roll call vote was taken. Ayes: D. Flynn, L. Lohmeyer, W. Piersall, J. Prindiville, G. Tebo, M. Turner, and Mayor B. Sager. Nays: none. Abstentions: none. Absentees: none. Motion carried.

**2. Discussion/Presentation – HLR – Long-Term Planning of Municipal Assets/Accrued Liabilities: *A Streets Story***

Mayor Sager stated this discussion will be led by Ryan Livingston of HLR who will provide Council with an overview of the City’s proposed enhanced streets program.

Mr. Livingston made a presentation to the City Council describing the approach recommended by HLR for a long-term street enhancement program. He talked about how the City’s streets can be an asset vs. an accrued liability in terms of expense and the feelings of the residents, noting how the City treats its streets infrastructure will determine how this will be paid for. He noted streets get more expensive every year they are not improved. He stated every street must be looked at and evaluated every year to get the improvements done before a drop in condition occurs, opining future potential costs should be the focus. He stated the goal should be to keep everything up at the high end and make most improvements at this end to maintain a higher level of quality street infrastructure. He stated no matter how much preventive maintenance is done on a street, it will eventually fail and must be replaced. However, he noted preventive maintenance is relatively inexpensive compared to reconstruction.

Mr. Livingston then discussed the Pavement Condition Index (PCI), explaining it is an objective way to evaluate the streets and noting there is a standard procedure to go about applying this index. He noted this study was done by Baxter & Woodman in 2015.

Mr. Livingston made a presentation on various recommendations for improvement strategies that can be used to improve the PCI. He stated Woodstock has already implemented the improvement strategies of applying Reclamite to preserve and extend the life of asphalt and microsurfacing which has been used sparingly, but is part of the future plan. He described the various strategies including what categories they could be used on and the projected change/improvement in the PCI that could result with their implementation. He identified the ultimate goal of each and talked about the pavement life cycles, showing the effect each strategy could have on the life cycles.

Mr. Livingston gave an example using one block section of a Woodstock street and how it would be affected by these strategies, how much each will cost, and how the street would be affected if nothing is done and the cost to eventually reconstruct this street. Mr. Livingston noted by using the proposed program and its strategies thousands of dollars would be saved over the projected time period over doing nothing, noting this illustration is for only one block.

Mr. Livingston then talked about other elements involved including water mains, sanitary sewer, and stormsewer, their condition, and the effect on the streets program. He stated other things to be considered when discussing such a program include what is happening in the market; projections for the tollway and the resultant cost; and the prices of oils, asphalt, cement, and natural gas. He stated all of the above-noted information was included in developing the possible long-term plans.

Mayor Sager stated the City has discussed a long-term streets program on many occasions and has already developed a program for FY20/21, so we must plan for the additional four years of the program using the information furnished by Mr. Livingston, which is the purpose of this meeting. He opined the City must have a seamless program to give the City momentum for long-term improvements. He noted Mr. Livingston has presented different scenarios to consider in terms of construction and financing, which will help in the discussion.

Mr. Livingston then provided in-depth information on each proposed scenario including annual and five-year costs, what will be accomplished, the financial effect, and what the average PCI would be over the next 10 years. Mayor Sager noted the tables presented by Mr. Livingston show how much will be invested in each category of streets and the projected costs to be included regarding utilities and the resultant average PCI for the community.

Mr. Livingston presented a Summary Outlook of what the streets would look like by 2030 for all six scenarios A through F, including the average PCI, Total Expenditures, Future Liabilities, Street Projects that Drop to the Next Category, and Overall Costs to Improve. They talked about the differences in these programs and approaches.

In response to a question from Councilman Turner concerning how Woodstock's streets compare with other communities, Mr. Livingston stated there is a wide range of conditions and PCIs among other municipalities, as some communities are newer with newer streets. He noted Woodstock is an older community.

