

Village of Carol Stream

BOARD MEETING

AGENDA

NOVEMBER 2, 2020

6:00 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 19, 2020 Village Board Meeting.
2. Approval of Minutes of the October 19, 2020 Special Workshop Meeting.

C. LISTENING POST:

1. Halloween Decorating Contest Winners:



Big Pumpkin- 940 Birchbark Trail



Family Fun- 639 Kingsbridge Drive



Judges Favorite- 832 Pawnee Drive

2. A representative from the Village's auditing firm Sikich will present the Comprehensive Annual Financial Report (CAFR) and management letter for the year ended April 30, 2020 in accordance with Public Act 098-0738 which became effective January 1, 2015. These documents will also be posted to the Village web site at carolstream.org.
3. Proclamation Designating November 28, 2020 as Small Business Saturday.
4. 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:

1. Police Pension Fund – Compliance Report FY20. *Consistent with requirements of Public Act 95-950, the Police Pension Fund submits an annual Compliance Report for receipt by the Village Board.*

Village of Carol Stream

BOARD MEETING

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2. Plan Commission/Zoning Board of Appeals

- a. #20-0026 – Jet Foods Carol Stream, LLC-998 W. Army Trail Road
Special Use Permit for a Restaurant with a Bar Area

RECOMMEND APPROVAL WITH CONDITIONS 5-0

G. OLD BUSINESS:

H. STAFF REPORTS AND RECOMMENDATIONS:

1. Receipt of the Comprehensive Annual Financial Report and Auditor's Communication to the Board of Trustees of the Village of Carol Stream for the Year Ended April 30, 2020. *This item was previously discussed under Listening Post and is presented here for receipt by the Village Board of Trustees.*
2. Acceptance of the Water Reclamation Center Annual Report and Financial Reconciliation for period ending April 30, 2020.
3. 2020 Crackfill Project – Change Order No. 1 and Final Payment. *Staff recommends approving Change Order No. 1 and final payment to Denler, Inc. in the amount of \$53,082.53 for the 2020 Crackfill Project.*
4. 2020 Pavement Patching Project – Change Order No. 1 and Final Payment. *Staff recommends approving Change Order No. 1 and final payment to Brothers Asphalt Paving, Inc. in the amount of \$36,770.00 for the 2020 Pavement Patching Project.*
5. Motion to Approve an Agreement with QuestCDN for Online Procurement Services. *Staff recommends approving an agreement with QuestCDN for Online Procurement Services.*

I. ORDINANCES:

1. Ordinance No. 2020-11-____ Approving a Special Use Permit for a Restaurant with a Bar Area (Jet Foods Carol Stream, LLC, 998 W. Army Trail Road). *See F.2.a.*

Village of Carol Stream

BOARD MEETING

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NOVEMBER 2, 2020

6:00 P.M.

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

2. Ordinance No. 2020-11 ____ Amending Chapter 11, Article 2 of the Carol Stream Code of Ordinances by Increasing the Number of Class A Liquor Licenses from 13 to 14 for Jet Foods Carol Stream LLC, 998 Army Trail Road.
3. Ordinance No. 2020-11 ____ Amending Chapter 11, Article 2 of the Carol Stream Code of Ordinances by Increasing the Number of Class C Liquor Licenses from 18 to 19 for Jet Foods Carol Stream LLC, 998 Army Trail Road.
4. Ordinance No. 2020-11-____ Amending Chapter 11, Article 2 of the Carol Stream Code of Ordinances by Decreasing and Increasing the Number of Class C Liquor Licenses by one to reflect change of ownership from NBC Liquor & Tobacco, Inc. to Ashutosh LLC d/b/a NBC Liquor and Tobacco, 180-182 N. Gary Avenue.
5. Ordinance No. 2020-11-____ Amending Chapter 11, Article 2 of the Carol Stream Code of Ordinances by Increasing the Number of Class N Liquor Licenses from 0 to 1 (American Legion Post #76-Building Corp. d/b/a American Legion Post #76, 570 S. Gary Avenue).

J. RESOLUTIONS:

1. Resolution No. ____ A Resolution to Record the Determination of the Corporate Authorities of the Village of Carol Stream of the Amounts of Money Estimated to be Necessary to be Raised by Taxation on Taxable Property for the Fiscal Year Beginning May 1, 2020, and Ending April 30, 2021. *This action is required by the Illinois Truth in Taxation Act (35 ILCS 200/ 18-60) and must be completed no sooner than 20 days prior to adoption of the final 2020 property tax levy. The Village is requesting a tax levy totaling \$3,800,000 and the Library is requesting a tax levy totaling \$3,674,461 for 2020. The combined total tax levy represents a decrease of 1.0% over taxes extended in 2019. Final adoption of the tax levy is scheduled for the Village Board meeting of December 7, 2020.*
2. Resolution No. ____ Amending Resolution No. 3133 Adopting the 2020-21 Employee Pay Plan for the Village of Carol Stream. *Funding of a merit increase of 2% is recommended retroactive to May 1, 2020 for all eligible employees currently employed by the Village.*
3. Resolution No. ____ Declaring Surplus Property owned by the Village of Carol Stream. *Staff recommends designated poles and fixtures for site lighting from the WRC be declared surplus and authorize their disposal via public auction.*

Village of Carol Stream

BOARD MEETING

AGENDA

NOVEMBER 2, 2020

6:00 P.M.

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

K. NEW BUSINESS:

1. Raffle License Application – Carol Stream Chamber of Commerce. *Request for approval of a raffle license and waiver of the fee and manager’s fidelity bond for their Holiday Social to be held on November 12, 2020.*

L. PAYMENT OF BILLS:

1. Regular Bills: October 20, 2020 through November 2, 2020.
2. Addendum Warrants: October 20, 2020 through November 2, 2020.

M. REPORT OF OFFICERS:

1. Mayor:
2. Trustees:
3. Clerk:

N. EXECUTIVE SESSION:

O. ADJOURNMENT:

LAST ORDINANCE	2020-10-35	LAST RESOLUTION	3161
NEXT ORDINANCE	2020-11-36	NEXT RESOLUTION	3162

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

October 19, 2020

Mayor Frank Saverino, Sr. called the Regular Meeting of the Board of Trustees to order at 6:00 p.m. and directed Assistant to the Village Manager Tia Messino to call the roll.

Present: Mayor Frank Saverino, Sr., Trustees John Zalak, John LaRocca, Rick Gieser, Greg Schwarze and Matt McCarthy

Absent: Trustee Mary Frusolone

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

MINUTES:

Trustee McCarthy moved and Trustee Zalak made the second to approve the Minutes of the October 5, 2020 Village Board Meeting. The results of the roll call vote were as follows:

Ayes: 4 Trustees Zalak, LaRocca, Gieser, and McCarthy

Abstain: 1 Trustee Schwarze

Absent: 1 Trustee Frusolone

The motion passed.

LISTENING POST:

1. Proclamation Designating October Breast Cancer Awareness Month. *Mayor Saverino read the Proclamation Designating October Breast Cancer Awareness Month.*
2. Addresses from Audience (3 Minutes).

Assistant to the Village Manager read aloud the statement which was received electronically from the audience:

Brad Pemberton – Against Trick or Treating on Halloween during Pandemic.

PUBLIC HEARINGS:

CONSENT AGENDA:

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

Ayes: 5 Trustees Zalak, LaRocca, Gieser, Schwarze and McCarthy

Nays: 0

Absent: 1 Trustee Frusolone

The motion passed.

Trustee LaRocca moved and Trustee McCarthy 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 Zalak, LaRocca, Gieser, Schwarze and McCarthy

Nays: 0

Absent: 1 Trustee Frusolone

The motion passed.

1. #20-0022 – Preston Miller/The Dance Artist-458 Randy Road.
2. #20-0026 – Jet Foods Carol Stream, LLC-998 W. Army Trail Road.
3. #20-0025 – Carol Stream Public Library-616 Hiawatha Drive.
4. Award of Purchase – 2020 Ford F150 Pickup Truck.
5. Motion to Reject all Bids for the Water Sampling Station Installations Project.
6. Approval of Independent Contractor Agreements for Snowplowing and Walkway Snow Clearing Program for the 20-21 Winter Season.
7. Ordinance No. 2020-10-34 Amending Chapter 11, Article 2 of the Carol Stream Code of Ordinances by decreasing the number of Class C Liquor Licenses (Armanetti's, 521 Schmale Road).
8. Ordinance No. 2020-10-35 Approving a Special Use Permit for a Dance Studio in the Industrial District (The Dance Artist, LLC, 458 Randy Road).
9. Resolution No. 3158 Authorizing the Village Manager to apply for the Illinois Transportation Enhancement Program Funding for the Lies Road Bike Trail and to Support Appropriate Funding.
10. Resolution No. 3159 Authorizing the Village Manager to apply for Illinois Transportation Enhancement Program Funding for the Southeast Bike Trail and to Support Appropriate Funding.
11. Resolution No. 3160 Authorizing the Village Manager to apply for Illinois Transportation Enhancement Program Funding for the Kuhn Road Bike Trail and to Support Appropriate Funding.

12. Resolution No. 3161 Authorizing the Village Manager to apply for Illinois Transportation Enhancement Program Funding for the Industrial Park Sidewalk and to Support Appropriate Funding.
13. Appointment to the Plan Commission/Zoning Board of Appeals.
14. Raffle License Application – Carol Stream Rotary Club.
15. Payment of Regular Bills from October 6, 2020 through October 19, 2020.
16. Payment of Addendum Warrant of Bills from October 6, 2020 through October 19, 2020.
17. Treasurer’s Report for Month ended September 30, 2020.

Trustee Gieser moved and Trustee McCarthy 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 Zalak, LaRocca, Gieser, Schwarze and McCarthy

Nays: 0

Absent: 1 Trustee Frusolone

The motion passed.

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

#20-0022 – Preston Miller/The Dance Artist-458 Randy Road

Special Use Permit for a Dance Studio in the Industrial District

Recommend Approval with Conditions 5-0

Village Board concurred with Plan Commission’s recommendations.

#20-0026 – Jet Foods Carol Stream, LLC-998 W. Army Trail Road

Special Use Permit for a Restaurant with a Bar Area

Continued to October 26, 2020

No action by Board requested at this time

#20-0025 – Carol Stream Public Library-616 Hiawatha Drive

Fence Code Variation

Approved 4-0

No further action necessary

Award of Purchase – 2020 Ford F150 Pickup Truck to Morrow Brothers Ford in Greenville, IL under State of Illinois Bid for \$30,845:

The Village Board approved the purchase of a 2020 Ford F150 Pickup Truck to Morrow Brothers Ford under State of Illinois Bid for \$30,845.

Motion to Reject all Bids for the Water Sampling Station Installations Project:
The Village Board rejected all bids for the water sampling station installation project.

Approval of Independent Contractor Agreements with AJD Concrete Construction Corp. and Abbott Tree Care for Snowplowing and Walkway Snow Clearing Program for the 2020-21 Winter Season:
The Village Board approved Contractor Agreements with AJD Concrete Construction Corp. and Abbott Tree Care for snowplowing and walkway snow clearing program for the 2020-21 winter season.

Ordinance No. 2020-10-34 Amending Chapter 11, Article 2 of the Carol Stream Code of Ordinances by decreasing the number of Class C Liquor Licenses from 19 to 18 due to the closing of P&M Liquors, Inc. d/b/a Armanetti's located at 521 Schmale Road:
The Village Board approved decreasing the number of Class C liquor licenses by one due to the closure of Armanetti's located at 521 Schmale Road.

Ordinance No. 2020-10-35 Approving a Special Use Permit for a Dance Studio in the Industrial District (The Dance Artist, LLC, 458 Randy Road):
The Village Board approved a Special Use Permit for a Dance Studio in the Industrial District for the Dance Artist, LLC, 458 Randy Road.

Resolution No. 3158 Authorizing the Village Manager to apply for Illinois Transportation Enhancement Program Funding for the Lies Road Bike Trail and to Support Appropriate Funding:
The Village Board authorized the Village Manager to apply for Illinois Transportation Enhancement Program Funding for the Lies Road Bike Trail and to Support Appropriate Funding.

Resolution No. 3159 Authorizing the Village Manager to apply for Illinois Transportation Enhancement Program Funding for the Southeast Bike Trail and to Support Appropriate Funding:
The Village Board authorized the Village Manager to apply for Illinois Transportation Enhancement Program Funding for the Southeast Bike Trail and to Support Appropriate Funding.

Resolution No. 3160 Authorizing the Village Manager to apply for Illinois Transportation Enhancement Program Funding for the Kuhn Road Bike Trail and to Support Appropriate Funding:
The Village Board authorized the Village Manager to apply for Illinois Transportation Enhancement Program Funding for the Kuhn Road Bike Trail and to Support Appropriate Funding.

Resolution No. 3161 Authorizing the Village Manager to apply for Illinois Transportation Enhancement Program Funding for the Industrial Park Sidewalk and to Support Appropriate Funding:

The Village Board authorized the Village Manager to apply for Illinois Transportation Enhancement Program Funding for the Industrial Park Sidewalk and to Support Appropriate Funding.

Appointment to the Plan Commission/Zoning Board of Appeals:

The Village Board approved the reappointment of Angelo Christopher to the Plan Commission/Zoning Board of Appeals for a term expiring October 31, 2025.

Raffle License Application – Carol Stream Rotary Club:

The Village Board approved a raffle license and waived the fee and manager's fidelity bond for Carol Stream Rotary Club's Ultimate Golf Raffle selling tickets on November 1, 2020 and event scheduled for February 11, 2021.

Regular Bills and Addendum Warrant of Bills:

The Village Board approved payment of the Regular Bills dated October 19, 2020 in the amount of \$1,384,940.38. The Village Board approved the payment of Addendum Warrant of Bills from October 6, 2020 thru October 19, 2020 in the amount of \$613,196.94.

Treasurer's Report:

The Village Board received the Revenue/Expenditure Statements and Balance Sheet for the Month ended September 30, 2020.

Report of Officers:

Trustee LaRocca urged residents to do their homework and vote. A sample ballot is available at the DuPage County Board of Election's website to assist with your research. He stated with Halloween approaching, each parent should decide whether to participate and if so, children and parents need to exercise caution for those giving out candy.

Trustee Gieser stated the annual Halloween decorating contest is in its final week and residents can participate by nominating homes through this Friday, October 23 at 5:00 p.m. at decoratingcontest@carolstream.org. The Village has received 25 nominees. Trustee Gieser wished his son Ricky a Happy 21st Birthday.

Trustee Schwarze stated early voting is available at the DuPage County Fairgrounds and starting today which includes Stratford Mall and Bartlett Community Center locations. He thanked Angelo Christopher for volunteering to be on the Plan Commission & Zoning Board of Appeals. Please Shop Carol Stream.

Trustee Zalak emphasized screening for breast cancer and all cancers is very important. He stated on October 24 Drug Enforcement is holding National Take Back Day for prescription drugs, which you can do anytime in the Police Department lobby. Trustee Zalak mentioned that schools are open, so please do not park or block

sidewalks and drive carefully in residential areas. He urged residents to be knowledgeable on who and what you are voting for such as the progressive tax.

Trustee McCarthy stated to do your homework and get out and vote. He also informed residents to check your home as it is getting cold outside. Trustee McCarthy urged residents to not blow leaves onto the street.

Assistant to the Village Manager Messino thanked everyone for participating in the 2020 census which received a 78.9% response rate.

Village Attorney Rhodes stated the Illinois Department of Health indicated we are in a second wave of the pandemic.

Village Manager Mellor stated the Village received notice from Pace that bus route 709 that travels from Wheaton to Carol Stream is being considered for elimination. This route runs by Greenway, Lakehaven, Carolshire and Klein Creek subdivisions. Residents can comment to not eliminate this route to publichearings@pacebus.com. He received several comments regarding Halloween and trick or treating. Carol Stream is not prohibiting Halloween as individuals can opt out by turning their porch light off or post a sign indicating if the home is celebrating Halloween. Daylight savings time is November 1.

Mayor Saverino thanked Angelo Christopher for volunteering again on the Plan Commission/Zoning Board of Appeals. He thanked Assistant to the Village Manager Messino for her work on the census and Halloween and asked her to explain how the Village is presenting the "State of the Village" this year. Mayor Saverino stated to be careful on bike paths and use caution when participating in trick or treating with the extended hours. Shop Carol Stream.

At 6:31 p.m., Trustee Schwarze moved and Trustee McCarthy made the second to adjourn the meeting. The results of the roll call vote were as follows:

Ayes: 5 Trustees Zalak, LaRocca, Gieser, Schwarze and McCarthy

Nays: 0

Absent: 1 Trustee Frusolone

The motion passed.

FOR THE BOARD OF TRUSTEES

Frank Saverino, Sr., Mayor

ATTEST:

Sherry Craig, Deputy Village Clerk

Village of Carol Stream

Special Meeting of the Village Board

Economic Development-Overview, Opportunities and Focus Moving Forward FY21 Budget Status and Planning for FY22

Gregory J. Bielawski Municipal Center
500 N. Gary Avenue, Carol Stream, IL 60188

October 19, 2020

7:00 p.m. – 8:34 p.m.

Meeting Notes

ATTENDANCE:

Mayor Frank Saverino
Trustee Rick Gieser
Trustee John LaRocca
Trustee Matt McCarthy
Trustee John Zalak
Trustee Greg Schwarze

Bob Mellor, Village Manager
Joe Carey, Assistant Village Manager
Tia Messino, Asst. to the Village Manager
Jon Batek, Finance Director
Bill Cleveland, Engineering Director
Phil Modaff, Public Works Director
Don Bastian, Community Dev. Director
Marc Talavera, I. T. Director
Bill Holmer, Police Chief
Caryl Rebholz, Human Resources Director
Tom Farace, Plan & Econ Dev Mgr

ABSENT: Trustee Mary Frusolone

The meeting was called to order at 7:00 p.m. by Mayor Saverino, Sr. and the roll call read by Assistant to the Village Manager Tia Messino. The result of the roll call vote was as follows:

Present: Mayor Saverino, Sr., Trustees Zalak, LaRocca, Gieser, Schwarze and McCarthy

Absent: Trustee Frusolone

Economic Development – Overview, Opportunities and Focus Moving Forward

Community Development Director Bastian and Planning and Economic Development Manager Farace led the Board in a discussion of the Village's Economic Development efforts, Overview, Opportunities and Focus Moving Forward. A Power Point presentation was presented and attached hereto as Exhibit A. The following feedback and comments were made at the workshop:

- Trustees Gieser and McCarthy stated they would support a gas station/ convenience store use at either the NE or SE corner of Gary and Lies. They referred to an existing Shell-anchored facility at Lake Street and Gary Avenue in Roselle as a good example of what they would like to see. Trustee Zalak initially said he would be okay with the use at the NE corner but not the SE corner. He later stated he would need to be convinced to allow such a development at the SE corner.
- On the topic of allowing café-style video gaming establishments in vacant inline center spaces, most Trustees expressed an opinion of “we have to listen” to these types of requests moving forward, although Mayor Saverino reiterated that “we do not want bars”. One of the concerns of allowing café-style video

gaming establishments in the past was that if such a facility lost or surrendered its video gaming license, the remaining business would essentially be a bar, with very limited food service.

- The Mayor and other Trustees suggested that strip center owners who were allowed to have café-style video gaming would need to commit to improving their buildings or properties, if we had the legal authority to require such improvements notwithstanding any violations of building, zoning or property maintenance codes.
- Trustees discussed the possibility of allowing video gaming at Pilot. Pros and cons were noted. Mayor Saverino noted that extended truck parking in violation of the two-hour parking limitation was a regular occurrence. Trustee Zalak stated that the parking restriction was essentially unenforceable. Trustee Schwarze felt that video gaming at Pilot was “worth a look”. Staff has not spoken to anyone from Pilot about video gaming. Staff noted that Pilot’s 2015 Special Use approval contains a condition of approval specifically prohibiting video gaming at the Carol Stream facility. Staff noted that to allow video gaming, the Plan Commission would need to conduct a public hearing to amend the 2015 approval ordinance to delete the condition prohibiting the use.
- Video gaming at truck stops, would need to comply with State Statutes regarding such use.
- Several Trustees expressed an interest in having a brewery or craft distillery in Carol Stream.
- Trustee McCarthy expressed an interest in “having this discussion again soon”.

Finance Director Batek provided a status on the Fiscal Year 2021 budget and planning for the Fiscal Year 2022 budget and said report is attached hereto as Exhibit B.

- Staff recommended that the list of previously frozen budget items be presented to the Village Board for approval at their November 2, 2020 Board meeting. The Village Board concurred with this recommendation.
- Staff requested pre-authorization to bid the previously frozen, tree trimming services so the contract could be awarded at the November 16 Board meeting so work can begin prior to the onset of winter. The Village Board concurred with this recommendation.

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 8:34 p.m.

FOR THE BOARD OF TRUSTEES

Frank Saverino, Sr., Mayor

ATTEST:

Sherry Craig, Deputy Village Clerk

Village of Carol Stream

Economic Development Workshop

Overview, Opportunities and Focus Moving Forward



Village of Carol Stream

Economic Development Workshop

AGENDA

I. Overview

- A. Current Practices
- B. Recent Accomplishments
- C. Challenges

II. Opportunities

- A. Key Opportunity Areas
- B. Retail Vacancies

III. Focus Moving Forward

- A. Vacant Land Sites
- B. Vacant Building Space

Village of Carol Stream

Economic Development Workshop

I. OVERVIEW

A. Current Practices

- Quick and Predictable Building Permits and Entitlements
- Modern, Commonly Used Building Codes with few Local Amendments
- Information Resource
- Prospective Developer Meetings with Mayor and Staff
- Economic Development Events
- Partnerships
- Village Infrastructure
- Strategic Use of Incentives

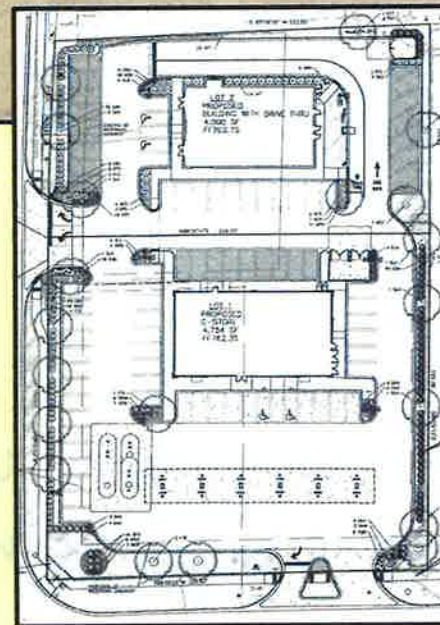
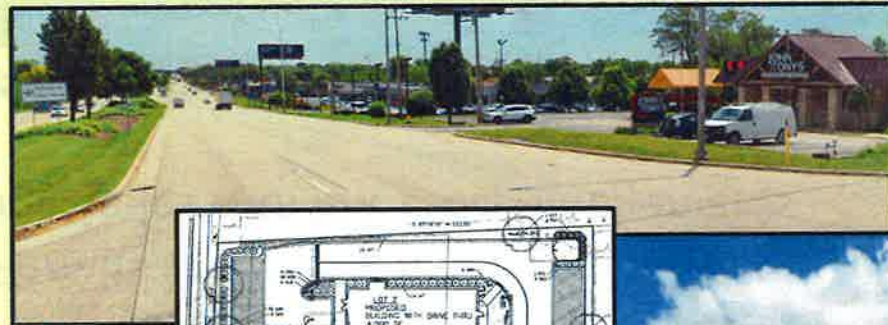
Village of Carol Stream

Economic Development Workshop

I. OVERVIEW

B. Recent Accomplishments

- North Avenue Annexations
- Boundary Agreement – Winfield
- IGA with Wheaton – Vequity Project
- Industrial Teardowns & Redevelopment
- Industrial Vacancy Rate



