



COMMITTEE OF THE WHOLE

Monday, January 21, 2025
immediately following the
City Council Meeting at 7pm

City Hall Council Chamber
109 James Street
Geneva, IL 60134

Ald. Martha Paschke, Chair

AGENDA

- 1. Call to Order**
- 2. Approve Committee of the Whole Minutes from January 6, 2025**
- 3. Items of Business**
 - a. Consider Draft Resolution Authorizing the Execution of a Professional Services Agreement with Fehr-Graham in an Amount Not to Exceed \$40,500 for Design of Sanitary Sewer on Reed Road.
 - b. Continued Discussion on FY 2026 Budget and FY 2027 Forecast.

4. Public Comment

When recognized by the Chair, proceed to the podium, state your name for the record, and provide your public comments. Please understand this is your time to be heard and the public body's time to listen. No discussion or debate will follow.

5. New Business

6. Adjournment

ADA Compliance: Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the City at least 48 hours in advance of the scheduled meeting. The City can be reached in person at 22 S First Street, Geneva, IL, or by telephone at (630) 232-7494. Every effort will be made to allow for meeting participation. Notice of this meeting was posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).

GENEVA COMMITTEE OF THE WHOLE MEETING MINUTES

Monday, January 6, 2025

City Hall Council Chambers
109 James St., Geneva, IL 60134

Elected Officials Present: Mayor Burns, Ald. Bowring, Ald. Bruno, Ald. Kosirog, Ald. Malecki, Ald. Marks, Ald. Paschke, Ald. Swanson, Clerk Kellick.

Elected Officials Attending by Teleconference: Ald. Hruby, Ald. Mayer.

Elected Officials Absent: Ald. Kilburg.

Others Present: City Admin. Dawkins, Asst. City Admin. McCready, City Attny. Sandack, Supt. Holton, Supt. VanGyseghem, Dir. Babica.

Others attending by video or teleconference: None.

Call to Order

Ald. Bowring, serving as chair, called the meeting to order at 7:23 PM noting all council members were present save for Ald. Kilburg and with Ald. Hruby and Ald. Mayer attending remotely.

Approve Committee of the Whole Minutes from December 16, 2024

Moved by Ald. Paschke, seconded by Ald. Kosirog.
MOTION CARRIED by voice vote 9-0.

Items of Business

Consider Draft Resolution Authorizing a Contract with Dahm Mechanical Industries, Inc. for Kautz Road Lift Station Improvements in an Amount Not to Exceed \$610,377.76.

Moved by Ald. Bruno, seconded by Ald. Kosirog.
MOTION CARRIED by voice vote 9-0.

Consider Draft Resolution Authorizing the Purchase of Ultraviolet Lamps, Sleeves, and O-Rings from Xylem Water Solutions in the Amount of \$30,980.00.

Moved by Ald. Paschke, seconded by Ald. Bruno.
MOTION CARRIED by voice vote 9-0.

Consider Draft Resolution Authorizing the Purchase of a Bobcat Model PA450 Air Compressor from O’Leary’s Equipment in the Amount of \$70,923.07 through Sourcewell Contract 020923-CEC and Declare Unit #1024 Ingersoll-Rand Compressor as Surplus Property.

Moved by Ald. Paschke, seconded by Ald. Bruno.

MOTION CARRIED by voice vote 9-0.

Ald. Bowring offered congratulations to Supt. Holton for his 10 years of service with the City of Geneva.

Consider Draft Ordinance Providing for and Requiring the Submission of the Proposition of Issuing General Obligation Bonds to the Voters of the City of Geneva, Kane County, Illinois, at the Consolidated Election to Be Held on the 1st Day of April, 2025.

Moved by Ald. Bruno, seconded by Ald. Marks.

On a comment by Ald. Kosirog, Admin. Dawkins noted that the proposed referendum does not include improvements to city hall. It does call for improvements to the public works facility but only as it relates to public safety for the Geneva Emergency Management Agency which has offices in that building.

