

VILLAGE OF BARTLETT
BOARD AGENDA
MAY 19, 2020
7:00 P.M.

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. *CONSENT AGENDA*

All items listed with an asterisk are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event, the item will be removed from the General Order of Business and considered at the appropriate point on the agenda.*

*5. MINUTES: Board & Committee Minutes – May 5, 2020

*6. BILL LIST: May 19, 2020

7. TREASURER'S REPORT: March, 2020
 Sales Tax Report – January, 2020
 Motor Fuel Tax Report – February, 2020

8. PRESIDENT'S REPORT:

- A. National Public Works Week Proclamation
- B. Recognizing our 2020 Graduating Class Proclamation
- C. Resolution Seeking Immediate Authority to Establish a Community Specific Transition Plan to Reopen Businesses and Resume Civic Activity

9. QUESTION/ANSWER: PRESIDENT & TRUSTEES

10. TOWN HALL: (Note: Three (3) minute time limit per person)

11. STANDING COMMITTEE REPORTS:

A. BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS

1. None

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GABRENYA

1. None

C. FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE

1. None

D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN REINKE

- *1. Strategic Plan Update

E. POLICE & HEALTH COMMITTEE, CHAIRMAN CARBONARO

1. None

F. PUBLIC WORKS COMMITTEE, CHAIRMAN CAMERER

1. Resolution Approving of the Agreement for Professional Engineering Services Between the Village of Bartlett and Engineering Enterprises, Inc. – Basins M1-7 Flow Monitoring
2. Resolution Approving of the Agreement for Professional Engineering Services Between the Village of Bartlett and Engineering Enterprises, Inc. – Basins N2, E2 & E3 Flow Monitoring
3. Resolution Approving of the Agreement for Professional Engineering Services Between the Village of Bartlett and Engineering Enterprises, Inc. – Basins N-1, E1 & M4 SSES

12. NEW BUSINESS

13. QUESTION/ANSWER: PRESIDENT & TRUSTEES

14. ADJOURNMENT



VILLAGE OF BARTLETT
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1. CALL TO ORDER

President Wallace called the regular meeting of May 5, 2020 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:00 p.m. and is broadcasting live via Zoom Meeting video conferencing in order to comply with the shelter in place order issued by Governor JB Pritzker. (Village Hall closed due to the Village President's Declaration of Local Disaster and Public Health Emergency Order)

2. ROLL CALL

PRESENT: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke and President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Sr. Management Analyst Sam Hughes, Management Analyst Joey Dienberg, Finance Director Todd Dowden, Assistant Finance Director Matt Coulter, Director of Public Works Dan Dinges, Public Works Engineer Bob Allen, Planning & Development Director Roberta Grill, Building Director Brian Goralski, Police Chief Patrick Ullrich, Deputy Chief Geoff Pretkelis, Village Attorney Bryan Mraz and Village Clerk Lorna Giles.

3. PLEDGE OF ALLEGIANCE – In lieu of the Pledge, Mayor Wallace asked for a couple minutes of prayer for the families that have had tragedies over the last few months.
4. ADJOURN TO EXECUTIVE SESSION – To Discuss Eminent Litigation Pursuant to Section 2(c)11 of the Open Meetings Act.

Trustee Camerer moved to Adjourn to Executive Session and that motion was seconded by Trustee Carbonaro.

ROLL CALL VOTE TO ADJOURN TO EXECUTIVE SESSION

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

The Board adjourned to Executive Session at 7:02 p.m.



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5. RECONVENE BOARD MEETING

The Board meeting reconvened at 7:59 p.m.

ROLL CALL

PRESENT: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke and President Wallace

ABSENT: None

6. CONSENT AGENDA

President Wallace stated that all items marked with an asterisk on the Agenda are considered to be routine and will be enacted by one motion. He further stated that there will be no separate discussion of these items unless a Board member so requests, in which event, that item will be removed from the Consent Agenda and considered at the appropriate point on the Agenda. He asked if there were any items a Board member wished to remove from the Consent Agenda, or any items a Board member wished to add to the Consent Agenda.

There were no additions or subtractions to the Consent Agenda.

President Wallace then recited each item that was on the Consent Agenda, including the nature of the matters being considered and other information to inform the public of matters being voted upon. He then stated that he would entertain a motion to approve the Consent Agenda, and the items designated to be approved by consent therein.

Trustee Deyne moved to approve the Consent Agenda and that motion was seconded by Trustee Carbonaro.

ROLL CALL VOTE TO APPROVE THE CONSENT AGENDA AND CONSENT ITEMS THEREIN

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

7. MINUTES – Covered and approved under the Consent Agenda.

8. BILL LIST – Covered and approved under the Consent Agenda.

9. TREASURER'S REPORT - None



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10. PRESIDENT'S REPORT

President Wallace presented Resolution 2020-41-R, a Resolution Seeking Immediate Authority to Establish A Community Specific Transition Plan to Reopen Businesses and Resume Civic Activity.

Trustee Deyne motioned to Table Resolution 2020-41-R, Seeking Authority to Establish a Transition Plan to Reopen Businesses and that motion was seconded by Trustee Deyne.

ROLL CALL VOTE TO TABLE RESOLUTION 2020-41-R SEEKING AUTHORITY TO ESTABLISH A TRANSITION PLAN TO REOPEN BUSINESSES AND RESUME CIVIC ACTIVITY

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke
NAYS: None
ABSENT: None
MOTION CARRIED

President Wallace read a Proclamation for National Police Week and designated May 15th as Peace Officers Memorial Day, and the week in which it falls as Police Week in the Village of Bartlett.

President Wallace read a Proclamation Recognizing May 2020 as Bike Month and proclaimed the month of May, 2020 as Bike Month in Bartlett.

11. QUESTION/ANSWER: PRESIDENT & TRUSTEES

Trustee Deyne announced anniversaries and birthdays for village employees.

12. TOWN HALL - None

13. STANDING COMMITTEE REPORTS

A. BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS

Trustee Hopkins stated that there was no report.

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GABRENYA

Trustee Gabrenya presented Ordinance 2020-42, an Ordinance Authorizing the Sale of Real Estate Owned by the Village of Bartlett Which is No Longer Necessary, Appropriate, Required for the Use of, Profitable to the Village, or for the Best Interest of the Village,



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and Approving a Real Estate Purchase and Sale Agreement Between the Village of Bartlett and MMAJ, LLC and a Development Agreement for the Property Located at the Southwest Corner of E. Railroad Ave. & S. Berteau Ave., Bartlett, Illinois.

Trustee Gabrenya moved to approve Ordinance 2020-42, an Ordinance Authorizing the Sale of Real Estate Owned by the Village of Bartlett Which is No Longer Necessary, Appropriate, Required for the Use of, Profitable to the Village, or for the Best Interest of the Village, and Approving a Real Estate Purchase and Sale Agreement Between the Village of Bartlett and MMAJ, LLC and a Development Agreement for the Property Located at the Southwest Corner of E. Railroad Ave. & S. Berteau Ave., Bartlett, Illinois and that motion was seconded by Trustee Deyne.

Village Administrator Paula Schumacher stated that this pertains to the Village Boards efforts to implement the downtown TOD plan as well as selling the village owned property referred to as Site E. It is a parcel at the southwest corner of Railroad and Berteau Avenues. The Village Board provided direction for staff to continue negotiating with Mr. Rafidia. The board discussed an LOI for this site which had a favorable number of votes, however, as it stood it would not have made the necessary votes to pass the higher standard that is needed for the sale of property. Legal counsel went back to Mr. Rafidia and his attorney and worked out the agreement that is before them addressing a number of issues that the board raised in that previous discussion. The sale price of the property at \$400,000 has not changed, less a credit toward the buyers cost to remove excess soil on the site and to remove and relocate underground utilities. The net purchase price remains at \$350,000. One of the issues raised was the building design itself and the quality of materials used. This agreement incorporates the downtown overlay zoning district and as such, it is subject to building façade and design requirements, building material restrictions, prohibited building façade materials and quality provisions in that district. Another concern raised was the timing of the project. This contract grants the village the right of first refusal to purchase the property back from the developer for the purchase price in the event construction of the project does not commence within one year of the date of closing or if already commenced is not diligently pursued. Another concern raised by the board was the use of prevailing wage. Prevailing wage is not legally required for this project but because of the village's involvement in these negotiations, it was part of the agreement that is before them. On this particular issue, Mr. Rafidia has met some of the concerns of the village in terms of using certain contractors and providing greater detail on the use of an experienced apartment developer, Pontarelli Construction Enterprises, and also to give the village greater assurance of a high-quality project. This apartment building is a five-story modern apartment building with 104 units. Based on that 104 units, they calculated that it would provide a significant boost to the downtown and would result in fees of approximately \$676,000, both from fees and property taxes it would be bumped up to \$976,000. They would see a gain of \$70,000-\$80,000 in additional revenues on an annual basis if the building was at full capacity between the property taxes paid and the anticipated increase in sales tax generated from new



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residents. There is an incentive to the developer to waive \$145,302 in general municipal donations and wave \$28,800 in police donations. Under the incentive structure, the developer would pay the balance of the donations to the village for the police in the amount of \$38,888 plus full donations for the other taxing districts in the amount of \$476,906. Total net donations to be paid in the amount of \$515,315. Within this agreement there is a cap on the fees and a reduction in some of the permit fees. Both the sales contract and development agreement is included and that is what is before them tonight.

Trustee Deyne stated that he was very satisfied with the way the agreement was written. His concern was with the timing of the project. With the coronavirus pandemic, he was not how they were going to work with that and the possibility that he could not commence construction of the project within the time limit.

President Wallace stated that construction is allowed during this period and he thought the time period allowed for plenty of time to get things moving.

Ms. Schumacher stated that there were no concerns raised by the developer or his attorney on that issue.

ROLL CALL VOTE TO APPROVE ORDINANCE 2020-42, AUTHORIZING THE SALE OF REAL ESTATE OWNED BY THE VILLAGE OF BARTLETT

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Reinke,
President Wallace

NAYS: Trustee Hopkins

ABSENT: None

MOTION CARRIED

C. FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE

Trustee Deyne stated that there was no report.

D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN REINKE

Trustee Reinke presented the Annual Appointments of Village Officers by the Village President with the Advice and Consent of the Board as follows:

- 1a. Village Administrator, Paula Schumacher
- b. Village Attorney, Bryan Mraz
- c. Village Treasurer, Todd Dowden
- d. Village Budget Officer, Todd Dowden
- e. Director of Public Works, Daniel Dinges



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- f. Director of Building Department, Brian Goralski
- g. Electrical Inspector, William Dettmer
- h. Plumbing Inspector, Dewayne Burris
- i. Chief of Police, Patrick Ullrich
- j. Village Engineer, Robert Allen
- k. Administrative Hearing Officer, Thomas Bastian
- l. Open Meetings Act Officer, Paula Schumacher
- m. Freedom of Information Act Officers, Samuel Hughes, Scott Skrycki (in his absence)

Trustee Reinke moved to Consent to the Annual Appointments of Village Officers by the Village President with the Advice and Consent of the Board and that motion was seconded by Trustee Camerer.

ROLL CALL VOTE TO CONSENT TO THE ANNUAL APPOINTMENTS OF VILLAGE OFFICERS

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

2. Trustee Reinke presented the Designation by the Board of Trustees of Zoning Administrator, Roberta Grill.

Trustee Reinke moved to approve the Designation by the Board of Trustees of Zoning Administrator, Roberta Grill, and that motion was seconded by Trustee Deyne.

ROLL CALL VOTE TO APPROVE ANNUAL APPOINTMENT OF ZONING ADMINISTRATOR ROBERTA GRILL

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

3. Trustee Reinke presented Resolution 2020-43-R, a Resolution Approving of the Professional Service Agreement Between the Village of Bartlett and Bryan E. Mraz & Associates, P.C.

Trustee Reinke moved to approve Resolution 2020-43-R, a Resolution Approving of the Professional Service Agreement Between the Village of Bartlett and Bryan E. Mraz & Associates, P.C. and that motion was seconded by Trustee Deyne.



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ROLL CALL VOTE TO APPROVE RESOLUTION 2020-43-R, APPROVING PROFESSIONAL SERVICE AGREEMENT FOR BRYAN E. MRAZ & ASSOC.

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke
NAYS: None
ABSENT: None
MOTION CARRIED

4. Trustee Reinke presented Resolution 2020-44-R, a Resolution Approving of the Professional Service Agreement Between the Village of Bartlett and the Law Offices of Robert J. Krupp, P.C.

Trustee Reinke moved to approve Resolution 2020-44-R, a Resolution Approving of the Professional Service Agreement Between the Village of Bartlett and the Law Offices of Robert J. Krupp, P.C. and that motion was seconded by Trustee Camerer.

ROLL CALL VOTE TO APPROVE RESOLUTION 2020-44-R, APPROVING PROFESSIONAL SERVICE AGREEMENT FOR ROBERT J. KRUPP, P.C.

