

# Village of Carol Stream

## BOARD MEETING AGENDA OCTOBER 16, 2017 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 October 2, 2017 Special Workshop.
2. Approval of Minutes of the October 2, 2017 Village Board Meeting.

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

1. Veteran's Spotlight: Mike Johns
2. Introduction of two new Police Officers: John Giganti and Jeremy Kriese.
3. Proclamation Celebrating the 30<sup>th</sup> Anniversary of Copresco.
4. Proclamation Designating October 24<sup>th</sup> as 2017 World Polio Day.
5. Proclamation Designating October 28<sup>th</sup> as National Prescription Drug Take-Back Day.
6. Proclamation Designating October as Manufacturing Month.
7. Addresses from Audience (3 Minutes).

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

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

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

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

### **G. OLD BUSINESS:**

1. Revised Water Reclamation Center Annual Report and Financial Reconciliation for Period Ending April 30, 2017. *After receipt of the*

# Village of Carol Stream

## BOARD MEETING AGENDA OCTOBER 16, 2017 7:30 P.M.

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*WRC Annual Report on June 19, 2017, a late invoice was received which reduced the amount of the rebate due to the Village to \$14,674.37.*

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

1. Website Redesign. *Staff is seeking Board approval to contract Vision Internet for website development and support services in an amount not to exceed \$80,566 per the terms described in their 5 year proposal pursuant to Section 5-8-14(F) of the Carol Stream Code of Ordinances.*
2. Rehabilitation of Water Reclamation Center Clarifiers. *Staff recommends awarding a bid to Keno & Sons Construction Company for the Water Reclamation Center Secondary Clarifier Rehabilitation Project in the amount of \$60,050.00.*
3. Independent Contractor Agreements-Snowplowing. *Staff recommends approving Independent Contractor Agreements for snow plowing on courts with designated firms and rates and for the Walkway Snow Clearing Pilot Program with AJD Construction & Concrete.*

### **I. ORDINANCES:**

1. Ordinance No. 2017-10-\_\_\_ Amending the Carol Stream Code of Ordinances, Chapter 8, "Traffic Code", Article 5, "Traffic Schedules", to Designate Local Weight Limitation Highways. *This Ordinance will enforce the prohibition of trucks 26,000 lbs or more in residential areas.*

### **J. RESOLUTIONS:**

1. Resolution No. \_\_\_ Authorizing PMA Financial Network, Inc. and PMA Securities, Inc. to Provide Investment Services for the Village of Carol Stream, DuPage County, Illinois. *Following a review of the Village's Investment policy and objectives, PMA was found to meet the Village's needs and is being recommended as a broker/dealer and investment advisor for the investment of Village funds.*

# Village of Carol Stream

## BOARD MEETING

### AGENDA

OCTOBER 16, 2017

7:30 P.M.

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

2. Resolution No. \_\_\_\_ Declaring Surplus Property owned by the Village of Carol Stream. *Staff recommends declaring meter bench-testing equipment surplus and authorize to dispose of them via public auction.*
3. Resolution No. \_\_\_\_ Authorizing the Execution of an Escrow Agreement between the Village of Carol Stream, Douglas P. Trent and Robert A. McNees (350 S. Schmale Road). *Staff recommends approval of the Escrow Agreement for the water main utilities easement located at 350 S. Schmale Road.*
4. Resolution No. \_\_\_\_ Accepting a Grant of a Water Main Easement (Douglas P. Trent, 350 S. Schmale Road). *Approval of the Grant of Water Main Easement for Douglas P. Trent located at 350 S. Schmale Road is necessary for the Schmale and St. Charles Road Water Main Project.*

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

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

1. Regular Bills: October 3, 2017 through October 16, 2017.
2. Addendum Warrants: October 3, 2017 through October 16, 2017.

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

1. Mayor:
2. Trustees:
3. Clerk:
4. Treasurer's Report: *Revenue/Expenditure Statements and Balance Sheet for the Month ended September 30, 2017.*

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

#### **O. ADJOURNMENT:**

<b>LAST ORDINANCE</b>	<b>2017-10-60</b>	<b>LAST RESOLUTION</b>	<b>2972</b>
<b>NEXT ORDINANCE</b>	<b>2017-10-61</b>	<b>NEXT RESOLUTION</b>	<b>2973</b>

# Village of Carol Stream

## Special Meeting of the Village Board

### Website Design Presentation

Carol Stream Fire Protection District – Fire Station 28  
365 Kuhn Road, Carol Stream, IL 60188

October 2, 2017

6:00 p.m. – 6:50 p.m.

## Meeting Notes

### ATTENDANCE:

Mayor Frank Saverino, Sr.  
Trustee Dave Hennessey  
Trustee Matt McCarthy  
Trustee Rick Gieser  
Trustee Mary Frusolone  
Trustee John LaRocca  
Village Clerk Laura Czarnecki

Joseph E. Breinig, Village Manager  
Bob Mellor, Assistant Village Manager  
Tia Messino, Asst. to the Village Manager  
Marc Talavera, IT Director  
Jim Knudsen, Engineering Director  
Phil Modaff, Public Works Director  
Ed Sailer, Police Chief  
Don Bastian, Community Dev. Director  
Jon Batek, Finance Director  
Caryl Rebholz, Emp. Relations Dir.  
Sam Barghi, Management Analyst

ABSENT: Trustee Greg Schwarze

The meeting was called to order at 6:00 p.m. by Mayor Frank Saverino, Sr. and the roll call read by Village Clerk Czarnecki. The result of the roll call vote was as follows:

Present: Mayor Saverino, Sr., Trustees Hennessey, LaRocca, Gieser, Frusolone and McCarthy

Absent: Trustee Schwarze

Information Technology Director Marc Talavera made a website design presentation to the Village Board focusing on the recommended vendor, Vision Internet and their content management services as follows:

### Selection

#### **National Government Management Information Sciences (GMIS) Database**

56% of national participants used either Vision Internet or Civic Plus

A 3<sup>rd</sup> vendor, SeamlessGov was added for comparison

#### **Who best aligned with Carol Stream's Requirements**

SeamlessGov was eliminated from further consideration

#### **Queried GMIS for Recommendations**

Feedback was split positively between the two remaining vendors

#### **Cost**

Both / Vendors are similarly priced

#### **Previous Experiences**



Vision Internet has the expertise, professionalism and quality required to complete this project as demonstrated in the previous design research phase of this project

**The Preferred Provider is Vision Internet**

Though both companies are well qualified, staff is seeking to waive competitive bidding and award Vision Internet a contract for service pursuant to the Carol Stream Code of Ordinances

**Previously Identified Goals**

- \* User Friendly
- \* Services Oriented
- \* Attract Potential Business to the Area
- \* Showcase the Community
- \* Emphasize Government Transparency
- \* Integrate with Social Media

- \* User Friendly  
Services Oriented  
Attract Potential Business to the Area  
Showcase the Community  
Emphasize Government Transparency  
Integrate with Social Media

User Friendly - Search

Search is one of the top 3 actions taken on the Carol Stream site. The search feature has to work well.

visionSearch

- \* Synonyms ensure visitors receive the information they seek
- \* Keywords provide the ability to promote specific pages
- \* Integrate search results across multiple domains

User Friendly – ADA Compliance

New rules on Americans with Disabilities Act website compliance will be required in 2018.

Existing guidelines such as ADA, Web Content Accessibility Guidelines (WCAG) 2.0 and Section 508 are being increasingly enforced.

- \* It's the right thing to do and it's the law
- \* The DoJ Entered into 14 Accessibility Settlements in 2015
- \* With VisionLive Plus Support\* Vision will complete bi-annual WCAG 2.0
- \* compliance audits
- \* Proposed Vision contract includes ADA training
- \* ADA Tips are built-in to the design interfac

User Friendly – Language Translation

Leveraging a Google translate module built directly into the site, users of the site will be able to convert the site to the language of their choosing.

User Friendly – Responsive Design

A responsive design is required for our growing mobile user base

44% Mobile

56% Desktop

- \* Most responsive designs adjust the content on a page for a smaller window. (tablet, phone, etc.)
- \* Vision’s technology allows you to tailor the responsive design by changing the links and buttons to be optimized for mobile devices.
- \* Mimics a mobile application

### Services Oriented

#### Service Oriented – Dynamic Navigation

Revamp Navigation to highlight the top 10 website tasks and prioritize these tasks on the homepage

#### Service Oriented - API

Application Programming Interface Included to allow 3<sup>rd</sup> party integrations.

For services like

- \* Online Fillable Forms
- \* GIS Mapping
- \* License Renewals
- \* Form Libraries

### Attract Potential Business to the Area

#### Attract Business – Economic Development Website

Vision Internet will work with staff to create a sub-site under our main site.

- \* Different appearance to emphasize a business focus
- \* Top navigation will remain consistent with the Village’s site
- \* Alternative navigation menus will provide easy linking to critical information

### Showcase the Community

#### Showcase the Community – Background Imagery

Vision Internet has the capability to provide image sliders on the main page and also sub pages within the site.

In addition, image libraries and slide show components are included in the Vision application package.

### Emphasize Government Transparency

#### Government Transparency

The Village of Carol Stream is proud of the information we make available on our website, but feedback has revealed it’s not always easy to find.

Solutions:

- \* Provide a Well Configured and Capable Search Engine
- \* Vision eNotification System
- \* visionPulse

#### Government Transparency - eNotification

Vision eNotification

This feature provides a way for visitors to sign up to get email alerts on topics of their choosing. These alerts can be bundled into daily, weekly or monthly digests.

Some categories might be:

- Budgets
- Agenda
- RFP
- Road Work
- Police Bulletins
- News

Government Transparency – visionPulse

visionPulse

Pulse is an add on module that allows residents to have one centralized location where they can find information on topics and provide their opinion. Feedback that is then shared with the necessary decisions makers. visionPulse gives your customers a platform to share their comments (or place their vote) where they know they will be heard.

**Why visionPulse?**

- \* Generates formatted reports that can be shared with staff and Village Board
- \* Automatically archives published topic content
- \* Integrated with the website's eNotification, which simplifies community communication.
- \* Content can be published directly to social media and to email lists to drive awareness on hot topic issues, but still maintains a centralized location for feedback
- \* Allows complete control over comment and poll settings to allow for specific types of interactions, increasing security or opening questions for broader reach and dialogue
- \* With social media channels, many times your feed won't even show on someone's page, or if they get a lot of feeds, yours will float to the bottom
- \* Is built using the same CMS as the website
- \* Not everyone uses social media

**Integrate with Social Media**

**Vision Social Media Management – visionSocial**

VisionSocial allows you to create content on the website and push it out to all of your social media outlets.

- \* Eliminate having to login to multiple sites to post content
- \* Schedule messages for the future
- \* Plan posts across multiple social media outlets for media campaigns
- \* Creates a consistent message across all platforms

Other Features

**Extranet**

- \* This is a secured website specifically for groups providing private content

**Service Request Management**

- \* Allows users to report and receive status updates on code violations and service requests

**Streaming Video**

- \* The standard service allows 24 meeting videos a month
- \* Additional videos and video indexing is available at an additional charge

**Agenda Manager \***

- \* Allows staff to create paperless agendas and post packets and minutes online in the web site application. (This is being recommended as an option)

**Carol Stream Business Directory**

- \* A categorized directory listing of Carol stream’s businesses and contact information
- \* Helps people shop Carol Stream

**Internal Staff Directory**

- \* Provides site visitors information about department services and contact information

**Emergency Notification**

- \* Provides a notification banner at the top of the page
- \* Completely overrides the main page with a notification message

**Human Resources Applicant Tracking**

Wireframe Confirmation

Cost

5 Year Total Cost

Year	Vision Internet
1 (includes initial setup)	\$36,800
2	\$7,900
3	\$8,295
4	\$8,710
5	\$9,145
<b>5 Year Total</b>	<b>\$70,850</b>

Cost – Vision Internet Option 1

**Vision Internet Option 1**

1. Unlimited Data Storage
2. Advanced Support
3. 2 Days Onsite Training
4. 1 Day Dedicated to ADA Content Design
5. Bi-annual Site Reviews
6. Includes Advanced Responsive Design
7. visionPulse
8. Agenda Meeting Manager

5 Year Total Cost

Year	Vision Internet	Vision Internet
1 (includes initial setup)	\$36,800	\$36,800
2	\$7,900	\$10,941.50
3	\$8,295	\$10,941.50
4	\$8,710	\$10,941.50
5	\$9,145	\$10,941.50
<b>5 Year Total</b>	<b>\$70,850</b>	<b>\$80,566</b>

Information Technology Director Marc Talavera will present for Village approval at the October 16, 2017 Village Board Meeting.

There being no further business, Trustee McCarthy moved and Trustee Gieser made the second to adjourn the Special Board meeting. The meeting was adjourned unanimously at 6:50 p.m.

FOR THE BOARD OF TRUSTEES

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

ATTEST:

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

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

**October 2, 2017**

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

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

Absent: Trustee Greg Schwarze

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

\*All persons physically present at meeting unless noted otherwise

**Mayor Saverino requested a moment of silence for those who lost their lives and were injured in the Las Vegas shooting and other disasters happening in the world.**

**MINUTES:**

*Trustee McCarthy moved and Trustee Hennessey made the second to approve the Minutes of the September 18, 2017 Special Workshop meeting of the Village Board. The results of the roll call vote were as follows:*

*Ayes: 5 Trustees Hennessey, LaRocca, Gieser, Frusolone and McCarthy*

*Abstain: 0*

*Absent: 1 Trustee Schwarze*

*The motion passed.*

*Trustee Gieser moved and Trustee Frusolone made the second to approve the Minutes of the September 18, 2017 regular meeting of the Village Board. The results of the roll call vote were as follows:*

*Ayes: 5 Trustees Hennessey, LaRocca, Gieser, Frusolone and McCarthy*

*Abstain: 0*

*Absent: 1 Trustee Schwarze*

*The motion passed.*

**LISTENING POST:**

1. Proclamation Designating October 8<sup>th</sup>-14<sup>th</sup> Fire Prevention Week.  
*Proclamation read by Trustee LaRocca.*
2. Proclamation Designating October Community Planning Month.  
*Proclamation read by Trustee McCarthy.*
3. Proclamation Designating October Breast Cancer Awareness Month.  
*Proclamation read by Trustee Frusolone.*
4. Proclamation Designating October National Arts & Humanities Month.  
*Proclamation read by Trustee Gieser.*
5. Addresses from Audience (3 Minutes). *None.*

**PUBLIC HEARINGS:**

**CONSENT AGENDA:**

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

*Ayes: 5 Trustees Hennessey, LaRocca, Gieser, Frusolone and McCarthy*

*Nays: 0*

*Absent: 1 Trustee Schwarze*

*The motion passed.*

*Trustee Frusolone moved and Trustee Hennessey 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: 5 Trustees Hennessey, LaRocca, Gieser, Frusolone and McCarthy*

*Nays: 0*

*Absent: 1 Trustee Schwarze*

*The motion passed.*

1. Investment Policy Update.
2. Ordinance No. 2017-10-57 Amending Chapter 11, Article 2 of the Carol Stream Code of Ordinances by Decreasing the Number of Class P Liquor Licenses from 7 to 6 (Shanper Inc. d/b/a 7-Eleven, 865 E. Geneva Road).
3. Ordinance No. 2017-10-58 Amending Chapter 8, Articles 5 and 6 of the Carol Stream Traffic Code-Traffic Schedules (Speed Limits and Parking Prohibited).
4. Ordinance No. 2017-10-59 Amending Chapter 11, Article 2 of the Carol Stream Code of Ordinances by Decreasing the Number of Class A Liquor Licenses from 12 to 11 (The Sabo Group Inc. d/b/a Flip Flops Tiki Bar & Grill, 1022 Fountain View Drive) and Increasing the Number of Class A Liquor Licenses from 11 to 12 (Puzzled Minds Management Group, LLC d/b/a JT's Corner Tap & Eatery, 1022 Fountain View Drive).
5. Ordinance No. 2017-10-60 Amending Chapter 11, Article 2 of the Carol Stream Code of Ordinances by Decreasing the Number of Class V Licenses from 12 to 11 (The Sabo Group Inc. d/b/a Flip Flops Tiki Bar & Grill, 1022 Fountain View Drive).
6. Resolution No. 2971 Authorizing Change Order Number 1 to the Agreement with MTI Construction Services for the Village Hall and Police Addition and Remodeling.
7. Resolution No. 2972 Authorizing Change Order Number 2 to the Agreement with MTI Construction Services for the Village Hall Police addition and Remodeling.
8. Raffle License Application – Glenbard North High School Boys Basketball Program.
9. Raffle License – Corpus Christi Catholic Church.
10. Payment of Regular and Addendum Warrant of Bills from September 19, 2017 through October 2, 2017.

*Trustee McCarthy moved and Trustee LaRocca 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: 5 Trustees Hennessey, LaRocca, Gieser, Frusolone and McCarthy*

*Nays: 0*



Absent: 1 Trustee Schwarze

*The motion passed.*

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

**Investment Policy Update:**

*The Village Board approved updates to the Village's Investment Policy that provides guidance in the investment of public funds to account for changes in Illinois Statutes, investment parameters and industry best practices.*

**Ordinance No. 2017-10-57 Amending Chapter 11, Article 2 of the Carol Stream Code of Ordinances by Decreasing the Number of Class P Liquor Licenses from 7 to 6 (Shanper Inc. d/b/a 7-Eleven, 865 E. Geneva Road):**

*The Village Board approved reducing the Class P Liquor License by one due to the closure of 7-Eleven located at 865 E. Geneva Road.*

**Ordinance No. 2017-10-58 Amending Chapter 8, Articles 5 and 6 of the Carol Stream Traffic Code – Traffic Schedules (Speed Limits and Parking Prohibited):**

*The Village Board approved amendments to Chapter 8, Articles 5 and 6 of the Traffic Code improving the safety of pedestrians and drivers near Carol Stream School.*

**Ordinance No. 2017-10-59 Amending Chapter 11, Article 2 of the Carol Stream Code of Ordinances by Decreasing the Number of Class A Liquor Licenses from 12 to 11 (The Sabo Group Inc. d/b/a Flip Flops Tiki Bar & Grill, 1022 Fountain View Drive) and Increasing the Number of Class A Liquor Licenses from 11 to 12 (Puzzled Minds Management Group, LLC d/b/a JT's Corner Tap & Eatery, 1022 Fountain View Drive):**

*The Village Board approved reducing the Class A liquor license for Flip Flops Tiki Bar & Grill and increasing the Class A liquor license for JT's Corner Tap & Eatery located at 1022 Fountain View Drive.*

**Ordinance No. 2017-10-60 Amending Chapter 11, Article 2 of the Carol Stream Code of Ordinances by Decreasing the Number of Class V Licenses from 12 to 11 (The Sabo Group Inc. d/b/a Flip Flops Tiki Bar & Grill, 1022 Fountain View Drive):**

*The Village Board approved reducing the Class V License to operate video gaming devices for Flip Flops Tiki Bar & Grill.*

**Resolution No. 2971 Authorizing Change Order Number 1 to the Agreement with MTI Construction Services for the Village Hall and Police Addition and Remodeling:**

*The Village Board approved Change Order No. 1 in the amount of \$27,324.00 to replace the existing sump pump system at the Municipal Center, 500 N. Gary Avenue.*

**Resolution No. 2972 Authorizing Change Order Number 2 to the Agreement with MTI Construction Services for the Village Hall and Police Addition and Remodeling:**

*The Village Board approved Change Order No. 2 in the amount of \$105,380.00 to replace the entire Municipal Center roof located at 500 N. Gary Avenue.*

**Raffle License Application – Glenbard North High School Boys Basketball Program:**

*The Village Board approved a raffle license and waiver of the fees and Manager’s Fidelity Bond for the Glenbard North High School Boys Basketball program to be held on November 18, 2017 with ticket sales starting November 11, 2017.*

**Raffle License Application – Corpus Christi Catholic Church:**

*The Village Board approved a raffle license and waiver of the fees and Manager’s Fidelity Bond for the Transitional Housing Ministry at Corpus Christi Catholic Church for their Bunco For A Cause event to be held on October 13, 2017.*

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

*The Village Board approved payment of the Regular Bills dated October 2, 2017 in the amount of \$857,483.48. The Village Board approved the payment of the Addendum Warrant of Bills from September 19, 2017 thru October 2, 2017 in the amount of \$618,042.17.*

**Report of Officers:**

*Trustee LaRocca expressed his sorrow by the senseless violence that occurred in Las Vegas. Our thoughts and prayers to the victims and their families. Trustee LaRocca stated our country needs to come together and stand as one. The bowling fundraiser has been rescheduled to February 24, 2018.*

*Trustee Gieser expressed his sorrow regarding the violence in Las Vegas. We need to help people with mental disabilities. He thanked Augustino’s for the July 4<sup>th</sup> parade fundraiser today and all who participated. There will be another parade fundraiser at Culvers on November 14. The Water Reclamation Center Open House is scheduled for October 7. WEGO drama club will also host a benefit on October 7. Our 3<sup>rd</sup> annual Carol Stream Halloween Decorating Contest is going on now. You can participate through [decoratingcontest@carolstream.org](mailto:decoratingcontest@carolstream.org). Trustee Gieser wished a Happy 24<sup>th</sup> Anniversary to his wife.*

*Trustee Hennessey stated there will be a fundraiser for Challenge Day at Panera on October 10 from 4 to 8pm, which you will need to show a flyer.*

*Trustee Frusolone stated yesterday there was a 5k race fundraiser for the Veteran’s Memorial Park that included 123 participants. She welcomed new business JT’s Corner Tap & Eatery who were in the audience. Trustee Frusolone encouraged motorists to please be aware of local speed limits and slow down in light of the fatal traffic accident in Wheaton this weekend. She sent her condolences to the family.*

*Trustee McCarthy expressed his condolences to the victims of the Las Vegas shooting. If you see something, say something. He welcomed JT’s Corner Tap & Eatery to Carol Stream. Trustee McCarthy thanked the staff and Police Department for supporting Carol Stream while participating in the Park District’s 5k race.*

*Village Clerk Czarnecki expressed her condolences to the victims of the Las Vegas shooting.*

*Village Attorney Rhodes stated Mallory Milluzzi will attend the next Village Board meeting due to his attendance at a convention on October 16.*

*Village Manager Breinig stated he has no report.*

*Mayor Saverino welcomed JT’s Corner Tap & Eatery and thanked him for coming to the meeting. Mayor Saverino stated we are living in some really tough times, referring to the Las Vegas shootings. Resources and blood are running low due to all the recent natural disasters. He sympathizes with the victims in Puerto Rico. Mayor Saverino also stated to take a step back before you post on social media to make sure it is accurate.*

*At 8:06 p.m. Trustee Frusolone moved and Trustee McCarthy made the second to adjourn the meeting. The results of the roll call vote were as follows:*

*Ayes:            5            Trustees Hennessey, LaRocca, Gieser, Frusolone and McCarthy*

*Nays:            0*

*Absent:         1            Trustee Schwarze*

*The motion passed.*

FOR THE BOARD OF TRUSTEES

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Frank Saverino, Sr., Mayor

ATTEST:

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Laura Czarnecki, Village Clerk

**PROCLAMATION**

**CELEBRATING THE 30<sup>TH</sup> ANNIVERSARY OF COPRESKO**

**WHEREAS**, Copresko was founded on October 19, 1987 by Steve Johnson; and

**WHEREAS**, Copresko Founder Steve Johnson believed the future of book printing was in digital technology which would allow for a faster “on demand” turn around; and

**WHEREAS**, Copresko has earned dozens of awards for digital leadership, pioneering printing excellence; and

**WHEREAS**, Copresko has been located in Carol Stream for 25 years with its current headquarters on Commonwealth Drive; and

**WHEREAS**, today Copresko prints books, manuals, publications and more that convey vital information.

**NOW, THEREFORE**, I, Mayor Frank Saverino Sr. and the Carol Stream Board of Trustees, DuPage County, Illinois does hereby congratulate Copresko for many years of industry leading service.

PROCLAIMED this 16th of October, 2017

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Frank Saverino Sr., Mayor

ATTEST:

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Laura Czarnecki, Village Clerk

**PROCLAIMING OCTOBER 24<sup>TH</sup> AS 2017 WORLD POLIO DAY**

**WHEREAS**, the Rotary Club of Carol Stream is a member of Rotary International, the world's first, and still one of its largest, non-profit service organizations, founded in Chicago, Illinois, in 1905; and

**WHEREAS**, the Rotary motto "Service Above Self" inspires members to provide humanitarian service, encourage high ethical standards, and promote good will and peace in the world; and

**WHEREAS**, Rotary in 1985 launched PolioPlus and spearheaded the Global Polio Eradication Initiative, which today includes the World Health Organization, U.S. Centers for Disease Control and Prevention, UNICEF and the Bill & Melinda Gates Foundation, to immunize all the children of the world against polio; and

**WHEREAS**, polio cases have dropped by over 99.9 percent since 1988, and the world now stands on the threshold of eradicating this dread disease and thereby eliminating the threat of polio-caused paralysis to every child in the world; and

**WHEREAS**, members of the Rotary Club of Carol Stream continue to contribute their time and their resources to support PolioPlus and the Global Polio Eradication Initiative; and

**WHEREAS**, on their efforts are providing much needed operational support, medical personnel, laboratory equipment and educational materials for health workers and parents.

**NOW THEREFORE BE IT PROCLAIMED**, that I, Mayor Frank Saverino Sr. and the Carol Stream Board of Trustees, DuPage County, Illinois does hereby proclaim

**October 24, 2017 as World Polio Day**

in Carol Stream and call upon all residents to join the Rotarians of our local club in the fight for a polio-free world.

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Frank Saverino, Sr., Mayor

ATTEST:

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Laura Czarnecki, Village Clerk

**PROCLAMATION**

**AGENDA ITEM**  
C-5 10-16-17

**PROCLAIMING NATIONAL PRESCRIPTION DRUG TAKE-BACK DAY**

**WHEREAS**, unused medicines left in medicine cabinets are highly susceptible to diversion, misuse and abuse and constitute a vital public safety and public health issue; and

**WHEREAS**, the disposal of unused medicines through the trash and/or toilet pose safety and health hazards; and

**WHEREAS**, an RxBOX is located in the lobby of the Police Department of our temporary location at 505 East North Avenue; and

**WHEREAS**, the RxBOX is available 24 hours per day, seven days per week, year round and accepts expired or unused over-the-counter and prescription medications, ointments and liquid medications as well as asthma inhalers and glass (mercury) thermometers in their original containers or zipper top plastic bag; and

**WHEREAS**, the RxBOX does not accept sharps or needles, radio-active medicines, other medical waste or household chemical waste; and

**WHEREAS**, the Carol Stream RxBOX has diverted 10,852 pounds of unwanted and unused medications since 2010, thereby preventing their misuse or release into the environment.

**NOW, THEREFORE, BE IT PROCLAIMED** THAT I, MAYOR FRANK SAVERINO AND THE CAROL STREAM VILLAGE BOARD OF TRUSTEES, DuPage County, Illinois, in the exercise of its home rule powers do hereby proclaim October 28, 2017

**NATIONAL PRESCRIPTION DRUG TAKE-BACK DAY**

in the Village of Carol Stream and call upon the community to properly dispose of all expired and unused medications.

**PROCLAIMED THIS 16th DAY OF OCTOBER, 2017.**

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

ATTEST:

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

**PROCLAMATION**

**AGENDA ITEM**  
C-6 10-16-17

**DESIGNATING OCTOBER MANUFACTURING MONTH**

**WHEREAS**, our country, our state and our community were founded and developed on manufacturing; and

**WHEREAS**, manufacturing has held a prominent place in the Carol Stream business community since its inception; and

**WHEREAS**, manufacturing employs over 53,000 people in over 2,000 businesses in DuPage County and manufacturing is the 5<sup>th</sup> largest industry in the County, accounting for one in every ten jobs; and

**WHEREAS**, Carol Stream is a desired location for manufacturing businesses based on its proximity to major expressways, major arterial roadways, O’Hare International Airport and DuPage County Airport; and

**WHEREAS**, Carol Stream is home to more than 25 manufacturing businesses totaling over 2,000,000 square feet of space in a variety of industries, including automotive parts manufacturing, food production, metal fabrication, paper processing, commercial cooking equipment manufacturing, and packaging material manufacturing.

**NOW, THEREFORE, BE IT PROCLAIMED** THAT I, FRANK SAVERINO, SR., AND THE CAROL STREAM VILLAGE BOARD OF TRUSTEES, DuPage County, Illinois, in the exercise of its home rule powers do hereby proclaim

**October 2017 as Manufacturing Month**

in the Village of Carol Stream and call upon the community to celebrate and acknowledge the contributions manufacturing has made and continues to make to our community.

**PROCLAIMED THIS 16<sup>th</sup> DAY OF OCTOBER, 2017.**

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

ATTEST:

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



*Village of Carol Stream*  
Interdepartmental Memo

TO: Joseph Breinig, Village Manager  
FROM: Philip J. Modaff, Director of Public Works  
CC: Jon Batek, Director of Finance  
DATE: October 9, 2017  
RE: REVISED - WRC Annual Report and Financial Reconciliation for Period Ending April 30, 2017

In June, the Village Board received the WRC Annual Operating Report, which included a financial reconciliation for various expense categories that are subject to a rebate or additional costs.

Subsequent to presentation of the report, the WRC received a late invoice for services that were provided in the prior fiscal year. Staff has reviewed the invoice and determined that it is a valid expense that occurred prior to May 1, 2017. As a result, the amount of the rebate due to the Village has been decreased (in accordance with the terms of the Operating Agreement) from \$20,933.71 to \$14,674.37. A check in that amount has been received and submitted to the Finance Department.

Attached you will find the revised WRC Annual Report prepared by CH2M, which reflects the new rebate amount. No other changes were made to the Annual Report. A CH2M representative will attend the October 16 Village Board meeting to answer any questions the Village Board may have.

Attachment

Operations Management Services



2016-2017 Annual Operations Report

# Village of Carol Stream



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## Executive Summary

CH2M is pleased to present the Village of Carol Stream with this 2016-2017 annual report, as an overview of activities related to the Village's wastewater facility.

Serving Carol Stream since 1997, we take pride in the projects we deliver and are excited about taking wastewater operations into the future. Our goal is to provide you with an overview of daily operations, system capabilities improvements, permit compliance, cost containment, and trends as compared with present treatment capacities.

CH2M leadership and dedication to quality service is evident by specific accomplishments found throughout the report. We will discuss specific actions CH2M employees in Carol Stream initiated to continue our exemplary service to the Village. Our support for the Water Environment Federation (WEF), American Water Works Association (AWWA), Illinois Environmental Protection Agency (IEPA), Fox Valley Operators Association (FVOA) and the U.S. Environmental Protection Agency (U.S. EPA) further demonstrates our focus on environmental issues in the state of Illinois.

We would like to convey our appreciation to the mayor, council, and Village officials for their support. CH2M understands the importance of being innovative, resourceful, and flexible partners with our clients in government operations, to provide the best solutions for their utility and environmental needs.



The Carol Stream Team: Andy Leibmann, Dan Hughes, Mike Idzior, Susan Ruta, Will King, and Eric Weberski.

## Serving Carol Stream since 1997, we take pride in the projects we deliver and are excited about taking wastewater operations into the future.

In 2016-2017, CH2M worked closely with the Village, design engineers, contractors, and local industries on many projects involving the Water Reclamation Center (WRC) and Industrial Pretreatment Program (IPP). Below are several examples of this collaboration during the 2016 Capital Improvement Plan:

- Installed new LED light poles and fixtures.
- Received a second supervisory control and data acquisition (SCADA) computer.
- Installed sodium bisulfite programmable logic controller (PLC) control paneling.
- Purchased and installed CL17 chlorine analyzer.
- Replaced the ComEd automatic transfer switch (ATO).
- Replaced wear strips and ball bearings on the main gear at clarifier #2.
- Replaced last remaining grease pump unit.
- Installed and hooked up camera security system at the front and rear gates.
- Replaced steam cleaner.
- Fabricated and replaced final weir on aeration basin.
- Decommissioned old lift stations that are no longer in use or needed.

# Wastewater Treatment Facility

The Carol Stream WRC is a conventional activated sludge plant permitted to treat 6.5 million gallons per day (mgd) average daily flow. Staffed 7 days a week, the plant is continually monitored 24 hours per day. The facility is equipped with an automatic dialing alarm (SCADA) system to notify plant personnel of any emergencies.

Exhibit 1 summarizes actual effluent plant performance May 2016 - April 2017.

As seen in Exhibit 1, the average daily flow was 4.4 mgd, or 68 percent of permitted capacity. The 5-day BOD was <3.25 mg/l, or 32 percent of permitted discharge. The TSS was <2.4 mg/l, or 20 percent of permitted discharge, and ammonia-nitrogen was <0.6 mg/l, or 15 percent of permitted discharge.

Exhibit 2 depicts the facility removal efficiency for 2016-2017. The NPDES Permit requires that the 30-day average percent removal for BOD and TSS is not less than 85 percent. Percent removal is a percentage expression of the removal efficiency across a treatment plant for a given pollutant parameter. It is determined from the 30-day average values of the raw wastewater influent concentrations to the facility and the 30-day average values of the effluent pollutant concentrations for a given time period.

**Exhibit 1**  
Carol Stream WRC Performance

Parameter	Average	Limit*
Flow (mgd)	4.40	6.5
5-day biochemical oxygen demand (BOD) [milligrams per liter (mg/L)]	<3.25	10
Total suspended solids (TSS) (mg/L)	<2.4	12
Ammonia - N (mg/l)	<0.6	15 - 3.9

\* National Pollutant Discharge Elimination System (NPDES) Permit Parameters

**Exhibit 2**  
WRC Removal Efficiency

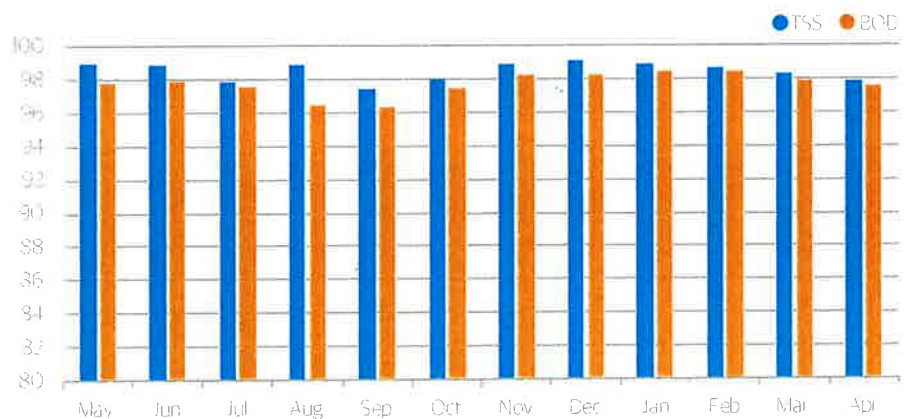


Exhibit 3 depicts influent BOD and TSS concentrations for 2016-2017. Influent BOD and TSS loadings are required to be reported monthly. This is the amount of pollutant that is coming into the treatment plant.

Exhibit 4 depicts effluent BOD and TSS concentrations for permit compliance for 2016-2017. Effluent BOD and TSS concentrations are limits in the Permit and are required to be reported monthly. This is the amount of pollutant that is being discharged after processing through the wastewater treatment plant and entering Klein Creek.

Statistical process control procedures were established to provide continuous compliance with NPDES permit limitations. The mean cell residence time, sludge age, food to microorganism ratio, and sludge volume index are tracked daily to monitor plant performance. Upper and lower control limits have been established to provide guidance when approaching critical stages in the facility's operation.

A **Compliance Evaluation Inspection** conducted at the Carol Stream WRC NPDES Permit No. IL 0026352 by Maureen Brehmer from the IEPA reported **no findings**. All records were maintained as required by the NPDES Permit and in good operating condition.

