

# Village of Carol Stream

## BOARD MEETING

### AGENDA

APRIL 15, 2019

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 April 1, 2019 Village Board Meeting.
2. Approval but not release of Executive Session Minutes of the April 1, 2019 Village Board Meeting.

#### **C. LISTENING POST:**

1. Resolution No. 3080 Commending David Hennessey for Service as Village Trustee.
2. Proclamation Observing May 4, 2019 as Comcast Cares Day.
3. Proclamation Observing April 26, 2019 as Arbor Day.
4. Proclamation Designating April 29 – May 3 as Air Quality Awareness Week.
5. Proclamation Observing April 22 as Earth Day.
6. Addresses from Audience (3 Minutes).

#### **D. PUBLIC HEARINGS:**

1. Public Hearing: Annual Budget for the 2019-2020 Fiscal Year beginning May 1, 2019.

#### **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:**

# *Village of Carol Stream*

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#### **H. STAFF REPORTS AND RECOMMENDATIONS:**

1. Purchase of Replacement Large Water Meters. *Staff recommends authorizing the purchase of large water meters from Core & Main during the period of May 1, 2019 through April 30, 2020 in an amount not-to-exceed \$50,000 pursuant to the provisions of Sections 5-8-3 and 5-8-14(C) of the Carol Stream Code of Ordinances.*
2. Municipal Center Renovation Project, Interior Signage – Advice of Change. *Installation of the “Joseph Breinig Board Room” sign required additional work which amounted to an increase of \$260.00 or 1% of the original bid price and is provided for your information only.*
3. Agreements for Professional Services – B&F Construction Code Services, Inc. *Staff recommends approval of the proposals for Professional Services and Independent Contractor’s Agreement with B&F Construction Code Services for consultant services not to exceed \$80,000 in aggregate during FY19/20.*
4. Personnel Policy Revisions. *Staff recommends approval of several personnel policy changes consistent with efficiency, safety, legal compliance and parity within the organization.*
5. Contract for Information Technology Technician – GovTemps USA. *Staff recommends approval of a contract with GovTemps for an Information Technology Technician for a term of 12 months starting May 1, 2019 per the terms of the agreement with the Carol Stream Library.*
6. Light Up Our Town – Request for Approval of a Temporary Waiver to the Code of Ordinances to Allow Temporary Promotional Signage. *Staff recommends approval of a temporary waiver to the Sign Code to install stake signs to promote Light Up Our Town within the public right-of-way subject to conditions.*
7. Approval to Purchase Squad SUV for the Narcint K-9 Agent. *Staff recommends approval to purchase a 2019 Dodge Durango under the Southwest Conference of Mayors Cooperative bid pricing for a cost not to exceed \$28,000.*

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8. Recommendation to Waive Bidding Requirement per Municipal Code Section 5-8-3 and Award a Contract for The Park Unit 1 Detention Basin Retrofit Naturalization Project (aka The Park Northeast Detention Retrofit). *Staff recommends waiving the requirement for bidding per Municipal Code Section 5-8-3 and awarding a contract to Bedrock Earthscapes, LLC in the lump sum amount of \$30,000.00 for converting the Village's dry detention basin near the northwest corner of Kuhn Road and Munson Drive from turf grass to native vegetation, which said amount includes monitoring and maintenance to ensure establishment of the native vegetation through March 1, 2022.*

#### **I. ORDINANCES:**

1. Ordinance No. 2019-04-\_\_\_\_, An Ordinance Adopting the Annual Budget of the Village of Carol Stream in the Amount of \$54,313,774 for the FY 19/20 Fiscal Year Beginning May 1, 2019, and Ending April 30, 2020. *This ordinance adopts the annual budget for the Village for the new fiscal year which begins on May 1, 2019. The proposed budget was compiled over the last several months and has been reviewed with the Village Board and public over several workshop meetings beginning last January.*
2. Ordinance No. 2019-04-\_\_\_\_, An Ordinance Amending Ordinances 2017-12-73 and 2018-11-42. *Staff recommends approval of Ordinance amendments due to conflicts in numbering while codifying the Revised Discriminatory Workplace Harassment Policy.*

#### **J. RESOLUTIONS:**

1. Resolution No. \_\_\_\_ Adopting Written Design Standards for Small Wireless Facilities within the Village. *Staff recommends approving the written design, aesthetic and concealment standards for small wireless facilities.*
2. Resolution No. \_\_\_\_ Declaring Surplus Property Owned by the Village of Carol Stream. *Staff recommends declaring surplus a 2003 Ford F-350 with Plow and disposing through auction.*

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3. Resolution No. \_\_\_\_ Adopting the 2019-20 Employee Compensation Plan for the Village of Carol Stream. *Staff recommends a general wage adjustment of 3% and funding this year's performance based non-union compensation program at a set 2% adjustment.*
4. Resolution No. \_\_\_\_ Amending Section 3.3 of the Intergovernmental Agreement Between the County of DuPage, Illinois and the Village of Carol Stream for The Park Northeast Detention Retrofit Water Quality Improvement Project per Resolution No. 3009. *Staff recommends approval to extend the date for substantial completion from May 1, 2019 to August 1, 2019 in order to allow for reimbursements to be dispersed from the County under the terms of said agreement.*

#### **K. NEW BUSINESS:**

#### **L. PAYMENT OF BILLS:**

1. Regular Bills: April 2, 2019 through April 15, 2019.
2. Addendum Warrants: April 2, 2019 through April 15, 2019.

#### **M. REPORT OF OFFICERS:**

1. Mayor:
2. Trustees:
3. Clerk:
4. Treasurer's Report: *Revenue/Expenditure Statement and Balance Sheet, Month Ended March 31, 2019.*

#### **N. EXECUTIVE SESSION:**

1. Collective Negotiating Matters.
2. The Setting of a Price for Sale or Lease of Property Owned by the Public Body.

*Village of Carol Stream*

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**7:30 P.M.**

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**O. ADJOURNMENT:**

<b>LAST ORDINANCE</b>	<b>2019-04-13</b>	<b>LAST RESOLUTION</b>	<b>3079</b>
<b>NEXT ORDINANCE</b>	<b>2019-04-14</b>	<b>NEXT RESOLUTION</b>	<b>3080</b>

**REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES**  
**Gregory J. Bielawski Municipal Center, 500 N. Gary Avenue,**  
**Carol Stream, DuPage County, IL**

**April 1, 2019**

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., Trustees David Hennessey, John LaRocca, Rick Gieser, Mary Frusolone, Greg Schwarze and Matt McCarthy

Absent:

Also Present: Village Manager Bob Mellor, Assistant Village Manager Joe Carey and Village Attorney Jim Rhodes

\*All persons physically present at meeting unless noted otherwise

**Mayor Saverino asked for a moment of silence for the 2 State Police Officers killed in the line of duty.**

**MINUTES:**

*Trustee McCarthy moved and Trustee Schwarze made the second to approve the Minutes of the March 18, 2019 Regular Meeting of the Village Board. The results of the roll call vote were as follows:*

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

*Abstain: 0*

*Absent 0*

*The motion passed.*

*Trustee Gieser moved and Trustee Frusolone made the second to approve, but not release the Minutes of the March 18, 2019 Executive Session meeting of the Village Board. The results of the roll call vote were as follows:*

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

*Abstain: 0*

*Absent: 0*

*The motion passed.*

**LISTENING POST:**

1. Fourth of July Parade Donation. *Trustee Gieser received a check on behalf of the Parade Committee in the amount of \$1,452.62 representing the 2018 resident water donations. He thanked the residents on behalf of Kim Gieser who is the chairman of the parade committee. Applications can be found on [www.carolstreamparade.com](http://www.carolstreamparade.com).*
2. Proclamation Celebrating National Volunteer Week – April 7-13<sup>th</sup>. *Proclamation read by Trustee Frusolone.*
3. Proclamation Designating April Safe Digging Month. *Proclamation read by Trustee LaRocca.*
4. Addresses from Audience (3 Minutes). *Eric Gasber showed the Village Board the redesigned Newport Village Association Park and offered the Police Department remote access to their security camera system.*

**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. Motion to approve MB Financial Bank, N.A. as an authorized depository for Village funds and authorize the Village Manager and Finance Director to execute bank documents necessary to establish an account.
2. ComEd Strategic Energy Management (SEM) Program – Memorandum of Understanding.
3. Extension of Contract Administrative Assistant Position – GovTemps USA.
4. Recommendation for Approval of Amendment No. 3 to the Agreement for Operations, Maintenance and Management Services of the Water Reclamation Center (WRC).
5. Recommendation to Award a Bid – Fuel Storage Tank Removal and Installation.
6. Ordinance No. 2019-04-11, An Ordinance Adopting a Municipal Alcoholic Beverage Tax within the Village of Carol Stream.
7. Ordinance No. 2019-04-12, An Ordinance Amending Section 13-3-13 of the Village Code pertaining to water and sewer rates.
8. Ordinance No. 2019-04-13 Amending the Carol Stream Code of Ordinances to Regulate Social Hosting and Unlawful Assembly by Underage Persons.
9. Resolution No. 3078 Declaring Surplus Property owned by the Village of Carol Stream.
10. Resolution No. 3079 Appointing a Delegate and Alternate Delegate to the Intergovernmental Risk Management Agency.
11. Raffle License Application – Glenbard North High School Theatre Boosters.
12. Raffle License Application & Amplification Permit Request – Summer Concerts and Support our Troops.
13. Payment of Regular and Addendum Warrant of Bills from March 19, 2019 through April 1, 2019.
14. Treasurer’s Report: Revenue/Expenditure Statements and Balance Sheet for the Month ended February 28, 2019.

*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.*

**Motion to approve MB Financial Bank, N.A. as an authorized depository for Village funds and authorize the Village Manager and Finance Director to execute bank documents necessary to establish an account:**



*The Village Board approved MB Financial Bank, N.A. as an authorized depository for Village funds in conjunction with outsourced fulfillment services related to the processing of vehicle license payments through the bank's lockbox*

**ComEd Strategic Energy Management (SEM) Program – Memorandum of Understanding:**

*The Village Board approved the Memorandum of Understanding for the Village to participate in the ComEd Strategic Energy Management program.*

**Extension of Contract Administrative Assistant Position – GovTemps USA:**

*The Village Board approved an extension of the Employee Leasing Agreement with GovTemps USA for contract clerical services for the period of May 1, 2019 through April 30, 2020.*

**Recommendation for Approval of Amendment No. 3 to the Agreement for Operations, Maintenance and Management Services of the Water Reclamation Center (WRC):**

*The Village Board approved an Amendment No. 3 to the Agreement for Operations, Maintenance and Management Services of the Water Reclamation Center in the amount of \$1,888,549 for the period of May 1, 2019 through April 30, 2020.*

**Recommendation to Award a Bid – Fuel Storage Tank Removal and Installation:**

*The Village Board approved a bid for removal and installation of fuel storage tanks to Stiles, Inc., in an amount not to exceed \$177,584.*

**Ordinance No. 2019-04-11, An Ordinance Adopting a Municipal Alcoholic Beverage Tax within the Village of Carol Stream:**

*The Village Board approved Ordinance No. 2019-04-11 imposing a 2% tax on all retail sales of alcoholic beverages to partially offset costs incurred for the enforcement of laws related to alcohol and alcohol consumption.*

**Ordinance No. 2019-04-12, An Ordinance Amending Section 13-3-13 of the Village Code pertaining to water and sewer rates:**

*The Village Board approved Ordinance No. 2019-04-12 increasing the standard billing rate for water services from \$7.75 to \$8.14 per 1,000 gallons metered and for sewer services from \$4.22 to \$4.66 per 1,000 water gallons metered effective May 1, 2019.*

**Ordinance No. 2019-04-13 Amending the Carol Stream Code of Ordinances to Regulate Social Hosting and Unlawful Assembly by Underage Persons:**

*The Village Board approved Ordinance No. 2019-04-13 allowing the enforcement of those who would enable unlawful consumption of alcohol and drugs on their property.*

**Resolution No. 3078 Declaring Surplus Property owned by the Village of Carol Stream:**

*The Village Board declared two squad cars as surplus for sale via the Insurance Auto Auction INC.*

**Resolution No. 3079 Appointing a Delegate and Alternate Delegate to the Intergovernmental Risk Management Agency:**

*The Village Board approved the Delegate and Alternate to the Intergovernmental Risk Management Agency.*

**Raffle License Application – Glenbard North High School Theatre Boosters:**

*The Village Board approved a raffle license and waived the fee and manager's fidelity bond during their performance of Marie Antoinette on May 2-4, 2019.*

**Raffle License Application & Amplification Permit Request – Summer Concerts and Support our Troops:**

*The Village Board approved a raffle license and amplification permit and waived the fees and manager's fidelity bond for the 2019 Summer Concert Series.*

**Regular Bills and Addendum Warrant of Bills:**

*The Village Board approved payment of the Regular Bills dated April 1, 2019 in the amount of \$601,243.12. The Village Board approved the payment of Addendum Warrant of Bills from March 19, 2019 thru April 1, 2019 in the amount of \$628,918.85.*

**Treasurer's Report:**

*The Village Board received the revenue/expenditure statements and balance sheet for the month ended February 28, 2019.*

**Report of Officers:**

*Trustee LaRocca stated please exercise your civic duty and vote.*

*Trustee Gieser also reminded residents to vote tomorrow. There are 2 parade fundraisers which will be at McAlister's Deli on April 8 and Culvers on April 30. Trustee Gieser also stated there will be a fundraiser at Culvers for the Veteran's Memorial on April 2.*

*Trustee Schwarze stated to please shop Carol Stream.*

*Trustee Hennessey expressed his sentiments on your right to vote.*

*Trustee Frusolone thanked all the volunteers.*

*Trustee McCarthy reminded residents to vote and take down campaign signs promptly. Please keep storm drains clear.*

*Village Clerk Czarnecki reminded residents to please vote and keep our military in mind. She also stated the Windsor Park polling location has been relocated to the DuPage County Complex, 421 N. County Farm Road, Wheaton.*



**Regular Meeting – Plan Commission/Zoning Board of Appeals  
Gregory J. Bielawski Municipal Center, DuPage County, Carol Stream, Illinois**

***All Matters on the Agenda may be Discussed, Amended and Acted Upon  
April 8, 2019.***

Chairman Parisi called the Regular Meeting of the Combined Plan Commission/Zoning Board of Appeals to order at 7:00 p.m. and directed Jane Lentino, Community Development Secretary, to call the roll.

The results of the roll call were:

Present: Commissioners Dave Creighton, Angelo Christopher, John Meneghini, Frank Petella, Michael Battisto, Chairman Frank Parisi.

Absent: Commissioner Charlie Tucek

Also Present: Don Bastian, Director of Community Development; Tom Farace, Planning and Economic Development Manager; and Jane Lentino, Secretary.

**MINUTES:**

Commissioner Petella moved and Commissioner Tucek seconded the motion to approve the minutes of the meeting held on March 11, 2019.

The results of the roll call vote were:

Ayes: 5 Commissioners Creighton, Christopher, Petella, Meneghini, Chairman Parisi.

Nays: 0

Abstain: 1 Commissioner Battisto

Absent: 1 Commissioner Tucek

**PRESENTATION:**

Mr. Farace introduced the consultants from Houseal Lavigne.

Ms. Carly Petersen, Senior Associate with Houseal Lavigne, introduced herself and Ms. Jackie Wells, and stated that they been contracted to prepare the Unified Development Ordinance (UDO) update. She stated that the project kicked off in January, and that residential and commercial business workshops were conducted today in order to get a sense of feeling surrounding the zoning and subdivision control in the community.

Ms. Petersen stated that the Unified Development Ordinance is a combination tool that will rewrite and reorganize Zoning, Subdivision, Sign Codes, etc., and proceeded to give a presentation which included a page on the Village of Carol Stream website where the public can follow the UDO progress and leave feedback. Ms. Wells passed out a worksheet for the Commission to take home and return to Staff to list potential items for the code update.

Ms. Petersen asked for questions and comments.

Chairman Parisi asked the Commission for questions. Commissioners Meneghini and Christopher had none.

Commissioner Petella asked Ms. Petersen to clarify her comments about the First Amendment and signs.

Ms. Petersen stated Reed-v-Gilbert was a Supreme Court case where the final ruling is that communities cannot regulate signs based on their content. She clarified that if a sign code that specifically mentioned real estate signs, or political signs, or signs that had to be read in order to determine its viability to get a permit would now be a violation of federal law. She stated that a lot of communities are revising their sign code to take out the references with specific content provisions and replace them with provisions that relate more to the look, size, and placement of the sign.

Commissioner Petella asked if they were preparing for the possible legalization of marijuana and how that will affect the community.

Ms. Petersen stated they were looking at medical marijuana provisions in a lot of places, and they are attempting to make sure that those regulations can be easily amended, so that the end result is that you can strike the word "medical" and those issues will be regulated. She stated that getting in front of that issue is probably the best way to handle it. She stated that there are some communities in other states that regulate personal growth of marijuana, and they are looking that as well should marijuana become legalized for recreational use.

Commissioner Creighton asked Ms. Petersen if they were going to clarify the wording of an ordinance so as not to need the Village Attorney in order to interpret the code. He stated that, as a lay person, it can be difficult to make decisions if the code is difficult to interpret.

Ms. Petersen stated that in addition to the code itself, the primary objective is to ensure that a defensible document is in place. She stated that when a document has been amended many times, it ends up conflicting with some other component of the code, and they will ensure that there is no conflict, so that it can be a legible document with a defensive nature and that it will be clear in its definitions and wording. She stated that anyone who comes into Community Development should be able to read the code, know what they're looking for, and be able to interpret the code without a lawyer.

Commissioner Battisto asked that they be as forward thinking as possible based on trends that are navigating the economy, such as the deregulation of pharmaceuticals and moving from a retail economy to a shipping economy.

Ms. Petersen stated that Houseal Lavigne is working across the country in at least 25 states which enables them to see those kinds of trends and issues. She stated that they do economic development market analysis as well. She stated that they want to make sure that the community, through its comprehensive plan and the available land, is able to add to the Village's tax base.

Chairman Parisi stated that the process has improved in the past 15 years because it guides the applicant through the requirements, but it needs to be tweaked.

Chairman Parisi asked about LED lights inside of a window and graphics.

Ms. Petersen stated that they will definitely be including graphics at every juncture where it makes sense to be explicit about the definition.

Chairman Parisi gave the example of a building design where a graphic that covered the entire elevation of the building was considered signage. He noted how different communities interpreted the graphic as signage, even though it was considered artwork, and referred to the very large "Now Open" graphic on the Fountain View building when it opened.

Ms. Petersen stated that temporary signage is one way to get around a lot of the issues with Reed v Gilbert is by having a requirement for a limited duration, such as a grand opening sign/graphic.

Chairman Parisi stated that the community is built out and there are two major corridors that define Carol Stream at their entrance points. He stated that the corridor regulations are part of the Comprehensive Plan on getting walkable streetscape on Gary Avenue, which is a county road. He stated that he would like to see more definition in the Gary Avenue/North Avenue corridor as to what can be built and how. He stated that he feels the Commission has done a pretty good job with setbacks because buildings built on recently annexed properties at the west end of North Avenue, that are in Winfield and sit right on the road, are not very appealing and don't comply with the North Avenue streetscape.

Chairman Parisi addressed the language defining Gary Avenue and stated that he would like to see more language addressing appearance of Gary Avenue as part the ordinance. He stated that it doesn't define materials or setbacks.

Ms. Petersen stated that there was discussion about some of the corridor regulations regarding what it means from a general development perspective, and that they grasp on the key features that contribute to the identity of the Village and make sure that those features are well integrated from a look and feel perspective.

Chairman Parisi asked Mr. Farace if equipment screening is all the way around the equipment, not just on the major elevation.

Mr. Farace stated that it could be better defined as well.

Ms. Petersen stated that the current definition is Service Utility and that they recognize that those need to be really clear.

Commissioner Petella asked Ms. Petersen if the process was going to be more streamlined so that more power is given to Staff.

Chairman Parisi asked Mr. Bastian if there was anything in the ordinance, regarding the I-Industrial zone, which could be automatically approved.

Mr. Bastian stated that he and Mr. Farace have put together a seven page list of possible code updates. He stated that standards can be put into the ordinance, then Staff could decide if the standards are being met, and if they are not then it can go to the Commission.

Ms. Petersen stated that applying some discretion to Staff gives them the opportunity to decide when they are uncomfortable with an issue and bring it to the Commission.

Commissioner Creighton asked if streamlining was trending in other communities.

Ms. Petersen stated absolutely.

Chairman Parisi asked Ms. Petersen to summarize what the prevailing comment was from the residents.

Ms. Petersen stated that there is some concern about senior amenities/senior housing, and one person who works for the senior living community came in. She stated that they don't have a ton of concerns regarding the residential development as long as it's protected, and that the issues where there is commercial integration with residents is garbage pick-up is offset.

Ms. Petersen stated that in the business workshop they talked about the availability of amenities, restaurants, and entertainment options, and how and where there could be additional opportunities for those. She stated that the Gary Avenue corridor is where you'll see additional changes.

Commissioner Petella asked if there was any talk about flooding.

Ms. Petersen stated that the Stormwater Administrator was at the meeting, but they didn't talk about flooding.

Chairman Parisi asked what the next steps will be and how they will identify the portions of the code that will be changed, or if they were going to rewrite the whole code.

Ms. Petersen stated that they will be back for additional workshops at each step, and that the next step the Commission will see is a diagnostic report. She stated that they will be giving the Commission a memorandum with feedback on everything that they see that could align with the Comprehensive Plan, and then have a discussion centered on that information, most likely in June.

Ms. Petersen stated that following that step, they will get into the code itself, and depending on the nature of diagnostic report, the code may be rewritten entirely or a composite of the old and the new codes. She stated that they will be back approximately every two months starting in the fall.

Commissioner Creighton asked if the fence code was being updated.

Ms. Petersen stated that it will be updated.

Mr. Bastian stated that Staff would like to see the fence code and the sign code be part of the UDO, and taken out of the Building Code.

Mr. Farace asked Ms. Petersen when she would like to receive the worksheets.

Ms. Petersen stated that in the next week or so.

Chairman Parisi thanked Ms. Petersen and asked if there was anything else on the agenda.

Chairman Parisi asked Ms. Petersen and Ms. Wells when, in June, they would be coming back.

Mr. Farace stated that no set date was scheduled.

Mr. Bastian stated that they would try to work around the Commission's vacation schedules.

#### **OTHER BUSINESS:**

Mr. Farace stated that there was nothing on the agenda for the next meeting, scheduled for April 22, 2019, and suggested that the Commission officially cancels it.

Chairman Parisi asked for a motion to cancel the meeting scheduled for April 22, 2019.

Commissioner Creighton moved and Commissioner Battisto seconded the motion to cancel the meeting.

The motion was passed by unanimous vote.

Mr. Farace reminded the Commission to file the Statement of Economic Interest with the County by May 1, 2019.

**OLD BUSINESS:**

**NEW BUSINESS:**

**ADJOURNMENT:**

At 7:42pm Commissioner Petella moved and Commissioner Christopher seconded the motion to adjourn the meeting.

The motion passed by unanimous vote.

FOR THE COMBINED BOARD

Recorded and transcribed by,

\_\_\_\_\_  
Jane Lentino  
Community Development Secretary

Minutes approved by Plan Commission on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Chairman





**CAROL STREAM  
UNIFIED DEVELOPMENT ORDINANCE**

Upfront Community Workshops  
Monday, April 8, 2019

DRAFT

# WHAT IS A UDO?

Overview of what a UDO is and the update process.

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# WHAT IS A UNIFIED DEVELOPMENT ORDINANCE (UDO)?

- Combines zoning, subdivision, and sign ordinances
- A tool used to enforce Village policy
- Regulates the look and feel of an area
- Promotes or restricts certain uses
- Controls the density of households in an area
- Promotes public health, safety, and welfare

DRAFT

# WHY DO WE NEED TO UPDATE THE UDO?

- Zoning ordinance adopted in 1987
- Subdivision ordinance adopted in 1979
- Sign ordinance adopted in 1992
- Amendments make ordinances difficult to interpret
- Processes not clearly defined, are onerous, or have become obsolete

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# WHY IS THE VILLAGE UPDATING ITS ORDINANCES NOW?

- Village adopted its new Comprehensive Plan in 2016
- Plan recommends the zoning, subdivision, and sign ordinance be update
- Need to align ordinances with vision, goals, and objectives of the Plan

DRAFT

Comprehensive Plan Recommendation	Page #	Zoning Approach
Create or revise a district to allow mixed use development either as a permitted or conditional use.	23	Work with staff to identify areas suited for mixed use development and either revise existing district or create new district to support this.
Update parking requirements to ensure an adequate but not excessive amount of parking is constructed in association with new development, using "Parking Strategies to Support Livable Communities" or "Reduced Parking Minimums and Maximums".	23	Consider the use of parking maximums, shared parking, deferred parking, and parking adjustments in efforts to revise parking requirements.
Better reflect current and desired development patterns.	23	Utilize the future land use map to revise boundaries of zoning districts.
Establish general development standard of alignment with comprehensive plan.	23	Review and revise standards of general applicability to ensure requirements align with goals of the comprehensive plan.
Target the St. Charles Road corridor between Schmael Road and Gary Avenue for upgrades - include upgrades to landscaping and access management.	36	Enhance landscape requirements to ensure an adequate level of buffering and screening and consider shared parking to better manage access.
Be open to and encourage multiple commercial uses in the same area, such as retail and office as well as light industrial and multifamily residential	37	Work with staff to identify areas suited for mixed use development and either revise existing district or create new district to support this.
Support multifamily and industrial development to create new local spending.	37	Work with staff to identify areas suited for additional multifamily and industrial development and revise existing district or create new district to support this.
		Include cultural design and visitability principles

DRAFT

		Supports Strategy
Adopt universal design and visitability principles to support 'aging in place'.	54	Include universal design and visitability principles as standards of review for Planned Unit Development.
Promote senior housing opportunities.	56	Consider the use of density bonuses for senior housing in key multifamily and mixed-use areas.
Continue to preserve the character of existing residential neighborhoods.	57	Maintain existing zoning standards in established, stable neighborhoods.
Make transit accessibility a consideration of future development.	64	Include transit accessibility as a standard of review for Planned Unit Development.
Expand the Village's pedestrian system.	67	Review and revise the subdivision regulations to ensure that sidewalks and other pedestrian amenities are required in any new development.
Encourage developers to consider pedestrian and bike circulation.	70	Include pedestrian and bicycle circulation as a standard of review for Planned Unit Development.
Support watershed planning efforts through reviewing development ordinances for stream corridor protection.	77	Consider the establishment of an overlay district or standards of general applicability for any development in the stream corridor.
Promote energy efficient practices.	80	Include energy efficiency as a standard of review for Planned Unit Developments.
Use future development sites to improve the character of North Avenue.	85	Enhance and expand standards of general applicability to ensure all new commercial development reflects the desired character of the community.
Strengthen and explore expanding design regulations.	87	Analyze success of existing design regulations and revise as deemed appropriate and enhance and expand standards of general applicability to ensure all new development reflects the desired character of the community.

DRAFT

# WHAT WILL THE UDO UPDATE DO?

- Seek to regulate the norm, not the exception
- Provide a user-friendly, easy-to-read document
- Make the ordinances understandable by residents, businesses, developers, staff, and elected and appointed officials
- Clarify regulations and standards with graphics, illustrations, and tables
- Streamline the development review process
- Encourage new development and redevelopment
- Support innovative approaches to land use regulation

DRAFT

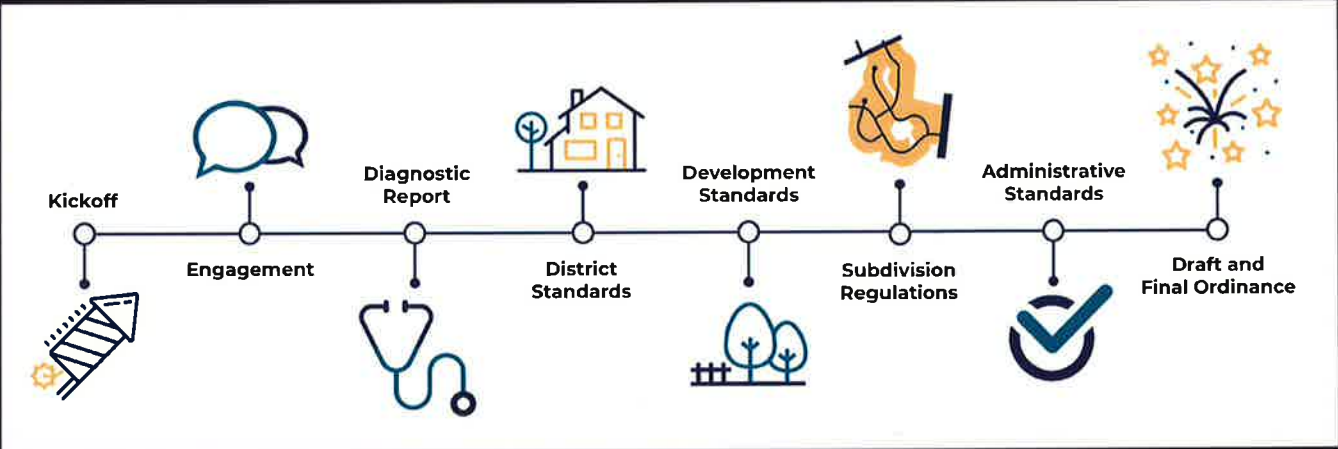


# WHAT WON'T THE UDO UPDATE DO?

- Be a planning or policy document
- Accommodate every situation
- Prevent all non-conformities
- Eliminate the need for zoning relief

DRAFT

# PROJECT OUTLINE



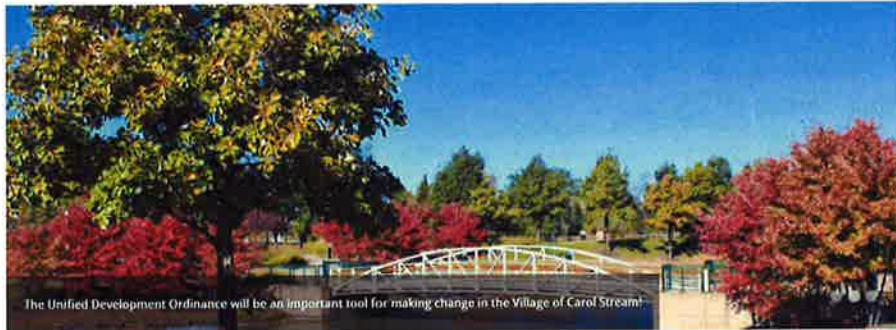
DRAFT

# STAY INVOLVED AND HELP SPREAD THE WORD!

Visit [www.carolstream.org](http://www.carolstream.org) and view the Village News List to:

- Take a questionnaire
- Personalize a map of the Village
- View drafts of the UDO and other documents
- Stay up to date on our progress

DRAFT



What is a Unified Development Ordinance? Click to find out!

[Learn More](#)

Recent Projects



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

DRAFT



**A RESOLUTION COMMENDING DAVID HENNESSEY  
FOR SERVICE AS VILLAGE TRUSTEE**

**WHEREAS**, David “Dave” Hennessey was elected as Village Trustee and served in that position for four years from May 4, 2015 to April 30, 2019; and

**WHEREAS**, prior to becoming a Trustee, Dave Hennessey was appointed to the Plan Commission/Zoning Board of Appeals on June 15, 2009, served through June of 2011, and was reappointed on December 17, 2012; and

**WHEREAS**, Dave Hennessey also served on the Board of Fire and Police Commissioners in 2012 before returning to the Plan Commission/Zoning Board of Appeals; and

**WHEREAS**, Dave Hennessey was sworn in as a Village Trustee on May 4, 2015, thereby requiring that he resign his position on the Plan Commission/Zoning Board of Appeals; and

**WHEREAS**, Dave Hennessey has coordinated efforts to combat opioid addiction in Carol Stream; and

**WHEREAS**, Dave Hennessey has served the Village of Carol Stream and its residents extremely well, and has contributed greatly to the welfare of the Village.

**NOW, THEREFORE, BE IT RESOLVED THAT THE MAYOR AND BOARD OF TRUSTEES** hereby publicly commend and thank Dave Hennessey on behalf of the Village of Carol Stream for his service to the community.

PASSED AND APPROVED ON THIS 15<sup>th</sup> DAY OF APRIL 2019.

AYES:

NAYS:

ABSENT:

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

ATTEST:

\_\_\_\_\_  
Laura Czarnecki, Village Clerk

**PROCLAMATION**

**Observing 2019 Comcast Cares Day**

**WHEREAS,** Comcast remains an active, committed and engaged member of the community as demonstrated by years of Comcast Cares service in local communities, and;

**WHEREAS,** Comcast supports the core American value of volunteerism through partnerships, grants and volunteer activities that empower individuals and organized communities, and;

**WHEREAS,** Comcast Cares Day is a celebration of service and commitment to year-round volunteerism, and has become one of the nation's largest single-day corporate volunteer efforts that brings employees, families, friends, and community partners together for a common purpose and mission, and;

**WHEREAS,** Comcast is celebrating its 18th Comcast Cares Day and has reached important milestones, including 1 million volunteers and more than 6 million volunteer hours at 10,000 projects since Comcast Cares Day started in 2001, and;

**WHEREAS,** Comcast Cares Day promotes a spirit of corporate responsibility thanks to the hard work, dedication, and service of Comcast volunteers in the community,

**NOW, THEREFORE BE IT PROCLAIMED THAT I,** Mayor Frank Saverino, Sr. & the Carol Stream Board of Trustees, DuPage County, Illinois, in the exercise of its home rule powers does hereby proclaim

**Saturday, May 4 Comcast Cares Day**

in Carol Stream and encourages all residents and businesses to show support for community volunteerism.