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke
NAYS: None
ABSENT: None
MOTION CARRIED

5. Trustee Reinke presented Resolution 2020-45-R, a Resolution Approving of the Professional Service Agreement Between the Village of Bartlett and the Law Firm of Storino, Ramello & Durkin.

Trustee Reinke moved to approve Resolution 2020-45-R, a Resolution Approving of the Professional Service Agreement Between the Village of Bartlett and the Law Firm of Storino, Ramello & Durkin and that motion was seconded by Trustee Deyne.

ROLL CALL VOTE TO APPROVE RESOLUTION 2020-45-R, APPROVING PROFESSIONAL SERVICE AGREEMENT FOR STORINO, RAMELLO & DURKIN

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke
NAYS: None
ABSENT: None
MOTION CARRIED



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*6. Trustee Reinke stated that Resolution 2020-47-R, a Resolution Approving of the First Amendment to License Agreement Between the Village of Bartlett and the Bartlett Veteran's Memorial Foundation was covered and approved under the Consent Agenda.

*7. Trustee Reinke stated that Resolution 2020-48-R, a Resolution Approving the Removal of Dangerous Trees in the Heritage Oaks Tree Preservation Easement at 321 S. Hickory Avenue was covered and approved under the Consent Agenda.

E. POLICE & HEALTH COMMITTEE, CHAIRMAN CARBONARO

Trustee Carbonaro stated that there was no report.

F. PUBLIC WORKS COMMITTEE, CHAIRMAN CAMERER

Trustee Camerer presented Resolution 2020-46-R, a Resolution Approving the Apple Orchard Pump Station Upgrade Agreement Between the Village of Bartlett and John Neri Construction Company, Inc.

Trustee Camerer moved to approve Resolution 2020-46-R, a Resolution Approving the Apple Orchard Pump Station Upgrade Agreement Between the Village of Bartlett and John Neri Construction Company, Inc. and that motion was seconded by Trustee Deyne.

Public Works Director Dan Dinges stated that this is the pump station located south of the Home Depot on Route 59. The lift station is a regional station that takes in the Brewster Creek Industrial Park, Lake in the Hills subdivision area and Campanelli lift station, with some gravity sewer. It pumps to the south and east to get across Route 59 and heads to the Bittersweet wastewater treatment plant. This lift station was in need of repair and has a steel can down in the ground that has leaks and cracks in the steel where groundwater is coming in. There are two pumps in there and one of them is currently down. There is an emergency contract right now that if the current pump were to go down, a temporary pump would be installed.

**ROLL CALL VOTE TO APPROVE RESOLUTION 2020-46-R, APPROVING THE
APPLE ORCHARD PUMP STATION UPGRADE AGREEMENT**

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

14. NEW BUSINESS – None

15. QUESTION/ANSWER PRESIDENT & TRUSTEES



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Trustee Hopkins stated that they have talked about brush pick up many times in the past and asked if it was determined that they were not going to bring brush pick up back.

Assistant Village Administrator Scott Skrycki stated that they were going to discuss that again at the end of the three-year contract which is in January 2022.

President Wallace stated that they decided that they were out of the brush business as a village. He asked staff to do some kind of work on a creative mechanism to get our waste removal folks or another way to appease those residents with alot of yard waste.

Mr. Skrycki stated that beginning next week, Groot will start to take bulk items, one at a time. They will roll out this information to the residents in the next couple of days.

16. ADJOURN TO COMMITTEE OF THE WHOLE MEETING

President Wallace stated that the Board will be going into the Committee of the Whole meeting immediately following the close of this meeting.

There being no further business to discuss, Trustee Deyne moved to adjourn the regular Board meeting and that motion was seconded by Trustee Carbonaro.

ROLL CALL VOTE TO ADJOURN

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 8:33 p.m.

Lorna Gilles
Village Clerk



VILLAGE OF BARTLETT COMMITTEE MINUTES

May 5, 2020

President Wallace called the Committee of the Whole meeting to order at 8:33 p.m. and is broadcasting live via Zoom Meeting video conferencing in order to comply with the shelter in place order issued by Governor JB Pritzker. (Village Hall closed due to the Village President's Declaration of Local Disaster and Public Health Emergency Order)

PRESENT: Chairmen Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke and President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Sr. Management Analyst Sam Hughes, Management Analyst Joey Dienberg, Finance Director Todd Dowden, Assistant Finance Director Matt Coulter, Director of Public Works Dan Dinges, Public Works Engineer Bob Allen, Planning & Development Director Roberta Grill, Building Director Brian Goralski, Police Chief Patrick Ullrich, Deputy Chief Geoff Pretkelis, Village Attorney Bryan Mraz and Village Clerk Lorna Giles

LICENSE & ORDINANCE, CHAIRMAN REINKE

Chairman Reinke stated that there is a memo outlining some of the items that were added to the strategic plan.

Assistant Village Administrator Scott Skrycki stated that before them tonight is the 2021 Strategic Plan. He stated that this plan was derived from February 2017, when the Village Board elected to create a new strategic plan that involved the entire community. Staff was to seek guidance from all stakeholders, including the business community, taxing bodies, civic groups, staff from frontline all the way up to directors as well as residents.

After the data was collected and analyzed the plan was put into four categories which included short-term routine, short-term complex, long-term routine, and long-term complex.

The plan before them this evening sees a few changes from last year's plan. Those changes focused on infrastructure, connectivity, as well as TOD implementation. The changes in terms of infrastructure are really after-the-fact thoughts from Lake Michigan water and really what they are is land-use opportunities and those of the future of the Oneida Water Tower, as well as the well house to the north and south of village hall. In terms of connectivity, you will see a special community event that connects the east to the west side as well as physical connectivity. They are looking at an idea to go over or under Route 59, connecting the two sections of town. Finally, is further implementation of the TOD plan.



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Chairman Hopkins asked for a brief overview on why we don't need the Oneida Water Tower.

Public Works Director Dan Dinges stated that with the change to Lake Michigan water, it raises some questions on what we want to do with those sites. They do have a future water tower plan, based on demand and growth. The reason they are considering Oneida is that 4-5 years ago they put it out to bid for repainting. It came in higher than the budget so it was postponed. It has been on the list to be painted and the estimated cost is approximately \$800,000. Before they spend \$800,000 on painting, he wanted to raise this as an opportunity. It is a 500,000 gallon tank but the issue they have with the Oneida Tower is that it is lower than the other towers, it limits them on the flexibility of the other towers. Ideally, that tower would be raised and to do that, it would be incorporated into another future tower. This current site is in the downtown and in the Metra parking area. It could be a future site for redevelopment and if this was something that the board is interested in, he wanted them to see the opportunity for freeing up future commercial or parking deck opportunities.

Chairman Camerer asked for an estimate on what it would cost for a new tower.

Mr. Dinges stated that they would look at a 1.5 million gallon tower and it would be in the \$2-\$3 million dollar range. As far as sites go, he would recommend replacing the Kent Water Tower (200,000 gallon tower) - did not know how the neighbors would view this larger tank. There is also a site located south of the fire station on W. Bartlett Rd. along Spitzer.

Chairman Hopkins asked about the cost to demolish the tower.

Mr. Dinges stated that if the Board directed, he would acquire these figures.

Chairman Hopkins stated that he was not interested in spending any money at the current time.

President Wallace stated that he didn't think anyone was interested in spending money but he is not interested in painting a water tower for \$800,000.

Ms. Schumacher stated this was in the long term (3-5 year) plan so they did not have to decide tonight.

Mr. Dinges stated that the well house on the north side of village hall in the public parking lot is where the wells actually sit. These are no longer needed with the Lake Michigan project. They could keep them for backup but they are actually very low producers. Wells four and six over on Stearns Road are the main backup source. Therefore, these wells could be abandoned and the building could be demolished to create additional parking



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along the north side. The building to the south also has a reservoir and because we don't need the wells we don't need the well house with the iron filter or the reservoir. It is another site that could be used for future commercial if the village chose to clean it up and sell it or remove and create additional parking.

Chairman Hopkins asked about #20 (below). Develop an overall village-wide technology master plan.

Ms. Schumacher stated that a number of years ago they had a technology master plan that kind of looked at the long-term technology needs of the Village and phased-in how they would implement those things. That original plan was quite old and predated GIS and a lot of the smartphone technology. She found that that plan was very helpful in guiding how they thought about technology and the implementation of technology. She really wanted the IT and finance department as well as department heads to put together another long-range plan to guide those uses and also structuring a plan to implement those. Technology is one of the more expensive things that they purchase and she wanted to do it in a thoughtful cohesive manner.

Chairman Deyne moved to adjourn and that motion was seconded by Chairman Carbonaro.

ROLL CALL VOTE TO ADJOURN

AYES: Chairmen Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke
NAYS: None
ABSENT: None
MOTION CARRIED

The meeting was adjourned at 8:46 p.m.

Lorna Gilles
Village Clerk



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
May 5, 2020**

Village of Bartlett Strategic Plan

Short-Term Routine - 1 to 3 Years

1. Enhance public awareness via an education campaign to increase residents' awareness of Village services, activities, funding, etc.
2. Enhance community events.
3. Undertake a comprehensive review of building permit and development process
4. Maintain fiscal position and budget stability and enhance Village's fiscal profile and Financial strength.
5. Maintain or enhance Village standards for service delivery.

Short-Term Complex - 1 to 3 Years

6. Develop a business development strategy focused on attracting and incentivizing an additional grocery store to town.
7. Develop a business recruitment strategy to attract developers to invest in the downtown area and provide options for businesses to locate to Bartlett.
8. Develop strategies for development of Railroad Avenue vacancies.
9. Develop community branding plan.
10. Work to improve retail business profile in the Village.
11. Revisit, refine and execute the Village's overall economic development incentives.
12. Event connecting east and west sides of Bartlett. – **NEW**.

Long-Term Routine - 3 to 5 Years

13. Improve Village bike and pedestrian pathways and routes.
14. Examine service delivery methods and approaches.
15. Determine the need for the Oneida Water Tower- **NEW**.
16. Evaluate use of well house on the north side of village hall's visitor parking lot- **NEW**.
17. Evaluate use of well house south of village hall- **NEW**.

Long-Term Complex - 3 to 5 Years

18. Develop a long-term plan to refurbish/rebuild the Village's sewage treatment plant.
19. Develop a strategy to identify and complete roadway improvement and traffic mitigation programs and design.
20. Develop an overall Village-wide technology master plan.
21. Redevelop/revitalize open lot and other sites along Lake Street and Route 59.
22. Work with IDOT to improve traffic safety along Route 59.
23. Evaluate Bike/pedestrian connectivity under/over Route 59- **NEW**.
24. Further implementation of TOD Plan- **NEW**.

VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 5/19/2020

100-GENERAL FUND REVENUES

410110-REAL ESTATE TRANSFER TAX

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CATHY JOHNSON	TRANSFER TAX REFUND	348.00
INVOICES TOTAL:		348.00

420230-BUILDING PERMITS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JASON JENKINS	BUILDING PERMIT REFUND	50.00
INVOICES TOTAL:		50.00

100000-GENERAL FUND

210002-GROUP INSURANCE PAYABLE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 DEARBORN LIFE INSURANCE COMPANY	MONTHLY INSURANCE - MAY 2020	2,681.26
** 1 FIDELITY SECURITY LIFE	MONTHLY INSURANCE - MAY 2020	1,063.84
INVOICES TOTAL:		3,745.10

1100-VILLAGE BOARD/ADMINISTRATION

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GOVQA	ANNUAL FOIA SERVICE AGREEMENT	5,745.00
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	63.30
INVOICES TOTAL:		5,808.30

532000-AUTOMOTIVE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	I-PASS REPLENISHMENT	40.00
INVOICES TOTAL:		40.00

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	ILCMA CONFERENCE LODGING	158.14
INVOICES TOTAL:		158.14

542100-REBATES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 BANNERMANS SPORTS BAR & GRILL	SBERP RECIPIENT	6,770.00
** 1 INDIAN EXPRESS LLC	SBERP RECIPIENT	416.00
** 1 MCCAFFREY INC	SBERP RECIPIENT	4,066.00
** 1 THE O'HARE PUB & RESTAURANT	SBERP RECIPIENT	3,444.00
** 1 PASTA MIA LTD	SBERP RECIPIENT	6,206.00
** 1 SAVOURY RESTAURANT & PANCAKE CAFE	SBERP RECIPIENT	5,212.00

** Indicates pre-issue check.

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**	1 THE STILL BAR & GRILL	SBERP RECIPIENT	1,806.00
**	1 T & L EVERGREEN LLC	SBERP RECIPIENT	9,744.00
			<u>INVOICES TOTAL:</u> 37,664.00

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NORTHWEST MUNICIPAL CONFERENCE	ANNUAL MEMBERSHIP DUES	21,016.00
		<u>INVOICES TOTAL:</u> 21,016.00

543900-COMMUNITY RELATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 VIRGIL WILK	MEMORIAL DAY CEREMONY BAGPIPES	175.00
		<u>INVOICES TOTAL:</u> 175.00

543910-HISTORY MUSEUM EXPENSES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	USB MICROPHONE	33.06
** 1 CARDMEMBER SERVICE	MUSEUM EXPENSES/SUPPLIES	872.54
		<u>INVOICES TOTAL:</u> 905.60

