

# Village of Carol Stream

## BOARD MEETING

### AGENDA

APRIL 19, 2010

*All matters on the Agenda may be discussed, amended and acted upon*

#### **A. ROLL CALL AND PLEDGE OF ALLEGIANCE:**

**B. MINUTES:** Approval of the Minutes of the April 5, 2010 Meeting.

#### **C. AUDIENCE PARTICIPATION & PUBLIC HEARINGS:**

1. Public Hearing: Annual Operating Budget.
2. Proclamation Declaring April 19-25 Severe Weather Preparedness Week.
3. Proclamation Recognizing April 22, 2010 as Earth Day in Carol Stream.
4. Proclamation Designating April 18-24 as Volunteer Appreciation Week.

#### **D. SELECTION OF CONSENT AGENDA:**

***If you are here for an item which is added to the consent agenda and approved, the Village Board has acted favorably on your request.***

#### **E. BOARD AND COMMISSION REPORTS:**

##### 1. PLAN COMMISSION:

- a. #09338 – Angel Associates, LP, 293-317 S. Schmale Road  
*Special Use Permit – Drive-up Service Window*  
*Special Use Permit – Outdoor Seating*  
*PUD Plan – Major Modifications*

**RECOMMENDED APPROVAL SUBJECT TO CONDITIONS (7-0).**

*Zoning approvals to add a commercial building to the approved PUD Plan.*

- b. #10036 – Bismarck Real Estate Partners, 500 S. Schmale Road  
*Rezoning – B-3 Service District (Upon Annexation)*

**RECOMMENDED APPROVAL (7-0).**

*Special Use Permit – Planned Unit Development*  
*Special Use Permit – Automobile Service Station*  
*Preliminary/Final PUD Plan*  
*Subdivision – Final Plan*

**RECOMMENDED APPROVAL SUBJECT TO CONDITIONS (6-1).**

*Zoning approvals for redevelopment of the former Code property.*

***Staff requests direction to work with the petitioner to complete an annexation agreement. No Village Board action required on the zoning approvals at this time.***

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- c. #10061 – Beltmann Group Incorporated – 225 Westgate Drive  
*Special Use Permit – Outdoor Activities and Operations*  
**RECOMMENDED APPROVAL SUBJECT TO CONDITIONS (7-0).**  
*Zoning approval to enable relocation of a local business.*
  
- d. #10078 0 Schmolz + Bickenbach USA Holdings, Inc., 365 Village Dr.  
*Amendment to Special Use Permit – Outdoor Activities and Operations.*  
**RECOMMENDED APPROVAL SUBJECT TO CONDITIONS (7-0).**  
*Zoning approval for outdoor storage tanks.*

#### **F. OLD BUSINESS:**

#### **G. STAFF REPORTS & RECOMMENDATIONS:**

1. Monday Night Hours – Reception Area.  
*Staff recommendation to eliminate evening hours on Mondays.*
  
2. Budget Transfers.  
*Budget transfers to reappropriate the budgets between departmental programs. There is no impact to the total budget.*
  
3. Award of Contract for the 2010 Flexible Pavement Project.  
*Engineering staff recommends award for the 2010 Flexible Pavement Project to Plote Construction, Inc. in the amount of \$1,460,305.37.*
  
4. Award of Contract for the 2010 Asphalt Rejuvenator Project and Request to Waive Bidding.  
*Village staff recommends bidding process be waived and the contract be awarded to American Road Maintenance in the amount of \$247,500.00.*
  
5. Approval of Purchase Orders for Professional Services – B&F Technical Code Services.  
*Staff recommends approval of purchase orders for consultant services for permit reviews, inspections and general code consulting, as budgeted in FY10/11.*
  
6. Write-Off of Uncollectible Receivables.  
*Annual write-off of uncollectible receivables.*

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7. Presentation of the 2009 Annual Report.  
*The 2009 Annual Report includes details on accomplishments by Department in carrying out the policies and direction from the Mayor and Village Board of Trustees.*

#### **H. ORDINANCES:**

1. Ordinance No. \_\_\_\_\_, Amending the Annual Budget for the Village of Carol Stream for the Year Commencing May 1, 2009 and Ending April 30, 2010.
2. Ordinance No. \_\_\_\_\_, Adopting the Annual Budget for the Village of Carol Stream for the Year commencing May 1, 2010 and Ending April 30, 2011.
3. Ordinance No. \_\_\_\_\_, Approving Modifications to a Final Planned Unit Development Plan and Special Uses for a Drive-Up Service Window and Outdoor Seating (293-317 S. Schmale Road).  
*See E1a.*
4. Ordinance No. \_\_\_\_\_, Granting a Special Use for Outdoor Activities and Operations (225 Westgate Drive).  
*See E1c.*
5. Ordinance No. \_\_\_\_\_, Granting an Amendment to a Special Use for Outdoor Activities and Operations (365 Village Drive).  
*See E1d.*
6. Ordinance No. \_\_\_\_\_, Adopting Rules and Regulations of the Board of Fire and Police Commissioners.  
*Amendments to the Board of Fire and Police Commission Rules & Regulations.*
7. Ordinance No. \_\_\_\_\_, Revising Local Amendments to the Adopted Building Construction and Maintenance Codes (Residential Code §R311.4.1).  
*M/I Homes is requesting that the Village revise its requirements with respect to the required means of egress for 1 and 2 family residences.*
8. Ordinance No \_\_\_\_\_, Amending Chapter 6, Article 13, Chapter 7, Articles 5, 6 and 7, Chapter 13, Article 2 and chapter 16, Article 17 of

# Village of Carol Stream

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the Carol Stream Code of Ordinances (Permit and Inspection Fees and Securities).

*Staff recommends approval of the new fee schedule for building, zoning, engineering and water/sewer permits, as coordinated with the Village Board during previous workshops.*

#### **I. RESOLUTIONS:**

1. Resolution No. \_\_\_\_\_, For the Maintenance of North Avenue Rights-of-Way.

*Staff recommends the Village Board approve the requested resolution from IDOT for possible maintenance work that the Village might do along North Avenue.*

2. Resolution No. \_\_\_\_\_, Declaring Surplus Property Owned by the Village of Carol Stream.

#### **J. NEW BUSINESS:**

#### **K. PAYMENT OF BILLS:**

1. Regular Bills:
2. Addendum Warrant:

#### **L. REPORT OF OFFICERS:**

1. Mayor:
2. Trustees:
3. Clerk:
4. Treasurer's Report: Revenue/Expenditure Statement and Balance Sheet, Month End, March 31, 2010.

#### **M. EXECUTIVE SESSION:**

1. Sale of Real Property.

#### **N. ADJOURNMENT:**

*Village of Carol Stream*

**BOARD MEETING**

**AGENDA**

**APRIL 19, 2010**

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**LAST ORDINANCE: 2010-04-15**

**LAST RESOLUTION: 2467**

**NEXT ORDINANCE: 2010-04-16**

**NEXT RESOLUTION: 2468**

**REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES  
Gregory J. Bielawski Municipal Center, Carol Stream, County of DuPage, Illinois**

**April 5, 2010**

Mayor Pro-Tem Pamela Fenner called the Regular Meeting of the Board of Trustees to order at 8:00 p.m. and directed Village Clerk Beth Melody to call the roll.

Present: Trustees Anthony Manzzullo, Don Weiss, Greg Schwarze,  
Matt McCarthy, Rick Gieser and Pamela Fenner  
Absent: Mayor Frank Saverino, Sr.  
Also Present: Village Manager Joe Breinig, Assistant Village Manager  
Bob Mellor, Attorney Stewart Diamond, Village Clerk Beth Melody  
and Deputy Village Clerk Wynne Progar

Mayor Pro-Tem Pamela Fenner led those in attendance in the Pledge of Allegiance.

**MINUTES:**

Trustee McCarthy moved and Trustee Gieser made the second to approve the Minutes of the Meeting of March 15, 2010 Trustee Weiss asked that the work "save" be added to his comment about the reorganization of the Police Department and have the vote totals for that motion added to the Minutes. The results of the roll call motion were:

Ayes: 6 Trustees Anthony Manzzullo, Don Weiss, Greg Schwarze,  
Matt McCarthy, Rick Gieser and Pamela Fenner  
Nays: 0

**AUDIENCE PARTICIPATION AND PUBLIC HEARINGS:**

**Resolution 2464, Honoring Guilford E. Panos Upon his Retirement from the Village of Carol Stream Police Department:** Trustee McCarthy read Resolution 2462, AN ORDINANCE HONORING GUILFORD E. PANOS UPON HIS RETIREMENT FROM HIS RETIREMENT FROM THE VILLAGE OF CAROL STREAM POLICE DEPARTMENT. Those in attendance gave CST Panos a standing ovation. Mr. Panos said that one his first sergeants was Sgt. Kevin Orr and he thanked all the people that helped him along the way.

Trustee McCarthy moved and Trustee Schwarze made the second to adopt Resolution 2464. The results of the roll call vote were:

Ayes: 6 Trustees Anthony Manzzullo, Don Weiss, Greg Schwarze,  
Matt McCarthy, Rick Gieser and Pamela Fenner  
Nays: 0

**Public Hearing: FY 11 Proposed Annual Budget:**

Mr. Breinig stated that this is a notice that the Public Hearing for the FY 2011 Proposed Budget will be held at the Regular Meeting on April 19, 2010.

**Proclamation Designating April as Alcohol Awareness Month in Carol Stream:**

Trustee Weiss read this proclamation.

**Proclamation Designating April as Child Abuse Prevention Month:**

Trustee Gieser read this proclamation.

**Proclamation Designating April 11 -17, 2010 as National Telecommunications Week:**

Trustee Schwarze read this proclamation.

**CONSENT AGENDA:**

Trustee Schwarze moved and Trustee Weiss made the second to establish a Consent Agenda for this meeting. The results of the roll call vote were:

Ayes	6	Trustees Manzullo, Weiss, Schwarze, McCarthy, Gieser & Fenner
Nays:	0	

Trustee McCarthy moved and Trustee Manzullo made the second to put the following items on the Consent Agenda for this meeting. The results of the roll call vote were:

Ayes	6	Trustees Manzullo, Weiss, Schwarze, McCarthy, Gieser & Fenner
Nays:	0	

1. Policy Revisions to the Personnel Manual
2. Extension of Banking Services Contract
3. Closing of the Escrow Account for the Carol Point TIF District
4. Extension of Audit Service Contract
5. Budget Transfer for Court Time and Overtime
6. Ordinance 2010-04-14: Amend Budget
7. Ordinance 2010-04-15: Increase Home Rule Taxes
8. Resolution 2465: Opposing Reduction of Local Government Distributive Fund
9. Resolution 2466: Declaring Surplus Property
10. Resolution 2467: Accept Public Improvements
11. Request to use Detention Pond at Birchbark Trail/Kuhn Rd.GBNHS Athl.Dept
12. Raffle License Application – American Legion Post 76
13. GBNHS fee waiver Sr. Class Luncheon Town Center
14. Regular Bills, Addendum Warrant of Bills

Trustee Schwarze moved and Trustee Manzullo made the second to approve the Consent Agenda for this meeting by omnibus vote. The results of the roll call vote were:

Ayes	6	Trustees Manzullo, Weiss, Schwarze, McCarthy, Gieser & Fenner
Nays:	0	

The following is a brief description of those items approved on the Consent Agenda for this meeting.

**Policy Revisions to the Personnel Manual:**

The Board approved seven policy revisions to the Personnel Manual as presented by Staff.

**Extension of Banking Services Contract:**

The Board approved the extension of the "core" services banking services agreement with Charter One Bank for an additional 3 years with no increase in the fees.

**Closing of the Escrow Account for the Carol Point TIF District:**

The Board approved the closing of the Carol Point TIF District escrow and authorized staff to make the payments to the districts as listed in the memo from Stan Helgerson to the Joe Breinig on March 26, 2010.

**Extension of Audit Service Contract:**

The Board approved an extension of the Audit Service Contract with Sikich for three years with FY 2011, \$23,730, FY 2012, \$24,205 (+2%); FY 2013, \$24,931 (+3%). If the Village were to receive more that \$500,000 in grants in any one fiscal year, the OMB requires a single audit for which there would an additional annual fee of \$4,445/\$4,534/\$4,670.

**Budget Transfer for Court Time and Overtime:**

The Board approved a budget transfer within the Police Department Budget as follows; \$8,900 from Overtime Account – Administration to Court Time Account for Patrol and \$6,272 from Overtime Account – Administration to Court Time Account for the Traffic Unit.

**Ordinance 2010-04-14: Amend Budget:**

The Board adopted Ordinance 2010-04-14, AN ORDINANCE AMENDING THE ANNUAL BUDGET FOR THE VILLAGE OF CAROL STREAM FOR THE YEAR COMMENCING MAY 1, 2009 AND ENDING APRIL 30, 2010.

**Ordinance 2010-04-15: Increase Home Rule Taxes:**

The Board adopted Ordinance 2010-04-15, AN ORDINANCE INCREASING THE HOME RULE MUNICIPAL RETAILERS' OCCUPATION TAX AND HOME RULE MUNICIPAL SERVICE OCCUPATION TAX.

**Resolution 2465: Opposing Reduction of Local Government Distributive Fund:**

The Board adopted Resolution 2465, A RESOLUTION OPPOSING REDUCTION OF LOCAL GOVERNMENT DISTRIBUTIVE FUND.

**Resolution 2466: Declaring Surplus Property:**

The Board adopted Resolution 2466, A RESOLUTION DECLARING SURPLUS PROPERTY OWNED BY THE VILLAGE OF CAROL STREAM. (Police seized vehicles and Public Works front mounted mower as trade-in)

**Resolution 2467: Accept Public Improvements:**

The Board adopted Resolution 2467, A RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS (PRESIDENT MANOR TOWNHOMES).

**Request to use Detention Pond at Birchbark Trail/Kuhn Rd. GBNHS Athletic Dept:**

The Board approved a request from the Glenbard North High School Athletic Department to use the detention pond on Birchbark Trail and Kuhn Road every Friday in April and May from 2:45 p.m. to 4:15 p.m. weather permitting.



**Raffle License Application – American Legion Post 76:**

The Board approved a request for a Raffle License from American Legion Post 76 for their annual raffle license for weekly raffles conducted at their hall at 570 S. Gary Avenue in Carol Stream.

**Glenbard North High School: fee waiver Sr. Class Luncheon Town Center:**

The Board approved the waiver of fee for the use of the Town Center for the Senior Class Luncheon.

**Regular Bills, Addendum Warrant of Bills:**

The Board approved the payment of the Regular Bills in the amount of \$267,915.16. The Board approved the payment of the Addendum Warrant of Bills in the amount of \$743,509.63.

**COMMENTS:**

In regard to the budget transfers for overtime, Trustee Gieser asked Police Chief Orr about the reasons for the overtime pay. Chief Orr said that the overtime generally involves an officer that work evening or night shift and is required in Court during the work day. Mr. Breinig commented that this transfer is between programs, it does not increase the budget.

In regard to the GB Disc Golf, Trustee Schwarze wanted confirmation that the residents in the area have been notified of the use and Mr. Breinig said that the addresses were verified and a letter was sent to all of the adjoining property owners. Trustee McCarthy said that he is all for using public property and he asked that anyone that uses these properties to remind the kids to respect the adjoining residents by using the sidewalk and not the backyards to get to and from the practice. Mr. Breinig said that staff has talked to the Athletic Department and it was said that the participants will be walking on the sidewalks that have been provided and will be bringing the equipment with them and will take the equipment back when the practice is over. Trustee Manzzullo asked if there will garbage cans there and Mr. Breinig said that a draft agreement has been sent to the high school and it includes that the players will clean up the area before they leave.

Mr. Diamond said that in regard to the amendments to the Personnel Manual that the Board adopted, it should be noted in the Minutes that the changes will come into effect on May 1, 2010.

**REPORT OF OFFICERS:**

Trustee Manzzullo congratulated CST Panos on his retirement and reminded everyone to pray for our troops and their families.

Trustee McCarthy also congratulated CSST Panos and said that it is great to see the solidarity of the members of the Police Department. He asked parents to remind their kids that they are to leave the field immediately if there is any thunder or lightening when playing out on a field. It's time for Spring Sports again, so please be careful when driving the Village, and be vigilant for signs of child abuse and report it. Trustee McCarthy said that everyone should be getting out after the miserable winter and clean up after Mother Nature and spruce up the yards and grasses.

Trustee Gieser commented that it is opening day for the Cubs and said that the Thursday night concerts are now fully funded and there will be bands every Thursdays and also there will be a band for concert and fireworks on July 3<sup>rd</sup>. Trustee Gieser asked everyone to be vigilant at all times for signs of child abuse. Everyone should be a child advocate to help if necessary.

Trustee Weiss said that there will be a free workshop for Home Buyers at the DuPage County Center where folks can get free intervention

Trustee Schwarze also congratulated CST Panos at this retirement. He said that currently there has 69% of the census for Carol Stream and he would like to see that number grow to be 95%. There are still places to go to get help if you need it, and for every form sent back means more money for services in the Village. Trustee Schwarze again reminded everyone to Shop Carol Stream.

Trustee Schwarze had a suggestion for the Board and Staff to consider and that would be to have new officers sworn in to duty at a regular Board Meeting. He said that with that oath, the officer is sweating to give everything that he is, up to and including his life to protect the residents of this Village and it should be done in front of those he is promising to protect. Mr. Breinig said that Staff and the Department will look into just how and when in the process it can be done. Trustee Fenner suggested that this could be done at any point as a ceremonial swearing in even if it is done after attendance at the Academy.

Mr. Breinig said that in consequence of this being Alcohol Awareness Month, the Police Department did "Operation Sticker Shock" which is a program of the State Liquor Control Commissions to heighten awareness of package store owners about under age sales and consumption of liquor.

Chairman Pro-Tem Fenner asked everyone to be careful. She then asked for a motion to move to Executive Session to discuss Purchase of Real Property, Appointment, Compensation and Performance of Specific Employees and Collective Negotiating Matter, and to adjourn directly from the Executive Session without taking any further actions.

Trustee McCarthy made that motion and Trustee Weiss made the second. The results of the roll call vote were:

Ayes	6	Trustees Manzullo, Weiss, Schwarze, McCarthy, Gieser & Fenner
Nays:	0	

FOR THE BOARD OF TRUSTEES

\_\_\_\_\_  
Frank Saverino, Sr., Mayor

\_\_\_\_\_  
Beth Melody, Village Clerk

April 16, 2010

Mayor and Board of Trustees:

THE MINUTES OF THE COMBINED PLAN COMMISSION/ZOING BOARD OF APPEALS WILL BE AT YOUR PLACE ON MONDAY EVENING.

Wynne Progar, Deputy Village Clerk

# AGENDA ITEM

C1 4-19-10

## Notice of Public Hearing on Annual Operating Budget

A public hearing will be held by the Mayor and Board of Trustees of the Village of Carol Stream on Monday, April 19, 2010, at 8:00 p.m. at the Carol Stream Village Hall, 500 North Gary Avenue, Carol Stream, IL 60188. The public hearing shall be for the purpose of considering the proposed Annual Operating Budget for 2010-2011.

A copy of the proposed Annual Operating Budget has been published in the Board Minutes of April 5, 2010 and is available for public inspection at the Village Hall, 500 North Gary Avenue, during normal business hours. A summary of the proposed Operating Budget is as follows:

### GENERAL CORPORATE PURPOSES

#### GENERAL FUND

Legislative Boards & Administration .....	1,014,123
Clerk, Finance .....	886,932
Employee Relations & Mgmt. Serv.....	1,097,281
Community Development.....	764,527
Engineering .....	783,822
Public Safety.....	13,353,211
Public Works and Municipal Building.....	3,047,275
Transfers and Agreements.....	240,219
Town Center Events .....	78,231
<b>Total General Fund .....</b>	<b>21,265,621</b>

MOTOR FUEL TAX FUND 1,996,402

#### WATER & SEWER FUND

Water Pumping & Distribution .....	7,090,990
Wastewater Collection and Treatment Center.....	2,812,959
<b>Total Water and Sewer Fund.....</b>	<b>9,903,949</b>

POLICE PENSION FUND .....	1,588,933
PUBLIC LIBRARY.....	3,675,967
TIF DEBT SERVICE FUND.....	369,660
CAPITAL IMPROVEMENT PROGRAM .....	3,304,000

All persons present shall be given an opportunity to submit oral and written comments and suggestions regarding the proposed Operating Budget.

**BY ORDER OF THE CORPORATE AUTHORITIES  
OF THE VILLAGE OF CAROL STREAM, ILLINOIS**  
Published in THE DAILY HERALD April 9, 2010 (4206064)S

## PROCLAMATION

### DECLARING APRIL 19<sup>TH</sup> - 25<sup>TH</sup> SEVERE WEATHER PREPAREDNESS WEEK

Whereas, springtime brings with it the likelihood for severe thunderstorms and tornado activity; and

Whereas, Illinois has experienced some of the worst tornadoes in our nation's history namely the infamous March 1925 Tri-State tornado touchdown that left 695 dead and 200 injured; and

Whereas, April, May and June in the Midwest have the highest recorded tornado events averaging 25 across this 90-day period; and

Whereas, spring of 2006 set an all-time record in Illinois when 124 confirmed tornadoes touched down resulting in 1 death and 49 injuries; and

Whereas, the '**it will never happen here or to me**' syndrome puts families and communities at risk for personal injury and loss of life during a severe weather season; and

Whereas, the 4-pronged strategy every person, family or business needs to follow to stay safe during hazardous weather include the following precautions:

- ✓ **KNOW** where designated severe weather shelters are located in at home and at work.
- ✓ **PRACTICE** disaster drills in the home and workplace so family members and coworkers successfully relocate to a designated storm shelter.
- ✓ **MONITOR** severe weather forecasts using a weather radio, computer, television, AM/FM radio, cell phone, pager or when outdoors the warning sirens.
- ✓ **CARRY OUT** your preparedness plan when severe weather is imminent so you, your family and co-workers have sufficient time to seek and relocate to a safe shelter.

Whereas, education is another critical activity that helps reinforce and strengthen preparedness and to this end, residents and the general public should log onto **www.ProtectDuPage.com - Emergency Preparedness** for the most current information on tornado preparedness.

NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS, that **April 19<sup>th</sup> - 25<sup>th</sup> be declared as Severe Weather Preparedness Week** in Carol Stream and encourage all residents to restock their disaster survival kit and practice their home and/or business severe storm preparedness plan with family members and/or employee workforce.

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Frank Saverino Sr., Mayor

ATTEST:

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Beth Melody, Village Clerk

**PROCLAMATION**

**RECOGNIZING THURSDAY, APRIL 22, 2010 AS EARTH DAY IN CAROL  
STREAM**

WHEREAS, the Village recognizes the natural environment as the foundation for both a healthy society and robust economy; and

WHEREAS, the Village partners with community groups, businesses and individuals to protect natural resources, encourage sustainable development, protect human health and safeguard the environment for all residents and future generations; and

WHEREAS, the Village has demonstrated corporate citizenship and public leadership and in doing so was the first DuPage County municipality to be presented with the Earth Flag and one of only 11 communities to participate in the Com-Ed Community Energy Challenge; and

WHEREAS, residents and businesses have an essential environmental stewardship role by promoting the use of renewable energy, increasing the energy efficiency of our homes and businesses, avoiding the use of chemical pesticides and herbicides, using public transportation whenever possible and educating future generations about these earth-friendly practices; and

WHEREAS, residents are encouraged to take action on behalf of the environment by participating in the following scheduled Earth Day events in and around Carol Stream that include:

The **Glen Ellyn Recycling Extravaganza**, Sat., April 24<sup>th</sup> from 8 am – Noon at the Glen Ellyn Metra Parking Lot located at Duane Ave. & Lorraine Blvd.;

The **Free Electronics Recycling Event**, Sat., May 8<sup>th</sup> at the Ross Ferraro Town Center scheduled from 9 am – Noon;

The **Free Document Shredding Event**, Sat., May 8<sup>th</sup> from 9 am – 1 pm at the DuPage County Fairgrounds located in Wheaton at 2015 Manchester Rd.

NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR AND BOARD OF TRUSTEES THAT Thursday, April 22, 2010 be designated Earth Day in the Village and encourage all residents to continue their collective efforts to protect our environment both at home and in the workplace.

DATED THIS 19<sup>th</sup> DAY OF APRIL 2010.

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Frank Saverino Sr. - Mayor

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Beth Melody, Village Clerk

# AGENDA ITEM

C-4 4-19-10

## PROCLAMATION

### DESIGNATING APRIL 18<sup>TH</sup> - 24<sup>TH</sup> VOLUNTEER APPRECIATION WEEK

WHEREAS, experience teaches us that government itself cannot solve all of our nation's social problems and relies on the goodwill of Americans of all walks of life to be points of light in their respective communities; and

WHEREAS, local governments, area social, civic and non-profit organizations can inspire, equip and mobilize people to take action to transform a neighborhood, a community and the global Village; and

WHEREAS, individuals and communities are at the center of social change, discovering their power to make a difference; and

WHEREAS, volunteers can connect with local community service opportunities through hundreds of community service organizations like the Points of Light Foundation or the Hands-On Network; and

WHEREAS, the giving of oneself in service to another empowers the giver and the recipient to transform the social fabric of a community; and

WHEREAS, our country's volunteer force of over 61 million is a great treasure and vital to our legacy as a caring and productive nation; and

WHEREAS, during this week, community service projects will be performed all across the nation and volunteers recognized for their commitment to strengthening the communities where they live or work.

NOW, THEREFORE, BE IT PROCLAIMED THAT THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS, designate **April 18<sup>th</sup>-24<sup>th</sup> as NATIONAL VOLUNTEER WEEK**, in Carol Stream and encourage all residents to extend themselves in gratitude by thanking those in the community who coach you child, provide volunteer service to your church, school PTA, library, food pantry, senior center, a scouting troop or the Village.

PROCLAIMED THIS 19<sup>th</sup> DAY OF APRIL 2010.

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Frank Saverino Sr., Mayor

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Beth Melody, Village Clerk


# AGENDA ITEM

*Village of Carol Stream* ELA 4-19-10

## Interdepartmental Memo

**TO:** Joseph E. Breinig, Village Manager

**FROM:** Donald T. Bastian, Assistant Community Development Director 

**THROUGH:** Robert J. Glees, Community Development Director 

**DATE:** April 14, 2010

**RE:** **Agenda item for the Village Board meeting of April 19, 2010**  
**PC/ZBA Case No. 09338, Angel Associates – 293-317 S. Schmale Road**  
**Special Uses – Drive-up Window Service and Outdoor Seating**  
**Planned Unit Development Plan – Major Modifications**

In August of 2008, the Village Board approved Angel Associates' three-building commercial planned unit development located in the southeast quadrant of the intersection of St. Charles Road and Schmale Road. In January of 2009, due to economic issues, difficulty in securing tenants, and the high cost of the originally approved underground storm water vault system, Mario Spina of Angel Associates submitted a request to amend the approved PUD Plan to delete one of the commercial buildings. The Village Board approved the revised plan in February of 2009. Recently, both Kentucky Fried Chicken and Dunkin' Donuts have expressed strong interest in occupying space within the development. Due to the specific needs of each restaurant, including drive-up window service for each and outdoor seating for Dunkin' Donuts, further revisions to the revised plan approved in February of 2009 are needed. The most significant revisions include a reduction in the size (from 10,000 square feet to 7,500 square feet) of the inline commercial building, in which KFC would occupy the westernmost tenant space, and the addition of a third 1,870 square foot stand alone Dunkin' Donuts building on the south side of the property. To accommodate the proposed revisions to the plan, Angel Associates is requesting approval of major modifications to the Final PUD Plan, and special uses to allow for a second drive-up window service and outdoor seating, both for Dunkin' Donuts.

The staff report presenting the request, with supporting documentation, was transmitted to the Village Board with the Plan Commission/Zoning Board of Appeals (PC/ZBA) packet on April 9, 2010. At their April 12, 2010, meeting, by a vote of 7-0, the PC/ZBA recommended approval of the modifications to the PUD Plan and the special uses for a second drive-up window service and outdoor seating, subject to the conditions contained in the staff report.

If the Village Board concurs with the PC/ZBA recommendation regarding the PUD Plan modifications and the special uses for the drive-up service window and outdoor seating, they should approve the PUD Plan modifications and special uses, subject to the conditions contained in the Ordinance, and adopt the necessary Ordinance.

DTB:db

c: Mario Spina, Angel Associates (via e-mail)

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*Village of Carol Stream*  
Interdepartmental Memo

**TO:** Joseph E. Breinig, Village Manager

**FROM:** Donald T. Bastian, Assistant Community Development Director *DB*

**THROUGH:** Robert J. Glees, Community Development Director *RG*

**DATE:** April 14, 2010

**RE:** **Agenda Item for the Village Board Meeting of April 19, 2010**  
**PC/ZBA Case No. 10036, Bismarck Real Estate Partners – 500 S. Schmale Road**  
**Rezoning – B-3 Service District (Upon Annexation)**  
**Special Use Permits – Planned Unit Development and Auto Service Station**  
**Preliminary/Final Planned Unit Development Plan**  
**Subdivision – Final Plat**

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Bismarck Real Estate Partners is planning to purchase and redevelop the 0.88-acre unincorporated property at 500 S. Schmale Road, formerly occupied by Code restaurant and bar, with a Firestone Complete Auto Care facility. Bismarck intends to demolish the existing building and construct a 7,575 square foot auto service facility having 10 service bays. Bismarck would like to annex the property to the Village of Carol Stream, and has filed the necessary applications, plans and documentation in support of their requests for annexation, rezoning, special use permits, a preliminary/final planned unit development plan and a final plat of subdivision. Through the Planned Unit Development process, Bismarck is requesting some deviations from the setback requirements of the Zoning Code, which staff supports due to the long and narrow configuration of the property and the general character of outlot developments in the surrounding area.

The staff report presenting the requests, with supporting documentation, was transmitted to the Village Board with the Plan Commission/Zoning Board of Appeals (PC/ZBA) packet on April 9, 2010. At their April 12, 2010, meeting, by a vote of 6-1, the PC/ZBA recommended approval of the various development requests to allow for the construction of a new Firestone Complete Auto Care facility on the property, subject to the conditions contained in the staff report.

Per the Village's standard procedure involving the annexation of properties for development, the petitioner's requests and the PC/ZBA's recommendations are being presented to the Village Board for information and discussion. No formal Village Board action is necessary at this time, however, it is requested that the Village Board provide direction as to whether staff should proceed with the negotiation of an annexation agreement with the petitioner, and the subsequent scheduling of the required public hearing before the Village Board, at such time as the agreement is in final draft form. Staff also invites comment from the Village Board as to any issues that they would like to see addressed in the annexation agreement.

At the direction of the Village Board, staff will work with the petitioner and the Village Attorney to prepare the annexation agreement, which would be brought to the Village Board at a future public hearing to be held on the evening of a regular Village Board meeting.

DTB:db

c: James Kainer, Guggenheim Partners (via e-mail)  
Kelly Kilboy, Jones Lang LaSalle (via e-mail)

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# AGENDA ITEM


ELC 4-19-10

## *Village of Carol Stream*

### Interdepartmental Memo

**TO:** Joseph E. Breinig, Village Manager

**FROM:** Donald T. Bastian, Assistant Community Development Director 

**THROUGH:** Robert J. Glees, Community Development Director 

**DATE:** April 14, 2010

**RE:** **Agenda item for the Village Board meeting of April 19, 2010**  
**PC/ZBA Case No. 10061, Beltmann Group Incorporated – 225 Westgate Drive, Special Use for Outdoor Activities and Operations**

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Beltmann Group Incorporated, a household goods, logistics and commercial relocation company currently occupying 120,000 square feet at 320 Fullerton Avenue, is planning to downsize their operations to a 22,568 square foot space at 225 Westgate Drive. With their move to the Westgate Drive property, Beltmann Group wishes to store two 53-foot trailers, two 30-foot straight trucks and two 17-foot box trucks outdoors on the property. The regular outdoor parking or storage of trucks or trailers on the property is considered an outdoor activity or operation in the Industrial District, which requires approval of a special use permit. As such, Carl Canale, Operations Manager for Beltmann Group Incorporated, is seeking special use approval for outdoor truck and trailer storage.

The staff report presenting the request, with supporting documentation, was transmitted to the Village Board with the Plan Commission/Zoning Board of Appeals (PC/ZBA) packet on April 9, 2010. At their April 12, 2010, meeting, by a vote of 7-0, the PC/ZBA recommended approval of the special use to allow for the outdoor storage of two 53-foot trailers, two 30-foot straight trucks and two 17-foot box trucks, subject to the conditions contained in the staff report.

If the Village Board concurs with the PC/ZBA recommendation regarding the special use for the outdoor truck and trailer storage, they should approve the special use, subject to the conditions contained in the Ordinance, and adopt the necessary Ordinance.

DTB:db

c: Carl Canale, Beltmann Group Incorporated (via e-mail)

# AGENDA ITEM

Eld 4-19-10

## Village of Carol Stream

### Interdepartmental Memo

**TO:** Joseph E. Breinig, Village Manager

**FROM:** Donald T. Bastian, Assistant Community Development Director *DB*

**THROUGH:** Robert J. Glees, Community Development Director *RJG*

**DATE:** April 14, 2010

**RE:** **Agenda item for the Village Board meeting of April 19, 2010**  
**PC/ZBA Case No. 10078, Schmolz + Bickenbach USA Holdings, Inc. – 365 Village Drive, Amendment to Special Use for Outdoor Activities and Operations**

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David Grandt, Vice President of Operations for Schmolz + Bickenbach USA Holdings, Inc. has filed an application for an amendment to the existing Special Use to allow for an expansion of the process equipment that would be installed outdoors behind the building at 365 Village Drive. In 2001, the Village Board approved a Special Use to allow for the outdoor installation of one nitrogen tank and four vaporizer units used in their steel heat treating process. In 2004, the business, then operating as Thyssen Specialty Steels, transferred their heat treating process to Canada, and the outdoor equipment was removed. However, to better serve their customers, Schmolz + Bickenbach has decided to bring the steel heat treating process back to Carol Stream, and they would like to modify and expand the equipment to be installed outdoors. The equipment to be installed will include a 26 foot, 10 inch tall liquid nitrogen tank, a 23 foot, 9 inch tall nitrogen vaporizer unit, and three 24 foot, six inch tall nitrogen gas storage tanks. Since the building is 29 feet, 9 inches in height, none of the equipment will be visible from Village Drive.

The staff report presenting the request, with supporting documentation, was transmitted to the Village Board with the Plan Commission/Zoning Board of Appeals (PC/ZBA) packet on April 9, 2010. At their April 12, 2010, meeting, by a vote of 7-0, the PC/ZBA recommended approval of the amendment to the special use to allow for the outdoor installation of the outdoor liquid nitrogen tank, nitrogen vaporizer and gas nitrogen tanks, subject to the conditions contained in the staff report.

If the Village Board concurs with the PC/ZBA recommendation regarding the amendment to the special use for the outdoor equipment installation, they should approve amendment to the special use, subject to the conditions contained in the Ordinance, and adopt the necessary Ordinance.


DTB:db

c: David Grandt, Schmolz + Bickenbach (via e-mail)

# AGENDA ITEM

G-1 4-19-10

## Village of Carol Stream Interdepartmental Memo

**TO:** Joseph Breinig, Village Manager  
**FROM:** Stan W. Helgerson, Finance Director   
**DATE:** April 13, 2010  
**RE:** Monday night hours – Reception area

The Reception area has had extended hours on Monday night (5:00 p.m. – 7:00 p.m.) for at least the last 25 years. The intent was to give our residents an opportunity to make payments in person, taking into account that not all of them could come in from 7:00 a.m. – 5:00 p.m. A lot of things have changed over the past 25 years. One of the things that have changed is the method of payment. Of the 10,500 water customers that we have, 24% pay via a direct debit (ACH), 8% via the internet and 67% pay via the lockbox. Given this change in the method of payment, the need to continue with evening hours on Mondays has been greatly reduced. I would like to recommend that we discontinue offering late hours on Mondays (although we continue to offer extra hours during vehicle registration time) beginning September 1, 2010.

If you have any questions, please see me.

**AGENDA ITEM**

G-2 4-19-10

*Village of Carol Stream*  
Interdepartmental Memo

**TO:** Joseph Breinig, Village Manager  
**FROM:** Stan W. Helgerson, Finance Director *SH*  
**DATE:** April 13, 2010  
**RE:** Budget Transfers

The attached budget transfers will require Village Board approval. The transfers are between departmental programs and do not increase the department's budget or the total budget. If you have any questions, please see me.


# Village of Carol Stream

## Interdepartmental Memo

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**TO:** Village Manager Joe Breinig

**VIA:** Finance Director Stan Helgerson

**FROM:** Chief Kevin Orr 

**DATE:** April 13, 2010

**RE:** Budget Transfer For Personal Services

The most recent expenditure report from Finance indicates that the Traffic Unit has approximately \$291,583 remaining in the Personal Services budget. It is anticipated that this budget line item will be over expended prior to the end of the fiscal year.

The specific reasons for these current or anticipated overages are as follows:

- **Personal Services**

Due to a promotion of an employee originally allocated to the Traffic Unit, the increased salary has been deducted from the Traffic Unit's Personal Services account, which has caused the account to be over expended by the end of the fiscal year.

I recommend that the Village Board approve the following budget transfer:

- \$6,247 from the Personal Services Account in Administration to the Personal Services Account for Traffic.

This transfer will accommodate the estimated expenses through the end of this fiscal year.

## BUDGET TRANSFER REQUEST

FISCAL YEAR: 2010

DEPARTMENT/DIVISION: POLICE

FUND: GENERAL CORPORATE

FROM ACCOUNT	TO ACCOUNT	AMOUNT
#01660100 51102	#01662300 51102	\$ 6,247.00
TITLE: PERSONAL SERVICES	TITLE: PERSONAL SERVICES	

REASON: Due to a promotion, the personal services account for Traffic will be over expended by the end of the fiscal year.

#	#	\$
TITLE:	TITLE:	

REASON:

#	#	\$
TITLE:	TITLE:	

REASON:

#	#	\$
TITLE:	TITLE:	

REASON:

DEPARTMENT HEAD: 

DATE: 4/13/10

VILLAGE MANAGER: \_\_\_\_\_

DATE: \_\_\_\_\_

VILLAGE BOARD CONCURRENCE DATE: \_\_\_\_\_

FINANCE DIRECTOR: \_\_\_\_\_

DATE: \_\_\_\_\_



## BUDGET TRANSFER REQUEST

FISCAL YEAR: 09-10

DEPARTMENT/DIVISION: COMMUNITY DEVELOPMENT

FUND: \_\_\_\_\_

FROM ACCOUNT	TO ACCOUNT	AMOUNT
#01641700-51102	#01640100-51102	\$ 35,000
TITLE: CURRENT PLANNING	TITLE: ADMINISTRATION	

REASON: SEE ATTACHED MEMO

#01641800-51102	#01640100-51102	\$ 8,000.00
TITLE: LONG RANGE PLANNING	TITLE: ADMINISTRATION	

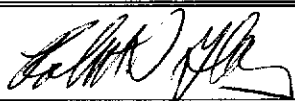
REASON: SEE ATTACHED MEMO

#01642100-51102	#01643700-51102	\$ 20,000.00
TITLE: CODE ENFORCEMENT	TITLE: DEVELOPMENT SERVICES	

REASON:

#	#	\$
TITLE:	TITLE:	

REASON:

DEPARTMENT HEAD: 

DATE: 4/12/10

VILLAGE MANAGER: \_\_\_\_\_

DATE: \_\_\_\_\_

VILLAGE BOARD CONCURRENCE DATE: \_\_\_\_\_

FINANCE DIRECTOR: \_\_\_\_\_

DATE: \_\_\_\_\_

## BUDGET TRANSFER REQUEST

FISCAL YEAR: 09-10

DEPARTMENT/DIVISION: COMMUNITY DEVELOPMENT

FUND: \_\_\_\_\_

FROM ACCOUNT	TO ACCOUNT	AMOUNT
#01641700-51112	#01640100-51112	\$ 3,725.00
TITLE: CURRENT PLANNING	TITLE: ADMINISTRATION	
REASON: SEE ATTACHED MEMO		

#01641700-51113	#01640100-51113	\$ 2,700.00
TITLE: CURRENT PLANNING	TITLE: ADMINISTRATION	
REASON: SEE ATTACHED MEMO		

#01641800-51112	#01640100-51112	\$ 852.00
TITLE: LONG RANGE PLANNING	TITLE: ADMINISTRATION	
REASON:		

#01641800-51113	#01640100-51113	\$ 612.00
TITLE: LONG RANGE PLANNING	TITLE: ADMINISTRATION	
REASON: SEE ATTACHED MEMO		

DEPARTMENT HEAD: 

DATE: 4/22/10

VILLAGE MANAGER: \_\_\_\_\_

DATE: \_\_\_\_\_

VILLAGE BOARD CONCURRENCE DATE: \_\_\_\_\_

FINANCE DIRECTOR: \_\_\_\_\_

DATE: \_\_\_\_\_

## BUDGET TRANSFER REQUEST

FISCAL YEAR: 09-10

DEPARTMENT/DIVISION: COMMUNITY DEVELOPMENT

FUND: \_\_\_\_\_

FROM ACCOUNT	TO ACCOUNT	AMOUNT
#01642100-51112	#01643700-51112	\$ 1,600.00
TITLE: CODE ENFORCEMENT	TITLE: DEVELOPMENT SERVICES	

REASON: SEE ATTACHED MEMO

#01642100-51113	#01643700-51113	\$ 1,150.00
TITLE: CODE ENFORCEMENT	TITLE: DEVELOPMENT SERVICES	

REASON: SEE ATTACHED MEMO

#	#	\$
TITLE:	TITLE:	

REASON:

#	#	\$
TITLE:	TITLE:	

REASON:

DEPARTMENT HEAD: 

DATE: 1/12/10

VILLAGE MANAGER: \_\_\_\_\_

DATE: \_\_\_\_\_

VILLAGE BOARD CONCURRENCE DATE: \_\_\_\_\_

FINANCE DIRECTOR: \_\_\_\_\_

DATE: \_\_\_\_\_

# Village of Carol Stream

## Interdepartmental Memo

**TO:** Stan Helgerson, Finance Director

**FROM:** Robert J. Glees, Community Development Director *BA*

**DATE:** April 12, 2010

**RE:** **Budget Transfers - Year-End Program Balancing**

---

### PURPOSE

The purpose of this memorandum is to provide information with which to prepare the year-end program balancing budget transfers for the Community Development Department.