PROCLAIMED THIS 15<sup>th</sup> DAY OF APRIL 2019.

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Frank Saverino Sr., Mayor

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Laura Czarnecki, Village Clerk

**PROCLAMATION**  
**OBSERVING ARBOR DAY**

**AGENDA ITEM**  
C-3 4/15/19

**WHEREAS**, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

**WHEREAS**, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

**WHEREAS**, Arbor Day is now observed throughout the nation and the world; and

**WHEREAS**, trees can reduce the erosion of our most precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen and provide habitat for wildlife; and

**WHEREAS**, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

**WHEREAS**, the Village of Carol Stream has made a significant investment in planting and caring for trees on public properties including replacement of all ash trees with a mix of diverse tree species; and,

**WHEREAS**, the Village of Carol Stream will be participating in an Arbor Day tree-planting event at Roy DeShane School on April 26, at 9:30 a.m.

**NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, that April 26, 2019, be known as ARBOR DAY** in the Village of Carol Stream, and all citizens are called upon to celebrate Arbor Day by supporting efforts to plant and protect our trees and woodlands for the well-being of this and future generations.

Dated this 15<sup>th</sup> day of April, 2019

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

ATTEST:

\_\_\_\_\_  
Laura Czarnecki, Village Clerk



PROCLAMATION  
AIR QUALITY AWARENESS WEEK

**AGENDA ITEM**  
C-4 4/15/19

WHEREAS, poor outdoor air quality can threaten the health of our citizens; and

WHEREAS, it is estimated that one out of every three Americans are at a higher risk of experiencing problems from ground-level ozone, a contributor to poor air quality; and

WHEREAS, the six-county Chicago region is currently designated as “non-attainment” for the eight-hour Federal ozone standard since ground level ozone, or smog, measurements are above the United States Environmental Protection Agency’s (U.S. EPA) minimum safe standards of 0.070 ppm, averaged over an 8-hour period; and

WHEREAS, air pollution causes or aggravates lung illnesses such as acute respiratory infections, asthma, chronic bronchitis, emphysema, and lung cancer; and

WHEREAS, since children, people with lung and heart disease, and older adults tend to be more vulnerable to outdoor pollution, it is beneficial for people to learn more about the effects air quality may have on their health if they fall into one of these sensitive groups; and

WHEREAS, knowledge of the Air Quality Index (AQI) can help protect our community’s health; and

WHEREAS, accessing the AQI at [www.airnow.gov](http://www.airnow.gov) is simple and free of cost; and

WHEREAS, the Village of Carol Stream supports anti-idling of vehicles to reduce carbon emissions and has implemented a trial policy for its Public Works vehicles; and,

WHEREAS, The Village of Carol Stream and the U.S. EPA are supporting efforts to encourage Americans to utilize the AQI, understand what causes poor air quality, and make strides to improve the overall outdoor air quality;

**NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, that April 29 – May 3, 2019, be known as AIR QUALITY AWARENESS WEEK in the Village of Carol Stream, and all citizens are called upon to celebrate Air Quality Awareness Week by understanding the importance of the AQI, the health impacts of outdoor air pollution, and supporting efforts to improve air quality.**

Dated this 15<sup>th</sup> day of April, 2019

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Frank Saverino, Sr., Mayor

ATTEST:

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Laura Czarnecki, Village Clerk

**PROCLAMATION**  
**Observing 2019 Earth Day**

**AGENDA ITEM**  
C-5 4/15/19

**WHEREAS**, the first Earth Day was held on April 22, 1970 and was observed by millions of Americans to increase national awareness of the environmental hazards and public health effects of unchecked industrial pollution; and

**WHEREAS**, the observance of Earth Day over the years has led to the creation of the Environmental Protection Agency, the adoption of the Clean Water and the Endangered Species Acts, a global ban on the use of the dangerous insecticide DDT and the establishment of residential and commercial recycling programs worldwide to name a few of the major accomplishments; and

**WHEREAS**, the Village has been recognized for its strong commitment to sustainability and environmental protection by the Illinois Recycling Association, S.C.A.R.C.E., the DuPage Conservation Foundation, the U.S. Department of Energy, and the DuPage County Department of Economic Development & Planning; and

**WHEREAS**, the Village encourages residents and the general public to participate in any of the upcoming environmental events or efforts in observance of this year's Earth Day:

- The **Pond & Stream Sweep** on Saturday, May 18<sup>th</sup> from 9 a.m. – Noon.
- An all-day, **DEA Prescription Drug Take Back Day** on Saturday, April 27<sup>th</sup> at the Rx drop box located in the Police Department lobby at the Gregory J. Bielawski Municipal Center located at 500 N. North Avenue. Please note the drop box is available year-round.

**NOW, THEREFORE BE IT PROCLAIMED THAT I**, Mayor Frank Saverino, Sr. & the Carol Stream Board of Trustees, DuPage County, Illinois, in the exercise of its home rule powers does hereby proclaim

**Monday, April 22<sup>nd</sup> Earth Day**

in Carol Stream and encourages all residents and businesses to observe the 49<sup>th</sup> Annual Earth Day by acting locally in the community in support of our environment.

PROCLAIMED THIS 15<sup>th</sup> DAY OF APRIL 2019.

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Frank Saverino Sr., Mayor

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Laura Czarnecki, Village Clerk

Public Hearing notice published in the April 3, 2019 edition of the Examiner of Carol Stream

VILLAGE OF CAROL STREAM  
PROPOSED BUDGET FOR FY19/20  
MAY 1, 2019 - APRIL 30, 2020

**NOTICE OF PUBLIC HEARING**

A public hearing on the Village's proposed FY19/20 annual budget for the fiscal year beginning May 1, 2019 and ending April 30, 2020 will be held by the Mayor and Board of Trustees of the Village of Carol Stream at 7:30PM on Monday, April 15, 2019. The hearing will be held in the Joseph E. Breinig Board Room of the Gregory J. Bielawski Municipal Center at 500 N. Gary Ave., Carol Stream, IL 60188.

Residents attending the hearing may provide written and oral comments on any portion of the Village budget. A copy of the proposed budget is available for public inspection in the Village Clerk's office located at 500 N. Gary Ave., Carol Stream or at the Carol Stream Public Library at 616 Hiawatha Dr., Carol Stream during normal business hours. The proposed budget is also available on the Village's website at [carolstream.org](http://carolstream.org). Residents may also provide written comments prior to the public hearing by submitting them to Robert Mellor, Village Manager, 500 N. Gary Ave., Carol Stream, IL 60188.

*Village of Carol Stream*  
Interdepartmental Memo

TO: Robert Mellor, Village Manager

FROM: Philip J. Modaff, Director of Public Works  
Ron Roehn, Superintendent of Operations

DATE: April 3, 2019

RE: Purchase of Replacement Large Water Meters

Each year the Public Works Department works with a vendor to test a portion of the large water meter inventory to help identify meters that are under-recording consumption in an effort to reduce unaccounted for water loss. Once deficient meters are identified, staff places an order for the replacement meters and schedules each for replacement. The FY20 budget provides \$50,000 for the replacement of large meters throughout the fiscal year.

Several years ago staff evaluated the various large meter options and selected the Sensus Omni meter as the most attractive option due to its excellent performance ratings and maintenance history as reported by the American Water Works Association (AWWA). This meter style is compatible with current meter reading equipment, is the lowest price of meters in this class and is available for purchase through an authorized sole-supplier located here in Carol Stream (Core & Main – previously HD Supply).

The FY20 testing program will be starting shortly after May 1; as deficient meters are identified we will purchase replacement meters and schedule the replacements with customers. Attached is a pricing sheet from Core & Main (with prices good for the entire fiscal year) and a letter from manufacturer Sensus confirming that Core & Main is the sole-supplier in this area.

Staff recommends that the Village Board approve a Motion authorizing the purchase of large water meters from Core & Main during the period May 1, 2019 through April 30, 2020, in an amount not-to-exceed \$50,000, pursuant to the provisions of Sections 5-8-3 and 5-8-14(C) of the Carol Stream Code of Ordinances.

Attachments



Village of Carol Stream  
Ron Rohen

**Subject: 2019 Quotation for Sensus Water Meters**

Product	Quantity	Unit Price		Extension
1 1/2" Sensus OMNI R2 Water Meter With Integral Strainer, AMR Output	1	\$505.00	ea	\$505.00
2" Sensus OMNI R2 Water Meter With Integral Strainer, AMR Output	1	\$710.00	ea	\$710.00
<b>Section Total:</b>	<b>2</b>			<b>\$1,215.00</b>
<b>New 1 1/2" - 8" OMNI C2 Water Meters</b>				
1 1/2" Sensus OMNI C2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	1	\$1,284.00	ea	\$1,284.00
2" Sensus OMNI C2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	1	\$1,458.00	ea	\$1,458.00
3" Sensus OMNI C2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	1	\$1,822.00	ea	\$1,822.00
4" Sensus OMNI C2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	1	\$3,165.00	ea	\$3,165.00
6" Sensus OMNI C2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	1	\$5,464.00	ea	\$5,464.00
<i>Please Note: 8" and 10" Pricing Available Upon Request</i>				
<b>Section Total:</b>	<b>5</b>			<b>\$13,191.00</b>
<b>New 1 1/2" - 8" OMNI T2 Water Meters</b>				
1 1/2" Sensus OMNI T2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	1	\$789.00	ea	\$789.00
2" Sensus OMNI T2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	1	\$947.00	ea	\$947.00
3" Sensus OMNI T2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	1	\$1,173.00	ea	\$1,173.00
4" Sensus OMNI T2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	1	\$2,210.00	ea	\$2,210.00
6" Sensus OMNI T2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	1	\$3,894.00	ea	\$3,894.00
<i>Please Note: 8" and 10" Pricing Available Upon Request</i>				
<b>Section Total:</b>	<b>5</b>			<b>\$9,013.00</b>
<b>Meter Accessories</b>				
3 Conductor Wire 22GA. Wire (500' Roll)	1	\$100.00	roll	\$100.00
Lead Seals (500/Pack)	1	\$0.10	ea	\$0.10
Seal Wire (1000' Roll)	1	\$80.00	roll	\$80.00
#4G Solid Copper Ground Wire (200' Roll)	1	\$180.00	roll	\$180.00
Ground Clamps (5/8"-1")	1	\$2.05	ea	\$2.05
Touchpad	1	\$17.00	ea	\$17.00
3/4" Meter Gaskets (100/Pack)	1	\$0.12	ea	\$0.12
1" Meter Gaskets (100/Pack)	1	\$0.14	ea	\$0.14
3/4" Brass Tailpieces	1	\$22.00	pair	\$22.00
1" Brass Tailpieces	1	\$35.00	pair	\$35.00
1 1/2" Brass Flanges	1	\$75.00	pair	\$75.00
2" Brass Flanges	1	\$94.00	pair	\$94.00
1 1/2" Cast Iron Flanges with BNG	1	\$31.00	pair	\$31.00
2" Cast Iron Flanges with BNG	1	\$40.00	pair	\$40.00
3" Cast Iron Flanges with BNG	1	\$85.00	pair	\$85.00
4" Cast Iron Flanges with BNG	1	\$75.00	pair	\$75.00
6" Cast Iron Flanges with BNG	1	\$192.00	pair	\$192.00
<b>Section Total:</b>	<b>17</b>			<b>\$1,008.41</b>

Prices are good until May 1, 2020. Delivery can be made from stock to within four (4) weeks from receipt of your purchase order. Our terms of payment are net thirty (30) days.

December 14, 2018

To Whom It May Concern:

Sensus, USA is pleased to announce that Core & Main LP is the exclusive Authorized Distributor of Sensus products for the state of Illinois through 2019. Please contact Core & Main LP for all of your Sensus needs. Purchasing Sensus, USA products from the authorized distributor for your area ensures that your products will be properly supported and warranted.

We look forward to the opportunity of providing your firm with quality water measurement equipment and support in the near future. Please feel free to contact me at [andrea.davis@xylem.com](mailto:andrea.davis@xylem.com) regarding this or any other matter.

Sincerely,

*Andrea M. Davis*

Andrea Davis  
Sensus, USA  
Director, Channel Marketing

*Village of Carol Stream*  
Interdepartmental Memo

**TO:** Mayor and Trustees  
**FROM:** Joe Carey, Assistant Village Manager  
**DATE:** April 4, 2019  
**RE:** Municipal Center Renovation Project, Interior Signage - Advice of Change

On September 17, 2018, the Village Board awarded the contract for interior signage for the Municipal Center Renovation Project to the low bidder, Parvin-Clauss Sign Company, Inc. for \$26,408. The installation of the "Joseph Breinig Board Room" sign required additional work than what was bid. This resulted in an additional cost of \$180 to the amended contract (\$89 was previously added to the contract due to the change in the size of interior signage). The total amount owed, including change orders, is \$26,677.

Section 5-8-3 of the Village Code of Ordinances provides:

(D) The Purchasing Agent may approve increases in public works construction contract amounts due to change orders not to exceed in total 5% of the awarded contract amount and change orders extending the time of completion of public works construction contracts for not more than 30 days without prior Village Board approval. However, no single change order shall exceed \$10,000, except where a delay in approving such change order would result in a financial penalty or would create a serious emergency within the village, which would endanger the health or safety of its citizens. In such event, the provisions of § 5-8-17 shall be used. The Purchasing Agent shall report his or her actions in making such approvals at the next regular scheduled Village Board meeting.

These change orders, which amounts to an increase of \$269 or 1% of the original bid price, has been approved and is provided here for your information only.

Please contact me if you have any questions.

**APPLICATION AND CERTIFICATION FOR PAYMENT**

AIA DOCUMENT G702

PAGE ONE OF 1 PAGES 2

**TO OWNER:**

Village of Carol Stream  
500 N Gary Ave  
Carol Stream, Illinois

**PROJECT:**

Village of Carol Stream  
Interior Signage  
500 N Gary Ave Carol Stream Il

**APPLICATION NO: 1**

Distribution to:

OWNER  
 ARCHITECT  
 CONTRACTOR

**FROM CONTRACTOR:**

Parvin-Clauss Sign Company  
165 Tubeway Drive  
Carol Stream, Illinois 60188 630-510-2020

**VIA ARCHITECT:**

**PERIOD TO: 2-28-19**

**PROJECT NOS:**

**CONTRACT FOR: SIGNAGE**

**CONTRACT DATE:**

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	26,408.00
2. Net change by Change Orders	\$	269.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	26,677.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	26,677.00
5. RETAINAGE:		
a. _____ % of Completed Work (Column D + E on G703)	\$	_____
b. _____ % of Stored Material (Column F on G703)	\$	_____
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	26,677.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	_____
8. CURRENT PAYMENT DUE	\$	26,677.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	0.00

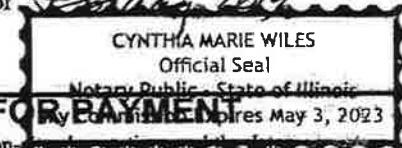
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$89.00	
Total approved this Month	\$180.00	
<b>TOTALS</b>	\$269.00	\$0.00
<b>NET CHANGES by Change Order</b>	\$269.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: [Signature] Date: 2-28-19

State of Illinois County of Du Page  
Subscribed and sworn to before me this 27th day of February, 2019  
Notary Public: [Signature]  
My Commission expires: 5-3-2023



**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observation and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 26,677.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: [Signature] Date: 2/28/19

This Certificate is payable only to the Contractor and is not to be used in any way to the prejudice to any party.

Approved for Payment  
Account# Program Amount

11740000 55490 26,677

C 20008-5292  
e.

New Village Hall Signage w/ Orders  
Description

DH/Date: 4/4/19 Fin Dir/Date



# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

APPLICATION NO: 1  
APPLICATION DATE: 2-22-19

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 2-28-19

Use Column I on Contracts where variable retainage for line items may apply.


ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
80601	Furnish and install interior signage. Village Municiple Center	\$26,408.00		\$26,408.00		\$26,408.00	100.00%		
80601	C/O # 1 Q104236	\$89.00		\$89.00		\$89.00	100.00%		
81303	C/O # 2 Q106197	\$180.00		\$180.00		\$180.00	100.00%		
81478	1-Sign N/C Stairs (missed)	\$0.00		\$0.00					
<b>GRAND TOTALS</b>		\$26,677.00	\$0.00	\$26,677.00	\$0.00	\$26,677.00		\$0.00	

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

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

**TO:** Robert Mellor, Village Manager

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

**DATE:** April 10, 2019

**RE:** **Agenda Item for the Village Board Meeting of April 15, 2019  
Agreements for Professional Services – B&F Construction Code  
Services, Inc.**

---

The Village has utilized B&F Construction Code Services, Inc. (B&F) for building permit plan review, plumbing inspections, as-needed supplemental inspections and general code consulting since 2008. In 2017, following a request for proposals process to evaluate the consultant services marketplace, staff recommended and the Village Board approved the continued use of B&F for the referenced services.

New professional services agreements with B&F need to be approved prior to the new fiscal year. Below is additional information about the services B&F provides.

1. Building Permit Plan Reviews – B&F performs plan reviews for complex commercial and industrial permit applications. Staff determines whether an application is reviewed in-house or by B&F based on project complexity, the number of applications under review by staff, and other workload factors.
2. Plumbing Inspections – Under Illinois law, only licensed plumbers may inspect plumbing work. As the Village does not employ a licensed plumber, B&F performs all plumbing inspections for the Village.
3. Commercial/Industrial Inspections – The Village has used B&F for commercial and industrial inspections on an as-needed basis during temporary staffing shortages.
4. General Code Consulting Services – This contract enables the Village to use B&F to provide general code consulting services not directly related to a building permit application. This service could be used if we needed assistance evaluating a proposed or requested local amendment to the Building Codes, for technical analysis or research, or to obtain a professional evaluation if we received an appeal to a decision of the Building Official.

The table on the following page provides historic information detailing recent fiscal year expenditures and activity levels for B&F.

<b>Fiscal Year</b>	<b>Total B&amp;F Expenditure</b>	<b># of Permits Reviewed</b>	<b># of Plumbing Inspections</b>
2012/2013	\$100,235	81	469
2013/2014	\$88,149	58	472
2014/2015	\$65,877	58	373
2015/2016	\$102,162	34	332
2016/2017	\$86,617	21	281
2017/2018	\$44,953	31	308
2018/2019	\$73,000 (est.)	50	248

B&F's performance has again been strong in FY18/19. Plan reviews have been completed within established timeframes and no complaints were received about B&F's plan review commentaries. As the Village places and emphasis on efficient and predictable processing of building permits, B&F's strong performance is essential. Regarding costs, B&F's fee schedule has not changed since 2008.

As we approach the new fiscal year, the Village needs to enter into new agreements for building code consultant services. The FY18/19 budget for this account is \$80,000, and we estimate actual expenses will come in at just over 90% of the budgeted amount. The proposed FY19/20 budget again seeks \$80,000 for building code consultant services, as we anticipate a similar level of building permit review activity in FY19/20 as witnessed in FY18/19. As a reminder, B&F's plan review and plumbing inspection charges are passed through to the permit applicant.

### **RECOMMENDATION**

Attached are an Independent Contractor's Agreement and proposals for consultant services from B&F Construction Code Services. Staff recommends that the Village Board authorize the Village Manager by motion to execute the attached Proposals for Professional Services and the Independent Contractor's Agreement with B&F Construction Code Services, for consultant services not to exceed \$80,000 in aggregate during FY19/20.

C: Steven Martin, Development Services Manager

## INDEPENDENT CONTRACTOR'S AGREEMENT

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

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

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

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

have not complied with the Freedom of Information Act, based upon Contractor's failure to produce documents or otherwise appropriately respond to a request under the Act, then Contractor shall indemnify and hold harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorney fees and penalties.

5. To furnish any affidavit or certificate, in connection with the work covered by this agreement as provided by law.
6. To indemnify "Second Party" for any loss it may sustain by theft or other cause from the acts or negligence of the employees of the "First Party" or of the subcontractors.
7. To the extent required by law, Contractor agrees to comply with the provisions of the Employment of Illinois Workers on Public Works Act ("Act"). In the event the Contractor is found to have not complied with the Act, then Contractor shall indemnify and hold Public Body harmless and pay all amounts determined to be due including but not limited to fines, costs, attorneys' fees and penalties.

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

This agreement shall be in effect from the 1st day of May, 2019\_ until the 30th day of April, 2020  
\_\_ inclusive.

**IN WITNESS WHEREOF, THE PARTIES** have executed this agreement this 2<sup>nd</sup> day of April,  
2019.

**FIRST PARTY:**

CONTRACTOR B&F Construction Code Services, Inc.

SIGNED Kenneth Garrett

BY: Kenneth Garrett

TITLE: Vice President

**SECOND PARTY:**

VILLAGE OF CAROL STREAM

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

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

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

## INSURANCE

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

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

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

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

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

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

**VILLAGE OF CAROL STREAM  
GOVERNMENTAL CONTRACT COMPLIANCE CERTIFICATIONS**

I, Kenneth Garrett (name), certify that I am employed as the Vice President (title) of B&F Construction Code Services, Inc. (company), a party to the Agreement to which this certificate is attached, and I hereby certify that I am authorized to make this certificate and that I have personal knowledge of the matters certified to herein, and that following certifications are true and correct:

1. Payments to Illinois Department of Revenue

The Company is not delinquent in payment of any taxes to Illinois Department of Revenue – 65 ILCS 5/11-42.1

2. Non-Discrimination: EEOC

The Company is an “equal opportunity employer” as defined by Section 2002(e) of Chapter 21, Title 42, U.S. Code Annotated and Executive Orders #11246 and #11375 (42 U.S.C., Section 2002(e)); Executive Order No. 11246, 30 F.R. 12319 (1965); Executive Order No. 11375, 32 F.R. 14303 (1967) which are incorporated herein by reference. The Equal Opportunity Clause, Section 6.1 of the Rules and Regulations of the Department of Human Rights of the State of Illinois is a material part of any contract awarded on the basis of this proposal. The Company shall not discriminate on the basis of race, color, sex, national origin, religion, ancestry, age, marital status, physical or mental handicap or unfavorable discharge for military service.

3. Human Rights Act

The Company shall perform the Contract in compliance with all requirements of the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., and that the Company shall not engage in any prohibited form of discrimination in employment as defined in the Act. The Company shall maintain policies of equal employment opportunity which shall prohibit discrimination against any employee or applicant for employment on the basis of race, religion, color, sex, national origin, ancestry, citizenship status, age, marital status, physical or mental disability unrelated to the individual’s ability to perform the essential functions of the job, association with a person with a disability , or unfavorable discharge from military service.

4. Sexual Harassment Policy

Pursuant to Section 2-105 (A)(4) of the Illinois Human Rights Act, the Company and each subcontractor has adopted and maintains written sexual harassment policies that shall include, at a minimum, the following information:

- (1) the illegality of sexual harassment;
- (2) the definition of sexual harassment under State law;
- (3) a description of sexual harassment, utilizing examples;
- (4) the Company's/subcontractor's internal complaint process, including penalties;
- (5) the legal recourse, investigative and complaint process available through the Department and Commission;
- (6) directions on how to contact the Department and the Commission; and
- (7) protection against retaliation as provided by Section 6-101 of the Illinois Human Rights Act.

A copy of these policies shall be provided to the Village on request.

5. Compliance with Freedom of Information Act (FOIA)

The Company acknowledges the requirements of FOIA and agrees to comply with all requests made by the Village for public records (as that term is defined by Section 2(c) of FOIA) in the undersigned's possession and to provide the requested public records to the Village within two (2) business days of the request being made by the Village. The undersigned agrees to indemnify and hold harmless the Village from all claims, costs, penalty, losses and injuries (including but not limited to, attorneys' fees, other professional fees, court costs and/or arbitration or other dispute resolution costs) arising out of or relating to its failure to provide the public records to the Village under this Contract.

B&F Construction Code Services, Inc.

Firm Name

By: Kenneth Garrett Vice President

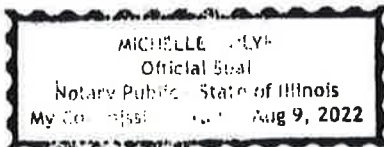
Name/Title

Kenneth Garrett

Signature

SUBSCRIBED AND SWORN to before me this 5<sup>th</sup> day April, 2019

Michelle Kelly  
Notary Public





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

**VILLAGE OF CAROL STREAM**  
**PROPOSAL**  
**FOR**  
**CODE CONSULTING SERVICES**

April 5, 2019

**SUBMITTED TO:**

Don Bastian  
Community Development Director  
Village of Carol Stream  
500 North Gary Avenue  
Carol Stream Illinois, Illinois 60188-1899

## **PROFESSIONAL SERVICES AGREEMENT**

### **CODE CONSULTING SERVICES**

#### **Services Provided**

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

Code Consulting shall consist of the following:

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

#### **Fees**

##### **Option A**

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

##### **Option B**

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

When signing below indicate the option chosen for this proposal.

#### **B & F CONSTRUCTION CODE SERVICES, INC.**

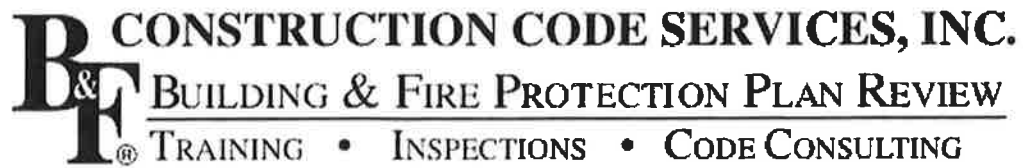
2420 Vantage Drive • Elgin, IL 60124  
Phone 847-428-7010 • Fax 847-428-3151

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

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

- A. Workers Compensation Insurance;
- B. General Liability Insurance underwritten by Liberty Mutual; and
- C. Professional Liability Insurance underwritten by Hiscox

Accepted By _____	Accepted By <u>Kenneth Garrett</u>
Please Print _____	Please Print <u>KENNETH GARRETT</u>
Title _____	Title <u>VICE-PRESIDENT</u>
Date _____	Date <u>4-5-19</u>



**VILLAGE OF CAROL STREAM, IL**

**PROPOSAL**

**FOR**

**INSPECTION SERVICES**

April 5, 2019

**SUBMITTED TO:**

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

**PROFESSIONAL SERVICES AGREEMENT**  
**BUILDING, MECHANICAL, AND ELECTRICAL INSPECTIONS**

**Services Provided**

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

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

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

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

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

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

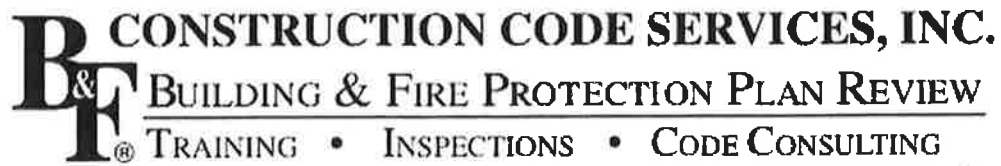
The inspector will be available during the hours designated above to perform inspections as assigned. The Inspector will not perform fire alarm, fire protection, engineering, or other types of inspections or services outside his/her area of qualification.

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

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

- A. Workers Compensation Insurance;
- B. General Liability Insurance underwritten by Liberty Mutual; and
- C. Professional Liability Insurance underwritten by Hiscox

Accepted By _____	Accepted By <u>Kenneth Garrett</u>
Please Print _____	Please Print <u>KENNETH GARRETT</u>
Title _____	Title <u>VICE-PRESIDENT</u>
Date _____	Date <u>4-5-19</u>



**VILLAGE OF CAROL STREAM, IL**

**PROPOSAL**

**FOR**

**PLUMBING INSPECTION SERVICES**

April 5, 2019

**SUBMITTED TO:**

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

## **PROFESSIONAL SERVICES AGREEMENT**

### **PLUMBING INSPECTIONS**

#### **Services Provided**

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

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

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

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

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

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

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

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

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

2420 Vantage Drive • Elgin, IL 60124  
Phone 847-428-7010 • Fax 847-428-3151



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

- A. Workers Compensation Insurance;
- B. General Liability Insurance underwritten by Liberty Mutual; and
- C. Professional Liability Insurance underwritten by Hiscox

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

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

*Kenneth Garrett*

Please Print \_\_\_\_\_

Please Print \_\_\_\_\_

KENNETH GARRETT

Title \_\_\_\_\_

Title \_\_\_\_\_

VILL - PRESIDENT

Date \_\_\_\_\_

Date \_\_\_\_\_

4-5-19

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

2420 Vantage Drive • Elgin, IL 60124  
Phone 847-428-7010 • Fax 847-428-3151



**VILLAGE OF CAROL STREAM**

**PROPOSAL**

**FOR**

**PROFESSIONAL SERVICES**

**BUILDING PLAN REVIEW**

April 5, 2019

**SUBMITTED TO:**

Don Bastian  
Community Development Director  
Village of Carol Stream  
500 North Gary Avenue  
Carol Stream, Illinois 60188-1899

## **PROFESSIONAL SERVICES AGREEMENT**

### **BUILDING PLAN REVIEW**

#### **Services Provided**

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

All reviews include:

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

#### **Fees**

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

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

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

- A. Workers Compensation Insurance;
- B. General Liability Insurance underwritten by Liberty Mutual.; and
- C. Professional Liability Insurance underwritten by Hiscox

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

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

2420 Vantage Drive • Elgin, IL 60124  
Phone 847-428-7010 • Fax 847-428-3151

# Plan Review Fee Schedule

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

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

## One and Two Single Family Dwellings

Up to 3,200 square feet (including basement).....	\$635.00 per Dwelling Unit
Up to 3,200 square feet (including basement and zoning).....	\$710.00 per Dwelling Unit
Over 3,200 square feet (including basement).....	\$0.198 per Square Foot
Over 3,200 square feet (including basement and zoning) .....	\$0.223 per Square Foot
Elevator Plan Review.....	\$300.00 per Elevator Bank
Hood & Duct Plan Review (Type 1) .....	\$300.00 per System
Hood & Duct Plan Review (Type 2) .....	\$200.00 per System
Spray Booth Plan Review .....	\$350.00 per Booth
Miscellaneous Plan Review .....	\$150.00 per Hour (Min. \$300.00)
In-Ground Pool Plan Review.....	\$450.00 per Pool
NFPA 101 Plan Review .....	25% of Building Review (Min. \$300.00)
Priority Express Plan Review .....	x 2.5 of Base Plan Review
HPM, High Hazard, Processing Piping .....	x 1.5 of Base Plan Review
Fire Code.....	50% of Building Review
Energy Code.....	50% of Building Review

## Fire Suppression & Detection Systems

### Fire Suppression Systems

(Includes fire pump, hose stations and standpipes)

#### Hydraulically Calculated

#### Number of Sprinklers

1 to 100	\$425.00
101 to 200	\$550.00
201 to 300	\$650.00
301 to 500	\$750.00
Over 500	\$850.00 + \$1.00 each
Modifications (40 or fewer sprinkler heads)	\$175.00

### Alternate Fire Protection Systems

#### Carbon Dioxide/

Clean Agent Systems \$150 to 105 lbs.  
(\$1.00 each pound over)

Fire Alarm	\$0.15/sq.ft. - \$200.00 min.
Mods. under 5k sq.ft.	\$175
Dry Chemical	\$350.00 + alarm fees
Residential systems (NFPA 13D)	\$225.00

## Special Services

### Code Writing and Adoption Assistance

Fee based on individual project.

### Water Flow/Backflow/Hydrant Flushing

#### Device Testing

Fee based on quantity and size.

### Safety Training and Disaster Plans

Fee based on individual project.

Estimates upon request.

### Building Department Analysis

Fee based on services needed.

## Inspections

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

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

### **New and Existing Commercial Construction** Based on Building Square Footage

Building	\$0.14 per square foot
Mechanical	\$0.04 per square foot
Electrical	\$0.04 per square foot
Plumbing	\$0.04 per square foot
Energy	\$0.02 per square foot
(Special Systems Additional)	

Hourly and per inspection rates available. Call for details.

### **Residential Subdivisions** Call for Quote.

### **Sprinkler Systems**

First Riser	\$300.00
Additional Risers	\$100.00
Fire Pump Test	\$200.00
Hydrostatic Test	\$300.00
Others (each)	\$250.00

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

### **Hydrant Water Flow Test** Test within 25 miles \$300.00

### **Fire Alarm System Inspections** \$200+ based on # devices - Ask for quote

### **Addressable Systems** Fee Based on Building Layout. Call for Quote.

### **Blower Door & Duct Blaster Testing** within 25 miles \$300.00

# B F C A<sup>®</sup>

## Building & Fire Code Academy

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

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

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



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

obtaining this approval, the Building & Fire Code Academy has demonstrated that it complies with the ANSI/IACET Standards which are widely recognized as standards of good practice internationally.

As a result of their Authorized Provider membership status, the BFCA is authorized to offer IACET Continuing Education Units (CEUs) for its programs that qualify under the ANSI/IACET Standards.