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	SOCIAL DISTANCING FLOOR DECALS	151.96
1 AMAZON CAPITAL SERVICES INC	NITRILE GLOVES	50.73
1 AMAZON CAPITAL SERVICES INC	FACE MASKS	205.00
** 1 CARDMEMBER SERVICE	ZOOM MEETING/FACEBOOK FEES	231.14
1 COMCAST	CABLE SERVICE	63.52
1 MULTISYSTEM MANAGEMENT COMPANY INC	ADDITIONAL CLEANING - APRIL 2020	2,200.00
1 SYSCO FOOD SERVICES - CHICAGO	FACE MASKS	649.70
1 WAREHOUSE DIRECT	DISPOSABLE FACE MASKS	64.95
		<u>INVOICES TOTAL:</u> 3,617.00

1200-PROFESSIONAL SERVICES

523400-LEGAL SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ANCEL GLINK DIAMOND BUSH	LEGAL SERVICES	1,237.50
** 1 BRYAN E MRAZ & ASSOCIATES P.C.	PROFESSIONAL SERVICES	15,616.00
1 CLARK BAIRD SMITH LLP	LEGAL SERVICES	16,001.25
		<u>INVOICES TOTAL:</u> 32,854.75

523401-ARCHITECTURAL/ENGINEERING SVC

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GEWALT HAMILTON ASSOCIATES INC	TRAFFIC ENGINEERING SERVICES	1,035.03
1 GEWALT HAMILTON ASSOCIATES INC	TRAFFIC PASS THRU	1,620.00
		<u>INVOICES TOTAL:</u> 2,655.03

** Indicates pre-issue check.

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546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CHRISTOPHER B BURKE ENG LTD	SPAULDING ROAD QUIET ZONE	8,192.00
INVOICES TOTAL:		8,192.00

1400-FINANCE

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	32.54
INVOICES TOTAL:		32.54

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	PAPER TOWELS/SUPPLIES	33.56
1 WAREHOUSE DIRECT	FOLDERS/WRITING PADS	90.33
INVOICES TOTAL:		123.89

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FEDERAL EXPRESS CORP	DELIVERY CHGS/BUDGET FILING	52.62
1 FEDERAL EXPRESS CORP	TR STAMP DELY/BC TIF NOTE PAYOUT	59.89
INVOICES TOTAL:		112.51

1500-PLANNING & DEV SERVICES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CANON SOLUTIONS AMERICA INC	COPIER MAINTENANCE SERVICE	107.17
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	38.98
INVOICES TOTAL:		146.15

523110-LEGAL PUBLICATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 PADDOCK PUBLICATIONS INC	PUBLIC HEARING NOTICE	126.50
INVOICES TOTAL:		126.50

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	PENS/SUPPLIES	156.56
INVOICES TOTAL:		156.56

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KENNETH BURRIS	PLUMBING LICENSE RENEWAL FEE	153.38

** Indicates pre-issue check.

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INVOICES TOTAL: 153.38

1700-POLICE

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COBAN TECHNOLOGIES INC	ANNUAL MAINTENANCE AGREEMENT	1,590.00
1 COBAN TECHNOLOGIES INC	ANNUAL MAINTENANCE AGREEMENT	2,162.00
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	40.95
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	66.23
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	142.53
1 PROSHRED SECURITY	PAPER SHREDDING SERVICES	180.00
1 ULTRA STROBE COMMUNICATIONS INC	MONTHLY SERVICE FEE	1,235.00
1 VERIZON WIRELESS	WIRELESS SERVICES	785.58
<u>INVOICES TOTAL:</u>		<u>6,202.29</u>

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VERIZON WIRELESS	WIRELESS SERVICES	1,401.21
<u>INVOICES TOTAL:</u>		<u>1,401.21</u>

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	PACKING FOAM	142.98
1 ARMY TRAIL TIRE AND SERVICE	VEHICLE MAINTENANCE	595.83
1 ARMY TRAIL TIRE AND SERVICE	VEHICLE MAINTENANCE	165.43
1 ARMY TRAIL TIRE AND SERVICE	VEHICLE MAINTENANCE	146.89
1 ARMY TRAIL TIRE AND SERVICE	VEHICLE MAINTENANCE	144.19
1 HAWK FORD OF ST CHARLES	VEHICLE MAINTENANCE	2,079.93
1 MEINEKE CAR CARE CENTER	VEHICLE MAINTENANCE	107.85
1 MEINEKE CAR CARE CENTER	VEHICLE MAINTENANCE	265.85
1 MEINEKE CAR CARE CENTER	VEHICLE MAINTENANCE	19.95
1 MEINEKE CAR CARE CENTER	VEHICLE MAINTENANCE	19.95
1 MEINEKE CAR CARE CENTER	VEHICLE MAINTENANCE	19.95
<u>INVOICES TOTAL:</u>		<u>3,708.80</u>

526100-AUTO BODY REPAIRS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BOB'S AUTO BODY INC	AUTO BODY REPAIRS	59.30
<u>INVOICES TOTAL:</u>		<u>59.30</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALBERTSONS - SAFEWAY	FOOD PURCHASES/SUPPLIES	11.45
1 AMAZON CAPITAL SERVICES INC	PROTECTIVE SAFETY GOGGLES	170.95
** 1 CARDMEMBER SERVICE	COVID-19 SUPPLIES/CLEANING MATL'S	601.53
1 GRECO AND SONS INC	NITRILE GLOVES	433.84

** Indicates pre-issue check.

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**	1 SAM'S CLUB	MATERIALS & SUPPLIES	399.50
	1 STREICHER'S INC	UNIFORM ACCESSORIES/SUPPLIES	256.00
	1 TRI-TECH FORENSICS INC	MARIJUANA TEST KITS	222.00
	1 TRI-TECH FORENSICS INC	MATERIALS & SUPPLIES	31.11
	1 ZIEGLER'S ACE HARDWARE	GARDEN SPRAYER	18.99
			<hr/>
			INVOICES TOTAL: 2,145.37

530110-UNIFORMS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 STREICHER'S INC	UNIFORM ACCESSORIES/SUPPLIES	611.50
		<hr/>
		INVOICES TOTAL: 611.50

530115-SUBSCRIPTIONS/PUBLICATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 THOMSON REUTERS - WEST	MONTHLY SUBSCRIPTION	207.70
		<hr/>
		INVOICES TOTAL: 207.70

530125-SHOOTING RANGE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BEST TECHNOLOGY SYSTEMS INC	SHOOTING RANGE MAINTENANCE	525.00
		<hr/>
		INVOICES TOTAL: 525.00

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	FOLDERS/SUPPLIES	403.43
		<hr/>
		INVOICES TOTAL: 403.43

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	179.00
		<hr/>
		INVOICES TOTAL: 179.00

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 INT'L ASSOC FOR PROPERTY & EVIDENCE INC	MEMBERSHIP RENEWAL/M HOGAN	50.00
1 INT'L ASSOC FOR PROPERTY & EVIDENCE INC	MEMBERSHIP RENEWAL/M BRADY	50.00
1 METROPOLITAN EMERGENCY RESPONSE ANI	ANNUAL DUES	4,000.00
1 SECRETARY OF STATE	NOTARY PUBLIC FEE/T ALAGNA	10.00
1 SECRETARY OF STATE	NOTARY PUBLIC FEE/G BATTAGLIA	10.00
1 SECRETARY OF STATE	NOTARY PUBLIC FEE/D LACRIOLA	10.00
1 SECRETARY OF STATE	NOTARY PUBLIC FEE/P RAKIEWICZ	10.00
1 SECRETARY OF STATE	NOTARY PUBLIC FEE/M RUMMELL	10.00
1 SECRETARY OF STATE	NOTARY PUBLIC FEE/C SANCHEZ	10.00
1 SECRETARY OF STATE	NOTARY PUBLIC FEE/R SWEENEY	10.00
1 SECRETARY OF STATE	NOTARY PUBLIC FEE/M TAVOLACCI	10.00
1 WEST BEND MUTUAL INSURANCE CO	NOTARY RENEWAL/D LACRIOLA	50.00
1 WEST BEND MUTUAL INSURANCE CO	NOTARY RENEWAL/C SANCHEZ	50.00

** Indicates pre-issue check.

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1 WEST BEND MUTUAL INSURANCE CO	NOTARY RENEWAL/T ALAGNA	50.00
1 WEST BEND MUTUAL INSURANCE CO	NOTARY RENEWAL/P RAKIEWICZ	50.00
1 WEST BEND MUTUAL INSURANCE CO	NOTARY RENEWAL/M RUMMELL	50.00
1 WEST BEND MUTUAL INSURANCE CO	NOTARY RENEWAL/R SWEENEY	50.00
1 WEST BEND MUTUAL INSURANCE CO	NOTARY RENEWAL/M TAVOLACCI	50.00
1 WEST BEND MUTUAL INSURANCE CO	NOTARY RENEWAL/G BATTAGLIA	50.00
INVOICES TOTAL:		4,580.00

543900-COMMUNITY RELATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	64.28
INVOICES TOTAL:		64.28

544001-PRISONER DETENTION

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALBERTSONS - SAFEWAY	FOOD PURCHASES/SUPPLIES	28.92
INVOICES TOTAL:		28.92

1800-STREET MAINTENANCE

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	CABLE SERVICE	2.11
1 SAFETY-KLEEN SYSTEMS INC	PARTS WASHER SOLVENT	400.98
1 VERIZON WIRELESS	WIRELESS SERVICES	193.33
1 VERIZON WIRELESS	WIRELESS SERVICES	34.06
1 VERMEER-ILLINOIS INC	EQUIPMENT RENTAL	2,200.00
1 VERMEER-ILLINOIS INC	CREDIT - ONE DAY RENTAL FEE	-750.00
INVOICES TOTAL:		2,080.48

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	23.95
1 NICOR GAS	GAS BILL	219.04
1 NICOR GAS	GAS BILL	291.51
1 NICOR GAS	GAS BILL	506.32
INVOICES TOTAL:		1,040.82

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CHAMPION FRAME-ALIGN INC	VEHICLE MAINTENANCE	18,724.11
1 KAMMES AUTO & TRUCK REPAIR INC	VEHICLE MAINTENANCE	729.52
1 KAMMES AUTO & TRUCK REPAIR INC	VEHICLE MAINTENANCE	632.67
1 KAMMES AUTO & TRUCK REPAIR INC	VEHICLE MAINTENANCE	332.00
1 SAUBER MFG CO	AERIAL UNIT INSPECTION FEES	915.50
1 ULTRA STROBE COMMUNICATIONS INC	RADIO/MINI-LIGHTBAR INSTALLATION	297.75
INVOICES TOTAL:		21,631.55

** Indicates pre-issue check.

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527110-SVCS TO MAINTAIN TRAFFIC SIGS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MEADE ELECTRIC CO INC	TRAFFIC SIGNAL/STREET LIGHT MAINT	1,001.00
1 STATE TREASURER	TRAFFIC SIGNAL MAINTENANCE	1,594.20
	INVOICES TOTAL:	2,595.20

527113-SERVICES TO MAINT. GROUNDS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CORNERSTONE LAND & LAWN INC	LANDSCAPE MAINTENANCE/ MAY 2020	8,606.00
	INVOICES TOTAL:	8,606.00

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ACTION LOCK & KEY INC	KEYS	20.00
1 DULTMEIER SALES LLC	MATERIALS & SUPPLIES	763.95
1 GRAINGER	SAW BLADE/SUPPLIES	84.82
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	51.80
1 RUSSO'S POWER EQUIPMENT INC	MATERIALS & SUPPLIES	195.28
1 RUSSO'S POWER EQUIPMENT INC	SAW BLADES	51.96
1 TERMINAL SUPPLY CO	MATERIALS & SUPPLIES	237.65
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	80.54
	INVOICES TOTAL:	1,486.00

530110-UNIFORMS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CUTLER WORKWEAR	UNIFORMS	444.50
	INVOICES TOTAL:	444.50

530160-SAFETY EQUIPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VELOCITYEHS - MSDSONLINE	ANNUAL SUBSCRIPTION RENEWAL	649.66
	INVOICES TOTAL:	649.66

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	PAPER TOWELS/TRASH BAGS	307.71
1 WAREHOUSE DIRECT	CLEANING SUPPLIES	68.41
	INVOICES TOTAL:	376.12

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FEDERAL EXPRESS CORP	DELIVERY CHGS/BUDGET FILING	15.46
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	11.59
	INVOICES TOTAL:	27.05

** Indicates pre-issue check.

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534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CAROL STREAM LAWN & POWER	MOWER SUPPLIES	200.19
1 CAROL STREAM LAWN & POWER	MAINTENANCE SUPPLIES	43.39
1 CAROL STREAM LAWN & POWER	MAINTENANCE SUPPLIES	48.52
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	18.15
1 RANDALL PRESSURE SYSTEMS INC	MAINTENANCE SUPPLIES	85.76
1 RUSSO'S POWER EQUIPMENT INC	CREDIT - RETURN	-64.44
1 RUSSO'S POWER EQUIPMENT INC	CREDIT - RETURN	-92.55
INVOICES TOTAL:		239.02