Village of Carol Stream

Economic Development Workshop

I. OVERVIEW

C. Challenges

- Decline in Bricks and Mortar Retailers

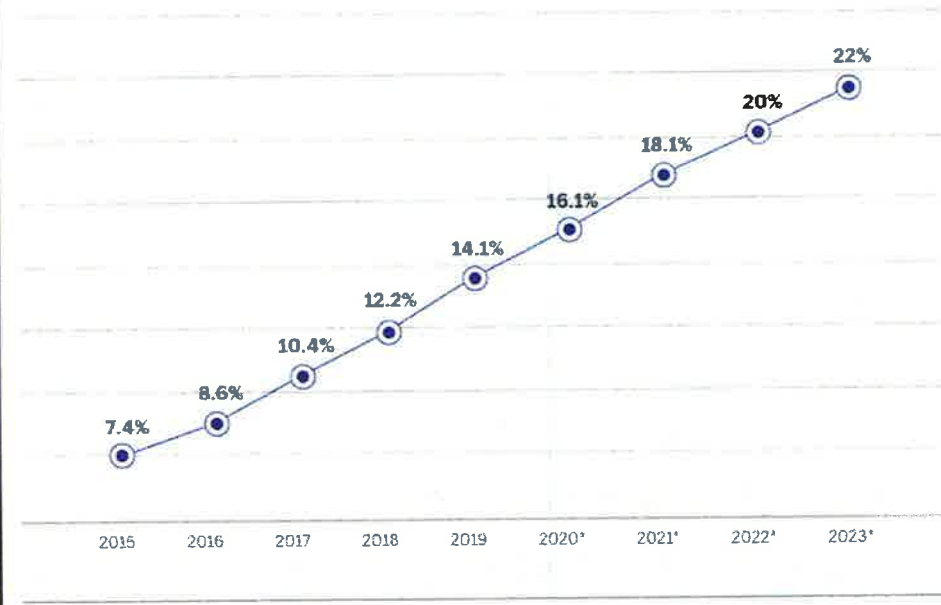
Village of Carol Stream

Economic Development Workshop

I. OVERVIEW

C. Challenges

Ecommerce share of total global retail sales from 2015 to 2023



Worldwide: eMarketer: 2015 to 2019
Source: eMarketer © Statista 2019

Village of Carol Stream

Economic Development Workshop

I. OVERVIEW

C. Challenges

- Decline in Bricks and Mortar Retailers
- Pandemic
- Not a Prime Retail Destination

Month	% Change in Sales Tax 2020 vs 2019
March	-10.3
April	-18.1
May	-14.5
June	-4.9
July	-9.0

Village of Carol Stream

Economic Development Workshop

II. OPPORTUNITIES

A. Key Opportunity Areas

- Area 1 – Town Center Node
- Area 2 – North Avenue & County Farm Road
- Area 3 – North Avenue between Kuhn Road & Bennett Drive

Village of Carol Stream

Economic Development Workshop

Key Opportunity Area #1 – Town Center Node

- NEC of Gary & Lies (4.14 acres)
- SEC of Gary & Lies (5.27 acres)
- SWC of Gary & Stark (3.76 acres)
- Former Aldi (14,880 sq ft)

Recent Activity

- WoodSpring Suites
- Aldi closure
- New restaurant possibility at Gary/Stark (Tacoma Taco)
- Multi-Use Path construction (west side of Gary)



Village of Carol Stream

Economic Development Workshop

Key Opportunity Area #1 – Town Center Node

Recommendations (2016 Comp Plan and 2015 market analysis):

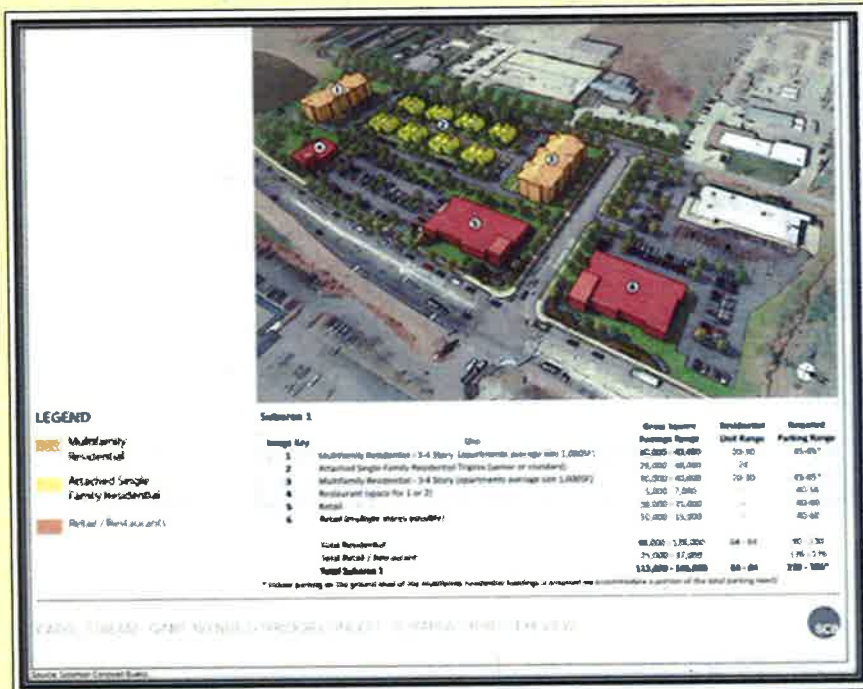
- Gary & Lies Parcels – appropriate uses include retail, restaurants, office, and hotels
- Gary & Stark – appropriate uses include retail and restaurants along Gary; commercial or multi-family residential acceptable fronting Old Gary



Village of Carol Stream

Economic Development Workshop

Key Opportunity Area #1 Conceptual Plans



Village of Carol Stream

Economic Development Workshop

Key Opportunity Area #2 – North Avenue/County Farm

Recommendations (2016 Comp Plan and 2015 market analysis)

- Continued annexations
- Commercial development along North Avenue and County Farm frontages
- Multi-family residential may be appropriate adjacent to existing single-family homes in NE quadrant, with improved buffering
- Upgraded industrial development (redevelopment of underutilized properties, appropriate uses such as warehousing and showrooms; screen outdoor storage)



Village of Carol Stream

Economic Development Workshop

Key Opportunity Area #3 – North Avenue: Kuhn Road to Bennett Drive Node

- +/- 40 acres on the north side of North Avenue between Kuhn Road and Bennett Drive
- Vacant properties are zoned B-2 General Business District

Recent Activity

- Spec. industrial development on westernmost 12 acres reviewed in 2017; withdrawn by developer



Village of Carol Stream

Economic Development Workshop

Key Opportunity Area #3 – North Avenue: Kuhn Road to Bennett Drive Node

Recommendations (2016 Comp Plan and 2015 market analysis):

- Traditional retail a challenge
- Light industrial on west half; secondary option of commercial/wholesale uses (tile/flooring businesses, showrooms, vehicle sales)
- Corridor commercial uses on the east half closer to Easton Park (drug store, small grocer, service uses), with multi-family residential on rear portion



Village of Carol Stream

Economic Development Workshop

II. OPPORTUNITIES

B. Retail Vacancies

Village of Carol Stream

Economic Development Workshop

Carol Stream / Surrounding Communities Commercial Vacancy Rates

Total Available Retail/Commercial Square Footage	1.7 million sq ft
Total Vacant (3 rd Quarter 2020)	155,255 sq ft
Vacancy Rate	9%

Municipality	Vacancy Rate
Bloomington	21%
Glendale Heights	7.3%
West Chicago	6.5%
Wheaton	7.3%
DuPage County	7.9%

Information obtained from Choose DuPage

Village of Carol Stream

Economic Development Workshop



Village of Carol Stream

Economic Development Workshop



Village of Carol Stream

Economic Development Workshop



Carol Stream Marketplace
123,536 sq ft total
0 sq ft vacant
0% vacancy rate, undeveloped outlots

The image shows an aerial view of a commercial development. A large white building is the central focus, with a red and white logo for 'Angelo's Caputo's Fresh Markets' overlaid on it. To the right, a red sign for 'T-Mobile' is visible. The surrounding area includes parking lots, roads, and other commercial buildings. A blue box at the bottom contains the text: 'Carol Stream Marketplace', '123,536 sq ft total', '0 sq ft vacant', and '0% vacancy rate, undeveloped outlots'. The street name 'Schmale Rd' is visible on the right side of the image.



Grace Plaza
120,685 sq ft total
0 sq ft vacant
0% vacancy rate, undeveloped outlots

The image shows an aerial view of a large commercial complex. A blue sign for 'Washco Carwash' is visible in the upper right. A large black sign with a white 'WC' logo is in the center, and a white sign for 'AMITA Health' is to its right. The complex features multiple buildings, extensive parking areas, and undeveloped lots. A blue box at the top left contains the text: 'Grace Plaza', '120,685 sq ft total', '0 sq ft vacant', and '0% vacancy rate, undeveloped outlots'. The street name 'Willow Wood Dr' is visible at the bottom of the image.

Village of Carol Stream

Economic Development Workshop



Village of Carol Stream

Economic Development Workshop



Village of Carol Stream

Economic Development Workshop

Army Trail Corridor
306,012 sq ft total
14,478 sq ft vacant
4.7% vacancy rate



Village of Carol Stream

Economic Development Workshop

Gary Avenue Corridor

92,498 sq ft total

1,263 sq ft vacant

1.4% vacancy rate



Village of Carol Stream

Economic Development Workshop

Schmale Road Corridor

103,754 sq ft total
10,375 sq ft vacant
10% vacancy rate



Village of Carol Stream

Economic Development Workshop

III. FOCUS MOVING FORWARD

Business Use Considerations

- Vacant Land Sites
- Vacant Building Space




Village of Carol Stream

Interdepartmental Memorandum

DATE: October 13, 2020

TO: Robert Mellor, Village Manager

FROM: Jon Batek, Finance Director 

SUBJECT: October 19, 2020 Village Board Workshop -
FY21 Budget Status and Planning for FY22

As we near the mid-point of our current 2020/21 fiscal year, the Village has continued to provide uninterrupted essential public services despite some of the volatility and uncertainty we have been confronted with during the on-going public health emergency and related economic slowdown. Although our budget process does not typically get underway until the later part of November each year, it would be appropriate to provide some insights as to how our current year is progressing as we begin to plan for next year and beyond.

Attached to this memorandum are three documents that I would like to briefly review with the Village Board at their workshop meeting scheduled for Monday, October 19th:

1. An early estimate of FY21 year-end revenues based on the first five (5) months of our current fiscal year.
2. A copy of the \$2 million in expenditure reductions ratified by the Village Board at their May 18, 2020 meeting as our initial budgetary response to the unfolding pandemic and economic decline. As a reminder, while there were many direct expenditure cuts made, a significant portion of expenditures identified on the list represent deferrals, reclassifications, or anticipated budget savings due to personnel vacancies.
3. An early estimate of FY21 personnel savings due to a significant number of retirements and positions that have turned over during the year. This estimate also includes some additional miscellaneous expenditure savings that will contribute toward keeping the budget in balance for the year.

Although by many accounts 2020 has been a year of unprecedented challenges, the financial condition of the Village, despite many ups and downs, is on remarkably strong footing. At present, barring any other unforeseen fiscal crisis, we fully anticipate our General Fund will conclude FY21 on April 30, 2021 in a surplus position. This is the case due to a number of reasons:

1. While the addition of the Village's first property tax in many decades was a difficult decision, it is the only major revenue source in the General Fund that has shown resilience throughout the economic downturn. The revenue sources that were moved to the Capital Projects Fund (electricity, telecommunications and real estate transfer taxes) and replaced by the property tax thus far have declined in total from last year. The property tax has added an increased level of stability to overall Village operations.
2. The Village has received its full allotment of CARES Act funding through DuPage County totaling \$2,032,283. While receipt of CARES Act funds are not approved to replace lost revenues, Carol Stream was eligible to receive these reimbursements for costs incurred primarily for pandemic response by our public safety personnel. Current estimates show that we will meet and exceed our original budgeted FY21 revenue projection of \$28,950,000 by 0.7%.
3. During FY20 and continuing into F21 we have seen Village staff turnover, primarily through retirements, at a level greater than what we experienced during the Great Recession. We are projecting FY21 payroll savings compared to the adopted budget of nearly \$1,000,000 by April 30, 2021. This savings has been generated by position vacancies as well as replacement hires at reduced salaries. In addition to personnel savings, there are a number of other budget savings which will contribute toward a projected FY21 surplus.

Given this information, staff will perform a review of the previous \$2 million in budget expenditure reductions imposed in May to determine which items would be recommended to be reinstated in the current fiscal year. At present we are considering a recommendation for Village Board action on November 2.

Looking forward to FY22

While we are confident we will conclude FY21 with a positive result, there are a number of signs that show there is room for some optimism as we begin planning for FY22:

1. Given the volume of staff turnover/retirements, there is good reason to believe that our largest operating expense (salaries and benefit costs) will show less than average growth year over year.
2. The Village should expect growth in sales tax collections due to the implementation of the "Leveling the Playing Field for Illinois Retail Act" which begins on January 1, 2021. This will expand our collection of sales taxes on certain internet based purchases, including the Village's home rule sales tax, which was not previously collected.

3. There are a number of promising economic development prospects including the proposed Jet Foods at County Farm and Army Trail and Vequity development at Geneva and Schmale, among others that are still in the planning phase.
4. During the current year FY21, we received IDOT Build Illinois grants totaling \$872,370 which were not previously included in our capital plan and budget. These are expected to recur in the same amount in each of the next two fiscal years. While these proceeds are earmarked toward specific categories of capital improvement projects, these unanticipated funds have provided an added boost to capital reserves, which always relieves pressure on General operating funds to fill any funding gaps that may occur.
5. Within the next two years, our current sales tax sharing agreement will expire. Unless it is renewed, we will have significant reduction in General Fund operating expenditures that funded this rebate agreement.

I look forward to briefly summarizing the attachments at Monday evening's workshop and address any questions the Village Board may have at this early point in our upcoming budget process.

Village of Carol Stream
Estimate of FY21 General Fund Revenues
As of October 15, 2020

Ref.	Description	Actual FY19/20	Budget FY 20/21	Estimate FY20/21	+ / (-) Budget
Property Taxes					
1	Property Tax	\$0	\$3,800,000	\$3,800,000	\$0 Full levy collections anticipated
2	Road and Bridge Tax	161,844	153,100	143,000	(10,100)
3	Pers. Prop. Repl. Tax	114,919	100,800	82,700	(18,100) Sept 2020 IML projection = 28% reduction from FY20 actual.
Other Taxes					
4	Sales Tax	6,888,692	6,825,000	6,370,000	(455,000) Assume 7.5% reduction from FY20 actual.
5	Electricity Tax	1,817,004	0	0	0 Moved to CPF
6	Income Tax	4,304,050	4,170,000	3,890,000	(280,000) Sept 2020 IML projection = \$98.00 per capita
7	Alcohol Tax	253,105	325,000	275,000	(50,000)
8	Amusement Tax	1,325	1,000	1,000	0
9	Home Rule Sales Tax	5,000,255	5,016,000	4,500,000	(516,000) Assume 10.0% reduction from FY20 actual.
10	Real Estate Transfer Tax	999,671	0	0	0 Moved to CPF
11	Natural Gas Use Tax	610,565	620,000	620,000	0 Assume on budget. Make or break is in winter months.
12	Telecommunications Tax	758,398	0	0	0 Moved to CPF
13	Auto Rental Tax	22,632	26,000	18,000	(8,000)
14	Local Use Tax	1,420,234	1,603,000	1,560,000	(43,000) IML proj = \$37.50 (\$1.489M). We are 20% ahead of LY. Assume +10%
15	Hotel Tax	293,138	352,000	100,000	(252,000) Collections down 80% in first 4 months of FY21.
16	Video Gaming Tax	274,597	340,000	250,000	(90,000) Lost 2 months rev in FY21. Assume return to "normal" on reopening.
17	State Cannabis Regulation	9,819	32,000	32,000	0 Sept 2020 IML projection = \$0.84 per capita. On budget
	Total Taxes	\$22,930,248	\$23,363,900	\$21,641,700	(\$1,722,200)
Licenses and Permits					
18	Business/Misc. License	25,500	28,500	28,500	0
19	Dog License	1,497	1,800	1,800	0
20	Vehicle License	576,902	700,000	655,000	(45,000)
21	Liquor License	161,148	165,000	130,000	(35,000) 50% off restaurant licenses in FY21
22	Vending Machine License	5,220	5,500	5,500	0
23	Game Room Fees	875	500	500	0
24	Building Permits	506,149	550,000	550,000	0
25	Rental Licensing Fees	71,725	70,000	70,000	0
26	Small Cell Wire Fee	3,830	5,300	5,300	0
27	Video Gaming Permit Fee	88,040	90,500	90,500	0
28	Massage Est. Lic. Fee	4,950	4,000	4,000	0
29	Tobacco License	3,900	4,100	4,100	0
	Total Licenses / Permits	\$1,449,736	\$1,625,200	\$1,545,200	(80,000)
Charges for Services					
30	Legal & Planning Fees	120,878	125,000	125,000	0
31	Annexation Fees	385	0	0	0
32	Liquor Investigation Fees	4,900	8,000	8,000	0

Village of Carol Stream
Estimate of FY21 General Fund Revenues
As of October 15, 2020

Ref.	Description	Actual FY19/20	Budget FY 20/21	Estimate FY20/21	+ / (-) Budget	
33	Cable Franchise Fees	521,027	497,000	497,000	0	
37	Public Hearing Fees	43,745	25,000	25,000	0	
38	PEG Fees - Comcast	28,946	28,500	28,500	0	
39	PEG Fees - AT&T	21,493	20,000	20,000	0	
40	Maint. & Rpr. Reimb.	4,234	3,500	3,500	0	
41	Stormwater Plan Review	52,319	130,000	130,000	0	
42	Police Training Act Reimb.	0	12,000	25,000	13,000	More than normal vacancies.
43	Police Liaison	228,768	238,000	238,000	0	
44	Police Reports	3,637	4,000	4,000	0	
45	Mowing - DPC ROW	22,914	24,000	24,000	0	
46	Municipal Service Charge	415,000	399,000	399,000	0	
47	Total Charges for Services	1,468,246	1,514,000	1,527,000	13,000	
Fines and Forfeits						
48	Circuit Court Fines	493,756	475,000	450,000	(25,000)	
49	Court DUI Fines	231,343	250,000	250,000	0	
50	DUI Tech Funds	48,816	15,000	35,000	20,000	
51	Court Fines - Vehicles	9,544	16,000	8,000	(8,000)	
52	ATLE Fines	438,883	375,000	400,000	25,000	
53	Towing Fee	208,975	250,000	175,000	(75,000)	
54	Ordinance Forfeits	85,333	50,000	35,000	(15,000)	
55	Reim Fee Based/DuMeg	139,496	150,000	90,000	(60,000)	
56	False Alarms	21,290	20,000	20,000	0	
57	Vehicle Forfeiture	3,780	0	0	0	
	Total Fines and Forfeits	1,681,216	1,601,000	1,463,000	(138,000)	
Interest Income						
	Interest Income	354,130	175,000	60,000	(115,000)	Interest rate crash. 0.10% today vs 2.2% 1 year ago
Other Revenues						
58	Miscellaneous Revenue	74,306	150,000	150,000	0	
59	IT Library Reimbursement	92,856	95,900	95,900	0	
60	IPBC Rebate	242,882	0	242,882	242,882	Assume IPBC equity adj. on par with FY20 actual
61	Insurance Reimbursements	154,287	100,000	100,000	0	
62	Sale of Surplus Property	3,156	20,000	20,000	0	
63	Donations & Contributions	29,850	30,000	0	(30,000)	Cancellation of TC events.
	Total Other Operating	597,337	395,900	608,782	212,882	
	Total Operating Revenue	28,480,913	28,675,000	26,845,682	(1,829,318)	

Village of Carol Stream
Estimate of FY21 General Fund Revenues
As of October 15, 2020

Ref.	Description	<u>Actual</u> <u>FY19/20</u>	<u>Budget</u> <u>FY 20/21</u>	<u>Estimate</u> <u>FY20/21</u>	+ / (-) <u>Budget</u>
	Non-Operating Revenue				
64	Intergovernmental Grants	252,739	275,000	275,000	0
65	CARES ACT Reimb. from DPC	0	0	2,032,284	2,032,284
	Total Non-Operating Rev.	<u>252,739</u>	<u>275,000</u>	<u>2,307,284</u>	<u>2,032,284</u>
	Total Revenue	\$28,733,652	\$28,950,000	\$29,152,966	\$202,966 0.7%

Village of Carol Stream
 FY20/21 Annual Budget
 Items Budgeted but Frozen/Suspended - **VB Approved on May 18, 2020**

Dept.	Account No.	Line Item	Amount	Description
<u>GENERAL FUND</u>				
ALL	various	Salaries	\$ 546,561	Vacant Positions. Represents budgetary savings on 6 vacant Police Officers, 1 Police Chief, 1 Deputy Chief, 1 CST, 1 Engineering Technician. These savings generally reflect current vacancies and estimates of likely recruitment date later in FY21.
MOST	various	Salaries	110,000	Merit Pay Raises
ALL	various	Overtime	50,000	Reduced Overtime - Estimate for May 2020
Eng	01620100-51106	Seasonal Salaries	8,612	Engineering Intern (1 of 2)
VB&C	01520000-52222	Meetings	5,000	Goal Setting Workshop
Muni Bldg.	01680000-52219	TC Maint	10,500	Fountain Cleaning - Closed for season.
Muni Bldg.			1,130	Chlorine Tabs
Muni Bldg.	01680000-53220	Water	9,500	Fountain
Spec. Events	01750000-52288	Concert Series	28,570	Bands/Sound/Etc.
Spec. Events	01750000-52291	Misc. Events	14,000	Fireworks
Spec. Events			150	Parade Supplies 4th of July
HR	0160000-52222	Meetings	100	DMMC Luncheons
HR	0160000-52242	Employee Recognition	1,000	EE Appreciation Brunch
HR			300	Impromptu Events
HR	0160000-52253	Consultant	2,500	Organizational Development - Supervisors
HR	0160000-52255	Software Maint.	375	Survey Monkey
HR	0160000-52340	Wellness	1,500	Other
Fin	01610100-52223	Training	2,800	IGFOA Conf/MUNIS

Village of Carol Stream
 FY20/21 Annual Budget

Items Budgeted but Frozen/Suspended - **VB Approved on May 18, 2020**

Dept.	Account No.	Line Item	Amount	Description
Fin	01610100-52234	Dues / Subscript.	450	GFOA Dues
Fin	01610100-53317	Operating Supplies	300	Staff Shirts
CD	01642100-52253	Consultant	5,000	Code Enf. Multi-Family Housing
CD	01643600-52246	Economic Dev.	25,000	Development Incentives
CD	01643600-52253	Consultant	5,000	Consult/Promotional Video
Engineering	01620100-52223	Training	4,000	APWA Conference
Engineering	01620100-52358	Pond/Storm maint.	30,000	Stream Maintenance
Engineering	01620100-52355	Bridge Inspections	2,000	Culvert Inspections
Engineering	01620100-53350	Small Equipment	1,700	Velocity Meters
Engineering	01620100-53324	Uniforms	300	Staff Shirts
Police	01660100-52223	Training	13,500	Basic Recruit
Police			13,600	ILEETA Conference
Police			2,850	IATAI Conference
Police			1,600	ILHIA Conference
Police			2,200	IDEOA Conference
Police			1,000	IEMA Conference
Police			1,650	IDEO Conference
Police			900	Child Passenger Safety Conference
Police			1,000	Child Passenger Instructor Conference
Police			7,000	EMP Class
Police			3,330	CPTED (Reduce to 1)
Police			2,000	NMERT
Police			400	MGIA Conference
Police			950	IAPEM (Reduce to 1)
Police	01660100-53324	Uniforms	10,400	4 New Police Officers

Village of Carol Stream
FY20/21 Annual Budget
Items Budgeted but Frozen/Suspended - **VB Approved on May 18, 2020**

Dept.	Account No.	Line Item	Amount	Description
Police	01662700-53313	Auto Gas & Oil	30,000	Estimated reduced fuel usage
Police	01662700-53321	Ammunition	5,000	Ammunition Reduction
Police	01664700-53325	Community Relations	2,700	Citizen's Police Academy
PW Admin	01670100-52223	Training	650	COD Public Service Inst. - Supt.
PW Admin			625	Low Bender strategic planning
PW Admin			1,250	Morrison Assessment - Sam
PW Admin			1,250	National Conference - Director
PW Admin			1,400	Non-engineers seminar - Barghi
PW Admin	01670100-52230	Telephone	205	Smart phone Facility Tech
PW Admin	01670100-52253	Consultant	10,000	Space Optimization Study
PW Snow	01670200-52223	Training	3,100	Snow Conference - Street Supv. & Supt
PW Snow	01670200-53335	Salt	9,300	Road salt
PW Snow	01670200-53350	Small Equipment	2,800	Brine pump - higher GPM for truck loading
PW Snow			3,300	Snow blower - UTV attachment
PW Signs	01670300-53317	Operating Supplies	1,300	Impact Walls
PW B&G	01670400-52244	Maint. & Repair	4,000	Exterior Lighting - change to LED
PW B&G			2,000	Flag Pole Replacement - PWC
PW B&G	01670400-52272	Property Maint.	4,500	FIC America turf conversion to pollinator
PW B&G			30,000	Mulch installation
PW B&G	01670400-53317	Operating Supplies	20,000	Mulch purchase
PW Trees	01670700-52223	Training	500	Arborist license - Supervisor

Village of Carol Stream
 FY20/21 Annual Budget
 Items Budgeted but Frozen/Suspended - VB Approved on May 18, 2020

Dept.	Account No.	Line Item	Amount	Description
PW Trees	01670700-52268	Tree Maintenance	23,625	Fall tree purchase and planting. Pushes planting cycle back one year.
PW Trees			1,125	Gator Bags
PW Trees			55,000	Tree trimming
PW Trees	01670700-53350	Small Equipment	20,000	Stump Grinder - Purchased in FY20
PW Gar Adm	01690100-52223	Training	625	Low Bender strategic planning
PW Gar M&R	01696200-52223	Training	1,000	Mechanic Training
PW Gar M&R			150	Vactor electrical training
PW Gar M&R	01696200-53350	Small Equipment	10,000	Rolling scaffold
PW Gar M&R			600	Sandblaster attachment for pressure washer
Info Tech	01652800-52223	Training	3,000	Cyber Security Class
Info Tech		Training	2,100	Lynda.com
Info Tech	01652800-52234	Dues & Subscripts.	5,800	Info-Tech
Info Tech	01652800-52253	Consultant	6,000	Cyber Security Assessment
Info Tech			20,000	Microfilm Conversion
Info Tech	01652800-52255	Software Maint.	4,000	Adobe Professional
Info Tech	01652800-52257	GIS	40,000	NIU Contract
Various		Equip Reserve Tfrs.	433,467	Cancel All FY21 Tfrs to ERF
PW - Snow	01670200-53335	Salt	242,700	Transfer to MFT fund.
Emerg. Srv.			70,000	Emerg. Services Contractor. Keep EOC upgrades.
Total GENERAL FUND			\$ 2,001,800	

Village of Carol Stream
FY21 Estimated Budget Savings - Personnel and Misc. Expenditures
As of October 15, 2020

	<u>FY21 Projected Budget Savings</u>	<u>Reason / Assumptions</u>
Municipal Building	\$ 48,000	Retirement of Building Maintenance Supervisor, vacancy and rehire at lower salary.
Engineering	137,000	Vacant Eng. Tech. whole year, vacancy and retirement of PT Secretary.
Community Development	75,000	Turnover/retirement of Code Prof. & Permit Coordinator, vacancies plus rehire at lower salary.
Police	700,000	Social Worker vacancy - recruitment in-process. Records Clerk vacancy - recruitment in-process. FT Secretary vacancy - position under evaluation. PT Secretary vacancy - position under evaluation. CST vacancy - position under evaluation. Project 4 of 6 vacant Police Officer positions recruited by mid-December. Deputy Chief vacancy - position under evaluation.
Total Proj. Payroll Savings	<u>\$ 960,000</u>	
 <u>Other Known Savings</u>		
DuComm Reduction	208,139	One quarter dues waived - per DuComm Board action.
IT - GIS	19,500	20% discount on MGP services in FY21 (May to Dec.).
NIU GIS Contract	40,000	Contract cancelled.
Frozen Items	???	Staff to review items that have been frozen but cannot be reinstated this year. Estimate between \$125,000 and \$200,000 of additional budget savings.
 Minimum Estimated Savings	 <u>\$ 1,227,639</u>	

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

***All Matters on the Agenda may be Discussed, Amended and Acted Upon
October 26, 2020.***

Chairman Parisi called the Regular Meeting of the Combined Plan Commission/Zoning Board of Appeals to order at 7:00pm and directed Tom Farace, Planning & Economic Development Manager, to call the roll.