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



### **Building & Fire Code Academy**

2426 Vantage Drive • Elgin, IL 60121

Phone: 847-428-2951 • Fax: 847-428-2911 • Toll Free: 800-488-7057

[www.bfcaacademy.com](http://www.bfcaacademy.com) • [bfca@bfcaacademy.com](mailto:bfca@bfcaacademy.com)

**Building Better With our Greatest Resource...Education<sup>®</sup>**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/5/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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

PRODUCER The PLEXUS Groupe LLC 21805 W Field Parkway, Ste 300 Deer Park IL 60010	CONTACT NAME: Certificates
	PHONE (A/C No, Ext): (847) 307-6100 FAX (A/C, No): (847) 307-6199
INSURED B&F Construction Code Services, Inc. 2420 Vantage Dr Elgin IL 60124	E-MAIL ADDRESS: certificates@plexusgroupe.com
	INSURER(S) AFFORDING COVERAGE NAIC #
	INSURER A: Ohio Security Insurance Company 24082
	INSURER B: Ohio Casualty Insurance Company 24074
	INSURER C: Hiscox
	INSURER D:
	INSURER E:
	INSURER F:

COVERAGES CERTIFICATE NUMBER: 18-19 All lines, bond REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X		BKS (19) 58221917	10/28/2018	10/28/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP PAGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	X		BAS (19) 58221917	10/28/2018	10/28/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Comp/Collision deductible \$ 1,000/\$1,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			USO (19) 58221917	10/28/2018	10/28/2019	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	XWO (19) 58221917	10/28/2018	10/28/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E L EACH ACCIDENT \$ 1,000,000 E L DISEASE - EA EMPLOYEE \$ 1,000,000 E L DISEASE - POLICY LIMIT \$ 1,000,000
B	Surety Bond Plumbing			328414423	9/30/2018	9/30/2019	Bond Limit \$20,000
C	Professional Liability			ANE1451178418	5/13/2018	5/13/2019	Limit/Retention \$2MM/\$10,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Village of Carol Stream together with the officers, agents, and employees of the village are listed as additional insured under the General Liability and Automotive Liability policies as required by written contract.

## CERTIFICATE HOLDER

## CANCELLATION

Smartin@carolstream.org

Village of Carol Stream  
505 E. North Avenue  
Carol Stream, IL 60188

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

W Fawcett III/MNOW

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VILLAGE OF CAROL STREAM  
INTER-DEPARTMENTAL MEMO

**TO:** Bob Mellor, Village Manager  
**FROM:** Caryl Rebholz, Human Resources Director  
**DATE:** April 2, 2019  
**RE:** **Personnel Policy Revisions**

In an effort to ensure continued efficiency, safety, legal compliance, and parity within the organization, several Personnel policy change recommendations are attached. A synopsis of these recommendations are highlighted below:

Chapter 1M (New Section) – Information Technology: The Technology Use policy is a large document separate from the Personnel Manual. It is also more fluid than a typical personnel policy given the ever-changing IT environment. That said, there is currently no nexus to this document and the personnel policies approved by the Village Board. Therefore; it is recommended to establish a nexus within the Personnel Manual by implementing an Information Technology policy. *Note: The original sections 1M through 1S will be re-assigned to the next letter in succession.*

Chapter 3G – Medical Exams: As a clean-up of language only, the fact that regular part-time employees also require a post-offer medical examination has been moved to the initial paragraph rather than a separate paragraph.

Chapter 4D – Education: In keeping with the recent agreement with the Fraternal Order of Police (FOP), it is recommended to decrease the maximum education reimbursement to \$5000 for all non-union employees and add language recognizing the annual budget process.

Chapter 4E – Overtime: It is recommended to eliminate the references to Appendix A and Appendix B, which listed positions which were exempt or non-exempt under the Fair Labor Standards Act. The Fair Labor Standards Act status is now listed on every job description.

Chapter 7B – Formal Disciplinary Measures: Based on increasing reports of workplace violence stemming from employee terminations around the country, language has been added to include the presence of a sworn police officer when such actions must take place on-site. In addition, as clean-up language only, it was noticed that references to the level of supervision authorized to give written reprimands differed in 2 paragraphs. Therefore, a change to make clear that both supervisors and Department Heads may provide a written reprimand is recommended.

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

## Policy Changes

### **1M. INFORMATION TECHNOLOGY (New Section):**

Recent advances in electronic communications and information technologies present valuable opportunities for the Village. These technologies, when properly used, support our business activities and enable us to better serve our customers and residents through closer and timelier communications and nearly instantaneous access to vast stores of information. In recognition of these benefits, the Village has made a substantial investment in upgrading and maintaining its electronic communications and information systems. While the Village encourages the use of its systems, such use carries with it important responsibilities. The careless or inappropriate use of these systems can have dramatic consequences, including harm to the Village, our customers, our residents and the individual users of Village systems.

The Village has created a Technology Use Policy which govern the use of technology by Village employees. Employees are required to read, comply with, and acknowledge receipt of these policies, which are available at the commencement of employment and at any time thereafter through Human Resources.

The Computer Technology Use Policy is intended to minimize the likelihood of harm caused by electronic communications by educating users as to proper and improper usage of information technology, and by setting forth the conditions that apply whenever the Village's electronic communications tools are being used. Usage guidelines for communications tools include those pertaining to conditions of access, acceptable use, unacceptable content, transmitting confidential information, etiquette and employer representation, limits of privacy and viruses. Discipline for misuse of any Village communications tools or other violations of Village policies may include disciplinary action, up to and including termination of employment.

### **3G. MEDICAL EXAMINATIONS:**

All candidates scheduled for **regular** full-time **or part-time** employment with the Village of Carol Stream will be required to take an appropriate medical examination specific to their classification, including a drug screen, before employment may begin. Additional medical tests may be required if initial tests dictate.

Unless otherwise noted, the medical examination will be paid for by the Village of Carol Stream. The purpose of this medical examination prior to employment with the Village of Carol Stream is to ensure the selection of job applicants for the municipal service who are initially medically qualified to perform the essential duties required within a Village job classification with or without reasonable accommodation.

~~Applicants for regular part-time employment with the Village of Carol Stream shall be required to successfully complete a medical examination and drug screen, and meet the medical standards required for a comparable, regular authorized position of the Village of Carol Stream, prior to appointment.~~



Any Village employee may be required to receive a medical or psychiatric examination, including fitness for duty exam, at any time as it is deemed necessary by the Village Manager. The Village Manager shall select the professional examiner and the Village will cover the expense of this required exam.

**4D. EDUCATIONAL PLAN, LICENSES & MEMBERSHIPS:**

The Village of Carol Stream is committed to the professional development and education of its employees. In an effort to achieve this goal, the Village will provide financial assistance to all eligible employees for pre-approved educational programs, licenses and memberships according to the guidelines set forth in this policy.

**Educational Plan:** Educational assistance is available to all regular full-time employees when funding is available. All educational programs must be directly related to the employee's present position or work that the employee might reasonably expect to perform for the Village in the future. Prior to enrolling into any individual course or degree program, the employee must submit a written request to the Department Head on the Tuition Reimbursement Form. If the Department Head recommends reimbursement, approval of both coursework and educational institution must also be given by the Human Resources Director and Village Manager. The Village maintains the right to request additional quotations for similar programs before reaching a final decision.

The Village will reimburse the employee the cost of tuition based upon the following schedule:

Grade of A or B:	100% reimbursement
Grade of C:	50% reimbursement
Grade of D or below:	No reimbursement

For credited courses taken on a non-graded basis, when the grade received is "Satisfactory" or "Passing", reimbursement will be calculated at 50% of eligible costs. Textbooks may be paid for by the employee if they wish to keep the books or paid for by the Village in which case the Village will keep books available for other employees.

~~An employee may receive up to \$10,000 within the fiscal year in tuition reimbursement for approved courses subject to these courses being included in the approved Village budget for the specified employee.~~

~~Beginning May 1, 2018 — April 30, 2019, an employee may receive up to \$8,000 within the fiscal year in tuition reimbursement for approved courses subject to these courses being included in the approved Village budget for the specified employee.~~

An employee may receive up to \$5,000 within the fiscal year in tuition reimbursement for approved courses subject to these courses being included in the approved Village budget for the specified employee.

The Department Head or his designee will inform employees which courses and how much educational reimbursement funds have been included in a Village proposed budget. Educational

reimbursements will be made to employees in accordance with their class and/or course requests and as tentatively approved during the Budget review process generally conducted annually during the month of December subject to the above limitations. However, the employee understands and acknowledges that the final decision regarding the availability of educational reimbursement funds will not be known until the fiscal year budget is approved by the Village Board on or around May 1 of each year.

Tuition reimbursement will be subject to all Federal and State tax laws where applicable.

#### **4E. OVERTIME:**

##### **1. Non-Exempt Employees**

The Fair Labor Standards Act (FLSA) requires the payment of time and one-half for all hours worked in excess of forty (40) hours in each week to all employees who are classified as non-exempt under the law. ~~See Appendix A.~~ The Village of Carol Stream will pay non-exempt, non-contract employees in 15 minute increments when they are required to work more than 40 hours in one week. Paid time off including sick leave will be considered toward the 40 hours.

##### **2. Exempt Employees**

Employees working in classifications that are exempt for purposes of the Fair Labor Standards Act are not eligible for overtime pay or compensatory time off. ~~Exempt positions are listed in Appendix B of this manual.~~ Exempt positions are classified in accordance with the law and include: managerial, administrative and professional positions. It is implicit in the nature of the work performed by exempt employees that they may from time to time spend more than forty (40) hours in performing their duties and responsibilities. In general, this extra time has been accounted for in establishment of the pay ranges to which these positions are assigned. Employees working in exempt positions shall perform extra work beyond the standard work week without receiving any additional compensation and are required to work as much overtime as is necessary to properly complete their assigned duties and responsibilities.

#### **7B. FORMAL DISCIPLINARY MEASURES:**

##### ***Written Reprimand***

*or*

***Written Notice:*** Unless the severity of the action requires a stronger or more direct response, the second step in the disciplinary procedure is a written notice issued to the employee by the supervisor or Department Head. A notice of disciplinary action form may be completed which will include a description of the incident for which the warning is issued, an outline of the circumstances surrounding the incident, and any written comment the employee wishes to include and shall be placed in the employee's personnel file. The employee shall be given an opportunity to sign indicating receipt of such a written reprimand. Failure to sign will be noted.

***Suspension:*** A suspension, or temporary separation from the Village service without pay, is the third course of disciplinary action. Discipline at the level of suspension or above must be recommended by the Department Head, with approval by the Village Manager. When a suspension is enacted, the Department Head taking such action will provide written documentation, with a copy placed in the employee's file.

Exempt employees, in accordance with the Fair Labor Standards Act and Illinois Minimum Wage Act, are subject to unpaid partial week disciplinary suspensions only for safety violations of major significance.

An employee who is arrested and charged with criminal offense may be suspended by the Village Manager pending final disposition of the case.

**Demotion:** Employees may be demoted or assigned to less responsible work, when their work has not been satisfactory or for other reasons affecting their work, but if not so serious as to warrant dismissal. A reduction in salary shall accompany such demotion. When a vacancy exists in a lower class for which the employee is qualified, the Department Head, with the approval of the Village Manager, may place the employee in the vacancy. When no such vacancy exists, the Department Head shall notify the Village Manager and the employee will be terminated without prejudice to be rehired if he applies and is selected for a vacancy in the future.

**Dismissal:** The final course of disciplinary action is utilized only as a means of insuring high quality public service to the community. Whenever the actions or attitudes of an employee seriously conflict with the policies, rules and practices of the Village, the Department Head may recommend the dismissal of an employee. The Village Manager must approve all dismissals.


**In all cases, the safety and protection of Village employees and customers is our highest priority. Out of an abundance of caution, when circumstances necessitate dismissal be administered on-site, a sworn police officer shall be present as a matter of practice.**

If a situation arises that in the opinion of the supervisor necessitates immediate disciplinary action for safety and protection of public property, and if the Department Head or Village Manager is not available, then the supervisor has the authority to order the offending employee to immediately leave the job site until review of the situation is completed by the Department Head or Village Manager. The supervisor shall, however, inform the offending employee of the reason why the order is being made and shall accord the employee some opportunity to respond to the order to leave the job site.

Whenever a disciplinary action is to be taken against a regular employee of written reprimand or greater, the employee shall be advised in writing by the **supervisor or** Department Head of the violations and the discipline that will be administered. The Disciplinary Action Notification form may be used which contains this statement. A meeting will then be scheduled with the employee to discuss the discipline and the employee will be given the opportunity to respond to allegations against him.

*Village of Carol Stream*  
Interdepartmental Memo

**TO:** Robert Mellor, Village Manager

**FROM:** Marc Talavera, Information Technology Director 

**DATE:** April 10, 2019

**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 7<sup>th</sup> 2018.

Per the terms of the agreement, in FY19/20 the Carol Stream Library will be paying the Village for technology services in an amount of \$7,738.04 monthly. It is staff's recommendation to use the monthly payment to increase the technology department's support capabilities through contracted help in order to satisfy the Library's support requirements. This approach satisfies the support obligation, 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 \$89,980.80 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 12 months.

## EMPLOYEE LEASING AGREEMENT

**THIS EMPLOYEE LEASING AGREEMENT** (this "Agreement") is made this 1st day of May, 2019 ("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.** Section 5.01. Effective and Termination Dates. The Effective Date of this Agreement is the date that this Agreement is last signed by GovTemps on the signature page (the "Effective Date"). The period during which the Worksite Employee works at the Municipality is defined as the ("Term"). The Term commences on the Effective Date and will continue for the period identified on the attached Exhibit A, or until it is terminated in accordance with the remaining provisions of this Section 5. For the purposes of this Agreement, the date on which this Agreement expires and/or is terminated is 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 Email: mearl@govhrusa.com
-----------------	--

If to the Municipality:	Village of Carol Stream 500 North Gary Avenue Carol Stream, IL 60188 Attention: Robert Mellor Telephone: 630-871-6250 Email: rmellor@carolstream.org
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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: Joellen J. Cademartori  
Title: President/Co-owner

MUNICIPALITY  
Village of Carol Stream

By: \_\_\_\_\_  
Name: Robert Mellor  
Title: Village Manager

**EXHIBIT A**  
**Worksite Employee and Base Compensation**

WORKSITE EMPLOYEE: John Firek

POSITION/ASSIGNMENT: Outsourced IT Technician

POSITION TERM: May 1, 2019 – April 30, 2020

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

Agreement may be extended annually, with agreement among all parties. Please review

Section 5 of this agreement for complete terms of the position.

BASE COMPENSATION: \$43.26 per hour for hours worked, based on a forty (40)

hour work week (\$1,730.40 per week). Overtime rate of \$64.89/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: 4/9/2019

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 May 1, 2019

Village of Carol Stream  
Interdepartmental Memo

AGENDA ITEM  
H-6 4/15/19

**TO:** Robert Mellor, Village Manager

**FROM:** Tom Farace, Planning & Economic Development Manager <sup>TF</sup>

**THROUGH:** Donald T. Bastian, Community Development Director <sup>DB</sup>

**DATE:** April 10, 2019

**RE:** **Agenda Item for the April 15, 2019, Village Board Meeting: *Light Up Our Town* - Request for Approval of a Temporary Waiver to the Code of Ordinances to Allow Temporary Promotional Signage**

**PURPOSE**

The purpose of this memorandum is to coordinate a request with the Village Board from Ms. Jennifer Rawls, a Carol Stream resident and business owner, for approval of a temporary waiver to the Code of Ordinances (Sign Code) to allow for the placement of temporary promotional signage for the Light Up Our Town event held in advance of National Police Week.

**REQUEST**

Attached is a letter from Ms. Rawls in which she explains the Light Up Our Town promotional event that has been held that last two years, where Carol Stream residents can purchase blue light bulbs at the Home Depot in town to support and honor police personnel during National Police Week (May 12-18, 2019). Ms. Rawls sends out postcards and provides information to local schools and businesses regarding the promotional event, and has also made signs this year to install throughout the community for marketing purposes.



The signs are 18 inch x 24 inch stake signs (see the image above), and Ms. Rawls is working with property owners to place several of the signs on private residential properties and school properties. In addition, she would like to place signs in public property at key intersections in the community; the intersections of County Farm/Lies, Lies/Kuhn, Gary/Lies, and Birchbark/Kuhn (see attached map). Ms. Rawls would like to place the signs at the intersections starting April 18<sup>th</sup> through the end of National Police Week, which is May 18<sup>th</sup>. Temporary promotional or special event signage is allowed to be installed for up to 30 days, but their locations within the Village right-of-way requires a temporary waiver to the Code of Ordinances.



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 Birchbark). It should be noted that other special events have received approval to place signs in the Village right-of-way for promotional purposes, such as Relay for Life and Bud's Run. Staff has no objection to Ms. Rawl's request, and believes the signs are tastefully designed and will help to promote a worthy event for the community.

**RECOMMENDATION**

Staff recommends approval of a temporary waiver to the Sign Code to install stake signs to promote Light Up Our Town within the public right-of-way. If the Village Board concurs with staff's recommendation, they should approve, by motion, a temporary waiver from the Sign Code to allow the promotional signs, subject to the following conditions:

1. That signs may be installed within Village rights-of-way at the following intersections: County Farm/Lies (along Lies), Lies/Kuhn, Gary/Lies (along Lies), and Birchbark/Kuhn;
2. That all signs within the public right-of way must be removed by May 20, 2019;
3. That the signs 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.

cc: Ms. Jennifer Rawls

March 18, 2019

Village of Carol Stream  
500 N Gary Ave  
Carol Stream, IL 60188

To whom it may concern,

My name is Jennifer Rawls. I am the person who has put together the "Light Up Our Town" event for the last two years. You may be familiar with this event, but I wanted to give you a bit of information just in case you are not. This event is something I put together two years ago to honor our towns brave men and women of the Carol Stream Police Department for their service to protect and keep our community safe. I feel that it is important for our community to show our Officers that we as a town support and respect them. I have been asking that each year during National Police Week our residents of Carol Stream *light up* their homes with a blue light bulb for one week to show their support of all of our Officers. It has been very successful and I have had a great amount of great feedback from a lot of people. Residents of Carol Stream have participated in this event for the last two years.

Each year I send out a postcard to notify the residents of when National Police Week will take place and where they can purchase their blue bulbs at a discounted price. I will do this again this year as well as have the school districts put it in their virtual backpacks and the school newsletters. I also supply each school in District 93 with about 3 posters to hang in their school to grow more awareness to this event. Other local businesses also display posters I provide to them to promote the event.

This year I wanted to take it a bit further by placing yard signs (18 x 24 with stakes) around town. I think by doing this we can get more people to participate in this week-long event. I have 20 signs that are printed up for this event. I know I have talked to the school district about putting a sign at their entrances and I think they will be approving this very soon. That would leave 12 signs to be place randomly around town. I would like to place them at the corners and not in people's yards. Some will be in people's yards but not all. I don't have each location as of yet but I have a few.

- Lies and Kuhn
- Birchbark and Kuhn
- County Farm and Lies Rd
- Gary and Lies Rd

These are just a few off the top of my head that are high traffic areas.

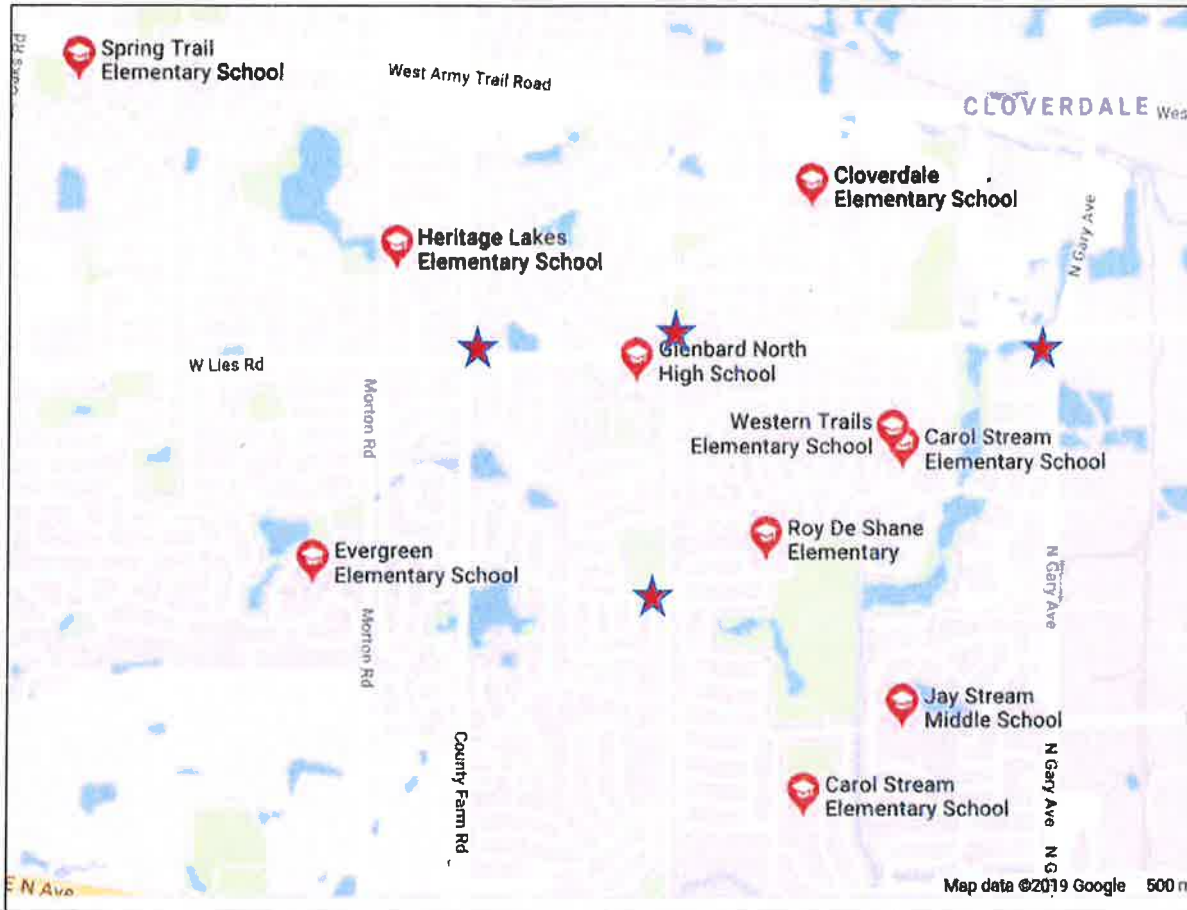
So I am asking for permission to place these signs in parkways of high traffic areas around town to draw more residents into participate in this great event.

If you have any questions please feel free to contact me at 630-768-4845. Thank you for your time and consideration to this request.

Sincerely,

Jennifer Rawls

## LIGHT UP OUR TOWN SIGN LOCATIONS



 = Sign Locations at County Farm/Lies, Lies/Kuhn, Gary/Lies, and Birchbark/Kuhn intersections



AGENDA ITEM  
H-7 4/15/19

## Carol Stream Police Department

### Intradepartmental Memo

**TO:** The Mayor and Board of Trustees

**VIA:** Village Manager Bob Mellor

**REVIEWED AND APPROVED BY:** Ed Sailer, Chief of Police

**FROM:** Deputy Chief John Jungers

**DATE:** April 9<sup>th</sup>, 2019

**RE:** **Approval to purchase one (1) squad SUV**

***The Police Department requests approval to purchase one (1) squad SUV from Thomas Dodge.***

The Police Department has a need to purchase a vehicle for the recently approved, Narcint K-9 handler position. This vehicle will be owned by the village and used exclusively by the Narcint Agent for K-9 duties. The vehicle and needed equipment will be purchased with narcotics forfeiture funds provided by the Narcint Task Force. All maintenance on the vehicle will also be paid for with these funds.

The Police Department would like to purchase a 2019 Dodge Durango under the Southwest Conference of Mayors Cooperative bid pricing for a cost not to exceed \$28,000. The cooperative vendor is Thomas Dodge, 9604 Indianapolis Blvd., Highland, IN 46322.

*Village of Carol Stream*  
Interdepartmental Memorandum

TO: Robert Mellor, Village Manager

THRU: James Knudsen, Director of Engineering Services *[Signature]*

FROM: Gregory R. Ulrich, Stormwater Administrator *GRU*

DATE: April 11, 2019

RE: The Park Unit 1 Detention Basin Retrofit Naturalization Project Recommendation to Waive Bidding Requirement (5-8-3) & Award Contract to Bedrock Earthscapes, LLC & Amend IGA (Resolution No. 3009) with DuPage County

The Village's FY2018/19 Capital Improvement Program (CIP) Budget includes funds to modify the Village's dry, turf grass detention basin near the northwest corner of Munson Drive and Kuhn Road (i.e. "The Park Unit 1"). The bottom of the basin is poorly drained such that Public Works has identified the basin as an on-going maintenance problem, which has resulted in repeated complaints from the public (see Photo 1). The Village owns and maintains 10 other dry, turf grass detention basins and many of them also have drainage issues. Staff determined the subject basin is an ideal candidate for a pilot project for converting a dry detention basin from turf grass to native vegetation because of the following reasons:

- (1) it's small size (i.e. < 1 acre);
- (2) it is not useful as open space to the nearby residents, and;
- (3) the poor drainage was a result of substandard design and could not be easily reconstructed.

This pilot project would then serve as a model to provide valuable insight into any challenges and/or risks that may arise during implementation before investigating the feasibility of converting any of the other 10 (much larger) dry, turf grass detention basins.



*Photograph 1*

This detention basin was assessed in the Klein Creek Watershed Plan published by DuPage County Stormwater Division and was found to have an "Overall Water Quality Benefit" rating of "Poor". Its inclusion in the Watershed Plan provided an opportunity for staff to apply for a DuPage County Water Quality Improvement Program (WQIP) grant, which it was awarded in early 2018 and the Intergovernmental Agreement (IGA) was then executed on April 16, 2018 (Resolution No. 3009). The WQIP covers up to 25% of the construction and establishment costs on a reimbursable basis and the grant will provide a maximum of \$10,000 based on the \$40,000 cost estimate provided in the application.

At the time of application for the WQIP grant, the estimate in the FY2017/18 CIP Budget was \$32,000 for the initial construction, plus an establishment period over the next two fiscal years of \$5,000 each to ensure growth of the native vegetation. The budget estimate assumed minimal earthwork to the existing channel and a reliance mostly on seed for the vegetation, with some plugs to be included in the wetter areas. The WQIP grant stipulates that the improvements include regrading at the inlets and outlets and re-meandering the low flow channel, so when the FY2018/19 CIP Budget was developed, it was assumed that most of the grant would be consumed with the additional earthwork to meet said stipulations. The final budget estimate of \$40,000 was therefore established. Since the project will not be completed by the end of April, the FY2019/20 CIP Budget will need to be amended. Staff will approach the Board in May with this budget amendment request.

Staff negotiated directly with Bedrock Earthscapes, LLC (BEDROCK) since they have shown several years of success in re-establishing the native vegetation at 15 of the Village's ponds and wetlands, as well as recent success with the WRC Pollinator Meadow.

The design fee included a pre-design meeting with BEDROCK and their earthwork subcontractor, Bird Excavating (BIRD), to discuss a draft design and maximize the water quality benefits within the available budget. ERA completed final plans and specifications on March 25, 2019 and based on that design, BEDROCK provided a quote on April 2, 2019 of \$26,666 for initial construction in 2019, plus the same establishment costs of \$1,124 (2020), \$1,010 (2021), and \$1,200 (2022) as the September quote for a total cost of \$30,000.

ERA's Estimate of Probable Cost (EOPC) was \$24,799.36 for initial construction in 2019, plus establishment costs of \$1,140 (2020), \$1,015 (2021), and \$1,200 (2022) for a total cost of \$26,954.36. After discussing with the representative from BIRD, staff learned that the "Earth Haul-Off" amount was nearly twice the amount estimated by ERA (131 versus 71 cubic yards). ERA determined that the difference was based on more precise measurements by the contractor (0.5 foot contours versus 1.0 foot contours) and ERA and staff concurred with BIRD's revised quantity. Adjusting ERA's quantity would

result in the initial construction costs increasing to \$28,999.36 and the total cost to \$31,754.36. Since the haul-off is more than can be re-spread on-site, BIRD will be allowed to haul and spread the excess material at the Water Reclamation Center at 245 N Kuhn Road at a location to be determined later by staff. Staff also performed its own estimate for the initial construction in 2019 based on stated labor, equipment and materials, with equipment costs based on USACE EP1110-1-8 (Vol. 2) and material costs from local vendor surveys. Due to the low values, staff relied on the Engineer's EOPC for the establishment costs. The cost comparison is provided in the table below:

	2019 Initial Construction	2020 Establishment	2021 Establishment	2022 Establishment	Total Construction Cost
<b>Engineer's (ERA) and Village Staff's Estimates of Probable Cost (EOPC)</b>					
Engineer EOPC	\$28,999.36 *	\$1,140.00	\$1,015.00	\$1,200.00	\$31,754.36 *
Village EOPC	\$29,540.00	---	---	---	---
<b>Contractor's Quote</b>					
Contractor (BEDROCK)	\$26,666.00	\$1,124.00	\$1,010.00	\$1,200.00	\$30,000.00
* Based on the revision to "Earthwork Haul-Off" from 71 to 131 cubic yards.					

Bedrock Earthscapes, LLC has the expertise and staff necessary to provide the Village with the required services, as well as a proven track record of successfully creating and maintaining native vegetation in various settings throughout Carol Stream and other surrounding communities. Staff have reviewed the quote and supporting documentation and found it to be fair and reasonable. Therefore, staff is requesting that the requirement for bidding be waived in accordance with Section 5-8-3(B) of the Village Code of Ordinances and a contract in the amount of \$30,000 be awarded to Bedrock Earthscapes, LLC. The estimated reimbursement from DuPage County is \$7,500.00 (25%) for a final cost to the Village of \$22,500.00, which is within the available budget amount of \$23,063.10.

In conjunction with the contract award, staff is requests passing a resolution amending Section 3.3 of the Intergovernmental Agreement with DuPage County (per Resolution No. 3009) that extends the date for substantial completion from May 1, 2019 to August 1, 2019. DuPage County's Stormwater Committee approved this amendment at their April 2, 2019 meeting without comment.

**Attachments:**

1. Location Map
2. Request for Quote Form signed by Bedrock Earthscapes, LLC dated April 5, 2019.
3. Resolution Amendment approved by DuPage County Stormwater Committee on April 2, 2019.

cc: Phil Modaff, Director of Public Works  
Jon Batek, Director of Finance



Map created on April 11, 2019

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The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law.

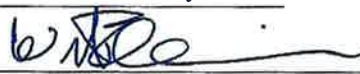
Disclaimer: This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.



**VILLAGE OF CAROL STREAM**  
**REQUEST FOR QUOTE FORM**  
**The Park Unit 1 Detention Basin Retrofit Naturalization Project**


Provided with this Request for Quote form are the "Terms and Conditions of a Purchase Order / Agreement" that will serve as the agreement between the Village and the Contractor. Please review this document to insure that you understand the full and complete terms under which the Village intends to execute this work. In submitting this quote, the Contractor hereby agrees to comply with all terms and conditions, as well as the engineering plans titled "The Park Unit 1 Detention Basin Retrofit Naturalization Project" Revision #1 dated 03/25/2019, attached hereto, for the prices as specified below. The Contractor shall execute the "Governmental Contract Compliance Certifications" form and attach it to this Request for Quote form. This quote shall remain in force and full effect for a period commencing on the date of submission and ending thirty (30) days thereafter.

LINE ITEM	UNIT	QUANTITY	PRICE
001 Site Work / Seeding / Plugs / SESC	Lump Sum	1	\$ 26,066.00
002 Ecological Management (CY 2019)	Lump Sum	1	\$ 600.00
003 Ecological Management (CY 2020)	Lump Sum	1	\$ 1,124.00
004 Ecological Management (CY 2021)	Lump Sum	1	\$ 1,010.00
005 Prescribed Burn (CY 2022)	Lump Sum	1	\$ 1,200.00
<b>TOTAL</b>			<b>\$ 30,000.00</b>

Company: **Bedrock Earthscapes, LLC**  
Address: **1501 E. Harrison Avenue**  
**Wheaton, IL 60187**  
Telephone No. 630-461-1159 Fax No. 630-692-5660  
Signature:   
Name and Title: (Please Print) **William Bedrossian, Owner**  
Date: 4/5/19

Subscribed and sworn before me this 5 day of April, 2019

MY COMMISSION EXPIRES:

  
NOTARY PUBLIC



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

**AN ORDINANCE ADOPTING THE ANNUAL BUDGET OF THE  
VILLAGE OF CAROL STREAM  
IN THE AMOUNT OF \$54,313,774 FOR THE FY19/20 FISCAL YEAR  
BEGINNING MAY 1, 2019, AND ENDING APRIL 30, 2020**

WHEREAS, Village staff has prepared and presented to the Mayor and Board of Trustees of the Village of Carol Stream a proposed annual budget for the FY19/20 fiscal year beginning May 1, 2019, and ending April 30, 2020 as set forth in “Exhibit A” to this ordinance as attached hereto; and

WHEREAS, following due and proper publication of public notice in The Examiner on April 3, 2019, a public hearing was held on April 15, 2019, to consider and receive public comment on the proposed annual budget for the FY18/19 fiscal year; and

WHEREAS, the proposed annual budget has been made conveniently available for public review and inspection at least 10 days prior to passage in the office of the Carol Stream Village Clerk, the Carol Stream Public Library and on the Village’s web site, and

WHEREAS, the Mayor and Board of Trustees of the Village of Carol Stream deem it in the best interest of the Village to adopt the budget proposed by the Budget Officer, as revised at the direction of the Mayor and Board of Trustees;

NOW, THEREFORE, BE IT HEREBY 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: The annual expenditure Budget for the FY19/20 fiscal year, beginning May 1, 2019, and ending April 30, 2020, for the Village of Carol Stream, is in the amount of Fifty Four Million Three Hundred Thirteen Thousand Seven Hundred Seventy Four Dollars, (\$54,313,774); as set forth in “Exhibit A”, as attached hereto, is hereby adopted and authorized.

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

SECTION 3: The budget hereby approved shall be printed and bound and a certified copy of this Ordinance and a copy of the printed and bound budget shall be filed with the DuPage County Clerk in accordance with the provisions of the statutes of the State of Illinois.

SECTION 4: This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form as provided by law.

PASSED AND APPROVED THIS 15<sup>TH</sup> DAY OF APRIL, 2019.

