

Village of Carol Stream

**BOARD MEETING
AGENDA
FEBRUARY 3, 2014
7:30 P.M.**

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

A. ROLL CALL AND PLEDGE OF ALLEGIANCE:

B. MINUTES:

1. Approval of the Minutes of the January 21, 2014 Special Meeting of the Village Board Meeting.
2. Approval of the Minutes of the January 21, 2014 Village Board Meeting.
3. Approve, but not release, the Minutes of the Executive Session of the January 21, 2014 Meeting of the Village Board.

C. LISTENING POST:

1. 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. PLAN COMMISSION:
 - a. #13351 – Caputo’s Fresh Markets – 520 E. North Avenue
Final Planned Unit Development Plan
RECOMMENDED APPROVAL SUBJECT TO CONDITIONS 5-0
North Avenue Corridor Review
APPROVED SUBJECT TO CONDITIONS 5-0
Zoning approvals for two new outlot buildings in the Carol Stream Marketplace commercial development at the southwest corner of North Avenue and Schmale Road.

Village of Carol Stream

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- b. #14006 – Village of Carol Stream – 500 N. Gary Avenue
Text Amendment – Zoning Code
RECOMMENDED APPROVAL 5-0
Approval of a text amendment to allow outdoor storage, display and sale of propane tanks as a permitted use in the B-1, B-2 and B-3 Zoning Districts, subject to performance standards.
- c. #14021 – Village of Carol Stream – 500 N. Gary Avenue
2014 Official Zoning Map
RECOMMENDED APPROVAL 5-0
Approval of the updated Official Zoning Map as required annually by state statute.

G. OLD BUSINESS:

H. STAFF REPORTS AND RECOMMENDATIONS:

1. Appointment of a Steering Committee for the 2014 Comprehensive Plan Project.
Staff recommends approval of the recommended Steering Committee appointments.
2. A Motion approving a contract extension to Hoving Clean Sweep, LLC, for street sweeping services for the period May 1, 2014 through April 30, 2015, in an amount not to exceed \$73,675.00.
Public Works is preparing for street sweeping services for the coming fiscal year and recommends extension of the current contract with Hoving Clean Sweep.
3. Proposed Upgrade of Utility Billing Software.
Village Board motion authorizing staff to execute a sales quotation and purchase order to Tyler Technologies for upgrades to the Village's Utility Billing Software System in the amount of \$40,137.00
4. Approval to Purchase Squad Car under the Southwest Conference of Mayors Cooperative Bid.
The Police Department is requesting approval to purchase a Dodge Durango to replace Squad 642 in the amount of \$29,722. The replacement vehicle will be purchased utilizing seized narcotics funds from the 1505 account.

Village of Carol Stream

BOARD MEETING AGENDA FEBRUARY 3, 2014 7:30 P.M.

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

I. ORDINANCES:

1. Ordinance No. _____, Approving a Final Planned Unit Development Plan for Buildings B1 and B2 in the Carol Stream Marketplace Shopping Center in the B-2 General Retail District (SW Corner North Avenue and Schmale Road). *See F1a.*
2. Ordinance No. _____, Amending Chapter 16 of the Municipal Code of the Village of Carol Stream (Zoning Code). *See F1b.*

J. RESOLUTIONS:

1. Resolution No. _____, Authorizing the Execution of the Official Zoning Map of the Village of Carol Stream. *See F1c.*
2. Resolution No. _____, Declaring Surplus Property Owned by the Village of Carol Stream.
Resolution declaring Public Works equipment surplus property so that it can be disposed of.

K. NEW BUSINESS:

L. PAYMENT OF BILLS:

1. Regular Bills: January 21, 2014 through February 3, 2014.
2. Addendum Warrants: January 21, 2014 through February 3, 2014.

M. REPORT OF OFFICERS:

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

N. EXECUTIVE SESSION:

O. ADJOURNMENT:

Village of Carol Stream

BOARD MEETING

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LAST ORDINANCE	2014-01-04	LAST RESOLUTION	2703
NEXT ORDINANCE	2014-02-05	NEXT RESOLUTION	2704

Village of Carol Stream

**Special Workshop Meeting of the Village Board
Goal Setting/Strategic Planning**

Gregory J. Bielawski Municipal Center
500 N. Gary Avenue, Carol Stream, IL 60188
Lower Level Training Room
January 21, 2014
6:00 p.m. – 6:57 p.m.

Meeting Notes

ATTENDANCE: Mayor Frank Saverino, Sr.
Trustee Matt McCarthy
Trustee Greg Schwarze
Trustee Mary Frusolone
Trustee Rick Gieser
Trustee John LaRocca
Trustee Don Weiss (absent)
Village Clerk Melody

Joseph E. Breinig, Village Manager
Robert Mellor, Asst. Village Manager
Chris Oakley, Asst. to the Village Manager
Caryl Rebholz, Employee Relations Dir.
James Knudsen, Dir. Engineering Services
Bob Glees, Community Development Dir.
Phil Modaff, Dir. of Public Works
Jon Batek, Finance Director
Kevin Orr, Police Chief
Facilitator, John Fontana

The meeting was called to order by Mayor Saverino and the roll call read by Village Clerk Melody. The result of the roll call vote was as follows:

Present: Mayor Saverino and Trustees McCarthy, Schwarze, Frusolone, Gieser & LaRocca
Absent: Trustee Weiss

John Fontana, *Fontana Leadership Development, Inc.* was hired by the Village to facilitate discussions with the Village Board and staff on goal setting and strategic planning for the next 2 -3 years. A prioritized list of goals was developed at the Strategic Planning/Goal Setting workshop held on October 28, 2013. After the October workshop, staff was directed to develop action plans and preliminary estimates of resources needed to accomplish the goals.

John Fontana facilitated this workshop and discussions on goal priorities. The Village Board was asked to review the goals to see if any views had changed since last October or whether any of the goals needed further clarification. These goals adopted by the Village Board will be used to guide staff in preparing the 2014-15 annual budget and 2015-17 Financial Plan. The goals established and eventually adopted by the Village Board will provide direction and guide staff operations in the coming years. It was agreed to review each goal, one-by-one. Below is an outline of the discussions:

Prioritization of Goals

- Top Priority 103 points
 - Human Resources: 51 points
 - Succession planning
 - Morale
 - Recruitment/retention
 - Comp & Benefits
 - Manpower & Services 52 points
- 2nd Priority 45 points
 - Secure Revenue Streams & Sources
 - Property tax
 - Sales & Fees
 - Goal stable & sustainable
- 3rd Priority 35 points
 - Infrastructure
 - Flooding
 - Capital projects
 - Beautification
- 4th Priority 30 points
 - Economic Development
 - Annexation strategy
- 5th Priority 22 points
 - Technology
- 6th Priority 18 points
 - Housing: rental, multi-family, crime drugs & gangs
- 7th Priority 15 points
 - Communication/Education/Branding

Goal 1 – Human Resources

- **Succession Planning**

Desired Accomplishment:				
Develop and Implement Strategies for Succession Planning				
Team Members: Joe Breinig, Jon Batek, Bob Glee, Jim Knudsen, Bob Mellor, Phil Modaff, Kevin Orr, Caryl Rebholz			Relates to Goal: Human Resources	
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Internal audit of activities for next level supervisory participation as learning opportunity.	All Department Heads	3/1/14	Staff Time	
Obtain and evaluate succession planning and internal development data from other municipalities that	Caryl Rebholz	7/1/14	Staff Time and Best Practices Data	

Desired Accomplishment: Develop and Implement Strategies for Succession Planning				
Team Members: Joe Breinig, Jon Batek, Bob Gleees, Jim Knudsen, Bob Mellor, Phil Modaff, Kevin Orr, Caryl Rebholz			Relates to Goal: Human Resources	
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
have formal programs in place.				
Determine estimated cost to implement formal internal development program.	Caryl Rebholz and Jon Batek	9/1/14	Staff Time	
Recommend formal program with budget figures to Village Board.	Joe Breinig and Caryl Rebholz	1/1/15	Staff Time Budget Allocation	
Invite employees to enroll in formal program on voluntary basis.	Caryl Rebholz	4/1/15	Staff Time	
Begin Program	Caryl Rebholz	5/1/15	Staff Time	
Evaluate program after 1 year of implantation, seeking input from members enrolled in the program.	Caryl Rebholz	7/1/16	Staff Time	

- **Morale/Culture**

Desired Accomplishment: Develop and Implement Organization-Wide Culture that is Recognized by All Employees				
Team Members: Joe Breinig, Jon Batek, Bob Gleees, Jim Knudsen, Bob Mellor, Phil Modaff, Chris Oakley, Kevin Orr, Caryl Rebholz			Relates to Goal: Human Resources	
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Based on Village Board's input from strategic planning, and with the assistance of facilitator, Executive Staff will reach consensus on a defined internal culture for the organization.	All Executive Staff Facilitator	4/30/14	Staff Time	
Establish Employee Mission Statement for review.	Caryl Rebholz	6/9/14	Staff Time	
Present defined culture to the	Joe Breinig	6/15/14		

Desired Accomplishment: Develop and Implement Organization-Wide Culture that is Recognized by All Employees				
Team Members: Joe Breinig, Jon Batek, Bob Glees, Jim Knudsen, Bob Mellor, Phil Modaff, Chris Oakley, Kevin Orr, Caryl Rebholz		Relates to Goal: Human Resources		
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Village Board for Approval. Make adjustments as necessary.	and Caryl Rebholz			
Evaluate current policies, programs and activities within the organization to determine changes necessary to embrace defined culture.	All Executive Staff	9/15/14	Staff Time	
Recommend any policy changes that require Village Board approval prior to implementation.	TBD	11/1/14	Staff Time	
Communicate Village-Wide culture to all Staff (Written and Action).	Written – Joe Breinig or Caryl Rebholz Action – All Executive Staff	1/1/15	Staff Time	

- **Recruitment/Retention**

Desired Accomplishment: Plan for Staffing Levels that will Provide Excellent Service to our Residents while Maintaining Fiscal Responsibility				
Team Members: Joe Breinig, Bob Mellor, Jon Batek, Bob Glees, Jim Knudsen, Phil Modaff, Caryl Rebholz, Kevin Orr		Relates to Goal: Human Resources		
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Recommend additional positions that will fill immediate need as justified by the Department Head during current budget cycle.	Each Department Head	12/16/13	Staff Time	Completed

Desired Accomplishment: Plan for Staffing Levels that will Provide Excellent Service to our Residents while Maintaining Fiscal Responsibility				
Team Members: Joe Breinig, Bob Mellor, Jon Batek, Bob Glees, Jim Knudsen, Phil Modaff, Caryl Rebholz, Kevin Orr		Relates to Goal: Human Resources		
Activity	Coordinator	Expected Completion Date	Resources Needed	Status
Undertake comprehensive analysis of Village Staffing levels compared to that of comparable communities.	Jon Batek, Phil Modaff, Caryl Rebholz	6/15/14	Staff Time, CAFRs and Contact Information for Comps	
Using information gathered from previous step, evaluate services to that of comparable communities by department.	Each Department Head	9/1/14	Staff Time and Contact Information for Comps	
Evaluate overtime expenditures of the last three years to determine estimated costs avoided with additional staffing.	Each Department Head	10/1/14	Staff Time and Last 3 years of overtime expenditure by line item	
Examine service areas within each department that are recommended but not conducted at present staffing levels. <i>Note: This examination should include impact on customers with and without this service.</i>	Each Department Head	11/15/14	Staff Time	

- **Compensation & Benefits**

Desired Accomplishment: Develop Stable Compensation System				
Team Members: Caryl Rebholz, Jon Batek		Relates to Goal: Human Resources		
Activity	Coordinator	Expected Completion Date	Resources Needed	Status
Obtain compensation system data from comparable	Caryl Rebholz	1/15/14	Staff Time and Contact	

Desired Accomplishment: Develop Stable Compensation System				
Team Members: Caryl Rebholz, Jon Batek		Relates to Goal: Human Resources		
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
communities and best practices in public sector market.			Information for Comps and other public sector agencies	
Evaluate economics and common trends of the above public sector compensation systems.	Caryl Rebholz	1/30/14	Staff Time	
Examine Village finances to determine viability of a stable, on-going compensation system.	Caryl Rebholz and Jon Batek	2/15/14	Staff Time	
Recommend compensation system based on data above.	Caryl Rebholz	3/15/14	Staff Time	

Goal 2 – Secure Revenue Stream & Sources

- **Stable & Sustainable Revenue Source (Property Tax, Sales & Fees)**

Step 1

Desired Accomplishment: Budget Financial Policy Review				
Team Members: Jon Batek, Joe Breinig, Bob Mellor, Dawn Damolaris		Relates to Goal: Maintain a Diverse and Stable Revenue Structure which will Sustain the Near and Long Term Needs of the Community		
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Review current budget financial policies related to revenues and recommend updates to the Village Board as needed.	Jon Batek	February 1, 2014	Staff Time	

Step 2

Desired Accomplishment: Perform an analysis of current revenue sources to determine their relative volatility (stability) to changes in external conditions (economic, political, demographic) and the extent to which future growth can be realized to meet service demands.				
Team Members: Jon Batek, Joe Breinig, Bob Mellor, Dawn Damolaris, Department Heads as needed.		Relates to Goal: Maintain a Diverse and Stable Revenue Structure which will Sustain the Near and Long Term Needs of the Community		
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Compile historical data on all major General Fund revenues. Use statistical analysis to determine the degree of variability in individual revenue sources over time.	Jon Batek	July 1, 2014	Staff Time	
Identify environmental factors which have an impact on individual revenue sources and future growth. Evaluate possible obstacles associated with revenue expansion.	Jon Batek	July 1, 2014	Staff Time	
Make recommendations for changes to current revenue sources as appropriate based on findings and need.	Jon Batek	Annually by May 1 st	Staff Time	
Determine the degree of revenue stability required (near and long term) for various expenditure categories (operating vs. capital) and match accordingly.	Jon Batek	FY15/16 Budget	Staff Time	

Step 3

Desired Accomplishment: Identify and report on significant untapped revenue sources currently not used by the Village which can be implemented if needed.	
Team Members: Jon Batek, Joe Breinig, Bob Mellor, Dawn Damolaris, Department Heads as needed.	Relates to Goal: Maintain a Diverse and Stable Revenue Structure which will Sustain the Near and Long Term Needs of the Community

<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Identify major statutorily available untapped revenue sources.	Jon Batek	August 1, 2014	Staff Time	
Evaluate various factors associated with new revenue sources including relative stability, estimate of proceeds and future growth, and ease of implementation and administration.	Jon Batek	October 1, 2014	Staff Time	
Make recommendations as appropriate based on findings and need.	Jon Batek	Annually by May 1 st	Staff Time	

Step 4

Desired Accomplishment: Perform a comprehensive financial review of previously identified comparable communities to facilitate development of various financial metrics and assess Carol Stream's relative position among its peers with respect to revenues and general tax burden versus service delivery to residents.				
Team Members: Jon Batek, Joe Breinig, Bob Mellor, Dawn Damolaris, Department Heads as needed.		Relates to Goal: Maintain a Diverse and Stable Revenue Structure which will Sustain the Near and Long Term Needs of the Community		
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Gather comparable community financial data	Jon Batek	February 1, 2014	Staff Time	
Evaluate and compile relevant financial metrics.	Jon Batek	March 1, 2014	Staff Time	
Prepare report and present findings to Village Board.	Jon Batek	April 1, 2014	Staff Time	
Make future revenue recommendations as appropriate based on findings and need.	Jon Batek	Ongoing	Staff Time	

Goal 3 - Infrastructure

Desired Accomplishment: Established Expected Condition Indices and Acceptable Risk Criteria for Major Infrastructure Assets (Streets, Stormwater, Sanitary & Water)				
Team Members: Jim Knudsen, Phil Modaff, Bill Cleveland		Relates to Goal: Maintain Village assets in a reliable condition with minimized risk of failure at a reasonable cost without overburdening future generations.		
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Perform a study to identify the risk criteria ¹ that will be established with concurrence from the Board for each asset.	Jim Knudsen	2/3/14	Staff Time	
Perform a survey to determine the desired and expected condition levels of the Village's infrastructure assets based on the amount of risk. Village Board to confirm levels.	Jim Knudsen	2/17/14	Staff Time	
Perform an analysis to determine the benchmark indices that will be used to meet the expected condition level ² and risk criteria.	Jim Knudsen	2/27/14	Staff Time	
Formalize the expected condition indices and acceptable risk criteria for each infrastructure asset in the CIP.	Jim Knudsen	3/10/14	Staff Time	

1. Risk Criteria means how much risk of failure is the Village willing to accept on a particular asset. For example, how much risk does the Village want to accept with the failure of a storm water management that could lead to flooding.

2. Expected Condition Level means what level of condition does an asset need to be maintained at the established risk. For example, streets are maintained in a very good condition to minimize the risk of having to perform more costly pavement rehabilitations.