Mr. Christensen then provided information on potential revenue sources including an inflationary property tax increase; Home Rule Sales Tax increase; local MFT increase; implementation of a Utility Tax including electricity and/or natural gas; a new tax on packaged liquor and cigarettes; and a food & beverage tax on restaurants, bars, and fast food. He presented the potential revenue and pros and cons for each and talked about how a revenue program might be structured. He also presented information on the effect of each on the previously presented scenarios.

Mayor Sager opened the floor to questions and discussion.

Mayor Sager noted today the Council should make a decision associated with the engineering for 2021 as this will take a considerable amount of time with the volume of streets involved. He stated the question before the Council is if it is willing to approve the engineering portion of the program

for 2021. He stated Council must also be thinking about which scenarios it wishes to look at more in depth.

Mayor Sager noted the variables between the scenarios stating Council has previously discussed the potential expense involved with such a program and the major infusion of cash needed to make this major investment in the City's assets of streets. He stated the cost of such a program seems like a lot, but opined the total cost of improvements is getting more and more expensive.

Councilman Turner expressed support of the current plan and of the engineering expenditure to get the program going.

In response to a question from Mayor Sager, it was the consensus of the City Council to move forward with a long-term program with HLR.

Discussion ensued of the various scenarios.

Following discussion of Scenario A, it was the consensus of the City Council to remove it from consideration.

Concerning Scenario B, Mayor Sager stated with this scenario would result in a PCI rating of 65 at the end of ten years. Mr. Christensen noted with Scenario B, the least amount of money would be spent over the ten years, but prioritized to minimize streets from failing into the completely failed category, the most expensive. Asking if the City is focusing on expenditures, Councilwoman Piersall noted B is the least expensive. Mayor Sager opined the City should be looking at a long-term investment and should look at this as a long-term process and where the City will be at in the future.

In response to a comment from Councilwoman Piersall that the overall cost of Scenario C is \$30 million less, Mayor Sager expressed appreciation for Scenario C. Councilwoman Piersall noted the PCI improvement with Scenario C is substantial. She questioned whether it is affordable, noting the question of what the economy will do in the future. She opined it should remain on the table. Mayor Sager opined the question is the cost up front and financing those costs. Following further discussion of Scenarios B & C, Mayor Sager opined Council could say these are the two options they consider to be the best and ask staff to review to get a better sense of the possibilities for financing each.

Mayor Sager asked each Councilmember which Scenario they preferred.

Councilman Flynn preferred Scenario C.

Councilman Prindiville preferred Scenario E expressing concern about upfront costs and stating he prefers Scenario E's steady approach of spreading costs out over an extended period of time.

Councilwoman Piersall expressed preference for Scenario C, but questioning how it would be paid for.

Mayor Sager stated he understands that dilemma, noting the Council is not committing resources at this time. He stated the current discussion is of what Council believes to be the best option to have the longest-term benefit to the community. He stated Staff would then be asked to go back and see how the program could possibly be financed and bring it back to the Council for discussion and consideration.

Council members Piersall, Lohmeyer, Turner, Tebo and Mayor Sager wished to keep scenario C on the table.

Moving to Scenario D, Mayor Sager summarized the facets of this program, noting it would bring the PCI rating to 64. Discussion ensued with Councilman Turner expressing support of keeping Scenario D on the table for consideration, opining it is better than B and might be realistic. He opined Scenario C is the ideal program.

In response to a question from Councilwoman Lohmeyer, Mr. Livingston stated it is feasible to believe this much work can be done in five years as called for in Scenario D. He noted engineering work would have to begin much earlier this year and in subsequent years for this program and talked about the timetable that would be involved.

Councilwoman Lohmeyer did not favor keeping Scenario D on the table.

Council members Piersall, Prindiville, Turner, Tebo and Mayor Sager wished to keep Scenario D on the table. Councilman Tebo opined it should be kept as a base, with the question being finding the required revenue to fund this scenario.

Mr. Christensen reminded those present Staff could provide additional information on this scenario if certain information is tweaked.