AYES:

NAYS:

ABSENT:

---

Frank Saverino, Sr., Mayor

ATTEST:

---

Laura Czarnecki, Village Clerk



20 N. Wacker Drive, Ste 1660  
Chicago, Illinois 60606-2903  
T 312 984 6400 F 312 984 6444 T 708 349 3888 F 708 349 3506

15010 S. Ravinia Avenue, Ste 10  
Orland Park, Illinois 60462-5353

DD: 312-984-6417  
jarhodes@ktjlaw.com

**AGENDA ITEM**  
#2 4/15/19  
www.ktjlaw.com

**MEMORANDUM**

**TO: Mayor and Board of Trustees  
Robert Mellor, Village Manager**

**FROM: James A. Rhodes, Village Attorney**

**DATE: April 8, 2019**

**RE: Amendment of Ordinances 2017-12-73 and 2018-11-41 with  
respect to the Revised Discriminatory Workplace Harassment  
Policy**

When codifying the Village's ordinance, American Legal Publishing discovered that a conflict existed within certain village ordinances. Ordinance 2017-12-73 adopted a Revised Discriminatory Workplace Harassment Policy as Chapter 1, Article 8 of the Code of Ordinances. In 2018, Ordinance 2018-04-07 adopted the Village Code of Ethics also as Chapter 1, Article 8 of the Code of Ordinances. In order to resolve the conflict in numbering, the attached Ordinances amends Ordinances 2017-12-73 and 2018-11-41 that pertain to the Revised Discriminatory Workplace Harassment Policy to renumber its provisions under an Article 9 of the Code of Ordinances.

I recommend approval of the attached ordinance.

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

**AN ORDINANCE AMENDING ORDINANCES 2017-12-73 AND 2018-11-42**

**WHEREAS**, on December 18, 2017 the Mayor and Board of Trustees adopted Ordinance 2017-12-73 approving and adopting a Revised Discriminatory Workplace Harassment Policy; and

**WHEREAS**, on November 5, 2018, the Mayor and Board of Trustees adopted Ordinance 2018-11-41 amending Section 1-8-5 of the Revised Discriminatory Workplace Harassment Policy; and

**WHEREAS**, it has been determined that a numbering conflict exists in Ordinance 2017-12-73 and 2018-11-41 and the Mayor and Board of Trustees find it to be in the best interests of the Village to correct this conflict by renumbering the article and sections of the Revised Discriminatory Workplace Harassment Policy as set forth in Chapter 1 of the Carol Stream Code of Ordinances.

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

**SECTION 1:** The Revised Discriminatory Workplace Harassment Ordinance, adopted by 2017-12-73 as Chapter 1, Article 8 of the Carol Stream Code of Ordinances and amended by Ordinance 2018-11-41 are hereby both amended by renumbering the Article reference and Section references as follows:

Previous Article number:  
Article 8

Amended Article number:  
Article 9

Previous Section number:  
§1-8-1 Purpose  
§1-8-2 Policy  
§1-8-3 Definitions  
§1-8-4 Complaint Procedure  
§1-8-5 Legal Rights Under the Law  
§1-8-6 Prohibition on Retaliation  
§1-8-7 False Reports of Harassment  
§1-8-8 Consequences of Violating the Harassment Policy

Amended Section number:  
§1-9-1 Purpose  
§1-9-2 Policy  
§1-9-3 Definitions  
§1-9-4 Complaint Procedure  
§1-9-5 Legal Rights Under the Law  
§1-9-6 Prohibition on Retaliation  
§1-9-7 False Reports of Harassment  
§1-9-8 Consequences of Violating the Harassment Policy

**SECTION 2:** Those sections, paragraphs and provisions of the Carol Stream Code of Ordinances which are not expressly amended or repealed by this Ordinance are hereby re-enacted, and it is expressly declared to be the intention of this Ordinance not to repeal or amend any portion of the Carol Stream Code of Ordinances other than those expressly amended or repealed in Section 1 of this Ordinance.

**SECTION 3:** The invalidity of any section or provision of this Ordinance hereby passed and approved shall not invalidate other sections or provisions thereof.

**SECTION 4:** This Ordinance shall be in full force and effect from and after its passage and approval by law.

PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF APRIL 15, 2019.

AYES:

NAYS:

ABSENT:

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Frank Saverino, Sr., Mayor

---

Laura Czarnecki, Village Clerk



20 N. Wacker Drive, Ste 1660  
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AGENDA ITEM

www.ktjlw.com J-1 4/15/19

**MEMORANDUM**

**TO: Mayor and Board of Trustees  
Robert Mellor, Village Manager**

**FROM: James A. Rhodes, Village Attorney**

**DATE: March 27, 2019**

**RE: Small Wireless Facility Design, Aesthetic and Concealment  
Standards**

Public Act 100-585, known as the Small Wireless Facilities Deployment Act (50 ILCS 840/1 et seq.), imposes certain requirements on municipalities, regarding the permitting, construction, deployment, regulation, operation, maintenance, repair and removal of small wireless facilities within public rights-of-way and other locations within the Village. In response to the Act, the Village adopted an ordinance regarding the permitting, regulation and deployment of small wireless facilities.

Federal Communications Commission has also adopted certain rules with respect to the deployment of small wireless facilities. Both the Act and the FCC order allow municipalities to establish authorize the adoption of written design and aesthetic standards governing the installation of small wireless facilities and associated wireless support structures. In order to be applicable to requests for permits for colocation, these standards must be written and available for review prior to any application.

It is our recommendation that the Village adopt the attached Design, Aesthetic and Concealment Standards.

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION ADOPTING WRITTEN DESIGN STANDARDS FOR SMALL WIRELESS FACILITIES WITHIN THE VILLAGE**

**WHEREAS**, Public Act 100-585, known as the Small Wireless Facilities Deployment Act (50 ILCS 840/1 *et seq.*), acts to impose certain additional requirements on municipalities, including the Village, regarding the permitting, construction, deployment, regulation, operation, maintenance, repair and removal of certain defined small wireless facilities both within public rights-of-way and in other locations within the jurisdiction of the Village; and

**WHEREAS**, Chapter 12 of the Carol Stream Code of Ordinances has heretofore been amended by the Mayor and Board of Trustees by adding a new Article 7 (Small Wireless Facilities) in order to regulate the permitting, construction, deployment, regulation, operation, maintenance, repair and removal of small wireless facilities within the Village in conformance with the Small Wireless Facilities Deployment Act; and

**WHEREAS**, both the Small Wireless Facilities Deployment Act and Chapter 12, Article 7 of the Carol Stream Code of Ordinances, as well as rules adopted by the Federal Communications Commission relative to the deployment of small wireless facilities, authorize the adoption of written design standards governing the installation of small wireless facilities and associated wireless support structures within the Village; and

**WHEREAS**, the Mayor and Board of Trustees find it to be in the best interests of the Village to adopt, as the Small Wireless Facility Design, Aesthetic and Concealment Standards for small wireless facilities as attached hereto and made a part hereof.



**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:** The above Recitals are hereby incorporated herein and made a part of and are operative provisions of this Resolution, as if fully and completely repeated at length herein.

**SECTION 2:** The Small Wireless Facility Design, Aesthetic and Concealment Standards as attached hereto and made a part hereof are hereby approved and adopted as the written design standards of the Village. These standards, once adopted, may be amended at the direction of the Village Manager as deemed necessary without further Board of Trustees review or approval, so long as such amendments are consistent with the purpose and intent of Chapter 12, Article 7 of the Carol Stream Code of Ordinances.

**SECTION 3:** This Resolution shall be in full force and effect from and after its passage and approval.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2019, pursuant to a roll call vote of the Corporate Authorities of the Village of Carol Stream as follows:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**APPROVED** this \_\_\_\_\_ day of April, 2019 by the Mayor of the Village of Carol Stream, DuPage County, Illinois.

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**MAYOR**

**ATTEST:**

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**VILLAGE CLERK**

## VILLAGE OF CAROL STREAM

### Small Wireless Facility Design, Aesthetic and Concealment Standards

The following design, aesthetic and concealment standards provide aesthetic requirements and standards that apply to the placement of all small wireless facilities installed within the public rights-of-way within the Village. Small Wireless Facilities are generally regulated by the Small Wireless Facilities Deployment Act (50 ILCS 840/1 et seq., by federal law, and by Chapter 12, Articles 5, 6 and 7 of the Village Code of Ordinances. All terms used herein are as defined in that Chapter 12, Article 7.

Every small wireless facility to be located within village rights-of-way shall comply with the following standards.

- A. General Standards for Small wireless facilities:
  1. The use of stealth technology in the location and construction of small wireless facilities is required whenever and wherever possible. Stealth technology means using the least visually and physically intrusive design and equipment that is not technologically or commercially impracticable under the facts and circumstances, to employ methods that blend into surroundings and not be visible; and to minimize adverse aesthetic and visual impacts on the right-of-way, property, building and/or other facilities adjacent to, surrounding and in generally the same area as the requested location of such small wireless facilities.
  2. Small wireless facilities, including but not limited to antennas, equipment enclosures, mounting brackets and hardware, mounting posts, cables, and shrouds, shall be of a color that is identical to the utility pole or of a neutral color compatible with the color of the utility pole and any surrounding elements so as to camouflage or conceal their appearance, create consistency among right-of-way infrastructure, and to make such small wireless facilities as unobtrusive as possible. The Village Engineer or his or her designee may approve compatible color schemes for antennas and small wireless facilities. Anti-graffiti finishes shall be applied to all Small wireless facilities that may be reachable from ground level.
  3. Antennas shall be mounted no less than twelve (12) feet above ground level.

4. Antennas shall, to the extent technically feasible, be designed and installed to appear hidden within the utility pole or to appear like an original part of the utility pole or wireless support structure.
5. Each antenna not hidden within a utility pole shall be located entirely within a shroud enclosure not more than six (6) cubic feet in volume that is capable of accepting paint to match the approved color of the small wireless facility.
6. Top-mounted antennas and their enclosures shall, unless an alternative designee is approved by the Village Engineer or his or her designee, be mounted directly above the utility pole or wireless support structure, and shall not extend the diameter of the utility pole or wireless support structure at the level of the antenna attachment.
7. Side-mounted small wireless facility antennas within a shroud enclosure and side-mounted small wireless facility equipment enclosures shall be, if possible, flush mounted to the utility pole or wireless support structure at the level of the attachment. If not flush-mounted, metal flaps or "wings" shall extend from the enclosure to the utility pole or wireless support structure to conceal any gap between the between the small wireless facility and the utility pole or wireless support structure. The design of the flaps shall be integrated with the design of the small wireless facility and be the same color.
8. Mechanical equipment and devices shall be, to the extent technically feasible concealed underground or mounted within a concealment box designed as a decorative pole base. Where not technically feasible, small cell facilities or other devices may be mounted directly to the pole a minimum of eight (8) feet above ground level and screened by means of Village-approved banners or other approved concealment methods. Ground mounted mechanical equipment and devices shall only be allowed as provided in the Small Wireless Facilities Ordinance and may be required to be screened with landscaping.
9. In order to minimize visual impact, the wireless provider shall install the smallest suitable wireless facilities then in industry use, regardless of location, for the particular application.
10. Small wireless facilities located on street light poles or traffic control structures shall not block light emanating from the street light fixture

or otherwise interfere with the purpose of the street light fixture or traffic control structure.

11. Small wireless facilities shall not be located in any area that interferes with traffic, driveways, or pedestrian travel.
12. Small wireless facilities must be located and oriented in a way as to minimize view blockage.
13. Small wireless facilities attached to poles, other than top-mounted antennas, shall be mounted on the side of the utility pole or wireless support structure at a 90 degree angle from the right-of-way and opposite the direction of vehicular traffic along the same side of the right-of-way.
14. Small wireless facilities attached to the utility pole or wireless support structure shall be attached using rigid steel clamping mounts or stainless steel banding to the exterior of any metal pole. All mounts and banding shall be of the same color as the utility pole or wireless support structure, except as otherwise approved by the Village Engineer. Care should be taken to integrate the mounting elements into the small wireless facility design. Through-bolting or use of lag bolts on Village-owned utility poles is prohibited.
15. All wires or cables serving the small wireless facility, except where such wires or cables attach to the ports of the antenna, shall be located inside conduit and concealed within the hollow interior of the utility pole. If concealment is not technically feasible, flush mounted to an existing utility pole in an enclosed wire chase on which the facilities are collocated. For new utility poles or wireless support structures, all wires and cables serving the small wireless facility shall located inside conduit and concealed within the hollow interior of the utility pole or wireless support structure.
16. All small wireless facilities shall be installed in accordance with all applicable Village codes. No wiring or cabling shall interfere with any existing wiring or cabling installed by the Village, a utility or a wireless services provider.
17. No guy or other support wires will be used in connection with a small wireless facility unless the small wireless facility is to be attached to an existing utility pole or wireless support structure that incorporates guy wires prior to the date the applicant has applied for a permit.

18. Small wireless facilities shall not be artificially lighted or marked, except as required by law.
19. The small wireless facility, including the antenna, and all related equipment when attached to an existing or new utility pole or wireless support structure, must be designed to withstand a wind force and ice loads in accordance with the applicable standards established in Chapter 25 of the National Electric Safety Code for utility poles, Rule 250-B and 250-C standards governing wind, ice, and loading forces on utility poles, in the American National Standards Institute (ANSI) in TIA/EIA Section 222-G established by the Telecommunications Industry Association (TIA) and the Electronics Industry Association (EIA) for steel wireless support structures and the applicable industry standard for other existing structures. For any small wireless facility attached to a Village-owned utility pole or, in the discretion of the Village, to a non Village-owned utility pole or wireless support structure, the operator of the small wireless facility must provide the Village with a structural evaluation of each specific location containing a recommendation that the proposed installation passes the standards described above. The evaluation must be prepared by a professional structural engineer licensed in the State of Illinois.
20. The Village will not authorize any attachments of small wireless facilities to a Village-owned utility pole that negatively impact the structural integrity of the pole. The Village may condition approval of the collocation on replacement or modification of the Village-owned utility pole if necessary to meet Village standards.
21. Small wireless facilities shall be located in a manner that meets the Americans with Disabilities Act of 1990 and that does not obstruct, impede or hinder the usual pedestrian or vehicular path of travel.
22. Small wireless facilities collocated on Village-owned utility poles may not use the same power or communication source providing power and/or communication for the existing infrastructure. The wireless provider shall coordinate, establish, maintain and pay for all power and communication connections with private utilities.
23. A four (4) inch by six (6) inch plate with the wireless provider's name, location identifying information, and emergency telephone number shall be permanently fixed to the small wireless facility equipment

enclosure or shroud. Any manufacturer logos or decals on that may be visible to the public shall be removed or painted over.

24. Small wireless facility equipment not mounted on a utility pole or wireless support structure shall be installed underground. If undergrounding is not possible, landscaping shall be required to help mitigate the effects of the installation of any ground-mounted equipment.
25. Alternative measures for concealment may be proposed by the wireless provider and approved by the Village Engineer or his or her designee, if the Village Engineer or his or her designee determines that the optional measures will be at least as effective in concealing the small wireless facilities as the measures required above.
26. Wireless providers shall comply with the design and construction standards that are generally applicable to utility installations in the public right-of-way, as set forth in Chapter 12, Article 5 (Construction of Facilities on the Public Rights-of-way) of the Village Code, as well as these standards, any other written design standards for decorative utility poles, or reasonable stealth, concealment, and aesthetic requirements that are otherwise identified by the Village in an ordinance, written policy adopted by the Village Board of Trustees, in the Village's comprehensive plan, or in another written design plan that applies to other occupiers of the rights-of-way, including on a historic landmark or in a historic district.

#### B. Replacement of Existing Street Light Poles

The following standards apply when replacing an existing street light pole with a combination small wireless facility and street light pole. Such replacements should only be located where an existing street light pole can be removed and replaced, or at a new location where it has been identified that a street light is necessary. All such replacements shall meet the following standards:

1. All replacement street light poles shall be the same design, material, and color as the replaced existing street light pole and other poles within the immediate area, unless an alternative design is approved by the Village Engineer or his or her designee.

2. All replacement street light poles and pole foundations shall conform to the Village's standards and specifications for street light design and construction.
3. Replacement street light poles shall be placed in the same location as the original pole, or upon approval, at an equal distance from other street light poles within the same right of way based upon the average distance between existing street light poles within the designated area.
4. Street light poles shall be designed and engineered to support a luminaire and mast arm of length equal to that of the existing pole to be replaced or of a length approved by the Village Engineer or his or her designee based upon the location of the replacement street light pole.
5. All luminaires and mast arms shall match the arc and style of the original luminaire and mast arm, unless otherwise approved by the Village Engineer or his or her designee.
6. The replacement luminaire and mast arm shall be at the same height above the ground as the existing luminaire and mast arm.
7. All replacement street light poles shall have new light fixtures of the same manufacturer, model and light output as the removed fixture and nearby light fixtures, or as otherwise approved by the Village Engineer or his or her designee.
8. Replacement street light poles shall have a five (5) year manufacturer's replacement warranty.
9. Replacement street light poles shall meet American Association of State Highway and Transportation Officials structural guidelines for roadway applications and the American National Standards Institute requirements for vibrations.
10. Street light pole height shall be measured from the ground to the top of the street light pole.
11. All replacement street light pole heights shall be consistent with those of existing street lights.
12. The small wireless facility components shall be sized appropriately to the scale of the street light pole.



13. A decorative transition shall be installed over the equipment enclosure upper bolts, or a decorative base cover shall be installed to match the equipment enclosure size. All hardware connections shall be hidden from view. Each street light pole component shall be architecturally compatible to create a cohesive aesthetic.
14. Replacement street light poles shall continue to be owned by the Village.

C. Installation of new wireless support structures, where allowed.

1. There is a Village preference for new wireless support structures to function as a street light as well, where deemed to be advisable by the Village Engineer or his or her designee at a particular location, or to have the ability to be modified for street light use at the Village's discretion.
2. A new wireless support structure shall be designed to minimize the visual and aesthetic impact of the new vertical element and associated small wireless facilities upon the surrounding area and shall blend in with the surrounding streetscape with minimal visual impact. The Village may require a new wireless support structure to be constructed of a specific material that will enhance the aesthetics and concealment of the structure.
3. New wireless support structures shall match the design, type, material and color of existing utility poles, including street light poles, within the immediate area, except as otherwise approved by the Village Engineer or his or her designee.
4. Within residentially zoned areas, new wireless support structure installations shall be located where the shared property line between two residential parcels intersects the right-of-way whenever possible, unless an unsafe condition, cluttered appearance, or other violation of these standards will result.
5. New wireless support structures shall be equal distance from other utility poles based upon the average distance between existing utility poles within the designated area. If a new wireless support structure cannot be located the average distance from other utility poles, a new wireless support structure may be approved if such wireless support structure is designed as a stealth pole.

6. The centerline of a new wireless support structure shall be in alignment with existing utility poles where present, or with street or parkway trees along the same side of the right-of-way.
7. Unless otherwise approved by the Village Engineer or his or her designee, new wireless support structures shall be located a minimum of twelve (12) feet from driveway aprons, a minimum of five (5) feet from existing underground utility pipes owned by the Village, including but not limited to sanitary sewer, storm sewer and water main installations, and a minimum of ten (10) feet from other utility structures and appurtenances (fire hydrants, manholes, valves, etc.).
8. New wireless support structures shall be sited outside the critical root zone of existing trees having a three (3) inch diameter at breast height located in the immediate vicinity.
9. The outside diameter of any new wireless support structure shall not exceed the diameter of existing utility poles located within 300 feet of the location of the new wireless support structure.
10. New wireless support structures, inclusive of any antenna attachment, shall not exceed the heights as authorized by Chapter 12, Article 7 of the Village Code.
11. New wireless support structures shall be round in shape with a smooth pole shaft.
12. New wireless support structures incorporating pole-mounted small wireless facilities shall be tapered in diameter from the base to the top, with a maximum diameter of twelve (12) inches at the base and a maximum diameter of eight (8) inches at the top, unless an alternative design is approved by the Village Engineer or his or her designee. Incorporation of equipment within an equipment enclosure in the base or other portion of the structure is preferred.
13. New wireless support structures incorporating small wireless facilities in an equipment enclosure within a base may utilize poles tapered in diameter or poles having a consistent outside diameter, unless an alternative design is approved by the Village Engineer or his or her designee.
14. All new wireless support structures must be supported with a reinforced concrete foundation designed, stamped, sealed and

signed by a professional engineer licensed and registered in the State of Illinois, and subject to the approval of the Village Engineer or his or her designee.

15. All anchor bolts must be concealed from public view, with an appropriate pole boot or cover powder-coated to match the wireless support structure color.
16. If multiple requests are received to install two (2) or more wireless support structures in approximately the same location, in a manner that would violate these requirements or other Village requirements, the Village shall resolve such conflict through whatever reasonable and nondiscriminatory manner it deems appropriate.

D. Historic Districts and Landmarks: For areas designated as historic districts, or on buildings or structures designated as historic landmarks, in addition to the aesthetic, concealment and design requirements referenced above, the following additional restrictions/conditions apply to the installation of small wireless facilities:

1. Small wireless facilities and wireless support structures shall be comprised of materials that are consistent with the surrounding elements so as to blend architecturally with any buildings or structures designated as historic landmarks or located within a designated historic district, and shall be designed to blend with the surrounding historical landmarks and/or district in design and color.
2. No ground-mounted equipment enclosures shall be permitted within a designated historic district except as approved by the Village as stealth installations.
3. Small wireless facilities shall not be mounted upon Village-owned ornamental street lights except in cases where the equipment enclosure is concealed within the base of the ornamental street light, and the antenna and its related shroud is incorporated in a seamless enclosure on the top of the ornamental street light, pursuant to these design standards and as approved by the Village Engineer or his or her designee.

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 April 8, 2019.

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 15<sup>th</sup> DAY OF APRIL, 2019.

AYES:

NAYS:

ABSENT:

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

ATTEST:

\_\_\_\_\_  
Laura Czarnecki, Village Clerk

**EXHIBIT "A"**

*Village of Carol Stream*  
Interdepartmental Memo

TO: Bob Mellor, Village Manager  
FROM: Philip J. Modaff, Director of Public Works  
DATE: April 8, 2019  
RE: WRC 2003 Ford F-350 with Plow Surplus Declaration

The Department has identified the equipment below to be declared surplus. This truck is considered obsolete for the Department's purposes and will be auctioned.

**2003 Ford F-350 with Plow- Truck 33**

The Water Reclamation Center recently received a new truck from Jacobs and no longer has any use for this truck. The truck is at the end of its life cycle due to significant rusting and high maintenance costs.

Staff recommends that this item 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  
INTER-DEPARTMENTAL MEMO

**TO:** Bob Mellor, Village Manager  
**FROM:** Caryl Rebholz, Human Resources Director  
**DATE:** April 5, 2019  
**RE:** **Non-Union Compensation Plan**

The following recommendation for the 2019-2020 Compensation Plan reflects the Village's philosophy of maintaining comparability in pay and benefit structures within a municipal setting. Within budget availability, the Village continues to strive to maintain just and equitable compensation when compared against both external and internal data.

In evaluating compensation, each non-union position is first evaluated based on the market. To establish market level with regard to compensation, comparable communities are asked for the minimum and maximum salary for all positions similar to those of the Village of Carol Stream<sup>1</sup>. Each community's data is evaluated for position similarity, and then the minimum and maximum compensation are assessed. Upon completion of this process, formulas are applied to calculate both the average and the upper one-third level of maximum salaries by position. The current maximum salary for each Village position is then evaluated against this range.

In addition to the evaluation of position ranges, comparable communities are asked for their anticipated or actual general wage adjustment for the upcoming year. This information, along with internal union settlements, the consumer price index (CPI) and the employment cost index (ECI) are analyzed, and a general wage adjustment recommendation is made.

Finally, communities are asked for salary data related to performance based increases. Each community's data is calculated, to determine an average adjustment for performance. This average, along with all other budgetary factors is used to prepare a recommendation in this area.

Below are the results of this analysis.

**Recommendations**

**1. Salary Ranges & Classifications**

The majority of non-union positions (31) are within market standards. However; several changes in position ranges and/or classifications are recommended:

- Following the recent retirement notice of our Building Maintenance Employee, an analysis of the job responsibilities determined that the need for more advanced skills is now covered within the Building Maintenance Supervisor position. As a

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<sup>1</sup> For the purpose of this report, data was collected as of January 2019.

result, a new job description has been created to reflect this different standard. Based on the new criteria of the position and additional comparability analysis, a reduction in the salary range for Building Maintenance Employee is being recommended:

Current Range: \$55,476.63 - \$78,970.29  
Recommended Range: \$48,416.22 - \$68,919.89

- A review of the job duties within the current Accounting Manager position revealed that the level of responsibility required, based on the comparable market, is that of an Assistant Finance Director. As a result, a title change from Accounting Manager to Assistant Finance Director is recommended. The difference in salary range would be as follows:

Current Range: \$80,485.54 - \$114,570.16  
Recommended Range: \$86,691.57 - \$123,404.37

- As a newer position within the Village, the job duties originally anticipated for the Public Works Office Manager position appear to have underestimated the level of management involved. In addition, this position has also taken on data coordination duties as a result of the elimination of that position in the previous year. As a result, a title change from Office Manager to Administrative Supervisor is recommended. The difference in salary range would be as follows:

Current Range: \$54,949.06 - \$78,219.30  
Recommended Range: \$61,768.02 - \$87,926.01

- Following the resignation of a part-time clerical position within the Administration department in conjunction with additional responsibilities within the Human Resources function, it is recommended to eliminate 2 clerical positions (1 19-hour position, and 1 25-hour position), and create a full-time HR Technician/Interdepartmental Aide. Based on a comparable analysis, the recommended salary range for this position is \$52,332.49 - \$74,494.65. Providing additional HR functions in-house with a full-time employee while also covering the needs of Administration will result in an estimated budget reduction of \$15,000.

## 2. General Wage Adjustment

There are multiple factors used in evaluating the general wage adjustment recommendation, including adjustment which will be provided by comparable communities, union settlements, the Consumer Price Index (CPI), and the Employment Cost Index (ECI). A synopsis of this year's data is listed below:

- ❖ The average general wage adjustment anticipated by our comparable communities is 2.2%.

- ❖ The General Wage Adjustment provided for in the Fraternal Order of Police (FOP) contract is 3% on May 1, 2019.
- ❖ No other union contract has been settled for May 1, 2019.
- ❖ The Consumer Price index for 2018 was 1.9%.
- ❖ The Employment Cost Index for 2018 was 2.9%.

Taking all factors into account, it is recommended that a 3% general wage adjustment be provided for all non-union positions. This recommendation allows for internal equity, reducing the likelihood of disparity between positions with similar skill levels, as well as that of supervisors with union employees. Although somewhat above our external comparable data, this difference is off-set by the comparable merit recommendation below, which is lower than the average maximum merit provided by comparable communities. Total cost for this recommendation is estimated at \$200,000.

### 3. **Merit**

A survey of comparable communities confirmed that over 90% continue to provide performance based compensation increases (regular or step), with an average possible increase of 3.41%. Internal comparability continues to allow for performance based step increases in both the Fraternal Order of Police and Metropolitan Alliance of Police union groups, with the SEIU group connected to the non-union system.

Based on the above findings, coupled with the elimination of merit increases in the current year, funding of a merit increase of 2% is recommended for FY20. As with any merit system, this adjustment would be contingent upon a performance evaluation that meets standard expectations. Employees at the top of their pay range will receive this adjustment as a one-time non-recurring lump sum payment not to be made part of base compensation. Total cost for this recommendation is estimated at \$100,000.

### 4. **Benefits**

As in the past, comparable communities were also asked for a description of key benefits including holidays, personal days, and vacation. Research continues to indicate that the Village maintains comparability in these areas for current employees. No recommendations are being made in this area.

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



**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION ADOPTING THE 2019-20 EMPLOYEE COMPENSATION PLAN  
FOR THE VILLAGE OF CAROL STREAM**

WHEREAS, as part of the budgeting process for the Village of Carol Stream, the Village Board of Trustees annually approves and adopts an employee pay plan schedule; and

WHEREAS, an employee pay plan schedule has been found to be in the best interests of the Village of Carol Stream; and

WHEREAS, this employee pay plan schedule, which is attached to this Resolution as Attachment "A", is in conformance with the best interests of the Village of Carol Stream.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DUPAGE PAGE COUNTY, ILLINOIS, in the exercise of its home rule powers, as follows:

SECTION 1: The positions of Accounting Manager, Office Manager and 2 part-time Secretary positions will be eliminated.

SECTION 2: The positions of Assistant Finance Director, Administrative Supervisor and HR Technician/Interdepartmental Aide will be established.

SECTION 3: All pay ranges of non-union positions will be increased by 3% effective 5/1/19.

SECTION 4: All Village employees actively employed on 5/1/19 who are not represented by a labor organization will receive a 3% wage adjustment to their current salary effective 5/1/19 through 4/30/20.

SECTION 5: That the performance based compensation program for non-union employees will be funded at 2% effective 5/1/19.

SECTION 6: That the 2019-2020 Employee Pay Plan schedule for the Village of Carol Stream, as attached to this Resolution as Attachment "A", shall be adopted by the Village of Carol Stream for all present Village employees, executive and non-executive, who are not represented by a labor organization.

SECTION 7: 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 15TH DAY OF APRIL 2019.

AYES:

NAYS:

ABSENT:

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Frank Saverino, Sr., Mayor

ATTEST:

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Laura Czarnecki, Village Clerk

ATTACHMENT A

Village of Carol Stream 2019-2020 Pay Plan						GWA 3%			
Effective May 1 2019		Annual		Monthly		Bi-weekly		Hourly	
	POSITION TITLE	min	max	min	max	min	max	min	max
1	ACCOUNTANT	68,623.77	97,685.08	5,718.65	8140.42	2,639.38	3,757.12	32.99	46.96
2	ACCOUNTS CLERK/PW CLERK	49,119.50	69,921.00	4,093.29	5826.75	1,889.21	2,689.27	23.62	33.62
3	ADMINISTRATIVE SECRETARY	53,902.46	76,729.49	4,491.87	6394.12	2,073.17	2,951.13	25.91	36.89
4	ADMINISTRATIVE SUPERVISOR	63,621.06	90,563.79	5,301.76	7546.98	2,446.96	3,483.22	30.59	43.54
5	ASSISTANT FINANCE DIRECTOR	89,372.75	127,221.00	7,447.73	10601.75	3,437.41	4,893.12	42.97	61.16
6	ASSISTANT VILLAGE MANAGER	113,807.24	162,003.19	9,483.94	13500.27	4,377.20	6,230.89	54.72	77.89
7	ASST TO VILLAGE MANAGER	76,751.19	109,254.37	6,395.93	9104.53	2,951.97	4,202.09	36.90	52.53
8	ASST VILLAGE ENGINEER	90,011.76	128,130.62	7,500.98	10677.55	3,461.99	4,928.10	43.27	61.60
9	BUILDING MAINTENANCE EMPLOYEE	49,913.61	71,051.40	4,159.47	5920.95	1,919.75	2,732.75	24.00	34.16
10	BUILDING MAINTENANCE SUPERVISOR	75,838.07	107,954.55	6,319.84	8996.21	2,916.85	4,152.10	36.46	51.90
11	CIVIL ENGINEER II	76,673.40	109,143.63	6,389.45	9095.30	2,948.98	4,197.83	36.86	52.47
12	CODE PROFESSIONAL I	71,967.58	102,444.95	5,997.30	8537.08	2,767.98	3,940.19	34.60	49.25
13	CODE PROFESSIONAL II	65,040.60	92,584.48	5,420.05	7715.37	2,501.56	3,560.94	31.27	44.51
14	COMMANDER	130,816.92	137,038.84	10,901.41	11419.90	5,031.42	5,270.72	62.89	65.88
15	COMMUNITY DEVELOPMENT DIR	114,131.92	162,465.37	9,510.99	13538.78	4,389.69	6,248.67	54.87	78.11
16	CST / RCFL	50,639.66	72,084.93	4,219.97	6007.08	1,947.68	2,772.50	24.35	34.66
17	CUSTOMER SERVICE REPRESENTATIVE	40,903.67	58,225.86	3,408.64	4852.15	1,573.22	2,239.46	19.67	27.99
18	DEPUTY POLICE CHIEF	107,146.17	152,521.23	8,928.85	12710.10	4,121.01	5,866.20	51.51	73.33
19	DEVELOPMENT SERVICES MANAGER	82,900.08	118,007.23	6,908.34	9833.94	3,188.46	4,538.74	39.86	56.73
20	ENGINEERING INSPECTOR	68,535.72	97,559.74	5,711.31	8129.98	2,635.99	3,752.30	32.95	46.90
21	ENGINEERING SERVICES / IT DIRECTOR	104,150.12	148,256.40	8,679.18	12354.70	4,005.77	5,702.17	50.07	71.28
22	EVIDENCE CUSTODIAN	54,572.80	77,683.70	4,547.73	6473.64	2,098.95	2,987.83	26.24	37.35
23	FACILITIES TECHNICIAN	54,079.91	82,317.63	4,506.66	7065.59	2,080.00	3,166.06	26.00	39.58
24	FINANCE DIRECTOR	119,223.15	169,712.67	9,935.26	14142.72	4,585.51	6,527.41	57.32	81.59
25	FINANCIAL ANALYST	65,910.36	90,252.96	5,492.53	7521.08	2,535.01	3,471.27	31.69	43.39
26	GARAGE/STREETS/UTILITIES SUPERVISOR	81,244.89	115,651.08	6,770.41	9637.59	3,124.80	4,448.12	39.06	55.60
27	HUMAN RESOURCES DIRECTOR	104,884.00	149,301.06	8,740.33	12441.76	4,034.00	5,742.35	50.42	71.78
28	HUMAN RESOURCES GENERALIST	62,241.69	88,600.27	5,186.81	7383.36	2,393.91	3,407.70	29.92	42.60
29	HR TECHNICIAN / INTERDEPARTMENT AIDE	53,902.46	76,729.49	4,491.87	6394.12	2,073.17	2,951.13	25.91	36.89
30	IT TECH / DB DEVELOPER	63,621.06	90,563.79	5,301.76	7546.98	2,446.96	3,483.22	30.59	43.54
31	IT ENGINEER	77,458.91	110,261.80	6,454.91	9188.48	2,979.19	4,240.84	37.24	53.01
32	PERMIT SYSTEMS COORDINATOR	53,902.42	76,729.43	4,491.87	6394.12	2,073.17	2,951.13	25.91	36.89
33	PLANNING & ECONOMIC DEVELOPMENT MGR	82,900.08	118,007.23	6,908.34	9833.94	3,188.46	4,538.74	39.86	56.73
34	POLICE CHIEF	120,865.54	172,050.59	10,072.13	14337.55	4,648.67	6,617.33	58.11	82.72
35	PUBLIC WORKS DIRECTOR	118,223.83	168,290.15	9,851.99	14024.18	4,547.07	6,472.70	56.84	80.91
36	RECORDS CLERK	45,932.84	65,384.83	3,827.74	5448.74	1,766.65	2,514.80	22.08	31.44
37	RECORDS SUPERVISOR	71,249.21	101,422.37	5,937.43	8451.86	2,740.35	3,900.86	34.25	48.76
38	SECRETARY	49,913.63	71,051.43	4,159.47	5920.95	1,919.76	2,732.75	24.00	34.16
39	SOCIAL SERVICES SUPERVISOR	76,761.31	109,268.77	6,396.78	9105.73	2,952.36	4,202.65	36.90	52.53
40	SOCIAL WORKER / MGMT ANALYST	67,334.46	95,849.76	5,611.20	7987.48	2,569.79	3,686.53	32.37	46.08
41	STORMWATER ADMINISTRATOR	76,627.64	109,078.49	6,365.64	9089.87	2,947.22	4,195.33	36.84	52.44
42	SUPERINTENDENT OF OPERATIONS	91,439.84	130,163.47	7,619.99	10846.96	3,516.92	5,006.29	43.96	62.58
43	TRAINING CO/BUDGET ANALYST/CAS	60,938.66	86,745.42	5,078.22	7228.78	2,343.79	3,336.36	29.30	41.70

RESOLUTION NO.