The results of the roll call vote were:

Present: 5 Commissioners Meneghini, Christopher, Tucek, Morris, and Chairman Parisi

Absent: 2 Commissioners Battisto and Petella

Also Present: Tom Farace, Planning and Economic Development Manager; and a representative from County Court Reporters.

MINUTES:

Commissioner Tucek moved and Commissioner Morris seconded the motion to approve the minutes of the Regular Meeting held on October 12, 2020.

The results of the roll call vote were:

Ayes: 3 Commissioners Tucek, Morris, and Chairman Parisi

Nays: 0

Abstain: 2 Commissioners Meneghini and Christopher

Absent: 2 Commissioners Battisto and Petella

The motion passed by majority vote.

PUBLIC HEARING:

Chairman Parisi asked for a motion to open the Public Hearing. Commissioner Meneghini moved and Commissioner Christopher seconded the motion.

The results of the roll call vote were:

Ayes: 5 Commissioners Meneghini, Christopher, Tucek, Morris, and Chairman Parisi

Nays: 0

Abstain: 0

Absent: 2 Commissioners Battisto and Petella

The motion was passed by unanimous vote.

20-0026 – Jet Foods Carol Stream LLC / 998 W. Army Trail Road – Special Use Permit for a Restaurant with a Bar Area (continued from October 12, 2020)

Chairman Parisi swore in Frank Somenek, Vice President of Grocery Operations with Jet Foods, 910 W. Van Buren, Chicago, IL. Mr. Somenek stated that Jet Foods will be opening six grocery stores in the Chicagoland area, with the Carol Stream location being the first one to open. The grocery store will offer prepared foods, fresh produce, along with pre-made sandwiches, salad bar, a hot bar and a soup bar where customers can bring those food items to eat in their café and have a beverage at their beer and wine bar. Mr. Somenek stated that Jet Foods wants to have quality products for the community.

Chairman Parisi asked for questions from the audience. There were none.

Chairman Parisi asked Mr. Farace for the Staff Report.

Mr. Farace stated that Jet Foods will be moving into the 998 W. Army Trail space in County Farm Plaza, which is 42,000 square feet and has been home to previous grocery stores over the years. Mr. Farace stated that the Village is very excited to have a new grocery store in the space, and the special use request is for a small restaurant area with seating for customers and a small bar area. Mr. Farace stated that it is fairly common for grocery stores to have this type of amenity or space for customers, such as the Caputo's in town. Staff is supportive of the request.

Chairman Parisi asked for questions from the Commission.

Commissioners Meneghini, Christopher, Tucek, and Morris had no questions. Chairman Parisi had no questions either.

Chairman Parisi asked for a motion to recommend approval for Case No. 20-0026. Commissioner Meneghini moved and Commissioner Tucek seconded the motion.

The results of the roll call vote were:

Ayes: 5 Commissioners Meneghini, Christopher, Tucek, Morris, and Chairman Parisi

Nays: 0

Abstain: 0

Absent: 2 Commissioners Battisto and Petella

This case will go before the Village Board of Trustees on Monday, November 2, 2020, at 6:00 PM for formal approval.

Chairman Parisi welcomed Jet Foods to the Village and asked when they planned on opening. Mr. Somenek stated opening timeframes have changed due to the pandemic, with hopes to open by December 1st but it might take more time to get the store stocked and prepared for the opening, and it could be more realistically in January. Mr. Somenek also mentioned that Nat Caputo is part of Jet Foods.

Chairman Parisi asked for a motion to close Public Hearing.

Commissioner Tucek moved and Commissioner Morris seconded the motion.

The results of the roll call vote were:

Ayes: 5 Commissioners Meneghini, Christopher, Tucek, Morris, and Chairman Parisi

Nays: 0
 Abstain: 0
 Absent: 2 Commissioners Battisto and Petella

The motion was passed by unanimous vote.

PRESENTATION:

OLD BUSINESS:

OTHER BUSINESS:

Mr. Farace stated that we will be getting back on track with the Unified Development Ordinance (UDO) project. Our last workshop with the Plan Commission and the project consultant was last December, and a workshop had been anticipated in the spring, but due to the pandemic, the project was put on hold a little bit. The project has been started up again, and a workshop will be held on November 23rd, to go over draft sections pertaining to PUD standards, administrative/enforcement standards, non-conforming use/building standards, and subdivision standards. Staff will prepare a memo to outline what was reviewed at the workshops last year. It was discussed whether the workshop will begin at 6pm or 7pm.

Chairman Parisi asked for a motion to cancel the November 9, 2020 Plan Commission meeting.

Commissioner Christopher moved and Commissioner Meneghini seconded the motion.

The results of the roll call vote were:

Ayes: 5 Commissioners Meneghini, Christopher, Tucek, Morris, and Chairman Parisi
 Nays: 0
 Abstain: 0
 Absent: 2 Commissioners Battisto and Petella

The motion was passed by unanimous vote.

ADJOURNMENT:

At 7:12pm Commissioner Meneghini moved and Commissioner Tucek seconded the motion to adjourn the meeting.

The results of the roll call vote were:

Ayes: 5 Commissioners Meneghini, Christopher, Tucek, Morris, and Chairman Parisi
 Nays: 0
 Abstain: 0
 Absent: 2 Commissioners Battisto and Petella

The motion was passed by unanimous vote.

FOR THE COMBINED BOARD

Recorded and transcribed by,

Tom Farace, AICP
Planning & Economic Development Manager

Minutes approved by Plan Commission on this ____ day of _____, 20____.

Chairman

PROCLAMATION

Designating November 28, 2020 as Small Business Saturday

WHEREAS, the Village of Carol Stream celebrates our local small businesses and the contributions they make to our community; and

WHEREAS, small businesses employ 47.3% of employees in the private sector in the United States, 62% of U.S. small businesses reported that they need consumer spending to return to pre-COVID levels by the end of 2020 in order to stay in business, 65% of U.S. small business owners said it would be most helpful to have their “regulars” return and making purchases again, and three-quarters of U.S. consumers are currently looking for ways to Shop Small and support their community; and

WHEREAS, 96% of consumers who shopped on Small Business Saturday® agree that shopping at small, independently-owned businesses supports their commitment to making purchases that have a positive social, economic, and environmental impact and 97% of consumers who shopped on Small Business Saturday agree that small businesses are essential to their community; and

WHEREAS, 95% of consumers who shopped on Small Business Saturday reported the day makes them want to shop or eat at small, independently-owned businesses all year long, not just during the holiday season; and

WHEREAS, the Village of Carol Stream supports our local businesses that create jobs, boost our local economy and preserve our neighborhoods; and

WHEREAS, public and private organizations across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday; and

NOW, THEREFORE, BE IT PROCLAIMED THAT I, MAYOR FRANK SAVERINO SR. & THE BOARD OF TRUSTEES OF CAROL STREAM, DuPAGE COUNTY, ILLINOIS in the exercise of its home rule powers does hereby designate

November 28, 2020 as Small Business Saturday

in Carol Stream and encourages residents to support small businesses and merchants on Small Business Saturday and throughout the year.

PROCLAIMED this 2nd DAY of NOVEMBER 2020.

Frank Saverino Sr. - Mayor

Sherry Craig, Deputy Village Clerk

Village of Carol Stream
Interdepartmental Memo

TO: Bob Mellor, Village Manager
FROM: Jon Batek, Finance Director
DATE: October 20, 2020
RE: **Police Pension Fund Municipal Compliance Report**

Attached is the annual compliance report which was approved by the Police Pension Board at their meeting on October 16, 2020. This report and its contents are required annual disclosures to the Village Board as identified in Public Act 95-950 which became effective 8/29/08.

Most of the contents of this report were drawn from the Village's Comprehensive Annual Financial Report (CAFR) for the year ended April 30, 2020 and the most recently completed actuarial valuation of the fund as of May 1, 2020. This item should be placed on an upcoming Village Board agenda for receipt.

THE VILLAGE OF CAROL STREAM,
ILLINOIS
POLICE PENSION FUND

PUBLIC ACT 95-0950
MUNICIPAL COMPLIANCE REPORT

FOR THE FISCAL YEAR ENDED
APRIL 30, 2020

**THE VILLAGE OF CAROL STREAM, ILLINOIS
POLICE PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending April 30, 2020**

The Pension Board certifies to the Board of Trustees of the Village of Carol Stream, Illinois on the condition of the Pension Fund at the end of its most recently completed fiscal year the following information:

- 1) The total cash and investments, including accrued interest, of the fund at market value and the total net position of the Pension Fund:

	<u>Current Fiscal Year</u>	<u>Preceding Fiscal Year</u>
Total Cash and Investments (including accrued interest)	<u>\$52,938,476</u>	<u>\$50,151,091</u>
Total Net Position	<u>\$52,936,461</u>	<u>\$50,149,043</u>

- 2) The estimated receipts during the next succeeding fiscal year from deductions from the salaries of police officers and from other sources:

Estimated Receipts - Employee Contributions	<u>\$666,200</u>
Estimated Receipts - All Other Sources	
Investment Earnings	<u>\$3,705,700</u>
Municipal Contributions	<u>\$3,050,927</u>

- 3) The estimated amount required during the next succeeding fiscal year to (a) pay all pensions and other obligations provided in Article 3 of the Illinois Pension Code, and (b) to meet the annual requirements of the fund as provided in Sections 3-125 and 3-127:

(a) Pay all Pensions and Other Obligations	<u>\$4,264,600</u>
(b) Annual Requirement of the Fund as Determined by:	
Illinois Department of Insurance	<u>N/A</u>
Private Actuary - Lauterbach & Amen, LLP	
Recommended Municipal Contribution	<u>\$3,050,927</u>
Statutory Municipal Contribution	<u>\$2,329,332</u>

**THE VILLAGE OF CAROL STREAM, ILLINOIS
POLICE PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending April 30, 2020**

- 4) The total net income received from investment of assets along with the assumed investment return and actual investment return received by the fund during its most recently completed fiscal year compared to the total net income, assumed investment return, and actual investment return received during the preceding fiscal year:

	<u>Current Fiscal Year</u>	<u>Preceding Fiscal Year</u>
Net Income Received from Investment of Assets	<u>\$2,906,478</u>	<u>\$3,361,838</u>
Assumed Investment Return		
Illinois Department of Insurance	<u>N/A</u>	<u>6.50%</u>
Private Actuary - Lauterbach & Amen, LLP	<u>7.00%</u>	<u>7.00%</u>
Actual Investment Return	<u>5.64%</u>	<u>6.94%</u>

- 5) The total number of active employees who are financially contributing to the fund:

Number of Active Members	<u>62</u>
--------------------------	-----------

- 6) The total amount that was disbursed in benefits during the fiscal year, including the number of and total amount disbursed to (i) annuitants in receipt of a regular retirement pension, (ii) recipients being paid a disability pension, and (iii) survivors and children in receipt of benefits:

	<u>Number of</u>	<u>Total Amount Disbursed</u>
(i) Regular Retirement Pension	<u>40</u>	<u>\$3,177,129</u>
(ii) Disability Pension	<u>2</u>	<u>\$114,665</u>
(iii) Survivors and Child Benefits	<u>1</u>	<u>\$60,579</u>
Totals	<u>43</u>	<u>\$3,352,373</u>

**THE VILLAGE OF CAROL STREAM, ILLINOIS
POLICE PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending April 30, 2020**

7) The funded ratio of the fund:

	<u>Current Fiscal Year</u>	<u>Preceding Fiscal Year</u>
Illinois Department of Insurance	<u>N/A</u>	<u>62.81%</u>
Private Actuary - Lauterbach & Amen, LLP	<u>63.57%</u>	<u>63.38%</u>

8) The unfunded liability carried by the fund, along with an actuarial explanation of the unfunded liability:

Unfunded Liability:

Illinois Department of Insurance	<u>N/A</u>
Private Actuary - Lauterbach & Amen, LLP	<u>\$30,794,623</u>

The accrued liability is the actuarial present value of the portion of the projected benefits that has been accrued as of the valuation date based upon the actuarial valuation method and the actuarial assumptions employed in the valuation. The unfunded accrued liability is the excess of the accrued liability over the actuarial value of assets.

9) The investment policy of the Pension Board under the statutory investment restrictions imposed on the fund.

Investment Policy - See Attached.

Please see Notes Page attached.

CERTIFICATION OF MUNICIPAL POLICE
PENSION FUND COMPLIANCE REPORT

The Board of Trustees of the Pension Fund, based upon information and belief, and to the best of our knowledge, hereby certify pursuant to §3-143 of the Illinois Pension Code 40 ILCS 5/3-143, that the preceding report is true and accurate.

Adopted this _____ day of _____, 2020

President John C. Nunn Date 10/20/2020

Secretary Carol Cadle Date 10/20/2020

**THE VILLAGE OF CAROL STREAM, ILLINOIS
POLICE PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending April 30, 2020**

INDEX OF ASSUMPTIONS

- 1) Total Cash and Investments - as Reported at Market Value in the Audited Financial Statements for the Years Ended April 30, 2020 and 2019.

Total Net Position - as Reported in the Audited Financial Statements for the Years Ended April 30, 2020 and 2019.

- 2) Estimated Receipts - Employee Contributions as Reported in the Audited Financial Statements for the Year Ended April 30, 2020 plus 4.86% Increase (Actuarial Salary Increase Assumption) Rounded to the Nearest \$100.

Estimated Receipts - All Other Sources:

Investment Earnings - Cash and Investments as Reported in the Audited Financial Statements for the Year Ended April 30, 2020, times 7% (Actuarial Investment Return Assumption) Rounded to the Nearest \$100.

- 3) (a) Pay all Pensions and Other Obligations - Total Non-Investment Deductions as Reported in the Audited Financial Statements for the Year Ended April 30, 2020, plus a 25% Increase, Rounded to the Nearest \$100.

(b) Annual Requirement of the Fund as Determined by:

Illinois Department of Insurance - No April 30, 2020 Actuarial Valuation available at the time of this report.

Private Actuary - Lauterbach & Amen, LLP:

Recommended Amount of Tax Levy as Reported by Lauterbach & Amen, LLP in the April 30, 2020 Actuarial Valuation.

Statutorily Required Amount of Tax Levy as Reported by Lauterbach & Amen, LLP in the April 30, 2020 Actuarial Valuation.

**THE VILLAGE OF CAROL STREAM, ILLINOIS
POLICE PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending April 30, 2020**

INDEX OF ASSUMPTIONS - Continued

- 4) Net Income Received from Investment of Assets - Investment Income (Loss) net of Investment Expense, as Reported in the Audited Financial Statements for the Years Ended April 30, 2020 and 2019.

Assumed Investment Return:

Illinois Department of Insurance - Preceding Fiscal Year Interest Rate Assumption as Reported in the April 30, 2019 Actuarial Valuation. No April 30, 2020 Actuarial Valuation available at the time of this report.

Private Actuary - Current and Preceding Fiscal Year Interest Rate Assumption as Reported in the Lauterbach & Amen, LLP, April 30, 2020 and 2019 Actuarial Valuations.

Actual Investment Return -Net Income Received from Investments as Reported Above as a Percentage of the Average of the Beginning and Ending Balances of the Fiscal Year Cash Investments, Excluding Net Investment Income, Gains, and Losses for the Fiscal Year Return Being calculated, as Reported in the Audited Financial Statements for the Fiscal Years Ended April 30, 2020 and 2019.

- 5) Number of Active Members - Illinois Department of Insurance Annual Statement for April 30, 2020 - Schedule P.
- 6) (i) Regular Retirement Pension - Illinois Department of Insurance Annual Statement for April 30, 2020 - Schedule P for Number of Participants and Expense page 1 for Total Amount Disbursed.
- (ii) Disability Pension - Same as above.
- (iii) Survivors and Child Benefits - Same as above.

**THE VILLAGE OF CAROL STREAM, ILLINOIS
POLICE PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending April 30, 2020**

INDEX OF ASSUMPTIONS - Continued

7) The funded ratio of the fund:

Illinois Department of Insurance - Preceding Fiscal Year Net Present Assets as a percentage of Total Assets as Reported in the April 30, 2019 Actuarial Valuation. No April 30, 2020 Actuarial Valuation available at the time of this report.

Private Actuary - Current and Preceding Fiscal Year Net Present Assets as a percentage of Total Assets as Reported in the Lauterbach & Amen, LLP, April 30, 2020 and April 30, 2019 Actuarial Valuations.

8) Unfunded Liability:

Illinois Department of Insurance - Deferred Asset (Unfunded Accrued Liability) - No April 30, 2020 Actuarial Valuation available at the time of this report.

Private Actuary - Deferred Asset (Unfunded Accrued Liability) as Reported by Lauterbach & Amen, LLP in the April 30, 2020 Actuarial Valuation.

Village of Carol Stream
Interdepartmental Memo

TO: Robert Mellor, Village Manager

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

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

DATE: October 27, 2020

RE: **Agenda Item for the Village Board Meeting of November 2, 2020**
PC/ZBA Case 20-0026, Jet Foods Carol Stream, LLC – 998 W. Army Trail Road,
Special Use Permit for a Restaurant with a Bar Area

Daniel Olswang with Jet Foods Carol Stream, LLC requests approval of a Special Use permit for a restaurant with a bar area at 998 W. Army Trail Road. Jet Foods is entering the Chicagoland market as a new grocery store concept which provides fresh foods and prepared items at competitive prices. The 42,000 square-foot space at 998 W. Army Trail was the home to several grocery stores in the past, and the proposed grocery store will include a restaurant and bar area.

Current Zoning Code regulations require restaurants to obtain special use approval if they have a bar area. The proposed restaurant and bar area will be located near the entrance to the store, and will contain a small café area with a counter and seating, a beer and wine bar, and an area for video gaming. The proposed restaurant and bar area will provide an amenity for shoppers at the grocery store. In addition, it is not unusual for a grocery store to have a small restaurant and bar area as evident at other grocery stores (such as Caputo's).

The staff report presenting the request, with supporting documentation, was transmitted to the Village Board with the PC/ZBA packet on October 23, 2020. At its meeting on October 26, 2020, by a vote of 5-0, the PC/ZBA recommended approval of the Special Use Permit subject to the conditions in the October 26, 2020 staff report.

If the Village Board concurs with the PC/ZBA recommendation, they should approve the Special Use Permit for a Restaurant with a Bar Area, subject to the conditions contained within the Ordinance, and adopt the necessary Ordinance.

ec: Daniel Olswang (via email)
Brandon Loncar (via email)

Village of Carol Stream
 Interdepartmental Memo

TO: Robert Mellor, Village Manager
 FROM: Philip J. Modaff, Director of Public Works
 DATE: October 23, 2020
 RE: WRC Annual Report and Financial Reconciliation for Period Ending April 30, 2020

The Village's Water Reclamation Center (WRC) is operated under contract by Jacobs. Each year they are required to submit an Annual Operating Report as well as reconcile any payments due to or from the Village for various expense categories that are subject to a rebate or additional costs. The contract provides the following:

- Repairs - the Village is responsible for 100% of expenses that exceed the Repairs limit.
- Utilities/Solids/Labor & Benefits - the operator is responsible for any amounts that exceed the aggregate established limits for these cost centers. If actual costs come under the aggregate limit amount for these costs centers, that savings is shared 50/50 between the Village and the operator.

Below is a summary of those items for the recently completed contract year:

Item Description	Limit	Actual	% Invoiceable	(Under)/Over
Repairs	\$ 60,000	\$ 59,862.58	100%	\$ (137.42)
Utilities	\$243,198	\$245,751.52	0%	\$ 2,553.52
Solids	\$160,940	\$152,904.59	0%	(\$ 8,035.41)
Labor & Benefits	\$743,835	\$793,803.50	0%	\$ 49,968.50
		Aggregate Amount <u>Over</u> Limit:		\$ 44,486.61
		50% of Aggregate Owed to Village:		\$ 0.00
		Rebate to Village (Repairs only):		\$ 137.42

Attached you will find the WRC Annual Report prepared by Jacobs and submitted for acceptance by the Village Board at the November 2, 2020, Village Board meeting.

