
SERVICES COMMITTEE MEETING AGENDA

MEETING DATE: Monday, December 17, 2018

MEETING TIME: 6:00 p.m.

MEETING LOCATION: North Aurora Village Hall, 25 E. State St., North Aurora



CALL TO ORDER

ROLL CALL

AUDIENCE COMMENTS

APPROVAL OF MINUTES

1. Approval of the Services Committee Minutes dated November 19, 2018

NEW BUSINESS

1. Village Mowing Policy

OLD BUSINESS

OTHER INFORMATION

TRUSTEE COMMENTS

ADJOURN

SB

**VILLAGE OF NORTH AURORA
SERVICES COMMITTEE MEETING MINUTES
NOVEMBER 19, 2018**

CALL TO ORDER

Trustee Mark Gaffino called the meeting to order.

ROLL CALL

In attendance: Mayor Dale Berman, Trustee Tao Martinez, Trustee Mark Gaffino, Village Administrator Steve Bosco, Public Works Director John Laskowski, Trustee Mark Guethle (arrived at 6:10).

AUDIENCE COMMENTS – None

APPROVAL OF MINUTES

1. Approval of Service Committee Minutes dated October 20, 2018

Motion for approval made by Trustee Gaffino and seconded by Trustee Martinez. All in favor.
Motion approved.

NEW BUSINESS

1. Upcoming Road Program Presentation

Public Works Director John Laskowski stated that last year the Village had a pavement condition index (PCI) study done. In that study, a truck drove through town and measured the different stresses on the pavements. It produced a pavement index for each street throughout the road network. Each PCI corresponds to a group which corresponds to a maintenance strategy. The higher the number on the pavement index correlates to a better conditioned street.

Laskowski said that the streets that have been reviewed for maintenance have landed in the poor, very poor and serious categories. Staff has also looked ahead and begun to see how the report can be used long term. Maintenance would get performed annually and a reassessment would be done after a year goes by.

There are 6 areas throughout town that are candidates for maintenance. The first 3 would be scheduled within the first 3 years. Areas 4, 5 and 6 may change rank over time.

After bidding and figuring out who the contractor will be, will start the road resurfacing, sidewalk removal and replacement, curb and gutter removal and replacement and storm sewer repairs. Restoration then occurs.

The annual road program will also include a patching program. The purpose of this is that we recognize that while we are spending time in one particular area, other areas will still need attention. The village may target area 1 for a full brown maintenance program but areas 2 and 3 may still need to be patched in order to make it through the winter.

Once the streets sit, they may have cracks that need to be taken care of. Preventative maintenance will be done with crack filling to keep the water from getting into the pavement and keeping the base strong and dry. Pavement striping will be done every couple of years.

(Trustee Guethle arrived)

The 2019 Road Program area was selected based on its PCI score. It had a median score of 39 which fell into the very poor category. Laskowski said it is a good candidate since it is a continuation of this year's road program. The village addressed White Oak and north of Orchard in the Patterson/Wilkerson neighborhood. This year would like to finish the streets in that area. The following 4 or 5 years will focus on the east side.

Bosco said that in a given year the village's capital revenues are about 1.7 million dollars that go towards the road program. The village has come up with a goal to identify two years out what roads need to be done. Then will look at the next 4, 5 and 6 years. The village is continuously redoing this and every 3 to 5 years the PCI study will be redone. By doing this, the village is finding that we are more accurately budgeting a more spread out program.

Bosco said that our road program used to include a 4-inch overlay. To save some money, the village can put a 2-inch overlay on the good conditioned roads where other roads that are in worse condition get 4-inch overlays.

ADJOURNMENT

Motion to adjourn made by Mayor Berman and seconded by Trustee Guethle. All in favor.

Motion approved.

Respectfully Submitted,

Lori J. Murray
Village Clerk



Memorandum

To: Dale Berman, Village President & Board of Trustees
Cc: Steven Bosco, Village Administrator
From: John Laskowski, Public Works Director
Date: December 14, 2018
Re: Lawn Mowing and Maintenance Contract Considerations

The Village of North Aurora contracts the vast majority of lawn maintenance out to private contractors. The locations for mowing within this contract can be grouped into five categories: Special Service Area mowing (SSA), public facilities and properties, welcome signs, medians, right of way mowing in residential areas, and right of way mowing in commercial areas. As staff has been evaluating the contract we have observed there are areas of inconsistency within the categories. Staff is seeking input from the Services Committee regarding a mowing policy that can be used to generate a more consistent contract that meets the needs of the Village.

The main area of inconsistency occurs in the mowing of right of ways abutting undeveloped commercial properties. Currently the Village has been mowing several portions of right-of-ways along the west side of Randall Road where they have been abutting undeveloped properties. This creates an inequity as developed properties along this corridor typically mow the right-of-way adjacent their property. The Village had included these areas in the past in order to maintain an attractive corridor to promote a positive Village image and economic development activity as the owners of the undeveloped properties were sometimes delinquent in their mowing of these areas. If the Village chooses not to maintain these properties it would become the owner's responsibility and addressed by code enforcement if ordinance violations occur.

Staff is seeking feedback from the Services Committee regarding the proposed mowing policy to best align the Village's mowing contract parameters with the Village's ability to provide aesthetics while being efficient and equitable.



Title: Right of Way Maintenance and Mowing Policy

Date Approved:

Purpose: The Village is responsible for maintaining turf areas to the standards outlined in Village ordinances, the standards in the approved contract, and as defined in this policy.

Description: This policy identifies parties responsible for right of way maintenance.

Policy: The Village is responsible for maintaining turf areas through its lawn maintenance mowing contract. The Village's mowing contract primarily includes areas such as; SSAs (Special Service Areas), welcome signs, medians and village owned facilities/properties. The contract also includes areas abutting; other governmental agency properties, public utility company properties, residential properties, and undeveloped commercial properties along major corridors such as Randall Road, Orchard Gateway, and Oak Street.

The lawn mowing program runs for approximately 30 weeks (30 cuts) between April and November. The mowing contract also includes a spring and fall clean up in areas that are being maintained.