Desired Accomplishment:

Up-To-Date Inventoried Condition Assessment of Major Infrastructure Assets (Streets, Stormwater, Sanitary & Water) and an Operations Management System

Team Members:
Jim Knudsen, Phil Modaff, Bill Cleveland

Relates to Goal:
Maintain Village assets in a reliable condition with minimized risk of failure at a reasonable cost without overburdening future generations.

<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Prepare a plan to inventory/assess the condition of major infrastructure assets on a continual basis.	Jim Knudsen	4/7/14	Staff Time	Roadway component has already been substantially implemented.
Perform a needs analysis that defines the resources (manpower & technology) needed to maintain an up-to-date inventory of infrastructure condition assessments as well as an operations management system designed to properly maintain the assets at the expected condition levels and risk criteria.	Jim Knudsen Phil Modaff	7/14	Staff Time Consultant	In process. Will need coordination with Technology Goal Team.
Identify funding for the plan.	Jim Knudsen	8/14	Staff Time	
Implement the plan for Phase I inventory and condition assessments.	Jim Knudsen	9/14	Staff Time Consultant	
Implement Phase II of the plan for inventory and condition assessments.	Jim Knudsen	12/14	Staff Time Consultant	
Implement the operations management system.	Phil Modaff	4/15	Staff Time Consultant Software Hardware	

Desired Accomplishment:

Fully Developed & Funded Capital Improvement Program and Operations Management System that Meets the Expected Condition Levels & Risk Criteria

Team Members:
Jim Knudsen, Phil Modaff, Bill Cleveland, Joe Breinig, Jon Batek

Relates to Goal:
Maintain Village assets in a reliable condition with minimized risk of failure at a reasonable cost without overburdening future generations.

<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	
Identify funding for condition assessment analysis, project development and operations management system.	Jim Knudsen Phil Modaff Joe Breinig Jon Batek	9/14	Staff Time	
Analyze the condition assessments against the established expected condition level and risk criteria.	Jim Knudsen Phil Modaff	10/14	Staff Time Consultant	
Globally identify projects that will address the condition levels and risk criteria that aren't met.	Jim Knudsen Phil Modaff	11/14	Staff Time Consultant	
Establish funding to adequately support the implementation of the projects.	Jim Knudsen Phil Modaff Joe Breinig Jon Batek	12/14	Staff Time	
Perform project level development where individual projects are identified and programmed and adequate maintenance operations are established.	Jim Knudsen Phil Modaff	12/14	Staff Time Consultant	
Incorporate projects into the CIP and maintenance tasks into the OMS.	Jim Knudsen Phil Modaff	1/15	Staff Time Consultant	

Goal 4 - Economic Development/Annexations

Desired Accomplishment:

Increase the sales tax base by attracting new sales-tax-revenue-generating businesses.

Note: Assignment of team members and activity coordinators to be determined upon receipt of direction from the Village Board and budgeting of necessary resources.

Team Members: Bob Glees, Don Bastian, others to be determined.		Relates to Goal: ATTRACT AND RETAIN BUSINESS		
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Develop a system for identifying properties available for new business, and for maintaining current, easily retrievable information for the properties.	TBD	Four months	Staff time	
Develop a system for identifying types of businesses most suitable for specific locations. This can be ad hoc studies by consultant or an in-house software product such as Buxton Scout.	TBD	Two months	Budget allocation	
Develop a system for promoting properties. Consider the use of marketing and communications consultants. On an ongoing basis, contact businesses and real estate brokers to promote properties.	TBD	Ongoing	Staff time, possible budget allocation	
Maintain the high quality level of the Village's entitlements processes.	TBD	Ongoing	Staff time	

<p>Desired Accomplishment: Retain existing businesses.</p> <p>Note: Assignment of team members and activity coordinators to be determined upon receipt of direction from the Village Board and budgeting of necessary resources.</p>				
<p>Team Members: Bob Glees, Don Bastian, others to be determined.</p>		<p>Relates to Goal: ATTRACT AND RETAIN BUSINESS</p>		
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Develop a system for gathering intelligence regarding the Village's businesses. Consider the possibility of creating and maintaining, or subscribing to, a business contact database.	TBD	To be determined.	Staff time, possible budget allocation	
Establish and strengthen relationships with businesses. Make regular contact. Assist the businesses as able in solving problems and meeting their needs.	TBD	Ongoing	Staff time, possible ad hoc budget allocation	

Goal 5 - Technology

- **Comprehensive GIS**

<p>Desired Accomplishment: Develop a multi-year program to implement a comprehensive GIS System for use by employees in all departments</p>				
<p>Team Members: Phil Modaff, Jim Knudsen, Bob Mellor, Bob Glees, Kevin Orr</p>		<p>Relates to Goal: Provide and support a comprehensive GIS system for employees and integrated web-based solutions customer interaction</p>		
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Complete survey of comparable communities use of and commitment to GIS	Jim K./Phil M.	01/31/14	Staff Time	Survey complete 12/15 – raw data being reviewed for reporting
Complete an assessment of current GIS assets and capabilities; reorganize and centralize data	Jim K.	03/01/14	\$5,000	

Desired Accomplishment: Develop a multi-year program to implement a comprehensive GIS System for use by employees in all departments

Team Members: Phil Modaff, Jim Knudsen, Bob Mellor, Bob Glees, Kevin Orr

Relates to Goal: **Provide and support a comprehensive GIS system for employees and integrated web-based solutions customer interaction**

<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Hire contract GIS Coordinator and retain NIU intern		05/01/14	\$124,000 (FY15)	
Work with consultant to perform a needs assessment, identify the hardware, software and personnel necessary to meet those needs and develop a financial plan to accomplish	Jim K./Phil M.	06/01/14		
Utilize consultant to complete mapping of water, sewer and storm utilities and assembly of associated asset information	Jim K.	12/01/14		
Purchase operations management system software platform and related hardware and licenses		04/30/15	\$107,000	
Implement Year II of plan – staffing; software/hardware/license and training		04/30/16	Staffing = \$128,000 other = \$163,000 (FY16)	
Implement Year III of plan – staffing; software/hardware/license and training		04/30/17	Staffing = \$132,000 other = \$159,000 (FY17)	
Implement Year IV of plan – staffing; software/hardware/license and training		04/30/18	Staffing = \$136,000 other = \$152,000 (FY18)	
Implement Year V of plan – staffing; software/hardware/license and training		04/30/19	Staffing = \$140,000 other = \$160,000 (FY19)	

• **Integrated Service Based Technology**

Desired Accomplishment: Develop and implement tools for use by customers interacting with the Village in a web-based environment				
Team Members: Phil Modaff, Jim Knudsen, Bob Mellor, Bob Glees, Kevin Orr		Relates to Goal: Provide and support a comprehensive GIS system for employees and integrated web-based solutions customer interaction		
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Complete a review of similar programs already in use by other municipal agencies	Jim K./Phil M.	01/31/14	Staff time	Survey completed late December 2013 via Survey Monkey. Results to be reviewed in coming weeks
Complete an internal needs assessment to determine the scope and level of services desired by all departments	Jim K./Phil M.	06/01/14	Staff time	This will be part of our work with the GIS consultant
Complete an assessment of available technology to determine which product(s) will best match needs	Jim K./Phil M.	06/01/14	Staff time	This will be part of our work with the GIS consultant
Identification of financial needs to execute plan	Jim K./Phil M.	11/01/14		
Roll out web-based product		05/01/16		

Goal 6 - Rental Housing/Crime Free Housing

Desired Accomplishment:				
Provide a safe and secure environment for residents residing in rental properties				
Team Members: Kevin Orr, Joe Breinig, Caryl Rebholz		Relates to Goal: Crime Free Housing Program		
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Obtain information and ordinances from communities that have a Crime Free Program	Kevin Orr	12/15/13	Staff time	Completed
Determine salary range for Crime Free Housing Coordinator	Kevin Orr	12/30/13	Staff time	Completed
Develop ordinance for Crime Free Housing	Kevin Orr Village Attorney	4/1/14	Staff time	
Budget approval for Crime Free Housing Coordinator	Kevin Orr Joe Breinig	5/1/14	Staff time	
Hire Crime Free Housing Coordinator	Caryl Rebholz Kevin Orr	6/30/14	Staff time	
Prepare public information campaign and present to residents, apartment managers and homeowners	Police Department	7/30/14	Staff time	
Training sessions for apartment managers, homeowners, Village personnel	Police Department	11/1/14	Staff time Outside Vendor	
Implement program	Kevin Orr	1/1/15	Staff time	

Goal 7 - External Communications/Education/Branding

Desired Accomplishment:		Improve EXTERNAL Communications Program		
Team Members: Chris Oakley, Joseph Breinig, Bob Mellor & Village Board of Trustees		Relates to Goal: Public Information, Media Relations & Community Events Marketing		
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Establish a Village Twitter Account	Chris Oakley	Nov. 15, 2013	Staff Time	Twitter Account established on October 29 th and daily messages have been sent out since then. Twitter Handle is @carol_stream
Establish a Village-wide FACEBOOK account	Chris Oakley	Nov. 15, 2013	Staff Time	A Village FACEBOOK account was establish and formatted on Nov. 1 st and daily messages have been posted since then. Several photo albums have been developed as well as an event calendar set up for upcoming winter events.
E-Stream Newsletter subscriber database is being scrubbed for inactive accounts to get a more accurate sense of program analytics such as open rates.	Chris Oakley	Jan. 30, 2014	Staff Time	Less than 5% of the accounts have thus far been audited for inactivity (no opened newsletters for a consecutive 12 month period).
Revise Town Center Summer Concert series sponsor program and protocols for soliciting corporate funding.	Chris Oakley Ann/Maureen Assistance	Dec. 23, 2013	Staff Time & Supplies	A sponsor packet has been created for use in a summer concert series sponsorship solicitation effort for the upcoming 2014 event season.
Conducting preliminary research on developing a unified communication plan across all available mediums to include cable, print, electronic, digital that will	Chris Oakley Joe Breinig Bob Mellor Village Board	April 30, 2014	Staff Time & other possible resources	A model communication plan from the Village of Skokie has been received and will be used as a guidance document in developing a tailored plan

Desired Accomplishment: Improve EXTERNAL Communications Program				
Team Members: Chris Oakley, Joseph Breinig, Bob Mellor & Village Board of Trustees		Relates to Goal: Public Information, Media Relations & Community Events Marketing		
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
include some basic metrics				for the Village organization.
Develop messages & release schedule for a Capital Projects & Operation Mgmt. Education Effort	Chris Oakley	April 1, 2014	Staff Time	
Develop dissemination products for a Capital Projects & Operations Management public Education Effort	Chris Oakley	July 2014	Staff Time	

Desired Accomplishment: Improve EMERGENCY/CRISIS Communications Program				
Team Members: Chris Oakley, Joseph Breinig, Bob Mellor, Ed Sailer & Perry Johnson		Relates to Goal: Emergency Public Information & Media Relations		
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Update the Emergency Public Information Annex to the Village's EOP to include support staff training & duty requirements.	Chris Oakley	Mar. 1, 2014	Staff Time	
Update the Media Contact list for area radio outlets, main Chicago stations, CLTV as well as the major and weekly print newspapers.	Chris Oakley	Mar. 1, 2014	Staff Time	
Facilitate Emergency Public Information Training for local govt. communication contacts (Park, Library, Fire & School Dist.)	Chris Oakley	April 1, 2014	DuPage County OHS	Dave Gervino of DuPage Homeland Security has offered to conduct some PIO training with the communication contacts in the local govts.

Desired Accomplishment: Improve EMERGENCY/CRISIS Communications Program				
Team Members: Chris Oakley, Joseph Breinig, Bob Mellor, Ed Sailer & Perry Johnson		Relates to Goal: Emergency Public Information & Media Relations		
<i>Activity</i>	<i>Coordinator</i>	<i>Expected Completion Date</i>	<i>Resources Needed</i>	<i>Status</i>
Develop a FLICKR & YOUTUBE Account for posting of both photos and video of emergency preparedness, response & mitigation efforts.	Chris Oakley	Mar. 1, 2014	Staff Time	
Redraft disaster awareness news releases for the key weather related risk events for which the Village is susceptible (Tornado, Ice Storm, Blizzard, Heavy Rain/Flood, Extreme Heat, Extreme Cold, Severe Winds	Chris Oakley	May 1, 2014	Staff Time	

There was general Village Board discussion on how the goals were rated and the points assigned to each goal. The Village Board requested that the goal worksheet titles be consistent with the titles in the summary of the goals. The work sheet descriptors will be updated to match the goal summary identifiers. The status of the **Economic Development** goal will be changed from *Not Budgeted* pending budget approval.

Manager Breinig stated the GIS and Technology goal has the potential to be costly. The benefits will need to justify the cost of a proposed GIS. Mayor Saverino stated he would be willing to share GIS information if others have skin in the game. The value of GIS lies in the ability to provide history on past events such as flooding, mapping of crime scenes and sex offenders. Director of Public Works Modaff commented on a hazardous spill incident the Fire Protection District and Public Works responded to last year in which they were able to track the flow of the spill from maps of the sewer system to the treatment plant.

Trustee McCarthy questioned whether we low-balled the priority for the **Rental Housing/Crime Free Housing** goal. Manager Breinig stated staff first needs to get its arms around the problem before going the inspection route which may not be needed if the problem is addressed via the crime free housing process. Trustee LaRocca stated he felt each of the strategic initiatives were important. Trustee Frusolone stated she likes the timeline on this goal.

The Village Board discussed the **External Communications/Education/Branding** goal. Manager Breinig stated we could bring in a consultant to help with this process. Trustee Frusolone stated the Park District has 5 employees branding full time and that it takes time to finesse the message. John Fontana stated the message he has heard throughout these workshops is that Carol Stream is a good, safe place to raise a family. Mayor Saverino stated he felt that businesses (Savers, Zones, Royal Die, etc.) are moving to Carol Stream without added marketing. Trustee Schwarze stated he felt branding is very important. John Fontana stated the trick to marketing is to amplify the community positives and minimize the

negatives. Trustee Gieser stated he felt the goal of developing a Flicker and U-Tube account should be for other uses other than just for emergency preparedness. Manager Breinig stated that was not the intent of this goal to limit it to just emergency preparedness purposes. The Village Board stated this was a much better goal setting process then the last one and commended staff for their efforts. The Goals and required resources will be incorporated into the proposed Fiscal Year 2014-15 budget for final Village Board approval

There being no further business, Trustee McCarthy moved and Trustee Frusolone made the second to adjourn the Special Board meeting. The meeting was adjourned unanimously at 6:57 p.m.

AGENDA ITEM

B-2 2-3-14

1-21-2014 VB

REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES

Gregory J. Bielawski Municipal Center, Carol Stream, DuPage County, IL

January 21, 2014

Mayor Frank Saverino, Sr. called the Regular Meeting of the Board of Trustees to order at 7:30 p.m. and directed Village Clerk Beth Melody to call the roll.

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

Absent: Trustee Don Weiss

Also Present: Village Manager Joe Breinig, Assistant Village Manager Bob Mellor, Village Attorney Jim Rhodes, Associate Village Attorney Mallory Milluzzi and Village Clerk Beth Melody

* All persons physically present at meeting unless noted otherwise

Mayor Saverino led those in attendance in the pledge of allegiance.

MINUTES:

Trustee McCarthy moved and Trustee Schwarze made the second to approve the minutes of the January 6, 2013 Special Village Board meeting. The results of the roll call vote were as follows:

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

Nays: 0

Absent: 1 Trustee Weiss

The motion passed.

Trustee Gieser moved and Trustee Frusolone made the second to approve the minutes of the January 6, 2013 Village Board meeting. The results of the roll call vote were as follows:

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

Nays: 0

Absent: 1 Trustee Weiss

The motion passed.

LISTENING POST:**1. Resolution No. 2697, Honoring Margaret (Sue) Sullivan for Her 20 Years of Service with the Village of Carol Stream:**

Mayor Saverino read Resolution No. 2697, honoring Margaret (Sue) Sullivan for her 20 years of service with the Village of Carol Stream.

Trustee McCarthy moved and Trustee Frusolone made the second to approve Resolution No. 2697, Honoring Margaret (Sue) Sullivan for Her 20 Years of Service with the Village of Carol Stream. The results of the roll call vote were as follows:

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

Nays: 0

Absent: 1 Trustee Weiss

The motion passed.

2. Addresses from Audience:

Mr. Michael Curda, 1148 Evergreen Dr., Carol Stream, IL thanked Trustees Matt McCarthy, Mary Frusolone and Don Weiss, the Village Board, Police Department, Fire District, Warriors Watch Riders and Ride Captain Tim Lorman, neighbors and friends and especially, Lisa Zak who organized the celebration of his son, Specialist Kevin Curda's return from Afghanistan during his welcome home party at Bulldog Ale House. The Village Board thanked Mr. Curda and his son for his service to the country.