Exhibit 3

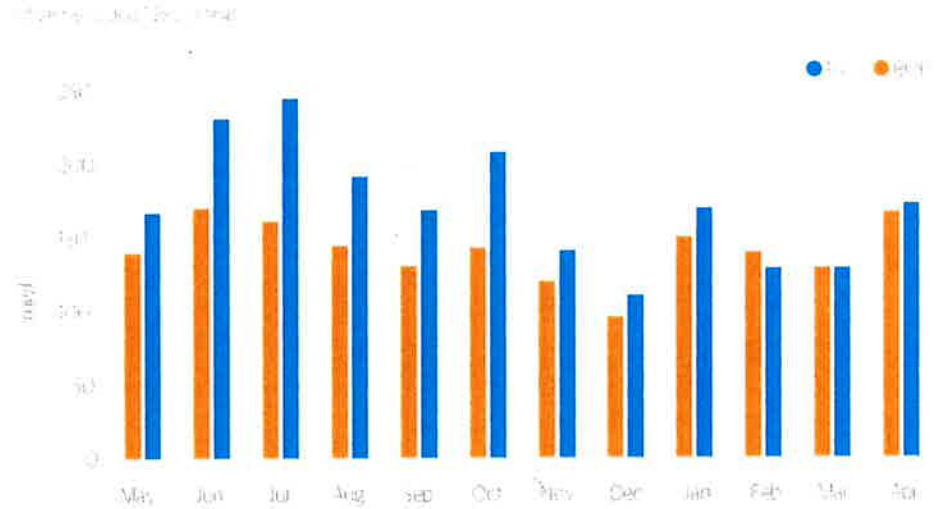
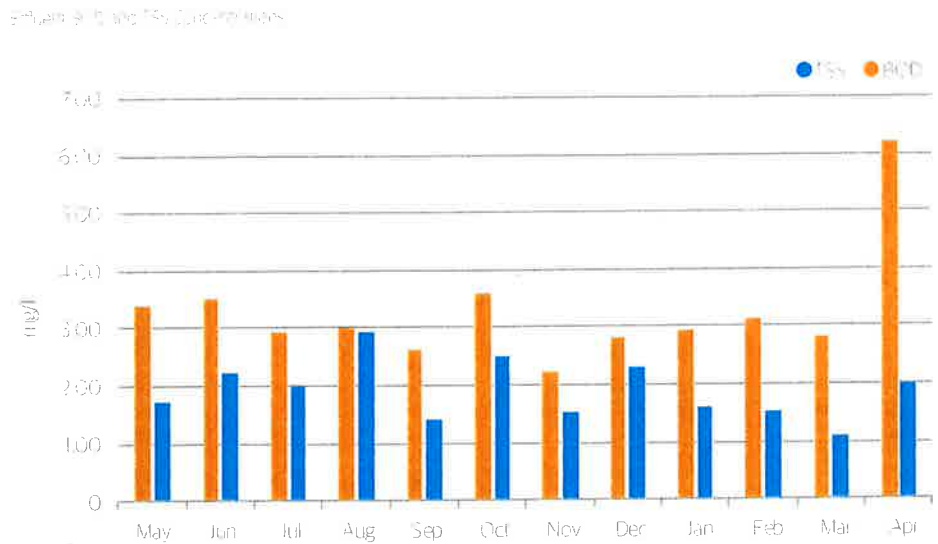


Exhibit 4





# Wastewater Treatment Facility



## Repairs

In 2016-2017, CH2M completed necessary repairs including:

- Replaced the ComEd ATO.
- Replaced wear strips and ball bearings on the main gear at clarifier #2.
- Replaced last remaining grease pump unit.
- Replaced steam cleaner.
- Replaced final weir on aeration basin.
- Tuck-pointed the brick on the sand filter building.





Replacing the ComEd ATO using a large crane.



Tuck-pointing the brick on the sand filter building.



Replaced wear strips and ball bearings on the main gear at clarifier #2.



Replacement of grease pump unit.



Replacement of steam cleaner.



# Wastewater Treatment Facility



**In 2016-2017,  
CH2M  
completed  
many  
necessary  
repairs to  
keep the  
WRC  
operating  
efficiently.**

Replacement of final weir on aeration basin.



## WRC Improvements

In 2016-2017, we also completed several projects to improve the WRC. Projects included:

- New LED light poles and fixtures.
- Decommissioned old lift stations no longer in use or needed.



Decommissioned old lift stations.



New LED light poles and fixtures.

# Wastewater Treatment Facility



## Innovations and Technology

The Carol Stream team is always looking for new and productive ways to improve operations at the WRC. In 2016-2017, we developed the following innovations:

- Fabricated a cart to move the welder.
- Fabricated stainless gates and weirs for sand filter improvement.
- Installed back-up SCADA computer.
- Purchased spectrophotometer for laboratory testing.
- Installed a camera security system at the front and rear gates.
- Purchased and installed CL17 chlorine analyzer.



Cart for welder.



Spectrophotometer for laboratory testing.



Fabrication of stainless sand filter gates and weirs.



## Training

CH2M places a high priority on education in safety and provides the necessary equipment and training to comply with federal and state regulations. This protects project personnel, the general public from injury, and CH2M, and the Village from liability.

CH2M's formal training programs increase staff efficiency and levels of expertise. Our program uses individual training plans, correspondence courses, on-the-job training, and cross-training, resulting in a more versatile staff capable of performing a variety of tasks. Accomplishments in 2016-2017 include:

- Lock-out/tag-out training
- Welding/metals fabrication training
- Electrical training
- Ethics and quality training
- Confined space training
- Program of sustainability
- CPR/AED/First Aid training
- Scaffolding
- Increase in certifications (Wastewater Operator Classes I and IV, Certified Maintenance and Reliability Technicians, Certified Reliability Leader)
- Fall Protection
- Fork lift training
- Maintenance and Reliability Best Practices
- Classes in microbiology and enhanced biological phosphorus removal



Conducting fall protection training.



Maintenance and Reliability Best Practices "Book Club"

# Wastewater Treatment Facility



Confined space entry training.



Electrical training.



## Certifications, Awards, and Accomplishments

Several employees at the Carol Stream project received new certifications in 2016-2017. Mike Idzior received his Class I Wastewater Treatment Works Operator certificate from the IEPA, along with Andy Liebmann receiving his Class IV Wastewater Treatment Works Operator certificate.

The maintenance team also received certifications from the Society of Maintenance and Reliability Professionals (SMRP). Both Mike Idzior and Andy Liebmann are now recognized as Certified Maintenance and Reliability Technicians.

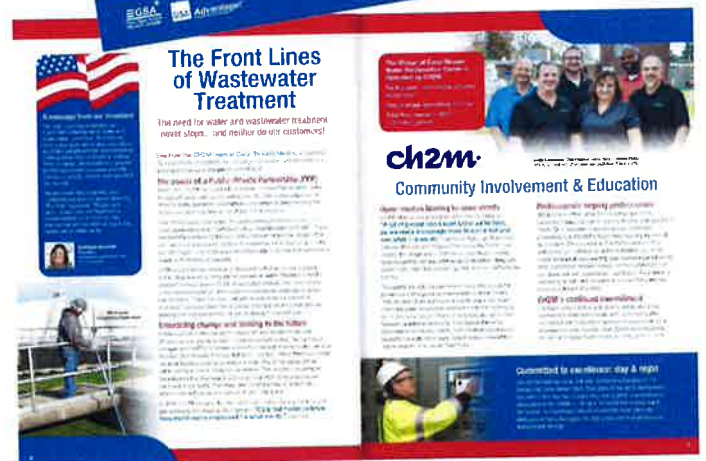
Additionally, Mike Idzior was also recognized as a Certified Reliability Leader by the Association of Asset Management Professionals.

# Wastewater Treatment Facility

Another highlight of 2016-2017 was the entire Carol Stream team featured in USA Blue Book's annual catalog. This year's theme was dedicated to the everyday heroes of water and wastewater. The team was not only featured on the cover, a detailed article on the project and the Village was included in the publication.

Other employee highlights include:

- **Dan Hughes** attended training in maintenance and reliability, enhanced biological phosphorus control, several seminars, and has been active in the DuPage River Salt Creek Workgroup (DRSCW). He continues to work with multiple entities to meet the goals of the permit with technology for phosphorus control.
- **Susan Ruta** began her third year serving the Fox Valley Operators Association (FVOA), this year as President. The FVOA has been bringing together wastewater operators from the Fox Valley and surrounding areas for more than 50 years. The Association's main focus is operators, but is also comprised of a variety of occupations in the wastewater field. She attended several seminars covering topics in wastewater and enhanced biological phosphorus control.
- **Mike Idzior** attended several seminars covering maintenance and reliability, as well as topics in wastewater and enhanced biological phosphorus control. He also took the lead performing the condition assessment of critical assets at the WRC, and became nationally recognized as a Certified Reliability Leader and Certified Maintenance and Reliability Technician.
- **Andy Liebmann** attended a training course in Electrical Fundamentals for Water and Wastewater, which addressed specific electrical considerations found in the water and wastewater industries. He also assisted in the condition assessment of critical assets with Mike Idzior, became recognized as a Certified Maintenance and Reliability Technician, and attended a seminar in enhanced biological phosphorus control.
- **Eric Weberski** attended a 16-week course in wastewater operations and maintenance. He also attended seminars with **William King** on wastewater microbiology and process control, and on enhanced biological phosphorus removal.





# NPDES Permit

As required by the NPDES Permit, a Phosphorus Discharge Optimization Plan has been developed and updates are submitted to the state. A copper and zinc translator study was performed, and a progress report was also submitted to the state. Additionally, collection of data and development of a site-specific water quality based effluent limitations (WQBEL) study was performed on stream pH, temperature, and ammonia-nitrogen. Monitoring for phosphorus, copper, and zinc discharges continue.

CH2M Water  
Business Group  
has developed  
a Phosphorus  
Discharge  
Optimization Plan.

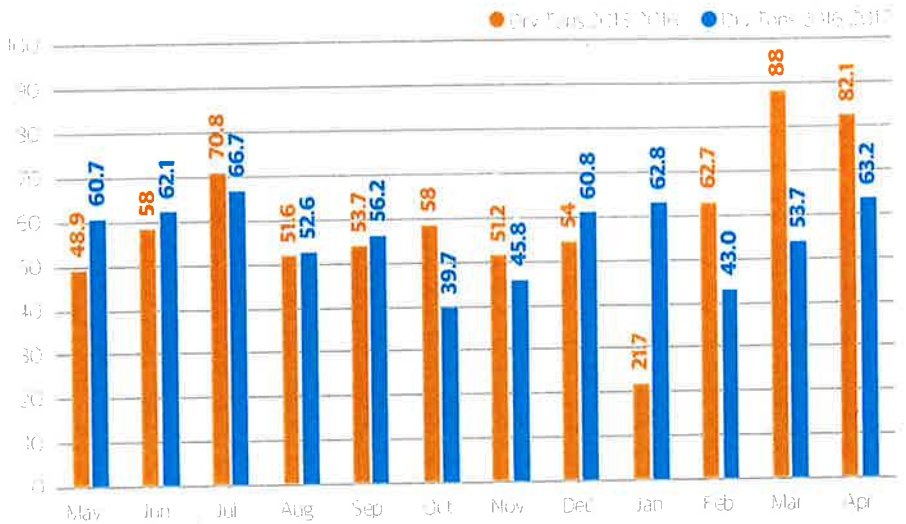


# Solids Handling

We operate our biosolids treatment processes to reduce volume, facilitate handling and transport, destroy pathogens, and control odor. Exhibit 5 represents the amount of biosolids in dry tons that were removed and pressed from the system; the solids were then hauled to the landfill for disposal. Through plant optimization, a drier sludge is being produced, thereby reducing the amount of annual dry solids being transported and saving costs.

Exhibit 5

Biosolids Handling





# Laboratory

Measuring the environmental impact of treated wastewater to the receiving waters is our main laboratory objective. All sampling we conduct for state and federal permit requirements are performed in-house or sent to a state-certified laboratory for analysis. Our in-house laboratory services perform process control analysis of the activated sludge process and are an integral part of our overall operation of the wastewater treatment system. Our goal is to provide regulatory agencies with reliable, accurate, and up-to-date information to enhance their ability to serve our clients and protect the environment. In 2016-2017, there were more than 1,980 samples taken and tested for compliance with the daily limits of the NPDES permit. Additionally, semi-annual metals samples for effluent, influent, and sludge were collected and tested, as well as priority pollutants. All permitted industries were tested for their individual permits as required by industrial pretreatment regulations.

Required parameters in the permit include:

- Flow
- Biochemical Oxygen Demand (BOD)
- Carbonaceous Biochemical Oxygen Demand (CBOD5)
- Total suspended solids (TSS)
- Ammonia-nitrogen
- Dissolved oxygen
- Total phosphorus
- Total nitrogen
- Nitrates + nitrites
- Copper
- Zinc
- pH
- Temperature
- Fecal Coliform
- Total residual chlorine
- Chloride
- Dissolved phosphorus
- Total Kjeldahl nitrogen
- Alkalinity

Statistical analysis for each parameter is analyzed and graphed, showing upper and lower control limits. Laboratory personnel are responsible for entering daily laboratory data into a computerized operational database. The data is transferred into a computerized NPDES form for reporting to IEPA. Being intimately familiar with daily analytical data, the laboratory is the first line of defense in identifying potential problems associated with permit compliance.

The Carol Stream laboratory is a part of our internal quality control program. We pride ourselves in the quality control measures we take to validate and corroborate our analytical data.

The following list reflects routine minimum standards for CH2M laboratories:

- Adherence to CH2M's comprehensive quality assurance/quality control (QA/QC) program for all permit-required analyses, including, but not limited to, precision and accuracy results and corresponding control charts.
- Chain-of-custody documentation for all samples entering or leaving the facility (internal or external), which are kept in CH2M bound and numbered books.
- A Chemical Hygiene Plan, including Safety Data Sheets (SDSs) for all chemicals and reagents, emergency response, training sign-off sheets, and any site-specific requirements.
- Segregation of existing chemical stock according to chemical compatibility; all chemicals and reagents exceeding the expiration date are discarded according to state and local guidelines.
- Standard operating procedures for all chemical and physical analyses.
- A comprehensive computerized preventive maintenance (PM) program for all laboratory equipment.

# Maintenance

Cost control through effective preventive maintenance (PM) and corrective maintenance (CM) is a hallmark of our success. Our ability to provide effective maintenance management is well known and is confirmed by viewing equipment records.

CH2M's approach to maintenance involves three functions: PM, repair (scheduled and unscheduled), and predictive maintenance (PdM). We have found that by concentrating on PM and PdM, best practice, and reliability-centered maintenance activities, we can control costs because warranties are protected.

The Carol Stream maintenance team utilizes Maintenance Connection™, an enterprise asset-management program. The program allows us to better meet the needs of the project and to facilitate efforts to support additional asset-management functions. The Carol Stream maintenance program consists of audits and analyses of equipment condition, warranty status, and repair records. The information gathered from our analysis is used to populate Maintenance Connection™ and establishes baselines for ongoing maintenance activities and inventory control. The computerized maintenance management system (CMMS) serves as the pivotal tool for guiding and tracking all onsite corrective, preventive, general, and emergency maintenance activities.

From May 2016 through April 2017, we completed **2,998 total work orders**, including 1,547 PM tasks and 118 corrective repairs at the Carol Stream WRC. A breakdown of maintenance work orders are located in Exhibit 6.

Several PdM activities performed by the operations staff included using infrared detectors, vibration analyzers, temperature probes, and power/amperage meters. This data is tracked to aid the prediction of possible equipment problems. By taking a proactive maintenance approach, we can prevent breakdowns or the loss of major components. For example, infrared scanners allow us to detect hot spots in electrical equipment that can result from frayed wiring, loose connections, corroded connections, or failing parts. Detecting and repairing these problems, usually at a slight cost, can prevent the total failure of an expensive electrical device. Vibration analyzers allow us to detect and record vibration histories for high speed pumps and motors.

A CMMS is an integral part of the Carol Stream facility. It keeps the staff fully informed of the facility's maintenance and repair status, and confirms that proper maintenance is being performed to protect the Village's capital investment. Presented below is a brief description of our capabilities using the computerized operations and maintenance program (COMPs). Part of COMPs is the PM and CM management system.

The program includes the following main areas of information handling, which are necessary for effective maintenance management:

- **Equipment and facility item information.** This includes location, manufacturer, model and serial numbers, replacement cost, startup data, meter readings, supplier information, nameplate data, recommended spare parts, and notes.
- **Documentation of PM procedures.** This module includes estimated time to perform work; craft or job skill required; budget identification for the work; associate assigned to perform the work; tools, materials, and spare parts needed; and instructions for proper and safe repair procedures.
- **PM scheduling.** This program allows the user to assign appropriate intervals for PM of each piece of equipment according to the manufacturer's standards. The program lists all work to be performed, identifies the due date, and continues to note the PM work until it has been completed. The program also automatically calculates costs based on the labor and materials estimated for the procedures.
- **CM tracking.** This furnishes the user with a method for tracking performance and cost of CM. Work orders are used in conjunction with this program.
- **Staffing information.** Employee information regarding name, craft, pay rate, and shift schedules are stored in this program, allowing effective scheduling for PM tasks.

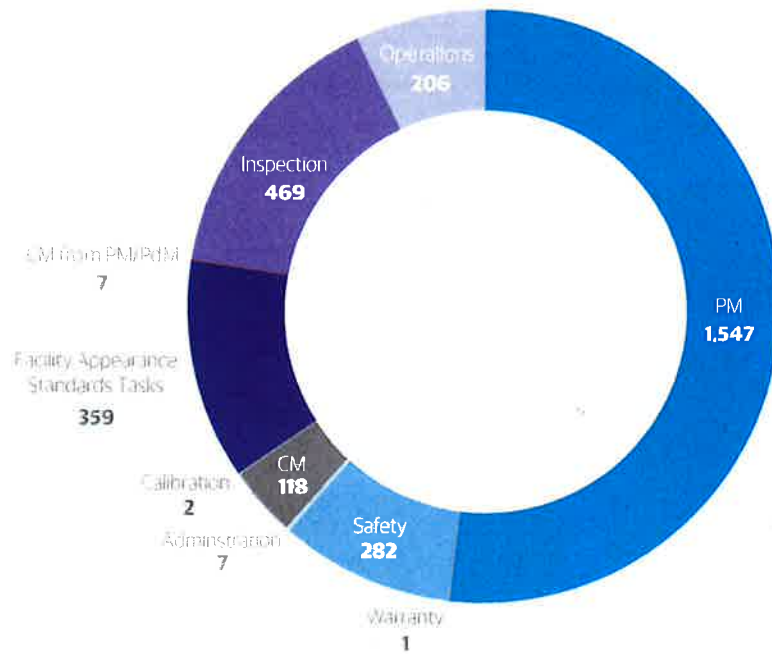
# Maintenance

Maintenance Connection™ has a very powerful customizable reporting capability, including reports that examine and track all costs associated with maintenance activities, making it easy for us to identify our savings. Each report includes equipment identification and descriptive report:

- Equipment task report
- CM work order history and summary report
- Equipment data report
- PM procedures report
- Tools report
- Employee report
- CM work order status report
- CM performance report

All reports can be reviewed on screen or printed, and each can be manipulated to suit the user's needs. These reports can be printed quickly and easily if a question arises concerning a particular piece of equipment or the program in general. A breakdown of maintenance activities, by hour, is highlighted in Exhibit 6.

**Exhibit 6**  
Maintenance Work Order Activity Summary



# Maintenance

An extensive Condition Assessment was performed this year by the maintenance staff and Jeff Sanford, a senior asset and maintenance management consultant with CH2M. This included using infrared thermography, vibration analyzers, temperature probes, and power/amperage meters. This data is tracked to aid the prediction of possible equipment problems and to help identify projects for upcoming capital improvement.

This condition assessment process provides a picture (a snapshot in time) of asset health, provides asset remaining life values, and helps determine maintenance priority.

Condition assessment findings showed the majority of assets assessed (460 or 91 percent of the total assets) are in very good or good condition. These assets are likely to require only minor additional maintenance and will function properly with a continuation of the current level of maintenance and maintenance practices. A small number of assets (14 or 3 percent) were indicated to be in fair condition. These few assets may require some immediate attention and possibly a change to the level or frequency of maintenance. Only 25 assets (5 percent) were identified to be in poor or very poor condition. Within 7 months, all of these conditions were addressed or repaired.

Coupled with the condition assessment procedure, is a risk analysis. This helps determine asset criticality, is a basis for selecting maintenance strategies, and for determining condition assessment focus and frequencies. This was completed with the help of the Village of Carol Stream's Director of Public Works, Phil Modaff, and CH2M staff.



Valve stem replacement.



Clarifier sweep replacement.



Influent screw pump pit cleaning.



Diffuser replacement in aeration basins.



Probe maintenance.

# Industrial Pretreatment Program

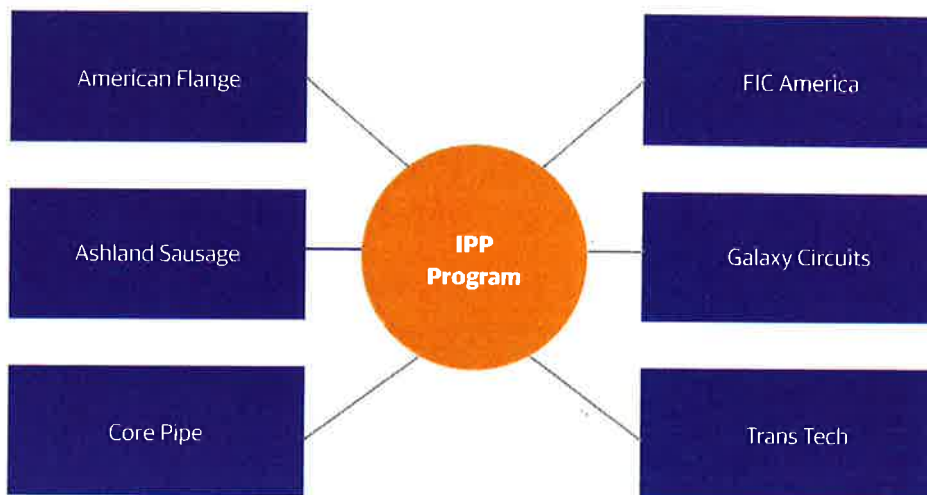
The Village of Carol Stream's IPP currently is comprised of five categorical industrial users and one industrial user. Exhibit 7 is a summary of the IPP.

Administrative information reported on the Annual Pretreatment report includes a narrative of achievements, public education, problems, and substantive changes during the reporting period.

IPP activities during our project year included:

- CH2M performed semi-annual metals and priority pollutant testing on effluent, influent, and sludge from the publicly owned treatment works (POTW).
- CH2M performed annual inspections and sampling for the permitted significant industrial users.
- CH2M updated industrial fact sheets for each permitted industry.
- CH2M participated in sponsoring a summer concert series at Carol Stream, which included an informative session with the people of Carol Stream regarding wastewater and sustainability.
- Tours were conducted for middle school, high school, elementary school, and college classes demonstrating wastewater treatment and information on wastewater and water quality.
- Participation in the Salt Creek Watershed Study Group.

Exhibit 7  
IPP Customers



- Surcharge billing calculations were submitted quarterly for BOD; TSS; and fats, oils, and grease (FOG).
- CH2M performed phosphorus testing at each of the permitted industries.
- A total of 876 work hours and \$38,580.00 was devoted to managing the pretreatment program in 2016-2017.
- CH2M began a lengthy survey of all businesses in Carol Stream and continues to update the information.



# Safety

CH2M places a high priority on safety and provides the necessary equipment and training to comply with federal and state regulations, which protects project personnel and the general public from injury, and CH2M and the Village from liability.

During 2016-2017, employees at the Carol Stream project implemented the following improvements as part of our safety action plan:

- Updated the facilities site-specific safety plan.
- Expanded and updated the emergency response plan.
- No Occupational Safety and Health Administration (OSHA) recordable incidents. Weekly staff safety meetings and quarterly site inspections are held to make sure OSHA regulations are followed.

To remain accident free from known safety hazards, our team also participated in the following:

- Held weekly safety team meetings.
- Corrected all safety review findings by the end of the contract year.
- Held at least 40 tailgate sessions, totaling 10 hours of safety training for each employee.
- Identified unsafe conditions with monthly inspections by the safety team, and made all project employees aware of unsafe conditions during safety training sessions.
- Completed or reviewed 20 job safety analyses.
- Maintained permit compliance.
- Increased state certifications.
- Minimum of 12 hours technical training per employee.

**CH2M places a high  
priority on safety.**



# Community Involvement

Our goal is to continue our growth in the Village of Carol Stream as a civic-minded organization, sensitive to the needs of our community. Our concept is to support local projects and embrace the community as it has so graciously embraced us.

The following list shares several ways our employees have supported organizations, schools, and local groups with environmental efforts and community involvement programs during 2016-2017:

- Participated in the 19<sup>th</sup> Annual Pond and Stream Sweep Cleanup initiative for Klein Creek.
- Conducted educational tours for several area schools and community groups.
- Participated and provided sponsorship for Carol Stream 2016 Summer Concert Series.
- Participated in Adopt-a-Highway (Birchbark Trail) and have adopted the bicycle path on the northeast side of the wastewater treatment plant.
- Laboratory Supervisor Susan Ruta, is acting president of the FVOA.
- Christmas sharing program.
- Annual Open House in October for residents with guided plant tours, hay rides, touch-a-truck, exhibits from the Conservation Foundation and the Carol Stream Public Library, and free pumpkins for children.



Annual Village of Carol Stream WRC Open House in October.



# Community Involvement



Students learn about the WRC.



Christmas sharing program.

**Our goal is to continue community involvement in the Village of Carol Stream.**



# Community Involvement



Klein Creek clean up.



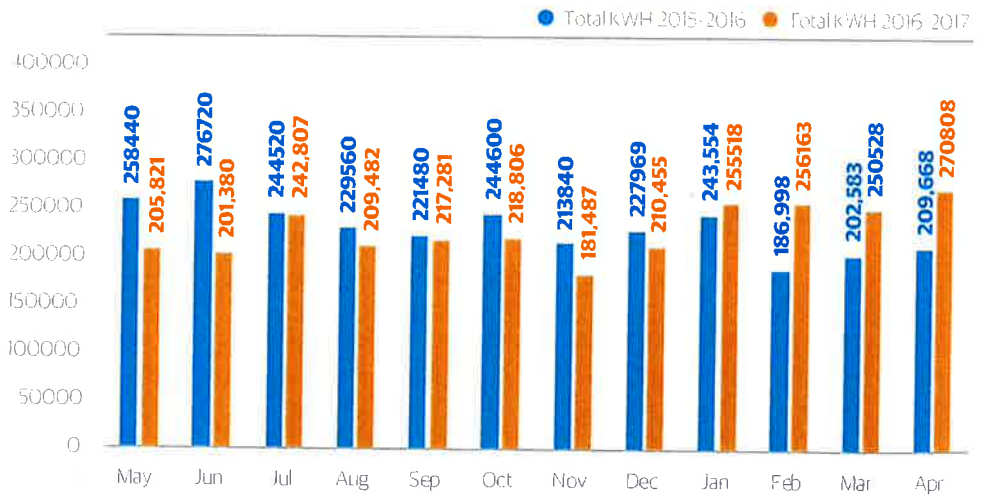
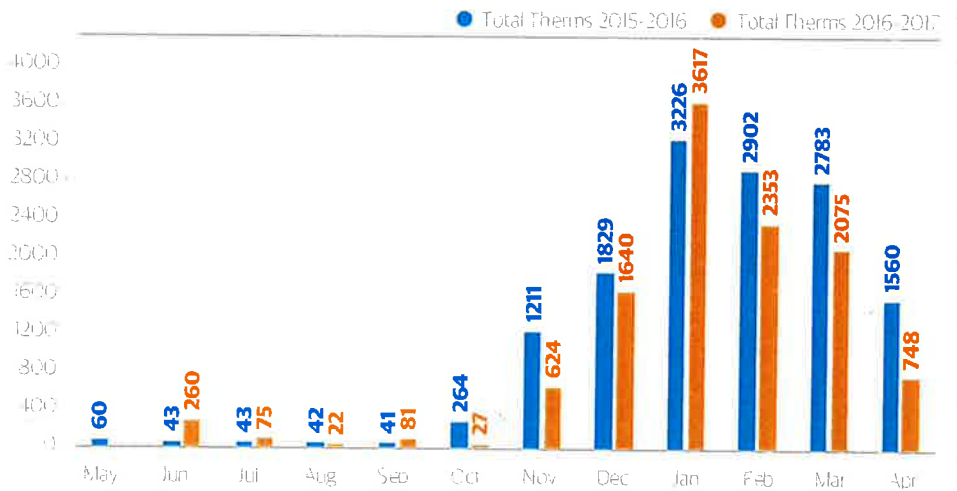
Concert in the Park.

# Sustainability

At CH2M we are committed to developing sustainable business practices. We pledge to develop strategies that enable us to move toward sustainability while enhancing the value to the citizens of Carol Stream. Exhibit 8 highlights Carol Stream's natural gas and electrical consumption.



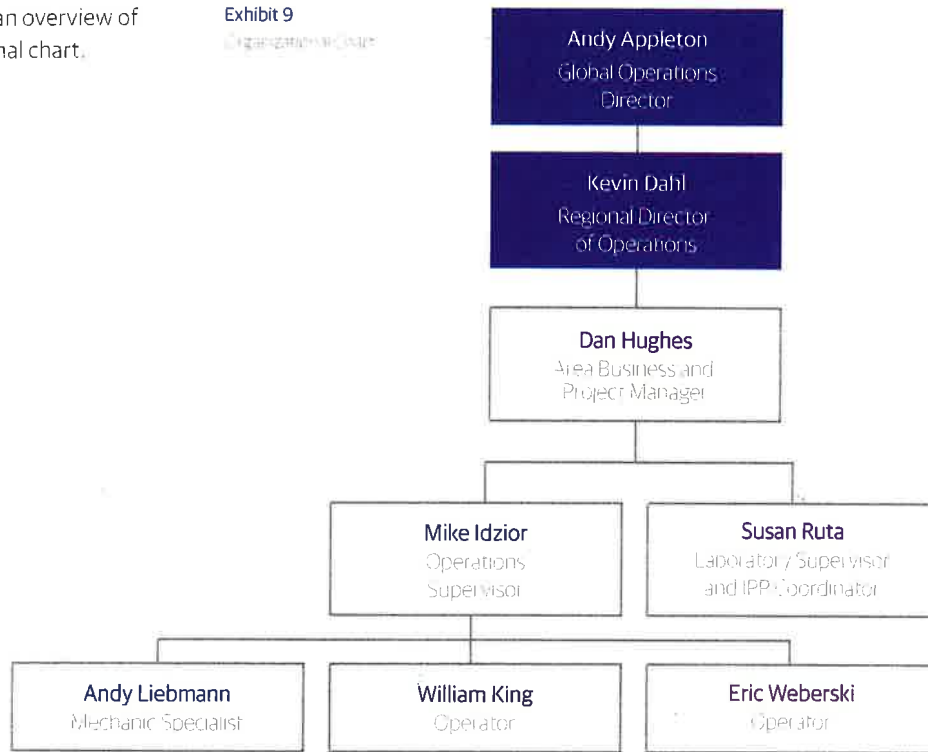
**Exhibit 8**  
Natural Gas and Electrical Consumption Monthly Comparisons



# Senior Leadership Support

Highlighted in Exhibit 9 is an overview of Carol Stream's organizational chart.

Exhibit 9  
ORGANIZATIONAL CHART



Carol Stream Team with senior leadership (Andy Liebmann, Mike Idzior, Susan Ruta, Eric Weberski, Caroline Cryer, William King, Andy Appleton, Dan Hughes).

# Financial Review

This section is an overview of the wastewater treatment system and a summary of rebateable expenditures. We are committed to continuing the same degree of cost containment achieved in 2016-2017 going forward. Exhibit 10 is an overview of financial activities at the facility.

CH2M understands the importance of cost containment and is pleased to have performed our operations under budget, thus saving the Village of Carol Stream \$14,674.37 in the aggregate of repairs, electrical, and solids disposal costs.

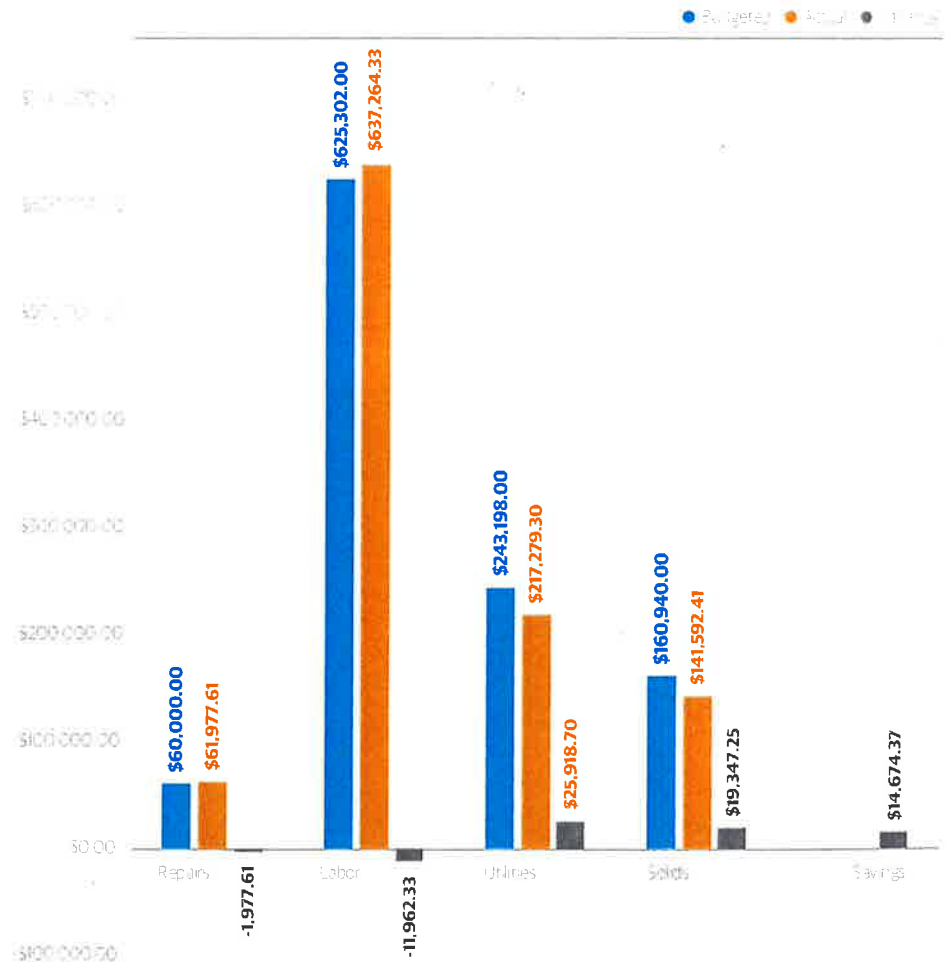
Exhibit 11 differentiates our actual expenditures in repairs, utilities, solids disposal, and labor costs.

CH2M employees at the Carol Stream project actively participated in the establishment of goals for our 2016-2017 Annual Project Business Plan. Our mission is focused on exceeding the Village's expectations, providing a safe working atmosphere for our employees, and preservation of the environment.

Exhibit 10  
Carol Stream Financial Summary

	Budget	Actual
Labor and Benefits	\$625,302	\$637,264.33
Repairs	\$60,000	\$61,977.61
Utilities	\$243,198	\$217,279.30
Biosolids Processing and Disposal	\$160,940	\$141,592.41
<b>Total</b>	<b>\$1,089,440</b>	<b>\$1,058,113.65</b>

Exhibit 11  
Financial Summary



# Financial Review

Exhibit 12 lists specific areas of Capital Improvement Projects in 2016-2017. The Capital Improvement Budget was \$125,000.

Exhibit 12  
Capital Improvement Projects

Process Area	Project MC Project Code	Work Description	Project Total
Aeration	LED Lighting	Installed new LED light fixtures with poles and outlets. Rewire if necessary.	\$19,875.00
Disinfection	SBS PLC control Wiring	Wired up 4-20 mA for PLC control of SBS pumps.	\$1,720.00
Disinfection	CI17 purchase	Purchased and installed of Chlorine Analyzer for dosing.	\$3,107.01
Secondary Clarifiers	Rebuild	Replaced wear strips and bearings in main drive.	\$14,500.00
Headworks	Grease Pump	Replaced last remaining grease pump unit.	\$5,367.00
Grounds	Security Camera	Purchased and installed front gate security camera.	\$2,050.00
Grounds East Side	Decommission	Decommissioned old east side lift station and filled with gravel.	\$13,741.72
Aeration	Aeration Weir	Fabricated and replaced the aeration weir.	\$2,762.16
SCADA	SCADA II	Purchased back-up SCADA computer with software licenses.	\$10,045.74
Boiler Room	Steam Cleaner	Purchased of new steam cleaner.	\$10,755.74
Incoming Electric Feed	ATO switch	Replaced the Com Ed ATO switch.	\$40,000.00
<b>Total</b>			<b>\$123,923.63</b>



## Summary


In summary, 2016-2017 brought about many challenges for the Carol Stream team. We are excited about tough challenges and solving them in creative and innovative ways. We are also proud of the following accomplishments:

- We take pride in our outstanding track record with safety, and are known as one of the CH2M model facilities.
- Working closely with the Village on monitoring the IPP Program, and exceeding our customers' expectations.
- Proud of our proactive approach to PM and CM.
- Focusing on plant appearance to protect the environment and provide natural areas.
- Leader in innovation and technology.
- Providing exceptional advanced wastewater treatment.
- Continuing our team efforts with the Village on capital planning and O&M related issues affecting the wastewater treatment facility.



We fully understand the importance of the WRC as related to the future growth and development of the Village. **We are excited about the challenges we tackle and are inspired by the opportunities.**

## Village of Carol Stream Interdepartmental Memo

**TO:** Joe Breinig, Village Manager  
**FROM:** Marc Talavera, Information Technology Director   
**DATE:** October 11, 2017  
**RE:** Website Redesign

In association with the Village Board's Branding and Public Relations goal, staff was charged with redesigning the Village's 11-year old site to improve the website guest experience and align the website with other branding initiatives. To achieve this goal, a tiered approach was adopted and staff partnered with Vision Internet to complete the research surrounding Carol Stream's requirements. With the research completed and presented to the board, staff is prepared to proceed with the site development.

