

Village of Carol Stream

BOARD MEETING

AGENDA

MAY 21, 2018

7:30 P.M.

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

A. ROLL CALL AND PLEDGE OF ALLEGIANCE:

B. MINUTES:

1. Approval of Minutes of the May 7, 2018, Village Board Meeting.
2. Approval but not release of Executive Session Minutes of the May 7, 2018 Village Board Meeting.

C. LISTENING POST:

1. A check will be presented to the DARE Program from Joe Salerno of Salerno's Funeral Home, Rosedale Chapel.
2. Historical Spotlight: Michelle Podkowa, Museum Manager & Educator, DuPage Historical Museum
3. Proclamation recognizing May 20-May 26, 2018 as National Public Works Week.
4. Proclamation recognizing May 21 - June 3, 2018 as *Click It or Ticket* Mobilization.
5. Addresses from Audience (3 Minutes).

D. PUBLIC HEARINGS:

E. 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.

F. BOARD AND COMMISSION REPORTS:

G. OLD BUSINESS:

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H. STAFF REPORTS AND RECOMMENDATIONS:

1. Extension of Agreement with GovTemps USA for accounting services. *Recommendation to approve a contract extension with GovTemps USA to staff an Accounts Clerk position within the Finance Department at a cost of \$1,377.60 per week for the period July 14, 2018 through December 31, 2018.*
2. Contract for Information Technology Technician – GovTemps USA. *Staff recommends an award of contract to GovTemps for an Information Technology Technician for a term of 11 months to assist with the Carol Stream Library.*
3. Clearwater Court Storm Sewer Rehabilitation Project - Authorization to Seek Consultant Proposal and Begin Contract Negotiations. *Engineering recommends the Village Board authorize staff to request a proposal from Engineering Resources Associates, Inc. and begin contract negotiations.*
4. Relay for Life Carol Stream-Request for Approval of a Temporary Waiver of the Code of Ordinances to allow Temporary Promotional Signage and a Temporary Sign Permit Fee Waiver. *Staff recommends approval of the waiver of the temporary sign permit fee and temporary waiver to the Sign Code subject to conditions with regard to the Relay for Life.*

I. ORDINANCES:

1. Ordinance No. 2018-05-____ amending Chapter 11, Article 2 of the Carol Stream Code of Ordinances by decreasing the number of Class C Liquor Licenses from 19 to 18 (Vidhi Beverage Corp d/b/a Vini's Liquor, 1221 N. Gary Avenue) and increasing the number of Class C Liquor Licenses from 18 to 19 (Asharam Corporation d/b/a Dini's Liquor, 1221 N. Gary Avenue). *Staff recommends issuing a Class C liquor license to Asharam Corporation d/b/a Dini's Liquor located at 1221 N. Gary Avenue.*

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J. RESOLUTIONS:

1. Resolution No. ____ Accepting a Grant of Public Utility, Vehicular Traffic and Storm Water Management and Conveyance Easement (365 E. North Avenue-Dermody Properties). *Staff recommends accepting this easement plat for public utilities, vehicular traffic and storm water management and conveyance.*
2. Resolution No. ____ Declaring Surplus Property owned by the Village of Carol Stream. *Staff recommends designated Public Works items be declared surplus and authorize to be sold at auction and/or disposed of.*
3. Resolution No. ____, Amending Resolution No. 3005 Adopting the 2018-19 Employee Pay Plan for the Village of Carol Stream. *Staff recommends approval of proposed organizational structure changes in the Financial Management Department for the current fiscal year.*

K. NEW BUSINESS:

1. Sound Amplification Permit – American Cancer Society. *The American Cancer Society is asking for approval of a Sound Amplification Permit and waiver of the permit fee for the Relay for Life event on June 23, 2018 at the Ross Ferraro Town Center.*
2. Raffle License Application – American Cancer Society. *The American Cancer Society requests approval of a Raffle License and waiver of the fee and Manager's Fidelity Bond for their annual Relay for Life event on June 23, 2018 at the Ross Ferraro Town Center.*
3. Town Center Community Concert Use. *Staff is requesting direction on the use of the Town Center for a community concert hosted by Village Church East on July 7, 2018.*

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L. PAYMENT OF BILLS:

1. Regular Bills: May 8, 2018 through May 21, 2018.
2. Addendum Warrants: May 8, 2018 through May 21, 2018.

M. REPORT OF OFFICERS:

1. Mayor:
2. Trustees:
3. Clerk:
4. Treasurer's Report: *Revenue/Expenditure Statement and Balance Sheet, Month Ended April 30, 2018.*

N. EXECUTIVE SESSION:

O. ADJOURNMENT:

LAST ORDINANCE	2018-05-19	LAST RESOLUTION	3016
NEXT ORDINANCE	2018-05-20	NEXT RESOLUTION	3017

**REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES
Carol Stream Fire Protection District, Station No. 28, 365 Kuhn Road,
Carol Stream, DuPage County, IL**

May 7, 2018

Mayor Saverino called the Regular Meeting of the Board of Trustees to order at 7:30 p.m. and directed Village Clerk Laura Czarnecki to call the roll.

Present: Mayor Frank Saverino, Sr. and Trustees David Hennessey, John LaRocca, Rick Gieser, Mary Frusolone, Greg Schwarze and Matt McCarthy

Absent:

Also Present: Village Manager Joe Breinig, Assistant Village Manager Bob Mellor, Village Clerk Laura Czarnecki and Village Attorney Jim Rhodes

*All persons physically present at meeting unless noted otherwise

MINUTES:

Trustee McCarthy moved and Trustee Schwarze made the second to approve the Minutes of the April 16, 2018 Special Workshop meeting of the Village Board. The results of the roll call vote were as follows:

Ayes: 5 Trustees Hennessey, Gieser, Frusolone, Schwarze and McCarthy

Abstain: 1 Trustee Larocca

Absent 0

The motion passed.

Trustee Gieser moved and Trustee Frusolone made the second to approve the Minutes of the April 16, 2018 regular meeting of the Village Board. The results of the roll call vote were as follows:

Ayes: 5 Trustees Hennessey, Gieser, Frusolone, Schwarze and McCarthy

Abstain: 1 Trustee LaRocca

Absent 0

The motion passed.

LISTENING POST:

1. Resolution No. 3013 Honoring James Lucas upon his Retirement from the Village of Carol Stream Police Department. *The Village Board offered their congratulations and best wishes.*

Trustee McCarthy moved and Trustee Frusolone made the second to approve Resolution No. 3013 Honoring James Lucas upon his Retirement from the Village of Carol Stream Police Department.

Ayes: 6 Trustees Hennessey, LaRocca, Gieser, Frusolone, Schwarze and McCarthy

Nays: 0

Absent: 0

The motion passed.

2. Swearing in – Jonathan Grey as Police Sergeant. *Officer Jonathan Grey sworn in as Police Sergeant by Mayor Saverino.*
3. Swearing in – Kurt Schneider as Police Sergeant. *Officer Kurt Schneider sworn in as Police Sergeant by Mayor Saverino.*
4. Proclamation designating May 2018 Building Safety Month. *Proclamation read by Trustee Gieser.*
5. Proclamation recognizing May 13-19, 2018 as Police Week. *Proclamation read by Trustee Frusolone.*
6. Addresses from Audience (3 Minutes).
Kapil Singh, owner of the Citgo gas station located at 1440 W. Army Trail Road and representing several Carol Stream gas stations, questioned the rationale for the Village of Carol Stream increasing the gas tax or motor fuel tax by 4 cents per gallon. He felt the Village should increase by 2 cents. Village Manager Joe Breinig explained the various reasons including the loss of revenues from the State of Illinois and a major sales tax producer. Mr. Singh requested help in educating his consumers why the gas tax was increased. The Village Board directed staff to work with Mr. Singh on ways to increase public awareness of the reasons for the increase.

PUBLIC HEARINGS:**CONSENT AGENDA:**

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

Ayes: 6 Trustees Hennessey, LaRocca, Gieser, Frusolone, Schwarze and McCarthy

Nays: 0

Absent: 0

The motion passed.

Trustee LaRocca moved and Trustee Frusolone made the second to place the following items on the Consent Agenda established for this meeting. The results of the roll call vote were as follows:

Ayes: 6 Trustees Hennessey, LaRocca, Gieser, Frusolone, Schwarze and McCarthy

Nays: 0

Absent: 0

The motion passed.

1. 2018-19 Geographical Information System (GIS) Internship Services – Northern Illinois University (NIU).
2. 2018 Asphalt Rejuvenator Project – Request to Award Contract.
3. Recommendation to Award a Contract for Roof Replacement at the Public Works Center Administration Building.
4. Recommendation to Award a Contract for Roof Replacement at the WRC Sand Filter Building.
5. 2018 Asphalt Restorative Sealer – Request to Award Contract.
6. Ordinance No. 2018-05-18 amending Chapter 11, Article 2 of the Carol Stream Code of Ordinances by decreasing the number of Class F Liquor Licenses from 7 to 6 (Chang’s Hot Wok Inc. d/b/a Chang’s Hot Wok, 802 W. Army Trail Road).
7. Ordinance No. 2018-05-19 amending the Village of Carol Stream Code of Ordinances, Chapter 10, Business Licensing and Registration, to add a new Article 13 – Massage Establishments.
8. Resolution No. 3014 authorizing the execution of an Intergovernmental Agreement between the Village of Carol Stream and the Carol Stream Library for Information Technology Services.
9. Resolution No. 3015 authorizing the execution of an Intergovernmental Agreement between the Village of Carol Stream and the County of DuPage for Information Technology Server Co-Location.

10. Resolution No. 3016 declaring surplus property owned by the Village of Carol Stream.
11. Raffle License Application-Council of Catholic Women.
12. Payment of Regular and Addendum Warrant of Bills from April 17, 2018 through May 7, 2018.

Trustee McCarthy moved and Trustee Gieser made the second to approve the Consent Agenda for this meeting by Omnibus Vote. The results of the roll call vote were as follows:

Ayes: 6 Trustees Hennessey, LaRocca, Gieser, Frusolone, Schwarze and McCarthy

Nays: 0

Absent: 0

The motion passed.

The following are brief descriptions of those items approved on the Consent Agenda for this meeting.

2018-19 Geographical Information System (GIS) Internship Services – Northern Illinois University (NIU):

The Village Board approved a contract with NIU for Geographical Information System services in an amount not to exceed \$39,581.00.

2018 Asphalt Rejuvenator Project – Request to Award Contract:

The Village Board approved a contract with American Road Maintenance at the unit price submitted for a cost not to exceed \$327,000.00 pursuant to the provisions of Section 5-8-3 (B) and Section 5-8-14 (c) of the Carol Stream Code of Ordinances for the 2018 Asphalt Rejuvenator Project.

Recommendation to Award a Contract for Roof Replacement at the Public Works Center Administration Building:

The Village Board approved a contract for roof replacement at the Public Works Center Administration building to Brown and Root Industrial Services in the amount of \$76,434.94, pursuant to the provisions of Section 5-8-3(B) and subsection 5-8-14(K) of the Carol Stream Code of Ordinances.

Recommendation to Award a Contract for Roof Replacement at the WRC Sand Filter Building:

The Village Board approved a contract for roof replacement at the WRC sand filter building to Brown and Root Industrial Services in the amount of \$125,558.84, pursuant to the provisions of Section 5-8-3(B) and subsection 5-8-14(K) of the Carol Stream Code of Ordinances.

2018 Asphalt Restorative Sealer – Request to Award Contract:

The Village Board approved a contract for the 2018 Asphalt Restorative Sealer Project to CAM, LLC of Sugar Grove at the bid unit prices for \$102,850.00 pursuant to the provisions of Section 5-8-3(B) and Section 5-8-14(C) of the Carol Stream Code of Ordinances.

Ordinance No. 2018-05-18 amending Chapter 11, Article 2 of the Carol Stream Code of Ordinances by decreasing the number of Class F Liquor Licenses from 7 to 6 (Chang’s Hot Wok Inc. d/b/a Chang’s Hot Wok, 802 W. Army Trail Road):

The Village Board approved reducing the number of Class F Liquor Licenses by one in regards to Chang’s Hot Wok Inc. d/b/a Chang’s Hot Wok located at 802 W. Army Trail Road.

Ordinance No. 2018-05-19 amending the Village of Carol Stream Code of Ordinances, Chapter 10, Business Licensing and Registration, to add a new Article 13 – Massage Establishments:

The Village Board approved adding a new Article 13 to Chapter 10 of the Code of Ordinances entitled Massage Establishments.

Resolution No. 3014 authorizing the execution of an Intergovernmental Agreement between the Village of Carol Stream and the Carol Stream Library for Information Technology Services:

The Village Board approved an Intergovernmental Agreement with the Carol Stream Library to provide IT services.

Resolution No. 3015 authorizing the execution of an Intergovernmental Agreement between the Village of Carol Stream and the County of DuPage for Information Technology Server Co-Location:

The Village Board approved an Intergovernmental Agreement with the County of DuPage for server co-location services.

Resolution No. 3016 declaring surplus property owned by the Village of Carol Stream:

The Village Board approved declaring surplus designated Public Works items and either be sold at auction and/or disposed of.

Raffle License Application – Council of Catholic Women:

The Village Board approved a raffle license and waiver of the fee and manager’s fidelity bond for the Council of Catholic Women regarding a gift basket raffle to be held at Corpus Christi Church on June 9 and 10, 2018.

Regular Bills and Addendum Warrant of Bills:

The Village Board approved payment of the Regular Bills dated May 7, 2018 in the amount of \$2,787,782.19. The Village Board approved the payment of the Addendum Warrant of Bills from April 17, 2018 thru May 7, 2018 in the amount of \$602,976.75.

Non-Consent Agenda**Charity Dog Show:**

Trustee Schwarze wanted to make sure staff was comfortable with having this event at the Town Center. Trustee McCarthy favors using the Town Center for multiple uses. Dr. Contreras wants to model the event after the Park District's Bark in the Park event. The Village Board concurred and directed staff to work with Dr. Contreras on the event.

Report of Officers:

Trustee LaRocca congratulated Officers Jonathan Grey and Kurt Schneider on their promotions to Sergeants. He also congratulated James Lucas and Glenn Harker on their retirement.

Trustee Gieser congratulated Officers Jonathan Grey and Kurt Schneider on their promotions to Sergeants and James Lucas on his retirement. The Carol Stream July 4th parade committee will have a fundraiser tomorrow at Culver's. The parade applications are now available on their website.

Trustee Schwarze explained the importance to shop in Carol Stream. The Police Department and Fire Protection District will enact the fatal prom event on May 16 at Glenbard North High School.

Trustee Hennessey stated to please remember to act wisely during prom season. The May 18 Challenge Day addition awareness event has confirmed 80 attendees.

Trustee Frusolone encouraged prom attendees to be safe. She stressed the importance to attend the fatal prom event and always know where your children are.

Trustee McCarthy congratulated Officers Jonathan Grey and Kurt Schneider on their promotions to Sergeants and James Lucas on his retirement. He encouraged dog owners to be responsible by keeping their dog on a leash, pick up after their pets, and encouraged staff to remind residents to dispose of litter properly. Trustee McCarthy also stated to be careful driving when kids are present.

Mayor Saverino suggested the Village do a public safety announcement on the serious health effects of animal feces.

Village Clerk Czarnecki congratulated Officers Jonathan Grey and Kurt Schneider on their promotions to Sergeants and James Lucas on his retirement. Please practice safe fires during summer campfires. Please remember our military.

Village Attorney Rhodes congratulated Officers Jonathan Grey and Kurt Schneider on their promotions to Sergeants and James Lucas on his retirement. He commented on recent Illinois legislation regarding amendments to the juvenile court act that is negatively affecting municipal police departments.

Village Manager Breinig stated the Cop on Top event is scheduled for May 18 at the Dunkin Donuts located at North Avenue and Gary Avenue. The pond and stream sweep clean up event is scheduled for May 19. The Memorial Observance is scheduled for May 28 at 11:00 am at Memorial Park. He commented on the positive responses and comments received from the shopping center owners at the Shopping Center Round Table event.

Mayor Saverino stated he attended the retirement parties for Glen Harker and Jim Lucas. Congratulations to Jonathan Grey and Kurt Schneider. He also stated the motor fuel tax decision was not easy, but necessary.

At 8:57 p.m., Trustee McCarthy moved and Trustee Hennessey made the second to adjourn the meeting. The results of the roll call vote were as follows:

Ayes: 6 Trustees Hennessey, LaRocca, Gieser, Frusolone,
Schwarze and McCarthy

Nays: 0

Absent: 0

The motion passed.

FOR THE BOARD OF TRUSTEES

Mayor Frank Saverino, Sr.

ATTEST:

Laura Czarnecki, Village Clerk

PROCLAMATION

NATIONAL PUBLIC WORKS WEEK

WHEREAS, Public Works employees provide integral infrastructure, facilities, and services that are of vital importance to a sustainable community; and

WHEREAS, the health, well-being, and quality of life of Carol Stream residents greatly depends upon reliable Public Works services, including delivery of over one billion gallons of clean water annually, the safe and efficient collection and treatment of sanitary sewage, snow and ice removal, storm water management, forestry, street lighting, street and right-of-way maintenance, and emergency response; and

WHEREAS, dedicated Public Works professionals plan, design, build, operate, and maintain these facilities and services in a fiscally responsible manner; and

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in Carol Stream to gain knowledge of, and to maintain an interest in, the importance of Public Works and Public Works programs; and

WHEREAS, employees of Carol Stream Public Works have worked diligently throughout the past year to deliver outstanding services to the residents and businesses of the community.

NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, that the week of May 20 – 26, 2018, be known as **NATIONAL PUBLIC WORKS WEEK** in the Village of Carol Stream, and all citizens are called upon to recognize the contributions which Public Works professionals make every day to protect and maintain our health, safety, comfort and quality of life.

Dated this 21st day of May, 2018

Frank Saverino, Sr., Mayor

ATTEST:

Laura Czarnecki, Village Clerk



Proclamation

*By the
Office of the Mayor
of
The Village of Carol Stream*

- WHEREAS,** the safety and security of the citizens of the Village of Carol Stream and surrounding areas are vitally important; and
- WHEREAS,** a large percentage of our citizens regularly drive or ride in motor vehicles on our roadways; and
- WHEREAS,** the use of seat belts in passenger vehicles saved an estimated 14,668 lives of occupants 5 and older in 2016; and
- WHEREAS,** regular seat belt use is the single most effective way to reduce fatalities in motor vehicle crashes;
- WHEREAS,** the use of seat belts is supported by the laws of the State of Illinois and Village of Carol Stream
- WHEREAS,** May 21 through June 3, 2018, has been selected as the national *Click It or Ticket* mobilization enforcement period;
- WHEREAS,** across the country law enforcement officers will actively be participating in the mobilization to ensure all motor vehicle occupants are buckled up day and night to reduce the risk of injury and death caused in traffic crashes;
- AND WHEREAS,** increased enforcement of seat belt laws coupled with publicity has proven to be an effective method to increase seat belt use rates and decrease fatal crashes;

NOW, THEREFORE, I, Frank Saverino, Sr., Mayor, Village of Carol Stream, do hereby proclaim and announce May 21 through June 3, 2018 as the *Click It or Ticket* Mobilization in the Village of Carol Stream and urge all citizens to always wear seat belts when driving or riding on our roadways.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of **the Village of Carol Stream.**




Frank Saverino, Sr.
Mayor
Village of Carol Stream

May 21, 2018

Village of Carol Stream.

Interdepartmental Memorandum

DATE: May 15, 2018
TO: Joe Breinig, Village Manager
FROM: Jon Batek, Finance Director 
SUBJECT: **GovTemps Contract Extension – Finance Accounts Clerk**

Last July, a contract was executed between the Village and GovTemps to fill a contract position of Accounts Clerk in the Finance Department. The current contract is set to expire on July 13, 2018 and contains an extension provision through December 31, 2018.

The individual assigned to the department (Paulina Gajowniczek) has exceeded expectations for the position and has become an integral contributor to the Water Loss Taskforce as well as assuming a number of additional duties within the department.

Funds are allocated in the current fiscal year budget to continue this assignment through April 30, 2019. In conformance with other long-term GovTemps assignments placed with the Village, a 2.5% compensation adjustment is recommended as well as the inclusion of 5 paid leave days through the contract extension period. We will reevaluate the position again at the conclusion of the extension period.

Should the Village Board concur with this recommendation, attached are contract extension documents for subsequent execution.

EXHIBIT A
Worksite Employee and Base Compensation

WORKSITE EMPLOYEE: Paulina Gajowniczek

POSITION/ASSIGNMENT: Interim Account Clerk

POSITION TERM: Extension: July 14, 2018 – December 31, 2018

Worksite Employee may leave assignment by providing fourteen (14) days written notice.

Please review Section 5 of the original agreement for complete terms of the position.

BASE COMPENSATION: \$34.44 per hour for hours worked, based on a forty (40)

hour work week (\$1,377.60 per week). Worksite employee will be paid for Village

Holidays listed on Exhibit B. Hours shall be reported weekly via timesheet

to GovTempsUSA, LLC via email at payroll@govtempsusa.com on the Monday after

the prior work week.

GOVTEMPSUSA, INC.:

MUNICIPALITY:

By: 

By: _____

Date: 5/11/2018

Date: _____

This Exhibit A fully replaces all Exhibits A dated prior to the date of the Company's signature above.

EXHIBIT B
Summary of Benefits

Municipality Holidays


New Year's Day
Presidents' Day
Memorial Day
Independence Day
Labor Day
Thanksgiving
Day after Thanksgiving
Christmas Eve
Christmas Day

Paid Time Off

5 days off starting July 14, 2018

Village of Carol Stream
Interdepartmental Memo

TO: Joe Breinig, Village Manager

FROM: Marc Talavera, Information Technology Director 

DATE: May 16, 2018

RE: Contract for Information Technology Technician – GovTemps USA

Staff seeks an award of contract to GovTemps USA to augment the Information Technology departmental staff. The additional team member will assist in fulfilling the support requirements of the intergovernmental agreement for Information Technology services with the Carol Stream Library approved on May 7th 2018.

Per the terms of the agreement, the Carol Stream Library will be paying the Village for technology services in an amount of \$7,512.66 monthly, starting June 1st 2018 through April 30th 2019, with a renewal date of May 1st, recurring annually for 5 years. It is staff's recommendation to use the monthly payment to increase the technology department's support capabilities through contracted help in order to provide the required Library assistance, without placing additional strain on the existing technology staff.

The attached contract is constructed similarly to the other GovTemp agreements previously reviewed by the Village attorney and the hourly wage parallels our pay range for the Technician position. The contract amount of \$79,296 is budgeted and within the amount agreed upon with the Carol Stream Library. Staff requests an award of contract to GovTemps for an Information Technology Technician for a term of 11 months.

EMPLOYEE LEASING AGREEMENT

THIS EMPLOYEE LEASING AGREEMENT (this "Agreement") is made this 15th day of May, 2018 ("Effective Date") by and between **GOVTEMPSUSA, LLC**, an Illinois limited liability company ("GovTemps"), and **Village of Carol Stream** (the "Municipality") (GovTemps and the Municipality may be referred to herein individually as "Party" and collectively as the "Parties").

RECITALS

The Municipality desires to lease certain employees of GovTemps to assist the Municipality in its operations and GovTemps desires to lease certain of its employees to the Municipality on the terms and conditions contained herein.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth below, and other good and valuable considerations, the receipt and sufficiency of which are mutually acknowledged by the Parties, the Parties hereby agree as follows:

SECTION 1 SCOPE OF AGREEMENT

Section 1.01. Worksite Employee. The Municipality hereby agrees to engage the services of GovTemps to provide, and GovTemps hereby agrees to supply to the Municipality, the personnel fully identified on **Exhibit A** hereto, hereinafter the "Worksite Employee." **Exhibit A** to this Agreement shall further identify the employment position and/or assignment ("Assignment") the Worksite Employee shall fill at the Municipality and shall further identify the base compensation for each Worksite Employee, as of the effective date of this Agreement. The Parties agree that **Exhibit A** shall establish the framework by which GovTemps shall hire and supply the Worksite Employee and shall not represent a binding obligation that the Municipality accept placement for any Worksite Employee identified on **Exhibit A**. The Municipality shall provide written direction to GovTemps as to the specific need and details for each Worksite Employee at any time during the term of this Agreement. **Exhibit A** may be amended from time to time by a replacement **Exhibit A** signed by both GovTemps and the Municipality. GovTemps shall have the authority to assign and/or remove the Worksite Employee, provided, however, that the Municipality may request, in writing, at the sole discretion of the Municipality, that GovTemps remove the Worksite Employee and such request shall not be withheld by GovTemps. The Parties hereto understand and acknowledge that the Worksite Employee shall be subject to the Municipality's day-to-day supervision.

Section 1.02. Independent Contractor. GovTemps and Worksite Employee are and shall remain independent contractors, and not employees, agents, partners of, or joint venturers with, the Municipality. The Worksite Employee shall remain the employee of GovTemps at all times during the term of this Agreement. GovTemps shall have no authority to bind the Municipality to any commitment, contract, agreement or other obligation without the Municipality's express written consent.

SECTION 2
SERVICES AND OBLIGATIONS OF GOVTEMPS AND MUNICIPALITY

Section 2.01. Payment of Wages. GovTemps shall timely pay the wages and related payroll taxes of the Worksite Employee from GovTemps's own account in accordance with federal and Illinois law and GovTemps's standard payroll practices. GovTemps shall withhold from such wages all applicable taxes and other deductions elected by the Worksite Employee. GovTemps shall timely forward all deductions to the appropriate recipient as required by law. The Municipality hereby acknowledges that GovTemps may engage a financial entity to maintain its financing and record keeping services, which may include the payment of wages and related payroll taxes in accordance with this Section 2.01. The Municipality agrees to cooperate with any such financial entity to ensure timely payment of (i) wages and related payroll taxes pursuant to this Section 2.01, and (ii) Fees pursuant to Section 3.03.

Section 2.02. Workers' Compensation. To the extent required by applicable law, GovTemps shall maintain and administer workers' compensation, safety and health programs. GovTemps shall maintain in effect workers' compensation coverage covering all Worksite Employee and complete and file all required workers' compensation forms and reports.

Section 2.03. Employee Benefits. GovTemps shall provide to Worksite Employee those employee benefits fully identified on **Exhibit B** hereto. GovTemps may amend or terminate any of its employee benefit plans according to their terms. All employee benefits, including severance benefits for Worksite Employee will be included in Fees payable to GovTemps under Section 3.01 of this Agreement. At no time shall the Municipality City be required to pay any amount in addition to the fees set forth in Section 3.01 and **Exhibit A**.

Section 2.04. Vacation, Sick and Personal Leave. The Worksite Employee shall not be entitled to any paid leave during his or her placement for employment with the Municipality. Should the Worksite Employee be absent from work for whatever reason, the Municipality notify GovTemps within forty-eight (48) hours of the absence, and GovTemps shall deduct the absence from the fees due pursuant to Section 3.01, provided that if an absence injury occurs on a Friday or weekend, said absence shall be reported on the next business day.

Section 2.05. Maintenance and Retention of Payroll and Benefit Records. GovTemps shall maintain complete records of all wages and benefits paid and personnel actions taken by GovTemps in connection with any of the Worksite Employee, shall retain control of such records at such GovTemps location as shall be determined solely by GovTemps, and shall make such records available as required by applicable federal, state or local laws.

Section 2.06. Other Obligations of GovTemps. GovTemps shall be responsible for compliance with any federal, state and local law that may apply to its Worksite Employee(s).

Section 2.07. Direction and Control. The Parties agree and acknowledge that the Municipality has the right of direction and control over the Worksite Employee, including matters of discipline, excluding removal or reassignment, as provided for by Section 1.01. The Worksite Employee shall be supervised, directly and indirectly, and exclusively by the Municipality's supervisory and managerial employees.

Section 2.08. Obligations of the Municipality. As part of the employee leasing relationship, the Municipality hereby covenants, agrees and acknowledges:

(a) The Municipality shall comply with OSHA and all other health and safety laws, regulations, ordinances, directives, and rules applicable to the Worksite Employee or to his or her place of work;

(b) With respect to the Worksite Employees, the Municipality shall comply with all applicable employment-related laws and regulations, including and, without limitation, Title VII of the Civil Rights Act of 1964, as amended, (Title VII), the Americans With Disabilities Act of 1990 (ADA), the Age Discrimination in Employment Act (ADEA), the Equal Pay Act of 1963, the Civil Rights Acts of 1866 and 1871 (42 U.S.C. § 1981), the Family and Medical Leave Act of 1993, the Fair Labor Standards Act of 1938, the National Labor Relations Act, the Employee Retirement Income Security Act of 1974, the Illinois State Constitution, the Illinois Human Rights Act, and any other federal, state or local law, statute, ordinance, order, regulation, policy or decision regulating wages and the payment of wages by GovTemps, prohibiting employment discrimination or otherwise establishing or relating to rights of employees;

(c) The Municipality shall retain the right to exert sufficient direction and control over the Worksite Employee as is necessary to conduct the Municipality's business and operations, without which the Municipality would be unable to conduct its business, operation or comply with any applicable licensure, regulatory or statutory requirements;

(d) The Municipality shall, at its sole discretion, have the right to have the Worksite Employee removed at any time and for any reason, in accordance with Section 1.01;

(e) The Municipality agrees that the Municipality shall pay no wages, salaries or other forms of direct or indirect compensation, including employee benefits, to Worksite Employee and that Worksite Employee shall receive all direct or indirect compensation including employee benefits from GovTemps;

(f) The Municipality shall report to GovTemps any injury to any Worksite Employee of which it has knowledge within forty-eight (48) hours of acquiring such knowledge, provided if an injury occurs on a Friday, weekend or holiday, said injury shall be reported on the next business day. If a Worksite Employee is injured in the course of performing services for the Municipality, the Municipality and GovTemps shall follow the procedures and practices regarding injury claims and reporting, as determined by GovTemps. Upon receipt of notification from GovTemps or its insurance carrier that an injured Worksite Employee is able to return to work and perform "light duty," the Municipality may, but shall not be required, to make available an appropriate light duty work assignment for such Worksite Employee, but only if such light duty assignment is available and feasible; and

(g) The Municipality shall report all on-the-job illnesses, accidents and injuries of the Worksite Employee to GovTemps within forty-eight (48) hours following notification of said injury by employee or employee's representative, provided if an illness, accident or injury occurs on a Friday, weekend or holiday, said illness, accident or injury shall be reported on the next business day.

SECTION 3 FEES PAYABLE TO GOVTEMPS

Section 3.01. Fees. The Municipality hereby agrees to pay GovTemps fees for the services provided under this Agreement in the form of the base compensation as identified by the parameters set forth on **Exhibit A** and specifically agreed to at the time the Worksite Employee is placed with the Municipality. Fees shall not become due until the Worksite Employee is placed with the Municipality and actually begins working. Fees shall be paid for the actual days worked by the Worksite Employee, provided the Municipality reports said absence in accordance with Section 2.04, and any fees due shall be reduced to account for any reported absences of the Worksite Employee.

Section 3.02. Increase in Fees. There shall be no increase in fees during the term of this Agreement. Provided, however, should the Municipality decide to increase the base compensation as provided for and identified on **Exhibit A**, the fee shall be adjusted as set forth in Section 3.01

Section 3.03. Payment Method. Following the close of each month during the term of this Agreement, GovTemps shall provide the Municipality a written invoice for the fees owed by the Municipality pursuant to this Agreement for the prior month. Within thirty (30) days following receipt of such invoice, the Municipality shall pay all invoiced amounts by check, wire transfer or electronic funds transfer to GovTemps to an account or lockbox as designated on the invoice.

SECTION 4 INSURANCE

Section 4.01. General and Professional Liability Insurance. The Municipality shall maintain in full force and effect at all times during the term of this Agreement a Comprehensive (or Commercial) General Liability and Professional Liability (if applicable) insurance policy or policies (the "Policies"), with minimum coverage in the amount of \$1,000,000 per occurrence, \$3,000,000 aggregate. At a minimum, the Policies shall insure against bodily injury and property damage liability caused by on-premises business operations, completed operations and/or products or professional service and non-owned automobile coverage.

At all times during the term of this Agreement, GovTemps shall procure and maintain insurance to protect GovTemps from claims arising out of Commercial General Liability and Professional Liability, with minimum coverage in the amount of \$1,000,000 per occurrence and \$2,000,000 aggregate.