Ald. Marks stated that City Council has been working on this proposal for at least three years. He explained the history of the process and noted that the major costs of the proposal will go toward the police station. He also stated that many survey questions asked of citizens were meant to be rapid-fire to determine how citizens felt about those issues initially. He noted that the price of the proposed improvements has been reduced to cover the basic items necessary for improvement of health and safety. He also pointed out that the general fund has had no debt for the past two plus years, and that the community will get to hear more about the proposal and the costs leading up to April 1.

On a question by Ald. Paschke, Admin. Dawkins stated that the anticipated tax increase for a \$350,000 home at \$68 mil, totals \$180 annually. She noted that the average home price in Geneva is \$392,800 which brings the anticipated tax amount to an additional \$200. She also noted that this is the maximum AV for the first year with payments decreasing afterwards.

Ald. Hrubby stated that the educational aspect of the proposal should have come first and while it is true that the Council has spoken about this for about three years, it only received small bits of information and there is still much that is

unknown. On a question by Ald. Hruby, Admin. Dawkins stated that Keith Adams is the facility manager and while he is involved, he is more involved in the day-to-day projects and this year's capital projects, as well as ensuring that buildings are continuing to be maintained.

MOTION CARRIED by voice vote 10-0 with Mayor Burns voting.

Public Comment

None.

New Business

None.

Adjournment

On a motion by Ald. Marks, the meeting was adjourned by unanimous voice vote at 8:04 PM.

- Submitted by Clerk Kellick



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Engineering Agreement for Design of Sanitary Sewer on Reed Road		
Presenter & Title:	Bob Van Gyseghem, Superintendent of Water & Wastewater		
Date:	February 3, 2025		
Please Check Appropriate Box:			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting	<input type="checkbox"/>	Special Committee of the Whole Meeting
<input checked="" type="checkbox"/>	City Council Meeting	<input type="checkbox"/>	Special City Council Meeting
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Other -
Associated Strategic Plan Goal/Objective: EMSII			
Estimated Cost: \$40,500.00	Budgeted?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input type="checkbox"/> No
Executive Summary:			
<p>The FY25 budget has funds allocated for the design of a sanitary sewer on Reed Rd. Kane County will be reconstructing the Kirk Road bridge in 2027. The existing sanitary sewer is in the county Right-of-Way and in conflict with the new bridge. Design Engineering is needed to prepare plans and specifications for construction in FY26. Fehr Graham has provided services for several sanitary sewer projects in Geneva including flow monitoring, rehabilitation, design of the sanitary sewer river crossing, and the improvements to the Kautz Rd. sanitary lift station. Staff has been satisfied with their work and negotiated a contract for the design of the Reed Road sanitary sewer.</p>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Resolution • Proposal 			
Voting Requirements:			
<p><i>This motion requires a simple majority of affirmative votes for passage. (City Council Only)</i></p> <p><i>The Mayor may vote on three occasions: (a) when the vote of the alderpersons has resulted in a tie; (b) when one half of the alderpersons elected have voted in favor of an ordinance, resolution, or motion even though there is no tie vote; or (c) when a vote greater than a majority of the corporate authorities is required by state statute or local ordinance to adopt an ordinance, resolution, or motion.</i></p>			
Recommendation / Suggested Action: <i>(how the item should be listed on agenda)</i>			
<p>Recommend approval of Resolution Authorizing the Execution of a Professional Services Agreement with Fehr-Graham in an amount not-to-exceed \$40,500 for design of sanitary sewer on Reed Road.</p>			

RESOLUTION NO. 2025 _-__

**RESOLUTION AUTHORIZING EXECUTION OF
Professional Service Agreement for Reed Rd. Sanitary Design**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GENEVA, KANE COUNTY, ILLINOIS, as follows:

SECTION 1: That the City Administrator is hereby authorized to execute, on behalf of the City of Geneva, approval of a professional engineering service agreement with Fehr-Graham Engineering & Environmental, related to the design of sanitary sewer on Reed Rd. (Exhibit A)

SECTION 2: This Resolution shall become effective from and after its passage as in accordance with law.