After closely evaluating a variety of website developers, staff selected two of the industry leaders and presented the preferred vendor and Content Management System (CMS) to the Board in a special workshop on October 2<sup>nd</sup> 2017. The workshop was intended to demonstrate the capabilities of the CMS and ensure that the proposed solution achieved all of the core requirements defined by the stakeholders during the research phase of the project.

### Website Core Requirements

1. User friendly web design
2. Develop a website that is service oriented
3. Provide a tailored experience for residents and businesses.
  - a. Showcase the community
  - b. Emphasize economic development and attract businesses to the area
4. Promote government transparency and information availability
5. The ability to integrate the website into social media sites. In other words, create content on the website and post that message to the varying social media outlets (Facebook, Twitter, etc.)

Though there are similarities between the two base vendor CMS applications, they are not identical. Therefore, it becomes difficult to provide an exact comparison, however; staff concluded that the vendor system that most closely achieved Carol Stream's desired goals was provided by Vision Internet. In addition, the extended product offerings and ongoing support/training separated Vision from its nearest competitor.

Vision Internet provides services with an annual "pay as you go" option or a term contract. In order to secure the best possible pricing, staff requested a 5-year contract for the base CMS and key additional web applications. Though the term of the contract is 5-years, the Village has negotiated a "Termination without Cause" (26.3 in the contract) which allows the Village the option of terminating the contract in any year with the exception of the first year, for the Village's convenience.

Excluding the basic CMS features, the advanced options in the contract include:

1. Unlimited Data Storage	Provides the additional space required for the archival of multimedia and varying documents.
2. Advanced Support	Assistance with content development and various 3 <sup>rd</sup> party service integrations.
3. 2 Days Onsite Training	- 1 day dedicated to ADA content design - 1 day dedicated to web authoring and CMS
4. Bi-annual Site Reviews	Site reviews are useful to keep the content compliant with the American's with Disabilities mandates and consistent content branding throughout the site. It also helps staff refocus the site design and navigation based on the most popular content.
5. Advanced Responsive Design	Optimizes the guests mobile user experience
6. visionPulse	The community engagement platform which aids in transparency
7. Agenda Meeting Manager	Assists in the creation and dissemination of agendas

*\*A full list of base CMS features and application descriptions are attached.*

Staff is requesting the Board's approval to enter into an agreement with Vision Internet to provide Carol Stream's website development per their 5-year agreement. The agreement will provide the development services and a website deliverable that is consistent with the feedback provided by the focus groups and the statistical analysis.

Year	Vision Internet
1 (Implementation/Development)	\$36,800
2 (Maintenance)	\$10,941.50
3 (Maintenance)	\$10,941.50
4 (Maintenance)	\$10,941.50
5 (Maintenance)	\$10,941.50
5 Year Total	\$80,566

The increased initial payment is due to the development of the site. During year one, the design will be created and content will be evaluated and migrated where appropriate. The subsequent years consist of the recurring software maintenance and support costs of the site. Included in the support is the bi-annual site review for ADA compliance and content continuity.

Carol Stream has previously collaborated with the Vision Internet to complete the research and stakeholder interviews. The engagement resulted in Vision Internet providing the required deliverables professionally, promptly and accurately. Considering past performance, staff has no reason to believe they could not complete the web design project with the same results. To further qualify Vision Internet, reference checks



were completed with several government clients. The results were positive which fortified staff's confidence in Vision's ability to complete our project and provide support services at a high level.

Staff is seeking Board approval to contract Vision Internet for website development and support services in an amount not-to-exceed \$80,566 per the terms described in their 5/yr. proposal pursuant to Section 5-8-14 (F) of the Carol Stream Code of Ordinances.

There are sufficient funds in the budget to pay for the year one expenditure. Staff will budget for the subsequent years.



# master services agreement for Village of Carol Stream

This Master Services Agreement ("**Agreement**") is made and entered into effective as of the date of the last signature below (the "**Effective Date**") by and between Vision Technology Solutions, LLC dba VISION ("**Contractor**"), and the customer which is a signatory hereto ("**Client**"). Client and Contractor are sometimes individually referred to as a "**Party**" and collectively as the "**Parties**."

1. Services. This Agreement (which includes and incorporates the Addendum(s) attached hereto and Contractor's acceptable use policy ("**AUP**") posted at [www.visioninternet.com/about/legal](http://www.visioninternet.com/about/legal)) sets forth the entire terms and conditions by which Contractor will deliver and Client will receive any and all of the services provided by Contractor, including one or more of the following: website development, visionLive™ subscription services, and/or other extra work and services (collectively, the "**Services**"). This Agreement is intended to cover any and all Services ordered by Client and provided by Contractor. Contractor will provide Services to Client as requested by Client and as set forth in the applicable Addendum(s) in exchange for payment of related fees specified in such Addendum(s), and compliance with the terms and conditions of this Agreement, and compliance with Contractor's AUP as such policy may change from time to time.

1.1. Website Development Services. Contractor agrees to provide website development services, as more particularly described in Addendum A, in exchange for payment of fees and compliance with the terms and conditions of this Agreement.

1.1.1. Client understands and agrees that Contractor will develop website frontend to be compatible with Internet Explorer 11, Microsoft Edge, and the latest released versions of Chrome, Firefox, and Safari at the time of Completion. Website backend will be compatible with Internet Explorer 11, Microsoft Edge and the latest released version of Chrome and Firefox at the time of Completion. Website may not be compatible with previous or future versions. Website backend will be optimized for 1024 x 768 pixels resolution or above. Client understands and agrees that the website will be developed with Hypertext Markup Language ("**HTML**"), CSS, JavaScript, and Microsoft ASP.NET ("**MS-ASP**") interfaced with a database created in Microsoft SQL Server ("**MS-SQL**"). Client understands and agrees that the website is developed to run on a Microsoft Windows Server 2012 ("**MS-Server**"), or later. Responsive Website Design with visionMobile Designer™ mobile browsers will be compatible with the latest released version at the time of Completion of iOS Safari, Android Browser, Google Chrome, and Internet Explorer, but may not be compatible with previous or future versions. Client is responsible for the costs of all software licensing. All of the web browsers listed in this section, and any others added by Contractor at its discretion are herein referred to collectively as the "**Supported Web Browsers**".

1.1.2. Contractor will design the website frontend navigation and graphic design to be generally compliant with WCAG 2.0 A. Client further understands and agrees that content, website backend, and third-party tools may not be compliant with Section 508 or WCAG 2.0.

1.2. visionLive™ Subscription Services. Contractor agrees to provide VCMS Licensing Services, Support Services, and Hosting Services (collectively "visionLive™ Subscription Services") to the Client in exchange for payment of fees and compliance with the terms and conditions of this Agreement. As used throughout this Agreement, "**VCMS**" shall mean Vision Content Management System™, also known as the Vision Internet Content Management System, VCMT, VCMS and the Vision Content Management Tool.

1.2.1. Subscription. Contractor will provide Client a subscription to access and use the VCMS.



**VCMS Licensing Services include:**

- (a) Functional enhancements to VCMS components.
- (b) New VCMS Interactive Components that may be released from time to time by Contractor.
- (c) Bug fixes to the VCMS code.
- (d) Updates to provide compatibility to future versions of Supported Web Browsers within three months of their release. Compatibility with previous versions of Supported Web Browsers is not guaranteed.

**VCMS Licensing Services do not include:**

- (a) Optional Interactive Components.
- (b) Modules, Programs, or Software Applications.
- (c) Conversion to new platforms.
- (d) Modification of third-party products.
- (e) Compatibility with Client's third-party products.
- (f) Website design services.
- (g) New Products. Contractor may from time to time release new software with capabilities substantially different from or greater than the VCMS and which therefore do not constitute System Updates or New VCMS Interactive Components.
- (h) All other services not expressly provided for in this Agreement and its applicable Addendum(s).

1.2.2. Support Services. Support Services is defined as technical support, account management, and education and training for the VCMS; provided, however, Client does not (1)(a) modify the VCMS or (1)(b) use the VCMS in combination with any third-party system not authorized by Contractor, and (2) maintains a visionLive™ Subscription in accordance with this Agreement. Contractor will provide Support Services to a designated Client account manager, system administrator or webmaster. Technical support is generally available by email and telephone from 6:00 AM to 6:00 PM Pacific Time, Monday through Friday excluding holidays ("**Business Hours**"), with emergency support available 24 hours a day, 7 days a week. An emergency is defined as Client's website being down for more than ten (10) minutes. Support Services also include:

- (a) Shared Account Manager
- (b) Account Management<sup>1\*</sup> ○ Account reviews (Health Checks)<sup>2</sup>
  - Site analytics report<sup>2</sup> ○
  - Graphics site audit<sup>3</sup> ○
  - Site improvement credits
- (c) Education and Training ○ Training and best practices webinars ○
  - Access to On-Demand Training Library ○ On-going new feature training (via remote meeting service) ○
  - Monthly office hours (via remote meeting service)

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<sup>1</sup> Health Checks, Site Analytics Report and Graphics Site Audit will not be performed until the second year of the Agreement.

<sup>2</sup> Included with each Advanced Subsite as applicable.

<sup>3</sup> Included with each Advanced Subsite as applicable.

<sup>4</sup> Included with each Advanced Subsite as applicable.



Site improvement credits<sup>4</sup> will be available beginning the second year of the Agreement and every year thereafter within the Initial Term. Any unused hours in a given year may be carried over to the following year within the Initial Term. Site improvement credits expire at the end of the Initial Term and will not carry over beyond the Initial Term.

1.2.3. Hosting Services. Contractor will provide shared website hosting on a Microsoft Windows Server and shared database hosting on a Microsoft SQL Server for one (1) unique VCMS website. The shared server hosting service includes:

- (a) SOC-certified datacenter
- (b) Full hardware redundancy
- (c) Redundant generator backup
- (d) Daily data backups
- (e) Intrusion protection
- (f) 24/7 monitoring
- (g) 99.9% uptime
- (h) DDoS mitigation service
- (i) Website content storage
- (j) Standard disaster recovery service with 90-minute failover

1.2.4. Unless Client has retained other Services from Contractor under the applicable Addendum, Client is solely and exclusively responsible for all services not expressly provided for in this Agreement. Any changes, alterations or modification requested by the Client to its website and/or intranet may be subject to a fee to be quoted by a Contractor representative at the time of the request. Client may, at any time, upgrade from its current edition to either a Standard or Plus Edition, as applicable. Client may not, during the Initial Term (defined below) or any renewal term, downgrade from its current edition to either a Standard or Basic Edition, as applicable. Client acknowledges that the Subscription Services may be modified or improved because of the dynamic nature of technology. Contractor may, from time to time, make minor modifications to the Subscription Services, as a whole or any part thereof. Such minor modifications may be implemented at any time and without notice to Client. Continued use of the Subscription Services following any modification shall constitute binding acceptance of the modification.

2. Subsequent Extra Work/Other Services. Additional services not initially covered in this Agreement (including the Addendum referenced above) and extra hours will be presented to Client for approval prior to commencement of work ("**Extra Work**"). Extra Work will be set forth in an amendment to this Agreement signed by the Parties and designated as Addendum C-1, C-2, etc., as applicable, and such Addendum shall become part of this Agreement when executed by both parties. Such addendum will be billed at Contractor's then prevailing hourly rates, which are currently as follows: Content Migration, \$85/hr; Graphic Production, \$95/hr; Quality Assurance, Testing, Debugging, Technical Support, Webmaster Services, HTML Programming, \$105/hr; Consulting, Project Management, Database Design, Dynamic Programming, \$135/hr; Graphic Design, Training, \$125/hr; Straight flatbed scanning will be billed at \$10 per scan. Touch up work to images will be billed at the Graphic Design hourly rate. Client shall be responsible for any or all additional fees including, without limitation: photography, stock images, illustration, fonts, scanning, software, applications, online promotion, marketing, copy writing, redesign, change orders, mailings, and fees to any third-party vendors if applicable. Calls outside of Business Hours for support services unrelated to the website being down for more than ten (10) minutes will be subject to a minimum fee of \$135. Extra Work will be billed to the nearest one-tenth (.1) of an hour worked.

3. Ownership; Limited Licensing of Intellectual Property.

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<sup>4</sup> visionLive Standard subscribers have 10 site improvement credits, and visionLive Plus subscribers have 20 site improvement credits.



3.1. Designs. Upon payment in full of the website development fees provided under Addendum A, Contractor grants a non-exclusive, non-transferrable, and perpetual license for Client to reproduce, modify or create derivative works for its own use, public display, and use any and all of Contractor's copyrights in the homepage layout wireframe, sitemap, draft homepage design concept(s) interior page layouts (collectively, the "**Contractor Designs**") embodied in Client's website, which are prepared or caused to be prepared by Contractor under this Agreement. The Contractor Designs provided under this Agreement is licensed and not sold. Client understands and agrees that the Contractor Designs as a whole is an original work of authorship by Contractor and that Contractor shall retain all rights, title, and interests therein. Contractor retains its right to use any web pages developed for the Client in any of its own promotional materials as examples of its work.

3.2. Vision Content Management System™. Contractor also grants Client a limited, non-exclusive, and non-transferrable subscription to access and use one instance of the VCMS and Dynamic and Interactive Components of the VCMS to the extent necessary for the Client's use and operation of its website; provided, Client does not (1)(a) modify the VCMS or (1)(b) use the VCMS in combination with any third-party system not authorized by Contractor, and (2) maintains a visionLive™ Subscription in accordance with this Agreement. The VCMS provided under this Agreement is not for sale, and Client understands and agrees that Contractor shall retain all rights, title, and interests in the VCMS, Dynamic and Interactive Components, and any other Contractor intellectual property not provided for in this Section.

3.3. Rights Regarding Content. Each Party warrants that it holds all rights and/or licenses necessary to display all of the images, data, information or other items supplied by such Party and being displayed on the Client's web pages during the effective period of this Agreement. Contractor agrees that Client will retain ownership of all information and content (including Client provided logos and images) owned exclusively by Client and provided by Client for use on its website. Client shall supply all necessary information to Contractor in a timely manner in digital format including without limitation copy, text, audio files, video files, pdf files, photographs, artwork, and preexisting graphics. Contractor is not responsible for content migrated by Client or any third party. Client expressly authorizes Contractor to display and/or modify any Client supplied images, data, information and other items in connection with the services provided herein.

4. Limited Warranty. Contractor warrants that website development and/or custom programming deliverables will be conveyed to Client upon transfer of the website to the production server with a public Internet Protocol address ("**Completion**"). All VCMS programming code developed by Contractor is warranted to be free of any material errors or bugs that prevent the code from performing as originally intended ("**Warranted Problem**"); provided, however, Client does not (1)(a) modify the VCMS or (1)(b) use the VCMS in combination with any third-party system not authorized by Contractor, and (2) maintains a visionLive™ Subscription in accordance with this Agreement. In the event of breach of the limited warranty in this Section, Client's sole remedy and Contractor's entire liability shall be limited to Contractor's correction of the Warranted Problem. Except as expressly set forth above, CONTRACTOR MAKES NO GUARANTEE OR WARRANTY OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING OF MERCHANTABILITY OR FITNESS OF THE SERVICES FOR A PARTICULAR PURPOSE WHATSOEVER, AND USE OF THE SERVICES OR ANY INFORMATION THAT MAY BE OBTAINED THERE FROM IS AT CLIENT'S OWN RISK AS THE SERVICES ARE PROVIDED TO CLIENT ON AN "AS IS" BASIS. Contractor does not warrant any connection to, transmission over, nor results of use of, any network connection or facilities provided, nor any third-party applications and software obtained by, for, or on behalf of Client. Contractor assumes no responsibility for any damages suffered by the Client, including, but not limited to, server down time, loss of data, loss of business, misdeliveries, delays, non-deliveries, access speed, or service interruptions of any kind. Client acknowledges that the information available through the interconnecting networks may not be accurate. Contractor has no ability or authority over the material. In addition, Contractor has no liability for the quality, accuracy, or validity of the data/information gathered from the Internet. Use of information gathered through the use of Contractor services is at the risk of the Client.

5. Invoices. Contractor will submit itemized invoices to Client for the payments required by the applicable Service(s), and all invoices will be due and payable in accordance with the provisions of the Illinois Local Government Prompt Payment Act. 50 ILCS 505/1 et seq.





6. Returned Checks. Returned checks are subject to a charge of \$25.00. Client agrees to be liable for all costs of collection of any delinquent invoices including, but not limited to, collection agency fees, reasonable attorneys' fees, and court costs.

6.1. Website Development

6.1.1. Price. Client agrees to pay and Contractor agrees to perform Website Development services for \$36,800.00.

6.1.2. Payment. Contractor will submit itemized invoices to Client for the payments required by this Section, and all invoices will be due and payable within 30 days:

- (a) An initial payment equal to 40% of the total cost;
- (b) A payment equal to 20% of the total cost upon Contractor's delivery of the draft homepage design concept(s) to the Client;
- (c) A payment equal to 20% of the total cost upon implementation of the main website into the VCMS on a Contractor-hosted development server; and
- (d) A payment equal to 20% of the total cost upon Completion; provided, however that Client has completed training. If Client has not completed training, then Contractor shall invoice Client at the earlier of: (i) completion of training, or (ii) 21 days after Completion.

6.2. Non-Contractor Hosting. If Contractor is not providing hosting services then, at Client's request, Contractor will assist Client with setting up the website on Client's server. A flat rate of \$475 for up to four hours of Technical Support will be charged for assistance in setting up the website according to Contractor's Standard Hosting Procedure. Any additional work will be billed at the Technical Support hourly rate.

6.3. Subscription Fees. All Subscription Services provided for the Client during the first year of the Agreement shall be at no cost to Client. Contractor shall invoice Client \$10,941.50 per year beginning the second year of this Agreement. Contractor shall invoice Client annually every year thereafter, including any renewal term. All invoices are due and payable by Client within 30 days.

7. Contractor's Mark. Client agrees that Contractor may place in the website footer an unobtrusive text link reading "Created by Vision" or the equivalent. Contractor's footer text credit shall always be linked to a Contractor web page.

8. Indemnity.

8.1. Indemnification of Contractor. Client will defend, hold harmless, and indemnify Contractor, its officers, directors, shareholders, employees, and agents from and against all Costs resulting from any claim of injury to person, damages to property, or monetary damages arising out of Client's negligence or intentional misconduct or failure to perform obligations under this Agreement. This indemnification extends only to damages arising out of the Village's negligence or intentional misconduct and not those arising from the Contractor's negligence or intentional misconduct. Contractor will defend, hold harmless and indemnify, Client, its officers, employees and agents from and against all costs resulting from any claim of injuring to person, damages to property or other monetary damages arising of the Contractor's negligence or intentional misconduct or failure to perform obligations under this Agreement."

8.2. Intellectual Property Indemnity. Contractor will defend, hold harmless and indemnify Client against any third-party action, suit, or proceeding ("**Claims**") for infringement or alleged infringement of any United States' letters patent, trademark, or copyright ("**Intellectual Property**") contained in Contractor's VCMS provided under this Agreement. Notwithstanding the foregoing, Contractor shall have no defense or indemnity obligations for Intellectual Property modified by a party other than Contractor, for Intellectual Property modified in accordance with Client's specifications or instructions, or Claims of infringement based on Client's other products or other third-party products.

9. Timing. Estimated times are included for convenience. Actual times will vary depending on Client



interaction and participation. However, the Parties agree to reasonably cooperate with one another in all respects including, if applicable, in the construction and design of the website in a timely manner.

10. Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the United States of America, and the State of Illinois, excluding choice of law provisions thereof. Any cause of action of Client with respect to the services provided hereunder must be instituted within one year after the claim or cause of action has arisen or be forever barred. The Uniform Computer Information Transactions Act or any version thereof, adopted by any state in any form ("**UCITA**"), shall not apply to this Agreement and, to the extent that UCITA is applicable, the parties agree to opt-out of its applicability pursuant to its provisions. In the event a judicial proceeding is necessary, except for permitted equitable relief, the sole forum for resolving disputes arising under or relating to this Agreement are the State and/or federal district courts located in the State of Illinois, and all related appellate courts, and the parties hereby consent to the jurisdiction of such courts, and that venue shall be in the State of Illinois. Each party hereto waives any right to challenge or move the foregoing designated jurisdictions and venue on grounds of inconvenient forum. Service of process may be made in any manner provided for by applicable law.

11. Modification and Waiver.

11.1. Modification. Any modification of this Agreement is valid only if the modification is in writing and signed by both Parties.

11.2. Waiver. The waiver by one Party of any term or condition of this Agreement, or any breach thereof, shall be in writing and shall not be construed to be a general waiver by said Party or as a waiver of any other term or breach.

11.3. Conduct. Neither the course of conduct between the Parties nor any trade practice shall act to modify the provisions of this Agreement, except as expressly stated herein.

12. Confidentiality. To the extent permitted by law, Contractor's Confidential Information shall be treated as confidential and shall not be disclosed to parties other than representatives of Contractor and the authorized representatives of Client, and shall be used only in furtherance of the Services provided under this Agreement. As used in this Agreement, the term "**Confidential Information**" means (a) proprietary information of Contractor, (b) information marked or designated by Contractor as confidential, (c) information, whether or not in written form and whether or not designated as confidential, that is known to the Client as being treated by Contractor as confidential, or (d) information provided to Contractor by third parties that Contractor is obligated to keep confidential. Confidential Information includes, but is not limited to, all files, writings and documents, recordings, including without limitation all information contained therein, all extractions, notes, compilations and summaries prepared or derived therefrom, copyrights, trademarks, service marks, patents, trade secrets, programs, source code, object code, demos, demonstrations (whether in written, oral, graphic, encoded, encrypted, tangible, or intangible forms, in any media whatsoever) including without limitation demonstrations, know-how, techniques, designs, specifications, drawings, compilations, diagrams, models, samples, flow charts, computer programs, and codes. Notwithstanding the above, the Contractor acknowledges that requirements of the Illinois Freedom of Information Act and agrees to cooperate with the Village in order to comply with the provisions of said Act. Contractor shall produce, without cost to the Village, records which are responsive to and not exempt from a request received by the Village under the Freedom of Information Act within two (2) business days of the request being made by the Village, so that the Village may provide records to those requesting them within the time frames required. Contractor shall advise the Village, in writing, if it maintains that any such records are exempt from disclosure, provided, however that in the event that the Village 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.

13. Merger and Integration. This Agreement supersedes all other written or oral agreements, proposals or understandings with regard to the Services provided for herein.



14. Interpretation. It is understood and agreed that if any interpretation is to be made of this Agreement, the same shall not be construed for or against any of the Parties. In the event of conflict between an attachment and the terms and conditions of this Agreement, then the following hierarchy of interpretation shall govern:

- 14.1. Terms and conditions of this Agreement;
- 14.2. Final cost and scope of work under Addendum A;
- 14.3. Contractor's response to Client's request for RFP, RFQ or RFI; 13.4. Client's RFP, RFQ, or RFI.

15. Counsel. The Parties have each been advised to seek independent legal counsel in entering into this Agreement and the transactions described herein. In the event a Party chooses not to seek independent legal counsel, that Party does so freely and knowingly and waives any such rights to counsel. As a result, the Parties do not believe that any presumption relating to the interpretation of contracts against the drafter of any particular clause should be applied in this case and therefore the Parties knowingly and freely waive its effects. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party.

16. Independent Contractor Relationship. The relationship of Contractor, including, without limitation, its employees and subcontractors) with Client is that of an independent contractor and nothing in this Agreement and/or any Addendum shall be construed to create a partnership, joint venture, or employer-employee relationship. Contractor acknowledges and agrees that neither it, nor any of its employees or subcontractors, is or shall be an agent of Client and none of the foregoing is or shall be authorized to make any representation, contract, or commitment on behalf of Client.

17. Counterparts. This Agreement may be executed in counterparts, each of which shall be an original and all of which together shall constitute one and the same Agreement. This Agreement becomes effective upon Contractor's receipt of an executed copy of this Agreement.

18. Force Majeure. Any delay in the performance by either Party hereto of its obligations hereunder shall be excused when such delay in performance is due to any cause or event of any nature whatsoever beyond the reasonable control of such Party, including, without limitation, any act of God; any fire, flood, or weather condition; any earthquake; any act of a public enemy, war, insurrection, riot, explosion or strike; provided, that written notice thereof must be given by such Party to the other Party within twenty (20) days after occurrence of such cause or event.

19. Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

20. Headings. The titles and headings of the paragraphs of this Agreement have been inserted for convenience of reference only and are not intended to summarize or otherwise describe the subject matter of such paragraphs and shall not be given any consideration in the construction of this Agreement.

21. Survival. The terms and conditions of Sections 4 (Limited Warranty), 9 (Governing Law & Venue), 11 (Confidentiality), 15 (Prevailing Party), 21 (Survival), 24 (No Hire), and 26.3 (Obligations upon Termination) shall survive any termination or expiration of this Agreement.

22. Cooperative Programs. Contractor shall agree to offer the prices and terms and conditions offered herein to other state, local, county, education, and municipal government agencies in the United States who wish to participate in a cooperative purchase program with Contractor.

23. No Third-Party Beneficiaries. This Agreement shall not confer any rights or remedies upon any person or entity other than the Parties and their respective successors and permitted assigns.



24. **No Hire.** During the period Contractor provides any Services to Client and for one (1) year thereafter, Client shall not, directly or indirectly, solicit or offer to hire, hire, or retain as an employee or contractor persons employed or retained then or within the preceding six (6) months by Contractor (or any of its affiliates), without Contractor's prior written consent in each instance; provided, nothing contained herein shall prevent employment of any person who responds to a general media advertisement or non-directed search inquiry, or who makes an unsolicited contact for employment.

25. **Successors and Assigns.** This Agreement shall be binding upon and inure to the benefit of the Parties named herein and their respective successors and permitted assigns. No Party may assign either this Agreement or any of its rights, interests or obligations hereunder without the prior written approval of the other Party hereto, except that Contractor may assign this Agreement without Client's consent to an "**Affiliate**" of Contractor or in connection with an acquisition of Contractor, merger (whether Contractor is the surviving or disappearing entity) or consolidation of Contractor with another entity, or in connection with the sale, assignment, or majority transfer of any stock, membership or other ownership interest in Contractor. "**Affiliate**" shall mean (a) a domestic entity formed, existing and governed pursuant to the laws of one of the fifty (50) states of the United States of America (or the District of Columbia) controlling, controlled by, or under common control with Contractor.

26. **Term.** This Agreement will remain in effect for 5 years from the Effective Date ("**Initial Term**"). Thereafter, it will renew for successive 1-year periods, unless either Party refuses such renewal by written notice 30 or more days before the end of the current term.

26.1. **Termination for Cause.** This Agreement may also be terminated by the non-breaching party for cause in the event of a material breach of this Agreement or failure to substantially perform obligations; provided, however, that the non-breaching party has given notice to the defaulting party, which fails to cure the default within 30 days after such notice.

26.2. **Non-Appropriation of Funds.** In the event no funds or insufficient funds are appropriated and budgeted or are otherwise unavailable in any fiscal year for payments due under this Agreement, then Client, upon written notice to Contractor of such occurrence, shall have the unqualified right to terminate this Agreement without any penalty or expense to the Client, except the Client shall pay to the Contractor a sum of money equal to the work completed.

26.3. **Termination without Cause.** This agreement may be terminated at any time by the Village, without cause, and for the convenience of the Village except during the first-year development phase of the agreement upon 60 days' notice. Upon termination, the fees due Contractor will be prorated based upon the date of termination.

26.4. **Obligations upon Termination.** Client shall permanently delete all copies of the VCMS upon termination of this Agreement. Client shall have thirty (30) days after termination of this Agreement to export Client content to its server or systems. At Client's request, Contractor will assist Client with exporting Client content to Client's server or system, which shall be treated as Extra Work.

27. Contractor warrants to the Client that the services to be performed under this Contract will be performed by qualified personnel. Contractor further represents and warrants that its services will be performed to a professional, workmanlike standard and will fully conform to and perform as provided in the Agreement and Addenda attached hereto. Contractor shall use commercially reasonable security procedures for Client protection from computer viruses or malware.

28. **Certifications.** Contractor hereby agrees, represents and certifies that Contractor:
- a. Is not barred from contracting with any unit of state or local government as a result of violating Section 33E-3 or 33E-4 of the Illinois Criminal Code (720 ILCS 5/33E-3 and 33E-4).
  - b. Shall comply with the Illinois Drug Free Work Place Act (30 ILCS 580/1 et seq.).
  - c. Shall comply with the Equal Opportunity Clause of the Illinois Human Rights Act (775 ILCS 5/1-101 et seq.) and the Rules and Regulations of the Illinois Department of Human Rights.
  - d. Shall comply with the Americans with Disabilities Act and Article 2 of the Illinois Human Rights Act (775 ILCS 5/2-101 et seq.).
  - e. Has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105 (A) (4).





29. **Notices.** All notices under this Agreement shall be in writing and effective on the date of delivery if delivered by personal service, Federal Express, or facsimile; or effective three (3) days after deposit in first class U.S. mail, postage prepaid, to each Party as follows:

**Client**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Fax: \_\_\_\_\_

**Contractor**

Name: Contract Manager  
Address: 222 N. Sepulveda Blvd., Suite 1500, El Segundo, CA 90245  
(310) 656-3100  
contracts@visioninternet.com  
(310) 656-3103

30. **Insurance.** Contractor shall maintain the following insurance policies during the Term of this Agreement:

30.1. **Commercial General Liability Insurance.** Contractor shall maintain in force for the duration of the contracted period Commercial General Liability Insurance with a limit of not less than \$1,000,000 per occurrence/aggregate.

30.2. **Professional Liability Insurance.** Contractor shall maintain in force for the duration of the contracted period Professional Liability (Errors & Omissions) Insurance with a limit of not less than \$1,500,000 per occurrence.

30.3. **Cyber Liability Insurance.** Contractor shall maintain in force for the duration of the contracted period Cyber Liability Insurance with a limit of not less than \$1,500,000 per occurrence.

30.4. **Business Automobile Liability Insurance.** Contractor shall maintain in force for the duration of the contracted period Business Automobile Liability Insurance with a limit not less than \$1,000,000 each accident for all nonowned and hired automobiles.

30.5. **Workers Compensation.** Contractor shall maintain in force for the duration of the contracted period Workers Compensation Insurance at Client’s statutory limits.

31. **Authority.** With the intent to be legally bound, each of the undersigned hereby covenants and acknowledges that he or she (a) has read each of the terms set forth herein, (b) has the authority to execute this Agreement and each initialed Addendum for such person or entity, and (c) expressly consents and agrees that the entity upon behalf of which the undersigned is acting shall be bound by all terms and conditions contained herein.





IN WITNESS WHEREOF, the Parties have caused this Master Services Agreement to be signed by their duly authorized representatives and given effect as of the "Effective Date" below.

**"Client"**

**"Contractor"**

VILLAGE OF CAROL STREAM

VISION TECHNOLOGY SOLUTIONS, LLC, DBA VISION INTERNET PROVIDERS

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Name: David M. Nachman

Title: \_\_\_\_\_

Title: Chief Executive Officer

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Addendums:

- A Final Scope of Work and Cost
- B Contractor's Proposal or Quote
- C Extra Work (if and when applicable)



**FINAL SCOPE OF WORK & COST**

<b><u>Website Development</u></b>	
<b><u>SERVICE</u></b>	<b><u>QTY</u></b>
WEBSITE DEVELOPMENT PACKAGE The website development package includes: <ul style="list-style-type: none"><li>• Project Management</li><li>• Consultation</li><li>• Programming/CMS Implementation</li><li>• Mobile / Responsive Web Design Implementation</li><li>• Content Strategy Package – Basic</li><li>• Extranet</li><li>• Google Translate</li><li>• Online Payment Integration</li><li>• SMS Component</li><li>• Streaming Video Center</li><li>• Vision Search</li><li>• Yahoo Weather</li></ul>	1

<b><u>Graphic Design</u></b>	
<b><u>SERVICE</u></b>	<b><u>QTY</u></b>

<p><b>MOBILE HOMEPAGE ENHANCEMENT</b></p> <p>The Mobile Homepage Enhancement includes a customized mobile view for your website:</p> <ul style="list-style-type: none"> <li>• Our design team will create a new background for the mobile homepage.</li> <li>• The mobile homepage will consist of an upper and lower section.</li> <li>• The upper section will include iOS-like icons in a 4x4 layout, providing one-click access to key content. These links can be modified later and users will have the ability to modify, add, and remove any buttons as well as manage the URLs of each individual icon.</li> <li>• The lower section will consist of six rectangular buttons that will be selected based on consultation with your staff.</li> </ul>	1
<p><b>DEPT BRANDING: DESIGN THEMES</b></p> <p>Includes the creation of a Design Theme to customize a department's pages with a unique color scheme within the framework of the main website. Features include:</p> <ul style="list-style-type: none"> <li>• Design Elements: Department logo in site header, unique color scheme, unique background, separate font style</li> <li>• Page Layout: Interior page same as the main site, no new widgets included</li> <li>• Mobile: Unique color scheme, department logo in header</li> <li>• Main Navigation: Same as main site</li> <li>• Search: Search results part of main site search</li> <li>• Google Analytics: Use main site Google Analytics instance</li> </ul>	1
<p><b>DEPT BRANDING: DESIGN THEME - ADDITIONAL</b></p> <ul style="list-style-type: none"> <li>• Includes the development of an additional Design Theme</li> </ul>	1

<p><b>Software</b></p> <p><b>vLive Edition</b></p>	<p><b>QTY</b></p>
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**ADDENDUM A**  
Village of Carol Stream

<b><u>Development &amp; Training</u></b>	
<b><u>SERVICE</u></b>	<b><u>QTY</u></b>
ONSITE CMS USER TRAINING - TWO DAYS Includes two days of onsite training for your CMS users. These days are divided into sessions to provide basic and advanced training for your users, covering: <ul style="list-style-type: none"><li>• One day dedicated to accessibility training</li><li>• Creating, adding and editing pages</li><li>• Overview with basic users of key components, such as Document Central, Image Library, News and Calendar (as time permits)</li><li>• Overview with advanced users on Forms, Services Requests or other components of your choosing (as time permits)</li><li>• User administration</li><li>• Site settings and configurations</li><li>• Class optimal for 8-10 participants</li></ul>	1
vLIVE PLUS EDITION	1 (See 5 Year Total Cost Summary for details)
visionPULSE <ul style="list-style-type: none"><li>• visionPulse is a community engagement platform integrated with the visionLive CMS that will enable you to gauge the public's opinion on important issues and turn their feedback into actionable results.</li></ul>	1 (See 5 Year Total Cost Summary for details)
<b><u>Selected vLive Components</u></b>	
	<b><u>QTY</u></b>
ACTIVE DIRECTORY INTEGRATION <ul style="list-style-type: none"><li>• Includes integrating Active Directory (ADFS) with the visionLive Content Management System to authenticate and authorize members. (Please note that SSL is the required protocol for data communication; Vision is not responsible for buying and maintaining the SSL certificate.)</li></ul>	1



**ADDENDUM A**  
Village of Carol Stream

MEETINGS MANAGER	1
• The Meetings Manager allows you to create meeting agendas and log minutes for your official government meetings. Includes setting up and implementing Meetings Manager on your website.	

<b>Total Project Fees</b>	<b>\$36,800.00</b>
---------------------------	--------------------

<b>5 Year Total Cost Summary</b>	
<b>Year 1</b> Included Professional Services and FREE 1 <sup>st</sup> Year of: vLive Plus Edition visionPulse	\$36,800.00
<b>Year 2</b> 2 <sup>nd</sup> Year of: vLive Plus Edition visionPulse	\$10,941.50
<b>Year 3</b> 3 <sup>rd</sup> Year of: vLive Plus Edition visionPulse	\$10,941.50
<b>Year 4</b> 4 <sup>th</sup> Year of: vLive Plus Edition visionPulse	\$10,941.50
<b>Year 5</b> 5 <sup>th</sup> Year of: vLive Plus Edition visionPulse	\$10,941.50

<b>5 Year Total</b>	<b>\$80,566.00</b>
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## **Addendum B**



## Addendum C

# extra work

### Sample Only.

This Addendum is made and entered into by Vision Technology Solutions, LLC ("Contractor") and CLIENT, STATE ("Client") as of the date of full execution.

Contractor and Client hereby mutually acknowledge and agree that:

1. On DATE, Contractor and Client entered into the Master Services Agreement ("Agreement"), incorporated herein by reference.
2. The Agreement, including all other terms and conditions therein, shall continue in effect.
3. In the event of any conflict or inconsistency between the provisions of this Addendum and the Agreement, the provisions of this Addendum shall control only to the extent of the services provided in this Addendum, and not any other subject matter covered by the Agreement.

### Included Services

### Extra Work Fees

Client agrees to pay Contractor as follows:

1. Price. Contractor agrees to perform work set forth in this Addendum for [,\$a,bcd].
2. Payment. Contractor will submit itemized invoices to Client for the payments required by this Addendum, and all invoices will be due and payable by Client within 30 days:
  - (a) An initial payment equal to 50% of the total cost; and
  - (b) A payment equal to 50% of the total cost 21 days after completion of the services in this Addendum.