PUBLIC HEARINGS:

None

CONSENT AGENDA

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

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

Nays: 0

Absent: 1 Trustee Weiss

The motion passed.

Trustee McCarthy moved and Trustee LaRocca 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 LaRocca, Gieser, Frusolone, Schwarze and
McCarthy*

Nays: 0

Absent: 1 *Trustee Weiss*

The motion passed.

- 1.** A motion authorizing the transfer of various Gary Avenue multi-use path deposits totaling \$48,637 from the General Fund to the Capital Projects Fund.
- 2.** Award of Contract for Consultant Engineering Services for Phase II Illini Bridge Replacement Project.
- 3.** Award of Contract for Consultant Engineering Services for Phase II West Branch DuPage River/Fair Oaks Trail.
- 4.** Ordinance No. 2014-01-04, Annexing Certain Territory to the Village of Carol Stream (Parcel 4 in Community Park).
- 5.** Resolution No. 2698, Accepting Local Technical Assistance from CMAP in the Preparation of a Comprehensive Plan, and Authorizing the Village Manager to Execute a Memorandum of Understanding with CMAP.
- 6.** Resolution No. 2699, Authorizing the Mayor to Execute an Agreement for the Purchase of Electric Utility Service
- 7.** Resolution No. 2700, Authorizing the Execution of a Contract By and Between the Village of Carol Stream and John Fioti.
- 8.** Resolution No. 2701, Accepting a Plat of Easement for Stormwater Management and Conveyance – Auto Mechanics Union Local 701.
- 9.** Resolution No. 2702, Engineering Vehicle Purchase and Resolution Declaring Surplus Property Owned by the Village of Carol Stream.
- 10.** Resolution No. 2703, to approve a Local Agency Agreement for Federal Participation – West Branch DuPage River/Fair Oaks Road Trail.
- 11.** Request from Pace for Approval of an Advertising Transit Shelter Agreement.
- 12.** Request from Richard McMahon of Buchanan Energy, for an Extension of a Special Use Permit.
- 13.** Raffle License Application-Winfield School District 34 PTO.
- 14.** Payment of Regular & Addendum Warrant of Bills
- 15.** Treasurer's Report: Revenue/Expenditure Statement and Balance Sheet, Month End, December 31, 2013.

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

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

Nays: 0

Absent: 1 *Trustee Weiss*

The motion passed.

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

A motion authorizing the transfer of various Gary Avenue multi-use path deposits totaling \$48,637 from the General Fund to the Capital Projects Fund:

The Village Board approved a motion authorizing the transfer of various Gary Avenue multi-use path deposits totaling \$48,637 from the General Fund to the Capital Projects Fund. These deposits will be applied toward the Village's portion of costs associated with DuPage County's Gary Avenue Improvements Project. This is an internal accounting transfer only from one Village account to another and does not represent an expenditure of funds at this time.

Award of Contract for Consultant Engineering Services for Phase II Illini Bridge Replacement Project:

This item is a recommendation to award a consulting engineering contract to Wills Burke Kelsey Associates, Ltd. (WBK) for the Phase II Illini Bridge Replacement Project at a cost not to exceed \$54,258.31. The Village Board approved award of contract for consultant engineering services for Phase II Illini Bridge Replacement Project.

Award of Contract for Consultant Engineering Services for Phase II West Branch DuPage River/Fair Oaks Trail:

This item is a recommendation to award a consulting engineering contract to TranSystems, Inc. for Phase II West Branch DuPage River/Fair Oaks Trail at a cost not to exceed \$161,328. The Village Board approved award of contract for consultant Engineering Services for Phase II West Branch DuPage River/Fair Oaks Trail.

Ordinance No. 2014-01-04, Annexing Certain Territory to the Village of Carol Stream (Parcel 4 in Community Park):

The Village Board approved Ordinance No. 2014-01-04, annexing the Village-owned, unincorporated parcel in Community Park to the Village of Carol Stream (Parcel 4 in Community Park).

Resolution No. 2698, Accepting Local Technical Assistance from CMAP in the Preparation of a Comprehensive Plan, and Authorizing the Village Manager to Execute a Memorandum of Understanding with CMAP:

The Village Board approved Resolution No. 2698, accepting local technical assistance from CMAP in the preparation of a comprehensive plan, and authorizing the Village Manager to execute a Memorandum of Understanding with CMAP to initiate the 2014 Comprehensive Plan Project.

Resolution No. 2699, Authorizing the Mayor to Execute an Agreement for the Purchase of Electric Utility Service:

The Village Board approved Resolution No. 2699, authorizing the Mayor to execute an agreement for the purchase of electric utility service beginning June 2014 via auction conducted by the Northern Illinois Municipal Electric Cooperative.

Resolution No. 2700, Authorizing the Execution of a Contract By and Between the Village of Carol Stream and John Fiotti:

The Village Board approved Resolution No. 2700, authorizing the execution of a contract by and between the Village of Carol Stream and John Fioti. This is a 17 month contract renewal for John Fioti to continue to be Administrative Adjudicator for Automated Traffic Law Enforcement (Red Light) and Administrative Tow Hearings at a rate of \$180/hour.

Resolution No. 2701, Accepting a Plat of Easement for Storm Water Management and Conveyance – Auto Mechanics Union Local 701:

This item is the acceptance of a grant of easement for storm water management and conveyance as required by the DuPage County Countywide Storm Water Management and Flood Plain Ordinance. The Village Board approved Resolution No. 2701, accepting a plat of easement for storm water management and conveyance – Auto Mechanics Union Local 701.

Resolution No. 2702, Engineering Vehicle Purchase and Resolution Declaring Surplus Property Owned by the Village of Carol Stream:

The Village Board approved waiver of formal bidding procedures and authorized the Engineering Services Department to purchase a 2014 Ford F150 Flexible Fuel Vehicle (FFV) from Wright Automotive under State of Illinois Procurement Bulletin Bid at a cost of \$21,205 and approved Resolution No. 2702 declaring vehicle #218, a 2001 GMC Sonoma, as surplus property owned by the Village of Carol Stream to be traded to Wright Automotive for \$4,000.

Resolution No. 2703, to approve a Local Agency Agreement for Federal Participation – West Branch DuPage River/Fair Oaks Road Trail:

This agreement recognizes that \$32,265 has been set aside to cover the local share of the project cost and \$129,063 in FHWA ITEP funding is available. Additional funds will be appropriated, if required, to cover the Village's total cost. The Village Board approved Resolution No. 2703, to approve a Local Agency Agreement for Federal Participation – West Branch DuPage River/Fair Oaks Road Trail.

Request from Pace for Approval of an Advertising Transit Shelter Agreement:

The Village Board approved an agreement with Pace to allow installation of advertising shelters at bus stops.

Request from Richard McMahon of Buchanan Energy, for an Extension of a Special Use Permit:

The Village Board approved a one-year extension of the special use permit granted in August 2012 for a Bucky's Express gas station at 870 Army Trail Road.

Raffle License Application-Winfield School District 34 PTO:

The Village Board approved a raffle license, waiver of application fee and manager's fidelity bond for the Winfield School District 34 PTO Trivia Fundraiser on February 8, 2014 at the American Legion Hall, Carol Stream, IL.

Regular Bills and Addendum Warrant of Bills:

The Village Board approved the payment of the Regular Bills dated January 21, 2014 in the amount of \$1,283,901.03. The Village Board approved the payment of the Addendum Warrant of Bills from January 7, 2014 – January 21, 2014 in the amount of \$824,704.92.

Treasurer's Report: Revenue/Expenditure Statement and Balance Sheet, Month End, December 31, 2013:

The Village Board received the Treasurer's Report: Revenue/Expenditure Statement and Balance Sheet, Month End, December 31, 2013.

Non-Consent Agenda

None

Report of Officers:

Trustee Gieser stated the Citizen of the Year banquet will be on Saturday February 8. More information can be found at www.citizenoftheyear.com. The Carol Stream Historical Society is still seeking vintage photos of the Village to be used in their upcoming book. A number of Village Board members attended the Martin Luther King, Jr. (MLK) celebration at the Wheaton Christian Center. It was a very moving and uplifting celebration and he encouraged everyone to try to attend next year's celebration.

Trustee Frusolone thanked Mr. Curda for coming in to publically thank those who welcomed home his son, Army Specialist, Kevin Curda from Afghanistan at a celebration held at Bulldog Ale House on January 3. She stated the Village Board would love to be invited and participate in welcoming home ceremonies to support families of soldiers coming home. She encouraged families with soldiers coming home to please let the Village Board know about their return. She stated she was invited to speak to the Spring Trail School 6th grade class on a variety of topics including emergency preparedness and found the students to be very engaging and knowledgeable. She stated the MLK celebration was fantastic and thanked the Wheaton Christian Center for coordinating the event.

Trustee Schwarze asked everyone to please shop Carol Stream.

Trustee LaRocca thanked Mr. Curda and his son Kevin for his service. He asked residents to please check on their neighbor's well-being during the current period of cold weather.

Trustee McCarthy thanked Mr. Curda for coming to speak to the Village Board about his son's welcome home ceremony. He stated the MLK ceremony was fantastic! He stated that one of the acoustic players who has performed at the Youth Council Music Fest, Haley Grant and the Harmaleighs, will be coming up from Nashville this Thursday to play for family and friends at Flip-Flops from 8:00 p.m. – 10:00 p.m.

Manager Breinig thanked Mr. Curda and stated his son Kevin has been at his home for pizza and movies with his daughter and friends on many occasions and stated it was great to have him home from Afghanistan. He stated he had the opportunity to sit-in for Mayor Saverino last week at a League of Women Voters State of the Cities program to discuss issues facing communities.

Mayor Saverino thanked Mr. Curda and his son for his service. He stated the Wheaton Christian Center congregation really opens their doors to the community for the MLK celebration. He stated the Village Board and staff met prior to the Village Board meeting

at a special meeting to discuss Village goals. They identified 98 objectives and 7 goals for the coming years. He thanked the Public Works and Police Departments for plowing and keeping the Village streets safe at all hours of the day and night.

At 8:00 p.m. Trustee Schwarze moved and Trustee McCarthy made the second to adjourn the meeting to executive session to discuss Section 2.C.2 of the Open Meetings Act, Collective negotiating Matters. There will be no Village Board action as a result of this session and the Village Board will adjourn the meeting directly therefrom. The results of the roll call vote were as follows:

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

Nays: 0

Absent: 1 Trustee Weiss

The motion passed.

FOR THE BOARD OF TRUSTEES

Frank Saverino, Sr., Mayor

Beth Melody, Village Clerk

**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

January 27, 2014

Chairman Pro-Tem David Creighton called the Regular Meeting of the Combined Plan Commission/Zoning Board of Appeals to order at 7:00 p.m. and directed Secretary Linda Damron to call the roll. The results of the roll call vote were:

Present: Chairman Pro-Tem David Creighton and Commissioners Dee Spink, David Hennessey, Frank Petella, and John Meneghini

Absent: Chairman Christopher and Commissioner Joseph

Also Present: Don Bastian, Assistant Community Development Director, Linda Damron, Secretary.

MINUTES:

Commissioner Spink moved and Commissioner Hennessey made the second to approve the minutes of the meeting of October 28, 2013.

The results of the roll call vote were:

Ayes: 4 Chairman Pro-Tem Creighton and Commissioners Spink Hennessey and Meneghini
Nays: 0
Abstain: 1 Commissioner Petella
Absent: 2 Chairman Christopher and Commissioner Joseph

At this time Chairman Pro-Tem Creighton asked the Plan Commissioners to make a motion to start the Plan Commission / Zoning Board of Appeals meeting with the Presentation of Case No. 13351 ARSA - 520 E. North Avenue.

Commissioner Spink moved and Commissioner Hennessey made the second to approve to start the meeting with the Presentation of Case No. 13351. The motion passed unanimous voice vote.

PRESENTATION:

**Case # 13351 - ARSA - 520 E. North Avenue
Planned Unit Development - Final
North Avenue Corridor Review**

Chairman Pro-Tem Creighton swore in the witness, Scott Pritchett, ARSA Architects, 1411 W. Peterson Avenue, Park Ridge, Illinois 60068. Mr. Pritchett thanked the Plan Commissioners for their time this evening. Mr. Pritchett stated that it is good to back in front of the Plan Commission and Zoning Board regarding the Caputo's Carol Stream Marketplace. Mr. Pritchett stated that this development is at the southwest corner of North Avenue and Schmale Road. Mr. Pritchett stated that since the recommendation of approval for phase one of this development in 2012, Caputo's has relocated its headquarters, receiving and distribution facility into this existing building. Mr. Pritchett stated that this facility is now supplying the Caputo's chain six existing stores. Mr. Pritchett

stated that phase one site development including the new retail grocery store parking lot is substantially complete. Mr. Pritchett stated that construction of the new retail grocery store is progressing with a Spring 2014 projected opening. Mr. Pritchett stated that he is here tonight regarding the Final PUD Plan for the phase two development of buildings B1 and B2 of Carol Stream Marketplace. Mr. Pritchett stated that these two buildings will be located on the corner of North Avenue and Schmale Road, and as indicated the footprint of these two buildings was established in the approved phase one PUD Plan. Mr. Pritchett stated the buildings will be located on each side of the plaza area defining the view past the new monument sign, through the plaza and onto the new Caputo's grocery store. Mr. Pritchett stated the building B1 will be located along North Avenue and will be 5,282 sq. ft. and building B2 will be located along Schmale Road and will be 4,250 sq. ft. Mr. Pritchett stated that each building can be arranged to accommodate up to four tenants. Mr. Pritchett stated that entry doors into the tenant spaces will be from within the development located adjacent to the parking lot. Mr. Pritchett stated that as defined in the Final PUD Plan for phase one, 51 parking spaces have been approved for these buildings, resulting in a parking ratio of one parking space for every 180 sq. ft. of building. Mr. Pritchett stated that the two buildings will share a common refuse area that will be located at the west end of building B1 along North Avenue. Mr. Pritchett stated that the refuse area will be enclosed with an eight foot height masonry walls that will match the building materials and gate. Mr. Pritchett stated that as indicated in the overall site landscape development plan, the landscaping around buildings B1 and B2 within the parking lot and at the street corner was presented in the phase one Preliminary PUD Plan presentation and the landscape presented meets or exceeds the North Avenue requirements. Mr. Pritchett stated that it is the intent that this landscaping will not only accent these buildings but highlight the entire Carol Stream Marketplace development from this highly traveled and visible intersection. Mr. Pritchett stated that buildings B1 and B2 will be constructed of high quality materials, including masonry, stone and brick, metal store fronts, glass, coping and accents. Mr. Pritchett stated that these materials will match and compliment the materials that are currently provided on the new Caputo's retail store additions. Mr. Pritchett stated that building sign criteria established in phase one Preliminary PUD Plan approval for phase two development has been included into this presentation submittal. Mr. Pritchett stated that it is the intent of these buildings to be in conjunction with the monument sign, landscaping and the new Caputo's retail store will not only provide for an introduction for the Carol Stream Marketplace but will also serve as an entrance way into the Village of Carol Stream. Mr. Pritchett stated that the phase two development of building B1 and B2 as indicated is for Final PUD Plan approval, phase two development of buildings B1 and B2 as indicated is also looking for North Avenue Corridor Review approval. Mr. Pritchett stated that the Caputo's team would like to thank the various village departments and their staff for their continued time and effort with the ongoing development. Mr. Pritchett wanted especially wanted to thank Don Bastian for continued assistance and guidance in getting them through this process. Mr. Pritchett thanked the Plan Commissioner for their time.

Chairman Pro-Tem Creighton asked if anyone from the audience had any questions. There were no questions from the audience.

Chairman Pro-Tem Creighton asked Mr. Bastian for the staff report.

Assistant Community Development Director Don Bastian stated that the two items being requested for approval are Final PUD Plan for buildings B1 and B2 and North Avenue Corridor Review for those buildings. Mr. Bastian stated that included in the packet is a copy of the 2012 approved ordinance and all of the exhibits attached to that ordinance. Mr. Bastian referred to everything shaded in gray on Exhibit A in the staff report as having received Final PUD Plan approval in 2012, and at that time the developer was interested in getting the Caputo's retail building approved and the parking lots that would be needed to serve that building. Mr. Bastian stated that the petitioner could have at that point asked for Final PUD Plan approval for buildings B1 and B2, but they really just wanted to focus on the Caputo's retail building at that point and tonight they are here to request

a Final PUD Plan and a North Avenue Corridor Review for buildings B1 and B2. Mr. Bastian stated that these are the first two outlot buildings that the petitioner would like to get going on, and staff believes it makes a lot of sense because it will frame this development and it will create a nice view coming into the community. Mr. Bastian stated that in review of a Final PUD Plan the Zoning Code requirements are if the Final PUD Plan is in substantial compliance with the Preliminary PUD Plan, then the Plan Commission should certify to the Village Board that it is in conformity with the Preliminary Plan. Mr. Bastian stated that buildings B1 and B2 shown on Exhibit A virtually matches what was shown on the Preliminary Plan, the footprints, square footage, materials, building elevations are the same. Mr. Bastian stated that staff is comfortable recommending approval of the Final PUD Plan subject to conditions listed on page 4 of the staff report. Mr. Bastian stated that North Avenue Corridor Review is also required for these two buildings and what is being proposed in terms of building architecture, site design and landscaping all matches what was approved by the Village Board and Plan Commission in 2012. Mr. Bastian stated that everything complies with the North Avenue Corridor regulations and staff recommends approval of the North Avenue Corridor Review subject to the conditions listed on page 4 of the staff report.