AGENDA ITEM  
5-4 4/15/19

**A RESOLUTION AMENDING RESOLUTION R. 3009 AUTHORIZING THE  
EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN  
THE COUNTY OF DUPAGE, ILLINOIS AND THE VILLAGE OF CAROL STREAM  
FOR THE PARK NORTHEAST DETENTION RETROFIT  
WATER QUALITY IMPROVEMENT PROJECT**

WHEREAS, the Mayor and Board of Trustees of the Village of Carol Stream have determined that it is in the best interest of the Village to enter into an amended Agreement with DuPage County regarding the Park Northeast Detention Retrofit Water Quality Improvement Project; and

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

SECTION 1: That the Mayor and Board of Trustees of the Village of Carol Stream be and the same are hereby authorized to execute the amended agreement, in the appropriate form, attached hereto as Exhibit "A".

SECTION 2: That all resolutions or parts thereof, in conflict with the provisions of this Resolution are, to the extent of such conflict, expressly repealed.

PASSED AND APPROVED THIS 15<sup>th</sup> DAY OF APRIL, 2019.

AYES:

NAYS:

ABSENT:

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

ATTEST:

\_\_\_\_\_  
Laura Czarnecki, Village Clerk



**DUPAGE  
COUNTY**

Watershed  
Management

Water  
Quality

Floodplain  
Mapping

Regulatory  
Services

Flood Operations  
& Maintenance

Shared  
Services

# STORMWATER MANAGEMENT

RECEIVED  
APR 08 2019  
Engineering Services

April 4, 2019

Greg Ulreich, Stormwater Admin.  
Village of Carol Stream  
500 N. Gary Avenue  
Carol Stream, IL 60188

To Whom It May Concern:

Enclosed please find two original documents of the AMENDMENT to the Intergovernmental Agreement Between the County of DuPage, Illinois and the Village of Carol Stream for the Park Northeast Detention Retrofit Water Quality Improvement Project. This amended IGA was approved by the Stormwater Committee Meeting on April 2.

Please sign both documents and return one to my attention. The other document is your official copy.

If you have any questions please feel free to contact me at 630-407-6755.

Thanks.

Respectfully,

Janice C. Janowicz  
Admin. Asst.



INTERGOVERNMENTAL AGREEMENT BETWEEN COUNTY OF DUPAGE, ILLINOIS  
AND THE VILLAGE OF CAROL STREAM FOR THE PARK NORTHEAST DETENTION  
RETROFIT WATER QUALITY IMPROVEMENT PROJECT

This INTERGOVERNMENTAL AGREEMENT is made this \_\_\_ day of April 2019 between the COUNTY OF DUPAGE, a body politic and corporate, with offices at 421 N. County Farm Road, Wheaton, Illinois (hereinafter referred to as the COUNTY) and the VILLAGE OF CAROL STREAM, a body politic and corporate, with offices at 500 North Gary Avenue, Carol Stream, Illinois 60188 (hereinafter referred to as the VILLAGE).

R E C I T A L S

WHEREAS, the VILLAGE and the COUNTY are public agencies within the meaning of the Illinois "Intergovernmental Cooperation Act" and as authorized by Article 7, Section 10 of the Constitution of the State of Illinois; and

WHEREAS, the purposes of the "Intergovernmental Cooperation Act" and Article 7 of the Constitution of the State of Illinois include fostering cooperation among government bodies; and

WHEREAS, the Illinois General Assembly has granted the COUNTY authority to take action to manage stormwater and control flooding and to enter into agreements for the purposes of stormwater management and flood control (Illinois Compiled Statutes, Chapter 55 paragraphs 5/5-1062.3 and 5/5-15001 et. seq.); and

WHEREAS, the COUNTY has adopted the DuPage County Stormwater Management Plan which recognizes the reduction of stormwater runoff and improving water quality as an integral part of the proper management of storm and flood waters; and

WHEREAS, the VILLAGE has developed a conceptual design report for the design, construction, and maintenance of a detention pond retrofit at The Park Northeast to include re-grading at the inlets and outlets, re-meandering the low-flow channel to increase contact time, and planting native vegetation (herein referred to as the "PROJECT"); and

WHEREAS, the COUNTY and the VILLAGE have determined that the construction of the PROJECT will benefit local citizens by improving the water quality and reduction of stormwater runoff in the West Branch DuPage River watershed; and

WHEREAS, the VILLAGE has requested COUNTY participation in cost sharing of the PROJECT through a grant from the COUNTY'S Water Quality Improvement Program in an amount not to exceed ten thousand dollars and no cents (\$10,000.00); and

WHEREAS, the VILLAGE shall pay all PROJECT expenses up front and will be reimbursed for qualified expenses per this AGREEMENT; and

WHEREAS, the VILLAGE shall share any available data collected from the PROJECT for the purposes of fostering community education and improving upon similar future projects; and

NOW, THEREFORE, in consideration of the premises, the mutual covenants, terms, and conditions herein set forth, and the understandings of each party to the other, the parties do hereby mutually covenant, promise and agree as follows:

**1.0 INCORPORATION AND CONSTRUCTION.**

- 1.1 All recitals set forth above are incorporated herein and made a part thereof, the same constituting the factual basis for this AGREEMENT.
- 1.2 The headings of the paragraphs and subparagraphs of this AGREEMENT are inserted for convenience of reference only and shall not be deemed to constitute part of this AGREEMENT or to affect the construction hereof.

**2.0 PROJECT DESCRIPTION.**

- 2.1 The PROJECT involves the construction of a detention basin retrofit project to increase water quality benefits. The improvements include regrading at the inlets and outlets, remeandering the low flow channel, and planting native vegetation. The goal of the VILLAGE is to complete the detention basin retrofit project which will reduce pollutant loadings to the West Branch DuPage River.
- 2.2 The PROJECT shall be developed essentially in accord with the conceptual design report (The Park Northeast Detention Retrofit), dated January 12<sup>th</sup> 2018, as prepared by the Village of Carol Stream, which document is incorporated herein by reference but is not attached hereto due to space limitations. The detention basin shall be maintained and monitored by the VILLAGE or their consultant.

**3.0 FUNDING.**

- 3.1 The total water quality related PROJECT costs are estimated to be forty thousand dollars and no cents (\$40,000.00). The cost share is as follows, unless otherwise agreed to in writing as provided in Paragraph 3.2 below:

VILLAGE OF CAROL STREAM	75%	\$30,000
COUNTY OF DUPAGE	25%	\$ 10,000
TOTAL	100.0%	\$40,000

- 3.2 The VILLAGE shall be responsible for bearing any cost overruns or expenses in excess of the funding listed in Paragraph 3.1, regardless of the cause, unless the VILLAGE and COUNTY agree to apportion such extra costs before they are incurred.

- 3.3 This AGREEMENT shall in no way obligate the VILLAGE to undertake this PROJECT if the VILLAGE in its sole discretion determines that it is no longer in the VILLAGE'S best interest to proceed with this PROJECT. However, in the event the PROJECT is not substantially completed (excepting post-construction monitoring) by August 1, 2019, the VILLAGE shall promptly reimburse the COUNTY any monies paid by the COUNTY to the VILLAGE pursuant to this AGREEMENT. The VILLAGE'S right to retain the COUNTY'S reimbursement of PROJECT costs is expressly conditioned upon the VILLAGE'S timely and satisfactory completion of the PROJECT.
- 3.4 The VILLAGE may only seek COUNTY reimbursement for allowable PROJECT expenses. Allowable PROJECT expenses incurred and paid by the VILLAGE in relation to the PROJECT shall include third-party professional services related to the construction of the PROJECT (construction management, etc.), construction (labor and materials), bid advertising, etc. Notwithstanding the foregoing, allowable expenses shall not include the VILLAGE'S administrative costs, overhead, payroll, land acquisition, legal or accounting services.

#### **4.0 VILLAGE'S RESPONSIBILITIES.**

- 4.1 The VILLAGE shall be responsible for the preparation of the plans, specifications, and bid documents for the PROJECT, together with the advertisement and award of all PROJECT-related public bids. The VILLAGE shall select, and contract with, all vendors providing professional services for the PROJECT.
- 4.2 The VILLAGE shall be responsible for successful completion of all phases of the PROJECT, from design and construction through maintenance.
- 4.3 The VILLAGE shall be responsible for securing all local, county, state, and federal permits necessary for completion of the PROJECT.
- 4.4 The VILLAGE shall be responsible for submitting copies of all permit applications and related correspondence to the COUNTY in a timely manner to ensure sufficient review by the COUNTY. The purpose of the COUNTY'S review shall be for the sole purpose of documenting whether PROJECT work components qualify as allowable expenses.
- 4.5 The VILLAGE shall be responsible for obtaining all required land rights necessary for the completion of the PROJECT.
- 4.6 The VILLAGE shall not be reimbursed by the COUNTY for work undertaken prior to the signing of this AGREEMENT.
- 4.7 The VILLAGE may enter into additional agreements to secure its portion of the local PROJECT costs.



- 4.8 The VILLAGE shall submit no more than one invoice per month to the COUNTY during the construction and maintenance phases of the PROJECT. Under no circumstances should the COUNTY be invoiced more than twenty five percent (25%) of total incurred PROJECT costs up to the limits as established in Paragraph 3.1. The invoice shall show the quantities and cost per item and be summarized by PROJECT area.
- 4.9 The VILLAGE shall make direct payments, or cause to have payments made, to all parties providing services related to this PROJECT. This requirement will not affect the COUNTY'S obligation to reimburse the VILLAGE in the amounts herein agreed upon, nor shall this provision affect the VILLAGE'S obligation to repay the COUNTY in the event the PROJECT is not undertaken or completed, as established in Paragraph 3.3.
- 4.10 The VILLAGE shall make any data collected from the PROJECT available to the COUNTY upon reasonable request by the COUNTY. The COUNTY shall be allowed unlimited, but reasonable, access to the PROJECT area to observe and review PROJECT work and all work documents (i.e., plans, change orders, field orders, construction manager diaries, etc.). The COUNTY shall provide the VILLAGE reasonable advanced notice of when the COUNTY requires such access.
- 4.11 The COUNTY shall not be responsible for or have control over the design, construction, means, methods, techniques or procedures with respect to any work performed for the PROJECT. The VILLAGE and VILLAGE'S contractors shall be solely responsible for the safety of all individuals performing work on the PROJECT. The VILLAGE shall take such measures as are necessary to ensure that its contractors maintain the PROJECT areas in a safe condition and install appropriate barricades and warning signs, and the VILLAGE shall strictly enforce or cause to have strictly enforced all applicable safety rules and regulations. This provision is not intended to create any new burden or liability for the VILLAGE beyond the usual burdens and liabilities for a municipality in the construction of public improvements. This section is intended merely to relieve the COUNTY from such liabilities in this PROJECT. COUNTY'S role in conducting any review or granting any consent or approval relates solely to the PROJECT'S eligibility under the COUNTY'S Water Quality Improvement Program.
- 4.12 The VILLAGE must acknowledge the COUNTY using logo(s) and/or wording provided by the COUNTY in permanent onsite signage as well as any printed materials promoting the PROJECT.

## 5.0 COUNTY'S RESPONSIBILITIES.

- 5.1 The COUNTY shall reserve the right to review the PROJECT'S plans and specifications, prior to the VILLAGE'S advertisement for contract services,

together with any subsequent change orders, addendums, or revisions thereto (“CONTRACT DOCUMENTS”), for the purpose of verifying that PROJECT components qualify for reimbursement through the COUNTY’S Water Quality Improvement Program. The COUNTY shall promptly provide the VILLAGE with any recommended changes to the CONTRACT DOCUMENTS for PROJECT components to qualify for reimbursement.

5.2 The COUNTY shall cost share in the PROJECT as follows:

5.2.1 The COUNTY shall reimburse the VILLAGE for approved costs associated with the PROJECT at a fixed proportion of twenty five percent (25%) of the PROJECT costs, which have been incurred and paid for by the VILLAGE, as specified in Paragraph 3.1.

5.2.2 The total reimbursement amount paid by the COUNTY shall not exceed ten thousand dollars and no cents (\$10,000.00).

5.2.3 In the event PROJECT costs total less than forty thousand dollars and no cents (\$40,000.00), the COUNTY’S total reimbursement amount shall be not more than twenty five percent (25%) of the actual total PROJECT costs. Any amounts overpaid by the COUNTY shall be promptly refunded by the VILLAGE.

5.2.4 The COUNTY shall not be obligated to pay invoices received after March 1, 2022, regardless of when the work was completed and notwithstanding that the COUNTY’S contribution limit has not been reached.

5.3 The COUNTY shall be allowed unlimited, but reasonable, access to the PROJECT area to observe and review PROJECT work and work documents (i.e., plans, change orders, field orders, manager diaries, etc.) for the limited purpose of determining eligibility for COUNTY reimbursement, and the use of all data collected as part of the PROJECT.

## **6.0 GOVERNMENT REGULATIONS.**

6.1 The VILLAGE shall comply with all local, county, state and federal requirements now in force, or which may hereafter be in force, pertaining to the PROJECT.

## **7.0 INDEMNIFICATION.**

7.1 The VILLAGE shall indemnify, hold harmless and defend the COUNTY or any of its officials, officers, employees, and agents from and against all liability, claims, suits, demands, liens, proceedings and actions, including reasonable costs, fees and expense of defense, arising from, growing out of, or related to, any loss, damage, injury, death, or loss or damage to property resulting from, or connected

with, the VILLAGE'S performance under this AGREEMENT to the fullest extent the VILLAGE is so authorized under the law; provided, however, that the VILLAGE shall not be obligated to indemnify, hold harmless and defend the COUNTY for any negligent or intentional wrongful misconduct or omissions by COUNTY officials, employees, agents, contractors or personnel.

7.2 The VILLAGE shall require each consultant and contractor responsible for the construction, maintenance, or monitoring of the PROJECT to name the VILLAGE and COUNTY as an additional insured party on said vendor's liability insurance policy. Further, the VILLAGE shall require that its consultants and contractors indemnify, defend and hold harmless the VILLAGE and COUNTY, its officers, employees and elected officials from and against any claims, liability or judgments resulting from, or caused by, the negligence or willful conduct of such consultant and, or contractor.

7.3 Nothing contained herein shall be construed as prohibiting the COUNTY, its officials, directors, officers, agents and employees, from defending through the selection and use of their own agents, attorneys and experts, any claims, suits, demands, liens, proceedings and actions brought against them. Pursuant to Illinois law, any attorney representing the COUNTY, under this paragraph or paragraph 7.1 is to be the State's Attorney, in accord with the applicable law. The COUNTY'S participation in its defense shall not remove VILLAGE'S duty to indemnify, defend, and hold the COUNTY harmless, as set forth above. Moreover, indemnity as provided in this AGREEMENT shall not be limited by reason of any insurance coverage maintained by the VILLAGE or its consultants, contractors or agents. The VILLAGE'S indemnification of the COUNTY shall survive the termination, or expiration, of this AGREEMENT.

## **8.0 AMENDMENT OR MODIFICATION OF THIS AGREEMENT.**

8.1 The parties may modify or amend terms of this AGREEMENT only by a written document duly approved and executed by both parties, excluding term extensions as provided for in the following provision.

8.2 Notwithstanding Paragraph 8.1, above, the term for performing this AGREEMENT may be extended by any suitable COUNTY designated form, signed by both parties without formal amendment pursuant to Paragraph 8.1, above.

## **9.0 TERM OF THIS AGREEMENT.**

9.1 The term of this AGREEMENT shall begin on the date the AGREEMENT is fully executed, and shall continue in full force and effect until the earlier of the following occurs:

9.1.1 March 1, 2022 or to a new date agreed upon by the parties.

9.1.2 The completion by the VILLAGE and COUNTY of their respective obligations under this AGREEMENT, in the event such completion occurs before March 1, 2022.

**10.0 ENTIRE AGREEMENT.**

- 10.1 This AGREEMENT, including matters incorporated herein, contains the entire AGREEMENT between parties.
- 10.2 There are no other covenants, warranties, representations, promises, conditions or understandings, either oral or written, other than those contained herein.
- 10.3 This AGREEMENT may be executed in one or more counterparts, each of which shall for all purposes be deemed to be an original and all of which shall constitute the same instrument.
- 10.4 In the event of a conflict between the terms or conditions of this AGREEMENT and any term or condition found in any exhibit or attachment, the terms and conditions of this AGREEMENT shall prevail.

**11.0 SEVERABILITY.**

- 11.1 In the event any provision of this AGREEMENT is held to be unenforceable or invalid for any reason, the enforceability thereof shall not affect the remainder of the AGREEMENT. The remainder of this AGREEMENT shall be construed as if not containing the particular provision and shall continue in full force, effect, and enforceability, in accordance with its terms.

**12.0 GOVERNING LAW.**

- 12.1 The laws of the State of Illinois shall govern this AGREEMENT as to both interpretation and performance.
- 12.2 The venue for resolving any disputes concerning the parties' respective performance, or failure to perform, under this AGREEMENT, shall be the judicial circuit court for DuPage County.

**13.0 NOTICES.**

13.1 Any required notice shall be sent to the following addresses and parties:

Greg Ulreich  
Stormwater Administrator  
Village of Carol Stream  
500 N. Gary Avenue  
Carol Stream, Illinois, 60188

Mary Beth Falsey  
Water Quality Supervisor  
DuPage County Stormwater Management  
421 N. County Farm Road  
Wheaton, Illinois 60187

**14.0 WAIVER OF/FAILURE TO ENFORCE BREACH.**

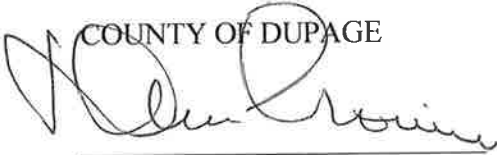
14.1 The parties agree that the waiver of, or failure to enforce, any breach of this AGREEMENT by the remaining party shall not be construed, or otherwise operate, as a waiver of any future breach of this AGREEMENT. Further the failure to enforce any particular breach shall not bar or prevent the remaining party from enforcing this AGREEMENT with respect to a different breach.

**15.0 NO WAIVER OF TORT IMMUNITIES**

15.1 Nothing contained in any provision of this Agreement is intended to constitute nor shall constitute a waiver of the defenses, privileges or immunities available to the parties under the Illinois Local Governmental and Governmental Employees Tort Immunity Act.

IN WITNESS OF, the parties set their hands and seals as of the date first written above.

COUNTY OF DUPAGE




Daniel J. Cronin,  
Chairman

VILLAGE OF CAROL STREAM

\_\_\_\_\_  
Frank Saverino  
Mayor

ATTEST:

  
\_\_\_\_\_  
Jean Kaczmarek,  
County Clerk

ATTEST:

\_\_\_\_\_  
Laura Czarnecki  
Village Clerk

INTERGOVERNMENTAL AGREEMENT BETWEEN COUNTY OF DUPAGE, ILLINOIS  
AND THE VILLAGE OF CAROL STREAM FOR THE PARK NORTHEAST DETENTION  
RETROFIT WATER QUALITY IMPROVEMENT PROJECT

This INTERGOVERNMENTAL AGREEMENT is made this \_\_\_ day of April 2019 between the COUNTY OF DUPAGE, a body politic and corporate, with offices at 421 N. County Farm Road, Wheaton, Illinois (hereinafter referred to as the COUNTY) and the VILLAGE OF CAROL STREAM, a body politic and corporate, with offices at 500 North Gary Avenue, Carol Stream, Illinois 60188 (hereinafter referred to as the VILLAGE).

R E C I T A L S

WHEREAS, the VILLAGE and the COUNTY are public agencies within the meaning of the Illinois "Intergovernmental Cooperation Act" and as authorized by Article 7, Section 10 of the Constitution of the State of Illinois; and

WHEREAS, the purposes of the "Intergovernmental Cooperation Act" and Article 7 of the Constitution of the State of Illinois include fostering cooperation among government bodies; and

WHEREAS, the Illinois General Assembly has granted the COUNTY authority to take action to manage stormwater and control flooding and to enter into agreements for the purposes of stormwater management and flood control (Illinois Compiled Statutes, Chapter 55 paragraphs 5/5-1062.3 and 5/5-15001 et. seq.); and

WHEREAS, the COUNTY has adopted the DuPage County Stormwater Management Plan which recognizes the reduction of stormwater runoff and improving water quality as an integral part of the proper management of storm and flood waters; and

WHEREAS, the VILLAGE has developed a conceptual design report for the design, construction, and maintenance of a detention pond retrofit at The Park Northeast to include re-grading at the inlets and outlets, re-meandering the low-flow channel to increase contact time, and planting native vegetation (herein referred to as the "PROJECT"); and

WHEREAS, the COUNTY and the VILLAGE have determined that the construction of the PROJECT will benefit local citizens by improving the water quality and reduction of stormwater runoff in the West Branch DuPage River watershed; and

WHEREAS, the VILLAGE has requested COUNTY participation in cost sharing of the PROJECT through a grant from the COUNTY'S Water Quality Improvement Program in an amount not to exceed ten thousand dollars and no cents (\$10,000.00); and

WHEREAS, the VILLAGE shall pay all PROJECT expenses up front and will be reimbursed for qualified expenses per this AGREEMENT; and

WHEREAS, the VILLAGE shall share any available data collected from the PROJECT for the purposes of fostering community education and improving upon similar future projects; and

NOW, THEREFORE, in consideration of the premises, the mutual covenants, terms, and conditions herein set forth, and the understandings of each party to the other, the parties do hereby mutually covenant, promise and agree as follows:

**1.0 INCORPORATION AND CONSTRUCTION.**

- 1.1 All recitals set forth above are incorporated herein and made a part thereof, the same constituting the factual basis for this AGREEMENT.
- 1.2 The headings of the paragraphs and subparagraphs of this AGREEMENT are inserted for convenience of reference only and shall not be deemed to constitute part of this AGREEMENT or to affect the construction hereof.

**2.0 PROJECT DESCRIPTION.**

- 2.1 The PROJECT involves the construction of a detention basin retrofit project to increase water quality benefits. The improvements include regrading at the inlets and outlets, remeandering the low flow channel, and planting native vegetation. The goal of the VILLAGE is to complete the detention basin retrofit project which will reduce pollutant loadings to the West Branch DuPage River.
- 2.2 The PROJECT shall be developed essentially in accord with the conceptual design report (The Park Northeast Detention Retrofit), dated January 12<sup>th</sup> 2018, as prepared by the Village of Carol Stream, which document is incorporated herein by reference but is not attached hereto due to space limitations. The detention basin shall be maintained and monitored by the VILLAGE or their consultant.

**3.0 FUNDING.**

- 3.1 The total water quality related PROJECT costs are estimated to be forty thousand dollars and no cents (\$40,000.00). The cost share is as follows, unless otherwise agreed to in writing as provided in Paragraph 3.2 below:

VILLAGE OF CAROL STREAM	75%	\$30,000
COUNTY OF DUPAGE	25%	\$ 10,000
TOTAL	100.0%	\$40,000

- 3.2 The VILLAGE shall be responsible for bearing any cost overruns or expenses in excess of the funding listed in Paragraph 3.1, regardless of the cause, unless the VILLAGE and COUNTY agree to apportion such extra costs before they are incurred.

- 3.3 This AGREEMENT shall in no way obligate the VILLAGE to undertake this PROJECT if the VILLAGE in its sole discretion determines that it is no longer in the VILLAGE'S best interest to proceed with this PROJECT. However, in the event the PROJECT is not substantially completed (excepting post-construction monitoring) by August 1, 2019, the VILLAGE shall promptly reimburse the COUNTY any monies paid by the COUNTY to the VILLAGE pursuant to this AGREEMENT. The VILLAGE'S right to retain the COUNTY'S reimbursement of PROJECT costs is expressly conditioned upon the VILLAGE'S timely and satisfactory completion of the PROJECT.
- 3.4 The VILLAGE may only seek COUNTY reimbursement for allowable PROJECT expenses. Allowable PROJECT expenses incurred and paid by the VILLAGE in relation to the PROJECT shall include third-party professional services related to the construction of the PROJECT (construction management, etc.), construction (labor and materials), bid advertising, etc. Notwithstanding the foregoing, allowable expenses shall not include the VILLAGE'S administrative costs, overhead, payroll, land acquisition, legal or accounting services.

#### **4.0 VILLAGE'S RESPONSIBILITIES.**

- 4.1 The VILLAGE shall be responsible for the preparation of the plans, specifications, and bid documents for the PROJECT, together with the advertisement and award of all PROJECT-related public bids. The VILLAGE shall select, and contract with, all vendors providing professional services for the PROJECT.
- 4.2 The VILLAGE shall be responsible for successful completion of all phases of the PROJECT, from design and construction through maintenance.
- 4.3 The VILLAGE shall be responsible for securing all local, county, state, and federal permits necessary for completion of the PROJECT.
- 4.4 The VILLAGE shall be responsible for submitting copies of all permit applications and related correspondence to the COUNTY in a timely manner to ensure sufficient review by the COUNTY. The purpose of the COUNTY'S review shall be for the sole purpose of documenting whether PROJECT work components qualify as allowable expenses.
- 4.5 The VILLAGE shall be responsible for obtaining all required land rights necessary for the completion of the PROJECT.
- 4.6 The VILLAGE shall not be reimbursed by the COUNTY for work undertaken prior to the signing of this AGREEMENT.
- 4.7 The VILLAGE may enter into additional agreements to secure its portion of the local PROJECT costs.



- 4.8 The VILLAGE shall submit no more than one invoice per month to the COUNTY during the construction and maintenance phases of the PROJECT. Under no circumstances should the COUNTY be invoiced more than twenty five percent (25%) of total incurred PROJECT costs up to the limits as established in Paragraph 3.1. The invoice shall show the quantities and cost per item and be summarized by PROJECT area.
- 4.9 The VILLAGE shall make direct payments, or cause to have payments made, to all parties providing services related to this PROJECT. This requirement will not affect the COUNTY'S obligation to reimburse the VILLAGE in the amounts herein agreed upon, nor shall this provision affect the VILLAGE'S obligation to repay the COUNTY in the event the PROJECT is not undertaken or completed, as established in Paragraph 3.3.
- 4.10 The VILLAGE shall make any data collected from the PROJECT available to the COUNTY upon reasonable request by the COUNTY. The COUNTY shall be allowed unlimited, but reasonable, access to the PROJECT area to observe and review PROJECT work and all work documents (i.e., plans, change orders, field orders, construction manager diaries, etc.). The COUNTY shall provide the VILLAGE reasonable advanced notice of when the COUNTY requires such access.
- 4.11 The COUNTY shall not be responsible for or have control over the design, construction, means, methods, techniques or procedures with respect to any work performed for the PROJECT. The VILLAGE and VILLAGE'S contractors shall be solely responsible for the safety of all individuals performing work on the PROJECT. The VILLAGE shall take such measures as are necessary to ensure that its contractors maintain the PROJECT areas in a safe condition and install appropriate barricades and warning signs, and the VILLAGE shall strictly enforce or cause to have strictly enforced all applicable safety rules and regulations. This provision is not intended to create any new burden or liability for the VILLAGE beyond the usual burdens and liabilities for a municipality in the construction of public improvements. This section is intended merely to relieve the COUNTY from such liabilities in this PROJECT. COUNTY'S role in conducting any review or granting any consent or approval relates solely to the PROJECT'S eligibility under the COUNTY'S Water Quality Improvement Program.
- 4.12 The VILLAGE must acknowledge the COUNTY using logo(s) and/or wording provided by the COUNTY in permanent onsite signage as well as any printed materials promoting the PROJECT.

## 5.0 COUNTY'S RESPONSIBILITIES.

- 5.1 The COUNTY shall reserve the right to review the PROJECT'S plans and specifications, prior to the VILLAGE'S advertisement for contract services,

together with any subsequent change orders, addendums, or revisions thereto ("CONTRACT DOCUMENTS"), for the purpose of verifying that PROJECT components qualify for reimbursement through the COUNTY'S Water Quality Improvement Program. The COUNTY shall promptly provide the VILLAGE with any recommended changes to the CONTRACT DOCUMENTS for PROJECT components to qualify for reimbursement.

5.2 The COUNTY shall cost share in the PROJECT as follows:

5.2.1 The COUNTY shall reimburse the VILLAGE for approved costs associated with the PROJECT at a fixed proportion of twenty five percent (25%) of the PROJECT costs, which have been incurred and paid for by the VILLAGE, as specified in Paragraph 3.1.

5.2.2 The total reimbursement amount paid by the COUNTY shall not exceed ten thousand dollars and no cents (\$10,000.00).

5.2.3 In the event PROJECT costs total less than forty thousand dollars and no cents (\$40,000.00), the COUNTY'S total reimbursement amount shall be not more than twenty five percent (25%) of the actual total PROJECT costs. Any amounts overpaid by the COUNTY shall be promptly refunded by the VILLAGE.

5.2.4 The COUNTY shall not be obligated to pay invoices received after March 1, 2022, regardless of when the work was completed and notwithstanding that the COUNTY'S contribution limit has not been reached.

5.3 The COUNTY shall be allowed unlimited, but reasonable, access to the PROJECT area to observe and review PROJECT work and work documents (i.e., plans, change orders, field orders, manager diaries, etc.) for the limited purpose of determining eligibility for COUNTY reimbursement, and the use of all data collected as part of the PROJECT.

## **6.0 GOVERNMENT REGULATIONS.**

6.1 The VILLAGE shall comply with all local, county, state and federal requirements now in force, or which may hereafter be in force, pertaining to the PROJECT.

## **7.0 INDEMNIFICATION.**

7.1 The VILLAGE shall indemnify, hold harmless and defend the COUNTY or any of its officials, officers, employees, and agents from and against all liability, claims, suits, demands, liens, proceedings and actions, including reasonable costs, fees and expense of defense, arising from, growing out of, or related to, any loss, damage, injury, death, or loss or damage to property resulting from, or connected

with, the VILLAGE'S performance under this AGREEMENT to the fullest extent the VILLAGE is so authorized under the law; provided, however, that the VILLAGE shall not be obligated to indemnify, hold harmless and defend the COUNTY for any negligent or intentional wrongful misconduct or omissions by COUNTY officials, employees, agents, contractors or personnel.

7.2 The VILLAGE shall require each consultant and contractor responsible for the construction, maintenance, or monitoring of the PROJECT to name the VILLAGE and COUNTY as an additional insured party on said vendor's liability insurance policy. Further, the VILLAGE shall require that its consultants and contractors indemnify, defend and hold harmless the VILLAGE and COUNTY, its officers, employees and elected officials from and against any claims, liability or judgments resulting from, or caused by, the negligence or willful conduct of such consultant and, or contractor.

7.3 Nothing contained herein shall be construed as prohibiting the COUNTY, its officials, directors, officers, agents and employees, from defending through the selection and use of their own agents, attorneys and experts, any claims, suits, demands, liens, proceedings and actions brought against them. Pursuant to Illinois law, any attorney representing the COUNTY, under this paragraph or paragraph 7.1 is to be the State's Attorney, in accord with the applicable law. The COUNTY'S participation in its defense shall not remove VILLAGE'S duty to indemnify, defend, and hold the COUNTY harmless, as set forth above. Moreover, indemnity as provided in this AGREEMENT shall not be limited by reason of any insurance coverage maintained by the VILLAGE or its consultants, contractors or agents. The VILLAGE'S indemnification of the COUNTY shall survive the termination, or expiration, of this AGREEMENT.