### OR

Payment. Contractor will submit an itemized invoice to Client for the payment required by this Addendum, and the invoice will be due and payable by Client within 30 days.

The background of the image is a warm, golden-yellow color. It features a blurred photograph of a person's hand holding a pen and writing on a document. The lighting is soft and diffused, creating a professional and focused atmosphere. A dark blue rectangular box is positioned on the left side of the image, containing the title text in white.

# CMS Functionality Descriptions

## visionLive™ Functionality Descriptions

visionLive offers comprehensive functionality to enable the management of local government websites.

### Site Administration

#### Accessibility

Receive accessibility and WCAG 2.0 tips to help create and maintain the compliance of your content.

#### Application Programming Interface (API)

Use our API to fetch information for the Calendar and GovTrack service request manager.

#### Analytics

Track, analyze and interpret how your community is using your site with Google Analytics.

#### Archiving

Archive up to 3 versions of any page and review or restore archived versions at any time.

#### Broken Link Reporting

Review and correct broken links identified and submitted by site users.

#### Content Scheduling

Schedule content to publish or expire on any date automatically. Additionally, schedule periodic review dates for content.

#### Dashboard

Customize your own administrative dashboard. Select and move components to match the way you work.

#### Document Central

Upload documents to a central repository that can be accessed as you edit content across the CMS, eliminating duplicate effort and ensuring consistency.

#### Extranet

Create password-protected content for specific groups, such as elected officials, employees, etc.

#### Friendly URL Manager

Provide a friendly and easy-to-read URL that automatically redirects to any page on your website.

#### Image Library

Upload images to a central repository that can be accessed as you edit content across the CMS, eliminating duplicate effort and ensuring consistency. Also perform basic edits on uploaded images.

#### Import/Export

Import and export data from the CMS via XML or CSV format. Available in most components such as Calendar, eNotifications, News, FAQs, RFP Posts and Staff Directory.

#### In-App Messaging

Receive notifications and support from Vision directly in the CMS. Gain quick access to contextual user guides, collaborate on product ideas, learn about upcoming webinars and get improved customer support.

#### In-Page Editing

Edit pages directly on your site while in Site Preview mode.

#### Navigation Management

Add, edit or update site navigation with the drag-and-drop menu tree structure.

#### Mega Menu

Provide robust navigation on your site, with the option to include news, calendar or other highlighted information in the menu.

#### Mobile Editor (visionMobile Designer)

Move, hide and reorder content to optimize how it displays for mobile users.

## visionLive Functionality Descriptions (cont.)

### Site Administration (cont.)

#### Page Template Builder

Create and configure customized interior page layouts that can be used throughout the website. Drag and drop desired content and widgets to create a new layout. Set permissions to limit which page templates can be used by content editors.

#### Spell Checker

Check your content for proper spelling before it is published with the built-in spell checker.

#### WYSIWYG Page Editor

Update content on your site by creating or editing any page using our easy-to-use WYSIWYG content editor.

### User Experience & Interactivity

#### Business Directory

Showcase businesses in your community including name, description, location, contact information, links and a picture or logo for each listing.

#### Calendar

Create calendars for different departments and categories and view by day, week, month or agenda view. Get a PDF download of any calendar view. Color code events by category, provide additional context with images, and allow registration for selected events. Includes integrated social media publishing.

#### Emergency Alert Banner

Create customized emergency or other information banners that show at the top of each webpage.

#### Emergency Homepage

Publish a pre-created alternative homepage that can be swapped with your usual homepage during emergencies or special events, like elections.

#### eNotification

Provide a way for visitors to sign up to get email alerts on topics of their choosing, with options to bundle updates into a daily, weekly or monthly digest.

#### Facilities Directory

Display maps and listings of local facilities, construction zones, art walks or any location-based point of interest. Include online reservations to encourage use of public facilities for events.

#### Forms and Surveys

Create custom forms and surveys to move more of your services online. Manage responses through the CMS and export for additional reporting.

#### Frequently Asked Questions (FAQs)

Create a list of common questions and answers that can be filtered by category or department. Integrates with Service Request Management so visitors can find answers on their own before contacting you.

#### Job Posts and Application Manager

Create, post, and manage job descriptions and custom job applications all in one place, directly from your website.

#### News

Publish news stories, press releases, features, and other content on your website. Share news easily through integrated social media publishing.

#### Photo Gallery

Display large numbers of images from community events and other activities. Site visitors can click through each image or choose to view them as a slideshow.

#### Search (visionSearch)

Make it easy for site visitors to find what they're looking for with a robust customizable search, featuring sorting, filtering and advanced search features. Promote pages to top of search results, add search synonyms to tailor search results, define the scope of the search index.

#### Service Directory

Summarize the key services and contact information for your organization. The directory can be grouped by category or department.



## visionLive Functionality Descriptions (cont.)

### User Experience & Interactivity (cont.)

#### Online Payments

Allow users to make payments online. Can be added to online forms, facility reservations and event registrations.

#### Request for Proposal (RFP) Posts

Publish RFPs online. Allow vendors to sign up to receive email notifications of new opportunities.

#### Streaming Video

Share streaming video directly on your site using our 3<sup>rd</sup> party integration.

#### Service Request Management

##### (govTrack Citizen Request Management)

Allow users to report and receive status updates on code violations and service requests. Assign submitted requests to specific staff, set rules for resolution timeframe and create reports to track staff response times and performance.

#### Social Media Display

Display feeds from your Facebook and Twitter accounts on your website to increase the visibility of your social media channels.

#### Translation

Make your website available in other languages using the integrated Google Translate web plugin.

### Engagement

#### eNotification

Provide a way for visitors to sign up to get email alerts on topics of their choosing, with options to bundle updates into a daily, weekly or monthly digest.

#### Online Polls

Post simple, one question polls to your website to get feedback from and promote engagement with your community.

#### Resident Dashboard

Allow visitors to create an account and manage eNotification subscriptions, service requests and other preferences on your site.

#### RSS Feeds

Provide a way for visitors to stay up to date on all content updates related to specific topics. Create custom, topic-related RSS feeds aggregating relevant events, news, pages and other content into a single feed.

#### Social Media Management (visionSocial)

Manage and schedule social media posts while creating news, calendar and other content to increase your productivity. Customize messages to increase engagement on each social channel and plan multiple posts across multiple channels to build campaigns.

## Meetings Manager Overview

The Meetings Manager tool allows government staff to manage their meeting process from beginning to end. With the Meetings Manager, we make it easy to submit meeting agenda items, build agendas and log minutes. Main features of the Meetings Manager include:



### Meeting Types

(i.e. city council, planning commission, etc.)

- Meeting Types are created that will contain a set of meeting items, agendas and minutes.
- Each Meeting Type can have its own standardized formatting for all agendas and minutes within that meeting type.
- Meeting Type has meeting members and other generic information added so you do not need to log them again when creating agendas or minutes.



### Meeting Items

- Meeting Items are created for specific meeting types and include all legislative information.
- The Meeting Item is approved through its own customizable workflow.
- The Meeting Items can then be placed into agendas or minutes directly after they have been published.



### Agenda Builder

- The Agenda Builder allows you to quickly build an agenda of suggested legislative meeting items for a specific meeting date.
- Using simple drag-and-drop functionality you can sort meeting items easily on the page.
- A clean UI allows for easy additional formatting of agenda content.
- A robust feature set allows for a wide variety of customization needs so your agendas can have a more customized look.
- The agenda builder allows for automatic PDF generation of agendas.
- Included supplemental attachments are automatically combined with the agenda in the "agenda packet."
- The Agenda Builder is tied into the eNotification component.



### Minutes Builder

- The Minutes Builder includes simple interface to create minutes from a current agenda.
- The Minutes Builder allows for a roll call to log members present or absent.
- Log time information for sections to document meeting pace.



Software Services

# visionMobile Designer

## Your Website Visitors Are Mobile



33% of web traffic is mobile



27% growth from 2014 - 2015

## A Responsive Website is Not Enough



- Responsive has Limitations
- Element Order Based On Desktop Design
- Page Elements Not Always Where You Want Them

## Design their Experience

Standard Responsive Format



Optimized Responsive Format



- Move, Hide & Reorder Content for Your Mobile Site
- Make Changes on an Individual Page or an Entire Template
- Preview and Test Across a Wide Range of Devices

## Take the Pulse of Your Community

**visionPulse™** is a community engagement platform that enables local governments to gauge the public's opinion on important issues and turn their feedback into actionable results.



## Better Tools for Better Engagement



### Streamlined Administration

Integration with visionLive™ CMS and social media channels allows you to update all systems with a single publish, making it simple to keep messaging clear and consistent.



### Guided Topic Creation

Step-by-step cues guide you through the process of creating a Topic, ensuring imagery, questions and polls are included to make the content compelling to residents.



### Automated Monitoring

Topics can be assigned to a designated staff member who will receive automatic notifications when residents add comments or submit a poll, simplifying the management of the engagement process.



### Multi-Channel Promotion

Integration with eNotification and social media allows Topics to be easily shared with residents, maximizing exposure and increasing the likelihood of more representative participation.



### Contextual Linking

Integration with visionLive™ CMS allows you to tag Topics to associate them with specific departments, projects or themes, promoting issue visibility by displaying them alongside related content throughout the website.



### Flexible Feedback Settings

Poll and comment settings can be configured on a per-Topic basis, giving you control over feedback mechanisms, such as allowing residents to submit multiple comments on a particular issue, up-voting and more.



## Robust search is essential for a customer-centric website

As search becomes engrained with how users seek and find information on websites, the need to understand how a website is organized becomes less important. Statistics reinforce why having robust search functionality is critical:

- Search is one of the top 3 actions taken on government websites
- 90% of users only read the first page of search results



### Manage and Optimize Results

#### Make it easy for site visitors to find what they are seeking:

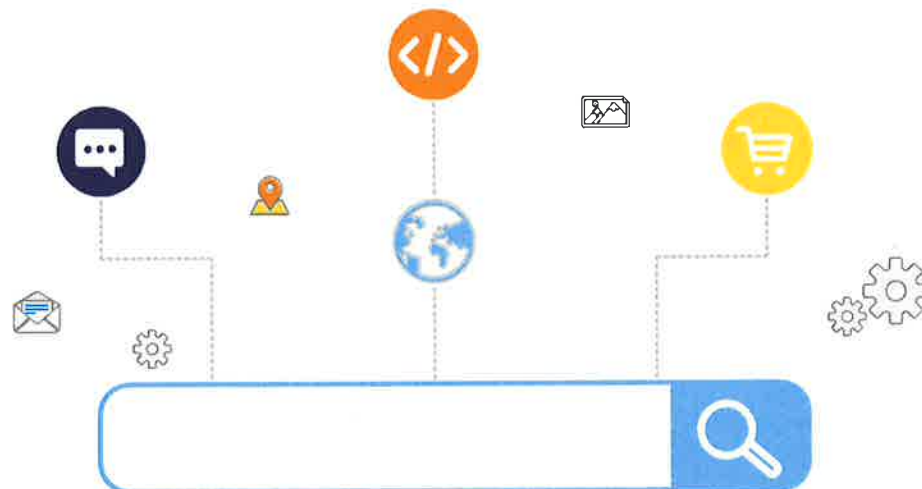
- Set up search synonyms to capture all possible search
- Use keywords to promote specific pages
- Integrate search results across multiple domains



### Create a Better Search Experience

#### A better search experience lets your users:

- Sort results to quickly find key information
- Filter by content type to narrow results
- Access advanced search options with a simple click

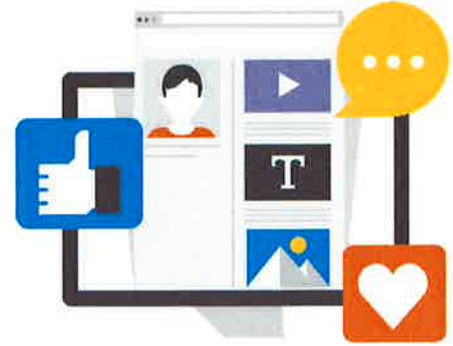




## Social Media Management, Simplified

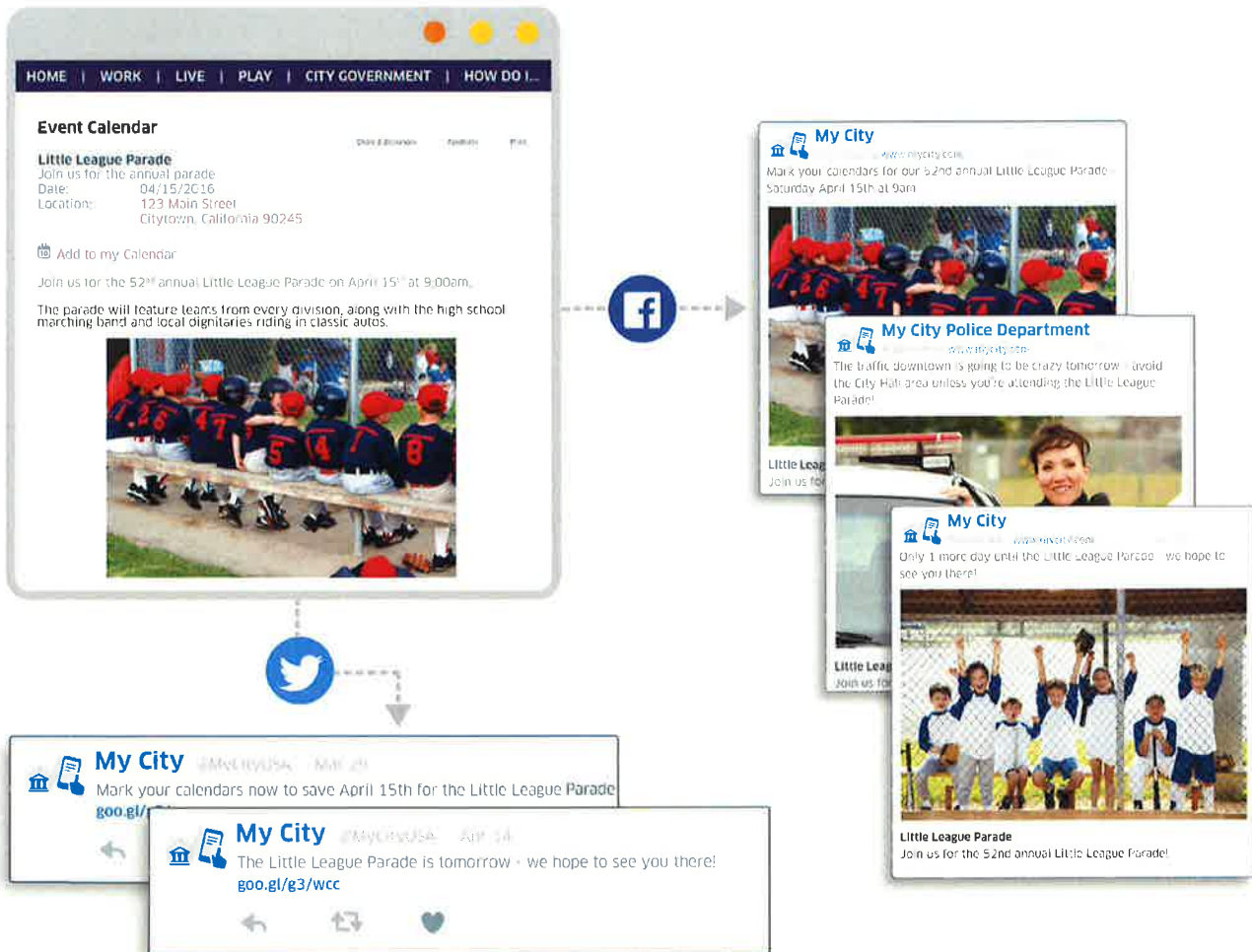
With visionSocial, you can streamline your social media activities by managing them directly from the CMS. Post what you want, when you want and where you want it.




















- Schedule posts to maximize visibility
- Customize messages to increase engagement
- Plan multiple posts across multiple channels to build campaigns



[visioninternet.com/visionSocial](http://visioninternet.com/visionSocial)

Now, you can create an event or news item and all of your social media posts at the same time.










visionLive <sup>cloud</sup> editions	Standard Edition	Plus Edition
<b>Annual Price</b>	\$7,900*	\$10,000*
<b>visionLive™ Functionality</b>		
<b>Site Administration &amp; Security</b>		
 Advanced WYSIWYG Editor	✓	✓
 In-page Editing	✓	✓
 User Management & Security	✓	✓
 Navigation Management	✓	✓
 Accessibility Features	✓	✓
 visionMobile Designer	✓	✓
 Approval Cycle *	✓	✓
 Mega Menu Designer *	✓	✓
 Extranet (Password Protected External Content)	✓	✓
<b>User Experience &amp; Interactivity</b>		
 Calendar	✓	✓
 FAQs	✓	✓
 Facility Directory	✓	✓
 Staff Directory	✓	✓
 Service Directory	✓	✓
 Google Translation	✓	✓
 Online Form Builder	✓	✓
 News Postings	✓	✓
 Job Posts	✓	✓
 Facilities/Events Registration	✓	✓

\* Requires an implementation fee









## visionLive editions

### Standard Edition

### Plus Edition

 Online Polling	✓	✓
 Citizen Request Management Tool	✓	✓
 Business Directory	✓	✓
 RFP Posts	✓	✓
 Online Payments	✓	✓
 visionSearch	✓	✓
 Job Application Manager		✓

### Outreach, Media & Social Networking

 eNotification Tool	✓	✓
 Emergency Alerts	✓	✓
 RSS Feeds	✓	✓
 Facebook & Twitter Feed Readers	✓	✓
 Audio & Video Embedding	✓	✓
 Photo Gallery & Slide Show	✓	✓
 visionSocial	✓	✓
 Streaming Video Center	✓	✓

### Developer Features











 Import/Export	✓	✓
 APIs	✓	✓
 Sandbox Test Environment		✓

## visionLive editions








**Standard  
Edition**

**Plus  
Edition**

### Hosting

	State of the Art 3rd Party Datacenter (SSAE 16 Type 2 Certified)	✓	✓
	Full Hardware Redundancy	✓	✓
	Redundant Generator Backup	✓	✓
	Daily Data Backups	✓	✓
	Intrusion Protection	✓	✓
	24/7 Monitoring	✓	✓
	99.9% Uptime Guarantee	✓	✓
	State of the Art 3rd Party DDoS Mitigation Service	✓	✓
	Disaster Recovery Facility with On-going Data Replication	✓	✓
	Storage	<b>50 GB</b>	<b>250 GB</b>

### Support and On-going Services

	Site Improvement Credits (annual)	Up to 10 Hours	Up to 20 Hours
	Dedicated Account Manager	✓	✓
	Health Checks (Account Review)	Annual	Semi-Annual
	Site Analytics Report	Annual	Semi-Annual
	Graphics Site Audit	Annual	Semi-Annual
	Training & Best Practice Webinars	✓	✓
	Access to On-Demand Training Library	✓	✓
	On-going New User Training (Via WebEx)	✓	✓
	Monthly Office Hours (Via WebEx)	✓	✓

\* Unused Site Improvement Credits can be rolled over from year to year during the initial term of your customer agreement.

*Village of Carol Stream*  
Interdepartmental Memo

TO: Joe Breinig, Village Manager  
FROM: Philip J. Modaff, Director of Public Works  
DATE: October 09, 2017  
RE: Motion to Award a Bid to Keno & Sons Construction Company for Rehabilitation of WRC Clarifiers in the Amount of \$60,050

On October 9, 2017, Public Works opened bids for the rehabilitation of two clarifiers at the WRC<sup>1</sup>. Specifically, the project included the removal and replacement of existing weir plates, baffle plates and brackets for two, eighty-five foot diameter secondary clarifiers. The project budget for this work is \$100,000.

Bid packets were provided to eleven (11) contractors and three bids were returned with the following results:

<u>CONTRACTOR</u>	<u>AMOUNT</u>
Keno & Sons Construction Co.	\$ 60,050
CH2M	\$ 86,448
IHC Construction	\$104,000

Keno & Sons returned all required bid documents and satisfactory references. CH2M staff have experience working with Keno & Sons and provided a very positive reference for this company.

Therefore, staff recommends that the Village Board award a bid to Keno & Sons Construction Company for the WRC Secondary Clarifier Rehabilitation Project in the amount of \$60,050.00.

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<sup>1</sup> This project was previously bid in July 2017; all bids were rejected due to all bids being over budget.



**VILLAGE OF CAROL STREAM**  
**BID FORM**  
**WRC SECONDARY CLARIFIER REHABILITATION PROJECT**

Bidder, in submitting this bid, hereby agrees to comply with all provisions and requirements of the specifications and contract documents attached hereto for the prices as specified below. This bid shall remain in force and full effect for a period commencing on the date of submission and ending thirty (30) days after the date of bid opening.

TOTAL PROPOSED COST FOR ALL WORK AS SPECIFIED: \$ 60,050<sup>00</sup>

(AMOUNT IN WRITING): Sixty thousand Fifty Dollars No Cents

Company: KENO & SONS CONSTRUCTION COMPANY

Address: 33 North Waukegan Road, Suite 204

Lake Bluff, Illinois 60015

Telephone No. 847-615-8509 Fax No. 847-615-8589

Signature: *Kevin D. Vignocchi*

Name and Title: (Please Print) Kevin D. Vignocchi, President Date: October 9, 2017

Subscribed and sworn before me this 9th day of October, 2017

MY COMMISSION EXPIRES: March 20, 2018

*T.V. Maj*  
NOTARY PUBLIC



**REFERENCES**  
**MUST BE COMPLETED AND RETURNED WITH BID FORM**

The Contractor must list at least one (1) reference, including at least one (1) municipality or local government, listing the firm name, address, telephone number and contact person, for whom the Contractor has supplied services similar to those provided in these specifications, within the last twenty-four (24) months.

Municipality Name North Shore Water Reclamation District

Municipality Address 14770 W. Wm. Koepsel Drive, Gurnee, Illinois 60031

Contact Name and Phone Jai Gupta, P.E., Director of Engineering Services - (847) 623-6060

Work Performed Primary Clarifier Scum Skimmer Replacement

Work Period Completed January 2017

Company Name The County of DuPage, Illinois  
Knollwood Wastewater Treatment Plant

Company Address 11S175 Madison Street, Burr Ridge, Illinois 60527

Sean Reese, Manager of Public Works (630) 985-7400 ext. 212  
Contact Name and Phone Joseph Zurad, P.E. V.P. of Engineering, Milhouse Engineering & Const.

Work Performed Rehabilitation of Tertiary Filters

Work Period Completed September 2016

Company Name Village of Fox Lake, Illinois  
Northwest Regional Water Reclamation Facility

Company Address 200 Industrial Avenue, Fox lake, Illinois 60020

Ryan Kelly, Supervisor (847) 587-3694  
Contact Name and Phone Robert W. Benson, P.E., Trotter & Associates, Inc.

Work Performed Headworks Rehabilitation

Work Period Completed June 2015

**CONTRACTOR QUESTIONNAIRE  
MUST BE COMPLETED AND RETURNED WITH BID FORM**

**FIRM NAME:** KENO & SONS CONSTRUCTION COMPANY

**Corporation**     **Partnership**     **Sole Proprietor**     **LLC**

**OWNER'S NAME:** Kevin D. Vignocchi    **PHONE #** 847-615-8509

**OWNER'S NAME:** \_\_\_\_\_ **PHONE#** \_\_\_\_\_

**BUSINESS ADDRESS:**    33 North Waukegan Road, Suite 204  
                                  Lake Bluff, Illinois 60044

**YEARS IN BUSINESS** (under this company name)    56 Years

**BANK NAME:**    Lake Forest Bank & Trust Company

**BANK ADDRESS:**    727 North Bank Lane, Lake Forest, Illinois 60045

**BONDING COMPANY NAME:**    The Hanover Insurance Company  
  333 West Pierce Road, Suite 300

**COMPANY ADDRESS:**    Itasca, Illinois 60143

**BONDING POWER:**    Robertson Ryan & Associates, Inc.  
  20975 Swenson Drive, Suite 175  
  Waukesha, Wisconsin 53186

**VILLAGE OF CAROL STREAM  
GOVERNMENTAL COMPLIANCE CERTIFICATIONS  
MUST BE COMPLETED AND RETURNED WITH BID FORM**

I, Kevin D. Vignocchi (name), certify that I am employed as the President (title) of KENO & SONS CONSTRUCTION CO. (Company), a contractor/subcontractor for the work described in 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. Certification under 720 ILCS 5/33E-11

The Company is not barred from contracting with any unit of state or local government as a result of a violation of either Section 33E-3 or 33E-4 of Article 33E of the Illinois Criminal Code of 1961 or any similar offense of any State of the United States which contains the same elements as the Illinois offenses of bid-rigging or bid rotating.

2. 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

3. Substance Abuse Prevention on Public Works

The Company has in place a written program which meets or exceeds the program requirements of the Substance Abuse Prevention on Public Works Projects Act (Public Act 95-0635), and will provide a copy thereof to the Village of Carol Stream prior to commencement of the work on the Project.

4. Illinois Public Works Employment Discrimination Act

The Contract shall be performed in compliance with all requirements of the Illinois Public Works Employment Discrimination Act, 775 ILCS 10/0.01

5. Certified Payroll – Prevailing Wage Act - 820 ILCS 130/5

The Company shall pay not less than the prevailing hourly rate of wages, and the generally prevailing rate of hourly wages for legal holiday and overtime work, as determined by the Illinois Department of Labor and the Village of Carol Stream to all laborers, workers, and mechanics performing work under this Contract. All bonds provided by the Company under the terms of this contract shall include such provisions as will guarantee the faithful performance of the Company's obligations under this clause and under the Prevailing Wage Act, 820 ILCS 130/1 et. seq. Should the Department of Labor revise any prevailing rate of hourly wages, such revised rate shall be applicable to this Contract; however, in no event shall the increase in any prevailing rate of hourly wages be a basis for a change order or other claim for an increase in the Contract Sum. The

Company and each of its subcontractors participating on the Project shall make and keep those records required under Section 5 of the Prevailing Wage Act. The Company and any of its subcontractors shall submit a monthly certified payroll statement to verify the payment of prevailing wages as required under the Prevailing Wage Act.

6. 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.

7. 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 and its subcontractors shall not engage in any prohibited form of discrimination in employment as defined in the Act. The Company shall maintain, and require that its subcontractors 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. The Company and all subcontractors shall place appropriate statements identifying their companies as equal opportunity employers in all advertisements for workers to be employed in work to be performed under this contract.

8. 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 Owner or Consultant on request.



9. Drug Free Workplace Act [Only applicable to projects with State Funding]

The Company shall comply with all provisions of the Drug Free Workplace Act, 30 ILCS 850/1 et seq.

10. Compliance with Governmental Regulations

The Company and any subcontractors shall comply with and perform all Work required under the Contract Documents in conformance with all applicable federal, state and local laws, regulations and/or ordinances.

KENO & SONS CONSTRUCTION COMPANY

Firm Name

Kevin D. Vignocchi, President

By:

\_\_\_\_\_  
Name/Title

*Kevin D. Vignocchi*  
Signature

SUBSCRIBED AND SWORN to before

me this 9th day October, 2017.

*[Signature]*  
Notary Public



THE HANOVER INSURANCE COMPANY  
MASSACHUSETTS BAY INSURANCE COMPANY  
CITIZENS INSURANCE COMPANY OF AMERICA

POWER OF ATTORNEY

THIS Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

KNOW ALL PERSONS BY THESE PRESENTS:

That THE HANOVER INSURANCE COMPANY and MASSACHUSETTS BAY INSURANCE COMPANY, both being corporations organized and existing under the laws of the State of New Hampshire, and CITIZENS INSURANCE COMPANY OF AMERICA, a corporation organized and existing under the laws of the State of Michigan, (hereinafter individually and collectively the "Company") does hereby constitute and appoint,

Todd Looker, Robert E. Flath, Anthony S. Von Rueden, Joseph L. Vigna, Dennis M. Barton and/or Beth Fedyn

Of Robertson-Ryan and Associates of Waukesha, WI each individually, if there be more than one named, as its true and lawful attorney(s)-in-fact to sign, execute, seal, acknowledge and deliver for, and on its behalf, and as its act and deed any place within the United States, any and all surety bonds, recognizances, undertakings, or other surety obligations. The execution of such surety bonds, recognizances, undertakings or surety obligations, in pursuance of these presents, shall be as binding upon the Company as if they had been duly signed by the president and attested by the secretary of the Company, in their own proper persons. Provided however, that this power of attorney limits the acts of those named herein; and they have no authority to bind the Company except in the manner stated and to the extent of any limitation stated below:

Any such obligations in the United States, not to exceed Forty Million and No/100 (\$40,000,000) in any single instance

That this power is made and executed pursuant to the authority of the following Resolutions passed by the Board of Directors of said Company, and said Resolutions remain in full force and effect:

RESOLVED: That the President or any Vice President, in conjunction with any Vice President, be and they hereby are authorized and empowered to appoint Attorneys-in-fact of the Company, in its name and as it acts, to execute and acknowledge for and on its behalf as surely, any and all bonds, recognizances, contracts of indemnity, waivers of citation and all other writings obligatory in the nature thereof, with power to attach thereto the seal of the Company. Any such writings so executed by such Attorneys-in-fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company in their own proper persons.

RESOLVED: That any and all Powers of Attorney and Certified Copies of such Powers of Attorney and certification in respect thereto, granted and executed by the President or Vice President in conjunction with any Vice President of the Company, shall be binding on the Company to the same extent as if all signatures therein were manually affixed, even though one or more of any such signatures thereon may be facsimile. (Adopted October 7, 1981 - The Hanover Insurance Company; Adopted April 14, 1982 - Massachusetts Bay Insurance Company; Adopted September 7, 2001 - Citizens Insurance Company of America)

IN WITNESS WHEREOF, THE HANOVER INSURANCE COMPANY, MASSACHUSETTS BAY INSURANCE COMPANY and CITIZENS INSURANCE COMPANY OF AMERICA have caused these presents to be sealed with their respective corporate seals, duly attested by two Vice Presidents, this 19th day of April, 2017.

The Hanover Insurance Company  
Massachusetts Bay Insurance Company  
Citizens Insurance Company of America

*John C. Roche*

John C. Roche, EVP and President



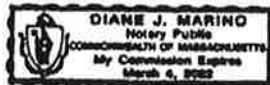
The Hanover Insurance Company  
Massachusetts Bay Insurance Company  
Citizens Insurance Company of America

*James H. Kawiecki*

James H. Kawiecki, Vice President

THE COMMONWEALTH OF MASSACHUSETTS )  
COUNTY OF WORCESTER ) ss.

On this 19th day of April, 2017 before me came the above named Vice Presidents of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, to me personally known to be the individuals and officers described herein, and acknowledged that the seals affixed to the preceding instrument are the corporate seals of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, respectively, and that the said corporate seals and their signatures as officers were duly affixed and subscribed to said instrument by the authority and direction of said Corporations.



*Diane J. Marino*  
Diane J. Marino, Notary Public  
My Commission Expires March 4, 2022

I, the undersigned Vice President of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, hereby certify that the above and foregoing is a full, true and correct copy of the Original Power of Attorney issued by said Companies, and do hereby further certify that the said Powers of Attorney are still in force and effect.

GIVEN under my hand and the seals of said Companies, at Worcester, Massachusetts, this 9<sup>th</sup> day of October, 2017.

CERTIFIED COPY



Bond No. \_\_\_\_\_

**BID BOND**  
The American Institute of Architects,  
AIA Document No. A310 (February, 1970 Edition)

KNOW ALL MEN BY THESE PRESENTS, that we Keno & Sons Construction Company

as Principal hereinafter called the Principal, and The Hanover Insurance Company  
a corporation duly organized under the laws of the state of New Hampshire as Surety, hereinafter called the Surety,  
are held and firmly bound unto The Village of Carol Stream, Illinois Public Works Facility, Carol Stream, Illinois

as Obligee, hereinafter called the Obligee, in the sum of Five Percent of the Amount Bid

Dollars (\$ 5% of Amount Bid), for the payment of which sum well and truly to be made, the said Principal and the  
said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly  
by these presents.

WHEREAS, the Principal has submitted a bid for WRC Secondary Clarifier Rehabilitation Project

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract  
with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the  
bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for  
the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the  
Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference  
not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the  
Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation  
shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 9th day of October, 2017

Karen K. Vignocchi  
Witness  
Karen K. Vignocchi, Secretary

Keno & Sons Construction Company  
Principal (Seal)

By: Kevin D. Vignocchi  
Kevin D. Vignocchi, President


Beth Ledy  
Witness

The Hanover Insurance Company  
Surety (Seal)

By: Joseph L. Vigna  
Joseph L. Vigna, Attorney-in-Fact



Village of Carol Stream  
 Interdepartmental Memo

TO: Joe Breinig, Village Manager  
 FROM: Philip J. Modaff, Director of Public Works   
 DATE: October 12, 2017  
 RE: Approval of Independent Contractor Agreements -- Snowplowing

As in past years, the Public Works Department plans on utilizing contractors to assist in snow removal efforts on courts during the 2017-18 winter season. Contractor services are included in the current budget in the total amount of \$240,000. A meeting was held with the following contractors on October 10 and we have secured agreements (sample attached) and required documents from each:

- S & S Maintenance
- AJD Concrete Construction Corp.
- D & M Services
- Abbott Tree Care

All four of these contractors performed satisfactorily for the Village last winter. Equipment rates were increased in 2016; staff is not proposing any increase to the following rates for the 2017-18 season:

EQUIPMENT	FULL RATE	TRAVEL RATE
Pick-up truck	\$ 77.35/hr	\$25/hr
Single-axle truck	\$ 80.15/hr	\$25/hr
Skid steer	\$ 90.30/hr	\$28/hr
Tandem truck	\$126.30/hr	\$25/hr
2/2.5 cubic yard loader	\$145.65/hr	\$28/hr
3 cubic yard loader	\$175.00/hr	\$28/hr
Backhoe/loader	\$ 93.50/hr	\$28/hr

One contractor, AJD Construction & Concrete, will also provide walkway snow and ice clearing services in the Glenbard North High School area. Last year, staff solicited proposals from several contractors and AJD submitted the most attractive proposal (copy of proposal attached). Staff is satisfied with their performance and recommends awarding this work to them for the coming season with *no increase in pricing*.

Staff recommends a Motion approving Independent Contractor Agreements for Snow Plowing (sample attached) with the firms and at the rates listed above and for the Walkway Snow Clearing Program in accordance with the attached proposal from AJD Construction & Concrete.

Attachments

## ADDITIONAL SERVICES – WALKING PATH SNOW REMOVAL

This section of the Independent Contractor's Agreement for snow removal services between the Village of Carol Stream (hereinafter "Village") and AJD Concrete Construction Corp. (hereinafter "Contractor") provides for the terms under which Contractor will provide walking path snow removal as provided below.

- The following services shall be provided by the Contractor upon request by the Village:
  - Clearing of snow from sidewalks and/or bike paths in the following locations:
    - On the south side of Lies Road between Idaho Street and Brookstone Drive (except for the area immediately adjacent to the Glenbard North High School property);
    - On the west side of Kuhn Road from Thunderbird Drive to Woodhill Drive (except for the area immediately adjacent to the Glenbard North High School property)
  - Equipment to be used:
    - Sidewalk equipment shall be no larger than a skid steer with plow no wider than the sidewalk
    - Bike path equipment shall be no larger than a pick-up truck with plow no wider than the bike path
  - Application of a snow and ice melting agent (to be provided by the Village) in the same areas as identified above.
    - **For the sidewalk Contractor shall use a drop spreader; for the bike path Contractor may use a broadcast spreader.**
- Work shall be performed in a timely fashion so as to accommodate pedestrian use of the sidewalks and/or bike paths on the following schedule:
  - Morning: all requested work to be completed no later than 6:30 am
  - Afternoon: all requested work to be completed no later than 2:15 pm (except for early dismissal on Mondays when work must be completed by 1:15 pm)
- Compensation (in accordance with the proposal submitted by Contractor and attached hereto):
  - Clearing of snow:
    - Accumulation between 1" and 4" = \$285 per event<sup>1</sup>
    - Accumulation greater than 4" and up to 6" = \$330 per event
    - Accumulation greater than 6" and up to 9" = \$385 per event
    - Accumulation greater than 9" = \$55/hour per person
  - Application of snow and ice melting agent = \$55/hour per person

All other terms and conditions of service remain in effect in accordance with the Independent Contractor's Agreement for snow removal services.

CONTRACTOR: AJD Concrete Construction Corp.

NAME:

Yito Panzavino

TITLE:

President

SIGNATURE:

[Handwritten Signature]

DATE:

9-8-17

<sup>1</sup> An "event" means one continuous snow storm. Contractor may have to provide services multiple times under the same event and only be entitled to payment for one "event".



## INDEPENDENT CONTRACTOR'S AGREEMENT (page 1 of 2)

**THIS AGREEMENT** entered into by and between \_\_\_\_\_ 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.

**INDEPENDENT CONTRACTOR'S AGREEMENT (page 2 of 2)**

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

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

This agreement shall be in effect from the 15<sup>th</sup> day of November, 2017 through the 30<sup>th</sup> day of April, 2018.