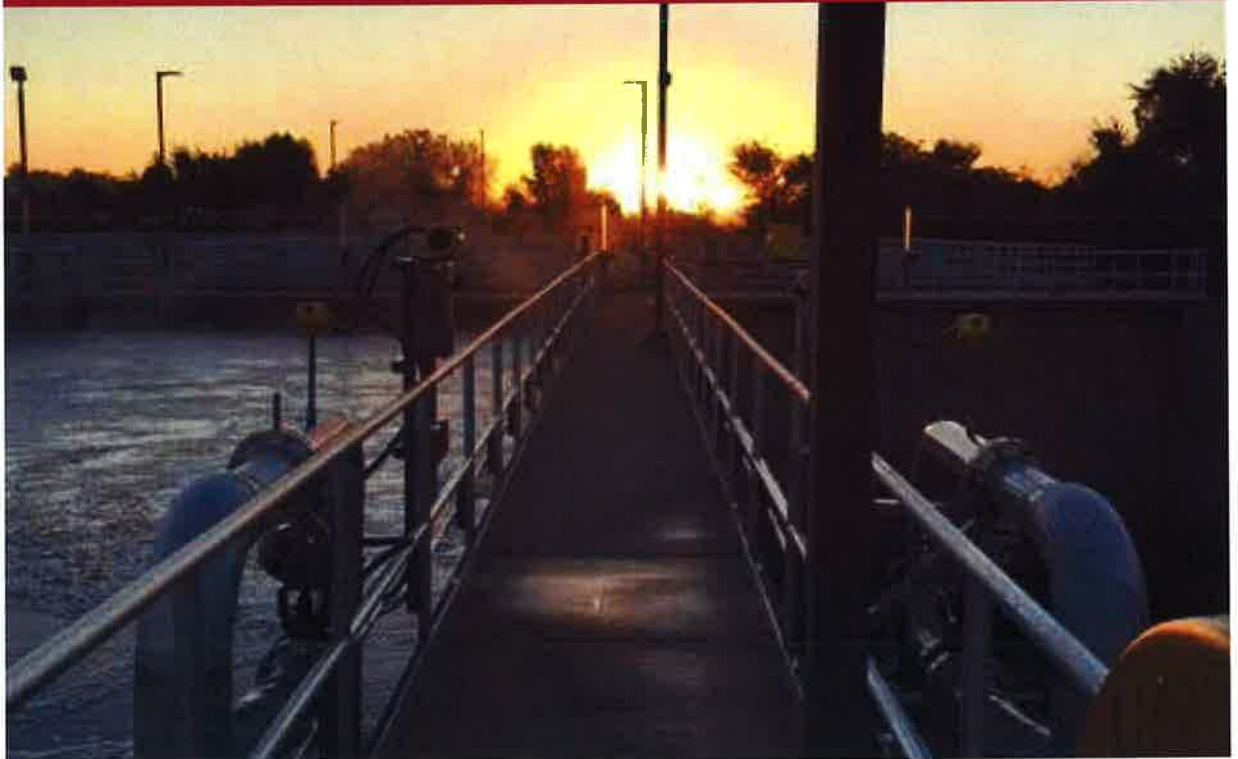
Attachment

C: Jon Batek, Director of Finance

**Operations Management
and Facilities Services**

2019-2020 Annual Report

Village of Carol Stream, Illinois



Jacobs.

**Challenging today.
Reinventing tomorrow.**

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Letter from Project Manager Nick Lenzi

As we all deal with the global and local impacts of the COVID-19 crisis, we recognize the pressure these circumstances create for the Village. As your long-term partner, we are here to support and assist the Village and the community during this critical time. In the last contract year, we've worked every day to become a reliable partner for the Village. We've tackled challenges with world-class solutions and service, giving you the peace of mind that we can solve the challenges that cross our path. On the following pages, we highlight Jacobs operations and maintenance (O&M) activities at the Village's Water Reclamation Center (WRC). Our accomplishments include:

- Maintaining our outstanding safety track record; working more than 5 years or 2,133 days (as of October 13, 2020) without a recordable incident.
- Working closely with the Village on monitoring the Industrial Pretreatment Program (IPP) and exceeding our customers' expectations.
- Improving our proactive approach to preventive and corrective maintenance (CM).
- Enhancing the appearance of facility grounds by planting native areas and protecting the environment.
- Continuing leadership in innovation and technology by utilizing laser alignment, vibration sensors and infrared imaging for predictive maintenance (PdM) and prolonging the useful life of the assets.
- Providing exceptional advanced wastewater treatment well below our required permitted levels.

At Jacobs, we're proud of the day-to-day work we do and the immediate impact we have in the community and the environment. For the past 23 years, we have operated and maintained the Village's WRC with a sense of dedication and respect. Providing safe, compliant and reliable O&M is our top priority. We value our relationship with you as well as our mutual respect for the industry and those who call Carol Stream home. We are excited to continue our partnership, bring the best operations, technical and economic benefits to the Village and its stakeholders.

Regards,



Nick Lenzi
Project Manager

COVID-19

Onsite, we implemented our Continuity of Operations Plan and provided uninterrupted service demonstrating the success of our plan. This plan was put into place to limit the exposure to COVID-19 that would interrupt or prevent our team from completing our operations. We wear the proper personal protective equipment (PPE), clean all surfaces daily, including disinfecting vehicles after each use, we've also developed a worst-case scenario plan so the WRC can be operated with one associate housed onsite to complete all essential tasks without a disruption in service to the community. We have identified local regional support personnel with knowledge of the WRC to cover any prolonged absences due to COVID-19.

Additionally, we have partnered with Arizona State University to participate in a pilot program for testing for the virus that causes COVID-19 in our wastewater stream in Carol Stream.

Our dedicated team



Front row: Sue Ruta, Trustee Mary Frusolone, Mayor Frank Saverino, Back row: Nick Lenzi, Andy Warmus, Andy Liebmann, Chad Askeland, Kevin Dahl, Trustee John Zalak and William King

The 6-member Carol Stream team is responsible for operating the Village's 6.5 million gallons per day (mgd) WRC 7 days a week, 24 hours per day. Our team, their licenses and certifications, organizations and years of experience is listed below.

Nicholas Lenzi joined the team on January 1, 2019, as the Project Manager. He holds a Class 1 Wastewater license as well as a Certified Reliability Leader (CRL). Growing up in Carol Stream, he started his career as an Operator-in-Training (OIT) in West Chicago while attending Northern Illinois University pursuing a degree in mathematics. He has now worked for Jacobs for 10 years.

Andy Warmus holds both Class I Wastewater and Class A Water licenses. He attended several seminars covering maintenance and reliability and a training course in Basics of Motors and Drives. He is active in several water and wastewater organizations, namely Fox Valley Operators Association (FVOA), Illinois Association of Water Pollution Control Operators (IAWPCO), Illinois Water Environment Association (IWEA) and Central States Water Environment Association (CSWEA). He assumed the role of President of the FVOA for 2019. He also became certified in confined space and arc flash safety. He has been with Jacobs for 2 years but has 31 years in the industry.

Susan Ruta holds a Class 1 Wastewater license. She administers the Village's IPP and is the Laboratory Supervisor. She is active in the FVOA and served as Secretary, Vice-President, President and Executive Officer. She attended several wastewater seminars and has taken on the Northeast/Canada regional role for sustainability for Jacobs. She has 22 years of experience with Jacobs and 27 years in the industry.

Chad Askeland joined the team as a Mechanic-in-Training in October 2018. He comes with a wealth of knowledge in the mechanical space, bolstering 15 years in the field. He has now been part of the Jacobs family for one year.

Andy Liebmann holds a Class 4 Wastewater Operator license. He attended a training course in Vibration Analysis and became recognized as a level 1 for performing work in this field of operation. He worked on thermographic imaging of all electrical assets for the plant. He became certified in arc flash safety and is a Certified Maintenance Reliability Technician (CMRT). He has been with Jacobs for 4 years.

William King is active in the FVOA and works as the group's lead in safety and community involvement. Last year he attended arc flash safety training. Will has been a part of the Jacobs family for nearly 10 years.

Working safely for more than 5 years

Jacobs has created a culture of caring. Our safety culture has been embodied by the term BeyondZero. Work must be healthy, safe and secure for our people and our planet. We go beyond our workplace and into our daily lives, thus creating a safer and healthier future for our families and communities. And because of this focus on the safety, we have worked more than 5 years or 2,133 days as of October 13, 2020, without an Occupational Safety and Health Administration (OSHA) recordable incident.

To keep our focus on safety, in 2019, we implemented the following improvements as part of our safety action plan:

- Updated the facilities site-specific safety plan
- Updated the emergency response plan
- Added a mental health plan and an onsite trained mental health champion
 - Including a 24/7 free assistance hotline for all employees and their families
- Completed weekly BeyondZero observations
- Conducted weekly staff safety meetings and quarterly site inspections to follow all OSHA regulations
- Documented pre-task planning (PTP) for all work activities using mobile technology

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

- Corrected all safety review findings
- 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 daily job safety analysis and PTPs
- Conducted a minimum of 12 hours technical training per employee, including confined space training and forklift operations
- Conducted monthly inspections of all safety equipment including but not limited to, fire extinguishers, exit signs and eye wash stations

Invested in the community we call home

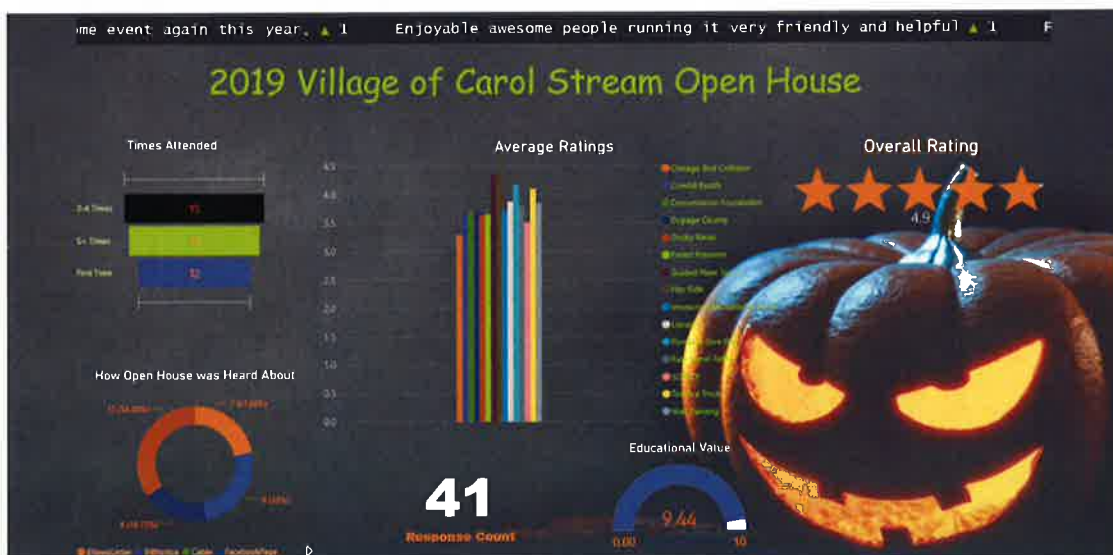
Our goal is to continue our growth in the Village of Carol Stream as a civic-minded organization, sensitive to the needs of our community. Our concept is to support local projects and embrace the community as it has so graciously embraced us.

The following list shares several ways our employees have supported organizations, schools and local groups with environmental efforts and community involvement programs during 2019:

- Conducted three educational tours for several area schools
- Participated and provided sponsorship for Carol Stream 2019 Summer Concert Series that included an informative session for residents about wastewater and sustainability
- Participated in Adopt-a-Highway (Birchbark Trail and the prairie meadow path)
- Members of FVOA
- Distributed gifts to those in need for the Christmas sharing program
- Hosted tours for schools on Earth Day
- Collected more than 25,000 pounds of electronics during community recycling event
- Collected almost 3 tons of pumpkins during our annual recycling event, which is the equivalent to 338 gallons of gas
- Member of the Chamber of Commerce
- Donated to the local charity Brittney Tree that was founded in memorial of a child who passed away from cancer. We displayed the Christmas tree named after her at the facility.
- Held our annual Open House in October for residents including guided plant tours, hay rides, touch-a-truck, exhibits from the Conservation Foundation and the Carol Stream Public Library, stormwater awareness and free pumpkins for children. This year's open house saw record numbers in attendance. A mobile survey was implemented to allow for community feedback (see Exhibit 1).

Exhibit 1

Open house survey



Invested in the community we call home

Community feedback comments

A little late in answering the survey but I would love to thank the village for such a great event. My entire family including my mother and father found it very educational and fun.

Amazing job

Awesome event again this year.

Enjoyable awesome people running it very friendly and helpful

Fantastic tours...learned a lot and made great contacts

First time and was great

Friendly staff; great time for the kids

Great decoration on entryway drive in

Great experience; thank you

Great job

Great!!!

Guided tour was very educational!

Keep up great job

Keep up the great work 🍷

Kids had fun experience

Kids loved it :)

Love that our village put this type of event on! Great information and shows me that Carol Stream cares

Love the new native plantings....happy to see you going in this direction

Love this event !

Needs to have more guided tours

Provide a paper map or directions for self-guided tour.

Thank you

Thank you so much,,,

Thanks to all involved!

Very interesting- the village of Carol Stream does an excellent job taking care of the Town in general!



Brittney tree on display at the WRC.



Annual open house.



Jacobs sponsored brick at Memorial Park.



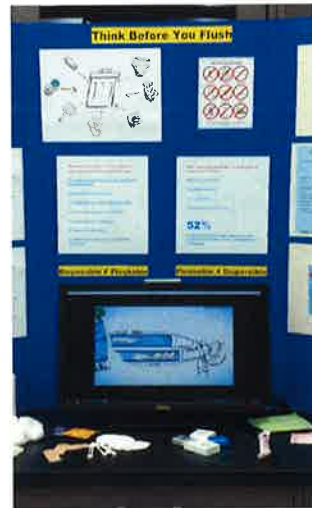
Annual open house.



Annual pumpkin recycling collection.



Electronics collected during the annual recycling event.



Informational display and video for residents to view during the open house.



Mascot 'Mr. Water Drop' on school tours and open house.

O&M overview

The Carol Stream WRC is a conventional activated sludge plant permitted to treat 6.5 mgd average daily flow. The facility is equipped with an automatic dialing alarm supervisory control and data acquisition (SCADA) system to notify plant personnel of any emergencies. During our last contract year, we were 99 percent compliant in our operations.

Exhibit 2 summarizes actual effluent plant performance from May 2019 – April 2020.

As seen in Exhibit 3, our average percent removal for TSS was 99 percent and 98.2 percent for BOD which is significantly better than our permitted levels of 85 percent.

As seen in Exhibit 4, our average influent BOD for the period was 135 mg/l and effluent was <2.5 mg/l during our contract year.

Our average percent removal for TSS and BOD are **significantly better** than the 85 percent permitted requirement.

Exhibit 2
Actual effluent plant performance

Parameter	Average	Limit	Permit Percent
Flow (mgd)	5.8	6.5	89 percent capacity
5-day carbonaceous biochemical oxygen demand (CBOD) [milligrams per liter (mg/L)]	<3.6	10	36 percent permitted discharge
Total suspended solids (TSS) (mg/L)	<2.2	12	18 percent permitted discharge

Exhibit 3
TSS and BOD removal efficiency

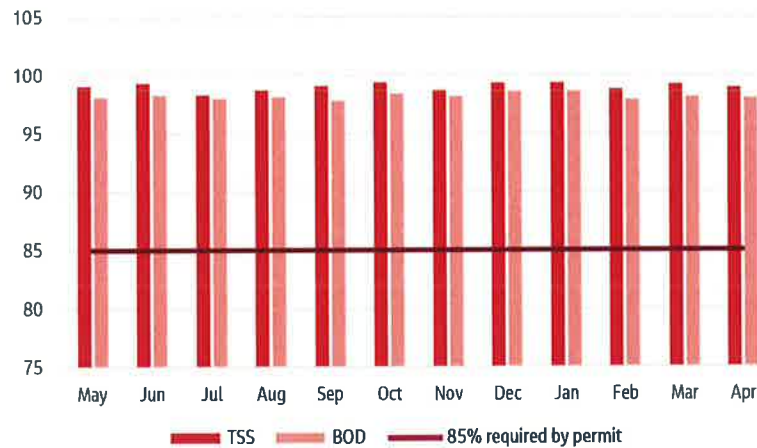
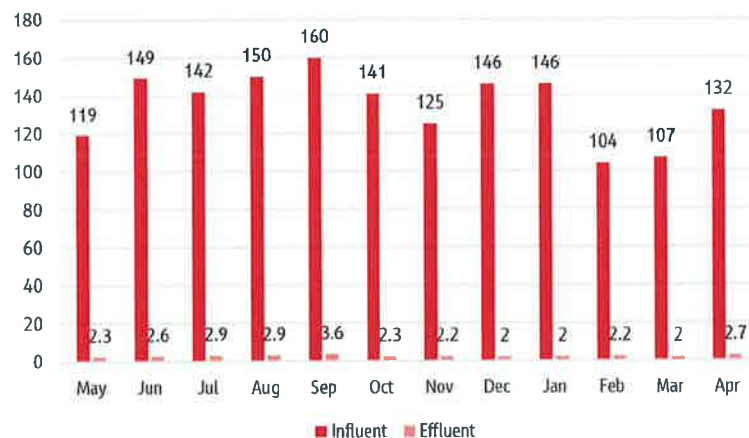


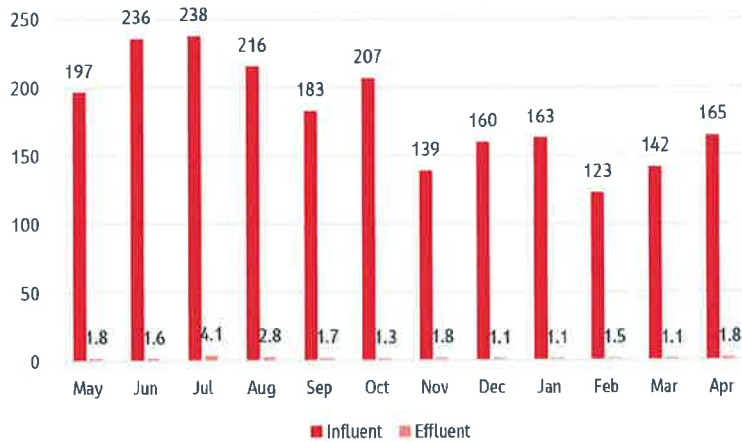
Exhibit 4
BOD influent and effluent concentrations



As seen in Exhibit 5, average influent TSS for the period was 181 mg/l and effluent was <1.8 mg/l.

Statistical process control procedures were established to ensure continuous compliance with National Pollutant Discharge Elimination System (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.

Exhibit 5
Average influent TSS concentrations



Our proactive maintenance program



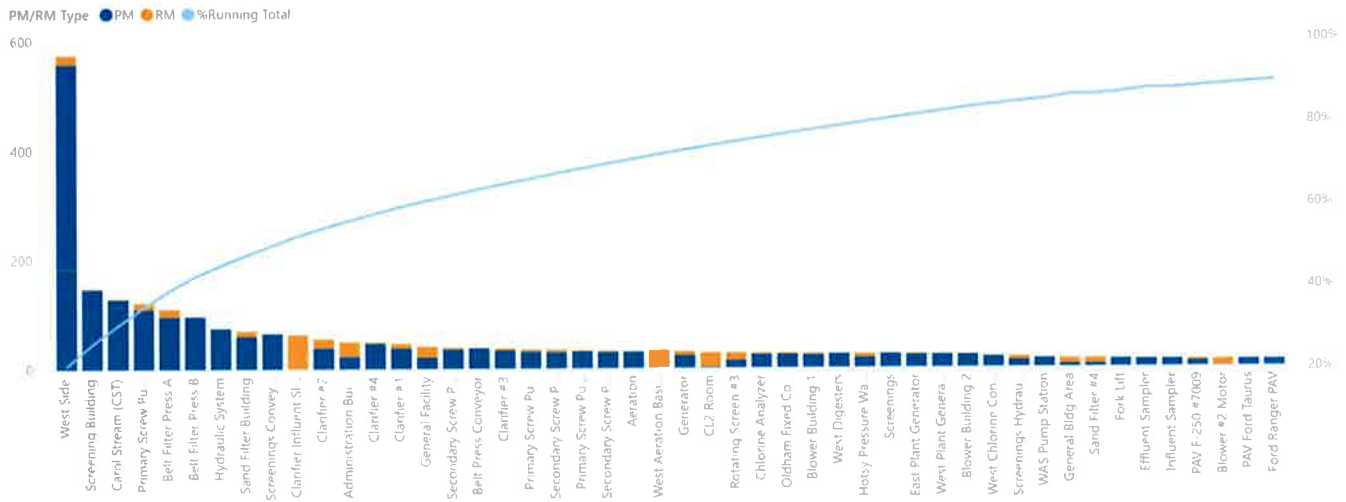
Jacobs has always held a high standard in managing maintenance programs and performing the respective maintenance. We recently introduced the Maintenance Excellence Initiative (MEI). The MEI is a long-term strategy that helps significantly reduce maintenance costs, and improve safety, reliability and compliance. Maintenance excellence is more than just a set of maintenance plans and best practices, it is an attitude towards maintenance that encompasses everything that will extend the useful life of the Village's assets by routinely performing service on a pre-determined schedule, also known as preventive maintenance (PM). As a team, we are moving toward significant improvements that can and will provide the tools needed to bring our maintenance practices to the next level.

During the last contract year, we completed 83 percent PM tasks to 17 percent CM tasks. This is a 3 percent increase from last year, and is 2 percent away from a world-class PM target of 85 percent. With our emphasis on MEI, we are trending towards that world-class PM to CM percentage.

O&M overview

In 2019, we upgraded our computerized maintenance management system (CMMS) Maintenance Connection and now we can track where and how our time is focused. Exhibit 6 details our time spent on each asset, proactive and reactive. These efforts reduce failures, which ultimately reduce cost and increase uptime.

Exhibit 6
PM and CM hours by asset



In 2019, the WRC experienced necessary repairs including:

- Rehabilitated of the sandfilter and replacement of valves and weirs
- Rewiring of secondary screw pumps
- Replaced the hycor trunnions
- Rebuilt the Hoffman blower motor
- Replaced the hycor press piston
- Replaced the belt press belt
- Repaired and replaced the aeration basin diffuser
- Replaced the belt press compressor
- Replaced the secondary screw grease pump motor
- Replaced the temporary air line with permanent underground piping
- Repaired the digester valve
- Repaired the clarifier #2 torque switch
- Replaced the Neuros blower circuit breaker
- Repaired the screenings conveyor motor/wiring



Repairing the blower leaks.



Repairing the clarifier diversion slide gate.



Repairing the waste activated sludge (WAS) pump.



Repairing the pump.



Working in clarifier.



Working in clarifier.



Hycor trunnion.



Making repairs in the digester.

O&M overview

WRC improvements

In 2019, we also completed projects to improve the WRC's operations and appearance. These projects include:

- Planted pollinator flowers around administration building
- Installed new doors and locks on the administration building
- Conducted atmospheric monitoring in the headworks building
- Repaired and replaced of the administrative building flooring
- Repaired the laboratory flooring
- Replaced the submersible pumps with permanent sample pumps
- Installed LED lighting throughout the facility
- Replaced and reglazed a broken window
- Repaired the sidewalk
- Added and relocated a chlorine analyzer for more accurate reading
- Remodeled old administrative building office and converted it to the maintenance office
- Hosted Shwing screw press pilot



The team planting the new pollinator garden at the administration building.



The new pollinator flowers.



Implementing innovations and technology to improve operations

- Use of iPads for PTPs and tracking work orders
- QR coding for assets and reports
- Use of laser alignment tool for primary and secondary pump belts
- Working with ComEd Strategic Energy Management program for energy cost savings
- Infrared imaging of electrical panels
- Addition of level sensors in digesters



Infrared imaging of electrical panels.

Training

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

Jacobs' formal training programs increased staff efficiency and levels of expertise. Our program uses individual training plans, correspondence courses, on-the-job training and cross-training, which results in a more versatile staff capable of performing a variety of tasks. Trainings in 2019 include:

- Hazard communications
- Ergonomics
- Bloodborne pathogens
- Confined space
- Electrical safety
- Fall protection
- Fire extinguishers
- Hand safety
- Workplace violence awareness and prevention
- Lock out/tag out
- First Aid/CPR/AED
- Noise
- PPE
- Slips, trips and falls
- Stairways and ladders
- Heat stress
- Cold weather risks



NPDES permit

During our last contract year, we were 99-percent compliant. Due to the performance and compliance history of no findings at the WRC, IEPA did not conduct a Compliance Evaluation Inspection in 2019. All records were maintained as required by the NPDES Permit. A dichlorobromomethane (volatile organic compound) study continues to be performed on the discharge. Monitoring for phosphorus and copper discharges continue in preparation of upcoming limits that Illinois is considering statewide.

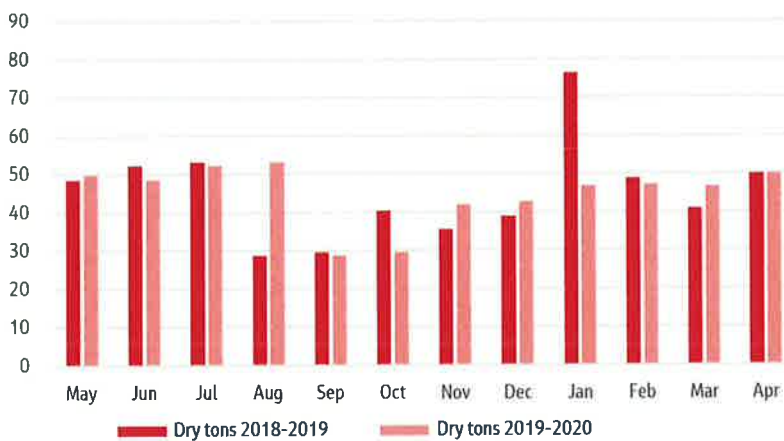
Solids handling

We operate our biosolids treatment processes to reduce volume, facilitate handling and transport, destroy pathogens and control odor. Through plant optimization, a drier sludge is being produced while using less polymer. Exhibit 7 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.