### DISCUSSION

In reviewing the year-end actual expenses in the Community Development accounts, we note that the budgeted amounts reflect actual expenses very well. However, there is a need to transfer budgeted amounts between programs in the Salaries and Wages accounts in order to reflect the actual expenses incurred within the department programs. This is primarily due to all leave hours in the department being booked entirely within the Administration program rather than spreading the leave hours among all programs on a pro-rata basis, and so the Administration program budget needs to be increased accordingly. In addition, a slightly greater than estimated level of activity occurred in the Development Services program due to staff time spent on process improvements in addition to permit activity.

Recommended transfers between programs are indicated in the table below. Please note that specific amounts are given for the Personal Services account, while the four associated benefit accounts are left to be determined by the Finance Department. A budget transfer request is attached.

<b>Account</b>	<b>Amount</b>	<b>Delete From</b>	<b>Add To</b>
51102 Personal Services	\$35,000	Current Planning	Administration
51112 IMRF	\$3,725	Current Planning	Administration
51113 FICA	\$2,700	Current Planning	Administration

Stan Helgerson, Finance Director

April 12, 2010

Page 2 of 2

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<b>Account</b>	<b>Amount</b>	<b>Delete From</b>	<b>Add To</b>
51102 Personal Services	\$8,000	Long-Range Planning	Administration
51112 IMRF	\$852	Long-Range Planning	Administration
51113 FICA	\$612	Long-Range Planning	Administration
51102 Personal Services	\$20,000	Code Enforcement	Dev Services
51112 IMRF	\$1,600	Code Enforcement	Dev Services
51113 FICA	\$1,150	Code Enforcement	Dev Services

**RECOMMENDATION**

We recommend that the Village Board approve the requested program budget transfers for the Community Development Department.

RJG:bg

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*Village of Carol Stream*  
**INTER-DEPARTMENTAL MEMO**

**TO:** Joseph E Breinig, Village Manager  
**THROUGH:** John A Turner, Director of Public Works  
**FROM:** Matthew R York, Assistant Public Works Director *MRY*  
**DATE:** April 14, 2010  
**RE:** Budget Transfers

The Public Works Department is requesting that the following transfers be approved to balance the FY 2010 budget.

**\$26,000 From: 0420160051102 Water - MR Personal Services**  
**To: 0410150051102 Wastewater- MR Personal Services**

In the FY 2010 budget, the Water and Sewer employees' salaries were based on historical averages for the split between time spent on the two programs. This year, more time than expected was spent on Sewer System Maintenance.

**\$30,000 From: 0420130051102 Water - Inspections Personal Services**  
**To: 0420010051102 Water - Admin Personal Services**

Employee leave was originally allocated among each of the operating programs. For accounting purposes, it has been decided to charge all leave time to the Admin program.

**\$22,000 From: 0420140051102 Water - Metering Personal Services**  
**To: 0420010051102 Water - Admin Personal Services**

Employee leave was originally allocated among each of the operating programs. For accounting purposes, it has been decided to charge all leave time to the Admin program.

**\$10,500 From: 0420160052244 Water - M&R Maintenance/Repair**  
**To: 0420010054480 Water - Admin Construction**

This expenditure was for the Engineering of the SW Water Main Project that was omitted from the original budget.

**\$7,000 From: 0420160051111 Water - M&R Group Insurance**  
**To: 0420140051111 Water - Metering Group Insurance**

Insurance adjustments

Budget Transfers

Page 2

**\$7,000 From: 0420160051112 Water - M&R IMRF**  
**To: 0420010051112 Water - Admin IMRF**

Employee leave was originally allocated among each of the operating programs. For accounting purposes, it has been decided to charge all leave time to the Admin program.

**\$6,500 From: 0420160051113 Water - M&R FICA**  
**To: 0420010051113 Water - Metering FICA**

Employee leave was originally allocated among each of the operating programs. For accounting purposes, it has been decided to charge all leave time to the Admin program.

**\$60,000 From: 0167040051102 Streets - BG Personal Services**  
**To: 0167010051102 Streets - Admin Personal Services**

Employee leave was originally allocated among each of the operating programs. For accounting purposes, it has been decided to charge all leave time to the Admin program.

**\$42,000 From: 0167020051102 Streets - Snow/Ice Personal Services**  
**To: 0167010051102 Streets - Admin Personal Services**

Employee leave was originally allocated among each of the operating programs. For accounting purposes, it has been decided to charge all leave time to the Admin program.

**\$12,000 From: 0167070051102 Streets - Trees Personal Services**  
**To: 0167010051112 Streets - Admin IMRF**

Employee leave was originally allocated among each of the operating programs. For accounting purposes, it has been decided to charge all leave time to the Admin program.

**\$8,000 From: 0167020051102 Streets - Snow /Ice Personal Services**  
**To: 0167010051112 Streets - Admin IMRF**

Employee leave was originally allocated among each of the operating programs. For accounting purposes, it has been decided to charge all leave time to the Admin program.

**\$7,000 From: 0167070051102 Streets - Trees Personal Services**  
**To: 0167050051102 Streets - Admin Personal Services**

In the FY 2010 budget, the Streets employees' salaries were based on historical averages for the split between time spent on the seven programs. This year, more time than expected was spent on Street Main.

**\$6,000 From: 0167060051102 Streets - Stormwater Pers. Services**  
**To: 0167010051113 Streets - Admin FICA**


Employee leave was originally allocated among each of the operating programs. For accounting purposes, it has been decided to charge all leave time to the Admin program.

# AGENDA ITEM

6-3 4-19-10

## Village of Carol Stream

### Interdepartmental Memo

**TO:** Joseph Breinig, Village Manager  
**FROM:** William N. Cleveland, Assistant Village Engineer   
**DATE:** April 13, 2010  
**RE:** **2010 Flexible Pavement Project - Section No. 10-00056-00-FP**

On Friday, April 9, 2010, Village staff opened bids for the referenced project. The following is a summary of the bid results:

<u>Contractor</u>	<u>As Read Bid Amount</u>
Plote Construction Inc. (Hoffman Estates)	\$1,460,305.37
R.W. Dunteman Co. (Addison)	\$1,557,431.47
Schroeder Asphalt Services (Huntley)	\$1,512,216.66
Brothers Asphalt (Addison)	\$1,519,754.90
J.A. Johnson Paving (Arlington Heights)	\$1,518,777.73
A-Lamp Concrete (Schaumburg)	\$1,689,803.20
Arrow Road (Mt. Prospect)*	\$1,477,477.00
Greg Greenhill (Ringwood)*	\$1,724,000.00
Engineer's Estimate	\$1,499,991.51

#### \*Bid Irregularity

Plote Construction's bid was \$1,460,305.37 which is \$39,694.63 (2.6%) under the budget (\$1,500,000.00) and \$39,694.14 (2.6%) under the estimate (\$1,499,999.51). This project is being funded by IDOT Motor Fuel Tax (MFT) funds.

Some minor bid irregularities occurred. Arrow Road forgot to include a Traffic Control & Protection cost in the bid, lowering the total to \$1,460,716.60 (still higher than the Plote bid) and may have had to amend their bid. Greg Greenhill's bid package was misplaced and not read at the bid opening. However, it was determined to be valid and opened Monday, April 12<sup>th</sup>. The bid was not a factor due to its high cost. A copy of the time and date stamped envelop is attached.

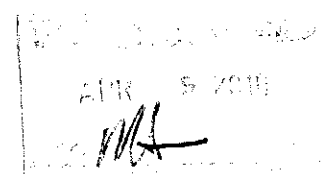
Plote Construction Inc. has successfully completed the street resurfacing project in 6 of the last 7 years. Staff therefore recommends that the contract for the 2010 Flexible Pavement Project be awarded to Plote Construction, Inc. at the bid unit prices submitted. (Bid Tabulations attached).

#### Attachment

cc: James T. Knudsen, Director of Engineering Services  
Stan Helgerson, Finance Director  
Al Turner, Director of Public Works  
Jim Ludman, Engineering Inspector  
Fred Ceranek, Engineering Inspector  
Jesse Bahraini, Engineering Inspector



Greg Greenhill Construction Co, Inc.  
5419 Hayden Lane  
Ringwood, Illinois 60072



10:00A.M

Village of Carol Stream  
500 North Gary Avenue  
Carol Stream, Illinois 60188



*Village of Carol Stream*  
Interdepartmental Memo

TO: Joseph Breinig, Village Manager  
FROM: William N. Cleveland, Assistant Village Engineer *WNC*  
DATE: April 13, 2010  
RE: 2010 Asphalt Rejuvenator Project – Request to Waive Bidding  
and Award Contract

In 2004 Engineering staff tested a new product called GSB-88 to alleviate problems of slow curing time, excessive sand, and generally messy conditions from previous rejuvenator products. The new product exceeded our expectations and provided the added benefit of waterproofing and an initial black color. From 2005 through 2009 we have done the entire project with GSB-88.

The product is proprietary and is not able to be funded through IDOT Motor Fuel Tax dollars. As such, it is also unable to be competitively bid, as only one contractor has the rights to apply the product in this area. Staff has therefore negotiated a unit price for application of the product.

Engineering is proposing to rejuvenate and seal only the streets repaved in 2009 and some of the streets crackfilled this year. American Road Maintenance has provided a quote of \$0.90 per square yard for 275,000 square yards of pavement rejuvenation. This is a \$0.05 per square yard (5.8%) increase over last year's price of \$0.85 per square yard. Although we typically award this project in the fall, this year we are proposing to award the contract early to avoid cure problems associated with cooler weather.

Engineering staff therefore recommends that the bid process be waived and the 2010 Asphalt Rejuvenator Project be awarded to American Road Maintenance (formerly Midwest Tar Sealer Company) at the negotiated unit price for a cost not to exceed \$247,500. The budget for rejuvenation is in Public Works street maintenance this year in the amount of \$275,000.

Cc: James T. Knudsen, Director of Engineering Services  
Stan Helgerson, Finance Director  
Al Turner, Director of Public Works

Attachment



1485 E. Thorndale  
 Itasca, IL 60143  
 630.417.0227  
 630.729.3033 Fax

April 9, 2010

Village of Carol Stream  
 500 North Gary Avenue  
 Carol Stream, IL 60188  
 630.871.6220 X-6408  
 Attn: Mr. Bill Cleveland  
wcleveland@carolstream.org

Re: Various Streets  
 Carol Stream  
 Revised Quantities  
 Revised Pricing

Dear Mr. Cleveland:  
 We propose to furnish labor and materials to complete the items listed below:

**SEALING:**  
GSB-88 Asphaltic Rejuvenator

Clean specified area free of foreign matter such as dirt and gravel. Scrape and broom oil and grease spots. Apply the appropriate amount of GSB-88 Rejuvenator based on pre-test results. GSB-88 is a pavement rejuvenator designed to protect and restore plasticity, retard aging, and prevent loss of durability in bituminous pavement. GSB-88 protects and preserves bituminous pavement by sealing, penetrating and rebinding the asphaltic mix together. This penetrating action plasticizes the binder of the asphalt.

*Specification:*

Pre-test pavement to determine proper application rate based on existing pavement conditions. GSB-88 Rejuvenator shall be applied at appropriate rates based on pre-test results.

<b>Phase 1</b>			
125,000 Square Yards of Pavement Rejuvenation	@	\$0.900	\$112,500.00
<b>Phase 2</b>			
150,000 Square Yards of Pavement Rejuvenation	@	\$0.900	\$135,000.00

**TOTAL:**

Asphalt Pavement Surface Treatment:	\$247,500.00
Total Cost:	<u>\$247,500.00</u>

**RESTRICTIONS:**

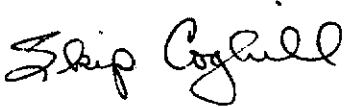
1. Above prices will be held through the 2010 season.
2. Above quantities were provided by your organization and are estimates only. Upon completion of work, field measurements will be taken and the total cost will be actual field measurements times unit costs.

3 . Price does not include permits or bonds if required by Village.

---

Thank you for the opportunity to bid this project with your organization.

Sincerely,

A handwritten signature in black ink that reads "Skip Coghill". The signature is written in a cursive style with a large initial "S".

**Skip Coghill**

If you wish to accept this proposal, please date, sign, and return one copy to above address:

Date \_\_\_\_\_

Signature \_\_\_\_\_

# AGENDA ITEM

G-5 4-19-10

## Village of Carol Stream Interdepartmental Memo

**TO:** Joseph E. Breinig, Village Manager

**FROM:** Robert J. Glees, Community Development Director *RJG*

**DATE:** April 12, 2010

**RE:** **Agenda Item for the Village Board Meeting of April 19, 2010  
Purchases Orders for Professional Services - B&F Technical  
Code Services, Inc.**

### PURPOSE

The purpose of this memorandum is to request approval from the Village Board for purchase orders with the B&F Technical Code Services for plumbing inspections, permit plan reviews, commercial/industrial inspections and general code consulting services.

### DISCUSSION

The Community Development Department uses B&F Technical Code Services to provide plumbing inspections and permit plan reviews on a regular basis as a part of our development services processes, and commercial/industrial inspections and general consultant services on an as-needed basis to cover short-term staffing needs or ad hoc business development assistance. As we near the start of a new fiscal year, THE Community Development Department needs need to open new purchase orders with B&F Technical Code Services for budgeted consultant services during FY10/11. The status of the current purchase orders and recommended amounts for the coming fiscal year are as follows:

<b>PURCHASE ORDER</b>	<b>FY09/10 (Through March)</b>	<b>FY10/11 BUDGET</b>	<b>RECOMMENDED PO AMOUNT</b>
Plumbing Inspections	\$12,884.00	\$18,000	\$15,000
Permit Plan Reviews	47,672.58	75,000	60,000
Comm/Ind Inspections	4,780.00	7,000	5,000
General Code Consulting	1,125.00	1,000	1,000
<b>Totals</b>	<b>\$66,461.58</b>	<b>\$101,000</b>	<b>\$81,000</b>

Note that the purchase order amounts proposed for FY10/11 would encumber \$81,000 of the budgeted \$101,000. We would also note that all work except General Code Consulting is reimbursed to the Village via the permit process.

With respect to the proposals received from B&F Technical Code Services, we would highlight the following:

1. B&F has held their hourly rate for plumbing inspections at \$80 per hour. This rate has not been raised for over ten years.
2. B&F has revised the scope of work for Permit Plan Reviews to include one meeting per project and unlimited telephone calls at no additional charge. These services were previously billed at B&F's hourly rate.

### **RECOMMENDATION**

Staff recommends that the Village Board authorize the Village Manager by motion to execute an Independent Contractor's Agreement and purchase orders with B&F Technical Code Services as follows:

- Plumbing Inspections - \$15,000.00
- Permit Plan Reviews - \$60,000.00
- Commercial/Industrial Inspections - \$5,000
- General Code Consulting - \$1,000.00

RJG:bg

u:\department\consultant services\b&f agreement 2010 - vb memo.doc

## INDEPENDENT CONTRACTOR'S AGREEMENT

**THIS AGREEMENT** entered into by and between **B&F TECHNICAL CODE SERVICES, INC.**, herein referred to as the "*First Party*"; and the **VILLAGE OF CAROL STREAM**, 500 North Gary Avenue, DuPage County, Illinois, hereinafter referred to as the "*Second Party*".

**WHEREAS**, "*First Party*" will be performing various work under contracts with the said "*Second Party*" entered into and to be entered into from time to time, which work will be performed on and/or off the premises of the "*Second Party*" and said "*First Party*" may have subcontractors or one or more employees engaged in the performance of said work:

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements herein contained, and other good and valuable consideration received and to be received, the "*First Party*" hereby agrees:

1. To comply with all laws, regulations and rules promulgated by any Federal, State, County, Village and/or other governmental unit or regulatory body now in effect or which may be in effect during the performance of the work to which reference is made above. Included within the scope of the laws, regulations and rules referred to in this paragraph but in no way to operate as a limitation, are all forms of traffic regulations, public utility and Intrastate and Interstate Commerce Commissions regulations, Workmen's Compensation Laws, Prevailing Wage Laws, the Social Security Act of the Federal Government and any of its titles, FEPC or FEOC statutory provisions and rules and regulations.
2. To protect, indemnify, hold and save harmless and defend the "*Second Party*" against any and all claims, costs causes, actions and expenses, including but not limited to attorney's fees incurred by reason of a lawsuit or claim for compensation arising in favor of any person, including the employees or officers or independent contractors or subcontractors of the first and second parties, on account of personal injuries or death, or damages to property occurring, growing out of, incident to, or resulting directly or indirectly from the performance by the "*First Party*" hereunder, whether such loss, damage, injury or liability is contributed to by the negligence of the "*Second Party*" whether latent or patent, or from other causes whatsoever, except that the "*First Party*" shall have no liability or damages or the costs incident thereto caused by the sole negligence of the "*Second Party*".
3. To keep in force, to the satisfaction of the "*Second Party*", at all times during the performance of the work referred to above, Commercial General Liability Insurance and Automobile Liability Insurance with Bodily Injury limits of not less than \$1,000,000 and Property Damage Insurance with limits of not less than \$1,000,000. The "*First Party*" agrees that at any time upon the demand of the "*Second Party*" proof of such insurance coverage as will be submitted to the "*Second Party*". There shall be no additional charge for said insurance to the "*Second Party*".
4. To maintain all records and documents for projects of the Public Body of the Village of Carol Stream in compliance with the Freedom of Information Act, 5ILCS 140/4 et seq. In addition, Contractor shall produce, without cost to the municipality, records which are responsive to a request received by the Public Body under the Freedom of Information Act so that the Public Body may provide records to those requesting them within the timeframes required. If additional time is necessary to compile records in response to a request, then Contractor shall so notify the Public Body and if possible, the



Public Body shall request an extension so as to comply with the Act. In the event that the Public Body is found to have not complied with the Freedom of Information Act, based upon Contractor's failure to produce documents or otherwise appropriately respond to a request under the Act, then Contractor shall indemnify and hold harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorney fees and penalties.

- 5. To furnish any affidavit or certificate, in connection with the work covered by this agreement as provided by law.
- 6. To indemnify "Second Party" for any loss it may sustain by theft or other cause from the acts or negligence of the employees of the "First Party" or of the subcontractors.

**IT IS MUTUALLY UNDERSTOOD AND AGREED** that the "First Party" shall have full control of the ways and means of performing the work referred to above and that the "First Party" or his/its employees, representative or subcontractors are in no sense employees of the "Second Party", it being specifically agreed that in respect to the "Second Party", the "First Party" bears the relationship of an independent contractor.

This agreement shall be in effect from the 1<sup>st</sup> day of May, 2010, until the 30<sup>th</sup> day of April, 2011, inclusive.

**IN WITNESS WHEREOF, THE PARTIES** have executed this agreement this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

**FIRST PARTY:**

*CONTRACTOR* B & F Technical Code Services, Inc.

SIGNED *Kenneth Garrett*

BY: Kenneth Garrett

TITLE: Vice President

**SECOND PARTY:**

*VILLAGE OF CAROL STREAM*

SIGNED: \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

## INSURANCE

The Contractor shall provide and maintain in force, at no cost to the Village for the life of this contract, or any subsequent extension thereof, insurance coverage as follows:

TYPE	MINIMUM COVERAGE
A. Workmen's Compensation	Statutory State of Illinois
B. Comprehensive general and automobile liability and property damage. The Contractor shall defend, indemnify and save harmless the Owner, and all of their officers, agents, employees from all suits, actions or claims of any character brought for or on account of any injuries to or death or damages received by any person, persons or property resulting from the operations of the Contractor or any of its subcontracts, in prosecuting the work under this contract.	\$1,000,000 Combined Single Limit \$2,000,000 Aggregate Limit

**NOTE:** It is also required that the Contractor's insurer be subject to approval by the Village.

The Contractor will defend, indemnify and hold harmless the village of Carol Stream against any and all loss, damage, and expense for any injury to persons or damage to property arising out of, or in connection with, and for any loss or penalty resulting from the violation of any law or ordinance, by the Contractor, employees and/or subcontractors engaged by the Contractor. The Contractor shall defend, indemnify and save harmless and defend the Village of Carol Stream together with the officers, agents and employees of the Village, and each of them, from and against any and all claims, costs, expense and liability of every nature or kind, arising out of, or in any way connected with the operations of Contractor, its officers, agents, employees or any subcontractor under this agreement, specifically excepting those claims arising out of or contributed to by the negligence of the Village, its employees or agents.

Contractor agrees to provide certificates of insurance evidencing compliance with the insurance provisions of this contract.

Contractor agrees that in all insurance coverage's obtained in compliance with the indemnity provisions of this contract the Village shall be named as additional named insured's on the comprehensive general liability and automobile liability policies in an ISO approved policy form and that such certificate of insurance shall contain **no** provision limiting carrier's liability for failure to give insured parties at least 30 days written notice of cancellation of such policy.



# CERTIFICATE OF LIABILITY INSURANCE

OP ID J9  
BTEC-1DATE (MM/DD/YYYY)  
03/24/10

PRODUCER The Horton Group, Inc. www.thehortongroup.com 10320 Orland Parkway Orland Park IL 60467 Phone: 708-845-3000	<b>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.</b>	
	INSURERS AFFORDING COVERAGE	NAIC #
INSURED  B & F Technical Code Services, Inc. P O Box 957648 Hoffman Estates IL 60195	INSURER A: <b>HARTFORD INSURANCE</b>	22357
	INSURER B: <b>Lloyd's of London</b>	
	INSURER C:	
	INSURER D:	
	INSURER E:	


## COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADDL INSR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	X	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	83UUNPD3708	07/14/09	07/14/10	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A		AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	83UUNPD3708	07/14/09	07/14/10	COMBINED SINGLE LIMIT (EA ACCIDENT) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY EA ACC AGG \$
A		EXCESS / UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  <input type="checkbox"/> DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000	83RHUPD3955	07/14/09	07/14/10	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below	83WEIN1112	07/14/09	07/14/10	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A		Property	83UUNPD3708	07/14/09	07/14/10	BPP 520,000
B		Professional	09LFB184300 - CLAIMS MADE	10/30/09	10/30/10	Limit 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

This Certificate Supercedes Any Previously Issued  
 Additional insured with respects to the General Liability and auto liability only when required by written contract: Village of Carol Stream, its officers, agents and employees.

<b>CERTIFICATE HOLDER</b>  CAROL-1  Village of Carol Stream 500 N. Gary Avenue Carol Stream IL 60188	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THERE OF, THE ISSUING INSURER WILL ENDORSE AND MAIL <u>30</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT OF THIS CERTIFICATE. <u>NO</u> NOTICE SHALL BE REQUIRED IN THE EVENT OF CANCELLATION. I HEREBY AGREE TO WAIVE ALL RIGHTS OF NOTICE OF CANCELLATION. REPRESENTATIVE AUTHORIZED REPRESENTATIVE 
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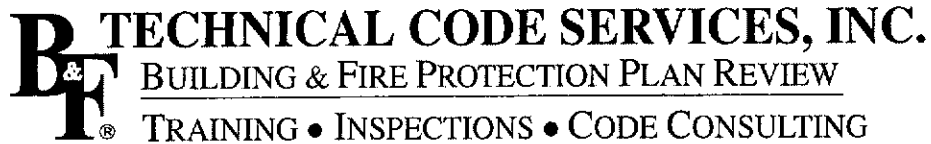
**IMPORTANT**

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**DISCLAIMER**

This Certificate of Insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.



***VILLAGE OF CAROL STREAM, IL***

PROPOSAL

FOR

PLUMBING INSPECTION SERVICES

**March 24, 2010**

**SUBMITTED TO:**

Robert Glees  
Community Development Director  
Village of Carol Stream  
500 N. Gary Avenue  
Carol Stream, IL 60188-1899

**Village of Carol Stream  
Proposal –Plumbing Inspections  
March 24, 2010**

## **PROFESSIONAL SERVICE AGREEMENT**

### **PLUMBING INSPECTIONS**

#### **Services Provided**

B & F Technical Code Services, Inc. will provide one State of Illinois licensed Plumbing Inspector to perform residential and commercial plumbing inspections within the limits of the Village of Carol Stream.

Each inspector shall have proper inspection equipment to conduct inspections as required. Equipment shall include a clipboard, flashlight, thermometer, tape measure and other equipment as determined to provide a quality inspection.

Each inspector shall utilize B & F Technical Code Services, Inc. three-part carbonless forms or forms acceptable to the Village of Carol Stream. A copy of the inspection report shall be left at the job site with a copy sent to the Municipality and a copy for ourselves.

The inspector shall utilize a B & F Technical Code Services, Inc. company vehicle to conduct inspections.

Inspections shall be scheduled via fax to our office no later than 4:00 o'clock the day before the inspection is to be conducted. Inspection hours shall be conducted as agreed upon between the Village of Carol Stream and B & F Technical Code Services, Inc.

The inspector will be available during the hours designated above to perform inspections as assigned. The Plumbing Inspector will inspect plumbing items only. The inspectors will not perform fire alarm, fire protection, engineering, or other types of inspections or services outside his/her area of qualification.

The Village of Carol Stream shall agree not to attempt to hire any of B & F Technical Code Services, Inc. officers, employees, agents, or consultants for a period of one (1) year after the individual is no longer employed by B&F Technical Code Services, Inc.

Plumbing Inspections, meetings and/or small plan reviews are invoiced on an hourly rate at eighty dollars (\$80.00) per hour plus one-way travel time.

The following covers all B & F Technical Code Services, Inc., employees:

- A. Workers Compensation Insurance;
- B. General Liability Insurance underwritten by Hartford Insurance Co.; and
- C. Professional Liability Insurance underwritten by Hartford Insurance Company.

Accepted By _____	Accepted By _____
Please Print _____	Please Print <u>Kenneth Garrett</u>
Title _____	Title <u>Vice President</u>
Date _____	Date _____



**VILLAGE OF CAROL STREAM**

PROPOSAL

FOR

PROFESSIONAL SERVICES

BUILDING PLAN REVIEW

**March 24, 2010**

**SUBMITTED TO:**

Robert Glees  
Community Development Department  
Village of Carol Stream  
500 North Gary Avenue  
Carol Stream, Illinois 60188-1899



**PROFESSIONAL SERVICE AGREEMENT  
BUILDING PLAN REVIEW**

**Services Provided**

B & F Technical Code Services, Inc. will provide plan review for all projects submitted for review. The reviews will be performed only on projects sent to B & F Technical Code Services, Inc. The submittal shall include a copy of the plan submittal form. This form indicates the type of reviews which are requested. A copy of the form is provided.

All reviews include:

1. Unlimited reviews with no additional fee
2. Free shipping of plans to our office
3. First review in 9 business days
4. Second and additional reviews in 5 business days
5. Reports can be faxed or e-mailed
6. One meeting on the project with no fee
7. Unlimited telephone calls at no fee
8. All reviews are performed by employees of B & F Technical Code Services, Inc.

**Fees**

The fee for all reviews is shown on the attached fee sheet. This fee can be calculated before any plan review work has started.

The Village of Carol Stream or the permit applicant can be invoiced for the project. The projects will be invoiced after the first review is complete.

All B & F Technical Code Services, Inc. employees are covered by the following:

- A. Workers Compensation Insurance;
- B. General Liability Insurance underwritten by Hartford Insurance Co.; and
- C. Professional Liability Insurance underwritten by Hartford Insurance Company.

There is no contract for the plan review. The plan submittal form is considered the authorization to perform the work requested.

**Village of Carol Stream  
Proposal –Plumbing Inspections  
March 24, 2010**

The following covers All B & F Technical Code Services, Inc. employees:

- A. Workers Compensation Insurance;
- B. General Liability Insurance underwritten by Hartford Insurance Company;  
and
- C. Professional Liability Insurance underwritten by Hartford Insurance  
Company.

<b>Accepted By</b> _____	<b>Accepted By</b> _____
<b>Please Print</b> _____	<b>Please Print</b> _____
<b>Title</b> _____	<b>Title</b> _____
<b>Date</b> _____	<b>Date</b> _____

**B & F TECHNICAL CODE SERVICES**

**Accepted By** \_\_\_\_\_

**Please Print** Kenneth Garrett

**Title** Vice President

**Date** \_\_\_\_\_

**REQUEST FOR PLAN REVIEW**

➤➤ TO HELP US SERVE YOU BETTER, PLEASE FILL OUT THIS FORM COMPLETELY. <<

**PROJECT INFORMATION:**

**FROM:** Client Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 Submitted by: \_\_\_\_\_

**PROJECT:** Project Name: \_\_\_\_\_  
 Address: \_\_\_\_\_

**PROJECT** Name: \_\_\_\_\_

**CONTACT:** Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Fax/Email: \_\_\_\_\_

**BILL TO:** Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Fax/Email: \_\_\_\_\_

**COPY TO:** Name: \_\_\_\_\_  
 Fax/Email: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Fax/Email: \_\_\_\_\_

**REQUESTED REVIEWS:**

- Building
- Electrical
- Elevator
- Energy
- Fire Alarm
- Fire Code
- Kitchen Hood & Duct
- Mechanical
- NFPA 101 Life Safety
- Plumbing
- Quote
- Renovation
- Single Family
  - Building
  - Electrical
  - Mechanical
  - Plumbing
- Sprinkler
- \_\_\_\_\_
- Three (3) Day Review\*  
 \*additional charge applies

**PLANS DISPOSITION: AFTER ALL REVIEWS/INSPECTIONS ARE COMPLETED, PLEASE:**

- Return plans & specifications **which comply**
- Discard all plans & specifications after 30 days
- Return **all** plans & specifications
- Stamp plans

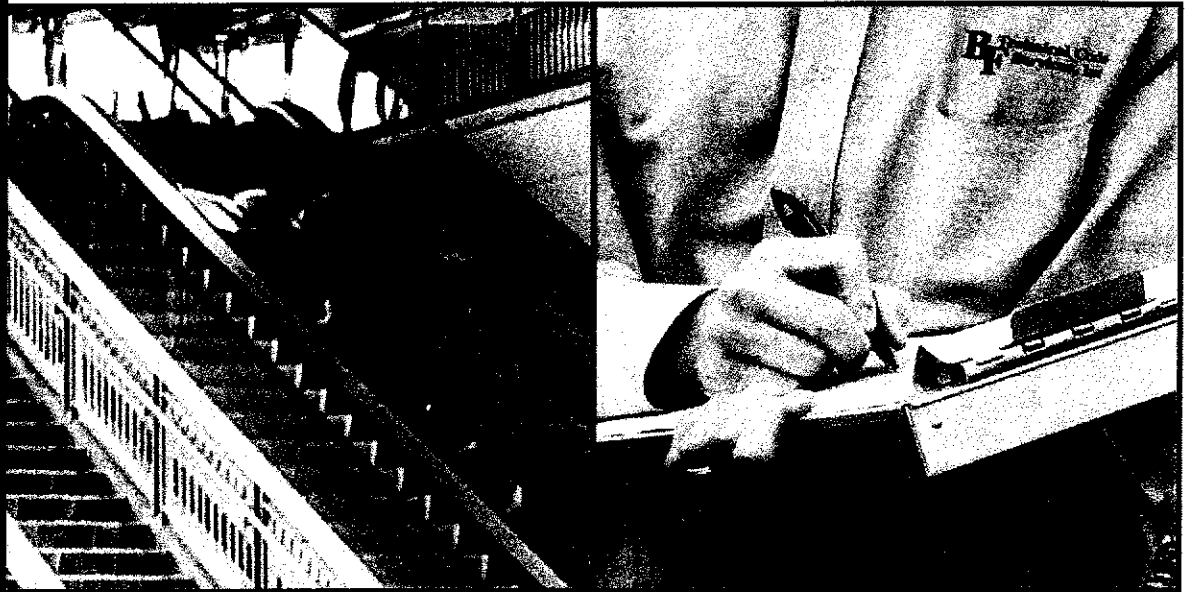
**SPECIAL INSTRUCTIONS:** \_\_\_\_\_

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

➤➤ PLEASE SUBMIT ONE COMPLETE SET OF CONSTRUCTION DOCUMENTS. <<

**B&F TECHNICAL CODE SERVICES, INC.**  
**BUILDING & FIRE PROTECTION**  
PLAN REVIEW • INSPECTIONS • CODE CONSULTING



Plan Review

Inspections

Training

Code Consulting

System Testing

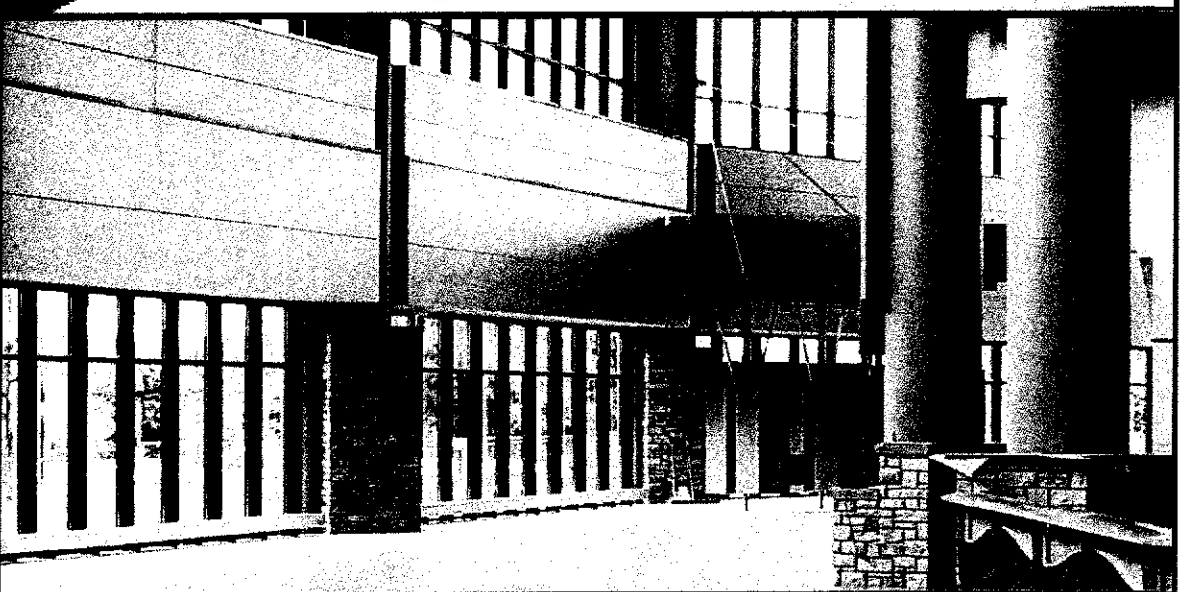
Fire Protection

Code Adoption

System Analysis

Accessibility

Safety Training



**SERVICES & FEE SCHEDULE**

# B & F Technical Code Services, Inc.

**B & F Technical Code Services, Inc.**, provides complete Plan Review Services for municipal building departments nationwide. Plan reviews are based on model building codes including the **International Code Series**, BOCA, UBC, SBCCI, CABO, NEC, NFPA, Life Safety, your local amendments, and accessibility requirements.

For **Building, Plumbing, Mechanical, Electrical, Energy Conservation, and Fire Suppression and Detection** systems, you can count on professional, accurate, and time-saving service by a staff committed to excellence.



Plan reviews identify areas of noncompliance (arranged numerically) including the code and section referenced, and informs your office of compliance or noncompliance with applicable codes and standards.

First plan reviews are completed within **9** business days of receipt; additional reviews completed within **5** business days of receipt. Free telephone consultation for all projects, all disciplines and all parties involved is included. Priority Express plan review service is available for time-sensitive projects.

## Additional Benefits

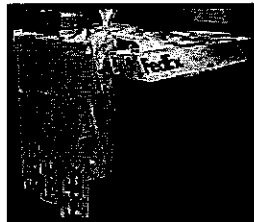
**One Fee Per Project Discipline.** Each project is invoiced for the first review only. Subsequent reviews for the same project discipline are performed at no additional charge. This means from beginning to end, you know what the total cost will be. No surprises. No "extras."

**Free Federal Express Shipping** of your plans and specifications to our office is provided for all municipal building departments. Nationwide, your documents reach us next day — at no cost to you.

**Fast Turnaround Service** of your plan review. First reviews are completed and in your office within 9 business days of receipt. Additional reviews are completed within 5 business days.

**Priority Express Review Service** is available for projects requiring an expedited review and is completed within 3 business days (additional fee required).

**Choose the Billing Method** that best suits your municipality. We will bill directly to the municipality or other responsible party as designated.



## B & F Technical Code Services, Inc.

2401 W. Hassell Road, Suite 1550 • Hoffman Estates, IL 60169

P.O. Box 957648 • Hoffman Estates, IL 60195

Phone: (847) 490-1443 • Fax: (847) 490-1476 • Toll Free: (800) 232-5523

[www.bftechcs.com](http://www.bftechcs.com) • [bftech@bftechcs.com](mailto:bftech@bftechcs.com)

Call us - We're here to help.

## Why More Municipalities Choose B & F Technical Code . . .

### NATIONWIDE

- > We know the codes.
- > We include your local ordinances.
- > We're here when you need us.
- > Fast, accurate, reliable service.
- > No hidden costs. No "extras."
- > We answer your questions.
- > No project too big or complex.
- > We are fully insured & insure you.
- > Proven knowledge & experience.
- > We provide the services you want.
- > Our reputation.
- > We're Here To Help.

- International Code Series
- BOCA® National Codes
- Uniform Codes
- Standard Codes
- National Electrical Code
- National Fire Code
- Accessibility Codes
- CABO One & Two Family Dwelling Code
- State Codes/Amendments
- Local Ordinances

# Plan Review Fee Schedule

Building Size	Building Review	Building Plumbing & Mechanical	Building Plumbing Mechanical & Electrical
Up to 60,000 Cubic Ft.	\$347.75	\$ 522.16	\$ 695.50
60,001 to 80,000 Cubic Ft.	\$428.00	\$ 642.00	\$ 856.00
80,000 to 100,000 Cubic Ft.	\$547.70	\$ 818.55	\$1,091.40
100,001 to 150,000 Cubic Ft.	\$625.95	\$ 938.93	\$1,251.90
150,001 to 200,000 Cubic Ft.	\$711.55	\$1,067.33	\$1,423.10
Over 200,000 Cubic Ft.	\$838.00 + 8.00 (per 10,000 Cu. Ft.)	Building Fee x 1.5	Building Fee x 2.0

Footing and Foundation.....25% of Building Review (Minimum \$300.00)  
 Commercial/Industrial Zoning.....120.00 per 20,000 square feet of site area

## One and Two Single Family Dwellings

Up to 3,000 square feet (including basement) .....	450.00	per Dwelling Unit
Up to 3,000 square feet (including basement and zoning) .....	525.00	per Dwelling Unit
Over 3,000 square feet (including basement).....	.15	per Square Foot
Over 3,000 square feet (including basement and zoning) .....	.175	per Square Foot
Elevator Plan Review .....	300.00	per Elevator Bank
Hood & Duct Plan Review (Type 1).....	300.00	per System
Hood & Duct Plan Review (Type 2).....	200.00	per System
Spray Booth Plan Review .....	300.00	per Booth
Miscellaneous Plan Review.....	150.00	per Hour (Min. 150.00)
In-Ground Pool Plan Review.....	450.00	per Pool
NFPA 101 Plan Review .....	25%	of Building Review (Min. 300.00)
Priority Express Plan Review .....	x 2.5	of Base Plan Review
HPM, High Hazard, Processing Piping .....	x 1.5	of Base Plan Review
Fire Code .....	50%	of Review
Energy Code .....	50%	of Review

## Fire Suppression & Detection Systems

### Fire Suppression Systems

(Includes fire pump, hose stations and standpipes)

#### Hydraulically Calculated

#### Number of Sprinklers

Up to 100	\$392.34
101 to 200	\$494.34
201 to 300	\$601.34
301 to 500	\$708.34
Over 500	\$815.34 + 1.00 each

Pipe Schedule (See Miscellaneous Plan Review)

### Alternate Fire Protection Systems

Carbon Dioxide,  
Clean Agent Systems

\$112.35 to 105 lbs.  
(.80 each pound over)

Fire Detection  
and Alarm System

\$149.80 First 15,000 sq. ft.  
(Prorated every 15,000 sq. ft.  
thereafter.)

Dry Chemical

\$328.00 + alarm fees

## Special Services

### Code Writing and

### Adoption Assistance

Fee based on individual project.

### Water Flow/Backflow

### Device Testing

Fee based on quantity and size.

### Safety Training and

### Disaster Plans

Fee based on individual project.

Estimates upon request.

### Building Department Analysis

Fee based on services needed.

# Inspections

From footings to occupancy, or anywhere between, we inspect Building, Plumbing, Mechanical, Electrical, Fire Protection and Detection systems for new and existing construction of commercial, industrial and single-family homes. Inspections are based on the adopted code(s) of the municipality, including local amendments and standard industry practices.

Inspections may be scheduled directly with our office by phone or fax. We provide our own easily identifiable vehicles and uniformed inspectors.

## New and Existing Commercial Construction

Based on Building Square Footage

Building	.14 per square foot
Mechanical	.04 per square foot
Electrical	.04 per square foot
Plumbing	.04 per square foot
(Special Systems Additional)	

Hourly and per inspection rates available.  
Call for details.

## Residential Subdivisions

Call for Quote

## Sprinkler Systems

First Riser	\$300.00
Additional Risers	\$100.00
Fire Pump Test	\$300.00
Hydrostatic Test	\$300.00

Fee based on number of risers and zones. Estimates upon request.

## Hydrant Water Flow Test

Test within 25 miles	\$300.00
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## Fire Alarm System

First 6 Zones	\$325.00
Each Additional 6 Zones	\$225.00

## Addressable Systems

Fee Based on Building Layout  
Call For Quote

## Elevator Inspections

Elevator Bank	\$300.00
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# B F C A<sup>®</sup>

## Building & Fire Code Academy

A Subsidiary of B & F Technical Code Services, Inc.

Welcome to new educational opportunities offered by the Building & Fire Code Academy. The Building & Fire Code Academy (BFCA), a subsidiary of B & F Technical Code Services, Inc., provides comprehensive and practical education in the application, implementation and enforcement of building and fire codes for construction industry professionals nationwide. Our programs benefit thousands of building and fire officials, inspectors, design professionals, contractors and developers across the country. The Building & Fire Code Academy has established the first of its kind facility dedicated to providing continuing educational opportunities to construction industry professionals. The Building & Fire Code Academy instructors conduct on-site, open registration and private continuing education training. On-site and open registration courses are scheduled throughout the year and announced by direct mail, trade associations, fax and our Web site. Registrations are completed directly with our office.

*Providing comprehensive and practical education in the application, implementation and enforcement of building and fire codes for construction industry professionals nationwide.*

Call us to schedule your on-site training class. Choose from our standard course offerings or request topics customized to suit the specific educational needs of your organization. We can show you how even small groups can benefit, or tell us you want to be on our mailing list.



The Building & Fire Code Academy has been approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET), 8405 Greensboro Drive, Suite 800, McLean, VA 22102. In obtaining this approval, the Building &

Fire Code Academy has demonstrated that it complies with the ANSI/IACET Standards which are widely recognized as standards of good practice internationally. As a result of their Authorized Provider membership status, the BFCA is authorized to offer IACET Continuing Education Units (CEUs) for its programs that qualify under the ANSI/IACET Standards.