Section 4.02. Certificate of Insurance. Upon request, either Party shall provide the other Party with one or more Certificates of Insurance, verifying the Municipality's compliance with the provisions of Section 4.01.

Section 4.03. Automobile Liability Insurance. If the Worksite Employee drives a Municipal or personal vehicle for any reason in connection with his or her Assignment, the Municipality and GovTemps shall both maintain in effect automobile liability insurance which

shall insure the Worksite Employee, GovTemps and the Municipality against liability for bodily injury, death and property damage.

SECTION 5 DURATION AND TERMINATION OF AGREEMENT

Section 5.01. Effective and Termination Dates. This Agreement shall become effective on June 1, 2018 and shall continue in effect thereafter for a period of eleven (11) months (April 30, 2019), and may be extended for up to two (2) months (June 30, 2019), by written agreement of the Parties; or until it is terminated in accordance with the remaining provisions of this Section 5. For the purposes of the Agreement, the date on which this Agreement expires and/or is terminated shall be referred to as the "Termination Date."

Section 5.02. Termination of Agreement for Failure to Pay Fees. If the Municipality fails to timely pay the fees required under this Agreement, GovTemps may give the Municipality notice of its intent to terminate this Agreement for such failure and if such failure is remedied within thirty (30) days, the notice shall be of no further effect. If such failure is not remedied within the thirty (30) day period, GovTemps shall have the right to terminate the Agreement upon expiration of such remedy period.

Section 5.03. Termination of Agreement for Material Breach. If either Party materially breaches this Agreement, the non-breaching Party shall give the breaching Party notice of its intent to terminate this Agreement for such breach and if such breach is remedied within ten (10) days, the notice shall be of no further effect. If such breach is not remedied within the ten (10) day period, the non-breaching Party shall have the right to immediately terminate the Agreement upon expiration of such remedy period.

Section 5.04. Termination of Agreement For Reason Other than Material Breach. Either Party may terminate this Agreement for reason other than material breach by giving fourteen (14) days prior written notice to the other Party. Upon such termination, GovTemps shall be paid for the time period through the effective date of termination.

Section 5.05. Termination of Agreement to execute Temp-to-Hire Arrangement. At the end of the term of the agreement, as outlined in Section 5.01, the Municipality may hire the Employee as a permanent employee of the Municipality. If the Municipality exercises this option, the sum of two weeks gross salary is payable to GovTempsUSA, LLC within thirty (30) days of the permanent employment date. If the Municipality does not exercise the Temp-to-Hire Arrangement by the end of the contract, as outlined in Section 5.01, it agrees not to extend an offer of employment to the Employee for two years after the conclusion of this agreement. If an offer is made within two years after the conclusion of this agreement, as outlined in Section 5.01, then the two weeks gross salary fee is payable to GovTempsUSA, LLC within thirty (30) days of the permanent employment date.

SECTION 6 NON-SOLICITATION

Section 6.01. Non-Solicitation. The Municipality acknowledges GovTemp's legitimate interest in protecting its business for a reasonable time following the termination of this

Agreement. Accordingly, the Municipality agrees that during the term of this Agreement and for a period of two (2) years thereafter, the Municipality shall not solicit, request, entice or induce Worksite Employee to terminate his or her employment with the GovTemps, nor shall the Municipality hire Worksite Employee as an employee.

Section 6.02. Injunctive Relief. The Municipality recognizes that the rights and privileges granted by this Agreement are of a special, unique, and extraordinary character, the loss of which cannot reasonably or adequately be compensated for in damages in any action at law. Accordingly, the Municipality understands and agrees that GovTemps shall be entitled and limited to equitable relief, including a temporary restraining order and preliminary and permanent injunctive relief, to prevent or enjoin a breach of Section 6.01 this Agreement.

Section 6.03. Survival. The provision of this Section 6 shall survive any termination of this Agreement.

SECTION 7 DISCLOSURE AND INDEMNIFICATION PROVISIONS

Section 7.01. Indemnification by GovTemps. GovTemps agrees to indemnify, defend and hold the Municipality and its related entities or their agents, representatives or employees (the "Municipality Parties") harmless from and against all claims, liabilities, damages, attorney's fees, costs and expenses ("Losses") (a) arising out of GovTemps's breach of its obligations under this Agreement, (b) related to the actions or conduct of GovTemps and its related business entities, their agents, representatives and employees, including the Work Site Employees (the "GovTemps Parties"), taken or not taken with respect to the Worksite Employees that relate to events or incidents occurring during or subsequent to the term of this Agreement, and (c) arising from any act or omission on the part of GovTemps or any of the GovTemps Parties.

Section 7.02. Indemnification by the Municipality. The Municipality agrees to indemnify, defend and hold the GovTemps Parties harmless from and against all Losses (a) arising out of the Municipality's breach of its obligations under this Agreement, and (b) arising from any act or omission on the part of the Municipality or any of the Municipality Parties. Notwithstanding the foregoing, the Municipality shall have no obligations to the GovTemps Parties under this Section with respect to Losses arising out of events or incidents occurring before or after the term of this Agreement.

Section 7.03. Indemnification Procedures. The Party that is seeking indemnity (the "Indemnified Party") from the other Party (the "Indemnifying Party") pursuant to this Section 7, shall give the Indemnifying Party prompt notice of any such claim, allow the Indemnifying Party to control the defense or settlement of such claim and cooperate with the Indemnifying Party in all matters related thereto; provided however that, prior to the Indemnifying Party assuming such defense and upon the request of the Indemnified Party, the Indemnifying Party shall demonstrate to the reasonable satisfaction of the Indemnified Party that the Indemnifying Party (a) is able to fully pay the reasonably anticipated indemnity amounts under this Section 7 and (b) takes steps satisfactory to the Indemnified Party to ensure its continued ability to pay such amounts. In the event the Indemnifying Party does not control the defense, the Indemnified Party may defend against any such claim at the Indemnifying Party's cost and expense, and the Indemnifying Party

shall fully cooperate with the Indemnified Party, at no charge to the Indemnified Party, in defending such potential Loss, including, without limitation, using reasonable commercial efforts to keep the relevant Worksite Employee available. In the event the Indemnifying Party controls the defense, the Indemnified Party shall be entitled, at its own expense, to participate in, but not control, such defense. The failure to promptly notify the Indemnifying Party of any claim pursuant to this Section shall not relieve such Indemnifying Party of any indemnification obligation that it may have to the Indemnified Party, except to the extent that the Indemnifying Party demonstrates that the defense of such action has been materially prejudiced by the Indemnified Party's failure to timely give such notice.

Section 7.04. Survival of Indemnification Provisions. The provisions of this Section 7 shall survive the expiration or other termination of this Agreement.

SECTION 8 ADDITIONAL PROVISIONS

Section 8.01. Amendments. This Agreement may be amended at any time and from time to time, but any amendment must be in writing and signed by all of the Parties to this Agreement.

Section 8.02. Binding Effect. This Agreement shall inure to the benefit of and be binding upon the Parties and their respective heirs, successors, representatives and assign. Neither Party may assign its rights or delegate its duties hereunder without the express written consent of the other Party, which consent shall not be unreasonably withheld.

Section 8.03. Counterpart Execution. This Agreement may be executed and delivered in any number of counterparts, each of which shall be an original, but all of which together shall constitute one and the same instrument. This Agreement may be executed and delivered via facsimile.

Section 8.04. Definitions. Terms and phrases defined in any part of this Agreement shall have the defined meanings wherever used throughout the Agreement. The terms "hereunder" and "herein" and similar terms used in this Agreement shall refer to this Agreement in its entirety and not merely to the section, subsection or paragraph in which the term is used.

Section 8.05. Entire Agreement. This Agreement constitutes the entire agreement between the Parties regarding GovTemps's provision of Worksite Employee to the Municipality, and contains all of the terms, conditions, covenants, stipulations, understandings and provisions agreed upon by the Parties. This Agreement supersedes and takes precedence over all proposals, memorandum agreements, tentative agreements, and oral agreements between the Parties, made prior to and including the date hereof, and not specifically identified and incorporated in writing into this Agreement. No agent or representative of either Party hereto has authority to make, and the Parties shall not be bound by or liable for, any statement, representation, promise, or agreement not specifically set forth in this Agreement.

Section 8.06. Further Assurances. Each of the Parties shall execute and deliver any and all additional papers, documents and other assurances and shall do any and all acts and

things reasonably necessary in connection with the performances of their obligations hereunder and to carry out the intent of the parties hereto.

Section 8.07. Gender. Whenever the context herein so requires, the masculine, feminine or neuter gender and the singular and plural number shall each be deemed to include the other.

Section 8.08. Notices. Notices given under this Agreement shall be in writing and shall either be served personally or delivered by certified first class U.S. Mail, postage prepaid and return receipt requested or by overnight delivery service. Notices also may effectively be given by transmittal over electronic transmitting devices such as Telex or facsimile machine if the Party to whom the notice is being sent has such a device in its office, provided that a complete copy of any notice shall be mailed in the same manner as required for a mailed notice.

Notices shall be deemed received at the earlier of actual receipt or three days from mailing date. Notices shall be directed to the Parties at their respective addresses shown below. A Party may change its address for notice by giving written notice to the other Party in accordance with this Section:

If to GovTemps:	GOVTEMPSUSA, LLC 630 Dundee Road, Suite 130 Northbrook, Illinois 60062 Attention: Michael Earl Telephone: 847-380-3240 x104 Facsimile: 866-803-1500
-----------------	--

If to the Municipality:	Village of Carol Stream 500 North Gary Avenue Carol Stream, IL 60188 Attention: Joseph Breinig Telephone: 630-871-6250 Facsimile: 630-665-1064
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Section 8.09. Section Headings. Section and other headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

Section 8.10. Severability. If any part or condition of this Agreement is held to be void, invalid or inoperative, such shall not affect any other provision hereof, which shall continue to be effective as though such void, invalid or inoperative part, clause or condition had not been made.


Section 8.11. Waiver of Provisions. The failure by one Party to require performance by the other Party shall not be deemed to be a waiver of any such breach, nor of any subsequent breach by the other Party of any provision of this Agreement. Such waiver shall not affect the validity of this Agreement, nor prejudice either Party's rights in connection with any subsequent action. Any provision of this Agreement may be waived if, but only if, such waiver is in writing signed by the Party against whom the waiver is to be effective.

Section 8.12. Confidentiality. Each Party shall protect the confidentiality of the other's records and information and shall not disclose confidential information without the prior written consent of the other Party. Each Party shall reasonably cooperate with the other Party regarding any Freedom of Information Act (FOIA) request calling for production of documents related to this Agreement.

Section 8.13. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois applicable to contracts made and to be performed entirely within such state, except the law of conflicts. The parties agree that any claims, disputes, actions or causes of action arising out of this Agreement or relating to the breach thereof shall be brought before a court of proper jurisdiction in Lake County, Illinois.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be duly executed as of the day and year first above written.

GOVTEMPSUSA, LLC,
an Illinois limited liability company

By: 
Name: Jochen C. Earl
Title: President/Co-owner

MUNICIPALITY
Village of Carol Stream

By: _____
Name: Joseph E. Breinig
Title: Village Manager

EXHIBIT A
Worksite Employee and Base Compensation

WORKSITE EMPLOYEE: John Firek

POSITION/ASSIGNMENT: Outsourced IT Technician

POSITION TERM: June 4, 2018 – April 30, 2019

Worksite Employee may leave assignment by providing fourteen (14) days written notice.

Agreement may be extended through June 30, 2019, with agreement among all

parties. Please review Section 5 of this agreement for complete terms of the position.

BASE COMPENSATION: \$42.00 per hour for hours worked, based on a forty (40)

hour work week (\$1,680.00 per week). Overtime rate of \$63.00/hour will be paid for

hours worked over 40 per week. Hours shall be reported weekly via timesheet

to GovTempsUSA, LLC via email at payroll@govtempsusa.com on the Monday after

the prior work week.

GOVTEMPSUSA, INC.:

MUNICIPALITY:

By: 

By: _____

Date: 5/17/2018

Date: _____

This Exhibit A fully replaces all Exhibits A dated prior to the date of the Company's signature above.

EXHIBIT B
Summary of Benefits


Municipality Holidays

New Year's Day
Presidents' Day
Memorial Day
Independence Day
Labor Day
Thanksgiving
Day after Thanksgiving
Christmas Eve
Christmas Day

Paid Time Off

10 days off starting June 4, 2018

Village of Carol Stream
Interdepartmental Memo

TO: Joseph Breinig, Village Manager
FROM: James Knudsen, Village Engineer 
DATE: May 17, 2018
RE: Clearwater Court Storm Sewer Rehabilitation Project – Authorization to Seek Consultant Proposal and Begin Contract Negotiations

The rear yards of residents living along Clearwater Court and Kalamazoo Court have been experiencing drainage problems due to a failing Village underdrain system. Engineering Staff sent a request for qualifications (RFQs) to five engineering firms. A consultant selection committee consisting of Civil Engineer II Adam Frederick, Stormwater Administrator Greg Ulreich and I met to discuss the five statements of qualifications (SOQs) we received. As we were discussing the submittals, Greg informed us that his sister, Jennifer Lowenstein, was on one of the firm's (Engineering Resources Associates, Inc.) project team. She is the lead water resource engineer on the team. I had previously known that his sister was an engineer with the firm, but failed to recognize her as being on the team.

At that time, I said Greg would need to recuse himself from the selection of the consultant, which he did. Jennifer is several levels down in the firm's organization. See attached ERA SOQ and the firm's organizational structure. Greg has no financial interest in ERA.

Adam and I determined ERA was the most qualified firm based on our rankings as identified by the criteria set out in the RFQ, both prior to learning Jennifer was on the team and after discussing the SOQs. See attached RFQ. Now that a firm has been selected, our next step in the quality-based selection (QBS) process would be to seek a request for proposal (RFP) and begin negotiations.

Based on the events that had occurred thus far, I sought direction from Village Attorney, Jim Rhodes, on how to proceed. In Jim's opinion there does not appear to be any conflict of interest, statutorily or by any common law, since Greg is not a Village officer and will not be awarding the contract. He also determined that there was not any violation of our recently enacted ethics ordinance since Greg has no financial interest in the company.

Based on Jim's opinions and direction Engineering is recommending the Village Board authorize staff to request a proposal from ERA and begin contract negotiations. Assistant Village Engineer Bill Cleveland will be assigned to the administration of the contract (invoice reviews, payment authorizations, change orders, etc.). All firms have been informed of the facts surrounding the consultant selection and the actions being taken by the Village.

Cc: Jim Rhodes
William N. Cleveland, Assistant Village Engineer
Greg Ulreich, Stormwater Administrator



Village of Carol Stream

FRANK SAVERINO, SR., MAYOR • LAURA CZARNECKI, CLERK • JOSEPH E BREINIG, MANAGER
500 N. Gary Avenue • Carol Stream, Illinois 60188-1899
(630) 665-7050 • FAX (630) 665-1064
www.carolstream.org

April 9, 2018

VIA EMAIL ONLY

Engineering Resources Associates, Inc.
Attn: Marty Michalisko (mmichalisko@eraconsultants.com)
3S701 West Avenue, Suite 150
Warrenville, IL 60555

SUBJECT: Clearwater Court Rear Yard Drainage Project
Qualified Based Selection – Request for Qualifications

Dear Marty,

The Village of Carol Stream's Engineering Services Department ("Village") is seeking Statement of Qualifications (SOQ) from qualified engineering firms ("Firm") for Phase I Engineering Services for the Clearwater Court Rear Yard Drainage Project ("Project").

The Village has already developed a short-list of Firms based on those having an IDOT Pre-Qualification for "Special Studies – Location Drainage" (Printed: 03/23/2018) and the Village's familiarity with the Firm; your Firm is on that short-list. The Village does not anticipate conducting interviews, but reserves the right to request an interview and extend the "Anticipated Date for Firm Selection" accordingly.

Upon completion of Phase I, the Village intends to award Phases II & III to the same Firm pending satisfactory performance.

The Village kindly requests that your Firm follow the instructions provided in the enclosed Request for Qualifications and thanks you in advance for your participation.

Sincerely,

Gregory R. Ulrich, P.E.
Stormwater Administrator

Enclosures

1. Request for Qualifications
2. Village Standard Contract



Village of Carol Stream

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www.carolstream.org

QUALIFICATION BASED SELECTION (QBS) REQUEST FOR QUALIFICATIONS (RFQ) FOR PHASE I ENGINEERING SERVICES “CLEARWATER COURT REAR YARD DRAINAGE PROJECT”

The Village of Carol Stream’s Engineering Services Department (“Village”) is seeking Statement of Qualifications (SOQ) from qualified engineering firms (“Firm”) for Phase I Engineering Services for the Clearwater Court Rear Yard Drainage Project (“Project”). The Project is being funded entirely through the Village’s Capital Projects Fund (CPF); no State or Federal funding is involved.

The Firm will be selected on the basis of demonstrated competence and qualification for the type of services required without regard to fee, and thereafter the Village will negotiate a contract for the services sought at a fair and reasonable fee with the best qualified firm.

Questions pertaining to the selection process shall be directed to Gregory R. Ulreich, Stormwater Administrator, at gulreich@carolstream.org prior to 5:00 pm CST of the “Deadline Date for Inquiries” as noted previously.

The Statement of Qualifications (SOQ) shall be submitted electronically to the Village by 5:00 pm CST of the “Deadline Date for Submittals” as noted herein. An email will be sent to the recipient of the RFQ with an address to upload the SOQ.

The Village shall not be held responsible for any oral instructions. Any changes to this RFQ will be in the form of an addendum, which will be sent to each prospective Firm by the Village. The Village reserves the right to reject any or all SOQs, to waive any informality or irregularity in any SOQ received, and to be the sole judge of the merits of the respective SOQs received.

Attached herein:

1. Project Description & Anticipated Scope of Services
2. Projected Schedule
3. SOQ Submittal Requirements & Conditions
4. Ranking & Selection Criteria
5. Location Map

Project Description & Anticipated Scope of Services

The Project shall consist of replacing approximately 530 linear feet of 8-inch, perforated, PVC storm sewer pipe and 6 drainage structures located in the rear yards of 339-353 Clearwater Court (Lots 29-36 of Western Trails Sub. Unit 10). Additional background information is available for review at the following site:

<https://carolstream.sharefile.com/d-sabb95cffc4c4b99a>

The Firm shall perform a topographic survey to collect ground elevations, define overflow routes, lowest foundation openings, sump pump discharges, retaining wall extents, and obstructions within the anticipated work area (e.g. fences, sheds, decorative landscaping features, etc.). The Firm shall also perform a boundary survey to verify existing easement locations and potential easement acquisitions (temporary and/or permanent); preparation of easement documents will be in Phase II.

The Firm shall perform a drainage study that analyzes the capacity of the existing, 100-year overland flow routes, then perform a concept-level comparison, including cost estimates, between re-grading with pipe designed for the 10-year design recurrence interval versus pipe designed for the 100-year design recurrence interval. The Firm shall also develop 3 alternative concept plans, including cost estimates, that address the following scenarios:

1. Re-grading to eliminate the existing retaining walls.
2. Replace in-kind the existing retaining walls.
3. A combination of (1) & (2) that includes re-grading to minimize replacement of existing retaining walls.

The Firm shall assist the Village in presenting the concepts to the affected residents at an open house style meeting.

Projected Schedule

The Village’s 5-Year Capital Improvement Program plans for the completion of Phases I & II during this upcoming fiscal year (FY18/19; 05/01/18-04/31/19) and for Phase III to be completed during the following fiscal year (FY19/20; 05/01/19-04/31/20). The Village has intentionally split the award of Phase I from Phases II & III with the understanding that coordination with affected residents will drive the completion of Phase I and the subsequent start date for the latter phases. The Village has budgeted \$50,000 for FY18/19 and \$50,000 for FY19/20. The estimated fee for Phases I, II & III is greater than \$25,000.

Deadline Date for Inquiries	April 20, 2018
Deadline Date for Submittals	April 25, 2018
Anticipated Date for Firm Selection	April 27, 2018
Anticipated Date for Scope & Fee Resolution	May 16, 2018
Anticipated Date for Award of Contract	May 21, 2018
Anticipated Completion Date for Phase I	TBD

SOQ Submittal Requirements & Conditions

The SOQ shall include the following information:

1. Cover letter with Firm name & address and Firm's point of contact's name & email.
Include a statement stating that the Firm is committed to this project with the assigned personnel and that said personnel as well as sub-consultants, if any, have the appropriate expertise to perform the proposed scope of services.
2. Brief (one page maximum) narrative on Firm's anticipated project approach and anticipated completion date for Phase I based on the anticipated scope of services.
3. Resumes of key personnel to be assigned to this Project, including sub-consultants, which shall include at a minimum:
 - a. Project Manager
 - b. Licensed, Professional Structural Engineer (State of Illinois)
 - c. Licensed, Professional Land Surveyor (State of Illinois)
4. Related experience during the last five years; specifically any projects that required coordination with, or presentations to, the public and were preferably drainage related. Include the project name, client point of contact for the project, and any key Firm personnel involved that are also proposed for this Project. Limit to a maximum of three projects and preferably where construction has been completed.
5. The Firm is invited to include a maximum of one page of additional information not included above, if the Firm believes it may be useful and applicable to this Project.

Ranking & Selection Criteria

The Firm will be selected through a qualification-based selection (QBS) process. Applicants are encouraged to organize their submissions in such a way as to follow the general evaluation criteria listed below. Information included within the SOQ may be used to evaluate your firm as part of any criteria regardless of where that information is found within the SOQ. Information obtained from the SOQ and from any other relevant source may be used in the evaluation and selection process.

The selection criteria and weighting (total of 100 points) are as follows:

- A. Firm Experience (Weight: 10 Points)
- B. Key Personnel Experience (Weight: 35 Points)
- C. Key Personnel Qualifications (Weight: 35 Points)
- D. Project Approach & Schedule (Weight: 20 Points)

CLEARWATER COURT REAR YARD DRAINAGE PROJECT

Location Map

Storm Sewer (red line) behind 339-353 Clearwater Court.



PROFESSIONAL SERVICES AGREEMENT

**(project name) Project
(project services) Services
For The Village of Carol Stream**

THIS AGREEMENT made and entered into this ___ day of _____, 20XX, by and between the Village of Carol Stream (hereinafter referred to as the "Village") and (consultant name) (hereinafter referred to as the "Consultant")

WITNESS THAT:

WHEREAS, the Village and the Consultant (collectively hereinafter referred to as the "Parties") desire to enter into a Agreement to formalize their relationship; and

WHEREAS, the Village requested qualifications/proposals (hereinafter referred to as the Request for Qualifications or RFQ/Request for Proposals or RFP), attached hereto as ATTACHMENT #1, from the Consultant to perform professional engineering services including but not limited to (brief description of the project services) for the (project name) Project (Project); and

WHEREAS, in response to the Village's request, Consultant submitted a statement of qualifications (SOQ)/proposal (hereinafter referred to as the SOQ/Proposal), attached hereto as ATTACHMENT #2, and, after negotiations, Consultant agreed to perform the services more particularly described in the Proposal, under the terms and conditions set forth in this Agreement and Proposal; and

WHEREAS, in reliance upon Consultant's documentation of its qualifications, as set out in their statement of qualifications (SOQ) and Proposal, the Village finds that Consultant has demonstrated the requisite qualifications, experience, training, and expertise to perform the requested services; and

WHEREAS, pursuant to the Village of Carol Stream Purchasing Manual the Village has selected the Consultant to undertake and provide professional services for the Project in compliance with all applicable local, state, and federal laws, regulations, and policies; and

WHEREAS, the services included in this Agreement are authorized as part of the Village's approved budget; and

WHEREAS, it is beneficial to the Village to utilize the Consultant as an independent entity to accomplish the services as set forth herein and such endeavor would tend to best accomplish the objectives of the Village.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and provisions contained herein, and the mutual benefits to be derived therefrom, the Parties hereto agree as follows:

A. SERVICES TO BE PROVIDED BY THE PARTIES

The Consultant accepts the relationship of trust and confidence established with the Village by this Agreement, and covenants with the Village to furnish the engineering services and use the Consultant's professional skill and judgment in a manner consistent with the interests of the Village.

All services described in the Scope of Services (Scope) of the Proposal shall be performed by the Consultant in a prompt and expeditious manner and shall be in accordance with the professional standards applicable to such service on the Project for which such services are rendered. The Consultant shall be responsible for all services provided under this Agreement whether such services are provided directly by the Consultant or by subconsultants hired by the Consultant. The Consultant will perform the work activities described in the Scope promptly and without unreasonable delay and will give all projects such priority as is necessary to cause the services to be provided hereunder to be properly performed in a timely manner and consistent with sound professional practices.

B. TIME OF PERFORMANCE

The Consultant shall provide the engineering services, complete the (brief description of the project services) and submit all deliverables in accordance with the anticipated project schedule as developed by the Consultant and made part of the Proposal, but no later than (completion date). If requested, the Village may at its sole discretion elect to extend milestones and completion dates provided in the Consultant's project schedule if sound justification and documentation is provided by the Consultant. The Consultant will not initiate any work until the Consultant receives written authorization from the Village to proceed.

C. ACCESS TO INFORMATION

The Village shall provide any data, reports, records, and maps for the project that are in the possession of the Village. No charge will be made to the Consultant for such information, and the Village will cooperate with the Consultant to facilitate the performance of the work described in this Agreement.

D. COMPENSATION

The Village shall pay the Consultant in accordance with ATTACHMENT #2 (section name in the Proposal) of the Consultant's Proposal of the Agreement for all services to be provided under this Agreement including such allowable expenses agreed upon by the Parties herein to provide and complete the Scope. Reimbursement under this Agreement shall be based on billings, supported by appropriate documentation of costs actually incurred.

E. RECORDS

The Consultant agrees to maintain records and a system of accounting consistent with generally accepted accounting principles and follow such procedures as may be required by the Village. Such records shall include all information pertaining to the Agreement, payroll, receipted invoices, obligations and unobligated balances, assets and liabilities, expenses and outlays, equal opportunity, labor standards (as appropriate), and performance.

All such records and all other records pertinent to this Agreement and work undertaken under this Agreement shall be retained by the Consultant for a period of at least four (4) years after completion of this Agreement, unless a longer period is required to resolve audit findings, litigation or required by state or federal regulations. In such cases, the Village shall request a longer period of record retention.

The Village shall have full access and the right to examine any and all pertinent documents, documents, records, and books of the Consultant involving Consultant's services on projects arising under this Agreement.

F. RELATIONSHIP

The relationship of the Consultant to the Village shall be that of an independent consultant rendering professional services. The Consultant shall have no authority to execute contracts or to make commitments on behalf of the Village and nothing contained herein shall be deemed to create the relationship of employer and employee or principal and agent between the Village and the Consultant.

G. TERMINATION

If the Consultant fails to comply with the terms and conditions of this Agreement or to adequately perform any provisions of this Agreement, the Village may pursue such remedies as are legally available, including, but not limited to, the termination of this Agreement in the manner specified herein:

1. Termination for Cause – If the Consultant fails to comply with the terms and conditions of this Agreement or to adequately perform any provisions of this Agreement, or whenever the Consultant is unable to substantiate full compliance with provisions of this Agreement, the Village may terminate the Agreement pending corrective actions or investigation, effective not less than fourteen (14) calendar days following written notification to the Consultant of its authorized representative. At the end of the fourteen (14) calendar days the Village may terminate the Agreement, in whole or in part, if the Consultant fails to adequately perform any provisions of this Agreement or comply with the terms and conditions of this Agreement and any of the following conditions exist:
 - a. The lack of compliance with the provisions of this Agreement was of such scope and nature that the Village deems continuation of

the Agreement to be substantially detrimental to the interest of the Village;

- b. The Consultant has failed to take satisfactory action as directed by the Village or its authorized representative within the time period specified by the Village;
- c. The Consultant has failed within the time specified by the Village or its authorized representative to satisfactorily substantiate its compliance with the terms and conditions of this Agreement;

and there upon shall notify the Consultant of termination, the reasons therefore, and the effective date provided such effective date, no charges incurred under any terminated portions of the Scope are allowable.

The Consultant shall continue performance of the Agreement to the extent it hasn't been terminated and shall be liable for all reasonable costs incurred by the Village to procure similar services. The exercising of its rights of termination shall not limit the Village's right to seek any other remedies allowed by law.

2. Termination for Other Grounds – This Agreement may also be terminated in whole or in part:

- a. By the Village, when in the interest of the Village or for the convenience of the Village provided that the Village shall give fourteen (14) calendar days written notice of Agreement termination to the Consultant specifying what part(s) of the Agreement are being terminated and when it becomes effective. If the Agreement is terminated for the convenience of the Village as provided herein, the Consultant will be paid for the time provided and expenses incurred up to the termination date;
- b. By the Village, with the consent of the Consultant or by the Consultant with the consent of the Village, in which case the Parties shall devise by mutual agreement, the conditions of termination, including effective date and in case of termination in part, that portion to be terminated;
- c. If the funds allocated by the Village via this Agreement are from anticipated sources of revenue, and if the anticipated sources of revenue do not become available for use in purchasing said services;
- d. In the event the Village fails to pay the Consultant promptly or within sixty (60) days after invoices are properly rendered, the Village agrees that the Consultant shall have the right to consider said default a breach of this agreement terminated. In such event, the Village shall then promptly pay the Consultant for all services performed and all allowable expenses incurred.

H. ERRORS & OMISSIONS

Consultant shall correct, at no cost to the Village, any and all errors, omissions, or ambiguities in the work product and services provided or submitted to the Village. If the Consultant has prepared plans and specifications or other design documents to be used in construction of a project or provided services, Consultant shall be obligated to correct any and all errors, omissions or ambiguities in the work product or services discovered prior to and during the course of construction of the project. This obligation shall survive termination of this Agreement.

I. CHANGES, AMENDMENTS, MODIFICATIONS

Since some of the Consultant's services are being provided on an as-needed basis, the amount of services may be less than anticipated. The Village makes no guarantee as to the minimum amount of services that will be required under the Agreement and no adjustment in the fee will be made if the actual amount of services is less than what is anticipated. However, the Village may, from time to time, require changes or modifications in the Scope to be performed hereunder. Such changes, including any decrease in the amount of compensation therefore, which are mutually agreed upon by the Village and the Consultant, shall be incorporated in written amendments to this Agreement. No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the Parties and approved as required by law. No oral understanding or agreement not incorporated in the Agreement is binding on any of the Parties.

J. PERSONNEL

The Consultant represents that he has, or will secure at his own expense, all personnel and equipment required in order to perform under this Agreement. Such personnel shall not be employees of, or have any contractual relationship to, the Village.

All services required hereunder will be performed by the Consultant or under his supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state or local law to perform such services.

None of the work or services covered by this Agreement shall be subcontracted without prior written approval of the Village. Any work or services subcontracted hereunder shall be specified in written contract or agreement and shall be subject to each provision of this Agreement.

K. ASSIGNABILITY

The Consultant shall not assign any interest on this Agreement, and shall not transfer any interest on this Agreement (whether by assignment or notation), without prior written consent of the Village thereto: provided, however, that claims for money by the Consultant from the Village under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any intent to assign or transfer shall be furnished promptly to the Village by the Consultant.

L. SEVERABILITY

If any term or condition of this Agreement or the application thereof is held invalid, such invalidity shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition, or application; to this end the terms and conditions of this Agreement are declared severable.

M. REPORTS AND INFORMATION

The Village will not be liable in any way for any costs incurred by the Consultant in replying to this RFQ/RFP.

N. REPORTS AND INFORMATION

The Consultant, at such times and in such forms as the Village may require, shall furnish the Village such periodic reports as it may request pertaining to the work or services undertaken pursuant to this Agreement, the costs and obligations incurred or to be incurred in connection therewith, any affidavit or certificate, in connection with the work covered by this agreement as provided by law and any other matters covered by this Agreement.

O. FINDINGS CONFIDENTIAL

All of the reports, information, data, etc., prepared or assembled by the Consultant under this Agreement are confidential and the Consultant agrees that they shall not be made available to any individual or organization without prior written approval of the Village.

P. COPYRIGHT

No report, maps, or other documents produced in whole or in part under this Agreement shall be subject of an application for copyright by or on behalf of the Consultant. Any such materials produced as a result of this Agreement that might be subject to copyright shall be the property of the Village and all such rights shall belong to the Village, and the Village shall be sole and exclusive entity who may exercise such rights.

Q. COMPLIANCE WITH LAWS

The Consultant shall comply with all applicable federal, state or local laws, ordinances, and codes and the Consultant shall hold and save the Village harmless with respect to any damages arising from any failure of the Consultant or its officers, agents or employees to comply with any such laws in performing any of the work provided under this Agreement.

R. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Agreement, the Consultant agrees as follows:

1. The Consultant will not discriminate against any employee or applicant for employment because of race, creed, sex, color, national origin, handicap or familial status. The Consultant will take affirmative steps to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, sex, color, national origin, handicap or familial status. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or

termination; rates of pay or other forms or compensation; and selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Village setting forth the provisions of this non-discrimination clause.

2. The Consultant will, in all solicitations or advertisements for employees placed by or on behalf of the Consultant; state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, national origin, handicap or familial status.
3. The Consultant will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that such provisions will be binding upon each subconsultant, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

S. ILLINOIS HUMAN RIGHTS ACT (775 ILCS 5/1-101 ET SEQ.)

In carrying out the terms of this agreement, Consultant shall comply with all applicable provisions of the Illinois Human Rights Act, and rules and regulations promulgated by the Illinois Department of Human Rights, prohibiting unlawful discrimination in employment. Consultant's failure to comply with all applicable provisions of the Illinois Human Rights Act, or applicable rules and regulations promulgated thereunder, may result in a determination that Consultant is ineligible for future contracts or subcontracts with the state of Illinois or any of its political subdivisions or municipal corporations, and this agreement may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

T. ILLINOIS FREEDOM OF INFORMATION ACT, (5ILCS 140/4, AS AMENDED BY PUBLIC ACT 96-542, EFFECTIVE JANUARY 1, 2010)

The Consultant agrees 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 (FOIA), 5ILCS 140/4 et seq. In addition, Consultant shall produce, without cost to the municipality, records which are responsive to a request received by the Public Body under the FOIA 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 Consultant shall so notify the Public Body and if possible, the Public Body shall request an extension so as to comply with the FOIA. In the event that the Public Body is found to have not complied with the FOIA, based upon Consultant's failure to produce documents or otherwise appropriately respond to a request under the FOIA, then Consultant shall indemnify and hold harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorney fees and penalties.

U. AUTHORIZED TO DO BUSINESS IN ILLINOIS

The Consultant certifies that it is a legal entity authorized to do business in Illinois prior to submission of a bid, offer, or proposal, 30 ILCS 500/1.15.8, 20-43.

V. CERTIFICATION TO ENTER INTO PUBLIC CONTRACTS – 720 ILCS 5/33E-1

The Consultant certifies that he/she/it is not barred from contracting with any unit of state or local government as a result of a violation of either Section 33E-3 or 33E-4 of the Illinois Criminal Code or violating the prohibition set forth in Section 50-10.5(e) of the Illinois Procurement Code, 30 ILCS 500/50-10.5e or any similar offense of any State of the United States which contains the same elements as the Illinois offenses of bid-rigging or bid rotating.

W. PAYMENTS TO ILLINOIS DEPARTMENT OF REVENUE – 65 ILCS 5/11-42.1

Consultant certifies that it is not delinquent in payment of any taxes to Illinois Department of Revenue.

X. SUBSTANCE ABUSE PREVENTION ON PUBLIC WORKS PROJECTS

Consultant certifies that it has in place a written program which meets or exceeds the program requirements of the Substance Abuse Prevention on Public Works Projects Act (Public Act 95-0635), and if requested will provide a copy thereof to the Village.

Y. DEBARMENT

The Consultant certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in the Agreement by any federal department or agency.

Z. INTEREST OF MEMBERS OF THE VILLAGE

The Consultant certifies that no member of the governing body of the Village and no other officer, employee, or agent of the Village who exercises any functions or responsibilities in connection with the planning or carrying out of the project, has any personal financial interest, direct or indirect, in this Agreement; and the Consultant shall take appropriate steps to assure compliance.

AA. INTEREST OF CONSULTANT AND EMPLOYEES

The Consultant covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, in the various project areas or any parcels therein or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. The Consultant further covenants that in the performance of this Agreement, no person having such interest shall be employed.

BB. AUDITS AND INSPECTIONS

The Village or their delegates shall have the right to review and monitor the financial and other components of the work and services provided and undertaken as part of the various projects and this Agreement, by whatever legal and reasonable means are deemed expedient by the Village.

CC. HOLD HARMLESS

To the fullest extent permitted by law, the Consultant shall defend, indemnify and hold harmless the Village, and its officers, agents and employees from and against any and all claims, losses, damages, and expenses of whatever type or nature, including but not limited to attorney's fees, arising out of or resulting from the Consultant's performance of work or the failure to perform an obligation under this Agreement, to the extent caused in whole or in part by the negligent, intentional, or reckless acts or the omissions of the Consultant, any subconsultant, or anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether such claims, damages losses or expenses are caused in part by the Village. The Consultant, however, shall not be liable for any claims, damages, losses or expenses arising solely out of the negligent, intentional or reckless acts of the Village, its employees or agents.

DD. INSURANCE

1. Insurance shall be placed with insurers with an A.M. Best's rating of no less than A-: VI.
2. This rating requirement shall be waived for Worker's Compensation coverage only.
3. Consultant's Insurance: The Consultant shall not commence work under this Agreement until he has obtained all insurance required herein. Certificates of Insurance, fully executed by officers of the Insurance Company written or countersigned by an authorized Illinois State agency, shall be filed with the state of Illinois for approval. The Consultant shall not allow any subconsultant to commence work on his subcontract until all similar insurance required for the subconsultant has been obtained and approved. If so requested, the Consultant shall also submit copies of insurance policies for inspection and approval of the state of Illinois before work is commenced. Said policies shall not hereafter be canceled, permitted to expire, or be changed without thirty (30) days' notice in advance to the state of Illinois and consented to by the state of Illinois in writing and the policies shall so provide.
4. Compensation Insurance: Before any work is commenced, the Consultant shall maintain during the life of the Agreement, Workers' Compensation Insurance for all of the Consultant's employees employed at the site of the project. In case any work is sublet, the Consultant shall require the subconsultant similarly to provide Workers' Compensation Insurance for all the latter's employees, unless such employees are covered by the protection afforded by the Consultant. In case any class of employees engaged in work under the contract at the site of the project is not protected under the Workers' Compensation Statute, the Consultant shall provide for any such employees, and shall further provide or cause any and all subconsultants to provide Employer's Liability Insurance for the protection of such employees not protected by the Workers' Compensation Statute.

5. Commercial General Liability Insurance: The Consultant shall maintain during the life of the Agreement such Commercial General Liability Insurance which shall protect him, the Village, and any subconsultant during the performance of work covered by the Agreement from claims or damages for personal injury, including accidental death, as well as for claims for property damages, which may arise from operations under the Agreement, whether such operations be by himself or by a subconsultant, or by anyone directly or indirectly employed by either of them, or in such a manner as to impose liability to the state. Such insurance shall name the state as additional insured for claims arising from or as the result of the operations of the Consultant or his subconsultants. In the absence of specific regulations, the amount of coverage shall be as follows: Commercial General Liability Insurance, including bodily injury, property damage and contractual liability, with combined single limits of \$1,000,000 and aggregate limit of \$2,000,000.
6. Insurance Covering Special Hazards: Special hazards as determined by the state shall be covered by rider or riders in the Commercial General Liability Insurance Policy or policies herein elsewhere required to be furnished by the Consultant, or by separate policies of insurance in the amounts as defined in any Special Conditions of the contract included therewith.
7. Licensed and Non-Licensed Motor Vehicles: The Consultant shall maintain during the life of the Agreement, Automobile Liability Insurance in an amount not less than combined single limits of \$1,000,000 per occurrence and not less than aggregate limit of \$2,000,000 for bodily injury/property damage. Such insurance shall cover the use of any non-licensed motor vehicles engaged in operations within the terms of the Agreement on the site of the work to be performed there under, unless such coverage is included in insurance elsewhere specified.
8. Subconsultant's Insurance: The Consultant shall require that any and all subconsultants, which are not protected under the Consultant's own insurance policies, take and maintain insurance of the same nature and in the same amounts as required of the Consultant.
9. The Village, its officers, agents and employees shall be named as Additional Insureds on all insurance required to be acquired and maintained hereunder. All insurance of any tier shall state that the coverage afforded to the Additional Insureds shall be primary insurance of the Additional Insureds with respect to any claims arising out of any project for which the Consultant provides services.

EE. COMPLETE AGREEMENT

This is the complete Agreement between the Parties with respect to the subject matter and all prior discussions and negotiations are merged into this Agreement. This Agreement is entered into with neither party relying on any

statement or representation made by the other party not embodied in this Agreement and there are no other agreements or understanding changing or modifying the terms. This Agreement shall become effective upon final statutory approval of the Village.

FF. NOTICES AND COMMUNICATIONS

Any notices to be provided under this Agreement shall be sent by personal delivery, overnight courier, first class mail, postage paid, facsimile, with a confirmation copy by first class mail, or email, to the following addresses:

If to Village: (employee name)
(employee title)
Village of Carol Stream
500 North Gary Avenue
Carol Stream, IL 60188
(employee email address)

If to Consultant: (consultant contact name)
(contact title)
(consultant name)
(consultant street address)
(consultant city, state, zip)
(contact email address)

GG. ENTIRE AGREEMENT & ORDER OF PRECEDENCE

This Agreement together with the Statement of Qualifications and the Consultant's Proposal which are incorporated herein; shall, to the extent possible, be construed to give effect to all of its provisions; however, where provisions are in conflict, first priority shall be given to the provisions of the Agreement, excluding the Statement of Qualifications, its amendments and the Consultant's Proposal; second priority shall be given to the provisions of the Consultant's Proposal, excluding the Statement of Qualifications and its amendments; and third priority shall be given to the provisions of the Statement of Qualifications and its amendments.

HH. INTERPRETATION, ENFORCEMENT & DISPUTES

This Agreement shall be construed, interpreted and enforced under the laws of the State of Illinois. Exclusive venue and jurisdiction for any and all disputes arising hereunder shall be in DuPage County, Illinois.

This Agreement contains all terms and conditions agreed to by the Village and the Consultant. The attachments to this Agreement are identified as follows:

ATTACHMENT #1, Request for Qualifications (RFQ)/Request for Proposals (RFP)

ATTACHMENT #2, Consultant's Statement of Qualifications (SOQ)/Proposal (Proposal)

IN WITNESS THEREOF, the Village and the Consultant have executed this Agreement as of the date and year last written below.

VILLAGE

By: _____

Title: _____

Date: _____

CONSULTANT

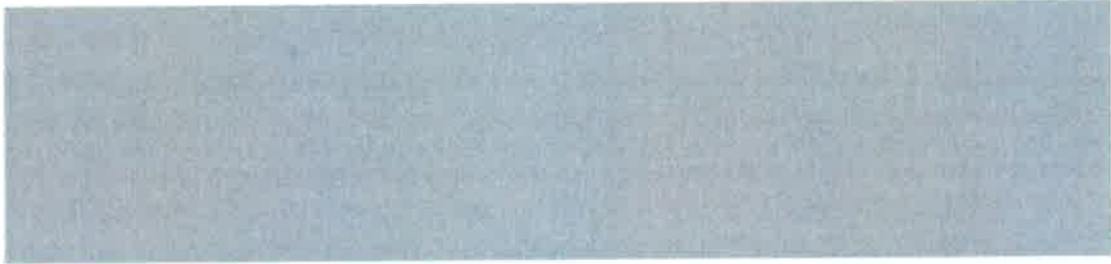
By: _____

Title: _____

Date: _____



ENGINEERING
RESOURCE ASSOCIATES



Qualifications for:
Clearwater Court Rear Yard Drainage Project

Prepared for:
Village of Carol Stream
ATTN: Gregory Ulreich, PE
Stormwater Administrator
500 N Gary Avenue
Carol Stream, IL 60188-1899

Due: April 25, 2018 at 5:00 PM

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Primary Contact:

Marty Michalisko, PE, CFM
Principal/Project Director
3S701 West Avenue, Suite 150
Warrenville, IL 60555
P: 630-393-3060
F: 630-393-2152
MMichalisko@eraconsultants.com



April 25, 2018

Mr. Gregory Ulreich, PE
Stormwater Administrator
Village of Carol Stream
500 N Gary Avenue
Carol Stream, IL 60188-1899

Subject: Qualifications for Clearwater Court Rear Yard Drainage Project

Dear Greg:

Engineering Resource Associates, Inc. (ERA) is pleased to submit this statement of qualifications for the Clearwater Court Rear Yard Drainage Project. The statement has been prepared in accordance with the request for proposal, detailed field reconnaissance of the area, and experience on similar projects.

ERA is a civil engineering, structural engineering, environmental science and land survey consulting firm with specialized expertise in the analysis, design and construction of innovative stormwater solutions. We offer the following advantages on this assignment:

- **Project Understanding** – ERA has recently completed several similar drainage projects. We understand that the secret to success to private property drainage improvements is by-in from those impacted by construction. ERA has compiled a project team that is excellent at talking to and working with impacted residents. Our Project Manager recently served as Franklin Park's Village Engineer leading the Village's rear yard drainage cost sharing program. Our Lead Water Resource Engineering is an excellent communicator and has the ability to routinely secure resident support.
- **Innovative Approach** – ERA has developed our innovative approach item list through a visit to the project site and recent experience on similar projects for the Village of Glencoe, Village of Glen Ellyn, City of Warrenville, and Village of Schaumburg. We feel that if these key project components are addressed the project is likely to be very successful.
- **Schedule** – ERA is excited to announce the hiring of Shauna Urlacher, PE, CFM, CPESC. She will manage this project and provide ERA additional capacity. She will lead a familiar team of engineers that have worked on many drainage projects together in the past. With the additional capacity, we are confident we can adhere to the following schedule:

Award of Contract	May 21, 2018
Complete Topographic / Boundary Survey	June 1, 2018
Complete Initial Hydraulic and Hydrologic Analysis	June 8, 2018
Neighborhood Meeting	June 11, 2018
Complete Draft Conceptual Plans / Estimates	June 22, 2018
Open House Meeting	June 27, 2018

WARRENVILLE

3s701 West Avenue, Suite 150
Warrenville, IL 60555
P 630.393.3060

CHICAGO

10 South Riverside Plaza, Suite 875
Chicago, IL 60606
P 312.474.7841

CHAMPAIGN

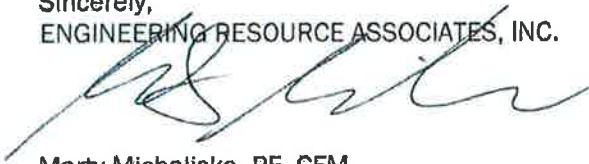
2416 Galen Drive
Champaign, IL 61821
P 217.351.6268

Finalize Phase I Plans
Begin Phase II Design
Complete Phase II Design

July 7, 2018
August 1, 2018
October 1, 2018

Our proposed Project Manager and primary contact for this assignment will be Shauna Urlacher, PE, CFM, CPESC. She has over 16 years of experience on similar projects. She recently served as project manager for Phase I storm projects for the Village of Northbrook, Village of Franklin Park, Village of Tinley Park, Cook County amongst others. Shauna can be reached at 630-393-3060 ext. 20.

Sincerely,
ENGINEERING RESOURCE ASSOCIATES, INC.



Marty Michalisko, PE, CFM
Project Director

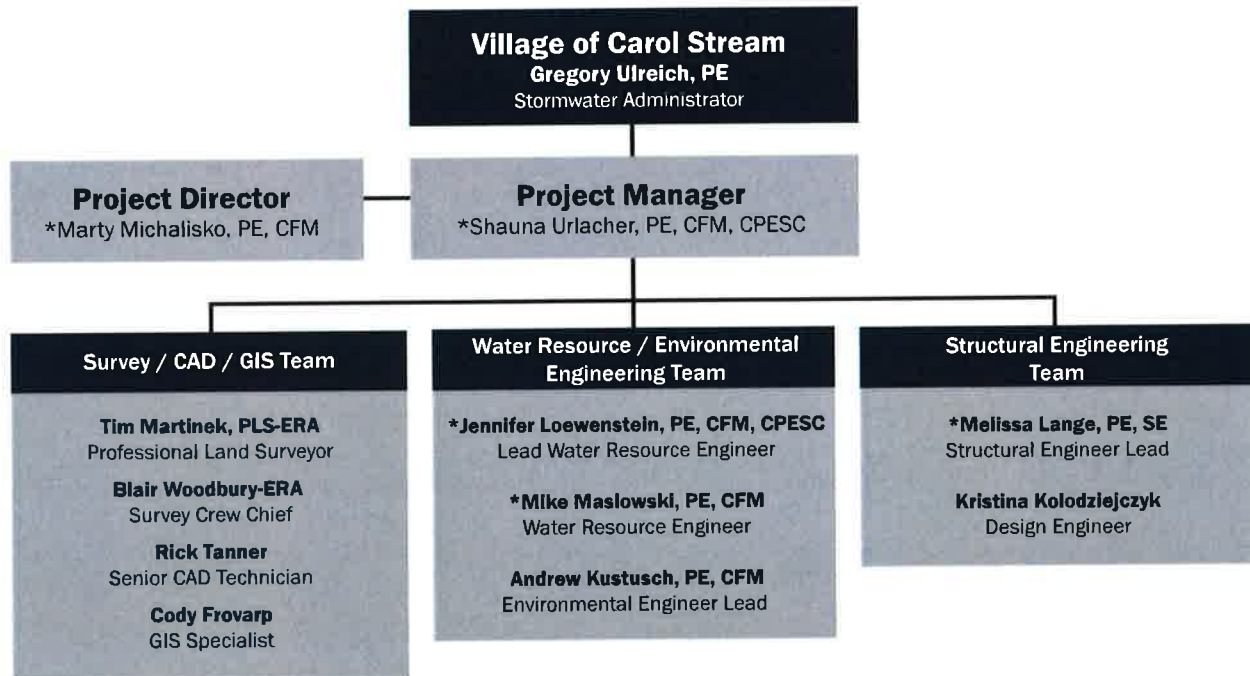




Innovative Approach

Based on our field visit and experience working on similar projects we feel the following items will be extremely important to address in Phase I. We have provided exhibit 1 on the following page as a visual aid to reflect these important ideas.

1. Main Line Sewer Analysis – As shown on Exhibit 1, the main 27-Inch storm sewer conveys flows from the 39.25 Acre watershed. The rear yards on Clearwater Court are connected to the system via an 8-Inch PVC pipe. A simple HGL analysis of the main line should be completed to ensure that connecting the rear yards does not adversely impact the properties during larger storm events.
2. Construction Access – Based on our visit to the project site, construction access will be a big challenge. Temporary construction easements will be needed and permanent drainage easements are recommended. Early analysis suggests that access should come through 353 Clearwater Court utilizing the open space by the public sidewalk. The benefit of accessing the rear yards from the south is that the easements will come from property owners with the most to gain from the project.
3. Lot Grading – The existing rear and side yard grades appear to be at or above the top of the foundation of the Clearwater Court homes. It was also observed that both the park to the south and Clearwater Court to the east appear to be low enough to accept improved swale drainage. It is recommended that swales be constructed to a minimum of 0.5' below all top of foundations. Each home should have side yard swales to take frequent rainfall runoff (2-year) and the rear swale and /or sewer shall take the heavy runoff (100-year). If the storm sewer is to be relied on for the majority of drainage, then the rear yard swales shall be constructed to direct runoff to catch basins.
4. Sump Pump Connection – During our site visit it was obvious that the sump pump drainage is a major issue. Residents from Kalamazoo Court have run their discharge to the rear property line and over the retaining wall. Residents from Clearwater Court have extended the PVC pipe over their lawns to the rear property line. Consistent sump pump discharge makes the area wet most of the time. It is suggested that all downspouts be directly connected to any sewer improvement or discharge to an improved rear yard swale.
5. Neighborhood Meeting – The RFQ included a presentation of concepts at an open house. This is a very good idea. ERA also suggests a neighborhood style meeting at a local resident home or in their rear yard. We recommend doing this early in the development of the proposed concepts. We find that using stakes, spray paint, etc. at a neighborhood meeting helps people visualize impacts to their property and allows them to identify concerns. This will be very important if the wall is to be replaced by grading.
6. DuPage Water Quality Funding – ERA suggests exploring the possibilities of converting rear yard swale improvements into a naturalized bioswale. This would make the improvements eligible for DuPage County Funds. Timing of the Phase I and II engineering align with the grant deadline and January funding.
7. Clearwater Court Storm Sewer Extension – During our site visit it was noticed that Clearwater Court does not contain mid-block inlets. We noticed that stormwater was sitting near 345 Clearwater Court and across the circular bump out. We also noticed that the road had been patched at the same locations where the water was sitting, suggesting that standing water was contributing to the premature failure of the road. ERA will explore the benefit/costs of brining the storm sewer down Clearwater Court to help residential yard drainage while improving roadway drainage. This would provide an opportunity for Clearwater Court residents to connect their downspouts to a storm sewer.
8. Potential Trenchless Installation Methods– In many cases, trenchless technologies help minimize disturbance where proposed storm sewer improvements are scheduled within rear yard corridors of an established residential subdivision. Although these types of installation methods are not solutions for every project, they should be identified and evaluated during preliminary design to assess their applicability. Performing this task as part of the Phase I process and providing recommendations relating to cost and feasibility will afford the Village the opportunity to make fiscally responsible decisions as they move into Phase II design.
9. Wall Construction- There is a grade differential between the backyards of the houses on Kalamazoo Court versus the houses on Clearwater Court. The existing timber retaining wall is deteriorated and the tie-backs are not adequately spaced apart. Design alternatives to consider for an effective solution will be large stone retaining wall (Reddi-Rock) that will not require tie-backs, can withstand long term exposure to water, and can be built in tight construction restraints. Plantings on the wall could be a nice feature for the residents as shown in the picture.





Shauna Urlacher, PE, CFM, CPESC

Project Manager

Project Experience:

Heather Lane Drainage Improvements, Tinley Park, IL – Project Manager and Lead Design Engineer responsible for developing a design for structural flooding in a residential neighborhood that included storm sewer improvements and re-grading of several side and rear yards within a developed neighborhood. The design solution was coordination with the municipal staff and residents at each of the ten lots requiring re-grading.

163rd Street & 65th Ave. Drainage Improvements, Tinley Park, IL – Project Manager and Lead Design Engineer responsible for analyzing the existing conditions and developing a solution to reduce street ponding within an existing residential neighborhood from more than 2-feet in depth to a maximum depth of 1-foot. The solution was a relief storm sewer that was directionally drilled between two existing residential homes.

Cost Share Programs, Franklin Park, IL – Project Engineer responsible for developing and managing the Village's overhead sewer and rear yard drainage cost share programs. As part of the application process meetings were held with each applicant to identify the source and severity of flooding and develop a tailored solution for each applicant. In-home consultations were also provided to understand the problem and help identify a cost effective solution to reduce the occurrence of basement and yard flooding. Educational information was shared with the resident and assistance finding a contractor was provided.

Tinley Terrace Drainage Improvements, Tinley Park, IL – Project Manager and Lead Design Engineer responsible for analyzing the existing conditions and developing multi-year capital improvement plan to resolve four major drainage problems within the project area. The solution increased the capacity of the existing outlet from 163rd Place, provide detention necessary to alleviate the flooding of Oak Park Avenue by storing the water during high flows and provided a conveyance system necessary to transport stormwater previously ponding in the intersection of 66th Avenue and Terrace Drive and other low-lying areas to the proposed detention ponds.

Meadow Lake Drainage Modifications, Richton Park, IL – Project Engineer responsible for a detailed hydrologic and hydraulic analysis of an existing residential neighborhood using TR-20 software to address excessive street ponding and structural damage to residential homes. This project included coordination with Village staff, adjacent property owners and public meetings to gather information and present the proposed solution to the residents. Permitting through IDOT and MWRD was also required, which revealed reports of flooding downstream that had to be considered. A design approach was developed that improved the drainage within the neighborhood without adversely affecting other properties within the watershed. Final engineering drawings were prepared, which included an expansion of the existing detention basin, conveyance of upstream tributary areas and two overflow structures from the neighborhood.



Education/Certifications:

- Master of Engineering, Professional Practice, University of Wisconsin-Madison 2014
- Bachelor of Science
Civil Engineering
Montana Tech - 2002
- PE - IL - 062-060451
- CFM - IL 05-00201
- CPESC - 8047

Areas of Expertise:

- Drainage investigation of flood prone areas and providing practical and cost-effective solutions
- Permitting for federal, state, and local agencies
- Preparation of grant applications to provide funding for municipal stormwater projects including: IEPA Illinois Green Infrastructure Grants, Hazard Mitigation Grants and IKE Buyout Grants
- Stormwater/floodplain modeling
ArcView 3D Analyst, HEC-GeoRAS, HEC-RAS, XP-SWMM, EPA-SWMM, Civil 3D, and HY-8

Years of Experience:

- 16 years / 1 with ERA



Jennifer Loewenstein, PE, CFM, CPESC

Lead Water Resource Engineer

Project Experience:

Prentiss Creek Subwatershed B Storm Sewer and Water Main Improvements, Downers Grove, IL – Senior Water Resource Engineer for Phase I and II engineering services for a new 48" storm sewer system throughout a residential neighborhood. The storm sewer was designed for a 10-year runoff capacity and tied into an existing storm sewer than was identified as a hydraulic restriction on the new system. To relieve the overburdened sewer, ERA performed a preliminary design, using XPSWMM, of a flood control facility on adjacent park district property that doubled as a soccer field and seating area.

Flood Prone Area Studies 2016, Wheaton, IL – Senior Project Engineer for the analysis of three drainage basins referred to as the Wakeman/Cadillac Upland Depression, Thomas Overland Flow Path, and Turf/Countryside/Ranch flood prone area. In total the study covered approximately 300-acres of a primarily residential area. The drainage system was a complex mix of storm sewers, depressional areas, undefined overland flow paths, ditches and culverts. XPSWMM 2D was utilized to perform the hydrologic/hydraulic modeling to better understand how the overflow path operated with the storm sewer system. Individual home surveys were completed according to FEMA requirements to accurately assess damages using the FEMA calculator. Several design alternatives were analyzed for cost/benefits and were compared to only buying out flood prone properties.

Stormwater Watershed Modernization Plan, Glencoe, IL - Senior Water Resource Engineer for all phases of several stormwater management projects within the Village of Glencoe. Projects included the modernization of the village's stormwater master plan, recommendations of conveyance improvements to nine drainage basins, and final design of six drainage basin improvement projects. Tasks included field hydraulic surveys, extensive hydrologic and hydraulic modeling using XPSWMM and XPSWMM 2D, alternatives analysis, preliminary design, cost estimating, and report preparation. The modernization work included the recommendation of creative cost-effective solutions that have significantly improved flooding problems and water quality within the village.

Taylor Basin Drainage Study, Glen Ellyn, IL – Senior Water Resource Engineer responsible for the hydrologic and hydraulic analysis of a 400-acre watershed tributary to the East Branch DuPage River in Glen Ellyn. The study identifies storm sewer system shortcomings and proposes improvements for consideration with future road reconstruction projects. The study also provided residents education on neighborhood drainage issues and property protection. GIS and XPSWMM were used for the analysis and exhibits.



Education/Certifications:

- Bachelor of Science
Civil Engineering
Valparaiso University – 2004
- PE – IL – 062-062192
- CFM – IL – 08-00448
- Certified Professional in Erosion
and Sediment Control #4506
- Kane County Qualified Review
Specialist – E-222

Areas of Expertise:

- Federal, State and Local Permitting
- Stormwater Master Plans
- Flood Control Projects
- Stormwater and floodplain
modeling experience in many
computer programs including FEQ,
FEQUTL, WSPRO, HEC-2, HEC-
RAS, WSP2, TR-20, WinTR-20,
Pond Pack, XPSWMM, Hydraflow,
Optimizer and HY-8

Years of Experience:

- 14 years, 10 with ERA



ENGINEERING
RESOURCE ASSOCIATES

Michael Maslowski, PE, CFM

Water Resource Engineer

Project Experience:

Harvest and Lakeview Court Rear Yard Drainage Improvements, Warrenville, IL - Water Resource Engineer for the Phase I and II project team. The City of Warrenville experienced frequent flooding and drainage Problems in rear yards of 8 properties. ERA conducted a Phase I analysis and concluded an 8-Inch storm sewer and swale grading would improve the situation. The final design included field meetings with the City staff to visualize the location of all dry utilities, in order to minimize impacts.

Weathersfield Way/Braintree Drive Storm Sewer Rehabilitation Project, Schaumburg, IL - Project Engineer for the analysis of an approximate 600-acre watershed using XPSWMM modeling. The purpose of the study was to analyze several bypass storm sewer alternatives in order to minimize flooding at a major residential intersection. Several routing options and sewer sizes were analyzed to determine the most cost effective options. A high priority of the study was to reduce flows to existing storm sewers within side and rear yards of mature residential properties. Sewers in these areas are difficult to maintain due to impacts to mature trees, fences and landscaping. Trenchless technologies were explored to minimize private property impacts.

College and Wilson Street Drainage Study, Batavia, IL - Project Engineer responsible for the analysis of this 50-acre residential watershed located just east of downtown Batavia. XPSWMM was used to analyze the existing storm sewer system in which it was determined that the sewer was severely undersized. This caused stormwater to surcharge the system at four critical locations. Runoff at these locations flowed off the right-of-way and through private properties causing structural and yard flooding. The study identified several design alternatives and respective construction costs to minimize flooding. ERA also identified locations where increasing sidewalk elevations would further protect homes.

Terrace Court Basin Improvements, Glencoe, IL - Project Engineer for implementing this storm sewer improvement project that was identified in a Phase I study. Storm sewer improvements consisted of 2210 linear feet of 12"-36" diameter RCP pipe of which two locations were installed through side and rear yards of residents. A 24 inch sewer was jacked through private properties to avoid fences, sheds, playsets, etc.

Flood Prone Area Studies 2016, Wheaton, IL - Project Engineer for the analysis of three drainage basins referred to as the Wakeman/Cadillac Upland Depression, Thomas Overland Flow Path, and Turf/Countryside/Ranch flood prone area. In total the study covered approximately 300-acres of a primarily residential area. The drainage system was a complex mix of storm sewers, depressional areas, undefined overland flow paths, ditches and culverts. XPSWMM 2D was utilized to perform the hydrologic/hydraulic modeling to better understand how the overflow path operated with the storm sewer system. Individual home surveys were completed according to FEMA requirements to accurately assess damages using the FEMA calculator. Several design alternatives were analyzed for cost/benefits and were compared to only buying out flood prone properties.



Education/Certifications:

- Bachelor of Science
Civil Engineering
University of Notre Dame-2009
- PE - IL - 062-066548
- CFM - IL - 13-00640
- IDOT, Documentation of Contract
Quantities April 2012 (12-0521)

Areas of Expertise:

- Stormwater/floodplain modeling
- HEC-2, HEC-RAS, FEQ, HEC-1, HEC-HMS, TR-20, Hydra, SWMM, PCSWMM, XPSWMM, HY-8, Pond Pack and Hydraflow
- Drainage investigations of flood prone areas and providing practical and cost-effective solutions
- Field documentation in accordance with IDOT procedures using ICORS
- Permitting process of federal, state, and local permitting agencies

Years of Experience:

- 9 years, 8 with ERA



Marty Michalisko, PE, CFM

Project Director/Principal

Project Experience:

Harvest and Lakeview Court Rear Yard Drainage Improvements, Warrenville, IL – Marty Managed the Phase I and II project team. The City of Warrenville experienced frequent flooding and drainage Problems in rear yards of 8 properties. ERA conducted a Phase I analysis and concluded an 8-Inch storm sewer and swale grading would improve the situation. The final design included field meetings with the City staff to visualize the location of all dry utilities, in order to minimize impacts.

Weathersfield Way/Braintree Drive Storm Sewer Rehabilitation Project, Schaumburg, IL - Project Manager leading the analysis of an approximate 600-acre watershed using XPSWMM modeling. The purpose of the study was to analyze several bypass storm sewer alternatives in order to minimize flooding at a major residential intersection. Several routing options and sewer sizes were analyzed to determine the most cost-effective options. A high priority of the study was to reduce flows to existing storm sewers within side and rear yards of mature residential properties. Sewers in these areas are difficult to maintain due to impacts to mature trees, fences and landscaping. Trenchless technologies were explored to minimize private property impacts.