Chairman Pro-Tem Creighton asked if any of his fellow Commissioners had any questions.

Commissioners Meneghini, Hennessy and Chairman Pro-Tem Creighton did not have any questions.

Commissioner Spink wanted to know if there would be lighting around the landscaping along the sidewalks.

Mr. Pritchett stated that he was unable to answer that question, he was not sure if there would be any among the landscaping. Mr. Pritchett stated that they will have lighting on the buildings that will light up the entryways. Mr. Pritchett stated that he will talk to the owner about lighting along the pathway landscaping.

Commissioner Petella asked if the petitioner agreed to all the staff recommendations regarding the screening of the roof top units, and the looped striping of the parking lot. Commissioner Petella asked Mr. Bastian if food service facilities have higher ratio required parking spaces than retail. Commissioner Petella wanted to know if they would be held to the parking space regulations for food service restaurants.

Mr. Pritchett stated that they are in agreement with the staff recommendations.

Mr. Bastian stated that in a multi-tenant commercial building the way the parking regulations work is it anticipates the restaurant parking requires more parking than general retail parking, for a building like this one the Zoning Code allows up to ten percent of the floor area to be food service restaurants. Mr. Bastian stated that based on the 51 parking spaces the petitioner has on site, they could have up to thirty percent of the total floor area of these two buildings and still meet the code. Mr. Bastian stated that the parking space regulations for food service restaurants were discussed during the review, Mr. Bastian said that there would be some flexibility depending on the hours of operations and type of restaurant.

Commissioner Spink moved and Commissioner Petella made the second to approve the request for 520 E. North Avenue, for a North Avenue Corridor Review, subject to the recommendation in the staff report and recommended approval of the request for the Final Planned Unit Development Plan, subject to the recommendations in staff report.

The results of the roll call vote were:

Ayes: 5 Chairman Pro-Tem Creighton and Commissioners Spink, Hennessey, Meneghini and Petella

Nays: 0

Abstain: 0

Absent: 2 Chairman Christopher and Commissioner Joseph

**Case # 14021 – Village of Carol Stream – 500 N. Gary Avenue
2014 Official Zoning Map**

Chairman Pro-Tem Creighton swore in the witness, Assistant Community Development Director Don Bastian, 500 N. Gary Avenue, Carol Stream, IL 60188. Mr. Bastian stated that it is required by state statute to publish a current Zoning Map by March 31 of each year. Mr. Bastian stated that working with the GIS Intern, staff has put together the 2014 Zoning Map that reflects all changes that needed to be made to the zoning map and those changes are listed in the front page of the staff report. Mr. Bastian stated that staff recommends approval of the 2014 Official Zoning Map.

Chairman Pro-Tem Creighton asked if anyone from the audience had any questions. There were no questions from the audience.

Chairman Pro-Tem Creighton asked if any of his fellow Commissioners had any questions.

Commissions Petella, Spink, Meneghini and Chairman Pro-Tem Creighton did not have any questions.

Commissioner Hennessey wanted to know if the motel on North Avenue was unincorporated DuPage County.

Mr. Bastian stated that it is in unincorporated DuPage County. Mr. Bastian stated that as you may recall a few years ago the village was able to annex the property on Vale Road that then allowed the village to annex Chicago Motor Cars and that is the B3 property. Mr. Bastian stated that the village recently purchased the property at the corner of Vale Road and County Farm Road. Mr. Bastian stated that one of main reasons for purchasing that property was to further extend the village's boundaries to the southwest because several of the properties near the intersection of North Avenue and County Farm Road are under preannexation agreements that date back to the mid to late 90's when the village extended water main along North Avenue. Mr. Bastian stated the village agreed to let some properties hook up to the village's water and sewer system if they would agree to a preannexation agreement, and one of the main conditions of those preannexation agreements is if and when the properties become contiguous to the village boundary they would agree to annex.

Commissioner Meneghini moved and Commissioner Spink made the second to approve the 2014 Official Zoning Map.

The results of the roll call vote were:

Ayes: 5 Chairman Pro-Tem Creighton and Commissioner Spink, Petella, Hennessey, Meneghini

Nays: 0

Abstain: 0

Absent: 2 Chairman Christopher and Commissioner Joseph

PUBLIC HEARING:

Commissioner Spink moved and Commissioner Hennessey made the second to open the Public Hearing.

The results of the roll call vote were:

Ayes: 5 Chairman Pro-Tem Creighton and Commissioner Spink, Petella, Hennessey, Meneghini

Nays: 0

Abstain: 0

Absent: 2 Chairman Christopher and Commissioner Joseph

**Case # 14006 - Village of Carol Stream - 500 N. Gary Avenue
Zoning Text Amendment - Allow Outdoor Storage, Display and Sale of
Propane Tanks as a Permitted Use in B-1, B-2 and B-3 Districts**

Chairman Pro-Tem Creighton swore in the witness, Assistant Community Development Director Don Bastian, 500 N. Gary Avenue, Carol Stream, IL 60188. Mr. Bastian stated that the village has had several requests over the last couple of years from business wanting to be able to sell propane tanks, and in the Zoning Code one of the general requirements of the business zoning districts are that all business, service, storage, merchandise, display, and where permitted, repair and processing shall be conducted wholly within an enclosed building. Mr. Bastian stated that over the last couple of years approval for some variances have been granted depending on the zoning of the property and whether it's in a Planned Unit Development, the village has approved variances or relief on a case by case basis to allow different kinds of merchandise to be stored outside. Mr. Bastian stated that on page two of the staff report is a list of four business that have come before the Plan Commission in the past three years to request relief so they could have propane tanks stored outside. Mr. Bastian stated the propane tanks cannot be stored inside a building per the Building Code, so it needs to be stored outside. Mr. Bastian stated that when the Parent Petroleum / 260 S. Schmale Road case came before the Plan Commission in 2013, staff asked if the Plan Commission would be willing to consider a text amendment to make the outdoor storage of propane a permitted use in the Business Districts instead of having to come before the Plan Commission and the Village Board to get a variance, and at that time the Plan Commission said that they would be willing to consider a text amendment and asked staff to write something up and bring it back to them for consideration. Mr. Bastian stated that staff is before you tonight with a proposed text amendment to the Zoning Code, and at this point staff is only asking for a change for propane tanks to be stored outside and all other types of merchandise would still need to come before the Plan Commission and Village Board for approval. Mr. Bastian stated that because the Building Code prohibits the storage of propane tanks inside a building and the Plan Commission and Village Board routinely and repeatedly approved variances to allow the storage of propane outside, that is a strong indication the we should adjust our codes so businesses do not have to go through the approval process. Mr. Bastian stated that some of the conditions that have been required in the past are listed on page 2 of the staff report and there is a building permit required for the cage itself, so there is a formal review process that a business would have to go through to have this type of display. Mr. Bastian stated that from a zoning standpoint staff is talking about making this a permitted use in B1, B2 and B-3 Business District and as far as the location of the display they would be required to be located immediately adjacent to the building, and shall be limited to a maximum of 20 square feet in ground area and from an appearance standpoint staff is suggesting that as part of staff's review and part of building permit process the evaluation of the different

factors is would be up the Community Development Department to do an analysis of the appearance when doing a review for the permit submittal. Mr. Bastian stated that the proposed text amendment that staff is recommending is listed on page three of the staff report.

Chairman Pro-Tem Creighton asked if anyone from the audience had any questions. There were no questions from the audience.

Chairman Pro-Tem Creighton asked if any of his fellow Commissioners had any questions.

Commissioner Meneghini stated that he did have a comment that centered around two items that he was concerned about from the onset upon reading the proposed text amendment that was being considered, both were covered as he read it, #3 the Illinois Accessibility Code and #5 Community Development and the Carol Stream Fire Protection District, these regulations were covered by both of those items. Commissioner Meneghini stated that he thinks it is commendable that this is brought before Plan Commission and that he will be voting yes for the approval of the text amendment. Commissioner Meneghini wanted to know if the name of the establishment be located on the cage in the case of two businesses being located near one another; the signage would indicate where you would need to pay for the propane tank.

Commissioners Hennessey and Spink did not have any questions.

Commissioner Petella wanted clarification of the placement of the propane cages and stated that it is important that these cages be located five feet from a door or opening.

Mr. Bastian stated that the cages will be required to be located five feet from any door or opening. Mr. Bastian stated that the cages are maintained by a separate vendor and if there was a case where there were two businesses next to one another the business would make it clear where to purchase the propane tank.

Chair Pro-Tem Creighton stated that he concurs with Commissioner Meneghini sentiments that this is the proper thing to do and he thinks it echoes what he has heard about the village streamlining process to make it more business friendly. Chairman Pro-Tem Creighton wanted to know if Section 19.5 the propane facility shall comply with all applicable codes and regulations would that be cover in the typical conditions: No smoking and signage, cages must be locked.

Mr. Bastian stated that yes Section 19.5 would cover the applicable codes and regulations.

Commissioner Meneghini moved and Commissioner Hennessey made the second to approve the request for Zoning Text Amendment to Allow Outdoor Storage, Display and Sale of Propane Tanks as a Permitted Use in B-1, B-2 and B-3 District, subject to the recommendations listed in the staff report.

The results of the roll call vote were:

Ayes: 5	Chairman Pro-Tem Creighton and Commissioner Spink, Petella, Hennessey, and Meneghini
Nays: 0	
Abstain: 0	
Absent: 2	Chairman Christopher and Commissioner Joseph

Commissioner Spink moved and Commissioner Petella made the second to close the Public Hearing.

The motion passed unanimous voice vote.

NEW BUSINESS:

The item under New Business was to discuss the cancellation of the February 10, 2014, Plan Commission meeting.

Commissioner Spink moved and Commissioner Hennessey made the second to cancel the February 10, 2014 Plan Commission meeting.

The motion passed by unanimous vote.

ADJOURNMENT:

At 7:45 p.m. Commissioner Spink moved and Commissioner Meneghini made the second to adjourn the meeting. The motion passed by unanimous vote.

FOR THE COMBINED BOARD

Recorded and transcribed by,


Linda Damron
Community Development Secretary


Minutes approved by Plan Commission on this February 20, 2014

Chairman

Village of Carol Stream
Interdepartmental Memo

TO: Joseph E. Breinig, Village Manager

FROM: Donald T. Bastian, Assistant Community Development Director 

THROUGH: Robert J. Glees, Community Development Director 

DATE: January 29, 2014

RE: **Agenda Item for the Village Board Meeting of February 3, 2014**
PC/ZBA Case 13351, ARSA Architects for Angelo Caputo's Fresh Markets –
SW Corner of North Avenue and Schmale Road, Final Planned Unit
Development Plan for Buildings B1 and B2 in Carol Stream Marketplace

ARSA Architects, on behalf of Angelo Caputo's Fresh Markets, is seeking approval of a Final Planned Unit Development (PUD) Plan for outlot buildings B1 and B2 near the southwest corner of the intersection of North Avenue and Schmale Road in the Carol Stream Marketplace Shopping Center. The formal zoning approvals granted in 2012 for the Caputo's/Carol Stream Marketplace Shopping Center included only Preliminary PUD Plan approval for the numerous future outlot buildings planned along the North Avenue and Schmale Road frontages. As such, subsequent approval of Final PUD Plans is required prior to construction of the outlot buildings.

Buildings B1 (5,282 square feet) and B2 (4,250 square feet) would be located on either side of an eight foot tall curved masonry corner feature and identification sign, behind which would be an outdoor plaza and seating area. The buildings, masonry wall and landscape materials will present an attractive gateway feature for people entering the Village westbound on North Avenue, and will help focus attention to the main Caputo's grocery store entrance. The buildings will be constructed out of quality building materials that will match the materials being added to enhance the appearance of the main Caputo's building. The size and location of buildings B1 and B2, the building elevations and landscape plan match the Preliminary PUD Plan for the B1 and B2 building area approved in 2012. There are no signed tenants for either building at this time, but the owner has reported that lease conversations are ongoing with various users.


The staff report presenting the request, with supporting documentation, was transmitted to the Village Board with the PC/ZBA packet on January 24, 2014. At their January 27, 2014, meeting, by a vote of 5-0, the PC/ZBA found the Final PUD Plan to be in substantial conformance with the Preliminary PUD Plan, and recommended approval of the Final PUD Plan, subject to the conditions in the staff report. For informational purposes, the PC/ZBA also approved the North Avenue Corridor Review for the B1 and B2 area of the project by a vote of 5-0.


If the Village Board concurs with the PC/ZBA recommendation regarding the Final PUD Plan for buildings B1 and B2 in the Carol Stream Marketplace Shopping Center, they should approve the Final PUD Plan, subject to the conditions contained within the Ordinance, and adopt the necessary Ordinance. No Village Board action is necessary regarding the North Avenue Corridor Review.

DTB:db

Village of Carol Stream
Interdepartmental Memo

TO: Joseph E. Breinig, Village Manager

FROM: Donald T. Bastian, Assistant Community Development Director 

THROUGH: Robert J. Glees, Community Development Director 

DATE: January 29, 2014

RE: **Agenda Item for the Village Board Meeting of February 3, 2014**
PC/ZBA Case 14006, Village of Carol Stream Zoning Code Text Amendment –
Outdoor Storage, Display and Sale of Propane Tanks

Since 2011, the Village Board has approved requests for Zoning Code variations from four local businesses wishing to sell and display gas grill sized propane tanks outdoors. The businesses have needed a variation from the Zoning Code provision which requires that, "*all business, service, storage, merchandise, display, and where permitted, repair and processing, shall be conducted wholly within an enclosed building*". As a general rule of zoning administration, when a municipality repeatedly receives requests for relief from the same Zoning Code standard, and when the municipality routinely approves such requests, consideration should be given to amending the Zoning Code. Following the review of the last variation application for outdoor propane sales in 2013, in response to staff's question, the PC/ZBA indicated that it would be willing to consider a text amendment that would allow the outdoor sale and display of propane tanks as a permitted use in the Business districts. (As a point of information, the Building and Fire Codes generally disallow the storage or stocking of propane tanks inside a building in typical retail settings.)


To eliminate the need for businesses to obtain formal zoning relief to sell and display gas grill size propane tanks going forward, staff has prepared a Zoning Code text amendment that would add "*Outdoor storage, display, and sale of propane tanks, provided such use is accessory to the principal permitted use on the zoning lot*" as a permitted use in the B-1, B-2 and B-3 zoning districts. The proposed amendment includes the customary performance standards for propane tank cage installations that have been developed during the review of variation requests. (The full text of the draft Zoning Code amendment is presented in the Ordinance in the Village Board packet.)


The staff report presenting the draft Zoning Code text amendment was transmitted to the Village Board with the PC/ZBA packet on January 24, 2014. At their January 27, 2014, meeting, the PC/ZBA recommended approval of the Zoning Code text amendment to add *outdoor storage, display and sale of propane tanks* as a permitted use in the B-1, B-2 and B-3 Zoning Districts by a vote of 5-0.

If the Village Board concurs with the PC/ZBA recommendation regarding the Zoning Code text amendment to add *outdoor storage, display and sale of propane tanks* as a permitted use, they should approve the Zoning Code text amendment and adopt the necessary Ordinance.

Village of Carol Stream
Interdepartmental Memo

TO: Joseph E. Breinig, Village Manager

FROM: Donald T. Bastian, Assistant Community Development Director 

THROUGH: Robert J. Glees, Community Development Director 

DATE: January 29, 2014

RE: **Agenda Item for the Village Board meeting of February 3, 2014**
PC/ZBA Case 14021, Village of Carol Stream, Official 2014 Zoning Map

As required by state statute, the Village must publish a current zoning map by March 31 of each year. Staff has prepared the draft Village of Carol Stream Official Zoning Map for 2014, which includes the Village Board's approval of two zoning map amendments. Additional detail regarding the changes authorized by the Village Board during 2013 for the 2014 Zoning Map is provided below.