PASSED by the City Council of the City of Geneva, Kane County, Illinois, this ____ day of _____, 2025

AYES: __ NAYS: __ ABSENT: __ ABSTAINING: __ HOLDING OFFICE: __

Approved by me this ____ day of _____, 2025.

Mayor

ATTEST:

City Clerk

December 17, 2024

Bob VanGyseghem
Water Division Superintendent
City of Geneva
1800 South Street
Geneva, Illinois 60134

**Re: Proposal for Professional Engineering Services
Reed Road Sanitary Sewer Relocation**

Dear Bob:

Fehr Graham is pleased to propose consulting engineering services to relocate an existing sanitary sewer along Reed Road.

SCOPE OF SERVICES

The scope of work for this project includes the following tasks:

- » **Utility Easement**
 - Perform a deed search.
 - Perform field survey to identify property corners and existing right-of-way.
 - Prepare a public utility easement description.
 - Prepare a public utility easement exhibit.

- » **Design Plans**
 - Perform one (1) field investigation to obtain inverts of the existing sanitary sewers.
 - Prepare design plans for the relocation of the sanitary sewer.
 - Topographic information will be based on LIDAR data.
 - The proposed alignment will be in the roadway.
 - The road restoration will be with the same materials as existing.
 - The final road profile will match the existing post-construction.
 - Prepare specifications for the relocation of the sanitary sewer.
 - Prepare the bid packet for the relocation of the sanitary sewer.
 - Prepare the IEPA Permit submittal
 - Provide bidding services.

EXCLUSIONS

The following items are **not** included in the scope of services:

- » Topographic surveys.
- » Geotechnical services, including soil borings.
- » Construction field observation services.
- » Construction staking.
- » Contaminated soil mitigations.
- » Sanitary sewer service relocation designs.
- » Coordination with existing businesses.
- » Local or County permitting submittals

December 17, 2024
Bob VanGyseghem, City of Geneva
Reed Road Sanitary Sewer Relocation
Page 2

Assumptions: The design proposal does not include roadway conditions, profile, or drainage improvements. The site is to be restored using the same materials and conditions as the existing one. The City will complete the easement documents and procure the easement rights prior to construction.

FEES

Fehr Graham will complete the proposed scope of services in total time and materials that do not exceed the engineering budget of **\$40,500**.

Additional fees for tasks outside this scope of services will be provided per mutual written agreement referencing this Proposal Letter.

SCHEDULE

The City will determine the schedule for this task.

AUTHORIZATION

Should this proposal meet your objectives, please indicate your authorization to proceed by signing the attached Agreement for Professional Services and return it to my attention. We appreciate this opportunity to be of service and look forward to working with you on this project. If you have any questions or comments concerning the enclosed, please do not hesitate to contact me.

Sincerely,



Chris DeSilva, P.E. ENV SP
Branch Manager

CJD:kk

Enclosure: Agreement for Professional Services

N:\2024\Chris DeSilva\Geneva\Reed Rd Sewer\Geneva Reed Road Proposal Letter.docx

Client Bob VanGyseghem
 City of Geneva Public Works
 1800 South Street
 Geneva, IL 60134

Description of Services:

Proposal for Professional Engineering Services Reed Road Sanitary Sewer Relocation

Fehr Graham will complete the scope of services as outlined in the proposal dated November 18, 2024, included herein.

COST: You will be billed on a time and material basis as per the annually established fee schedule.

The fee for performing the above services is estimated to be \$40,500

The attached General Conditions are incorporated into and made a part of this Agreement.