College and Wilson Street Drainage Study, Batavia, IL – Project Manager responsible for the analysis of this 50-acre residential watershed located just east of downtown Batavia. XPSWMM was used to analyze the existing storm sewer system in which it was determined that the sewer was severely undersized. This caused stormwater to surcharge the system at four critical locations. Runoff at these locations flowed off the right-of-way and through private properties causing structural and yard flooding. The study identified several design alternatives and respective construction costs to minimize flooding. ERA also identified locations where increasing sidewalk elevations would further protect homes. ERA also identified locations where raising the sidewalk elevations would adversely impact adjacent properties.

Terrace Court Basin Improvements, Glencoe, IL – Project Manager leading a team of engineers to implement this storm sewer improvement project that was identified in a Phase I study. Storm sewer improvements consisted of 2210 linear feet of 12"-36" diameter RCP pipe of which two locations were installed through side and rear yards of local residential properties. A 24-inch sewer was jacked through private properties to avoid fences, sheds, trees, playsets, etc. ERA assisted in securing easements and prepared all plat work necessary to acquire easements. The project secured a funding partner with MWRD which required a reduction in anticipated pollutants through a hydrodynamic vortex separator. ERA also provided full time construction management services.



Education/Certifications:

- Bachelor of Science
Civil Engineering
University of Iowa – 2000
- Surveying Curriculum
Southern Illinois University
(Off-Campus) – 2006-2008
- PE – IL – 062-058762
- CFM – IL – 06-00260
- Kane County Qualified Review
Specialist – E-221
- DuPage County MEG Chair

Areas of Expertise:

- Stormwater/floodplain modeling
- HEC-2, HEC-RAS, FEQ, HEC-1,
HEC-HMS, TR-20, Hydra, SWMM,
PCSWMM, XPSWMM, HY-8, Pond
Pack, Hydraflow, Optimizer
- Drainage investigations of flood
prone areas and providing practical
and cost-effective solutions
- Permitting process of federal, state,
and local permitting agencies

Years of Experience:

- 18 years, 18 with ERA



ENGINEERING
RESOURCE ASSOCIATES

Project Experience:

Arimura Residence, Warrenville, IL - Structural Engineer designed a retaining wall for the Arimura residence in Warrenville, Illinois. A preliminary study including concept drawing with a construction cost estimate for two design options. Based on the residence preference a 113'-0" Timber retaining wall with tie-backs was constructed in the backyard. The timber wall allowed for the residence to have a flat backyard and provided protection from the drainage easements between the properties.

Grant Park Skate Park, Chicago Park District, IL - Structural Engineer responsible for the design of the skate park located at the southern section of Grant Park. The design included platforms, ramps, site retaining walls and jumps for the enjoyment of the skateboard, rollerblade and BMX bike enthusiast.

The Quarry Cable Park, Crystal Lake, IL - Structural Engineer for the foundation design of the 32-acre cable wake park in the existing 60-year old quarry. The park includes one full loop wakeboard course and two 2-tower beginner courses. Engineering included designing the anchors for the six support towers of the main loop course as well as for the support towers for the smaller straight-line courses. These anchors are founded on spread footings around the beach and along the steep hillsides on the west and north shores of the lake. Load is transferred to the anchors as the motorized cable system pulls the wakeboarder through the lake. **Site retaining walls included a two-tiered wall with the bottom portion a soldier pile and the top tier was a large stone sloped wall.**

University of Chicago Graduate School of Business, Chicago, IL - Structural Engineer for the design of the Charles M. Harper Center. Design included all gravity design elements of the building including the floor beams, columns, caisson foundations and all site retaining walls. Floor design consisted of composite steel beams and plate girders for the load transfer beams as well as non-composite beams for the roof deck support. Retaining walls included cast-in-place cantilever walls and slurry walls for the below grade parking garage.

The Clare, Chicago, IL - Senior Structural Engineer for the design of The Clare (formerly The Clare at Water Tower). Senior structural engineer for the design of the gravity and the lateral system of the building. The design included two-slab concrete slab spanning to the columns and the shear walls. Work also included sizing the reinforcement of the slab, columns, caissons, retaining walls and completing construction documents.

Elk Grove Business Park Drainage, Elk Grove, IL - Structural Engineer responsible for the design of 10 box culverts and end sections for the Elk Grove Business Park. Box culverts were designed according to HL-93 for the roadway crossings and Arema cooper e90 loading for the railroad crossing. Culvert plans accommodated a 48 hour shut down of the railroad lines with in the Business Park.

Melissa Lange, PE, SE

Structural Engineer Lead



Education/Certifications:

- Master of Science, Structural Engineering, Illinois Institute of Technology, Chicago, IL- 2000
- Bachelor of Science Civil Engineering Valparaiso University-1998
- PE - IL - 062-056181
- SE - IL - 081-006488

Professional Training:

- SEA01 - Load Rating for Highway Bridges - 2017
- IDOT/ACEC Bridge Seminars 2007-Present
- NHI - Analysis, Design and Curved Steel Bridges with LRFD
- IDOT Calculating Section Loss in Steel Members - 2017

Areas of Expertise:

- Leads Structural Designs with a Variety of Structures
- Software: MicroStation, Merlin Dash; Descus; STAAD.Pro; ETABS; SAP; LPILE; RISA; and Excel
- Design Codes: AASHTO LRFD specifications; ACI; AISC; ASCE; IBC and Chicago Building Code

Years of Experience:

- 20 years/2 with ERA



Harvest and Lakeview Court Rear Yard Drainage Improvements

City of Warrenville, IL



Project Summary

ERA was retained by the City of Warrenville to complete phase I and II engineering for a rear yard drainage problem shared by 8 properties. ERA was tasked to improve an area that had experienced localized flooding and extended periods of saturated soils creating sump pump discharge problems. ERA completed field visits and site meetings in both phase I and II to verify that storm water and swale improvements minimized impacts to dry utilities and decorative landscape features. Routing of the new 8-Inch storm sewer was finalized by stakes in the field to ensure that utilities were avoided.

ERA Project Team

Marty Michalisko, PE, CFM | Project Manager / Principal
John Mayer, PE, CFM | Project Director / Principal
Michael Maslowski, PE, CFM | Senior Project Engineer
Andrew Johnson | Field Technician

Project Highlights:

- Field Revisions to avoid dry utilities and expensive landscape features
- Construction in tight residential corridors
- Minor grading to achieve positive slope to new catch basins

Project Reference:

Philip M. Kuchler, PE, CFM
Deputy Public Works Director
City of Warrenville
3S258 Manning
Warrenville, IL 60555
Phone: (630) 836-3033
Email: pkuchler@warrenville.il.us

Completed:

2017



Elm, Oak, Geneva Roads Hydrologic and Hydraulic Analysis

Village of Glen Ellyn, IL



Project Summary

The Village of Glen Ellyn had experienced significant flooding of residential properties in the area of Elm, Oak and Geneva Roads. The Village had designed new storm sewers in the row that conveyed the 5-year storm event. Runoff from larger storms overflowed into the same residential neighborhood causing similar damage. ERA completed a drainage analysis and verification of the private properties to determine how to further protect them for a 100-year storm event. The analysis demonstrated that lowering the profile of Elm Street, regrading the side yards of two residential properties, constructing a retaining wall in the side yards and extending a 30-Inch sewer pipe into the private property would alleviate flooding. ERA completed the phase II design of the private property retaining walls and overflow path. The Village completed storm sewer and roadway design plans.

ERA Project Team

Marty Michalisko, PE, CFM | Principal / Project Manager
John Mayer, PE, CFM | President / Project Director / Quality Control
Michael Maslowski, PE, CFM | Senior Project Engineer
Jacob Wolf, PE | Senior Project Engineer
Chris Sedlacko, PE | Project Engineer

Project Highlights:

- Hydraulic and Hydrologic analysis for overland flow path improvements
- Residential retaining wall design
- Private property improvements to reduce area flooding

Project Reference:

Rich Daubert, PE
Professional Engineer
Village of Glen Ellyn
30 South Lambert,
Glen Ellyn, IL 60137
Phone: (630) 547-5507
Email: rdaubert@glenellyn.org

Completed:
2016



Weathersfield Way/Braintree Drive Storm Sewer System Rehabilitation Project

Village of Schaumburg, IL



Project Summary

The Village of Schaumburg has experienced frequent flooding at this major residential intersection. The Village performed a preliminary study of the system and determined that some of the flooding is being caused by failing side and rear yard CMP pipes. These pipes are difficult to replace and maintain as the area is full of mature trees, fences, and private property landscaping. ERA utilized XPSWMM hydrologic/hydraulic modeling to analyze the 600 acre watershed to determine if a series of new storm sewers located in the ROW would be more cost effective than replacing the sewer in side and rear yards. As part of the analysis ERA explored several trenchless technologies to determine their feasibility and compare their cost to the cost of new sewers in rights-of-way. As part of the watershed analysis ERA evaluated the performance and capacity of storage located in adjacent Campanelli Park which serves as a regional storage facility.

ERA Project Team

Marty Michalisko, PE, CFM | Principal/Project Manager
 John Mayer, PE, CFM | Principal/Project Director
 Brian Dusak, PE | Senior Project Engineer
 Mike Maslowski, PE, CFM | Project Engineer
 Jake Wolf, PE | Principal /Structural/Geotechnical/Project Engineer
 Jenny Loewenstein, PE,CFM, CPESC | Senior Project Engineer
 Erin Pande, PWS, CFM | Environmental Services Director
 Cody Frovarp | GIS Specialist



Project Highlights:

- Utilizing XPSWMM modeling to analyze 600 acre watershed
- Exploring trenchless technologies to determine their feasibility and compare costs
- Recommended alternatives included utilizing available capacity in adjacent street storm sewers, construction of 2 bypass sewers, minimizing the private property storm sewer.

Project Reference:

Scott Kasper
 Engineering Division Manager
 Village of Schaumburg
 714 South Plum Grove Road
 Schaumburg, IL 60193-4329
 Phone: (847) 923-6650
skasper@villageofschaumburg.com

Construction Cost:

N/A

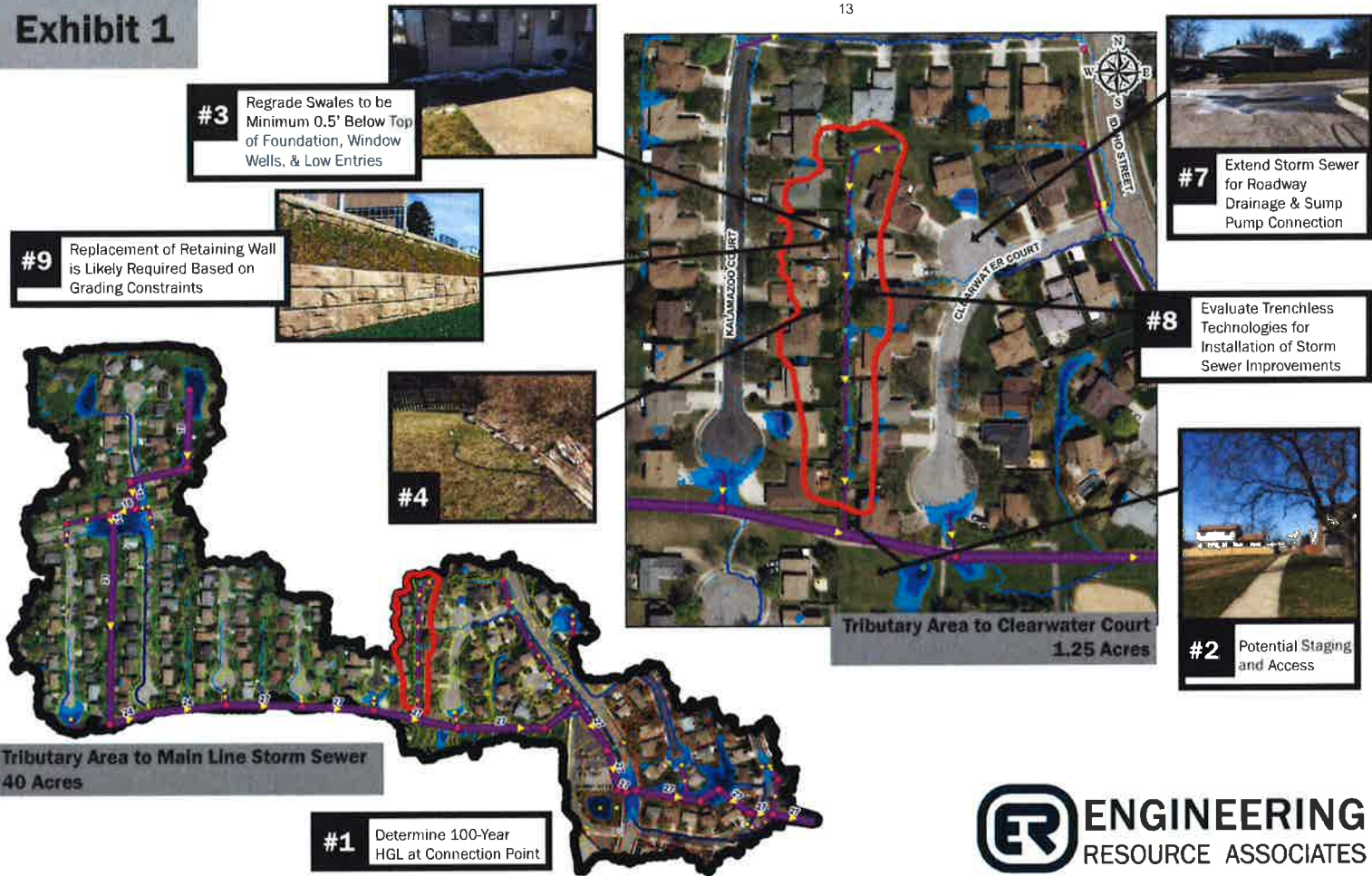
Consulting Fee:

\$33,000

Completed:

2016

Exhibit 1



[HOME \(/\)](#)

[ABOUT \(/ABOUT.HTML\)](#)

[OUR SERVICES \(/OUR-SERVICES.HTML\)](#)

[CLIENT ACCESS \(HTTPS://ENGINEERINGRESOURCEASSOCIATESINC.COM\)](#)

[CAREERS \(/CAREERS.HTML\)](#)

[CONTACT \(/CONTACT.HTML\)](#)

(/)

ERA Leadership Team



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Jon Green

President (/president.html)

(mailto:jgreen@eraconsultants.com)



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John Mayer

Vice President (/john-mayer.html)

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Marty Michalisko

Water Resources Director (/marty-michalisko.html)

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Erin Pande

Environmental Project Manager (/erin-pande.html)

(mailto:epande@eraconsultants.com)



(/jake-wolf.html)
Jake Wolf

Champaign Office Director (/jake-wolf.html)

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Brian Dusak

Transportation Director (/brian-dusak.html)

(mailto:bdusak@eraconsultants.com)



Melissa Lange

Structural Project Manager

(mailto:mlange@eraconsultants.com)



Patrick Keefe

Transportation Project Manager

(mailto:pkeefe@eraconsultants.com)



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Tiffany Engelhardt

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Warrenville

35701 West Avenue
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Warrenville, IL 60555

Phone: (630) 393-3060
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Champaign, IL 61821

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(tel:12173516268)

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Chicago, IL 60606

Phone: (312) 474-7841
(tel:13124747841)

Contact Us

(http://www.eraconsultants.com/engr-associates)

Village of Carol Stream
Interdepartmental Memo

TO: Joseph E. Breinig, Village Manager

FROM: Tom Farace, Planning & Economic Development Manager *TF*

THROUGH: Donald T. Bastian, Community Development Director *DB*

DATE: May 16, 2018

RE: **Agenda Item for the May 21, 2018, Village Board Meeting: *Relay for Life of Carol Stream* – Request for Approval of a Temporary Waiver to the Code of Ordinances to Allow Temporary Promotional Signage and a Temporary Sign Permit Fee Waiver**

PURPOSE

The purpose of this memorandum is to coordinate requests with the Village Board from Ms. Kiyoko Czech of the American Cancer Society for Relay for Life of Carol Stream for: i) approval of a temporary waiver to the Code of Ordinances (Sign Code) to allow for placement of temporary on- and off-premise signage leading up to the Relay for Life event, and ii) a waiver of the temporary sign permit fee.

REQUEST

Attached is a letter from Ms. Kiyoko Czech, Community Development Manager with the American Cancer Society, in which Ms. Czech explains the various types and locations of signs she would like to install leading up to this year’s Relay for Life event, which will be held on Saturday, June 23, 2018. Similar to last year, Relay for Life will be held at Town Center. Ms. Czech is seeking approval from the Village for promotional signage. The table below provides information regarding desired signage.

Type of Sign and Quantity	Location/ Property Owner	Installation Date	Removal Date
Plywood Ribbon Sign (1)	SWC Gary & Lies @ Town Center	June 6	June 27
Yard (“Political”) Signs (5)	Five locations @ Town Center	June 6	June 27
Banners (3)	SEC Lies & Fountain View @ Town Center; NWC Lies & Kuhn (Village-owned storm water management property); SEC Lies & County Farm (residential private property)	June 6	June 27
Yard Signs & Tree Ribbons (25-30)	Signs to be located within public rights-of-way along Lies, Kuhn, County Farm, Army Trail, and Merbach; ribbons on parkway trees in same areas	June 15	June 27

STAFF ANALYSIS



8-ft tall Ribbon Sign, proposed at the SE corner of Gary & Lies (Town Center)



Yard signs, proposed for installation at Town Center (5) and along Village rights-of-way (25-30)

Staff offers the following evaluation of each proposed sign type, along with an indication as to whether Village Board approval of a temporary waiver to the Code of Ordinances is needed. An analysis of the request for a waiver of the temporary sign permit fee is also provided.

Plywood Ribbon Sign - The purple plywood ribbon sign can be permitted as an on-premises ground sign. However, the eight-foot tall sign is greater than the six-foot maximum allowable height and requires approval of a temporary waiver from the Village Board.

Yard (political-style) Signs at Town Center - Five yard signs are proposed to be installed around Town Center. These signs require Village Board approval of a temporary waiver to allow additional on-premises ground signs.

Yard Signs and Tree Ribbons - As noted, Ms. Czech is requesting permission to install 25-30 yard signs within the rights-of-way along Lies, Kuhn, County Farm and Army Trail Roads, and Merbach Drive. She is also seeking permission to tie purple ribbons around parkway trees in the same areas. The Village Board may grant a temporary waiver to the Code of Ordinances to allow the signs to be temporarily placed within the rights-of-way of Village streets (Lies, Kuhn and Merbach); however, staff has notified the applicant that the Village would not have the authority to approve the installation of such signs within the rights-of-way of other jurisdictions such as DuPage County, which has jurisdiction over the County Farm and

Army Trail Road rights-of-way. Furthermore, the Village Board may grant a temporary waiver to allow ribbons to be placed around trees within Village parkways, but not on trees within DuPage County parkways.

Banners – Ms. Czech is seeking approval to install three 18 square-foot off-premise banners: one banner on the Town Center property at the southeast corner of Lies Road and Fountain View Drive, one banner on the Village-owned storm water management property at the northwest corner of Lies and Kuhn Roads, and one banner along the fence line of the residential property at the southeast corner of Lies and County Farm Roads. A temporary waiver to the Code of Ordinances is required for the proposed banners to allow as off-premises signs.

Temporary Sign Permit Fee Waiver – In making her request for a waiver of the temporary sign permit fee, Ms. Czech has explained that she has no budget to allocate toward costs associated with administering the Relay for Life event. Staff estimates that the temporary sign permit fee would be \$140.

It is not uncommon for the Village to waive certain fees, such as raffle license and amplification permit fees, for community organizations. However, the waiver of building and zoning permit fees, which are greater in cost and cover the Village's cost of providing services, is usually only done for other taxing bodies. An exception to this practice has been for Bud's Run, which is a not-for-profit organization that has used Town Center for its fund-raising events. It should be noted that Bud's Run has received a waiver of temporary sign permit fees for previous years it was held, and Relay for Life also received a waiver of fees in previous years.

In evaluating the request for waiver of the temporary sign permit fee, staff notes that the requestor is a not-for-profit organization whose purpose in holding the event is to raise funds for the public benefit, and has no objection to Ms. Czech's request.

RECOMMENDATION

Staff recommends approval of the waiver of the temporary sign permit fee, and also recommends approval of temporary waivers to the Sign Code for the following temporary special event signs in association with Relay for Life:

- To allow the plywood ribbon sign to exceed six feet in height;
- To allow five yard signs to be installed at Town Center;
- To allow up to 30 yard signs to be installed within Village rights-of-way along Lies Road, Kuhn Road and Merbach Drive;
- To allow ribbons to be displayed on trees within Village rights-of-way along Lies Road, Kuhn Road and Merbach Drive; and
- To allow an approximate 18 square-foot banner to be installed on the Town Center property at the southeast corner of Lies Road and Fountain View Drive, on the Village-owned property at the northwest corner of Lies Road and Kuhn Road, and the residential property at the southeast corner of Lies Road and County Farm Road.

If the Village Board concurs with staff's recommendation, they should approve, by motion, a waiver of the temporary sign permit fee, and temporary waivers from the Sign Code to allow the various special event signs, subject to the following conditions:

1. That Ms. Czech must obtain a temporary sign permit for the signs prior to their installation;
2. That all signs, banners and ribbons must be removed by June 27, 2018;

Joseph E. Breinig, Village Manager

May 16, 2018


Page 4 of 4

3. That the banners must be maintained in good condition for the duration of their installation;
4. That all signs must be installed and maintained in a manner that does not present visibility obstructions for motorists, and must not be installed within the sight-visibility triangle; and
5. That all signage must comply with all applicable state, county and village codes and requirements.

ec: Kiyoko Czech, American Cancer Society
Denise Simone, Relay for Life of Carol Stream

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Village of Carol Stream
Interdepartmental Memo

TO: Mayor and Trustees
FROM: Joseph E. Breinig, Village Manager 
DATE: May 10, 2018
RE: Class C Liquor License – Dini’s Liquor, 1221 N. Gary Avenue

Attached for your consideration is an Ordinance reflecting the sale of Vidhi Beverage Corp d/b/a Vini’s Liquor, 1221 N. Gary Avenue to Asharam Corporation d/b/a Dini’s Liquor, 1221 N. Gary Avenue. Asharam Corporation has submitted a complete application and has satisfactorily completed the required background investigation. Staff recommends approval of this Ordinance.

JEB/dk

Attachment

ORDINANCE NO. 2018-05-____

AN ORDINANCE AMENDING CHAPTER 11, ARTICLE 2 OF THE CAROL STREAM CODE OF ORDINANCES BY DECREASING THE NUMBER OF CLASS C LIQUOR LICENSES FROM 19 TO 18 (VIDHI BEVERAGE CORP D/B/A VINI'S LIQUOR, 1221 N. GARY AVENUE) AND INCREASING THE NUMBER OF CLASS C LIQUOR LICENSES FROM 18 TO 19 (ASHARAM CORPORATION D/B/A DINI'S LIQUOR, 1221 N. GARY AVENUE)

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 Chapter 11, Article 2 of the Carol Stream Code of Ordinances, Classification of Liquor Licenses, be and the same is hereby amended by decreasing the number of Class C Liquor Licenses, from 19 to 18.

SECTION 2: That Chapter 11, Article 2 of the Carol Stream Code of Ordinances, Classification of Liquor Licenses, be and the same is hereby amended by increasing the number of Class C Liquor Licenses from 18 to 19.

SECTION 3: This Ordinance shall be in full force and effect from and after its passage and approval by law.

PASSED AND APPROVED THIS 21ST DAY OF MAY, 2018.

AYES:

NAYS:


ABSENT:

Frank Saverino, Sr., Mayor

ATTEST:

Laura Czarnecki, Village Clerk

Village of Carol Stream
Interdepartmental Memo

TO: Joseph E. Breinig, Village Manager
FROM: Adam Frederick, Civil Engineer II 
DATE: May 15, 2018
RE: 365 E. North Avenue – Dermody Properties
Public Utility Easement, Vehicular Traffic Easement and Stormwater Management & Conveyance Easement

The Village of Carol Stream received a Plat of Easement that grants public utility easements, vehicular traffic easements and stormwater management and conveyance easements at the 365 E. North Avenue property which is currently owned by Dermody Properties.

Public Utility Easement

In 2017, the Village hired Checchin Plumbing to abandon existing public watermain and install new watermain on the 365 E. North Avenue property. This easement gives the Village very broad rights to repair, operate and maintain the watermain in its new location. This easement also gives the Village the ability to maintain all private watermain on the property in the event the owner fails to do so in a timely manner.

Vehicular Traffic Easement

As part of their development, Dermody Properties extended Phillips court to the west and the roadway now terminates at the 365 E. North Avenue property. Staff requested that Dermody Properties install an area for vehicles to have the ability to turn around at the end of the roadway. This easement is being granted where vehicles can turn around at the west end of Phillips Court.

Stormwater Management and Conveyance Easement

This easement gives the Village very broad rights to construct, repair, operate and maintain the private storm sewer system and private stormwater management facilities on the 365 E. North Avenue property. This easement is a requirement of the DuPage County Countywide Stormwater & Flood Plain Ordinance and must be granted to the Village.

Staff recommends accepting this easement plat for public utilities, vehicular traffic and stormwater management and conveyance.

Cc: James Knudsen, Director of Engineering Services
Bill Cleveland, Assistant Village Engineer
Phil Modaff, Director of Public Works

Exhibit A – PIN Number and Legal Description
Attachment – Plat of Easement

RESOLUTION NO. _____

**A RESOLUTION ACCEPTING A GRANT OF PUBLIC UTILITY, VEHICULAR TRAFFIC
AND STORM WATER MANAGEMENT AND CONVEYANCE EASEMENT
(365 E. North Avenue – Dermody Properties)**

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: Approval is hereby given Accepting a Grant of Public Utility Easement, Vehicular Traffic Easement and Storm Water Management and Conveyance Easement for 365 E. North Avenue (Dermody Properties), PIN: 02-33-302-025, legal description attached hereto as Exhibit “A”. The Plat of Easement is attached to this Resolution as Exhibit “B”.

SECTION 2: This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND APPROVED THIS 21st DAY OF MAY, 2018.

AYES:

NAYS:

ABSENT:

Frank Saverino, Sr., Mayor

ATTEST:

Laura Czarnecki, Village Clerk

Exhibit A

ADDRESS: 365 E. North Avenue, Carol Stream, IL 60188

PIN: 02-33-302-025

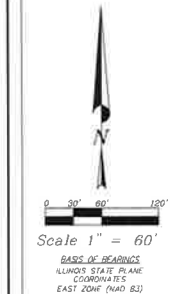
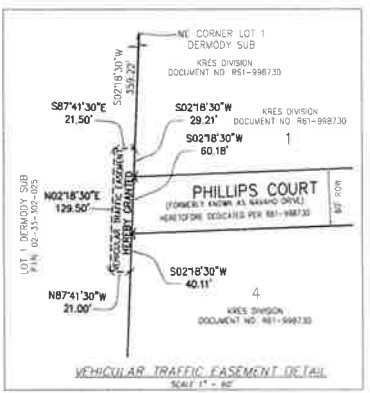
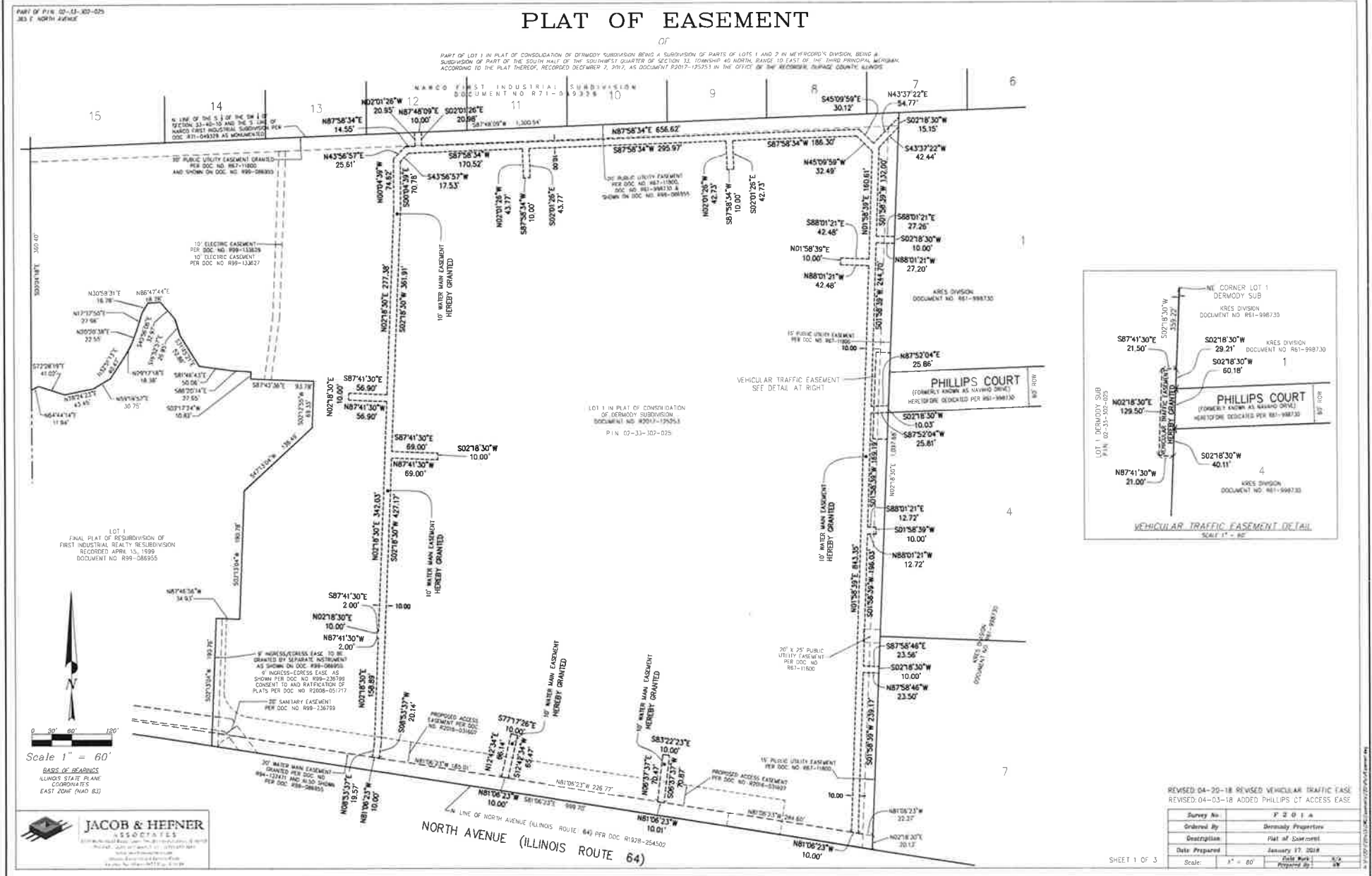
LEGAL DESCRIPTION:

PART OF LOT 1 IN PLAT OF CONSOLIDATION OF DERMODY SUBDIVISION BEING A SUBDIVISION OF PARTS OF LOTS 1 AND 2 IN MEYERCORD'S DIVISION, BEING A SUBDIVISION OF PART OF THE SOUTH HALF OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 40 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF, RECORDED DECEMBER 7, 2017, AS DOCUMENT R2017-125253 IN THE OFFICE OF THE RECORDER, DUPAGE COUNTY, ILLINOIS.

PLAT OF EASEMENT

OF

PART OF LOT 1 IN PLAT OF CONSOLIDATION OF DERMOY SUBDIVISION BEING A SUBDIVISION OF PARTS OF LOTS 1 AND 2 IN MEYERDORF'S DIVISION, BEING A SUBDIVISION OF PART OF THE SOUTH HALF OF THE SOUTHWEST QUARTER OF SECTION 31, TOWNSHIP 40 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 2, PAGE 48, DOCUMENT #2017-19251 IN THE OFFICE OF THE RECORDER, SANGamon COUNTY, ILLINOIS.