The BFCA is additionally an Illinois Workforce Development System approved training provider and an American Institute of Architects Continuing Education System (AIA/CES) Registered Provider. Architects completing Academy classes earn Learning Units (LUs). HSW (Health, Safety, and Welfare) credit may also be available. Other measures of accomplishment include contact, clock, or class hours and/or state credit where applicable: specific courses are approved by individual states.



## Building & Fire Code Academy

2401 W. Hassell Road, Suite 1550, Hoffman Estates, IL 60169

Phone (847) 884-4969 • Fax: (847) 884-4722 • Toll Free: (800) 488-7057

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**VILLAGE OF CAROL STREAM, IL**

**PROPOSAL**

**FOR**

**INSPECTION SERVICES**

**March 24, 2010**

**SUBMITTED TO:**

Robert Glees  
Community Development Department  
Village of Carol Stream  
500 N. Gary Avenue  
Carol Stream, IL 60188-1899



**PROFESSIONAL SERVICE AGREEMENT  
BUILDING, MECHANICAL, ELECTRICAL INSPECTIONS**

**Services Provided**

B & F Technical Code Services, Inc. will provide one ICC Certified Inspector to perform commercial/industrial building, mechanical and electrical inspections within the limits of the Village of Carol Stream in the afternoons on Monday, Wednesday and Friday.

The inspector shall have proper inspection equipment to conduct inspections as required. Equipment shall include a clipboard, flashlight, electrical tester, tape measure and other equipment as determined to provide a quality inspection.

The inspector shall utilize forms acceptable to the Village of Carol Stream. These forms are three-part carbonless forms. A copy of the inspection report shall be left at the job site with a copy sent to the Municipality and a copy for ourselves.

The inspector shall utilize a B & F Technical Code Services, Inc. company vehicle to conduct inspections.

Inspection hours shall be conducted as agreed upon between the Village of Carol Stream and B & F Technical Code Services, Inc.

Inspections shall be billed at an hourly rate of \$80.00 per hour per inspector plus one-way travel time. The minimum number of hours billed per day shall be 2-hours regardless of the number of inspections and including travel time. Travel time will only be charged if the inspector works less than an 8-hour day.

The inspector will be available during the hours designated above to perform inspections as assigned. The Inspector will not perform fire alarm, fire protection, engineering, or other types of inspections or services outside his/her area of qualification.

The Village of Carol Stream shall agree not to attempt to hire any of B & F Technical Code Services, Inc., officers, employees, agents, or consultants for a period of one year after the individual is no longer employed by B & F Technical Code Services, Inc.

The following covers all B & F Technical Code Services, Inc., employees:

- A. Workers Compensation Insurance;
- B. General Liability Insurance underwritten by Hartford Insurance Co.; and
- C. Professional Liability Insurance underwritten by Hartford Insurance Company.

Accepted By _____	Accepted By _____
Please Print _____	Please Print <u>Kenneth Garrett</u>
Title _____	Title <u>Vice President</u>
Date _____	Date _____

**B&F** TECHNICAL CODE SERVICES, INC.  
BUILDING & FIRE PROTECTION PLAN REVIEW  
TRAINING • INSPECTIONS • CODE CONSULTING

**VILLAGE OF CAROL STREAM**

PROPOSAL

FOR

CODE CONSULTING SERVICES

**March 24, 2010**

**SUBMITTED TO:**

Robert Glees  
Community Development Department  
Village of Carol Stream  
500 North Gary Avenue  
Carol Stream Illinois, Illinois 60188-1899

**PROFESSIONAL SERVICE AGREEMENT**  
**Code Consulting Services**

**Services Provided**

B & F Technical Code Services, Inc. will provide code consulting services for items pertaining to code requirements via the International Code Council (ICC) series of code books and local amendments.

Code Consulting shall consist of the following:

1. Interpret the intent of the ICC codes and the Village of Carol Stream amendments.
2. Provide recommendations to the Director of Community Development on code changes and updates on a continuous basis.
3. Respond to code questions and interpretations from design professionals, contractors, owners and the Village of Carol Stream.
4. Provide written interpretations of code requirements as directed by the Director of Community Development.
5. Attend meetings as requested by the Village.
6. If requested by the Village provide, office time to assist in administration of the department and/or coordinate building code meetings and render interpretations.
7. Provide other responsibilities as directed by the Village of Carol Stream.

**Fees**

**Option A**

The Village of Carol Stream shall reimburse B & F Technical Code Services in the minimum monthly amount of \$1,000.00. Monthly hours exceeding ten hours shall be invoiced at the rate of \$80.00 per hour.

**Option B**

The Village of Carol Stream shall reimburse B & F Technical Code Services in the amount of \$100.00 per hour. Invoicing shall be calculated on increments of quarter hours. There is no minimum amount we will invoice for actual time based on fifteen-minute increments.

When signing below indicate the option chosen for this proposal.

**THE VILLAGE OF CAROL STREAM SHALL AGREE NOT TO ATTEMPT TO HIRE ANY OF B & F TECHNICAL CODE SERVICES, INC., OFFICERS, EMPLOYEES, AGENTS, OR CONSULTANTS FOR A PERIOD OF ONE YEAR AFTER THE INDIVIDUAL IS NO LONGER EMPLOYED BY B & F TECHNICAL CODE SERVICES, INC.**

**B & F TECHNICAL CODE SERVICES, INC.**

2401 West Hassell Road, Suite 1550 • P.O. Box 957648 • Hoffman Estates, IL 60195  
Telephone: (847) 490-1443 • Fax: (847) 490-1476

The following covers all B & F Technical Code Services, Inc., employees:

- A. Workers Compensation Insurance;
- B. General Liability Insurance underwritten by Hartford Insurance Co.; and
- C. Professional Liability Insurance underwritten by Hartford Insurance Company.

Accepted By	_____	Accepted By	_____
Please Print	_____	Please Print	<u>Kenneth Garrett</u>
Title	_____	Title	<u>Vice President</u>
Date	_____	Date	_____

# AGENDA ITEM

6-6 4-19-10

## Village of Carol Stream Interdepartmental Memo

**TO:** Joseph Breinig, Village Manager  
**FROM:** Stan W. Helgerson, Finance Director *SH*  
**DATE:** April 16, 2010  
**RE:** Write-off of Uncollectible Receivables

Upon review of the aged accounts receivable listing for March 31, 2010, I would propose writing off the following invoices:

<u>Invoice #</u>	<u>Date</u>	<u>Name</u>	<u>Service Performed</u>	<u>Amount</u>
5535	03/24/08	Parkview Development	SMA review	\$ 920.50
5544	04/15/08	Parkview Development	SMA review	\$ 785.00
5732	10/10/08	Parsons Commercial	SMA review	\$1,101.00
5765	11/12/08	Parsons Commercial	SMA review	\$ 70.00
			Total	<u>\$2,876.50</u>

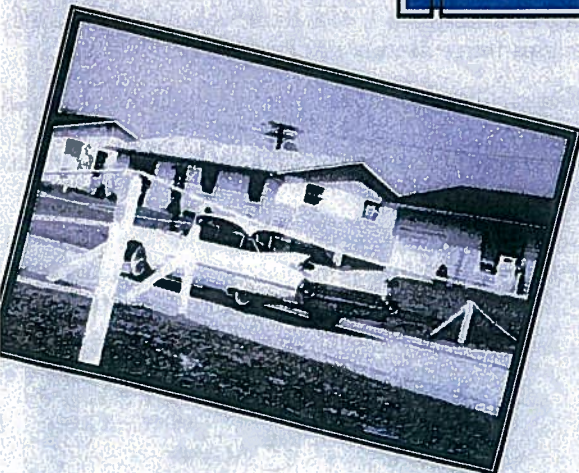
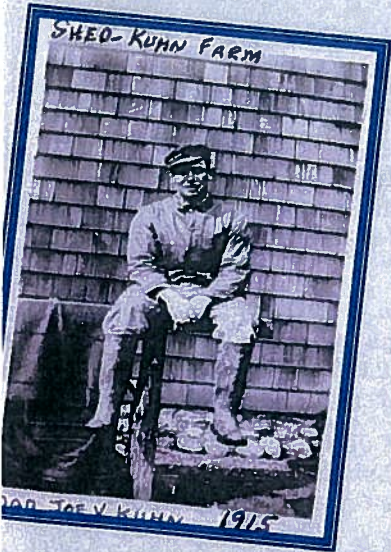
The debt owed by Parkview Development and Parsons Commercial has been placed with our collection agent Penn Credit. and it is recommended that this receivable be removed from the general ledger as well. Should our collection agent prove successful, the Village will be able to receive a percentage of the proceeds collected.

As the proposed write-off listed above exceeds the \$500.00 individual limitation stipulated in § 2-3-6 of the Village Code, it will require Board approval. Please let me know if you have any questions or require additional information.

If you have any questions, please give me a call.

# Village of Carol Stream

## 2009 Annual Report



## VILLAGE BOARD



**Mayor Frank Saverino Sr.**

The Village is served by a Mayor-Trustee form of government where the Village Board is the duly elected governing body and the Village Manager is hired by the Village Board to execute its policies. The Village Board consists of the Mayor and six Trustees elected at-large to staggered four-year terms by the public.

In the Mayor-Trustee form of government, the Village Board provides legislative direction while the Village Manager is responsible for the day-to-day administrative operation of the Village according to the policy direction provided by the Village Board. The Mayor and Village Board of Trustees are a collegial body responsible for establishing policy and approving the annual Budget and 3-Year Financial Plan. The Village Manager serves as the Village Board's Chief Advisor and is responsible for preparing the Budget and Financial Plan, managing daily operations and personnel.

The Mayor and Village Board can be contacted via the Village web site at [www.carolstream.org](http://www.carolstream.org)/e-mail or by direct mail addressed to the Village of Carol Stream, 500 N. Gary Avenue, Carol Stream, Illinois. 60188-1899. The Village Board meets on the 1st and 3rd Monday of each month at 8:00 p.m. in the Village Hall Board Room, located at 500 N. Gary Avenue. The Board also hosts an informal "Listening Post" at 7:30 p.m., prior to the start of each Board Meeting during which time residents can share their individual concerns directly with the Village Board. All Village Board meetings are open to the public. Village Board meetings are broadcast on local cable access channel #6 every Monday, Wednesday and Friday at Noon, 4 p.m., 6 P.M. and 10 P.M.

### VILLAGE BOARD OF TRUSTEES & VILLAGE CLERK



Pam Fenner



Rick Gieser



Matt McCarthy



Donald Weiss



Tony Manzzullo



Greg Schwarze



Beth Melody



#### **A Message from the Village Manager**

I am proud to provide you with the Village's 2009 Annual Report highlighting many accomplishments by your Village government during the past year. The leadership and thoughtful direction of the Village Board together with a committed and knowledgeable staff of professionals resulted in the many accomplishments detailed in this report including those of special note:

- Despite the economic downturn and its impact on operations, we found ways to celebrate our Golden Jubilee in a meaningful way that had an emphasis on showcasing the wonderful contributions made by local civic organizations, businesses as well as by current and former employees and elected/appointed officials. The Historical Recollection and Roundtable programs helped educate the community about the gradual and storied development of our community.
- The Village continued its efforts to green its operations that included replacing lighting in all Public Works facilities, the installation of LED Parking Lot lights at the Village Hall and the tireless efforts to establish sustainability partnerships with local business/industry, residents and other governmental organization as part of the Com-Ed Competition.
- The Village spent considerable effort and energy to establish an intergovernmental agreement with the Wayne Township Road District to advance the Southwest Water Main Extension project to provide water to Benjamin School. With the help of staff, the Mayor and Village Board, the Benjamin School District 25 Superintendent and Board as well as Rep. Ramey and Senator Millner, an agreement was signed and pre-construction work began immediately to acquire right-of-way.
- The implementation of the Automatic Traffic Light Enforcement program began in early 2009 with camera activation at eastbound Kuhn Rd. and North Ave and expanded in July to the intersections at North & Gary Ave. During the 2009 program year, 5,541 photo images were captured of which 2,437 (44%) were approved for prosecution. The implementation of this program has been a model for other departments with its focus on reducing hazardous driving.
- Finally, considerable efforts were made to shrink the organization and reduce operational costs in light of the dramatic downturn in key operating revenues. The proactive efforts to steward Village Finances resulted in the reduction of \$1.35M in operational expenses across all departments from the FY10 budget including the elimination of 3 positions.

Commissioners, volunteers and employees are commended for their ongoing commitment to serving our residents and customers. On behalf of the Mayor and Village Board, I look forward to the challenges that 2010 present to us all and the opportunity to deliver the highest quality services to our customers.

**Sincerely,**

**Village Manager**

## EMPLOYEE RELATIONS

The Employee Relations Department is responsible for ensuring effective programs and services in the selection, development and management of Village personnel, as well as providing general assistance to all employees and job seekers. Support is also provided to the Board of Police and Fire Commissioners relating to the recruitment, promotion and the management of other personnel issues impacting sworn Police Officers.

### The following highlights Employee Relation's accomplishments in 2009:

- The Director assisted in the evaluation of all vacant positions for potential elimination or a reduction in hourly status that resulted in a subsequent reduction in force of 7 full time and 1 part-time employee.
- Reconstituted the Employee Recognition program to recognize outstanding employee accomplishments quarterly.
- Partnered with the Outreach Community Center to create a temporary full-time employment opportunity in the Management Services Department as part of the Summer Youth Employment Program funded through the Workforce Investment Act at no cost to the Village.
- Created an on-line employment portal that allows employment applicants the ability to submit applications in digital format and to also get confirmation of its receipt by the department.
- Implemented a new State law requiring employers to extended the dependent age for health insurance coverage eligibility and the federal law revising the COBRA subsidy provisions.
- Provided administrative support to the Board of Fire & Police Commissioners evaluating the promotional testing process as well as with establishing the new 3-year Sergeant & Lieutenant eligibility lists.
- Established an agreement to outsource crossing guard services resulting in increased staff safety, reliability and \$10,000 in operational savings.

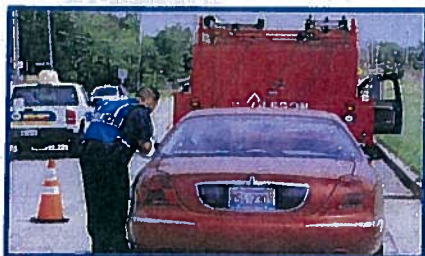


## POLICE

The Village's Police Department is responsible for providing public safety services to its residents and customers that live, work or visit our community. The men and women in the Department are committed to providing the highest quality service in responding to incidents, preventing such events whenever possible, educating our residents and other customers in all areas of public safety and assisting those that become victims of crime, accidents or social problems. While remaining highly proficient at reacting to events that necessitate police service, the near, mid and long term goals are to increase our service availabilities in an enhanced proactive method of law enforcement. The Department has 7 programs that include Administration/Customer Service, Patrol, Investigation, Social Service, Records, Traffic and Special Operations.

### The following highlights the Police Department's accomplishments in 2009:

- Responded to 13,787 calls for emergency service in 2009, which is a 10.4% decrease from 2008's total of 15,221.
- Realized a decrease of 16.3% in Part I Offenses from 803 in 2008 to 672 in 2009.
- Conducted 1 Teen and 2 Adult Citizen Police Academies which were attended by 10 teens and 32 adults.
- The Department made 468 DUI arrests in 2009, an -18.75% decrease over 2008's total of 576.
- The Department issued 17,676 traffic citations in 2009 which is a 9.3% increase from 2008's total of 16,435.
- Received over 3,093 hours of work from Department volunteers during 2009, saving the community approximately \$67,778 in avoided staff overtime costs, and in doing so greatly enhanced the public safety outreach to Carol Stream residents and customers.
- Traffic accidents involving property damage and personal injury decreased 36% from 1,042 in 2008 to 663 in 2009.
- In 2009, the Department conducted 146 targeted traffic enforcement efforts that included 54 Reduced Intoxicating Drivers, 54 seat belt, 26 speed and 8 overweight truck initiatives.
- Provided food, clothing and holidays gifts to 315 families and 587 children through the Christmas Sharing program. The Social Services Unit coordinates this community-wide outreach project to promote the spirit of sharing with underprivileged families in Carol Stream.
- The Investigations Division began a new Sex Offender Notification program that tasks zone officers with verifying a sex offender's address for both residents and offenders working in the community.
- The Social Services Unit staff provided 1,416 counseling hours to clients in 2009 and the unit's staff responded to 177 crisis calls for service, an increase of 12% from 2008.
- The Department successfully implemented the Automatic Traffic Light Enforcement program at eastbound North Ave & Kuhn Rd. and at all four intersections at North and Gary Avenues. The administration of the program including video review, citation noticing and hearing adjudication was well managed during this initial program year.
- Eliminated \$573,258 in operational expenses from the FY10 budget to help manage the sharp revenue decline.



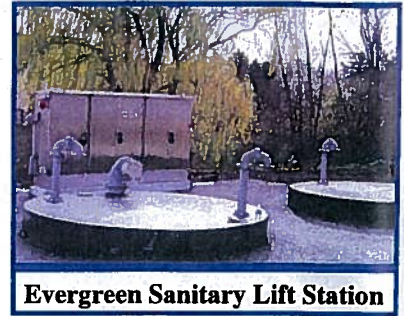


## PUBLIC WORKS

The Public Works Department consists of four Divisions; Streets, Water & Sewer, Water Reclamation Center (WRC) and Municipal Garage. These four divisions serve as the framework to provide citizens with an efficient and effective level of service. The Streets Division is responsible for the operation, basic maintenance and repair of Village facilities not under the responsibility of the WRC or Water & Sewer. The Water & Sewer Division is responsible for the operation and management of the water and sewer utilities. The WRC Division oversees the function of the WRC within the parameters set by the Illinois and U.S. Environmental Protection Agencies. This function is contracted out to CH2MHILL/OMI. The Municipal Garage operation is responsible for carrying out the preventive maintenance program for Village vehicles and emergency repairs for specific critical operations vehicles.

### The following highlights Public Work's accomplishments in 2009:

- Pumped 1.21 billion gallons of potable water.
- Maintained full compliance with federal and state environmental standards for treating waste and drinking water.
- Collected and had analyzed 516 water samples at various locations throughout the distribution system to test for bacteria contamination. All samples tested negative.
- Prepared and published the 08' Drinking Water Quality Consumer Confidence Report in print and on the web.
- The Village accounted for 95.6% (4.4% leak/loss) of its Lake Michigan water allocation exceeding the IDOT Bureau of Water Resources minimum 92% loss rate.
- Completed the second year of stage 2 di-n-butyl phthalate (DBP) sampling taking 480 draws across 8 sampling sites. All samples tested negative for the presence of DBP.
- Installed 13 new street lights along Munson Drive.
- Tracked & completed over 386 street light repair tickets.
- Repaired 5 water main breaks.
- Eliminated \$241,000 from the department's FY10 budget that included the reduction of \$183,000 in Street Division salary expenses.
- Planted 167 new and removed 139 parkway trees.
- Removed 1,609 cubic yards of debris from Village streets.
- Treated 2.0 billion gallons of wastewater.
- Completed the construction of the new Evergreen Dr. sanitary lift station.
- Contractual roof replacements at the Municipal Garage, the Water Reclamation Center and the Water & Sewer Division Garage were completed.
- Water Division exercised 136 water valves in Zone #2.



Evergreen Sanitary Lift Station

## RECOGNITION & CONSIDERATION



541 Mohican Dr. - Landscape Winner

### ➤ 2009 Community Pride Award Program

The Village established the Community Pride Award Program in 2001 in an effort to recognize people for their successful efforts to beautify their home, apartment complex or business establishment. Five (5) homeowners as well as Belmont Village were awarded a 2009 Community Pride Award for their investment in the exterior landscaping of their property. Winners received a personalized plaque with a picture of the their property and a copy of the award resolution adopted by the Village Board.



### ➤ Police Department Public Safety Awards Presented in 2009

The Police Department was recently presented with the Guardian Award from the Alliance Against Intoxicated Motorists (AAIM) which is given each year to a department in DuPage County with the highest rate of DUI arrests per officer. AAIM conducted their annual survey for 2008 DUI enforcement activity recognizing our Police Department as the 4th most successful municipal department in the state with 604 DUI arrests. When DUI arrests are ranked by the number of sworn officers, our department placed 2<sup>nd</sup> in the entire state with an annual arrest rate of 9.44 per officer.

The Police Department was awarded 3rd place in the Illinois Traffic Safety Challenge at the August 12th Illinois Association of Chiefs of Police awards luncheon. The IDOT-funded award program recognizes law enforcement agencies that excel in both traffic and highway safety efforts in their jurisdiction. In receiving the award in the Speed Awareness Category, Chief Kevin Orr stated that *"this award validate what our department is trying to accomplish in our traffic safety efforts whose overall aim is to safeguard lives and protect property of our residents and the motoring public."*



## ADMINISTRATION

The Village Manager is responsible for administering programs and policies established by the Village Board. It is the Village Manager's responsibility to direct and coordinate the operations of the Village Departments and to inform the Village Board on Village affairs, including existing conditions and future requirements. The Village Manager provides direction & supervision for this organizational function.

### The following highlights Administration's accomplishments in 2009 :

- > The Village accepted the invitation to compete in the Com-Ed Community Energy Challenge and successfully submitted a community-wide energy efficiency plan that included establishing working partnerships with businesses, schools, governmental agencies and residents to reduce community energy use during the 12 month competition.
- > Secured \$21,000 in grant assistance from the Illinois Department of Commerce & Economic Opportunity to replace 12,733 office/facility lights with energy efficiency lamps and ballasts. In addition, the Village contracted the installation of 19 LED parking lot lights at the Bielawski Municipal Center. These efforts will reduce overall energy consumption by 460,000 annual kilowatt hours.
- > Provided coordination and staff assistance to host a successful Town Center event season that included the Summer Festival, the concert series, the Culture Counts Fest and Oktoberfest. Coordinated the event sponsorship fundraising effort securing \$19,368 in grants and sponsorships and approximately \$12,500 in in-kind donations.
- > Helped coordinate the successful Historical Recollection Series as part of the Village's 50th Anniversary Celebration. With Trustee Gieser as moderator, the Village hosted 22 individuals/residents to share their personal memories of the development of the Carol Stream community. In addition, 5 Historical Roundtables were hosted during the year.
- > Hosted a successful Community Shredding and Electronics collection event as part of Earth Day 2009 that recycled 25,700 tons of electronics and 12,465 lbs of waste paper.
- > Secured approximately \$173,000 in federal stimulus funding from the U.S. Dept. of Energy for energy-efficient projects. The grant will fund the installation of 10 LED street lights along Spring Valley Dr. and automate the sludge aeration process at the WRC.
- > Eliminated approximately \$63,900 from the FY10 administrative budgets.



Betty Lou Kammes

## COMMUNITY DEVELOPMENT

The Community Development Department serves the community by guiding the process of development in accordance with the community's goals and vision. The Department is responsible for planning, zoning, building code enforcement and economic development.

### The following highlights Community Development Department's accomplishments in 2009:



Advance Auto Parts now occupies the former Hollywood Video store.



Spina Development- 295-317 Schmale

- > Developed and implemented an amendment to the Fire Code that regulates the construction of smoking shelters on some commercial zoned properties.
- > Developed and implemented standards for administrative approval of temporary uses and structures to better assist the business community.
- > Reviewed and issued 1,382 building permits.
- > Staff inspectors conducted 2,175 building inspections, investigated and closed 70 property maintenance and zoning code violations of which 62 (88%) were resolved without the issuance of a formal citation and 6 (12%) without any intervention by the court system.
- > Prepared and presented 33 development cases to the Plan Commission and Zoning Board of Appeals.
- > Processed 352 citizen service requests regarding outstanding property maintenance and code enforcement concerns.
- > Investigated and closed 70 property maintenance and zoning code violations of which 62 were abated by working with the property owner without the issuance of a citation and the remaining 8 cases were resolved administratively.
- > Developed and presented for consideration by the Village Board a Rental Property Licensing Program to address code violations with rental properties.
- > Eliminated \$73,000 from the department's FY10 budget to assist the budget team in preparing a balanced budget.
- > The value of construction during 2009 totaled \$2,093,750 that includes the 13,000 square foot Spina Commercial/Retail Development on Schmale Road.

## ENGINEERING SERVICES

The Department is responsible for the design, review, inspection and general supervision of the installation of public improvements in residential, commercial and industrial developments and various capital improvement projects undertaken by the Village. Engineering Services also administers all storm water management activities. The Department's six general areas of operation include administration, plan review, daily inspection, design and construction, traffic and water and sewer. In-house design of infrastructure improvements has become a greater responsibility of the Department. The Department manages street reconstruction and water main replacement projects. The Engineering Services Department also prepares plans and specifications for the street rejuvenation, resurfacing, crack filling, pond shoreline and stream bank stabilization, sanitary sewer and water main replacement/relocation projects and all new capital infrastructure projects.

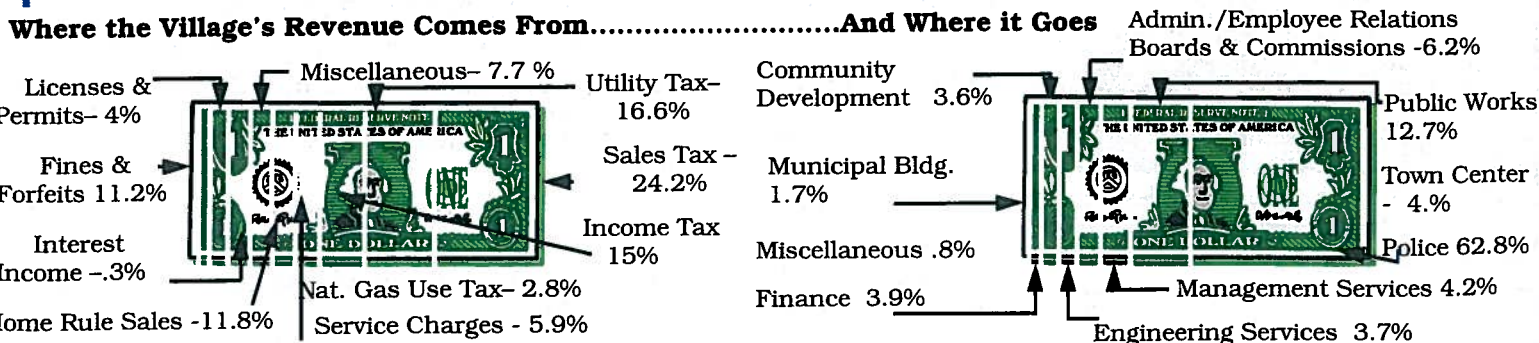
### The following highlights Engineering Services Department's accomplishments in 2009:

- Field inspection staff managed road improvement projects that included the rejuvenation of 10.5 linear miles of street; the resurfacing of 3.9 street miles; the structural overlay of 1.8 street miles, the reconstruction of 1 street miles & the crackfilling of 10.1 street miles.
- Secured \$438,000 in combined State and federal transportation improvement funding for the West Branch DuPage River Trail project.
- Coordinated the Carol Stream Subdivision Flood Control project that included project design, permitting, construction, inspection and the securing of intergovernmental agreements governing the project.
- Secured \$809,000 in federal funding for the Lies Rd. Pavement Rehabilitation project and \$192,000 in federal earmarks for the Tubeway Storm Water Lift Station Replacement project and \$181,000 in funds for the Klein Creek Flood Plain Structure Buy-out project.
- Issued 10 storm water, 137 utility and 106 overweight permits and jointly issued 37 residential building, 5 commercial/industrial and 476 accessory structure permits.
- Reviewed 2 annexation agreements and processed 2 subdivision improvement acceptances, 6 easement/right-of-way plats, 1 subdivision plat, 21 variance requests and 2 traffic studies.
- Provided staff assistance to the Com-Ed Community Energy Competition that included preparing the Qualitative Review and 9 project worksheets.
- Continued support developing the GIS program that included updates to the Master Address, Storm Sewer Outfall and Official Zoning maps and as well as the creation of various project maps.
- Administered the 2nd year of the National Pollution Discharge Elimination System (NPDES) permit program.



## FINANCIAL MANAGEMENT

The total proposed budget for FY11 is \$38.4M of which the General Corporate Fund is \$21.3M and the Water/Sewer Operating Fund is \$9.9M. The Village doesn't levy a property tax nor has any general obligation or revenue bond debt. Reserves in the General Corporate, Capital Improvement and Water & Sewer Funds are projected to be sufficient to undertake planned capital improvements. As a result of the economic downturn, projected General Corporate Fund revenues have decreased by \$2.2M (12%). Expenditures were reduced \$1.1M in FY09 and \$1.3M in FY10. To balance the FY11 budget, \$383,000 in operating reserves will be used. The FY11 budget includes the elimination of 11.75 full time positions. Staff will continue to monitor revenues and expenditures throughout the year and make budget changes as needed.



### The following highlights Financial Management's accomplishments in 2009:

- Developed and implemented a disaster recovery plan for departmental operations.
- Assisted in the facilitation of several budget workshops to address the Village's financial calculator. The policy direction received was incorporated in to the development of the FY11 budget.
- During 2009, General Corporate fund revenues declined by \$2.6M (11.6%) and significant operational cuts were enacted to manage the dramatic revenue shortfall.
- Created a web-based vehicle registration portal from which 1,535 vehicle sticker purchases were transacted.
- Implemented remote deposit where all checks received are deposited electronically resulting in fewer NSF checks, increased earnings on deposits and less staff time required for conducting manual deposits.

# COMMUNITY EVENTS

The Village held numerous events throughout 2009. The following highlights the various community activities:



➤ **Mother's Day Breakfast** – Sat., May 9<sup>th</sup> – The 11<sup>th</sup> Annual event included a spring plant sale hosted by members of the DuPage Organic Garden Club and music from the Banjo Buddies Dixieland Jazz Trio.



➤ **Carol Stream "Relay for Life"** – August 8<sup>th</sup>-9<sup>th</sup> – 8<sup>th</sup> Annual American Cancer Society event held at the Ferraro Town Center included more than 45 relay teams that helped raise over \$100,000 for cancer research.



➤ **Wheels of Justice** – Saturday, May 23<sup>rd</sup> – The 8<sup>th</sup> annual event to celebrate National Law Enforcement Week included a DARE vehicle exhibit, a police squad light show and a state Police helicopter landing.

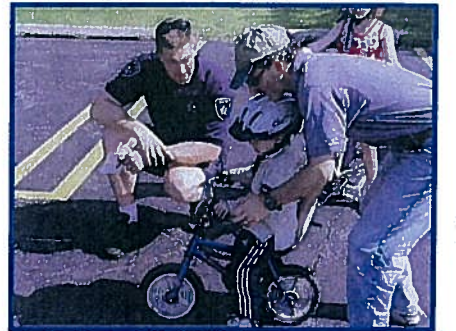


➤ **Pond & Stream Sweep** – Saturday, May 16<sup>th</sup> – Over 40 volunteers participated in the 8<sup>th</sup> annual event held as part of American Rivers Month and removed approximately 680 pounds of debris from 8 local ponds and 6 miles of shoreline.

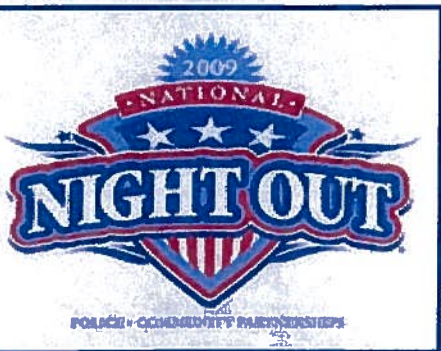


➤ **"Summer in the Center" Festival** – (Thu-Sun) June 4<sup>th</sup> – 7<sup>th</sup> – The 2009 summer festival was well attended by approximately 12,000 festival patrons over its 4-days who enjoyed excellent music, family and teen entertainment as well as food and carnival rides.

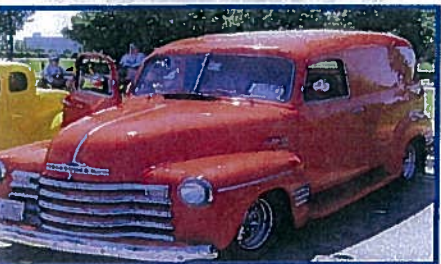
➤ **Annual Police Dept. Bike Safety Rodeo** – Saturday, May 30<sup>th</sup> – Over 120 children who received personal instruction on bike safety attended the 36<sup>th</sup> annual event.



➤ **26<sup>th</sup> Annual National Night Out** – Tuesday, August 4<sup>th</sup> – Good weather brought many of the residents from the Southeast Village to enjoy a barbecue, music, children's rides, crime prevention presentations followed by a candle light walk through Community Park and the surrounding neighborhoods.



➤ **Historical Roundtables**– During the Village's Golden Jubilee Celebration, 5 individual Historical Roundtable were coordinated and moderated by Trustee Rick Gieser. The Roundtables were taped for rebroadcast on Channel 6 and featured former Mayors, Fire District official, Park District officials, Police Chiefs and Village Managers discussing their contributions to the development of the community.



➤ **Toys for Tots Annual Charity Car Show & Concert Sun., July 19<sup>th</sup>** – The 13<sup>th</sup> annual Christmas in July charity car show was attended by over 100 classic car owners and several classic motorcycle owners. Over 150 toys were collected for the DuPage Marine Corps League's 2009 Toys for Tots program effort.



# COMMUNITY ACTIVITIES



➤ **Summer Concert Series June 11th Aug. 20th** – 12th consecutive concert series included the return of some of the community's favorite bands and some new artists such as the Bronx Wanderers, the Crown Vics, Terry Lee & the Rock-a-Boogie Band, the Ron Prince Blues Band and the Meteors.



➤ **5th Annual Rockin' Rainbow Kid's Music Concert** Sat., July 11th — the Village partnered with Rainbow Academy to host the fifth annual Rainbow Rockin' Kid's Concert at the Town Center. Activities included inflatables, face painting, kid's karaoke, games and prizes.



➤ **7th Annual Culture Counts! Festival July 16th** – The event was a wonderful evening that featured world music, ethnic food and native dance. This year's Multicultural Festival included the Nartan Classical Indian Dance troupe together with the Fil-Am Chorus showcasing the richness of their respective cultures. The musical portion of the event featured exotic music from renowned world music band Rico.



➤ **Oktoberfest—Sat., September 26th** - The 7th Annual Oktoberfest was co-sponsored by the local Chamber, Rotary Club and the Village, this community event was attended by approximately 750 people who were served a German meal under the festival tent. The event began with an official tapping of the Oktoberfest keg by Mayor Saverino Sr. & the Village Board accompanied by the event sponsors. Patrons enjoyed musical entertainment from the Associates and German beer hall band The Epics. Police volunteers assisted in sponsoring kid's games and the Village hosted a hayride.



*Carol Stream*

© 1996 Village of Carol Stream

*Village of Carol Stream*

500 North Gary Avenue

Carol Stream, IL. 60188-1899

Telephone: (630)665-7050

Fax: (630)665-1064

[www.carolstream.org](http://www.carolstream.org)



**ORDINANCE NO.** \_\_\_\_\_

**AN ORDINANCE AMENDING THE ANNUAL BUDGET FOR  
THE VILLAGE OF CAROL STREAM FOR THE YEAR  
COMMENCING MAY 1, 2009 AND ENDING APRIL 30, 2010**

BE IT ORDAINED BY THE MAYOR AND BOARD OF TRUSTEES OF THE  
VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS, IN THE EXERCISE OF  
ITS HOME RULE POWERS, as follows:

SECTION 1: That Ordinance No. 2009-04-17 shall be amended in that the  
2009-10 Expenditure Budget for the General Corporate Fund shall be increased from  
\$24,175,391 to \$24,300,391 to recognize expenses which will accrue to the  
Contingency Account (01650100 57499) in the amount of \$100,000, and the IRMA  
Deductible Account (01650100 52215) in the amount of \$25,000.

SECTION 2: That Ordinance 2009-04-17 shall be amended in that the 2009-10  
Revenue Budget for the General Corporate Fund be increased from \$24,175,391 to  
\$24,300,391 to recognize a reappropriation of fund balance in the amount of \$100,000  
which will accrue to the Reappropriation of Fund Balance Account (01000000 49699)  
and new revenue in the amount of \$25,000 which will accrue to the Insurance  
Reimbursement Account (01000000 47415).

SECTION 3: That Ordinance No. 2009-04-17 shall be amended in that the  
2009-10 Expenditure Budget for the Water and Sewer Fund shall be increased from  
\$10,429,638 to \$10,457,838 to recognize expenses which will accrue to the OMI  
Contract Account (04101100 52262) in the amount of \$30,200.

SECTION 4: That Ordinance No. 2009-04-17 shall be amended in that the  
2009-10 Revenue Budget for the Water and Sewer Fund shall be increased from  
\$11,156,806 to \$11,187,006 to recognize a reappropriation of fund balance in the

amount of \$30,200 which will accrue to the Reappropriation of Fund Balance Account (04000000 49699).

SECTION 5: This Ordinance shall be in full force and effect from and after its passage and publication in pamphlet form as provided by law.

PASSED AND APPROVED THIS 19<sup>TH</sup> DAY OF APRIL 2010.

AYES:

NAYS:

ABSENT:

---

Frank Saverino, Sr., Mayor

ATTEST:

---

Beth Melody, Village Clerk

*Village of Carol Stream*  
Interdepartmental Memo

**TO:** Joseph Breinig, Village Manager  
**FROM:** Stan W. Helgerson, Finance Director *SWH*  
**DATE:** April 13, 2010  
**RE:** Budget Amendment

The attached Budget Amendment includes an increase to the Contingency Account in the amount of \$100,000. At the last Village Board meeting you will recall that the Village Board approved the staff recommendation to distribute the Geneva Crossing TIF escrow funds (\$100,000) and close-out the escrow account. This has been done. For accounting purposes, the disbursements had to be charged to an expense account (Contingency). So therefore, a budget amendment is needed to increase the Contingency account by \$100,000 which will be offset by the \$100,000 escrow account (Re-appropriation of Fund Balance).

The Budget Amendment also includes an increase of \$25,000 to the IRMA Deductible Account. This fiscal was the first year that we increased our deductible to \$25,000 per occurrence. We had a few more occurrences than was anticipated resulting in the need to increase this account. The offset will be from the Insurance Reimbursement account of which we have received around \$61,000.

If you have any questions, please see me.



# Village of Carol Stream

## Interdepartmental Memo

**TO:** Joe Breinig, Village Manager  
**FROM:** John A. Turner, Director of Public Works  
**DATE:** April 6, 2010  
**RE:** WRC Budget Amendment


In September of 2008, OMI began the fourth year of a five-year contract to operate the WRC. As has been past practice, OMI continues to operate the WRC into their new year at the same cost until the Carol Stream Village Board approves an amendment to the contract for any rate adjustments. Due to extended negotiations with OMI over the effect of an electrical rate increase, staff did not complete the recommendation to the Village Board for the amendment approval until January of 2009.

Normally, after the budget amendment is approved by the Village Board, OMI prepares a reconciliation, and an invoice is presented to the Village for any additional cost increase over the past several months back to the beginning of the operating year in September. Last year, due to a change in the project manager, the reconciliation was delayed, and the Village did not get the bill for the additional operating cost until August of 2009. This caused the additional cost to be incurred in the current 2009-2010 budget year, instead of in the 2008-2009 budget. The additional expense in this year's budget is partly offset by a \$16,303.98 rebate, also from last year's reconciliation, which is paid to the Village from OMI as a result of decreased labor expense during the previous operating year. To adjust for these unexpected changes in the budget expenses, Stan Helgerson has prepared the attached budget amendment in the amount of \$30,200 for your approval.

JAT:lm  
att.

*Village of Carol Stream*  
**Interdepartmental Memo**

**TO:** Joe Breinig, Village Manager  
**FROM:** John A. Turner, Director of Public Works  
**DATE:** April 6, 2010  
**RE:** WRC Budget Amendment



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JAT:lm  
att.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE  
VILLAGE OF CAROL STREAM  
FOR THE YEAR COMMENCING  
MAY 1, 2010 AND ENDING APRIL 30, 2011**

WHEREAS, the Village of Carol Stream has placed on file its proposed tentative Annual Operating Budget and has made such tentative Annual Operating Budget available for public inspection; and

WHEREAS, said Village of Carol Stream has caused the publication of a notice of public hearing on the tentative Annual Operating Budget; and

WHEREAS, the Village of Carol Stream has held a public hearing as required by law.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS, as follows:

SECTION 1: That the budget attached hereto and made a part hereof as Exhibit "A" be and the same is hereby adopted as the Annual Budget for the Village of Carol Stream for the year commencing May 1, 2010 and ending April 30, 2011.

SECTION 2: That the adopting of the foregoing Budget shall be in lieu of the Appropriation Ordinance required in Section 8-2-9 of the Illinois Municipal Code.

SECTION 3: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED AND APPROVED THIS 19<sup>th</sup> DAY OF APRIL 2010.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Frank Saverino, Sr., Mayor

ATTEST:

\_\_\_\_\_  
Beth Melody, Village Clerk

# AGENDA ITEM

4-3 4-19-10

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE APPROVING MODIFICATIONS TO A FINAL PLANNED UNIT DEVELOPMENT PLAN AND SPECIAL USES FOR A DRIVE-UP SERVICE WINDOW AND OUTDOOR SEATING (293-317 S. SCHMALE ROAD)**

WHEREAS, Mario Spina, Vice President of Angel Associates, LP, is requesting Special Use Permits to allow a second drive-up service window and outdoor seating in accordance with Section 16-9-3(C)(11) and 16-9-3(C)(17) of the Carol Stream Zoning Code, respectively, and modifications to an approved Final Planned Unit Development Plan (Ordinance 2009-02-06), in accordance with Section 16-16-5(B)(1)(b) of the Carol Stream Zoning Code in the B-3 Service District; and

WHEREAS, pursuant to proper legal notice, on April 12, 2010, the Combined Plan Commission/Zoning Board of Appeals considered the request for the special uses and modifications to the PUD Plan and have determined that they would not pose a negative effect on property values in the area nor would they be unreasonably detrimental to the public health, safety or general welfare; and

WHEREAS, the corporate authorities find that the approval of the modifications to the Final Planned Unit Development (PUD) Plan and the granting of these special uses for a second Drive-Up Service Window and outdoor seating would not be inconsistent with surrounding uses nor be contrary to the intent of the Zoning Code of the Village, provided certain conditions are met.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS, AS FOLLOWS:

SECTION 1: That the property legally described in Section 1 of this Ordinance, commonly known as 293-317 S. Schmale Road, be granted approval for the modifications to the Final Planned Unit Development Plan, and Special Uses for a second drive-up service window and an outdoor seating area in accordance with the

attached exhibits, including the Final PUD Plan, Landscape Plan, Dunkin' Donuts Building Elevation Plan and Inline Commercial Center Elevation Plan, subject to the following conditions:

1. That the employees of all businesses in the development shall be required to park in the spaces near the car wash to keep the spaces closest to the restaurants available for customers.
2. That building permits shall be required for all wall and ground signage on the property.
3. That all landscape materials shall be maintained in a healthy, neat condition, with dead or dying materials being replaced in accordance with the approved plan on an annual basis.
4. That, consistent with the attached building elevation plans, no roof top mechanical units shall be visible from within the site or by motorists on Schmale Road.
5. That there shall be no regular outdoor display of merchandise for any future tenant within this commercial development.
6. That the gates to the trash enclosures shall be kept closed at all times except for when trash is being deposited in the enclosure or when the dumpsters are being emptied.
7. The business and property shall be operated and maintained in accordance with all applicable state, county and Village codes and requirements.