## **8.0 AMENDMENT OR MODIFICATION OF THIS AGREEMENT.**

8.1 The parties may modify or amend terms of this AGREEMENT only by a written document duly approved and executed by both parties, excluding term extensions as provided for in the following provision.

8.2 Notwithstanding Paragraph 8.1, above, the term for performing this AGREEMENT may be extended by any suitable COUNTY designated form, signed by both parties without formal amendment pursuant to Paragraph 8.1, above.

## **9.0 TERM OF THIS AGREEMENT.**

9.1 The term of this AGREEMENT shall begin on the date the AGREEMENT is fully executed, and shall continue in full force and effect until the earlier of the following occurs:

9.1.1 March 1, 2022 or to a new date agreed upon by the parties.

9.1.2 The completion by the VILLAGE and COUNTY of their respective obligations under this AGREEMENT, in the event such completion occurs before March 1, 2022.

**10.0 ENTIRE AGREEMENT.**

- 10.1 This AGREEMENT, including matters incorporated herein, contains the entire AGREEMENT between parties.
- 10.2 There are no other covenants, warranties, representations, promises, conditions or understandings, either oral or written, other than those contained herein.
- 10.3 This AGREEMENT may be executed in one or more counterparts, each of which shall for all purposes be deemed to be an original and all of which shall constitute the same instrument.
- 10.4 In the event of a conflict between the terms or conditions of this AGREEMENT and any term or condition found in any exhibit or attachment, the terms and conditions of this AGREEMENT shall prevail.

**11.0 SEVERABILITY.**

- 11.1 In the event any provision of this AGREEMENT is held to be unenforceable or invalid for any reason, the enforceability thereof shall not affect the remainder of the AGREEMENT. The remainder of this AGREEMENT shall be construed as if not containing the particular provision and shall continue in full force, effect, and enforceability, in accordance with its terms.

**12.0 GOVERNING LAW.**

- 12.1 The laws of the State of Illinois shall govern this AGREEMENT as to both interpretation and performance.
- 12.2 The venue for resolving any disputes concerning the parties' respective performance, or failure to perform, under this AGREEMENT, shall be the judicial circuit court for DuPage County.

**13.0 NOTICES.**

13.1 Any required notice shall be sent to the following addresses and parties:

Greg Ulreich  
Stormwater Administrator  
Village of Carol Stream  
500 N. Gary Avenue  
Carol Stream, Illinois, 60188

Mary Beth Falsey  
Water Quality Supervisor  
DuPage County Stormwater Management  
421 N. County Farm Road  
Wheaton, Illinois 60187

**14.0 WAIVER OF/FAILURE TO ENFORCE BREACH.**

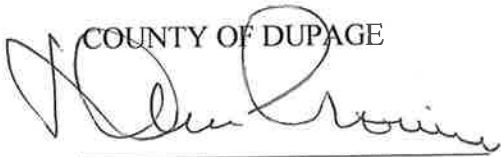
14.1 The parties agree that the waiver of, or failure to enforce, any breach of this AGREEMENT by the remaining party shall not be construed, or otherwise operate, as a waiver of any future breach of this AGREEMENT. Further the failure to enforce any particular breach shall not bar or prevent the remaining party from enforcing this AGREEMENT with respect to a different breach.

**15.0 NO WAIVER OF TORT IMMUNITIES**

15.1 Nothing contained in any provision of this Agreement is intended to constitute nor shall constitute a waiver of the defenses, privileges or immunities available to the parties under the Illinois Local Governmental and Governmental Employees Tort Immunity Act.

IN WITNESS OF, the parties set their hands and seals as of the date first written above.

COUNTY OF DUPAGE

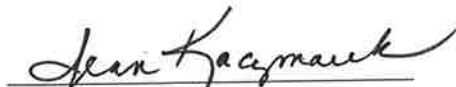


Daniel J. Cronin,  
Chairman

VILLAGE OF CAROL STREAM

\_\_\_\_\_  
Frank Saverino  
Mayor

ATTEST:

  
\_\_\_\_\_  
Jean Kaczmarek,  
County Clerk

ATTEST:

\_\_\_\_\_  
Laura Czarnecki  
Village Clerk

**Village of Carol Stream**  
**Schedule of Bills**  
**For Village Board Approval on APRIL 15, 2019**

**AGENDA ITEM**  
L-1 4/15/19

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
<b>1ST CHOICE EQUIPMENT, LLC</b>					
MR SEAL	47.24	01696200-53354	PARTS PURCHASED	PSO004277-1	
	<u>47.24</u>				
<b>ACCURATE OFFICE SUPPLY CO</b>					
COPY PAPER/MISC SUPPLIES	635.01	01590000-53317	OPERATING SUPPLIES	472145	
OFFICE SUPPLIES	10.28	01640100-53314	OFFICE SUPPLIES	471015	
OFFICE SUPPLIES	55.91	01640100-53314	OFFICE SUPPLIES	472526	
OFFICE SUPPLIES	56.49	01620100-53314	OFFICE SUPPLIES	473132	
OFFICE SUPPLIES	18.56	01610100-53317	OPERATING SUPPLIES	475192	
	<u>776.25</u>				
<b>ADVANCE AUTO PARTS PROFESSIONAL</b>					
BRINE FLUSH	229.99	01670200-53317	OPERATING SUPPLIES	2420-435361	
CLEANER	90.15	01696200-53317	OPERATING SUPPLIES	2420-435360	
FE BULBS	26.86	01696200-53354	PARTS PURCHASED	2420-434388	
FE CORES-RETURN	-108.33	01696200-53354	PARTS PURCHASED	2420-434638	
FE FITTINGS	352.40	01696200-53354	PARTS PURCHASED	2420-434415	
FE FUEL HOSE	59.84	01696200-53354	PARTS PURCHASED	2420-434240	
FE PIGTAIL	5.94	01696200-53354	PARTS PURCHASED	2420-434120	
FE WIRES	35.19	01696200-53354	PARTS PURCHASED	2420-434132	
MR BATTERY	91.00	01696200-53354	PARTS PURCHASED	2420-435944	
MR CLAMP	6.40	01696200-53354	PARTS PURCHASED	2420-435006	
MR FITTING	28.12	01696200-53354	PARTS PURCHASED	2420-435154	
MR FITTINGS	59.70	01696200-53354	PARTS PURCHASED	2420-435043	
MR RETURNS/CORE	-125.17	01696200-53354	PARTS PURCHASED	2420-435954	
MR SEALS	21.08	01696200-53354	PARTS PURCHASED	2420-436046	
	<u>773.17</u>				

**Village of Carol Stream  
Schedule of Bills  
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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>
<b>ALDI</b>					
ADMIN ACTIVITIES	22.46	01600000-52242	EMPLOYEE RECOGNITION	014861	
EMPLOYEE MORALE/ADMIN	62.91	01600000-52242	EMPLOYEE RECOGNITION	089663	
	<u>85.37</u>				
<b>ALEXIAN BROTHERS AMBULATORY GROUP</b>					
POST-OFFER PHYS/RANDOM DOT DRUG SCREEN 3/4-3/5/1'	269.00	01600000-52225	EMPLOYMENT PHYSICALS	676135	
	<u>269.00</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>
<b>AMAZON.COM</b>					
CRIMPERS	70.17	01696200-53316	TOOLS	4738648	
ELECTRICAL TAPE	39.80	01696200-53317	OPERATING SUPPLIES	2957058	
EYEWASH STATION FLUID	17.47	01670100-53317	OPERATING SUPPLIES	7515446	
EYEWASH STATION FLUID	17.48	04201600-53317	OPERATING SUPPLIES	7515446	
FE DEFLECTORS	152.49	01696200-53354	PARTS PURCHASED	4806649	
HAND SOAP	57.12	01696200-53317	OPERATING SUPPLIES	9199467	
HARD DRIVE BACKUP EQUIP	345.99	01652800-54412	OTHER EQUIPMENT	6651405	
HARD DRIVE ENCLOSURE	35.99	01652800-54412	OTHER EQUIPMENT	4585023	
MISC. PARTS	129.89	01652800-53317	OPERATING SUPPLIES	0407425	
MISC. PARTS	171.80	01652800-53317	OPERATING SUPPLIES	0407425-1	
MR DEFLECTORS	152.49	01696200-53354	PARTS PURCHASED	5712206	
MR LIGHT BAR	786.70	01696200-53354	PARTS PURCHASED	2416247	
MR MIRRORS	129.99	01696200-53354	PARTS PURCHASED	2593801	
MR PLOW LIGHTS	256.17	01696200-53354	PARTS PURCHASED	0342621	
MR STRAINER	18.51	01696200-53354	PARTS PURCHASED	8731440	
OFFICE SUPPLIES	6.69	01670100-53317	OPERATING SUPPLIES	9067463	
OFFICE SUPPLIES	7.79	01612900-53317	OPERATING SUPPLIES	0353810	
OFFICE SUPPLIES	10.38	01612900-53317	OPERATING SUPPLIES	5166653	
OFFICE SUPPLIES	16.56	01612900-53317	OPERATING SUPPLIES	9105809	
OFFICE SUPPLIES	64.06	01612900-53317	OPERATING SUPPLIES	1067410	
OFFICE SUPPLIES	65.25	01670100-53317	OPERATING SUPPLIES	1712230	
RETURN	-21.99	01696200-53316	TOOLS	9352262RET	
SDS STATION SIGN/BINDER	26.43	01670100-53317	OPERATING SUPPLIES	8058615	
SHANK, DISC	28.69	01696200-53317	OPERATING SUPPLIES	2224253	
SIGN SHOP SUPPLIES	14.94	01670300-53317	OPERATING SUPPLIES	1375456	
STORAGE CARD	27.27	01652800-54412	OTHER EQUIPMENT	1098653	
SUPPLIES	46.92	01662700-53317	OPERATING SUPPLIES	9549822	
SUPPLIES	55.57	01662700-53317	OPERATING SUPPLIES	8161840	
WIRE STRIPPERS	47.98	01696200-53316	TOOLS	7347406	
	<b>2,778.60</b>				



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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>
<b>AMERICAN LEGAL PUBLISHING CORP</b>					
CODIFICATION-MARCH 2019	553.25	01580000-52253	CONSULTANT	0127537	
	<b>553.25</b>				
<b>AMERICAN PUBLIC WORKS ASSOCIATION</b>					
NPWW POSTER 2019	16.41	01670100-52274	COMMUNITY SERVICE PROGRAMS	227617	
NPWW POSTER 2019	16.42	04200100-52274	COMMUNITY SERVICE PROGRAMS	227617	
	<b>32.83</b>				
<b>ARAMARK UNIFORM &amp; CAREER APPAREL GROUP INC</b>					
FIRST AID SUPPLIES	35.69	01670100-53317	OPERATING SUPPLIES	ORD4-000664	
SERVICE CHG REFUND	-20.85	01670100-53317	OPERATING SUPPLIES	47665	
	<b>14.84</b>				
<b>ARENDS HOGAN WALKER LLC</b>					
MR FAN	18.52	01696200-53354	PARTS PURCHASED	1851679	
	<b>18.52</b>				
<b>ARMBRUST PLUMBING &amp; HEATING INC</b>					
246 E ST.CHARLES METER	1,940.00	04201600-52244	MAINTENANCE & REPAIR	13749	
REPLACEMENT TWO FURNACES	6,420.00	01670400-52244	MAINTENANCE & REPAIR	14478	20190040
	<b>8,360.00</b>				
<b>AT CONCEPTS, INC</b>					
MOBILE COMMAND CENTER	2,395.00	01662700-53350	SMALL EQUIPMENT EXPENSE	CS-21519	
	<b>2,395.00</b>				

**Village of Carol Stream  
Schedule of Bills  
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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>
<b>B &amp; F CONSTRUCTION CODE SERVICES, INC</b>					
195 ALEXANDRA-FIRE ALARM #19-0155-FIRE	476.73	01643700-52253	CONSULTANT	51035	
470 E NORTH-BUILDING REVIEW #19-0135-NEWC	3,884.40	01643700-52253	CONSULTANT	51011	
555 FULLERTON-FIRE ALARM #19-0190-FIRE	354.99	01643700-52253	CONSULTANT	51076	
616 HIAWATHA-SPRINKLER REVIEW #19-0160-FIRE	550.00	01643700-52253	CONSULTANT	51044	
860 ARMY TR-FIRE ALARM #19-0212-FIRE #19-0195-FIRE	625.00	01643700-52253	CONSULTANT	51075	
925 GENEVA-FIRE ALARM #19-0199-FIRE	200.00	01643700-52253	CONSULTANT	51060	
	<b>6,091.12</b>				
<b>BASIC IRRIGATION SERVICES INC</b>					
TOWN CENTER AERATOR	495.00	01670600-52272	PROPERTY MAINTENANCE	25265	
	<b>495.00</b>				
<b>BAXTER &amp; WOODMAN INC</b>					
NPDES SVC 2/10/19-3/16/19 (PAY#8 FY19) (PO 3400)	1,328.55	04101100-52253	CONSULTANT	0204960	
TANK REPAIR- PAY #10	375.00	04201600-52253	CONSULTANT	0204961	20190026
	<b>1,703.55</b>				
<b>BEACON SALES SERVICE INSTALLATION INC</b>					
ANNUAL TEST 2/19/19	665.00	01696200-52244	MAINTENANCE & REPAIR	0000087221	
	<b>665.00</b>				
<b>BHFX DIGITAL IMAGING</b>					
LARGE FORMAT PAPER	185.00	01620100-53317	OPERATING SUPPLIES	330036	
	<b>185.00</b>				
<b>BLOOMING COLOR OF ST CHARLES</b>					
AMR DOOR TAGS	282.29	04200100-53314	OFFICE SUPPLIES	248766	
BIZ CARDS-FUENTES	38.12	01662700-53317	OPERATING SUPPLIES	2488912	
ENVELOPES-AMR PROG	185.13	04200100-53314	OFFICE SUPPLIES	247845	
STICKERS	141.11	01642100-53315	PRINTED MATERIALS	249004	
	<b>646.65</b>				

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<b>BREACH POINT CONSULTING, INC</b>					
LEO SEMINAR-BREACH POINT 4/4-4/5/19	3,000.00	01662700-52223	TRAINING	LEO SEMINAR 2019	
	<u>3,000.00</u>				
<b>BRIAN CLUEVER</b>					
ICPS 2019-CLUEVER 4/7-4/9/19	33.00	01662300-52223	TRAINING	ICPS 2019-CLUEVER	
	<u>33.00</u>				
<b>BRIAN COOPER</b>					
ICPS 2019 4/7-4/9/19	33.00	01660100-52223	TRAINING	ICPS 2019-COOPER	
	<u>33.00</u>				
<b>BURLINGTON COAT FACTORY</b>					
CLOTH ALLOW - POPE	31.98	01664700-53324	UNIFORMS	009236	
	<u>31.98</u>				
<b>C S FIRE PROTECTION DISTRICT</b>					
PERMITS MARCH 2019	2,280.00	01-24416	DEPOSIT-FIRE DISTRICT PERMIT	PERMITS MAR 2019	
	<u>2,280.00</u>				
<b>C S PUBLIC LIBRARY</b>					
PPRT MARCH 2019	1,569.18	01000000-41102	PERSONAL PROPERTY REPLAC TAX	PPRT MAR 2019	
	<u>1,569.18</u>				
<b>CALIBRE PRESS LLC</b>					
CIESLOWSKI/MABBITT TRAIN 4/25/19	279.00	01662700-52223	TRAINING	69109	
MABBITT TRAIN 4/25-26	279.00	01662700-52223	TRAINING	69109	
	<u>558.00</u>				
<b>CANON FINANCIAL SERVICES INC</b>					
ADMIN COPIER-DEC 2018	1,068.22	01652800-52226	OFFICE EQUIPMENT MAINTENANCE	19510351	
ADMIN COPIER-FEB 2019	1,068.22	01652800-52226	OFFICE EQUIPMENT MAINTENANCE	19731126	
ADMIN COPIER-JAN 2019	979.20	01652800-52226	OFFICE EQUIPMENT MAINTENANCE	19620706	
	<u>3,115.64</u>				

**Village of Carol Stream  
Schedule of Bills  
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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>
<b>CANON SOLUTIONS AMERICA</b>					
CD/INV COPIER-Q/E 1/21/19	367.50	01652800-52226	OFFICE EQUIPMENT MAINTENANCE	4028229124	
	<u>367.50</u>				
<b>CAROL STREAM LAWN &amp; POWER</b>					
BATTERIES FOR SAWS	338.00	01670700-53317	OPERATING SUPPLIES	428558	
FILES, GAS CANS	62.78	01670700-53317	OPERATING SUPPLIES	428425	
MR SEAL	9.87	01696200-53354	PARTS PURCHASED	428560	
POLE, CHAINSAW	776.00	01670700-53350	SMALL EQUIPMENT EXPENSE	428054	
PRUNING SAW	29.95	01670700-53316	TOOLS	428425	
	<u>1,216.60</u>				
<b>CELIA GRAND LCSW BCD PA</b>					
MBT EMDR TRAIN-M THOMAS 3/18/19	195.00	01662500-52223	TRAINING	066494	
	<u>195.00</u>				
<b>CENTER COR CONTEXTUAL CHANGE</b>					
EM TRAINING-M.THOMAS 03/15/19	75.00	01662500-52223	TRAINING	190	
	<u>75.00</u>				
<b>CENTRAL PARTS WAREHOUSE</b>					
MR MOLD BOARD	2,081.39	01696200-53354	PARTS PURCHASED	519551A	
MR PLOW BLADES	1,296.50	01696200-53354	PARTS PURCHASED	517871A	
	<u>3,377.89</u>				
<b>CH2MHILL OMI</b>					
CAP EX WRC FEB-MAR 2019	10,092.48	04101100-52262	WRC CONTRACT	351199-CE-04	20190009
	<u>10,092.48</u>				
<b>CHICAGO TRIBUNE-REDEYE</b>					
APR SUBSCRIPTION 2019	15.96	01660100-52234	DUES & SUBSCRIPTIONS	180910679 4/19	
	<u>15.96</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>
<b>CIRUS CONTROLS</b>					
FE PREWET DRIVER	216.89	01696200-53354	PARTS PURCHASED	INV35867	
	<u>216.89</u>				
<b>CITYTECH USA INC</b>					
MEMBERSHIP 3/27/2020	390.00	01600000-52234	DUES & SUBSCRIPTIONS	3411	
	<u>390.00</u>				
<b>CLARK BAIRD SMITH LLP</b>					
LABOR COUNSEL-MARCH 2019	1,190.00	01570000-52238	LEGAL FEES	11075	
	<u>1,190.00</u>				
<b>COLLEGE OF DUPAGE</b>					
PSI TRAIN RON 5/8-5/29/19	475.00	04-13010	PRE-PAID ITEMS	038051119	
	<u>475.00</u>				
<b>COMCAST CABLE</b>					
DATA & VOICE 2/16-3/15/19	4,328.48	01652800-52230	TELEPHONE	932781498 3/15/19	
ELEVATOR PHONES 2/20-3/19/19	83.58	01652800-52230	TELEPHONE	877120180001 2/16/19	
FIBER PHONE SERVICE 1/16-2/15/19	4,140.81	01652800-52230	TELEPHONE	932781498 2/15/19	
INTERNET 2/20-3/19/19	82.95	01664700-53330	INVESTIGATION FUND	87712018004 2/16/19	
	<u>8,635.82</u>				

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<b>COMED</b>					
192 YUMA LN-LIGHTING 1/18-2/19/19	52.91	01670300-53213	STREET LIGHT ELECTRICITY	0501137042 2/19/19	
192 YUMA LN-LIGHTING 12/17-1/18/19	55.75	01670300-53213	STREET LIGHT ELECTRICITY	0501137042 1/18/19	
192 YUMA LN-LIGHTING 2/19-3/20/19	47.08	01670300-53213	STREET LIGHT ELECTRICITY	0501137042 3/20/19	
401 TOMAHAWK CT-LIGHTING 1/18-2/19/19	78.24	01670300-53213	STREET LIGHT ELECTRICITY	0723076266 2/19/19	
401 TOMAHAWK CT-LIGHTING 12/17-1/18/19	84.66	01670300-53213	STREET LIGHT ELECTRICITY	0723076266 1/18/19	
401 TOMAHAWK CT-LIGHTING 2/19-3/20/19	69.92	01670300-53213	STREET LIGHT ELECTRICITY	0723076266 3/20/19	
633 THUNDERBIRD -LIGHT 2/19-3/20/19	128.62	01670300-53213	STREET LIGHT ELECTRICITY	0455095075 3/20/19	
633 THUNDERBIRD-LIGHTING 1/18-2/19/19	141.25	01670300-53213	STREET LIGHT ELECTRICITY	0455095075 2/19/19	
633 THUNDERBIRD-LIGHTING 12/17-1/18/19	154.01	01670300-53213	STREET LIGHT ELECTRICITY	0455095075 1/18/19	
SW-MORTON & LIES 2/27-3/28/19	213.40	01670300-53213	STREET LIGHT ELECTRICITY	0815164035 3/28/19	
	<b>1,025.84</b>				
<b>CONSTELLATION NEW ENERGY</b>					
1345 GEORGETOWN CONTROLLER 2/20-3/21/19	26.20	01670300-53213	STREET LIGHT ELECTRICITY	7280332-7 3/22/19	
300 BENNETT DR-LIGHTS 2/21-3/22/19	1,749.55	01670300-53213	STREET LIGHT ELECTRICITY	7280332-16 3/29/19	
301 ANTELOPE 2/19-3/20/19	64.24	01670300-53213	STREET LIGHT ELECTRICITY	7280332-11 3/22/19	
391 FLINT 2/19-3/20/19	53.66	01670300-53213	STREET LIGHT ELECTRICITY	7280332-12 3/22/19	
403 SIOUX 2/19-3/20/19	23.74	01670300-53213	STREET LIGHT ELECTRICITY	7280332-3 3/22/19	
451 SILVERLEAF-LIGHTS 2/19-3/20/19	43.27	01670300-53213	STREET LIGHT ELECTRICITY	7280332-1 3/22/19	
491 CHEYENNE 2/19-3/20/19	23.41	01670300-53213	STREET LIGHT ELECTRICITY	7280332-9 3/22/19	
500 N GARY-CONTROLLER 2/19-3/20/19	98.91	01670300-53213	STREET LIGHT ELECTRICITY	7280332-5 3/22/19	
506 CHEROKEE 2/19-3/20/19	48.25	01670300-53213	STREET LIGHT ELECTRICITY	7280332-4 3/22/19	
512 CANYON TRL 2/19-3/20/19	20.59	01670300-53213	STREET LIGHT ELECTRICITY	7280332-8 3/22/19	
594 NEZ PERCE CT 2/19-3/20/19	21.55	01670300-53213	STREET LIGHT ELECTRICITY	7280332-14 3/22/19	
796 PAWNEE 2/19-3/20/19	55.17	01670300-53213	STREET LIGHT ELECTRICITY	7280332-15 3/22/19	
880 PAPOOSE CT 2/19-3/20/19	113.57	01670300-53213	STREET LIGHT ELECTRICITY	7280332-13 3/22/19	
990 DEARBORN 2/19-3/20/19	60.22	01670300-53213	STREET LIGHT ELECTRICITY	7280332-10 3/22/19	
	<b>2,402.33</b>				

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<b>CORE &amp; MAIN LP</b>					
FIRE HYDRANT	2,500.00	04201600-53317	OPERATING SUPPLIES	J913590	
GASKETS	8.10	04201600-53317	OPERATING SUPPLIES	K197612	
HYMAX GRIPS	1,250.00	04201600-53317	OPERATING SUPPLIES	K165848	
OVERCHARGE CREDIT	-128.00	04201600-53317	OPERATING SUPPLIES	K072602	
BLIND FLANGE	84.57	04201600-53317	OPERATING SUPPLIES	K301746	
	<b>3,714.67</b>				
<b>DANIEL ANDRESEN</b>					
CRIME FREE SOFTWARE 1/1/19-1/1/20	199.00	01660100-52255	SOFTWARE MAINTENANCE	3/23/19	
	<b>199.00</b>				
<b>DANIEL STAFIEJ</b>					
ICPS 2019-STAFIEJ 4/7-4/9/19	33.00	01662300-52223	TRAINING	ICPS 2019-STAFIEJ	
STOPS-STAFIEJ 4/30-5/2/19	115.00	01-13010	PRE-PAID ITEMS	STOPS 2019	
	<b>148.00</b>				
<b>DICKS SPORTING GOODS</b>					
CLOTH ALLOW - CASTRO	99.99	01664700-53324	UNIFORMS	026602	
	<b>99.99</b>				
<b>DISCOVERY BENEFITS</b>					
FLEX ADMIN-MARCH 2019	225.00	01600000-52273	EMPLOYEE SERVICES	0000995056-IN	
	<b>225.00</b>				
<b>DOCUMENT IMAGING DIMENSIONS, INC</b>					
PD TONER	516.00	01652800-52226	OFFICE EQUIPMENT MAINTENANCE	1312	
	<b>516.00</b>				
<b>DRIVERS LICENSE GUIDE COMPANY</b>					
2019 CHECKING GUIDE	81.80	01660100-52234	DUES & SUBSCRIPTIONS	741247	
	<b>81.80</b>				

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<b>DU PAGE MATERIALS COMPANY</b>					
UPM	140.00	01670500-52286	PAVEMENT RESTORATION	6130	
	<b>140.00</b>				
<b>DUPAGE CHRYSLER DODGE JEEP</b>					
FE NUT	27.03	01696200-53354	PARTS PURCHASED	72681	
FE SENSOR	85.47	01696200-53354	PARTS PURCHASED	72780	
MR RETURNS	-32.92	01696200-53354	PARTS PURCHASED	CM73000	
MR SENSOR	32.92	01696200-53354	PARTS PURCHASED	73000	
MR SHIFTER	609.84	01696200-53354	PARTS PURCHASED	72951	
	<b>722.34</b>				
<b>DUPAGE COUNTY RECORDER</b>					
VILLAGE EASEMENTS	2.00	01580000-52233	RECORDING FEES	40021368-1	
	<b>2.00</b>				
<b>DUPAGE SHRM</b>					
SEMINAR-VANDYKE 3/21/19	50.00	01600000-52222	MEETINGS	1414-0005-6740-4478	
	<b>50.00</b>				
<b>DUPAGE WATER COMMISSION</b>					
	405,297.36	04201600-52283	DUPAGE CTY WATER COMMISSION	1/31/19-2/28/19	
	<b>405,297.36</b>				
<b>DYNEGY ENERGY SERVICES, LLC</b>					
124 GERZEVSKE-EAST SIDE PASS 2/18-3/18/19	2,675.91	04201600-53210	ELECTRICITY	275664019031-3	
1348 CHARGER CT 2/18-3/18/19	461.17	04101500-53210	ELECTRICITY	275664019031-2	
200 TUBEWAY-LIFT STATIONS 2/8-3/10/19	404.08	04101500-53210	ELECTRICITY	275664019031-1	
300 KUHN RD-WEST SIDE PASS 2/19-3/19/19	2,784.37	04201600-53210	ELECTRICITY	275664019031-4	
	<b>6,325.53</b>				



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<b>E-HAZARD</b>					
ARC FLASH STUDY & TRAINING	2,930.00	04101500-52244	MAINTENANCE & REPAIR	19579	20190035
ARC FLASH STUDY & TRAINING	2,930.00	04201600-52244	MAINTENANCE & REPAIR	19579	20190035
	<b>5,860.00</b>				
<b>ENFORCEMENT VIDEO, LLC</b>					
WATCH GUARD SET-UP 4RE	500.00	01660100-52255	SOFTWARE MAINTENANCE	480INV0004491	
	<b>500.00</b>				
<b>EXAMINER PUBLICATIONS INC</b>					
BUDGET/JANITORIAL BID FY 19/20	52.50	01580000-52240	PUBLIC NOTICES/INFORMATION	53704	
BUDGET/JANITORIAL BID FY 19/20	177.00	01580000-52240	PUBLIC NOTICES/INFORMATION	53704	
	<b>229.50</b>				
<b>FEDEX</b>					
DUI KITS TO AFT LAB-SHIP	11.11	01662400-53317	OPERATING SUPPLIES	930224117326	
DUI KITS TO AFTL-SHIP	11.13	01662400-53317	OPERATING SUPPLIES	930225434473	
	<b>22.24</b>				
<b>FLEET TRUCK PARTS.CO</b>					
MR FUEL TANK	1,312.23	01696200-53354	PARTS PURCHASED	27370	
	<b>1,312.23</b>				
<b>FRESH &amp; SILK FLOWERS</b>					
FLOWERS - SALERNO 3/8/19	89.54	01660100-53317	OPERATING SUPPLIES	29122	
FUNERAL - MCDERMOTT	96.95	01612900-53317	OPERATING SUPPLIES	000259	
	<b>186.49</b>				
<b>FULL LIFE SAFETY CENTER</b>					
CALIBRATE GAS MONITOR	77.50	04101500-52244	MAINTENANCE & REPAIR	48938	
CALIBRATE GAS MONITOR	77.50	04101500-52244	MAINTENANCE & REPAIR	49015	
CALIBRATE GAS MONITOR	116.25	04101500-52244	MAINTENANCE & REPAIR	48939	
	<b>271.25</b>				

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<b>GALLS LLC</b>					
UNIFORM FREER	259.15	01662700-53324	UNIFORMS	011829389	
	<u>259.15</u>				
<b>GOLF &amp; BUSSE TOWING</b>					
TOWING SERVICE 1/31/19 UNIT 86	350.00	01696200-53353	OUTSOURCING SERVICES	68018	
	<u>350.00</u>				
<b>GOVTEMPSUSA LLC</b>					
ACCOUNTS CLERK-A.RETSKE 3/17, 3/24/19	1,120.00	04103100-52253	CONSULTANT	2747887	
ACCOUNTS CLERK-A.RETSKE 3/17, 3/24/19	1,120.00	04203100-52253	CONSULTANT	2747887	
AMR CLERK-M.SCHULTZ 3/17, 3/24	2,254.00	04201400-52253	CONSULTANT	2747888	20190024
LIBRARY TECH-J.FIREK 3/17, 3/24	3,360.00	01652800-52253	CONSULTANT	2747886	
OFFICE MANAGER-D.KALKE 3/17,3/24	3,079.20	01590000-52253	CONSULTANT	2747885	
	<u>10,933.20</u>				
<b>GRAINGER</b>					
TYVEK SUIT	81.59	04101500-53317	OPERATING SUPPLIES	9095184660	
ZIP TIES	33.06	04201600-53317	OPERATING SUPPLIES	9095184678	
	<u>114.65</u>				
<b>GRANITE TELECOMMUNICATIONS</b>					
TELEPHONE SVC 4/1-4/31/19 INV: 450261424	1,262.21	01652800-52230	TELEPHONE	03966738 4/1/19	
	<u>1,262.21</u>				
<b>GRAPHICS</b>					
OFFICE SUPPLIES	263.05	01662600-53314	OFFICE SUPPLIES	141148	
	<u>263.05</u>				
<b>GREGORY WALKER</b>					
TUITION REIMB-WALKER SCI228 1/4/19-3/2/19	2,253.00	01664700-52223	TRAINING	SCI228 WALKER	
	<u>2,253.00</u>				

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<b>GROUP LINK</b>					
HELP DESK LICENSE THRU 2/28/2020	2,497.50	01-13010	PRE-PAID ITEMS	2019-01-17-2397	
	<u>2,497.50</u>				
<b>HBK WATER METER SERVICE INC</b>					
M25 METER TESTING 2/15/19	484.00	04201400-52282	METER MAINTENANCE	190094	
	<u>484.00</u>				
<b>HOME DEPOT</b>					
2X4 FOR RAILING	16.60	04201600-53317	OPERATING SUPPLIES	1011496	
BACKUP SUMP PUMP	154.00	01680000-53319	MAINTENANCE SUPPLIES	022985	
BATTERY-SUMP PUMP	124.72	01680000-53319	MAINTENANCE SUPPLIES	001284	
BITS	47.97	01670300-53317	OPERATING SUPPLIES	8212863	
BITS	51.81	01670300-53317	OPERATING SUPPLIES	8021469	
CORDS	48.23	01670300-53317	OPERATING SUPPLIES	0200354	
DOOR LUBRICANT	20.94	01696200-53317	OPERATING SUPPLIES	3021981	
DOOR STOP	20.68	01662400-53317	OPERATING SUPPLIES	016501	
MAILBOXES	71.88	01670200-53317	OPERATING SUPPLIES	9022467	
PAINT ROLLER	5.97	01696200-53317	OPERATING SUPPLIES	5012159	
PLYWOOD	93.52	04201600-53317	OPERATING SUPPLIES	9011753	
PLYWOOD,SUBFLOOR,SPAX	62.20	01696200-53317	OPERATING SUPPLIES	2011360	
REFUND	-12.00	01680000-53319	MAINTENANCE SUPPLIES	1241547CR	
RETURN	-51.81	01670300-53317	OPERATING SUPPLIES	8212862	
SCREWS/ANCHORS	9.21	01680000-53319	MAINTENANCE SUPPLIES	084700	
SEAL & CLAMPS	13.54	04201600-53317	OPERATING SUPPLIES	6020515	
SNOW FENCE	49.94	01670200-53317	OPERATING SUPPLIES	5022971	
	<u>727.40</u>				