JACOB & HEFNER ASSOCIATES
SURVEYORS
1100 S. WASHINGTON ST., SUITE 200
SPRINGFIELD, ILLINOIS 62760
PHONE: (217) 223-1111
FAX: (217) 223-1112
WWW.JACOBHEFNER.COM

REVISED: 04-20-18 REVISED VEHICULAR TRAFFIC EASE
REVISED: 04-03-18 ADDED PHILLIPS CT ACCESS EASE

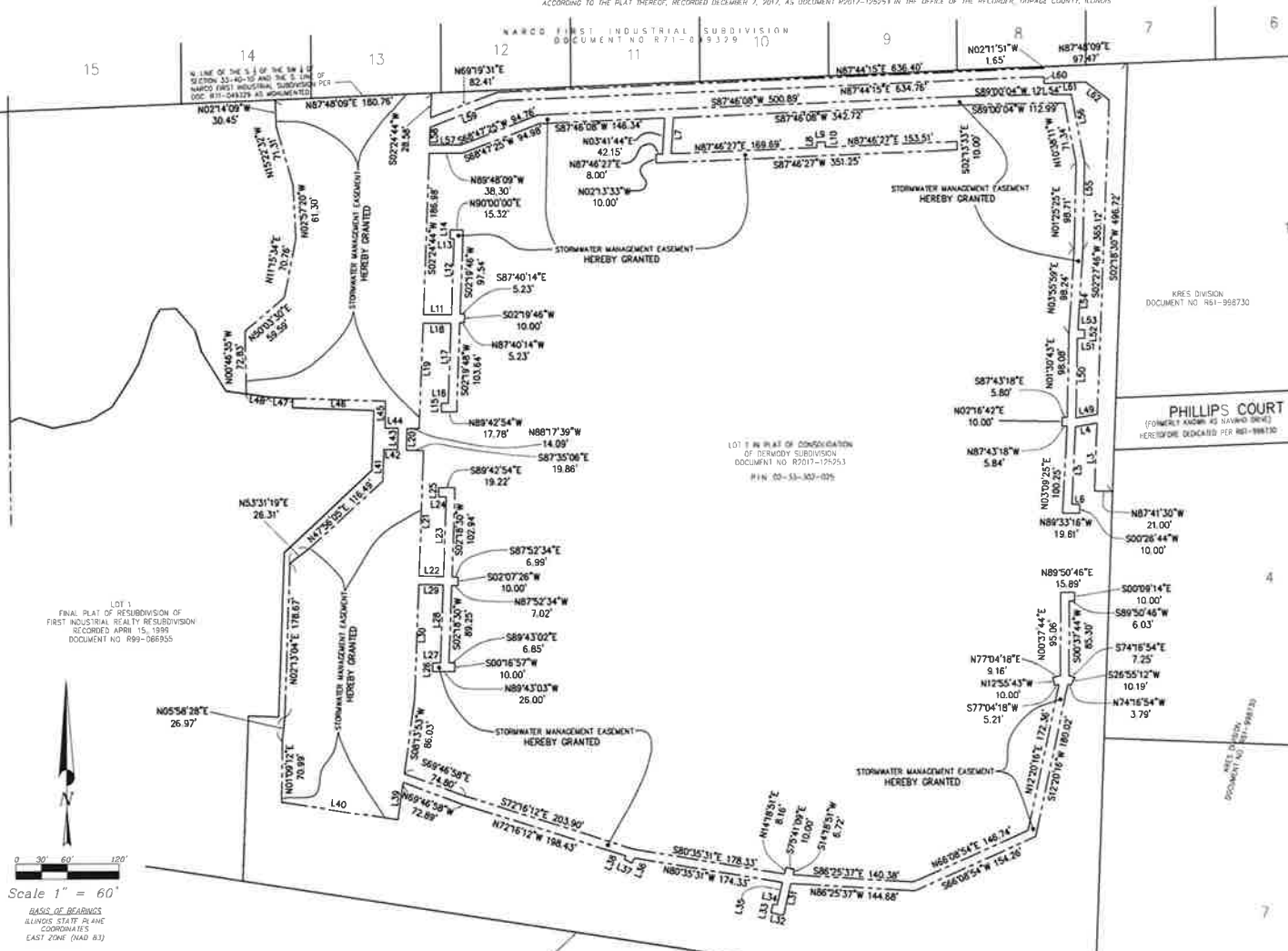
Survey No.	7201A
Ordered By	Shelby Properties
Description	Plat of Easement
Date Prepared	January 17, 2018
Scale:	1" = 60'
Drawn By	JW
Checked By	JW
Prepared By	JW

PART OF PLAT 02-33-307-029
365 E NORTH AVENUE

PLAT OF EASEMENT

OF
PART OF LOT 1 IN PLAT OF CONSOLIDATION OF DERIVY SUBDIVISION BEING A SUBDIVISION OF PARTS OF LOTS 1 AND 7 IN METROPOLIS DIVISION, BEING A
SUBDIVISION OF PART OF THE SOUTH HALF OF THE SOUTHWEST QUARTER OF SECTION 11, TOWNSHIP 40 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN,
ACCORDING TO THE PLAT THEREOF, RECORDED DECEMBER 7, 2017, AS DOCUMENT R2017-129251 IN THE OFFICE OF THE RECORDER, THURAGE COUNTY, ILLINOIS

WARD 01 FIRST INDUSTRIAL SUBDIVISION
DOCUMENT NO R71-09329 10



LOT 1 IN PLAT OF CONSOLIDATION
OF DERIVY SUBDIVISION
DOCUMENT NO R2017-129251
P/N: 02-33-307-029

KRES DIVISION
DOCUMENT NO R61-998730

PHILLIPS COURT
(FORMERLY KNOWN AS NAVINO DRIVE)
HEREBY DEDICATED PER R61-998730

LOT 1
FINAL PLAT OF RESUBDIVISION OF
FIRST INDUSTRIAL REALTY RESUBDIVISION
RECORDED APRIL 15, 1999
DOCUMENT NO R99-06955



Scale 1" = 60'
BASIS OF BEARINGS
ILLINOIS STATE PLANE
COORDINATES
EAST ZONE (NAD 83)

JACOB & HEFNER ASSOCIATES
Professional Land Surveyors
1000 N. 1st St., Suite 200, Peoria, IL 61603
Phone: 309.673.8888 Fax: 309.673.8889
www.jacobandhefner.com

NORTH AVENUE (ILLINOIS ROUTE 64) PER DOC R1928-254502

LINE #	LENGTH	DIRECTION
L1	39.78'	S02°04'16"W
L2	86.59'	S79°52'50"E
L3	28.11'	N07°27'44"E
L4	25.25'	S87°31'42"W
L5	89.31'	S03°09'23"W
L6	9.12'	S89°33'18"E
L7	42.15'	S03°41'44"W
L8	6.34'	N07°13'51"W
L9	10.00'	N87°46'27"E
L10	6.34'	S02°13'51"E
L11	32.41'	S88°30'33"E
L12	88.78'	N02°19'46"E
L13	4.91'	N89°00'00"W
L14	10.00'	N00°00'00"E
L15	10.00'	N00°17'06"E
L16	8.13'	S89°42'54"E
L17	92.36'	N07°18'48"E
L18	32.43'	N88°55'52"W
L19	122.33'	S02°24'44"W
L20	24.79'	S02°13'51"W
L21	144.57'	S02°33'00"W
L22	28.02'	S88°29'41"E
L23	91.68'	N02°18'00"E
L24	8.84'	N89°42'54"W
L25	10.75'	N00°17'06"E
L26	10.00'	N00°17'06"E
L27	8.12'	S89°29'41"E
L28	89.77'	N02°18'00"E
L29	28.12'	N88°09'41"W
L30	133.72'	S02°13'00"W
L31	37.78'	S13°48'45"W
L32	14.90'	N78°42'50"E
L33	10.00'	N13°52'02"E
L34	4.91'	S78°42'50"E
L35	28.57'	N13°48'45"E
L36	6.43'	S78°13'49"W
L37	10.00'	N87°56'14"E
L38	3.94'	N28°33'49"E
L39	43.28'	S08°53'53"W
L40	139.78'	N81°04'15"W
L41	37.00'	N02°13'59"E
L42	19.94'	S81°35'08"E
L43	24.67'	N02°19'31"E
L44	15.51'	N88°17'39"W
L45	31.14'	N01°51'26"E
L46	107.13'	N88°50'44"W
L47	27.64'	N88°20'14"W
L48	26.53'	N81°49'33"W
L49	25.33'	S60°31'40"W
L50	97.45'	N01°30'43"E
L51	8.24'	S88°29'17"E
L52	10.00'	N89°50'33"E
L53	8.07'	N88°29'17"W
L54	94.19'	N03°55'59"E
L55	98.98'	N01°25'26"E
L56	80.84'	N10°38'11"W
L57	38.09'	N89°48'09"W
L58	20.93'	N02°24'44"E
L59	84.09'	N89°19'31"E
L60	7.84'	S02°11'51"E
L61	48.54'	N87°47'08"E
L62	34.37'	S32°10'37"E

REVISED 04-03-18 REMOVED ACCESS EASE

Survey No.	P 2 0 1 8
Ordered by	Derivay Properties
Description	Plat of Easement
Date Prepared	January 13, 2018
Scale	1" = 60'
Plot Mark	N/A
Prepared by	JH

PLAT OF EASEMENT

OF

PART OF LOT 1 IN PLAT OF CONSOLIDATION OF DEMAYO SUBDIVISION BEING A SUBDIVISION OF PARTS OF LOTS 1 AND 2 IN METROPOLIS DIVISION, BEING A SUBDIVISION OF PART OF THE SOUTH HALF OF THE SOUTHWEST QUARTER OF SECTION 31, TOWNSHIP 40 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF, RECORDED DECEMBER 7, 2017, AS DOCUMENT 02017-125293 IN THE OFFICE OF THE RECORDER, DUPAGE COUNTY, ILLINOIS.

VEHICULAR TRAFFIC EASEMENT PROVISIONS

A NON-EXCLUSIVE EASEMENT IS HEREBY RESERVED AND GRANTED TO THE VILLAGE OF CAROL STREAM OVER AND ACROSS THE AREA DESIGNATED HEREIN FOR USE BY VEHICULAR TRAFFIC OF THE GENERAL PUBLIC, THE VILLAGE AND OTHER GOVERNMENTAL ENTITIES AND FOR USE AS A VEHICULAR TRAFFIC TURNAROUND FROM THE PHILLIPS COURT RIGHT OF WAY. SAID EASEMENT HEREBY GRANTS THE PERPETUAL RIGHT, PRIVILEGE AND AUTHORITY TO THE VILLAGE OF CAROL STREAM TO INSTALL, REPLACE, ALTER, REMOVE, INSPECT, MAINTAIN AND REPAIR THE EASEMENT AREA FOR THE PURPOSES PROVIDED HEREIN.

STORMWATER MANAGEMENT AND MAINTENANCE PROVISIONS

OWNER ON BEHALF OF ITSELF, ITS SUCCESSORS AND ASSIGNS, AND ALL FUTURE HOLDERS OF TITLE (COLLECTIVELY, THE OWNER) TO ANY PORTION OF THE PROPERTY WHICH IS THE SUBJECT OF THIS PLAT (THE PROPERTY), HEREBY COVENANTS AND AGREES WITH THE VILLAGE OF CAROL STREAM AS FOLLOWS:

OWNER SHALL MAINTAIN, OPERATE AND REPAIR THE PORTIONS OF THE IDENTIFIED AS THE STORMWATER MANAGEMENT EASEMENT AREA AT ALL TIMES IN A MANNER CONSISTENT WITH THE PLANS AND SPECIFICATIONS APPROVED BY THE VILLAGE (AND UPON REQUEST, FURNISH PROOF OF COMPLIANCE THEREIN). THE OWNER GRANTS TO THE VILLAGE AND ITS DESIGNEE THE RIGHT OF ACCESS UPON, OVER AND ACROSS THE PROPERTY TO INSPECT THE STORMWATER MANAGEMENT EASEMENT AREA AND TO PERFORM ANY MAINTENANCE OF SAID AREAS (AND TO STORE EQUIPMENT NECESSARY THEREFOR) WHICH THE OWNER HAS FAILED TO PERFORM. IF SUCH FAILURE CONTINUES FOR THIRY (30) DAYS AFTER WRITTEN NOTICE FROM THE VILLAGE OF SUCH FAILURE, THE VILLAGE MAY ENTER UPON THE PROPERTY AND PERFORM SUCH WORK AS SHOULD HAVE BEEN UNDERTAKEN BY OWNER WITHOUT NOTICE TO OWNER IN AN EMERGENCY (E.G. WHERE PERSONAL INJURY OR MATERIAL DAMAGE TO PROPERTY MAY BE IMMINENT). THE OWNER SHALL BE LIABLE FOR THE COST OF ANY MAINTENANCE SO PERFORMED BY THE VILLAGE AND SHALL PROMPTLY REIMBURSE THE VILLAGE FOR SUCH COSTS, WITH INTEREST AS STATUTORY PREJUDGMENT RATE CALCULATED FROM THE DATE OF EXPENDITURE. UPON RECORDBY THE VILLAGE OF A CLAIM FOR REIMBURSEMENT, THE VILLAGE SHALL HAVE A FORECLOSURABLE LIEN UPON THE PROPERTY TO SECURE REIMBURSEMENT.

IN ADDITION TO OTHER REMEDIES PROVIDED FOR ABOVE, UPON OWNER'S FAILURE TO MAINTAIN THE STORMWATER MANAGEMENT EASEMENT AREAS (AFTER NOTICE WHERE REQUIRED AS ABOVE), THE VILLAGE SHALL BE ENTITLED TO ALL REMEDIES AT LAW OR EQUITY TO ENFORCE THIS AGREEMENT, INCLUDING ALL REMEDIES FOR THE ABATEMENT OF A NUISANCE, WHICH REMEDIES SHALL BE CUMULATIVE AND NOT EXCLUSIVE. IF A JUDGMENT IS ENTERED AGAINST THE OWNER, THE OWNER SHALL PAY ALL REASONABLE ATTORNEY'S FEES AND COSTS OF THE VILLAGE. THE VILLAGE SHALL NOT BE LIABLE TO OWNER OR ANY PARTY CLAIMING THROUGH THE OWNER FOR ANY DAMAGE CAUSED BY IT IN THE PERFORMANCE OF ANY MAINTENANCE UNDERTAKEN PURSUANT TO THIS AGREEMENT, UNLESS SUCH DAMAGE IS CAUSED BY WANTON OR WILLFUL CONDUCT. FAILURE TO ENFORCE A RIGHT GRANTED HEREUNDER SHALL NOT CONSTITUTE A WAIVER OF SUCH RIGHT OR ANY OTHER RIGHTS HEREUNDER. NO PARTY SHALL BE LIABLE FOR FAILURE TO ENFORCE THE PROVISIONS HEREOF.

THE OWNER RESERVES UNTO ITSELF ALL RIGHT NOT MATERIALLY INCONSISTENT WITH THESE PROVISIONS, INCLUDING THE RIGHT TO IMPROVE THE PROPERTY AND TO GRANT EASEMENTS AND OTHER RIGHTS AND INTERESTS IN AND TO SAID PROPERTY.

THE OWNERS OF ANY PORTIONS OF THE PROPERTY SHALL BE JOINTLY AND SEVERALLY RESPONSIBLE FOR THE REIMBURSEMENT OF OR PAYMENT TO THE VILLAGE, AS MAY BE REQUIRED BY THE FOREGOING PROVISIONS, IF TITLE TO ALL OR ANY PART OF THE PROPERTY IS VESTED IN A LAND TRUST, ANY BENEFICIARIES THEREOF SHALL BE PERSONALLY LIABLE FOR ALL OBLIGATIONS IMPOSED HEREBY ON THE OWNER OF SUCH PROPERTY OR PORTION THEREOF AS OWNED.

UTILITY EASEMENT PROVISIONS

A PERMANENT NON-EXCLUSIVE EASEMENT IS HEREBY RESERVED FOR AND GRANTED TO THE VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS, AND TO THEIR SUCCESSORS AND ASSIGNS, IN, ON, UPON, ACROSS, OVER, UNDER AND THROUGH THE AREAS SHOWN BY DASHED LINES AND LABELED WATERMAIN EASEMENT ON THIS PLAT OF EASEMENT. SUCH EASEMENTS GRANTING AND RESERVING FOR THE SAID VILLAGE UTILITIES AND OTHER ENTITIES THE PERPETUAL RIGHT, PRIVILEGE AND AUTHORITY TO INSTALL, CONSTRUCT, RECONSTRUCT, OPERATE, MAINTAIN, REPLACE, REPAIR, ALTER, ENLARGE, REMOVE, CLEAN AND MAINTAIN VARIOUS UTILITY AND SIMILAR TRANSMISSION, RECEIVING AND DISTRIBUTION SYSTEMS, INCLUDING, BUT NOT LIMITED TO LINES, COMPUTER DEVICES, WATER MAINS, AND ANY AND ALL NECESSARY MANHOLES, HYDRANTS, PIPES, CONNECTIONS, BUFFALO ROSES, AND WITHOUT LIMITATION, SUCH OTHER INSTALLATION AS MAY BE REQUIRED TO FURNISH UTILITY AND SIMILAR SERVICE TO THE ATTACHED AREA, AND SUCH APPURTENANCES AND ADDITIONS THEREAS AS SAID VILLAGE, UTILITIES AND SIMILAR ENTITIES MAY DEEM NECESSARY, USEFUL OR CONVENIENT, TOGETHER WITH A PERMANENT RIGHT OF ACCESS ACROSS THE LOTS AND REAL ESTATE SHOWN ON THIS PLAT OF EASEMENT FOR THE NECESSARY PERSONS AND EQUIPMENT TO DO ANY OR ALL OF THE ABOVE WORK. THE RIGHT IS ALSO HEREBY GRANTED TO SAID VILLAGE, UTILITIES AND SIMILAR ENTITIES TO CUT DOWN, TRIM OR REMOVE ANY TREES, SHRUBS, OR OTHER PLANTS THAT INTERFERE WITH THE OPERATION OF OR ACCESS TO SAID INSTALLATIONS, IN, ON, UPON, ACROSS, OVER, UNDER OR THROUGH SAID EASEMENTS. NO PERMANENT BUILDINGS OR TREES SHALL BE PLACED ON SAID EASEMENTS, BUT SAME MAY BE USED FOR GARDENS, SHRUBS, LANDSCAPING AND OTHER PURPOSES THAT DO NOT THEN OR LATER INTERFERE WITH THE AFORESAID USES AND RIGHTS. WHERE AN EASEMENT IS USED FOR MUNICIPAL OWNED UTILITIES, OTHER INSTALLATION OF UTILITIES AND OTHER ENTITIES SHALL BE SUBJECT TO THE PRIOR APPROVAL AS TO LOCATION AND DESIGN OF SAID VILLAGE OF CAROL STREAM SO AS NOT TO INTERFERE WITH THE MUNICIPAL UTILITIES (PROPERTY OWNERS) ARE RESPONSIBLE FOR MAINTENANCE OF ALL ON-SITE UTILITIES.

SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

I, TIMOTHY G. WOLFE, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT I HAVE PREPARED THE ABOVE PLAT FOR THE PURPOSE OF GRANTING EASEMENTS.
DATED THIS 17TH DAY OF JANUARY, A.D. 2018.



TIMOTHY G. WOLFE
JACOB & HEFNER ASSOCIATES, INC.
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 035-003530
MY LICENSE EXPIRES NOVEMBER 30, 2018.

Survey No.	F 2018
Ordered By	Bernady Properties
Description	Plat of Easement
Date Prepared	January 17, 2018
Scale	1" = 80'
Prepared By	TW

OWNER'S CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

THIS IS TO CERTIFY THAT THE UNDERSIGNED (PLANE, THE OWNER/OWNERS OF THE LAND DESCRIBED IN THE PLAT OF EASEMENT, AND HAS/HAVE/CAUSED THE SAME, TO BE SURVEYED AND PLATED, AS INDICATED THEREON, FOR THE USES AND PURPOSES THEREIN SET FORTH, AND DOES/DO HEREBY ACKNOWLEDGE AND ADOPT THE SAME UNDER THE STYLE AND TITLE THEREON INDICATED. THE UNDERSIGNED HEREBY DEDICATES/DEDICATE FOR PUBLIC USE THE LAND SHOWN ON THIS PLAT FOR THROUGHWAYS, STREETS, ALLEYS, EASEMENTS, DRAINAGE, AND PUBLIC SERVICES, AND HEREBY ALSO RESERVES/RESERVE GRANTS/GRANT TO THE VILLAGE OF CAROL STREAM, AND TO THE UTILITY COMPANIES OPERATING NOW OR IN THE FUTURE UNDER A FRANCHISE FROM THE VILLAGE, THE UTILITY EASEMENTS WHICH ARE SHOWN ON THE PLAT OR STATED ON THEIR STANDARDS FORM WHICH IS ATTACHED HERETO.

By: _____
By: _____
By: _____
Name: _____
Title: _____

ADDRESS: _____
DATED THIS _____ DAY OF _____, 2018.

NOTARY CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

I, _____, AS NOTARY PUBLIC IN AND FOR THE COUNTY OF _____, DO HEREBY CERTIFY THAT _____ PERSONALLY KNOWN TO ME TO BE THE SAME PERSON/PERSONS WHOSE NAME/NAMES WERE SUBSCRIBED TO THE FOREGOING INSTRUMENT AS SUCH OWNER/OWNERS, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT SHE/HE/HEY SIGNED THE ANNEXED PLAT AS HER/HEIN/THEIR OWN FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES THEREIN SET FORTH.
GIVEN UNDER MY HAND AND METEORAL SEAL.

THIS _____ DAY OF _____, 2018.

NOTARY PUBLIC

COUNTY RECORDER'S CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

THIS INSTRUMENT NUMBER _____ WAS FILED FOR THE RECORD IN THE RECORDER'S OFFICE OF DUPAGE COUNTY, ILLINOIS ON THIS _____ DAY OF _____, 2018 AT _____ O'CLOCK.

RECORDER

VILLAGE ENGINEER CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

I, _____, VILLAGE ENGINEER OF THE VILLAGE OF CAROL STREAM, ILLINOIS, DO HEREBY CERTIFY THAT THE LAND IMPROVEMENTS DESCRIBED IN THE EASEMENT PLAT AND THE PLANS AND THE SPECIFICATIONS THEREOF MEET THE MINIMUM REQUIREMENTS OF THE VILLAGE AND HAVE BEEN APPROVED BY ALL PUBLIC AUTHORITIES HAVING JURISDICTION THEREOF. I DO FURTHER CERTIFY THAT THERE HAS BEEN FILED WITH ME AND REVIEWED TOPOGRAPHICAL AND PROFILE STUDIES FILED WITH THIS EASEMENT PLAT.
DATED AT CAROL STREAM, DUPAGE COUNTY, ILLINOIS
THIS _____ DAY OF _____, A.D. 2018.

VILLAGE ENGINEER

VILLAGE CLERK CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

I, _____, VILLAGE CLERK OF THE VILLAGE OF CAROL STREAM, ILLINOIS, HEREBY CERTIFY THAT THE EASEMENT PLAT WAS PRESENTED TO AND BY RESOLUTION _____ DULY APPROVED BY THE BOARD OF TRUSTEES OF THE VILLAGE AT ITS MEETING HELD ON _____, 2018, AND THAT THE REQUIRED BOND OR OTHER GUARANTEE HAS EITHER BEEN POSTED OR ADEQUATE PROVISION HAS BEEN MADE FOR SUCH BOND TO BE POSTED, FOR THE COMPLETION OF THE IMPROVEMENTS REQUIRED BY THE REGULATIONS OF THE VILLAGE. IN WITNESS WHEREOF, I HAVE HERETO SIGNED MY HAND AND SEAL OF THE VILLAGE OF CAROL STREAM, ILLINOIS.
THIS _____ DAY OF _____, 2018.

VILLAGE CLERK

MAYOR



REVISED: 04-20-18 REVISED VEHICULAR TRAFFIC EASEMENT PROVISIONS
REVISED: 04-03-18 REVISED CERTS. PER VILLAGE

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 described in "Exhibit A"; and

WHEREAS, the described personal 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 POWER, 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 per the attached memorandum dated May 15, 2018.

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 21st DAY OF MAY, 2018.

AYES:

NAYS:

ABSENT:

Frank Saverino, Sr., Mayor

ATTEST:

Laura Czarnecki, Village Clerk

EXHIBIT "A"

Village of Carol Stream

Interdepartmental Memo

TO: Joseph Breinig, Village Manager

FROM: Philip J. Modaff, Director of Public Works

DATE: May 15, 2018

RE: Surplus Declaration

The Department has identified the equipment below to be declared surplus. These items are past their useful life and are considered obsolete for the Department's purposes. These items may still hold some value, and will be offered for sale via public auction or scrapped.

Item Name	Quantity on Hand	Explanation
Battery - Auto BSC551MF	1.00	No longer have any equipment that uses this part
Oil Filter CQ85243	1.00	No longer have any equipment that uses this part
Arrow stick FED320172	2.00	Phased out by LED lights
Heater Asy FRDF77Z6A051BA	1.00	No longer have any equipment that uses this part
Control Knob FRD5C3Z2D113AA	1.00	No longer have any equipment that uses this part
Brake Control (2-8brks) TEK9055	1.00	Old technology, new vehicles have integrated controllers
Strobe Tube COD3HSTCL	4.00	Phased out by LED lights
Strobe Tube COD3HSTCLH	3.00	Phased out by LED lights
Control Unit FED330102	1.00	Phased out by LED lights
Wig Wag Flasher COD3700	3.00	Phased out by LED lights
Power Supply - 2 Outlet NAMRQ2H45	2.00	Phased out by LED lights
Flashlight Charger Cradle MAGARXX025	2.00	Police no longer use these chargers for flashlights
Thermostat CQ32758	1.00	No longer have any equipment that uses this part
Heater Switch CH6880	1.00	No longer have any equipment that uses this part
Heater Switch CH68362	1.00	No longer have any equipment that uses this part
Marker Light GRO46282	2.00	No longer have any equipment that uses this part
Light GRO60151	2.00	No longer have any equipment that uses this part
Tractor Light PMM507	2.00	Phased out by LED lights
Terminal Board SIG3131	2.00	Phased out by LED lights
Stop/Tail Light TKL60302R	4.00	Phased out by LED lights

Model 52 Linear Strobe Tube WHE36036176600C	2.00	Phased out by LED lights
Light SYL4436	6.00	Phased out by LED lights
Accessory Outlet SHO140370	4.00	No longer have any equipment that uses this part
Male Cigar Lighter Adapter CQ82759	2.00	No longer have any equipment that uses this part
Headlight Flasher FED660102	5.00	No longer have any equipment that uses this part
Turn Signal Switch MCSW5579	1.00	No longer have any equipment that uses this part
Fuse Holder CH30310	4.00	Outdated technology
Fuse Connector CH303130	3.00	Outdated technology
Circuit Breaker CH3050780	1.00	Outdated technology
Oil Coler Hose Assy FRD3W7Z6A715AA	1.00	No longer have any equipment that uses this part
Step Bumper Receiver Box VT75280	1.00	No longer have any equipment that uses this part
Locking Hitch Pin BUYBLHP200	1.00	No longer have any equipment that uses this part
Matrix Harmonic Filter – Series D	1.00	This equipment was attached to the faulty blower at the WRC that will be replaced by the manufacturer in June 2018.

Staff recommends that these items be declared surplus by the Mayor and Board of Trustees and that the Public Works Director be authorized to dispose of them as indicated above.

Village of Carol Stream
Interdepartmental Memo

TO: Joe Breinig, Village Manager
FROM: Jon Batek, Finance Director
DATE: May 16, 2018
RE: Staffing Changes and Recommendations

As you know, each time a position vacancy occurs, staff evaluates the vacancy with the objective of reviewing possible alternatives to in-kind replacement, such as staffing with external contractors or part-time positions. The recent retirement announcement of Linda Tisdell provides us the opportunity to make adjustments to our staffing plan to best align services with the needs of our customers while also considering the fiscal impacts of current staffing decisions.

For many years, Finance Department staff that occupy non-exempt positions have shared the same position title of "Accounts Clerk". This has carried with it a generic job description that covers all positions, without any differentiation between the broad and often diverse job responsibilities across the department. For example, employees sharing this position title work under the same job description and salary range whether they are assigned to utility billing, payroll, accounts payable or the cashier/reception counter.

As retirements occur, we will be preparing updated detailed position descriptions and titles that are more representative of the specific job functions and responsibilities associated with each position.

To that end, attached is a newly developed position of Customer Service Representative that is proposed to be added to the current fiscal year 2018-19 Compensation Plan in conjunction with the elimination of the vacated Accounts Clerk position. Based on the specific job duties identified, Human Resources Director Caryl Rebholz performed a market analysis of the position and developed a corresponding pay range. Based on this analysis, the minimum of the proposed new pay range is approximately 17% below the minimum of the current Accounts Clerk job description.

Mr. Joe Breinig
May 16, 2018
Page 2 of 2

Prior to developing the proposed new job description, we also evaluated the possibility of filling the vacancy with a contract employee. This option was not favored considering there are likely additional retirements forthcoming in our department within the next year or two and we thought it important to fill the current vacancy with employees to encourage preservation and transfer of institutional knowledge.

After discussing the current vacancy with Accounting Manager Barb Wydra, we both feel that we can achieve the department's objectives effectively by pursuing the recruitment of two part-time Customer Service Representatives rather than a single full-time position. The cashier/reception counter lends itself well to the use of part-time employees, more so than other positions within the department where full-time employment is key to work product continuity and overall efficiency. Utilizing part-time employees in this manner will reduce our overall cost structure as health and pension benefits would not apply. There are no changes proposed that would impact current employee positions.

As such, we are recommending the recruitment of two part-time Customer Service Representatives and the elimination of one vacant full-time Accounts Clerk. A Resolution amending the 2018-19 Village Pay Plan is attached for Village Board consideration at their May 21 meeting. Should the Village Board concur with these recommendations, we will proceed with recruitment efforts immediately.

RESOLUTION NO. _____

**A RESOLUTION AMENDING RESOLUTION NO. 3005
ADOPTING THE 2018-19 EMPLOYEE PAY PLAN FOR
THE VILLAGE OF CAROL STREAM**

WHEREAS, on April 2, 2018, the Mayor and Board of Trustees of the Village of Carol Stream adopted Resolution No. 3005 adopting the 2018-19 Employee Pay Plan for the Village of Carol Stream; and

WHEREAS, since that time, an evaluation of the organizational structure within the Financial Management Department has been undertaken; and

WHEREAS, a recommendation has been presented to the Mayor and Board of Trustees to create a new position of Customer Service Representative, eliminate one full-time Accounts Clerk position and add two part-time Customer Service Representative positions.

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 2018-19 Employee Pay Plan is hereby amended to create the position of Customer Service Representative.

SECTION 2: That the 2018-19 Employee Pay Plan is hereby amended to delete one full-time Accounts Clerk position and add two part-time Customer Service Representative positions.

SECTION 3: This Resolution shall be in full force and effect from and after its passage and publication in pamphlet form as prescribed by law.

PASSED AND APPROVED THIS 21st DAY OF May 2018.

AYES:

NAYS:

ABSENT:

Frank Saverino, Sr., Mayor

ATTEST:

Laura Czarnecki, Village Clerk

VILLAGE OF CAROL STREAM

Position Classification

Customer Service Representative

FLSA STATUS: Non-Exempt

DEFINITION:

Under the general supervision of the Accounting Manager, provides general customer service to Village residents, businesses, employees and the general public. The Customer Service Representative serves as the first point of contact for most in-person and telephone contacts at the Municipal Center in addition to performing general cashiering functions for various types of payments received by the Village. This position is also responsible for data entry and reconciliation of various Village payment processes.

EXAMPLES OF DUTIES:

Work involves considerable public contact and requires exercise of sound judgment.

Provides prompt, courteous and attentive service to internal and external customers at all times.

Prepares lobby for each business day; unlocks doors, prepares and updates forms and displays; closes down lobby at the end of regular business hours.

Greets, screens, assists and directs callers and visitors. Provides general information about Village departments and services, general Village regulations and requirements as well as other community agencies and resources. Provides information about water and sewer utilities, sprinkling restrictions, overnight parking, vehicle and business registration requirements, and other Village services and activities.

Operates the main Village switchboard. For non-standard inquiries, transfers callers to the proper department or Village representative. Recommends changes to system prompts, menu options and settings as needed.

Receives and processes cash, check and credit card payments for a wide array of Village payments including water bills, vehicle stickers, pet tags, handicap placards, real estate transfer taxes, building permits, parking citations, yard waste stickers, general Village invoices and various other payments. Ensures proper recording of all receipted transactions to the proper general ledger account. Balances daily cash drawer against recorded transactions and prepares bank deposits. Scans checks for deposit.

Coordinates review and balancing of after-hours transactions processed by Police Department personnel.

Performs data entry and reconciliations of various database applications including parking tickets, real estate transfer tax, business registration, and vehicle registration.