Exhibit 8 represents the total gallons of polymer used to produce the biosolids pressed from the system.

Exhibit 7

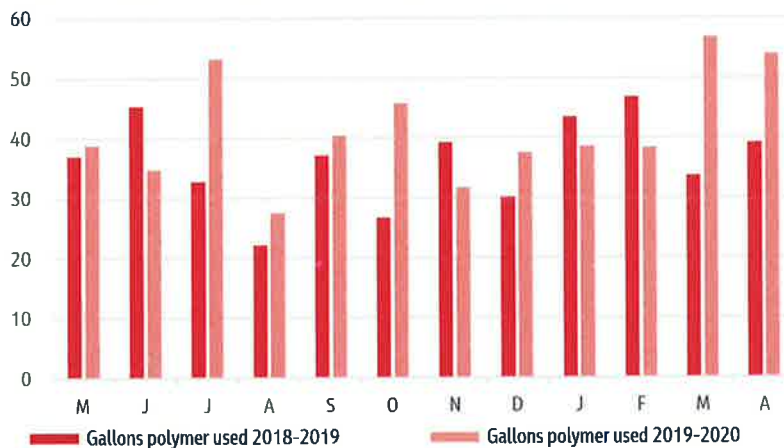
Biosolids removed the past two years



A total of 1,083.03 dry tons of biosolids was removed the last two contract years.

Exhibit 8

Polymer used to produce biosolids the past two years



A total of 931 gallons of polymer was used to produce biosolids the last two contract years.



Project Manager Nick Lenzi leading a tour group.

Laboratory

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 2019, we took over 1,332 samples 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
- BOD₅
- CBOD₅
- Suspended solids
- Ammonia-nitrogen
- Dissolved oxygen (DO)
- Total phosphorus
- Total nitrogen
- Nitrates and nitrites
- Copper
- Alkalinity
- pH
- Temperature
- Fecal coliform
- Total chlorine residual
- Chloride
- Dissolved phosphorus
- Total kjeldahl nitrogen (TKN)
- Dichlorobromomethane

Statistical analysis for each parameter is analyzed and graphed, showing upper and lower control limits. Operations 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 Jacobs laboratories:

- Adherence to Jacobs' 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 Jacobs 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 PM program for all laboratory equipment.

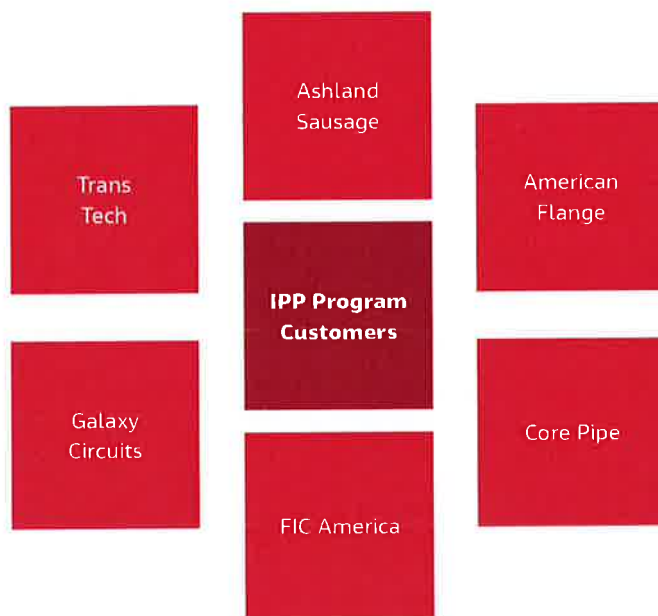


Samples being analyzed during the open house in the laboratory.

Industrial Pretreatment Program

The Village of Carol Stream's IPP has identified six industrial users that require permitting and monitoring according to the US EPA guidelines. Five of these users have processes that classify them as Categorical Industrial Users (CIU). They are required to meet effluent limitations set by 40 CFR 433. Exhibit 9 is a summary of our IPP customers.

Exhibit 9
IPP customers



In 2019, the IPP completed the following:

- Performed semi-annual metals and annual priority pollutant testing on effluent, influent and sludge from the publicly owned treatment works (POTW).
- Performed annual inspections and sampling for the permitted Significant Industrial Users (SIUs).
- Performed a comprehensive survey of the industry and businesses which discharge to the Carol Stream WRC.
- Performed a required Resource Conservation and Recovery Act (RCRA) hazardous waste survey of medical waste generators.
- Issued new permits for each permitted industry with updated requirements.
- Participation in the Salt Creek Watershed Study Group, Illinois section of the AWWA, the IAWPCO, and FVOA.
- Surcharge billing calculations were submitted quarterly for BOD; TSS and fats, oils and grease (FOG).
- Continued to work with local industries on phosphorus alternatives and pretreatment options.
- A total of 361 work hours and \$20,309 were devoted to managing the IPP in 2019.

Sustainability

At Jacobs 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. During the last contract year, we decreased our electrical consumption by 5,000 kilowatt hours (kWh) (Exhibit 10) and although we didn't decrease our natural gas consumption (Exhibit 11) over the previous year, we did spend \$3,500 less than our budgeted amount.

Exhibit 10
Electrical consumption comparisons

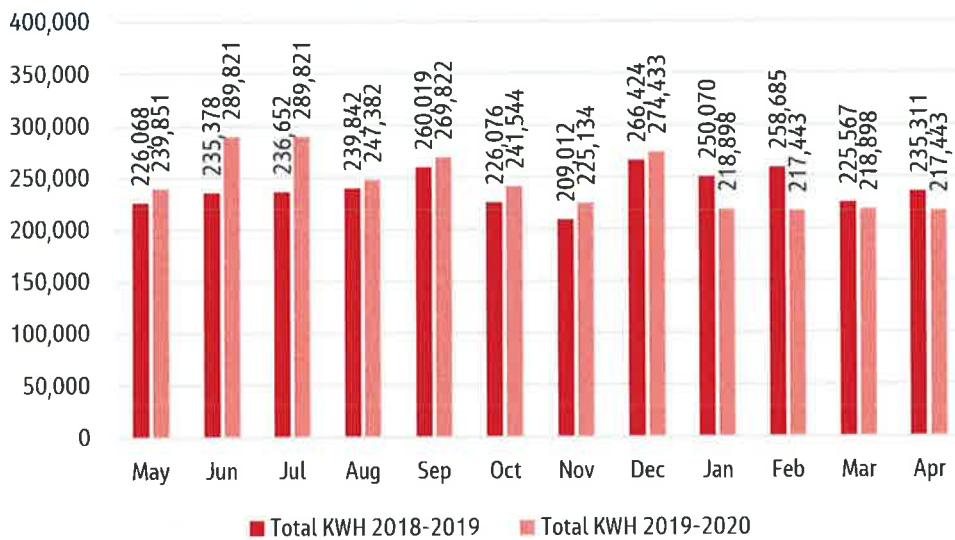
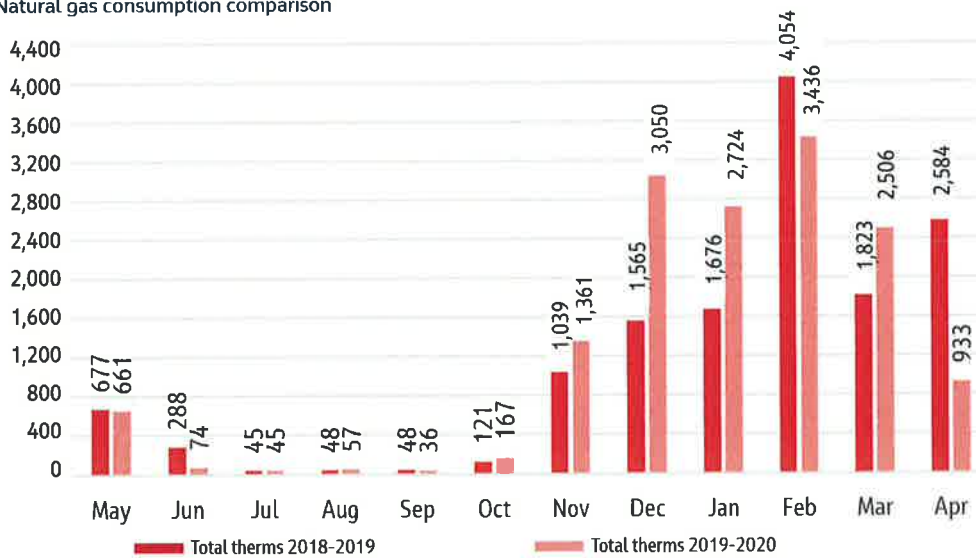


Exhibit 11
Natural gas consumption comparison



Sustainability

For our company, sustainability extends beyond good environmental stewardship. We emphasize social and economic progress while protecting our environment and improving resilience. Our new strategy encompasses People, Places and Partnerships:

- **People** – Being the employer of choice by maintaining safe, healthy and inclusive work environments that help our people thrive.
- **Places** – Creating sustainable places to live and work. Increasing the efficiency of our operations to reduce negative impacts and positively contribute to society.
- **Partnerships** – Enabling change through smart solutions. Driving progress and positive change by collaborating with our clients to deliver innovative solutions on our projects and across our supply chain.

During 2019, employees at the Carol Stream project implemented more recycling measures as part of our plan:

- Recycling includes coffee pods and disposable gloves have been added to our recycling program. Through the year a coffee pod box containing approximately 600 pods was recycled.
- We continue to recycle many items such as paper, plastics, ink cartridges, scrap metals, waste oil and skids. Items are also re-purposed, such as wooden pallets being used as a basement ceiling and made into a bench. Approximately 35 pallets were repurposed.
- Bottle caps were saved for donation to children at the Jefferson Early Childhood Center. The caps are used for math skills, such as sorting and counting, then ultimately will be recycled into a buddy bench. Through the year 416 caps were donated to the school project.
- Over 6,420 pounds of scrap metal, 25 pounds of batteries and 68 ink and toner cartridges were recycled.

For years, we've started meetings with a Safety Moment – a daily reminder of ways to keep ourselves and our communities safe. This year, with the addition of Inclusion and Diversity to the foundation of our core values, we're expanding these moments to include more tenets of our Culture of Caring. This includes mental health, emotional wellbeing, professional development, inclusion and diversity.



Financial review

This section provides an overview of rebateable expenditures (Exhibit 12). We are committed to providing the Village world-class operations and maintenance. During the last contract year, Jacobs made substantial investments in our O&M activities. These investments resulted in budget overruns, all of which will be covered by Jacobs. These overruns include:

- A large unbudgeted increase in prevailing wage rates occurred in August.
- Chad Askeland was promoted out of his "in training" role to Mechanic.
- Utilized Jacobs regional subject matter experts to conduct multiple internal audits resulting in upgrades to our SCADA system, improved plan implementation and document review.
- We spent \$3,500 less in natural gas, but we used 68,000 kWh in the first two months during the end of the record-setting rain season. But for the remainder of the year, we used 5,000 kWh less than the previous year.
- Although we came in under budget for solids hauling and disposal, we did see an increase in the number of tons hauled in 2019 relative to previous years. This is due in part to the cake solids concentration. We are focused on producing a high percent of cake solids, but the deterioration of the belt presses is making it increasingly more difficult.

Exhibit 12

2019-2020 financial overview

Rebateable Accounts			
<i>Deviations from budget 100% rebateable/invoiceable</i>			
	Budget	Expenses	Rebate to City
Repairs	\$60,000.00	\$59,862.58	\$137.42
Shared Savings Accounts			
<i>Jacobs covers 100% of aggregate budget overruns, savings are split 50/50</i>			
	Budget	Expenses	Jacobs Investment
Labor and Benefits	\$743,835.00	\$793,803.50	\$49,968.50
Utilities	\$243,198.00	\$245,751.52	\$2,553.52
Solids	\$160,940.00	\$152,904.59	(\$8,035.41)
Total	\$1,147,973.00	\$1,192,459.61	\$44,486.61



Looking forward

As we look to the future, we're excited about continuing to support the Village and your evolving needs. We will work with you to identify and pursue opportunities for improvement and advancement. Examples include:

- Continuing our team efforts with the Village on capital planning and O&M related issues affecting the WRC
- Continue to explore and deploy Internet of Things (IOT) solutions
- Optimize our processes to become more energy efficient

It is a pleasure serving the citizens and Village of Carol Stream. We look forward to another successful year and strengthening our partnership and continuing to make facility improvements and efficiencies.

www.jacobs.com



Jacobs

Village of Carol Stream
Interdepartmental Memo

TO: Robert Mellor, Village Manager

FROM: Adam Frederick, Assistant Village Engineer 

DATE: October 20, 2020

RE: **2020 Crackfill Project – Change Order No. 1 and Final Payment**

In July, the Village Board awarded the referenced project to Denler, Inc. in the amount of \$62,040.00.

After project completion, the total project cost is \$53,082.53, \$8,957.47 under the contract amount. Ample funds exist to pay for this work as \$100,000.00 was budgeted for this project in the MFT Fund.

Staff therefore recommends approval of balancing Change Order No. 1 and final payment to Denler, Inc. in the amount of \$53,082.53. for the 2020 Crackfill Project.

Cc: William N. Cleveland, Director of Engineering Services
Jon Batek, Finance Director

CHANGE ORDER NO. 1

PROJECT: 2020 Crackfill Project

DATE OF ISSUANCE: 10/20/2020

OWNER: Village of Carol Stream

CONTRACTOR: Denler, Inc.

You are directed to make the following changes in the Contract Documents:

Description: Crackfill

Purpose of Change Order: Change in contract price based on final field measured quantities.


Attachments: Pay
Estimate

No. 1 – Final

CHANGE IN CONTRACT PRICE:		CHANGE IN CONTRACT TIME:
Original Contract Price:	\$ 62,040.00	Original Contract Time: 5/1/2020
Previous Change Orders:	\$ 0	Change from previous Change Orders: None
Current Contract Price:	\$ 53,082.53	Current Contract Time: 4/30/2021
Net increase/(decrease) of this Change Order:	\$ (8,957.47)	Net decrease of this Change Order:
Contract Price with this Change Order:	\$ 53,082.53	Contract Time with this Change Order: 4/30/2021

Pursuant to Public Act 85-1295, the circumstances which necessitate this Change Order were not reasonably foreseeable at the time the Contract was signed, were not within the contemplation of the Contract as signed, and are in the best interest of the Village.

RECOMMENDED:
Engineering Services Dept.

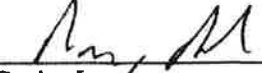
By: 

Bill Cleveland
Director of Engineering Services

APPROVED:
Village of Carol Stream

By: _____
Bob Mellor
Village Manager

ACCEPTED:

By: 

Denler, Inc.

Village of Carol Stream
Interdepartmental Memo

TO: Robert Mellor, Village Manager

FROM: Adam Frederick, Assistant Village Engineer 

DATE: October 23, 2020

RE: **2020 Pavement Patching Project – Change Order No. 1 and Final Payment**

In September, the Village Board awarded the referenced project to Brothers Asphalt Paving, Inc. in the amount of \$39,870.00.

After project completion and final quantities were measured, the total project cost is \$36,770.00, \$3,100.00 under the contract amount. Ample funds exist to pay for this work in the Pavement Preservation Fund (1174-0000-55486).

Staff therefore recommends approval of balancing Change Order No. 1 and final payment to Brothers Asphalt Paving, Inc. in the amount of \$36,770.00. for the 2020 Pavement Patching Project.

Cc: William N. Cleveland, Director of Engineering Services
Jon Batek, Finance Director

CHANGE ORDER NO. 1

PROJECT: 2020 Pavement Patching Project

DATE OF ISSUANCE: 10/20/2020

OWNER: Village of Carol Stream

CONTRACTOR: Brothers Asphalt Paving, Inc.

You are directed to make the following changes in the Contract Documents:

Description: Roadway Pavement Patching

Purpose of Change Order: Change in contract price based on final field measured quantities.

Attachments: Pay
Estimate
No. 1 – Final

CHANGE IN CONTRACT PRICE:		CHANGE IN CONTRACT TIME:	
Original Contract Price:	\$ 39,870.00	Original Contract Time:	5/1/2020
Previous Change Orders:	\$ 0	Change from previous Change Orders:	None
Current Contract Price:	\$ 39,870.00	Current Contract Time:	4/30/2021
Net increase/(decrease) of this Change Order:	\$ (3,100.00)	Net decrease of this Change Order:	
Contract Price with this Change Order:	\$ 36,770.00	Contract Time with this Change Order:	4/30/2021

Pursuant to Public Act 85-1295, the circumstances which necessitate this Change Order were not reasonably foreseeable at the time the Contract was signed, were not within the contemplation of the Contract as signed, and are in the best interest of the Village.

RECOMMENDED:
Engineering Services Dept.

By: Bill Cleveland
Bill Cleveland
Director of Engineering Services

APPROVED:
Village of Carol Stream

By: Bob Mellor
Bob Mellor
Village Manager

ACCEPTED:

By: Natalia Casella
Brothers Asphalt Paving, Inc.
Natalia Casella
President

Village of Carol Stream
Interdepartmental Memorandum

MEMO TO: Bob Mellor, Village Manager
Jon Batek, Finance Director

FROM: Sam Barghi, Management Analyst

DATE: October 28, 2020

SUBJECT: Motion to Approve an Agreement with QuestCDN for Online Procurement Services

QuestCDN allows its partners, including municipalities locally and throughout the nation, to advertise construction projects, Requests for Proposals (RFP) and Requests for Qualifications (RFQ), distribute plans and specs, host project bidding and awarding, and more, all on a digital platform. The Village has an opportunity to streamline and modernize bid procurement for both staff and bidders by transitioning to this model. Online procurement will also aid in social distancing efforts while maintaining transparency, accessibility, and competition. Other potential advantages over traditional paper methods include:

1. Reducing staff time and resources in printing/binding/mailing bid documents
2. Efficiently disseminate subsequent addenda and ensuring all plan holders receive addenda;
3. Ability to track plan holders;
4. Ease of answering posted questions for all to see; and
5. Bidders save time and money because they do not have to mail or drive to submit their bids.

Staff researched various online procurement providers and compared them on: Ease of use, features, IT burden, and costs. Based on staff's findings, QuestCDN is recommended for the following reasons:

1. Ease of Use: Simple to navigate, and municipal references recommended it. Importantly, municipal references also said that many of their vendors/contractors already used QuestCDN, or were able to transition smoothly if they were new to the service.
2. Features: QuestCDN can handle the most complex MFT/IDOT related construction bids, as well as more basic projects and RFPs/RFQs. Any department can use this system for their needs.
3. IT Burden: All online procurement activities are hosted on QuestCDN's servers (accessible via a link on the Village website), and any technical or troubleshooting questions are directed towards their customer service lines. The IT Department will not be tasked with additional responsibilities.
4. Cost: Quest CDN is free for the municipality. Plan Holders' costs to download projects/submit bids (if enabled) range from \$0-\$45. Typically, for construction projects, the total cost to download and submit an online bid is \$30; for non-construction projects it is \$15. A breakdown is provided in the agreement.

The attached agreement, reviewed and approved by the Village Attorney, serves to outline and protect the Village's interests as it pertains to QuestCDN's terms and conditions. However, the Village will not be bound to use QuestCDN. The Village may use QuestCDN as much or as little as it deems necessary, and can cancel the partnership at any time, for any reason, and at no cost. The Public Works and Engineering Departments will be the first to use QuestCDN as a "trial-run" and provide feedback to the Village Manager and Finance Director. The Village's Purchasing Procedure manual has also been reviewed by staff and the Village Attorney and will be administratively updated to allow for online procurement.

Staff recommends that the Mayor and Village Board approve an agreement with QuestCDN for Online Procurement Services.



AN AGREEMENT BETWEEN THE VILLAGE OF CAROL STREAM AND QUESTCDN.COM FOR THE PROVISION OF QUESTCDN.COM ON-LINE BIDDING SERVICES

This Agreement is for the use of QuestCDN.com service. It includes a brief description of all services and associated costs. The terms of this Agreement supersede the terms of the QuestCDN.com Terms for use by Owners, Site Terms of Use and Privacy Policy. With respect to any conflicts between this Agreement and the QuestCDN.com Terms for use by Owners, Site Terms of Use and Privacy Policy, the terms of this Agreement shall control.

Description of Service

The QuestCDN.com service is a SAAS (Software as a Service) model that lets businesses come on-line and use the software without actually owning it or downloading it. All functions are actually used while on-line.

The purpose of the QuestCDN.com service is to provide a facility for QuestCDN.com Alliance Partners (QAP's) to advertise their construction projects, distribute their plans & specs in a digital format, and provide all the administrative support functionality associated with this process including on-line plan holder lists, distribution of digital addenda and distribution of project results. QAP's are provided their own username and password that allow them access to the web site to do these functions all on their own.

Also included for the QAP is the optional ability to provide a link on their own website that brings their projects (filtered from the QuestCDN.com database) right to their own web sites through a facility called the QuestCDN Custom Private Interface (QCPI).

QuestCDN.com provides to the QAP the following functionality:

1. Secure access to the website through their own username and password.
2. Ability to place their own Construction Project Advertisement for Bid
3. Uploading of their project bid documents in digital format. The QAP sets the download cost to the bidder for each of their own projects. See costs below for additional information.
4. An on-line Plan Holder list that is automatically updated when a prospective bidder downloads the bidding document and the ability to add additional plan holders to the on-line list for those who acquire paper bidding documents
5. An addenda uploading function that automatically notifies, via e-mail, the bidders that have acquired digital bidding documents, that an addenda is available for download
6. Security to ensure that all bids are sealed, secure and cannot be accessed by anyone, including but not limited to the QAP, until the date and time of bid opening.
7. A Project Bid Results posting ability
8. A customized private interface that allows the QAP to place a simple link on their own web site that brings only their projects and project bid results to their own

PO Box 412 Spring Park, MN 55384 952-233-1632 info@questcdn.com



web site. The interface brings the QuestCDN.com functionality and their projects using the colors and logos from the QAP for a true custom interface.

9. The QuestCND.com Terms for use by Owners, Site Terms of Use and Privacy Policy shall not be amended without the express written consent of the QAP.

QuestCDN.com provides to the QAP's bidders:

1. The ability to look at the advertisement for bid
2. The ability to view & print the on-line Plan Holder list
3. The ability to download the complete (and only complete) digital bidding documents
4. The ability to acquire any addenda issued for the project
5. The ability to view the Project Bid Results.
6. Free support to the bidders helping them learn how to download the files and any basic information for viewing and printing the digital documents

QuestCDN.com costs:

1. There is no cost to the QAP for any of the above services
2. There is no cost to the QAP for the support, consulting and training involved in implementing and/or using this service. Should it become necessary to charge for any of QuestCDN.com's consulting services, QuestCDN.com will advise the QAP and get the QAP's consent before proceeding.
3. There is no charge for anyone to view the bid documents
4. There is no additional charge for anyone for downloading addenda
5. There is no charge for anyone for viewing &/or printing the Plan Holder list
6. There is no charge for anyone for viewing Project Bid Results

QuestCDN.com costs for Downloading Construction Project Documents (Online Bidding Disabled)

1. The download cost is set by the QAP for each project. The fee is \$15 for the download of bid documents of construction projects.
 - a. If a QAP chooses to go greater than \$15, then QuestCDN.com shares the revenue with the QAP – first \$15 to QuestCDN.com, all the next \$15 to QAP and anything greater than \$30 is split 50% each
 - b. If a QAP chooses to go lower than \$15, then QuestCDN.com will bill the QAP for the difference. The QAP can offer free downloads, if desired (See Other Pay Options Below).

QuestCDN.com costs for Downloading Non-Construction Project Documents (Online Bidding Disabled)

1. The download cost is set by the QAP for each project. The fee is \$0 for the download of bid documents of RFPs/RFQs.
 - a. If a QAP chooses to go greater than \$0, then QuestCDN.com shares the revenue with the QAP – first \$15 to QuestCDN.com, all the next \$15 to QAP and anything greater than \$30 is split 50% each



QuestCDN.com costs for Downloading Construction Project Documents (Online Bidding Enabled)

1. Plan Holder Pay Option: The fee is \$30 for the download of bid documents of construction projects. All Plan Holders pay this flat fee and it covers them for everything involved in the project. Whether or not the Plan Holder submits an online bid, the flat fee is \$30.
2. Bidder Pays Option: All Plan Holders pay \$15 per download for construction bid documents. Should a Plan Holder submit a bid, an additional \$30 is paid at the time they submit the bid (\$45 total). If a Plan Holder does not submit a bid, they do not pay any additional fees (\$15 total).