**IN WITNESS WHEREOF, THE PARTIES** have executed this agreement this \_\_\_\_ day of \_\_\_\_\_  
2017.

**FIRST PARTY:**

*CONTRACTOR*

SIGNED \_\_\_\_\_

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

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

**SECOND PARTY:**

*VILLAGE OF CAROL STREAM*

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

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

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

## INSURANCE

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

### TYPE

### MINIMUM COVERAGE

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

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

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

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

Each contractor shall submit a Certificate of Insurance on an ISO approved form prior to commencing any work, indicating the Village of Carol Stream as an additional insured on a primary and non-contributory basis. The following items must be included on the Certificate of Insurance:

- Cancellation Clause must read as follows: "Should any of the above described policies be cancelled or modified before the expiration date thereof, the issuing company will mail 30 days' written notice to the certificate holder named to the left."
- Certificate Holder must read: "Additional Insured: Village of Carol Stream, Its Officers, Employees & Independent Contractors, 500 N. Gary Avenue, Carol Stream, IL 60188"
- You must have at least \$1,000,000 of auto liability and \$1,000,000 of general liability.

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

**TO:** Joe Breinig  
**VIA:** Chief Ed Sailer

**FROM:** Sergeant Brian Cluever

**DATE:** October 10, 2017

**RE:** Proposed Truck Route Ordinance

Some residents expressed concern about an increase in commercial vehicle traffic on residential streets. Most of these complaints appear to be focused on Kuhn Rd. and Lies Rd. Through a directed patrol, our officers did not observe anything which supports the claim that there is a significant increase in commercial vehicle traffic in those areas.

Currently, the state law prohibits large commercial vehicles from having a length over 55ft on non-designated roadways. This law applies to all of the residential streets within the village, including Kuhn Rd. and Lies Rd. (west of Gary Ave). As of January 1<sup>st</sup>, 2018, the state law will change to allow a total length of 65 ft. This would cover most five axle (tractor, semi-trailer) combination vehicles. This increase in total length will leave limited enforcement options for officers should a large commercial vehicle travel on residential streets.

With the possibility of more distribution centers and warehouses in the area, the issue of truck traffic will inevitably continue to be a concern of residents. In order to relieve these concerns and offer an enforcement option to officers, I have drafted a "Truck Route" ordinance, which will place limitations on the weights of vehicles (Gross Weight, Gross Vehicle Weight Rating and Registered Weight). These limitations will prevent most large commercial vehicles that are not making local deliveries or pickups.

The proposed ordinance would require that signs be posted in certain residential areas to restrict certain vehicles from traveling on specific roads. (Attached is a photograph of what the sign could look like). The ordinance would be enforced under the existing state and ordinance section for "violating a traffic control sign." The fine for this violation is \$120.00 in accordance with the adopted fine schedule.

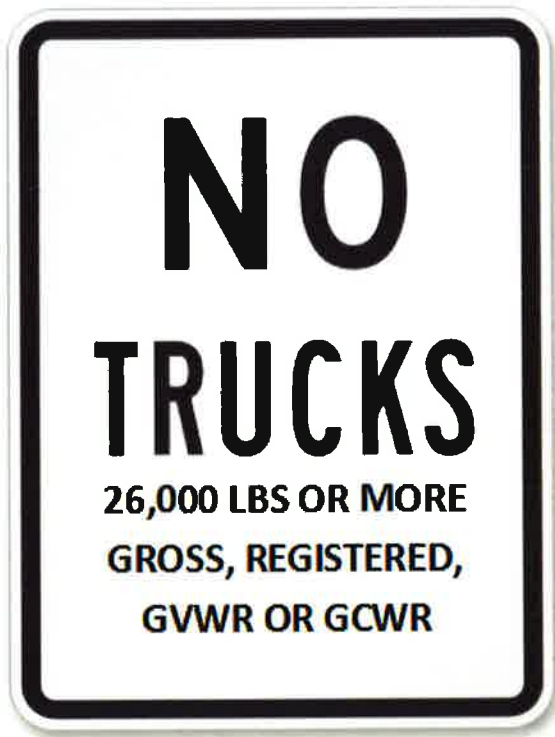
We recommend the Village Board approve the attached proposed ordinance.

**Local Weight Restricted Highways.**

Pursuant to the authority granted on 625 ILCS 5/15-316, it shall be unlawful to operate any vehicle or combinations of vehicles which exceed twenty six thousand (26,000) pounds in actual weight, registered weight, manufacturer suggested gross vehicle rating (GVWR), or the gross combined manufacturer suggested weight rating (GCWR) on any Village highway or portion thereof. These highways shall be known as local weight restricted highways and enforceable when properly signed as a “no truck route”. Any vehicle(s) may exceed this weight restriction provided the vehicle(s) are using the highway as a direct route for access to a point of loading or unloading, and there is no other access available. At no time may any vehicle(s) exceed this weight restriction use the highway as a thoroughfare between other non-restricted highways.

This restriction shall not apply to any emergency vehicle, school bus, public works vehicle, public utility vehicle or other government owned vehicle, which is traveling on Village highways in connection to its official duties.

The bottom of the sign should include Except local delivery.





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

**AN ORDINANCE AMENDING THE CAROL STREAM CODE OF ORDINANCES,  
CHAPTER 8, "TRAFFIC CODE", ARTICLE 5, "TRAFFIC SCHEDULES", TO  
DESIGNATE LOCAL WEIGHT LIMITATION HIGHWAYS**

**WHEREAS**, Section 15-316 of the Illinois Vehicle Code, 625 ILCS 5/15-316, authorizes local authorities to impose weight limitations upon highways within the jurisdiction of the local authority; and

**WHEREAS**, the Village Board has determined that it is in the best interest of the Village of Carol Stream to impose weight limitations upon highways of the Village.

**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 Carol Stream Code of Ordinances, Chapter 8, "Traffic Code", Article 5, "Traffic Schedules" is hereby amended by adding Schedule VIII, entitled "Local Weight Restricted Highways", which shall read as follows:

**SCHEDULE VIII. Local Weight Restricted Highways.**

(A) Pursuant to the authority granted on 625 ILCS 5/15-316, all village highways, except those listed in Schedule VI, or designated by Schedule VII as Class II Truck Routes, shall be designated as local weight restricted highways.

(B) It shall be unlawful for any person to operate any vehicle which exceeds twenty six thousand (26,000) pounds in actual weight, registered weight, manufacturer suggested gross vehicle rating (GVWR), or the gross combined manufacturer suggested weight rating (GCWR) on any Village local weight restricted highway or portion thereof.

(C) The prohibitions and weight limitations set forth herein shall be designated by appropriate signs placed on such highways.

(D) The weight restrictions of this Schedule VIII shall not apply to:

(1) Vehicles engaged in the delivery or picking up of a load where access by a truck route is not available, in which case such vehicle may be driven on a local restricted highway for not more than the minimum distance necessary for such delivery or pick up.

(2) Tow trucks engaged in providing service to an inoperable vehicle, accident or emergency where access by a truck route is not available, in which case such vehicle may be driven on a local restricted highway for not more than the minimum distance necessary to provide service to the inoperable vehicle, accident or emergency.

(3) Emergency vehicles, school buses, public works vehicles, garbage trucks, public utility vehicles or government owned vehicles, traveling on a local weight restricted highway in connection with official duties.

**SECTION 2:** Those sections, paragraphs and provisions of Chapter 8 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 \_\_\_\_\_, 2017

AYES:

NAYS:

ABSENT:


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

ATTEST:

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

Village of Carol Stream  
Interdepartmental Memo

AGENDA ITEM  
3-1 10-16-17

**TO:** Joe Breinig, Village Manager  
**FROM:** Jon Batek, Finance Director   
**DATE:** October 4, 2017  
**RE:** Recommendation of Village Investment Broker/Dealer

Following the approval of updates to the Village's Investment Policy on October 2<sup>nd</sup> and in furthering our objective of reinvigorating the Village's investment program after an extended period of near-zero interest rates in the short-term government securities market, we are now ready to authorize broker/dealers that will serve as our access point to the markets.

While there are many securities dealers that can act in this capacity, PMA Financial Network, Inc. (PMA) provides a service offering that represents a comprehensive solution for the Village's investment program. As market conditions improve, we have the ability to add additional broker/dealers as warranted. I am recommending beginning with PMA in this case because of their comprehensive approach.

PMA's scope of services are completely scalable to our needs. We can use them as much or as little as we desire. Fees are based in terms of a percentage of each individual security transaction which is customary with broker/dealer relationships. They have a number of program offerings which include:

- Direct CD's placed with individual banks at under the FDIC limit.
- Brokered CD offerings with 3<sup>rd</sup> party delivery and safekeeping
- Government Treasury and Agency obligations with 3<sup>rd</sup> party delivery and safekeeping.

Upon authorization, PMA will assist us in developing cash flow models to ensure funds placed for investment provide ample liquidity to meet our needs. I would like to begin with a concentration on various bank certificates of deposit, each within FDIC limits, thereby eliminating the need for collateralization (and keeping our transaction costs down). Depending on the direction of future interest rates and the gain we can realize over our existing money market funds, I would secondarily focus on acquiring securities in the U.S. Treasury and Agency markets. PMA will establish 3<sup>rd</sup> party investment clearing accounts and safekeeping accounts at BMO Harris Bank in the Village's name with PMA as our agent. All costs for these services are included within PMA's standard transactional fees.

PMA certified receipt and compliance with our Investment policy and has further provided all due diligence materials required under that policy. Attached is a resolution authoring PMA as a broker/dealer on our behalf along with additional information about the firm as well as an extensive municipal government client list.

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

**A RESOLUTION AUTHORIZING PMA FINANCIAL NETWORK, INC. AND PMA SECURITIES, INC. TO PROVIDE INVESTMENT SERVICES FOR THE VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS**

WHEREAS, the Village of Carol Stream is a municipal corporation duly organized and operating pursuant to the laws of the State of Illinois; and

WHEREAS, the Corporate Authorities of the Village of Carol Stream, DuPage County, Illinois, deem it to be in the best interest of the Village for its Treasurer to make use, from time to time, of investments which are legally permitted under the applicable State Statutes; and

WHEREAS, a list of such investments (Investment Policy) has been presented to this Board; and

WHEREAS, the Corporate Authorities deem it to be in the best economic and administrative interest of the Village for its Treasurer to make use of PMA Financial Network, Inc. and PMA Securities, Inc. in securing such investments.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DU PAGE COUNTY, ILLINOIS, as follows:

Section 1: That the Treasurer shall make use of investments legally permitted under the applicable State statutes approved in the Investment Policy and such Investment Policy be placed in the minutes of the meeting at which this Resolution was adopted; and that when needed, notice of the modifications made to the Investment List from time to time be provided by the Treasurer.

Section 2: That monies of this unit of local government may be invested at the discretion of its Treasurer or those acting on behalf of the Treasurer through the intermediary (PMA Securities, Inc. and PMA Financial Network, Inc.).

Section 3: That the unit of government may open a depository account and enter into wire transfer agreements, third party surety agreements, safekeeping agreements, collateral agreements and lockbox agreements with BMO Harris Bank and other institutions participating in PMA Programs for the purpose of transaction clearing and safekeeping or the purchase of insured certificates of deposit through PMA's Insured CD Program, and PMA Financial Network, Inc. and/or PMA Securities, Inc. are authorized to act on behalf of this entity as its agent with respect to such accounts and agreements.

Section 4: That the Treasurer or those acting on behalf of the Treasurer may execute documents, financial planning contracts, financial advisory contracts and other applicable agreements, as necessary, with PMA Financial Network, Inc., PMA Securities, Inc.

Section 5: That all Resolutions or parts of Resolutions in conflict with or inconsistent with the provision of this Resolution are hereby repealed to the extent of any such conflict or inconsistency.

Section 6: That this Resolution shall be in full force and effect from and after the date of its passage and approval in accordance with law.

PASSED AND APPROVED THIS 16<sup>th</sup> DAY OF OCTOBER, 2017

AYES:

NAYS:

ABSENT:

(SEAL)

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Frank Saverino, Sr., Mayor

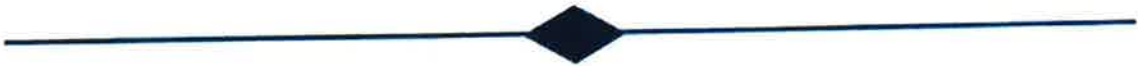
ATTEST:

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Laura Czarnecki, Village Clerk



**VILLAGE OF  
CAROL STREAM, ILLINOIS**



**INVESTMENT POLICY**

**Adopted  
October 2, 2017**



# VILLAGE OF CAROL STREAM

## INVESTMENT POLICY

### 1.0 **Policy:**

It is the policy of the Village of Carol Stream to invest public funds in a manner which will provide a competitive investment return with the maximum security while meeting the daily cash flow demands of the Village and conforming to all state statutes governing the investment of public funds.

### 2.0 **Scope:**

This investment policy applies to all financial assets of the Village of Carol Stream except for the Police Pension Fund which is subject to the direction of the Board of Trustees of that particular fund. These funds are accounted for in the Village of Carol Stream's Comprehensive Annual Financial Report and include:

#### 2.1 **Funds:**

- 2.1.1 General Fund
- 2.1.2 Special Revenue Funds
- 2.1.3 Capital Project Funds
- 2.1.4 Enterprise Funds
- 2.1.5 Trust and Agency Funds
- 2.2.6 (Any new fund created by the Village Board, unless specifically exempt.)

#### 2.2 **Pooling of Funds**

Except for cash in certain restricted and special funds, the Village will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies

with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the proper funds based on their respective participation and in accordance with generally accepted accounting principles.

### 3.0 **General Objectives:**

The primary objectives, in priority order of the investment activities shall be safety, liquidity and return on investment:

#### 3.1 **Safety:**

Safety of principal is the foremost objective of the investment program. Investments of the Village of Carol Stream shall be undertaken in a manner that seeks the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

##### A. **Credit Risk:**

Credit risk is the risk of loss due to the failure of the security issuer or backer. Credit risk may be mitigated by:

- Limiting investments to the safest types of securities listed in Section 7.0 of this Investment Policy.
- Prequalifying the financial institutions, broker/dealers, intermediaries, and advisers with which the Village will do business in accordance with Section 5.0 and,

- Diversifying the investment portfolio so that the impact of potential losses from any one type of security or from any one individual issuer will be minimized.

### B. Interest Rate Risk:

Interest rate risk is the risk that the market value of securities in the portfolio will fall due to changes in general interest rates. Interest rate risk may be mitigated by:

- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and
- By investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools and limiting the average maturity of the portfolio in accordance with this policy (see Section 8.2).

### 3.2 Liquidity:

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). Alternatively, a portion of the portfolio may be placed in money market mutual

funds or local government investment pools which offer same-day liquidity for short-term funds.

### 3.3 Return on Investment:

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of tertiary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:

- 1) a declining credit security could be sold early to minimize loss of principal;
- 2) a security swap would improve the quality, yield, or target duration in the portfolio; or
- 3) liquidity needs of the portfolio require that the security be sold.

### 4.0 Standards of Care

Investments shall be made with judgment and care - under circumstances then prevailing - which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital, as well as the probable income to be derived.

#### 4.1 Prudence:

The standard of prudence to be used by investment officials shall be the “**prudent person**” standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

#### 4.2 Ethics and Conflicts of Interest:

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transaction with the same individual with whom business is conducted on behalf of their entity.

#### 4.3 Delegation of Authority:

Authority to manage the Village of Carol Stream’s investment program is derived from the following:

The establishment of investment policies is the responsibility of the Village Board. Management and administrative responsibility for the investment program is hereby delegated to the Finance Director who, under the direction of the Village Manager, shall establish written procedures for the operation of the investment program consistent with this investment policy. Procedures should include references to: safekeeping, delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements, collateral/depository agreements and banking service contracts. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Finance Director. The Finance Director shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. The Finance Director may from time to time amend the written procedures in a manner not inconsistent with this policy or with state statutes.

The responsibility for investment activities of the Police Pension Fund rests with the Board of Trustees of the Police Pension Fund.

The Village Treasurer, appointed by the Mayor with advice of the Trustees, advises the Village Board on investment policy and is an ex-officio member of the Police Pension Fund.

#### 5.0 **Authorized Financial Institutions, Depositories and Broker/Dealers:**

The Finance Director will maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness. These may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule). No public deposit shall be made except on qualified public depositories as established by state statutes.

The Village Board authorizes the Finance Director to invest up to \$250,000 in any FDIC insured financial institution.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Finance Director with the following:

- Audited financial statements demonstrating compliance with state and federal capacity adequacy guidelines
- Proof of National Association of Securities Dealers (NASD) certification (not applicable to Certificates of Deposit counterparties)
- Proof of state registration
- Certification of having read the Village's investment policy
- Depository contracts

An audited financial statement is required to be on file for each financial institution and broker/dealer in which the village invests.

#### 6.0 **Safekeeping and Custody:**

All trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds.

Securities will be held by an independent third-party custodian selected by the Village as evidenced by safekeeping receipts in the Village's name. The safekeeping institution shall annually provide a copy of their most recent report on internal controls (Statement of Auditing Standard No. 70, or SAS 70).

#### 6.1 **Internal Controls:**

The finance director is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the Village of Carol Stream are protected from loss, theft or misuse. Details of the internal controls system shall be documented in an investment procedures manual and shall be reviewed and updated annually. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of the control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits require estimates and judgments by management.

The internal controls structure shall address the following points:

- Control of collusion.
- Separation of transaction authority from accounting and record keeping.
- Custodial safekeeping.
- Avoidance of physical delivery of securities.
- Clear delegation of authority to subordinate staff members.
- Written confirmation of telephone transactions for investments and wire transfers.
- Development of a wire transfer agreement with the lead bank and third-party custodian.

Accordingly, the Finance Director shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures.

## 7.0 **Suitable and Authorized Investments:**

The Village may invest in any type of securities allowed for in Illinois statutes (30ILCS 235/2) regarding the investment of public funds. Approved investments include:

- Bonds, notes, certificates of indebtedness, treasury bills, or other securities now or hereafter issued, which are guaranteed by the full faith and credit of the United States of America as to principal and interest;
- Bonds, notes, debentures or other similar obligations of the United States of America, its agencies, and its instrumentalities;
- Interest-bearing savings accounts, interest-bearing certificates of deposit or interest-bearing time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act;

- Short-term obligations of corporations organized in the United States with assets exceeding \$500,000,000 if (i) such obligations are rated at the time of purchase at one of the three highest classifications established by at least two standard rating services and which mature not later than 270 days from the date of purchase, (ii) such purchases do not exceed 10% of the corporation's outstanding obligations and (iii) no more than 1/3 of public funds may be invested in short-term obligations of corporations;
- Interest-bearing bonds of any county, township, city, village, incorporated town, municipal corporation, or school district of the State of Illinois, or of any other state. The bonds shall be registered in the name of the municipality or held under a custodial agreement at a bank. The bonds shall be rated at the time of purchase within the 4 highest general classifications established by a rating service of nationally recognized expertise in rating bonds of states and their political subdivisions;
- Illinois Public Treasurer's Investment Pool (Illinois Funds) and the Illinois Metropolitan Investment Fund (IMET);

## 7.1 **Collateralization:**

The Village requires that funds on deposit in excess of FDIC limits be secured by some form of collateral. The Village will accept any of the following assets as collateral:

- Government Securities
- Obligations of Federal Agencies
- Obligations of Federal Instrumentalities

(The Village reserves the right to accept/reject any form of the above named securities.)



The Village also requires that all depositories that hold Village deposits in excess of the FDIC limit execute a written collateralization agreement.

The amount of collateral provided will not be less than 105% of the fair market value of the net amount of public funds secured. The ratio of fair market value of collateral to the amount of funds secured will be reviewed monthly, and additional collateral will be required when the ratio declines below the level required and collateral will be released if the fair market value exceeds the required level. Pledged collateral will be held in safekeeping, by an independent third party depository designated by the Village of Carol Stream and evidenced by a safekeeping agreement. Collateral agreements will preclude the release of the pledged assets without an authorized signature from the Village of Carol Stream.

As an alternative to accepting pledged securities as collateral, the securitization of deposits may be achieved through issuance of an original irrevocable Letter of Credit issued by the Federal Home Loan Bank.

The Village of Carol Stream realizes that there is a cost factor involved with collateralization and the Village will pay any reasonable and customary fees related to collateralization.

## 8.0 **Investment Parameters:**

### 8.1 **Diversification:**

In order to reduce the risk of default, it is the policy of the Village of Carol Stream in accordance with the GFOA's Recommended Practices on the Diversification of Investments in a Portfolio, that the investment portfolio

of the Village of Carol Stream shall be diversified by:

- limiting investments to avoid over-concentration in securities from a specific issuer or business sector (excluding U.S. Treasury and Agency securities):
  - No financial institution shall hold more than 40% of the Village's investment portfolio (excluding third party safekeeping institutions and the Illinois Public Treasurer's Investment Pool).
  - Monies deposited at a financial institution shall not exceed 75% of the capital stock and surplus of that institution.
  - Commercial paper shall not exceed 10% of the Village's investment portfolio.
  - Brokered certificates of deposit shall not exceed 33% of the Village's investment portfolio.
- investing in securities with varying maturities, and
- continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIP's), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

### 8.2 **Maximum Maturities:**

To the extent possible, the Village of Carol Stream will attempt to match its

investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the Village will not directly invest in securities maturing more than three years from the date of purchase.

Reserve funds may be invested in securities exceeding three years if the maturity of such investments are made to coincide as nearly as practicable with the expected use of the funds. Any investment purchased with a maturity longer than four years must be supported with written documentation explaining the reason for the purchase and must be specifically approved by the Board of Trustees.

#### 9.0 **Reporting:**

The Finance Director shall prepare an investment report at least monthly, including a management summary that provides an analysis of the status of the current investment portfolio and the individual transactions executed over the last month. This management summary will be prepared in a manner which will allow the Village to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report should be provided to the Village Manager and the Village Board. The report will include the following:

- Listing of individual securities held, by fund, at the end of the reporting period.
- Listing of investments by maturity date.
- The purchase and safekeeping institutions.

#### 9.1 **Performance Standards:**

The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates. Portfolio performance should be compared to appropriate benchmarks on a regular basis. The benchmarks shall be reflective of the actual securities being purchased and risks undertaken and the benchmark shall have a similar weighted average maturity as the portfolio.

#### 9.2 **Market Yield (Benchmark):**

The Village's investment strategy is passive. Given this strategy, the basis used by the Finance Director to determine whether market yields are being achieved shall be the six-month U.S. Treasury Bill.

#### 9.3 **Marking to Market:**

The market value of the portfolio shall be calculated at least quarterly and a statement of the market value of the portfolio shall be issued at least quarterly.

#### 10.0 **Investment Policy Adoption:**

The Village of Carol Stream's investment policy shall be adopted by the Village Board of Trustees. This policy shall be reviewed on an annual basis by the Finance Director and any modifications made thereto must be approved by the Village Board of Trustees.

## GLOSSARY

**AGENCIES:** Federal agency securities.

**ASKED:** The price at which securities are offered.

**BANKERS' ACCEPTANCE:** A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

**BID:** The price offered for securities.

**BROKER:** A Broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not position. In the money market, brokers are active in markets in which banks buy and sell money and in inter-dealer markets.

**CERTIFICATE OF DEPOSIT (CD):** A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

**COLLATERAL:** Securities, evidence of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

**COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR):** The official annual report for the Village of Carol Stream. It includes five combined statements and basic financial statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed Statistical Section.

**COUPON:** (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on

the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

**DEALER:** A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

**DEBENTURE:** A bond secured only by the general credit of the issuer

**DELIVERY VERSUS PAYMENT:** There are two methods for delivery of securities: delivery versus payment and delivery versus receipt (also called *free*). Delivery versus

payment is delivery of securities with an exchange of money for securities. Delivery versus receipt is delivery of securities with an exchange of sign receipt for the securities.

**DISCOUNT:** The difference between the cost price of a security and its value at maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

**DISCOUNT SECURITIES:** Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g., U.S. Treasury bills.

**DIVERSIFICATION:** Dividing investment funds among a variety of securities offering independent returns.

**FEDERAL CREDIT AGENCIES:** Agencies of the Federal Government set up to supply credit to various classes of institutions and individuals, e.g., S & L's, small business firms, students, farmers, farm cooperatives, and exporters.

**FEDERAL DEPOSIT OF INSURANCE CORPORATION (FDIC):** A federal agency that insures bank deposits, currently up to \$100,000 per deposit.

**FEDERAL FUNDS RATE:** The rate of interest at which Fed funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

**FEDERAL HOME LOAN BANKS (FHLB):** The institutions that regulate and lend to savings and loan associations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Banks vis-à-vis member commercial banks.

**FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA):** FNMA, like GNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing & Urban Development, HUD. It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans in addition to fixed-rate mortgages. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

**FEDERAL OPEN MARKET COMMITTEE (FOMC):** Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member while the other Presidents serve on a rotation basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

**FEDERAL RESERVE SYSTEM:** The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

**GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA OR GINNIE MAE):** Securities guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations and other institutions. Security holder is protected by full faith and credit of the U.S. Government. Ginnie Mae securities are backed by FHA, VA or FMHM mortgages. The term *passthroughs* is often used to describe Ginnie Maes.

**LIQUIDITY:** A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be *liquid* if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

**LOCAL GOVERNMENT INVESTMENT POOL (LGIP):** The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

**MARKET VALUE:** The price at which a security, if trading, could presumably be purchased or sold.

**MASTER REPURCHASE AGREEMENT:** A written contract covering all future transactions between the parties to repurchase - reverse repurchase agreements that establishes each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default of the seller-borrower.

**MATURITY:** The date upon which the principal or stated value of an investment becomes due and payable.

**MONEY MARKET:** The market in which short-term debt instruments (bills, commercial paper, banker's acceptances, etc.) are issued and traded.

**OPEN MARKET OPERATIONS:** Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

**PORTFOLIO:** Collection of securities held by an investor.

**PRIMARY DEALER:** A group of government securities dealers that submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.

**PRUDENT PERSON RULE:** An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the state - the so-called *legal list*. In other states the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

**QUALIFIED PUBLIC DEPOSITORIES:** A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which as been approved by the Public Deposit Protection Commission to hold public deposits.

**RATE OF RETURN:** The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

**REPURCHASE AGREEMENT (RP or REPO):** A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money that is, increasing bank reserves.

**SAFEKEEPING:** A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

**SEC RULE 15C3-1:** See uniform net capital rule.

**SECONDARY MARKET:** A market made for the purchase and sale of outstanding issues following the initial distribution.

**SECURITIES & EXCHANGE COMMISSION:** Agency created by Congress to protect investors in securities transactions by administering securities legislation.

**TREASURY BILLS:** A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

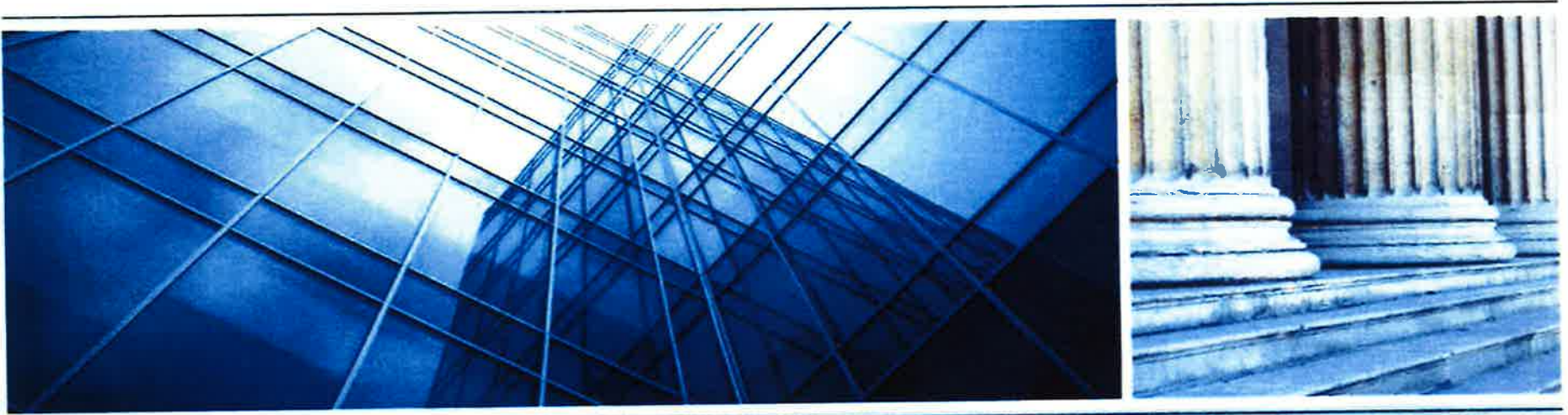
**TREASURY BOND:** Long-term U.S. Treasury securities having initial maturities of more than ten years.

**TREASURY NOTES:** Intermediate term coupon bearing U.S. Treasury securities having initial maturities of from one to ten years.



**UNIFORM NET CAPITAL RULE:** Securities and Exchange Commission requirement that member firms as well as non-member broker dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called *net capital rule* and *net capital ratio*. Indebtedness covers all money owed to a firm including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. *Liquid capital* includes cash and assets easily converted into cash.

**YIELD:** The rate of annual income return on an investment, expressed as a percentage. (a) *Income Yield* is obtained by dividing the current dollar income by the current market price for the security. (b) *Net Yield* or *Yield to Maturity* is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.



# PMA Investment Management Village of Carol Stream

*September 25, 2017*

**COURTNEY E. SOESBE**  
*VP | SENIOR RELATIONSHIP OFFICER*

**PMA FINANCIAL NETWORK, INC.**

- **Serving the Public Sector for over 30 Years**
  - Founded as a bank credit rating agency in 1984
  - Investment execution services since 1988
  - Comprehensive broker-dealer and investment advisory services
  
- **Client Statistics**
  - Work exclusively with public funds
  - Over 1,450 clients in the Midwest
  - 1,000 Financial Institutions
  - Approximately \$22.7 billion Assets Under Administration as of 9/22/17
  
- **Midwest Regional Broker-Dealer and Investment Advisor**
  - Naperville, Illinois (Headquarters)
  - Des Moines, Iowa
  - Milwaukee, Wisconsin
  - Minneapolis, Minnesota
  - Palm Coast, Florida

- **Investment Services**
  - **Fixed Income Investment Services**
    - Full service broker/dealer
  - **Cash Flow Management Program**
    - Annual cash flow analysis
  - **Bond Proceeds Management Program**
    - Monthly reporting to comply with IRS guidelines/regulations

## **Conservative Approach to Investing**

- **Adherence to the “Prudent Man” Rule**
  - Safety, Liquidity, Yield
- **Quality Investment Options**
  - Strict compliance with Illinois State Statutes
    - Further restricted by client investment policy
  - Has to meet PMA credit standards
- **Credit & Risk Management Group**
  - Quarterly bank credit review process
  - Monthly collateral monitoring (perfected collateral)



- **Full Service Broker-Dealer**
  - Government Treasury, Government Agencies and Municipal Securities
  
- **Variety of CD Product – 1,000+ Bank Relationships**
  - **FDIC \$250K Insured Deposits**
    - Directly Placed CD's
    - Brokered/DTC CD's
    - CDARS CD Program
  - **Collateralized Deposits (for over \$250K)**
    - Secured by Pledged Securities or Letters of Credit (LOC)
  - **Insured Deposits (for over \$250K)**
    - Secured by Private Insurance Company
  
- **Liquid Options**
  - Secured through a Letter of Credit (LOC) Issued by FHLB and/or Collateralized by Pledged Securities



## Account Highlights

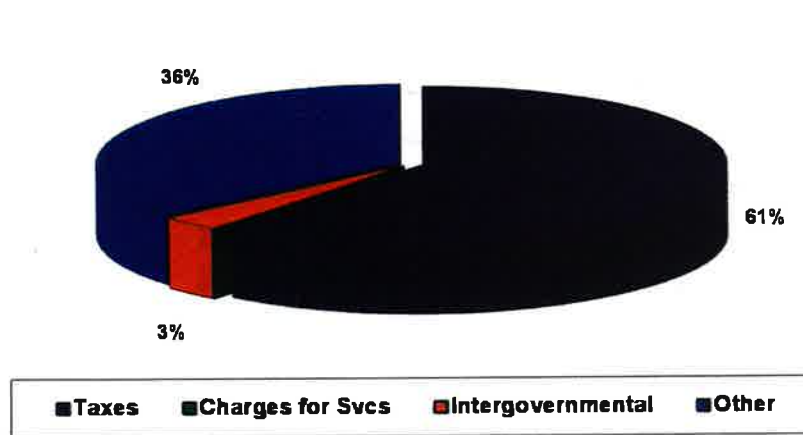
- Bank account - BMO Harris Bank
  - In municipalities name and tax identification number
    - PMA a/m/a in title
- Managed Investment Accounts
  - PMA handles the investment process
  - Non-discretionary account
    - Everything is approved through the municipality before placement
  - Includes cash flow analysis & dedicated investment team
  - Can include your local banking institutions
    - Benefit of consolidated reporting
- Competitive Investment Accounts
  - Municipality handles the investment process
  - PMA provides investment rates upon request
  - Includes cash flow analysis (if desired)
  - Dedicated portfolio advisor provides rate options

## Cash Flow Planning

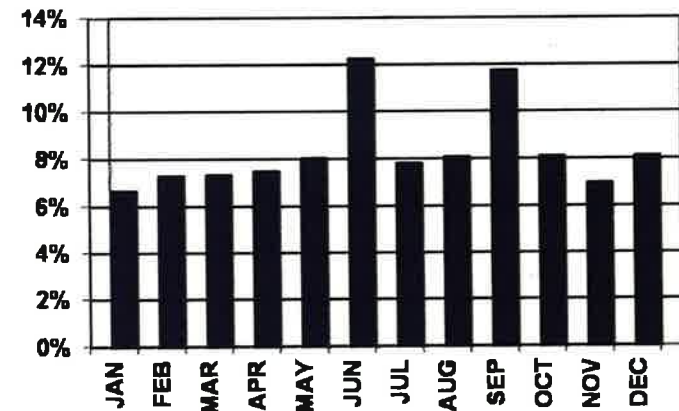
- Formal organization and documentation of projected inflows/outflows
- Conservative analysis for funding liabilities
- Optimize your investment earnings
  - Investment strategy to extend duration of portfolio
    - potentially increasing yield
- Determine excess reserves/short-term borrowing
- Administrative efficiency

## Revenue Analysis

**Budget by Source (Avg)**

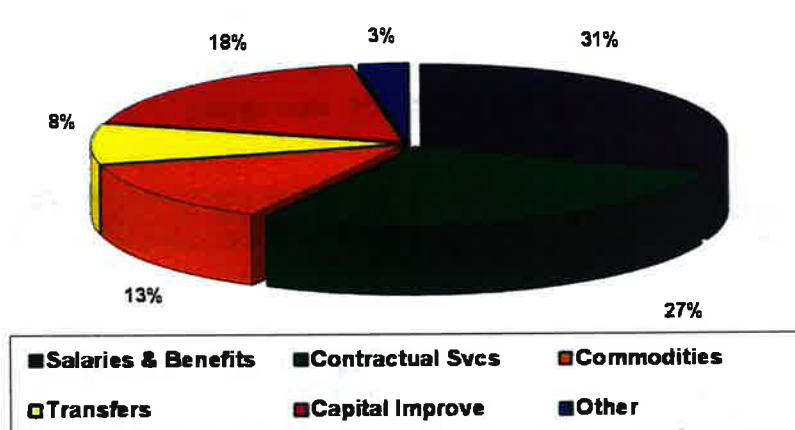


**Historical Average**

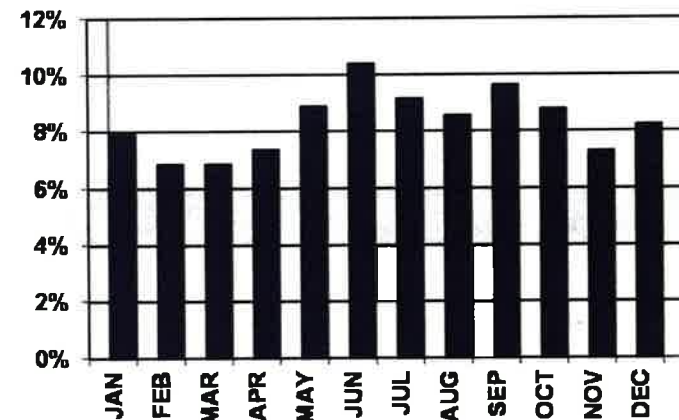


## Expenditure Analysis

**Budget by Category (Avg)**



**Historical Average**



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 October 10, 2017.

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 16<sup>th</sup> DAY OF OCTOBER, 2017.