- 1. Rezoning of the subdivided White Castle property at 120 S. Gary Avenue** – Zoning Map Amendment from B-2 General Retail District to B-3 Service District for the vacant land directly west of the White Castle restaurant to accommodate the construction of a Zippy's car wash.
- 2. Subdivision of the Windfall Plaza property at 1175-1251 N. Gary Avenue** – The Windfall Plaza property was subdivided to create two lots out of the existing single lot, to accommodate the construction of a Jet Brite car wash.
- 3. Annexation and Zoning for 27W161 Vale Road** – Annexation of property at 27W161 Vale Road. Upon annexation, the property was automatically zoned R-1 One-Family Residence District.

The staff report and draft zoning map were transmitted to the Village Board with the Plan Commission/Zoning Board of Appeals (PC/ZBA) packet on January 24, 2014. At their January 27, 2014, meeting, the PC/ZBA recommended approval of the Official 2014 Zoning Map by a vote of 5-0.

If the Village Board concurs with the PC/ZBA recommendation, they should approve the Official 2014 Zoning Map and adopt the necessary Resolution.

Village of Carol Stream

AGENDA ITEM

H-1 2-3-14

Interdepartmental Memo

TO: Joseph E. Breinig, Village Manager

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

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

DATE: January 29, 2014

RE: **Agenda Item for the Village Board Meeting of February 3, 2014**
Carol Stream Comprehensive Plan – Recommendation of Appointments to Project Steering Committee

The Village of Carol Stream was awarded technical assistance services from the Chicago Metropolitan Agency for Planning (CMAP) in 2013 for the preparation of a new Carol Stream Comprehensive Plan. The Village's last Comprehensive Plan was prepared by the DuPage County Regional Planning Commission in 1982. Based on the age of the Plan, and the significant growth and change the Village has experienced since its adoption, the 1982 Plan has not been referenced as a valid planning policy document for many years. With CMAP taking the lead on the new Comprehensive Plan project, we estimate that the Village will save approximately \$120,000 that would have been allocated for consultant services to otherwise prepare a new Comprehensive Plan.

At the January 21 Village Board meeting, the Board approved a Resolution of Support for the Comprehensive Plan project, attached to which were the scope of services and memorandum of understanding for the project. The next step is to establish the **Comprehensive Plan Steering Committee**. The primary responsibilities of the Steering Committee will be to review and offer input on draft plan documents prepared by CMAP, and to participate in approximately four to six Steering Committee meetings and two to three public meetings.

A key principle in Comprehensive (Long-Range) Planning is that the final Comprehensive Plan document should be reflective of the goals and ideas of the entire community. There are various means of working to achieve such a plan. One way is to allow numerous opportunities and a variety of methods for community members to offer input, and CMAP has assured Village staff that their process will involve a robust public outreach component. Another is for the Steering Committee to consist of members having diverse and varied backgrounds that would provide a representative cross-section of the community.

In consultation with Mayor Saverino, staff developed a list of individuals having valuable experience and diverse perspectives regarding Carol Stream. During the past few weeks, we have reached out to these individuals to introduce the Comprehensive Plan Project, explain the role of Steering Committee members, and gauge their interest in serving on the Steering Committee. We are very pleased with the response and interest we received from the individuals we contacted.

At this time, staff recommends the appointment of the following individuals to serve on the Carol Stream Comprehensive Plan Steering Committee:

- Frank Parisi – Architect, Resident
- Rick Fisher – Fire Protection District Board, Resident
- John Jaszka – Park District Board, Resident, Business Community Representative
- Don Weiss – Village Trustee, Resident, Past Plan Commission Member
- Angelo Christopher – Plan Commission Chairman, Resident
- Keith Briggs – District 93 Board member, Resident
- Janelle Aldana – Outreach Community Center Case Manager
- Nadia Sheikh – Library District Trustee, Resident
- Pastor Andrew Koschmann – Our Savior Lutheran Church
- Ellen Zenker – Former District 25 School Board member, Resident
- Bob McNeas – Local Attorney, Long-Term Former Resident
- Maria Catanag – Autumn Ridge Apartments Manager
- David Michaelsen – Former Plan Commission Chairman, Resident

If the Village Board concurs with the recommended appointments to the Carol Stream Comprehensive Plan Steering Committee, the Village Board should approve the Steering Committee members by motion.


DTB:db

c: Nicole Woods, Associate Planner, CMAP (via e-mail)

t:\planning\comprehensive plan\2014\villege board memos\steering committee appointment.docx

Village of Carol Stream
Interdepartmental Memo

TO: Joe Breinig, Village Manager

FROM: Philip J. Modaff, Director of Public Works 

DATE: January 28, 2014

RE: Recommendation to Approve a Contract Extension – Hoving Clean Sweep, LLC
– Street Sweeping Services

In March 2012 the Village Board awarded a contract to Hoving Clean Sweep, LLC, for street sweeping services for the period May 1, 2012 through April 30, 2013. The award was made following a competitive bidding process and allowed for extension of the contract for two one-year periods at the sole discretion of the Village. In January 2013 the Village Board approved the first extension of the contract for the period May 1, 2013 through April 30, 2014.

Public Works staff has recently completed a review of the performance of this contractor during the contract period. By all accounts, the contractor has performed very well, met or exceeded contract specifications, and has proven to be a reliable partner in our efforts to improve street sweeping efforts throughout the community.

Based upon the original bid submitted by Hoving the Village can exercise its option to award an additional year at an increase of 2.9% for eight (8) sweeps in the amount of \$68,485.84. The contract also provides rates for special and emergency sweeps at \$103.77 per hour. Based upon historical usage we have budgeted a total of \$73,675.00 for the regular sweeping schedule plus several special and emergency sweeps.

Therefore, staff recommends that the Village Board consider a Motion approving a contract extension to Hoving Clean Sweep, LLC, for street sweeping services for the period May 1, 2014 through April 30, 2015, in an amount not to exceed \$73,675.00.

Attachments

VILLAGE OF CAROL STREAM
STREET SWEEPING BID SHEET

Bidder, in submitting this bid, hereby agrees to comply with all provisions and requirements of the specifications and contract documents attached hereto. This proposal shall remain in force and effect for a 1-year period, from May 1, 2012 through April 30, 2013.

The bid award shall be based upon the total extended price.

<u>SERVICE</u>	<u>UNIT COST</u>	<u>UNITS</u>	<u>UNIT PRICE EXTENDED</u>
Regular Sweeping	\$ <u>5,565.00</u> (per sweep)	<u>8 sweeps</u>	\$ <u>44,520.00</u>
Special Sweeping	\$ <u>98.00</u> (per hour)	<u>30 hours</u>	\$ <u>2,940.00</u>
Emergency Sweeping	\$ <u>98.00</u> (per hour)	<u>20 hours</u>	\$ <u>1,960.00</u>
TOTAL:			\$ <u>49,420.00</u>

Rates for services listed for 2012/2013 will not increase more than 2.9% for the 2013/2014-contract period. At its sole discretion, the Village may extend the contract for another one-year term, May 1, 2013 through April 30, 2014

Rates for services listed for 2012/2013 will not increase more than 2.9% for the 2014/2015-contract period. At its sole discretion, the Village may extend the contract for another one-year term, May 1, 2014 through April 30, 2015

BID WITH OPTIONAL SERVICE (same as above PLUS - III. General Requirements, 2 -- Disposal of Debris)

<u>SERVICE</u>	<u>UNIT COST</u>	<u>UNITS</u>	<u>UNIT PRICE EXTENDED</u>
Regular Sweeping	\$ <u>8,085.00</u> (per sweep)	<u>8 sweeps</u>	\$ <u>64,680.00</u>
Special Sweeping	\$ <u>98.00</u> (per hour)	<u>30 hours</u>	\$ <u>2,940.00</u>
Emergency Sweeping	\$ <u>98.00</u> (per hour)	<u>20 hours</u>	\$ <u>1,960.00</u>
TOTALS:			\$ <u>69,580.00</u>

Hoving Clean Sweep Employees are members of Local 673 International Brotherhood of Teamsters. The wage and benefits are governed by this agreement.

4. Renewal and Extension

The Village of Carol Stream, at its sole discretion, reserves the option to extend this contract for a second year. Bidders should show their maximum percent increase to their unit pricing for the second year on the bid sheet.

The Village of Carol Stream, at its sole discretion, reserves the option to extend this contract for a third year. Bidders should show their maximum percent increase to their unit pricing for the third year on the bid sheet.

5. Estimated Quantities

The Village reserves the right to add or delete quantities to the contract at the same unit costs contained in the original proposal.

- | | |
|-------------------------------|---|
| a) Street Sweeping | 8 Sweepings at approximately
210 curb line miles per sweep |
| b) Special Request Sweeping | 30 Hours (estimated) |
| c) Emergency Request Sweeping | 20 Hours (estimated) |

Rates for services listed for 2012/2013 will not increase more than 2.9% for the 2013/2014 contract period. At its sole discretion, the Village may extend the contract for another one-year term, May 1, 2013 through April 30, 2014

Rates for services listed for 2012/2013 will not increase more than 2.9% for the 2014/2015 contract period. At its sole discretion, the Village may extend the contract for another one-year term, May 1, 2014 through April 30, 2015

Name of Bidder: Hoving Clean Sweep, LLC.

Address: 2351 Powis Road

West Chicago, IL. 60185

Telephone No. 630-377-7000 Fax No. 630-377-7462

Signature: *[Handwritten Signature]*

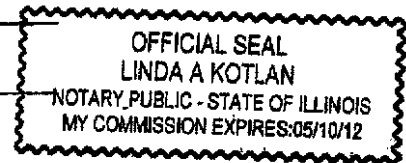
Name and Title: (Please Print) K.J. Loerop Vice President

Date: 03/08/2012

Subscribed and sworn before me this 8th day of March, 2012

My Commission Expires: 05/10/2012

[Handwritten Signature: Linda A. Kotlan]



Business History

- 1) Number of Years in Business: 7 years
- 2) Number of Current Sweeper Operators / Ave. Years of Experience: 15 / 8 years
- 3) Number of Vacuum Sweepers: 7
- 4) Number of Mechanical Sweepers: 5

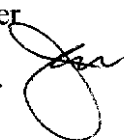
**BIDS MUST BE RECEIVED IN THE PUBLIC WORKS
DEPARTMENT NO LATER THAN
10:00 AM March 9, 2012**

AGENDA ITEM
H-3 2-3-14

Village of Carol Stream

DATE: January 28, 2014

TO: Joe Breinig, Village Manager

FROM: Jon Batek, Finance Director 

SUBJECT: Proposed upgrade of Utility Billing Software

The Village's core financial software solution MUNIS (parent company Tyler Technologies) has been in use since 2008. Included within this suite of software applications is our core utility billing software which handles the monthly billing and processing of payments for more than 10,000 residential and commercial utility accounts. To date, the Village has stayed current on all new product releases and upgrades which are included in our annual software maintenance fees.

Over the past year, we have learned that MUNIS has completed a comprehensive overhaul and rewrite of the existing utility billing product. While our current release of the utility billing software is still under product support, MUNIS has already begun exclusively installing the new product at new client sites. Eventually, all MUNIS customers will need to be migrated off of the legacy system. We are advised that there is already a significant backlog of MUNIS clients waiting conversion and installation of the new product (nearly one year).

Staff has viewed a demonstration of the new product which contains numerous improvements in work flow processing and product capabilities. Under this new system, the Village will be able to offer on-line customer account access, on-line payment and paperless e-mail billings. While these services are currently offered by the Village, they can be completed in a much more customer friendly manner and at a lower cost than what we currently pay a 3rd party vendor to complete.

While the licensing and software are provided by MUNIS at no additional cost, conversion to the new product will be a significant undertaking. Attached is a price quote from Tyler Technology in the amount of \$40,137 which will complete the conversion from our current software to the new utility billing product. The bulk of these costs relate to training, implementation and data conversion and migration. We anticipate we may be able to bring the costs down if less training is needed than is budgeted in the quote.

This item, along with some smaller software enhancements are included in the draft FY14/15 budget. While these funds will not be expended until next fiscal year, we would need to execute the quotation in order to reserve our place in line for the conversion to occur, most likely next fall. If the Village Board is amenable to these improvements, I would request their authorization to execute the purchase order / quotation at their meeting on February 3rd.



Quoted By: CJ Vose
 Date: 1/27/2014
 Quote Expiration: 1/2/2015
 Quote Name: Village of Carol Stream - ERP - UBCIS Upgrade Quote
 Quote Number: 2013-4688
 Quote Description: UBCIS Migration Quote

Sales Quotation For

Village of Carol Stream
 500 N Gary Ave.
 Carol Stream, Illinois 60188-1811
 Phone (630) 665-7050

Tyler Software and Related Services

Description	License	Impl. Days	Impl. Cost	Data Conversion	Module Total	Year One Maintenance
Revenue:						
Utility Billing CIS	\$14,500.00	16 @ \$1,175.00	\$18,800.00	\$0.00	\$33,300.00	\$3,856.00
Other:						
Utility Billing CIS History Clean-up Conversion	\$0.00	0 @ \$1,175.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
Utility Billing CIS Rate Consolidation Conversion	\$0.00	0 @ \$1,175.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
Utility Billing CIS Migration - Conversion - C	\$0.00	0 @ \$1,175.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00
Productivity:						
Role Tailored Dashboard	\$5,000.00	5 @ \$1,175.00	\$5,875.00	\$0.00	\$10,875.00	\$900.00
Sub-Total:	\$19,500.00		\$24,675.00	\$4,000.00	\$48,175.00	\$4,756.00
<i>Less Discount:</i>	<i>\$19,500.00</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$19,500.00</i>	<i>\$3,856.00</i>
TOTAL:	\$0.00	21	\$24,675.00	\$4,000.00	\$28,675.00	\$900.00

Other Services

Description	Quantity	Unit Price	Unit Discount	Extended Price
Tyler Forms Library - Utility Billing	1	\$3,500.00	\$0.00	\$3,500.00

Other Services

Description	Quantity	Unit Price	Unit Discount	Extended Price
Utility Billing CIS History Clean-up	1	\$1,175.00	\$0.00	\$1,175.00
Utility Billing CIS Migration PMP	1	\$1,000.00	\$0.00	\$1,000.00
Utility Billing CIS Rate Consolidation	1	\$1,175.00	\$0.00	\$1,175.00
TOTAL:				\$6,850.00

3rd Party Hardware, Software and Services

Description	Quantity	Unit Price	Unit Discount	Total Price	Unit Maintenance	Unit Maintenance Discount	Total Year One Maintenance
Tyler Unlimited CAL Upgrade	1	\$8,250.00	\$6,188.00	\$2,062.00	\$1,650.00	\$0.00	\$1,650.00
<i>3rd Party Software Sub-Total:</i>			<i>\$6,188.00</i>	<i>\$2,062.00</i>		<i>\$0.00</i>	<i>\$1,650.00</i>
TOTAL:				\$2,062.00			\$1,650.00

Summary

	One Time Fees	Recurring Fees
Total Tyler Software	\$0.00	\$900.00
Total Tyler Services	\$35,525.00	\$0.00
Total 3rd Party Hardware, Software and Services	\$2,062.00	\$1,650.00
Summary Total	\$37,587.00	\$2,550.00
 Contract Total	 \$40,137.00	

Detailed Breakdown of Conversions (included in Contract Total)

Description	Unit Price	Unit Discount	Extended Price
Utility Billing CIS History Clean-up Conversion	\$1,000.00	\$0.00	\$1,000.00
Utility Billing CIS Migration - Conversion - C	\$2,000.00	\$0.00	\$2,000.00
Utility Billing CIS Rate Consolidation Conversion	\$1,000.00	\$0.00	\$1,000.00
	TOTAL:		\$4,000.00

Unless otherwise indicated in the contract or Amendment thereto, pricing for optional items will be held for six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O. #: _____

All primary values quoted in US Dollars

Discount Detail

Description	License	License Discount	License Net	Maintenance Basis	Year One Maint Discount	Year One Maint Net
Revenue:						
Utility Billing CIS	\$14,500.00	\$14,500.00	\$0.00	\$3,856.00	\$3,856.00	\$0.00
Productivity:						
Role Tailored Dashboard	\$5,000.00	\$5,000.00	\$0.00	\$900.00	\$0.00	\$900.00
Other:						
TOTAL:	\$19,500.00	\$19,500.00	\$0.00	\$4,756.00	\$3,856.00	\$900.00

Comments

Conversion prices are based on a single occurrence of the database. If additional databases need to be converted, these will need to be quoted.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the size and scope of your project. The actual amount of services depends on such factors as your level of involvement in the project and the speed of knowledge transfer.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting.

In the event Client cancels services less than two (2) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

Pricing for optional items will be held for six (6) months from the quote date.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Utility billing library includes: 1 Utility bill, 1 assessment, 1 UB receipt, 1 Lien letter, 1 UB delinquent notice, 1 door hanger and 1 final utility bill.


Tyler's cost is based on all of the proposed products and services being obtained from Tyler. Should significant portions of the products or services be deleted, Tyler reserves the right to adjust prices accordingly.