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<b>HOTELS-MASTERCARD</b>					
ICPS LOD-CLUDEV/MEJIA/BRUDEL/COOP/STAF/MAB 4/7-4/9	65.70	01662300-52223	TRAINING	156792151547	
ICPS LOD-CLUDEV/MEJIA/BRUDEL/COOP/STAF/MAB 4/7-4/9	65.70	01662300-52223	TRAINING	156792151547	
LODG BACIDORE 4/7-4/9/19	65.70	01662300-52223	TRAINING	156792151547	
LODG BACIDORE 4/7-4/9/19	65.70	01662300-52223	TRAINING	156792151547	
LODG BAJOREK 4/7-4/9/19	65.70	01662700-52223	TRAINING	156792151547	
LODG BAJOREK 4/7-4/9/19	65.70	01662700-52223	TRAINING	156792151547	
LODG BRUDELICH 4/7-4/9/19	65.70	01662700-52223	TRAINING	156792151547	
LODG BRUDELICH 4/7-4/9/19	65.70	01662700-52223	TRAINING	156792151547	
LODG COOPER 4/7-4/9/19	65.70	01660100-52223	TRAINING	156792151547	
LODG COOPER 4/7-4/9/19	65.70	01660100-52223	TRAINING	156792151547	
LODG MABBITT 4/7-4/9/19	65.70	01662700-52223	TRAINING	156792151547	
LODG MABBITT 4/7-4/9/19	65.70	01662700-52223	TRAINING	156792151547	
LODG MEJIA 4/7-4/9/19	65.70	01662700-52223	TRAINING	156792151547	
LODG MEJIA 4/7-4/9/19	65.70	01662700-52223	TRAINING	156792151547	
LODG STAFIEJ 4/7-4/9/19	65.70	01662300-52223	TRAINING	156792151547	
LODG STAFIEJ 4/7-4/9/19	65.70	01662300-52223	TRAINING	156792151547	
LODGING ULREICH 3/14/19	155.68	01620600-52223	TRAINING	83983188	
	<b>1,206.88</b>				
<b>IAMMA</b>					
IAMMA 2019-MESSINO 4/12/19	100.00	01590000-52223	TRAINING	916570241	
IAMMA CONF- S BARGHI 4/12/19	75.00	01670100-52223	TRAINING	915674178	
WORK PLACE INVEST-SAM 3/6/19	20.00	01670100-52222	MEETINGS	909336493	
	<b>195.00</b>				
<b>IGFOA</b>					
IGFOA BATEK 4/11/19	140.00	01610100-52223	TRAINING	041119-2	
IGFOA MCDERMOTT 4/11/19	140.00	01612900-52223	TRAINING	041119-1	
IGFOA PAULINA 3/20-3/21/19	300.00	01612900-52223	TRAINING	03202019	
IGFOA WYDRA 2/27/19	35.00	01612900-52223	TRAINING	02272019	
	<b>615.00</b>				

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<b>ILLINI POWER PRODUCTS COMPANY</b>					
OUTSOURCING SERVICE	64.86	01696200-53353	OUTSOURCING SERVICES	SWO022280-1	
	<u>64.86</u>				
<b>ILLINOIS CITY /COUNTY MANANGEMENT ASSN</b>					
ILCMA LUNCH CAREY 3/21/19	70.00	01590000-52223	TRAINING	82798	
ILCMA MTG-B.MELLOR 3/21/19	60.00	01590000-52222	MEETINGS	82790	
	<u>130.00</u>				
<b>ILLINOIS COMMUNICATIONS SALES, INC</b>					
CONFIGURE PD/PW RADIOS	1,986.00	01680000-55487	FACILITY CAPITAL IMPROVEMENT	101003894-2	
PROGRAMMING REPEATER FOR PD/PW 3/12/19	35.00	01652800-52255	SOFTWARE MAINTENANCE	101005221-1	
	<u>2,021.00</u>				
<b>ILLINOIS SECRETARY OF STATE</b>					
643 RENEWAL 2020 (DODGE '14)	108.50	01662700-52244	MAINTENANCE & REPAIR	000045	
653 REG RENEWAL DODGE '15	108.50	01662700-52244	MAINTENANCE & REPAIR	077857	
NEW LIC PL#610 LEXUS '09	30.00	01662700-52244	MAINTENANCE & REPAIR	042357	
	<u>247.00</u>				
<b>ILLINOIS TACTICAL OFFICERS ASSN</b>					
ITOA BOSHART 4/16-4/17/19	195.00	01662400-52223	TRAINING	12032015	
ITOA RIEMER 4/16-4/17/19	225.00	01662700-52223	TRAINING	12031993	
	<u>420.00</u>				
<b>ILLINOIS TOLLWAY</b>					
TOLL REPLENISH	5.00	04100100-52223	TRAINING	012669	
TOLL REPLENISH	5.00	04200100-52223	TRAINING	012669	
TOLL REPLENISH	5.00	01670100-52223	TRAINING	012669	
TOLL REPLENISH	5.00	01696200-52223	TRAINING	012669	
	<u>20.00</u>				

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<b>INTEGRITY ENVIRONMENTAL SERVICES, INC</b>					
CONSULT SVCS-FUEL STORAGE (PAY#3)	2,280.00	11740000-55487	FACILITY CAPITAL IMPROVEMENT	19-03018	20190031
	<u>2,280.00</u>				

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<b>INTERGOVERNMENTAL PERSONNEL BENEFIT COOPERATIVE</b>					
APR 2019 INSURANCE	347.55	01643600-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	532.28	01621300-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	733.71	01670700-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	752.40	01641700-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	781.32	01623100-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	904.74	04201400-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	1,147.14	04103100-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	1,150.80	01621900-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	1,233.74	04101500-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	1,319.41	04100100-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	1,439.36	01670500-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	1,644.99	01670200-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	1,695.95	01610100-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	1,710.13	01670300-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	1,720.94	04203100-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	1,850.62	01670600-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	2,001.85	01620600-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	2,062.34	01680000-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	2,111.25	01642100-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	2,219.37	01622200-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	2,289.35	01640100-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	2,432.93	01613000-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	2,570.32	01690100-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	3,144.39	01620100-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	3,598.43	01696200-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	3,682.58	01662500-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	3,896.65	01643700-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	4,156.69	01670400-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	4,179.31	01590000-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	4,569.66	04200100-51111	GROUP INSURANCE	04012019	

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APR 2019 INSURANCE	4,667.71	04201600-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	5,077.45	01612900-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	5,660.36	01662300-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	6,406.29	01652800-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	9,062.59	01662600-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	9,183.83	01662400-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	10,725.39	01670100-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	12,886.79	01664700-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	22,374.75	01660100-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	33,476.05	01600000-51111	GROUP INSURANCE	04012019	
APR 2019 INSURANCE	60,069.06	01662700-51111	GROUP INSURANCE	04012019	
	<b>241,470.47</b>				
<b>INTERNET PURCHASE MASTERCARD</b>					
CLOTH ALLOW - ROE	70.52	01662400-53324	UNIFORMS	168522	
CLOTH ALLOW - ROE	105.19	01662400-53324	UNIFORMS	WUS04704370	
CLOTH ALLOW-HECK	-8.35	01664700-53324	UNIFORMS	GS4174674A	
CLOTH ALLOW-HECK	57.68	01664700-53324	UNIFORMS	GS4174674A	
CLOTH ALLOW-PASKEVICZ	86.06	01662400-53324	UNIFORMS	P16893912863	
COMBAT BANDS - SLINGS	56.95	01662700-53317	OPERATING SUPPLIES	13331	
DT KNIVES	105.02	01662700-53350	SMALL EQUIPMENT EXPENSE	5074	
FTO BULLERI 3/25-3/26/19	187.00	01662700-52223	TRAINING	EABCX5D76	
MR MUFFLER	140.23	01696200-53354	PARTS PURCHASED	820820	
	<b>800.30</b>				
<b>IT GLUE</b>					
IT DOC SOFTWARE 2/9-3/9/19	114.00	01652800-52255	SOFTWARE MAINTENANCE	138608217	
	<b>114.00</b>				
<b>J &amp; D INGENUTIES LLC</b>					
YEARLY SIREN MONITORING 4/1/19-3/31/20	389.56	01-13010	PRE-PAID ITEMS	1438	
	<b>389.56</b>				



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<b>J C PENNY</b>					
CLOTH ALLOW - BUSCH	146.72	01664700-53324	UNIFORMS	1242	
	<u>146.72</u>				
<b>J G UNIFORMS INC</b>					
UNIFORM BLAIR	195.06	01662400-53324	UNIFORMS	48882	
UNIFORM PLUMB	135.00	01662700-53324	UNIFORMS	50873	
	<u>330.06</u>				
<b>JEWEL-OSCO</b>					
VOLUNTEER DINNER 2/22/19	208.33	01664700-53325	COMMUNITY RELATIONS	00065875	
	<u>208.33</u>				
<b>JO ANN FABRICS</b>					
VELCRO-SQUAD EQUIP	50.92	01662700-53317	OPERATING SUPPLIES	032004	
	<u>50.92</u>				
<b>JOE COTTON FORD</b>					
MR CORE-RETURN	-75.00	01696200-53354	PARTS PURCHASED	CM336654	
MR MOTOR	134.41	01696200-53354	PARTS PURCHASED	336779	
MR RETURN	-306.16	01696200-53354	PARTS PURCHASED	CM336654A	
MR RETURN	-49.44	01696200-53354	PARTS PURCHASED	CM336359	
MR RETURN	-36.61	01696200-53354	PARTS PURCHASED	CM336405	
MR RETURN	-9.11	01696200-53354	PARTS PURCHASED	CM333945	
MR ROCKER ARM	548.53	01696200-53354	PARTS PURCHASED	336666	
MR ROCKER ARM	922.00	01696200-53354	PARTS PURCHASED	336654	
MR SEAL	73.29	01696200-53354	PARTS PURCHASED	336665	
MR SEALS	9.56	01696200-53354	PARTS PURCHASED	336796	
	<u>1,211.47</u>				

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<b>JOHN L FIOTI</b>					
LOCAL PROSECUTION-MARCH 2019	262.50	01570000-52238	LEGAL FEES	CS 126	
LOCAL PROSECUTION-MARCH 2019	262.50	01662300-52310	ATLE LEGAL ADJUDICATION	CS 126	
	<b>525.00</b>				
<b>JP MORGAN CHASE BANK, NA</b>					
SUBPOENA FEE-GIESEL 2/24/19	20.90	01662400-53330	INVESTIGATION FUND	SB986602-11	
SUBPOENA FEE-ROE 2/22/19	16.99	01662400-53330	INVESTIGATION FUND	SB1004072-11	
SUBPOENA FEE-ROE 2/28/19	66.19	01662400-53330	INVESTIGATION FUND	SB1004074-11	
	<b>104.08</b>				
<b>KAMMES AUTO &amp; TRUCK REPAIR INC</b>					
STATE INSPECTIONS	70.00	01696200-53353	OUTSOURCING SERVICES	127426	
STATE INSPECTIONS	70.00	01696200-53353	OUTSOURCING SERVICES	127625	
STATE INSPECTIONS	105.00	01696200-53353	OUTSOURCING SERVICES	127664	
	<b>245.00</b>				
<b>KEVRON PRINTING</b>					
COMPLAINT/ARREST TICKETS 13201-14200	347.10	01662600-53315	PRINTED MATERIALS	19-43550	
REGISTER RECEIPT	213.85	01662600-53315	PRINTED MATERIALS	19-43549	
	<b>560.95</b>				
<b>KOHL'S</b>					
	-28.50	01662400-53324	UNIFORMS	5902595853CR	
CLOTH ALLOW - BOSHART	39.98	01662400-53324	UNIFORMS	011833	
CLOTH ALLOW - POPE	42.99	01664700-53324	UNIFORMS	006013	
CLOTH ALLOW-ROE	28.50	01662400-53324	UNIFORMS	5902595853	
	<b>82.97</b>				
<b>KONEMATIC INC</b>					
DOOR REPAIR 2/19/19	1,283.52	01696200-52244	MAINTENANCE & REPAIR	865588	
WTR GRGE DOOR REPAIR	305.00	01670400-52244	MAINTENANCE & REPAIR	865987	
	<b>1,588.52</b>				

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<b>LANDSCAPE MATERIAL &amp; FIREWOOD SALES INC</b>					
TUB GRINDING PO 3693	2,400.00	01670700-52268	TREE MAINTENANCE	32020	
	<u>2,400.00</u>				
<b>LAW OFFICE OF MICHELLE L MOORE LTD</b>					
LOCAL PROSECUTION-MAY 2019	9,200.00	01-13010	PRE-PAID ITEMS	2019-05	
	<u>9,200.00</u>				
<b>LECHNER &amp; SONS</b>					
MATS/TOWELS	32.04	01670100-53317	OPERATING SUPPLIES	2550755	
WIPES	62.69	01696200-53317	OPERATING SUPPLIES	2550755	
	<u>94.73</u>				
<b>LEXISNEXIS</b>					
FEB 2019 FEE	203.00	01662400-53330	INVESTIGATION FUND	1592091-2	
	<u>203.00</u>				
<b>LINDCO EQUIPMENT SALES INC</b>					
FE MOUNT	58.02	01696200-53354	PARTS PURCHASED	190214P	
JA COVER	111.89	01696200-53354	PARTS PURCHASED	190094P	
	<u>169.91</u>				
<b>LIVE VIEW GPS INC</b>					
MAR 2019 FEE	79.90	01664700-53330	INVESTIGATION FUND	355811	
	<u>79.90</u>				

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<b>LOWE'S HOME CENTERS</b>					
LADDER STOPPER	5.47	01670300-53317	OPERATING SUPPLIES	9484717	
MAILBOX SUPPLIES	7.74	01670200-53317	OPERATING SUPPLIES	2296800	
PAINT	45.76	01670600-53317	OPERATING SUPPLIES	9093822	
PVC COUPLINGS	3.92	01680000-53319	MAINTENANCE SUPPLIES	2918994	
ROPE	34.00	01670300-53317	OPERATING SUPPLIES	6661582	
TOGGLE BOLTS	13.96	01680000-53319	MAINTENANCE SUPPLIES	8452645	
	<b>110.85</b>				
<b>LRS HOLDINGS LLC</b>					
MISCHARGE	428.00	01670500-52265	HAULING	20190228	
	<b>428.00</b>				
<b>MACY'S</b>					
CLOTH ALLOW - ROE	10.19	01662400-53324	UNIFORMS	1713540800	
	<b>10.19</b>				
<b>MAILFINANCE</b>					
POSTAGE METER-QTR END 8/4/19	575.22	01-13010	PRE-PAID ITEMS	N7668145	
	<b>575.22</b>				
<b>MARK E RADABAUGH</b>					
MTG TAPING/EDITING 4/1/19	100.00	01590000-52253	CONSULTANT	19-0118	
	<b>100.00</b>				
<b>MARSHALLS</b>					
CLOTH ALLOW - ANDREJEVIC	78.93	01664700-53324	UNIFORMS	003000	
CLOTH ALLOW - ANDREJEVIC	279.90	01664700-53324	UNIFORMS	028123	
	<b>358.83</b>				
<b>MELANIE MEJIA</b>					
ICPS 2019-MEJIA 4/7-4/9/19	33.00	01662700-52223	TRAINING	ICPS 2019-MEJIA	
	<b>33.00</b>				

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<b>MENDEL PLUMBING &amp; HEATING INC</b>					
PLUMBING REPAIR 2/8/19	698.89	04201600-52244	MAINTENANCE & REPAIR	324622	
	<u>698.89</u>				
<b>MICHELE BAJOREK</b>					
ICPS 2019-BAJOREK 4/7-4/9/19	33.00	01662700-52223	TRAINING	ICPS 2019-BAJOREK	
	<u>33.00</u>				
<b>MIDWEST MOBILE WASHERS LLC</b>					
WASH WATER TOWER AT PW P/O 3703	6,195.00	04201600-52244	MAINTENANCE & REPAIR	5330	
	<u>6,195.00</u>				
<b>MNJ TECHNOLOGIES DIRECT</b>					
ADDITIONAL DESKTOP UPS	451.48	01652800-53317	OPERATING SUPPLIES	0001140404	
MONITOR CABLES	99.96	01652800-53317	OPERATING SUPPLIES	0001152300	
SOFTWARE RENEW-NETMOTION MOBILE IQ 11/2018-11/2019	1,197.00	01652800-52255	SOFTWARE MAINTENANCE	0001137272	
	<u>1,748.44</u>				
<b>MONROE TRUCK EQUIPMENT</b>					
FE LIFT CYL	394.98	01696200-53354	PARTS PURCHASED	323451	
FE RETURN	-560.70	01696200-53354	PARTS PURCHASED	325005	
FE SPRINGS	538.60	01696200-53354	PARTS PURCHASED	324694	
FE TRIP EDGE	653.25	01696200-53354	PARTS PURCHASED	324689	
	<u>1,026.13</u>				
<b>MULTISYSTEM MANAGEMENT COMPANY</b>					
VH JANITORIAL SVC MARCH 2019	4,800.00	01680000-52276	JANITORIAL SERVICES	1983	
	<u>4,800.00</u>				
<b>MUNICIPAL FLEET MGMT ASSOCIATION</b>					
DUES 2019-MUNICIPAL FLEET MNGR ASSOC	30.00	01660100-52234	DUES & SUBSCRIPTIONS	19-013	
	<u>30.00</u>				

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<b>MUNICIPAL GIS PARTNERS INC</b>					
MGP GIS SERVICE-MARCH 2019	11,856.51	01652800-52257	GIS SYSTEM	4579	
	<u>11,856.51</u>				
<b>N P E L R A</b>					
MEMBERSHIP 2019 C.REBHOLZ	230.00	01600000-52234	DUES & SUBSCRIPTIONS	CRC92BCDC1	
	<u>230.00</u>				
<b>NATIONAL ENGRAVERS</b>					
PLAQUE HELENE M.	95.00	01600000-53315	PRINTED MATERIALS	68606	
RETIRE PLAQUE-HARKER	83.00	01660100-53315	PRINTED MATERIALS	68803	
RETIRE PLAQUE-LUCAS / HARKER	83.00	01660100-53315	PRINTED MATERIALS	68803	
	<u>261.00</u>				
<b>NATIVE TORCH,LLC</b>					
POND/WETLAND NATIVE AREA BURNS	23,450.00	01620600-52272	PROPERTY MAINTENANCE	7	20190041
	<u>23,450.00</u>				
<b>NMI</b>					
CC GATEWAY FEES MAR 2019 2/28-3/30/19	107.80	04103100-52221	UTILITY BILL PROCESSING	4620372863	
CC GATEWAY FEES MAR 2019 2/28-3/30/19	107.80	04203100-52221	UTILITY BILL PROCESSING	4620372863	
CC GATEWAY FEES MARCH 2019	10.00	01610100-52256	BANKING SERVICES	4622352772	
	<u>225.60</u>				
<b>NORTHEASTERN ILLINOIS PUBLIC SAFETY</b>					
NIPSTA TRAIN-EVANS 3/29/19	51.65	04100100-52223	TRAINING	13130106	
NIPSTA TRAIN-EVANS 3/29/19	51.65	04200100-52223	TRAINING	13130106	
	<u>103.30</u>				
<b>NORTHERN ILLINOIS UNIVERSITY</b>					
GIS INTERN 2/1-2/28/19	1,750.52	01652800-52257	GIS SYSTEM	2289	
	<u>1,750.52</u>				

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<b>NORTHWEST POLICE ACADEMY</b>					
1ST RESPOND WELL-COOPER/DEGNAN/ZOCHERT 10/11/18	75.00	01660100-52223	TRAINING	OCT-18	
DISCIPLIN INVEST-DEGNAN/INCROC/ZOCH/JUNG 3/14/19	25.00	01660100-52223	TRAINING	MAR-19	
DISCIPLIN INVEST-DEGNAN/INCROC/ZOCH/JUNG 3/14/19	25.00	01660100-52223	TRAINING	MAR-19	
DISCIPLIN INVEST-DEGNAN/INCROC/ZOCH/JUNG 3/14/19	25.00	01660100-52223	TRAINING	MAR-19	
DISCIPLIN INVEST-DEGNAN/INCROC/ZOCH/JUNG 3/14/19	25.00	01660100-52223	TRAINING	MAR-19	
LABOR LAW-COOPER/DEGN/INCROC/JUNG/ZOCH 12/13/18	125.00	01660100-52223	TRAINING	DEC-18	
SEXUAL HARASS-ZOCHERT/DEGNAN/JUNGERS 2/14/19	75.00	01660100-52223	TRAINING	FEB-19	
WORKPL VIOLANCE ID-DEGNAN/ZOCHERT 1/10/19	50.00	01660100-52223	TRAINING	JAN-19	
	<b>425.00</b>				
<b>O'REILLY AUTO PARTS</b>					
FE OIL	194.68	01696200-53354	PARTS PURCHASED	5514-193410	
	<b>194.68</b>				
<b>OFFICE DEPOT</b>					
OFFICE SUPPLIES	44.42	01662600-53314	OFFICE SUPPLIES	282079261001	
OFFICE SUPPLIES	118.47	01662600-53314	OFFICE SUPPLIES	285890819001	
OFFICE SUPPLIES	134.30	01662600-53314	OFFICE SUPPLIES	285890292-00	
OFFICE SUPPLIES	157.96	01662600-53314	OFFICE SUPPLIES	282078572001	
	<b>455.15</b>				
<b>OUTDOOR HOME SERVICES HOLDINGS LLC</b>					
ICE MELT PALLETS	495.00	01680000-53319	MAINTENANCE SUPPLIES	97053762	
	<b>495.00</b>				
<b>PADDOCK PUBLICATIONS INC</b>					
FUEL STORAGE PROJECT	156.40	01580000-52240	PUBLIC NOTICES/INFORMATION	9608	
	<b>156.40</b>				
<b>PARVIN-CLAUSS SIGN COMPANY</b>					
VH SIGNAGE 2/28/19	26,677.00	11740000-55490	VILLAGE HALL RENOVATION	AP 1	
	<b>26,677.00</b>				

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<b>POMPS TIRE SERVICE</b>					
FE TIRE	131.98	01696200-53354	PARTS PURCHASED	410651407	
FE TIRES	488.84	01696200-53354	PARTS PURCHASED	410651406	
FE TIRES	532.92	01696200-53354	PARTS PURCHASED	410652388	
FE TIRES	532.92	01696200-53354	PARTS PURCHASED	410655024	
FE TIRES	654.82	01696200-53354	PARTS PURCHASED	410652649	
FE TIRES	982.23	01696200-53354	PARTS PURCHASED	410653145	
FE WHEELS	698.00	01696200-53354	PARTS PURCHASED	280093776	
	<b>4,021.71</b>				
<b>POSITIVE PROMOTIONS</b>					
ADOPT-A-COP SUPPLIES	976.27	01664700-53325	COMMUNITY RELATIONS	06234650	
	<b>976.27</b>				
<b>QUICK TIRES INC</b>					
AP TIRE RECYCLING	185.50	01696200-53354	PARTS PURCHASED	9328	
	<b>185.50</b>				



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<b>RAY O'HERRON CO</b>					
UNIFORM ANDREJEVIC	199.95	01664700-53324	UNIFORMS	1909054	
UNIFORM B. RUDELICH	316.47	01662700-53324	UNIFORMS	1908028	
UNIFORM BULLERI	125.00	01662700-53324	UNIFORMS	1905807	
UNIFORM CHACON	169.95	01662700-53324	UNIFORMS	1909050	
UNIFORM EAGAN	71.99	01662700-53324	UNIFORMS	1908379	
UNIFORM FUENTES	263.90	01662700-53324	UNIFORMS	1907529	
UNIFORM JOHNSON	10.00	01662700-53324	UNIFORMS	1907059	
UNIFORM JOHNSON	91.96	01662700-53324	UNIFORMS	1909048	
UNIFORM KALINOWICZ	108.00	01662700-53324	UNIFORMS	1909047	
UNIFORM KALINOWICZ	121.00	01662700-53324	UNIFORMS	1905808	
UNIFORM KEALLY	96.50	01662700-53324	UNIFORMS	1909053	
UNIFORM LALLY	139.95	01662700-53324	UNIFORMS	1907062	
UNIFORM M. RUDELICH	139.95	01662700-53324	UNIFORMS	1905809	
UNIFORM MCINTYRE	20.00	01662700-53324	UNIFORMS	1905806	
UNIFORM MCINTYRE	53.00	01662700-53324	UNIFORMS	1905805	
UNIFORM MEJIA	112.00	01662700-53324	UNIFORMS	1910243	
UNIFORM PLUMB	19.99	01662700-53324	UNIFORMS	1907060	
UNIFORM SCHNEIDER	20.00	01662700-53324	UNIFORMS	1909049	
UNIFORM SCHNEIDER	778.95	01662700-53324	UNIFORMS	1912171	
	<b>2,858.56</b>				
<b>REFUNDS MISC</b>					
REFUND-437 TOWER #19-0187-RACK	509.95	01000000-42307	BUILDING PERMITS	437 TOWER BLVD	
REFUND-BUS LIC #3344 GINA BROWS	25.00	01000000-42301	BUSINESS/MISC LICENSES	GINA BROWS	
REFUND-TICKET 237023 V/S PURCHASED	100.00	01000000-45402	ORDINANCE FORFEITS	545 THORNHILL DR	
	<b>634.95</b>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on APRIL 15,2019**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
<b>REFUNDS PRESERVATION BONDS</b>					
REFUND-540 ARROWHEAD DRIVEWAY BOND	300.00	01-24302	ESCROW - GRADING	540 ARROWHEAD	
REFUND-677 LARCH BASEMENT BOND	200.00	01-24302	ESCROW - GRADING	677 LARCH	
REFUND-740 CIMARRON PATIO BOND	200.00	01-24302	ESCROW - GRADING	740 CIMARRON DR	
	<b>700.00</b>				
<b>REFUNDS TAX STAMPS</b>					
REFUND-659 SAND CREEK DR STAMP 30344	774.00	01000000-41208	REAL ESTATE TRANSFER TAX	659 SAND CREEK DR	
	<b>774.00</b>				
<b>REFUNDS W&amp;S FINALS</b>					
	10.41	04-12110	ACCOUNT RECEIV WATER & SEWER	167771	
	67.47	04-12110	ACCOUNT RECEIV WATER & SEWER	167770	
	90.72	04-12110	ACCOUNT RECEIV WATER & SEWER	167772	
	187.04	04-12110	ACCOUNT RECEIV WATER & SEWER	167773	
	14.36	04-12110	ACCOUNT RECEIV WATER & SEWER	167791	
	<b>370.00</b>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on APRIL 15,2019**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
<b>RESTAURANT-MASTERCARD</b>					
CPA REFRESH 2/21/19	170.00	01664700-53325	COMMUNITY RELATIONS	20190221	
CPA REFRESH 3/14/19	170.00	01664700-53325	COMMUNITY RELATIONS	034134	
CPA REFRESH 3/7/19	169.85	01664700-53325	COMMUNITY RELATIONS	093898	
CPA REFRESHMENTS 2/28/19	151.64	01664700-53325	COMMUNITY RELATIONS	97-22819	
ICAC-FACEBK TRAINING 2/22/19 INVESTIGATIONS	129.35	01662700-52223	TRAINING	052086	
LUNCH ACTIVE SHOOTER CO-PER DIEM PASKEVICZ 3/15/19	13.16	01662700-52223	TRAINING	3011	
LUNCH ACTIVE THREAT CONF BOSHART 3/15/19	12.78	01662400-52223	TRAINING	869484-1	
LUNCH TRAINING-HECK 2/25/19	16.06	01664700-52223	TRAINING	27-22519	
LUNCH TRAINING-HECK 2/26/19	16.12	01664700-52223	TRAINING	34-22619	
MTHLY CHIEFS MEETING 3/20/19	15.00	01660100-52222	MEETINGS	096170	
RETIRE LUNCH-HELENE 3/1/19	481.53	01600000-52242	EMPLOYEE RECOGNITION	087231	
VOLUNTEER DINNER 2/22/19	968.15	01664700-53325	COMMUNITY RELATIONS	014246	
WORKSHOP 3/4/19	221.80	01520000-52222	MEETINGS	073756	
	<b>2,535.44</b>				
<b>RUSH TRUCK CENTERS</b>					
MR GASKET	7.73	01696200-53354	PARTS PURCHASED	3014317249	
	<b>7.73</b>				
<b>RUSSO POWER EQUIPMENT</b>					
MR TIE ROD	185.50	01696200-53354	PARTS PURCHASED	5729615	
	<b>185.50</b>				
<b>SAE CUSTOMS INC</b>					
UPFIT FOR NARCINT K-9 VEHICLE	4,819.62	01664700-53350	SMALL EQUIPMENT EXPENSE	2084	
	<b>4,819.62</b>				
<b>SEAWAY SUPPLY CO</b>					
PAPER PRODUCTS	31.50	04201600-53317	OPERATING SUPPLIES	142579	
PAPER PRODUCTS	31.50	01670400-53317	OPERATING SUPPLIES	142579	
	<b>63.00</b>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on APRIL 15,2019**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
<b>SIU SCHOOL OF MEDICINE</b>					
ICPS - 8 OFFICERS 4/7-4/9/19	75.00	01662300-52223	TRAINING	123ABC	
ICPS-BACIDORE4/7-4/9	75.00	01662300-52223	TRAINING	123ABC	
ICPS-BAJOREK4/7-4/9	75.00	01662700-52223	TRAINING	123ABC	
ICPS-BRUDELICH4/7-4/9	75.00	01662700-52223	TRAINING	123ABC	
ICPS-CLUEVER4/7-4/9	75.00	01662300-52223	TRAINING	123ABC	
ICPS-COOPER 4/7-4/9	75.00	01660100-52223	TRAINING	123ABC	
ICPS-MABBITT4/7-4/9	75.00	01662700-52223	TRAINING	123ABC	
ICPS-MEJIA 4/7-4/9	75.00	01662700-52223	TRAINING	123ABC	
	<b>600.00</b>				
<b>SPRING ALIGN OF PALATINE INC</b>					
FE BLADES	532.00	01696200-53354	PARTS PURCHASED	111320	
	<b>532.00</b>				
<b>ST CHARLES CHRYSLER, DODGE &amp; JEEP</b>					
OUTSOURCING SERVICE	1,675.33	01696200-53353	OUTSOURCING SERVICES	CHCS234246	
	<b>1,675.33</b>				
<b>STANDARD EQUIPMENT COMPANY</b>					
WIRELESS COMM. HEADSETS (5)	4,219.95	01670300-54412	OTHER EQUIPMENT	P12818	20190039
WIRELESS COMM. HEADSETS (5)	4,219.95	01670700-53350	SMALL EQUIPMENT EXPENSE	P12818	20190039
	<b>8,439.90</b>				
<b>STEVE PIPER &amp; SONS INC</b>					
ROOT PRUNNING	250.00	01670700-52268	TREE MAINTENANCE	12126	
TREE REMOVAL	473.75	01670700-52268	TREE MAINTENANCE	12149	
TREE REMOVAL	686.70	01670700-52268	TREE MAINTENANCE	12150	
	<b>1,410.45</b>				
<b>STEVEN K GOTTLIEB</b>					
PEG SVCS POST RENO CABLING 11/14/18	271.25	01520000-54418	CATV/ PEG EXPENSES	18118	
	<b>271.25</b>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on APRIL 15,2019**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
<b>SUBURBAN LABORATORIES INC</b>					
WATER SAMPLES	1,150.00	04201600-52279	LAB SERVICES	163271	
	<u>1,150.00</u>				
<b>SUNRISE CHEVROLET</b>					
MR VENT	50.33	01696200-53354	PARTS PURCHASED	915844	
	<u>50.33</u>				
<b>T&amp;T MANAGEMENT</b>					
BASSET-WISZ 4/16/19	75.00	01000000-47407	MISCELLANEOUS REVENUE	BASSET 4/16/19	
	<u>75.00</u>				
<b>TELCOM INNOVATIONS GROUP LLC</b>					
SOFTWARE RENEWAL 5/2/19-5/1/20	2,747.00	01-13010	PRE-PAID ITEMS	A53214	
	<u>2,747.00</u>				
<b>TERRACE SUPPLY COMPANY</b>					
CYLINDER RENTAL	25.20	01696200-52264	EQUIPMENT RENTAL	00997174	
CYLINDER RENTAL	27.90	01696200-52264	EQUIPMENT RENTAL	00996174	
	<u>53.10</u>				
<b>THE MORTON ARBORETUM</b>					
FOREST TRAIN TUNNEY 4/9/19	30.00	01670700-52223	TRAINING	1405459	
FOREST TRAIN-CUERAS/TUNNEY 4/9/19	30.00	01670700-52223	TRAINING	1405459	
	<u>60.00</u>				
<b>THEODORE POLYGRAPH SERVICE</b>					
POLICE ASSESSMENT-BOYD 3/26/19	175.00	01510000-52228	PERSONNEL HIRING	6536	
	<u>175.00</u>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on APRIL 15,2019**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
<b>THIRD MILLENIUUM ASSOCIATES INCORPORATED</b>					
BILL PRINTING 3/28/19 & S/O POSTAGE 3/11/19	49.50	04103100-52229	POSTAGE	23276	
BILL PRINTING 3/28/19 & S/O POSTAGE 3/11/19	49.50	04203100-52229	POSTAGE	23276	
BILL PRINTING 3/28/19 & S/O POSTAGE 3/11/19	1,200.97	04103100-52221	UTILITY BILL PROCESSING	23276	
BILL PRINTING 3/28/19 & S/O POSTAGE 3/11/19	1,200.98	04203100-52221	UTILITY BILL PROCESSING	23276	
GREEN PAY FEE-MARCH 2019	225.00	04103100-52221	UTILITY BILL PROCESSING	23277	
GREEN PAY FEE-MARCH 2019	225.00	04203100-52221	UTILITY BILL PROCESSING	23277	
ONLINE PAYMENT SYSTEM 5/1/19-4/30/20	690.00	01-13010	PRE-PAID ITEMS	23244	
ONLINE SERVER FEE 5/1-7/31/19	450.00	01-13010	PRE-PAID ITEMS	23245	
	<b>4,090.95</b>				
<b>TIM'S AUTO BODY</b>					
REPAIR OF 670 FRONT BUMPER	783.20	01662700-52244	MAINTENANCE & REPAIR	4496	
	<b>783.20</b>				
<b>TITAN SUPPLY INC</b>					
TOILET TOWELS	637.00	01680000-53320	JANITORIAL SUPPLIES	3585	
	<b>637.00</b>				
<b>TRANS UNION LLC</b>					
MTHLY CREDIT CHECKS	115.90	01662400-53330	INVESTIGATION FUND	02900404	
	<b>115.90</b>				
<b>TRAVEL-MASTERCARD</b>					
PARKING-POL PERSONEL TRAIN LALLY 2/25-3/8/19	80.00	01662700-52223	TRAINING	3502305082	
PARKING-POL PERSONEL TRAIN LALLY 2/25-3/8/19	80.00	01662700-52223	TRAINING	3504231829	
	<b>160.00</b>				