AYES:

NAYS:

ABSENT:

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

ATTEST:

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

**EXHIBIT "A"**

*Village of Carol Stream*  
Interdepartmental Memo

TO: Joseph Breinig, Village Manager  
FROM: Philip J. Modaff, Director of Public Works  
DATE: October 10, 2017  
RE: Surplus Meter Bench-Testing Equipment


The Department has identified the equipment below to be declared surplus.

- **Meter Bench-Testing Equipment**

The equipment was used by Village staff to test the accuracy of customers' water meters. The equipment is now obsolete because this service is now provided by an outside contractor in an effort to ensure quality control and to avoid a conflict of interest.

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 via public auction.

*Village of Carol Stream*  
Interdepartmental Memorandum

TO: Joe Breinig, Village Manager  
FROM: William N. Cleveland, Assistant Village Engineer   
DATE: October 9, 2017  
RE: Approval of Escrow Agreement and  
Acceptance of Schmale Road Watermain Easement

In July of 2014, the Village began the process of obtaining watermain easements from thirty property owners along Schmale and St. Charles Roads. As the process stalled and easements became more difficult to acquire, we hired Santacruz Associates to assist with some of the remaining properties. Recently, the property owner listed below provided signed easement document:

<u>Owner</u>	<u>Address</u>	<u>PIN</u>	<u>Cost</u>
Douglas P. Trent	350 S. Schmale Rd.	05-04-303-005	\$5,000.00

An Escrow Agreement is also included to expedite the release of the Land Trust and transfer ownership to Mr. Trent. The \$810 has already been paid to expedite the recording of the easement.

This will complete the property acquisition on the west side of Schmale Road. There are also still several key properties remaining along the east side of Schmale Road in order to complete the project. We are close to obtaining easements from the former Pizza Hut property and First Acorn (Home Depot).

Since we have agreed to reimburse property owners for out-of-pocket expenses such as legal reviews (up to \$5,000.00), we are much closer to obtaining the remaining easements than in prior years.

Engineering staff recommends that the easement listed above is accepted and payment be made to the property owner for their expenses. The check should be made payable to Douglas P. Trent and McNees & Associates, LLC. We also recommend approval of the associated Escrow Agreement.

Cc: Jim Knudsen, Engineering Services Director  
Sherry Craig, Secretary  
Jon Batek, Finance Director  
Phil Modaff, Public Works Director

Attachment



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

**A RESOLUTION AUTHORIZING THE EXECUTION OF  
AN ESCROW AGREEMENT BETWEEN THE VILLAGE OF CAROL STREAM,  
DOUGLAS P. TRENT AND ROBERT A. McNEES (350 S. SCHMALE ROAD)**

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 Escrow Agreement with Douglas P. Trent and Robert A. McNees for water main utilities easement located at 350 S. Schmale Road attached hereto as Exhibit "A" and by this reference incorporated herein.

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 is hereby authorized to execute the agreement, in the appropriate form, attached hereto as Exhibit "A" and as approved by the Village Attorney.

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 16th DAY OF OCTOBER, 2017.

AYES:

NAYS:

ABSENT:

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

ATTEST:

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

## Escrow Agreement

This Escrow Agreement is by and between Douglas P. Trent ("Trent"), the Village of Carol Stream (the "Village") and Robert A. McNees ("Escrowee")

- A. The Village desires to acquire an easement for water main utilities ("Easement") on real property commonly known as 350 S. Schmale Road, Carol Stream, Illinois (the "Premises").
- B. Title to the Premises is held by West Suburban Bank, a/t/u/t 4085 ("Land Trust"). The beneficial owner of the Land Trust is Trent.
- C. Trent disputes fees Land Trust claims is owed Land Trust from Trent. Trent desires to transfer the ownership of the Premises from the Land Trust to himself and convey the Easement to the Village. The total amount Land Trust claims is due from Trent for arrearages, the termination of the Land Trust and the transfer of the Land Trust, through September 30, 2017 is \$810.00. Said claim for fees increase by \$5.00/month thereafter.
- D. Trent and the Village have agreed upon the sum of \$5,000.00 for compensation for the Easement itself ("Compensation").
- E. The Village has agreed to further pay Land Trust the sum of \$810.00, on behalf of Trent, in order to expedite the recording of the Easement.
- F. Escrowee has agreed to facilitate the payment of the Land Trust for the fees claimed, the termination of the Trust, the recording of the Trustee's Deed to Trent and the tendering of the executed Easement to the Village in exchange for receipt of the Compensation.

NOW THEREFORE, for good and valuable consideration, including the terms and provisions below, the parties hereto agree as follows:

1. Trent shall sign the attached Direction for Deed (Exhibit A), the attached Grant of Water Main Easement (Exhibit B) and complete and sign the attached W-9 form (Exhibit C) and provide the originals thereof to Escrowee. Escrowee shall obtain a draft copy of the Trustee's Deed (Exhibit D) to Trent, from the Land Trust to review for form.
2. Escrowee shall provide copies of the Exhibits executed by Trent and the Trustee's Deed to the Village's designated land acquisition agency, Santacruz Land Acquisitions (Santacruz) for the Village's review and approval.
3. Upon the Village's approval of the Exhibits, Santacruz shall advise Escrowee when the Land Trust fees are available to be picked up at the Village Hall. Escrowee shall promptly pick up said funds and deliver said funds and the Executed Exhibit A to Land Trust, in exchange for the executed Trustee's Deed (Exhibit D).
4. Escrowee shall promptly record the Trustee's Deed at Trent's expense and provide a copy thereof to Santacruz. After receipt of the recorded copy of the Trustee's Deed, the Village shall promptly make the Compensation funds available for the Easement.
5. Santacruz shall advise Escrowee when the Compensation funds are available to be picked up at the Village Hall. Said Compensation funds shall be payable to Douglas P. Trent and McNees & Associates, LLC. Escrowee shall promptly pick up said Compensation funds in exchange for the originals of the executed Exhibits B & C. The Village shall be solely responsible for the recording of the Easement.

6. The parties understand and agree that Escrowee is the attorney for Trent and waive all claims of conflicts of interest associated to Escrowee serving as Escrowee herein and as Trent's attorney herein. Escrowee may continue to represent Trent in the future in other matters.

IN WITNESS WHEREOF, the parties hereto have executed this agreement through their authorized representatives as of the dates below.

Douglas P. Trent  
Douglas P. Trent

Date: SEPTEMBER 22, 2017

Village of Carol Stream:

By: \_\_\_\_\_

Date: \_\_\_\_\_

McNees & Associates, LLC, Escrowee:

By: [Signature]

Date: 9-22-17

**EXHIBIT A**

**LEGAL DESCRIPTION OF SUBJECT PROPERTY**

Lot 5 and Lot 6 in Unit One of Carol Stream Industrial Park in the East half of the southwest Quarter in Section 4, Township 39 North, Range 10, East of the Third Principal Meridian, in DuPage County, Illinois.

PIN: 05-04-303-005 & 05-04-303-006

Property Address: 350 S. Schmale Road, Carol Stream, IL 60188

**SUBJECT TO:** covenants, conditions and restrictions of record; zoning laws and ordinances; private, public and utility easements and roads and highways; any special assessments not yet due or payable; the general taxes for the year 2017 and subsequent years; and all other matters of record affecting the property; hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of the State of Illinois.



# WEST SUBURBAN BANK

Land Trust Dept: 711 South Westmore Avenue, Lombard, IL 60148 (630) 652-2500

## LETTER OF DIRECTION FOR DEED

TRUST NO. 4085

DATE September 22, 2017

TO WEST SUBURBAN BANK as Trustee:

The undersigned, as beneficiaries of the above-numbered trust do hereby authorize and direct you to execute, not individually but as trustee, your TRUSTEE'S DEED concerning the above-numbered trust in the following particulars:

DATE OF TRUST AGREEMENT: AUGUST 21, 1985

DEED TO BE DATED: September 22, 2017

NAMES OF GRANTEEES: DOUGLAS P. TRENT

As joint tenants?

Yes

No

ADDRESS OF GRANTEEES: 232 CARDINAL DRIVE, BLOOMINGDALE, IL 60108

CONSIDERATION: TO BE SHOWN -0-

ACTUAL -0-

Is trust being closed?

Yes

No

IF NO PROPERTY REMAINS IN THE TRUST AFTER THIS CONVEYANCE, THIS DIRECTION MUST BE ACCOMPANIED BY THE PAYMENT OF ALL FEES DUE AND OWING INCLUDING THE FEES FOR THIS DEED.

LEGAL DESCRIPTION: (Please attach copy)

SUBJECT TO:

STREET ADDRESS OF PROPERTY: 350 S. SCHMALE RD., CAROL STREAM, IL 60188

PROPERTY IDENTIFICATION NUMBER (PIN): 0 5 - 0 4 - 3 0 3 - 0 0 5 & 05-04-303-006

SUBSEQUENT TAX BILLS TO BE SENT TO: 232 CARDINAL DRIVE, BLOOMINGDALE, IL 60108

OTHER DOCUMENTS:

ALTA'S \_\_\_\_\_ COPIES

PROCEEDS LETTER: Directed to \_\_\_\_\_

pay sale proceeds to \_\_\_\_\_

DELIVER ALL DOCUMENTS TO: ROBERT M. NESS

HOLD ALL DOCUMENTS FOR PICKUP BY: \_\_\_\_\_

BY: Douglas P. Trent

Received the above described documents

This \_\_\_\_\_ day of \_\_\_\_\_

Prepared by and return to:

Village of Carol Stream  
500 N. Gary Avenue  
Carol Stream, Illinois 60186  
Attn: Village Engineer

**GRANT OF WATER MAIN EASEMENT**

THIS GRANT OF WATER MAIN EASEMENT ("Grant of Easement") is made this \_\_\_ day of \_\_\_\_\_, 2017, by Douglas P. Trent, (hereinafter referred to as the "Grantor") to the Village of Carol Stream, DuPage County, Illinois (hereinafter referred to as the "Grantee"). Grantor and Grantee are sometimes hereinafter referred to individually as a "Party" and collectively as the "Parties."

**WITNESSETH:**

**WHEREAS**, Grantor is the owner of the real property legally described in Exhibit A, attached hereto and made a part hereof (hereinafter referred to as the "Grantor Property"); and

**WHEREAS**, the Grantee desires to construct a water main, and all facilities incidental thereto, (hereinafter referred to as the "Water Main Improvements") on a portion of the Grantor Property; and

**WHEREAS**, Grantor has agreed to grant the Grantee the necessary nonexclusive permanent easement and a temporary construction easement relative to the Water Main Improvements, as set forth herein;

**NOW, THEREFORE**, for and in consideration of Five Thousand and No/100 Dollars (\$5,000.00) and other good and valuable consideration in hand paid, receipt of which is hereby acknowledged, the terms and conditions set forth below and the benefits to be derived from this Grant of Easement, the Parties agree as follows:

1. That the recitals set forth above are incorporated herein and made a part hereof as if set forth fully herein.



2. Grantor hereby grants and conveys to the Grantee a nonexclusive perpetual easement and right-of-way (the "Easement"), for the full and free right, privilege and authority to construct, install, reconstruct, replace, remove, repair, alter, inspect, maintain and operate a water main, and all facilities incidental thereto (the "Easement Activities"), in, on, upon, over, through, across the property as legally described in Exhibit B, attached hereto and made a part hereof (the "Easement Premises") and to from time to time, cut down, trim or remove any shrubs, trees, bushes or other plants and to clear obstructions from the surface and subsurface of the Easement Premises that interfere with the operation or access to said Easement Activities.

3. Grantor further grants and conveys to the Grantee a temporary construction easement for the full and free right, privilege and authority to construct and install a water main and all facilities thereto , in, on, upon, over, through, across the property as legally described in Exhibit C, attached hereto and made a part hereof (the Temporary Easement). The Temporary Easement shall terminate on the date which is twenty-four (24) months from the date this Grant of Easement is recorded.

4. Grantor hereby agrees to and with the Grantee that the officers, agents, employees, successors, grantees, lessees and assigns of the Grantee may, at any and all times designated herein, when necessary and convenient to do so, go in, on, upon, over and across the Easement Premises, and do and perform any and all acts necessary or convenient to the carrying into effect the purposes for which this Grant of Easement and the Easement created hereby are made, and that the Grantor shall not disturb, molest, injure or in any manner interfere with the aforesaid water main, and all facilities and activities incidental thereto.

5. The Easement shall be used and enjoyed solely by Grantee and its duly authorized officers, agents, contractors or employees to conduct the Easement Activities in accordance with this Grant of Easement. Grantee shall not assign its rights under this Grant of

Easement in whole or in part or grant permission to traverse, enter upon or otherwise use the Easement Premises to any other person or entity without the prior written consent of Grantor.

6. The Grantor reserves the right to use of the Easement Premises, for any lawful purpose, except that any structure or use shall not unreasonably interfere with the Easement or the Easement Activities granted hereunder.

7. The Grantee, its officers, agents, employees, successors, grantees, lessees, contractors and assigns shall promptly, and as soon as practicable after engaging in any Easement Activities, restore to its former condition any portion of the Grantor Property which is disturbed or altered in any manner by such Easement Activities, at the Grantee's sole cost and expense.

8. All work, labor, services, equipment, tools and materials to be performed, furnished or used directly or indirectly in, or in connection with, the Easement Activities, and all other matters and things to be performed, furnished or used, or expenses to be paid, under the term of this Grant of Easement, are to be at the sole expense of the Grantee, and all such work shall be performed promptly and completed in each instance with diligence and as soon as reasonably practicable after commencement thereof. Grantee shall not cause or suffer or permit to be created any mechanics' or materialmen's liens or claims against the Grantor Property or the Easement Premises. Grantee shall defend, indemnify and hold harmless Grantor from and against any such claims or liens.

9. Grantee shall obtain all necessary permits and approvals and shall otherwise comply with all applicable federal, state and local laws, rules, regulations and ordinances in the conduct of the Easement Activities.

10. Such perpetual Easement as is herein granted shall run with the land and the covenants, agreements, terms, conditions, obligations, rights and interests herein contained or provided for shall be likewise binding upon and shall inure to the benefit of the Grantor and Grantee, and their respective heirs, executors, successors, grantees, lessees and assigns.

11. Any and all notices or communications given pursuant to Grant of Easement shall be in writing and shall be deemed received on the third business day after being mailed by certified or registered mail, postage prepaid, return receipt requested; or on the next business day after deposit with a nationally-recognized overnight delivery service (such as Federal Express or Airborne) for guaranteed next business day delivery; or by personal delivery; addressed to the Parties as follows:

To Grantor: Douglas P. Trent  
c/o Trent & Butcher  
350 S. Schmale Road  
Carol Stream, IL 60188

To Grantee: VILLAGE OF CAROL STREAM  
500 N. Gary Avenue  
Carol Stream, Illinois 60186  
Attn: Village Engineer

12. This Agreement contains the entire agreement between the Parties with respect to the use of the Easement Premises and the Grantor Property by Grantee in connection with the Easement Activities, and cannot be modified except by a writing, dated subsequent to the date hereof, and signed by both Parties.

13. This Agreement is entered into solely for the benefit of the Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party.

IN WITNESS WHEREOF, the Grantor has caused his name to be signed to these presents the day and year first above written.

Grantor:

Douglas P. Trent  
Douglas P. Trent

Agreed to and accepted by the Village of Carol Stream, DuPage County, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2017.

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

ATTEST: \_\_\_\_\_  
Laura Czarnecki, Village Clerk

**ACKNOWLEDGMENT**

STATE OF ILLINOIS    )  
                                  ) SS  
COUNTY OF            )

I, the undersigned, a Notary Public, in and for the County and State aforesaid, DO HEREBY CERTIFY that Douglas P. Trent personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that he signed and delivered the said instrument as hisr free and voluntary act, for the uses and purposes therein set forth.

GIVEN under my hand and official seal, this \_\_\_\_ day of \_\_\_\_\_ 2017.

\_\_\_\_\_  
Notary Public

Prepare by and after recording mail to:

Village of Carol Stream  
500 North Gary Avenue  
Carol Stream, IL 60188-1899

EXHIBIT A

LEGAL DESCRIPTION OF SUBJECT PROPERTY

Lot 5 and Lot 6 in Unit One of Carol Stream Industrial Park in the East half of the southwest Quarter in Section 4, Township 39 North, Range 10, East of the Third Principal Meridian, in DuPage County, Illinois.

PIN: 05-04-303-005 & 05-04-303-006

Property Address: 350 S. Schmale Road, Carol Stream, IL 60188

**EXHIBIT B**

**LEGAL DESCRIPTION OF PERMANENT EASEMENT PROPERTY**

The easterly 20.00 feet of Lot 6 in Unit One of Carol Stream Industrial Park in the East half of the southwest Quarter in Section 4, Township 39 North, Range 10, East of the Third Principal Meridian, in DuPage County, Illinois.



**EXHIBIT C**

**LEGAL DESCRIPTION OF TEMPORARY EASEMENT PROPERTY**

The westerly 10.00 feet of the easterly 30.00 feet of Lot 6 in Unit One of Carol Stream Industrial Park in the East half of the southwest Quarter in Section 4, Township 39 North, Range 10, East of the Third Principal Meridian, in DuPage County, Illinois.

## Request for Taxpayer Identification Number and Certification

Give Form to the  
 requester. Do not  
 send to the IRS.

Print or type See Specific Instructions on page 2.	<b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Douglas P. Trent	
	<b>2</b> Business name/disregarded entity name, if different from above	
	<b>3</b> Check appropriate box for federal tax classification; check only one of the following seven boxes: <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	
	<b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
	<b>5</b> Address (number, street, and apt. or suite no.) 232 Cardinal Drive	Requester's name and address (optional)
	<b>6</b> City, state, and ZIP code Bloomington, IL 60108	
	<b>7</b> List account number(s) here (optional)	

**Part I Taxpayer Identification Number (TIN)**  
 Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

<b>Social security number</b>								
or								
<b>Employer identification number</b>								

**Part II Certification**  
 Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

<b>Sign Here</b>	Signature of U.S. person ▶ Douglas P. Trent	Date ▶ SEPTEMBER 22, 2017
------------------	---	---------------------------

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.  
**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.
- By signing the filled-out form, you:
- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
  - Certify that you are not subject to backup withholding, or
  - Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
  - Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

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

**A RESOLUTION ACCEPTING A GRANT OF A WATER MAIN EASEMENT  
(DOUGLAS P. TRENT, 350 S. SCHMALE ROAD)**

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 execute an Agreement for Acceptance of a Water Main Easement between Douglas P. Trent, 350 S. Schmale Road ("Grantor") and the Village of Carol Stream ("Grantee").

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 Village Clerk of the Village of Carol Stream be and the same are hereby authorized to execute the Agreement for Grant of a Water Main Easement, attached hereto as Exhibit "A" and as approved by the Village Attorney. The address of the property is: 350 S. Schmale Road, Carol Stream, Illinois, with a P.I.N. of 05-04-303-005 and 05-04-303-006.

SECTION 2: That the Mayor and the Village Clerk of the Village of Carol Stream be and the same are hereby authorized to execute the Plat of Easement in connection herewith, and direct the Village Clerk to record with the DuPage County Recorder's Office the Agreement for Grant of a Water Main Easement and Plat of Easement.

SECTION 3: That all Resolutions or parts thereof, in conflict with the provisions of this Resolution are, to the extent of such conflict, expressly repealed.

Resolution No. \_\_\_\_\_  
Page 2

SECTION 4: This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND APPROVED THIS 16th DAY OF OCTOBER, 2017.

AYES:

NAYS:

ABSENT:

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

ATTEST:

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

Prepared by and return to:

Village of Carol Stream  
500 N. Gary Avenue  
Carol Stream, Illinois 60186  
Attn: Village Engineer

**GRANT OF WATER MAIN EASEMENT**

THIS GRANT OF WATER MAIN EASEMENT ("Grant of Easement") is made this \_\_\_ day of \_\_\_\_\_, 2017, by Douglas P. Trent, (hereinafter referred to as the "Grantor") to the Village of Carol Stream, DuPage County, Illinois (hereinafter referred to as the "Grantee"). Grantor and Grantee are sometimes hereinafter referred to individually as a "Party" and collectively as the "Parties."

**WITNESSETH:**

**WHEREAS**, Grantor is the owner of the real property legally described in Exhibit A, attached hereto and made a part hereof (hereinafter referred to as the "Grantor Property"); and

**WHEREAS**, the Grantee desires to construct a water main, and all facilities incidental thereto, (hereinafter referred to as the "Water Main Improvements") on a portion of the Grantor Property; and

**WHEREAS**, Grantor has agreed to grant the Grantee the necessary nonexclusive permanent easement and a temporary construction easement relative to the Water Main Improvements, as set forth herein;

**NOW, THEREFORE**, for and in consideration of Five Thousand and No/100 Dollars (\$5,000.00) and other good and valuable consideration in hand paid, receipt of which is hereby acknowledged, the terms and conditions set forth below and the benefits to be derived from this Grant of Easement, the Parties agree as follows:

1. That the recitals set forth above are incorporated herein and made a part hereof as if set forth fully herein.

2. Grantor hereby grants and conveys to the Grantee a nonexclusive perpetual easement and right-of-way (the "Easement"), for the full and free right, privilege and authority to construct, install, reconstruct, replace, remove, repair, alter, inspect, maintain and operate a water main, and all facilities incidental thereto (the "Easement Activities"), in, on, upon, over, through, across the property as legally described in Exhibit B, attached hereto and made a part hereof (the "Easement Premises") and to from time to time, cut down, trim or remove any shrubs, trees, bushes or other plants and to clear obstructions from the surface and subsurface of the Easement Premises that interfere with the operation or access to said Easement Activities.

3. Grantor further grants and conveys to the Grantee a temporary construction easement for the full and free right, privilege and authority to construct and install a water main and all facilities thereto , in, on, upon, over, through, across the property as legally described in Exhibit C, attached hereto and made a part hereof (the Temporary Easement). The Temporary Easement shall terminate on the date which is twenty-four (24) months from the date this Grant of Easement is recorded.

4. Grantor hereby agrees to and with the Grantee that the officers, agents, employees, successors, grantees, lessees and assigns of the Grantee may, at any and all times designated herein, when necessary and convenient to do so, go in, on, upon, over and across the Easement Premises, and do and perform any and all acts necessary or convenient to the carrying into effect the purposes for which this Grant of Easement and the Easement created hereby are made, and that the Grantor shall not disturb, molest, injure or in any manner interfere with the aforesaid water main, and all facilities and activities incidental thereto.

5. The Easement shall be used and enjoyed solely by Grantee and its duly authorized officers, agents, contractors or employees to conduct the Easement Activities in accordance with this Grant of Easement. Grantee shall not assign its rights under this Grant of



Easement in whole or in part or grant permission to traverse, enter upon or otherwise use the Easement Premises to any other person or entity without the prior written consent of Grantor.

6. The Grantor reserves the right to use of the Easement Premises, for any lawful purpose, except that any structure or use shall not unreasonably interfere with the Easement or the Easement Activities granted hereunder.

7. The Grantee, its officers, agents, employees, successors, grantees, lessees, contractors and assigns shall promptly, and as soon as practicable after engaging in any Easement Activities, restore to its former condition any portion of the Grantor Property which is disturbed or altered in any manner by such Easement Activities, at the Grantee's sole cost and expense.

8. All work, labor, services, equipment, tools and materials to be performed, furnished or used directly or indirectly in, or in connection with, the Easement Activities, and all other matters and things to be performed, furnished or used, or expenses to be paid, under the term of this Grant of Easement, are to be at the sole expense of the Grantee, and all such work shall be performed promptly and completed in each instance with diligence and as soon as reasonably practicable after commencement thereof. Grantee shall not cause or suffer or permit to be created any mechanics' or materialmen's liens or claims against the Grantor Property or the Easement Premises. Grantee shall defend, indemnify and hold harmless Grantor from and against any such claims or liens.

9. Grantee shall obtain all necessary permits and approvals and shall otherwise comply with all applicable federal, state and local laws, rules, regulations and ordinances in the conduct of the Easement Activities.

10. Such perpetual Easement as is herein granted shall run with the land and the covenants, agreements, terms, conditions, obligations, rights and interests herein contained or provided for shall be likewise binding upon and shall inure to the benefit of the Grantor and Grantee, and their respective heirs, executors, successors, grantees, lessees and assigns.

11. Any and all notices or communications given pursuant to Grant of Easement shall be in writing and shall be deemed received on the third business day after being mailed by certified or registered mail, postage prepaid, return receipt requested; or on the next business day after deposit with a nationally-recognized overnight delivery service (such as Federal Express or Airborne) for guaranteed next business day delivery; or by personal delivery; addressed to the Parties as follows:

To Grantor: Douglas P. Trent  
c/o Trent & Butcher  
350 S. Schmale Road  
Carol Stream, IL 60188

To Grantee: VILLAGE OF CAROL STREAM  
500 N. Gary Avenue  
Carol Stream, Illinois 60186  
Attn: Village Engineer

12. This Agreement contains the entire agreement between the Parties with respect to the use of the Easement Premises and the Grantor Property by Grantee in connection with the Easement Activities, and cannot be modified except by a writing, dated subsequent to the date hereof, and signed by both Parties.

13. This Agreement is entered into solely for the benefit of the Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party.

IN WITNESS WHEREOF, the Grantor has caused his name to be signed to these presents the day and year first above written.

Grantor:

Douglas P. Trent  
Douglas P. Trent

Agreed to and accepted by the Village of Carol Stream, DuPage County, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2017.

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

ATTEST: \_\_\_\_\_  
Laura Czarnecki, Village Clerk

**ACKNOWLEDGMENT**

STATE OF ILLINOIS    )  
                                  ) SS  
COUNTY OF            )

I, the undersigned, a Notary Public, in and for the County and State aforesaid, DO HEREBY CERTIFY that Douglas P. Trent personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that he signed and delivered the said instrument as his free and voluntary act, for the uses and purposes therein set forth.

GIVEN under my hand and official seal, this \_\_\_\_ day of \_\_\_\_\_ 2017.

\_\_\_\_\_  
Notary Public

Prepare by and after recording mail to:

Village of Carol Stream  
500 North Gary Avenue  
Carol Stream, IL 60188-1899

EXHIBIT A

LEGAL DESCRIPTION OF SUBJECT PROPERTY

Lot 5 and Lot 6 in Unit One of Carol Stream Industrial Park in the East half of the southwest Quarter in Section 4, Township 39 North, Range 10, East of the Third Principal Meridian, in DuPage County, Illinois.

PIN: 05-04-303-005 & 05-04-303-006

Property Address: 350 S. Schmale Road, Carol Stream, IL 60188

**EXHIBIT B**

**LEGAL DESCRIPTION OF PERMANENT EASEMENT PROPERTY**

The easterly 20.00 feet of Lot 6 in Unit One of Carol Stream Industrial Park in the East half of the southwest Quarter in Section 4, Township 39 North, Range 10, East of the Third Principal Meridian, in DuPage County, Illinois.

EXHIBIT C

**LEGAL DESCRIPTION OF TEMPORARY EASEMENT PROPERTY**

The westerly 10.00 feet of the easterly 30.00 feet of Lot 6 in Unit One of Carol Stream Industrial Park in the East half of the southwest Quarter in Section 4, Township 39 North, Range 10, East of the Third Principal Meridian, in DuPage County, Illinois.



## Request for Taxpayer Identification Number and Certification

**Give Form to the  
requester. Do not  
send to the IRS.**

<b>Print or type See Specific Instructions on page 2.</b>	<b>1 Name</b> (as shown on your income tax return). Name is required on this line; do not leave this line blank. Douglas P. Trent	
	<b>2 Business name/disregarded entity name</b> , if different from above	
	<b>3 Check appropriate box for federal tax classification; check only one of the following seven boxes:</b> <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <b>Note.</b> For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	
	<b>4 Exemptions</b> (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
	<b>5 Address</b> (number, street, and apt. or suite no.) 232 Cardinal Drive	<b>Requester's name and address (optional)</b>
	<b>6 City, state, and ZIP code</b> Bloomington, IL 60108	
	<b>7 List account number(s) here (optional)</b>	

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

<b>Social security number</b>
<del>XXXXXXXXXX</del>
or
<b>Employer identification number</b>
-

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

<b>Sign Here</b>	Signature of U.S. person ▶ <i>Douglas P. Trent</i>	Date ▶ <i>SEPTEMBER 22, 2017</i>
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### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.  
**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.*
- By signing the filled-out form, you:
1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
  2. Certify that you are not subject to backup withholding, or
  3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
  4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on October 16, 2017**

**AGENDA ITEM**  
L-1 10-16-17

<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>					
OVRCHRG RFND MINI EXCAVATOR RNTL	-1,480.00	04201600-52264	EQUIPMENT RENTAL	RSA000528 2	
KUBOTA UTILITY VEHICLE	28,369.10	01670400-54412	OTHER EQUIPMENT	ESA000577-1	
	<u>26,889.10</u>				
<b>505 E NORTH AVE INC</b>					
RENT - NOV	26,250.00	01680000-55300	RENT - 505 NORTH AVE	NOVEMBER	
	<u>26,250.00</u>				
<b>ACCESS ONE</b>					
POT LINES FOR ALL LOCATIONS	226.95	01652800-52230	TELEPHONE	2924976	
	<u>226.95</u>				
<b>ACTION LOCK &amp; KEY</b>					
DOOR LOCK-PD	150.00	01680000-52244	MAINTENANCE & REPAIR	000795	
	<u>150.00</u>				
<b>ADMIN ARSENAL INC</b>					
PDQ DEPLOY - IT	900.00	01652800-52255	SOFTWARE MAINTENANCE	920457	
	<u>900.00</u>				
<b>ADVANCE AUTO PARTS PROFESSIONAL</b>					
AG CONTROL ARM	117.02	01696200-53354	PARTS PURCHASED	2420-397573	
AG CONTROL ARM	117.02	01696200-53354	PARTS PURCHASED	2420-397574	
SP BELT	11.55	01696200-53354	PARTS PURCHASED	2420-397955	
SP GASKETS	15.46	01696200-53354	PARTS PURCHASED	2420-398150	
	<u>261.05</u>				
<b>ADVANTAGE TRAILERS &amp; HITCHES</b>					
ENCLOSED TRAILER	163.29	01670400-54412	OTHER EQUIPMENT	34842	
	<u>163.29</u>				

**Village of Carol Stream  
 Schedule of Bills  
 For Village Board Approval on October 16, 2017**

<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>					
AUG DEPT MORALE	61.76	01600000-52242	EMPLOYEE RECOGNITION	482702	
	<u>61.76</u>				
<b>ALLIANCE AGAINST INTOXICATED MOTORISTS</b>					
AAIM BANQUET 10/21/17	680.00	01662300-52222	MEETINGS	089914	
	<u>680.00</u>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on October 16, 2017**

<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>					
12 HGST HARD DRIVE	1,979.88	01652800-53317	OPERATING SUPPLIES	7817803	
3.0 FLASHDRIVE	59.99	01590000-53317	OPERATING SUPPLIES	2137800	
BATTERIES/FUSES ETC	129.10	01662700-53317	OPERATING SUPPLIES	1292262	
ELECTRONICS TOOLS	49.88	01662700-53350	SMALL EQUIPMENT EXPENSE	3059448	
EMERGENCY BLANKETS	43.41	01662700-53350	SMALL EQUIPMENT EXPENSE	6905050	
EVIDENCE SUPPLIES	129.41	01662700-53317	OPERATING SUPPLIES	9371426	
EXTERNAL DRIVE	107.99	01662700-53317	OPERATING SUPPLIES	9371426-2	
FW AUDIO EQUIPMENT	200.20	01652800-53317	OPERATING SUPPLIES	1141066	
IMPACT SOCKETS	34.40	04201600-53316	TOOLS	5905802	
JUMP PACK	141.99	01662700-53350	SMALL EQUIPMENT EXPENSE	6602665	
LED FLAGPOLE LIGHT	40.76	01680000-52244	MAINTENANCE & REPAIR	8382650	
MAGLITE BATTERIES	146.15	01662700-53350	SMALL EQUIPMENT EXPENSE	5149802	
MAGLITES	342.20	01662700-53350	SMALL EQUIPMENT EXPENSE	4570609	
MEHRING - SURFACE COVER	115.49	01652800-54413	COMPUTER EQUIPMENT	6550631	
MISC COMPUTER EQUIP FOR STAFF	136.51	01652800-54413	COMPUTER EQUIPMENT	5116267	
OIL ALARM	36.24	01696200-52244	MAINTENANCE & REPAIR	0406658	
PANTS-BRIAN EVANS	65.80	04200100-53324	UNIFORMS	5651436	
PATCH-SAS CABLES	65.98	01652800-53317	OPERATING SUPPLIES	5770607	
PEG CHANNEL CABLE	7.95	01652800-53317	OPERATING SUPPLIES	3705001	
RACKS	211.98	01670400-54412	OTHER EQUIPMENT	8581066	
RECHARGE BATTERIES	90.62	01652800-53317	OPERATING SUPPLIES	2527402	
RFND -UAG MICROSOFT PRO 3 COVERS	-90.86	01652800-54413	COMPUTER EQUIPMENT	0361800CR	
SAN DRIVES	57.10	01652800-53317	OPERATING SUPPLIES	9845040	
SOFTSOAP	94.97	01670400-53317	OPERATING SUPPLIES	1268224	
SP CARBURETOR	23.99	01696200-53354	PARTS PURCHASED	4124265	
SP TENDER	26.57	01696200-53354	PARTS PURCHASED	3399427	
SQUAD SUPPLIES	106.98	01662700-53317	OPERATING SUPPLIES	8122634	
TRAFFIC CONE HOLDER	27.17	01670400-54412	OTHER EQUIPMENT	0700251	
TREE WATERING BAGS	126.36	01670700-52268	TREE MAINTENANCE	2496237	
UAG PRO 3 COVERS	162.26	01652800-54413	COMPUTER EQUIPMENT	0361800	

**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>
USB DRIVES	66.30	01662700-53317	OPERATING SUPPLIES	2249861	
	<u>4,736.77</u>				
<b>AMERICAN FIRST AID</b>					
1ST AID VLG AUG	92.05	01590000-53317	OPERATING SUPPLIES	54313	
FIRST AID SUPPL PWKS SEPT	26.35	01670100-53317	OPERATING SUPPLIES	56572	
	<u>118.40</u>				
<b>AMERICAN LEGAL PUBLISHING CORP</b>					
CODIFICATION - SEPT	168.00	01580000-52253	CONSULTANT	0118344	
	<u>168.00</u>				
<b>AMERICAN SOCIETY OF CIVIL ENGINEERS</b>					
MEMB RNWL KNUDSEN	275.00	01620100-52234	DUES & SUBSCRIPTIONS	281730	
	<u>275.00</u>				
<b>APPLIED CONCEPTS INC</b>					
SPARE RADAR REMOTES	597.00	01662700-53350	SMALL EQUIPMENT EXPENSE	313049	
	<u>597.00</u>				
<b>ARENDS HOGAN WALKER LLC</b>					
AG CLUTCH BUTTONS	8.28	01696200-53354	PARTS PURCHASED	1520176	
SP BELTS	617.72	01696200-53354	PARTS PURCHASED	1530627	
SP CASTER KIT	191.30	01696200-53354	PARTS PURCHASED	1530634	
SP PULLEYS	662.40	01696200-53354	PARTS PURCHASED	1533198	
SP TRAILING ARM	394.88	01696200-53354	PARTS PURCHASED	1533206	
	<u>1,874.58</u>				
<b>ARMBRUST PLUMBING &amp; HEATING INC</b>					
REPAIR/RETEST RPZ	490.00	04201600-52244	MAINTENANCE & REPAIR	0000098712	
RPZ TESTING	746.55	04201600-52244	MAINTENANCE & REPAIR	0000098561	
	<u>1,236.55</u>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on October 16, 2017**