Moving to Scenarios E and F, Councilman Prindiville stated he likes the reliability of funding sources. He stated he prefers Scenario E because it is less money, but also approves of keeping Scenario F on the table as it would bring the streets up to a superior rating.

Councilman Turner expressed support of keeping Scenario E on the table, but opined the amount of property tax needed for Scenario F would be problematic. He stated he would consider a property tax increase as the City has foregone the PTELL for many years, but cautioned going to 2.5%. Stating he would stay open to the other funding options, noting he is not in favor of a sales tax increase.

Noting Scenarios E and F use revenue from property taxes, Councilman Tebo asked if that was the only source of revenue. In response, Mayor Sager stated both Scenarios E and F are built predominately on property tax driving the level of improvements for each given scenario. He stated all scenarios must be looked at for funding sources to determine any alternatives. In response to a question from Councilman Tebo, Mayor Sager stated this means property taxes are on the table for all scenarios, including A through D, as possible revenue sources.

Councilman Flynn expressed his preference for Scenario E, opining this would result in more noticeable improvements and a 1.5% property tax increase would be palatable.

Councilwoman Piersall stated she was not supportive of Scenario F, agreeing with Councilman Prindiville that costs should be more spread out. She stated between E and F, she would choose Scenario E, but noted she likes Scenarios C and D.

Following additional discussion, Mayor Sager suggested narrowing the choices to Scenarios C, D, and E and requesting additional investigation by Staff, asking them to get back to Council with information and clarification to move forward.

Noting the importance to move forward so that engineering may be started for the second year, Mayor Sager asked Mr. Livingston when a decision must be made. In response, Mr. Livingston stated the sooner HLR can get started the better, but noted they would be able to complete the engineering in time by putting in overtime, if necessary.

Discussion followed of how approval of a scenario would affect the timeline. Noting the engineering must be done, Mayor Sager suggested Council approve HLR to begin the effort and then come back to decide which Scenario, between C, D, and E will be chosen, based upon Staff's further information.

In response to a question from Councilwoman Piersall, Mr. Livingston stated the more engineering can be done at the beginning the better long-term plan the City will have.

In response to a question from Mayor Sager, without objection it was the consensus of the City Council to request Staff to further investigate Scenarios C, D, and E, reviewing each alternative in greater detail with emphasis on revenue capacity and to provide this information at another workshop

In response to a question from Mayor Sager, there were no comments or questions forthcoming from the Public.

**3. Award of Contract – Approval of Engineering contract for 2021/2022 Street Resurfacing Program**

Mayor Sager reminded Council of the previously discussed possibility of moving ahead on the basis of the highest-cost program upfront, knowing the program could be scaled down dependent upon which Scenario is approved following Staff's further investigation.

Motion by M. Turner, second by D. Flynn, to award a contract to Hampton, Lenzi and Renwick, Inc. for the corresponding Survey & Engineering Fees to design the Council's preferred FY21/22 Street Resurfacing Program for a maximum amount of \$1,214,000 for a \$15.4 million program.

A roll call vote was taken. Ayes: D. Flynn, L. Lohmeyer, W. Piersall, J. Prindiville, G. Tebo, M. Turner, and Mayor B. Sager. Nays: none. Abstentions: none. Absentees: none. Motion carried.

**VIII. ADJOURN**

Motion by W. Piersall, second by G. Tebo, to adjourn this special workshop meeting of the Woodstock City Council to the next regular meeting to be held at 7:00 PM on Tuesday, April 21, 2020 in the Council Chambers at City Hall.

Ayes: D. Flynn, L. Lohmeyer, W. Piersall, J. Prindiville, G. Tebo, M. Turner, and Mayor B. Sager. Nays: none. Abstentions: none. Absentees: none. Motion carried.

The meeting was adjourned at 4:54 PM.

Respectfully submitted,

Cindy Smiley  
City Clerk