Receives, sorts and distributes daily incoming mail. Operates postage machine and meters outgoing mail. Monitors postage balances and refills as needed. Prepares certified mailings.

Assists with the collection, opening and processing of daily payments deposited in the municipal payment drop box, through the mail or on-line.

Distributes and disseminates new resident information.

Takes inventories of various stickers, stamps and postage as assigned.

Monitors and restocks departmental office supplies as needed.

Ensures funds and other Village assets are kept secure at all times.

Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

KNOWLEDGE, SKILLS AND ABILITIES:

Requires good knowledge of data entry, bookkeeping, general office and clerical procedures and the ability to operate normal business machines such as computers, telephones, copiers and calculators.

Requires working knowledge of computers and electronic data processing, knowledge of modern office practices and procedures; some knowledge of business arithmetic.

Requires ability to deal effectively and courteously with other employees and the public.

Requires ability to plan and organize own work to meet deadlines and to understand and carry out oral and written directions.

Ability to write, speak and listen effectively.

Ability to learn, understand and adhere to all applicable safety precautions and procedures.

TRAINING, EDUCATION, AND EXPERIENCE:

High school degree, or equivalent including or supplemented by training in bookkeeping, and/or general business courses, with two years of practical experience.

Should have experience in customer service in a general retail or office environment which involves receipt and recording of financial transactions and related record keeping.

ESSENTIAL PHYSICAL AND SENSORY JOB ELEMENTS

FREQUENCY OF OCCURRENCE

1. Manual Dexterity:	N/A	Minimal	Moderate	Frequent	Excessive
Hours per day:	N/A	(0-1)	(1-4)	(4-7)	(7+)

Explanation: Ability needed to operate keyboard for typing and data entry.

2. Climbing:	N/A	Minimal	Moderate	Frequent	Excessive
Hours per day:	N/A	(0-1)	(1-4)	(4-7)	(7+)

Explanation:

3. Crawling:	N/A	Minimal	Moderate	Frequent	Excessive
Hours per day:	N/A	(0-1)	(1-4)	(4-7)	(7+)

Explanation:

4. Kneeling:	N/A	Minimal	Moderate	Frequent	Excessive
Hours per day:	N/A	(0-1)	(1-4)	(4-7)	(7+)

Explanation:

5. Lifting:	N/A	Minimal	Moderate	Frequent	Excessive
Hours per day:	N/A	(0-1)	(1-4)	(4-7)	(7+)

Explanation: Ability to lift and carry postal bins, open customer gate.

6. Running:	N/A	Minimal	Moderate	Frequent	Excessive
Hours per day:	N/A	(0-1)	(1-4)	(4-7)	(7+)

Explanation:

7. Sitting:	N/A	Minimal	Moderate	Frequent	Excessive
Hours per day:	N/A	(0-1)	(1-4)	(4-7)	(7+)

Explanation: Sitting at work station for most of the day while performing work duties.

8. Standing:	N/A	Minimal	Moderate	Frequent	Excessive
Hours per day:	N/A	(0-1)	(1-4)	(4-7)	(7+)

Explanation: May need to stand while filing or working at the reception counter.

9. Stooping:	N/A	Minimal	Moderate	Frequent	Excessive
Hours per day:	N/A	(0-1)	(1-4)	(4-7)	(7+)

Explanation: During filing which may occur throughout the day.

10. Walking:	N/A	Minimal	Moderate	Frequent	Excessive
Hours per day:	N/A	(0-1)	(1-4)	(4-7)	(7+)

Explanation: To perform various tasks in the general office area such as retrieving the mail; copying; give messages etc...

11. Carrying:	N/A	Minimal	Moderate	Frequent	Excessive
Hours per day:	N/A	(0-1)	(1-4)	(4-7)	(7+)

Explanation: May need to occasionally retrieve mail, packages, and supplies.

12. Driving:	N/A	Minimal	Moderate	Frequent	Excessive
Hours per day:	N/A	(0-1)	(1-4)	(4-7)	(7+)

Explanation:

13. Listening:	N/A	Minimal	Moderate	Frequent	Excessive
Hours per day:	N/A	(0-1)	(1-4)	(4-7)	(7+)

Explanation: Needed to interpret and serve residents and employees with regards to any problems or questions. Respond to and direct phone calls.

14. Visual Acuity:	N/A	Minimal	Moderate	Frequent	Excessive
Hours per day:	N/A	(0-1)	(1-4)	(4-7)	(7+)

Explanation: Must be able to view correspondence, to gather information for preparation of various reports, and proofreading.

15. Verbal Communication:	N/A	Minimal	Moderate	Frequent	Excessive
Hours per day:	N/A	(0-1)	(1-4)	(4-7)	(7+)

Explanation: To communicate with customers; answer questions and provide information.

16. Other:	N/A	Minimal	Moderate	Frequent	Excessive
Hours per day:	N/A	(0-1)	(1-4)	(4-7)	(7+)

Explanation:

Village of Carol Stream

Interdepartmental Memo

To: Joseph E. Breinig, Village Manager
From: Rose Armstrong - Secretary
Date: May 15, 2018
Re: American Cancer Society – Relay for Life Event
Saturday, June 23, 2018

Town Center and Amplification Permit Request

The American Cancer Society is hosting their Relay for Life event on Saturday, June 23, 2018 from 2 pm - 12:00 midnight at the Ross Ferraro Town Center.

They are requesting a waiver of all rental and amplification fees. A copy of the waiver request is attached for your review.

Please place this on the agenda for the Monday, May 21, 2018 Board Meeting for the Board's review and consideration.

Thank you.

Enclosures

Village of Carol Stream
Interdepartmental Memo

TO: Joseph E. Breinig, Village Manager
FROM: Rose Armstrong, Administration Secretary
DATE: May 15, 2018
RE: American Cancer Society
Raffle License Application

The American Cancer Society is sponsoring their annual Relay for Life Event at the Ross Ferraro Town Center on Saturday, June 23, 2018 from 2:00 pm – 12:00 midnight in which a raffle drawing will be held to raise funds to support Carol Stream cancer patients. Raffle tickets will be \$1.00 each or 6 for \$5.00 or 32 for \$20.00.

Applicant is requesting a waiver of the Application Fee and the Manager's Fidelity Bond as indicated in the attached letter. The raffle license application and required documentation are on file in the Village Clerk's office for your review.

Please place this item on the agenda for review and approval by the Village Board of Trustees at their upcoming Monday, May 21, 2018 Board meeting.

Thank you.

Attachment



May 1, 2018

To the Board of the Village of Carol Stream,

The American Cancer Society Relay For Life of Carol Stream would like to request any permit and or license fees required for our upcoming Relay For Life event on June 23, 2018 be waived. This includes, but not limited to, the Raffle License and Amplification fees.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Kiyoko Czech".

Kiyoko Czech | Community Development Manager

North Central Region | American Cancer Society, Inc.

1801 Meyers Rd Suite 100

Oakbrook Terrace, IL 60181

Phone: 630.932.1151, ext. 226

Village of Carol Stream
Interdepartmental Memo

TO: Mayor and Trustees
FROM: Tia Messino, Assistant to the Village Manager
DATE: May 16, 2018
RE: Town Center Community Concert Use

Pastor Jarvis of the recently established Village Church East, serving from the Fountain View Recreation Center, has inquired into hosting a community concert at Town Center on Saturday, July 7th from 6:00 PM-8:00 PM. The host expects approximately 150-200 attendees, proceeds for the event will support non-profit work. Staff is requesting direction on the use of Town Center for this event. A meeting was held with the event coordinator on May 15 where he explained the event structure, and he was supplied with the necessary permit applications. Based on the described event structure, staff does not expect any over time or after hours work by staff will be necessary.

Attachment



VILLAGE CHURCH

May 8, 2018

Mr. Joe Breinig
Village Manager
Carol Stream, IL

RE: Use of Town Center

Dear Mr. Breinig,

My name is Craig Jarvis and I am the lead pastor at Village Church East. Our congregation currently meets at Fountain View Recreation Center every Sunday morning. We just celebrated our first anniversary meeting there this past February and we are excited about becoming more involved in the life of the Carol Stream community.

I am heading up an effort to organize a group of churches in Carol Stream to hold an outdoor concert for the community. I spoke with Ann today about requesting use of the Town Center for this community event and she suggested that I contact you.

We are requesting use of the Town Center from 5:00pm-9:00pm on July 7, 2018. The actual concert would begin at 6:00pm and end at 8:00pm. We will have praise groups from several different churches playing music and leading singing as well as a 10-15 minute inspirational thought from one of our pastors. We would expect 150-200 in attendance.

We are also requesting use of electricity for the instruments as well as use of the restrooms and the food pavilion if possible for popcorn and water distribution. While we will accept donations, there will be no cost for this event for the Carol Stream community.

We may have a few chairs out but will encourage families to come and enjoy the music sitting on blankets with families.

I realize that our time is of the essence at this point. I can get you insurance information and whatever else you might need to further consider this request. We would like to begin advertising this event in June so we would need to have literature prepped and printed in a few weeks. I am very grateful for your willingness to receive this request over email and further attention to our request.

We are praying this event would provide great opportunities for our church communities to connect with families in Carol Stream.

Sincerely,

Craig Jarvis
Lead Pastor
Village Church East
www.villagechurchil.org

**Village of Carol Stream
Schedule of Bills
For Village Board Approval on May 21, 2018**

AGENDA ITEM
L-1 5-21-18

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
3M H&S SERVICE					
10 RESPIRATOR EXAMS	290.00	01662700-52236	EMPLOYEE SERVICES	3MH&S	
	<u>290.00</u>				
505 E NORTH AVE INC					
RENT - JUNE	26,250.00	01680000-55300	RENT - 505 NORTH AVE	JUNE	
	<u>26,250.00</u>				
ACCURATE OFFICE SUPPLY CO					
FOLDERS FINANCE DEPT	17.62	01612900-53317	OPERATING SUPPLIES	442122	
OFFICE SUPPLIES - FINANCE	273.08	01612900-53317	OPERATING SUPPLIES	441842	
COPY PAPER	298.90	01590000-52231	COPY EXPENSE	437775	
DESK DRAWER TRAY	15.82	01690100-53314	OFFICE SUPPLIES	438593	
MISC. OFFICE SUPPLIES	21.68	01590000-53314	OFFICE SUPPLIES	437775	
OFFICE SUPPLIES	11.98	01620100-53314	OFFICE SUPPLIES	436926	
OFFICE SUPPLIES	200.99	01620100-53314	OFFICE SUPPLIES	437483	
TAPE CARTRIDGE	12.95	01670100-53314	OFFICE SUPPLIES	432478	
TAPE CARTRIDGE	12.95	04200100-53314	OFFICE SUPPLIES	432478	
	<u>865.97</u>				

**Village of Carol Stream
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<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
ADVANCE AUTO PARTS PROFESSIONAL					
AP BELT	13.19	01696200-53354	PARTS PURCHASED	2420-412439	
AP COIL	82.79	01696200-53354	PARTS PURCHASED	2420-412053	
AP FITTINGS	28.52	01696200-53354	PARTS PURCHASED	2420-411478	
AP FUSE BLOCK	30.59	01696200-53354	PARTS PURCHASED	2420-412648	
AP GASKETS	37.14	01696200-53354	PARTS PURCHASED	2420-411614	
AP HOSE	360.00	01696200-53354	PARTS PURCHASED	2420-411563	
AP HOSE END	30.15	01696200-53354	PARTS PURCHASED	2420-411620	
AP IDLER ARM	72.51	01696200-53354	PARTS PURCHASED	2420-411217	
AP MASTER CYLINDER	98.99	01696200-53354	PARTS PURCHASED	2420-411607	
AP MODULE	93.08	01696200-53354	PARTS PURCHASED	2420-412059	
AP PINS	12.46	01696200-53354	PARTS PURCHASED	2420-411865	
AP PRE-FILTER	2.47	01696200-53354	PARTS PURCHASED	2420-411741	
AP RACK	513.16	01696200-53354	PARTS PURCHASED	2420-411983	
AP RETURNS	-513.16	01696200-53354	PARTS PURCHASED	2420-411984	
AP RETURNS	-139.59	01696200-53354	PARTS PURCHASED	2420-411870	
HOSE CLAMP	6.40	01696200-53317	OPERATING SUPPLIES	2420-411562	
SHEET METAL PLUG	2.70	01696200-53317	OPERATING SUPPLIES	2420-412094	
STYLE PLUG	5.92	01696200-53317	OPERATING SUPPLIES	2420-411095	
WIRE TERMINAL	22.24	01696200-53317	OPERATING SUPPLIES	2420-411168	
WIRE TERMINALS	5.56	01696200-53317	OPERATING SUPPLIES	2420-411087	
	765.12				
ADVANTAGE TRAILERS & HITCHES					
MR BRAKES	389.40	01696200-53354	PARTS PURCHASED	38726	
MR DOOR HOLD	5.15	01696200-53354	PARTS PURCHASED	38870	
	394.55				
AHEAD OF OUR TIME PUBLISHING					
CAPITOL FAX NWS LTR JUN/2018 - MAY/2019	500.00	01590000-52234	DUES & SUBSCRIPTIONS	10099	
	500.00				

**Village of Carol Stream
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<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
AIR ONE EQUIPMENT INC					
PORTABLE SAFETY LIGHT	545.00	04201600-53350	SMALL EQUIPMENT EXPENSE	132467	
SCENE LIGHT	545.00	01670300-53316	TOOLS	132468	
	<u>1,090.00</u>				
AIRGAS USA LLC					
TORCH REFILL	75.59	04201600-53317	OPERATING SUPPLIES	9074368944	
	<u>75.59</u>				
ALLSTAR AUTO GLASS INC					
AP GLASS	167.70	01696200-53354	PARTS PURCHASED	0060079958	
	<u>167.70</u>				

**Village of Carol Stream
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<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
AMAZON.COM					
AIR BLOW GUN SET	25.53	01696200-53316	TOOLS	7818655	
AP CAP	7.74	01696200-53354	PARTS PURCHASED	8761036	
AP GASKETS	40.44	01696200-53354	PARTS PURCHASED	4426609	
AP GAUGE	24.13	01696200-53354	PARTS PURCHASED	5258640	
AP TAILGATE LOCKS	70.92	01696200-53354	PARTS PURCHASED	6872234	
AP VALVE	60.17	01696200-53354	PARTS PURCHASED	4508219	
ARBOR NUT	15.78	01696200-53316	TOOLS	1041837	
BANDING TOOL	132.80	01670300-53316	TOOLS	1149836	
BATTERY CHARGER	69.97	01670500-53316	TOOLS	4959427	
BOOTS-RM-UNIFORM	90.00	01643700-53324	UNIFORMS	4581042	
CALCULATORS	9.99	01670100-53314	OFFICE SUPPLIES	2460210	
CALCULATORS	9.99	04200100-53314	OFFICE SUPPLIES	2460210	
CAM TOOL	36.99	01696200-53316	TOOLS	1893842	
CHARGING CABLES	18.64	04201600-53350	SMALL EQUIPMENT EXPENSE	2281040	
DOOR STICKERS	12.12	01670400-53317	OPERATING SUPPLIES	0939419	
DOOR STICKERS	12.12	01670400-53317	OPERATING SUPPLIES	0939419-1	
EVIDENCE SUPPLIES	36.28	01662400-53317	OPERATING SUPPLIES	5131057	
EVIDENCE SUPPLIES	103.99	01662400-53317	OPERATING SUPPLIES	2500231	
EVIDENCE SUPPLIES	527.01	01662400-53317	OPERATING SUPPLIES	5637835	
EXIT SIGN-WATER GARAG	29.00	04201600-53317	OPERATING SUPPLIES	5138604	
FLASH MEDIA	76.32	01662700-53317	OPERATING SUPPLIES	3421017	
FLASHDRIVE-CABLE	75.00	01652800-53317	OPERATING SUPPLIES	9227431	
GREASE GUN	187.99	01670500-53316	TOOLS	9646615	
HAMMERS	80.25	01670500-53316	TOOLS	2745054	
LANYARD	65.02	01670700-53316	TOOLS	6878659	
OFFICE SUPPLIES	22.81	01670100-53314	OFFICE SUPPLIES	3631423	
OFFICE SUPPLIES	22.82	04200100-53314	OFFICE SUPPLIES	3631423	
PAPER TOWELS/DISPENSER	97.72	01696200-53317	OPERATING SUPPLIES	3483430	
PORTABLE MONITORIT	309.00	01652800-53317	OPERATING SUPPLIES	4597013	
RESPIRATORS	74.95	01662700-53317	OPERATING SUPPLIES	7091429	

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RTN- DIGITAL CAMR	-98.01	04201600-53317	OPERATING SUPPLIES	9211462REF	
SIMPLE GREEN	102.02	01670400-53317	OPERATING SUPPLIES	6665058	
TAX REFUND	-0.44	01670100-53314	OFFICE SUPPLIES	3631423REF	
TAX REFUND	-0.43	04200100-53314	OFFICE SUPPLIES	3631423REF	
TRAINING EQUIPMENT	29.72	01662700-53350	SMALL EQUIPMENT EXPENSE	7377813-1	
TRAINING EQUIPMENT	323.11	01662700-53350	SMALL EQUIPMENT EXPENSE	7377813	
WASHER	5.90	01696200-53316	TOOLS	9451441	
	2,707.36				
AMERICAN FIRST AID					
1ST AID -VLG HL MARCH	55.65	01590000-53317	OPERATING SUPPLIES	62440	
1ST AID SUPPL APRL PW	30.50	01670100-53317	OPERATING SUPPLIES	63178	
	86.15				
AMERICAN PUBLIC WORKS ASSOCIATION					
IPSI B EVANS OCT 7-12TH TRNG	347.00	04200100-52223	TRAINING	OCT 7-12TH	
IPSI B EVANS OCT 7-12TH TRNG	348.00	04100100-52223	TRAINING	OCT 7-12TH	
IPSI J PAULING YR 3	695.00	01670100-52223	TRAINING	OCT 7-12	
	1,390.00				
ANDY JOHNSON					
SERGEANT ASSESSMENTS ON 4/21/18	600.00	01510000-52228	PERSONNEL HIRING	SERGEANT ASSESS	
	600.00				
APPLIED ECOLOGICAL SERVICES INC					
MTC SRV'S POLLIMATOR SITES MAY	2,000.00	01670400-52272	PROPERTY MAINTENANCE	48631	
	2,000.00				
APWA-CHICAGO METRO CHAPTER					
A FREDERICH/J KNUDSEN 2018 EXPO-5/23/18	65.00	01621900-52223	TRAINING	50722-1	
A FREDERICH/J KNUDSEN 2018 EXPO-5/23/18	65.00	01622200-52223	TRAINING	50722-1	
G ULREICH 2018 EXPO 5/23/18	65.00	01620600-52223	TRAINING	50748-1	
	195.00				

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ARCHIVESOCIAL, INC					
SOC MEDIA ARCH 2018	2,388.00	01652800-52255	SOFTWARE MAINTENANCE	4332	
	<u>2,388.00</u>				
ASE NATIONAL INSTITUTE FOR AUTO SERVICE					
ASE TRAIN-DOUG N.	19.00	01696200-52223	TRAINING	AE1P0BF9929E	
ASE TRAINING-MIKE H.	19.00	01696200-52223	TRAINING	AM1P0BFA1A69	
	<u>38.00</u>				
B & F CONSTRUCTION CODE SERVICES, INC					
FIRE ALRM SYSTEM 246 KEHOE	149.80	01643700-52253	CONSULTANT	49355	
FIRE ALRM SYSTEM - 426 ARMY TRL	149.80	01643700-52253	CONSULTANT	49369	
PLUMBING INSP'S APRIL 2018	1,258.40	01643700-52253	CONSULTANT	10007	
SPRINKLER PLAN REVIEW 426 ARMY TRL	392.34	01643700-52253	CONSULTANT	49327	
	<u>1,950.34</u>				
B & H PHOTO & VIDEO					
CAMERA FOR METERS	139.00	04201600-53317	OPERATING SUPPLIES	1050349111	
	<u>139.00</u>				
BAXTER & WOODMAN INC					
NPDES PERMIT ASSIST SRV THRU 4/30/18	97.50	04101100-52253	CONSULTANT	0198913 FINAL	
WTR MN ABDMNT EVAL THRU APRIL	436.25	04201600-52253	CONSULTANT	0198915	
	<u>533.75</u>				
BEARY LANDSCAPING					
MOWING OF RIGHT AWAYS MAY	10,299.57	01670400-52272	PROPERTY MAINTENANCE	90886	
	<u>10,299.57</u>				
BENCHMARK SALES & SERVICE OF IL INC					
RPR BOOSTER PUMP #1 GERZEVSKE PUMP STN	4,250.00	04201600-52244	MAINTENANCE & REPAIR	18-1018	
	<u>4,250.00</u>				

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<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
BLOOMING COLOR OF ST CHARLES					
BUSINESS CARDS K STELMAR	38.12	01660100-53317	OPERATING SUPPLIES	237883	
BUSINESS CARDS RECORDS DEPT	98.08	01662600-53317	OPERATING SUPPLIES	238127	
BUSINESS CARDS-RON ROEHN	12.70	04200100-53314	OFFICE SUPPLIES	232661	
BUSINESS CARDS-RON ROEHN	12.71	01670100-53314	OFFICE SUPPLIES	232661	
BUSINESS CARDS-RON ROEHN	12.71	01690100-53314	OFFICE SUPPLIES	232661	
	<u>174.32</u>				
BRACING SYSTEMS					
MARKING PAINT	153.60	01622200-53317	OPERATING SUPPLIES	319687-1	
SAFETY GLASSES	25.00	01680000-53350	SMALL EQUIPMENT EXPENSE	320518-1	
	<u>178.60</u>				
BUILDING & FIRE CODE ACADEMY					
TRNG R VOGEL 1/25	195.00	01643700-52223	TRAINING	50257	
	<u>195.00</u>				
C S FIRE PROTECTION DISTRICT					
PERMITS - APRIL	1,880.00	01-24416	DEPOSIT-FIRE DISTRICT PERMIT	PERMITS APRIL/2018	
	<u>1,880.00</u>				
C S PUBLIC LIBRARY					
PPRT FOR THE COLLECTION OF APRIL/18	4,402.45	01000000-41102	PERSONAL PROPERTY REPLAC TAXPPRT APRIL 2018		
	<u>4,402.45</u>				
CALIBRE PRESS LLC					
BUCHOLZ TRNG 6/4 & 6/5	329.00	01662700-52223	TRAINING	40629323904-1	
	<u>329.00</u>				

**Village of Carol Stream
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<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
CANON FINANCIAL SERVICES INC					
ADMIN COPIER EXP	993.98	01652800-52226	OFFICE EQUIPMENT MAINTENANCE	18497864-1	
ADMIN COPR EXP APRIL	942.08	01652800-52226	OFFICE EQUIPMENT MAINTENANCE	18388374	
ADMIN COPR EXP MARCH	942.08	01652800-52226	OFFICE EQUIPMENT MAINTENANCE	18278954	
	2,878.14				
CANON SOLUTIONS AMERICA					
MFT MTC 3/25- 6/24	1,054.43	01652800-52226	OFFICE EQUIPMENT MAINTENANCE	1025561164	
MFD MTC 12/25-3/24	1,397.24	01652800-52226	OFFICE EQUIPMENT MAINTENANCE	1025548870	
MFD USG 9/25-12/24	3,016.83	01652800-52226	OFFICE EQUIPMENT MAINTENANCE	1024714319	
	5,468.50				
CAPUTO'S NEW FARM PRODUCE- CAROL STREAM INC					
ECON DEV MEETING	101.61	01643600-52222	MEETINGS	439256	
	101.61				
CAROL STREAM LAWN & POWER					
AP STIHL PARTS	457.60	01696200-53354	PARTS PURCHASED	411586	
BAR OIL, OIL-GAS MIX	98.76	01670700-53317	OPERATING SUPPLIES	411999	
GAS CANS, BLADES	119.19	01670400-53317	OPERATING SUPPLIES	411890	
MR AIR FILTER	9.56	01696200-53354	PARTS PURCHASED	411125	
PICKERS	131.70	01670500-53317	OPERATING SUPPLIES	411999	
WEED WHACKER HEAD	99.96	01670400-53317	OPERATING SUPPLIES	411260	
	916.77				
CH2MHILL OMI					
OPER/MGMNT JUNE/18	143,818.92	04101100-52262	WRC CONTRACT	67212	
CAP EX NOV-APRIL FINAL	53,450.59	04101100-52262	WRC CONTRACT	67259	
	197,269.51				
CHICAGO PARTS AND SOUND					
AP CALIPERS	281.88	01696200-53354	PARTS PURCHASED	301C066506	
	281.88				

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CHICAGO TRIBUNE-REDEYE					
APRIL SUBSCRIPTION	15.96	01660100-52234	DUES & SUBSCRIPTIONS	180910679-4	
BILLED INCORRECTLY	7.96	01660100-52234	DUES & SUBSCRIPTIONS	194544273	
BILLED INCORRECTLY	8.16	01660100-52234	DUES & SUBSCRIPTIONS	194544273	
	<u>32.08</u>				
CHOICE OFFICE EQUIPMENT AND SUPPLIES INC					
WRC COPIER 1/08-3/30	35.88	04101100-52231	COPY EXPENSE	013106	
	<u>35.88</u>				
CHRISTOPHER B BURKE ENGR LTD					
PROF SERV'S THRU APRIL 28TH (C&C POWER)	2,701.50	01620600-52253	CONSULTANT	143248	
PROF SERV'S THRU APRIL 28TH (SHEFTLER)	1,975.00	01620600-52253	CONSULTANT	143249	
	<u>4,676.50</u>				
CITYTECH USA INC					
JOB AD FOR COMM AFFRS	390.00	01600000-52228	PERSONNEL HIRING	1529-4385	
	<u>390.00</u>				
CLARK BAIRD SMITH LLP					
LABOR COUNSEL - APRIL	2,177.50	01570000-52238	LEGAL FEES	9890	
	<u>2,177.50</u>				
CLARKE ENVIROMENTAL MOSQUITO MGMNT					
MOSQUITO ABATEMENT 2 OF 4 PYMNT	8,325.00	01670100-52269	MOSQUITO ABATEMENT	001000537	
	<u>8,325.00</u>				
COMCAST CABLE					
030218-040118 FEE	80.95	01664700-53330	INVESTIGATION FUND	047902322818	
COMCAST TV 4/19-5/18	6.36	01652800-52230	TELEPHONE	0443594 4/15	
	<u>87.31</u>				

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COMED					
110 E ST CHARLES	34.05	01670600-53210	ELECTRICITY	6827721000 5/8/18	
	<u>34.05</u>				
CONSTELLATION NEW ENERGY					
1 N END THORNHILL	93.91	01670300-53213	STREET LIGHT ELECTRICITY	445509490001	
100 DELLA CT	14.46	01670300-53213	STREET LIGHT ELECTRICITY	447707460001	
300 BENNETT DR - LIGHTS	1,517.29	01670300-53213	STREET LIGHT ELECTRICITY	446053200001	
451 SILVERLEAF - LIGHTS	42.71	01670300-53213	STREET LIGHT ELECTRICITY	44509030001	
500 N GARY -CONTROLLER	327.98	01670300-53213	STREET LIGHT ELECTRICITY	445509720001	
	<u>1,996.35</u>				
COPCARS INTERNATIONALA					
CLOTH ALLOW - T ANDREJEVIC	20.00	01664700-53324	UNIFORMS	0025	
	<u>20.00</u>				
CORE & MAIN LP					
1.5" METERS/GASKETS	2,103.44	04201400-53333	NEW METERS	1681300	
2" C2 REGISTER	325.00	04201400-53333	NEW METERS	1563527	
3" METER	1,487.00	04201400-53333	NEW METERS	1631406	
3" METER	1,487.00	04201400-53333	NEW METERS	1635651	
6" VALVE	679.00	04201600-53317	OPERATING SUPPLIES	1660536	
B-BOX PARTS	516.87	04201600-53317	OPERATING SUPPLIES	1654234	
COUPLING	816.00	04201600-53317	OPERATING SUPPLIES	1595284	
PARTS-400 NORTH AVE	1,396.00	04201600-53317	OPERATING SUPPLIES	1639108	
SPACER	145.00	04201400-53333	NEW METERS	1573565	
	<u>8,955.31</u>				
COSTCO WHOLESALE					
RETIREMENT CAKE HARKER/LUCAS	55.52	01600000-52242	EMPLOYEE RECOGNITION	5/3/18 CAKE	
	<u>55.52</u>				

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COUNTY COURT REPORTERS INC					
PC MTG 3/26	175.00	01530000-52241	COURT REPORTER FEES	122615	
	<u>175.00</u>				
DAVID L KINTZ					
SERGEANT ASSESSMENTS ON 4/21/18	600.00	01510000-52228	PERSONNEL HIRING	SERGEANT ASSESS	
	<u>600.00</u>				
DICKS SPORTING GOODS					
CLOTH ALLOW - CASTRO	99.99	01664700-53324	UNIFORMS	089031	
CLOTH ALLOW - CASTRO	198.00	01664700-53324	UNIFORMS	067006	
	<u>297.99</u>				
DISCOVERY BENEFITS					
FLEX ADMIN - APRIL	240.00	01600000-52273	EMPLOYEE SERVICES	870734-IN	
	<u>240.00</u>				
DOLLAR GENERAL					
BAGS, BOWS -RETIREMENT	10.50	01600000-52242	EMPLOYEE RECOGNITION	054914	
	<u>10.50</u>				
DONALD CUMMINGS					
TUITION REIMBURSEMENT 03/19/18 -05/13/18	1,488.12	01664700-52223	TRAINING	PSPA 632	
TUITION REIMBURSEMENT 1/29/18-4/23/18	526.04	01664700-52223	TRAINING	PSPA 699A	
	<u>2,014.16</u>				
DSW SHOEWarehouse					
CLOTH ALLOW - POPE	139.98	01664700-53324	UNIFORMS	41010	
	<u>139.98</u>				

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DUPAGE CHRYSLER DODGE JEEP					
MR AIRDAM	76.69	01696200-53354	PARTS PURCHASED	67419	
MR NOZZLE	26.45	01696200-53354	PARTS PURCHASED	67318	
MR RETURN	-76.69	01696200-53354	PARTS PURCHASED	CM67419	
MR SHIELD	143.99	01696200-53354	PARTS PURCHASED	67436	
	<u>170.44</u>				
DUPAGE CO SENIOR POLICE MNGMNT ASSN					
2018 MEMBERSHIP DUES (7)	875.00	01660100-52234	DUES & SUBSCRIPTIONS	2018 MEMB DUES	
	<u>875.00</u>				
DUPAGE COUNTY CLERK					
NOTARY RECORDING W/COUNTY JEREMY KALINC	10.00	01662700-52234	DUES & SUBSCRIPTIONS	J KALINOWICZ	
	<u>10.00</u>				
DUPAGE COUNTY RECORDER					
EASEMENT RECORDINGS	89.00	01580000-52233	RECORDING FEES	201805080116	
	<u>89.00</u>				
EARTH INC					
STONE	385.70	04201600-53317	OPERATING SUPPLIES	19945	
	<u>385.70</u>				
EBHI LIQUIDATING TRUST					
CLOTH ALLOW-CUMMINGS	122.92	01664700-53324	UNIFORMS	22602024	
	<u>122.92</u>				
EJ EQUIPMENT INC					
MR BROOM SET	750.00	01696200-53354	PARTS PURCHASED	P10764	
	<u>750.00</u>				
ENGAGING LOCAL GOVERNMENT LEADERS NETWORK					
MESSINO MEMBERSHIP	30.00	01590000-52234	DUES & SUBSCRIPTIONS	MR20180466	
	<u>30.00</u>				