534500-GROUNDS MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MIDWEST TRADING HORTICULTURAL	GRASS SEED	390.00
INVOICES TOTAL:		390.00

534600-BUILDING MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NITECH FIRE & SECURITY INDUSTRIES INC	BURGLAR ALARM MONITORING	36.00
INVOICES TOTAL:		36.00

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	CREDIT/U OF I CHARGES	-150.00
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	80.51
INVOICES TOTAL:		-69.49

543800-STORMWATER FACILITIES MAINT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CAROL STREAM LAWN & POWER	MAINTENANCE SUPPLIES	476.91
1 CHRISTOPHER B BURKE ENG LTD	M&M-FEMA NATIVE BASIN CLEAN-UP	316.82
1 WELCH BROS INC	MAINTENANCE SUPPLIES	268.00
1 WELCH BROS INC	MAINTENANCE SUPPLIES	782.25
1 WELCH BROS INC	GRAVEL PURCHASE	609.00
INVOICES TOTAL:		2,452.98

430000-DEVELOPER DEPOSITS FUND

262099-DEPOSIT-ORDINANCE 89-49

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CALATLANTIC GROUP INC	TOPO BOND REFUND/138 ABBOTT CT	1,000.00
1 CALATLANTIC GROUP INC	TOPO BOND REFUND/139 ABBOTT CT	1,000.00
1 CALATLANTIC GROUP INC	TOPO BOND REFUND/144 ABBOTT CT	1,000.00
1 CALATLANTIC GROUP INC	TOPO BOND REFUND/145 ABBOTT CT	1,000.00
1 CALATLANTIC GROUP INC	TOPO BOND REFUND/151 ABBOTT CT	1,000.00
1 CALATLANTIC GROUP INC	TOPO BOND REFUND/198 ABBOTT CT	1,000.00
1 FIRST EAGLE DEVELOPMENT	MPD BOND REFUND	1,700.00

** Indicates pre-issue check.

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1 WILLIAM RYAN HOMES INC	TOPO BOND REFUND	200.00
		<u>INVOICES TOTAL: 7,900.00</u>

4800-BREWSTER CREEK TIF MUN ACC EXP

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 REAL ESTATE PUBLISHING CORPORATION	ADVERTISING	625.00
		<u>INVOICES TOTAL: 625.00</u>

5000-WATER OPERATING EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	SCADA SYSTEM PHONE LINE	35.54
1 CORNERSTONE LAND & LAWN INC	LANDSCAPE MAINTENANCE/ MAY 2020	1,714.00
1 WATER REMEDIATION TECHNOLOGY	BASE TREATMENT CHARGE/W-4	11,133.92
1 WATER REMEDIATION TECHNOLOGY	BASE TREATMENT CHARGE/W-7	2,293.33
		<u>INVOICES TOTAL: 15,176.79</u>

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VERIZON WIRELESS	WIRELESS SERVICES	193.32
		<u>INVOICES TOTAL: 193.32</u>

522800-ANALYTICAL TESTING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 PDC LABORATORIES INC	SAMPLE TESTING	40.00
1 SUBURBAN LABORATORIES INC	SAMPLE TESTING	2,323.75
		<u>INVOICES TOTAL: 2,363.75</u>

523401-ARCHITECTURAL/ENGINEERING SVC

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CHRISTOPHER B BURKE ENG LTD	BARTLETT LEAD ACTION	1,040.00
		<u>INVOICES TOTAL: 1,040.00</u>

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	76.69
1 NICOR GAS	GAS BILL	186.02
1 NICOR GAS	GAS BILL	46.91
1 NICOR GAS	GAS BILL	126.31
		<u>INVOICES TOTAL: 435.93</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
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** Indicates pre-issue check.

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1 CORE & MAIN LP	MATERIALS & SUPPLIES	763.24
1 CORE & MAIN LP	MATERIALS & SUPPLIES	234.40
1 CORE & MAIN LP	MATERIALS & SUPPLIES	70.00
1 CORE & MAIN LP	MATERIALS & SUPPLIES	516.64
1 GRIMCO INC	MATERIALS & SUPPLIES	706.90
1 LEE JENSEN SALES CO INC	PNEUMATIC SAW PACKAGE	4,740.00
	INVOICES TOTAL:	7,031.18

530110-UNIFORMS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CUTLER WORKWEAR	UNIFORMS	85.87
	INVOICES TOTAL:	85.87

530150-SMALL TOOLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	653.09
	INVOICES TOTAL:	653.09

530160-SAFETY EQUIPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FIVE STAR SAFETY EQUIPMENT INC	GLOVES	12.95
1 VELOCITYEHS - MSDSONLINE	ANNUAL SUBSCRIPTION RENEWAL	649.67
	INVOICES TOTAL:	662.62

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	PAPER TOWELS/TRASH BAGS	307.71
1 WAREHOUSE DIRECT	CLEANING SUPPLIES	68.41
	INVOICES TOTAL:	376.12

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	MAY BILLS POSTAGE	2,594.38
	INVOICES TOTAL:	2,594.38

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 INTERSTATE BATTERY SYSTEM	MAINTENANCE SUPPLIES	397.90
1 INTERSTATE BATTERY SYSTEM	MAINTENANCE SUPPLIES	257.90
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	18.15
	INVOICES TOTAL:	673.95

534600-BUILDING MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NITECH FIRE & SECURITY INDUSTRIES INC	BURGLAR ALARM MONITORING	36.00
	INVOICES TOTAL:	36.00

** Indicates pre-issue check.

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534810-METER MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WATER RESOURCES INC	WATER METERS/SUPPLIES	1,461.00
1 WATER RESOURCES INC	WATER METER/SUPPLIES	1,595.75
INVOICES TOTAL:		3,056.75

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	CREDIT/APWA MEETING CANCELLATION	-50.00
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	25.00
INVOICES TOTAL:		-25.00

5090-WATER CAPITAL PROJECTS EXP

581038-VILLAGE SYSTEM IMPROVEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CHRISTOPHER B BURKE ENG LTD	PUMP STATION MODIFICATION	1,200.00
1 DEIGAN & ASSOCIATES LLC	UST REMOVAL/STEARNS PUMP STATION	2,129.25
INVOICES TOTAL:		3,329.25

510-SEWER FUND REVENUES

450100-UTILITY CHARGES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VILLAGE OF STREAMWOOD	ELGIN TOYOTA SEWER CHARGES	302.46
INVOICES TOTAL:		302.46

5100-SEWER OPERATING EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CORNERSTONE LAND & LAWN INC	LANDSCAPE MAINTENANCE/ MAY 2020	1,028.00
1 LIONHEART CRITICAL POWER	GENERATOR MAINTENANCE FEES	10,486.65
1 LIONHEART CRITICAL POWER	GENERATOR MAINTENANCE	1,168.52
INVOICES TOTAL:		12,683.17

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VERIZON WIRELESS	WIRELESS SERVICES	193.32
INVOICES TOTAL:		193.32

522800-ANALYTICAL TESTING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	20.00
INVOICES TOTAL:		20.00

** Indicates pre-issue check.

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524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	160.80
1 NICOR GAS	GAS BILL	39.41
1 NICOR GAS	GAS BILL	120.42
1 NICOR GAS	GAS BILL	605.42
1 NICOR GAS	GAS BILL	302.93
1 NICOR GAS	GAS BILL	38.12
1 NICOR GAS	GAS BILL	38.54
1 NICOR GAS	GAS BILL	121.90
1 NICOR GAS	GAS BILL	38.66
1 NICOR GAS	GAS BILL	119.92
1 NICOR GAS	GAS BILL	53.64
1 NICOR GAS	GAS BILL	40.44
1 NICOR GAS	GAS BILL	39.20
1 NICOR GAS	GAS BILL	62.56
INVOICES TOTAL:		1,781.96

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COLUMBIA PIPE & SUPPLY CO	MATERIALS & SUPPLIES	38.25
1 GRIMCO INC	MATERIALS & SUPPLIES	706.90
1 HINCKLEY SPRING WATER CO	DISTILLED WATER	52.64
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	151.49
1 NORTH CENTRAL LABORATORIES	LAB SUPPLIES	1,347.07
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	5.00
INVOICES TOTAL:		2,301.35

530120-CHEMICAL SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HAWKINS INC	CHEMICAL SUPPLIES	2,649.39
1 HAWKINS INC	CHEMICAL SUPPLIES	2,516.50
1 HAWKINS INC	CHEMICAL SUPPLIES	808.47
1 HAWKINS INC	CHEMICAL SUPPLIES	2,677.95
1 SOLENIS LLC	CHEMICAL SUPPLIES	9,297.40
INVOICES TOTAL:		17,949.71

530160-SAFETY EQUIPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FIVE STAR SAFETY EQUIPMENT INC	SAFETY GEAR	353.85
1 VELOCITYEHS - MSDSONLINE	ANNUAL SUBSCRIPTION RENEWAL	649.67
INVOICES TOTAL:		1,003.52

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	INK CARTRIDGE	74.47
1 WAREHOUSE DIRECT	INK CARTRIDGE	86.21
1 WAREHOUSE DIRECT	INK CARTRIDGE	74.47

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 5/19/2020**

INVOICES TOTAL: 235.15

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	MAY BILLS POSTAGE	2,594.38
		<u>INVOICES TOTAL: 2,594.38</u>

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HAWKINS INC	PUMP TUBES	344.82
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	18.15
1 LIONHEART CRITICAL POWER	BLOCK HEATERS	517.92
1 TRI-R SYSTEMS INC	EQUIPMENT MAINTENANCE	420.00
1 WAREHOUSE DIRECT	INK CARTRIDGE	86.21
		<u>INVOICES TOTAL: 1,387.10</u>

534600-BUILDING MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NITECH FIRE & SECURITY INDUSTRIES INC	BURGLAR ALARM MONITORING	36.00
		<u>INVOICES TOTAL: 36.00</u>

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	25.00
		<u>INVOICES TOTAL: 25.00</u>

510000-SEWER FUND

200504-FRWRD PAYABLE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FRWRD	KANE COUNTY SEWER TREATMENT	615.62
		<u>INVOICES TOTAL: 615.62</u>

5190-SEWER CAPITAL PROJECTS EXP

582026-LIFT STATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CRAWFORD MURPHY & TILLY	BIDDING/ENGINEERING ASSISTANCE	7,200.00
		<u>INVOICES TOTAL: 7,200.00</u>

582028-DEVON EXCESS FLOW PLANT REHB

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ENGINEERING ENTERPRISES INC	EXCESS FLOW SEWER & FORCEMAIN	6,634.00
1 ENGINEERING ENTERPRISES INC	EXCESS FLOW FACILITY LIFT STATION	16,440.26
		<u>INVOICES TOTAL: 23,074.26</u>

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 5/19/2020

5200-PARKING OPERATING EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 T2 SYSTEMS CANADA INC	MONTHLY EMS SERVICES	400.00
INVOICES TOTAL:		400.00

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	INTERNET SERVICE	128.40
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	105.79
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	75.09
1 NICOR GAS	GAS BILL	55.60
1 NICOR GAS	GAS BILL	135.53
INVOICES TOTAL:		500.41

529000-OTHER CONTRACTUAL SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	DSL LINE FOR METRA PAY BOXES	41.83
INVOICES TOTAL:		41.83

550-GOLF FUND REVENUES

470010-CLUBHOUSE BANQUET SALES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 LUCIANA DOBRIN	DEPOSIT REFUND	2,000.00
** 1 ENCHANTED PRODUCTIONS LLC	DEPOSIT REFUND	100.00
** 1 JULIE PATEL	DEPOSIT REFUND	100.00
INVOICES TOTAL:		2,200.00

5500-GOLF PROGRAM EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - APRIL 2020	275.62
INVOICES TOTAL:		275.62

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NICOR GAS	GAS BILL	1,340.23
INVOICES TOTAL:		1,340.23

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 EDWARD DON & COMPANY	BATH TISSUE	158.44
1 EDWARD DON & COMPANY	TRASH BAGS	71.26

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
INVOICES DUE ON/BEFORE 5/19/2020

1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	19.98
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	35.50
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	120.21
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	96.66
1 SYSCO FOOD SERVICES - CHICAGO	FACE MASKS/SANITIZER	86.85
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	107.50
INVOICES TOTAL:		696.40

534200-GOLF CART MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NADLER GOLF CAR SALES INC	GOLF CART MAINTENANCE SUPPLIES	714.18
INVOICES TOTAL:		714.18

5510-GOLF MAINTENANCE EXPENSES

522300-UNIFORM RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CINTAS CORPORATION	UNIFORM RENTAL	25.00
1 CINTAS CORPORATION	UNIFORM RENTAL	25.00
1 CINTAS CORPORATION	UNIFORM RENTAL	25.00
1 CINTAS CORPORATION	UNIFORM RENTAL	25.00
1 CINTAS CORPORATION	UNIFORM RENTAL	25.00
INVOICES TOTAL:		125.00