ACCEPTED AND AGREED TO:

I/we, the undersigned, authorize Fehr Graham to provide services as outlined above, and also agree that I/we are familiar with and **ACCEPT THE TERMS OF THE ATTACHED GENERAL CONDITIONS.**

CLIENT:
Signature _____
Name _____
Title _____
Date Accepted _____

CONSULTANT:
By  _____
Name Mick Gronewold, PE
Title President
Date Proposed December 17, 2024

24-1899

1. The Client requests the professional services of Fehr Graham hereinafter called "The Consultant" as described herein.
2. The Consultant agrees to furnish and perform the professional service described in this Agreement in accordance with accepted professional standards. Consultant agrees to provide said services in a timely manner, provided, however, that Consultant shall not be responsible for delays in completing said services that cannot reasonably be foreseen on date hereof or for delays which are caused by factors beyond his control or delays resulting from the actions or inaction of any governmental agency. Consultant makes no warranty, expressed or implied, as to his findings, recommendations, plans and specifications or professional advice except that they were made or prepared in accordance with the generally accepted engineering practices.
3. It is agreed that the professional services described in the Agreement shall be performed for Client's account and that Client will be billed monthly for said services. A 1½% per month service charge will be incurred by Client for any payment due herein and not paid within 30 days of such billing which is equal to an ANNUAL PERCENTAGE RATE OF 18%. Partial payments will be first credited to the accrued service charges and then to the principal.
4. The Client and the Consultant each binds himself, his partners, successors, executors, and assigns to the other party to this Agreement and to the partners, successor, executors, and assigns of such other party in respect to this Agreement.
5. The Client shall be responsible for payment of all costs and expenses incurred by the Consultant for his account, including any such monies that the Consultant may advance for Client's account for purposes consistent with this Agreement.
6. The Consultant reserves the right to withdraw this Agreement if not accepted within 30 days.
7. A claim for lien will be filed within 75 days of the date of an invoice for services (last day of services rendered) unless the account is paid in full or other prior arrangements have been made. All attorney fees incurred by the Consultant due to the filing of said lien or the foreclosure thereof shall be borne by the Client.

In the event suit must be filed by Consultant for the collection of fees for services rendered, Client will pay all reasonable attorney's fees and court costs.

If Client defaults in payment of fees or costs due under the terms of this Agreement and Consultant incurs legal expenses as a result of such failure, Client shall be responsible for payment for Consultant's reasonable attorney fees and costs so incurred.

8. The Consultant shall present, for the consideration of the Client, engineering and technical alternatives, based upon its knowledge and experience in accordance with accepted professional standards, with selection of alternatives and final decisions as requested by the client to be the sole responsibility of the Client.
9. Construction Phase Activities (When applicable) - In connection with observations of the work of the Contractor(s) while it is in progress the Consultant shall make visits to the site at intervals appropriate to the various stages of construction as the Consultant deems necessary in Agreement to observe as an experienced and qualified design professional the progress and quality of the various aspects of the Contractor(s)'s work. Based on information obtained during such visits and on such observation, the Consultant shall endeavor to determine in general if such work is proceeding in accordance with the Contract Documents and the Consultant shall keep the Client informed of the progress of the work.

The purpose of the Consultant's visits to the site will be to enable the Consultant to better carry out the duties and responsibilities assigned to and undertaken by the Consultant during the Construction Phase, and, in addition, by exercise of the Consultant's efforts as an experienced and qualified design professional, to provide for the Client a greater degree of confidence that the completed work of the Contractor(s) will conform generally to the Contract Documents and that the integrity of the design concept as reflected in the Contract Documents has been implemented and preserved by the Contractor(s). The Consultant shall not, during such visits or as a result of such observations of Contractor(s)' work in progress, supervise, direct or have control over Contractor(s)' work nor shall the Consultant have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by Contractor(s), for safety precautions and programs incident to the work of Contractor(s) or for any failure of Contractor(s) to comply with laws, rules, regulations, ordinances, codes, or orders applicable to Contractors(s) furnishing and performing their work. Accordingly, the Consultant can neither guarantee the performance of the construction contracts by Contractor(s) nor assume responsibility for Contractor(s)' failure to furnish and perform their work in accordance with the Contract Documents.
10. Estimates of Fees – When fees are on a time and material basis the estimated costs required to complete the services to be performed are made on the basis of the Consultant's experience, qualifications, and professional judgment, but are not guaranteed. If the costs appear likely to exceed the estimate in excess of 20%, the Consultant will notify the Client before proceeding. If the Client does not object to the additional costs within seven (7) days of notification, the increased costs shall be deemed approved by the Client.
11. The Consultant is responsible for the safety on site of his own employees. This provision shall not be construed to relieve the Client or the Contractor(s) from their responsibility for maintaining a safe work site. Neither the professional services of the Consultant, nor the presence of his employees or subcontractors shall be construed to imply that the Consultant has any responsibility for any activities on site performed by personnel other than the Consultant's employees or subcontractors.
12. Original survey data, field notes, maps, computations, studies, reports, drawings, specifications and other documents generated by the Consultant are instruments of service and shall remain the property of the Consultant. The Consultant shall provide copies to the Client of all documents specified in the Description of Services.