QuestCDN.com costs for Downloading Non-Construction Project Documents (Online Bidding Enabled)

1. Plan Holder Pay Option: The fee is \$0 for the download of bid documents of RFPs/RFQs. If the Plan Holder submits an online bid, they are charged \$15. If they do not submit an online bid, they do not pay any additional fees (\$0 total).
2. Bidder Pays Option: All Plan Holders pay \$0 per download for RFP/RFQ bid documents. Should a Plan Holder submit a bid, an additional \$15 is paid at the time they submit the bid (\$15 total). If a Plan Holder does not submit a bid, they do not pay any additional fees (\$0 total).

Other Pay Options for Downloading Construction/Non-Construction Projects (With or Without Online Bidding Enabled)

1. Owner Pays Option: QuestCDN.com can also set the fee to \$0 for the Bidders and invoice the QAP for the Online Bidding Fees.
2. Solicitor Pays Option: QuestCDN.com can also set the fee to \$0 for the Bidders and invoice the Soliciting Agent for the Online Bidding Fees.

Additional services:

1. QuestCDN.com has developed partner relationships with Printing and Reprographic services that are fully capable of fulfilling the printing and distribution of the paper versions of Construction Bidding Documents. These firms will provide a very competitive one-off printing of plans and specs and ship them to prospective bidders who choose to order paper. This service is designed to allow the QAP to get entirely out of the paper portion of distribution. It can include the entire process including Plan Holder list updating and distribution of addenda, or be customized to include only portions of the full service
2. QuestCDN.com has developed partner relationships with Printing and Reprographic Services that will provide large format printing for those bidders that download digital plans but do not have the capability to print their own large format sheets. An order form can be included in each set of digital documents. Our Print partners will only fulfill an order for individual sheet printing if the firm placing the order is already on the Plan Holder list demonstrating they have a complete set of documents.



QAP responsibilities:

1. Embrace the concept that a transition to all-digital advertising and bidding documents is the best and most economical way for owners, architects, engineers and bidders.
2. Reasonably protect the ideas and initiatives being pursued by QuestCDN.com from competitors.
3. Work closely with QuestCDN.com in preparing and implementing this new service and seriously consider the advice and insight that QuestCDN.com offers.
4. Provide an adequate number of people to be trained in the process so that continuity can be reasonably assured.
5. The QAP is not required to use QuestCDN.com for every procurement opportunity.
6. This Agreement will remain active until the QAP determines to cancel its partnership and the terms of this Agreement with QuestCDN.com. The QAP has the discretion to cancel its partnership and the terms of this Agreement with QuestCDN.com at any time, for any reason, and at no cost to the QAP. The QAP will notify QuestCDN.com before canceling its partnership with QuestCDN.com.
7. QuestCDN.com agrees to indemnify, hold harmless and defend the QAP and its officers, agents and employees from any liability arising out of the negligent, reckless or intentional acts of Quest CDN.com’s officers, agents and employees in providing the services set forth herein.

IN WITNESS WHEREOF, the Village of Carol Stream and QuestCDN.com have hereunto set their hands this _____ day of _____, 2020.

QuestCDN

Print Company Name

Sam Stull

Vice President of Sales

By

Position/Title

THE VILLAGE OF CAROL STREAM, ILLINOIS

By

Mayor

Attest By

Deputy Village Clerk

AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR A RESTAURANT WITH A BAR AREA (JET FOODS CAROL STREAM, LLC, 998 W. ARMY TRAIL ROAD)

WHEREAS, Daniel Olswang with Jet Foods Carol Stream, LLC, hereinafter referred to as the Petitioner, has petitioned the Village of Carol Stream for a Special Use Permit for a Restaurant with a Bar Area, as provided in Sections 16-9-4 (C)(1) and 16-9-3 (C)(16) of the Carol Stream Code of Ordinances, on the property legally described in Section 2 herein and commonly known as 998 W. Army Trail Road, Carol Stream, Illinois; and

WHEREAS, pursuant to Section 16-15-8 of the Carol Stream Code of Ordinances, the Combined Plan Commission/Zoning Board of Appeals held a public hearing on the above petition on October 26, 2020, following proper legal notice of said public hearing, after which the Commission recommended to the Mayor and Board of Trustees of the Village that the Special Use Permit be approved; and

WHEREAS, the Combined Plan Commission/Zoning Board of Appeals has filed its Findings and Recommendations regarding the Special Use Permit with the Mayor and Board of Trustees, and the Mayor and Board of Trustees have duly considered said Findings and Recommendations.

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

SECTION 1:

The Mayor and Board of Trustees of the Village of Carol Stream, after examining the Petition for the Special Use Permit, and the Findings and Recommendations of the Combined Plan Commission / Zoning Board of Appeals, have determined and find that the requested Special Use Permit:

1. Is deemed necessary for the public convenience at the location. *The proposed restaurant and bar area will provide an amenity for shoppers at the grocery store. In addition, it is not unusual for a grocery store to have a small restaurant and bar area.*
2. Will not be unreasonably detrimental to or endanger the public health, safety, morals, comfort or general welfare. *Provided the bar area is operated in accordance with all rules and conditions applicable to a Village liquor license, the use should not be detrimental to or endanger public health, safety, morals, comfort or general welfare.*
3. Will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood. *Based on the small size of the proposed restaurant and bar area, the use should not be injurious to the use and enjoyment of other property in the immediate vicinity, nor substantially diminish or impair property values in the neighborhood.*

4. Will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district. *The surrounding properties are already developed. The establishment of this restaurant with a bar area within the grocery store should not impede the improvements of surrounding properties.*
5. Will provide adequate utilities, access roads, drainage and other important and necessary community facilities. *Adequate utilities, access roads, drainage and other public improvements are already in place.*
6. Will conform to the applicable regulations of the district in which it is located, except as the Village Board may in each instance modify such regulations. *The project is expected to conform to all applicable codes and requirements.*

SECTION 2:

The Special Use Permit, as set forth in the above recitals, is hereby approved and granted to Jet Foods Carol Stream, LLC, subject to the conditions set forth in Section 3, upon the real estate commonly known as 998 W. Army Trail Road, Carol Stream, Illinois, and legally described as follows:

LOTS 1,2,3,4 AND 5 IN THE COUNTY FARM CENTER RESUBDIVISION, BEING A RESUBDIVISION IN THE NORTH HALF OF SECTION 24, TOWNSHIP 40 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 19, 1993 AS DOCUMENT NO. R93-011956, IN DU PAGE COUNTY, ILLINOIS EXCEPT FOR THAT PART OF LOT 5 OF THE COUNTY FARM CENTER RESUBDIVISION, BEING A RESUBDIVISION IN THE NORTH OF SECTION 24, TOWNSHIP 40 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, RECORDED AS DOCUMENT NO. R32-011956 AND DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 5 IN THE COUNTY FARM CENTER RESUBDIVISION, THENCE SOUTH 01 DEGREES 40 MINUTES 23 SECONDS EAST, ALONG THE EAST LINE OF SAID LOT, 103.00 FEET; THENCE NORTH 00 DEGREES 14 MINUTES 20 SECONDS EAST, 135.00 FEET TO A NORTHEASTERLY CORNER OF SAID LOT 5; THENCE SOUTH 84 DEGREES 47 MINUTES 53 SECONDS EAST, ALONG THE NORTHERLY LINE OF SAID LOT, 227.08 FEET TO THE POINT OF BEGINNING, ALL IN DUPAGE COUNTY, ILLINOIS.

hereinafter referred to as the Subject Property.

SECTION 3:

The approval of the Special Use Permit granted in Section 1 herein is subject to the following conditions:

1. That the required Village liquor license and gaming license must be obtained, and all terms of such licenses must be complied with, prior to the sale of alcoholic beverages and installation of gaming devices at Jet Foods; and

2. That the business must operate in accordance with all applicable state, county and Village Codes and requirements.

SECTION 4:

The Special Use Permit is hereby approved and granted as set forth in the following plans and exhibits:

1. Site Plan (Exhibit A, dated August 12, 2020), prepared by ArchAmerica, 34121 N. US 45, Suite 213, Grayslake, IL 60030.
2. Floor Plan (Exhibit B, dated August 12, 2020), prepared by ArchAmerica, 34121 N. US 45, Suite 213, Grayslake, IL 60030.

SECTION 5:

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

SECTION 6:

The failure of the owner or other party in interest, or a subsequent owner or other party in interest, to strictly comply with the terms and conditions of this Ordinance, after execution of this Ordinance, shall subject the owner or party in interest to the penalties set forth in Section 16-17-7 A and B of the Carol Stream Code of Ordinances, and/or termination of the special use permit after notice and public hearing in accordance with the procedures required by the Carol Stream Code of Ordinances.

PASSED AND APPROVED THIS 2nd DAY OF NOVEMBER, 2020.

AYES:

NAYS:

ABSENT:

Frank Saverino, Sr. Mayor

ATTEST:

Sherry Craig, Deputy Village Clerk

I, Daniel Olswang, being the owner and/or party in interest of the Subject Property legally described in this ordinance, do hereby accept, concur, and agree to develop and use the Subject Property in accordance with the terms and conditions of this Ordinance, and I understand that if I do not do so, I am subject to the penalties set forth in Section 16-17-7 A and B of the Carol Stream Code of Ordinances, and/or termination of the special use permit. Jet Foods Carol Stream, LLC, further agrees to indemnify, hold harmless and defend the Village, and its officers, agents and employees from any and all claims, lawsuits, liabilities damages and costs incurred as a result of the approvals as granted herein.

Date

Owner/Party In Interest

Village of Carol Stream
Interdepartmental Memo

TO: Mayor and Trustees

FROM: Robert Mellor, Village Manager *RMM*

DATE: October 27, 2020

RE: Jet Foods Liquor License Applications (2)

Attached for your consideration, you will find Ordinances granting a Class A Liquor License and a Class C Liquor License to Jet Foods Carol Stream LLC located at 998 Army Trail Road. The Class A License will permit the sale of all alcoholic liquor for consumption on premises with the restaurant/bar inside their new store. The Class C License will permit package sales of all alcoholic liquor from the store.

Your favorable consideration of the Ordinances is requested. Issuance of the licenses will be deferred until all background investigations and related work is complete.

Attachments

ORDINANCE NO. 2020-11-_____

**AN ORDINANCE AMENDING CHAPTER 11, ARTICLE 2 OF THE
CAROL STREAM CODE OF ORDINANCES BY INCREASING
THE NUMBER OF CLASS A LIQUOR LICENSES FROM 13 TO 14
(JET FOODS CAROL STREAM LLC, 998 ARMY TRAIL ROAD)**

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

SECTION 1: That Chapter 11, Article 2 of the Carol Stream Code of Ordinances,
Classification of Liquor Licenses, be and the same is hereby amended by increasing
the number of Class A Liquor Licenses from thirteen (13) to fourteen (14).

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

PASSED AND APPROVED THIS 2nd DAY OF NOVEMBER, 2020.

AYES:

NAYS:

ABSENT:

Frank Saverino, Sr., Mayor

ATTEST:

Sherry Craig, Deputy Village Clerk

ORDINANCE NO. 2020-11-_____

**AN ORDINANCE AMENDING CHAPTER 11, ARTICLE 2 OF THE
CAROL STREAM CODE OF ORDINANCES BY INCREASING
THE NUMBER OF CLASS C LIQUOR LICENSES FROM 18 TO 19
(JET FOODS CAROL STREAM LLC, 998 ARMY TRAIL ROAD)**

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

SECTION 1: That Chapter 11, Article 2 of the Carol Stream Code of Ordinances,
Classification of Liquor Licenses, be and the same is hereby amended by increasing
the number of Class C Liquor Licenses from eighteen (18) to nineteen (19).

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

PASSED AND APPROVED THIS 2nd DAY OF NOVEMBER, 2020.

AYES:

NAYS:

ABSENT:

Frank Saverino, Sr., Mayor

ATTEST:

Sherry Craig, Deputy Village Clerk

Village of Carol Stream
Interdepartmental Memo

TO: Mayor and Trustees
FROM: Robert Mellor, Village Manager *RM*
DATE: October 27, 2020
RE: Class C Liquor License – NBC Liquor & Tobacco, 180-182 N. Gary Avenue

Attached for your consideration is an Ordinance reflecting the sale of NBC Liquor & Tobacco, 180-182 N. Gary Avenue from NBC Liquor & Tobacco, Inc. d/b/a NBC Liquor & Tobacco to Ashutosh LLC d/b/a NBC Liquor and Tobacco. Ashutosh LLC has submitted a complete application and has satisfactorily completed the required background investigation. Staff recommends approval of the Ordinance.

Attachment

ORDINANCE NO. 2020-11-_____

**AN ORDINANCE AMENDING CHAPTER 11, ARTICLE 2 OF THE
CAROL STREAM CODE OF ORDINANCES BY DECREASING THE NUMBER OF
CLASS C LIQUOR LICENSES FROM 19 TO 18 (NBC LIQUOR & TOBACCO, INC.
D/B/A NBC LIQUOR AND TOBACCO, 180-182 N. GARY AVENUE) AND INCREASING
THE NUMBER OF CLASS C LIQUOR LICENSES FROM 18 TO 19
(ASHUTOSH LLC D/B/A NBC LIQUOR AND TOBACCO, 180-182 N. GARY AVENUE)**

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

SECTION 1: That Chapter 11, Article 2 of the Carol Stream Code of Ordinances, Classification
of Liquor Licenses, be and the same is hereby amended by decreasing the number of Class C Liquor
Licenses, from 19 to 18.

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

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

PASSED AND APPROVED THIS 2nd DAY OF NOVEMBER, 2020.

AYES:

NAYS:

ABSENT:

Frank Saverino, Sr., Mayor

ATTEST:

Sherry Craig, Deputy Village Clerk

Village of Carol Stream
Interdepartmental Memo

TO: Mayor and Trustees
FROM: Robert Mellor, Village Manager *RM*
DATE: October 29, 2020
RE: Liquor License – American Legion Post #76, 570 S. Gary Avenue

Attached for your review and consideration is an Ordinance increasing the number of Class N Liquor Licenses by one. American Legion Post #76 has notified the Village of their intent to sell alcoholic liquor during their special events.

Staff recommends approval of the attached Ordinance increasing the Class N Liquor Licenses by one with regard to American Legion Post #76-Building Corp. d/b/a American Legion Post #76 located at 570 S. Gary Avenue.

Attachment

ORDINANCE NO. 2020-11-_____

AN ORDINANCE AMENDING CHAPTER 11, ARTICLE 2 OF THE CAROL STREAM CODE OF ORDINANCES BY INCREASING THE NUMBER OF CLASS N LIQUOR LICENSES FROM 0 TO 1 (AMERICAN LEGION POST #76-BUILDING CORP. D/B/A AMERICAN LEGION POST #76, 570 S. GARY AVENUE)

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

SECTION 1: That Chapter 11, Article 2 of the Carol Stream Code of Ordinances, Classification of Liquor Licenses, be and the same is hereby amended by increasing the number of Class N Liquor Licenses, from 0 to 1 with regards to American Legion Post #76-Building Corp. d/b/a American Legion Post #76 located at 570 S. Gary Avenue.

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

PASSED AND APPROVED THIS 2nd DAY OF NOVEMBER, 2020.

AYES:

NAYS:

ABSENT:

Frank Saverino, Sr., Mayor

ATTEST:


Sherry Craig, Deputy Village Clerk

Village of Carol Stream

Interdepartmental Memorandum

DATE: October 22, 2020

TO: Robert Mellor, Village Manager

FROM: Jon Batek, Finance Director 

COPY: Susan Westgate, Director, Carol Stream Library

SUBJECT: 2020 Property Tax Levy

Adoption of the combined Village and Library tax levy requires a two-meeting process and must be completed in time to file an approved levy ordinance in the DuPage County Clerk's Office no later than the last Tuesday in December. Even though the approved levy ordinance includes the levies for both the Village and Library, each will be itemized separately on property tax bills mailed around May 1st of each year.

Step 1: Determination of Property Taxes to be Levied

The first step in the levy process involves a determination by the corporate authorities of the amount of funds needed to be raised by the property tax as referenced below:

The Illinois "Truth in Taxation Act" (35 ILCS 200/18-60) requires the following:

Sec. 18-60. Estimate of taxes to be levied. Not less than 20 days prior to the adoption of its aggregate levy, hereafter referred to as "levy", the corporate authority of each taxing district shall determine the amounts of money, exclusive of any portion of that levy attributable to the cost of conducting an election required by the general election law, hereafter referred to as "election costs", estimated to be necessary to be raised by taxation for that year upon the taxable property in its district. (Source: P.A. 82-102; 88-455.)

The attached Village Board resolution incorporates the Village and Library proposed 2020 tax levies. The Village levy amount is stated at **\$3,800,000** and represents no increase from the prior year levy. The Library's proposed levy is stated at **\$3,674,461** and is reflected in Library Board resolution # 291 adopted on October 21, 2020 which is attached as **Exhibit A**. The Library's levy request for 2020 is not increased over 2019.

Exhibit B summarizes the combined Village/Library property tax levy for 2020 which will be billed to property owners on or about May 1, 2021 and collected in June and September 2021. Since property taxes in Illinois are collected in arrears, the 2020 levy

actually supports the Village and Library current FY20/21 budgets, not the fiscal year in which the funds are actually received (FY21/22).

Step 2: Determination of Need for Truth in Taxation Hearing (December 7, 2020)

The Truth in Taxation Act requires notification and public hearing on the proposed tax levy if the amount estimated in Step 1 above is greater than 105% of the prior year taxes extended. These requirements are stipulated in 35 ILCS 200/18-70 as follows:

Sec. 18-70. More than 5% increase; notice and hearing required. If the estimate of the corporate authority made as provided in Section 18-60 is more than 105% of the amount extended or estimated to be extended, plus any amount abated by the corporate authority prior to extension, upon the final aggregate levy of the preceding year, exclusive of election costs, the corporate authority shall give public notice of and hold a public hearing on its intent to adopt an aggregate levy in an amount which is more than 105% of the amount extended or estimated to be extended upon the final aggregate levy extensions, plus any amount abated, exclusive of election costs, for the preceding year. The hearing shall not coincide with the hearing on the proposed budget of the taxing district. (Source: P.A. 86-957; 88-455.)

Since there is no increase in either the Village or Library requested levy in 2020, and there is a net decrease of 1.0% in the 2020 levy request compared to 2019 taxes extended by the County, **no Truth in Taxation hearing is required prior to the adoption of the 2020 property tax levy.**

Step 3: Adoption of Tax Levy Ordinance (Monday, December 7, 2020)

With no requirement to hold a public hearing, the proposed final 2020 property tax levy will be added to the December 7, Village Board agenda under Ordinances. Following approval, the levy will be filed in the DuPage County Clerk's Office.

Resolution No. _____

**A Resolution to Record the Determination of the
Corporate Authorities of the Village of Carol Stream
of the Amounts of Money Estimated to be Necessary to be
Raised by Taxation on Taxable Property for the Fiscal Year
Beginning May 1, 2020, and Ending April 30, 2021**

Whereas, Chapter 35, Section 200/18-60 of the Illinois Compiled Statutes requires that not less than twenty (20) days prior to the adoption of its aggregate levy, the corporate authorities of each taxing district shall determine the amount of money estimated to be necessary to be raised by taxation for that year upon the taxable property in its district; and

Whereas, the Mayor and Board of Trustees of the Village of Carol Stream has determined that the amount required to be raised by property tax for general corporate purposes of the Village for the fiscal year beginning May 1, 2020, and ending April 30, 2021, is Three Million Eight Hundred Thousand Dollars (\$3,800,000); and

Whereas, the Board of Trustees of the Carol Stream Public Library has determined through the adoption of Library Resolution #291 on October 21, 2020, that the amount required to be raised by property tax for the benefit of the Library for the fiscal year beginning May 1, 2020, and ending April 30, 2021, is Three Million Six Hundred Seventy Four Thousand, Four Hundred Sixty One Dollars (\$3,674,461) for general corporate, audit, IMRF, Social Security, tort immunity insurance and special debt service purposes;

Now, therefore be it resolved by the Mayor and Board of Trustees of the Village of Carol Stream, DuPage County, Illinois, in the exercise of its home rule powers, as follows:

Section 1: The estimate of the amount of money necessary to be raised by taxation for the year 2020 on the taxable property in the Village of Carol Stream to meet the operating budget of the

Village of Carol Stream exclusive of election and debt service costs, as determined by the Carol Stream Mayor and Board of Trustees, is Three Million Eight Hundred Thousand Dollars (\$3,800,000).

Section 2: The estimate of the amount of money necessary to be raised by taxation for the year 2020 on the taxable property in the Village of Carol Stream to meet the operating budget of the Carol Stream Public Library exclusive of election and debt service costs, as determined by the Carol Stream Library Board of Trustees, is Three Million Six Hundred Seventy Four Thousand, Four Hundred Sixty One Dollars (\$3,674,461).

Section 3: The amount of property tax extended upon the 2019 property tax levy ordinance including abatements, exclusive of election and debt service costs, was Seven Million Five Hundred Fifty Two Thousand, One Hundred Sixty Two Dollars (\$7,552,162); and the amount estimated to be levied upon the 2020 property tax levy ordinance to be hereafter adopted (\$7,474,461) is 99.0% of the amount of property taxes extended upon the 2019 tax levy ordinance.

Section 4: The Finance Director of the Village of Carol Stream is hereby authorized and directed to prepare a tax levy ordinance based upon this estimate and to present such tax levy ordinance for passage and approval not less than twenty (20) days after this determination of the amount required to be raised by taxation on taxable property within the Village.

Section 5: This Resolution shall be in full force and effect from and after its passage and approval.

Passed by the Mayor and Board of Trustees of the Village of Carol Stream, Illinois, this _____ day of _____, 2020.

Ayes:

Nays:

Absent:

Approved by the Mayor of the Village of Carol Stream, Illinois, this

____ day of _____, 2020.

Mayor of the Village
of Carol Stream, Illinois

Attest:

Village Clerk of the Village
of Carol Stream, Illinois

RE: 2020 REQUEST FOR TAX LEVY

WHEREAS, the Board of Library Trustees passed its Fiscal 2021 Budget / Appropriation, on April 15, 2020 as attached hereto and included in Exhibit A; and

WHEREAS, Exhibit A, which also describes the FY 2021 appropriation, and describes anticipated expenditures in the amount of \$4,331,061; and

WHEREAS, funds derived as income from sources other than tax receipts are anticipated to total \$314,100 for the fiscal year 2021.

WHEREAS, a total amount of \$3,674,461 is needed from tax receipts in addition to the amount received from other sources to satisfy the anticipated financial needs of the Library for fiscal year 2021.

RESOLVED that:

Section 1: The President and Board of Trustees of the Village of Carol Stream, Illinois are hereby requested to include in their appropriation ordinance for the fiscal year commencing on the first day of May 2020 and ending on the thirtieth day of April 2021 the following:

- A. Taxes to be levied to maintain the Public Library pursuant to Illinois Compiled Statutes, Chapter 75, Act 5, Sec. 3-4 shall be: \$3,135,000 or as much thereof as may be authorized by law, but in no event shall such tax levy for maintenance and operation of the Carol Stream Public Library exceed 0.60 percent of the value of all such taxable property as equalized or assessed by the Department of Revenue pursuant to the anticipated expenditures and financial requirements detailed in Exhibit A.
- B. Taxes to be levied for participation in the Illinois Municipal Retirement Fund, as provided in Illinois Compiled Statutes Ch. 40, Act 5, Section 22-403, *et sec.*, in addition to all other taxes heretofore levied, in the sum of \$150,000.
- C. Taxes to be levied for participation in the FICA, as provided in Illinois Compiled Statutes Ch. 40, Act 5, Section 22-403, *et sec.*, in addition to all other taxes heretofore levied, in the sum of \$125,000.
- D. Taxes to be levied for the Liability Insurance Fund, as provided in Illinois Compiled Statutes Chapter 745, Act 10, Section 9-107, *et sec.*, in addition to all other taxes heretofore levied, in the sum of \$20,000.
- E. Taxes to be levied for the Annual Audit as provided in Illinois Compiled Statutes, Chapter 50, Act 310, Section 9, *et sec.*, in addition to all other taxes heretofore levied, in the sum of \$10,000.

F. Taxes to be levied for debt service pursuant to an Intergovernmental Loan Agreement between the Village of Carol Stream and the Board of Library Trustees of the Carol Stream Library as approved by the Library Board of Trustees, dated October 17, 2018, in the sum of \$234,461.

Section 2: That pursuant to Illinois Compiled Statutes, Chapter 75, Act 5, Sec. 5-8, the Board of Library Trustees shall accumulate and set apart as a Capital Improvement and Repair Fund for the purchase of sites and buildings, for the construction and equipment of buildings, for the rental and repair of buildings acquired for library purposes, and for repairs and alterations of library buildings and equipment, the unexpended balances of the proceeds annually received from taxes not in excess of the statutory limits and pursuant to plans to be developed by the Board of Library Trustees.