**LEGAL DESCRIPTION:**

PARCEL 1

BEGINNING AT THE NORTHWEST CORNER OF LOT 3 OF THE INTERSTATE PROPERTIES DIVISION PER DOCUMENT R72-23286, THENCE SOUTH 01 DEGREES 59 MINUTES 28 SECONDS WEST, 242.70 FEET ALONG THE WEST LINE OF SAID LOT TO THE SOUTHWEST CORNER THEREOF; THENCE SOUTH 89 DEGREES 57 MINUTES 04 SECONDS WEST, 75.22 FEET ALONG THE WESTERLY EXTENSION OF THE SOUTHERLY LINE OF SAID LOT TO A POINT ON A CURVE THAT IS 50.00 FEET EASTERLY OF A PARALLEL WITH THE CENTERLINE OF SCHMALE ROAD AS PER DOCUMENT 928502; THENCE NORTHERLY, 250.59 FEET ALONG SAID CURVE CONCAVE TO THE WEST, HAVING A RADIUS BEING 2121.13 FEET, THE CHORD OF SAID CURVE BEARING, NORTH 13 DEGREES 32 MINUTES 25 SECONDS EAST OF THE WESTERLY EXTENSION OF THE NORTHERLY LINE OF SAID LOT 3; THENCE SOUTH 88 DEGREES 00 MINUTES 32 SECONDS EAST, 25.03 FEET ALONG SAID EXTENDED LINE, TO THE POINT OF BEGINNING, IN DUPAGE COUNTY, ILLINOIS.

PARCEL 2

THE EAST 130 FEET OF LOT 5 (AS MEASURED ALONG THE SOUTH LINE THEREOF) IN MILTON TOWNSHIP SUPERVISORS ASSESSMENT PLAT NO. 4 IN THE NORTHEAST QUARTER OF SECTION 4, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN DUPAGE COUNTY, ILLINOIS.

PARCEL 3

OF LOT 3 IN INTERSTATE PROPERTIES DIVISION OF PART OF THE NORTHEAST QUARTER OF SECTION 4, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 4, 1972 AS DOCUMENT R12-23286, IN DUPAGE COUNTY, ILLINOIS.

SECTION 2: This Ordinance shall be in full force and effect from and after the passage, approval and publication in pamphlet form as provided by law, provided, however, that this Ordinance is executed by the owners of the subject property or such other party in interest, consenting to and agreeing to be bound by the terms and conditions contained within this Ordinance. Such execution and delivery to the Village shall take place within sixty (60) days after the passage and approval of this Ordinance or within such extension of time as may be granted by the corporate authorities by motion.

SECTION 3: That failure of the owner or other party in interest, or a subsequent owner or other party in interest, to comply with the terms of this Ordinance, after execution of said Ordinance, shall subject the owner or party in interest to the penalties set forth in Section 16-17-7, A and B of the Village of Carol Stream Zoning Code, and/or termination of the special use after notice and public hearing in accordance with the procedures required by statute and the Carol Stream Zoning Code.

PASSED AND APPROVED THIS 19<sup>TH</sup> DAY OF APRIL 2010.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Frank Saverino, Sr., Mayor

ATTEST:

\_\_\_\_\_  
Beth Melody, Village Clerk

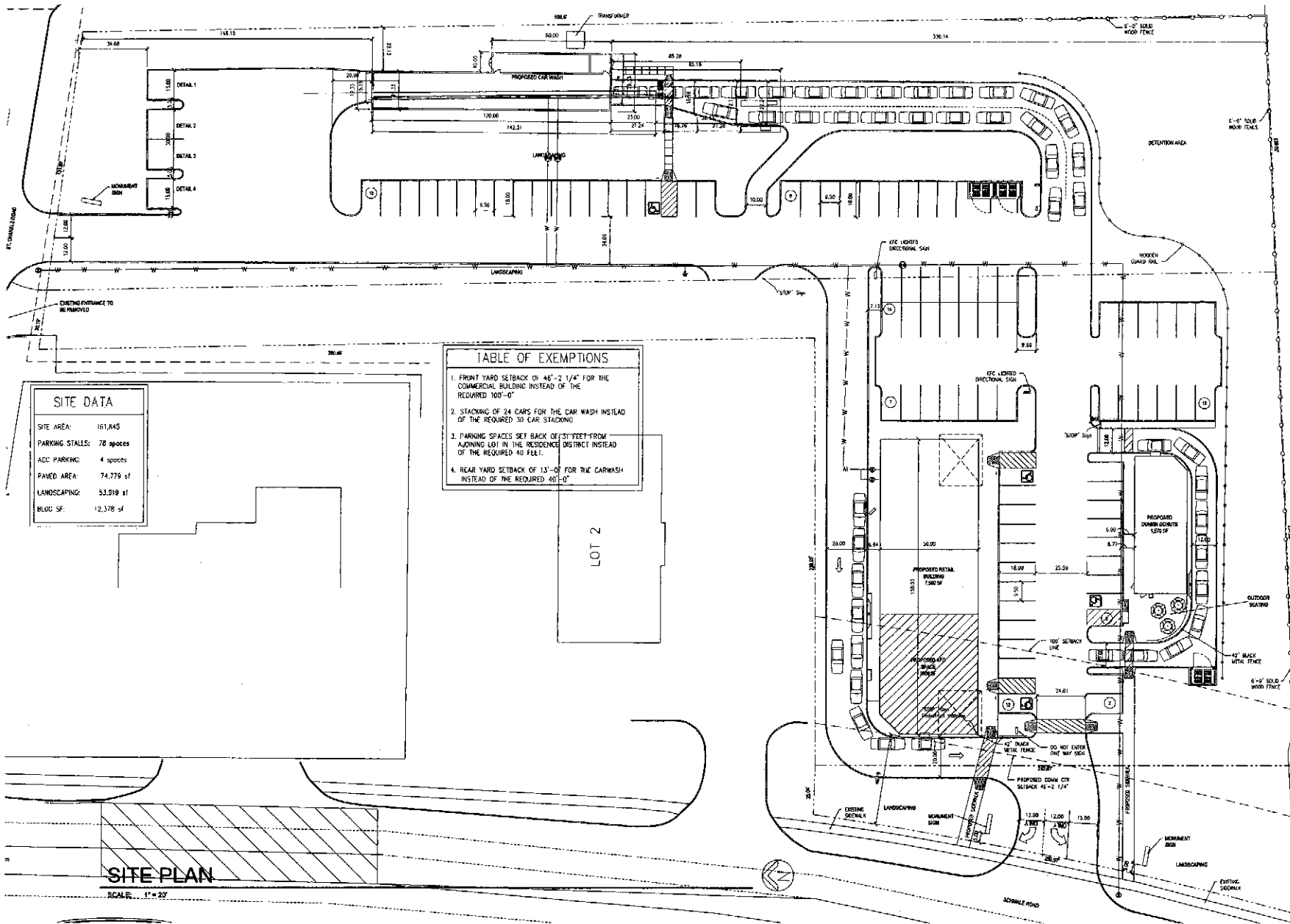
I, \_\_\_\_\_, being the owner or other party of interest of the  
property

(please print)

legally described within this Ordinance, having read a copy of the Ordinance, do  
hereby accept, concur and agree to develop and use the subject property in  
accordance with the terms of this Ordinance.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(signature)



SITE DATA	
SITE AREA:	161,845
PARKING STALLS:	78 spaces
ADD. PARKING:	4 spaces
PAVED AREA:	74,779 sf
LANDSCAPING:	53,919 sf
BUILD. SF:	12,378 sf

TABLE OF EXEMPTIONS	
1.	FRONT YARD SETBACK OF 45'-2 1/4" FOR THE COMMERCIAL BUILDING INSTEAD OF THE REQUIRED 100'-0"
2.	STACKING OF 24 CARS FOR THE CAR WASH INSTEAD OF THE REQUIRED 30 CAR STACKING
3.	PARKING SPACES SET BACK OF 31 FEET FROM ADJOINING LOT IN THE RESIDENCE DISTRICT INSTEAD OF THE REQUIRED 40 FEET.
4.	REAR YARD SETBACK OF 13'-0" FOR THE CARWASH INSTEAD OF THE REQUIRED 40'-0"

**SITE PLAN**

SCALE: 1" = 20'



750 Hazelwood Drive, Unit A  
 Chesapeake Beach, MD 20699  
 Phone: 410-466-8240  
 Fax: 410-466-8760  
 E-mail: [info@gleason.com](mailto:info@gleason.com)

ISSUED	DATE
FOR APPROVAL	05-14-09
FOR NEGOTIATE	07-15-09
FOR BID	
FOR CONST.	

REVISIONS	DATE
△	
△	
△	

PROJECT: COMMERCIAL CENTER  
 286-313 SCHAMLE ROAD  
 CAROL STREAM, IL

OWNER: GLEASON ASSOCIATES  
 286-313 SCHAMLE ROAD  
 CAROL STREAM, IL 60188

JOB NO. 05-023.1  
 DATE 05/05/09  
 FILE  
 PLOT SCALE  
 OWNER APPROVAL

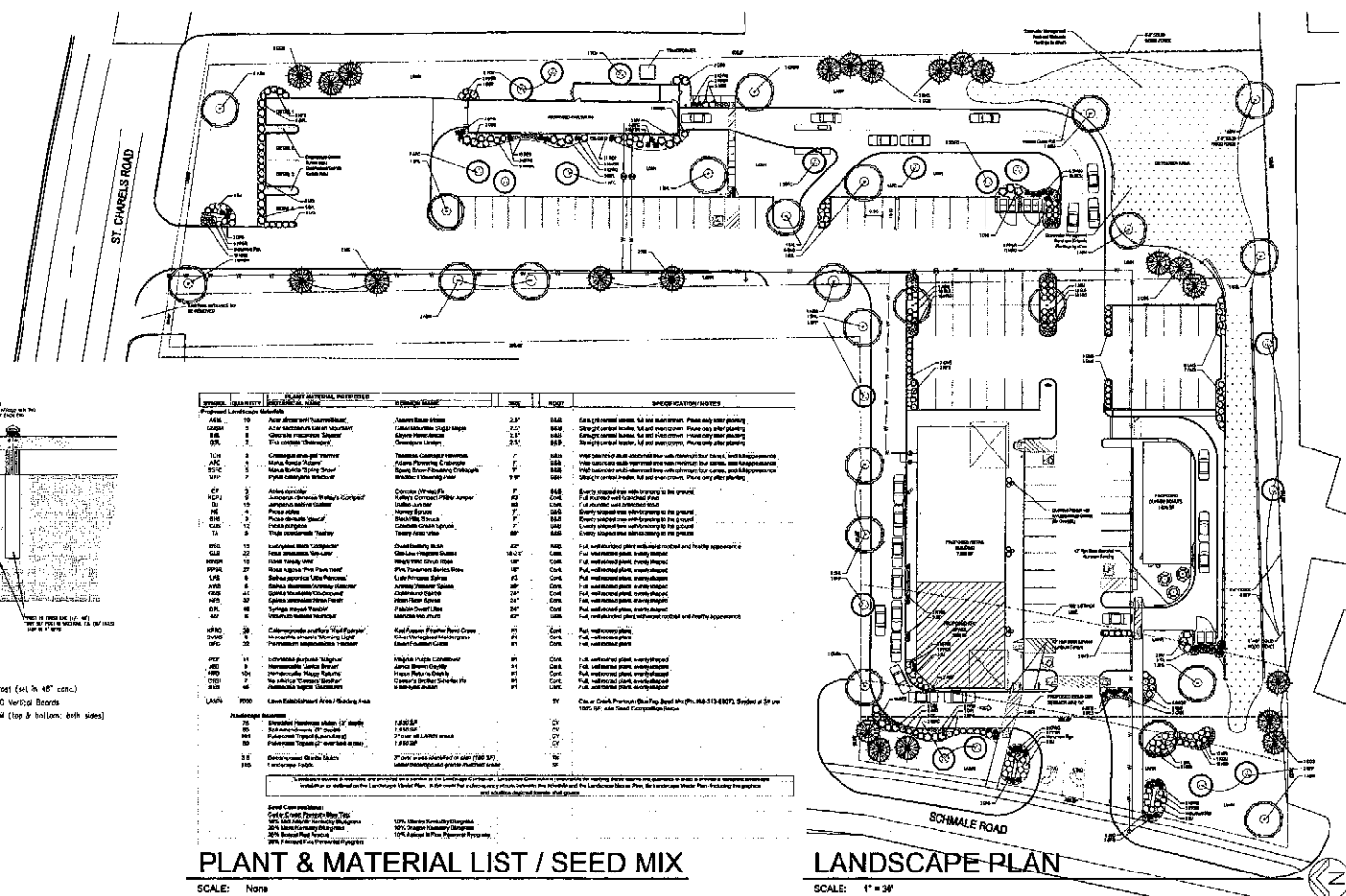
SHEET TITLE  
 Final Planned Unit  
 Development Plan

SHEET NUMBER  
**AS-1**



ISSUED	DATE
FOR APPROVAL	04-11-10
FOR PERMIT	04-11-10
FOR BID	
FOR CONST.	

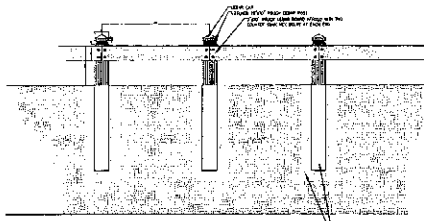
REVISIONS	DATE
1	
2	
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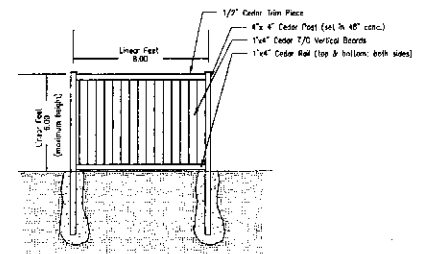
**LANDSCAPE PLAN**  
SCALE: 1" = 30'

QTY	PLANT MATERIAL SPECIFICATIONS	PLANT MATERIAL NAME	PLANT MATERIAL SIZE	PLANT MATERIAL TYPE	PLANT MATERIAL SPECIFICATION NOTES
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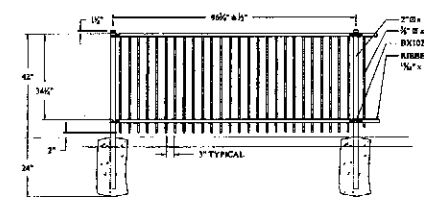
**PLANT & MATERIAL LIST / SEED MIX**  
SCALE: None



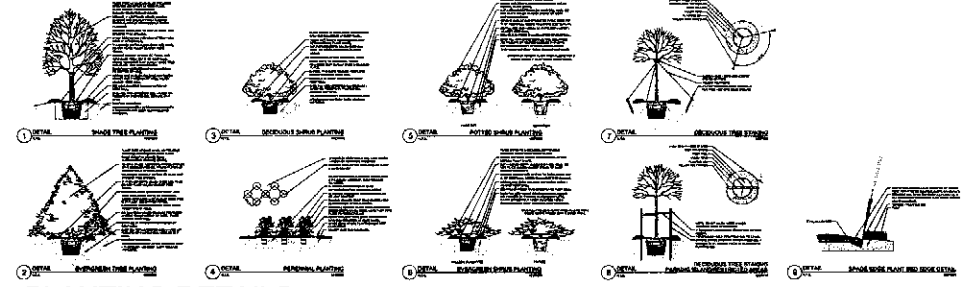
**WOOD & TIMBER GUARD RAIL**  
SCALE: None



**6' WOODEN PRIVACY FENCE**  
SCALE: None



**42" EXTRUDED ALUMINUM FENCE**  
SCALE: None



**PLANTING DETAILS**  
SCALE: None

PROJECT: COMMERCIAL CENTER  
 286-313 SCHMALE ROAD  
 CAROL STREAM, IL  
 HELLER & ASSOCIATES  
 331 ST. CHARLES ROAD  
 CAROL STREAM, IL 60818

JOB NO. 06-210-1  
 DATE 04.14.2010  
 FILE PLOT SCALE  
 OWNER APPROVAL

SHEET TITLE  
 Final Planned Unit  
 Landscape Plan

SHEET NUMBER  
**L100**



**HELLER & ASSOCIATES, INC.**  
 LANDSCAPE ARCHITECTS  
 331 ST. CHARLES ROAD  
 CAROL STREAM, IL 60818  
 P. 630.486.8740  
 F. 630.460.8740  
 www.hellerandassociates.com



**SOUTH ELEVATION**

SCALE: 1/8" = 1'-0"



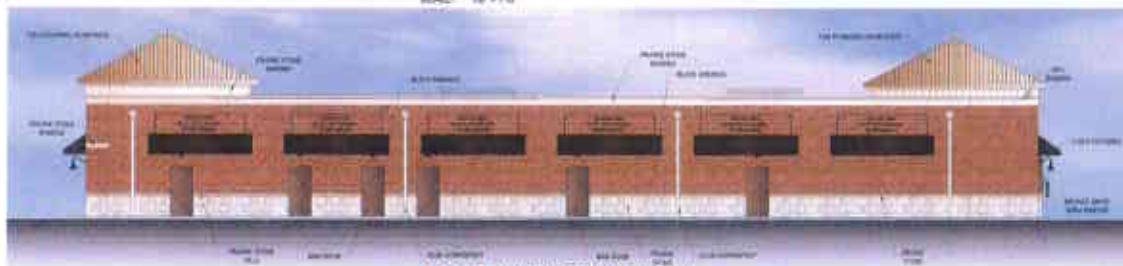
**EAST ELEVATION**

SCALE: 1/8" = 1'-0"



**WEST ELEVATION**

SCALE: 1/8" = 1'-0"



**NORTH ELEVATION**

SCALE: 1/8" = 1'-0"



**GLEASON  
ARCHITECTS, P.C.**

100 Highland Drive, Suite 2  
 Raleigh, North Carolina 27601  
 Phone: 919.833.2219  
 Fax: 919.833.2212  
 Website: www.gleasonarch.com

PROJECT NO. 2010-001  
 DATE: 08/10/10  
 DRAWING NO. 2010-001-01  
 SHEET NO. 010

PROJECT: COMMERCIAL CENTER  
 209-311 KIRKWOOD BLVD  
 CAROL STREAM, IL  
 OWNER: WANDA & ANDREW  
 100 W. CHICAGO BLVD  
 CHICAGO, ILLINOIS 60610

JOB NO. 2010-001  
 SHEET NO. 010  
 FILE NO. 2010-001  
 PROJECT NO. 2010-001

OWNER APPROVAL:

DATE: 8/10/10

SHEET TITLE:

SHEET NUMBER:



**WEST ELEVATION**

SCALE: 1/8" = 1'-0"



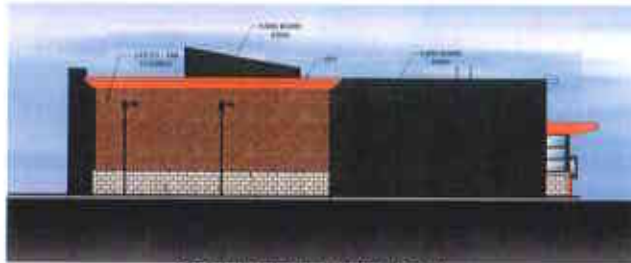
**EAST ELEVATION**

SCALE: 1/8" = 1'-0"



**NORTH ELEVATION**

SCALE: 1/8" = 1'-0"



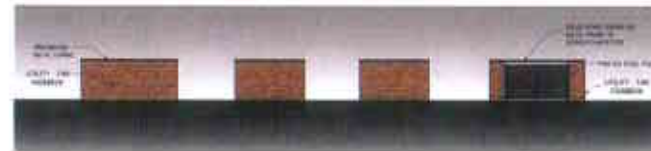
**SOUTH ELEVATION**

SCALE: 1/8" = 1'-0"



**LARGE DUMPSTER ENCLOSURE**

SCALE: 1/8" = 1'-0"



**SMALL DUMPSTER ENCLOSURE**

SCALE: 1/8" = 1'-0"

**GLEASON ARCHITECTS, P.C.**  
 107 Woodland Drive, Suite 202  
 Oak Grove, Illinois 60451  
 Phone: 630.426.8141  
 Fax: 630.426.8100  
 Email: info@gleasonarchitects.com  
 Website: www.gleasonarchitects.com  
 LEED ACCREDITED ARCHITECTS  
 LEED AP BD+C  
 LEED AP O+M  
 LEED AP ND  
 LEED AP EQ

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DATE: 04/11  
 DRAWING NO.: 04-01  
 PROJECT NO.: 04-01  
 SHEET NO.: 04-01  
 PROJECT: 04-01  
 ARCHITECT: 04-01

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DESIGNED BY: 04-01  
 CHECKED BY: 04-01  
 DRAWN BY: 04-01  
 SCALE: 04-01

PROJECT: DUNKIN' DONUTS  
 SCHMALE ROAD  
 CAROL STREAM, IL  
 ARCHITECT: GLEASON ARCHITECTS, P.C.  
 DATE: 04/11  
 DRAWING NO.: 04-01  
 PROJECT NO.: 04-01  
 SHEET NO.: 04-01  
 PROJECT: 04-01  
 ARCHITECT: 04-01

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DATE: 04/11  
 DRAWING NO.: 04-01  
 PROJECT NO.: 04-01  
 SHEET NO.: 04-01  
 PROJECT: 04-01  
 ARCHITECT: 04-01

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DATE: 04/11  
 DRAWING NO.: 04-01  
 PROJECT NO.: 04-01  
 SHEET NO.: 04-01  
 PROJECT: 04-01  
 ARCHITECT: 04-01

# AGENDA ITEM

H-4 4-19-10

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE GRANTING A SPECIAL USE FOR  
OUTDOOR ACTIVITIES & OPERATIONS  
(225 WESTGATE DRIVE)**

WHEREAS, Carl Canale, Operations Manager for Beltmann Group Incorporated, has requested approval of a special use permit in accordance with Section 16-10-2(B)(14) of the Carol Stream Zoning Code to allow for the outdoor activities and operations in the form of trailer and truck parking, in the I-Industrial District; and

WHEREAS, pursuant to proper legal notice, on April 12, 2010, the Combined Plan Commission/Zoning Board of Appeals considered the request for this special use and has determined that it would not pose a negative effect on property values in the area nor will it be unreasonably detrimental to the public health, safety or general welfare; and

WHEREAS, the corporate authorities find that the granting of this special use to allow the outdoor parking of two 53-foot trailers, two 30-foot straight trucks and two 17-foot box trucks on the property would not be inconsistent with surrounding uses nor be contrary to the intent of the Zoning Code of the Village, provided certain conditions are met.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS, as follows:

SECTION 1: That the property legally described below, commonly known as 225 Westgate Drive, be granted a special use to allow the outdoor storage of two 53-foot trailers, two 30-foot straight trucks and two 17-foot box trucks at the locations shown on the attached site plan and provided the following conditions are met:

1. That no more than two 53-foot trailers, two 30-foot straight trucks and two 17-foot box trucks shall be stored outdoors on the property.
2. That the trucks and trailers shall only be stored at the locations shown on the site plan (Exhibit A).
3. The facility must comply with all state, county and Village codes and requirements.

**LEGAL DESCRIPTION:**

LOT 1 IN TW METALS II SUBDIVISION, BEING A PART OF LOT ONE IN NARCO-CAROL STREAM CENTER FOR INDUSTRY UNIT 3 SUBDIVISION, BEING A SUBDIVISION OF PART OF THE NORTHWEST ¼ OF SECTION 5, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED APRIL 1, 2005 AS DOCUMENT NUMBER 2005-066304, IN DUPAGE COUNTY, ILLINOIS.

SECTION 2: This Ordinance shall be in full force and effect from and after the passage, approval and publication in pamphlet form as provided by law, provided, however, that this Ordinance is executed by the owners of the subject property or such other party in interest, consenting to and agreeing to be bound by the terms and conditions contained within this Ordinance. Such execution and delivery to the Village shall take place within sixty (60) days after the passage and approval of this Ordinance or within such extension of time as may be granted by the corporate authorities by motion.

SECTION 3: That failure of the owner or other party in interest, or a subsequent owner or other party in interest, to comply with the terms of this Ordinance, after execution of said Ordinance, shall subject the owner or party in interest to the penalties set forth in Section 16-17-7, A and B of the Village of Carol Stream Zoning Code and/or termination of the special use after notice and public hearing in accordance with the procedures required by statute and the Carol Stream Zoning Code for an amendment to the Zoning Ordinance.

PASSED AND APPROVED THIS 19<sup>TH</sup> DAY OF APRIL 2010.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Frank Saverino, Sr., Mayor

ATTEST:

\_\_\_\_\_  
Beth Melody, Village Clerk

I, \_\_\_\_\_, being the owner or other party of interest of the  
(please print)

Property legally described within this Ordinance, having read a copy of the Ordinance,  
do hereby accept, concur and agree to develop and use the subject property in  
accordance with the terms of this Ordinance.

\_\_\_\_\_  
(Date)

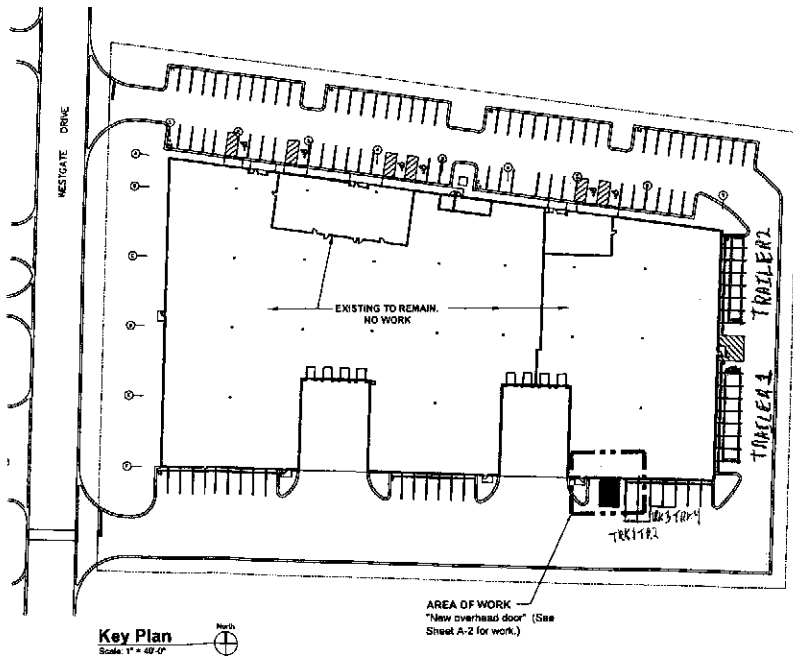
\_\_\_\_\_  
(signature)

Abbreviations	General Notes
A.F.F. Above Finished Floor CFM Cubic Feet per Minute C.C. Cantarling C.O. Ceiling C.T. Cleanout C.T. Ceramic Tile Dia. Diameter E Entering to Remain E.M.C. Emergency Eq. Equal Exch. Exhaust F.O. Floor F.P. Floor Plate GFI Ground Fault Interrupter H. High H.C. Hollow Core H.M. Hardware Ht. Height H.M. Hollow Metal HVAC Heating, Ventilating & Air Conditioning HW Hot Water HWH Hot Water Heater IAC Illuminance Inc. Incase Lam. Laminated M.S. Maximum Mech. Mechanical Min. Minimum N. None N.L. Night Light N. Number N.S. Not to Scale D. Diameter D.C. On Center P.L. Plastic Laminates Q.T. Quarry Tile R. Recessed R. Recessed S.C. Separate Circuit S.C. Solid Core S.F. Square Feet S.F. Square Feet S.H. Switch T. Thermostat Temp. Temperature V.C.T. Vinyl Composition Tile V.F. Verify in Field W.H. Water Heater	<ol style="list-style-type: none"> <li>Contractor shall field verify all dimensions and conditions shown on drawings prior to construction and shall notify Sara E.F. Gensburg, Ltd. of any discrepancies, omissions and/or conflicts.</li> <li>All partitions are dimensioned from finish face or shown to align level with the face of another partition, unless noted otherwise.</li> <li>General Contractor shall be responsible for the loading and blocking of walls at door openings. All wood shall be the minimum as per municipal code.</li> <li>Where new walls align and abut existing wall (drywall) remove existing corner bead tape and spackle junction (2 coats minimum).</li> <li>Finish patch as required at any door frames which are to be set into, cement and level to wall top.</li> <li>Contractor shall be responsible for arranging with tenant and building management for handling and disposal of construction and demolition materials.</li> <li>All work shall conform to State, Municipal and all other local codes.</li> <li>All new trailer construction shall at least conform to the existing building fire partition construction, as required by the applicable Municipal Building Code.</li> <li>Existing walls to be patched as required for smooth, even finish. In addition, patch make as required at areas of demolition to match adjacent finish and materials.</li> <li>All egress doors shall be readily operable from the side from which egress is to be made without the use of a key or special knowledge or effort.</li> <li>Do not make drawings.</li> <li>Repair or patch all penetrations through rated assemblies.</li> </ol>

Code Review	Parking Calculations
<p>Work under this permit shall comply with all State, Municipal and the following codes adopted by the Village of Carol Stream.</p> <ul style="list-style-type: none"> <li>2008 International Building Code</li> <li>2004 Illinois Plumbing Code</li> <li>2008 National Electrical Code - NFPA 70</li> <li>2008 International Fire Code</li> <li>2008 International Mechanical Code</li> <li>2008 International Energy Conservation Code</li> <li>2008 International Fuel Gas Code</li> <li>2008 International Property Maintenance Code</li> </ul> <p><b>Review Info. for 225 S Westgate Drive</b></p> <p>Unit Use Group: B - Business/S-1 Storage</p> <p>Unit Floor Area: Office (O): 1,450 S.F. Warehouse (S-1): 21,718 S.F. Total: 23,168 S.F.</p> <p>Construction Type: Type II-B (Existing)</p>	<p><b>REQUIRED SPACES FOR ENTIRE BUILDING:</b></p> <p>WAREHOUSE: 23,168 S.F. <math>4 \times (1) \text{ per } 1000 \text{ S.F.} = 31.6 \text{ SPACES}</math> OFFICE: 1,450 S.F. <math>(1) \text{ per } 300 \text{ S.F.} = 4.8 \text{ SPACES}</math> TOTAL SPACES: 36.4</p> <p><b>ACTUAL SPACES:</b> 36.4 SPACES 36.4 ADJUSTABLE SPACES 36.4 TOTAL SPACES</p>

Index of Drawings
A-1 General Notes/Legend, Key Plan, Code Review
A-2 Construction Plan, Elevations, Section/Details

Symbols/Legend	Structural Notes
<p>Existing Construction to Remain</p> <p>Existing Construction to be Relocated</p> <p>New Wall Construction (See wall section)</p> <p>Thermostat</p> <p>HVAC Supply Register</p> <p>HVAC Return</p> <p>Exit Sign (at 1 1/2 hr. battery backup or connect to 24 hr. emergency circuit)</p> <p>Exit Sign w/ Directional Arrows (1 1/2 hr. battery backup or connect to 24 hr. emergency circuit)</p> <p>Emergency Light (1 1/2 hr. battery backup or connect to 24 hr. emergency circuit)</p> <p>Exit Light or Remains Alight (1 1/2 hr. battery backup or connect to 24 hr. emergency circuit)</p> <p>Switch</p> <p>Dimmer / Rheostat Switch</p> <p>Incandescent Down Light Fixture</p> <p>Exhaust Fan</p> <p>1 x 2 Fluorescent Light of (2) in Wall "U" Lamp</p> <p>2 x 4 Fluorescent Light of (6) in Wall Lamp</p> <p>2 x 4 Fluorescent Night Light</p> <p>Incandescent Coaxial Light With Hot Fixture</p> <p>Duplex Receptacle (wall mount)</p> <p>Double Duplex Receptacle (Duplex)</p> <p>Duplex Receptacle with GFI Ground Fault Interrupter</p> <p>Separate Circuit Duplex Receptacle</p> <p>Pole Line</p> <p>Vault Line</p> <p>Audio/Visual Alarm (Non/Smoke)</p> <p>Fire Alarm Pull</p> <p>NOTE: "R" Subscript denotes existing to remain "M" Subscript denotes existing to be relocated "N" Subscript denotes new "D" Subscript denotes demolition</p>	<ol style="list-style-type: none"> <li>Reference structural calculations by Robert L. Miller Associates. See details 49-2 and 49-3.</li> </ol>



**Key Plan**  
Scale: 1" = 40'-0"

## Exhibit A

**Architect's Certification:**  
I hereby certify that these plans and specifications have been prepared by me or under my direct supervision, and to the best of my knowledge comply with all applicable building codes of the Village of Carol Stream, Illinois.

Signed:  
State of Illinois License #0100668 Exp. 11-30-2010  
Professional Design Firm  
Architect Registration #184-883236 Exp. 04-20-2011

Sara E.F. Gensburg, Ltd.  
Architectural Firm - Suite G  
225 S Westgate Drive  
Carol Stream, IL 60581  
Phone: (708) 715-5881

ALTERATIONS FOR:  
**NEW DRIVE-IN DOOR  
225 S WESTGATE DRIVE  
CAROL STREAM, ILLINOIS**

NO.	DATE	REVISION
1	11/11/11	ISSUED FOR PERMIT
2	11/11/11	ISSUED FOR PERMIT

NO.	DATE	REVISION
1	11/11/11	ISSUED FOR PERMIT
2	11/11/11	ISSUED FOR PERMIT

NO.	DATE	REVISION
1	11/11/11	ISSUED FOR PERMIT
2	11/11/11	ISSUED FOR PERMIT

**A-1**

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE GRANTING AN AMENDMENT TO A SPECIAL USE FOR  
OUTDOOR ACTIVITIES & OPERATIONS  
(365 VILLAGE DRIVE)**

WHEREAS, David Grandt, Vice President of Operations for Schmolz + Bickenbach USA Holdings, Inc., has requested approval of a special use permit in accordance with Section 16-10-2(B)(14) of the Carol Stream Zoning Code (amending Ordinance 2001-12-57) to allow for the outdoor installation of tanks and equipment, in the I-Industrial District; and

WHEREAS, pursuant to proper legal notice, on April 12, 2010, the Combined Plan Commission/Zoning Board of Appeals considered the request for this special use and has determined that it would not pose a negative effect on property values in the area nor will it be unreasonably detrimental to the public health, safety or general welfare; and

WHEREAS, the corporate authorities find that the granting of this special use to allow for the outdoor installation of tanks and equipment on the property would not be inconsistent with surrounding uses nor be contrary to the intent of the Zoning Code of the Village, provided certain conditions are met.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS, as follows:

SECTION 1: That the property legally described below, commonly known as 365 Village Drive, be granted an amendment to the Special Use Permit to allow the outdoor installation of a 23-foot, 9-inch tall nitrogen vaporizer unit, a 26-foot, 10-inch tall liquid nitrogen tank, and three 24-foot, 6-inch tall gas nitrogen tanks (as shown on Exhibit "C" attached), provided the following conditions are met:



1. That no parking spaces shall be eliminated through the installation of the outdoor equipment.
2. That all necessary permits shall be obtained prior to the installation of the outdoor equipment.
3. The facility must comply with all state, county and Village codes and requirements.

**LEGAL DESCRIPTION:**

THAT PART OF THE NORTHEAST QUARTER OF SECTION 32, TOWNSHIP 40 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE NORTH LINE OF KEHOE BOULEVARD WITH THE EAST LINE OF VILLAGE DRIVE, THENCE NORTHERLY ALONG SAID EAST LINE OF VILLAGE DRIVE, A DISTANCE OF 362.94 FEET TO THE NORTHWEST CORNER OF SATHER'S SUBDIVISION RECORDED JANUARY 8, 1974 AS DOCUMENT R74-1193, FOR THE POINT OF BEGINNING, THENCE EASTERLY ALONG THE NORTH LINE OF SATHER'S SUBDIVISION AFORESAID, WHICH IS PARALLEL WITH THE NORTH LINE OF KEHOE BOULEVARD AFORESAID, A DISTANCE OF 660.11 FEET MORE OR LESS, TO THE WEST LINE OF THE ILLINOIS CENTRAL INDUSTRIAL LEAD RIGHT OF WAY, THENCE NORTHERLY ALONG SAID WEST LINE, A DISTANCE OF 450 FEET, THENCE WESTERLY PARALLEL WITH THE AFORESAID NORTH LINE OF KEHOE BOULEVARD, A DISTANCE OF 660.11 FEET TO SAID EAST LINE OF VILLAGE DRIVE; THENCE SOUTHERLY ALONG THE EAST LINE OF VILLAGE DRIVE, A DISTANCE OF 450 FEET TO THE POINT OF BEGINNING IN DUPAGE COUNTY, ILLINOIS.

SECTION 2: This Ordinance shall be in full force and effect from and after the passage, approval and publication in pamphlet form as provided by law, provided, however, that this Ordinance is executed by the owners of the subject property or such other party in interest, consenting to and agreeing to be bound by the terms and conditions contained within this Ordinance. Such execution and delivery to the Village shall take place within sixty (60) days after the passage and approval of this Ordinance or within such extension of time as may be granted by the corporate authorities by motion.

SECTION 3: That failure of the owner or other party in interest, or a subsequent owner or other party in interest, to comply with the terms of this Ordinance, after

execution of said Ordinance, shall subject the owner or party in interest to the penalties set forth in Section 16-17-7, A and B of the Village of Carol Stream Zoning Code and/or termination of the special use after notice and public hearing in accordance with the procedures required by statute and the Carol Stream Zoning Code for an amendment to the Zoning Ordinance.

PASSED AND APPROVED THIS 19<sup>TH</sup> DAY OF APRIL 2010.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Frank Saverino, Sr., Mayor

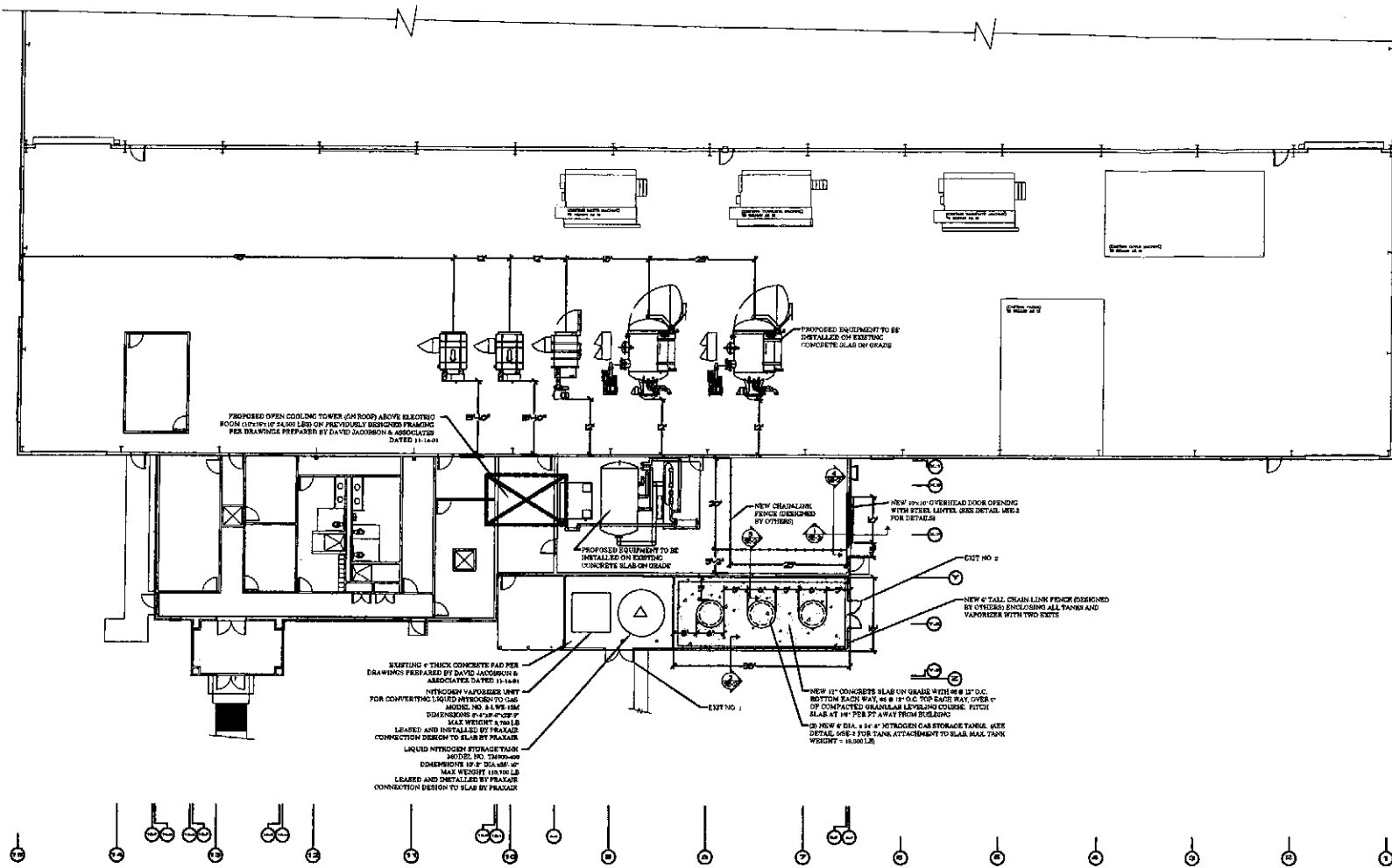
ATTEST:

\_\_\_\_\_  
Beth Melody, Village Clerk

I, \_\_\_\_\_, being the owner or other party of interest of the  
(please print)  
Property legally described within this Ordinance, having read a copy of the Ordinance,  
do hereby accept, concur and agree to develop and use the subject property in  
accordance with the terms of this Ordinance.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(signature)



**STRUCTURAL PLAN**

SCALE: 3/8" = 1'-0"  
 CONTRACTOR TO VERIFY ALLOWABLE NET SOIL BEARING STRENGTH OF 8000 PSF FOR THE UNDISTURBED SOIL AT THE TANK STORAGE SLAB.  
 CONTRACTOR TO VERIFY ALL DIMENSIONS AND LOCATIONS IN FIELD.  
 ALL STEEL FASTENERS AND ATTACHMENT HARDWARE TO BE HOT DIPPED GALVANIZED.