Any documents generated by the Consultant are for the exclusive use of the Client and any use by third parties or use beyond the intended purpose of the document shall be at the sole risk of the Client. To the fullest extent permitted by law, the Client shall indemnify, defend and hold harmless the Consultant for any loss or damage arising out of the unauthorized use of such documents.

13. No claim may be asserted by either party against the other party unless an action on the claim is commenced within two (2) years after the date of the Consultant's final invoice to the Client.
14. If a Client's Purchase Order form or acknowledgment or similar form is issued to identify the agreement, authorize work, open accounts for invoicing, provide notices, or document change orders, the preprinted terms and condition of said Purchase Order shall be superseded by the terms hereof.
15. Standard of Care – Services performed by Consultant under this agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other representation expressed or implied, and no warranty or guarantee is included or intended in any report, opinion or document under this agreement.
16. Liability Insurance – Consultant will maintain such liability insurance as is appropriate for the professional services rendered as described in this Agreement. Consultant shall provide Certificates of Insurance to Client, upon Client's request, in writing.
17. Indemnification and Limitation of Liability – Client and Consultant each agree to indemnify and hold the other harmless, including their respective officers, employees, agents, members, and representatives, from and against liability for all claims, costs, losses, damages and expense, including reasonable attorney's fees, to the extent such claims, losses, damages or expenses are caused by the indemnifying party's acts, errors or omissions.