Carol Stream Police Department

Intradepartmental Memo

TO: Joe Breinig

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

FROM: Commander John Jungers

DATE: January 23, 2014

RE: Approval to purchase a squad car

The Police Department requests approval to purchase a patrol squad under the Southwest Conference of Mayors Cooperative.

The department has identified the need to replace squad 642.

Squad 642 is an unmarked 2004 Chevrolet Impala utilized by the Investigations Unit. Currently this vehicle is in poor mechanical condition and in need of replacement. It is no longer cost effective to remain in the fleet and is scheduled to be auctioned as it has no viable utility to the Village.

In keeping with the diversification of our fleet, I request that we replace 642 with a Dodge Durango. The Durango will be a multi-use vehicle used for covert surveillance of drug targets and in the execution of search warrants. It will also be available for use by patrol during inclement weather conditions. The heavy duty nature of a Durango increases the lifespan of the vehicle reducing overall long term replacement costs.

The Durango will be purchased utilizing seized narcotics funds from the 1505 account. These funds are allocated toward enforcement purposes only, and must be used for non-budgeted type items.



Carol Stream Police Department

Intradepartmental Memo

Accounting of these items must be maintained and shown to being used for enforcement purposes. The justification for this vehicle meets the statutory requirements, and the proper use of said funds.

I recently received the Southwest Conference of Mayors Cooperative bid for the vehicle. The cooperative vendor is Thomas Dodge, 8940 W. 192nd St. Mokena, Il 60448. The total purchase cost of a 2014 Dodge Durango Police Pursuit vehicle is \$29,722.

THOMAS DODGE CHRYSLER-JEEP**of Highland, Inc.**

YOUR FAVORITE DODGE BOYS

**9604 INDIANAPOLIS BLVD.
HIGHLAND, INDIANA 46322
(219) 924-6100 • FAX 922-2295****www.ThomasAutoGroup.com**

January 27, 2014

**Commander John Jungers
Carol Stream Police Dept.
500 N. Gary Ave.
Carol Stream, IL 60188**

Dear Commander Jungers:

We are pleased to quote on your new vehicle through the SCM-ITM Co-op. Vehicle shall be 2014 Dodge Durango AWD per the attached specs with the following:

- *5.7L hemi V-8
- *delete spotlight
- *any standard color

Price: \$29,722.00

Delivery: approx. 6 weeks

Thanks for the opportunity to quote and if you have any questions, feel free to call at 708;403-8801 EXT. 5.

Yours truly,


Steve Kizaric
Fleet Manager



DODGE

CHRYSLER





Village of Carol Stream

By acceptance of this order, the vendor agrees to comply with the regulations of the Illinois Fair Employment Practices Commission governing equal employment opportunity.

Purchase Order #: 466-2891

Date: 1/28/2014

Please mail invoices to:
Village of Carol Stream
Police Department
500 N. Gary Avenue
Carol Stream, IL 60188-1899
(630) 668-2167

This is a tax exempt transaction
Tax exempt #E9997-4509-04

To: Thomas Dodge Chrysler Jeep
9604 Indianapolis Blvd
Highland, IN 46322-

Phone: (219) 924-6100

Vendor No: 1790

Account No.:

Qty.	Description	Unit Price	Account	Total
1	Dodge Durango Pursuit Vehicle	29,722.00	01662400.54415	29,722.00
			60002	
			Order Total:	29,722.00

Comments: Replacement Squad PAID FOR WITH 1505 FUNDS

Department Head: [Signature]

Approval: _____ Date: _____
Administration Finance

(Original to Finance Department)

ORDINANCE NO. 2014-02-__

**AN ORDINANCE APPROVING A FINAL PLANNED UNIT DEVELOPMENT PLAN
FOR BUILDINGS B1 AND B2 IN THE CAROL STREAM MARKETPLACE
SHOPPING CENTER IN THE B-2 GENERAL RETAIL DISTRICT
(SW CORNER NORTH AVENUE & SCHMALE ROAD)**

WHEREAS, Scott Pritchett of ARSA Architects on behalf of Angelo Caputo's Fresh Markets, hereinafter referred to as the Petitioner, has petitioned the Village of Carol Stream for approval of a Final Planned Unit Development Plan in accordance with Section 16-16-4 of the Carol Stream Code of Ordinances to allow for the development of inline retail buildings B1 (5,282 square feet) and B2 (4,250 square feet) in the Carol Stream Marketplace Shopping Center legally described in Section 2 herein and commonly known as the southwest corner of North Avenue and Schmale Road in Carol Stream, Illinois; and

WHEREAS, pursuant to Section 16-16-4(B)(1)(a) of the Carol Stream Code of Ordinances, the Combined Plan Commission/Zoning Board of Appeals at a regular meeting thereof, reviewed the Final Planned Unit Development Plan on January 27, 2014, after which the Commission voted 5-0 to recommend to the Mayor and Board of Trustees of the Village that the Final Planned Unit Development Plan be approved; and

WHEREAS, in making its recommendation to approve the Final Planned Unit Development Plan, the Combined Plan Commission/Zoning Board of Appeals found the Final Planned Unit Development Plan to be in substantial compliance with the Preliminary Planned Unit Development Plan for the property, as approved by the Village Board through Ordinance 2012-08-29; and

WHEREAS, the Combined Plan Commission/Zoning Board of Appeals has filed its Recommendation regarding the Final Planned Unit Development Plan 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, after examining the Petition for approval of a Final Planned Unit Development Plan and the Recommendations of the Combined Plan Commission/Zoning Board of Appeals, have determined and find that the proposed Final Planned Unit Development Plan for buildings B1 (5,282 square feet) and B2 (4,250 square feet) in the Carol Stream Marketplace Shopping Center is in substantial conformity with the Preliminary Planned Unit Development Plan.

SECTION 2: A Final Planned Unit Development Plan is hereby approved for the development of buildings B1 and B2 on the property commonly known as the southwest corner of North Avenue and Schmale Road, Carol Stream, Illinois, and legally described as follows:

LEGAL DESCRIPTION:

Lot 1 in Duda's First Resubdivision, being a resubdivision of part of the southwest quarter of Section 33, Township 40 North, Range 10, East of the Third Principal Meridian, and part of the northwest ¼ of Section 4, Township 39 North, Range 10, East of the Third Principal Meridian, according to the plat thereof recorded July 6, 2006, as Document R2006-128930, in DuPage County, Illinois.

SECTION 3: The approval of the Final Planned Unit Development Plan granted in Section 2 herein is subject to the improvements being constructed and maintained in accordance with the plans prepared by ARSA Architects, 1411 West Peterson Avenue, Suite 203, Park Ridge, Illinois 60068, including the Final Planned Unit Development Plan (Exhibit A, dated December 10, 2013), Floor Plan (Exhibit B, dated

December 10, 2013), Landscape Plans (Exhibits C-1 and C-2) and Building Elevations (Exhibit D, dated December 17, 2013), and is also subject to the following conditions:

1. That rooftop mounted mechanical equipment must be screened from view in all directions from adjacent public streets and drive aisles;
2. That trash containers must always be kept inside the trash enclosure, with the gates to the enclosure kept closed and latched at all times except for when trash containers are being accessed by employees or emptied by the trash collection service;
3. That the applicant and owner agree to install additional landscape materials in the future to screen yet-unknown ground-mounted mechanical and utility equipment;
4. That the landscape materials must be installed as shown on the attached landscape plan (except as may be amended to screen utility and mechanical equipment), and that all materials shall be maintained in a healthy condition, with dead or dying materials being replaced in accordance with the approved plan on an annual basis;
5. That parking spaces must be striped in accordance with the Village's looped striping detail;
6. That the parking lot lighting must comply with the Village Code requirements for foot-candle illumination;
7. That the "building sign criteria" approved for the Carol Stream Marketplace and as noted on Exhibit D shall apply to the wall signage for Buildings B1 and B2;
8. That the applicant must obtain sign permits for all signs, with such permits being separate from the main building permit; and
9. That the business and property must be operated and maintained in accordance with all applicable state, county and village codes and requirements.

SECTION 4: 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 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.

PASSED AND APPROVED THIS 3rd DAY OF FEBRUARY 2014.

AYES:

NAYS:

ABSENT:

Matt McCarthy, Mayor Pro Tem

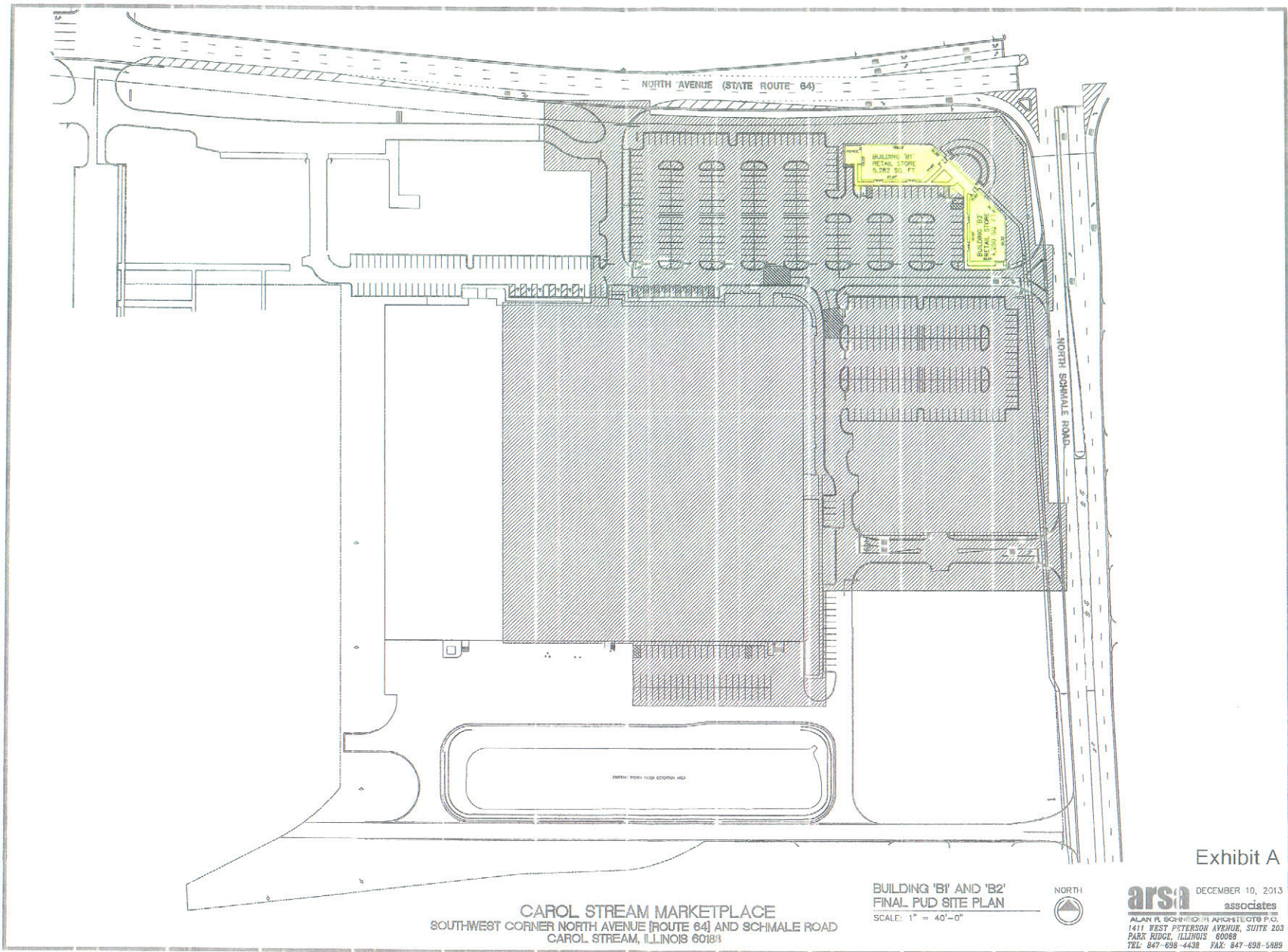
ATTEST:

Beth Melody, Village Clerk

I, _____, being the owner/party in interest of the 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.

Date

owner/party in interest



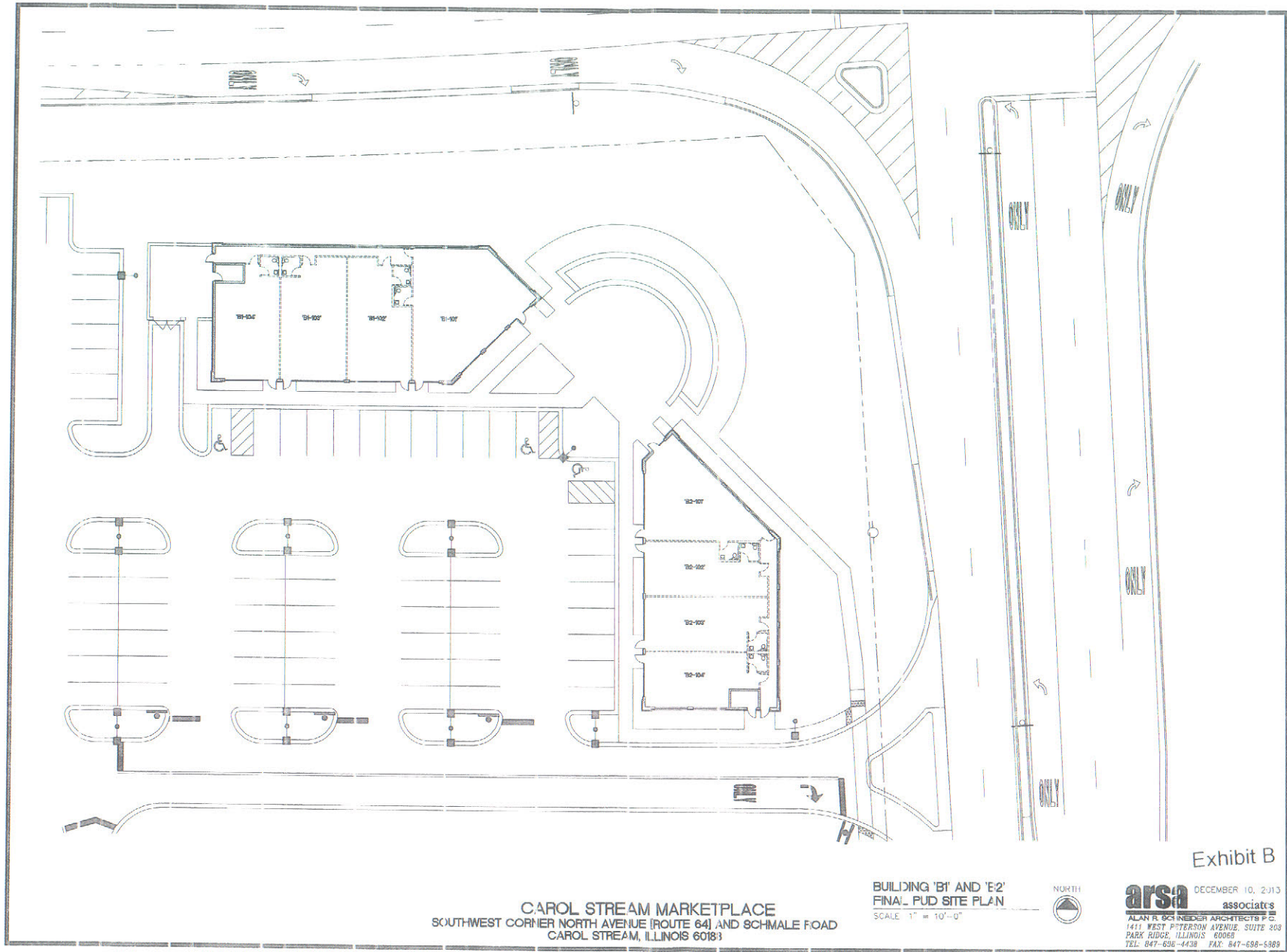
CAROL STREAM MARKETPLACE
 SOUTHWEST CORNER NORTH AVENUE [ROUTE 64] AND SCHMALE ROAD
 CAROL STREAM, ILLINOIS 60184

BUILDING 'B1' AND 'B2'
 FINAL PUD SITE PLAN
 SCALE: 1" = 40'-0"



Exhibit A

arsa associates
 DECEMBER 10, 2013
 ALAN R. SCHMIDT ARCHITECTS P.C.
 1411 WEST PETERSON AVENUE, SUITE 203
 PARK RIDGE, ILLINOIS 60068
 TEL: 847-698-4438 FAX: 847-698-5889



CAROL STREAM MARKETPLACE
 SOUTHWEST CORNER NORTH AVENUE (ROUTE 64) AND SCHMALE ROAD
 CAROL STREAM, ILLINOIS 60183

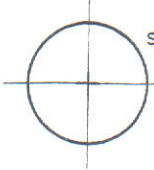




BUILDING 'B1' AND 'E2'
FINAL PUD SITE PLAN
 SCALE 1" = 10'-0"