Section 3: That the funds derived from sources other than the Tax Levy may be allotted by the Board of Library Trustees to such budgeted items and in such amounts as said Board may determine within the limits of said budget.

Section 4: That the unexpended balance of any item or items of said Budget as set forth in this Resolution may be expended in making up any deficiency in any other item or items in the same general Budget made by this Resolution.

Section 5: That the President and Board of Trustees of the Village of Carol Stream are further requested to include in their levy ordinance the following statement:

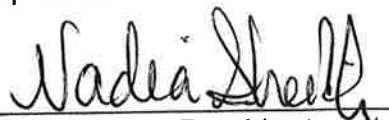
All ordinances and parts of ordinances conflicting with any of the provisions of this ordinance be and the same are hereby modified and repealed, and if any item or portion thereof of this levy is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this ordinance.

Section 6: That the President and the Board of Trustees of the Village of Carol Stream be aware that the Illinois Statutes require that the levy ordinance be duly passed and a certified copy be recorded with the DuPage County Clerk on or before the last Tuesday in December 2020.

Resolution passed this 21st day of October, 2020 by a vote of:

Ayes: 6, Nays: 0, Absent or not voting: 1

Approved:



Nadia Sheikh, President
Board of Library Trustees

Attest:

I, the undersigned Secretary of the Board of Library Trustees of the Village of Carol Stream, hereby state that the foregoing Resolution entitled:

2020 REQUEST FOR TAX LEVY

was duly adopted by said Board of Trustees at a valid meeting on October 21, 2020.

Seal:


Mansi Patel, Secretary
Board of Library Trustees

		FY 20/21
		Appropriation
		Approved 4/15/20
ACCT #	Account Name	
	GENERAL FUND REVENUES	
3000	Property Taxes	
3001	Property Tax -- Current	3,135,000
3002	Property Tax -- Non-Current	0
3100	PPR Taxes	35,000
3200	Interest Income	
3201	Interest Income -- Taxes	1,500
3202	Interest Income -- Investments	30,000
3300	Patron Payments	
3301	Fines & Fees	14,000
3302	Public Copier Payments	13,000
3303	Non-Resident Card Fees	3,000
3304	Sale items	1,000
3400	Donations	5,000
3500	Developer Contributions	2,000
3600	RBP/ILL Reimbursements	1,000
3700	Grants	
3701	Per Capita Grant	49,600
3702	Other Grants/Awards	0
3800	Other Income	9,000
3900	Reappropriation of unspent FY2019 Revenues due to COVID-19	150,000
	TOTAL REVENUES	3,449,100
	GENERAL FUND EXPENDITURES	
5100	SALARIES	
5101	Exempt Staff Salaries	\$689,000
5102	Non-exempt Staff Salaries	\$1,317,000
5103	Custodial Salaries	\$83,000
5104	Benefits-Med/Life/Dental	
5105	Professional Education	\$18,000
5106	Memberships	\$4,000
5107	Benefits -- Life insurance	\$2,000
5108	Benefits -- Health Insurance	\$250,000
5109	Benefits -- Other	\$2,500
5110	Trustee Development	\$3,000
	TOTAL	\$2,368,500
5200	PLANT MAINTENANCE	
5201	Supplies	\$21,000
5202	Maintenance/Repair	\$10,000
5203	Maintenance Contracts	\$43,000
5204	Landscape Maintenance/Snow Removal	\$17,000

			FY 20/21
			Appropriation
			Approved 4/15/20
ACCT #	Account Name		
5205	Furniture/Equipment		\$10,000
5206	Electric-Com Ed		\$38,000
5207	Water/Sewer		\$8,000
5208	Insurance (Property)		\$12,000
	TOTAL		\$159,000
5300	BUSINESS EXPENSE		
5301	Postage		\$8,000
5302	Office & Equipment Supplies		\$7,500
5303	Library Printing		\$5,000
5304	Equipment Leasing		\$22,000
5305	Mileage Reimbursement		\$3,000
5306	Legal Notices		\$700
5308	Business Phone		\$17,500
5309	Accounting Service		\$15,000
5310	Material Recovery Fees		\$1,000
5311	Payroll Service		\$7,500
5312	Attorney Fees		\$10,000
5314	Other Consultants		\$0
5315	Other Expenditures		\$23,000
5317	Bank & Credit Card Fees		\$100
5319	Security Service		\$25,000
5320	Donation Expense		\$0
5321	Human Resources Expense		\$10,500
	TOTAL		\$155,800
5400	CIRCULATION & MATERIALS PROCESSING, INCLUDING AUTOMATED SERVICES		
5401	Automation Hardware		\$25,000
5402	ISP and Web Page Hosting		\$15,000
5403	Computer Software		\$35,000
5404	Tech Support & Repair		\$13,000
5405	Technical Services Supplies		\$5,000
5406	Circulation Supplies		\$3,000
5408	Tech Serv Online Resources		\$16,500
5409	RBP/ILL Expenses		\$700
5410	SWAN Consortium		\$47,000
5411	Village IT Services		\$96,000
	TOTAL		\$256,200
5500	SERVICES		
5501	Youth Services Programs		\$28,000
5503	Adult/Teen Programs		\$25,000

		FY 20/21
		Appropriation
		Approved 4/15/20
ACCT #	Account Name	
5505	Library Newsletter	\$47,000
5509	Library Publicity and Promotion	\$30,000
	TOTAL	\$130,000
5600	COLLECTION DEVELOPMENT	
5601	Youth Services Books	\$46,000
5606	Youth Services Media	\$22,000
5630	Adult Services Books	\$75,000
5634	Online Resources	\$35,000
5635	Magazines & Newspapers	\$12,000
5637	Adult Services Media	\$60,000
5651	Digital Media	\$80,000
5652	Grant/Award Expense (Databases)	\$49,600
	TOTAL	\$379,600
	GENERAL FUND EXPENDITURES	
5100	SALARIES	\$2,368,500
5200	PLANT MAINTENANCE	\$159,000
5300	BUSINESS EXPENSE	\$155,800
5400	CIRCULATION & MATERIAL PROC...	\$256,200
5500	SERVICES	\$130,000
5600	COLLECTION DEVELOPMENT	\$379,600
	TOTAL EXPENDITURES	\$3,449,100
	GENERAL FUND REVENUES	
	LIBRARY TAX	\$3,135,000
	OPERATING REVENUE	\$314,100
	TOTAL REVENUES	\$3,449,100
	OTHER FINANCING SOURCES/FUNDS	
Class 80	BUILDING RENOVATION LOAN FUND (new Fund line)	
80-3001	Special Debt Service Tax Levy	234,461
80-3002	Interest income	0
80-8000	Loan payment expense	234,461
	Net Difference	0
	Fund Balance April 30, 2019	0

			FY 20/21
			Appropriation
			Approved 4/15/20
ACCT #	Account Name		
	WORKING CASH FUND		
20-3001	Working Cash Levy		0
20-3202	Interest on investments		100
	<i>TOTAL</i>		100
20-6920	Transfer to General Fund		-100
	Fund Balance April 30		48,361
Class 50	LIABILITY INSURANCE FUND		
50-3001	Liability Insurance Levy		20,000
50-3202	Interest on Investments		0
50-3300	LIMRIC UCGA Dividend		0
	<i>TOTAL</i>		20,000
50-7101	Liability Insurance		20,000
50-7102	Risk Management expense		4,000
50-7103	Unemployment Comp. Insurance		3,000
	<i>TOTAL</i>		27,000
	Net Difference		-7,000
	Fund Balance, May 1	(FY19 audit)	14,138
	April 2020 Transfer from Gen. Fund		15,000
	Reserve Balance April 30		22,138
	Reserve in Months		9.84
Class 30	FICA FUND		
30-3001	FICA Tax Levy		125,000
30-3202	Interest on Investments		0
30-5104	FICA Benefit		150,000
	Net Difference		-25,000
	Fund Balance, May 1	(FY19 audit)	64,697
	Reserve Balance April 30		39,697
	Reserve in Months		3.18
Class 40	IMRF FUND		

		FY 20/21
		Appropriation
		Approved 4/15/20
ACCT #	Account Name	
40-3001	IMRF Tax Levy	150,000
40-3202	Interest on Investments - IMRF	0
40-5104	IMRF Benefit	200,000
	Net Difference	-50,000
	Fund Balance, May 1	(FY19 audit) 92,925
	Reserve Balance April 30	42,925
	Reserve in Months	2.58
Class 60	AUDIT FUND	
60-3001	Audit Levy	10,000
60-3202	Interest on Investments	
60-7201	Audit Expense	12,000
	Net Difference	-2,000
	Fund Balance, May 1	(FY19 audit) 3,956
	Reserve Balance April 30	1,956
	Reserve in Months	1.96
Class 70	CAPITAL MAINTENANCE & REPAIR FUND	
	CAPITAL MAINTENANCE & REPAIR REVENUE	
	CM & R LEVY	
70-3001	Interest on Investments	
70-3202	Grant Funds	
70-3203	Building Renovation Loan	
70-3702	TOTAL	
	CAPITAL MAINTENANCE & REPAIR EXPENDITURES	
70-7301	MAJOR REPAIRS	
70-7301		
70-7400	OTHER CAPITAL EXPENDITURES	
7401	Furniture	20,000
7402	Parking Lot Repair/Maintenance	12,000
7403	Building Repair	50,000
7404	Landscape	75,000
7405	Memorials	1,500

			FY 20/21
			Appropriation
			Approved 4/15/20
ACCT #	Account Name		
7406	OTHER EXPENDITURES		35,000
	Subtotal		193,500
70-7500	Special Projects		
7503	VOIP Phone System		
7504	Light Bright Fixture		
7505	Recover Partition Wall		15,000
7506	Office & Staff Room Door Wraps		10,000
7507	Automation Equipment		40,000
7508	Library Renovation Project		
7509	Security Upgrades		
	Total		258,500
	FUND BALANCE, MAY 1	(FY19 audit)	953,051
	Building Renovation Loan		
	April 2020 Transfer from Gen. Fund		200,000
	FUND BALANCE, APRIL 30		894,551

Exhibit B

VILLAGE OF CAROL STREAM PROPOSED 2020 PROPERTY TAX LEVY (Collected in 2021)

	2019 Taxes <u>Extended</u>	2020 Proposed <u>Levy</u>	\$ <u>Inc/(Dec)</u>	% <u>Inc/(Dec)</u>
VILLAGE LEVY:				
Operating	3,838,005.58	3,800,000.00	(38,005.58)	-1.0%
Bond Payments	-	-	-	
Total	3,838,005.58	3,800,000.00	(38,005.58)	
LIBRARY LEVY:				
Operating				
Corporate	3,150,761.13	3,135,000.00	(15,761.13)	
Special Debt Service Tax Levy	234,461.00	234,461.00	-	
IMRF	171,791.37	150,000.00	(21,791.37)	
Audit	13,317.16	10,000.00	(3,317.16)	
Tort/Liab	1,331.72	20,000.00	18,668.28	
Social Security	142,493.61	125,000.00	(17,493.61)	
Operating Total	3,714,155.99	3,674,461.00	(39,694.99)	-1.1%
Bond Payments	-	-	-	
Total	3,714,155.99	3,674,461.00	(39,694.99)	-1.1%
TOTAL, VILLAGE AND LIBRARY				
Operating ¹	7,552,161.57	7,474,461.00	(77,700.57)	-1.0%
Bond Payments	-	-	-	0.0%
Total	7,552,161.57	7,474,461.00	(77,700.57)	-1.0%

¹ Total operating increase is subject to required public hearing under the Truth in Taxation Act if percentage increase, excluding debt, is greater than 5.0% of taxes extended in 2019.

Public hearing is NOT required

Village of Carol Stream
Interdepartmental Memo

DATE: October 27, 2020
TO: Mayor and Board of Trustees
FROM: Caryl Rebholz, Human Resources Director
RE: *Non-Union Merit Component for FY 20-21*

On April 6, 2020, the Village Board considered the FY 2020-21 Employee Compensation Plan for non-union employees. At that time, the Board amended the recommendation, electing to eliminate the 2% funding for merit increases for non-union employees and public works pending evaluation of the Village's future financial condition. The direction was to reassess the economic climate later in the year to determine whether the award of a performance based adjustment would be feasible.

Since that time, we have reviewed revenue/expenditure data through October, and have also performed a preliminary environmental scan as we begin planning for the FY22 budget. With the receipt of the full allotment of Cares Act funds along with savings from higher than average staff turnover, the General Fund budget is anticipated to conclude in a surplus position.

In addition, a review of comparable communities finds that the overwhelming majority has/will provide merit or step increases for their non-union employees this year. Only 1 community of 17 completely eliminated this funding.

In consideration of all of the above, in addition to the fact that step increases for Village employees covered by the FOP and MAP contracts were provided during this time, funding of a merit increase of 2% is recommended retroactive to May 1, 2020 for all eligible employees currently employed by the Village. As with any merit system, this adjustment would be contingent upon an annual performance evaluation that meets standard expectations. Employees at the top of their pay range will receive this adjustment as a one-time non-recurring lump sum payment not to be made part of base compensation. Total cost for this recommendation is estimated at \$110,000.

Village Board authorization and approval of an amendment to Resolution 3133, 2020-21 Employee Compensation Plan is requested at this time. As always, please contact me with any questions.

RESOLUTION NO. _____

**A RESOLUTION AMENDING RESOLUTION NO. 3133
ADOPTING THE 2020-21 EMPLOYEE PAY PLAN FOR
THE VILLAGE OF CAROL STREAM**

WHEREAS, on April 6, 2020, the Mayor and Board of Trustees of the Village of Carol Stream adopted Resolution No. 3133 adopting the 2020-21 Employee Pay Plan for the Village of Carol Stream; and

WHEREAS, since that time, an evaluation of current revenue/expenditure data has been undertaken; and

WHEREAS, a recommendation has been presented to the Mayor and Board of Trustees to fund a merit increase for current non-union and public works employees of 2%.

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 2020-21 Employee Compensation Plan is hereby amended to include funding of a performance based merit program of 2%.

SECTION 2: All Village employees actively employed as of the date of this resolution who are not otherwise covered by a collective bargaining agreement shall be eligible to participate in the performance based merit program.

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

PASSED AND APPROVED THIS 2nd DAY OF NOVEMBER 2020.

AYES:

NAYS:

ABSENT:

Frank Saverino, Sr., Mayor

ATTEST:

Sherry Craig, Deputy Village Clerk

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 29, 2020.

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 2nd DAY OF NOVEMBER, 2020

AYES:

NAYS:

ABSENT:

Frank Saverino, Sr., Mayor

ATTEST:

Sherry Craig, Deputy Village Clerk

EXHIBIT "A"

Village of Carol Stream Interdepartmental Memo

TO: Bob Mellor, Village Manager
FROM: Philip J. Modaff, Director of Public Works
DATE: October 29, 2020
RE: Surplus Declaration- Poles and Fixtures for Site Lighting

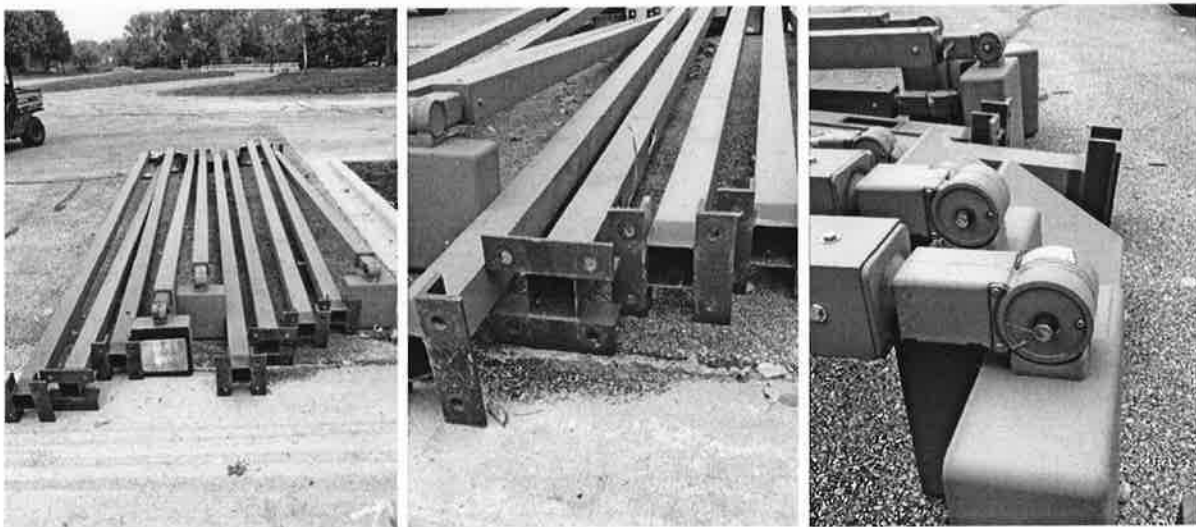
The Department has identified the equipment below to be declared surplus.

Poles and Fixtures for Site Lighting (from the WRC)- Quantity 10

The WRC recently removed ten (10) poles and fixtures for site lighting. These items, as pictured, are:

- Painted aluminum
- 4" square pole
- 14" long (or tall) pole
- 6 ½" center line bolt spacing on base
- Photocell on each light pole
- Includes light fixture

These streetlights may still have some value, so staff will attempt to auction them. If unsuccessful, these streetlights will be scrapped.



Staff recommends that these items be declared surplus by the Mayor and Board of Trustees and that the Village Manager be authorized to dispose of them as proposed.

Village of Carol Stream
Interdepartmental Memo

TO: Bob Mellor, Village Manager
FROM: Sandy Belongia, Interdepartmental Aide
DATE: October 29, 2020
RE: Carol Stream Chamber of Commerce
Raffle License Application

The Carol Stream Chamber of Commerce is sponsoring their annual Holiday Social at the Holiday Inn, in which a raffle drawing will be held on Thursday, November 12, 2020. Raffle tickets will be sold for \$10.00 and proceeds will finance the Chamber's programs and its activities promoting member businesses.

Applicant is requesting a waiver of all fees as indicated in the attached letter. The raffle license application and required documentation is on file in the Administration office for your review.

Please place this item on the agenda for review and approval by the Village Board of Trustees at their upcoming Monday, November 2, 2020 Board meeting.

Thank you.

Attachment



October 27, 2020

Mayor Frank Saverino
and Board of Trustees
Village of Carol Stream
500 North Gary Avenue
Carol Stream, IL 60188

RE: Carol Stream Chamber of Commerce Holiday Social

Dear Mayor Saverino and Trustees,

Enclosed please find the Raffle License Application for the Holiday Social Raffle to be held November 12, 2020. As in past years, we would appreciate it if the Village would waive its license fees and fidelity bond requirements in connection with this raffle.

This is one of the Chamber's fundraising events to support and promote the local business community.

Thank you for your consideration and assistance in this matter.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Miriam Ivrey', is written over the typed name. The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Miriam Ivrey, CEO
Carol Stream Chamber of Commerce
150 South Gary Avenue
Carol Stream, IL 60188

**Village of Carol Stream
Schedule of Bills
For Village Board Approval on NOVEMBER 2,2020**

AGENDA ITEM
L-1 11/2/20

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
ABSOLUTE FIRE PROTECTION INC					
VH-SPRINKLER INSPECTION	750.00	01680000-52244	MAINTENANCE & REPAIR	12110	
	<u>750.00</u>				
ACCURATE OFFICE SUPPLY CO					
OFFICE SUPPLIES	75.61	01610100-53317	OPERATING SUPPLIES	527526	
	<u>75.61</u>				
AEP ENERGY					
100 DELLA CT-1083101009 9/4-10/6/20	9.80	01670300-53213	STREET LIGHT ELECTRICITY	3013130378 10/09/20	
1025 LIES RD-6213120002 9/15-10/14/20	32.90	01670300-53213	STREET LIGHT ELECTRICITY	3013130446 10/19/20	
1345 GEORGETOWN-1603109101 9/17-10/16/20	20.02	01670300-53213	STREET LIGHT ELECTRICITY	3013130390 10/19/20	
192 YUMA LN-0501137042 9/16-10/15/20	26.65	01670300-53213	STREET LIGHT ELECTRICITY	3013130479 10/19/20	
401 TOMAHAWK-0723076266 9/16-10/15/20	41.71	01670300-53213	STREET LIGHT ELECTRICITY	3013130468 10/19/20	
403 SIOUX-1353117013 9/16-10/15/20	20.97	01670300-53213	STREET LIGHT ELECTRICITY	3013130389 10/19/20	
491 CHEYENNE-6597112015 9/16-10/15/20	20.69	01670300-53213	STREET LIGHT ELECTRICITY	3013130413 10/19/20	
512 CANYON TR-1043062112 9/16-10/15/20	18.35	01670300-53213	STREET LIGHT ELECTRICITY	3013130402 10/16/20	
594 NEZ PERCE CT-0975048036 9/16-10/15/20	17.40	01670300-53213	STREET LIGHT ELECTRICITY	3013130424 10/19/20	
633 THUNDERBIRD-0455095075 9/16-10/15/20	66.75	01670300-53213	STREET LIGHT ELECTRICITY	3013130457 10/19/20	
796 PAWNEE-2264121040 9/16-10/15/20	51.32	01670300-53213	STREET LIGHT ELECTRICITY	3013130435 10/16/20	
	<u>326.56</u>				
ASSOCIATION OF POLICE SOCIAL WORKERS					
TRAINING-E MOLLOY 11/13/20	50.00	01660100-52223	TRAINING	EML11132020	
	<u>50.00</u>				
B & F CONSTRUCTION CODE SERVICES, INC					
PLUMBING INSPECTIONS-SEP 2020	1,033.60	01643700-52253	CONSULTANT	13526	
	<u>1,033.60</u>				

**Village of Carol Stream
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<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
BEARY LANDSCAPING					
MOWING SERVICES-OCT 2020	10,299.58	01670400-52272	PROPERTY MAINTENANCE	173643 PO-3786	20210012
PLANT BED MAINTENANCE-OCT 2020	8,325.00	01670400-52272	PROPERTY MAINTENANCE	173644 PO-3787	20210020
	<u>18,624.58</u>				
BROTHERS ASPHALT PAVING INC					
PAVEMENT PATCHING	36,770.00	11740000-55486	ROADWAY CAPITAL IMPROVEMENT	34852 PO-462629	20210055
	<u>36,770.00</u>				
CH2MHILL OMI					
WRC OPERATING & MGMT-NOV 2020	150,063.17	04101100-52262	WRC CONTRACT	351199-24-07 PO-3794	20210001
	<u>150,063.17</u>				
CHARLES COPLEY ROOFING CO INC					
ROOF REPAIRS-WELL HOUSE 10/1/20	800.00	04201600-52244	MAINTENANCE & REPAIR	9499	
	<u>800.00</u>				
COLLEGE OF DUPAGE					
ADVANCED TRUCK ENFORCE-RUDELICH 9/21-9/2	295.00	01660100-52223	TRAINING	12483	
	<u>295.00</u>				
COMED					
465 CENTER 9/16-10/15/20	83.09	01670300-53213	STREET LIGHT ELECTRICITY	2859083222 10/15/20	
KUHN RD, RT64 9/16-10/15/20	32.85	01662300-52298	ATLE SERVICE FEE	4202129060 10/15/20	
MASTER ACCT-5025 9/15/20-10/19/20	352.32	01670300-53213	STREET LIGHT ELECTRICITY	5853045025 10/19/20	
	<u>468.26</u>				
COMPASS MINERALS AMERICA INC					
FY21 ROCK SALT PURCHASE	10,682.39	01670200-53335	SALT	696469 PO-3804	20210060
FY21 ROCK SALT PURCHASE	11,617.00	01670200-53335	SALT	697177 PO-3804	20210060
FY21 ROCK SALT PURCHASE	18,706.96	01670200-53335	SALT	695674 PO-3804	20210060
	<u>41,006.35</u>				