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EXAMINER PUBLICATIONS INC					
PUBLIC NOTICES	148.50	01530000-52240	PUBLIC NOTICES/INFORMATION	51876	
	<u>148.50</u>				
FASTENAL INDUSTRIAL & CONSTRUCTION SUPPL					
AP FITTING	9.90	01696200-53354	PARTS PURCHASED	ILWET56355	
	<u>9.90</u>				
FEDEX					
MONITOR SHIPPING BACK	34.16	01652800-53317	OPERATING SUPPLIES	780495753754	
PKG MATERIALS MONITOR	25.79	01652800-53317	OPERATING SUPPLIES	910195294937	
	<u>59.95</u>				
FIRESTONE COMPLETE AUTO CARE					
ALIGNMENT SERVICE	62.99	01696200-53353	OUTSOURCING SERVICES	057720	
ALIGNMENT SERVICE	62.99	01696200-53353	OUTSOURCING SERVICES	058137	
AP TIRE	121.89	01696200-53354	PARTS PURCHASED	057795	
AP TIRES	241.16	01696200-53354	PARTS PURCHASED	058000	
MR TIRES	121.56	01696200-53354	PARTS PURCHASED	057566	
	<u>610.59</u>				
FULL LIFE SAFETY CENTER					
GAS MONITOR PARTS	44.88	04201600-53317	OPERATING SUPPLIES	38846	
	<u>44.88</u>				
GALLS LLC					
CIESLOWSKI	-119.20	01662700-53324	UNIFORMS	009352788	
KOTNAUR	183.60	01662700-53324	UNIFORMS	009424964	
PETRAGALLO	146.20	01662700-53324	UNIFORMS	009368387	
TAX	100.10	01662700-53324	UNIFORMS	009303004	
	<u>310.70</u>				

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GENERAL DYNAMICS-OTS					
MCGUIRE SIMS TRNG 5/22-24	320.00	01662700-52223	TRAINING	343433-1	
PASKEVICZ, HECK, FRY TRNG 5/22- 5/24	320.00	01662400-52223	TRAINING	50001173-1	
PASKEVICZ, HECK, FRY TRNG 5/22- 5/24	1,240.00	01662700-52223	TRAINING	50001173-1	
	<u>1,880.00</u>				
GENUINE PARTS COMPANY INC					
PARTS	14.99	01670200-53317	OPERATING SUPPLIES	11007487 4/30/18	
PARTS	55.68	01696200-53316	TOOLS	11007487 4/30/18	
PARTS	64.31	01696200-53317	OPERATING SUPPLIES	11007487 4/30/18	
PARTS	2,718.16	01696200-53354	PARTS PURCHASED	11007487 4/30/18	
	<u>2,853.14</u>				
GOVTEMPSUSA LLC					
ACCOUNTS CLERK W/E 5/6 & 5/13	1,344.00	04103100-52253	CONSULTANT	2527758	
ACCOUNTS CLERK W/E 5/6 & 5/13	1,344.00	04203100-52253	CONSULTANT	2527758	
ACCOUNTS CLERT W/E 4/22 & 4/29	2,419.20	01612900-52253	CONSULTANT	2517837	
OFFICE MGR W/E 4/22 & 4/29	3,003.20	01590000-52253	CONSULTANT	2517838	
	<u>8,110.40</u>				
GRAPHIC PRODUCTS INC					
REFLECTIVE TAPE	564.95	01670300-53215	STREET LIGHT SUPPLIES	2527836-IN	
	<u>564.95</u>				
H & H ELECTRIC COMPANY					
EM STREET LIGHT RPRP CENTER AV/FULLERTON	1,013.69	01670300-52271	STREET LIGHT MAINTENANCE	30744	
EMERGENCY STREET LIGHT REPR TC PRKWAY	7,897.30	01670300-52271	STREET LIGHT MAINTENANCE	30724	
STREET LIGHT RPR KUHN RD/BIRCHBARK 1/23/18	1,274.10	01670300-52271	STREET LIGHT MAINTENANCE	30058	
	<u>10,185.09</u>				
HARD ROCK CONCRETE CUTTERS INC					
SIDEWALK SAW CUTTINGS	19,477.50	01670500-52272	PROPERTY MAINTENANCE	169327	
	<u>19,477.50</u>				

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HAYES MECHANICAL					
PREVENTIVE MTC HVAC	1,672.33	01670400-52244	MAINTENANCE & REPAIR	411771	
REPAIR TO AC UNIT	282.04	01670400-52244	MAINTENANCE & REPAIR	411923	
	<u>1,954.37</u>				
HBK WATER METER SERVICE INC					
WATER METER TESTING	77.70	04201400-52282	METER MAINTENANCE	180242	
WATER METER TESTING	353.50	04201400-52282	METER MAINTENANCE	180195	
WATER METER TESTING	862.00	04201400-52282	METER MAINTENANCE	180227	
WATER METER TESTING	1,111.00	04201400-52282	METER MAINTENANCE	180214	
WATER METER TESTING	1,520.00	04201400-52282	METER MAINTENANCE	180222	
	<u>3,924.20</u>				

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HOME DEPOT					
ALL PURPOSE COVERALL	30.48	04201600-53317	OPERATING SUPPLIES	0245803	
AP SQ TUBE, CLEVIS PIN	15.52	01696200-53354	PARTS PURCHASED	0290262	
B-BOX PARTS	89.23	04201600-53317	OPERATING SUPPLIES	0273904	
CABLE TIES	31.46	04201600-53317	OPERATING SUPPLIES	0100982	
CONCRETE	71.28	04201600-53317	OPERATING SUPPLIES	2139707	
FITTINGS	5.82	04201600-53317	OPERATING SUPPLIES	8021955	
GLUE & NAILS	6.54	01680000-53319	MAINTENANCE SUPPLIES	5922471	
LAWN BAGS, LIGHT BULBS	32.82	01680000-53319	MAINTENANCE SUPPLIES	5854120	
PAINT -FARMHOUSE	34.59	01680000-53319	MAINTENANCE SUPPLIES	0586172	
PAINT, TIMBER OIL	51.90	01670400-53317	OPERATING SUPPLIES	0250381	
PAINT- FARMHOUSE	35.39	01680000-53319	MAINTENANCE SUPPLIES	0246090	
PIPE WRAP-FRM HOUSE	57.74	01680000-53319	MAINTENANCE SUPPLIES	0217232	
SAWZALL BLADES,SCREWS	90.36	04201600-53317	OPERATING SUPPLIES	2138261	
SUPPLIES	49.97	01680000-53319	MAINTENANCE SUPPLIES	5958459	
U-BOLT'S	7.80	04201600-53317	OPERATING SUPPLIES	0187583	
VALVE FOR HYDR MTR	53.92	04201600-53317	OPERATING SUPPLIES	0254805	
VARIOUS SUPPLIES	81.99	01696200-53317	OPERATING SUPPLIES	0217075	
WASTE BASKETS	21.02	01696200-53317	OPERATING SUPPLIES	0214197	
WHEEL BARREL, FITTINGS	107.98	04201600-53317	OPERATING SUPPLIES	2034791	
	875.81				
HOTELS-MASTERCARD					
B EVANS TRN 3/20-21	59.32	04100100-52223	TRAINING	566567548	
B EVANS TRN 3/20-21	59.32	04200100-52223	TRAINING	566567548	
IDEOA LODGING 4/4- 6 D CUMMINGS	277.76	01664700-52222	MEETINGS	222	
IDEOA CUMMINGS 4/4-6	277.76	01664700-52223	TRAINING	220	
JOHNSON 3/18-24 TRNG	1,117.86	01662700-52223	TRAINING	NKYRU-1	
JUNGERS 3/18-24 TRNG	1,117.86	01660100-52223	TRAINING	NKYRU	
TRN C PASKEVIC 3/18-24TH	1,075.86	01662400-52223	TRAINING	87048498	
	3,985.74				

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I R M A					
APRIL DEDUCTIBLE	1,544.62	01590000-52215	INSURANCE DEDUCTIBLES	16780	
	<u>1,544.62</u>				
IL SROA					
CASTRO/POPE JUNE 20-22TH REGIS CONFR	398.00	01664700-52223	TRAINING	2018 SRO CONF	
	<u>398.00</u>				
ILL ASSN OF PROPERTY & EVIDENCE MGRS					
PASKEVICZ TRN 4/11-13	425.00	01662400-52223	TRAINING	1YP947335B79	
	<u>425.00</u>				
ILLINOIS CITY COUNTY MANAGEMENT ASSN					
ILCMA ANNL MEMB DUES J BREINIG	439.49	01590000-52234	DUES & SUBSCRIPTIONS	JULY 1, 2018	
	<u>439.49</u>				
ILLINOIS MUNICIPAL LEAGUE					
JOB AD FOR COMM AFFRS	35.00	01600000-52228	PERSONNEL HIRING	1931694152	
	<u>35.00</u>				
ILLINOIS SECRETARY OF STATE					
LIC RENEW SQUAD 651	108.50	01662700-52244	MAINTENANCE & REPAIR	000131	
	<u>108.50</u>				
ILLINOIS STATE POLICE					
LIVESCAN FEES REPLENISH -MAY	1,000.00	01660100-53317	OPERATING SUPPLIES	ILL 13340S REPLENISH	
REPENISH LIVESCAN FEES PD LIQUOR CONTRL M	1,000.00	01660100-53317	OPERATING SUPPLIES	IL022040L LIQUOR	
	<u>2,000.00</u>				

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INTERGOVERNMENTAL PERSONNEL BENEFIT COOPERATIVE					
MAY 2018 INSURANCE	25.23	01641800-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	326.88	01643600-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	500.61	01621300-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	682.41	01641700-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	690.06	01670700-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	734.84	01623100-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	850.91	04201400-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	1,078.89	04103100-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	1,082.33	01621900-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	1,160.34	04101500-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	1,240.91	04100100-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	1,353.72	01670500-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	1,547.12	01670200-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	1,595.04	01610100-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	1,608.38	01670300-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	1,618.55	04203100-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	1,740.51	01670600-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	1,882.74	01620600-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	1,939.63	01680000-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	1,985.63	01642100-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	2,087.33	01622200-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	2,153.14	01640100-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	2,288.18	01613000-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	2,417.39	01690100-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	2,957.31	01620100-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	3,384.34	01696200-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	3,463.48	01662500-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	3,664.81	01643700-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	3,909.38	01670400-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	3,930.66	01590000-51111	GROUP INSURANCE	05012018	

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MAY 2018 INSURANCE	4,297.78	04200100-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	4,389.99	04201600-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	4,775.36	01612900-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	5,323.58	01662300-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	6,025.14	01652800-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	8,523.39	01662600-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	8,637.42	01662400-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	10,087.27	01670100-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	12,120.07	01664700-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	19,159.27	01660100-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	32,506.84	01600000-51111	GROUP INSURANCE	05012018	
MAY 2018 INSURANCE	56,495.19	01662700-51111	GROUP INSURANCE	05012018	
	226,242.05				
INTERNET PURCHASE MASTERCARD					
BATTERIES	158.10	01662700-53317	OPERATING SUPPLIES	1199923	
CLOTH ALLOW-ZAKERSKI	144.02	01664700-53324	UNIFORMS	1818640407	
CLOUD MNG 2/19-4/22	84.52	01652800-52255	SOFTWARE MAINTENANCE	0128038	
TRAINING MATS	2,196.00	01662700-53350	SMALL EQUIPMENT EXPENSE	96783	
	2,582.64				
INTERSTATE COMPANIES INC					
MR SPEED SENSOR	102.69	01696200-53354	PARTS PURCHASED	C042023975	
	102.69				
IT GLUE					
IT DOC SFTWR APR-MAY	95.00	01652800-52255	SOFTWARE MAINTENANCE	112486805	
	95.00				
J & D INGENUTIES LLC					
MTC & BATTERY 1/1/18-12/31/18	2,452.28	01660100-52244	MAINTENANCE & REPAIR	1190	
SIREN MONITORING 04/1/18 -3/31/19	381.92	01660100-52244	MAINTENANCE & REPAIR	1154	
	2,834.20				

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J G UNIFORMS INC					
VEST COVERS	1,042.00	01662700-53324	UNIFORMS	34265	
	<u>1,042.00</u>				
JACOB & HEFNER ASSOCIATES INC					
365 E NORTH AVE WTR MAIN THRU MAR 25TH	1,500.00	04201600-54480	CONSTRUCTION	55316	
	<u>1,500.00</u>				
JEWEL-OSCO					
CPA REFRESHMENTS 3/29	35.99	01664776-53325	COMMUNITY RELATIONS	093600	
RETIREMENT CARDS	30.54	01660100-53317	OPERATING SUPPLIES	0373777	
TRNG SUPPL 4/16	90.18	01662700-52223	TRAINING	093205	
VOLUNTEER DNR 4/16	22.65	01662700-52223	TRAINING	011202	
VOLUNTEER DNR 4/17	72.62	01662700-52223	TRAINING	072252	
VOLUNTEER TRN 4/19	42.97	01662700-52223	TRAINING	081573	
VOLUNTEER TRNG 4/18	39.96	01662700-52223	TRAINING	066522	
	<u>334.91</u>				
JOE COTTON FORD					
AP BOLTS	18.28	01696200-53354	PARTS PURCHASED	333018	
AP SHAFT	300.62	01696200-53354	PARTS PURCHASED	332965	
AP TIMING CHAIN	316.85	01696200-53354	PARTS PURCHASED	333057	
MR NOZZLE	5.70	01696200-53354	PARTS PURCHASED	332897	
	<u>641.45</u>				
JULIE JOHNSON					
PR DIEM CLS 1/8/18 THR 5/11/18 J JOHNSON-ZA	658.00	01662700-52223	TRAINING	MT-SPSCO10818	
	<u>658.00</u>				
K & G FASHION STORE					
CLOTH ALLOW - POPE	39.99	01664700-53324	UNIFORMS	014528	
	<u>39.99</u>				

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KAMMES AUTO & TRUCK REPAIR INC					
STATE INSPECTIONS	437.00	01696200-53353	OUTSOURCING SERVICES	125085	
	<u>437.00</u>				
KC PRINTING SERVICES INC					
LETTERHEAD	592.00	01662600-53314	OFFICE SUPPLIES	G2946	
	<u>592.00</u>				
KEVRON PRINTING					
LOST/STOLEN DL REPORT	174.30	01662600-53315	PRINTED MATERIALS	18-40791	
PRISONER RECEIPTS	398.10	01662600-53315	PRINTED MATERIALS	18-40684	
SOC.L SERV. REFERRALS	173.30	01662600-53315	PRINTED MATERIALS	18-40683	
TOW REPORTS	404.40	01662600-53315	PRINTED MATERIALS	18-40451	
TRAFFIC COMPLAINTS	261.60	01662600-53315	PRINTED MATERIALS	18-40663	
	<u>1,411.70</u>				
KLEIN, THORPE & JENKINS, LTD					
LEGAL SERVICES FOR APRIL/2018	126.00	11740000-52238	LEGAL FEES	195653 5/9/18	
LEGAL SERVICES FOR APRIL/2018	399.00	01510000-52238	LEGAL FEES	195653 5/9/18	
LEGAL SERVICES FOR APRIL/2018	504.00	04200100-52238	LEGAL FEES	195653 5/9/18	
LEGAL SERVICES FOR APRIL/2018	504.00	22490000-52238	LEGAL FEES	195653 5/9/18	
LEGAL SERVICES FOR APRIL/2018	9,783.83	01570000-52238	LEGAL FEES	195653 5/9/18	
	<u>11,316.83</u>				
KOHL'S					
CLOTH ALLOW - POPE	36.99	01664700-53324	UNIFORMS	049170	
	<u>36.99</u>				

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KONICA MINOLTA BUSINESS SOLUTIONS					
INV DEC/JAN18	-120.51	01662400-52226	OFFICE EQUIPMENT MAINTENAN	249668943	
INV FEB/MAR18	121.30	01662400-52226	OFFICE EQUIPMENT MAINTENAN	250686356	
INV JAN/FEB18	134.37	01662400-52226	OFFICE EQUIPMENT MAINTENAN	250172208	
SOC DEC/JAN18	12.42	01662500-52226	OFFICE EQUIPMENT MAINTENAN	249669307	
SOC FEB/MAR18	74.18	01662500-52226	OFFICE EQUIPMENT MAINTENAN	250686357	
SOC JAN/FEB18	25.59	01662500-52226	OFFICE EQUIPMENT MAINTENAN	250171948	
BIZHUB MTC QTR END	66.02	01612900-52226	OFFICE EQUIPMENT MAINTENAN	29004570190	
	313.37				
L A POLICE GEAR INC					
ASP PRODUCTS	324.70	01662700-53350	SMALL EQUIPMENT EXPENSE	27556	
	324.70				
LASER TECHNOLOGY INC					
LASER REPAIR	116.50	01662300-53317	OPERATING SUPPLIES	160894	
	116.50				
LAW OFFICE OF MICHELLE L MOORE LTD					
LOCAL PROSC - MAY (DOUBLE PYMNT)	3,000.00	01570000-52235	LEGAL FEES-PROSECUTION	2018-05DUPL	
LOCAL PROSC - MAY (DOUBLE PYMNT)	6,282.54	01570000-52312	PROSECUTION DUI	2018-05DUPL	
LOCAL PROSC- MAY	3,000.00	01570000-52235	LEGAL FEES-PROSECUTION	2018-05	
LOCAL PROSC- MAY	6,282.54	01570000-52312	PROSECUTION DUI	2018-05	
LOCAL PROSECUTION - JUNE	2,400.00	01570000-52235	LEGAL FEES-PROSECUTION	2018-06	
LOCAL PROSECUTION - JUNE	6,220.00	01570000-52312	PROSECUTION DUI	2018-06	
	27,185.08				

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LECHNER & SONS					
MATS/TOWELS-3/21/18	30.21	01670100-53317	OPERATING SUPPLIES	2413883	
MATS/TOWELS-3/28/18	30.21	01670100-53317	OPERATING SUPPLIES	2416509	
MATS/TOWELS-4/11/18	30.21	01670100-53317	OPERATING SUPPLIES	2423549	
MATS/TOWELS-4/18/18	30.21	01670100-53317	OPERATING SUPPLIES	2426199	
MATS/TOWELS-4/4/18	30.21	01670100-53317	OPERATING SUPPLIES	2420817	
WIPES-3/21/18	60.86	01696200-53317	OPERATING SUPPLIES	2413883	
WIPES-3/28/18	60.86	01696200-53317	OPERATING SUPPLIES	2416509	
WIPES-4/11/18	60.86	01696200-53317	OPERATING SUPPLIES	2423549	
WIPES-4/18/18	60.86	01696200-53317	OPERATING SUPPLIES	2426199	
WIPES-4/4/18	60.86	01696200-53317	OPERATING SUPPLIES	2420817	
	455.35				
LEXIPOL LLC					
06/01/18 -05/31/19 DUES & SUBSCRIPT	10,404.00	01660100-52234	DUES & SUBSCRIPTIONS	24258	
	10,404.00				
LEXISNEXIS					
MARCH 2018 FEE	197.08	01662400-53330	INVESTIGATION FUND	20180331	
	197.08				
LIVE VIEW GPS INC					
MONTHLY FEE-APRIL	79.90	01664700-53330	INVESTIGATION FUND	327713	
	79.90				
LOWE'S HOME CENTERS					
DRYWALL SCREWS	6.48	04201600-53317	OPERATING SUPPLIES	6080162	
RAKES, SHOVELS	163.84	01670500-53316	TOOLS	99002214	
SHEATHING	35.34	01670500-53317	OPERATING SUPPLIES	9163694	
SMALL EQUIPMENT	24.34	01643700-53350	SMALL EQUIPMENT EXPENSE	7347604	
TAN EXT SCR	6.82	01670500-53317	OPERATING SUPPLIES	8156209	
WOOD	46.20	01670400-53317	OPERATING SUPPLIES	8988718	
	283.02				

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MARSHALLS					
CLOTH ALLOW-ANDREJEVIC	74.92	01664700-53324	UNIFORMS	066654	
	<u>74.92</u>				
MDE INC					
FTO PROGRAM 8/1/18- 7/31/18	600.00	01662700-52234	DUES & SUBSCRIPTIONS	7541	
	<u>600.00</u>				
MENARDS					
CABINETS	174.00	01670200-53317	OPERATING SUPPLIES	040934	
CABINETS	174.00	01670500-53317	OPERATING SUPPLIES	040934	
	<u>348.00</u>				
MICHELE L PALLADINI					
TRAINING PABLO CASTRO JUNE 25 & 26TH	179.00	01664700-52223	TRAINING	PABLO CASTRO REGIS	
	<u>179.00</u>				
MIDWEST METER INC					
ERTS FOR OMNI METERS	1,145.89	04201400-53333	NEW METERS	0099565-IN	
METER BASES & ERTS	1,820.75	04201400-53333	NEW METERS	0098781-IN	
	<u>2,966.64</u>				
MNJ TECHNOLOGIES DIRECT					
PROJECTOR CABLES	161.10	01652800-53317	OPERATING SUPPLIES	0003598224	
TC CAMERA EQUIPMENT	360.86	01652800-54412	OTHER EQUIPMENT	0003598267	
TC CAMERA MOUNT	2.30	01652800-54412	OTHER EQUIPMENT	0003598401	
	<u>524.26</u>				
MULTISYSTEM MANAGEMENT COMPANY					
JANITORIAL SRV'S APRIL 2018	1,580.00	01680000-52276	JANITORIAL SERVICES	1857	
	<u>1,580.00</u>				

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MUNICIPAL CLERKS OF DUPAGE CO					
JUNE CLERK MTG	22.00	01580000-52222	MEETINGS	JUNE 6, 2018	
	22.00				
MUNICIPAL EMERGENCY SERVICES INC					
EMERGENCY EQUIPMENT	478.00	01660100-53322	EMERGENCY EQUIPMENT	IN1211429	
	478.00				
N E M R T					
BOSHART TRNG 11/13-15	250.00	01664700-52223	TRAINING	228547	
BUCHOLZ TRNG 10/2017	225.00	01662700-52223	TRAINING	226400	
BULLERI TRNG 11/7-8	325.00	01662700-52223	TRAINING	228121	
BULLERI TRNG 12/6-7	300.00	01662700-52223	TRAINING	229392	
KEALLY/FREER 1/11-12	300.00	01662700-52223	TRAINING	230702	
PASKEVICZ TRN 11/13-1	375.00	01664700-52223	TRAINING	228441	
PASKEVICZ TRNG 10/17	125.00	01662400-52223	TRAINING	226433	
PLACKETT 12/18-22	35.00	01662700-52223	TRAINING	230028	
PLACKETT TRNG 11/13-1	250.00	01662700-52223	TRAINING	228547	
S CADLE/KALINOWICZ 1/11	100.00	01662700-52223	TRAINING	230992	
WAJDOWICZ/BECK DEC/17	200.00	01662700-52223	TRAINING	229945	
WALKER TRN 11/13-15	375.00	01662400-52223	TRAINING	228441	
WALKER TRNG 11/7-8	325.00	01662400-52223	TRAINING	228121	
WALKER TRNG 12/6-7	300.00	01664700-52223	TRAINING	229392	
ZOCHERT TRN 12/11-13	375.00	01660100-52223	TRAINING	230063	
	3,860.00				
NATIONAL ENGRAVERS					
HARKER PLAGUE RETMNT	95.00	01600000-53315	PRINTED MATERIALS	63880	
	95.00				
NATIONAL SEED					
HYDROSEEDING	909.00	01670400-53317	OPERATING SUPPLIES	576596SI	
	909.00				

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NEWEGG INC					
HUB FOR COMPUTER	22.99	01662400-53317	OPERATING SUPPLIES	320962483	
	22.99				
NICOR					
LARGER METER 500NGARY	2,295.18	11740000-55490	VILLAGE HALL RENOVATION	MT18-059	
	2,295.18				
NIKE FACTORY STORE					
CLOTH ALLOW-ZAKERSKI	94.99	01664700-53324	UNIFORMS	80294	
	94.99				
NMI					
CC GATEWAY FEES APRIL/2018	10.00	01610100-52256	BANKING SERVICES	265780525	
CC GATEWAY FEES APRIL/2018	93.45	04103100-52221	UTILITY BILL PROCESSING	265800001	
CC GATEWAY FEES APRIL/2018	93.45	04203100-52221	UTILITY BILL PROCESSING	265800001	
	196.90				
NORTHERN ILLINOIS UNIVERSITY					
CREDIT APPLIED NIU GIS INTERNS	-2,279.94	01652800-52257	GIS SYSTEM	PR1004537CR	
NIU GIS INTERNS MARCH/2018	4,043.95	01652800-52257	GIS SYSTEM	PR1004537	
	1,764.01				
O'REILLY AUTO PARTS					
AP GASKETS	60.15	01696200-53354	PARTS PURCHASED	5514-167910	
AP RADIATOR	148.22	01696200-53354	PARTS PURCHASED	5514-167882	
AP RETURN-RADIATOR	-148.22	01696200-53354	PARTS PURCHASED	5514-167884	
AP ROCKER ARMS	334.08	01696200-53354	PARTS PURCHASED	5514-167377	
AP WINDOW TINT	13.99	01696200-53354	PARTS PURCHASED	5514-167556	
TRUCK WASH	3.99	01670200-53317	OPERATING SUPPLIES	5514-168241	
	412.21				

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OFFICE DEPOT					
CPA SUPPLIES	97.43	01664776-53325	COMMUNITY RELATIONS	008901	
CPA SUPPLIES	153.23	01664776-53325	COMMUNITY RELATIONS	119448877001	
OFFICE SUPPLIES	152.39	01662600-53314	OFFICE SUPPLIES	122491531001	
OFFICE SUPPLIES	42.99	01662600-53314	OFFICE SUPPLIES	15837369001	
OFFICE SUPPLIES	73.88	01662600-53314	OFFICE SUPPLIES	119004276001	
	519.92				
PADDOCK PUBLICATIONS INC					
LED LUMINAIARES	60.95	01580000-52240	PUBLIC NOTICES/INFORMATION	T4498929	
	60.95				
PETTY CASH					
REIMBURSEMENTS THRU 5/10/18	521.57	01-10307	PETTY CASH	5/10/18 PETTY CSH	
	521.57				
POLO RALPH LAUREN					
CLOTH ALLOW - WALKER	74.47	01664700-53324	UNIFORMS	441023	
	74.47				
POMPS TIRE SERVICE					
MR TIRES	392.46	01696200-53354	PARTS PURCHASED	410559758	
	392.46				
POSITIVE PROMOTIONS					
ADOPT-A-COP SUPPLIES	250.95	01664700-53325	COMMUNITY RELATIONS	05985326	
ADOPT-A-COP SUPPLIES	862.67	01664700-53325	COMMUNITY RELATIONS	05985037	
	1,113.62				
PRIORITY PRODUCTS INC					
STAINLESS BOLTS	54.30	04201600-53317	OPERATING SUPPLIES	921109	
	54.30				

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PRO SAFETY INC					
HIP BOOTS	162.94	04201600-53317	OPERATING SUPPLIES	2/847230	
	<u>162.94</u>				
R GUNS					
4 20RD PMAGS AR-15	45.00	01662700-53317	OPERATING SUPPLIES	015841	
	<u>45.00</u>				
RAY O'HERRON CO					
C CADLE	256.00	01662700-53324	UNIFORMS	1815986	
CHACON	212.00	01662700-53324	UNIFORMS	1818093	
CHRISTENSON	159.00	01662700-53324	UNIFORMS	1817438	
CHRISTENSON	780.97	01662700-53324	UNIFORMS	1819584	
CHRISTENSON (CREDIT)	-71.99	01662700-53324	UNIFORMS	1817437	
FRY	177.00	01662700-53324	UNIFORMS	1817439	
IBARRIENTOS	333.99	01662700-53324	UNIFORMS	1815988	
LOPEZ	42.50	01662700-53324	UNIFORMS	1815987	
PLUMB	53.00	01662700-53324	UNIFORMS	1817440	
STAFIEJ	132.90	01662300-53324	UNIFORMS	1817831	
ZALAK	106.00	01662700-53324	UNIFORMS	1818091	
	<u>2,181.37</u>				
RECRUITERBOX					
SUBSCRIPT. 3/23-4/23	90.00	01600000-52255	SOFTWARE MAINTENANCE	65011	
	<u>90.00</u>				
REFUNDS PRESERVATION BONDS					
DRIVEWAY BOND REFUND	300.00	01-24302	ESCROW - GRADING	1294 YORKSHIRE LN	
DRIVEWAY BOND REFUND	300.00	01-24302	ESCROW - GRADING	519 HEATHER LN	
DRIVEWAY BOND REFUND	300.00	01-24302	ESCROW - GRADING	922 WAMPUM CT	
	<u>900.00</u>				

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REFUNDS TAX STAMPS					
TAX STAMP #29452 REFUND	708.00	01000000-41208	REAL ESTATE TRANSFER TAX	416 ESSEX PL	
TAX STAMP #29492 REFUND	774.00	01000000-41208	REAL ESTATE TRANSFER TAX	761 HICKORY LN	
	<u>1,482.00</u>				
RENTAL MAX					
AERATOR RNTL 4/2018	210.65	01670400-52264	EQUIPMENT RENTAL	286726-7	
TAX CREDIT	-0.65	01670400-52264	EQUIPMENT RENTAL	286726-7REF	
	<u>210.00</u>				
RESTAURANT-MASTERCARD					
B EVANS TRN 3/20-21	10.66	04100100-52223	TRAINING	055920	
B EVANS TRN 3/20-21	10.67	04200100-52223	TRAINING	055920	
CPA REFRESHMENTS 3/22	249.75	01664776-53325	COMMUNITY RELATIONS	00214	
CPA REFRESHMENTS 3/29	481.25	01664776-53325	COMMUNITY RELATIONS	00202	
DRE TRAIN REFRESHMENTS	55.30	01662700-52223	TRAINING	024678	
MTHLY CHIEFS MTG 4/18	14.86	01660100-52222	MEETINGS	197075	
SGT INTERVIEWERS FOOD	105.67	01660100-53317	OPERATING SUPPLIES	040718	
VB WORKSHOP 4/16/18	256.27	01520000-52222	MEETINGS	067554	
VB WORKSHOP 4/2/18	114.30	01520000-52222	MEETINGS	040218	
VOLUNT DONUTS 4/16	37.98	01662700-52223	TRAINING	3838449	
VOLUNTEER DNR 4/18	55.03	01662700-52223	TRAINING	1144556	
VOLUNTEER TRN 4/19	61.97	01662700-52223	TRAINING	002239	
	<u>1,453.71</u>				
RUSH TRUCK CENTERS					
MA BRAKE VALVES	553.07	01696200-53354	PARTS PURCHASED	3010412639	
MA DRIER	164.05	01696200-53354	PARTS PURCHASED	3010397548	
MA STACK	42.87	01696200-53354	PARTS PURCHASED	3010441361	
PARTS	233.50	01696200-53354	PARTS PURCHASED	3010422192	
	<u>993.49</u>				

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SAUERS BAKERY INC					
SGT ORAL INTERVIEWERS	13.45	01660100-53317	OPERATING SUPPLIES	000021	
	<u>13.45</u>				
SEARS HARDWARE					
JEANS-DAVE NOWORUL	79.98	04200100-53324	UNIFORMS	011725211423	
JEANS-DAVE NOWORUL	239.94	04200100-53324	UNIFORMS	011725211422	
	<u>319.92</u>				
SEAWAY SUPPLY CO					
PAPER PRODUCTS	19.50	01670400-53317	OPERATING SUPPLIES	133674	
PAPER PRODUCTS	19.50	04201600-53317	OPERATING SUPPLIES	133674	
	<u>39.00</u>				
SMITH SECKMAN REID INC					
MUNICIPAL REMODEL AGENT SRVS THRU APRIL/	4,995.18	11740000-55490	VILLAGE HALL RENOVATION	250986	
	<u>4,995.18</u>				
SNAP ON INDUSTRIAL					
DVOM	348.97	01696200-53316	TOOLS	ARV/35493542	
WORKLIGHT	94.55	01696200-53316	TOOLS	ARV/35545817	
	<u>443.52</u>				
SOS TECHNOLOGIES					
AED PADS	238.55	01662700-53317	OPERATING SUPPLIES	143897	
	<u>238.55</u>				
ST CHARLES CHRYSLER, DODGE & JEEP					
AP MOUNT	65.36	01696200-53354	PARTS PURCHASED	115441	
	<u>65.36</u>				