**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>
<b>TRISOURCE SOLUTIONS LLC</b>					
TRISOURCE CC FEES MAR 2019	2,393.56	04203100-52221	UTILITY BILL PROCESSING	7833 4/2/19	
TRISOURCE CC FEES MAR 2019	2,393.57	04103100-52221	UTILITY BILL PROCESSING	7833 4/2/19	
TRISOURCE FF FEES MAR 2019	585.52	04203100-52221	UTILITY BILL PROCESSING	1420 4/2/19	
TRISOURCE FF FEES MAR 2019	585.53	04103100-52221	UTILITY BILL PROCESSING	1420 4/2/19	
TRISOURCE FF FEES MAR 2019	3,513.14	01610100-52256	BANKING SERVICES	1420 4/2/19	
	<b>9,471.32</b>				
<b>TYCO FIRE &amp; SECURITY (US)MGMT INC</b>					
ALARM 1349 CHARGER CT 3/1-5/31/19	58.83	04100100-52234	DUES & SUBSCRIPTIONS	31987776	
KUHN RD-SPRINKLER REPAIRS 3/13/19	590.00	04201600-52244	MAINTENANCE & REPAIR	85721867	
	<b>648.83</b>				
<b>U S POSTMASTER</b>					
POSTAGE MAR 2019 WATER BILLS	2,176.70	04203100-52229	POSTAGE	1529 3/29/19	
POSTAGE MAR 2019 WATER BILLS	2,176.71	04103100-52229	POSTAGE	1529 3/29/19	
S/O NOTICE POSTAGE APR 2019	52.50	04103100-52229	POSTAGE	1529 4/9/19	
S/O NOTICE POSTAGE APR 2019	52.50	04203100-52229	POSTAGE	1529 4/9/19	
	<b>4,458.41</b>				
<b>UNITED RADIO COMMUNICATIONS</b>					
MR CONNECTOR	8.44	01696200-53354	PARTS PURCHASED	103004652-1	
OUTSOURCING SERVICE	529.05	01696200-53353	OUTSOURCING SERVICES	103004653-1	
AMPLIFIER FOR PD SYSTEM/INSTALL P/O 1842	9,262.80	01680000-55487	FACILITY CAPITAL IMPROVEMENT	100000272-1	
	<b>9,800.29</b>				

**Village of Carol Stream  
Schedule of Bills  
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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>
<b>UNITED STATES POSTAL SERVICE</b>					
DUI KIT TO ISP LAB	14.60	01662400-53317	OPERATING SUPPLIES	065493	
PASSPORT 2/21/2019	7.35	01610100-52229	POSTAGE	457266526	
PASSPORT 2/22/2019	7.35	01610100-52229	POSTAGE	457366024	
PASSPORT 2/25/2019	7.35	01610100-52229	POSTAGE	457593104	
PASSPORT 2/26/2019	7.35	01610100-52229	POSTAGE	457735757	
PASSPORT 2/28/19	7.35	01610100-52229	POSTAGE	457977084	
PASSPORT DOCS RETURN	14.35	01610100-52229	POSTAGE	458371562	
	<b>65.70</b>				
<b>UPS GROUND SERVICE</b>					
HAVIS DOCK RETURN	11.77	01652800-53317	OPERATING SUPPLIES	1ZP69KT00306	
	<b>11.77</b>				
<b>USA BLUE BOOK</b>					
RETURN-NOZZLE SAVER	-86.54	04201600-53317	OPERATING SUPPLIES	807649	
SWIVEL	81.22	04201600-53317	OPERATING SUPPLIES	798367	
	<b>-5.32</b>				
<b>VERIZON WIRELESS</b>					
EMAG SERVICE 1/3-2/2/19	1.74	01652800-52230	TELEPHONE	9823444796	
	<b>1.74</b>				
<b>VILLA PARK ELECTRICAL SUPPLY CO INC</b>					
STREET LIGHTS	428.44	01670300-53215	STREET LIGHT SUPPLIES	149817-00	
STREET LIGHTS	1,624.80	01670300-53215	STREET LIGHT SUPPLIES	149823-00	
	<b>2,053.24</b>				



**Village of Carol Stream  
Schedule of Bills  
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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>
<b>VILLAGE OF CAROL STREAM</b>					
124 GERZEVSKE LN-E PUMP STATION 2/5-3/5/19	113.99	04200100-53220	WATER	01467180/21254	
124 GERZEVSKE LN-PW CENTER 2/5-3/5/19	141.97	01670100-53220	WATER	01466830/20875	
124 GERZEVSKE-PW NORTH GARAGE 2/5-3/5/19	448.51	01670100-53220	WATER	01466829/20874	
245 N KUHN RD-BTH MAINT BLDG 2/4-3/4/19	1.10	04101500-53220	WATER	01467182/21256	
245 N KUHN RD-TREAT PLANT ADMIN BLDG 2/4-3/4/19	38.21	04101500-53220	WATER	01466827/20872	
245 N KUHN RD-TREAT PLANT CNTR BLDG 2/4-3/4/19	2.31	04101500-53220	WATER	01466826/20871	
300 N KUHN RD-CHLORINE ANALYZER 2/4-3/4/19	60.45	04200100-53220	WATER	01467181/21255	
500 GARY AV 2/4-3/4/19	163.04	01680000-53220	WATER	01466831/20876	
960 GARY @ DRNK FTM GZBO 2/6-3/6/19	0.17	01680000-53220	WATER	01467136/21204	
960 GARY AV BLDG @ FOUNTAIN 2/6-3/6/19	51.23	01680000-53220	WATER	01466833/20878	
	<b>1,020.98</b>				
<b>WAL MART</b>					
COFFEE	116.40	01662700-53317	OPERATING SUPPLIES	272595	
CPA SUPPLIES 3/7/19	11.76	01664700-53325	COMMUNITY RELATIONS	084897	
EMPLOYEE MORALE/ADMIN	109.44	01600000-52242	EMPLOYEE RECOGNITION	015881	
MICROWAVE FOR PATROL	74.84	01662700-53317	OPERATING SUPPLIES	084897	
MONITORS	196.36	01662700-53350	SMALL EQUIPMENT EXPENSE	588344	
SENIOR SAFETY TALK 3/11/19	21.80	01664700-53325	COMMUNITY RELATIONS	20190310	
	<b>530.60</b>				
<b>WESTERN NRG INC</b>					
FIREWALL MAINTENANCE 3/1/19-2/29/20	1,071.00	01652800-52255	SOFTWARE MAINTENANCE	96935	
FIREWALL SOFTWARE	70.00	01652800-52255	SOFTWARE MAINTENANCE	97446	
	<b>1,141.00</b>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on APRIL 15,2019**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
<b>WEX BANK</b>					
FUEL 3/31/19	-119.44	01000000-47407	MISCELLANEOUS REVENUE	58539729 3/31/19	
FUEL 3/31/19	35.85	01643700-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	47.41	01622200-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	67.14	01680000-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	71.12	01620100-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	77.07	04200100-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	120.04	01642100-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	134.57	01696200-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	198.63	01670100-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	198.63	01670300-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	248.29	01670600-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	248.29	01670700-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	297.94	01670500-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	398.50	01664700-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	422.09	01670400-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	498.12	01662400-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	539.50	04201400-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	869.00	01670200-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	896.62	01660100-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	924.85	04201600-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	1,113.52	04101500-53313	AUTO GAS & OIL	58539729 3/31/19	
FUEL 3/31/19	8,169.20	01662700-53313	AUTO GAS & OIL	58539729 3/31/19	
	<b>15,456.94</b>				
<b>WHOLESALE DIRECT INC</b>					
FE SHIPPING CREDIT	-10.75	01696200-53354	PARTS PURCHASED	100006769	
	<b>-10.75</b>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on APRIL 15,2019**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
<b>WINTER EQUIPMENT COMPANY INC</b>					
FE CURB SHOES	638.40	01696200-53354	PARTS PURCHASED	IV40192	
FE CURB SHOES	1,270.62	01696200-53354	PARTS PURCHASED	IV40175	
	<u>1,909.02</u>				
<b>ZIEBELL WATER SERVICE PRODUCTS INC</b>					
HYDRANT PARTS	1,150.38	04201600-53317	OPERATING SUPPLIES	244858-000	
	<u>1,150.38</u>				
<b>GRAND TOTAL</b>	<u><u>\$949,701.24</u></u>				

**The preceding list of bills payable totaling \$949,701.24 was reviewed and approved for payment.**

**Approved by:**

Robert Mellor  
Robert Mellor – Village Manager

Date: 4/12/19

**Authorized by:**

\_\_\_\_\_  
Frank Saverino Sr – Mayor

\_\_\_\_\_  
Laura Czarnecki- Village Clerk

**ADDENDUM WARRANTS**  
**April 1, 2019 Thru April 15, 2019**

**AGENDA ITEM**  
L-2 4/15/19

Fund	Check #	Vendor	Description	Amount
General	A C H	Wheaton Bank & Trust	Payroll March 25,2019 thru April 7,2019	548,899.06
Water & Sewer	A C H	Wheaton Bank & Trust	Payroll March 25,2019 thru April 7, 2019	57,692.13
				<u><b>606,591.19</b></u>

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2019

By: \_\_\_\_\_  
Frank Saverino Sr - Mayor

\_\_\_\_\_  
Laura Czarnecki - Village Clerk

Village of Carol Stream  
**General Fund Budget Summary**  
 For the Month Ended March 31, 2019

**AGENDA ITEM**  
 m-4 4/15/19

	MONTH				YTD				BUDGET				
	Last Year	Current Year	Monthly Variance		Last Year	Current Year	YTD Variance		Annual	YTD	YTD	Variance	
	Mar	Mar	\$	%	YTD	YTD	\$	%	Budget	Budget	Actual	\$	%
<b>REVENUES</b>													
Sales Tax	\$ 645,344	\$ 666,119	20,775	3%	\$ 6,693,473	\$ 6,564,074	(129,398)	-2%	\$ 7,418,000	\$ 6,906,131	\$ 6,564,074	(342,056)	-5%
Home Rule Sales Tax	384,602	519,455	134,853	35%	3,803,991	4,303,236	499,245	13%	5,367,000	5,006,848	4,303,236	(703,612)	-14%
State Income Tax	219,595	238,676	19,081	9%	3,263,871	3,472,137	208,265	6%	3,575,000	3,195,347	3,472,137	276,790	9%
Utility Tax - Electricity	153,424	164,153	10,730	7%	1,711,150	1,767,892	56,742	3%	1,870,000	1,726,051	1,767,892	41,841	2%
Telecommunications Tax	86,448	75,266	(11,182)	-13%	984,952	893,252	(91,699)	-9%	974,000	892,837	893,252	415	0%
Fines (Court, Ord., ATLE, Towing)	171,592	131,999	(39,593)	-23%	1,297,018	1,261,336	(35,682)	-3%	1,356,000	1,253,053	1,261,336	8,283	1%
Natural Gas Use Tax	99,066	122,064	22,999	23%	511,655	576,899	65,244	13%	570,000	481,153	576,899	95,747	20%
Other Taxes (Use, Hotel, PPRT Real Estate, Road & Bridge)	268,159	322,970	54,811	20%	2,875,554	2,891,148	15,594	1%	2,881,500	2,678,076	2,891,148	213,072	8%
Licenses (Vehicle, Liquor, etc.)	38,163	32,882	(5,281)	-14%	826,953	514,368	(312,585)	-38%	586,700	439,942	514,368	74,426	17%
Cable Franchise Fees	-	-	-	0%	654,266	572,440	(81,826)	-13%	661,000	605,917	572,440	(33,476)	-6%
Building Permits	33,127	52,989	19,862	60%	380,440	502,640	122,200	32%	548,800	470,000	502,640	32,640	7%
Fees for Services	46,800	84,171	37,371	80%	601,917	780,528	178,611	30%	742,000	702,583	780,528	77,944	11%
Interest Income	35,176	19,029	(16,147)	-46%	117,682	167,107	49,425	42%	140,000	128,333	167,107	38,774	30%
All Other / Miscellaneous	58,049	73,355	15,306	26%	930,504	1,078,668	148,164	16%	970,000	865,833	1,078,668	212,835	25%
<b>Revenue Totals</b>	<b>2,239,544</b>	<b>2,503,128</b>	<b>263,585</b>	<b>12%</b>	<b>24,653,427</b>	<b>25,345,726</b>	<b>692,299</b>	<b>3%</b>	<b>27,660,000</b>	<b>25,352,104</b>	<b>25,345,726</b>	<b>(6,379)</b>	<b>0%</b>
<b>EXPENDITURES</b>													
Fire & Police Commission	12,180	-	(12,180)	-100%	30,854	30,963	109	0%	19,510	17,884	30,963	13,079	73%
Legislative Board	3,223	3,348	125	4%	101,312	91,790	(9,522)	-9%	122,155	111,975	91,790	(20,186)	-18%
Plan Commission & ZBA	224	749	525	235%	4,044	4,132	88	2%	5,900	5,408	4,132	(1,277)	-24%
Emergency Services	-	-	-	0%	-	-	-	0%	29,070	26,648	-	(26,648)	-100%
Legal Services	9,173	18,168	8,995	98%	232,087	210,606	(21,481)	-9%	274,000	251,167	210,606	(40,560)	-16%
Village Clerk	3,866	3,658	(208)	-5%	33,082	35,841	2,760	8%	37,784	34,635	35,841	1,206	3%
Administration	87,806	87,514	(292)	0%	784,504	864,466	79,962	10%	866,979	794,731	864,466	69,735	9%
Employee Relations	39,342	59,370	20,029	51%	372,277	336,892	(35,385)	-10%	431,713	395,737	336,892	(58,845)	-15%
Financial Management	95,516	94,977	(539)	-1%	899,834	821,328	(78,506)	-9%	945,852	867,031	821,328	(45,703)	-5%
Engineering Services	119,334	124,805	5,471	5%	1,183,827	1,175,775	(8,053)	-1%	1,355,703	1,242,728	1,175,775	(66,953)	-5%
Community Development	92,879	94,213	1,335	1%	906,388	909,053	2,665	0%	983,016	901,098	909,053	7,955	1%
Information Technology	92,741	117,896	25,155	27%	978,200	1,189,996	211,797	22%	1,361,782	1,248,300	1,189,996	(58,304)	-5%
Police	1,411,805	1,492,820	81,015	6%	13,652,184	14,546,947	894,763	7%	15,736,097	14,424,756	14,546,947	122,191	1%
Public Works	259,135	445,914	186,780	72%	3,299,171	3,286,844	(12,327)	0%	3,607,679	3,307,039	3,286,844	(20,195)	-1%
Municipal Building	63,782	45,501	(18,281)	-29%	934,619	625,695	(308,923)	-33%	681,910	625,084	625,695	611	0%
Municipal Garage	4,995	12,398	7,402	148%	(21,400)	(60,287)	(38,887)	182%	-	-	(60,287)	(60,287)	100%
Transfers and Agreements	200,697	173,998	(26,699)	-13%	659,133	511,331	(147,802)	-22%	1,157,600	712,600	511,331	(201,269)	-28%
Town Center	50	50	-	0%	39,708	43,405	3,697	9%	43,250	43,250	43,405	154	0%
<b>Expenditure Totals</b>	<b>2,496,747</b>	<b>2,775,379</b>	<b>278,633</b>	<b>11%</b>	<b>24,089,823</b>	<b>24,624,776</b>	<b>534,953</b>	<b>2%</b>	<b>27,660,000</b>	<b>25,010,071</b>	<b>24,624,776</b>	<b>(385,295)</b>	<b>-2%</b>
<b>Net Increase / (Decrease)</b>	<b>(257,203)</b>	<b>(272,251)</b>	<b>(15,048)</b>		<b>563,604</b>	<b>720,949</b>	<b>157,346</b>		<b>-</b>	<b>342,033</b>	<b>720,949</b>	<b>378,916</b>	

Village of Carol Stream  
**Water and Sewer Fund Budget Summary**  
 For the Month Ended March 31, 2019

	MONTH				YTD				BUDGET					
	Last Year Mar	Current Year Mar	Monthly Variance \$ %		Last Year YTD	Current Year YTD	YTD Variance \$ %		Annual Budget	YTD Budget	YTD Actual	Variance \$ %		
<b>REVENUES</b>														
Water Billings	\$ 567,798	\$ 592,845	25,047	4%	\$ 7,269,776	\$ 7,743,381	473,605	7%	\$ 8,525,000	\$ 7,858,817	\$ 7,743,381	(115,435)	-1%	
Sewer Billings	234,648	281,171	46,523	20%	3,051,107	3,417,101	365,993	12%	3,720,000	3,426,612	3,417,101	(9,511)	0%	
Penalties/Admin Fees	12,763	16,628	3,865	30%	155,809	157,012	1,203	1%	175,000	160,417	157,012	(3,404)	-2%	
Connection/Expansion Fees	-	2,603	2,603	100%	69,355	24,869	(44,487)	-64%	27,000	24,750	24,869	119	0%	
Interest Income	15,547	34,065	18,518	119%	137,096	207,283	70,187	51%	180,000	161,500	207,283	45,783	28%	
Rental Income	9,784	12,635	2,851	29%	132,081	132,485	404	0%	159,000	145,750	132,485	(13,265)	-9%	
All Other / Miscellaneous	3,298	5,189	1,891	57%	394,407	101,861	(292,546)	-74%	94,000	90,917	101,861	10,944	12%	
<b>Revenue Totals</b>	<b>843,838</b>	<b>945,136</b>	<b>101,298</b>	<b>12%</b>	<b>11,209,632</b>	<b>11,783,993</b>	<b>574,361</b>	<b>5%</b>	<b>12,880,000</b>	<b>11,868,762</b>	<b>11,783,993</b>	<b>(84,769)</b>	<b>-1%</b>	
<b>EXPENDITURES</b>														
Salaries & Benefits	166,304	176,046	9,742	6%	1,367,672	1,453,471	85,799	6%	1,501,462	1,376,340	1,453,471	77,131	6%	
Purchase of Water	506,788	443,716	(63,072)	-12%	5,759,952	6,108,238	348,287	6%	6,325,000	5,836,502	6,108,238	271,736	5%	
WRC Operating Contract	140,538	176,854	36,316	26%	1,792,423	1,779,672	(12,751)	-1%	1,854,690	1,700,133	1,779,672	79,540	5%	
Maintenance & Operating	364,310	209,385	(154,925)	-43%	1,935,812	2,001,366	65,554	3%	2,458,561	2,253,681	2,001,366	(252,315)	-11%	
IEPA Loan P&I	214,325	214,325	-	0%	428,650	428,650	-	0%	428,650	428,650	428,650	0	0%	
DWC Loan P&I	-	-	-	0%	57,872	56,891	(981)	-2%	56,891	56,891	56,891	(0)	0%	
Capital Outlay	3,485	-	(3,485)	-100%	311,450	178,051	(133,399)	-43%	3,857,500	3,857,500	178,051	(3,679,449)	-95%	
<b>Expenditure Totals</b>	<b>1,395,750</b>	<b>1,220,325</b>	<b>(175,425)</b>	<b>-13%</b>	<b>11,653,830</b>	<b>12,006,340</b>	<b>352,510</b>	<b>3%</b>	<b>16,482,754</b>	<b>15,509,697</b>	<b>12,006,340</b>	<b>(3,503,357)</b>	<b>-23%</b>	
<b>Net Increase / (Decrease)</b>	<b>(551,912)</b>	<b>(275,189)</b>	<b>276,723</b>		<b>(444,198)</b>	<b>(222,347)</b>	<b>221,851</b>		<b>(3,602,754)</b>	<b>(3,640,935)</b>	<b>(222,347)</b>	<b>3,418,587</b>		

Village of Carol Stream  
**Capital Budget Summary**  
For the Month Ended March 31, 2019

CAPITAL PROJECTS FUND	MONTH				YTD				BUDGET*		
	Last Year	Current Year	Monthly Variance		Last Year	Current Year	YTD Variance		Annual	YTD	% of
	Mar	Mar	\$	%	YTD	YTD	\$	%	Budget	Actual	Total
<b>REVENUES</b>											
Local Motor Fuel Tax	\$ -	\$ 69,676	\$ 69,676	100%	\$ -	\$ 663,118	\$ 663,118	100%	\$ 780,000	\$ 663,118	85%
Capital Grants	-	-	-	0%	154,042	16,072	(137,970)	-90%	481,000	16,072	3%
Interest Income	22,962	14,322	(8,640)	-38%	239,928	195,907	(44,020)	-18%	225,000	195,907	87%
All Other / Miscellaneous	-	-	-	0%	-	136,888	136,888	100%	379,000	136,888	36%
<b>Revenue Totals</b>	<b>22,962</b>	<b>83,998</b>	<b>61,036</b>	<b>266%</b>	<b>393,969</b>	<b>1,011,985</b>	<b>618,016</b>	<b>157%</b>	<b>1,865,000</b>	<b>1,011,985</b>	<b>54%</b>
<b>EXPENDITURES</b>											
Roadway Improvements	19,902	4,779	(15,123)	-76%	934,177	2,385,511	1,451,334	155%	4,157,000	2,385,511	57%
Facility Improvements	1,227,698	10,311	(1,217,387)	-99%	9,190,170	6,522,634	(2,667,536)	-29%	5,385,000	6,522,634	121%
Stormwater Improvements	-	-	-	0%	45,268	136,636	91,368	202%	931,000	136,636	15%
Miscellaneous	-	-	-	0%	882	546	(336)	-38%	5,000	546	11%
<b>Expenditure Totals</b>	<b>1,247,600</b>	<b>15,090</b>	<b>(1,232,510)</b>	<b>-99%</b>	<b>10,170,497</b>	<b>9,045,327</b>	<b>(1,125,170)</b>	<b>-11%</b>	<b>10,478,000</b>	<b>9,045,327</b>	<b>86%</b>
<b>Net Increase / (Decrease)</b>	<b>(1,224,637)</b>	<b>68,909</b>	<b>1,293,546</b>	<b>-106%</b>	<b>(9,776,528)</b>	<b>(8,033,342)</b>	<b>1,743,186</b>	<b>-18%</b>	<b>(8,613,000)</b>	<b>(8,033,342)</b>	<b>93%</b>

**MFT FUND**

<b>REVENUES</b>											
Motor Fuel Tax Allotments	\$ 77,831	\$ 78,359	528	1%	\$ 932,825	\$ 936,123	3,298	0%	\$ 1,020,000	\$ 936,123	92%
Interest Income	11,906	2,851	(9,055)	-76%	47,256	30,727	(16,529)	-35%	72,000	30,727	43%
<b>Revenue Totals</b>	<b>89,737</b>	<b>81,210</b>	<b>(8,527)</b>	<b>-10%</b>	<b>980,081</b>	<b>966,850</b>	<b>(13,231)</b>	<b>-1%</b>	<b>1,092,000</b>	<b>\$ 966,850</b>	<b>89%</b>
<b>EXPENDITURES</b>											
Street Resurfacing - Capital	-	-	-	0%	3,108,205	-	(3,108,205)	-100%	-	-	0%
Crack Filling	-	-	-	0%	89,774	93,450	3,676	4%	119,000	93,450	79%
<b>Expenditure Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>3,197,978</b>	<b>93,450</b>	<b>(3,104,528)</b>	<b>100%</b>	<b>119,000</b>	<b>93,450</b>	<b>79%</b>
<b>Net Increase / (Decrease)</b>	<b>89,737</b>	<b>81,210</b>	<b>(8,527)</b>	<b>-10%</b>	<b>(2,217,898)</b>	<b>873,400</b>	<b>3,091,298</b>	<b>-139%</b>	<b>973,000</b>	<b>873,400</b>	<b>90%</b>

\* 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 March 31, 2019

<b>NORTH/SCHMALE TIF</b>	<b>MONTH</b>				<b>YTD</b>				<b>BUDGET</b>				
	Last Year	Current Year	Monthly Variance		Last Year	Current Year	YTD Variance		Annual	YTD	YTD	Variance	
	Mar	Mar	\$	%	YTD	YTD	\$	%	Budget	Budget	Actual	\$	%
<b>REVENUES</b>													
TIF Property Taxes	\$ -	\$ -	\$ -	0%	\$ 304,936	\$ 316,903	\$ 11,967	4%	\$ 336,000	\$ 336,000	\$ 316,903	\$ (19,097)	-6%
Sales Taxes	-	35,343	35,343	100%	91,417	99,109	7,692	8%	90,000	90,000	99,109	9,109	10%
Interest Income	285	693	408	143%	1,839	5,563	3,724	203%	6,400	5,863	5,563	(300)	-5%
Village Contribution	-	-	-	0%	15,520	17,136	1,616	10%	17,600	17,600	17,136	(464)	-3%
<b>Revenue Totals</b>	<b>285</b>	<b>36,035</b>	<b>35,750</b>	<b>12554%</b>	<b>413,711</b>	<b>438,711</b>	<b>25,000</b>	<b>6%</b>	<b>450,000</b>	<b>449,463</b>	<b>438,711</b>	<b>(10,752)</b>	<b>-2%</b>
<b>EXPENDITURES</b>													
Legal Fees	-	-	-	0%	2,247	2,634	387	17%	3,000	2,750	2,634	(116)	-4%
Other Expenses	-	-	-	0%	211,549	215,748	4,199	2%	225,000	225,000	215,748	(9,252)	-4%
<b>Expenditure Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>213,796</b>	<b>218,382</b>	<b>4,586</b>	<b>2%</b>	<b>228,000</b>	<b>227,750</b>	<b>218,382</b>	<b>(9,368)</b>	<b>-4%</b>
<b>Net Increase / (Decrease)</b>	<b>285</b>	<b>36,035</b>	<b>35,750</b>		<b>199,916</b>	<b>220,329</b>	<b>20,413</b>		<b>222,000</b>	<b>221,713</b>	<b>220,329</b>	<b>(1,384)</b>	

Village of Carol Stream  
**Police Pension Fund Budget Summary**  
 For the Month Ended March 31, 2019

POLICE PENSION FUND	MONTH				YTD				BUDGET				
	Last Year	Current Year	Monthly Variance		Last Year	Current Year	YTD Variance		Annual	YTD	YTD	Variance	
	Mar	Mar	\$	%	YTD	YTD	\$	%	Budget	Budget	Actual	\$	%
<b>REVENUES</b>													
Investment Income	\$(1,217,871)	\$ 737,637	\$ 1,955,508	-161%	\$ 2,839,489	\$ 1,692,282	\$ (1,147,207)	-40%	\$ 3,360,000	\$ 3,080,000	\$ 1,692,282	\$ (1,387,718)	-45%
Employee Contributions	71,586	74,569	2,983	4%	569,051	592,389	23,338	4%	645,022	591,270	592,389	1,118	0%
Village Contribution	172,729	202,915	30,186	17%	1,900,022	2,232,065	332,043	17%	2,434,978	2,232,063	2,232,065	2	0%
Other Revenues	-	-	-	0%	-	-	-	0%	-	-	-	-	0%
<b>Revenue Totals</b>	<b>(973,556)</b>	<b>1,015,121</b>	<b>1,988,676</b>	<b>-204%</b>	<b>5,308,562</b>	<b>4,516,736</b>	<b>(791,826)</b>	<b>-15%</b>	<b>6,440,000</b>	<b>5,903,333</b>	<b>4,516,736</b>	<b>(1,386,597)</b>	<b>-23%</b>
<b>EXPENDITURES</b>													
Investment and Admin Fees	2,523	7,527	5,004	198%	130,921	135,687	4,767	4%	175,500	160,875	135,687	(25,188)	-16%
Participant Benefit Payments	226,819	254,714	27,894	12%	2,455,559	2,706,064	250,505	10%	2,951,000	2,703,250	2,706,064	2,814	0%
<b>Expenditure Totals</b>	<b>229,342</b>	<b>262,240</b>	<b>32,898</b>	<b>14%</b>	<b>2,586,479</b>	<b>2,841,752</b>	<b>255,272</b>	<b>10%</b>	<b>3,126,500</b>	<b>2,864,125</b>	<b>2,841,752</b>	<b>(22,373)</b>	<b>-1%</b>
<b>Net Increase / (Decrease)</b>	<b>(1,202,898)</b>	<b>752,880</b>	<b>1,955,778</b>		<b>2,722,082</b>	<b>1,674,984</b>	<b>(1,047,098)</b>		<b>3,313,500</b>	<b>3,039,208</b>	<b>1,674,984</b>	<b>(1,364,224)</b>	

Village of Carol Stream  
**Schedule of Cash and Investment Balances**  
 March 31, 2019

FUND	CASH	LGIPs*	Investments**	TOTAL CASH & INVESTMENTS	LAST YEAR 3/31/2018
GENERAL FUND	\$ 751,467.54	\$ 9,222,410.46	\$ 499,126.29	\$ 10,473,004.29	\$ 8,332,789.22
WATER & SEWER FUND	471,283.22	9,771,327.87	1,966,492.01	12,209,103.10	12,170,992.19
CAPITAL PROJECTS FUND	692,860.83	6,602,060.50	-	7,294,921.33	18,179,447.67
MFT FUND	-	1,376,086.97	2,488,890.08	3,864,977.05	2,914,273.38
NORTH/SCHMALE TIF FUND	194,542.25	337,043.61	-	531,585.86	321,074.42
POLICE PENSION FUND	280,351.32	140,700.79	47,894,709.59	48,315,761.70	46,949,404.80
<b>TOTAL</b>	<u>\$ 2,390,505.16</u>	<u>\$ 27,449,630.20</u>	<u>\$ 52,849,217.97</u>	<u>\$ 82,689,353.33</u>	<u>\$ 88,867,981.68</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 Certificates of Deposit  
March 31, 2019**

<u>FDIC #</u>	<u>Coupon</u>	<u>Financial Institution</u>	<u>State</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># Days</u>	<u>Total Cost</u>	<u>Net Yield</u>	<u>Face/ Par</u>
							#10125		
<b>04 - Water and Sewer</b>									
29147	3.100%	Northeast Community Bank	NY	12/17/2018	12/17/2019	365	\$ 200,000.00	2.780%	\$ 205,560.11
33823	3.050%	Capital Community Bank	UT	12/17/2018	12/17/2019	365	200,000.00	2.752%	205,504.00
22398	2.850%	Modern Bank, National Association	NY	12/17/2018	9/13/2019	270	103,125.01	2.600%	105,108.40
24045	3.000%	Pacific Western Bank	CA	1/16/2019	3/11/2020	420	242,100.00	2.731%	249,713.74
57993	2.910%	Servisfirst Bank	FL	1/16/2019	3/11/2020	420	242,200.00	2.707%	249,723.68
<b>Subtotal</b>							<b>\$ 987,425.01</b>		
<b>Total</b>							<b>\$ 987,425.01</b>		

**Village of Carol Stream**  
**Schedule of Investments Government Securities**  
**3/31/2019**

<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>Cash Settlement Amount</u>	<u>Coupon Dates</u>	<u>Coupon Rate</u>	<u>YTM</u>	<u>Maturity Date</u>
<b>01 - General Fund</b>											
912796NV7	3/21/2018	Treasury Bill	\$ 500,000.00	0.991156000	\$ 4,422.00	\$ -	\$ 495,578.00	N/A	N/A	1.85%	9/13/2018
912828A75	3/21/2018	Treasury Note	504,000.00	0.995976562	2,027.81	-	503,642.91	Jun/Dec	1.500%	2.02%	12/31/2018
912796QC6	9/14/2018	Treasury Bill	506,000.00	0.986415583	6,873.71	499,126.29	499,126.29	N/A	N/A	2.25%	4/25/2019
<b>Subtotal</b>			<b>\$ 1,004,000.00</b>			<b>\$ 499,126.29</b>					
<b>04 - Water and Sewer</b>											
912828N22	4/18/2018	Treasury Note	\$ 500,000.00	0.995429688	\$ 2,285.16	\$ -	\$ 499,843.96	Jun/Dec	1.250%	1.95%	12/15/2018
912828N63	4/18/2018	Treasury Note	501,000.00	0.993554688	3,229.10	-	499,218.89	Jan/Jul	1.125%	2.00%	1/15/2019
912828P53	4/18/2018	Treasury Note	504,000.00	0.989453125	5,315.62	-	499,331.78	Feb/Aug	0.750%	2.04%	2/15/2019
912828P95	4/18/2018	Treasury Note	1,031,000.00	0.990507813	9,786.45	-	1,022,166.10	Mar/Sep	1.000%	2.06%	3/15/2019
313384EK1	4/18/2018	FHLB Discount	1,000,000.00	0.979067000	20,933.00	979,067.00	979,067.00	N/A	N/A	2.12%	4/15/2019
<b>Subtotal</b>						<b>\$ 979,067.00</b>					
<b>06 - Motor Fuel Tax Fund</b>											
912828Q52	4/6/2018	Treasury Note	\$ 2,519,000.00	0.988047	\$ 30,109.92	\$ 2,488,890.08	2,499,547.39	Apr/Oct	0.875%	2.07%	4/15/2019
						<b>\$ 2,488,890.08</b>					
<b>Total</b>						<b>\$ 3,967,083.37</b>					