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<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
CONSTELLATION NEW ENERGY					
1015 LIES RD-TOWER #4 18566581301 9/15-10/:	40.78	04201600-53210	ELECTRICITY	7280332-21 10/15/20	
106 GOLDENHILL-18617551001 9/21-10/21/20	24.59	01670600-53210	ELECTRICITY	7280332-24 10/22/20	
1128 EVERGREEN-18587285201 9/17-10/16/20	77.47	04101500-53210	ELECTRICITY	7280332-25 10/19/20	
124 GERZEVSKE-18566620801 9/15-10/14/20	2,783.92	04201600-53210	ELECTRICITY	7280332-17 10/15/20	
1348 CHARGER CT-18566578701 9/15-10/14/20	208.68	04101500-53210	ELECTRICITY	7280332-20 10/15/20	
1350 TALL OAKS-STATION 18576080401 9/16-10,	37.03	04101500-53210	ELECTRICITY	7280332-29 10/16/20	
1415 MAPLE RIDGE-18587273801 9/17-10/16/20	174.03	01670600-53210	ELECTRICITY	7280332-28 10/19/20	
1NEND THORNHILL-18566246301 9/15-10/14/20	80.16	01670300-53213	STREET LIGHT ELECTRICITY	7280332-6 10/15/20	
200 TUBEWAY-18502413401 9/4-10/6/20	332.87	04101500-53210	ELECTRICITY	7280332-18 10/07/20	
300 KUHN RD-18576100501 9/16-10/15/20	2,091.35	04201600-53210	ELECTRICITY	7280332-19 10/16/20	
301 ANTELOPE-18576062101 9/16-10/15/20	51.32	01670300-53213	STREET LIGHT ELECTRICITY	7280332-11 10/16/20	
333 FULLERTON-WELL #3 18566344801 9/16-10,	830.00	04201600-53210	ELECTRICITY	7280332-27 10/15/20	
391 FLINT-18576082001 9/16-10/15/20	43.23	01670300-53213	STREET LIGHT ELECTRICITY	7280332-12 10/16/20	
391 ILLINI DR-18576103901 9/16-10/15/20	93.72	01670600-53210	ELECTRICITY	7280332-26 10/16/20	
451 SILVERLEAF-18576026601 9/16-10/15/20	34.87	01670300-53213	STREET LIGHT ELECTRICITY	7280332-1 10/19/20	
500 GARY-18576040801 9/16-10/15/20	82.79	01670300-53213	STREET LIGHT ELECTRICITY	7280332-5 10/16/20	
506 CHEROKEE-18576089301 9/16-10/15/20	38.66	01670300-53213	STREET LIGHT ELECTRICITY	7280332-4 10/19/20	
850 LONGMEADOW-18576078301 9/16-10/15/2	87.55	01670600-53210	ELECTRICITY	7280332-23 10/16/20	
879 DORCHESTER-18576062201 9/16-10/15/20	18.80	01670600-53210	ELECTRICITY	7280332-22 10/16/20	
880 PAPOOSE CT-18576062401 9/16-10/15/20	72.95	01670300-53213	STREET LIGHT ELECTRICITY	7280332-13 10/16/20	
990 DEARBORN-18576094801 9/16-10/15/20	48.65	01670300-53213	STREET LIGHT ELECTRICITY	7280332-10 10/16/20	
	7,253.42				
CORE & MAIN LP					
HYDRANT PARTS	1,633.00	04201600-53317	OPERATING SUPPLIES	N115775	
HYDRANT WRENCH	49.47	04201600-53317	OPERATING SUPPLIES	N125090	
LARGE METER PURCHASE	1,284.00	04201400-53333	NEW METERS	N191817 PO-3819	20210026
	2,966.47				

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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>
CORRECTIVE ASPHALT MATERIALS					
2020 ASPHALT SEALER PROJECT	23,533.14	11740000-55486	ROADWAY CAPITAL IMPROVEMEN	20094N PO-462625	20210056
	<u>23,533.14</u>				
COVERALL NORTH AMERICA INC					
JANITORIAL CONTRACT FY21 10/1-10/31/20	1,422.00	01670100-52276	JANITORIAL SERVICES	1010666357	20210008
	<u>1,422.00</u>				
DENLER INC					
FIBERIZED CRACKFILL	53,082.53	06320000-52211	CRACKFILLING	20093640 PO-462631	20210052
	<u>53,082.53</u>				
DUPAGE COUNTY					
CJIS ACCESS-QTR END 8/31/20	750.00	01662600-52247	DATA PROCESSING	IA 633	
	<u>750.00</u>				
DUPAGE RIVER SALT CREEK WRKGRP					
MEMBERSHIP DUES 3/1/20-2/28/21	15,603.00	01620100-52234	DUES & SUBSCRIPTIONS	253 PO-462622	20210057
MEMBERSHIP DUES 3/1/20-2/28/21	91,788.00	04100100-52234	DUES & SUBSCRIPTIONS	253 PO-462622	20210057
	<u>107,391.00</u>				
EQUIPMENT BLADES INC					
OC BLADES	1,888.25	01696200-53354	PARTS PURCHASED	021707	
	<u>1,888.25</u>				
EXAMINER PUBLICATIONS INC					
FY20 TREASURERS REPORT	607.50	01520000-52240	PUBLIC NOTICES/INFORMATION	54973	
	<u>607.50</u>				

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<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
FEECE OIL CO					
DIESEL OCT 2020	106.70	04101500-53312	PWC DIESEL FUEL	3739990	
DIESEL OCT 2020	252.20	04201600-53312	PWC DIESEL FUEL	3739990	
DIESEL OCT 2020	300.70	01670400-53312	PWC DIESEL FUEL	3739990	
DIESEL OCT 2020	310.40	01670200-53312	PWC DIESEL FUEL	3739990	
LIFT OIL	49.65	01696200-52284	EQUIPMENT MAINTENANCE	1923500	
	1,019.65				
FGM ARCHITECTS					
PWC ENTRY IMPROVEMENTS	4,524.00	11740000-55487	FACILITY CAPITAL IMPROVEMENT 20-3014.01-1 PO-3811		20210053
	4,524.00				
FIFTH THIRD BANK					
SUBPOENA PROCESS-20191021000022	97.56	01662400-53330	INVESTIGATION FUND	CASE 33222	
	97.56				
FLOOD BROTHERS DISPOSAL					
YW 18224501-18225000, LEAF 18036001-18036!	600.00	01-14121	LEAF COLLECTION STICKERS	5188477	
YW 18224501-18225000, LEAF 18036001-18036!	1,100.00	01-14120	YARD WASTE STICKERS	5188477	
	1,700.00				
GOVTEMPSUSA LLC					
ACCOUNTS CLERK-A RETSKE 10/11, 10/18/20	1,176.00	04103100-52253	CONSULTANT	3609615	
ACCOUNTS CLERK-A RETSKE 10/11, 10/18/20	1,176.00	04203100-52253	CONSULTANT	3609615	
AMR CLERK-M SCHULTZ 10/11, 10/18/20	2,391.20	04201400-52253	CONSULTANT	3609616	20210032
AMR CLERK-M SCHULTZ 9/27, 10/4/20	2,391.20	04201400-52253	CONSULTANT	3601390	20210032
LIBRARY TECH-N BOYD 10/11, 10/18/20	3,529.60	01652800-52253	CONSULTANT	3609614	
OFFICE MANAGER-D KALKE 10/11, 10/18/20	3,170.40	01590000-52253	CONSULTANT	3609613	
	13,834.40				
GRANICUS					
ANNUAL WEBSITE MAINTENANCE 10/15/20-10/15/21	10,942.00	01652800-52255	SOFTWARE MAINTENANCE	132640 PO-1903	20210059
	10,942.00				

**Village of Carol Stream
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<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
GRAY'S MECHANICAL LLC					
REPLACE HEAT EXCHANGER PWC	5,245.55	01670400-52244	MAINTENANCE & REPAIR	3325 PO-3843	20210062
	<u>5,245.55</u>				
HAYES MECHANICAL					
GARAGE HEATER REPAIR	261.00	01670400-52244	MAINTENANCE & REPAIR	457206	
	<u>261.00</u>				
JULIE INC					
JULIE Q/E 12/31/20	286.90	01670600-52272	PROPERTY MAINTENANCE	2021-0381 09/30/20	
JULIE Q/E 12/31/20	286.91	01670300-52272	PROPERTY MAINTENANCE	2021-0381 09/30/20	
JULIE Q/E 12/31/20	286.91	04201600-52272	PROPERTY MAINTENANCE	2021-0381 09/30/20	
JULIE Q/E 12/31/20	286.91	04101500-52272	PROPERTY MAINTENANCE	2021-0381 09/30/20	
	<u>1,147.63</u>				
JOE CAREY					
COVID-19 SUPPLIES	504.78	01560000-53390	COVID - 19 RESPONSE	02439D	
	<u>504.78</u>				
KLEIN, THORPE & JENKINS, LTD					
GENERAL COUNSEL-SEP 2020	21.50	11740000-52238	LEGAL FEES	213083	
GENERAL COUNSEL-SEP 2020	64.50	01510000-52238	LEGAL FEES	213083	
GENERAL COUNSEL-SEP 2020	387.00	04200100-52238	LEGAL FEES	213083	
GENERAL COUNSEL-SEP 2020	4,980.16	01570000-52238	LEGAL FEES	213083	
	<u>5,453.16</u>				
LANDSCAPE MATERIAL & FIREWOOD SALES INC					
TOPSOIL-284727 10/5/20	120.00	04201600-52286	PAVEMENT RESTORATION	42837	
	<u>120.00</u>				

**Village of Carol Stream
Schedule of Bills
For Village Board Approval on NOVEMBER 2,2020**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
LAW OFFICE OF MICHELLE L MOORE LTD					
PROSECUTION-OCT 2020	2,400.00	01570000-52235	LEGAL FEES-PROSECUTION	2020-10	
PROSECUTION-OCT 2020	6,220.90	01570000-52312	PROSECUTION DUI	2020-10	
	<u>8,620.90</u>				
LRS HOLDINGS LLC					
HAULING & DEBRIS REMOVAL 10/7-10/15/20	518.00	01670500-52265	HAULING	0004537819 PO-3844	20210061
HAULING & DEBRIS REMOVAL 7/13-7/15/20	3,596.00	01670500-52265	HAULING	0004476402 PO-3844	20210061
HAULING & DEBRIS REMOVAL 7/24/20	969.50	01670500-52265	HAULING	0004490105 PO-3844	20210061
HAULING & DEBRIS REMOVAL 8/11-8/15/20	1,810.00	01670500-52265	HAULING	0004491997 PO-3844	20210061
HAULING & DEBRIS REMOVAL 8/18-8/31/20	2,786.00	01670500-52265	HAULING	0004505457 PO-3844	20210061
HAULING & DEBRIS REMOVAL 9/11-9/15/20	859.50	01670500-52265	HAULING	0004513488 PO-3844	20210061
HAULING & DEBRIS REMOVAL 9/23-9/30/20	840.98	01670500-52265	HAULING	0004526039 PO-3844	20210061
	<u>11,379.98</u>				
MARK E RADABAUGH					
TAPING, EDITING 10/19/20	100.00	01590000-52253	CONSULTANT	20-0164	
	<u>100.00</u>				
MNJ TECHNOLOGIES DIRECT					
10 DELL LAPTOPS	19,259.40	01652800-54413	COMPUTER EQUIPMENT	0003751971 PO-1904	20210058
CARBON BLK NEXTGEN ANTIVIRUS-YR 1 OF 3	8,588.46	01652800-52255	SOFTWARE MAINTENANCE	0003726989 PO-1884	20210051
	<u>27,847.86</u>				
MUNICIPAL EMERGENCY SERVICES INC					
GAS MASK FILTERS	4,975.00	01662700-53322	EMERGENCY EQUIPMENT	IN1504041	
	<u>4,975.00</u>				
N E M R T					
TRAINING-HECK, TURNHOLT 10/6-10/7/20	650.00	01660100-52223	TRAINING	276011	
TRAINING-KRIESE, BABOR 9/28-10/2/20	350.00	01660100-52223	TRAINING	275754	
TRAINING-LALLY, SCHNEIDER 9/14/20-1/15/21	7,800.00	01660100-52223	TRAINING	275379	
	<u>8,800.00</u>				

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<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
NAPCO STEEL INC					
OC STEEL	137.65	01696200-53354	PARTS PURCHASED	442629	
	<u>137.65</u>				
NICOR					
124 GERZEVSKE LN-WELL #4 9/18-10/18/20	38.67	04201600-53230	NATURAL GAS	13811210007 10/20/20	
1348 CHARGER CT 9/19-10/19/20	124.69	04101500-53230	NATURAL GAS	86606011178 10/21/20	
200 TUBEWAY DR 9/17-10/16/20	40.21	04101500-53230	NATURAL GAS	14309470202 10/16/20	
	<u>203.57</u>				
NORTHWEST POLICE ACADEMY					
FIREARM RESTRAIN ORDERS-JUNGERS, ZOCHERT	125.00	01660100-52223	TRAINING	869	
INVESTIGATIONS-COOPER, INCROCCI, ZOCHERT	75.00	01660100-52223	TRAINING	927	
MEMBERSHIP 2020-2021 COMMAND STAFF	75.00	01660100-52234	DUES & SUBSCRIPTIONS	1084	
	<u>275.00</u>				
REFUNDS MISC					
1N541 GOLFVIEW LN-REFUND	1,000.00	01-24324	SANITARY SEWER CONNECTION SE1N550 GOLFVIEW-2020		
1N546 GOLFVIEW-REFUND	1,000.00	01-24324	SANITARY SEWER CONNECTION SE1N546 GOLFVIEW-2020		
1N554 GOLFVIEW LN-REFUND	1,000.00	01-24324	SANITARY SEWER CONNECTION SE1N554 GOLFVIEW-2020		
20-0012, 450 S SCHMALE-REFUND	2,440.00	01000000-44318	PUBLIC HEARING FEES	450 S SCHMALE-2020	
TICKET 244322-REFUND	30.00	01000000-45402	ORDINANCE FORFEITS	TICKET 244322-3	
	<u>5,470.00</u>				

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<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
REFUNDS PRESERVATION BONDS					
19-0157-SLRM, #2066619, 1359 ROLLING OAKS-I	200.00	01-24302	ESCROW - GRADING	1359 ROLLING OAKS-20	
19-51023-STOO, #2148596, 1351 LILAC LN-REFU	200.00	01-24302	ESCROW - GRADING	1315 LILAC LN-2020	
19-51151-PKGL, #2177029, 350 RANDY RD-REFU	1,000.00	01-24302	ESCROW - GRADING	350 RANDY RD-2020	
19-514-10-PKGL, #2194006, 640 KIMBERLY DR-RI	1,000.00	01-24302	ESCROW - GRADING	640 KIMBERLY DR-2020	
20-0087-PATI, #2246824, 805 LONGMEADOW DF	200.00	01-24302	ESCROW - GRADING	805 LONGMEADOW-2020	
20-0179-DRVW, #2266995, 544 CHEYENNE TRL-F	300.00	01-24302	ESCROW - GRADING	544 CHEYENNE-2020	
20-0286-DRVW, #2281106, 1175 WINDING GLEN	300.00	01-24302	ESCROW - GRADING	1175 WINDING GLEN-20	
20-0325-PATI, #2283517, 1340 ROSE AVE-REFUN	200.00	01-24302	ESCROW - GRADING	1340 ROSE AVE-2020	
20-0362-PATI, #2289490, 410 E FULLERTON-REFL	1,000.00	01-24302	ESCROW - GRADING	410 E FULLERTON-2020	
20-0416-PATI, #2292421, 839 RENAISSANCE DR-F	200.00	01-24302	ESCROW - GRADING	839 RENAISSANCE-2020	
20-0461-PATI, #2295358, 1009 PHEASANT TR-REI	200.00	01-24302	ESCROW - GRADING	1009 PHEASANT-2020	
20-0542-PATI, #2296499, 1422 MAGNOLIA WAY-	200.00	01-24302	ESCROW - GRADING	1422 MAGNOLIA-2020	
20-0594-PATI, #2299371, 162 HORIZON CIR-REFL	200.00	01-24302	ESCROW - GRADING	162 HORIZON CIR-2020	
20-0690-PATI, #2307166, 914 FOREST LN-REFUNI	200.00	01-24302	ESCROW - GRADING	914 FOREST LN-2020	
20-0704-DRVW, #2307318, 1101 OAK WOOD DR	300.00	01-24302	ESCROW - GRADING	1101 OAK WOOD-2020	
20-0773-DRVW, #2312653, 1365 TRINITY DR-REF	300.00	01-24302	ESCROW - GRADING	1365 TRINITY DR-2020	
20-0780-DRVW, #2313220, 821 LONGMEADOW	300.00	01-24302	ESCROW - GRADING	821 LONGMEADOW-2020	
20-0876-SDWK, #2322403, 140 QUAIL RUN CT-RI	200.00	01-24302	ESCROW - GRADING	140 QUAIL RUN-2020	
20-1049-DRVW, #2237015, 653 ANDREW LN-REF	300.00	01-24302	ESCROW - GRADING	653 ANDREW LN-2020	
20-11-86-DRVW, #2343853, 886 HAMPTON DR-F	300.00	01-24302	ESCROW - GRADING	886 HAMPTON DR-2020	
20-1115-DRVW, #2339507, 842 ROYAL GLEN-REF	300.00	01-24302	ESCROW - GRADING	842 ROYAL GLEN-2020	
20-1149-DRVW, #2341649, 1293 BIG HORN TRL-	300.00	01-24302	ESCROW - GRADING	1293 BIG HORN-2020	
20-1171-PKGL, #2348853, 370 RANDY RD-REFUN	1,000.00	01-24302	ESCROW - GRADING	370 RANDY RD-2020	
20-1194-DRVW, #2344176, 399 BASSWOOD CT-F	300.00	01-24302	ESCROW - GRADING	399 BASSWOOD-2020	
20-1301-DRVW, #2357680, 589 STUART DR-REFL	300.00	01-24302	ESCROW - GRADING	589 SUART DR-2020	
	9,300.00				

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RUSH TRUCK CENTERS					
OC BATTERY	259.77	01696200-53354	PARTS PURCHASED	3021072153	
OC LIGHTS	51.80	01696200-53354	PARTS PURCHASED	3021098671	
	<u>311.57</u>				
SIKICH LLP					
AUDIT FEES-FY20	1,000.00	01520000-52237	AUDIT FEES	465700	
	<u>1,000.00</u>				
STANDARD EQUIPMENT COMPANY					
VACTOR REPAIRS	4,631.45	01696200-53353	OUTSOURCING SERVICES	W05364 PO-3840	20210054
	<u>4,631.45</u>				
THE BOARD OF TRUSTEES OF THE UNIV OF ILL					
LAB TESTING	75.00	01662300-53317	OPERATING SUPPLIES	H0729 2019-380	
LAB TESTING	100.00	01662300-53317	OPERATING SUPPLIES	H0729 2019-423	
LAB TESTING	175.00	01662300-53317	OPERATING SUPPLIES	H0729 2019-368	
LAB TESTING	180.00	01662300-53317	OPERATING SUPPLIES	H0729 2020-024	
LAB TESTING	180.00	01662300-53317	OPERATING SUPPLIES	H0729 2020-033	
	<u>710.00</u>				

**Village of Carol Stream
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VERIZON WIRELESS					
CELL PHONES 8/14-9/13/20	36.01	02385200-52230	TELEPHONE	9862832123	
CELL PHONES 8/14-9/13/20	38.01	01652800-52230	TELEPHONE	9862832123	
CELL PHONES 8/14-9/13/20	49.52	01610100-52230	TELEPHONE	9862832123	
CELL PHONES 8/14-9/13/20	49.52	01640100-52230	TELEPHONE	9862832123	
CELL PHONES 8/14-9/13/20	49.52	01642100-52230	TELEPHONE	9862832123	
CELL PHONES 8/14-9/13/20	51.94	01662700-52230	TELEPHONE	9862832123	
CELL PHONES 8/14-9/13/20	87.53	01600000-52230	TELEPHONE	9862832123	
CELL PHONES 8/14-9/13/20	87.53	01690100-52230	TELEPHONE	9862832123	
CELL PHONES 8/14-9/13/20	99.04	01680000-52230	TELEPHONE	9862832123	
CELL PHONES 8/14-9/13/20	128.91	01643700-52230	TELEPHONE	9862832123	
CELL PHONES 8/14-9/13/20	159.24	01590000-52230	TELEPHONE	9862832123	
CELL PHONES 8/14-9/13/20	221.97	04100100-52230	TELEPHONE	9862832123	
CELL PHONES 8/14-9/13/20	285.61	01620100-52230	TELEPHONE	9862832123	
CELL PHONES 8/14-9/13/20	399.02	01652800-52230	TELEPHONE	9862832123	
CELL PHONES 8/14-9/13/20	489.83	04200100-52230	TELEPHONE	9862832123	
CELL PHONES 8/14-9/13/20	527.29	01670100-52230	TELEPHONE	9862832123	
CELL PHONES 8/14-9/13/20	3,105.42	01662700-52230	TELEPHONE	9862832123	
CELL PHONES 9/14-10/13/20	36.01	02385200-52230	TELEPHONE	9864920822	
CELL PHONES 9/14-10/13/20	38.01	01652800-52230	TELEPHONE	9864920822	
CELL PHONES 9/14-10/13/20	49.53	01610100-52230	TELEPHONE	9864920822	
CELL PHONES 9/14-10/13/20	49.53	01640100-52230	TELEPHONE	9864920822	
CELL PHONES 9/14-10/13/20	49.53	01642100-52230	TELEPHONE	9864920822	
CELL PHONES 9/14-10/13/20	51.97	01662700-52230	TELEPHONE	9864920822	
CELL PHONES 9/14-10/13/20	87.54	01600000-52230	TELEPHONE	9864920822	
CELL PHONES 9/14-10/13/20	87.54	01690100-52230	TELEPHONE	9864920822	
CELL PHONES 9/14-10/13/20	99.06	01680000-52230	TELEPHONE	9864920822	
CELL PHONES 9/14-10/13/20	128.94	01643700-52230	TELEPHONE	9864920822	
CELL PHONES 9/14-10/13/20	159.27	01590000-52230	TELEPHONE	9864920822	
CELL PHONES 9/14-10/13/20	222.35	04100100-52230	TELEPHONE	9864920822	
CELL PHONES 9/14-10/13/20	285.66	01620100-52230	TELEPHONE	9864920822	

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CELL PHONES 9/14-10/13/20	399.07	01652800-52230	TELEPHONE	9864920822	
CELL PHONES 9/14-10/13/20	490.26	04200100-52230	TELEPHONE	9864920822	
CELL PHONES 9/14-10/13/20	527.26	01670100-52230	TELEPHONE	9864920822	
CELL PHONES 9/14-10/13/20	3,240.82	01662700-52230	TELEPHONE	9864920822	
	11,868.26				
WEX BANK					
FUEL 8/31/20	-185.00	01000000-47407	MISCELLANEOUS REVENUE	67235007 08/31/20	
FUEL 8/31/20	59.90	01680000-53313	AUTO GAS & OIL	67235007 08/31/20	
FUEL 8/31/20	95.27	04200100-53313	AUTO GAS & OIL	67235007 08/31/20	
FUEL 8/31/20	121.94	01620100-53313	AUTO GAS & OIL	67235007 08/31/20	
FUEL 8/31/20	168.50	01670100-53313	AUTO GAS & OIL	67235007 08/31/20	
FUEL 8/31/20	168.50	01670300-53313	AUTO GAS & OIL	67235007 08/31/20	
FUEL 8/31/20	193.60	01640100-53313	AUTO GAS & OIL	67235007 08/31/20	
FUEL 8/31/20	210.63	01670600-53313	AUTO GAS & OIL	67235007 08/31/20	
FUEL 8/31/20	210.63	01670700-53313	AUTO GAS & OIL	67235007 08/31/20	
FUEL 8/31/20	252.76	01670500-53313	AUTO GAS & OIL	67235007 08/31/20	
FUEL 8/31/20	358.07	01670400-53313	AUTO GAS & OIL	67235007 08/31/20	
FUEL 8/31/20	666.90	04201400-53313	AUTO GAS & OIL	67235007 08/31/20	
FUEL 8/31/20	737.21	01670200-53313	AUTO GAS & OIL	67235007 08/31/20	
FUEL 8/31/20	975.90	04101500-53313	AUTO GAS & OIL	67235007 08/31/20	
FUEL 8/31/20	1,143.26	04201600-53313	AUTO GAS & OIL	67235007 08/31/20	
FUEL 8/31/20	10,319.31	01662700-53313	AUTO GAS & OIL	67235007 08/31/20	
	15,497.38				
WHEATON BANK AND TRUST					
WHEATON BANK FEES-SEP 2020	325.14	04103100-52256	BANKING SERVICES	7509063 SEP-2020	
WHEATON BANK FEES-SEP 2020	325.14	04203100-52256	BANKING SERVICES	7509063 SEP-2020	
WHEATON BANK FEES-SEP 2020	1,291.07	01610100-52256	BANKING SERVICES	7509063 SEP-2020	
	1,941.35				

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GRAND TOTAL	<u><u>\$607,077.14</u></u>				

ADDENDUM WARRANTS
October 20, 2020 Thru November 2, 2020

Fund	Check #	Vendor	Description	Amount
General	A C H	Wheaton Bank & Trust	Payroll October 5, 2020 thru October 18, 2020	536,008.56
Water & Sewer	A C H	Wheaton Bank & Trust	Payroll October 5, 2020 thru October 18, 2020	70,168.88
				<u><u>606,177.44</u></u>

Approved this _____ day of _____, 2020

By: _____
Frank Saverino Sr-Mayor

Sherry Craig - Deputy Village Clerk