Exhibit C

EXPIRES 11/15/12 SIGNED 3/11/10

<p style="text-align: right;"><b>DATE</b> 3/30/08</p> <p style="text-align: right;"><b>SCALE</b> AS NOTED</p> <p style="text-align: right;"><b>DRAWN BY</b> RAG</p> <p style="text-align: right;"><b>CHECKED BY</b> JOP</p> <p style="text-align: right;"><b>DATE</b> 3/30/02</p>	<p style="text-align: center;"><b>STATE OF ILLINOIS</b> DIVISION OF PROFESSIONAL REGULATION</p> <p style="text-align: center;"><b>DAVID S. JACOBSON</b> No. 061-08847</p> <p style="text-align: center;"><b>REGISTERED STRUCTURAL ENGINEER</b></p>
<p><b>ISSUED FOR PERMIT</b></p>	
<p><b>SCHMOLZ AND BICKENBACH</b> BAY 4 RENOVATIONS 385 VILLAGE DRIVE CAROL STREAM, ILLINOIS</p>	
<p><b>STRUCTURAL PLAN</b></p>	
<p><b>SE-1</b></p>	

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE ADOPTING RULES AND REGULATIONS  
OF THE BOARD OF FIRE AND POLICE COMMISSIONERS**

WHEREAS, the Village of Carol Stream is an Illinois body politic and corporate;  
and

WHEREAS, the Village of Carol Stream is authorized to enact this Ordinance  
pursuant to its powers as a home rule unit; and

WHEREAS, the Village Board hereby find and determine that it is in the best  
interest of the people of the Village of Carol Stream to provide rules and regulations for  
the operation of the board of Fire and Police Commissioners;

NOW, THEREFORE, BE IT ORDAINED, BY THE MAYOR AND BOARD OF  
TRUSTEES OF THE VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS, IN  
THE EXERCISE OF ITS HOME RULE POWERS, as follows:

SECTION 1. There are hereby-adopted rules for the governing and operation of  
the Board of Fire and Police Commissioners, in the form attached hereto and  
incorporated herein.

SECTION 2. If any provision of the rules hereby adopted is inconsistent with  
any provision of 65 ILCS 5/10-2.1-17, or any other provision of Illinois law over which  
the Village may exercise its home rule authority, then such provision of State law shall  
be inapplicable to the extent it is inconsistent with these rules, and the rules shall  
govern.

SECTION 3. This Ordinance shall be in full force and effect beginning May 1,  
2010, and shall be published in pamphlet form in accordance with the law and the

noticed by a summary publication in one or more newspapers published in the municipality.

PASSED AND APPROVED THIS 19<sup>TH</sup> DAY OF APRIL 2010.

AYES:

NAYS:


ABSENT:

\_\_\_\_\_  
Frank Saverino, Sr., Mayor

ATTEST:

\_\_\_\_\_  
Beth Melody, Village Clerk

**VILLAGE OF CAROL STREAM  
INTER-DEPARTMENTAL MEMO**

**TO:** Joe Breinig, Village Manager  
**FROM:** Caryl Rebholz, Employee Relations Director   
**DATE:** April 13, 2010  
**RE:** **Board of Fire and Police Rules and Regulations**

Based on the upcoming Police Officer recruitment process, as well as the re-organization of the administrative structure of the Police Department effective May 1, 2010, the Village Attorney was asked to review the Rules & Regulations of the Board of Fire and Police Commissioners. Upon review, a variety of language changes were recommended and approved by the Board of Fire & Police Commissioners at their April 12, 2010 meeting. Final approval of these changes is dependant on Board approval, and therefore the recommended Rules & Regulations are attached. A synopsis of the change recommendations are highlighted below:

Chapter I, Section 1: Source of Authority

The current language reflects the particular bargaining agency that represents entry-level Police Officers. Per Attorney recommendation, the language is more general in nature as follows:

The Board of Fire & Police Commissioners Act, as modified by any collective bargaining agreement involving sworn members of the Police Department (hereinafter, "CBA") between the Village of Carol Stream and any employee union representing sworn officers (hereinafter, "the Union"), is the basis for the Board's rules and regulations. The Village of Carol Stream is a home rule community, and to the extent these rules and regulations conflict with any specific provisions of said law, the provisions of these rules, if consistent with a CBA, shall supersede and be given full force and effect.

Chapter I, Section 2: Definitions

Language has been added to reflect the new structure within the Police Department effective May 1, 2010 as follows:

The word "Officer" and/or "sworn member" shall mean any person appointed, sworn, and commissioned in the full time classified service in the Police Department of the Village of Carol Stream, except the Chief of Police, Deputy Chief of Police, and Commander as provided by Statute.

Chapter I, Section 5: Meetings

Per Attorney recommendation, the language is more general in nature as follows:

The Board shall select the time and place of regular meetings. At the commencement of each fiscal year, the recording secretary shall post a notice of the date, place and time of the regular meetings.

Chapter I, Section 10: Annual Budget Request

Due to the activities of the Board of Fire & Police being reflected in the Annual Report of the Employee Relations Department, a separate report by the Board of Fire & Police is unnecessary. Language to state as follows:

The Board of Fire & Police shall submit a budget request to the Village on or before December 31<sup>st</sup> of each year for expenditures anticipated in the following fiscal year.

Chapter II, Section 9: Ride Along

Current language could be misinterpreted to mean any person who submits an application for employment must do a ride along, as opposed to candidates that have completed various other portions of the examination process. Therefore, wording has been added to indicate that this requirement must be done prior to hire as follows:

Prior to hire, each Police Officer applicant shall be required to attend a minimum of one mandatory ride along with a current member of the Carol Stream Police Department.

Chapter II, Section 13 (J): Disqualification

Current language could be misinterpreted to mean the Employee Relations Department is making the decision. Language to be changed as follows:

An applicant that has been disqualified or failed any phase of the application process will be notified, in writing within 30 days of such a decision by the Board.

Chapter II, Section 15: Background Investigation

Language change regarding the retention of records is recommended in order to be consistent with other areas of the Rules & Regulations as follows:

Background information will be placed in the applicant's file and maintained by the Fire and Police Commission in accordance with this policy regarding the retention of records.

Chapter III, Section C (2): Posting of Preliminary Register; Preferences

To be clear, it is recommended to add the following sentence to this section:

It is the intent of these rules that the preference points to be awarded comply, from time-to-time, with the requirements of the State statutes. If there is a difference between the preference points set out below and those specified within State statutes, the latter shall apply.

Chapter III, Section C (3): Final Eligibility Roster

As discussed in prior Board of Fire & Police Meetings, we are recommending to change the amount of time the eligibility list is in effect from 2 years to 3 years. Language to state as follows:

Eligibility lists will be in effect for no more than three (3) years.

Chapter IV, Section 1: General

As promotions under the jurisdiction of the Board of Fire & Police will be only to that of the next rank (Sergeant), language has been changed as follows:

The Board shall provide for promotion to Sergeant positions in the Police Department on the basis of ascertained merit and seniority in service and examination, and shall provide in all cases where it is practicable that vacancies shall be filled by promotion. All elements used to evaluate candidates for promotion to Sergeant are job related and nondiscriminatory. The Board shall post the announcement of the upcoming promotional examination and the Chief of Police shall ensure that all eligible applicants are notified.

Chapter IV, Section 2(b): Lieutenant's Exam

As promotions under the jurisdiction of the Board of Fire & Police will be only to that of the next rank (Sergeant), this section has been eliminated.

Chapter IV, Section 3(a): Special Promotional Examinations for Members of the Carol Stream Police Department

The current language reflects the current Collective Bargaining Agreement that covers entry-level Police Officers. Per Attorney recommendation, wording has been added as follows:

In cases arising under the CBA, the Board's jurisdiction to hear and decide grievances arising out of the imposition of discipline of officers is invoked by the filing of a notice of appeal to the Board within the time provided by Article XVI, Section D and Article XVIII, Section E, of the CBA or such other applicable provision of a CBA.



#### Chapter IV, Section 4: Probationary Period

While the current language provides for hiring external candidates for the position of Sergeant under certain circumstances, it does not address the consequences should that person fail to meet expectations during the probationary period. Language has been added as follows:

In the event that the person chosen to fill a vacancy as Sergeant is not a member of the Carol Stream Police Department immediately prior to employment, that person shall be subject to a probationary period of fifteen (15) months. Prior to the end of the probationary period, the Board shall seek the recommendation of the Chief of the Department regarding the efficiency of the probationer's performance. The Chief may, at any time, request that the Board discharge a probationer. The Board may also require the probationer to appear before it for an interview regarding the end of the probation period. The probationer may be discharged by the Board at any time during the fifteen (15) month probationary period with or without an appearance before the Board.

#### Chapter VI, Section 1(k): Disciplinary Proceedings; Hearing of Appeals, Charges, Suspensions and Discharges

Per Attorney recommendation, language has been added to incorporate statutory or common law changes that could occur in the future.

"Just Cause" is a standard that derives from labor arbitration cases and refers generally to the guidelines and criteria set forth by Arbitrator Carroll R. Daugherty in Enterprise Wire Co. and Enterprise Independent Union, 46 LA 359 (1966), or, as may be later established by statutory or common law authority.

#### Chapter VI, Section 3(a): Notice of Appeal

The current language reflects the current Collective Bargaining Agreement that covers entry-level Police Officers. Per Attorney recommendation, wording has been added as follows:

In cases arising under the CBA, the Board's jurisdiction to hear and decide grievances arising out of the imposition of discipline of officers is invoked by filing of a notice of appeal to the Board within the time provided by Article XVI, Section D and Article XVIII, Section E, of the CBA, or such other applicable provision of the CBA.

Please let me know if you have any questions or concerns.

**RULES AND REGULATIONS OF THE  
BOARD OF FIRE AND POLICE  
COMMISSIONERS**

**VILLAGE OF CAROL STREAM  
STATE OF ILLINOIS**

Adopted April 12, 2010  
Effective May 1, 2010

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**RULES AND REGULATIONS OF THE  
BOARD OF FIRE AND POLICE COMMISSIONS**

Village of Carol Stream  
State of Illinois

**CHAPTER I -- ADMINISTRATION**

Section 1. **SOURCE OF AUTHORITY**

The Board of Fire and Police Commissioners of the Village of Carol Stream, Illinois derives its power and authority to promulgate rules and regulations from an Act of the General Assembly entitled, "Division 2.1 Board of Fire and Police Commissioners," Chapter 65, Illinois Compiled Statutes, Section 5/10-2.1-1 et seq. (hereinafter, "the BPFPC Act"), and from the Code of Ordinances of the Village of Carol Stream, adopted pursuant to its home rule powers. The BOFPC Act, as modified by any collective bargaining agreement involving sworn members of the Police Department (hereinafter, "CBA") between the Village of Carol Stream and any employee union representing sworn officers (hereinafter, "the Union"), is the basis for the Board's rules and regulations. The Village of Carol Stream is a home rule community, and to the extent these rules and regulations conflict with any specific provisions of said law, the provisions of these rules, if consistent with a CBA, shall supersede and be given full force and effect.

Section 2. **DEFINITIONS**

The word "Board" wherever used shall mean the Board of Fire and Police Commissioners of the Village of Carol Stream. The word "Officer" and/or "sworn member" shall mean any person appointed, sworn, and commissioned in the full time classified service in the Police Department of the Village of Carol Stream, except the Chief of Police, Deputy Chief of Police, and Commander as provided by Statute. The singular includes the plural, and the plural the singular. Whenever the masculine pronoun is used herein, it shall include the feminine pronoun as well.

Section 3. **APPOINTMENTS & TERMS OF OFFICE**

The Board shall consist of three (3) members appointed by the Mayor, with the consent of the Village Board. Each member's term of office shall be three (3) years and until their respective successors are appointed and have qualified. No bond shall be required of any Board member. Political affiliation shall not be considered and no affidavit of political affiliation shall be required.

Section 4. OFFICERS OF THE BOARD AND THEIR DUTIES

The Board shall annually elect a Chairman and a Secretary at the first meeting in May. Said officers of the Board shall hold office for one (1) year and until their successors are duly elected and qualified. The Chairman shall be the presiding officer at all meetings. The Secretary shall keep the Minutes of all meetings of the Board in a permanent record book, and shall be the custodian of all the forms, papers, books, records and completed examinations of the Board, and shall perform such other duties as the Board shall prescribe from time to time. The Board may employ a recording secretary to assist the Secretary.

Section 5. MEETINGS

The Board shall select the time and place of its regular meetings. At the commencement of each fiscal year, the recording secretary shall post a notice of the date, place and time of the regular meetings. Notice shall be posted and meetings shall be subject to the Open Meetings Act.

Special meetings may be called pursuant to a request by any two members or the Chairman for a special meeting. Such request for a special meeting shall be filed with the Secretary of the Board. Upon receipt of such a request, the Secretary, recording secretary or any Board member may send notice of the meeting to all members and any other person required by law to receive such notice. The notice shall contain a brief statement of the business to be submitted for the consideration of the Board at such special meeting, and shall set forth the time and place of such special meeting, and no other business shall be considered at such special meeting.

Notice of meetings of the Board shall be given in accordance with law.

Section 6. QUORUM

Two (2) members of the Board shall constitute a quorum for the conduct of all business.

Section 7. ORDER OF BUSINESS

The order of business at the meetings of the Board shall be as follows:

- (a) Call to order
- (b) Reading of the Minutes
- (c) Communications
- (d) Unfinished business
- (e) New business
- (f) Adjournment

Section 8. PROCEDURAL RULES

The parliamentary procedures prescribed in Robert's Rules of Order shall be followed to the extent they are applicable.

Section 9. AMENDMENTS

Amendments to the rules of the Board may be adopted at any meeting of the Board. All amendments shall forthwith be printed and distributed to each officer and to the Village Clerk

Section 10. ANNUAL BUDGET REQUEST

The Board of Fire & Police shall submit a budget request to the Village on or before December 31<sup>st</sup> of each year for expenditures anticipated in the following fiscal year. The Board of Fire & Police shall submit a budget request to the Village on or before December 31<sup>st</sup> of each year for expenditures anticipated in the following fiscal year.



## CHAPTER II -- APPLICATIONS

### Section 1. RESIDENCE REQUIREMENTS

Applicants for examination must agree to become residents of the State of Illinois at the time of their appointment and further to reside within the area prescribed by the Village Board. The Board shall observe such residence requirements as established by Ordinance.

### Section 2. AGE REQUIREMENTS

Unless otherwise provided, applicants for original appointments must be at least 21 years of age as of the date specified on the notice of examination.

All applicants for a position shall be under 35 years of age unless they qualify under one or more of the other age exemptions contained within State law. In addition, applicants may be under 21 years of age if they qualify for one of the exemptions under State law which allows persons of a younger age to make application.

### Section 3. VISION AND HEARING REQUIREMENTS

Applicants for the position of Police Officer must have at least 20/100 vision in each eye, correctable to 20/20, and shall not be color blind. Applicants shall have normal hearing.

### Section 4. SPECIAL QUALIFICATIONS

If the position requires special qualifications, the Board may require that evidence of special training or practical experience must accompany the application for examination.

### Section 5. APPLICATION FORMS

The Board shall furnish application packets for positions on the Police Department.

The packet shall contain information about the testing and selection process, the expected duration of the process and information about the ability to reapply for future examinations if the candidate is disqualified.

### Section 6. FILING OF APPLICATIONS

Applications for the Police Department shall be addressed to the Board and filed with the Secretary. All applications shall be completed in the handwriting of the

applicant. New applications shall be filed for each examination. Applications of persons who fail to appear at the time and place specified for holding an examination, or who failed a previous examination, shall not be used in subsequent examinations.

Section 7. DEFECTIVE APPLICATIONS

Applicants who submit defective or incomplete applications may be notified by the Board that they are required to provide additional information or otherwise correct the application, provided the applicant appears to be otherwise qualified for the position he or she seeks.

Section 8. NOTICE OF ACCEPTANCE

The Secretary will notify all applicants whose completed applications have been accepted by the Board to present themselves for orientation.

Section 9. RIDE ALONG

Prior to hire, each Police Officer applicant shall be required to attend a minimum of one mandatory ride along with a current member of the Carol Stream Police Department.

Section 10. POLYGRAPH EXAMINATION

Any applicant for an original position or for promotion with the Police Department of the Village of Carol Stream may be required to submit to a Polygraph Device Deceptive Test, at such time and place as the Board may, in writing, designate. Such test shall be given without expense to the applicant. Failure of the applicant to take such test shall disqualify him/her from further consideration for appointment.

Section 11. PSYCHOLOGICAL EXAMINATION

Each application for either an original position or for promotion may be required to submit to a psychological examination in conjunction with a medical examination by such psychologist as the Board may, in writing, designate. Such examination shall be without expense to the applicant. Failure of the applicant to take or pass such test shall eliminate him/her from further consideration.

Section 12. PHYSICAL AND MEDICAL EXAMINATIONS

Upon receiving a conditional offer of original employment or promotion, applicants shall be required to submit to a physical and medical examination by a

licensed physician, who may be designated by the Board.

Section 13. DISQUALIFICATION

At any stage of the application process, and to the extent permitted by statute and case law, the Board may refuse to examine, or after examination to certify or fully certify as eligible, any applicant who:

- (a) is found lacking in any of the established preliminary requirements for the service for which he or she applies, as set forth in the notice of position availability;
- (b) is physically unable to perform the essential core duties of the position to which he or she seeks appointment, as set forth in the notice of position of position availability;
- (c) is addicted to the habitual use of narcotics or intoxicating beverages, or is found to have taken or sold an illegal drug identified as a Schedule I, II or III controlled substance in the Illinois Compiled Statutes;
- (d) has been convicted of a felony or any misdemeanor involving moral turpitude as specified in Section 5/10-2.1-6 of the Board of Fire and Police Commissioners Act;
- (e) has been dismissed from any public service for a good cause;
- (f) has practiced or has attempted to practice any deception or fraud in his or her application or who has untruthfully answered questions during the application process;
- (g) may be found to be disqualified in personal qualifications or health;
- (h) has unsatisfactory character and employment references;
- (i) does not possess a high school education or its equivalent.
- (j) has been convicted of a misdemeanor crime of domestic violence, or for any other reason has lost, forfeited or been deprived of the lawful capacity to possess firearms or ammunition.

An applicant that has been disqualified or failed any phase of the application process will be notified, in writing within 30 days of such a decision by the Board.

Section 14. TESTING IRREGULARITIES

If, based on the totality of the circumstances, the Board has a reasonable basis for believing that the results of any examination administered under Chapters III or IV below are erroneous, inaccurate or in any other way irregular, the Board may direct the applicant(s) in question to submit to a retaking of such test before an alternate examiner.

Section 15. BACKGROUND INVESTIGATION

The police department will conduct a background investigation. Qualifying credentials will be verified, a review of any criminal records will be performed and verification of at least three personal references. A home interview shall be conducted.

The police department will use trained personnel to collect the required background information.

Background information will be placed in the applicant's file and maintained by the Fire and Police Commission in accordance with this policy regarding the retention of records.

## CHAPTER III -- EXAMINATIONS -- ORIGINAL APPOINTMENTS

### A. GENERAL PROCEDURES

All elements of the selection process for sworn personnel use only those rating criteria or minimum qualifications that are job related. The selection process incorporates only those components that have been documented as having validity, utility, and a minimum adverse impact. The selection process has a criteria-related validity. All written tests or materials administered by a private sector or vendor will meet the requirements of validity, utility and minimum adverse impact.

#### Section 1. EXAMINATIONS

The Board shall call for competitive examinations to establish eligibility lists. A call for such examination shall be entered in the minutes of the Board and shall include information pertaining to:

- (a) the time and place where such examination will be held;
- (b) the period for the Board's receipt of applications, which period shall be for at least a two-week period, and shall terminate a minimum of ten (10) days before the examination procedures begin;
- (c) the position to be filled from the resulting eligibility list.

#### Section 2. NOTICE OF EXAMINATIONS

Examinations for original appointment shall be advertised in a local newspaper in accordance with 5/10-2.1-13. Advertisements will include electronic media and postings. All announcements will include a description of duties, responsibilities, requisite skills, educational level, and other minimum requirements. Announcements should be posted at community service organizations and the Department should seek assistance from community leaders. All announcements will include an official deadline for the acceptance of applications.

Examinations may be postponed, however, by order of the Board, which order shall state the reason for such postponement and shall designate a new date for said examination. Applicants shall be notified of the postponement of any examination and of the new date fixed for said examination.

Section 3. TYPES OF EXAMINATIONS

Applicants must attend the orientation program sponsored by the Board.

Applicants will then be required to undergo various tests, including examinations, written and oral. The subject matter for examinations shall be such as will fairly test the capacity of the applicant to discharge the duties of the position to which the applicant seeks appointment. No examination shall contain questions regarding the applicant's political or religious opinions or affiliations.

The Employee Relations Department will maintain contact with all applicants from initial application to final employment disposition.

Section 4. ORDER OF EXAMINATIONS

Examinations will be held as prescribed by the Board. Failure to pass any test graded on a "pass/fail" basis shall disqualify the applicant from any further participation. An applicant must achieve at least a minimum passing score on the physical ability and written examinations which shall be established with the testing agency employed by the Board and announced at the mandatory orientation meeting prior to the beginning of the testing process. The nature of the testing process examinations and related scoring are:

<u>Examination</u>	<u>Passing Grade</u>
written examination w/ oral boards	minimum passing score set at orientation meeting
polygraph examination*	
credit, moral, and other background investigation	pass/fail
oral interview	pass/fail
physical agility test*	pass/fail
psychological examination / physical examination	pass/fail

\*further investigation of all polygraph examination results will be performed.

\*passing of physical agility test for academy attendance as required by State law & academy attendance.

(preference points are awarded if requested and appropriate.)

All elements of the testing process shall be administered, scored, evaluated, and interpreted in a uniform manner.

B. WRITTEN EXAMINATION

Section 1. NATURE OF EXAMINATION

The material used in these examinations shall be of such a nature as to adequately assess the candidate's aptitude to assimilate training as a Police Officer.

Section 2. FINALITY

All examination papers shall be and become the property of the Board and the grading thereof by the Board shall be final and conclusive. Candidates who fail to achieve a passing grade will be notified and eliminated from all further consideration.

C. ELIGIBILITY REGISTER

Section 1. PLACEMENT ON REGISTER

The Commissioners shall prepare and keep a register of persons whose score on the written examination is not less than the minimum fixed by these rules, and who are otherwise eligible. These persons shall take rank upon the register as candidates in the order of their relative excellence as determined by the written examination without reference to priority of time of examination.

Accelerated Entry candidates, as provided for in Section K (hereafter), shall be placed at the top of the register in the order in which their application was found to conform with the required criteria.

Section 2. POSTING OF PRELIMINARY REGISTER; PREFERENCES

Within 20 days after the written examination, a preliminary eligibility list shall be posted by the Commissioners, which shall show the final grades of the candidates and subject to the claims for preference points as provided hereunder. Candidates who are eligible for veteran, educational, or law enforcement certification preference points must make a claim in writing with proof thereof within 10 days after the date of the preliminary eligibility list or such claim will be waived. No candidate will be eligible to receive more than 5 preference points in total. It is the intent of these rules that the preference points to be awarded comply, from time-to-time, with the requirements of the State statutes. If there is a difference between the preference points set out below and those specified within State statutes, the latter shall apply.

(a) Veteran's Preference Points.

Applicants who have served in the military or naval service of the United States for a period of at least one year and who were honorably discharged therefrom, or who are or may hereafter be on inactive or reserve duty in such military or naval service, shall be eligible for five (5) preference points pursuant to 65 ILCS 5/10-2.1-8.

(b) Prior Service Preference Points.

Applicants who either (i) have been employed by the Village as Community Service Technicians, or (ii) possess a certificate of Basic Law Enforcement Training Course as provided in the Illinois Police Training Act shall be eligible for preference points as follows:

- i. Applicants with at least two (2) years' employment by the Village as a Community Service Technician, or certified and having at least two (2) years employment as a full-time sworn peace officer are eligible for five (5) points at the time of examination for original appointment to the Police Department.
- ii. Applicants with experience of up to two (2) years' employment by the Village as a Community Service Technician, or certified and having zero (0) to two (2) years employment as a full-time sworn peace officer are eligible for three (3) points at the time of examination for original appointment to the Police Department.

(c) Education Preference Points.

Applicants who possess a Bachelor's Degree in any academic discipline at the time of their application for employment with the Department shall be eligible for five (5) preference points. Applicants who hold a valid Associate's Degree in law enforcement or criminal justice at the time of their application for employment with the Department shall be eligible for three (3) preference points.

Section 3. FINAL ELIGIBILITY ROSTER

The Board shall prepare a "Final Eligibility Roster" which shall include claimed preference points. Appointment shall be subject to a final polygraph examination, psychological, background investigation, oral interview, and physical examination



as provided by these rules. Eligibility lists will be in effect for no more than three (3) years.

Applicants shall be appointed from the eligibility list in descending order. Notwithstanding anything to the contrary contained in these rules and regulations, the Board may, in its discretion, choose to appoint an applicant who has been awarded a certificate attesting to his or her successful completion of a minimum standards Basic Law Enforcement Training Course, as provided in the Illinois Police Training Act, ahead of non-certified applicants.

D. POLYGRAPH EXAMINATION

Candidates, on notification of a pending appointment, shall submit themselves for a polygraph examination as provided by these rules at such time and place as the Board may in writing designate.

The polygraph examiner will review the questions with the candidate prior to the actual examination. The polygraph examiner will be a licensed polygraph examiner designated by the Board.

If the candidate fails the polygraph test (deception was detected by the examiner), the candidate may be disqualified. Any admission made to the polygraph examiner during pre-test, test, or post-test interviews cannot be used solely to disqualify a candidate. The results of the polygraph examination, whether truthful statements were made or deception was detected, will be investigated during the background phase of the testing process, then reviewed by the Board of Fire & Police Commissioners for determination.

E. PSYCHOLOGICAL EXAMINATION

Upon notification of a pending appointment, candidates shall submit themselves for "Psychological Examination" by a licensed psychologist designated by the Board. Failure to pass this examination shall eliminate the candidate's name from the "Eligible Register" and any further consideration.

F. ORAL EXAMINATION OR INTERVIEW

Section 1. ATTENDANCE OF BOARD MEMBERS

No less than two (2) Commissioners shall conduct the Oral Examination. Questions may be asked by the Commissioners or persons selected by the Commissioners.

The same Commissioners shall not be required to interview each applicant.

Section 2. SUBJECT OF EXAMINATION

Questions shall be asked of the candidate that will enable the Commissioners to properly evaluate and grade the candidate on voice and speech, appearance, alertness, ability to present ideas, judgment, emotional stability, self confidence, friendliness and personal fitness for the position.

Section 3. COMMISSIONERS' DECISION

On completion of each oral interview, the Commissioners will discuss the candidate's ability using the traits listed in Section 2 above. Each Commissioner will then grade the candidate on a pass/fail basis. The Commissioners will determine the pass/fail status of each candidate. Candidates who fail are automatically eliminated from all further consideration.

G. CREDIT AND MORAL EXAMINATION

The Board may conduct an investigation of the applicant's character and fitness. The Board may cause the conduct of an investigation of the financial history of the applicant with a view toward determining whether the applicant's prior use or abuse of credit or questionable financial dealing or special financial dependency create a reasonable doubt as to the candidate's ethics, stability, trustworthiness, honesty or financial responsibility. The applicant shall furnish all information requested to assist the Board in conducting this investigation including but not limited to fingerprints, financial and credit records.

H. MEDICAL EXAMINATION

Candidates, upon notification of a conditional offer of employment, shall submit themselves for a complete medical examination by a licensed physician designated by the Board. Failure to pass this examination shall eliminate the candidate's name from the "Eligible Register" and any further consideration.

I. EFFECT OF WAIVER OF APPOINTMENT

Any person whose name appears on an Eligibility Register for original appointment compiled under this Chapter III, but who declines original appointment, shall be removed from the Eligible Register and shall not be considered further. Any person whose name appears on an Eligibility Register for promotional appointment compiled under Chapter IV

below may decline appointment one time. Any person so declining a promotional appointment is required to notify the Board in writing within five (5) days from the time appointment is offered. In the event a person declines a promotional appointment for a second time, the Board, in its discretion, may strike the name of such candidate from the Eligibility Register.

J. PROBATION

Original appointees shall be on probation for a period of twenty-five (25) months. The probationary period shall be extended by adding to the 25 month period any time that the probationer receives as an authorized leave. In no case shall a probationer be discharged except by Board action. Prior to the end of the probationary period, the Board shall seek the recommendation of the Chief of the Department regarding the efficiency of the probationer's performance. The Chief may, at any time, request that the Board discharge a probationer. The Board may also require the probationer to appear before it for an interview before making a decision regarding permanent appointment. The probationer may be discharged by the Board at any time during the twenty-five (25) month probationary period with or without an appearance before the Board. Final certification of probationary Police Officers shall be subject to successful completion of the Basic Training Course, as mandated by the State of Illinois.

K. ACCELERATED ENTRY

All persons possessing certification from the Illinois Law Enforcement Training and Standards Board may be considered for accelerated entry. Candidates selected must first meet the following criteria:

1. Had previous post-probationary status as a Police Officer in the State of Illinois
2. Is currently in good standing in the Police Department in which the person serves, or left in good standing; and
3. Has substantially equivalent skills and abilities as a Village of Carol Stream post-probationary Patrol Officer

Or

1. Is a member in good standing in the Senior year of the Illinois Police Corps Program; and
2. Has submitted to and passed such examinations as the Board of Fire and Police deem necessary to determine fitness for duty as a Police Officer

Accelerated entry applicants who have been determined by the Board to meet the aforementioned requirements will not be required to attend the orientation, or take the written examination. However, all accelerated entry candidates shall successfully complete

all other phases of the entry process as outlined in Chapter III, prior to an offer of employment being given. The Chief of Police shall present the qualifications of any person selected for accelerated entry to the Board of Fire and Police Commissioners for approval.

L. RECORDS

The Fire and Police Commission will maintain records of all candidates within the Employee Relations Department. The files will be kept in a secure area. Access to the files is restricted to those persons legally entitled to view the records. These records will be maintained indefinitely.

Companies contracted to administer tests will maintain all testing materials and answer templates in a secure area at their facility.

A report of the results of the medical, polygraph and psychological examinations will be kept within the file records of the candidate within the Employee Relations Department. The examination provider will keep a detailed record of these exams.

## CHAPTER IV -- PROMOTIONAL EXAMINATIONS

### Section 1. GENERAL

The Board shall provide for promotion to Sergeant positions in the Police Department on the basis of ascertained merit and seniority in service and examination, and shall provide in all cases where it is practicable that vacancies shall be filled by promotion. All elements used to evaluate candidates for promotion to Sergeant are job related and nondiscriminatory. The Board shall post the announcement of the upcoming promotional examination and the Chief of Police shall ensure that all eligible applicants are notified. An outside agency will be hired to implement the exams. The Chief of Police shall act as the liaison and provide input and assistance. The Chief of Police and other administrative staff will review and recommend questions and scenarios throughout the testing process. After each examination, applicants will have a forum to contest answers and to challenge all aspects of the process. Any appeal must be done in writing to the Chief of Police, who will then forward the appeal to the Board. All examinations for promotion shall be competitive among such members of the next lower rank as desire to submit themselves to such examination, and all promotions shall be made from among the three candidates having the highest rating. Eligibility lists will be in effect for a three-year period, ending with the final posting of a new eligibility list. When there are less than three names on the promotional eligibility roster, a new list shall be established in accordance with these Rules. In order to be eligible for promotional examinations, the officer must have completed the probationary period of the lower rank. An applicant that fails the examination, or if the list expires before the applicant is promoted, the applicant is eligible to participate in the next promotional examination. The method of examination and the rules governing promotion are the same as provided for applicants for original appointment except as follows:

All officers who submit themselves to examination will be graded according to the following schedule:

	<u>Weight</u>	<u>Minimum Passing Score</u>
Written Examination	25%	
Assessment Center	25%	
Oral Interview	20%	
Merit and Efficiency Rating (based on previous service)	20%	
Seniority (1% per year		

with a maximum of 10 years)	<u>10%</u>	
Maximum Grade	100%	70

A minimum score of 70, prior to application of veteran's points, if applicable, is required to be placed on the list of eligibles.

Veteran's credit shall be applied as prescribed by Statute (Chapter 65, 5/10-2.1-11).

Section 2. CONSOLIDATION OF LISTS

Should the Board deem it advisable to supplement the number of names on any eligible register by holding another examination for the position, the register resulting from such supplemental examination shall be consolidated with the existing register and the names of eligibles shall take rank on such consolidated register in the order of the highest score obtained in either examination without reference to priority of time of examination. It shall be the duty of the Board to notify persons on the existing list that a supplemental examination will be held and will result in a consolidation of the two lists.

No examination shall be given if a vacancy exists at that time and an eligibility list is in existence.

Section 3. SPECIAL EXAMINATIONS FOR THE RANK OF SERGEANT

Upon notice from the Village Manager that a Sergeant vacancy exists, the Board shall select the individual to be promoted in the manner specified in this chapter.

In the event that less than three eligible members of the Carol Stream Police Department set forth above in Paragraph A sign up, take & pass the promotional examination, then within six (6) months of said promotional examination the Board may schedule a promotional examination for that rank which will be open to persons who are not members of the Carol Stream Police Department who possess, at a minimum, the experience with another public body that a member of the Carol Stream Police Department would be required to possess in order to take the promotional examination. For example, a person qualified to take a sergeant's examination must possess prior experience as a patrol officer or an equivalent position in the police department of a public body.

Such persons must have successfully completed thirty-six (36) months of service

with said police department. In addition, said persons must have been employed in said position within three years of taking the promotional examination and if no longer working as a police officer, must have left police employment voluntarily and not while disciplinary charges were pending.

The procedures governing application for such persons shall be generally the same as those provided for applicants for original appointments as Village of Carol Stream Police Department patrol officers.

The method of examination, the rules governing promotion, and residency requirements are the same as provided for applicants for original appointment except as follows:

All officers who submit themselves to examination will be graded according to the following schedule:

	<u>Weight</u>	<u>Minimum Passing Grade</u>
Written Examination	25%	
Oral Interview	25%	
Merit and Efficiency Rating	20%	
<p>(Based on previous Service. A person who is not a member of the Carol Stream Police Department shall be required to provide copies of all previous merit and efficiency ratings while in service to a public body and to provide recommendations from at least three previous senior officers. The Board, in its discretion, may require oral interviews with persons who provide recommendations.)</p>		
Seniority	20%	
(1% per year with a maximum of 10 years based on prior service with any police department as a police officer.)	<u>10%</u>	

Maximum Grade

100%

70

A minimum score of 70, prior to application of veteran's points, if applicable, is required to be placed on the list of eligibles.

Veteran's credit shall be applied as prescribed by Statute (65 ILCS 5/10-2.1-11).

The Board shall fill the vacancy from among the three applicants having the highest rating and who have passed the examination. The examination shall otherwise be conducted in the same form as with regard to the selection process for promotion limited to members of the next lowest rank within the Police Department.

All appointments made from outside the Carol Stream Police Department shall be on probation for a period of 15 months and shall be further subject to the provisions of Chapter III, Section K of these rules.

Section 4. PROBATIONARY PERIOD

Every promotion shall be subject to a probationary period of fifteen (15) months. During the probationary period, the Chief may request the Board to rescind the promotion and restore the officer to the rank held prior to promotion. No hearing is required to grant the Chief's request.

In the event that the person chosen to fill a vacancy as Sergeant is not a member of the Carol Stream Police Department immediately prior to employment, that person shall be subject to a probationary period of fifteen (15) months. Prior to the end of the probationary period, the Board shall seek the recommendation of the Chief of the Department regarding the efficiency of the probationer's performance. The Chief may, at any time, request that the Board discharge a probationer. The Board may also require the probationer to appear before it for an interview regarding the end of the probation period. The probationer may be discharged by the Board at any time during the fifteen (15) month probationary period with or without an appearance before the Board.



**CHAPTER V -- ORDER OF RANK, CLASSIFICATION AND OATH OF OFFICE**

Section 1. **RANK**

The order of rank in the Police Department shall be as provided by Ordinance and municipal budget.

Section 2. **OATH OF OFFICE**

Before entering upon his/her duty, any person about to become a member of the Police Department shall take the following oath, before any person authorized to administer oaths in the State of Illinois:

"I \_\_\_\_\_, do solemnly swear that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and the Ordinances of the Village of Carol Stream, and that I will faithfully discharge the duties of the office of \_\_\_\_\_ according to the best of my ability."

(Signed) \_\_\_\_\_

Subscribed and sworn to me this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, and shall enter into such bond in such amount as prescribed by the Ordinances of the Village of Carol Stream, unless the Village of Carol Stream provides a blanket bond for all of its officers.

**CHAPTER VI – DISCIPLINARY PROCEEDINGS; HEARING OF APPEALS, CHARGES, SUSPENSIONS AND DISCHARGES**

**Section 1. GENERAL PROVISIONS & DEFINITIONS**

- (a) Hearings before the Board are not common law proceedings. The provisions of the "Illinois Code of Civil Procedure" do not apply to hearings before the Board.
- (b) "Counsel" as used herein means: One who has been admitted to the bar as an attorney-at-law in this State.
- (c) At the time and place of hearing, both parties may be represented by counsel, if they so desire.
- (d) All proceedings before the Board during the conduct of the hearings shall be recorded by a reporter to be employed by the Board.
- (e) The records of all hearings will not be transcribed by the reporter unless requested to do so by the Board or any party of interest in which case the party making such a request shall pay all costs for the transcript and all additional costs for the reporter, if any.
- (f) All witnesses shall be sworn by the Chairman of the Board or his designee prior to testifying and the matter will be decided by the Board on evidence presented at the hearings.
- (g) The Board will first hear the witnesses substantiating the disciplinary action taken against the grievant or the charges which have been made against the respondent. Thereafter, grievant or the respondent may present and examine those witnesses whom he/she desires the Board to hear. All parties shall have the right to cross-examine witnesses presented by the opposite party.
- (h) All hearings are subject to the Open Meetings Act.
- (i) No rehearing, reconsideration, modification, vacation or alteration of a decision of the Board shall be permitted.
- (j) "Cause" is some substantial shortcoming which renders continuance in employment detrimental to the discipline and efficiency of the public service and something which the law and sound public opinion recognize as cause for

the officer no longer occupying the position. In any case with respect to which "cause" is the standard for the imposition of discipline (i.e., in all cases not involving appeals of disciplinary action arising under the CBA), the right to determine what constitutes cause is in the Boards discretion.

- (k) "Just cause" is the standard for upholding discipline to be applied by the Board in cases of appeals of disciplinary action arising under the CBA. "Just cause" is a standard that derives from labor arbitration cases and refers generally to the guidelines and criteria set forth by Arbitrator Carroll R. Daugherty in Enterprise Wire Co. and Enterprise Independent Union, 46 LA 359 (1966), or, as may be later established by statutory or common law authority.
- (l) The phrase "preponderance of the evidence" is defined as the greater weight of the evidence and is more convincing as to its truth when weighed against the evidence in opposition thereto.

Section 2. HEARING PROCEDURE: CASES NOT ARISING UNDER THE CBA

(a) Complaints

In all cases, five (5) copies of the complaint shall be filed with the Secretary of the Board, setting forth a plain and concise statement of the facts. A copy of the complaint shall also be served upon the respondent and proof of service filed with the Secretary.

(b) Notification of Hearing

Upon the filing of the complaint, as provided above, the Secretary of the Board shall notify both the complainant and respondent either by certified mail (return receipt requested) or by personal service of the time and place of the hearing of the charges. If an Order of Suspension is entered by the Board, the respondent, the complainant, the Chief of the Department, the Treasurer, comptroller, manager, or other finance officer of the municipality shall be notified of the entry of such Order of Suspension, and be served either in person or by registered or certified mail (return receipt requested) with a copy of such Order of Suspension. The first hearing shall take place within thirty (30) days of filing of the complaint, unless waived in writing by the respondent.

(c) Continuances

The matter of granting or refusing to grant a continuance of a hearing is within the discretion of the Board. Except under extraordinary circumstances, the hearing shall not be continued at the request of any of the parties to a proceeding or their attorneys, unless received in writing at the Board's offices at least three days before the scheduled hearing date.

(d) Stipulations

Parties may, on their own behalf, or by counsel, stipulate and agree in writing, or on the record. The fact(s) so stipulated shall be considered as evidence in the proceeding, provided that the Board, after giving notice to the parties, may require the presentation of evidence to substantiate the matters so stipulated.

(e) Sufficiency of Charges – Objections to

Motions or objections to the sufficiency of written charges must be filed or made prior to or at the bearing before the Board.

Section 3. HEARING PROCEDURE: APPEALS FROM GRIEVANCES UNDER THE CBA

(a) Notice of Appeal

In cases arising under the CBA, the Board's jurisdiction to hear and decide grievances arising out of the imposition of discipline of officers is invoked by the filing of a notice of appeal to the Board within the time provided by Article XVI, Section D and Article XVIII, Section E, of the CBA or such other applicable provision of a CBA.

(b) Notification of Hearing

Upon the filing of the notice of appeal, as provided above, the Secretary of the Board shall notify both the Village Manager and the Grievant either by registered or certified mail (return receipt requested) or by personal service of the fact and date of the filing of the notice of appeal, together with a proposed date or dates for the conduct of the appeal hearing. The date for the hearing shall then be established by mutual agreement of the Board, the Village (or its counsel), and the grievant and/or his Union representative and/or counsel.

(c) Continuances and stipulations shall be entertained in accordance with Section 2, subsections c and d above.

Section 4

SUBPOENAS

- (a) Either the complainant or the respondent (or in the case of an appeal of a disciplinary action arising under the CBA, the grievant or the Village) may, at any time make application to the Board by filing with it a written request for subpoenas for any individual to appear for a hearing or to produce books, papers, records, accounts and other documents as may be deemed by the Board to be relevant to the hearing. On the filing of such application, subpoenas will be issued for the named persons. Subpoenas may be served by any person of the age of twenty-one (21) years and upwards designated by the party requesting the subpoenas. Application for subpoenas should contain the names and addresses of the individuals to be subpoenaed, and the identity of any documents which they are to produce.
- (b) Any request for continuance by reason of inability to serve subpoenas shall be filed in the office of the Board at least three (3) days before the date set for such hearing, provided, however, that the Board in its discretion may waive this rule.