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NICOR GAS	GAS BILL	483.86
1 NICOR GAS	GAS BILL	446.74
INVOICES TOTAL:		930.60

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VALLEY HYDRAULIC SERVICE INC	VEHICLE MAINTENANCE SUPPLIES	63.67
INVOICES TOTAL:		63.67

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SYSCO FOOD SERVICES - CHICAGO	FACE MASKS/SANITIZER	86.86
INVOICES TOTAL:		86.86

532000-AUTOMOTIVE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MANSFIELD OIL COMPANY	GASOLINE PURCHASE	579.43
1 MANSFIELD OIL COMPANY	GASOLINE PURCHASE	135.13
INVOICES TOTAL:		714.56

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 5/19/2020**

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CAROL STREAM LAWN & POWER	MAINTENANCE SUPPLIES	38.08
		<u>INVOICES TOTAL:</u> 38.08

534500-GROUNDS MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	19.23
		<u>INVOICES TOTAL:</u> 19.23

534700-TREE MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NELS J JOHNSON TREE EXPERTS INC	TREE REMOVAL SERVICES	2,000.00
		<u>INVOICES TOTAL:</u> 2,000.00

5560-GOLF RESTAURANT EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GREAT LAKES SERVICE	MONTHLY SERVICE AGREEMENT	103.75
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - APRIL 2020	36.19
		<u>INVOICES TOTAL:</u> 139.94

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NICOR GAS	GAS BILL	223.37
		<u>INVOICES TOTAL:</u> 223.37

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DUSTIN BROOKS	FOOD PURCHASE/SUPPLIES	15.98
1 EDWARD DON & COMPANY	TRASH BAGS	20.00
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	31.04
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	19.97
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	48.85
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	26.25
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	120.22
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	135.73
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	61.67
1 SYSCO FOOD SERVICES - CHICAGO	FACE MASKS/SANITIZER	86.86
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	107.50
		<u>INVOICES TOTAL:</u> 674.07

534320-PURCHASES - FOOD & BEVERAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BREAKTHRU BEVERAGE ILLINOIS LLC	LIQUOR PURCHASE	192.20

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 5/19/2020**

1	ELGIN BEVERAGE CO	BEER PURCHASE	212.17
1	EUCLID BEVERAGE LLC	BEER PURCHASE	262.06
1	GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	396.79
1	GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	116.94
1	GRECO AND SONS INC	FOOD PURCHASE	37.50
1	GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	64.00
1	HIGHLAND BAKING COMPANY	FOOD PURCHASE	57.92
**	1 MORE BREWING	BEER PURCHASE	450.00
1	SCHAMBERGER BROTHERS INC	BEER PURCHASE	96.40
1	SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	71.40
1	SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	1,052.69
1	SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	140.93
1	SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	219.29
1	SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	30.00
1	TEC FOODS INC	COFFEE PURCHASE	80.35
INVOICES TOTAL:			3,480.64

5570-GOLF BANQUET EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CLUBTEC	MONTHLY SOFTWARE SUPPORT	58.00
1 GREAT LAKES SERVICE	MONTHLY SERVICE AGREEMENT	103.75
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - APRIL 2020	36.19
INVOICES TOTAL:		197.94

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NICOR GAS	GAS BILL	223.37
INVOICES TOTAL:		223.37

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DUSTIN BROOKS	FOOD PURCHASE/SUPPLIES	15.98
1 EDWARD DON & COMPANY	TRASH BAGS	15.00
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	31.05
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	19.98
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	48.86
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	141.05
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	120.22
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	223.90
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	572.38
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	265.85
1 SYSCO FOOD SERVICES - CHICAGO	FACE MASKS/SANITIZER	86.86
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	307.70
INVOICES TOTAL:		1,848.83

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 5/19/2020**

534320-PURCHASES - FOOD & BEVERAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALBERTSONS - SAFEWAY	FOOD PURCHASES	222.76
1 BREAKTHRU BEVERAGE ILLINOIS LLC	LIQUOR PURCHASE	1,243.35
1 DUSTIN BROOKS	FOOD PURCHASE/SUPPLIES	21.84
1 EUCLID BEVERAGE LLC	BEER PURCHASE	292.40
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	78.99
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	38.99
1 GRECO AND SONS INC	FOOD PURCHASE	97.87
1 GRECO AND SONS INC	FOOD PURCHASE	201.28
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	174.45
1 GRECO AND SONS INC	FOOD PURCHASE	178.70
1 GRECO AND SONS INC	FOOD PURCHASE	77.84
1 HIGHLAND BAKING COMPANY	FOOD PURCHASE	51.45
1 PEPSI BEVERAGES COMPANY	SOFT DRINK PURCHASE	383.22
1 SCHAMBERGER BROTHERS INC	BEER PURCHASE	96.40
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	10.00
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	1,145.44
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	378.98
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	168.32
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	1,203.36
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	1,984.53
INVOICES TOTAL:		8,050.17

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 LAURA STOJANOVICH	BASSETT/OFF-PREMISE CERTIFICATIONS	19.99
INVOICES TOTAL:		19.99

5580-GOLF MIDWAY EXPENSES

534320-PURCHASES - FOOD & BEVERAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	126.63
INVOICES TOTAL:		126.63

6000-CENTRAL SERVICES EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AUTOMATIC BUILDING CONTROLS LLC	ANNUAL SERVICE AGREEMENT	2,840.00
1 AUTOMATIC BUILDING CONTROLS LLC	ANNUAL SERVICE AGREEMENT	2,622.00
1 CLARKE ENVIRONMENTAL MOSQUITO	MOSQUITO MGMT SVCS JUNE 2020	16,650.00
1 LIONHEART CRITICAL POWER	GENERATOR MAINTENANCE	1,059.82
1 SCHINDLER ELEVATOR CORPORATION	ANNUAL MAINTENANCE AGREEMENT	7,656.00
INVOICES TOTAL:		30,827.82

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 5/19/2020

522700-COMPUTER SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ARCHIVESOCIAL	ANNUAL SERVICE AGREEMENT	4,788.00
1 BLACK BOX NETWORK SERVICES	ANNUAL MAINTENANCE AGREEMENT	6,679.94
1 COMCAST	INTERNET SERVICE	88.40
1 NETSUPPORT INCORPORATED	ANNUAL MAINTENANCE RENEWAL	127.50
1 THINKGARD	DATAGARD SERVICE AGREEMENT	2,090.90
1 TYLER TECHNOLOGIES INC	ANNUAL SUPPORT/UPDATE LICENSING	74,762.22
INVOICES TOTAL:		88,536.96

524100-BUILDING MAINTENANCE SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - APRIL 2020	3,752.00
INVOICES TOTAL:		3,752.00

524110-TELEPHONE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CALL ONE	TELEPHONE BILL	263.10
** 1 CARDMEMBER SERVICE	VLG HALL DSL LINE/VPN FEES	108.45
1 VERIZON WIRELESS	WIRELESS SERVICES	266.07
1 VERIZON WIRELESS	WIRELESS SERVICES	560.28
INVOICES TOTAL:		1,197.90

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	315.30
1 NICOR GAS	GAS BILL	1,069.38
INVOICES TOTAL:		1,384.68

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	HAND SOAP	225.09
1 WAREHOUSE DIRECT	PAPER TOWELS/SUPPLIES	319.30
1 WAREHOUSE DIRECT	KLEENEX	42.50
1 WAREHOUSE DIRECT	TRASH BAGS/SUPPLIES	244.71
INVOICES TOTAL:		831.60

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	GAFFER TAPE	16.41
1 AMAZON CAPITAL SERVICES INC	ETHERNET CABLE	24.89
INVOICES TOTAL:		41.30

570100-MACHINERY & EQUIPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	CLOUD SERVICES	0.75

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
INVOICES DUE ON/BEFORE 5/19/2020

1 GRANICUS	WEB SITE REDESIGN	3,790.00
1 THINKGARD	DISASTER RECOVERY APPLIANCE	7,567.69
INVOICES TOTAL:		11,358.44

7000-POLICE PENSION EXPENDITURES

523001-PERSONNEL TESTING

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 INSPE ASSOCIATES LTD	EXAM - G SELMANI	3,600.00
INVOICES TOTAL:		3,600.00

529000-OTHER CONTRACTUAL SERVICES

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
** 1 MESIROW INSURANCE SERVICES INC	FIDUCIARY LIABILITY RENEWAL	6,528.00
INVOICES TOTAL:		6,528.00

GRAND TOTAL: 470,985.46

GENERAL FUND	180,183.14
DEVELOPER DEPOSITS FUND	7,900.00
BREWSTER CREEK TIF MUN ACCT	625.00
WATER FUND	37,684.00
SEWER FUND	71,403.00
PARKING FUND	942.24
GOLF FUND	24,189.38
CENTRAL SERVICES FUND	137,930.70
POLICE PENSION FUND	10,128.00
GRAND TOTAL	470,985.46

** Indicates pre-issue check.

VILLAGE OF BARTLETT TREASURER'S REPORT
 CASH & INVESTMENT REPORT
 FISCAL YEAR 2019/20 as of March 31, 2020

Fund	2/29/2020	Receipts	Disburse- ments	3/31/2020
General	13,282,021	2,711,043	1,770,205	14,222,858
MFT	3,512,799	137,030	800	3,649,029
Debt Service	263,277	550,143	0	813,420
Capital Projects	41,464	110	0	41,574
Municipal Building	666,929	2,067	15,636	653,360
Developer Deposits	2,538,390	1,752	0	2,540,142
59 & Lake TIF	(75,672)	0	0	(75,672)
BC Municipal TIF	842,058	2,300	43,340	801,019
Bluff City TIF Municipal	82,423	218	0	82,641
Water	(1,582,265)	1,277,857	1,181,183	(1,485,591)
Sewer	29,908,568	547,549	692,756	29,763,361
Parking	87,995	8,069	12,982	83,082
Golf	233,622	27,566	170,247	90,941
Central Services	719,400	116,055	75,758	759,697
Vehicle Replacement	3,695,524	53,272	0	3,748,796
TOTALS	54,216,535	5,435,032	3,962,907	55,688,659

Detail of Ending Balance					
	Cash	Investments	Assets/Liab.	Net	3/31/2020
	5,807,907	7,815,235	599,717	599,717	14,222,858
	1,810,480	1,856,430	(17,880)	(17,880)	3,649,029
	313,612	497,017	2,790	2,790	813,420
	16,050	25,436	89	89	41,574
	295,973	469,062	(111,676)	(111,676)	653,360
	123,935	2,163,816	252,391	252,391	2,540,142
	255,917	405,581	(737,171)	(737,171)	(75,672)
	319,271	505,984	(24,237)	(24,237)	801,019
	31,903	50,561	177	177	82,641
	1,385,917	2,196,262	(5,067,771)	(5,067,771)	(1,485,591)
	1,390,256	2,203,136	26,169,969	26,169,969	29,763,361
	33,941	53,791	(4,650)	(4,650)	83,082
	0	0	90,941	90,941	90,941
	172,222	272,939	314,537	314,537	759,697
	572,974	908,056	2,267,766	2,267,766	3,748,796
TOTALS	12,530,358	19,423,306	23,734,993	23,734,993	55,688,659

BC Project TIF	4,251,520	250,713	247,300	4,254,933
Bluff City Project TIF	7,107	19	0	7,126
Bluff City SSA Debt Srv.	108,959	639,696	0	748,655
Police Pension	40,114,860	2,883,817	190,398	42,808,278



Todd Dowden
 Finance Director

VILLAGE OF BARTLETT TREASURER'S REPORT
 REVENUE & EXPENDITURE BUDGET COMPARISONS BY FUND
 FISCAL YEAR 2019/20 as of March 31, 2020

Fund	Revenues			Expenditures		
	Actual	Current Year Budget	Prior YTD %	Actual	Current Year Budget	Prior YTD %
General	22,764,771	23,354,315	97.48%	20,948,980	23,798,503	88.03%
MFT	1,427,347	2,125,158	67.16%	1,260,448	3,480,225	36.22%
Debt Service	9,042,635	3,228,357	280.10%	9,023,986	3,210,325	281.09%
Capital Projects	744	600	124.07%	0	0	0.00%
Municipal Building	292,769	586,400	49.93%	625,252	797,500	78.40%
Developer Deposits	129,870	506,500	25.64%	16,297	639,500	2.55%
Bluff City SSA	1,283,068	1,161,458	110.47%	1,144,413	1,181,875	96.83%
59 & Lake TIF	0	133,000	0.00%	75,672	133,000	56.90%
Bluff City Municipal TIF	31,133	31,300	99.47%	0	57,000	0.00%
Bluff City Project TIF	1,134,235	1,943,000	1.60%	1,130,546	1,940,000	58.28%
Brewster Creek Municipal TIF	784,822	740,000	106.06%	508,258	1,183,924	42.93%
Brewster Creek Project TIF	6,367,381	7,685,000	82.85%	6,360,465	7,675,000	82.87%
Water	13,541,475	13,231,000	102.35%	11,344,748	14,824,910	76.52%
Sewer	14,566,483	11,980,000	121.59%	4,393,432	11,955,714	36.75%
Parking	195,787	233,400	83.88%	198,836	218,027	91.20%
Golf	1,909,009	2,301,650	82.94%	2,083,658	2,264,194	92.03%
Central Services	1,274,516	1,383,763	92.11%	1,034,500	1,433,585	72.16%
Vehicle Replacement	591,896	663,770	89.17%	446,506	675,500	66.10%
Police Pension	1,097,781	5,018,571	21.87%	2,072,132	5,018,571	41.29%
Subtotal	76,435,723	76,307,242	100.17%	62,668,126	80,487,353	77.86%
Less Interfund Transfers	(3,804,439)	(4,149,854)	91.68%	(3,804,439)	(4,149,854)	91.68%
Total	72,631,284	72,157,388	100.66%	58,863,687	76,337,499	77.11%
						68.47%