Exhibit B

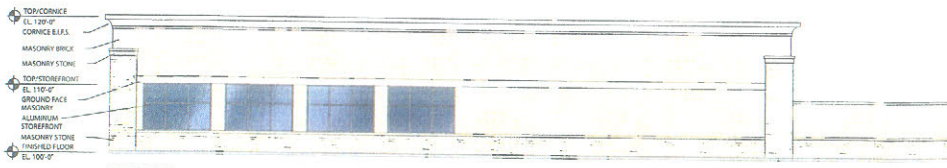
arsa DECEMBER 10, 2013
associates
 ALAN R. SCHNEIDER ARCHITECTS P.C.
 1411 WEST PETERSON AVENUE, SUITE 200
 PARK RIDGE, ILLINOIS 60068
 TEL: 847-630-4438 FAX: 847-630-5389

PLANT SCHEDULE:

SYMBOL	KEY	COMMON/LATIN NAME	SIZE	CONDITION*	SPACING	QUANTITY
SHADE TREES						
	FM	AUTUMN BLAZE FREEMAN MAPLE ACER X FREEMANII	2.5" CAL.	B & B	SPECIMEN	8
	HB	COMMON HACKBERRY CELTIS OCCIDENTALIS	2.5" CAL.	B & B	SPECIMEN	7
	HL	SKYLINE HONEYLOCUST GLEDTISIA TRIACANTHOS VAR. INERMIS	2.5" CAL.	B & B	SPECIMEN	8
	SM	SUGAR MAPLE ACER SACCHARUM	2.5" CAL.	B & B	SPECIMEN	7
	TT	TULIP TREE LIRIODENDRON TULIPERIFERA	2.5" CAL.	B & B	SPECIMEN	7
ORNAMENTAL TREES						
	FC	FLOWERING CRABAPPLE MALUS SIEBOLDI ZUMI	6' HT.	B & B	SPECIMEN	31
	SS	SHADBLow SERVICEBERRY AMELANCHIER CANADENSIS	6' HT.	B & B	SPECIMEN	16
	TH	THORNLESS COCKSPUR HAWTHORN CRATAEGUS CRUSGALLI VAR INERMIS	6' HT.	B & B	SPECIMEN	18
DECIDUOUS SHRUBS						
	AC	ALPINE CURRANT RIBES ALPINUM GREEN MOUND	24" HT.	B & B	5' O.C.	19
	AV	ARROWWOOD VIBURNUM VIBURNUM DENTATUM AUTUMN JAZZ	30" HT.	B & B	4.5' O.C.	70
	BB	COMPACT BURNING BUSH EUONYMUS ALATUS COMPACTUS	30" HT.	B & B	4.5' O.C.	6
	BC	BLACK CHOKEBERRY ARONIA MELANOCARPA	24" HT.	B & B	36" O.C.	129
	CR	CAREFREE WONDER ROSE ROSA CAREFREE WONDER	3 GAL.	B & B	36" O.C.	28
	LS	BIRCHLEAF SPIREA SPIREA BETULIFOLIA TOR	24" HT.	B & B	36" O.C.	5
EVERGREEN SHRUBS						
	DY	DENSE YEW TAXUS X MEDIA DENSIFORMIS	24"	B & B	36" O.C.	142
	SJ	GREEN SARGENT JUNIPER JUNIPERUS CHIN. VAR. SARGENTII VIRIDIS	24"	B & B	36" O.C.	147
PERENNIALS, ORNAMENTAL GRASSES & GROUNDCOVERS						
	DH	DAYLILY HAPPY RETURNS HEMEROCALLIS SPECIES	1G.	CONTR.	2' O.C.	153
	EC	PURPLELEAF WINTERCREEPER EUONYMUS FORTUNEI VAR. COLORATA	QT.	CONTR.	1' O.C.	1224
	HS	SUM AND SUBSTANCE HOSTA HOSTA SPECIES	1G.	CONTR.	3' O.C.	50
	KG	KARL FOERSTER FEATHER REED GRASS CALAMAGROSTIS ARUNDINACEA	3G.	CONTR.	2' O.C.	355
	PM1	PERENNIAL MIX #1 HARVEST MOON CONEFLOWER (75%) ECHINACEA MATTHEW SAUL LITTLE SPIRE RUSSIAN SAGE (25%) PEROVSKIA ATRIPLICIFOLIA	1G.	CONTR.	2' O.C.	80
	PM2	PERENNIAL MIX #2 LESSER CALAMINTHA (40%) CALAMINTHA NEPETA SSP. NEPETA KOBOLD GAYFEATHER (60%) LIATRIS KOBOLD	1G.	CONTR.	2' O.C.	380
	SOD	SOD (BLUEGRASS VARIETY)	S.Y.			5,400
	W-M SEED	LOW PRO WET-MESIC PRAIRIE SEED MIX**	S.Y.	W/BLANKET		FUTURE PHASE

* IF B&B PLANTS ARE NOT AVAILABLE DUE TO TIME OF SEASON, CONTAINER PLANTS MAY BE SUBSTITUTED, AS APPROVED BY THE LANDSCAPE ARCHITECT.

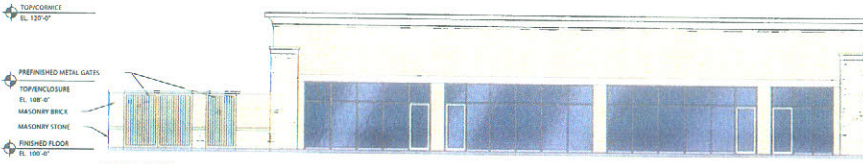
** ALL MIXES ARE TO BE SUPPLIED BY ARTHUR CLESEN, INC. 847/537-2177 (OR APPROVED EQUAL). ALSO SEE "SEED SCHEDULE".



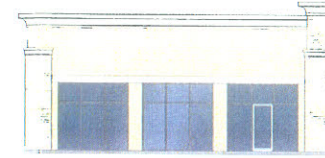
FINAL PUD BUILDING 'B1' NORTH ELEVATION
SCALE: 1/8" = 1'-0"



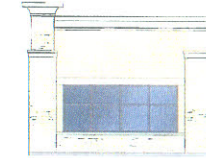
FINAL PUD BUILDING 'B1' WEST ELEVATION
SCALE: 1/8" = 1'-0"



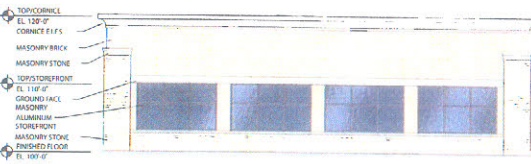
FINAL PUD BUILDING 'B1' SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



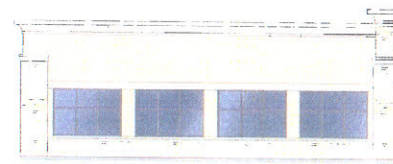
FINAL PUD BUILDING 'B1' SOUTHEAST ELEVATION
SCALE: 1/8" = 1'-0"



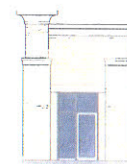
FINAL PUD BUILDING 'B1' NORTHEAST
SCALE: 1/8" = 1'-0"



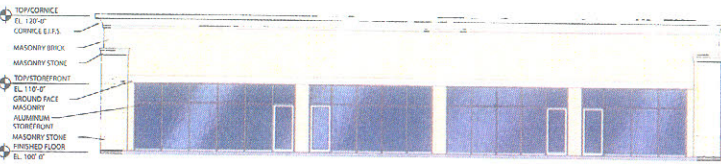
FINAL PUD BUILDING 'B2' EAST ELEVATION
SCALE: 1/8" = 1'-0"



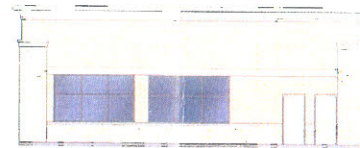
FINAL PUD BUILDING 'B2' NORTHEAST ELEVATION
SCALE: 1/8" = 1'-0"



FINAL PUD BUILDING 'B2' NORTHWEST
SCALE: 1/8" = 1'-0"



FINAL PUD BUILDING 'B2' WEST ELEVATION
SCALE: 1/8" = 1'-0"



FINAL PUD BUILDING 'B2' SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

- Building sign criteria:
- a. Signage shall only be mounted above storefronts.
 - b. The vertical mounting height of the horizontal centerline of the signage shall match the horizontal centerline of the signage area above the storefront header and below the bottom of the cornice.
 - c. The maximum width of the allowable signage area shall be 75% of the width of the corresponding storefront below.
 - d. The signage shall be centered on the signage area and storefront below.
 - e. The maximum height of the signage shall be: (30") thirty inches.
 - f. Sign boxes shall not be allowed.
 - g. Signage shall be of aluminum construction.
 - h. Signage shall be surface mounted, silhouette illuminated, individual channel lettering.
 - i. Signage shall project from face of wall a maximum of (3") eight inches.
 - j. Signage shall be illuminated by interior LED lamps.
 - k. Signs shall conform with all Village of Carol Stream ordinance requirements.



Caputo's Fresh Markets
SW corner of North Ave & S Main Rd, Carol Stream, Illinois

Dec 17, 2014

1111 W. Peterson Avenue, Suite 204
Park Ridge, IL 60076 • tel 847.458.4178 / fax 847.458.7889

arsa
associates
schneider architects

Exhibit D

ORDINANCE NO. 2014-02-__

**AN ORDINANCE AMENDING CHAPTER 16 OF THE MUNICIPAL CODE
OF THE VILLAGE OF CAROL STREAM
(ZONING CODE)**

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

SECTION 1: That Chapter 16, Article 9, Section 2 of the Carol Stream Zoning Code is hereby amended as follows:

§ 16-9-2 B-1 LOCAL RETAIL DISTRICT.

(B) *Permitted Uses.*

(19) Outdoor storage, display and sale of propane tanks, provided such use is accessory to the principal permitted use on the zoning lot, and subject to the following performance standards:

1. The propane tank storage facility shall be located immediately adjacent to the principal building or structure, and shall be limited to a maximum of 20 square feet in ground area.
2. The location on site and appearance shall be subject to review and approval by the Community Development Director, or his or her designee, in order to minimize the visual impact of the propane cages from the public right-of-way.
3. The placement of a propane cage on a sidewalk shall comply with the Illinois Accessibility Code.
4. Signage advertising the propane shall be located on the propane cage only.
5. The propane facility shall comply with all applicable codes and regulations as determined by the Community Development Department and the Carol Stream Fire Protection District.

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

PASSED AND APPROVED THIS 3rd DAY OF FEBRUARY 2014.

AYES:

NAYS:

ABSENT:

Matt McCarthy, Mayor Pro Tem

ATTEST:

Beth Melody, Village Clerk

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE EXECUTION OF THE
OFFICIAL ZONING MAP OF THE VILLAGE OF CAROL STREAM**

WHEREAS, the Illinois Compiled Statutes (65 ILCS 5/11-13-19) require the corporate authorities to publish a map clearly showing the zoning classification of all land within the municipality, including all changes that occurred within the preceding calendar year, no later than March 31 of each year; and

WHEREAS, at their meeting on January 27, 2014, the Combined Plan Commission and Zoning Board of Appeals reviewed and recommended approval of the 2014 Official Zoning Map for the Village of Carol Stream.

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

SECTION 1: That the Mayor is authorized to execute and the Village Clerk to attest **The Official Zoning Map of the Village of Carol Stream**, a map prepared using base parcel data provided by the DuPage County Mapping Department, dated March 2014, such document being attached to and made a part of this Resolution.

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

PASSED AND APPROVED THIS 3rd DAY OF FEBRUARY 2014.

AYES:

NAYS:

ABSENT:

Matt McCarthy, Mayor Pro Tem

ATTEST:

Beth Melody, Village Clerk



Carol Stream
© 1998 Village of Carol Stream

Village of Carol Stream

Official Zoning Map

March 2014

LEGEND

Residential Districts	
	R-1 Single-Family Residential District
	R-2 Single-Family Residential District
	R-3 Single-Family Residential District
	R-4 Single-Family Residential District
Business Districts	
	B-1 Local Business District
	B-2 General Business District
	B-3 General Business District
Industrial Districts	
	I-1 Industrial District
	I-2 Research and Development District
Agricultural Districts	
	A-1 Agriculture District
City-Use Districts	
	C-1 City-Use District
	C-2 City-Use District
	C-3 City-Use District
Planned Unit Development (PUD)	
	PUD Planned Unit Development

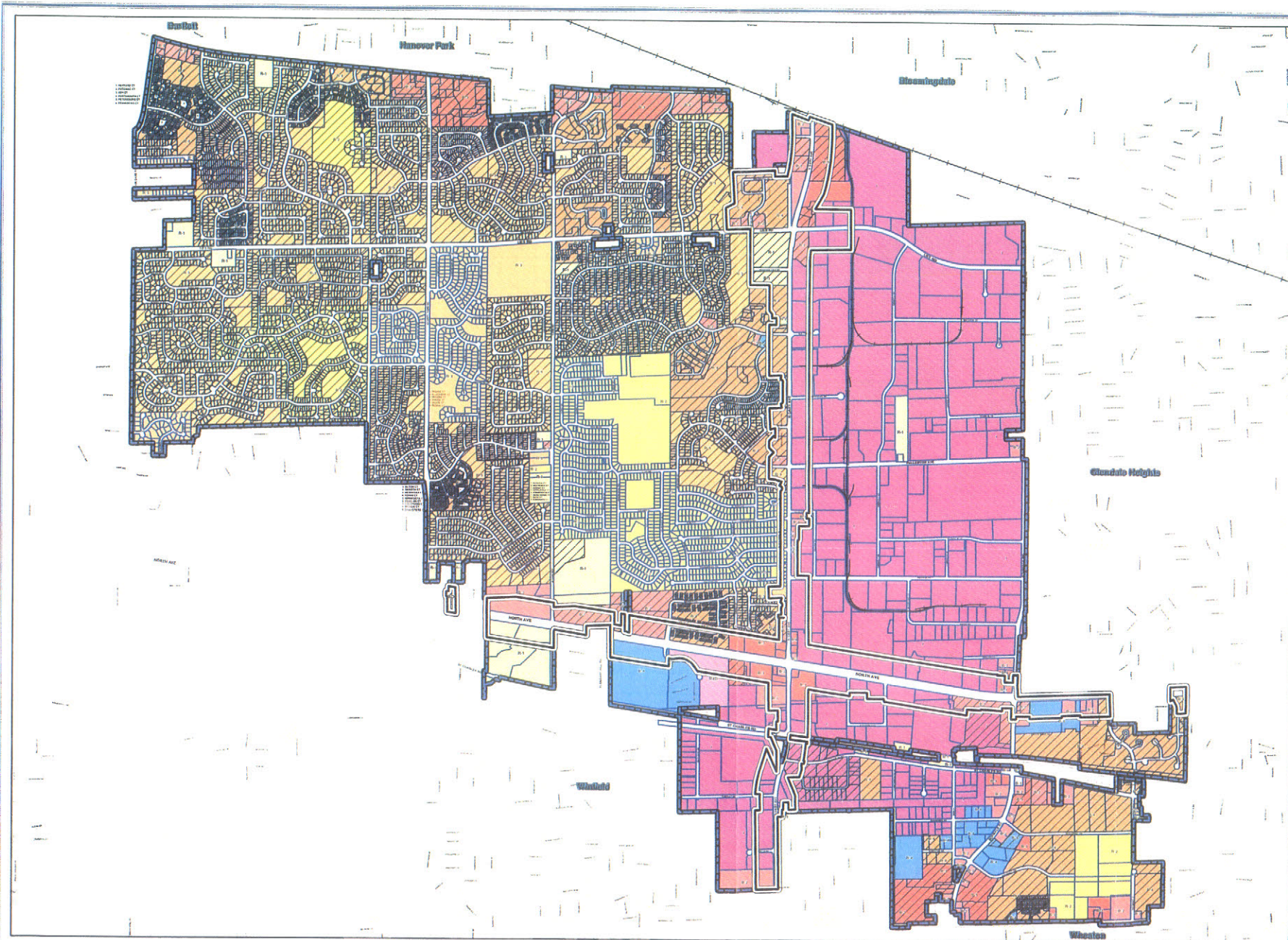
STATE OF ILLINOIS
COUNTY OF DUPAGE
THIS MAP EXPLICITLY SHOWS THE ZONING OF THE VILLAGE OF CAROL STREAM, PASSED AND APPROVED IN:



1 inch = 2,000 feet



Prepared By:
Community Development Department



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 POWERS, as follows:

SECTION 1: That the Mayor and Board of Trustees of the Village of Carol Stream find that the personal property described in Exhibit "A", now owned by the Village of Carol Stream, is no longer useful and authorize its disposal per the attached memorandum dated January 28, 2014.