Section 5.

SERVICE

All papers required by these Rules and Regulations to be served shall be delivered personally to the party designated, or mailed by the United States mail in an envelope properly addressed, with postage prepaid, at the party's last known residence. Proof of service of any paper may be made by the certification of any person so mailing the paper or delivering the same to the designated party

Section 6.

FILING

All papers may be filed with the Board by mailing them or delivering them personally to the Secretary of the Board of Fire and Police Commissioners at the Village Hall, Carol Stream, Illinois 60188. For the purpose of these Rules and Regulations, the filing date of any paper shall be the date it was received at the Board's office, in the event the paper is delivered personally or by messenger. In the event a paper is forwarded by mail, then the filing date shall be the date which is postmarked on the envelope of such paper.

Section 7.

FORMS OF PAPER

- (a) All papers filed in any proceeding shall be typewritten or printed and shall be on one side of the paper only.
- (b) If typewritten, the lines shall be double-spaced except that long quotations

may be single-spaced and indented.

- (c) All papers shall not be larger than 8½ inches wide by 11 inches long and shall have inside margins of not less than one inch.
- (d) The original of all papers filed shall be signed in ink by the party filing the paper or by an officer, agent or attorney thereof.
- (e) If papers are filed by an attorney, his/her name and address shall appear thereon.

Section 8. COMPUTATION OF TIME

The time within which any act under these Rules is to be done shall be computed by excluding the first day and including the last unless day is Saturday, Sunday, or is a holiday as defined or fixed in any Statute now or hereafter in force and in the State, and then it shall also be excluded. If the day succeeding such Saturday, Sunday or holiday is also a holiday or a Sunday, then such succeeding day shall also be excluded.

Section 9. SUSPENSION IN CASES NOT ARISING UNDER THE CBA

- (a) The Board may suspend any member of the Police Department who is not covered by the CBA and against whom charges have been preferred, pending a hearing of the charges by the Board, but not to exceed thirty (30) days, without pay, at any one time.
- (b) The Chief of the Police Department shall have the right to suspend any officer under his/her command who is not covered by the CBA for a period of not to exceed five (5) days, provided no charges for the same occurrence have been filed and are pending before the Board, and the Chief shall notify the Board in writing within twenty-four (24) hours of the time of such suspension. Any Police Officer so suspended may appeal to the Board for a review of the suspension within five (5) calendar days after being notified of such suspension by filing notice of such appeal in writing with the Secretary of the Board. A hearing shall be had upon such appeal, and due notice given to the officer so suspended in the same manner as if charges were originally filed before the Board.
- (c) Upon such appeal, the Board may sustain the action of the Chief of the Department, may reverse it with instructions that the officer so suspended receive his/her pay for the period involved, may suspend the officer for an

additional period of not more than thirty (30) days, or discharge him/her depending on the evidence presented.

Section 10. SUSPENSIONS IN CASES ARISING UNDER THE CBA

In cases arising under the CBA, the authority of the Chief of the Police Department to suspend officers under his command shall be as provided in Article XVI, Section B of the CBA.

Section 11. DISCHARGE OR SUSPENSION AFTER HEARING: CASES NOT ARISING UNDER THE CBA

- (a) Discharge from office, or suspension from service in the Police Department in cases not arising under the CBA shall be in compliance with Statute.
- (b) The Board shall, within a reasonable time after the hearing is completed, enter its finding on the records of the Board.

Section 12. DATE OF HEARING

In cases not arising under the CBA, the time for the hearing of charges shall be set by the Board, within thirty (30) days of the time of the filing of such charges. In cases arising under the CBA, the time for hearing of the appeal shall be established by mutual agreement of the Village, the grievant and/or Union, and the Board. Continuances may be granted from time to time upon motion of any part of the proceeding by order of the Board, in accordance with Section 2(c) of this Chapter VI. Where all parties and members of the Board agree, a continuance may be granted to the parties without a need for a formal meeting of the Board to act upon the granting of such a continuance.

Section 13. FINDING AND ORDER: CASES NOT ARISING UNDER THE CBA

In cases not arising under the CBA, if any member of the Police Department shall be found guilty of the charges preferred against him/her after a hearing by the Board, he/she may be removed, discharged, or suspended for a period not exceeding thirty (30) days, without pay.

Section 14. VIOLATION OF RULES

All members of the Police Department shall be subject to the Rules and Regulations of the department, and the Rules and Regulations of the Board, and a violation of such Rules or Regulations shall be cause for the filing of charges before the Board and/or discipline imposed by authority of the Chief of Police.

Section 15. VIOLATION OF LAW

Any violation of the laws of the Village of Carol Stream, Illinois, or State or Federal law, by any member of the Police Department of the Village of Carol Stream shall be cause for the filing of charges against said officer and/or discipline imposed by authority of the Chief of Police.

Section 16. FINDING AND DECISION: CASES NOT ARISING UNDER THE CBA

In cases not arising under the CBA, the finding and decision of the Board, following a hearing of charges, shall be preserved by the Secretary, the notice of said finding and decision sent to the officer involved and the department head for enforcement. If the finding or decision is that an officer or employee is guilty of charges investigated, and removal or discharge is ordered, such order of removal or discharge shall become effective forthwith.

Section 17. FINDING AND DECISION: CASES ARISING UNDER THE CBA

In cases arising under the CBA, the Board shall issue a written opinion containing findings of fact and its decision as to whether the discipline imposed by the Chief of Police was or was not for just cause. Such written opinion shall be issued within thirty (30) calendar days following the close of the hearing or the submission of briefs by the parties, whichever is later. If the Board should find that the discipline was for just cause, it shall deny the grievance and sustain the disciplinary action imposed by the Chief of Police. If the Board should find that the discipline imposed by the Chief of Police was not for just cause, it shall have the authority to order reinstatement of a discharged officer or revocation of the suspension of a suspended officer. Such reinstatement or revocation may be with or without backpay, in the informed judgment of the Board in the implementation of the concept of just cause.



## CHAPTER VII -- ILLINOIS POLICE TRAINING ACT

### Section 1. PROBATIONARY TRAINING

By reason of the fact that the Village of Carol Stream has adopted the provisions of the Illinois Police Training Act, every probationary officer appointed by this Board shall take and complete an approved training course within a period of six (6) months of the date of his/her initial employment or such other date as is approved by Statute and the Board, and shall be certified by the Illinois Governmental Law Enforcement Officers Training Board that he/she has successfully completed said course.

### Section 2. BOARD DIRECTION OF TRAINING

Said course shall be taken in an approved school designated by the Board and on such dates as the Board shall designate.

### Section 3. EFFECT OF NON-PASSAGE OF TRAINING

Failure of said probationary Police Officer to take said course at such school and at such times as designated by the Board, or failure to pass such course, shall result in immediate discharge of such probationary Police Officer.

## CHAPTER VIII -- GENERAL

### Section 1. SAVINGS PROVISION

The sections, paragraphs, sentences, clauses and phrases of these Rules are severable, and if any phrase, clause, sentence, paragraph or section of these Rules shall be declared unconstitutional, invalid, or unenforceable by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality, invalidity or unenforceability shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of these rules.

**ORDINANCE NO.** \_\_\_\_\_

**REVISING THE LOCAL AMENDMENTS TO THE ADOPTED  
BUILDING CONSTRUCTION AND MAINTENANCE CODES  
(RESIDENTIAL CODE §R311.4.1)**

WHEREAS, the Village of Carol Stream has adopted a nationally-produced set of Building Construction and Maintenance Codes; and

WHEREAS, additions, insertions, deletions and changes, if any, to the aforementioned adopted codes are as found in the Village's *Local Amendments to the Adopted Building Construction and Maintenance Codes*, which is a separate document and not printed in the codified Code; and

WHEREAS, the Village of Carol Stream has adopted the *ICC International Residential Code for One- and Two-Family Dwellings, 2006 Edition*, as the Village's adopted Residential Code; and

WHEREAS, the Village wishes to adopt, in this Ordinance, a local amendment it wishes to make to the adopted Residential Code;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DU PAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS, as follows:

SECTION 1: That the current local amendment to Section R311.4.1 of the Residential Code shall be deleted and a new local amendment shall be added as follows:

**SECTION R311  
MEANS OF EGRESS**

**R311.4.1 Exit door required.** ~~Not less than one exit door conforming to this section shall be provided for each dwelling unit.~~  
**Each dwelling unit shall be provided with no fewer than two means**

of egress, consisting of a primary exit door and a secondary exit door, located as remotely from each other as possible. The sliding door at a patio or deck can be used as one of the required means of egress. The required primary exit door shall conform to this section, and shall provide for direct access from the habitable portions of the dwelling to the exterior without requiring travel through a garage. The required secondary exit door shall meet the requirements of Sections R311.4.2, R311.4.3 and R311.4.4, and travel through a garage shall be permitted for a secondary exit door only. Access to habitable levels not having an exit in accordance with this section shall be by a ramp in accordance with Section R311.6 or a stairway in accordance with Section R311.5.

SECTION 2: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form, as provided by law.

PASSED AND APPROVED THIS 19<sup>TH</sup> DAY OF APRIL, 2010.

AYES:

NAYS:

ABSENT:

---

Frank Saverino, Sr., Mayor

ATTEST:

---

Beth Melody, Village Clerk

*Village of Carol Stream*  
**Interdepartmental Memo**

**TO:** Joseph E. Breinig, Village Manager

**FROM:** Robert J. Glees, Community Development Director

**DATE:** April 12, 2010

**RE:** **Agenda Item for the Village Board Meeting of April 19, 2010:  
Request from M/I Homes for Revision to the Village's Local  
Amendment to §R311.4.1 of the 2006 International  
Residential Code, Regarding Means of Egress**

---

**PURPOSE**

The purpose of this memorandum is to bring to the Village Board the attached request from M/I Homes for a revision to the Village's local amendments to the adopted building codes with respect to the required means of egress from 1&2-family residential dwellings.

**DISCUSSION**

During their due diligence phase for the acquisition of the *Easton Park* development, M/I Homes asked that Village staff review the Village's local amendment to the code requirements for egress. The requirement of the 2006 International Residential Code, which is the code adopted by Carol Stream as its Residential Code for 1&2-family residential dwellings, is that **each residence be provided with no less than one means of egress**, with such means of egress meeting certain requirements. By means of the Village's local amendments to the adopted building codes, it has long been a requirement in Carol Stream that **no fewer than two means of egress be required**, and this requirement is not unusual in Chicago-area communities.

Staff has reviewed M/I Homes' request, and we find it has merit. The requirements of the national code are based on providing only one means of egress, and so certain safety-oriented restrictions are applied, the most significant of which is that the means of egress cannot be through a garage where hazards could prevent a safe exit. The difficulty with the Village's local amendment as written is that, while safety is enhanced by requiring more than one means of egress, the enhancement is rendered impractical by holding the second means of egress to the stringent requirements of the primary means.

As a result, the home designs at *Easton Park* currently include unusual design features intended to meet the requirement for having two means of egress, neither being through a garage. For example, some units have a corridor consisting of a fire-rated wall running parallel with the garage leading to an outside door adjacent to the garage door, while other units have a stairway leading from a deck or balcony down to ground level.

It is staff's opinion that the requirement for a second means of egress is worth keeping, as it is a valuable safety feature that greatly reduces the chance of an occupant being prevented from exiting a home that is on fire. However, staff does not believe it is reasonable to disallow a secondary egress via a garage, since this is often a very practical way to meet the requirement for two means of egress within the constraints of a practical home design. An egress through a garage would be a safety enhancement above and beyond the requirements of the national code. Therefore, staff supports M/I Homes' request, and we have prepared a revision to the local amendment that would allow homes to be designed with at least two means of egress without the need for extraordinary architectural design measures.

**Proposed Local Amendment.** Staff proposes that the current local amendment be deleted and a new amendment substituted as follows:

### **SECTION R311 MEANS OF EGRESS**

**R311.4.1 Exit door required.** ~~Not less than one exit door conforming to this section shall be provided for each dwelling unit.~~ Each dwelling unit shall be provided with no fewer than two means of egress, consisting of a primary exit door and a secondary exit door, located as remotely from each other as possible. The sliding door at a patio or deck can be used as one of the required means of egress. The required primary exit door shall conform to this section, and shall provide for direct access from the habitable portions of the dwelling to the exterior without requiring travel through a garage. The required secondary exit door shall meet the requirements of Sections R311.4.2, R311.4.3 and R311.4.4, and travel through a garage shall be permitted for a secondary exit door only. Access to habitable levels not having an exit in accordance with this section shall be by a ramp in accordance with Section R311.6 or a stairway in accordance with Section R311.5.

The practical result of this revision to the Village's local amendment at *Easton Park* would be that a fire-rated corridor would no longer be required in what would otherwise be a 2½-car garage.

**RECOMMENDATION**

Staff recommends that the Village Board approve the ordinance contained in their packet for a revision to the Village's local amendment to Section R311.4.1 of the Residential Code.

RJG:bg

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CHICAGO DIVISION  
2211 West Devon Road, Suite 160  
Evanston, IL 60201  
Phone: 847-500-0000 OFFICE  
847-599-0151 FAX

April 1, 2010

Robert J Glees PE, AICP  
Community Development Director  
Village Of Carol Stream  
500 North Gary Ave  
Carol Stream, Illinois 60188-1899

Re: Easton Park – Means of Egress

Dear Mr. Glees:

I appreciate you and your team meeting with us earlier today. As discussed in the meeting M/I Homes of Chicago, LLC requests a modification of the Village local amendment of the ICC International Fire Code, 2006 edition Section R311.4.1. We request the ability to use of the garage as secondary means of egress. With this modification we would be eliminating the rear service door and hallway and the stairs from the deck on the end unit. Thank you for your cooperation with this matter.

Very truly yours,

M/I Homes of Chicago, LLC

A handwritten signature in black ink, appearing to read "Robert L. Meiborg", written over a horizontal line.

Robert L. Meiborg, PE  
Vice President, Land Development



ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING CHAPTER 6, ARTICLE 13,  
CHAPTER 7, ARTICLES 5, 6 AND 7, CHAPTER 13, ARTICLE 2  
AND CHAPTER 16, ARTICLE 17 OF THE  
CAROL STREAM CODE OF ORDINANCES  
(PERMIT AND INSPECTION FEES AND SECURITIES)**

BE IT ORDAINED BY THE MAYOR AND BOARD OF TRUSTEES OF THE  
VILLAGE OF CAROL STREAM, DU PAGE COUNTY, ILLINOIS, IN THE EXERCISE  
OF ITS HOME RULE POWERS, as follows:

SECTION 1: That Chapter 6, Article 13 of the Carol Stream Code of Ordinances shall  
be repealed, and in its place Chapter 6, Article 13 shall be inserted, as follows:

SEE ATTACHMENT A.

SECTION 2: That Chapter 7, Articles 5, 6 and 7 of the Carol Stream Code of  
Ordinances shall be amended as follows:

SEE ATTACHMENT B.

SECTION 3: That Chapter 13, Article 2 of the Carol Stream Code of Ordinances shall  
be amended as follows:

SEE ATTACHMENT C.

SECTION 4: That Chapter 13, Article 2 of the Carol Stream Code of Ordinances shall  
be amended as follows:

SEE ATTACHMENT D.

SECTION 5: All other sections not herein modified shall remain in full force and  
effect. This ordinance amending a provision of the Carol Stream Code of Ordinances shall be  
reprinted in the loose-leaf volume which bears that title.

SECTION 6: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form, as provided by law.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

AYES:

NAYS:

ABSENT:

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Village Clerk

t:\fee schedule\2010 ordinance.doc

ATTACHMENT A

**ARTICLE 13: FEES AND SECURITIES FOR  
CONSTRUCTION AND NEW DEVELOPMENT**

Section

- 6-13-1 Precedence of fees
- 6-13-2 Payment of fees
- 6-13-3 Building permit and inspection fees for one- and two-family residential construction
- 6-13-4 Building permit and inspection fees for commercial, industrial, institutional and multiple-family residential construction
- 6-13-5 Development services fee
- 6-13-6 Consultant and agency fees
- 6-13-7 Fire Protection District fees
- 6-13-8 Water and sewer fees
- 6-13-9 Engineering fees and deposits
- 6-13-10 Occupancy variance deposit
- 6-13-11 Elevator inspection fees
- 6-13-12 Zoning and plat approval fees
- 6-13-13 Annexation fees
- 6-13-14 Land and cash donations
- 6-13-15 Code appeal fees
- 6-13-16 Document sales and reproduction fees
- 6-13-17 Penalties

**§ 6-13-1 PRECEDENCE OF FEES.**

The fees set forth in this article shall supersede and take precedence over fees contained within other articles of this chapter or other chapters of the code which are of a different amount than set forth herein.

**§ 6-13-2 PAYMENT OF FEES.**

A permit application for new construction, alteration, demolition or other building operation shall not be accepted until the fees prescribed in this section shall have been paid to the village, nor shall an application for an amendment to a permit necessitating an additional fee be accepted until the additional fee shall have been paid.

**§ 6-13-3 BUILDING PERMIT AND INSPECTION FEES FOR ONE- AND TWO-FAMILY RESIDENTIAL CONSTRUCTION.**

(A) *New construction.* All plan review and clerical fees shall be due and payable at the time an application for permit is submitted. The development services fee and inspection fees shall be due and payable at the time of issuance of a permit.

- (1) *Clerical fee* \$160.00

(2) *Plan review fees.* Plan review fees for new one- and two-family residential construction shall be in accordance with Table 6-13-3(A)(1), based on the types of reviews required.

Building Size, incl. basement (sq. ft.)	Table 6-13-3(A)(1) 1&2-Family Residential Plan Review Fees New Construction (cost per square foot or minimum fee)					
	Building	Zoning	Plumbing	Mechanical	Electrical	Energy
Up to 3,000	\$450	\$75	\$115	\$115	\$230	\$230
Over 3,000	\$0.15/sf	\$0.025/sf	\$0.038/sf	\$0.038/sf	\$0.075/sf	\$0.075/sf

(3) *Development services fee.* The development services fee for new one- and two-family residential construction shall be based on the estimated valuation of the cost of construction provided by the permit applicant. The fee shall be \$5.10 per \$1,000 of valuation, with a minimum fee of \$100. See § 6-13-5.

(4) *Inspection fees.* Inspection fees for new one- and two-family residential construction shall be in accordance with Table 6-13-3(A)(2), based on the types of inspections required.

Building Size, incl. basement (sq. ft.)	Table 6-13-3(A)(2) 1&2-Family Residential Inspection Fees New Construction (cost per square foot or minimum fee)					
	Building	Plumbing	Mechanical	Electrical	Energy	Occupancy
Up to 3,000	\$450	\$150	\$150	\$150	\$150	\$300
Over 3,000	\$0.15/sf	\$0.05/sf	\$0.05/sf	\$0.05/sf	\$0.05/sf	\$0.10/sf

(5) *Engineering fees.* If engineering plans are required, fees shall be in accordance with § 6-13-9.

(B) *Additions, alterations and accessory structures.* All plan review and clerical fees shall be due and payable at the time an application for permit is submitted. The development services fee and inspection fees shall be due and payable at the time of issuance of a permit. Fees as specified in this section shall pertain to the following types of building permits:

- Accessory structure, miscellaneous, not listed in § 6-13-3(C)
- Garage, attached
- Garage, detached

Porch  
 Remodel (includes finished basement and restoration)  
 Restoration  
 Room addition  
 Seasonal room  
 Seasonal room (no concrete work)  
 Work not listed herein but similar to one of the above, as directed by the building official

(1) *Clerical fee* \$80.00

(2) *Plan review fees.* Plan review fees for one- and two-family residential additions, alterations and accessory structures shall be in accordance with Table 6-13-3(B)(1), based on the types of reviews required.

Structure Size, incl. basement (sq. ft.)	Table 6-13-3(B)(1) 1&2-Family Residential Plan Review Fees Additions, Alterations and Accessory Structures (cost per square foot or minimum fee)					
	Building	Zoning	Plumbing	Mechanical	Electrical	Energy
Up to 400	\$80	\$20	\$20	\$20	\$40	\$40
Over 400	\$0.20/sf	\$0.05/sf	\$0.05/sf	\$0.05/sf	\$0.10/sf	\$0.10/sf

(3) *Development services fee.* The development services fee for one- and two-family residential additions, alterations and accessory structures shall be based on the estimated valuation of the cost of construction provided by the permit applicant. The fee shall be \$5.10 per \$1,000 of valuation, with a minimum fee of \$100. See § 6-13-5.

(4) *Inspection fees.* Inspection fees for new one- and two-family residential construction shall be in accordance with Table 6-13-3(D), based on the types of inspections required.

Structure Size, incl. basement (sq. ft.)	Table 6-13-3(B)(2) 1&2-Family Residential Inspection Fees Additions, Alterations and Accessory Structures (cost per square foot or minimum fee)					
	Building	Plumbing	Mechanical	Electrical	Energy	Occupancy
Up to 400	\$80	\$40	\$20	\$40	\$20	\$40
Over 400	\$0.20/sf	\$0.10/sf	\$0.05/sf	\$0.10/sf	\$0.05/sf	\$0.10/sf

(C) *Other residential construction.* All plan review, clerical and inspection fees are included in the permit fees as listed in this section, below. Permit fees shall be due and payable at the time an application for permit is submitted.

Air Conditioner*	\$64
Deck	\$96
Demolition, minor or emergency	\$32
Demolition, primary structure	\$400
Driveway	\$96
Electrical, minor (includes service upgrade)	\$64
Electrical, major	\$128
Fence, including dog run	\$64
Fireplace, masonry	\$128
Fireplace, prefab	\$96
Flag pole	\$64
Furnace, heat pump and other heating systems*	\$64
Garage floor	\$64
Gazebo	\$96
Hot tub or spa	\$96
Landscape structures	\$64
Lawn irrigation system	\$96
Mechanical	\$64
Patio	\$64
Patio with foundation	\$96
Plumbing	\$96
Satellite dish (greater than 3 feet in diameter)	\$32
Shed (no greater than 168 square feet in area)	\$64
Sidewalk (greater than 4 feet in width)	\$64
Stoop	\$64
Structural modification, minor	\$96
Swimming pool, above-ground	\$96
Swimming pool, in-ground	\$256
Utility service connection or repair	\$64
Water heater	\$48
Window and/or door replacement	\$64
Work not listed herein but similar to one of the above, as directed by the building official	As determined
* Air conditioner and furnace as one project	\$96

(D) *Permit not required.* Building permits shall not be required for the following one- and two-family residential work. Nonetheless, all work must comply with applicable village codes and ordinances.

- Decorative landscape features
- Dish antenna no greater than three feet in diameter
- Fire pit
- Low voltage system
- Mailbox (Must comply with Public Works Department installation requirements.)

Racking not greater than 5.75 feet in height (commercial/industrial)  
 Remodeling with no addition, alteration or relocation of plumbing, heating or electrical installations  
 Replacement of existing electrical fixtures, switches, receptacles and circuit breakers  
 Replacement of existing plumbing fixtures with no alteration of existing piping  
 Recreational apparatus, such as swingset or basketball hoop  
 Roof  
 Routine maintenance  
 Sidewalk (four feet or less in width and located entirely on the private lot)  
 Shed equal to or less than 64 square feet in area  
 Siding  
 Tent or canopy (residential)  
 Window or door replacement with no change in the size or location of opening

**§ 6-13-4 BUILDING PERMIT AND INSPECTION FEES FOR COMMERCIAL, INDUSTRIAL, INSTITUTIONAL AND MULTIPLE-FAMILY RESIDENTIAL CONSTRUCTION.**

(A) *New construction, additions, alterations and accessory structures.* All plan review and clerical fees shall be due and payable at the time an application for permit is submitted. Inspection fees shall be due and payable at the time of issuance of a permit. Fees as specified in this section shall pertain to the following types of building permits:

Accessory structure, miscellaneous  
 Building addition  
 Demolition  
 Fire alarm system  
 Fire sprinkler system  
 Furniture panels, with electrical work  
 Interior remodeling  
 New principal building  
 Restoration  
 Swimming pool, commercial or public  
 Work not listed herein but similar to one of the above, as directed by the building official

(1) *Clerical fee*                      \$160.00

(2) *Plan review fees.* Plan review fees for commercial, industrial, institutional and multiple-family residential new construction, additions, alterations and accessory structures shall be in accordance with Table 6-13-4(A)(1), based on the types of reviews required.

Volume of Building or Work Area (cubic ft.)	<b>Table 6-13-4(A)(1)</b> <b>Commercial, Industrial, Institutional and Multiple-Family Residential Plan Review Fees</b> <b>New Construction, Additions, Alterations and Accessory Structures</b>						
	Building	Zoning	Plumbing	Mechanical	Electrical	Fire	Energy
Up to 60,000	\$360	\$160	\$90	\$90	\$180	\$180	\$180
60,001 to 80,000	\$480	\$320	\$120	\$120	\$240	\$240	\$240
80,001 to 100,000	\$560	\$480	\$140	\$140	\$280	\$280	\$280
100,001 to 150,000	\$640	\$640	\$160	\$160	\$320	\$320	\$320
150,001 to 200,000	\$720	\$720	\$180	\$180	\$360	\$360	\$360
Over 200,000	\$800 plus \$10 per each additional 10,000 cf	100% of Building Fee	25% of Building Fee	25% of Building Fee	50% of Building Fee	50% of Building Fee	50% of Building Fee

(3) *Supplementary plan review fees, building.* If any of the following work is included in projects listed in § 6-13-4(A), then the following plan review fees shall be required, as applicable, in addition to those given in Table 6-13-4(A)(1). If no work is included in the disciplines listed in Table 6-13-4(A)(1), then there shall be no plan review fees for those disciplines, but the supplementary plan review fees listed below shall still apply.

Foundation/shell permit	25% of building fee (min. \$300)
Elevator	\$320 per elevator bank
High hazard plan review	50% of building fee
Swimming pool, in-ground	\$450 per pool

(4) *Supplementary plan review fees, fire.* If any of the following work is included in projects listed in § 6-13-4(A), then the following plan review fees shall be required, as applicable, in addition to those given in Table 6-13-4(A)(1). If no work is included in the disciplines listed in Table 6-13-4(A)(1), then there shall be no plan review fees for those disciplines, but the supplementary plan review fees listed below shall still apply.

High hazard plan review	50% of fire fee
Hood and duct (type 1)	\$320 per system
Hood and duct (type 2)	\$200 per system
NFPA plan review	100% of fire fee (min. \$300)
Spray booth	\$320 per booth



(5) *Development services fee.* The development services fee for commercial, industrial, institutional and multiple-family residential construction shall be based on the estimated valuation of the cost of construction provided by the permit applicant. The fee shall be \$5.10 per \$1,000 of valuation, with a minimum fee of \$100. See § 6-13-5.

(6) *Inspection fees.* Inspection fees for commercial, industrial, institutional and multiple-family residential construction shall be in accordance with Table 6-13-4(A)(2), based on the types of inspections required. Inspection fees are based on up to two inspections within each applicable inspection discipline.

Size of Building or Work Area (cubic ft.)	Table 6-13-4(A)(2) Commercial, Industrial, Institutional and Multiple-Family Residential Inspection Fees New Construction, Additions, Alterations and Accessory Structures (Number of allocated inspections)						
	Building (8)	Plumbing (2)	Mechanical (2)	Electrical (4)	Fire (2)	Energy (2)	Occupancy* (8)
Up to 60,000	\$320	\$80	\$80	\$160	\$80	\$80	\$320
60,001 to 80,000	\$400	\$100	\$100	\$200	\$100	\$100	\$400
80,001 to 100,000	\$480	\$120	\$120	\$240	\$120	\$120	\$480
100,001 to 150,000	\$560	\$140	\$140	\$280	\$140	\$140	\$560
150,001 to 200,000	\$640	\$160	\$160	\$320	\$160	\$160	\$640
Over 200,000	\$720	\$180	\$180	\$360	\$180	\$180	\$720

\* Includes two inspections by the Carol Stream Fire Protection District (25% of the fee for final occupancy inspections).

(6) *Fees for additional inspections.* Inspection fees are based on up to two inspections within each applicable inspection discipline. Additional inspections shall be compensated at \$80 per each, and such payment shall be required at time of scheduling the inspection.

(7) *Supplementary inspection fees, building.* If any of the following work is included in projects listed in § 6-13-4(A), then the following inspection fees shall be required as applicable in addition to those given in Table 6-13-4(A)(2).

Foundation/shell permit	\$160
Elevator	\$240 per elevator bank
High hazard inspection	25% of building inspection fee
Spray booth	\$160 per booth

(8) *Supplementary inspection fees, fire.* If any of the following work is included in projects listed in § 6-13-4(A), then the following inspection fees shall be required, as applicable, in addition to those given in Table 6-13-4(A)(2).

Fire pump test	\$240
High hazard inspection	100% of fire inspection fee
Hood and duct (type 1)	\$320 per system
Hood and duct (type 2)	\$240 per system
Hydrostatic test	\$240
Spray booth	\$160 per booth

(9) *Engineering fees.* If engineering plans are required, fees shall be in accordance with § 6-13-9.

(B) *Other commercial industrial, institutional and multiple-family residential.* All plan review, clerical and inspection fees are included in the permit fees as listed in this section, below. Permit fees shall be due and payable at the time an application for permit is submitted.

(1) *Plan review, clerical and inspection fees.*

Boiler, furnace, heat pump, a/c condenser, and other hvac equipment	\$120 plus \$20 per unit
Conveyor system <sup>1</sup>	\$240 per level
Driveway (per each) <sup>2</sup>	\$80
Electrical (includes service upgrade)	\$240
Electrical, fixture replacement	\$80 plus \$1 per fixture
Emergency repair	\$320
Equipment (includes removal, installation, relocation) <sup>1</sup>	\$80 plus \$20 per piece plus \$40 per discipline
Fence, interior <sup>1</sup>	\$120
Fence, exterior (includes trash enclosure)	\$80
HVAC system <sup>1</sup>	\$240
Lawn irrigation system	\$160
Low voltage wiring	\$120
Patio	\$120
Parking lot maintenance	\$160
Parking lot, overlay, expansion or reconstruction <sup>2</sup>	
Less than 20,000 square feet	\$160
20,000 to 100,000 square feet	\$200
Greater than 100,000 square feet	\$240
Plumbing	\$240
Racking system (does not include sprinkler system) <sup>1</sup>	

Less than 5.75 feet in height	No permit required
5.75 to 12 feet in height	\$280
12.01 to 40 feet in height	\$320
Greater than 40 feet in height	\$360
Roofing and siding	\$160
Sign, permanent, no electrical	
Wall	\$80 plus \$20 per sign
Ground	\$120 plus \$20 per sign
Sign, permanent with electrical	
Wall	\$120 plus \$20 per sign
Ground	\$160 plus \$20 per sign
Sign, temporary	\$80
Sidewalk	\$120
Stocking and training, temporary 15-day <sup>1</sup>	\$80
Storage tank	\$80
Structural modification, minor	\$200
Utility service connection or repair	\$120
Tent <sup>1</sup>	\$160
Wireless communications	\$300 plus \$100 per
dish/antenna/tower	each additional review
Work not listed herein, as directed	As determined

<sup>1</sup> Fire Protection District fees required. See § 6-13-7(B).

<sup>2</sup> Engineering fees required. See § 6-13-9.

(2) *Development services fee.* The development services fee for other commercial industrial, institutional and multiple-family residential construction shall be based on the estimated valuation of the cost of construction provided by the permit applicant. The fee shall be \$5.10 per \$1,000 of valuation, with a minimum fee of \$100. See § 6-13-5.

(3) *Fees for additional inspections.* Inspection fees for *other commercial industrial, institutional and multiple-family residential* permits are based on a maximum of two inspections. Additional inspections shall be compensated at \$80 per each, and such payment shall be required at time of scheduling the inspection.

#### § 6-13-5 DEVELOPMENT SERVICES FEE.

For every type of permit requiring a Development Services Fee, the applicant shall provide an estimated building valuation at the time of application for permit. Building valuations shall include the total value of construction materials and labor for the types of work for which the permit is being issued, such as electrical, gas, mechanical, plumbing equipment and permanent systems. The Development Services Fee shall be based on the estimated building valuation as approved by the building official. If, in the opinion of the building official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant is able to provide detailed information in support of the estimate to meet the approval of the building official. In the event of a dispute, the building official shall use the latest version of the Building Valuation Data published in the International Code Council's Building Safety Journal or other

similar cost-per-square-foot resource to determine the minimum acceptable valuation. The final building permit valuation shall be set by the building official.

**§ 6-13-6 CONSULTANT AND AGENCY FEES.**

(A) *Consultant services.* The Village's costs of legal review, structural engineering review, and other special reviews required by the Community Development Director to be performed by means of outside consultant services shall be paid for at the billed rate as charged to the Village by the consultant. This shall not include plan review performed by the Village's building codes consultant.

(B) *Recording fees.* Fees incurred by the Village for the recording of documents with DuPage County by the Village Clerk shall be reimbursed by the applicant at a cost of 100% of the actual recording cost.

(C) *DuPage County impact fees.* It shall be the responsibility of the permit applicant to comply with the requirements of the DuPage County Fair Share Road Improvement Impact Fee Program. Evidence of such compliance shall be required prior to issuance of a building permit.

**§ 6-13-7 FIRE PROTECTION DISTRICT FEES.**

Fees for plan review and inspection of commercial, industrial, institutional and multiple-family residential construction by the Carol Stream Fire Protection District shall be as prescribed in this section.

(A) *New construction, additions, alterations and accessory structures.* All fees for plan review by the Carol Stream Fire Protection District shall be as prescribed in § 6-13-4.

(1) *Supplementary plan review fees.* If any of the following work is included in projects listed in §6-13-4(A), then additional plan review fees shall be required as prescribed in § 6-13-4(A)(4).

High hazard plan review	NFPA plan review
Hood and duct (type 1)	Spray booth
Hood and duct (type 2)	

(2) *Supplementary inspection fees.* If any of the following work is included in projects listed in §6-13-4(A), then the additional inspection fees shall be required as prescribed in § 6-13-4(A)(8).

High hazard inspection	Hydrostatic test
Hood and duct (type 1)	Spray booth
Hood and duct (type 2)	

(3) *Additional inspection fees.* Inspection fees are based on up to two inspections within each applicable inspection discipline. Additional inspections shall be compensated at \$80 per each, and such payment shall be required at time of scheduling the inspection.

(B) *Other commercial industrial, institutional and multiple-family residential.* If any of the following work is included in projects listed in §6-13-4(B), then the following inspection fees shall be required as applicable in addition to those prescribed in § 6-13-4.

Conveyor system	\$80 per level
Fence, interior	\$80
HVAC system	\$80
New or relocation of equipment	\$40
Racking system (does not include sprinkler system)	
Less than 5.75 feet in height	No permit required
5.75 to 12 feet in height	\$60
12.01 to 40 feet in height	\$80
Greater than 40 feet in height	\$100
Stocking and training, temporary 15-day	\$40
Tent	\$40
Work not listed herein, as directed	As determined

**§ 6-13-8 WATER AND SEWER FEES.**

Permit fees for connection to the water distribution system and sewer system of the village shall be as prescribed in § 6-13-3 and § 6-13-4.

(A) *Water meter fee.* Water meter fee shall be based on the current cost to the village of the water meter, as determined by the Director of Public Works and given on the current schedule of costs produced by the Public Works Department.

(B) *Water connection tap-on fee, potable water.* The potable water connection tap-on fee shall be based upon the size of each service connection tap made into the water system, as follows:

<u>Size of tap</u>	<u>Tap-on fee*</u>
¾"	\$150
1"	\$200
1½"	\$250
2"	\$300
3"	\$600
4"	\$1,000
6"	\$1,500
8"	\$2,000
10"	\$2,500

\* In the event any building or premises contains more than one dwelling or commercial unit, an additional fee of \$150 per each additional unit shall be required.

(C) *Water connection tap-on fee, fire suppression.* The fire suppression system water connection tap-on fee shall be based upon the size of each service connection tap made into the water system, as follows:

<u>Size of tap</u>	<u>Tap-on fee</u>
¾"	\$50
1"	\$50
1½"	\$50
2"	\$50
3"	\$60
4"	\$100
6"	\$150
8"	\$200
10"	\$250

(D) *Water connection tap-on fee, combined system.* If a connection to the water system shall be of a size sufficient to provide potable water to the facility as well as water for a fire suppression system, the water connection tap-on fee shall be based upon the size of the water tap made into the water system, and shall consist of the sum of the potable water tap-on fee plus the fire suppression tap-on fee.

(E) *Sanitary sewer connection tap-on fee.* The sanitary sewer connection tap-on fee shall be based upon the size of each separate service connection tap made into the sanitary sewer system, as follows:

<u>Size of tap</u>	<u>Tap-on fee</u>
6"	\$200
8"	\$700
10"	\$1,200
12"	\$1,800
15"	\$2,500

(F) *Water and sewer expansion connection fee, residential.* The water and sewer expansion connection fee for residential units shall be based upon the number and type of residential units, as follows:

<u>Type of property</u>	<u>Fee per unit</u>
Single-family residence, attached or detached	\$2,595
Multiple-family residential building	
Efficiency or studio apartment	\$865
One-bedroom apartment	\$1,297
Two bedroom apartment	\$1,730
Three bedroom apartment	\$2,162

(G) *Water and sewer expansion connection fee, commercial/industrial/institutional.* The water and sewer expansion connection fee for commercial, industrial and institutional users shall be \$865 per 100 gallons of estimated average daily water consumption, with a minimum fee of \$865. The estimate must be submitted by the party in responsible charge of the design and approved by the building official or his or her designee.

(H) *Water and sewer expansion connection fee, water connection only.* The water and sewer expansion connection fee for a user who seeks a connection only to the water system of the village shall be 28% of the water and sewer expansion connection fee otherwise applicable to the property.

(I) *Water and sewer service connection repair permit fee.* The permit fee for the repair of service connections to the village's water and sewer systems shall be as prescribed in § 6-13-3(C) and § 6-13-4(B).

(J) *Insurance and performance bond requirements.* No permit for a water or sewer connection shall be issued unless the person applying therefor, or the contractor, shall have first procured public liability insurance meeting the requirements of § 13-2-7, and have filed with the village a performance bond meeting the requirements of § 13-2-8.

#### **§ 6-13-9 ENGINEERING FEES AND DEPOSITS.**

(A) *Engineering plan review fee and deposit.* The engineering fee for the review of plans by the Village Engineer, or his or her designee, shall be based on the design engineer's estimated probable cost of construction which has been approved by the Village Engineer. A plan review deposit is payable at the time of permit application. Plan reviews shall not be performed until the deposit has been paid. This plan review deposit amount may be amended by the Village Engineer, but only upon approval of a preliminary probable cost of construction estimate. This deposit will be utilized for payment of the required plan review fee. If the plan review fee exceeds the deposit amount, then the required additional amount shall be payable at the time of approval of final engineering plans. If a reimbursement of deposited funds is due the permit applicant, then remittance will be made upon approval of the final estimated probable cost of construction.

(1) *Engineering plan review deposit.* The engineering plan review deposit shall be \$2,500.

(2) *Engineering plan review fee, subdivision improvement plans.* The engineering fee for the review of subdivision improvement plans by the Village Engineer, or his or her designee, shall be ½% of the design engineer's estimated probable cost of construction which has been approved by the Village Engineer.

(3) *Engineering plan review fee, all other improvement plans.* The engineering fee for the review of plans by the Village Engineer, or his or her designee, shall be 1% of the design engineer's estimated probable cost of construction which has been approved by the Village Engineer.

(B) *Engineering inspection fee.* The engineering fee for inspections performed during the course of construction by the Village Engineer, or his or her designee, shall be 2% of the probable cost of construction as estimated by the design engineer and approved by the Village Engineer, such fee to be payable at the time of approval of final engineering plans.

(C) *Stormwater management plan review and inspection fees and deposit.* The village's costs of stormwater management plan review and inspections, performed by means of outside consultant services, shall be paid for at the billed rate as charged to the village by the consultant. A stormwater management deposit in an amount as determined by the Village Engineer, in accordance with the village's schedule of stormwater management deposits, plus a non-refundable processing fee of \$120, shall be payable at the time of permit application. Plan reviews shall not be performed until this stormwater management deposit and processing fee have been paid. The stormwater management deposit shall be remitted to the permit applicant only at such time as all village invoices for consultant services and the processing fee have been paid.

(D) *Land movement permit fee.* Engineering review and inspection fees and deposits for issuance of a permit for any land movement within the jurisdiction of the village shall be in accordance with § 6-13-9(A), § 6-13-9(B) and § 6-13-9(C).

(E) *Excavation or street cut permit fee.* Engineering review and inspection fees and deposits for issuance of a permit for any street cut or excavation within public right-of-way under the jurisdiction of the village shall be in accordance with § 6-13-9(A) and § 6-13-9(B).

(F) *Grading guarantee deposit for new 1&2-family residential construction.* In addition to any other permit fees payable for new 1&2-family residential construction, there shall be deposited with the village cash, or adequate security, in the amount of \$500 per lot, which shall be known as the grading guarantee deposit. This deposit shall be in addition to any project performance bond or letter of credit previously established with regard to the property. The purpose of this grading guarantee deposit shall be to ensure that the individual lot has been properly graded so as to provide acceptable drainage, and that a minimum of four inches of topsoil has been spread across the lot.

(1) The village shall return the amount of the deposit or release the amount of the security once the grading conditions of the lot have been tested by usage, settling, rainfall and other conditions. The amount of the grading guarantee deposit shall be held or shall remain available for the benefit of the village for a period of no more than one year after the issuance of a certificate of occupancy or occupancy variance, unless the village notifies the party responsible for the grading guarantee deposit of the specific defect existing in the grading and drainage of the lot.

(2) In the event that the grading defect is determined, but not corrected after reasonable notice, the village may utilize the funds to correct the defect. However, the utilization of this grading guarantee deposit shall not prevent the village from taking other action against the party responsible for the defect. Without regard to any other provision of this section, the grading guarantee deposit shall not be released by the village until the entire area immediately affected



by the drainage characteristics of the individual lot shall have also been found to comply with the ordinances of the village relating to drainage.

(G) *Security for subdivision improvements.* For the requirements of securities for subdivision improvements, see § 7-2-8.

#### **§ 6-13-10 OCCUPANCY VARIANCE DEPOSIT.**

(A) A variance from the requirements for occupancy may be granted by the Village Manager, or his or her designee, in light of an inability of the builder to complete such requirements due to inclement weather or upon other good cause shown as being beyond the control of the builder. Such variance shall not be granted from health or life safety code requirements. When a variance is so issued, there shall be deposited with the village a cash payment in the amount of 115% of the estimated probable cost of construction of the incomplete work, including the cost of completion of as-built plans if so required by the Village Engineer. The estimated probable cost of construction shall be approved by the building official or his or her designee. Such cash deposit shall be known as the occupancy variance deposit.