VILLAGE OF BARTLETT TREASURER'S REPORT
 MAJOR REVENUE BUDGET COMPARISONS
 FISCAL YEAR 2019/20 as of March 31, 2020

Fund	Actual	Current Year		Prior	
		Budget	Percent	YTD %	YTD %
Property Taxes	11,265,850	11,160,020	100.95%	101.35%	
Sales Taxes (General Fund)	2,327,350	2,460,000	94.61%	91.70%	
Income Taxes	4,041,968	4,150,000	97.40%	97.38%	
Telecommunications Tax	581,135	750,000	77.48%	95.22%	
Home Rule Sales Tax	1,498,131	1,600,000	93.63%	65.00%	
Real Estate Transfer Tax	809,585	750,000	107.94%	112.23%	
Building Permits	676,835	600,000	112.81%	66.09%	
MFT	1,369,149	1,085,000	126.19%	92.08%	
Water Charges	10,625,783	12,000,000	88.55%	90.82%	
Sewer Charges	5,537,401	6,075,000	91.15%	91.43%	
Interest Income	643,754	417,600	154.16%	229.18%	

GOLF FUND DETAIL (Excluding Capital Projects)
 FISCAL YEAR 2019/20 as of March 31, 2020

Fund	Current Year		Percent
	Actual	Budget	
Golf Program			
Revenues	1,024,790	1,300,650	78.79%
Expenses	1,117,771	1,277,317	87.51%
Net Income	(92,981)	23,333	-398.49%
F&B - Restaurant			
Revenues	132,322	160,000	82.70%
Expenses	286,190	306,298	93.44%
Net Income	(153,868)	(146,298)	105.17%
F&B - Banquet			
Revenues	654,109	715,000	91.48%
Expenses	632,491	611,929	103.36%
Net Income	21,618	103,071	20.97%
F&B - Midway			
Revenues	97,786	126,000	77.61%
Expenses	47,205	68,650	68.76%
Net Income	50,581	57,350	88.20%
Golf Fund Total			
Revenues	1,909,009	2,301,650	82.94%
Expenses	2,083,658	2,264,194	92.03%
Net Income	(174,649)	37,456	-466.28%

Sales Taxes

Month	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20
May	175,701	173,657	178,983	170,734	186,214	201,320	200,041	205,572
June	195,692	193,303	201,968	200,031	224,385	219,629	227,783	232,110
July	190,898	186,097	188,547	194,738	211,186	224,268	218,236	220,524
August	180,797	184,425	190,872	206,213	209,930	215,328	211,089	262,349
September	182,163	189,650	183,399	198,880	206,205	208,760	215,922	227,334
October	165,188	170,530	188,055	212,286	212,435	219,639	196,081	214,284
November	181,865	174,037	179,846	204,437	207,123	221,599	221,276	243,184
December	165,852	153,005	163,529	178,413	201,075	206,836	196,714	186,495
January	168,154	210,506	187,865	194,219	190,934	196,530	181,590	203,051
February	147,189	151,678	141,054	149,630	167,837	180,413	170,866	
March	147,039	128,886	141,609	161,850	159,411	167,379	156,194	
April	162,595	153,553	170,308	178,006	186,494	194,753	187,952	
Total	2,063,133	2,069,327	2,116,036	2,249,438	2,363,230	2,456,454	2,383,743.06	1,994,902
% increase	4.17%	0.30%	2.26%	6.30%	5.06%	3.94%	-2.96%	11.82%
Budget	1,975,000	2,010,000	2,075,000	2,115,000	2,205,000	2,400,000	2,425,000	2,460,000

VENDOR WARRANT DETAIL

BARTLETT VILLAGE TREASURER

[RETURN HOME](#)
 [VENDOR SUMMARY](#)
 [CONTRACT SEARCH](#)
 [PAYMENTS SEARCH](#)
 [PAYMENTS ISSUED](#)
 [PENDING PAYMENTS](#)

PAYMENTS NOTIFICATIONS

➔ [Return Back](#)

Warrant/EFT#: EF 0027535

Fiscal Year	2020	Issue Date	03/05/20
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Warrant Total	\$203,050.70	Warrant Status	
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Agency	Contract	Invoice	Voucher	Agency Amount
492 - REVENUE		A1632215	0A1632215	\$203,050.70

IOC Accounting Line Details

Fund	Agency	Organization	Appropriation	Object	Amount	Appropriation Name
0189	492	27	44910055	4491	\$203,050.70	DISTRIBUTE MUNI/CNTY SALES TAX

Payment Voucher Description

Line	Text
1	IL DEPT. OF REVENUE AUTHORIZED THIS PAYMENT ON 03/04/2020
2	MUNICIPAL 1 % SHARE OF SALES TAX
3	LIAB MO: DEC. 2019 COLL MO: JAN. 2020 VCHR MO: MAR. 2020
4	?’S PHONE: 217 785-6518 EMAIL: REV.LOCALTAX@ILLINOIS.GOV
61	MUNICIPAL 1 % SHARE OF SALES TAX

MOTOR FUEL TAX

Month	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
May	89,115	104,788	106,665	89,988	93,139	91,478	86,848	83,590
June	75,066	71,924	80,212	58,408	58,737	72,645	79,592	76,204
July	87,721	84,361	89,915	103,948	94,278	95,252	93,416	95,250
August	87,924	99,063	61,056	100,154	89,533	89,970	90,079	137,033
September	76,347	70,076	83,006	67,441	79,032	79,527	75,247	148,846
October	83,510	90,026	89,337	87,626	91,489	91,053	98,725	136,575
November	89,027	77,655	90,552	101,486	93,216	92,796	92,950	153,788
December	85,014	103,117	103,771	93,002	97,757	91,055	89,502	180,890
January	82,788	90,866	97,525	89,828	92,928	93,233	89,403	128,180
February	70,348	83,687	74,031	90,531	88,602	80,765	81,313	126,802
March	83,251	65,802	37,978	77,861	75,544	80,062	77,761	
April	70,866	75,969	95,841	93,782	90,224	94,336	91,212	
Subtotal	980,978	1,017,334	1,009,889	1,054,055	1,044,479	1,052,174	1,046,048	1,267,157
Plus:								
High Growth	29,031	37,678	37,682	37,743	37,801	37,266	36,909	9,192
Jobs Now	179,796	179,796	359,592					
Total	1,189,805	1,234,808	1,407,163	1,091,798	1,082,280	1,089,440	1,082,957	1,276,349
Budget	1,250,000	1,175,000	1,188,990	1,025,000	1,067,287	1,095,000	1,095,000	1,085,000
Annual Inc in \$								
w/o High Growth	-6.80%	3.71%	-0.73%	4.37%	-0.91%	0.74%	-3.31%	55.94%



Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

Bureau of Local Roads & Streets
217-782-1662

Municipality Report

March 4, 2020

Bartlett

MOTOR FUEL TAX ALLOTMENT AND TRANSACTIONS FOR FEBRUARY, 2020

Beginning Unobligated Balance		\$4,948,850.07
Motor Fuel Tax Fund Allotment	\$71,585.63	
MFT Transportation Renewal Fund Allotment	\$55,216.07	
Minus Amount Paid to State	\$0.00	
Net Motor Fuel Tax Allotment		\$126,801.70
Plus Credits Processed		\$0.00
Minus Authorizations Processed		\$0.00
Current Unobligated Balance		\$5,075,651.77

PROCESSED TRANSACTIONS:

**PROCLAMATION
NATIONAL PUBLIC WORKS WEEK
MAY 17 – 23, 2020**

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of the Village of Bartlett; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment, forestry, public buildings and other structures and facilities essential for our residents; and,

WHEREAS, the health, safety and comfort of a community greatly depends on these facilities and services; and,

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design and construction, is vitally dependent upon the efforts and skill of public works officials; and,

WHEREAS, it is in the public interest for the residents, civic leaders and children in the Village of Bartlett to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective community; and,

WHEREAS, the year of 2020 marks the 60th annual National Public Works Week, sponsored by the American Public Works Association;

NOW, THEREFORE, I, Kevin Wallace, Village President of the Village of Bartlett, Cook, DuPage and Kane Counties, do hereby proclaim **May 19 – 23, 2020** as **NATIONAL PUBLIC WORKS WEEK** in the Village of Bartlett.

Dated this 19th day of May, 2020.



Kevin Wallace, Village President

VILLAGE OF BARTLETT PROCLAMATION Recognizing Our Graduating Class of 2020

WHEREAS, due to the coronavirus pandemic the Graduating Class of 2020 has already been denied end-of-year award ceremonies, senior trips, spring athletic events, concerts and proms; and

WHEREAS, the additional loss of a walk across the stage in cap and gown for your hard-earned diploma or degree gives you good reason to lament such an unprecedented conclusion to your academic years; and

WHEREAS, these long-anticipated rites of passage may be a causality of COVID-19, the strength and resilience of you, our amazing graduates, has never been in danger; and

WHEREAS, during this generational challenge you not only continued to meet all the educational requirements necessary to conclude this chapter of your young life but you successfully pivoted to a new starting line; and

WHEREAS, the world you face today has changed in ways you never imagined, you are smart, you are agile, you are creative and you are far more prepared to shape the future and blaze a new trail than you know; and

WHEREAS, no matter which opportunities you choose to explore in the months and years ahead – higher education, military service, the start of job, a trade or profession – just look over your shoulder to see the steady support and unwavering pride of your family, friends and community as we cheer you along your path;

NOW, THEREFORE, I, Kevin Wallace, President of the Village of Bartlett, Cook, DuPage and Kane Counties, do hereby call upon all Bartlett citizens to congratulate our Graduating Class of 2020 and share in their excitement as they take the next steps on their life journey.

DATED this 19th day of May 2020.



Kevin Wallace, Village President



Agenda Item Executive Summary

Item Name Resolution for Governor and State Legislators Committee or Board Village Board

BUDGET IMPACT

Amount: n/a

Budgeted

List what fund

EXECUTIVE SUMMARY

Mayor Wallace asked that the Village Board consider a resolution to be sent to our state legislators and the Governor expressing Bartlett's position that state action is needed now, to allow municipalities to address the issues facing their constituents. The Village Board considered such a resolution at its last meeting, however, that was the same day Governor Pritzker announced the Restore Illinois Plan just hours before. The Village Board tabled the resolution and asked staff to revise it in light of the Governor's plan.

Under the Restore Illinois Plan, the Village of Bartlett is part of the Northeast region and our community is combined into the same region as the City of Chicago and establishes four key metrics for movement between reopening phases. These metrics include being at or under a 20% positivity rate and increasing no more than 10 percentage points over a 14-day period, and no overall increase in hospital admissions for COVID-19 like illnesses for 28 days and available sure capacity of at least 14% of ICU beds, medical beds and ventilators. The village, like the rest of the state is in Phase 2 - Flattening.

The proposed resolution seeks the immediate reconfiguration of the Restore Illinois Plan's Health Regions. It supports several alternatives presented by the DMMC and the IML that would allow smaller regional areas to move to the "recovery phase" immediately upon meeting the data points outlined in the Restore Illinois Plan. The resolution would also urge further actions by the state which include restoring LGDF levels, expediting payments to municipalities and small businesses, and delaying loan payments due to state agencies.

ATTACHMENTS (PLEASE LIST)

Memo

Resolution

IML Letter

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion: I MOVE TO APPROVE RESOLUTION 2020 - __ R, A RESOLUTION SEEKING IMMEDIATE AUTHORITY TO ESTABLISH A COMMUNITY SPECIFIC TRANSITION PLAN TO REOPEN BUSINESSES AND RESUME CIVIC ACTIVITY

Staff: Paula Schumacher, Village Administrator

Date: May 1, 2020

Memorandum

TO: Kevin Wallace, Village President and Board of Trustees

FROM: Paula Schumacher, Village Administrator

DATE: May 12, 2020

SUBJECT: Resolution Discussion

Mayor Wallace asked that the Village Board consider a resolution to be sent to our state legislators and Governor expressing Bartlett's position that state action is needed now, to allow municipalities to address the issues facing their constituents. The Village Board considered such a resolution at its last meeting, however, that was the same day Governor Pritzker announced the Restore Illinois Plan just hours before. The Village Board tabled the resolution and asked staff to revise it in light of the Governor's plan.