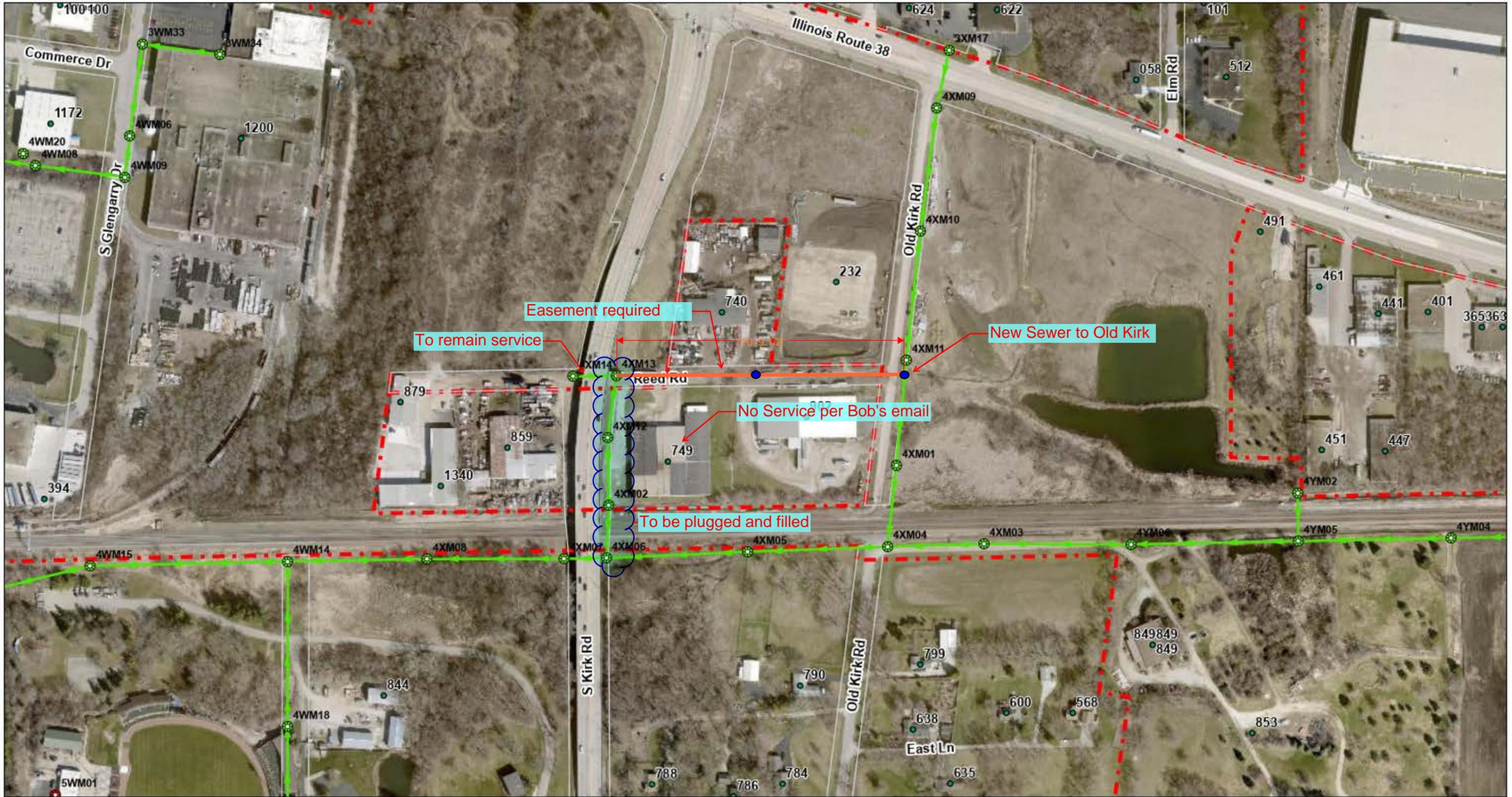
The Client understands that for the compensation herein provided Consultant cannot expose itself to liabilities disproportionate to the nature and scope hereunder. Therefore, the Client agrees to limit Consultant's liability to the Client arising from Consultant's professional acts, errors or omissions, such that the total aggregate liability of Consultant shall not exceed \$50,000 or Consultant's total fee for services rendered on this Project, whichever is less.

18. Allocation of Risk – Consultant and Client acknowledge that, prior to the start of this Agreement, Consultant has not generated, handled, stored, treated, transported, disposed of, or in any way whatsoever taken responsibility for any toxic substance or other material found, identified, or as yet unknown at the Project premises. Consultant and Client further acknowledge and understand that the evaluation, management, and other actions involving toxic or hazardous substances that may be undertaken as part of the Services to be performed by Consultant, including subsurface excavation or sampling, entails uncertainty and risk of injury or damage. Consultant and Client further acknowledge and understand that Consultant has not been retained to serve as an insurer of the safety of the Project to the Client, third parties, or the public.

Client acknowledges that the discovery of certain conditions and/or taking of preventative measures relative to these conditions may result in a reduction of the property's value. Accordingly, Client waives any claim against Consultant and agrees to indemnify, defend, and hold harmless Consultant and its subcontractors, consultants, agents, officers, directors, and employees from any claim or liability for injury or loss allegedly arising from procedures associated with environmental site assessment (ESA) activities or the discovery of actual or suspected hazardous materials or conditions. Client releases Consultant from any claim for damages resulting from or arising out of any pre-existing environmental conditions at the site where the work is being performed which was not directly or indirectly caused by and did not result from, in whole or in part, any act or omission of Consultant or subcontractor, their representatives, agents, employees, and invitees.

If, while performing the Services set forth in any Scope of Services, pollutants are discovered that pose unanticipated or extraordinary risks, it is hereby agreed that the Scope of Services, schedule, and costs will be reconsidered and that this Agreement shall immediately become subject to renegotiation or termination. Client further agrees that such discovery of unanticipated hazardous risks may require Consultant to take immediate measures to protect health and safety or report such discovery as may be required by law or regulation. Consultant shall promptly notify Client upon discovery of such risks. Client, however, hereby authorizes Consultant to take all measures Consultant believes necessary to protect Consultant and Client personnel and the public. Furthermore, Client agrees to compensate Consultant for any additional costs associated with such measures.