(B) The purpose of this occupancy variance deposit shall be to ensure that the items not completed at time of occupancy will be completed within 60 days after the weather, soil conditions or other impediment to completion allows for the incomplete work to be finished. Upon granting of an occupancy variance, occupancy of the premises shall be permitted. The amount of the deposit shall be held by the village, and the issuance of a certificate of occupancy shall be withheld, until such time as the work has been completed.

(C) If the specific defects pertaining to the occupancy variance deposit are not corrected within the 60-day period set forth above, the village shall notify the party depositing the occupancy variance deposit of the specific defect still preventing the issuance of a final certificate of occupancy. The village may, after reasonable notice, utilize the funds to correct the defect. The utilization of this occupancy variance deposit shall not prevent the village from taking other action against the person responsible for the defect preventing the issuance of the certificate of occupancy, including but not limited to, the filing of a lawsuit for injunction, ordinance violation or the withdrawal of the occupancy permit.

(D) Without regard to any provision contained within this Code, the occupancy variance deposit shall not be released by the village until the entire area immediately affected by the incomplete work items shall have also been found to comply with the ordinances of the village.

#### **§ 6-13-11 ELEVATOR INSPECTION FEES.**

The authority to regulate and inspect public elevators lies within the jurisdiction of the Office of the State Fire Marshal. The village imposes no fee for elevator inspection.

## § 6-13-12 ZONING AND PLAT APPROVAL FEES.

All fees shall be due and payable at the time an application for zoning or plat approval is submitted. No such request for approval shall be forwarded to the Plan Commission or Zoning Board of Appeals for review without full payment of the required fee. Payment of the fee is no way contingent on whether the plan of subdivision submitted is approved or disapproved.

Annexation approvals	
New development	\$2,000
Other	\$800
Annexation agreement amendment	\$800
Concept plan review	\$300
Easement encroachment	\$300
Executive Development Committee review	\$500
Gary/North Avenue Corridor review	
Existing property, one discipline	\$500
Existing property, two disciplines	\$1,000
Existing property, three disciplines	\$1,500
New development	\$1,500
Planned unit development	
Existing PUD, minor change	\$500
Existing PUD, major change	\$1,000
New PUD	\$1,500
Plat of subdivision	
Less than five acres	\$400
Five to fifty acres	\$700
Greater than fifty acres	\$1,000
Consolidation, no new lot created	\$400
Rezoning	\$640
Special use	
First	\$800
Each additional	\$200
Special use amendment	\$800
Temporary building, structure or use	\$120
Text amendment	\$640
Variation (Fence Code, Sign Code, Subdivision Code, Zoning Code)	
First	\$640
Each additional	\$200
Zoning verification letter	\$80

## § 6-13-13 ANNEXATION FEES

See Chapter 12, Article 1.

## § 6-13-14 LAND AND CASH DONATIONS.

See Chapter 7, Article 8.

**§ 6-13-15 CODE APPEAL FEES.**

The fee for an appeal of the application of the building construction and maintenance codes of the village shall be \$400.

**§ 6-13-16 DOCUMENT SALES AND REPRODUCTION COSTS.**

(A) *Publication costs.*

Zoning Code	\$ 25.00
Subdivision Code	\$ 20.00
Engineering Design Manual	\$ 30.00
Local amendments to the adopted building codes	\$ 25.00
Any part of the above documents, per page	\$ 0.20

(B) *Document sales.*

Official Zoning Map	
11" x 17"	\$ 3.00
36" x 48"	\$ 15.00

Future Land Use Plan	
11" x 17"	\$ 3.00
36" x 48"	\$ 15.00

Reproduction of archive records,	<i>B&amp;W</i>	<i>Color</i>
per page (11" x 17" or smaller)	\$ 0.20	\$ 0.40

Duplication, per copy	<i>B&amp;W</i>	<i>Color</i>
per page (11" x 17" or smaller)	\$ 0.20	\$ 0.40

Duplication of plans (larger than 11" x 17"), per copy, shall be in accordance with the following costs per sheet:

<i>Size</i>	<i>Paper (B&amp;W)</i>	<i>Paper (Color)</i>	<i>Glossy</i>	<i>Mylar</i>
36" x 24"	\$3.00	\$5.00	\$8.00	\$10.00
36" x 36"	\$5.00	\$9.00	\$14.00	\$17.00
36" x 48"	\$7.00	\$13.00	\$19.00	\$24.00
36" x 60"	\$9.00	\$16.00	\$25.00	\$31.00
36" x 72"	\$11.00	\$20.00	\$31.00	\$38.00

**§ 6-13-17 PENALTY.**

If work is commenced prior to obtaining a required permit, the permit fee shall be increased by 50%, with the stipulation that such permit fee increase shall be not less than \$75 nor more than \$750.

ATTACHMENT B

AMENDMENTS TO CHAPTER 7, ARTICLES 5, 6 AND 7,  
OF THE CAROL STREAM CODE OF ORDINANCES

ARTICLE 5: LAND MOVEMENT REGULATIONS

Section

- 7-5-1 General criteria and standards
- 7-5-2 Permit required
- 7-5-3 Exemptions
- 7-5-4 Application; plan
- 7-5-5 Land movement pPermit fees
- 7-5-6 Bond
- 7-5-7 Prohibition of land removal
- 7-5-8 Compliance with Erosion and Sediment Control Handbook
- 7-5-9 Special precautions
- 7-5-10 Expiration of permit
- 7-5-11 Revocation of permit

**§ 7-2-5 PLANS AND SPECIFICATIONS AND REVIEW FEES FOR LAND IMPROVEMENTS.**

(A) The engineering review fee covering for the review of plans by the Village Engineer, or his or her designee, shall be as given in § 6-13-9(A). ~~1/2% of the design engineer's estimated probable cost of construction which has been approved by the Village Engineer. A prepaid plan review fee of \$2,500 is payable at the time of application. Plan reviews shall not be performed until the fee has been paid. This prepaid fee amount may be amended by the Village Engineer, but only upon approval of a preliminary probable cost of construction estimate. This fee will be utilized for payment of the required 1% plan review fee. If the plan review fee exceeds the \$2,500 prepaid fee, then the additional amount shall be payable at the submittal of final engineering plans. If a reimbursement is due, then remittance will be made upon approval of the final estimated probable cost of construction.~~

(B) ~~Development requiring review and inspections in Special Management Areas (SMAs) by, The costs of stormwater management engineering plan review and inspections required performed by means of outside consultant services shall be paid for as specified in § 6-13-9(C), at the billed rate hours, and fees as charged to the village by the consultant. A prepaid fee between \$1,500 and \$10,000, as determined by the Village Engineer, plus a non-refundable processing fee of \$100, is payable at the time of application. Plan reviews shall not be performed until this fee has been paid. This fee will be utilized for payment of the billed charges by the consultant for review and inspection of SMA plans. If the billed charges exceed the prepaid fee or is a reimbursement is due, then the appropriate amount due or owed shall be paid at the submittal of the final engineering plans.~~

(C) The plan approval by the Village Engineer, or his or her designee, for both subdivision and SMA stormwater management plans shall be valid for a period of one year from

the date of approval. The Village Engineer is authorized to grant, upon request, one or more extensions of time, for a period of one year each. A request for extension must be made in writing and justifiable cause for the extension must be demonstrated.

(D) The engineering fee ~~covering~~ for inspections performed during the course of construction by the Village Engineer, or his or her designee, shall be as given in § 6-13-9(B), 2% of the probable cost of construction as estimated by the design engineer and approved by the Village Engineer, such fee payable at the submittal of final engineering plans. ~~Inspections required for SMAs by outside consultants shall be paid upon invoice from the Village.~~

**§ 7-5-5 LAND MOVEMENT PERMIT FEES.**

~~An~~ The engineering plan review and inspection fee covering the review of plans and inspections for any land movement within the jurisdiction of the village shall be as given in § 6-13-9(A), § 6-13-9(B) and § 6-13-9(C), 2½% of the costs of the land movement as estimated by the design engineer and approved by the Village Engineer with a minimum \$10 fee. ~~The fee shall be paid prior to the issuance of a land movement permit.~~

**ARTICLE 6: MISCELLANEOUS**

Section

- 7-6-1 Acceptance of required land improvements
- 7-6-2 Stop work orders
- 7-6-3 Fees for filing preliminary plans and plats
- 7-6-4 Buildings within proposed major street right-of-way
- 7-6-5 Building permit; earthwork regulations
- 7-6-6 Occupancy permit
- 7-6-7 Occupancy permits; blueprints required
- 7-6-8 Rear yard grading
- 7-6-9 Grading guarantee deposit for new 1&2-family residential construction
- 7-6-10 Occupancy variance deposit
- 7-6-11 Variations
- 7-6-12 Enforcement
- 7-6-13 Record of plats
- 7-6-14 Severability
- 7-6-15 Violation; penalty
- 7-6-16 Repeal of conflicting ordinances
- 7-6-17 Subdivision without improvements

**§ 7-6-2 STOP WORK ORDERS.**

(C) Any person who shall continue any work on any building structure or land improvement after being served with a stop work order, except such work as is necessary to bring the building, structure or land improvement in compliance with the requirements of this

Chapter, shall be liable to a fine of not less than \$100 ~~\$75~~ nor more than \$750 per day. Each day upon which such work is continued in violation of a stop work order shall constitute a separate offense.

**§ 7-6-3 FEES FOR FILING PRELIMINARY PLANS AND PLATS.**

The fees for filing an application for approval of a preliminary plan or plat shall be as prescribed in § 6-13-12.

~~(A) — The fee shall be paid to the village at the time of submission of a preliminary plan. No such plan shall be forwarded to the Plan Commission for review without a receipt from the village being exhibited showing full payment of the fee. Payment of the fee is no way contingent on whether the plan of subdivision submitted is approved or disapproved.~~

~~(B) — The amount of the fee shall be determined by the gross acreage of the proposed subdivision in accordance with the following schedule:~~

<i>Number of acres</i>	<i>Fee per Plat</i>
Up to and including 10	\$25
Over 10 to and including 20	35
Over 20 to and including 40	50
Over 40	75

**§ 7-6-9 GRADING GUARANTEE DEPOSIT FOR NEW 1&2-FAMILY RESIDENTIAL CONSTRUCTION.**

~~In addition to any other permit fees payable at the time that a certificate of occupancy shall be issued for new 1&2-family residential construction, there shall be deposited with the village cash, or adequate security, as specified in § 6-13-9(F), in the amount of \$500 per unit, which shall be known as the grading guarantee deposit. This deposit shall be in addition to any project performance bond or letter of credit previously established with regard to the property. The purpose of this grading guarantee deposit shall be to assure that the individual unit has been properly graded and that a minimum of four inches of topsoil has been spread along the unit. The village shall return the amount of the deposit or release the amount of the security as soon as the grading conditions of the unit have been tested by usage, settling, rainfall and other conditions. The amount of the grading guarantee deposit shall be held or remain available for the benefit of the village for a period of no more than one year unless the village shall notify the person depositing the grading guarantee deposit of the specific defect existing in the drainage of the unit. In the event that the defect is not corrected, after reasonable notice, the village may utilize the funds to correct the defect. Provided, however, that the utilization of this grading guarantee deposit shall not prevent the village from taking other action against the person responsible for the defect in drainage. Without regard to any other provision of this Article, the grading guarantee deposit shall not be released by the village until the entire area immediately affected by the drainage characteristics of the individual unit shall have also been found to comply with the ordinances of the village relating to drainage.~~

## § 7-6-10 OCCUPANCY VARIANCE DEPOSIT.

(A) — A variance from any part of the requirements for the issuance of a certificate of occupancy ~~for single family units~~ may be granted by the Village Manager, or his or her designee, in light of an inability of the builder to complete such requirements due to inclement weather or upon other good cause shown. When a variance is so issued, there shall be deposited with the village a cash payment in accordance with § 6-13-10, ~~the following amounts:~~

- (1) — ~~Uncompleted driveway: \$300 per unit.~~
- (2) — ~~Lack of trees: \$100 per tree, unless covered by a subdivision bond.~~
- (3) — ~~Other variances: See Building Code regarding sodding at § 6-6-9.~~

(B) — ~~Such cash deposit shall be known as the occupancy variance deposit. The purpose of this occupancy variance deposit shall be to assure that the items not completed will be completed within 60 days after the weather, soil conditions or other impediment to completion allows for the uncompleted work to be finished. The amount of the deposit shall be held by the village for a period of no more than one year after the work has been completed unless the village shall notify the person depositing the occupancy variance deposit of the specific defect still preventing the issuance of a final certificate of occupancy. In the event that the defect is not corrected within the 60 day period set forth above, the village may, after reasonable notice, utilize the funds to correct the defect. Provided, however, that the utilization of this occupancy variance deposit shall not prevent the village from taking other action against the person responsible for the defect preventing the issuance of the certificate of occupancy, including but not limited to the filing of a lawsuit for injunction, ordinance violation or the withdrawal of the occupancy permit. Without regard to any provision contained within this code, the occupancy variance deposit shall not be released by the village until the entire area immediately affected by the uncompleted items of the individual unit shall have also been found to comply with the ordinances of the village.~~

## § 7-6-15 VIOLATION; PENALTY.

(A) Any person, firm or corporation who constructs any public improvements or portion thereof in violation of the provisions of this code shall be, upon conviction, fined not less than ~~\$25~~ \$75 nor more than \$750 for each offense, plus the costs of the action, and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

(B) Whoever shall sell or offer for sale, lease or offer for lease, while this code is in effect any lot or blocks, within the incorporated limits of the village, or any resubdivision of any block therein, or within contiguous territory and not more than 1½ miles beyond the incorporated boundary of the village, before a final plat of subdivision has been approved by the Plan Commission and the Village Board of Trustees as required by this code, shall be fined not less than ~~\$25~~ \$75 nor more than \$750 for each lot or block or part thereof so disposed of, offered for sale or lease.

**§ 7-7-17 PENALTY.**

Failure to obtain a permit for development in the SFHA or failure to comply with the requirements of this Article ~~a permit~~ or conditions of a variance granted under this Article shall be deemed to be a violation of this Article. The ~~Building Director or~~ Village Engineer may determine upon due investigation that a violation of the minimum standards of this Article exist and after such owner fails, after ten days notice, to correct his or her property, the village may make application to the circuit court for an injunction requiring conformance with this Article or make such other order as the court sees necessary to secure compliance with the Article. Any person who violates this Article shall, upon conviction thereof, be fined not less than ~~\$100~~ \$75 nor more than \$750. A separate offense shall be deemed committed upon each day during or on which a violation occurs or continues. Failure to comply with the requirements of permit or conditions of a variance resolution shall be deemed to be a violation of this Article. The Village Engineer shall inform the owner that any such violation is considered a willful act to increase flood damages and, therefore, may cause coverage by a Standard Flood Insurance Policy to be suspended. Nothing herein shall prevent the village from taking such other lawful action to prevent or remedy any violations. All costs connected therewith shall accrue to the person or persons responsible.



ATTACHMENT C

AMENDMENTS TO CHAPTER 13, ARTICLE 2  
OF THE CAROL STREAM CODE OF ORDINANCES

**§ 13-2-7 INSURANCE REQUIRED FOR WATER OR SEWER CONNECTION, EXTENSION.**

No permit for a water or sewer connection or a water or sewer extension shall be issued by the Village Manager or his or her designee unless the person applying therefor, or the contractor, shall have first procured public liability insurance, in a form acceptable to the village, in an amount not less than ~~\$100,000~~ \$1,000,000 for injuries, including accidental death, to any one person and subject to the same limit for each person in an amount not less than ~~\$300,000~~ \$1,000,000 on account of one accident, and property damage insurance in an amount not less than ~~\$100,000~~ \$1,000,000. The persons to be indemnified and saved harmless in such insurance policy shall be the village, its officers, agents and employees, and the applicant for water or sewer connection or sewer extension. A certificate of such insurance shall be filed with the village naming the Village of Carol Stream as an additional insured on the general liability policy.

**§ 13-2-8 PERFORMANCE ~~BOND~~ SECURITY FOR SEWER CONNECTION, EXTENSION.**

No permit for a water or sewer connection or a ~~sewer~~ extension shall be issued by the Village Manager or his or her designee unless the person applying therefor, or the contractor, shall have ~~filed with the village a performance bond with corporate surety thereon in the sum of \$1,000 for a sewer connection, and for a sewer extension, a sum equal to 110% or up to 125% of the estimated cost of the work to be done~~ provided cash, an irrevocable letter of credit, or a surety bond in an amount equal to the cost of the improvements as estimated by the Village Engineer or his or her designee and conditioned upon the completion and acceptance by the Village Engineer of all work required by the permit. Such performance ~~bond~~ security shall be approved by the Village Attorney, conditioned upon the applicant indemnifying, saving harmless and agreeing to pay for the costs of defense incurred by the village, for all damage to underground utilities, or to the water and sewer mains and laterals of the village, and from any failure to restore any road, ditch, pavement or portion thereof damaged during the construction of the sewer connection, or the sewer extension to the condition existing at the commencement of construction.

**§ 13-2-11 ESTABLISHING A CONNECTION FEE; WHEN ASSESSED; DETERMINATION.**

(A) Pursuant to authority granted in ILCS Ch. 65, Act 5, § 11-150-1, there is hereby established within the village a charge for connection ~~into~~ to the waterworks or sewerage, ~~or combined~~ systems of the village. Such charge to be assessed against new or additional users with connections to the sewerage collection and treatment system or the water system of the village and to be known as a "connection charge." The charge shall be as prescribed in § 6-13-8 . payable at the time a building or connection permit is issued. ~~If the building plans are not susceptible of an accurate estimate of the volume and strength of the usage, the person desiring to make the connection shall pay a fee based upon the most accurate estimate which can be made upon the plans.~~

(B) For the connection charge, the village will inspect the water service to determine that the construction hereof is in accordance with specifications established by the village for the regulations of the water and sewerage system.

(C) The connection charge shall be determined by adding together three subcharges, as prescribed in § 6-13-8, the sum of which shall constitute the total connection fee for entrance into the water and/or sewer system. The three subcharges shall be known as:

- (1) The "water connection tap-on fee."
- (2) The "sewer connection tap-on fee."
- (3) The "water and sewer expansion connection fee."

### § 13-2-12 WATER CONNECTION TAP-ON FEE.

(A) ~~The "water connection tap-on fee" shall be as prescribed in § 6-13-8, based upon the size of the water tap made into the water system. The schedule of taps and charges shall be as follows:~~

<del>Size of Tap</del>	<del>Charge</del>
<del>3/4"</del>	<del>\$ 150</del>
<del>1"</del>	<del>200</del>
<del>1 1/2"</del>	<del>250</del>
<del>2"</del>	<del>300</del>
<del>3"</del>	<del>600</del>
<del>4"</del>	<del>1,000</del>
<del>6"</del>	<del>1,500</del>
<del>8"</del>	<del>2,000</del>
<del>10"</del>	<del>2,500</del>

~~(B) In the event any building or premises contains more than one dwelling or commercial unit, an additional permit fee of \$150 shall be made for each such multiple unit.~~

~~(C) In the event that the connection into the water system shall be to run a line which shall solely be used to service an emergency fire suppression system, the water connection tap-on fee for such a connection shall be as follows: 10% of the normal fees described above, or \$50, whichever is greater.~~

~~(D) If a connection into the water system shall be enlarged beyond the size required by the facility for the sole purpose of providing additional water for an emergency fire suppression system, the user shall pay the normal water connection tap on fee for the size of tap required for normal use, plus an additional fee for the difference between the normal size of tap and size actually installed, based upon the reduced formula set forth above.~~

~~(E) — A fee of \$50 shall be charged by the village if requested to reinspect a connection into the water system because at the time the initial inspection was requested or required by ordinance, the water connection did not comply with the requirements of the code, or because the water connection had not reached the proper stage for inspection.~~

~~(F) — At the time that the operation of the person connecting shall be in full use, a reevaluation of the volume and strength of the usage shall be made and an adjustment of the fee shall be applied. Such reevaluation shall be made within two years of occupancy or connection.~~

### **§ 13-2-13 SEWER CONNECTION TAP-ON FEE.**

~~(A) — The “sewer connection tap-on fee” shall be as prescribed in § 6-13-8. \$150 for each separate building connection which contains not more than ten water outlets or floor drains discharging to the sanitary sewer system.~~

~~(B) — For each additional water outlet or floor drain contained in such premises in excess of ten, there shall be an additional sewer connection tap-on fee for such connection of \$25 per water outlet or floor drain.~~

~~(C) — In the event any building or premises contains more than one dwelling or commercial unit, an additional permit fee of \$150 shall be made for each such multiple unit.~~

~~(D) — A fee of \$50 shall be charged by the village if requested to reinspect a connection into the sewer system because at the time the initial inspection was requested or required by ordinance, the sewer connection did not comply with the requirements of the code, or because the sewer connection had not reached the proper stage for inspection.~~

~~(E) — At the time that the operation of the person connecting shall be in full use, a reevaluation of the volume and strength of the usage shall be made and an adjustment of the fee shall be applied. Such reevaluation shall be made within two years of occupancy or connection.~~

### **§ 13-2-14 WATER AND SEWER EXPANSION CONNECTION FEE; RESIDENTIAL.**

~~(A) — The “water and sewer expansion connection fee” shall be as prescribed in § 6-13-8. determined by the following schedule for residential units:~~

<del><i>Type of Residential Unit</i></del>	<del><i>Charge</i></del>
<del>Efficiency or studio apartment</del>	<del>\$ 865</del>
<del>One bedroom apartment</del>	<del>1297</del>
<del>Two bedroom apartment</del>	<del>1730</del>
<del>Three bedroom apartment</del>	<del>2162</del>
<del>Single family home</del>	<del>2595</del>

~~(B) — Apartments, by definition, shall include rental apartments, condominium apartments, and other multiple dwelling buildings as defined in the Building Code of the village. Single family homes shall mean an attached or detached structure designed and intended to serve a~~

~~single family, without any connecting portions of the building serving any other residential building.~~

**§ 13-2-15 WATER AND SEWER EXPANSION CONNECTION FEE; COMMERCIAL/ INSTITUTIONAL/INDUSTRIAL.**

The "water and sewer expansion connection fee" for commercial, institutional, and industrial users shall be as prescribed in § 6-13-8. follows:

~~(A) — The water and sewer expansion connection fee shall be established based on a rate of \$604 per 100 gallons of the estimated average daily water consumption. When the estimated average daily water consumption exceeds 1,500 gallons per day (GPD), the estimate must be made by a registered professional engineer, approved by the Village Engineer. Both the registered professional engineer making the estimate and the Village Engineer in his or her review shall consider the hydraulic loading use on any stated application for water or sewer construction.~~

~~(B) — The minimum fee shall be \$865.~~

~~(C) — (1) — Two years after construction or expansion of a commercial, institutional or industrial use has been completed for which a water and sewer expansion connection fee has been paid, or at such time as such use is operating at a capacity likely to reflect its general water needs, whichever time is later, but not later than three years, the actual average daily water consumption by such use shall be computed. The actual average daily water consumption shall be deemed to be the average of actual water use on a daily basis for the most recent complete year of operation of such use, or the most recent three month billing period, whichever period shows the higher water consumption. In making such computation, any day when the use is closed or not in usual business operation shall be omitted from the calculation.~~

~~(2) — If the actual average water consumption falls between 75% to 125% of the estimate which was made as the basis of the water and sewer expansion connection fee referred to above, no adjustment of the water and sewer expansion connection fee shall be made. If, however, the actual average daily water consumption is greater than 125% of the amount which is estimated as the average daily water consumption as the basis of the water and sewer expansion connection fee which was paid, the user shall pay the village an additional amount based on the rate set forth in division (A) of this section for each additional 100 gallons over one 125% of such estimated amount. If the actual average daily water consumption is lower than 75% of the amount which was estimated as the average daily water consumption as the basis of the water and sewer expansion connection fee which was paid, the village shall refund the user an amount based on the rate set forth in division (A) of this section for each additional 100 gallons under 75% of such estimated amount. However, in no event, including but not limited to circumstances such as the full or partial closing of the use, change of the nature of the use or bankruptcy of the use, shall more than 50% of the estimated water and sewer expansion connection fee which was originally paid be refunded to the user.~~

~~(3) — A refund shall only be issued at the end of the two or three year re-evaluation period following the issuance of the first Certificate of Occupancy for the premises. Thereafter,~~

~~subject to availability, the premises shall be entitled to receive, without payment of an additional water and sewer expansion connection fee, the maximum amount of water for which a water and sewer expansion connection fee has previously been paid. In the event that the re-evaluation which took place no later than three years after the issuance of a Certificate of Occupancy for an expansion indicated the need to pay a higher water and sewer expansion connection fee, the user shall be entitled to a credit for the amount of the water and sewer expansion connection fee previously paid for the premises.~~

~~(4) The amount of water and sewer expansion connection fee paid for the premises shall be noted in the records of the village and a credit shall be granted up to that amount for any increased amount of water or sewer services required for the premises as a result of an expansion or change in usage. The refund payable at the end of the second or third year re-evaluation period, shall be returned to the party whom the records of the village indicate paid the original water and sewer expansion connection fee or if the identity of that person is not known or that person cannot be found after reasonable inquiry, then to the person to whom the water bill is currently being sent. In the event that more than one occupant utilizes the premises during the re-evaluation period, the actual water consumption utilized in making the computation shall be for the three month period of highest usage during the entire re-evaluation period.~~

~~(5) The owner of the premises, the occupant thereof and the user of the water and sewer service shall be jointly and severally liable to pay for the re-evaluated water and sewer expansion connection fee and the service is only furnished to the premises by the village only upon the condition that the owner of the premises, occupant, and user of the service are jointly and severally liable therefore to the village. The collection of charges, provisions regarding delinquent accounts and discontinuation of service with regard to the non-payment of the water and sewer expansion connection fee shall take place in accordance with §§ 13-3-20, 13-3-21 and 13-3-22.~~

~~(D) Where a residential, commercial, institutional or industrial user shall seek a connection only to the water system of the village, the amount of the water and sewer expansion connection fee payable by such applicant for water service only shall be 28% of the water and sewer expansion connection fee otherwise applicable to the subject property.~~

#### **§ 13-2-18 ACCEPTANCE OF DONATIONS IN LIEU OF FEES.**

The village may accept a donation of construction, expansion, or extension of the works of its system in lieu of all or part of connection fees established in § 6-13-8, by this Article.

#### **§ 13-2-21 INSPECTION OF CONNECTIONS OF SEWER AND WATER SERVICES.**

The applicant for the building permit shall notify the Community Development Department Village Engineer when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the Village Engineer or his or her designee.

ATTACHMENT D

AMENDMENTS TO CHAPTER 16, ARTICLE 17  
OF THE CAROL STREAM CODE OF ORDINANCES


§ 16-17-1 FEES.

Fees for application for zoning approvals under the provisions of this Chapter shall be as prescribed in § 6-13-12.

~~(A) Fees for inspection and the issuance of permits or certificates or copies thereof required or issued under the provisions of this Chapter shall be collected by the village in advance of issuance. The amount of such fees shall be established by motion or ordinance of the Board of Trustees and shall cover the cost of inspections and supervision resulting from enforcement of this Chapter.~~

~~(B) The Board of Trustees shall, from time to time, prescribe and amend by motion or ordinance a reasonable schedule of fees to be charged to applicants for variances, appeals, and special use permits.~~

*Village of Carol Stream*  
**Interdepartmental Memo**

**TO:** Joseph E. Breinig, Village Manager  
**FROM:** Robert J. Glees, Community Development Director   
**DATE:** April 15, 2010  
**RE:** **Agenda Item for the Village Board Meeting of April 19, 2010  
New Fee Schedule for Development Services**

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**PURPOSE**

The purpose of this memorandum is to request Village Board approval of a new fee schedule for development services, including building, zoning, water and sewer, and engineering approvals.

**DISCUSSION**

The Village's fee schedule for development services was last updated in 2002, but this was only a partial update. A complete update of the fee schedule is long overdue, and so with the authorization of the Village Board, staff initiated a project to complete a comprehensive update of the fee schedule for all development services activities. The project was coordinated with the Village Board during workshops held on July 20, 2009 and March 1, 2010. The goals and objectives of the fee schedule project were established as follows:

- ❖ Fees should be sufficient to cover the Village's costs of services.
- ❖ The fee schedule should be easy for customers to use.
- ❖ Fees should be taken in advance of services rendered.

Attached is an ordinance that would delete the current fee schedule as contained in Village Code Chapter 6, Article 13, and replace it with a new fee schedule that meets the Village's stated goals and objectives. Staff would note that, as part of the project to update Chapter 6, Article 13, it was necessary and appropriate to revise sections of Chapter 7, Chapter 13 and Chapter 16 of the Village Code as well. This was done in order to eliminate duplication and inconsistencies, and to place all development fee information in one chapter (Chapter 6) in a straightforward format.

In order to assist the Village Board in their review of the new fee schedule, staff would highlight the following information:

**Fee Reduction For Residential Building Permits.** As directed by the Village Board, fees for minor residential building permits such as fences and decks, have been reduced to 80% of the Village's estimated cost of services.

**Development Services Fee.** As discussed during the most recent workshop, the component of Carol Stream's overall building permit fee structure currently known as the "building permit fee" has been maintained at \$5.10 per \$1,000 of construction cost valuation. This fee component has been renamed "development services fee" in order to eliminate confusion with the overall sum total permit fee.

**Comparison With Neighboring Communities.** At the March 1<sup>st</sup> workshop, staff presented a comparison of permit fees in Carol Stream's neighboring communities, and the Village Board saw that there is a significant degree of variance between the highs and the lows. With the new fee schedule, fees in Carol Stream will be within the established ranges.

**Implementation Schedule.** Staff proposes an effective date of August 1, 2010 for the new fees to take effect. This would allow a reasonable notification period, which staff believes is appropriate since permit fees will now be required at time of permit application.

### **RECOMMENDATION**

Staff recommends the Village Board approve the attached ordinance to implement the new fee schedule for development services.

RJG:bg

u:\fee schedules\approval of 2010 fee schedule - vb memo.doc



**RESOLUTION NO.** \_\_\_\_\_

**A RESOLUTION FOR THE  
MAINTENANCE OF NORTH AVENUE RIGHTS-OF-WAY**

WHEREAS, the Village of Carol Stream, hereinafter referred to as MUNICIPALITY, located in the County of DuPage, State of Illinois, desires to undertake, in the years 2010 and 2011, the location, construction, operation and maintenance of driveways and street returns, water mains, sanitary and storm sewers, street light, traffic signals, sidewalk, landscaping, etc., on State highways, within said MUNICIPALITY, which by law and/or agreement come under the jurisdiction and control of the Department of Transportation of the State of Illinois hereinafter referred to as DEPARTMENT, and,

WHEREAS, an individual working permit must be obtained from the DEPARTMENT prior to any of the aforesaid installations being constructed either by the MUNICIPALITY or by a private person or firm under contract and supervision of the MUNICIPALITY.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME FULE POWERS, as follows:

SECTION 1: That MUNICIPALITY hereby pledges its good faith and guarantees that all work shall be performed in accordance with conditions of the permit to be granted by the DEPARTMENT, and to hold State of Illinois harmless during the prosecution of such work, and assume all liability for damages to person or property due to accidents or otherwise by reason of the work which is to be performed under the provision of said permit.

SECTION 2: That all authorized officials of the MUNICIPALITY are hereby instructed and authorized to sign said working permit on behalf of the MUNICIPALITY.

PASSED AND APPROVED THIS 19<sup>TH</sup> DAY OF APRIL 2010.

AYES:

NAYS:


ABSENT:

\_\_\_\_\_  
Frank Saverino, Sr., Mayor

ATTEST:

\_\_\_\_\_  
Beth Melody, Village Clerk

*Village of Carol Stream*  
**Interdepartmental Memo**

**TO:** Joe Breinig, Village Manager  
**FROM:** John A. Turner, Director of Public Works   
**DATE:** April 8, 2010  
**RE:** IDOT North Avenue Right-of-Way Work Resolution

Every two years, the Illinois Department of Transportation (IDOT) requests that the Village pass an ordinance agreeing to secure a permit for any maintenance work that needs to be done along the right-of-way of North Avenue. It also states we will require any contractor working for the Village to request a permit and essentially ensures that the work will be conducted in good faith and that the right-of-ways will be restored. The resolution format requested by IDOT is attached for consideration and approval for the 2010-2011 calendar years.

JAT:lm  
att.

**RESOLUTION NO.** \_\_\_\_\_

**A RESOLUTION DECLARING SURPLUS PROPERTY OWNED BY THE VILLAGE OF CAROL STREAM**

WHEREAS, in the opinion of the corporate authorities of the Village of Carol Stream, Illinois, it is no longer necessary or useful, or for the best interests of the Village of Carol Stream to retain ownership of the personal property hereinafter described; and

WHEREAS, the described surplus property has been determined by the corporate authorities of the Village of Carol Stream to have negligible value to the Village; and

WHEREAS, it has been determined by the Mayor and Board of Trustees of the Village of Carol Stream to dispose of the surplus property.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS, as follows:

SECTION 1: That the Mayor and Board of Trustees of the Village of Carol Stream find that the personal property described in Exhibit "A", now owned by the Village of Carol Stream, is no longer useful and authorize its disposal at auction.

SECTION 2: This resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED AND APPROVED THIS 19<sup>TH</sup> DAY OF APRIL 2010.

AYES:

NAYS:

ABSENT:


\_\_\_\_\_  
Frank Saverino, Sr., Mayor

ATTEST:

\_\_\_\_\_  
Beth Melody, Village Clerk

*Village of Carol Stream*  
**Interdepartmental Memo**

**TO:** Joseph E. Breinig, Village Manager

**FROM:** Robert J. Glees, Community Development Director 

**DATE:** April 7, 2010

**RE: **Agenda Item for the Village Board Meeting of April 19, 2010:  
Declaration of Surplus Property – Vehicle #200****

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During the preparation of the FY10/11 Budget, it was determined that Vehicle #200, assigned to Community Development, could be eliminated as a cost-reduction measure. Therefore, we request that this vehicle be declared as surplus so that it can go to auction.

2002 Chevrolet Impala, 4-door sedan, blue  
VIN: 2G1WF55K629342134  
License: M138472

RJG:bg

u:\misc village board correspondence\declaration of surplus property 1.doc

VILLAGE OF CAROL STREAM SCHEDULE OF BILLS

April 19, 2010

**AGENDA ITEM**  
K-1 4-19-10

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>	<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
<b>AT &amp; T</b>					
TI MNTHLY SRV MAR 16-APR 15	690.94	01652800 54412	OTHER EQUIPMENT	630Z57651903	
	<u>690.94</u>				
<b>ACTION LOCK &amp; KEY</b>					
KEY, CUT KEY	12.00	01670400 53317	OPERATING SUPPLIES	03/09/10	
	<u>12.00</u>				
<b>AMERICAN FIRST AID</b>					
PWC 1ST AID SUPPLIES	54.40	01670100 53317	OPERATING SUPPLIES	099725	
RE-STOCK SUPPLIES	103.16	01650100 53317	OPERATING SUPPLIES	095928	
	<u>157.56</u>				
<b>AMERICAN MESSAGING</b>					
CHRGs FOR MARCH 2010	3.42	04201600 52243	PAGING	U1113407KC	
CHRGs FOR MARCH 2010	3.43	01662400 52243	PAGING	U1113407KC	
CHRGs FOR MARCH 2010	6.86	01690100 52264	EQUIPMENT RENTAL	U1113407KC	
CHRGs FOR MARCH 2010	6.86	01660100 52243	PAGING	U1113407KC	
CHRGs FOR MARCH 2010	6.86	01662600 52243	PAGING	U1113407KC	
CHRGs FOR MARCH 2010	10.28	01662500 52243	PAGING	U1113407KC	
CHRGs FOR MARCH 2010	61.26	01670100 52243	PAGING	U1113407KC	
	<u>98.97</u>				
<b>ANCEL GLINK DIAMOND BUSH DICIANNI &amp;</b>					
LEGAL SERVICES FOR MARCH 2010	10,677.39	01570000 52238	LEGAL FEES	LEGAL SRV MARCH	
	<u>10,677.39</u>				
<b>ARGUS HAZCO</b>					
SAFETY HARNESS	100.00	04101500 53350	SMALL EQUIPMENT EXPENSE	06000718	
	<u>100.00</u>				
<b>AUTO TRUCK GROUP</b>					
REPAIRED CONTROLLER	190.00	01670200 52212	AUTO MAINTENANCE & REPAIR	428705	
RUNNER HITOP SHOE #83	413.90	01696200 53354	PARTS PURCHASED	429321	
	<u>603.90</u>				
<b>B &amp; F TECHNICAL CODE</b>					
BACK UP INSPECTIONS & CONSULT	150.00	01643700 52253	CONSULTANT	31469	1

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>	<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
PLAN REVIEWS	2,265.50	01643700 52253	CONSULTANT	31419	2
PLAN REVIEWS 367 N GARY	895.50	01643700 52253	CONSULTANT	31505	2
PLAN REVIEWS 720 CENTER	521.62	01643700 52253	CONSULTANT	31489	2
PLUMBING INSPECTIONS	1,441.60	01643700 52253	CONSULTANT	31470	3
	<u>5,274.22</u>				
<b>BATTERIES PLUS</b>					
BATTERIES	270.00	01670100 53317	OPERATING SUPPLIES	210544	
	<u>270.00</u>				
<b>BATTERYHOUSE</b>					
AA & D BATTERIES	127.92	01670100 53317	OPERATING SUPPLIES	17545	
	<u>127.92</u>				
<b>BEACON SSI INC</b>					
DIESEL GAS PUMP RPR	887.87	01696200 52244	MAINTENANCE & REPAIR	000064882A	
VEEDER ROOT REPAIR	1,634.50	01696200 52244	MAINTENANCE & REPAIR	0000064945	
	<u>2,522.37</u>				
<b>BEHAVIORAL TECH LLC</b>					
TRNG E MOLLEY	295.00	01 13010	PRE-PAID ITEMS	54565	
	<u>295.00</u>				
<b>BLAINS FARM &amp; FLEET</b>					
CLOTH ALLOW-SCHNEIDER	91.95	01664700 53324	UNIFORMS	77318	
	<u>91.95</u>				
<b>BLOOMINGDALE TOWNSHIP</b>					
CAROL PT TIF DISTR	963.28	01650100 57499	CONTINGENCY	BLOOMINGDALE TWP	
CAROL PT TIF DISTR ESCROW	670.36	01650100 57499	CONTINGENCY	BLOOM TWN R&B	
	<u>1,633.64</u>				
<b>BRIAN CLUEVER</b>					
TRAFFIC ACCIDENT RECON 1 4/18 T	536.00	01662300 52223	TRAINING	4/18-30 PR DIEM	
	<u>536.00</u>				
<b>BROWNELLS INC</b>					
AR-15 MAG COUPLER	30.00	01662700 53317	OPERATING SUPPLIES	05820746.01	
AR-15 OPTICS	584.60	01662700 53322	EMERGENCY EQUIPMENT	05820746.00	
	<u>614.60</u>				
<b>C S FIRE PROTECTION DISTRICT</b>					
CAROL PT TIF DISTR ESCROW	8,068.22	01650100 57499	CONTINGENCY	CS FIRE DISTRICT	
PERMITS-JANUARY THRU MARCH 20	7,600.00	01 24416	DEPOSIT-FIRE DISTRICT PERMIT	PERMITS-JAN	

REMOVED

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>		<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
	<b>15,668.22</b>					
<b>C S PARK DISTRICT</b>						
CAROL PT TIF DISTR ESCROW	5,261.45	01650100	57499	CONTINGENCY	CS PART DIST	
DEVELOPER DONATION ADJUSTMEI	2,295.00	01	24403	DEPOSIT-PARK DIST DEV CONTI	DEV DON ADJ	
	<b>7,556.45</b>					
<b>C S PUBLIC LIBRARY</b>						
CAROL PT TIF DISTR ESCROW	3,398.26	01650100	57499	CONTINGENCY	CS LIBR	
DEVELOPER DONATION ADJUSTMEI	180.36	01	24401	DEPOSIT-LIBRARY DEVEL CONT	DEV DONATION ADJ	
	<b>3,578.62</b>					
<b>CALL ONE</b>						
SERV FROM 3/15 THRU 4/14 2010	320.15	04101500	52230	TELEPHONE	1010-6641 APRIL	
SERV FROM 3/15 THRU 4/14 2010	1,804.26	04201600	52230	TELEPHONE	1010-6641 APRIL	
SERV FROM 3/15 THRU 4/14 2010	2,710.80	01650100	52230	TELEPHONE	1010-6641 APRIL	
	<b>4,835.21</b>					
<b>CARGILL INCORPORATED</b>						
ROAD SALT	32,657.64	06320000	53335	SALT	2786500	20100088
	<b>32,657.64</b>					
<b>CAROL STREAM LAWN &amp; POWER</b>						
HUB PULLEY	54.04	01670400	52212	AUTO MAINTENANCE & REPAIR	252517	
HUB PULLEY,FUEL FILTR	41.14	01670400	52212	AUTO MAINTENANCE & REPAIR	252453	
	<b>95.18</b>					
<b>CAROYLN ASCHER LLC</b>						
PLANT RNTL MAR/10	229.00	01680000	52244	MAINTENANCE & REPAIR	18696	
	<b>229.00</b>					
<b>CARQUEST AUTO PARTS</b>						
2 OIL SEALS	24.56	01696200	53354	PARTS PURCHASED	2420-164338	
BRAKE PARTS,GEAR OIL	353.51	01696200	53354	PARTS PURCHASED	2420-164313	
BRAKE ROTORS,SEALS	137.46	01696200	53354	PARTS PURCHASED	2420-164320	
DISC BRAKE PAD SETS	117.16	01696200	53354	PARTS PURCHASED	2420-164841	
DRAIN SUPPLIES	5.19	01696200	53354	PARTS PURCHASED	2420-163889	
EXACT FIT WIPER BLADE	26.98	01696200	53354	PARTS PURCHASED	2420-165115	
FILTERS,PLUGS,WIPERS	436.83	01696200	53354	PARTS PURCHASED	2420-164586	
HD FUEL FILTERS	18.85	01670400	52212	AUTO MAINTENANCE & REPAIR	2420-165591	
HD OIL FILTER	9.19	01696200	53354	PARTS PURCHASED	2420-165517	
HD OIL FILTER	19.67	01696200	53354	PARTS PURCHASED	2420-165345	
HD OIL FILTERS	14.22	01696200	53354	PARTS PURCHASED	2420-165371	
HD+LD OIL FILTERS	19.73	01696200	53354	PARTS PURCHASED	2420-164853	