**Village of Carol Stream
Schedule of Bills
For Village Board Approval on May 21, 2018**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
STEINER ELECTRIC COMPANY					
RELAY FOR LIFT STATION	55.01	04101500-53317	OPERATING SUPPLIES	S00600369802	
SHIPPING/HANDLING CHG	6.96	04101500-53317	OPERATING SUPPLIES	S006003698-1	
	<u>61.97</u>				
STEPHEN A LASER ASSOCIATES P C					
POLICE ASSESSMENT - CHRISTENSON	600.00	01510000-52228	PERSONNEL HIRING	2006443	
POLICE ASSESSMENT - QUESTION DEVELOPT	1,800.00	01510000-52228	PERSONNEL HIRING	2006431	
	<u>2,400.00</u>				
STEVE HERRON					
SERGEANT ASSESSMENTS ON 4/21/18	600.00	01510000-52228	PERSONNEL HIRING	4/21/18 SERGEANT	
	<u>600.00</u>				
SUBURBAN DRIVELINE INC					
AP PLOW BLADE	398.00	01696200-53354	PARTS PURCHASED	00148551	
	<u>398.00</u>				
SUBURBAN LABORATORIES INC					
WATER SAMPLES	492.00	04201600-52279	LAB SERVICES	153860	
	<u>492.00</u>				
SURVEY MONKEY					
ANNUAL SUBSCRPT APRIL/2018- APRIL/2019	360.00	01600000-52255	SOFTWARE MAINTENANCE	31298144	
	<u>360.00</u>				
TERRACE SUPPLY COMPANY					
CYLINDER RNTL MARCH	26.35	01696200-52264	EQUIPMENT RENTAL	00986304	
	<u>26.35</u>				

**Village of Carol Stream
Schedule of Bills
For Village Board Approval on May 21, 2018**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
THIRD MILLENIUM ASSOCIATES INCORPORATED					
BILL PRINTING -4/27/18	1,215.39	04103100-52221	UTILITY BILL PROCESSING	22037	
BILL PRINTING -4/27/18	1,215.40	04203100-52221	UTILITY BILL PROCESSING	22037	
GREEN PAY FEE - APRIL	225.00	04103100-52221	UTILITY BILL PROCESSING	22028	
GREEN PAY FEE - APRIL	225.00	04203100-52221	UTILITY BILL PROCESSING	22028	
	2,880.79				
THOMAS PUMP CO					
FOUNTAIN REPAIR	720.00	01680000-52244	MAINTENANCE & REPAIR	R9848	
	720.00				
TITAN SUPPLY INC					
SUPPLIES	328.20	01680000-53320	JANITORIAL SUPPLIES	3523	
SUPPLIES	331.40	01680000-53320	JANITORIAL SUPPLIES	3525	
	659.60				
TRANS UNION LLC					
MTHLY CREDIT CHECKS 2/26- 3/25	75.00	01662400-53330	INVESTIGATION FUND	03800422	
	75.00				
TRAVEL-MASTERCARD					
4/12/18 B CLUEVER TRNG	40.00	01662300-52222	MEETINGS	341	
MARC/ROCKY SEMR 4/19/18 BUSINESS CONTEN	15.00	01652800-52223	TRAINING	06	
PRKG CLUEVER ARIDE CLS 4/11/18	40.00	01662300-52222	MEETINGS	432	
PRKG CLUEVER ARIDE CLS 4/13/18	40.00	01662300-52222	MEETINGS	408	
	135.00				
TRI RIVER POLICE TRAINING REGION, INC					
DUNTEMAN, PASKEVICZ, ROE SEMR 5/14-5/16	450.00	01662400-52223	TRAINING	4441	
	450.00				

**Village of Carol Stream
Schedule of Bills
For Village Board Approval on May 21, 2018**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
TRISOURCE SOLUTIONS LLC					
TRISOURCE CC FEES APRIL 2018	178.92	04203100-52221	UTILITY BILL PROCESSING	1420 05/2/18	
TRISOURCE CC FEES APRIL 2018	178.93	04103100-52221	UTILITY BILL PROCESSING	1420 05/2/18	
TRISOURCE CC FEES APRIL 2018	1,073.53	01610100-52256	BANKING SERVICES	1420 05/2/18	
TRISOURCE CC FEES APRIL/2018	2,158.95	04103100-52221	UTILITY BILL PROCESSING	7833 05/02/18	
TRISOURCE CC FEES APRIL/2018	2,158.95	04203100-52221	UTILITY BILL PROCESSING	7833 05/02/18	
	<u>5,749.28</u>				
TYCO FIRE & SECURITY (US)MGMT INC					
124 GERZEVSKI ALARM 04/1- 06/30	50.91	01670400-52234	DUES & SUBSCRIPTIONS	30222471	
245 KUHN RD ALARM 04/1 -6/30	50.91	04100100-52234	DUES & SUBSCRIPTIONS	30222499-3	
300 KUHN RD ALARM 4/1- 6/30	50.91	04200100-52234	DUES & SUBSCRIPTIONS	30222445	
	<u>152.73</u>				
UNITED RADIO COMMUNICATIONS					
RADIO FREQUENCY WORK	3,000.00	01670500-53317	OPERATING SUPPLIES	100000205-1	
	<u>3,000.00</u>				

**Village of Carol Stream
Schedule of Bills
For Village Board Approval on May 21, 2018**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
UNITED STATES POSTAL SERVICE					
DUI KITS TO LAB	14.10	01662400-53317	OPERATING SUPPLIES	038827	
DUI KITS TO LAB	16.05	01662400-53317	OPERATING SUPPLIES	004357/790	
DUI KITS TO LAB	16.05	01662400-53317	OPERATING SUPPLIES	097313	
DUI KITS TO LAB	17.30	01662400-53317	OPERATING SUPPLIES	075997	
DUI KITS TO LAB	17.65	01662400-53317	OPERATING SUPPLIES	28777	
PASSPORT 3/21/18	6.70	01610100-52229	POSTAGE	430458128	
PASSPORT 3/23/18	6.70	01610100-52229	POSTAGE	430657257	
PASSPORT 3/26/18	6.70	01610100-52229	POSTAGE	430824506	
PASSPORT 3/27/18	6.70	01610100-52229	POSTAGE	430955593	
PASSPORT 3/28/18	6.70	01610100-52229	POSTAGE	431083365	
PASSPORT 3/28/18	6.70	01610100-52229	POSTAGE	431102629	
PASSPORT 3/29/18	6.70	01610100-52229	POSTAGE	431184819	
PASSPORT 3/30/18	6.70	01610100-52229	POSTAGE	431288988	
PASSPORT 4/11/18	6.70	01610100-52229	POSTAGE	432304309	
PASSPORT 4/12/18	6.70	01610100-52229	POSTAGE	432401913	
PASSPORT 4/13/18	6.70	01610100-52229	POSTAGE	432436905	
PASSPORT 4/16/18	6.70	01610100-52229	POSTAGE	432680516	
PASSPORT 4/17/18	6.70	01610100-52229	POSTAGE	432790567	
PASSPORT 4/19/18	6.70	01610100-52229	POSTAGE	432999109	
PASSPORT 4/2/18	6.70	01610100-52229	POSTAGE	431461123	
PASSPORT 4/20/18	6.70	01610100-52229	POSTAGE	433089162	
PASSPORT 4/5/18	6.70	01610100-52229	POSTAGE	431734646	
PASSPORT 4/6/18	6.70	01610100-52229	POSTAGE	431889820	
PASSPORT 4/9/18	6.70	01610100-52229	POSTAGE	432009728	
	208.45				
UNITED UNIFORM DISTRIBUTION LLC					
SHIELDS	1,980.00	01662700-53317	OPERATING SUPPLIES	0021-018706	
	1,980.00				

**Village of Carol Stream
Schedule of Bills
For Village Board Approval on May 21, 2018**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
UPS GROUND SERVICE					
HAVIS DOCK PICKUP	6.90	01652800-53317	OPERATING SUPPLIES	2952MOFQBOP	
HAVIS DOCK REPAIR	12.16	01652800-53317	OPERATING SUPPLIES	P69KTO	
HGST WARRANTY REPAIR	16.19	01652800-53317	OPERATING SUPPLIES	220827	
HGST WARRANTY REPAIR	19.36	01652800-53317	OPERATING SUPPLIES	820832	
	<u>54.61</u>				
USA BLUE BOOK					
NOZZLE & ADAPTER	72.67	04201600-53317	OPERATING SUPPLIES	541964	
WASHDOWN HOSE	229.08	04201600-53317	OPERATING SUPPLIES	539216	
	<u>301.75</u>				
VERIZON WIRELESS					
EMAG CHR 3/3-4/2	1.78	01652800-52230	TELEPHONE	9804662911	
PH EMAG CHR 2/3-3/2	1.78	01652800-52230	TELEPHONE	9802810094	
	<u>3.56</u>				
VILLA PARK ELECTRICAL SUPPLY CO INC					
150W BULBS	372.00	01670300-53215	STREET LIGHT SUPPLIES	126583-00	
250W COBRA HEAD	281.40	01670300-53215	STREET LIGHT SUPPLIES	119998-00	
	<u>653.40</u>				
VISTAPRINT.COM					
BUSINESS CARDS	61.16	01640100-53315	PRINTED MATERIALS	Q4A47-2A9	
	<u>61.16</u>				
WAL MART					
BEVERAGES AND PANELS	53.33	01660100-53317	OPERATING SUPPLIES	098817	
CPA REFRESHMENTS 3/29	34.95	01664776-53325	COMMUNITY RELATIONS	08997	
	<u>88.28</u>				

**Village of Carol Stream
Schedule of Bills
For Village Board Approval on May 21, 2018**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
WESTMORE SUPPLY CO					
CONCRETE	611.00	01670300-53317	OPERATING SUPPLIES	R94721	
	611.00				
WEX BANK					
FUEL APRIL 2018	-87.08	01000000-47407	MISCELLANEOUS REVENUE	54117293	
FUEL APRIL 2018	43.93	01696200-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	56.02	01652800-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	61.13	01643700-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	78.43	04200100-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	79.10	01680000-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	94.68	01622200-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	142.01	01620100-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	172.21	01670100-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	172.21	01670300-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	204.64	01642100-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	215.26	01670600-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	215.26	01670700-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	258.32	01670500-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	365.95	01670400-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	466.49	01664700-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	549.01	04201400-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	550.55	04101500-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	583.11	01662400-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	753.42	01670200-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	941.15	04201600-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	1,049.60	01660100-53313	AUTO GAS & OIL	54117293	
FUEL APRIL 2018	9,563.02	01662700-53313	AUTO GAS & OIL	54117293	
	16,528.42				

**Village of Carol Stream
Schedule of Bills
For Village Board Approval on May 21, 2018**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
WHEATON MULCH INC					
GRASS SEED	180.00	01670400-53317	OPERATING SUPPLIES	18-0444	
TOP PATCH	84.00	01670500-53317	OPERATING SUPPLIES	18-0264	
TOP SOIL	64.00	04201600-52286	PAVEMENT RESTORATION	18-0333	
TOP SOIL	64.00	04201600-52286	PAVEMENT RESTORATION	18-0335	
TOP SOIL	64.00	04201600-52286	PAVEMENT RESTORATION	18-0338	
TOP SOIL	64.00	04201600-52286	PAVEMENT RESTORATION	18-0340	
TOP SOIL	192.00	01670400-53317	OPERATING SUPPLIES	18-0406	
TOP SOIL & SEED	156.00	04201600-52286	PAVEMENT RESTORATION	18-0398	
	868.00				
ZEP SALES & SERVICE					
TRUCK WASH	199.98	01670200-53317	OPERATING SUPPLIES	9003364627	
	199.98				
ZEUS BATTERY PRODUCT					
BARRICADE BATTERIES	51.00	01670300-53317	OPERATING SUPPLIES	00234885	
FRM HS BATTERY-ALARM	56.86	01680000-53319	MAINTENANCE SUPPLIES	00184443	
	107.86				
ZYNNOVATION LLC					
TAX REFUND	-1.91	01670700-52268	TREE MAINTENANCE	1906542792	
TREE DIAPER	42.90	01670700-52268	TREE MAINTENANCE	231Y357T	
	40.99				
GRAND TOTAL	\$725,582.91				

The preceding list of bills payable totaling \$725,582.91 was reviewed and approved for payment.

Approved by:



Joseph Breinig – Village Manager

Date: 5/18/18

Authorized by:

Frank Saverino Sr – Mayor

Laura Czarnecki- Village Clerk

ADDENDUM WARRANTS
May 8, 2018 Thru May 21, 2018

Fund	Check #	Vendor	Description	Amount
General	A C H	Wheaton Bank & Trust	Payroll April 23, 2018 thru May 6, 2018	650,429.92
Water & Sewer	A C H	Wheaton Bank & Trust	Payroll April 23, 2018 thru May 6, 2018	49,594.87
				<u>700,024.79</u>

Approved this _____ day of _____, 2018

By: _____
Frank Saverino Sr - Mayor

Laura Czarnecki - Village Clerk

Village of Carol Stream
General Fund Budget Summary
For the Month Ended April 30, 2018

	MONTH				YTD				BUDGET					
	Last Year	Current Year	Monthly Variance		Last Year	Current Year	YTD Variance		Adopted	Revised	YTD	Variance		
	Apr	Apr	\$	%	YTD	YTD	\$	%	Budget	Budget	Actual	\$	%	
REVENUES														
Sales Tax	\$ 535,832	\$ 490,011	(45,820)	-9%	\$ 7,765,266	\$ 7,183,484	(581,782)	-7%	\$ 8,400,000	\$ 8,400,000	\$ 7,183,484	(1,216,516)	-14%	
Home Rule Sales Tax	306,385	263,281	(43,104)	-14%	4,565,758	4,067,272	(498,486)	-11%	4,872,000	4,872,000	4,067,272	(804,728)	-17%	
State Income Tax	398,628	337,197	(61,431)	-15%	3,753,675	3,601,069	(152,607)	-4%	3,865,000	3,865,000	3,601,069	(263,932)	-7%	
Utility Tax - Electricity	287,920	143,639	(144,281)	-50%	1,887,699	1,854,789	(32,910)	-2%	1,870,000	1,870,000	1,854,789	(15,211)	-1%	
Telecommunications Tax	91,418	87,591	(3,827)	-4%	1,145,484	1,072,542	(72,941)	-6%	1,085,000	1,085,000	1,072,542	(12,458)	-1%	
Fines (Court, Ord., ATLE, Towing)	91,450	106,964	15,515	17%	1,366,098	1,403,983	37,885	3%	1,417,000	1,417,000	1,403,983	(13,017)	-1%	
Natural Gas Use Tax	78,612	86,262	7,650	10%	536,954	597,917	60,963	11%	570,000	570,000	597,917	27,917	5%	
Other Taxes (Use, Hotel, PPRT Real Estate, Road & Bridge)	236,132	177,668	(58,464)	-25%	2,516,709	3,053,222	536,513	21%	2,715,500	2,715,500	3,053,222	337,722	12%	
Licenses (Vehicle, Liquor, etc.)	123,978	(245,715)	(369,693)	-298%	590,489	581,238	(9,251)	-2%	1,000,700	1,000,700	581,238	(419,463)	-42%	
Cable Franchise Fees	-	38,419	38,419	100%	573,412	692,686	119,274	21%	671,000	671,000	692,686	21,686	3%	
Building Permits	109,648	134,812	25,164	23%	595,388	515,252	(80,136)	-13%	613,500	613,500	515,252	(98,248)	-16%	
Fees for Services	33,761	34,857	1,096	3%	723,920	636,774	(87,147)	-12%	638,700	638,700	636,774	(1,926)	0%	
Interest Income	4,809	(4,207)	(9,016)	-187%	39,914	113,475	73,562	184%	45,000	45,000	113,475	68,475	152%	
All Other / Miscellaneous	236,652	70,571	(166,080)	-70%	1,157,278	1,001,076	(156,202)	-13%	1,254,600	1,254,600	1,001,076	(253,524)	-20%	
Revenue Totals	2,535,223	1,721,351	(813,872)	-32%	27,218,043	26,374,778	(843,265)	-3%	29,018,000	29,018,000	26,374,778	(2,643,222)	-9%	
EXPENDITURES														
Fire & Police Commission	2,393	5,628	3,235	135%	29,084	36,482	7,398	25%	61,011	61,011	36,482	(24,529)	-40%	
Legislative Board	2,276	2,166	(109)	-5%	145,538	103,478	(42,060)	-29%	143,970	143,970	103,478	(40,492)	-28%	
Plan Commission & ZBA	672	299	(373)	-56%	4,949	4,343	(606)	-12%	5,450	5,450	4,343	(1,107)	-20%	
Legal Services	9,061	33,543	24,481	270%	249,869	265,630	15,761	6%	266,600	266,600	265,630	(970)	0%	
Village Clerk	4,342	5,744	1,402	32%	35,753	38,826	3,073	9%	50,689	50,689	38,826	(11,863)	-23%	
Administration	69,039	58,725	(10,314)	-15%	995,713	843,229	(152,485)	-15%	874,164	874,164	843,229	(30,935)	-4%	
Employee Relations	30,541	28,383	(2,158)	-7%	347,038	400,660	53,622	15%	447,987	447,987	400,660	(47,327)	-11%	
Financial Management	60,541	78,368	17,828	29%	883,127	978,203	95,076	11%	1,025,682	1,025,682	978,203	(47,479)	-5%	
Engineering Services	92,597	95,293	2,695	3%	1,187,162	1,279,120	91,958	8%	1,441,116	1,441,116	1,279,120	(161,996)	-11%	
Community Development	62,371	66,435	4,064	7%	1,017,089	972,822	(44,267)	-4%	1,143,553	1,143,553	972,822	(170,731)	-15%	
Information Technology	55,259	86,026	30,768	56%	959,455	1,064,226	104,771	11%	1,140,629	1,140,629	1,064,226	(76,403)	-7%	
Police	994,453	1,078,272	83,819	8%	13,798,645	14,730,456	931,811	7%	15,618,351	15,618,351	14,730,456	(887,895)	-6%	
Public Works	186,685	197,832	11,147	6%	3,578,153	3,497,003	(81,150)	-2%	4,136,730	4,136,730	3,497,003	(639,727)	-15%	
Municipal Building	314,630	21,926	(292,704)	-93%	743,496	956,545	213,049	29%	669,239	669,239	956,545	287,306	43%	
Municipal Garage	(2,511)	5,348	7,859	-313%	42,741	(16,052)	(58,793)	-138%	-	-	(16,052)	(16,052)	100%	
Transfers and Agreements	-	-	-	0%	509,628	659,133	149,505	29%	1,949,429	1,949,429	659,133	(1,290,296)	-66%	
Town Center	-	-	-	0%	42,982	39,708	(3,274)	-8%	43,400	43,400	39,708	(3,692)	-9%	
Expenditure Totals	1,882,349	1,763,988	(118,361)	-6%	24,570,423	25,853,811	1,283,388	5%	29,018,000	29,018,000	25,853,811	(3,164,189)	-11%	
Net Increase / (Decrease)	652,874	(42,637)	(695,511)		2,647,620	520,967	(2,126,653)		-	-	520,967	520,967		
Operating Transfer to Capital Projects Fund														
Net Increase / (Decrease)					\$ 520,967				\$ 520,967					

Village of Carol Stream
Water and Sewer Fund Budget Summary
For the Month Ended April 30, 2018

	MONTH				YTD				BUDGET					
	Last Year Apr	Current Year Apr	Monthly Variance \$ %		Last Year YTD	Current Year YTD	YTD Variance \$ %		Annual Budget	YTD Budget	YTD Actual	Variance \$ %		
REVENUES														
Water Billings	\$ 665,909	\$ 656,538	(9,371)	-1%	\$ 7,683,726	\$ 7,926,314	242,588	3%	\$ 7,900,000	\$ 7,900,000	\$ 7,926,314	26,314	0%	
Sewer Billings	261,837	274,824	12,986	5%	3,011,310	3,325,931	314,622	10%	3,380,000	3,380,000	3,325,931	(54,069)	-2%	
Penalties/Admin Fees	11,519	10,978	(541)	-5%	171,306	166,787	(4,519)	-3%	164,000	164,000	166,787	2,787	2%	
Connection/Expansion Fees	200	350	150	75%	36,079	69,705	33,626	93%	18,000	18,000	69,705	51,705	287%	
Interest Income	7,819	12,406	4,587	59%	55,921	149,503	93,581	167%	65,000	65,000	149,503	84,503	130%	
Rental Income	9,436	12,225	2,789	30%	207,354	144,306	(63,048)	-30%	178,000	178,000	144,306	(33,694)	-19%	
All Other / Miscellaneous	3,697	3,838	140	4%	130,842	398,244	267,403	204%	115,000	115,000	398,244	283,244	246%	
Revenue Totals	960,417	971,158	10,741	1%	11,296,538	12,180,790	884,252	8%	11,820,000	11,820,000	12,180,790	360,790	3%	
EXPENDITURES														
Salaries & Benefits	102,282	114,078	11,797	12%	1,408,737	1,481,750	73,013	5%	1,464,078	1,464,078	1,481,750	17,672	1%	
Purchase of Water	444,221	442,997	(1,224)	0%	5,978,158	6,202,948	224,791	4%	6,080,000	6,080,000	6,202,948	122,948	2%	
WRC Operating Contract	-	-	-	0%	1,711,276	1,792,423	81,147	5%	1,831,000	1,831,000	1,792,423	(38,577)	-2%	
Maintenance & Operating	99,192	103,912	4,720	5%	1,543,741	2,039,725	495,984	32%	2,130,465	2,130,465	2,039,725	(90,740)	-4%	
IEPA Loan P&I	-	-	-	0%	428,650	428,650	-	0%	428,651	428,651	428,650	(1)	0%	
DWC Loan P&I	-	-	-	0%	58,852	57,872	(981)	-2%	57,872	57,872	57,872	(0)	0%	
Capital Outlay	5,400	5,758	358	7%	127,955	317,208	189,253	148%	3,261,000	3,261,000	317,208	(2,943,792)	-90%	
Expenditure Totals	651,095	666,746	15,651	2%	11,257,369	12,320,576	1,063,207	9%	15,253,066	15,253,066	12,320,576	(2,932,490)	-19%	
Net Increase / (Decrease)	309,322	304,413	(4,909)		39,169	(139,785)	(178,954)		(3,433,066)	(3,433,066)	(139,785)	3,293,281		

Village of Carol Stream
Capital Budget Summary
For the Month Ended April 30, 2018

	MONTH				YTD				BUDGET*		
	Last Year	Current Year	Monthly Variance		Last Year	Current Year	YTD Variance		Annual	YTD	% of
	Apr	Apr	\$	%	YTD	YTD	\$	%	Budget	Actual	Total
CAPITAL PROJECTS FUND											
REVENUES											
Capital Grants	\$ 1,751	\$ 7,279	5,528	316%	\$ 153,489	\$ 161,320	7,831	5%	\$ 131,000	\$ 161,320	123%
Interest Income	15,846	37,180	21,334	135%	123,290	277,107	153,818	125%	75,000	277,107	369%
All Other / Miscellaneous	-	-	-	0%	230,772	-	(230,772)	-100%	95,000	-	0%
Revenue Totals	17,596	44,458	26,862	153%	507,551	438,428	(69,123)	-14%	301,000	438,428	146%
EXPENDITURES											
Roadway Improvements	29,194	1,426	(27,767)	-95%	4,104,773	935,603	(3,169,170)	-77%	1,424,000	935,603	66%
Facility Improvements	5,149	1,318,572	1,313,424	25511%	621,271	10,508,742	9,887,471	1591%	14,145,000	10,508,742	74%
Stormwater Improvements	35,895	-	(35,895)	-100%	211,757	45,268	(166,489)	-79%	427,000	45,268	11%
Miscellaneous	-	-	-	0%	8,600	882	(7,718)	-90%	5,000	882	18%
Expenditure Totals	70,237	1,319,998	1,249,762	1779%	4,946,400	11,490,496	6,544,095	132%	16,001,000	11,490,496	72%
Net Increase / (Decrease)	(52,640)	(1,275,540)	(1,222,900)	2323%	(4,438,850)	(11,052,068)	(6,613,218)	149%	(15,700,000)	(11,052,068)	70%
Operating Transfer from General Fund											
Net Increase / (Decrease)						<u>\$ (11,052,068)</u>				<u>\$ (11,052,068)</u>	
MFT FUND											
REVENUES											
Motor Fuel Tax Allotments	\$ 72,800	\$ 77,154	4,354	6%	\$ 1,009,963	\$ 1,009,978	15	0%	\$ 1,020,000	\$ 1,009,978	99%
Interest Income	3,265	12,564	9,299	285%	23,209	59,820	36,611	158%	20,000	59,820	299%
Revenue Totals	76,065	89,718	13,653	18%	1,033,172	1,069,799	36,626	4%	1,040,000	\$ 1,069,799	103%
EXPENDITURES											
Street Resurfacing - Capital	-	-	-	0%	-	3,108,205	3,108,205	100%	3,800,000	3,108,205	0%
Crack Filling	-	-	-	0%	92,515	89,774	(2,741)	-3%	116,000	89,774	77%
Expenditure Totals	-	-	-	0%	92,515	3,197,978	3,105,464	100%	3,916,000	3,197,978	82%
Net Increase / (Decrease)	76,065	89,718	13,653	18%	940,658	(2,128,180)	(3,068,837)	-326%	(2,876,000)	(2,128,180)	74%

* Due to the uncertainty of timing of various capital improvement projects, no YTD budget estimates are shown.

Village of Carol Stream
TIF Fund Budget Summary
 For the Month Ended April 30, 2018

NORTH/SCHMALE TIF	MONTH				YTD				BUDGET				
	Last Year	Current Year	Monthly Variance		Last Year	Current Year	YTD Variance		Adopted	YTD	YTD	Variance	
	Apr	Apr	\$	%	YTD	YTD	\$	%	Budget	Budget	Actual	\$	%
REVENUES													
TIF Property Taxes	\$ -	\$ -	\$ -	0%	\$ 190,996	\$ 304,936	\$ 113,940	60%	\$ 215,000	\$ 215,000	\$ 304,936	\$ 89,936	42%
Sales Taxes	-	-	-	0%	91,188	91,417	229	0%	73,500	73,500	91,417	17,917	24%
Interest Income	83	311	228	273%	490	2,150	1,660	339%	5,000	5,000	2,150	(2,850)	-57%
Village Contribution	-	-	-	0%	4,600	15,520	10,919	237%	21,500	21,500	15,520	(5,980)	-28%
Revenue Totals	83	311	228	273%	287,274	414,022	126,748	44%	315,000	315,000	414,022	99,022	31%
EXPENDITURES													
Legal Fees	-	1,134	1,134	100%	205	3,381	3,176	1549%	2,000	2,000	3,381	1,381	69%
Consulting Fees	-	-	-	0%	-	-	-	0%	-	-	-	-	0%
Other Expenses	-	-	-	0%	199,137	211,549	12,412	6%	230,000	230,000	211,549	(18,451)	-8%
Expenditure Totals	-	1,134	1,134	100%	199,342	214,930	15,588	8%	232,000	232,000	214,930	(17,070)	-7%
Net Increase / (Decrease)	83	(823)	(906)		87,933	199,093	111,160		83,000	83,000	199,093	116,093	

Village of Carol Stream
Police Pension Fund Budget Summary
 For the Month Ended April 30, 2018

POLICE PENSION FUND	MONTH				YTD				BUDGET				
	Last Year	Current Year	Monthly Variance		Last Year	Current Year	YTD Variance		Annual	YTD	YTD	Variance	
	Apr	Apr	\$	%	YTD	YTD	\$	%	Budget	Budget	Actual	\$	%
REVENUES													
Investment Income	\$ 104,822	\$ (250,369)	\$ (355,191)	-339%	\$ 2,558,802	\$ 2,589,121	\$ 30,319	1%	\$ 3,000,000	\$ 3,000,000	\$ 2,589,121	\$ (410,879)	-14%
Employee Contributions	45,101	47,802	2,701	6%	584,096	616,852	32,756	6%	646,500	646,500	616,852	(29,648)	-5%
Village Contribution	152,761	172,729	19,968	13%	1,833,135	2,072,751	239,616	13%	2,072,751	2,072,751	2,072,751	-	0%
Other Revenues	-	-	-	0%	3,109	-	(3,109)	-100%	-	-	-	-	0%
Revenue Totals	302,684	(29,838)	(332,522)	-110%	4,979,142	5,278,724	299,583	6%	5,719,251	5,719,251	5,278,724	(440,527)	-8%
EXPENDITURES													
Investment and Admin Fees	17,398	14,819	(2,579)	-15%	114,814	145,740	30,926	27%	151,000	151,000	145,740	(5,260)	-3%
Participant Benefit Payments	221,802	226,819	5,017	2%	2,508,968	2,682,378	173,410	7%	2,901,000	2,901,000	2,682,378	(218,622)	-8%
Expenditure Totals	239,200	241,639	2,438	1%	2,623,782	2,828,118	204,336	8%	3,052,000	3,052,000	2,828,118	(223,882)	-7%
Net Increase / (Decrease)	63,484	(271,476)	(334,960)		2,355,360	2,450,606	95,246		2,667,251	2,667,251	2,450,606	(216,645)	

Village of Carol Stream
Schedule of Cash and Investment Balances
 April 30, 2018

FUND	CASH	LGIPs*	Investments**	TOTAL CASH & INVESTMENTS	LAST YEAR 4/30/2017
GENERAL FUND	\$ 2,310,558.37	\$ 7,197,090.06	\$ 997,550.19	\$ 10,505,198.62	\$ 9,333,677.25
WATER & SEWER FUND	35,077.77	8,025,195.72	3,494,450.67	11,554,724.16	11,721,105.99
CAPITAL PROJECTS FUND	33,041.10	15,852,713.41	-	15,885,754.51	25,981,880.36
MFT FUND	-	513,334.77	2,488,890.08	3,002,224.85	5,141,061.77
NORTH/SCHMALE TIF FUND	93,386.99	227,998.62	-	321,385.61	131,066.83
POLICE PENSION FUND	229,691.76	137,964.91	46,282,324.02	46,649,980.69	43,760,406.23
TOTAL	<u>\$ 2,701,755.99</u>	<u>\$ 31,954,297.49</u>	<u>\$ 53,263,214.96</u>	<u>\$ 87,919,268.44</u>	<u>\$ 96,069,198.43</u>

* Local Government Investment Pools (LGIP) include the Illinois Funds and IMET.

** Detailed investment schedule on following page (excludes Police Pension investments under separate management).

Village of Carol Stream
Schedule of Investments
As of April 30, 2018

<u>CUSIP</u>	<u>Purchase Date</u>	<u>Type</u>	<u>Par Value</u>	<u>Price</u>	<u>(Premium)/ Discount</u>	<u>Book Value</u> ##-11501	<u>Purchased Interest</u> ##-12150	<u>Cash Settlement Amount</u>	<u>Coupon Dates</u>	<u>Coupon Rate</u>	<u>YTM</u>	<u>Maturity Date</u>	<u>Market Value</u>	<u>Mark to Market</u> ##-46525
01 - General Fund														
912796NV7	3/21/2018	Treasury Bill	\$ 500,000.00	0.991156000	\$ 4,422.00	\$ 495,578.00	-	\$ 495,578.00	N/A	N/A	1.85%	9/13/2018	496,433.00	855.00
912828A75	3/21/2018	Treasury Note	<u>504,000.00</u>	0.995976562	2,027.81	<u>501,972.19</u>	1,670.72	503,642.91	Jun/Dec	1.500%	2.02%	12/31/2018	501,814.66	(157.53)
Subtotal			\$ 1,004,000.00			\$ 997,550.19								
04 - Water and Sewer														
912828N22	4/18/2018	Treasury Note	\$ 500,000.00	0.995429688	\$ 2,285.16	\$ 497,714.84	\$ 2,129.12	\$ 499,843.96	Jun/Dec	1.250%	1.95%	12/15/2018	497,285.00	(429.84)
912828N63	4/18/2018	Treasury Note	501,000.00	0.993554688	3,229.10	497,770.90	1,447.99	499,218.89	Jan/Jul	1.125%	2.00%	1/15/2019	497,281.58	(489.32)
912828P53	4/18/2018	Treasury Note	504,000.00	0.989453125	5,315.62	498,684.38	647.40	499,331.78	Feb/Aug	0.750%	2.04%	2/15/2019	498,172.75	(511.63)
912828P95	4/18/2018	Treasury Note	1,031,000.00	0.990507813	9,786.45	1,021,213.55	952.55	1,022,166.10	Mar/Sep	1.000%	2.06%	3/15/2019	1,019,804.37	(1,409.18)
313384EK1	4/18/2018	FHLB Discount	1,000,000.00	0.979067000	20,933.00	<u>979,067.00</u>	-	979,067.00	N/A	N/A	2.12%	4/15/2019	978,222.00	(845.00)
Subtotal						\$ 3,494,450.67								
06 - Motor Fuel Tax Fund														
912828Q52	4/6/2018	Treasury Note	\$ 2,519,000.00	0.988047	\$ 30,109.92	\$ 2,488,890.08	10,657.31	2,499,547.39	Apr/Oct	0.875%	2.07%	4/15/2019	2,486,036.37	(2,853.71)