<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>					
BLDG PLAN REVIEW 502 SCHMALE	2,177.84	01643700-52253	CONSULTANT	47701	
BLDG PLAN REVIEW- 373 SCHMALE	1,369.37	01643700-52253	CONSULTANT	47703	
INSPECTIONS - 500 N GARY AVE	4,298.79	11740000-55490	VILLAGE HALL RENOVATION	47730	
	<u>7,846.00</u>				
<b>BAXTER &amp; WOODMAN INC</b>					
WRC NPDES COMPL FRM 8/20 -9/16	5,882.50	04101100-52253	CONSULTANT	0194891	
	<u>5,882.50</u>				
<b>BEARY LANDSCAPING</b>					
FY18 MOWING CONTRACT-OCT	10,299.57	01670400-52272	PROPERTY MAINTENANCE	67354	20180005
	<u>10,299.57</u>				
<b>BHFX DIGITAL IMAGING</b>					
INK & PAPER	689.50	01620100-53317	OPERATING SUPPLIES	280460	
	<u>689.50</u>				
<b>BLOOMING COLOR OF ST CHARLES</b>					
BOSHART BIZ CARDS	38.12	01662400-53317	OPERATING SUPPLIES	229376	
RECORDS DEPT BUS CARDS	76.24	01662600-53317	OPERATING SUPPLIES	229051	
	<u>114.36</u>				
<b>BRACING SYSTEMS</b>					
CONCRETE SUPPLIES	147.95	01670500-53317	OPERATING SUPPLIES	308957-1	
MARKING PAINT	76.80	01622200-53317	OPERATING SUPPLIES	310068-1	
WOOD STAKES	34.00	04101500-53317	OPERATING SUPPLIES	309515-1	
	<u>258.75</u>				
<b>BROWN &amp; ROOT INDUSTRIAL SERVICES LLC</b>					
RPLMNT ROOF PAYOUT #1 FINAL	81,412.80	04101100-54480	CONSTRUCTION	1709J035-8502 DO-008	
	<u>81,412.80</u>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on October 16, 2017**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
<b>C S FIRE PROTECTION DISTRICT</b>					
PERMITS - SEPT/2017	300.00	01-24416	DEPOSIT-FIRE DISTRICT PERMIT	PERMITS-SEPT/17	
	<u>300.00</u>				
<b>CANON FINANCIAL SERVICES INC</b>					
MFD CHRGS 04/30 -07/31 2017	1,007.14	01652800-52226	OFFICE EQUIPMENT MAINTENANCE	17625164	
SCANNER	899.00	01652800-52226	OFFICE EQUIPMENT MAINTENANCE	137585502	
SCANNER RETURNED	-899.00	01652800-52226	OFFICE EQUIPMENT MAINTENANCE	137585502CR	
	<u>1,007.14</u>				
<b>CAPUTO'S NEW FARM PRODUCE- CAROL STREAM INC</b>					
SEPTEMBER EVENTS	20.00	01600000-52242	EMPLOYEE RECOGNITION	00084061	
	<u>20.00</u>				
<b>CAROL STREAM LAWN &amp; POWER</b>					
SP CLUTCH	170.04	01696200-53354	PARTS PURCHASED	403786	
	<u>170.04</u>				
<b>CARQUEST AUTO PARTS</b>					
JACK STANDS	5,226.88	01696200-54412	OTHER EQUIPMENT	2420-397486	
	<u>5,226.88</u>				
<b>CELLEBRITE USA INC</b>					
RNWL 3/2017-3/2018	3,400.00	01662400-52255	SOFTWARE MAINTENANCE	Q-12306-1	
	<u>3,400.00</u>				
<b>CH2MHILL OMI</b>					
OPERS,MTC & MGMT WRC SRV-NOV/17	140,538.19	04101100-52262	WRC CONTRACT	66109	20180001
	<u>140,538.19</u>				
<b>CLARK BAIRD SMITH LLP</b>					
LABOR COUNSEL- SEPT	251.25	01570000-52238	LEGAL FEES	9002	
	<u>251.25</u>				



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<b>COLLEGE OF DUPAGE</b>					
ACADEMY TUITION-GUZMAN & LIPINSKI	7,471.20	01662700-52223	TRAINING	8423	
ENGAGING EMPLOYEES SERIES-J VANDYKE	475.00	01600000-52223	TRAINING	4588781	
	<b>7,946.20</b>				
<b>COMCAST CABLE</b>					
09/02-10/01 2017 FEE	74.95	01664700-53330	INVESTIGATION FUND	0479023 8/28/17	
TV SRV 9/19-10/18	6.34	01652800-52230	TELEPHONE	0443594 9/15	
	<b>81.29</b>				
<b>COMED</b>					
110 E ST CHARLES	31.93	01670600-53210	ELECTRICITY	6827721000 10/05/17	
MASTER ACCOUNT	452.69	01670300-53213	STREET LIGHT ELECTRICITY	5853045025 9/19/17	
SW- MORTON & LIES	198.42	01670300-53213	STREET LIGHT ELECTRICITY	0815164035 9/25/17	
	<b>683.04</b>				
<b>CONSTELLATION NEW ENERGY</b>					
1 N END THORNHILL	124.79	01670300-53213	STREET LIGHT ELECTRICITY	0041503245-0001	
403 SIOUX-STREET LIGHTS	17.72	01670300-53213	STREET LIGHT ELECTRICITY	0041535020-001	
796 PAWNEE DR	46.90	01670300-53213	STREET LIGHT ELECTRICITY	0041535022-0001	
	<b>189.41</b>				
<b>CORE &amp; MAIN LP</b>					
SLEEVES & MEGALUGS	660.00	04201600-53317	OPERATING SUPPLIES	H600415	
NW VALVE,BEND, PIPE-WTR MAIN DISCONNECT	4,652.24	04201600-52244	MAINTENANCE & REPAIR	H917136	
	<b>5,312.24</b>				
<b>COSTCO WHOLESALE</b>					
VENDING MACHINE/WCC CANDY	27.98	01660100-53317	OPERATING SUPPLIES	728300008107	
VENDING MACHINE/WCC CANDY	187.44	01590000-53380	VENDING MACHINE SUPPLIES	728300008107	
	<b>215.42</b>				

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<b>COUNTY COURT REPORTERS INC</b>					
PC/ZBA MEETING 8/28/17	175.00	01530000-52241	COURT REPORTER FEES	121195	
	<u>175.00</u>				
<b>COVERALL NORTH AMERICA INC</b>					
JANITORIAL SRV-PWKS FACILITY-OCT	1,379.00	01670100-52276	JANITORIAL SERVICES	1010605264	20180003
	<u>1,379.00</u>				
<b>DAILY HERALD</b>					
PRESS RELEASE RSC	42.55	01662300-52234	DUES & SUBSCRIPTIONS	T4480016	
NOTICE - BIKE PATH	202.40	11740000-55486	ROADWAY CAPITAL IMPROVEMENT	4482740	
	<u>244.95</u>				
<b>DELUXE TOWING</b>					
SQUAD TOW TO PW	175.00	01662700-52212	AUTO MAINTENANCE & REPAIR	87125	
	<u>175.00</u>				
<b>DISCOVERY BENEFITS</b>					
FLEX ADM -SEPT	220.00	01600000-52273	EMPLOYEE SERVICES	799717-IN	
	<u>220.00</u>				
<b>DOCUMENT IMAGING DIMENSIONS, INC</b>					
PRINTER TRANSFER ROLL	100.00	01652800-52226	OFFICE EQUIPMENT MAINTENAN	328972	
	<u>100.00</u>				
<b>DR MYCOMMERCE INC</b>					
FONELAB IOS	59.47	01590000-53317	OPERATING SUPPLIES	U7632431902	
	<u>59.47</u>				
<b>DSA INC</b>					
OPTICS AND LOWERS	1,683.75	01662700-53323	WEAPONS	553067-1	
RIFLE LIGHTS	1,750.00	01662700-53323	WEAPONS	553067-2	
	<u>3,433.75</u>				

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<b>DU COMM</b>					
DISPATCH SRV'S-QTR END 1/31/18	180,478.50	01662700-52245	GENERAL COMMUNICATIONS	16117	
	<b>180,478.50</b>				
<b>DUPAGE CHRYSLER DODGE JEEP</b>					
AG CONTROL ARM	257.18	01696200-53354	PARTS PURCHASED	64034	
	<b>257.18</b>				
<b>DUPAGE JUVENILE OFFICERS ASSOCIATION</b>					
DANNAE POPE REGIS 10/25/17	65.00	01664700-52223	TRAINING	2017 FALL CONFR	
	<b>65.00</b>				
<b>DUPAGE RIVER SALT CREEK WRKGRP</b>					
DEICING WRKSHOP-STRTS	140.00	01670200-52223	TRAINING	662909875	
DEICING WRKSHP-10/12/17	35.00	01670100-52223	TRAINING	662909875	
	<b>175.00</b>				
<b>DYNEGY ENERGY SERVICES, LLC</b>					
124 GERZEVSKE- EAST SIDE PAS	2,573.62	04201600-53210	ELECTRICITY	275664017091-2	
1348 CHARGER CT	209.40	04101500-53210	ELECTRICITY	275664017091-1	
200 TUBEWAY- LIFT STATIONS	135.14	04101500-53210	ELECTRICITY	275664017091	
300 KUHN RD WEST SIDE PAS	2,138.40	04201600-53210	ELECTRICITY	275664017091-3	
	<b>5,056.56</b>				
<b>ENFORCEMENT VIDEO, LLC</b>					
4RE SOFTWARE MTC RNWL 7/2017-7/2018	2,275.00	01652800-52255	SOFTWARE MAINTENANCE	WARNINV002067	
	<b>2,275.00</b>				
<b>ENGINEERING RESOURCE ASSOCIATES INC</b>					
PROF SRV'S THRU SEPT 1ST (BUCKY'S)	1,168.01	01620600-52253	CONSULTANT	170815.01	
PROF SRV'S THRU SEPT 1ST (ENCAP)	220.50	01620600-52253	CONSULTANT	170901.01	
	<b>1,388.51</b>				

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<b>FIRESTONE COMPLETE AUTO CARE</b>					
SP TIRES	370.60	01696200-53354	PARTS PURCHASED	052686	
SP TIRES	442.96	01696200-53354	PARTS PURCHASED	052791	
	<b>813.56</b>				
<b>FULL LIFE SAFETY CENTER</b>					
RAINGEAR-SAM BARGHI	77.65	01670100-53317	OPERATING SUPPLIES	36746	
	<b>77.65</b>				
<b>FUTURE ENVIRONMENTAL INC</b>					
WASTE FILTERS	35.00	01696200-53317	OPERATING SUPPLIES	91947	
	<b>35.00</b>				
<b>GALLS LLC</b>					
BAJOREK	122.25	01662700-53324	UNIFORMS	008178083	
CHACON	125.25	01662700-53324	UNIFORMS	008130167	
	<b>247.50</b>				
<b>GIS CONSORTIUM</b>					
GIS SUPPORT FEE	3,072.06	01652800-52257	GIS SYSTEM	479	
	<b>3,072.06</b>				
<b>GOVTEMPSUSA LLC</b>					
ACCOUNTS CLERK W/E 9/17 & 9/24	2,688.00	01612900-52253	CONSULTANT	2359335-1	
OFFICE MGR W/E 9/17 & 9/24	2,923.20	01590000-52253	CONSULTANT	2359336	
PROP INSPECTION W/E 9/17	875.00	01642100-52253	CONSULTANT	2359335	
	<b>6,486.20</b>				
<b>HBK WATER METER SERVICE INC</b>					
PILOT PRG METER TESTS	776.00	04201400-52282	METER MAINTENANCE	170562	
	<b>776.00</b>				

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<b>HENDERSON PRODUCTS INC</b>					
SP CHAIN BRACKET	82.47	01696200-53354	PARTS PURCHASED	257535	
	<u>82.47</u>				
<b>HIGH PSI LIMITED</b>					
PRESSURE WASHER HOSE	125.00	04201600-52284	EQUIPMENT MAINTENANCE	56569	
PRESSURE WASHER HOSE	130.00	04201600-52284	EQUIPMENT MAINTENANCE	56565	
	<u>255.00</u>				

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<b>HOME DEPOT</b>					
2X4'S LEV MANHOLES	10.14	04101500-53317	OPERATING SUPPLIES	01931	
ARMOR ALL, BUCKET	46.90	01670200-53317	OPERATING SUPPLIES	80414	
B-BOX REPAIR PARTS	63.78	04201600-52244	MAINTENANCE & REPAIR	44592	
BLEACH, PLIERS, BLADES	111.71	04101500-53317	OPERATING SUPPLIES	02077	
CLEANING SUPPLIES	126.83	04101500-53317	OPERATING SUPPLIES	39194	
COMMON BOARD	60.88	01670500-53317	OPERATING SUPPLIES	28825	
COMMON BOARD	62.04	01670500-53317	OPERATING SUPPLIES	22968	
CONCRETE	254.72	01670600-53317	OPERATING SUPPLIES	00867	
GLOVES & SPRAY	5.66	01680000-53319	MAINTENANCE SUPPLIES	10773	
KEYS-TOOLBOX	40.92	01662700-53317	OPERATING SUPPLIES	08425	
LATCH-FARM HS GATE	5.98	01680000-53319	MAINTENANCE SUPPLIES	35748	
MOUSE TRAPS	1.87	01696200-53317	OPERATING SUPPLIES	69415	
PADLOCK	62.38	01696200-53317	OPERATING SUPPLIES	24974	
PAINT ROLLER TRAY	10.54	01670400-54412	OTHER EQUIPMENT	49971	
PAINT/SUPPLIES	110.87	01670400-54412	OTHER EQUIPMENT	29196	
SCREEN	7.38	01670500-53317	OPERATING SUPPLIES	36620-1	
SP PIPE	16.96	01696200-53354	PARTS PURCHASED	36620-2	
SP SCREEN & SILICONE	13.96	01696200-53354	PARTS PURCHASED	51702	
SP SILICONE	4.48	01696200-53354	PARTS PURCHASED	70860-1	
STREET LIGHT SUPPLIES	129.00	01670300-53213	STREET LIGHT ELECTRICITY	74183	
SUPPLIES -TEMP FAC	21.94	01680000-52244	MAINTENANCE & REPAIR	59499	
UTILITY KNIFE	8.93	01696200-53317	OPERATING SUPPLIES	70860-2	
	<b>1,177.87</b>				
<b>HR CERTIFICATION.COM</b>					
ANNUAL COBRA RECERT.	99.00	01600000-52223	TRAINING	09/18/17	
	<b>99.00</b>				
<b>I D O T (IL STATE TREASURER)</b>					
KUHN RD LAFO PROJECT-FINAL	31,352.93	11740000-55486	ROADWAY CAPITAL IMPROVEMENT	121215	
	<b>31,352.93</b>				

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<b>I P E L R A</b>					
2017 YEAR END REVIEW PRGM 12/7/17	55.00	01670100-52223	TRAINING	PHIL MODAFF	
2017 YR END REVIEW REGIS 12/7/17	55.00	01600000-52223	TRAINING	CARYL REBHOLZ	
	<b>110.00</b>				
<b>IL FIRE &amp; POLICE COMMISSIONERS ASSN</b>					
2018 MEMBERSHIP DUES	375.00	01510000-52234	DUES & SUBSCRIPTIONS	2018 MEMB DUES	
	<b>375.00</b>				
<b>ILLINOIS ASSN OF TECHNICAL ACCIDENT INVE</b>					
CLUEVER CONF REG 10/4 10/6 2017	150.00	01662300-52223	TRAINING	7SR08023V182	
CLUEVER MEMB RNWL	45.00	01662300-52223	TRAINING	MC611720N	
COOPER CONF REGIS 10/4- 10/6 2017	150.00	01660100-52223	TRAINING	8G202590	
COOPER MEMB RNWL	45.00	01660100-52223	TRAINING	ZBAC123	
EAGAN CONF REGIS 10/4-10/6 2017	150.00	01662300-52223	TRAINING	Y085873A	
EAGAN MEMB RNWL	45.00	01662300-52223	TRAINING	GF335451F	
JUNGERS CONF REGIS 10/4 10/6 2017	150.00	01660100-52223	TRAINING	MS483591W	
JUNGERS MEMB RNWL	45.00	01660100-52223	TRAINING	3W1977511B146004E	
STAFIEJ MEMB RNWL	45.00	01662300-52223	TRAINING	6KW125641879	
TURNHOLT CONF REG 10/4- 10/6 2017	150.00	01662300-52223	TRAINING	YT133402K	
TURNHOLT MEMB RNWL	45.00	01662300-52223	TRAINING	ABC459	
	<b>1,020.00</b>				
<b>ILLINOIS DEPT OF FINANCIAL &amp; PROF REGULA</b>					
J KNUDSEN LIC RNWL	1.41	01620100-52234	DUES & SUBSCRIPTIONS	7756828	
LIC RNWL KNUDSEN	60.00	01620100-52234	DUES & SUBSCRIPTIONS	7756828	
	<b>61.41</b>				



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<b>ILLINOIS SECRETARY OF STATE</b>					
673 REG FEE	101.00	01662700-52244	MAINTENANCE & REPAIR	077304	
673 SERVICE FEE	2.37	01662700-52244	MAINTENANCE & REPAIR	077304	
687 REG RENEWAL	108.50	01662700-52244	MAINTENANCE & REPAIR	000044	
LIC PLT RNWL #687	108.50	01662700-52244	MAINTENANCE & REPAIR	1020481B	
	<u>320.37</u>				
<b>ILLINOIS TRUCK ENFORCEMENT ASSN</b>					
MEMB RNWL B CLUEVER	100.00	01662300-52234	DUES & SUBSCRIPTIONS	01947	
	<u>100.00</u>				

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<b>INTERGOVERNMENTAL PERSONNEL BENEFIT COOPERATIVE</b>					
OCT 2017 INSURANCE	141.82	01641800-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	331.67	01643600-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	489.83	01641700-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	689.46	01670700-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	704.92	01621300-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	833.34	01623100-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	850.85	04201400-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	1,019.18	01621900-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	1,094.40	04103100-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	1,160.32	04101500-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	1,240.43	04100100-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	1,353.69	01670500-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	1,547.06	01670200-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	1,610.34	01670300-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	1,619.05	01610100-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	1,641.74	04203100-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	1,672.85	01640100-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	1,740.43	01670600-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	1,934.39	01622200-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	1,960.11	01620600-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	1,977.82	01680000-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	2,250.81	01642100-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	2,321.13	01613000-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	2,417.28	01690100-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	2,939.19	01620100-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	2,951.60	01652800-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	2,983.11	01590000-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	3,384.23	01696200-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	3,512.85	01662500-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	3,907.81	01670400-51111	GROUP INSURANCE	10012017	

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OCT 2017 INSURANCE	4,090.03	01643700-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	4,174.74	01662300-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	4,298.07	04200100-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	4,389.81	04201600-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	4,844.92	01612900-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	8,726.42	01662600-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	9,185.25	01662400-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	10,086.96	01670100-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	11,080.51	01664700-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	19,939.42	01660100-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	32,658.41	01600000-51111	GROUP INSURANCE	10012017	
OCT 2017 INSURANCE	62,435.98	01662700-51111	GROUP INSURANCE	10012017	
	<b>228,192.23</b>				
<b>INTERNET PURCHASE MASTERCARD</b>					
FRANK JONES MOM	107.77	01660100-53317	OPERATING SUPPLIES	73973	
FRAUD ADJUSTMENT	-298.85	01640100-52253	CONSULTANT	FRAUD 6	
FRAUD ADJUSTMENT	-116.85	01640100-52253	CONSULTANT	FRAUD 7	
IT DOC. SOLUTION	95.00	01652800-52255	SOFTWARE MAINTENANCE	98296945	
WORKBOOTS-KNUDSEN	108.98	01622200-53324	UNIFORMS	1553471	
	<b>-103.95</b>				
<b>IT WATCH DOGS</b>					
TEMP SENSORS - IT	468.94	01652800-53317	OPERATING SUPPLIES	60676090984	
	<b>468.94</b>				
<b>ITRON INC</b>					
ITRON MTC -QTR END 1/31/18	653.67	04103100-52221	UTILITY BILL PROCESSING	464005	
ITRON MTC -QTR END 1/31/18	653.67	04203100-52221	UTILITY BILL PROCESSING	464005	
	<b>1,307.34</b>				

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<b>J G UNIFORMS INC</b>					
JUNGERS	23.00	01660100-53324	UNIFORMS	24518	
	<u>23.00</u>				
<b>JEWEL-OSCO</b>					
DUCART MTG 9/12	11.48	01660100-53317	OPERATING SUPPLIES	009715	
POP FOR VOLUNTEERS	23.10	01662700-52223	TRAINING	027338	
WATER RSC/BIKE EVENT	20.00	01662300-52222	MEETINGS	20170825	
	<u>54.58</u>				
<b>JOE COTTON FORD</b>					
AG GASKET KIT	61.24	01696200-53354	PARTS PURCHASED	330245	
	<u>61.24</u>				
<b>JOHN JUNGERS</b>					
PER DIEM FBI TRNG GALENA IL	84.00	01660100-52223	TRAINING	FBI TRNG 11/1-11/3	
	<u>84.00</u>				
<b>JOSEPH J HENDERSON &amp; SON INC</b>					
MECHANICS FLOOR GRATES	5,500.00	01696200-52244	MAINTENANCE & REPAIR	14828	
	<u>5,500.00</u>				
<b>KAMMES AUTO &amp; TRUCK REPAIR INC</b>					
STATE INSPECTIONS	140.00	01696200-53353	OUTSOURCING SERVICES	123501	
	<u>140.00</u>				
<b>KEEN FOOTWEAR</b>					
STEEL TOE SHOES-MELLO	70.00	01680000-53324	UNIFORMS	KUS5137906	
STEEL TOE SHOES-MELLO	70.00	01590000-53324	UNIFORMS	KUS5137906	
	<u>140.00</u>				

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<b>KOHL'S</b>					
CLOTH ALLOW - EBY	246.90	01664700-53324	UNIFORMS	076375	
JEANS-MARTY ZAMECNIK	124.96	04100100-53324	UNIFORMS	073292	
PANTS-JAIME FARIAS	99.96	04100100-53324	UNIFORMS	001060	
SHORTS-MIKE TIJERINA	55.80	04200100-53324	UNIFORMS	004314	
	<b>527.62</b>				
<b>KONICA MINOLTA BUSINESS SOLUTIONS</b>					
SRV 7/20-8/19	44.65	01662500-52226	OFFICE EQUIPMENT MAINTENAN	246969417	
SRV 7/20-8/19	138.65	01662400-52226	OFFICE EQUIPMENT MAINTENAN	246969327	
	<b>183.30</b>				
<b>L E A DATA TECHNOLOGIES</b>					
SOFTWARE UPGRADE- LEA DATABASE	100.00	01652800-52255	SOFTWARE MAINTENANCE	08-0201-09	
	<b>100.00</b>				
<b>LA POLICE GEAR</b>					
ZIP CUFFS	86.84	01662700-53317	OPERATING SUPPLIES	3459898	
	<b>86.84</b>				
<b>LAW OFFICE OF MICHELLE L MOORE LTD</b>					
LOCAL PROSC SEPT	2,200.00	01570000-52235	LEGAL FEES-PROSECUTION	2017-09	
LOCAL PROSC SEPT	6,075.00	01570000-52312	PROSECUTION DUI	2017-09	
	<b>8,275.00</b>				
<b>LECHNER &amp; SONS</b>					
MATS/TOWELS-8/16/17	28.45	01670100-53317	OPERATING SUPPLIES	2328536	
MATS/TOWELS-8/23/17	28.45	01670100-53317	OPERATING SUPPLIES	2331691	
MATS/TOWELS-8/9/17	28.45	01670100-53317	OPERATING SUPPLIES	2324868	
WIPES-8/16/17	59.10	01696200-53317	OPERATING SUPPLIES	2328536	
WIPES-8/23/17	59.10	01696200-53317	OPERATING SUPPLIES	2331691	
WIPES-8/9/17	59.10	01696200-53317	OPERATING SUPPLIES	2324868	
	<b>262.65</b>				

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<b>LEE JENSEN</b>					
PLUG RENTAL	450.00	01670600-53317	OPERATING SUPPLIES	170113	
PLUG RNTL 8/15-8/16	128.75	01670600-53317	OPERATING SUPPLIES	170111	
	<u>578.75</u>				
<b>LEONARD M BULAT</b>					
DECALS FOR 674,675 & 676	1,725.00	01662700-53350	SMALL EQUIPMENT EXPENSE	17-257	
	<u>1,725.00</u>				
<b>LEXISNEXIS</b>					
AUG 2017 FEE	191.34	01662400-53330	INVESTIGATION FUND	20170831	
	<u>191.34</u>				
<b>LIVE VIEW GPS INC</b>					
MONTHLY FEE-SEPT	79.90	01664700-53330	INVESTIGATION FUND	307049	
	<u>79.90</u>				
<b>LOWE'S HOME CENTERS</b>					
4- BRUSHES	11.92	01680000-52219	TC MAINTENANCE	941254	
ANTI-SKID PAINT	6.48	01670400-54412	OTHER EQUIPMENT	2878870	
GLV PIPE, COUPLING	72.22	04201600-52244	MAINTENANCE & REPAIR	8820475	
PAINT FOR TRAILER	149.90	01670400-54412	OTHER EQUIPMENT	2504634	
RETURN-PAINT	-6.48	01670400-54412	OTHER EQUIPMENT	16894	
	<u>234.04</u>				
<b>LRS HOLDINGS LLC</b>					
DUMPSTER RENTAL	450.00	01662700-54412	OTHER EQUIPMENT	0003716845	
STREET SWEEPING 9/18/17	8,774.73	01670600-52272	PROPERTY MAINTENANCE	14068	20180014
	<u>9,224.73</u>				
<b>LULU PRESS INC</b>					
FTO MANUALS	125.14	01662600-53315	PRINTED MATERIALS	12741108	
	<u>125.14</u>				

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<b>M S FOSTER &amp; ASSOCIATES INC</b>					
ROAD SENSOR	569.33	04200100-54415	VEHICLES	7440	
	<u>569.33</u>				
<b>MANAGEFORCE CORPORATION</b>					
SQL CONSULT SRVS 8/01 - 10/31	8,550.00	01652800-52253	CONSULTANT	VIL17003	
	<u>8,550.00</u>				
<b>MENARDS</b>					
BRUSH HEADS W/TX	54.07	01670200-53317	OPERATING SUPPLIES	068307	
CAR WASH BRUSHES	49.95	01670200-53317	OPERATING SUPPLIES	050963	
CREDIT TAX	-54.07	01670200-53317	OPERATING SUPPLIES	91980 01 9234	
STOOL	47.95	01696200-53350	SMALL EQUIPMENT EXPENSE	095739	
	<u>97.90</u>				
<b>METROPOLITAN INDUSTRIES INC</b>					
PLC RPMNT @ TUBEWAY STRM LIFT STN	3,021.50	04101500-52244	MAINTENANCE & REPAIR	325972	
	<u>3,021.50</u>				
<b>MIDWEST METER INC</b>					
M-25 METERS	1,598.98	04201400-53333	NEW METERS	0092856-IN	
M-35 METERS	1,010.81	04201400-53333	NEW METERS	0093107-IN	
	<u>2,609.79</u>				
<b>MNJ TECHNOLOGIES DIRECT</b>					
BOSHART - KEYBOARD/MOUSE	74.15	01662700-52255	SOFTWARE MAINTENANCE	0003554552	
BOSHART - MISC SURFACE EQUIP	198.55	01662700-52255	SOFTWARE MAINTENANCE	0003554391	
BOSHART DISPLAY	175.81	01662700-52255	SOFTWARE MAINTENANCE	0003554551	
BOSHART- SURFACE	1,205.72	01662700-52255	SOFTWARE MAINTENANCE	0003554390	
MEHRING- SURFACE 3 COVER	100.57	01652800-53317	OPERATING SUPPLIES	0003555489	
PD SURFACE WARRANTY	88.36	01662700-52255	SOFTWARE MAINTENANCE	0003554618	
SAM SURFACE WARRANTY	88.24	01652800-54413	COMPUTER EQUIPMENT	0003551858	
	<u>1,931.40</u>				



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<b>MONROE TRUCK EQUIPMENT</b>					
AG RTN CYCLINDER	-268.60	01696200-53354	PARTS PURCHASED	317403	
	<u>-268.60</u>				
<b>MORRELL INC</b>					
SP GREASE FITTINGS	36.64	01696200-53354	PARTS PURCHASED	A23900-001	
	<u>36.64</u>				
<b>MTI CONSTRUCTION SERVICES, LLC</b>					
CS MUNICIPALE CTR CONST	-71,383.40	11-21342	RETAINAGE MTI CONSTRUCTION	S17-033	
CS MUNICIPALE CTR CONST	752,534.34	11740000-55490	VILLAGE HALL RENOVATION	17-033	
SURVEYS & TESTING	11,517.50	11740000-55490	VILLAGE HALL RENOVATION	17-034	
	<u>692,668.44</u>				
<b>MULTISYSTEM MANAGEMENT COMPANY</b>					
CLEANING SERVICES- VLG HALL SEP 2017	1,580.00	01680000-52276	JANITORIAL SERVICES	1800	20180013
	<u>1,580.00</u>				
<b>MUNICIPAL GIS PARTNERS INC</b>					
MGP SERVICES - SEPT	11,668.33	01652800-52257	GIS SYSTEM	3546	
	<u>11,668.33</u>				

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<b>N E M R T</b>					
ANDREJEVIC, WAJDOWICZ,BECK, BUSCH 8/3-8/4	300.00	01662700-52223	TRAINING	223853	
CHACON/J GREY TRNG 5/9- 5/11	75.00	01662700-52223	TRAINING	221049	
PASKEVICZ TRNG 7/12/17	200.00	01662400-52223	TRAINING	222898	
PASKEVICZ/K LALLY TRNG 7/13/17	200.00	01662400-52223	TRAINING	222912	
SPLIT - BECK CLASSFEE	300.00	01662700-52223	TRAINING	223853	
SPLIT - BUSCHCLASSFEE	300.00	01664700-52223	TRAINING	223853	
SPLIT - GREYTRAINING	75.00	01662700-52223	TRAINING	221049	
SPLIT - HECK TRAINING	500.00	01662700-52223	TRAINING	222279	
SPLIT - WAJDOWICZCLAS	300.00	01662700-52223	TRAINING	223853	
TURNHOLT/HECK TRNG 6/19-6/23	500.00	01662300-52223	TRAINING	222279	
	<b>2,750.00</b>				
<b>NAPCO STEEL INC</b>					
AG STEEL	61.25	01696200-53354	PARTS PURCHASED	409761	
AG STEEL	139.60	01696200-53354	PARTS PURCHASED	410023	
STEEL	46.25	01696200-53317	OPERATING SUPPLIES	409761	
	<b>247.10</b>				
<b>NATION TACTICAL OFFICERS ASSOCIATION</b>					
BLAIR SHOTGUN CLASS 11/15/17	336.00	01662700-52223	TRAINING	20172640	
	<b>336.00</b>				
<b>NICOR</b>					
TUBEWAY DR	26.59	04101500-53230	NATURAL GAS	14309470202 9/26/17	
	<b>26.59</b>				
<b>NMI</b>					
CC GATEWAY FEES SEPT/2017	10.00	01610100-52256	BANKING SERVICES	262846302	
CC GATEWAY FEES SEPT/2017	93.05	04103100-52221	UTILITY BILL PROCESSING	262867970	
CC GATEWAY FEES SEPT/2017	93.05	04203100-52221	UTILITY BILL PROCESSING	262867970	
	<b>196.10</b>				

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<b>NORTHEASTERN ILLINOIS PUBLIC SAFETY</b>					
3 REGIS SNWPLW DRIVER TRNG 9/21/16	375.00	01670200-52223	TRAINING	17074	
SNOWPLW DRV SIMULATION TRNG 2 PWKS EMP	210.00	01670200-52223	TRAINING	17078	
	<u>585.00</u>				
<b>NORTHERN ILLINOIS UNIVERSITY</b>					
COLLECTIVE BARGAINING SMR BARGHI/MESSINC	65.00	01670100-52223	TRAINING	OCT 19TH REGIS	
COLLECTIVE BARGAINING SMR BARGHI/MESSINC	65.00	01590000-52223	TRAINING	OCT 19TH REGIS	
	<u>130.00</u>				
<b>NORTHWESTERN UNIVERSITY</b>					
J GREY- SUPERVISION OF POLICE PERSONNEL	1,000.00	01662700-52223	TRAINING	SPP12047	
	<u>1,000.00</u>				

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<b>OFFICE DEPOT</b>					
BATTERIES	14.30	01590000-53314	OFFICE SUPPLIES	959056584001	
CERT SUPPLIES	158.38	01664700-53325	COMMUNITY RELATIONS	962917911001	
CERT SUPPLIES	327.48	01664700-53325	COMMUNITY RELATIONS	960305947001	
COPY PAPER	299.90	01590000-52231	COPY EXPENSE	960295229001	
MEMORY CARD	26.39	04200100-53314	OFFICE SUPPLIES	959649914001	
MISC. OFFICE SUPPLIES	36.21	01590000-53314	OFFICE SUPPLIES	959055952001	
OFFC SUPPL-FINANCE	50.15	01612900-53317	OPERATING SUPPLIES	961401718001	
OFFICE SUPPLIES	17.81	01670100-53314	OFFICE SUPPLIES	959649392001	
OFFICE SUPPLIES	17.81	04200100-53314	OFFICE SUPPLIES	959649392001	
OFFICE SUPPLIES	17.81	01690100-53314	OFFICE SUPPLIES	959649392001	
OFFICE SUPPLIES	18.99	01662600-53314	OFFICE SUPPLIES	962588513001	
OFFICE SUPPLIES	56.49	01662600-53314	OFFICE SUPPLIES	963874055001	
OFFICE SUPPLIES	57.16	01662600-53314	OFFICE SUPPLIES	958227551001	
OFFICE SUPPLIES	128.82	01662600-53314	OFFICE SUPPLIES	959084631001	
OFFICE SUPPLIES	147.83	01662600-53314	OFFICE SUPPLIES	962587960001	
OFFICE SUPPLIES	171.98	01662600-53314	OFFICE SUPPLIES	959085325001	
OFFICE SUPPLIES	217.81	01662600-53314	OFFICE SUPPLIES	958763322001	
STENO BOOK	2.25	01670100-53314	OFFICE SUPPLIES	959649913001	
VEEDER ROOT PAPER	20.29	01696200-52244	MAINTENANCE & REPAIR	093855	
	<b>1,787.86</b>				
<b>ORIENTAL TRADING COMPANY INC</b>					
ADOPT A COP SUPPLIES	349.60	01664700-53325	COMMUNITY RELATIONS	685386701	
	<b>349.60</b>				
<b>PAHCS II</b>					
RANDOM DOT DRUG/ALC SCREENS	151.80	01600000-52225	EMPLOYMENT PHYSICALS	209485	
	<b>151.80</b>				

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<b>PLATINUM POOLCARE AQUATECH LTD</b>					
AUGUST MAINTENANCE	1,279.00	01680000-52219	TC MAINTENANCE	80482	
	<u>1,279.00</u>				
<b>PLOTE CONSTRUCTION INC</b>					
	-50,598.87	06-21112	RETAINAGE - PLOTE	170150.04	20180021
	217,617.14	06-21112	RETAINAGE - PLOTE	170150.05	20180021
FLEX PAVEMENT PROJECT THR 9/27/17	505,988.74	06320000-54470	STREET RESURFACING	170150.04	20180021
FLEXIBLE PAVEMENT PROJECT THRU 10/10/17	200,876.53	06320000-54470	STREET RESURFACING	170150.05	20180021
	<u>873,883.54</u>				
<b>POSITIVE PROMOTIONS</b>					
ADOPT A COP SUPPLIES	306.25	01664700-53325	COMMUNITY RELATIONS	05845166	
	<u>306.25</u>				
<b>PRIORITY PRODUCTS INC</b>					
SCREWS	133.91	04101500-53317	OPERATING SUPPLIES	912561	
	<u>133.91</u>				
<b>PRO SAFETY INC</b>					
FLAGS	275.25	01670300-53317	OPERATING SUPPLIES	2/841370	
	<u>275.25</u>				
<b>PSYCHOTHERAPY NETWORKER</b>					
2017 RNWL M THOMAS	18.00	01662500-52234	DUES & SUBSCRIPTIONS	K803F1	
	<u>18.00</u>				

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<b>RAY O'HERRON CO</b>					
A. GUZMAN	1,348.38	01662700-53324	UNIFORMS	1748519	
BACIDORE	71.99	01662700-53324	UNIFORMS	1748513	
C CADLE	117.99	01662700-53324	UNIFORMS	1749481	
DELALIS	72.99	01660100-53324	UNIFORMS	1748514	
EAGAN	73.94	01662300-53324	UNIFORMS	1744569	
KAISER	236.00	01662700-53324	UNIFORMS	1748515	
LIPINSKI	1,348.38	01662700-53324	UNIFORMS	1748521	
LOPEZ	201.50	01662700-53324	UNIFORMS	1746927	
PLUMB	75.98	01662700-53324	UNIFORMS	1748516	
WILLIAMS	19.16	01662700-53324	UNIFORMS	1748517	
WILLIAMS	883.96	01662700-53324	UNIFORMS	1748706	
ZOCHERT	166.60	01660100-53324	UNIFORMS	1748518	
ZOCHERT- CREDIT	-116.95	01660100-53324	UNIFORMS	1730042	
	<b>4,499.92</b>				
<b>RECRUITERBOX</b>					
SUBSCRPT. 8/23 - 9/23	90.00	01600000-52255	SOFTWARE MAINTENANCE	53505	
	<b>90.00</b>				
<b>RED WING SHOE STORE</b>					
BOOTS-PATRICK TUNNEY	206.99	01670100-53324	UNIFORMS	29088	
BOOTS-RANDY GUENTHER	122.01	04100100-53324	UNIFORMS	29623	
	<b>329.00</b>				
<b>REFUNDS MISC</b>					
TOW FEE REIMBURSEMENT	500.00	01000000-45321	TOWING FEE	CS17029325	
	<b>500.00</b>				