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>	<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
HI-POP OIL FILTERS	23.12	01696200 53354	PARTS PURCHASED	2420-165536	
HI-POP OIL FILTERS	69.36	01696200 53354	PARTS PURCHASED	2420-165535	
HOSES,PLUGS,RTR,FUEL	199.28	01696200 53354	PARTS PURCHASED	2420-164950	
HTR HOSE TOOL	23.75	01696200 53316	TOOLS	2420-164252	
IDLER PULLEY,OIL FILT	77.39	01696200 53354	PARTS PURCHASED	2420-165037	
JB KWIK ADHESIVE	5.27	01696200 53354	PARTS PURCHASED	2420-164328	
LD OIL FILTERS	96.26	01696200 53354	PARTS PURCHASED	2420-164429	
MINIATURE LAMPS	14.40	01696200 53354	PARTS PURCHASED	2420-164563	
MOLDED HSE, AIR FILTR	33.65	01696200 53354	PARTS PURCHASED	2420-164954	
OE FILTER CONVTR	488.63	01696200 53354	PARTS PURCHASED	2420-165474	
OIL FILTERS,THERM GSK	143.30	01696200 53354	PARTS PURCHASED	2420-164254	
OIL,FUEL FILTERS,GASK	57.96	01696200 53354	PARTS PURCHASED	2420-163881	
OXYGEN SENSORS	93.94	01696200 53354	PARTS PURCHASED	2420-165530	
PWR STEER,PRESS HOSE	132.47	01696200 53354	PARTS PURCHASED	2420-165557	
RETURNED 2 OIL SEALS	-15.96	01696200 53354	PARTS PURCHASED	2420-164567	
RETURNED BRAKE PARTS	-339.47	01696200 53354	PARTS PURCHASED	2420-164344	
RTN EXH PIPE PK RINGS	-10.34	01696200 53354	PARTS PURCHASED	2420-165544	
SPK PLUGS,FILTERS	44.95	01670400 52212	AUTO MAINTENANCE & REPAIR	2420-164818	
TPMS UNIVERS BAND KIT	45.56	01696200 53354	PARTS PURCHASED	2420-164246	
TRANS FILTERS,HOSES	206.67	01696200 53354	PARTS PURCHASED	2420-165189	
TRANSMISSION FILTERS	29.75	01696200 53354	PARTS PURCHASED	2420-165531	
TURN ROTORS	64.00	01696200 53354	PARTS PURCHASED	2420-165066	
	<b>2,667.29</b>				
<b>CDW GOVERNMENT INC</b>					
FIREWALL SFTWRE RENEW	598.00	01652800 52255	SOFTWARE MAINTENANCE	RVF8497	
SUPPORT DRIVER	184.24	01652800 54412	OTHER EQUIPMENT	RXX8696	
	<b>782.24</b>				
<b>CENTRAL DUPAGE HOSPITAL</b>					
KOTNAUR HEP-B	67.00	01662700 52236	MANAGEMENT PHYSICALS	102821	
	<b>67.00</b>				
<b>CHEM CARE INC</b>					
TP,C-FOLD+KITCHEN TOW	250.00	01670100 53319	MAINTENANCE SUPPLIES	30472	
	<b>250.00</b>				
<b>CHICAGO INTERNATIONAL TRUCK LLC</b>					
PAN,GASKET,BOLTS	228.85	01696200 53354	PARTS PURCHASED	102080765	
	<b>228.85</b>				
<b>CHICAGO PARTS AND SOUND</b>					
6-ELEMENT+GSKT KIT	-114.84	01696200 53354	PARTS PURCHASED	340835	



<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>	<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
BRAKES PADS, ROTOR ASY	316.28	01696200 53354	PARTS PURCHASED	342650	
COOLING BLOW MTR 674	33.24	01696200 53354	PARTS PURCHASED	342159	
SPARK PLUGS	69.36	01696200 53354	PARTS PURCHASED	343364	
SPARK PLUGS	84.72	01696200 53354	PARTS PURCHASED	343365	
	<u>388.76</u>				
<b>CIRUS CONTROLS</b>					
SENSORS	107.97	01670200 52212	AUTO MAINTENANCE & REPAIR	6741	
	<u>107.97</u>				
<b>CLASSIC HARDWARE INC</b>					
2 VON DUPRIN 6210 SPRING KITS	63.00	01680000 53319	MAINTENANCE SUPPLIES	63764	
	<u>63.00</u>				
<b>COBAN RESEARCH &amp; TECHNOLOGIES INC</b>					
COBAN ION BATTERIES	435.00	01662757 53317	OPERATING SUPPLIES	00001754	
	<u>435.00</u>				
<b>COLLEGE OF DUPAGE</b>					
CAROL PT TIF DISTRIBUTION ESCROW	2,616.64	01650100 57499	CONTINGENCY	COLLEGE OF DUPG	
	<u>2,616.64</u>				
<b>COMED</b>					
SERV FROM 02/26 THRU 03/29	224.19	06320000 52248	ELECTRICITY	0815164035-MARCH	
	<u>224.19</u>				
<b>COMMERCIAL MAINTENANCE CHEMICAL CORP</b>					
SS - LS DEGREASER	469.16	04101500 53332	SEWER SYSTEM SUPPLIES	26774	
	<u>469.16</u>				
<b>COMMUNITY CONSOLIDATED SCHOOL #93</b>					
CAROL PT TIF DISTR ESCROW	51,321.70	01650100 57499	CONTINGENCY	DISTRICT 93	
	<u>51,321.70</u>				
<b>COMPLETE FLEET SERVICE</b>					
HYDRAULIC HOSE	143.06	01696200 53354	PARTS PURCHASED	5588	
	<u>143.06</u>				
<b>CONSTANT CONTACT</b>					
ON-LINE NEWSLETTER	31.88	01520000 52240	PUBLIC NOTICES/INFORMATION	10390683	
	<u>31.88</u>				
<b>DAILY HERALD</b>					
PN FOR EASTON PARK	228.00	01530000 52240	PUBLIC NOTICES/INFOR	T4201173	

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>	<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
	<u>228.00</u>				
<b>DEFENDERSOFT INC</b>					
SOFTWARE MAINT EMAIL/WEB FILTI	2,508.00	01652800 52255	SOFTWARE MAINTENANCE	16584	
	<u>2,508.00</u>				
<b>DELL MARKETING LP</b>					
REPLACEMENT MEMORY	1,047.03	01652800 54412	OTHER EQUIPMENT	XDNDDM3J4	
VIDEO SERVER	2,287.55	01660100 54413	COMPUTER EQUIPMENT	XDNTFMRK2	
	<u>3,334.58</u>				
<b>DELUX TOWING</b>					
SEIZED VEH TOW	20.00	01664700 53317	OPERATING SUPPLIES	69027	
	<u>20.00</u>				
<b>DISCOVERY BENEFITS</b>					
4/10 FLEX ADMIN	280.00	01600000 52273	EMPLOYEE SERVICES	177507	
	<u>280.00</u>				
<b>DPA LASER SERVICES INC</b>					
TONER CART	807.90	01662656 53314	OFFICE SUPPLIES	8826	
TONER CART	475.29	01662656 53314	OFFICE SUPPLIES	8777	
	<u>1,283.19</u>				
<b>DUPAGE AIRPORT AUTHORITY</b>					
CAROL PT TIF DISTR ESCROW	225.33	01650100 57499	CONTINGENCY	DUPG AIRPORT AUTH	
	<u>225.33</u>				
<b>DUPAGE CELLULAR COMM</b>					
TELEPHONE HOLDER	29.99	01652800 53317	OPERATING SUPPLIES	10048592	
	<u>29.99</u>				
<b>DUPAGE CO CHIEFS OF POLICE ASSN</b>					
ADM PROF DAY LUNCH-O'BRIEN,SAI	20.00	01662400 52222	MEETINGS	ADM LUNCH	
ADM PROF DAY LUNCH-O'BRIEN,SAI	60.00	01660100 52222	MEETINGS	ADM LUNCH	
	<u>80.00</u>				
<b>DUPAGE CO TREASURER</b>					
CAROL PT TIF DISTR ESCROW	2,192.74	01650100 57499	CONTINGENCY	DUPG CO	
	<u>2,192.74</u>				
<b>DUPAGE COUNTY</b>					
JOBRIEN EMGMGT TRNG	40.00	01660100 52223	TRAINING	7340	
MOFFETT WTHRCLASS FEE	40.00	01662700 52223	TRAINING	5866	
PERMIT-HYDRANT REPLACEMENT	100.00	04201600 53317	OPERATING SUPPLIES	AP100187	

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>	<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
	<u>180.00</u>				
<b>DUPAGE DODGE CHRYSLER JEEP INC</b>					
#652 ABS SENSOR,WIRIN	<u>67.12</u>	01696200 53354	PARTS PURCHASED	11467	
	<u>67.12</u>				
<b>DUPAGE FOREST PRESERVE DISTRICT</b>					
CAROL PT TIF DISTR ESCROW	<u>1,698.43</u>	01650100 57499	CONTINGENCY	DUPG FOREST PRES	
	<u>1,698.43</u>				
<b>EBAY INC</b>					
EBAY FEES FEB 2010	<u>603.00</u>	01664700 53317	OPERATING SUPPLIES	022810	
	<u>603.00</u>				
<b>ELEVATOR INSPECTION SERVICES</b>					
RE-INSPECTION PERFORMED ON M.	<u>75.00</u>	01680000 52244	MAINTENANCE & REPAIR	27435	
	<u>75.00</u>				
<b>ENGINEER SUPPLY</b>					
RETURNED PRODUCT	<u>-185.98</u>	01620100 53314	OFFICE SUPPLIES	1002826CR	
	<u>-185.98</u>				
<b>ENGINEERING RESOURCE ASSOCIATES INC</b>					
THUNDERBIRD TRAIL BRIDGE DECK	3,103.08	11740000 55486	ROADWAY CAPITAL IMPROVEME	100205.01	20100101
THUNDERBIRD TRAIL BRIDGE DECK	<u>10,270.78</u>	11740000 55486	ROADWAY CAPITAL IMPROVEME	100205.02	20100101
	<u>13,373.86</u>				
<b>EXAMINER PUBLICATIONS INC</b>					
AUCTION LEGAL NOTICE	<u>19.00</u>	01662400 53317	OPERATING SUPPLIES	AD 3/9/10	
	<u>19.00</u>				
<b>FACTORY MOTOR PARTS</b>					
ACD65-60,ACD78-60 BAT	<u>181.47</u>	01696200 53354	PARTS PURCHASED	63-023667	
	<u>181.47</u>				
<b>FASTENAL INDUSTRIAL &amp; CONSTRUCTION SUPP</b>					
BOLTS	59.87	01670400 53317	OPERATING SUPPLIES	ILHAN9951	
BOLTS,FLNG TOP LK	31.80	01670400 53317	OPERATING SUPPLIES	ILHAN9953	
NYLON WASHERS,BOLTS	104.78	01670400 53317	OPERATING SUPPLIES	ILHAN9986	
RTN'D BOLTS	<u>-59.87</u>	01670400 53317	OPERATING SUPPLIES	ILHAN9951	
	<u>136.58</u>				
<b>FLOLO CORPORATION</b>					
1ST Q MAINTENANCE	300.00	04201600 52244	MAINTENANCE & REPAIR	085225	

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>	<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
	<u>300.00</u>				
<b>FLUORECYCLE INC</b>					
FLUORESCENT LAMPS+FRT	<u>282.75</u>	01670400 52244	MAINTENANCE & REPAIR	19843	
	<u>282.75</u>				
<b>FUTURE ENVIRONMENTAL INC</b>					
USED FILTER CONTAINER	<u>70.00</u>	01696200 53317	OPERATING SUPPLIES	114242	
	<u>70.00</u>				
<b>GAFFNEYS PROTECTIVE MAINTENANCE INC</b>					
STREET LIGHT MTC & REPAIR	819.44	01650100 52215	IRMA DEDUCTIBLES	16836	20100066
STREET LIGHT MTC & REPAIR	<u>1,007.20</u>	01650100 52215	IRMA DEDUCTIBLES	16835	20100066
	<u>1,826.64</u>				
<b>GLENBARD TOWNSHIP HIGH SCHOOL DIST 87</b>					
CAROL PT TIF DISTR ESCROW	<u>23,247.00</u>	01650100 57499	CONTINGENCY	DISTRICT 87	
	<u>23,247.00</u>				
<b>GORDON FLESCH COMPANY INC</b>					
REC COPIER 1/28-2/28	<u>187.13</u>	01662600 52226	OFFICE EQUIPMENT MAINTENAN	0QT143	
	<u>187.13</u>				
<b>GRAINGER</b>					
MIDGET FUSES	<u>79.30</u>	04201600 53317	OPERATING SUPPLIES	9190831017	
	<u>79.30</u>				
<b>GUN DEALER ONLINE LLC</b>					
HOLOGRAPHIC GUN SIGHT	<u>2,216.70</u>	01662700 53322	EMERGENCY EQUIPMENT	1068	
	<u>2,216.70</u>				
<b>HARBOR FREIGHT TOOLS</b>					
TOOLS:HAMMERS,RATCHET	<u>53.93</u>	01670400 53316	TOOLS	838635	
	<u>53.93</u>				
<b>HD SUPPLY WATERWORKS</b>					
CLAMPS	147.91	04201600 53317	OPERATING SUPPLIES	1052641	
MH CVR HOOK,PENTA KEY	<u>193.00</u>	04201600 53316	TOOLS	1068245	
	<u>340.91</u>				
<b>HEALTH SMART INC</b>					
FLEX ADMIN -MARCH 2010	<u>80.00</u>	01600000 52273	EMPLOYEE SERVICES	F310136	
	<u>80.00</u>				
<b>HOME DEPOT</b>					

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>	<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
2 MAILBOXES	83.88	01670200 53317	OPERATING SUPPLIES	0268623	
7/8 ELEC,BRUSH,PAINT	24.80	04201600 53317	OPERATING SUPPLIES	5813787	
ADAPTER,CLAMP,CLOROX	28.25	04201600 53317	OPERATING SUPPLIES	2034999	
ASPHALT HEATER	66.12	01670400 53319	MAINTENANCE SUPPLIES	9717117	
BOLTS,PLASTBAGGDS	20.50	01670200 52212	AUTO MAINTENANCE & REPAIR	0570101	
CHANNEL,SIDING,GLOVES	94.23	04201600 53317	OPERATING SUPPLIES	0276907	
DR PULL,BAGS,BOLT,NUT	22.21	04201600 53317	OPERATING SUPPLIES	0203885	
ELBOWS,ENDCAP,SP LINK	74.18	04201600 53317	OPERATING SUPPLIES	0295659	
ELBOWS,JOINER,ENDCAP,	68.84	04201600 53317	OPERATING SUPPLIES	2916286	
GLOVES,HINGE,BLADES	119.08	04201600 53317	OPERATING SUPPLIES	0570275	
HIDEN HOOK,DOWN CLP	9.29	04201600 53317	OPERATING SUPPLIES	0200212	
RETURNED SUPPLIES	-74.18	04201600 53317	OPERATING SUPPLIES	0295659CR	
SALT	49.80	01680000 53319	MAINTENANCE SUPPLIES	0250811	
SUPPLIES	7.46	04201600 53317	OPERATING SUPPLIES	0226027	
TROWEL,SPACE BIT,NUTS	61.17	04201600 53317	OPERATING SUPPLIES	0273193	
	<b>655.63</b>				
<b>HOTELS-MASTERCARD</b>					
CONFR-BREINIG	288.96	01590000 52223	TRAINING	7052	
	<b>288.96</b>				
<b>HR SIMPLIFIED</b>					
COBRA (ARRA) NOTICE ADMIN	30.00	01600000 52273	EMPLOYEE SERVICES	26661	
	<b>30.00</b>				
<b>IGFOA</b>					
IGFOA TRNG-HELGERSON	125.00	01610100 52223	TRAINING	2618483	
	<b>125.00</b>				
<b>IPELRA</b>					
EMP LAW SEMR REBHOLZ	160.00	01600000 52223	TRAINING	2/25/10	
IPELRA TRNG MELLOR	160.00	01590000 52223	TRAINING	02/25/2010	
JOBRIEN EMPLAW UPDATE	160.00	01660100 52223	TRAINING	21233006	
SAILER EMP LAW UPDATE	160.00	01660100 52223	TRAINING	21268716	
	<b>640.00</b>				
<b>ILEETA</b>					
PASKEVICZ DUES	50.00	01662700 52234	DUES & SUBSCRIPTIONS	9999	
PASKEVICZ ILEETA CONF	345.00	01662700 52223	TRAINING	7922	
	<b>395.00</b>				
<b>ILLINOIS PAPER COMPANY</b>					
COPY PAPER	3,660.00	01650100 52231	COPY EXPENSE	547534000	

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>	<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
	<u>3,660.00</u>				
<b>ILLINOIS SECRETARY OF STATE</b>					
CONVENIENCE FEE	4.15	01660154 52212	AUTO MAINTENANCE & REPAIR	02/22/10	
STICKER FOR SQUAD 671	99.00	01662454 52212	AUTO MAINTENANCE & REPAIR	2/22/10	
STICKER FOR SQUAD 672	99.00	01660154 52212	AUTO MAINTENANCE & REPAIR	02/22/10	
	<u>202.15</u>				
<b>ILLINOIS STATE POLICE</b>					
3-BACKGROUND CHECKS	48.00	01670100 53317	OPERATING SUPPLIES	3 BKGRND CKS	
	<u>48.00</u>				
<b>INTOXIMETERS INC</b>					
GAS CANISTERS	492.00	01662700 53317	OPERATING SUPPLIES	297939	
	<u>492.00</u>				
<b>ION INC</b>					
RADIO HOLDERS	127.70	01662700 53324	UNIFORMS	33587	
	<u>127.70</u>				
<b>JULIE INC</b>					
LOCATES FOR MARCH	107.75	01670300 52272	PROPERTY MAINTENANCE(NPDI 03-10-0358		
LOCATES FOR MARCH	107.75	04101500 52272	PROPERTY MAINTENANCE(NPDI 03-10-0358		
LOCATES FOR MARCH	107.75	04201600 52272	PROPERTY MAINTENANCE(NPDI 03-10-0358		
	<u>323.25</u>				
<b>JOE COTTON FORD</b>					
#674 FAN ASSY	28.07	01696200 53354	PARTS PURCHASED	285103	
	<u>28.07</u>				
<b>K FIVE CONSTRUCTION</b>					
5.14 TONS ASPHALT	578.83	01670500 52286	STREET MAINTENANCE	62659MB	
	<u>578.83</u>				
<b>KOHL'S</b>					
CLOTH ALLOW-RUDELICH	79.18	01664700 53324	UNIFORMS	32200836694	
	<u>79.18</u>				
<b>LA FAYETTE HOME NURSERY INC</b>					
2009/10 POND SHORELINE AND WET	12,110.00	01620100 52272	PROPERTY MAINTENANCE(NPDI 018171		20100036
	<u>12,110.00</u>				
<b>LANGUAGE LINE SERVICES</b>					
ARABIC TRANSLATION	81.17	01662700 53317	OPERATING SUPPLIES	2385474	

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>	<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
	<u>81.17</u>				
<b>LAWSON PRODUCTS</b>					
HEX NUTS,WASHERS	88.06	01696200 53354	PARTS PURCHASED	8963091	
	<u>88.06</u>				
<b>LOWE'S HOME CENTERS</b>					
SHRINK WRAP FOR TAHOE	19.98	01662300 53317	OPERATING SUPPLIES	14241	
STRIP MASTERS-REPLACE	24.94	01670300 53317	OPERATING SUPPLIES	09617	
	<u>44.92</u>				
<b>LYNN PEAVEY COMPANY</b>					
ET SUPPLIES	325.50	01662460 53317	OPERATING SUPPLIES	217060	
	<u>325.50</u>				
<b>MCR MEDICAL SUPPLY, INC</b>					
CPR MASK	66.89	01662700 53317	OPERATING SUPPLIES	3425	
	<u>66.89</u>				
<b>MEADE ELECTRIC COMPANY INC</b>					
TRAF SIGN MAINT-2/10	150.00	06320000 52244	MAINTENANCE & REPAIR	644314A	
	<u>150.00</u>				
<b>METROPOLITON INDUSTRIES INC</b>					
DIVERSIFIED RELAY	120.00	04101500 53317	OPERATING SUPPLIES	OOU0020044	
	<u>120.00</u>				
<b>MIDCO</b>					
PCI TURN UP 01/26/10	369.50	01680000 52244	MAINTENANCE & REPAIR	231572	
REMOVAL OF EQUIPMENT	335.50	01643700 52230	TELEPHONE	233392	
	<u>705.00</u>				
<b>MR SITCO</b>					
METER READS - MAR. 10	1,632.75	04103100 52221	UTILITY BILL PROCESSING	50534	6
METER READS - MAR. 10	1,632.75	04203100 52221	UTILITY BILL PROCESSING	50534	6
	<u>3,265.50</u>				
<b>N E M R T</b>					
COOPER CLASS FEE 2/10	50.00	01662700 52223	TRAINING	130348	
POPE CLASS FEE 2/10	100.00	01662700 52223	TRAINING	130406	
WALKER CLASS FEE 2/10	100.00	01662700 52223	TRAINING	130406	
	<u>250.00</u>				
<b>NAPA AUTO CENTER</b>					
GASKETS	6.36	01696200 53354	PARTS PURCHASED	067626	

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>		<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
HYDRAULIC FLUID	21.89	01696200	53354	PARTS PURCHASED	068166	
NEW RADIATOR	119.19	01696200	53354	PARTS PURCHASED	065787	
RADIATOR HOSES & KIT	28.49	01696200	53354	PARTS PURCHASED	065785	
RAVEN BLK NITRIL	14.59	01696200	53317	OPERATING SUPPLIES	066314	
	<b>190.52</b>					
<b>NATIONAL POWER RODDING CORPORATION</b>						
SEWER TELEVISION -3RD YR OF A 3	28,330.28	04101500	52297	SEWER SYSTEM MAINTENANCE	40727	20100073
	<b>28,330.28</b>					
<b>NED V ZIZZO INC</b>						
SHREDDER OIL	84.70	01662600	53314	OFFICE SUPPLIES	11890	
	<b>84.70</b>					
<b>NEENAH FOUNDRY COMPANY</b>						
STORM GRATE	53.00	01670600	53317	OPERATING SUPPLIES	706746	
	<b>53.00</b>					
<b>NICOR GAS</b>						
SERV FROM 03/09 THRU 04/07	76.45	04201600	52277	HEATING GAS	13 81 12 1000 7 MAR	
SERV FROM 03/10 THRU 04/09	92.80	04101500	52277	HEATING GAS	86 60 60 1117 8 MAR	
	<b>169.25</b>					
<b>NIU OUTREACH (I G F O A)</b>						
ILCMA SEMR BREINIG	50.00	01590000	52223	TRAINING	321952	
	<b>50.00</b>					
<b>NORTH GARY AUTO CARE ENTER</b>						
EBAY - VEH INSPECTION	29.99	01664700	53317	OPERATING SUPPLIES	53249	
EBAY - VEH INSPECTION	29.99	01664700	53317	OPERATING SUPPLIES	53276	
EBAY - VEH INSPECTION	29.99	01664700	53317	OPERATING SUPPLIES	53291	
EBAY - VEH INSPECTION	29.99	01664700	53317	OPERATING SUPPLIES	53367	
EBAY - VEH INSPECTION	29.99	01664700	53317	OPERATING SUPPLIES	53368	
EBAY-BMW BATTERY REPR	294.75	01664700	53317	OPERATING SUPPLIES	53318	
	<b>444.70</b>					
<b>OAKTON COMMUNITY COLLEGE</b>						
TRNG K MCNAMARA	35.00	01662500	52223	TRAINING	B02091517	
	<b>35.00</b>					
<b>OCE IMAGISTICS INC</b>						
PWKS COPIER FEB/10	13.60	01670100	52231	COPY EXPENSE	413885221	
	<b>13.60</b>					



<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>	<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
<b>OFFICE DEPOT</b>					
DATE STAMP-CLERK	36.14	01580000 53314	OFFICE SUPPLIES	512073955001	
FOLLOW UP FOLDERS	54.12	01662400 53314	OFFICE SUPPLIES	512039048001	
GARAGE SUPPLIES	14.35	01690100 53314	OFFICE SUPPLIES	512776893001	
LABELS	8.47	01670100 53314	OFFICE SUPPLIES	512776981001	
MOUSE PAD-CHAPLIN	10.44	01590000 53314	OFFICE SUPPLIES	512073712001	
OFFICE SUPPILES	15.68	01643700 53314	OFFICE SUPPLIES	511637572	
OFFICE SUPPLIES	7.14	01643700 53314	OFFICE SUPPLIES	512926442	
OFFICE SUPPLIES	14.39	01643700 53314	OFFICE SUPPLIES	510647669	
OFFICE SUPPLIES	18.23	01620100 53314	OFFICE SUPPLIES	511021570001	
OFFICE SUPPLIES	18.39	01643700 53314	OFFICE SUPPLIES	510564735	
OFFICE SUPPLIES	277.80	01643700 53314	OFFICE SUPPLIES	512211347	
OFFICE SUPPLIES	626.15	01662600 53314	OFFICE SUPPLIES	512524501	
OFFICE SUPPLIES	907.89	01662600 53314	OFFICE SUPPLIES	509669398	
ST SM EQ	88.96	01670100 53350	SMALL EQUIPMENT EXPENSE	512776893001	
ST SUPPLIES	54.47	01670100 53314	OFFICE SUPPLIES	512776893001	
	<b>2,152.62</b>				
<b>OMI</b>					
OPER MGR SERVS FOR MAY 2010	132,588.92	01 13010	PRE-PAID ITEMS	48485	
	<b>132,588.92</b>				
<b>PJ'S CAMERA &amp; PHOTO</b>					
ET SUPPLIES	1.80	01662460 53317	OPERATING SUPPLIES	5221	
ET SUPPLIES	24.00	01662460 53317	OPERATING SUPPLIES	5386	
	<b>25.80</b>				
<b>PLACKETT BRIAN</b>					
TRAFFIC ACCIDENT RECON 1 CLAS	536.00	01662300 52223	TRAINING	4/18-4/30 PER DIEM	
	<b>536.00</b>				
<b>PSYCHOTHERAPY NETWORKER</b>					
SUBS RNWL THOMAS	18.00	01662500 52234	DUES & SUBSCRIPTIONS	2010	
	<b>18.00</b>				
<b>RADCO COMMUNICATIONS INC</b>					
CHAN 4 RADIO 660 INST	91.50	01662752 52212	AUTO MAINTENANCE & REPAIR	74994	
REPAIR 677 ANTENNA	27.43	01662750 52212	AUTO MAINTENANCE & REPAIR	74990	
REPAIR FUSEHOLDER 694	21.00	01664750 52212	AUTO MAINTENANCE & REPAIR	74994	
REPAIR PORTABLE RADIO	189.15	01662700 52227	RADIO MAINTENANCE	75029	
	<b>329.08</b>				
<b>RESOURCE UTILITY SUPPLY CO</b>					

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>	<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
#4 HYDRANT GREASE-QT	59.36	04201600 53317	OPERATING SUPPLIES	062689	
	<u>59.36</u>				
<b>RESTAURANT-MASTERCARD</b>					
BOARD.WORKING MEETING	140.15	01520000 52222	MEETINGS	03/01/2010	
	<u>140.15</u>				
<b>ROBERT BOSCH LLC</b>					
SCAN TOOL SOFTWARE UP	845.75	01696200 52284	EQUIPMENT MAINTENANCE	16079359	
	<u>845.75</u>				
<b>SAFEKIDS WORLDWIDE</b>					
KALINOWICZ CPS RENEW	50.00	01662300 52223	TRAINING	123456	
	<u>50.00</u>				
<b>SAUBER MGF.CO</b>					
MAINT LIFTGATE - #8	108.00	04201600 52212	AUTO MAINTENANCE & REPAIR	PSI143157	
	<u>108.00</u>				
<b>SEARS HARDWARE</b>					
PIPE CT,RATCHET,WHEEL	101.96	04201600 53316	TOOLS	011721097148	
	<u>101.96</u>				
<b>SEAWAY SUPPLY CO</b>					
BRUSHES,MOP,BROOM	302.02	01670400 53317	OPERATING SUPPLIES	65501	
SUPPLIES	302.02	01670400 53317	OPERATING SUPPLIES	65501	
SUPPLIES CREDIT	-302.02	01670400 53317	OPERATING SUPPLIES	65501CR	
	<u>302.02</u>				
<b>SERVICE COMPONENTS INC</b>					
100 HEX BOLTS+ FRT	45.34	01696200 53354	PARTS PURCHASED	73444	
	<u>45.34</u>				
<b>SERVICE SPRING CO INC</b>					
REPAIRS TO #67	1,484.91	01696200 53353	OUTSOURCING SERVICES	103941	
	<u>1,484.91</u>				
<b>SEYFARTH SHAW LLP</b>					
LEGAL SERVICES JAN & FEB 2010	6,253.75	01570000 52238	LEGAL FEES	1703071	
	<u>6,253.75</u>				
<b>STAN HELGERSON</b>					
REIMB- TRAVEL & PER DIEM 4/15/10	263.50	01610100 52222	MEETINGS	PENSION COALITION	
	<u>263.50</u>				

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>	<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
<b>SUNRISE CHEVROLET</b>					
HOSE	31.78	01696200 53354	PARTS PURCHASED	729776	
	<u>31.78</u>				
<b>TERRACE SUPPLY COMPANY</b>					
CYC RNTL 1/15-2/15	64.79	01696200 52264	EQUIPMENT RENTAL	601879Z	
	<u>64.79</u>				
<b>THE STATE FIRE MARSHALL</b>					
ANNUAL RENEWAL CERT OF OPERA	75.00	01680000 52244	MAINTENANCE & REPAIR	5125027542	
	<u>75.00</u>				
<b>THE UPS STORE</b>					
CALEA FILE SHIPPING	157.38	01660100 53314	OFFICE SUPPLIES	8430883762	
TRAINING DVD RETURN	9.23	01670100 52223	TRAINING	378888387	
	<u>166.61</u>				
<b>THIRD MILLENIUM ASSOCIATES INCORPORATEE</b>					
INTERNET E PAY MINIMUM MONTHL	225.00	04103100 52221	UTILITY BILL PROCESSING	12453	20100011
INTERNET E PAY MINIMUM MONTHL	225.00	04203100 52221	UTILITY BILL PROCESSING	12453	20100011
VEHICLE ONLINE ANNL MTC 05/01/10	495.00	01 13010	PRE-PAID ITEMS	12473	
WTR BILL / LATE NOTC PROCESSING	1,143.08	04103100 52221	UTILITY BILL PROCESSING	12452	20100012
WTR BILL / LATE NOTC PROCESSING	1,143.08	04203100 52221	UTILITY BILL PROCESSING	12452	20100012
	<u>3,231.16</u>				
<b>THOMAS F HOWARD JR</b>					
LEGAL SERVICES -MARCH	7,616.25	01570000 52312	PROSECUTION DUI	166	
	<u>7,616.25</u>				
<b>TITAN SUPPLY INC</b>					
CAN LINERS	39.80	01680000 53314	OFFICE SUPPLIES	3086	
JANITORIAL SUPPLIES	510.45	01680000 53320	JANITORIAL SUPPLIES	3088	
	<u>550.25</u>				
<b>TRAFFIC CONTROL &amp; PROTECTION</b>					
SIGNS:CURVE RT,YIELD	203.50	01670300 53344	STREET SIGNS	66017	
	<u>203.50</u>				
<b>TRANSYSTEMS CORPORATION</b>					
LIES RD-KUHN TO GARY LAPP SRV	580.80	11740000 55486	ROADWAY CAPITAL IMPROVEME	1842364	
	<u>580.80</u>				
<b>TRAVEL-MASTERCARD</b>					
PARKING-CS10006290	1.25	01662400 53330	INVESTIGATION FUND	03/3/10	

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>	<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
PARKING-CS10007450	2.00	01662400 53330	INVESTIGATION FUND	3/18/10	
	<u>3.25</u>				
<b>U S POST OFFICE</b>					
IPP REPORT TO EPA	5.80	04101200 53317	OPERATING SUPPLIES	161274-9551A	
	<u>5.80</u>				
<b>ULINE SHIPPING SUPPLY SPECIALISTS</b>					
ET SUPPLIES	24.07	01662460 53317	OPERATING SUPPLIES	31603276	
	<u>24.07</u>				
<b>UNIFIRST CORPORATION</b>					
2/16 - CLEAN UNIFORMS	23.92	04200100 52267	UNIFORM CLEANING	596074	
2/16 - CLEAN UNIFORMS	35.79	01670100 52267	UNIFORM CLEANING	596074	
2/16 - CLEAN UNIFORMS	57.78	01696200 52267	UNIFORM CLEANING	596074	
2/16 - TOWELS	44.15	01670100 53319	MAINTENANCE SUPPLIES	596074	
2/16 - TOWELS	44.29	01696200 53317	OPERATING SUPPLIES	596074	
2/23 - CLEAN UNIFORMS	23.92	04200100 52267	UNIFORM CLEANING	597400	
2/23 - CLEAN UNIFORMS	35.79	01670100 52267	UNIFORM CLEANING	597400	
2/23 - CLEAN UNIFORMS	57.78	01696200 52267	UNIFORM CLEANING	597400	
2/23 - TOWELS	44.15	01670100 53319	MAINTENANCE SUPPLIES	597400	
2/23 - TOWELS	44.29	01696200 53317	OPERATING SUPPLIES	597400	
3/16 - CLEAN UNIFORMS	23.92	04200100 52267	UNIFORM CLEANING	601357	
3/16 - CLEAN UNIFORMS	35.79	01670100 52267	UNIFORM CLEANING	601357	
3/16 - CLEAN UNIFORMS	57.78	01696200 52267	UNIFORM CLEANING	601357	
3/16 - TOWELS	44.15	01670100 53319	MAINTENANCE SUPPLIES	601357	
3/16 - TOWELS	44.29	01696200 53317	OPERATING SUPPLIES	601357	
3/2 - CLEAN UNIFORMS	23.92	04200100 52267	UNIFORM CLEANING	598707	
3/2 - CLEAN UNIFORMS	35.79	01670100 52267	UNIFORM CLEANING	598707	
3/2 - CLEAN UNIFORMS	57.78	01696200 52267	UNIFORM CLEANING	598707	
3/2 - TOWELS	44.15	01670100 53319	MAINTENANCE SUPPLIES	598707	
3/2 - TOWELS	44.29	01696200 53317	OPERATING SUPPLIES	598707	
3/9 - CLEAN UNIFORMS	35.79	01670100 52267	UNIFORM CLEANING	600025	
3/9 - CLEAN UNIFORMS	58.78	01696200 52267	UNIFORM CLEANING	600025	
3/9 - CLEAN UNIFORMS	23.92	04200100 52267	UNIFORM CLEANING	600025	
3/9 - TOWELS	44.29	01696200 53317	OPERATING SUPPLIES	600025	
3/9 - TOWELS	59.15	01670100 53319	MAINTENANCE SUPPLIES	600025	
	<u>1,045.65</u>				
<b>UNIVERSITY OF PHOENIX</b>					
ZOCHERT TUITION REIMB	1,675.00	01662700 52223	TRAINING	11455762	
	<u>1,675.00</u>				

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>ACCT #</u>	<u>ACCT DESCRIPTION</u>	<u>INVOICE</u>	<u>PO NUMBER</u>
<b>VERIZON WIRELESS</b>					
CELL PH-CRML INVEST	30.00	01662400 53330	INVESTIGATION FUND	104311	
JAN 14- FEB 13	85.98	01664700 52230	TELEPHONE	2358688397	
JAN 14- FEB 13	171.96	01662300 52230	TELEPHONE	2358688397	
JAN 14- FEB 13	214.95	01660100 52230	TELEPHONE	2358688397	
JAN 14- FEB 13	859.80	01662700 52230	TELEPHONE	2358688397	
PHONE MINUTES	30.00	01662400 53330	INVESTIGATION FUND	103442	
SURCHARGES	0.68	01660100 52230	TELEPHONE	2358688397	
	<u>1,393.37</u>				
<b>WAL MART</b>					
SQUAD CONTAINERS ETC	65.97	01662700 53317	OPERATING SUPPLIES	00224	
	<u>65.97</u>				
<b>WATER ENVIRONMENT FEDERATION</b>					
SUBSCRIPT-KNUDSEN	100.00	01620100 52234	DUES & SUBSCRIPTIONS	01722067	
	<u>100.00</u>				
<b>WATER SYSTEMS INC</b>					
WATER METER TESTING	3,063.76	04201400 52282	METER MAINTENANCE	03-30-10	20100099
WATER METER TESTING	3,817.36	04201400 52282	METER MAINTENANCE	3/28/10	20100099
	<u>6,881.12</u>				
<b>WEST SIDE TRACTOR SALES</b>					
REPR BACKHOE - CREDIT	-5,578.79	01696200 53353	OUTSOURCING SERVICES	N41385	4672788
	<u>-5,578.79</u>				
<b>XEROX CAPITAL SERVICES LLC</b>					
LEASE - FEB 10	1,879.19	01650100 52231	COPY EXPENSE	046604681	20100038
MNTHLY SRV FEB/10	28.35	01650100 53317	OPERATING SUPPLIES	046344705	
	<u>1,907.54</u>				
	<u><u>422,738.33</u></u>				

The preceding list of bills payable totaling \$422,738.33 was reviewed and approved for payment.

**Approved by:**

  
\_\_\_\_\_  
Joseph E Breinig – Village Manager

**Date:** 4/16/10

**Authorized by:**

\_\_\_\_\_  
Frank Saverino Sr – Mayor

\_\_\_\_\_  
Beth Melody, Village Clerk

**Date:** \_\_\_\_\_

**AGENDA ITEM**  
K-2 4-19-10

**ADDENDUM WARRANTS**  
**April 6, 2010 to April 19, 2010**

Fund	Check #	Vendor	Description	Amount
General	A C H	Charter One Bank	Payroll March 22 , 2010 to April 4, 2010	560,352.36
Water & Sewer	A C H	Charter One Bank	Payroll March 22 , 2010 to April 4, 2010	48,025.73
General	Jounal Entry	VOCS Road & Bridge	Carol Point TIF Escrow Disbursement	336.59
General	A C H	Ill Funds	1 P B C for March 2010	198,576.38
Water & Sewer	A C H	Ill Funds	1 P B C for March 2010	<u>16,936.28</u>
				<u>824,227.34</u>

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2010

By: \_\_\_\_\_  
Frank Saverino Sr - Mayor

\_\_\_\_\_  
Beth Melody - Village Clerk

**VILLAGE OF CAROL STREAM  
REVENUE / EXPENDITURE STATEMENT  
FOR 11 MONTHS ENDED MARCH 31, 2010**

**AGENDA ITEM**

L-4 4-19-10

FUND	REVENUE			EXPENDITURES			NET MONTHLY REV. - EXPEND.
	BUDGET	MONTH	Y.T.D.	BUDGET	MONTH	Y.T.D.	
GENERAL CORPORATE	23,779,231	1,849,791.56	14,759,732.13	23,779,231	1,704,214.59	18,519,769.43	145,576.97
WATER & SEWER O/M	11,096,919	588,930.33	6,394,087.57	10,351,712	618,300.49	5,543,686.22	(29,370.16)
MOTOR FUEL TAX	1,581,180	77,343.43	897,307.59	1,552,595	71,530.06	390,132.96	5,813.37
GENERAL CORPORATE - CIP	5,027,417	20,861.35	337,262.81	5,029,894	(3,618.75)	3,143,668.80	24,480.10
GENEVA CROSSING - TIF	595,106	74,087.30	445,526.78	375,373	0.00	373,372.50	74,087.30
<b>TOTAL</b>	<b>42,079,853.00</b>	<b>2,611,013.97</b>	<b>22,833,916.88</b>	<b>41,088,805.00</b>	<b>2,390,426.39</b>	<b>27,970,629.91</b>	<b>220,587.58</b>

**FISCAL BASIS**

	EARNED/MONTH		EARNED/YEAR-TO-DATE		COLLECTIONS
	FY 09	FY 10	FY 09	FY 10	
SALES TAX	469,883.91	515,973.67	4,152,797.45	3,563,114.68	DEC 2009
HOME RULE SALES TAX	150,785.54	172,079.48	1,459,454.90	1,233,123.49	DEC 2009
UTILITY TAX - COM ED	146,676.45	151,492.03	1,601,717.17	1,487,071.53	FEB 2010
UTILITY TAX - TELECOM.	143,602.64	152,487.47	1,236,115.31	1,130,611.98	DEC 2009
USE TAX - NATURAL GAS	104,285.95	90,397.27	475,150.49	430,662.19	FEB2010
INCOME TAX	228,617.06	217,674.96	1,381,670.73	1,178,872.98	SEP 2009

	BILLINGS/MONTH		BILLINGS/YEAR-TO-DATE	
	FY 09	FY 10	FY 09	FY 10
WATER	288,914.43	275,771.23	3,535,250.13	3,592,757.27
SEWER	182,012.61	161,291.40	2,333,834.80	2,168,196.49

	CASH RECEIPTS/MONTH		CASH RECEIPTS/YEAR-TO-DATE	
	FY 09	FY 10	FY 09	FY 10
WATER & SEWER	550,827.01	521,390.45	6,084,966.33	5,880,817.20

The Village is on a modified accrual basis of accounting and financial reporting. This report reflects the FY09 accruals and reversals as a result of the annual audit.



**VILLAGE OF CAROL STREAM  
BALANCE SHEET**

**March 31, 2010**

FUND	CASH	INVESTMENTS	OTHER ASSETS	TOTAL ASSETS	LIABILITIES	ADJ.FUND BAL.	LIAB. & EQUITY
GENERAL CORPORATE	8,848,026.94	10,825,214.26	5,510,009.30	25,183,250.50	8,236,372.09	16,946,878.41	25,183,250.50
WATER & SEWER	6,153,044.10	10,926,289.33	45,649,782.65	62,729,116.08	8,610,605.66	54,118,510.42	62,729,116.08
MOTOR FUEL TAX	581,703.56	2,077,465.31	3,272.68	2,662,441.55	234,934.57	2,427,506.98	2,662,441.55
GENERAL CORPORATE - CIP		14,019,885.95	3,720,899.09	17,740,785.04	26,387.63	17,714,397.41	17,740,785.04
GENEVA CROSSING - TIF*	1,341,470.24	0.00	0.00	1,341,470.24	0.00	1,341,470.24	1,341,470.24
<b>TOTAL</b>	<b>16,924,244.84</b>	<b>37,848,854.85</b>	<b>54,883,963.72</b>	<b>109,657,063.41</b>	<b>17,108,299.95</b>	<b>92,548,763.46</b>	<b>109,657,063.41</b>

\* Funds invested in Wells Fargo Bank money market fund.