19. In the event of legal action to construe or enforce the provisions of this agreement, the prevailing party shall be entitled to collect reasonable attorney fees, court costs and related expenses from the losing party and the court having jurisdiction of the dispute shall be authorized to determine the amount of such fees, costs and expenses and enter judgment thereof.
20. Assignment - Neither party to this Agreement shall, without the prior written consent of the other party, which shall not be unreasonably withheld, assign the benefit or in any way transfer its obligations under this Agreement or any part hereof; provided, however, either Party may freely assign this Agreement to a parent, subsidiary or affiliate without the other party's consent. This Agreement shall inure to the benefit of and be binding upon the parties hereto, and except as otherwise provided herein, upon their executors, administrators, successors, and assigns.
21. Termination – The obligation to provide further services under this Agreement may be terminated by either party upon seven (7) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of any termination, Consultant will be paid for all services rendered to the date of receipt of written notice of termination, at Consultant's established chargeout rates, plus for all Reimbursable Expenses including a 15% markup.
22. Provision Severable – The unenforceability or invalidity of any provisions hereof shall not render any other provisions herein contained unenforceable or invalid.
23. Governing Law and Choice of Venue – Client and Consultant agree that this Agreement will be governed by, construed, and enforced in accordance with the laws of the State of Illinois. If there is a lawsuit, Client and Consultant agree that the dispute shall be submitted to the jurisdiction of the Illinois District Court in and for Stephenson County, Illinois.



October 8, 2024

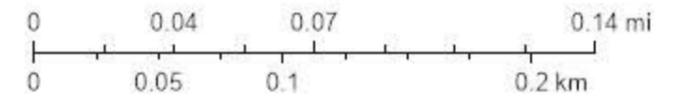
Manhole

- Geneva, Active; <Null>, <Null>; <Null>, Active; Geneva, <Null>
- Private, Active

Sanitary Main

- Gravity Main
- Private Main

1:3,810



Kane County, IL/EagleView, Maxar



2025 Personnel Chargeout Rates

Principal	\$234-294
Senior Project Manager	\$197-287
Project Manager	\$165-275

Engineering

Lead Engineer	\$234-264
Senior Electrical Engineer	\$234-264
Electrical Engineer	\$191-211
Senior Project Engineer	\$133-193
Project Engineer	\$122-182
Project Designer	\$112-182
Designer	\$91-131
Engineer	\$101-191
Senior Structural Engineer	\$191-241
Senior Resident Engineer	\$159-199
Resident Engineer	\$122-172
Water/Wastewater Op Specialist	\$133-173
Senior Engineering Technician	\$101-181
Engineering Technician	\$80-140

Surveying

GIS Specialist	\$101-111
Land Surveyor	\$154-204
Surveyor	\$112-152
Survey Technician	\$69-99

Environmental Health and Safety

Senior Project EHS Scientist	\$144-184
EHS Project Scientist	\$128-168
Senior EHS Scientist	\$133-173
EHS Scientist	\$101-131
EHS Specialist	\$91-121
EHS Technician	\$91-131
Senior Project Hydrogeologist	\$144-184
Project Hydrogeologist	\$122-162
Geologist	\$91-101
Hydrogeologist	\$101-141
Senior Biologist	\$133-163
Biologist	\$101-141

Sr. Grant Writer/Community Development Specialist	\$117-137
Grant Writer/Community Development Specialist	\$101-121
Project Coordinator	\$80-130
Project Administrator	\$80-130
Project Assistant	\$94

Charges for expert testimony will be at a rate 1.5 times the standard hourly rate. Minimum 4 hours. Overtime hours charged at standard rates when Fehr Graham controls scheduling. Reimbursable Direct Expenses will be charged at invoice cost + 15%.