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<b>REFUNDS PRESERVATION BONDS</b>					
ADDITION BOND REFUND	200.00	01-24302	ESCROW - GRADING	1455 JASON CT(1)	
DRIVEWAY BOND REFUND	200.00	01-24302	ESCROW - GRADING	949 KALAMAZOO	
DRIVEWAY BOND REFUND	300.00	01-24302	ESCROW - GRADING	1420 IRIS AVE	
DRIVEWAY BOND REFUND	300.00	01-24302	ESCROW - GRADING	319 FULLERTON(1)	
DRIVEWAY BOND REFUND	300.00	01-24302	ESCROW - GRADING	464 HIAWATHA(1)	
DRIVEWAY BOND REFUND	300.00	01-24302	ESCROW - GRADING	550 ARROWHEAD	
DRIVEWAY BOND REFUND	300.00	01-24302	ESCROW - GRADING	844 KANSAS	
DRIVEWAY BOND REFUND	300.00	01-24302	ESCROW - GRADING	923 PALOMINO	
DRIVEWAY/RETAINING WALL BOND REFUND	300.00	01-24302	ESCROW - GRADING	1114 SANDHURST	
DRVWY/STOOP/PATIO BOND REFUND	300.00	01-24302	ESCROW - GRADING	758 BUFFALO CIR	
EROSION CONTROL BOND REFUND	546.25	01-24302	ESCROW - GRADING	545 NORTH AVE	
EROSION CONTROL SECR BOND REFUND	100.00	01-24302	ESCROW - GRADING	794 HOOVER	
EROSION CONTROL SECUR BOND REFUND	3,168.00	01-24302	ESCROW - GRADING	175 DELLA	
PATIO BOND REFUND	200.00	01-24302	ESCROW - GRADING	181 BENNETT	
PATIO BOND REFUND	200.00	01-24302	ESCROW - GRADING	535 PARKSIDE	
SLAB FOR SHED BOND REFUND	200.00	01-24302	ESCROW - GRADING	0 CONCORD	
STOOP BOND REFUND	200.00	01-24302	ESCROW - GRADING	190 LENOX CT	
	<b>7,414.25</b>				
<b>REFUNDS TAX STAMPS</b>					
TAX STAMP #28913 REFUND	1,425.00	01000000-41208	REAL ESTATE TRANSFER TAX	778 PENFIELD	
	<b>1,425.00</b>				
<b>RENTAL MAX</b>					
STUMP GRNDR RNTL 9/12	216.00	01670700-52264	EQUIPMENT RENTAL	257270-8/3	
STUMP GRNDR RNTL 9/12	283.36	01670700-52264	EQUIPMENT RENTAL	257270-8/2	
STUMP GRNDR RNTL 9/12	283.95	01670700-52264	EQUIPMENT RENTAL	257270-8/1	
	<b>783.31</b>				



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<b>RESTAURANT-MASTERCARD</b>					
CHIEFS AUG MEETING	13.56	01660100-52222	MEETINGS	141528	
CHIEFS SEPT MEETING	14.64	01660100-52222	MEETINGS	147982	
ICE CONCERTS	11.87	01750000-52288	CONCERT SERIES	0000021	
VB WORKSHOP 9-18-17	181.80	01520000-52222	MEETINGS	47492	
VOLUNTEER DINNER 9/7/17	244.80	01662700-52223	TRAINING	79096/1	
	<b>466.67</b>				
<b>RUSH TRUCK CENTERS</b>					
SP AIR VALVES	579.28	01696200-53354	PARTS PURCHASED	3007890824	
SP BRAKE DRUMS	405.14	01696200-53354	PARTS PURCHASED	3007903847	
SP EXHG CLAMP	8.25	01696200-53354	PARTS PURCHASED	3007924229	
SP GASKET	29.81	01696200-53354	PARTS PURCHASED	3007932247	
SP RETURN BRAKE KIT	-63.84	01696200-53354	PARTS PURCHASED	3007916050	
SP RETURN GASKET	-21.90	01696200-53354	PARTS PURCHASED	3007937872	
SP SLACK ADJUSTER	92.02	01696200-53354	PARTS PURCHASED	3007876126	
SP VALVE	204.84	01696200-53354	PARTS PURCHASED	3007946173	
	<b>1,233.60</b>				
<b>SACCO INC</b>					
METER READING 10/5/17	1,772.96	04103100-52221	UTILITY BILL PROCESSING	2017056	
METER READING 10/5/17	1,772.96	04203100-52221	UTILITY BILL PROCESSING	2017056	
	<b>3,545.92</b>				
<b>SAFEKIDS WORLDWIDE</b>					
VOLUNTEER ALEX ROY CLS 9/20/17	85.00	01660100-52223	TRAINING	IL2017071371	
	<b>85.00</b>				
<b>SAMS CLUB</b>					
SEPTEMBER EVENTS 9/10/17	113.79	01600000-52242	EMPLOYEE RECOGNITION	091577	
	<b>113.79</b>				

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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>SEARS HARDWARE</b>					
BOOTS-JAIME FARIAS	180.00	04100100-53324	UNIFORMS	011725215606	
JEANS-PATRICK TUNNEY	49.99	01670100-53324	UNIFORMS	011725216546	
SHORTS-MARTY ZAMECNIK	31.49	04100100-53324	UNIFORMS	011725215634	
	<b>261.48</b>				
<b>SEAWAY SUPPLY CO</b>					
PAPER PRODUCTS	79.50	01670400-53317	OPERATING SUPPLIES	127629	
PAPER PRODUCTS	79.50	04201600-53317	OPERATING SUPPLIES	127629	
	<b>159.00</b>				
<b>SNAP ON INDUSTRIAL</b>					
AIR SAW	202.08	01696200-53316	TOOLS	200103246	
	<b>202.08</b>				
<b>STANDARD EQUIPMENT COMPANY</b>					
SP TUBE	221.34	01696200-53354	PARTS PURCHASED	P01016	
SP TUBE	234.75	01696200-53354	PARTS PURCHASED	P01086	
	<b>456.09</b>				
<b>STEPHEN A LASER ASSOCIATES P C</b>					
POLICE ASSESSMENT- 2 CANDIDATES	1,200.00	01510000-52228	PERSONNEL HIRING	2006277	
	<b>1,200.00</b>				
<b>STORM WATER SOLUTINS</b>					
G ULREICH 11/7/17 CONF	235.00	01620600-52223	TRAINING	KJNW59XZ585	
	<b>235.00</b>				
<b>SUBURBAN LABORATORIES INC</b>					
WATER SAMPLES	492.00	04201600-52279	LAB SERVICES	147779	
	<b>492.00</b>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on October 16, 2017**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
<b>SUNRISE CHEVROLET</b>					
SP RETAINER	27.24	01696200-53354	PARTS PURCHASED	884668	
	<u>27.24</u>				
<b>TELCOM INNOVATIONS GROUP LLC</b>					
ASSISTANCE TROUBLESHOOTING-PHONE	60.50	01652800-52253	CONSULTANT	A50682	
	<u>60.50</u>				
<b>TERRACE SUPPLY COMPANY</b>					
CYCL RNTL-AUG	26.35	01696200-52264	EQUIPMENT RENTAL	00979420	
WELDER CABLE	446.00	01696200-52284	EQUIPMENT MAINTENANCE	70364675	
	<u>472.35</u>				
<b>TESTING SERVICE CORP</b>					
QA -2017 FLEXIBLE PVMNT PROJ	3,159.80	11740000-55486	ROADWAY CAPITAL IMPROVEMENT	N107554	20180015
	<u>3,159.80</u>				
<b>THIRD MILLENIUM ASSOCIATES INCORPORATED</b>					
BILL PRINTING - 9/28	1,229.17	04103100-52221	UTILITY BILL PROCESSING	21230	
BILL PRINTING - 9/28	1,229.17	04203100-52221	UTILITY BILL PROCESSING	21230	
GREEN PAY - SEPT	225.00	04103100-52221	UTILITY BILL PROCESSING	21242	
GREEN PAY - SEPT	225.00	04203100-52221	UTILITY BILL PROCESSING	21242	
	<u>2,908.34</u>				
<b>TITAN SUPPLY INC</b>					
JANITORIAL SUPPL	424.00	01680000-53320	JANITORIAL SUPPLIES	3493	
	<u>424.00</u>				
<b>TRAFFIC CONTROL &amp; PROTECTION</b>					
HOLIDAY SIGNS	89.65	01670300-53344	STREET SIGNS	90379	
SIGNS	185.75	01670300-53344	STREET SIGNS	90378	
	<u>275.40</u>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on October 16, 2017**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
<b>TRANS UNION LLC</b>					
SERV 7/26-8/25	100.81	01662400-53330	INVESTIGATION FUND	08700484	
	<b>100.81</b>				
<b>TRI TECH FORENSICS INC</b>					
BLOOD COLLECTION KITS	341.50	01662300-53317	OPERATING SUPPLIES	149780	
	<b>341.50</b>				
<b>TRISOURCE SOLUTIONS LLC</b>					
TRISOURCE CC FEES	2,186.00	04103100-52221	UTILITY BILL PROCESSING	7833 SEPT/2017	
TRISOURCE CC FEES	2,186.00	04203100-52221	UTILITY BILL PROCESSING	7833 SEPT/2017	
TRISOURCE CC FEES SEPT/2017	128.51	04103100-52221	UTILITY BILL PROCESSING	1420 SEPT/2017	
TRISOURCE CC FEES SEPT/2017	128.51	04203100-52221	UTILITY BILL PROCESSING	1420 SEPT/2017	
TRISOURCE CC FEES SEPT/2017	771.03	01610100-52256	BANKING SERVICES	1420 SEPT/2017	
	<b>5,400.05</b>				
<b>TYCO INTEGRATED SECURITY LLC</b>					
ALRM CHRGR CT 09/01 - 11/30	49.75	04100100-52234	DUES & SUBSCRIPTIONS	29074085	
	<b>49.75</b>				
<b>U S POSTMASTER</b>					
POSTAGE 09/30/17 WTR BILLS	2,146.53	04103100-52229	POSTAGE	INV 1429 9/30/17	
POSTAGE 09/30/17 WTR BILLS	2,146.53	04203100-52229	POSTAGE	INV 1429 9/30/17	
S/O NOTICE SEPT/2017	50.14	04103100-52221	UTILITY BILL PROCESSING	1529 10/11/17	
S/O NOTICE SEPT/2017	50.14	04203100-52221	UTILITY BILL PROCESSING	1529 10/11/17	
	<b>4,393.34</b>				
<b>UIC ANALYTICAL FORENSIC TESTING LABORATORY</b>					
LAB ANALYSIS 4 CASES	650.00	01662300-53317	OPERATING SUPPLIES	4 LAB ANALYSIS	
	<b>650.00</b>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on October 16, 2017**

<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 RADIO COMMUNICATIONS</b>					
AG ANTENNA	68.15	01696200-53354	PARTS PURCHASED	106011440-1	
	<u>68.15</u>				
<b>UNITED STATES POSTAL SERVICE</b>					
DUI KITS TO ISP LAB	12.75	01662400-53317	OPERATING SUPPLIES	419619	
DUI KITS TO ISP LAB	13.30	01662400-53317	OPERATING SUPPLIES	096019	
DUI KITS TO ISP LAB	13.30	01662400-53317	OPERATING SUPPLIES	419589	
DUI KITS TO ISP LAB	13.30	01662400-53317	OPERATING SUPPLIES	419626	
IRMA ATTORNEY POSTAGE	6.65	01610100-52229	POSTAGE	413721555	
PASSPORT 8/21/17	6.65	01610100-52229	POSTAGE	412864085	
PASSPORT 8/22/17	6.65	01610100-52229	POSTAGE	412993025	
PASSPORT 8/23/17	6.65	01610100-52229	POSTAGE	413100318	
PASSPORT 8/29/17	6.65	01610100-52229	POSTAGE	413524070	
PASSPORT 9/11/17	6.65	01610100-52229	POSTAGE	414410293	
PASSPORT 9/13/17	6.65	01610100-52229	POSTAGE	414546671	
PASSPORT 9/18/17	6.65	01610100-52229	POSTAGE	414880739	
PASSPORT 9/8/17	6.65	01610100-52229	POSTAGE	414276371	
	<u>112.50</u>				
<b>USA BLUE BOOK</b>					
HYDRANT SPIGOT FOR SAMPLES	78.17	04201600-53317	OPERATING SUPPLIES	354244	
	<u>78.17</u>				
<b>VERMEER ILLINOIS</b>					
AG MANUAL	251.75	01696200-53354	PARTS PURCHASED	PB3226	
AG SLIDERS	249.16	01696200-53354	PARTS PURCHASED	PB3084	
	<u>500.91</u>				
<b>VILLA PARK ELECTRICAL SUPPLY CO INC</b>					
BOOTS-MARTY ZAMECNIK	156.00	04100100-53324	UNIFORMS	109741-00	
	<u>156.00</u>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on October 16, 2017**

<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 BENSENVILLE</b>					
ICS 10/31 & 10/31 J JOHNSON-ZALAK	150.00	01662700-52223	TRAINING	ICS TRNG OCT 30/31	
	<b>150.00</b>				
<b>VILLAGE OF CAROL STREAM</b>					
CS PWKS HYDRANT METER	985.23	04200100-53220	WATER	1265971/21240	
CS TREATMENT PLNT ADM BLDG	46.28	04101500-53220	WATER	1265651/20872	
CS TREATMENT PLNT MTC CONTROL BLDG	5.21	04101500-53220	WATER	1265650/20871	
PUBLIC WORKS CTR	99.86	01670100-53220	WATER	1265654/20875	
PWKS NORTH GARAGE	72.28	01670100-53220	WATER	1265653/20874	
TC BLDG AT FOUNTAIN	122.88	01680000-53220	WATER	1265657/20878	
TC FOUNTAIN	1,144.93	01680000-53220	WATER	1265656/20877	
	<b>2,476.67</b>				
<b>WAL MART</b>					
COFFEE/CREAMER	99.02	01662700-53317	OPERATING SUPPLIES	859530	
DIGITAL CAMERAS	207.96	01662700-53350	SMALL EQUIPMENT EXPENSE	157963	
SHREDER/KRAFT PAPER	29.15	01662400-53317	OPERATING SUPPLIES	00928	
UNIFORM PANTS	55.89	01662400-53324	UNIFORMS	00928	
	<b>392.02</b>				
<b>WELCH BROS INC</b>					
ADJUSTING RINGS	64.00	01670600-53317	OPERATING SUPPLIES	1606102	
BARREL	160.00	01670600-53317	OPERATING SUPPLIES	1606396	
CONE	85.50	01670600-53317	OPERATING SUPPLIES	1607118	
JOINT COMPOUND	72.00	04101500-53317	OPERATING SUPPLIES	1606709	
	<b>381.50</b>				
<b>WEST SIDE TRACTOR SALES</b>					
OC RADIATOR	1,526.25	01696200-53354	PARTS PURCHASED	N57585	
OC WHEEL	281.75	01696200-53354	PARTS PURCHASED	N57538	
	<b>1,808.00</b>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on October 16, 2017**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
<b>WESTERN REMAC INC</b>					
NO PARKING SIGNS	259.20	01670300-53344	STREET SIGNS	53028	
PUBLIC HEARING SIGNS	249.00	01670300-53344	STREET SIGNS	53027	
RESTRICTED AREA SIGNS	39.80	01670300-53344	STREET SIGNS	53029	
	<b>548.00</b>				
<b>WEX BANK</b>					
FUEL PURCHASES SEPT	-109.24	01000000-47407	MISCELLANEOUS REVENUE	51455781	
FUEL PURCHASES SEPT	80.26	04200100-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	97.18	01643700-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	107.94	01680000-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	144.02	01696200-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	157.38	01670100-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	157.38	01670300-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	158.46	01622200-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	172.76	01642100-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	196.72	01670600-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	196.72	01670700-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	236.07	01670500-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	237.68	01620100-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	334.43	01670400-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	389.13	01664700-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	486.41	01662400-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	561.79	04201400-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	688.53	01670200-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	745.39	04101500-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	875.54	01660100-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	963.07	04201600-53313	AUTO GAS & OIL	51455781	
FUEL PURCHASES SEPT	7,977.10	01662700-53313	AUTO GAS & OIL	51455781	
	<b>14,854.72</b>				



**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on October 16, 2017**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
<b>WHEATON MULCH INC</b>					
TOP SOIL	180.00	04201600-52286	PAVEMENT RESTORATION	17-3471	
TOP SOIL	240.00	04201600-52286	PAVEMENT RESTORATION	17-3677	
TOP SOIL	240.00	04201600-52286	PAVEMENT RESTORATION	17-3680	
TOP SOIL	240.00	04201600-52286	PAVEMENT RESTORATION	17-3681	
	<b>900.00</b>				
<b>ZIEBELL WATER SERVICE PRODUCTS INC</b>					
B-BOX REPAIR PARTS	780.00	04201600-52244	MAINTENANCE & REPAIR	238949-000	
	<b>780.00</b>				
<b>GRAND TOTAL</b>	<b>\$2,506,722.22</b>				

**The preceding list of bills payable totaling \$2,506,722.22 was reviewed and approved for payment.**

**Approved by:**

  
\_\_\_\_\_  
Joseph Breinig – Village Manager

**Date:** 10/13/17

**Authorized by:**

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

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

**ADDENDUM WARRANTS**  
**Oct 3, 2017 thru Oct 16, 2017**

<b>Fund</b>	<b>Check #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
General	A C H	Wheaton Bank & Trust	Payroll Sept 25, 2017 thru Oct 8, 2017	554,913.89
Water & Sewer	A C H	Wheaton Bank & Trust	Payroll Sept 25, 2017 thru Oct 8, 2017	<u>56,449.67</u>
				<u><b>611,363.56</b></u>

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017

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

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

Village of Carol Stream  
**General Fund Budget Summary**  
 For the Month Ended September 30, 2017

**AGENDA ITEM**  
*M-4 10-16-17*

	MONTH				YTD				BUDGET				
	Last Year Sep	Current Year Sep	Monthly Variance		Last Year YTD	Current Year YTD	YTD Variance		Annual Budget	YTD Budget	YTD Actual	Variance	
			\$	%			\$	%				\$	%
<b>REVENUES</b>													
Sales Tax	\$ 683,126	\$ 672,146	(10,980)	-2%	\$ 3,225,300	\$ 3,085,882	(139,418)	-4%	\$ 8,400,000	\$ 3,488,937	\$ 3,085,882	(403,055)	-12%
Home Rule Sales Tax	407,871	349,237	(58,635)	-14%	1,892,382	1,755,948	(136,434)	-7%	4,872,000	2,019,311	1,755,948	(263,363)	-13%
State Income Tax	235,042	205,259	(29,783)	-13%	1,620,304	1,550,916	(69,388)	-4%	3,865,000	1,668,358	1,550,916	(117,442)	-7%
Utility Tax - Electricity	194,717	171,600	(23,118)	-12%	808,675	775,703	(32,972)	-4%	1,870,000	791,419	775,703	(15,716)	-2%
Telecommunications Tax	94,082	91,643	(2,439)	-3%	480,887	469,626	(11,261)	-2%	1,085,000	455,495	469,626	14,131	3%
Fines (Court, Ord., ATLE, Towing)	97,702	118,657	20,955	21%	570,085	580,271	10,187	2%	1,417,000	597,133	580,271	(16,862)	-3%
Natural Gas Use Tax	15,515	14,668	(847)	-5%	130,648	131,368	720	1%	570,000	128,090	131,368	3,278	3%
Other Taxes (Use, Hotel, PPRT Real Estate, Road & Bridge)	296,188	263,013	(33,175)	-11%	1,156,835	1,208,229	51,394	4%	2,715,500	1,323,971	1,208,229	(115,742)	-9%
Licenses (Vehicle, Liquor, etc.)	5,920	28,774	22,854	386%	372,821	676,022	303,202	81%	1,000,700	773,867	676,022	(97,845)	-13%
Cable Franchise Fees	-	-	-	0%	231,684	332,524	100,840	44%	671,000	279,583	332,524	52,941	19%
Building Permits	45,353	29,814	(15,538)	-34%	311,053	195,982	(115,071)	-37%	613,500	299,000	195,982	(103,018)	-34%
Fees for Services	105,989	59,785	(46,204)	-44%	317,070	265,738	(51,331)	-16%	638,700	374,483	265,738	(108,745)	-29%
Interest Income	2,764	7,687	4,923	178%	10,508	30,678	20,170	192%	45,000	18,750	30,678	11,928	64%
All Other / Miscellaneous	187,070	71,479	(115,590)	-62%	492,414	380,444	(111,970)	-23%	1,254,600	522,000	380,444	(141,556)	-27%
<b>Revenue Totals</b>	<b>2,371,340</b>	<b>2,083,762</b>	<b>(287,578)</b>	<b>-12%</b>	<b>11,620,667</b>	<b>11,439,331</b>	<b>(181,336)</b>	<b>-2%</b>	<b>29,018,000</b>	<b>12,740,397</b>	<b>11,439,331</b>	<b>(1,301,066)</b>	<b>-10%</b>
<b>EXPENDITURES</b>													
Fire & Police Commission	2,588	2,300	(288)	-11%	12,034	10,249	(1,784)	-15%	61,011	25,420	10,249	(15,171)	-60%
Legislative Board	9,337	14,926	5,589	60%	85,757	75,871	(9,886)	-12%	143,970	82,947	75,871	(7,076)	-9%
Plan Commission & ZBA	895	299	(596)	-67%	2,329	2,635	306	13%	5,450	2,270	2,635	365	16%
Legal Services	16,894	24,380	7,486	44%	90,887	111,668	20,781	23%	266,600	111,085	111,668	583	1%
Village Clerk	3,407	4,405	998	29%	14,247	15,197	951	7%	50,689	21,120	15,197	(5,923)	-28%
Administration	83,820	107,412	23,591	28%	387,052	370,402	(16,651)	-4%	874,164	364,235	370,402	6,167	2%
Employee Relations	38,212	45,451	7,239	19%	125,331	188,141	62,810	50%	447,987	186,661	188,141	1,480	1%
Financial Management	92,844	97,824	4,980	5%	413,377	436,386	23,009	6%	1,025,682	427,368	436,386	9,019	2%
Engineering Services	131,872	192,538	60,666	46%	498,252	619,856	121,604	24%	1,441,116	600,465	619,856	19,391	3%
Community Development	129,543	103,061	(26,482)	-20%	439,887	462,755	22,868	5%	1,143,553	476,480	462,755	(13,726)	-3%
Information Technology	76,160	107,840	31,679	42%	392,233	452,635	60,401	15%	1,140,629	475,262	452,635	(22,627)	-5%
Police	1,329,411	1,619,790	290,379	22%	5,895,535	6,385,113	489,578	8%	15,618,351	6,507,646	6,385,113	(122,533)	-2%
Public Works	271,321	340,246	68,925	25%	1,338,234	1,369,828	31,594	2%	4,136,730	1,723,638	1,369,828	(353,810)	-21%
Municipal Building	34,947	77,142	42,195	121%	152,984	608,110	455,127	298%	669,239	449,811	608,110	158,299	35%
Municipal Garage	23,584	13,875	(9,709)	-41%	41,498	(16,482)	(57,980)	-140%	-	-	(16,482)	(16,482)	100%
Transfers and Agreements	-	-	-	0%	139,683	235,916	96,233	69%	1,949,429	165,000	235,916	70,916	43%
Town Center	1,650	544	(1,106)	-67%	41,866	39,097	(2,769)	-7%	43,400	43,400	39,097	(4,303)	-10%
<b>Expenditure Totals</b>	<b>2,246,485</b>	<b>2,752,032</b>	<b>505,547</b>	<b>23%</b>	<b>10,071,187</b>	<b>11,367,376</b>	<b>1,296,189</b>	<b>13%</b>	<b>29,018,000</b>	<b>11,662,808</b>	<b>11,367,376</b>	<b>(295,432)</b>	<b>-3%</b>
<b>Net Increase / (Decrease)</b>	<b>124,855</b>	<b>(668,270)</b>	<b>(793,125)</b>		<b>1,549,480</b>	<b>71,955</b>	<b>(1,477,525)</b>		<b>-</b>	<b>1,077,589</b>	<b>71,955</b>	<b>(1,005,634)</b>	

Village of Carol Stream  
**Water and Sewer Fund Budget Summary**  
For the Month Ended September 30, 2017

	MONTH				YTD				BUDGET					
	Last Year Sep	Current Year Sep	Monthly Variance		Last Year YTD	Current Year YTD	YTD Variance		Annual Budget	YTD Budget	YTD Actual	Variance		
			\$	%			\$	%				\$	%	
<b>REVENUES</b>														
Water Billings	\$ 689,147	\$ 701,020	11,872	2%	\$ 3,405,052	\$ 3,429,435	24,382	1%	\$ 7,900,000	\$ 3,490,081	\$ 3,429,435	(60,646)	-2%	
Sewer Billings	271,132	298,919	27,786	10%	1,338,611	1,442,299	103,688	8%	3,380,000	1,499,762	1,442,299	(57,463)	-4%	
Penalties/Admin Fees	20,119	18,141	(1,979)	-10%	84,000	76,335	(7,665)	-9%	164,000	68,333	76,335	8,002	12%	
Connection/Expansion Fees	4,752	-	(4,752)	-100%	25,545	2,068	(23,477)	-92%	18,000	7,500	2,068	(5,432)	-72%	
Interest Income	3,644	9,485	5,842	160%	16,659	44,293	27,635	166%	65,000	27,083	44,293	17,210	64%	
Rental Income	44,059	11,985	(32,075)	-73%	112,363	59,633	(52,730)	-47%	178,000	74,167	59,633	(14,534)	-20%	
All Other / Miscellaneous	518	782	265	51%	87,861	377,062	289,201	329%	115,000	23,750	377,062	353,312	1488%	
<b>Revenue Totals</b>	<b>1,033,372</b>	<b>1,040,331</b>	<b>6,960</b>	<b>1%</b>	<b>5,070,091</b>	<b>5,431,126</b>	<b>361,035</b>	<b>7%</b>	<b>11,820,000</b>	<b>5,190,676</b>	<b>5,431,126</b>	<b>240,449</b>	<b>5%</b>	
<b>EXPENDITURES</b>														
Salaries & Benefits	167,830	168,655	826	0%	566,465	604,561	38,096	7%	1,464,078	619,416	604,561	(14,855)	-2%	
Purchase of Water	564,259	564,709	450	0%	2,459,095	2,596,492	137,397	6%	6,080,000	2,812,847	2,596,492	(216,355)	-8%	
WRC Operating Contract	136,668	266,402	129,734	95%	851,829	842,073	(9,757)	-1%	1,831,000	762,917	842,073	79,156	10%	
Maintenance & Operating	156,741	221,018	64,277	41%	646,729	836,964	190,235	29%	2,130,465	887,694	836,964	(50,729)	-6%	
IEPA Loan P&I	214,325	214,325	-	0%	214,325	214,325	-	0%	428,651	214,325	214,325	0	0%	
DWC Loan P&I	-	-	-	0%	58,852	57,872	(981)	-2%	57,872	57,872	57,872	(0)	0%	
Capital Outlay	43,877	810	(43,067)	-98%	44,534	131,230	86,696	195%	3,261,000	550,000	131,230	(418,770)	-76%	
<b>Expenditure Totals</b>	<b>1,283,699</b>	<b>1,435,920</b>	<b>152,220</b>	<b>12%</b>	<b>4,841,830</b>	<b>5,283,516</b>	<b>441,686</b>	<b>9%</b>	<b>15,253,066</b>	<b>5,905,070</b>	<b>5,283,516</b>	<b>(621,554)</b>	<b>-11%</b>	
<b>Net Increase / (Decrease)</b>	<b>(250,328)</b>	<b>(395,588)</b>	<b>(145,260)</b>		<b>228,260</b>	<b>147,609</b>	<b>(80,651)</b>		<b>(3,433,066)</b>	<b>(714,394)</b>	<b>147,609</b>	<b>862,003</b>		

**Village of Carol Stream**  
**Capital Budget Summary**  
For the Month Ended September 30, 2017

	MONTH				YTD				BUDGET*		
	Last Year	Current Year	Monthly Variance		Last Year	Current Year	YTD Variance		Annual	YTD	% of
	Sep	Sep	\$	%	YTD	YTD	\$	%	Budget	Actual	Total
<b>CAPITAL PROJECTS FUND</b>											
<b>REVENUES</b>											
Capital Grants	\$ -	\$ 72,283	72,283	100%	\$ 54,554	\$ 74,587	20,033	37%	\$ 131,000	\$ 74,587	57%
Interest Income	8,658	20,318	11,660	135%	40,810	97,929	57,119	140%	75,000	97,929	131%
All Other / Miscellaneous	4,801	-	(4,801)	-100%	52,172	-	(52,172)	-100%	95,000	-	0%
<b>Revenue Totals</b>	<b>13,459</b>	<b>92,601</b>	<b>79,142</b>	<b>588%</b>	<b>147,536</b>	<b>172,516</b>	<b>24,980</b>	<b>17%</b>	<b>301,000</b>	<b>172,516</b>	<b>57%</b>
<b>EXPENDITURES</b>											
Roadway Improvements	347,914	42,424	(305,490)	-88%	3,490,909	743,286	(2,747,623)	-79%	1,424,000	743,286	52%
Facility Improvements	47,107	806,552	759,445	1612%	155,326	2,171,333	2,016,006	1298%	14,145,000	2,171,333	15%
Stormwater Improvements	138,346	-	(138,346)	-100%	139,003	43,833	(95,170)	-68%	427,000	43,833	10%
Miscellaneous	103	-	(103)	-100%	5,720	882	(4,838)	-85%	5,000	882	18%
<b>Expenditure Totals</b>	<b>533,469</b>	<b>848,975</b>	<b>315,506</b>	<b>59%</b>	<b>3,790,957</b>	<b>2,959,334</b>	<b>(831,624)</b>	<b>-22%</b>	<b>16,001,000</b>	<b>2,959,334</b>	<b>18%</b>
<b>Net Increase / (Decrease)</b>	<b>(520,010)</b>	<b>(756,375)</b>	<b>(236,365)</b>	<b>45%</b>	<b>(3,643,422)</b>	<b>(2,786,818)</b>	<b>856,604</b>	<b>-24%</b>	<b>(15,700,000)</b>	<b>(2,786,818)</b>	<b>18%</b>

**MFT FUND**

<b>REVENUES</b>											
Motor Fuel Tax Allotments	\$ 86,281	\$ 86,702	421	0%	\$ 413,868	\$ 423,601	9,733	2%	\$ 1,020,000	\$ 423,601	42%
Interest Income	1,528	3,541	2,013	132%	6,650	19,647	12,997	195%	20,000	19,647	98%
<b>Revenue Totals</b>	<b>87,809</b>	<b>90,243</b>	<b>2,434</b>	<b>3%</b>	<b>420,517</b>	<b>443,248</b>	<b>22,731</b>	<b>5%</b>	<b>1,040,000</b>	<b>\$ 443,248</b>	<b>43%</b>
<b>EXPENDITURES</b>											
Street Resurfacing - Capital	-	606,887	606,887	100%	-	2,264,445	2,264,445	100%	3,800,000	2,264,445	0%
Crack Filling	-	-	-	0%	-	-	-	0%	116,000	-	0%
<b>Expenditure Totals</b>	<b>-</b>	<b>606,887</b>	<b>606,887</b>	<b>100%</b>	<b>-</b>	<b>2,264,445</b>	<b>2,264,445</b>	<b>#DIV/0!</b>	<b>3,916,000</b>	<b>2,264,445</b>	<b>58%</b>
<b>Net Increase / (Decrease)</b>	<b>87,809</b>	<b>(516,644)</b>	<b>(604,453)</b>	<b>-688%</b>	<b>420,517</b>	<b>(1,821,197)</b>	<b>(2,241,714)</b>	<b>-533%</b>	<b>(2,876,000)</b>	<b>(1,821,197)</b>	<b>63%</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 September 30, 2017

<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	
	Sep	Sep	\$	%	YTD	YTD	\$	%	Budget	Budget	Actual	\$	%
<b>REVENUES</b>													
TIF Property Taxes	\$ 95,498	\$ 152,468	\$ 56,970	60%	\$ 190,996	\$ 304,936	\$ 113,940	60%	\$ 215,000	\$ 215,000	\$ 304,936	\$ 89,936	42%
Sales Taxes	-	-	-	0%	30,213	28,305	(1,908)	-6%	73,500	13,500	28,305	14,805	110%
Interest Income	25	141	115	453%	109	608	499	457%	5,000	2,085	608	(1,477)	-71%
Village Contribution	-	-	-	0%	4,600	15,520	10,919	237%	21,500	21,500	15,520	(5,980)	-28%
<b>Revenue Totals</b>	<b>95,523</b>	<b>152,608</b>	<b>57,085</b>	<b>60%</b>	<b>225,919</b>	<b>349,368</b>	<b>123,450</b>	<b>100%</b>	<b>315,000</b>	<b>252,085</b>	<b>349,368</b>	<b>97,283</b>	<b>39%</b>
<b>EXPENDITURES</b>													
Legal Fees	-	-	-	0%	205	-	(205)	-100%	2,000	835	-	(835)	-100%
Consulting Fees	-	-	-	0%	-	-	-	0%	-	-	-	-	0%
Other Expenses	-	-	-	0%	95,862	107,371	11,509	12%	230,000	115,000	107,371	(7,629)	-7%
<b>Expenditure Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>96,067</b>	<b>107,371</b>	<b>11,304</b>	<b>12%</b>	<b>232,000</b>	<b>115,835</b>	<b>107,371</b>	<b>(8,464)</b>	<b>-7%</b>
<b>Net Increase / (Decrease)</b>	<b>95,523</b>	<b>152,608</b>	<b>57,085</b>		<b>129,851</b>	<b>241,997</b>	<b>112,146</b>		<b>83,000</b>	<b>136,250</b>	<b>241,997</b>	<b>105,747</b>	

Village of Carol Stream  
**Police Pension Fund Budget Summary**  
 For the Month Ended September 30, 2017

POLICE PENSION FUND	MONTH				YTD				BUDGET				
	Last Year	Current Year	Monthly Variance		Last Year	Current Year	YTD Variance		Annual	YTD	YTD	Variance	
	Sep	Sep	\$	%	YTD	YTD	\$	%	Budget	Budget	Actual	\$	%
<b>REVENUES</b>													
Investment Income	\$ (1,891)	\$ 311,231	313,122	-16559%	\$ 1,589,858	\$ 1,395,291	(194,567)	-12%	\$ 3,000,000	\$ 1,250,000	\$ 1,395,291	145,291	12%
Employee Contributions	67,535	69,771	2,236	3%	252,953	256,142	3,189	1%	646,500	273,516	256,142	(17,374)	-6%
Village Contribution	152,761	172,729	19,968	13%	763,806	863,646	99,840	13%	2,072,751	863,646	863,646	-	0%
Other Revenues	-	-	-	0%	3,109	-	(3,109)	-100%	-	-	-	-	0%
<b>Revenue Totals</b>	<b>218,405</b>	<b>553,731</b>	<b>335,327</b>	<b>154%</b>	<b>2,609,726</b>	<b>2,515,080</b>	<b>(94,646)</b>	<b>-4%</b>	<b>5,719,251</b>	<b>2,387,162</b>	<b>2,515,080</b>	<b>127,917</b>	<b>5%</b>
<b>EXPENDITURES</b>													
Investment and Admin Fees	2,846	4,291	1,445	51%	37,574	57,551	19,977	53%	151,000	62,917	57,551	(5,365)	-9%
Participant Benefit Payments	211,427	221,973	10,546	5%	1,011,627	1,109,181	97,554	10%	2,901,000	1,109,000	1,109,181	181	0%
<b>Expenditure Totals</b>	<b>214,273</b>	<b>226,264</b>	<b>11,991</b>	<b>6%</b>	<b>1,049,201</b>	<b>1,166,732</b>	<b>117,531</b>	<b>11%</b>	<b>3,052,000</b>	<b>1,171,917</b>	<b>1,166,732</b>	<b>(5,184)</b>	<b>0%</b>
<b>Net Increase / (Decrease)</b>	<b>4,132</b>	<b>327,467</b>	<b>323,335</b>		<b>1,560,524</b>	<b>1,348,347</b>	<b>(212,177)</b>		<b>2,667,251</b>	<b>1,215,246</b>	<b>1,348,347</b>	<b>133,102</b>	



Village of Carol Stream  
**Schedule of Cash and Investment Balances**  
 September 30, 2017

FUND	CASH	INVESTMENTS	TOTAL CASH & INVESTMENTS	LAST YEAR 9/30/2016
GENERAL FUND	\$ 808,509.34	\$ 9,270,856.60	\$ 10,079,365.94	\$ 7,523,550.84
WATER & SEWER FUND	914,788.55	11,438,929.72	12,353,718.27	12,870,244.26
CAPITAL PROJECTS FUND	33,041.10	23,252,965.29	23,286,006.39	26,069,901.81
MFT FUND	-	3,546,309.50	3,546,309.50	4,620,921.62
GENEVA CROSSING TIF FUND	-	-	-	763,560.76
NORTH/SCHMALE TIF FUND	197,564.44	163,344.69	360,909.13	202,071.41
POLICE PENSION FUND	<u>300,489.76</u>	<u>45,269,432.63</u>	<u>45,569,922.39</u>	<u>42,998,425.63</u>
<b>TOTAL</b>	<u><u>\$ 2,254,393.19</u></u>	<u><u>\$ 92,941,838.43</u></u>	<u><u>\$ 95,196,231.62</u></u>	<u><u>\$ 95,048,676.33</u></u>