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 3rd DAY OF JANUARY, 2014.

AYES:

NAYS:

ABSENT:

Matt McCarthy, Mayor Pro Tem

ATTEST:

Beth Melody, Village Clerk

EXHIBIT "A"

Village of Carol Stream
Interdepartmental Memo

TO: Joseph Breinig, Village Manager
FROM: Philip J. Modaff, Director of Public Works
DATE: January 28, 2014
RE: Surplus Equipment for Sale or Scrap

The fleet maintenance division of the Public Works Department has identified several items which are recommended to be declared surplus:

Bandsaw **Wilton Model #3230**
This unit has recently been replaced, is too small for many of our tasks and frequently requires maintenance. Will likely be sold for scrap.

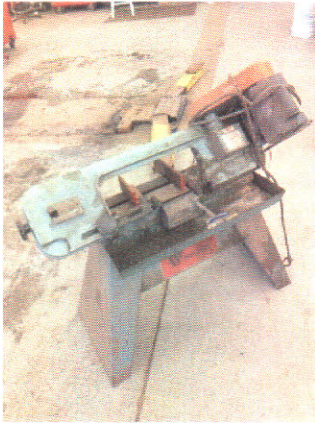
Hose Crimper **Imperial Eastman Model #K20**
This unit was recently replaced by an updated, larger and better quality unit. We will check with dealers to determine if it has any value otherwise it will be discarded.

Refrigerant Machine **RTI Model #RRC750**
This unit is obsolete with little value except for much older vehicles we don't own.

Arc Welder **Airco Model #DIP-PAK 200**
This unit was recently replaced by an updated, larger and better quality unit. We will check with dealers to determine if it has any value otherwise it will be discarded.

Bumper Jack **Black Hawk Model #67438**
Was original used on passenger vehicles with steel bumpers and pick-up trucks which we now have lifts and hoists for. Will be sold for scrap.

Photos of the items are attached. It is recommended that these items be declared surplus by the Mayor and Board of Trustees and that the Director of Public Works be authorized to sell or otherwise dispose of the items.



Bandsaw



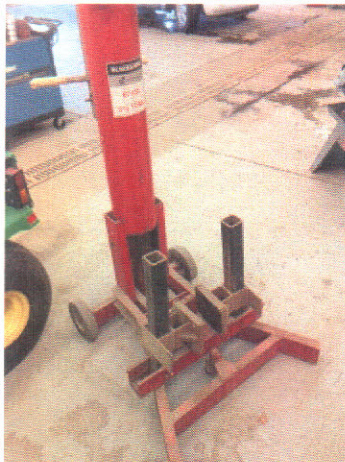
Hose Crimper



Refrigerant Machine



Arc Welder



Bumper Jack

Village of Carol Stream
 Schedule of Bills
 For Village Board Approval on February 3, 2014

AGENDA ITEM
L-1 2-3-14

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
A T & T					
SERV FOR JAN 16 THRU FEB 15 2014	439.83	01650100-52230	TELEPHONE	630257651901 1/16/14	
SERV FOR DEC/13 PWKS FAX LINE	16.74	01652800-52230	TELEPHONE	0515689283001 JAN/14	
	456.57				
AJD CONCRETE CONSTRUCTION CORP					
SNOW PLOWING EVENT 13-019 01/18/14	3,833.74	01670200-52266	SNOW REMOVAL	2013-0009	
SNOW PLOWING EVENT 13-022 1/26/14	3,260.12	01670200-52266	SNOW REMOVAL	2013-00010	
	7,093.86				
ALPHA BUILDING MAINTENANCE SERVICE INC					
VLG, PWKS ANNL CLNG/XTRA CLEAN-JAN/14	480.00	01670100-52276	JANITORIAL SERVICES	14481 VCS	20140012
VLG, PWKS ANNL CLNG/XTRA CLEAN-JAN/14	950.00	01680000-52276	JANITORIAL SERVICES	14481 VCS	20140012
	1,430.00				
B & F CONSTRUCTION CODE SERVICES, INC					
PLAN REVIEW 262 TUBEWAY	150.00	01643700-52253	CONSULTANT	38664	
PLAN REVIEW 250 KEHOE SPRINKLER	150.00	01643700-52253	CONSULTANT	38677	
	300.00				
BACKFLOW SOLUTIONS INC					
XCON ADMIN	495.00	04200100-52234	DUES & SUBSCRIPTIONS	19898	
	495.00				
CIOSEK TREE SERVICE INC					
TREE REMOVALS	28,175.00	01670700-52281	EAB REMOVAL/REPLACEMENT	DEC/2013	20140024
	28,175.00				
COMCAST CABLE					
SERV FRM 01/26/14-02/25/14	8.46	01652800-52234	DUES & SUBSCRIPTIONS	0113254 01/19/14	
	8.46				

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COMED					
SERV FRM 11/15/13 - 1/23/14	112.30	01670300-53213	STREET LIGHT ELECTRICITY	5853045025 JAN/14	
SERV FRM 12/6/13 - 01/13/14	30.07	01670600-53210	ELECTRICITY	6827721000JAN/14	
SERV FRM 12/9 - 1/14	36.79	01670300-53213	STREET LIGHT ELECTRICITY	1083101009JAN/14	
	<u>179.16</u>				
COSTCO WHOLESALE					
VENDING MACHINE PRODUCTS JAN/2014	40.98	01664700-53325	COMMUNITY RELATIONS	INV 2514 1/24/14	
VENDING MACHINE PRODUCTS JAN/2014	237.32	01650100-53380	VENDING MACHINE SUPPLIES	INV 2514 1/24/14	
	<u>278.30</u>				
CRITICAL REACH					
CRITICAL REACH ANNL DUES 2013	525.00	01662400-52234	DUES & SUBSCRIPTIONS	13-691	
CRITICAL REACH ANNL DUES 2014	525.00	01662400-52234	DUES & SUBSCRIPTIONS	14-691	
	<u>1,050.00</u>				
DAVID G BAKER					
VLG BOARD TELECAST SRV 1/21/14	105.00	01650100-52253	CONSULTANT	012114	
	<u>105.00</u>				
DUPAGE CO CHIEFS OF POLICE ASSN					
2014 ANNUAL DUES SAILER, HOFFMAN	100.00	01660100-52234	DUES & SUBSCRIPTIONS	DUES 2014	
	<u>100.00</u>				
DUPAGE COUNTY CLERK					
NOTARY COMM RNWL CJ INCROCCI 2014	10.00	01662700-52234	DUES & SUBSCRIPTIONS	CJ INCROCCI	
	<u>10.00</u>				
DUPAGE COUNTY RECORDER					
WEED LIENS 907 ROYAL GLEN	8.00	01580000-52233	RECORDING FEES	201312110136	
	<u>8.00</u>				

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DUPAGE WATER COMMISSION					
WRC OPER/MTC COSTS FOR DEC/2013	331,820.08	04201600-52283	DUPAGE CTY WATER COMMISSION	10301	
	<u>331,820.08</u>				
FEECE OIL CO					
UNLEADED FUEL	23,621.82	01696200-53356	GAS PURCHASED	3284523	
	<u>23,621.82</u>				
FONTANA LEADERSHIP DEVELOPMENT INC					
CONSULT STRATEGIC PLN MTG 1/16, 2/1/14	600.00	01520000-52222	MEETINGS	739	
	<u>600.00</u>				
GENERAL DYNAMICS-OTS					
TRAINING RECERT COURSE-C MCGIRE 5/20-22 2013	295.00	01-13010	PRE-PAID ITEMS	50000906-1	
	<u>295.00</u>				
I R M A					
DECEMBER MONTHLY DEDUCTIBLE	1,946.27	01650100-52215	INSURANCE DEDUCTIBLES	12964	
DECEMBER OPTIONAL DEDUCTIBLE	28,184.58	01650100-52215	INSURANCE DEDUCTIBLES	12936	
	<u>30,130.85</u>				
ILLINOIS OFFICE OF THE STATE FIRE MARSHAL					
ANNL RENEWAL ELEVATOR INSP 2014	75.00	01680000-52244	MAINTENANCE & REPAIR	5125055191	
	<u>75.00</u>				
ILLINOIS STATE POLICE					
SEX OFFENDER REGISTRATION FUND - FEES FOR	117.00	01000000-47407	MISCELLANEOUS REVENUE	SEX OFFDR REG 2013	
	<u>117.00</u>				
J U L I E INC					
LOCATES THRU FEB 2014	404.13	04201600-52272	PROPERTY MAINTENANCE	LOCATES 2/20/14	
LOCATES THRU FEB 2014	404.14	01670300-52272	PROPERTY MAINTENANCE	LOCATES 2/20/14	
LOCATES THRU FEB 2014	404.14	04101500-52272	PROPERTY MAINTENANCE	LOCATES 2/20/14	
	<u>1,212.41</u>				

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JOHN L FIOTI					
ATLE/TOW HEARING 1/8/14	225.00	01570000-52238	LEGAL FEES	C S 60	
ATLE/TOW HEARING 1/8/14	270.00	01662300-52310	ATLE LEGAL ADJUDICATION	C S 60	
	<u>495.00</u>				
JOHN NERI CONSTRUCTION CO INC					
EMERG HYDR LEAK REPAIR	3,609.18	04201600-52244	MAINTENANCE & REPAIR	14996	
	<u>3,609.18</u>				
JOHN TAUTGES TRUCKING					
SNOW PLOW 1/18/14 EVENT 13-019	1,856.06	01670200-52266	SNOW REMOVAL	1319	
STONE HAULED IN	782.38	01670500-53317	OPERATING SUPPLIES	1320	
	<u>2,638.44</u>				
KANE COUNTY CLERK					
NOTARY COMM RNWL JAMES LUCAS 2014	10.00	01662700-52234	DUES & SUBSCRIPTIONS	JAMES LUCAS	
	<u>10.00</u>				
KLEIN, THORPE & JENKINS, LTD					
LEGAL SERVICES DEC/2013	282.75	04200100-52238	LEGAL FEES	167396/97 01/14/14	
LEGAL SERVICES DEC/2013	302.25	04100100-52238	LEGAL FEES	167396/97 01/14/14	
LEGAL SERVICES DEC/2013	4,100.82	01570000-52238	LEGAL FEES	167396/97 01/14/14	
	<u>4,685.82</u>				
KONICA MINOLTA BUSINESS SOLUTIONS					
COPIER MTC 12/19/13-01/18/14 INVEST. PD	115.81	01662400-52226	OFFICE EQUIPMENT MAINTENAN	2275553996	
	<u>115.81</u>				
METRO DOOR AND DOCK INC					
OVERHEAD & ENTRY DOOR REPAIR	10,428.00	01670400-52244	MAINTENANCE & REPAIR	46848	20140028
	<u>10,428.00</u>				

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MORTON SALT INC					
ROCK SALT	1,020.56	01670200-53335	SALT	5400363709	20140037
ROCK SALT	3,564.93	01670200-53335	SALT	5400355002	20140037
ROCK SALT	19,267.35	01670200-53335	SALT	5400360538	20140037
ROCK SALT	23,010.12	01670200-53335	SALT	5400356595	20140037
	46,862.96				
PENN CREDIT					
COLLECTION FEES OWED	3.80	01000000-45402	ORDINANCE FORFEITS	70759	
	3.80				
S & S MAINTENANCE INC					
SNOW PLOWING EVENT 13-019 1/18/14	2,631.58	01670200-52266	SNOW REMOVAL	SS108	
SNOW PLOWING EVENT 13-022 1/26/14	2,720.53	01670200-52266	SNOW REMOVAL	SS109	
	5,352.11				
STEPHEN A LASER ASSOCIATES P C					
PSYCHOLOGICAL ASSESS - POLICE OFFCR CANDID	600.00	01510000-52228	PERSONNEL HIRING	2003482	
	600.00				
TEXOR PETROLEUM					
DIESEL	19,205.97	01696200-53356	GAS PURCHASED	4230202-1501	
FUEL	20,800.08	01696200-53356	GAS PURCHASED	4223658-41501	
	40,006.05				
THIRD MILLENIUM ASSOCIATES INCORPORATED					
EPAY - DEC/2013	225.00	04103100-52221	UTILITY BILL PROCESSING	16505	
EPAY - DEC/2013	225.00	04203100-52221	UTILITY BILL PROCESSING	16505	
WATER BILLS DEC/2013	1,280.69	04103100-52221	UTILITY BILL PROCESSING	16455	
WATER BILLS DEC/2013	1,280.69	04203100-52221	UTILITY BILL PROCESSING	16455	
	3,011.38				

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THOMAS DODGE CHRYSLER JEEP					
3-2014 DODGE VEH'S POLICE DEPT	23,482.00	01662700-54415	VEHICLES	2014-3 DODGE VEH'S	
3-2014 DODGE VEH'S POLICE DEPT	30,407.00	01662300-54415	VEHICLES	2014-3 DODGE VEH'S	
3-2014 DODGE VEH'S POLICE DEPT	30,407.00	01662700-54415	VEHICLES	2014-3 DODGE VEH'S	
	84,296.00				
THOMAS ENGINEERING GROUP, LLC					
PROFESSIONAL ENGINEERING SRV'S THRU DEC/2	30,344.43	04201600-54480	CONSTRUCTION	13-139	20140034
	30,344.43				
THOMAS F HOWARD JR					
LEGAL SERV FOR JANUARY 2014	6,791.25	01570000-52312	PROSECUTION DUI	212	
	6,791.25				
TREASURER OF THE STATE OF ILLINOIS					
ILL ATTRNY GENERAL SEX OFFNDR AWRNS,TRNG	117.00	01000000-47407	MISCELLANEOUS REVENUE	SEX OFFDR SHR2013	
SEX OFFNDR SHR FEES FUND 527 2013	19.50	01000000-47407	MISCELLANEOUS REVENUE	SEX OFFENDR FUND 527	
	136.50				
TRI R SYSTEMS INC					
SRV CALL 1/8/14 WELL#6	375.00	04201600-52244	MAINTENANCE & REPAIR	003778	
	375.00				
U S PAVING INC					
SNOW PLOW 1/18/14 EVENT 13-019	875.66	01670200-52266	SNOW REMOVAL	1/18/14 RT#13	
SNOW PLOW 1/18/14 EVENT 13-019	2,425.44	01670200-52266	SNOW REMOVAL	01/18/14 #8	
SNOW PLOWING 1/26/14 EVENT #13-022	2,413.00	01670200-52266	SNOW REMOVAL	01/26/14	
SNOW PLOWING 1/26/14 EVENT 13-022	3,627.30	01670200-52266	SNOW REMOVAL	1/26/14	
	9,341.40				
VANGUARD SECURITY CO					
SERV CALL RPL/REPROGRAM KEY FOB 2/6/114	144.00	01680000-52244	MAINTENANCE & REPAIR	13957	
	144.00				

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VERIZON WIRELESS					
SERV FRM DEC 13, 2013- JAN 14, 2014	20.25	01642100-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	20.25	01643700-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	20.25	01662500-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	38.01	04200100-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	60.03	01600000-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	60.03	01610100-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	60.03	01690100-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	68.45	01622200-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	80.28	01680000-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	98.04	04200100-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	100.53	04101500-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	102.67	01620100-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	116.54	01662300-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	141.03	04201600-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	181.27	01652800-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	181.47	01650100-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	354.17	01664700-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	394.19	01670100-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	474.21	01662400-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	586.47	01660100-52230	TELEPHONE	9718361263	
SERV FRM DEC 13, 2013- JAN 14, 2014	1,035.84	01662700-52230	TELEPHONE	9718361263	
	4,194.01				
WHEATON BANK AND TRUST					
DECEMBER WB&T FEES	257.17	04103100-52256	BANKING SERVICES	7509063 DEC/2013	
DECEMBER WB&T FEES	257.17	04203100-52256	BANKING SERVICES	7509063 DEC/2013	
DECEMBER WB&T FEES	738.71	01610100-52256	BANKING SERVICES	7509063 DEC/2013	
	1,253.05				

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GRAND TOTAL	<u>\$682,255.70</u>				

The preceding list of bills payable totaling \$682,255.70 was reviewed and approved for payment.

Approved by:



Joseph Breinig - Village Manager

Date: 1/30/14

Authorized by:

Matt McCarthy - Mayor Pro Tem

Beth Melody, Village Clerk

Date: _____

ADDENDUM WARRANTS
January 21, 2014 thru February 3, 2014

Fund	Check #	Vendor	Description	Amount
General	A C H	Wheaton Bank & Trust	Payroll Jan 6, 2013 thru Jan 19, 2014	447,253.55
Water & Sewer	A C H	Wheaton Bank & Trust	Payroll Jan 6, 2013 thru Jan 19, 2014	<u>47,390.98</u>
				<u>494,644.53</u>

Approved this _____ day of _____, 2014

By: _____
Matt McCarthy - Mayor Pro Tem

Beth Melody - Village Clerk