Under the Restore Illinois Plan, the Village of Bartlett is part of the Northeast region and our community is combined into the same region as the City of Chicago and establishes four key metrics for movement between reopening phases. These metrics include being at or under a 20% positivity rate and increasing no more than 10 percentage points over a 14-day period, and no overall increase in hospital admissions for COVID-19 like illnesses for 28 days and available sure capacity of at least 14% of ICU beds, medical beds and ventilators. The Village, like the rest of the state is in Phase 2 – Flattening.

One part of the proposed resolution asks the state to work with the Legislature and Illinois Department of Commerce and Economic Opportunity and various regional working groups focused on economic restoration and recovery to develop workable precautions, operational restrictions and reasonable guidelines and controls for the opening of restaurants, bars and businesses.

It also urges the Governor to follow through on his commitment to refine the Restore Illinois Plan where merited and consider abandoning the four designated health regions outlined in the Restore Illinois Plan. Such action would balance sound public health practices with the need to resume strong, but safe levels of business and civic activity.

The resolution also states that the Village of Bartlett supports the efforts of the DuPage Mayors and Managers Conference to advocate for DuPage County, IDPH area 8, to stand alone; and as the Village of Bartlett is in portions of Cook, DuPage and Kane counties we also support the creation of a smaller regional grouping of IDPH areas 7,8,9 and 10; and furthermore, the Village of Bartlett also supports the Illinois Municipal League's opinion that each of the 11 IDPH areas be allowed to be evaluated individually.

A second part would recommend further actions by the State such as:

Restoring the Municipal Share of LGDF Revenues

Return of the local government share of total income tax collections to 10%. Prior to January 2011, 10% of total income tax collections were dedicated to local governments as Local Government Distributive Fund (LGDF) revenues. That percentage has since decreased to as low as 5.45% of individual income tax collections and 6.16% of corporate income tax collections. These revenues are critical for municipal services and the continued reductions will only exacerbate the financial problems many municipalities will face as a result of this crisis.

Delay in loan payments due to state agencies

Urge that Governor JB Pritzker issue an order providing for a six-month delay in loan payments due from municipalities to state agencies, such as the Illinois Environmental Protection Agency and the Office of the State Fire Marshal. Additionally, IML requests that revolving loan funds from the Illinois Department of Commerce & Economic Opportunity (DCEO) be made more accessible to local governments so they can provide loans to small businesses in their communities.

Ask that any federal aid received by the state designated for municipal governments be dispersed by the Governor's Office to all 1,298 cities, villages and towns on a per capita basis so that every community receives the financial help they need to weather the crisis. The Coronavirus Aid Relief and Economic Security (CARES) Act is designed to provide more than \$2 trillion in aid in response to the pandemic. While the plan, under Title VI, Section 601, provides \$150 billion to state and local governments to address spending shortages related to the pandemic, the legislation specifically includes in its definition of "unit of local government" a municipality or county with a population that exceeds 500,000. Left unaddressed are all other units of local government.

Expediting payments to municipalities and businesses

Direct State Comptroller Susana Mendoza stated that payments to municipalities pending in the Comptroller's Office be prioritized and expedited. Additionally, direct that payments to small businesses and critical service providers be expedited as well.

RESOLUTION 2020-__-R

A RESOLUTION SEEKING IMMEDIATE AUTHORITY TO ESTABLISH
A COMMUNITY SPECIFIC TRANSITION PLAN TO REOPEN
BUSINESSES AND RESUME CIVIC ACTIVITY

WHEREAS, COVID-19 is a novel severe acute respiratory illness that can spread among people through respiratory transmissions and present with symptoms similar to those of influenza; and certain populations are at higher risk of experiencing more severe illness as a result of COVID-19, including older adults and people who have serious chronic medical conditions; and

WHEREAS, state of Illinois Governor JP Pritzker issued a disaster proclamation on March 9, 2020, declaring all counties in the State of Illinois a disaster area under the Illinois Emergency Management Agency Act, 20 ILCS 3305/7; and

WHEREAS, the Village of Bartlett and its officials and residents recognize that the Illinois Emergency Management Act, 2 ILCS 3305/1, *et seq.* (the "Act") authorizes the Governor of the State of Illinois to issue emergency disaster proclamations and confers upon the Governor certain enumerated emergency powers after a disaster has been proclaimed, that he or she may exercise for a period of not to exceed 30 days (20 ILCS 3305/7);

WHEREAS, on April 1, 2020 Governor J.B. Pritzker issued Executive Order No. 8 which *inter alia* ordered: (1) residents to stay at home or place of residence; (2) "non-essential" businesses and operations must "cease"; (3) certain activity is "prohibited" in any form, except for "essential activities" which include, among other things (a) "outdoor activity" so long as "social distancing" is adhered to; (b) essential travel, as well as (c) food, medical, day care and professional services; and (5) citizens must engage in "social distancing" which specifically requires citizens to maintain a six (6) foot social distance from others; (b) citizens must wash hands with soap "for at least twenty seconds" as frequently as possible, (c) must cover coughs or sneezes, and may not shake hands (the "Stay at Home Order"); and

WHEREAS, the Governor issued a second Proclamation continuing the same COVID-19 disaster and issued an Executive Order extending the Stay at Home Order until April 30, 2020; and

WHEREAS, on April 30, 2020, the Governor issued Executive Order No. 30 easing certain restrictions in the Stay at Home Order relating to such as golf, but increasing and adding certain restrictions such as mandating the use of masks or face coverings and extended the Stay at Home Order until May 30, 2020 (the "Amended Stay at Home Order"); and

WHEREAS, while it is undeniable that the Stay at Home Order has had a positive effect on reducing the number of cases of individuals contracting COVID-19 and deaths in Illinois, it is equally undeniable that the Stay at Home Order has had a devastating financial impact on the businesses and residents in the State of Illinois and of the Village of Bartlett, and the extension of the Stay at Home Order through May 30, 2020 with the revisions set forth in the Amended Stay at Home order will cause further economic destruction and unlawful violations of residents' Constitutional rights; and

WHEREAS, The Restore Illinois five-phase regional plan to reopen the state's economy on a limited basis presented on May 5, 2020 will continue to cause further emotional and financial distress for citizens of the State of Illinois and the Village of Bartlett; and

WHEREAS, under the Restore Illinois Plan, the Village of Bartlett is part of the Northeast region and our community is combined into the same region as the City of Chicago; and

WHEREAS, the experience and impact of COVID-19 varies greatly from county to county and the majority of the Village of Bartlett resides in DuPage County, and we are trending toward meeting the required COVID-19 metrics indicated in the Restore Illinois Plan in a matter of weeks, if not days; and this is in contrast to the City of Chicago and other densely populated areas that could take months to reach the same targets; and

WHEREAS, the Village is continuing its efforts to prepare for any eventuality given that this is a novel illness and given the known health risks it poses for the elderly and those with serious chronic medical conditions and;

WHEREAS, according to the Illinois Department of Public Health reporting for May 14, 2020 Bartlett has 168 positive COVID-19 cases with 1,002 people tested and has indicated that of the 3,928 deaths from COVID-19 statewide 2,694 or 69% have been people 70 years of age and older.

WHEREAS, we are also cognizant of the additional strain on public safety and mental health providers addressing the potential danger of increased suicide, domestic violence and drug abuse due to factors related to prolonged isolation; and

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, as follows:

SECTION ONE: The Village of Bartlett urges the Governor to immediately allow municipalities to address the needs of their residents and businesses directly and give the approval to move to the "recovery phase" immediately upon meeting the data points outlined in the Restore Illinois Plan.

SECTION TWO: The Corporate Authorities of the Village also urge the Governor to procure support from the General Assembly before any further extension of

the duration of the declared emergency and the Governor's emergency powers under the Act; in addition, the Village urges the General Assembly to discuss the provisions of the Restore Illinois Plan so that the concerns and recommendations expressed in this Resolution can be duly debated by our local elected representatives;

SECTION THREE: The Village of Bartlett urges the Governor to work with the Legislature and Illinois Department of Commerce and Economic Opportunity and various regional working groups focused on economic restoration and recovery to develop workable precautions, operational restrictions and reasonable guidelines and controls for the opening of restaurants, bars and businesses.

SECTION FOUR: The Village of Bartlett urges the Governor to follow through on his commitment to refine the Restore Illinois Plan where merited and consider abandoning the four designated health regions outlined in the Restore Illinois Plan. Such action would balance sound public health practices with the need to resume strong, but safe levels of business and civic activity.

SECTION FIVE: The Village of Bartlett supports the efforts of the DuPage Mayors and Managers Conference to advocate for DuPage County, IDPH area 8, to stand alone; and as the Village of Bartlett is in portions of Cook, DuPage and Kane counties we also support the creation of a smaller regional grouping of IDPH areas 7,8,9 and 10; and. Furthermore, the Village of Bartlett also supports the Northwest Municipal Conference's and Illinois Municipal League's position that each of the 11 IDPH areas be allowed to be evaluated individually.

SECTION SIX: The Village of Bartlett also urges the Governor to take further actions which include restoring LGDF levels, expediting payments to municipalities and small businesses, and delaying loan payments due to state agencies.

SECTION SEVEN: SEVERABILITY. The various provisions of this Resolution are to be considered as severable, and of any part or portion of this Resolution shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

SECTION EIGHT: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION NINE: EFFECTIVE DATE. This Resolution shall be in full force and effect upon passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: May 19, 2020

APPROVED: May 19, 2020

Kevin Wallace, Village President

ATTEST:

Lorna Giless, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2020-__-R, enacted on May 19, 2020, and approved on May 19, 2020, as the same appeared from the official records of the Village of Bartlett.

Lorna Giless, Village Clerk

WHEREAS, while it is undeniable that the Stay at Home Order has had a positive effect on reducing the number of cases of individuals contracting COVID-19 and deaths in Illinois, it is equally undeniable that the Stay at Home Order has had a devastating financial impact on the businesses and residents in the State of Illinois and of the Village of Bartlett, and the extension of the Stay at Home Order through May 30, 2020 with the revisions set forth in the Amended Stay at Home order will cause further economic destruction and unlawful violations of residents' Constitutional rights; and

WHEREAS, The Restore Illinois five-phase regional plan to reopen the state's economy on a limited basis presented on May 5, 2020 will continue to cause further emotional and financial distress for citizens of the State of Illinois and the Village of Bartlett; and

WHEREAS, under the Restore Illinois Plan, the Village of Bartlett is part of the Northeast region and our community is combined into the same region as the City of Chicago; and

WHEREAS, the experience and impact of COVID-19 varies greatly from county to county and the majority of the Village of Bartlett resides in DuPage County, and we are trending toward meeting the required COVID-19 metrics indicated in the Restore Illinois Plan in a matter of weeks, if not days; and this is in contrast to the City of Chicago and other densely populated areas that could take months to reach the same targets; and

WHEREAS, the Village is continuing its efforts to prepare for any eventuality given that this is a novel illness and given the known health risks it poses for the elderly and those with serious chronic medical conditions and;

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SECTION TWO: The Corporate Authorities of the Village also urge the Governor to procure support from the General Assembly before any further extension of

the duration of the declared emergency and the Governor's emergency powers under the Act; in addition, the Village urges the General Assembly to discuss the provisions of the Restore Illinois Plan so that the concerns and recommendations expressed in this Resolution can be duly debated by our local elected representatives;

SECTION THREE: The Village of Bartlett urges the Governor to work with the Legislature and Illinois Department of Commerce and Economic Opportunity and various regional working groups focused on economic restoration and recovery to develop workable precautions, operational restrictions and reasonable guidelines and controls for the opening of restaurants, bars and businesses.

SECTION FOUR: The Village of Bartlett urges the Governor to follow through on his commitment to refine the Restore Illinois Plan where merited and consider abandoning the four designated health regions outlined in the Restore Illinois Plan. Such action would balance sound public health practices with the need to resume strong, but safe levels of business and civic activity.

SECTION FIVE: The Village of Bartlett supports the efforts of the DuPage Mayors and Managers Conference to advocate for DuPage County, IDPH area 8, to stand alone; and as the Village of Bartlett is in portions of Cook, DuPage and Kane counties we also support the creation of a smaller regional grouping of IDPH areas 7,8,9 and 10; and. Furthermore, the Village of Bartlett also supports the Northwest Municipal Conference's and Illinois Municipal League's position that each of the 11 IDPH areas be allowed to be evaluated individually.

SECTION SIX: The Village of Bartlett also urges the Governor to take further actions which include restoring LGDF levels, expediting payments to municipalities and small businesses, and delaying loan payments due to state agencies.

SECTION SEVEN: SEVERABILITY. The various provisions of this Resolution are to be considered as severable, and of any part or portion of this Resolution shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

SECTION EIGHT: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION NINE: EFFECTIVE DATE. This Resolution shall be in full force and effect upon passage and approval.

Educate. Advocate. Empower.

PRESIDENT

Mayor Leon Rockingham, Jr., North Chicago

FIRST VICE PRESIDENT

Mayor Ricky J. Gottman, Vandalia

SECOND VICE PRESIDENT

Village President Catherine Adduci, River Forest

EXECUTIVE DIRECTOR

Brad Cole, Former Mayor, Carbondale

VICE PRESIDENTS

Mayor Richard H. Veenstra, Addison

Mayor Richard Irvin, Aurora

Mayor Greg Szymanski, Beecher

Mayor Michael Chamberlain, Belvidere

Mayor John Michael Henry, Carbondale

Mayor Lori E. Lightfoot, Chicago

Village President Charles E. Takar, Chicago Ridge

Mayor Kevin B. Hutchinson, Columbia

Mayor Julie Moore Wolfe, Decatur

Mayor Teresa Kern, Diamond

Mayor Liandro Arellano, Jr., Dixon

Mayor Reggie Freeman, East Moline

Mayor Mark Kupsky, Fairview Heights

Mayor John Pritchard, Galesburg

Village President Mike McCormick, Godfrey

Village President Rodney S. Craig, Hanover Park

Village President Vernard L. Alsbury, Jr., Hazel Crest

Mayor Andy Exard, Jacksonville

Mayor Tim Gavor, Mattoon

Mayor Joe Judge, Mount Carmel

Mayor John C. Lewis, Mount Vernon

Town President Chris Kaos, Normal

Mayor Jim Ardis, Peoria

Mayor Scott Harl, Peru

Mayor Robert Hauster, Plano

Mayor Kyle Moore, Quincy

Village President Rick Reinbold, Richton Park

Mayor Thomas McNamara, Rockford

Mayor Dale B. Adams, Rockton

Mayor Richard H. Hill, Round Lake Beach

Mayor George Van Dusen, Skokie

Mayor James D. Langfelder, Springfield

Mayor Gary W. Manier, Washington

Mayor Samuel D. Cunningham, Waukegan

Mayor Tom Jordan, West Frankfort

PAST PRESIDENTS

Village President Karen Darch, Barrington

Mayor Mark W. Eckert, Belleville

Mayor Roger C. Clear, Bolingbrook

Mayor Michael J. Inman, Mccomb

Mayor Gerald E. Daugherty, Mascoutah

Mayor Gerald R. Bennett, Palos Hills

May 11, 2020

The Honorable JB Pritzker
Governor

James R Thompson Center
100 W Randolph 16-100
Chicago, Illinois 60601

Dear Governor Pritzker:

Thank you for putting forth the "Restore Illinois" plan to safely reopen our state's economy for both commerce and social interaction.

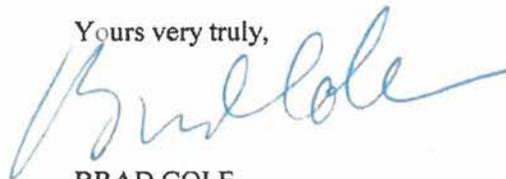
We have heard from many of our members who agree with the public health requirements of the plan, but we have also heard from many who have specific concerns and suggestions for modifying the plan.

Primary among the suggestions for modification is concern about the groupings of cities, counties and geographic areas within the regions. Utilizing the Emergency Medical Services (EMS) regions of the state, the "Restore Illinois" map outlines four regions that combined the 11 original EMS regions; see enclosures. Governor, you have traveled this state as much or more than anyone else and you know how vastly different it is from one corner to another. Because of that, it seems appropriate to maintain the 11 regions as set forth on the EMS map and we request your consideration for modifying the plan with such an adjustment.

Also among the prominent suggestions is a revision to the 28-day timeline for stability or a decrease in COVID-19-like hospital admissions. Reducing that timeline from 28 days to 14 days would allow regions that also meet the other requirements to move to the next phase sooner, but still with an adequate period of time for data study and patient observation. We request your consideration for modifying the plan with this adjustment, as well.

The elected officials of the 1,298 cities, villages and towns throughout Illinois all want the same thing: for the communities of Illinois to recover, prosper and grow as soon as possible, while maintaining the health and safety of everyone involved. We believe that is your desire, too, and we look forward to continuing our partnership toward that goal. Thank you.

Yours very truly,



BRAD COLE
Executive Director

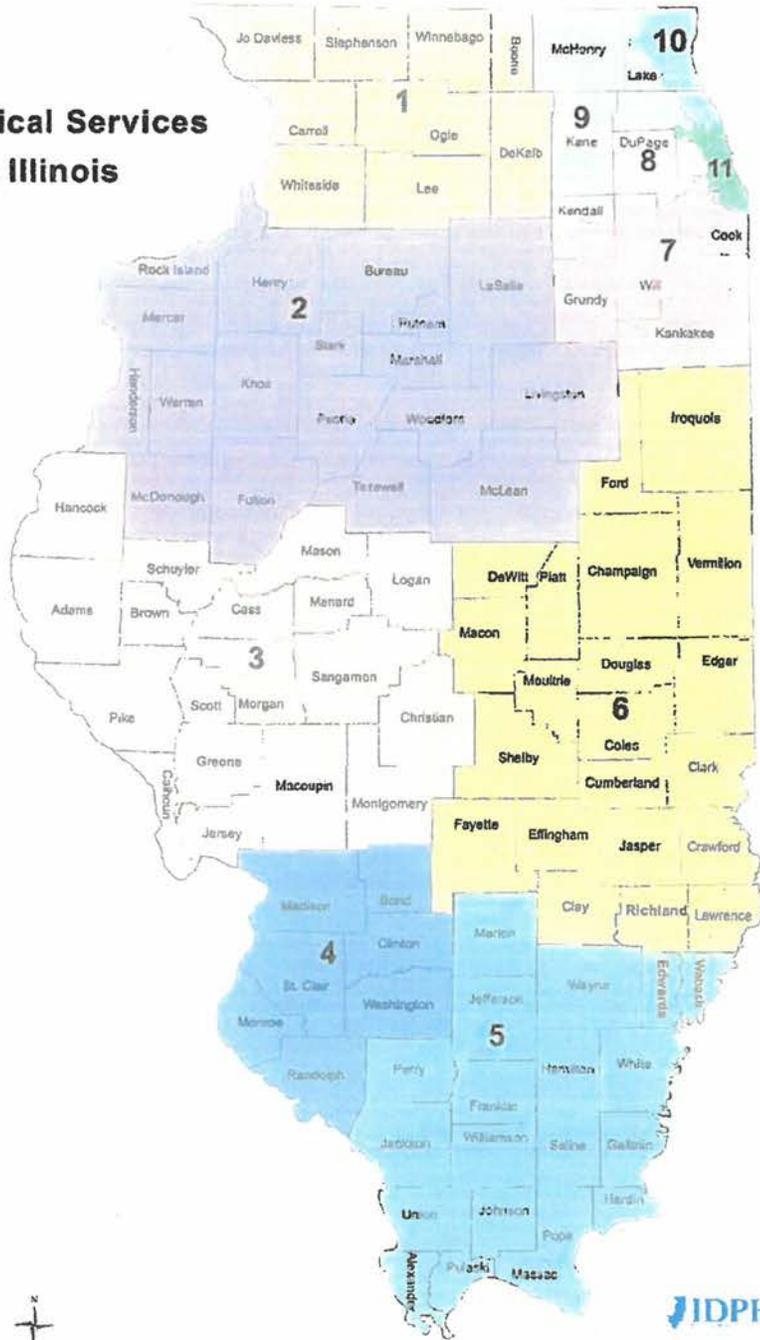
c: Illinois Department of Public Health
Illinois General Assembly

Enclosures (2)



Illinois Department of Public Health
Office of Preparedness and Response

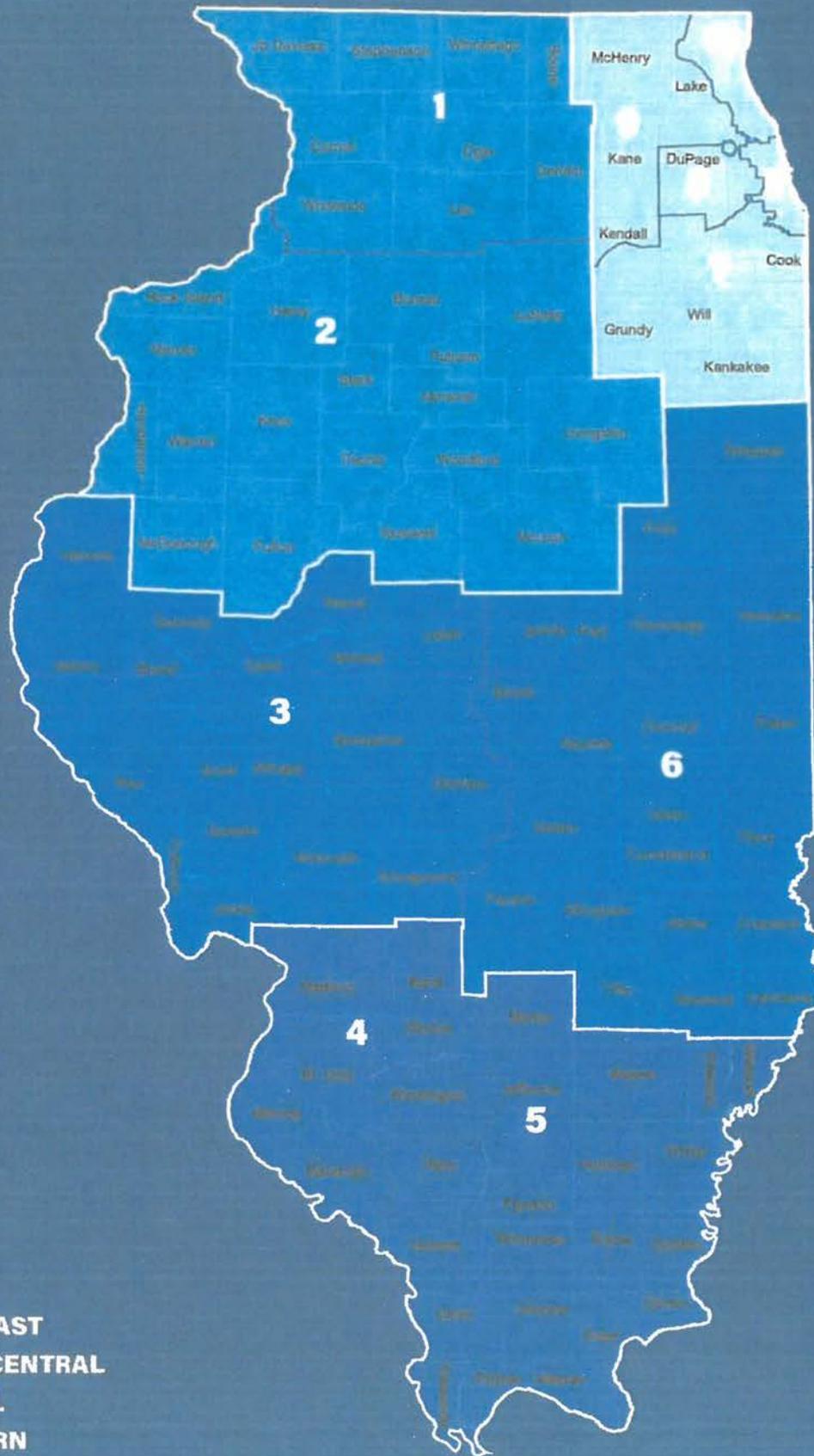
**Emergency Medical Services
Regions in Illinois**



Map Updated July, 2016
Philip Pittman, GIS Specialist, IDPH



RESTORE ILLINOIS HEALTH REGIONS



- NORTHEAST**
- NORTH-CENTRAL**
- CENTRAL**
- SOUTHERN**



Agenda Item Executive Summary

Item Name Village of Bartlett Strategic Plan Update Committee Board
or Board Board

BUDGET IMPACT

Amount:	N/A	Budgeted	N/A
List what fund	N/A		

EXECUTIVE SUMMARY

The genesis of the current strategic plan was derived in February 2017, when the Village Board elected to create a new strategic plan that involved the entire community. Later in 2017, in partnership with the Department of Governmental Studies from Northern Illinois University, the village held focus groups to determine the format and the trajectory of the new strategic plan. The focus groups comprised of civic groups, other taxing bodies, business groups, staff groups from front line to managerial, and finally a call out to all residents. From there, the Village Board put together a plan that included the values of all the stakeholders who took part in the process.

The most recent analysis and strategic plan meetings from both the Village Board as well as the department directors focused on infrastructure, connectivity, community events and residual effects of the Lake Michigan transition. The water transition items are not problems but rather opportunities for future land use and development.

Attached is the plan that includes notations of which ones are "new" for the 2020/2021 Strategic Plan.

ATTACHMENTS (PLEASE LIST)

Staff Memo Dated 5/07/20
Updated Strategic Plan

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion: I move to approve the Village of Bartlett's 2020-2021 Strategic Plan.

Staff: Scott Skrycki, Assistant Village Administrator Date: 05/07/2020

Samuel Hughes, Sr. Management Analyst

Memorandum

To: Village President and Board of Trustees
Paula Schumacher, Village Administrator

From: Scott Skrycki, Assistant Village Administrator
Samuel Hughes, Sr. Management Analyst

Date: 5/8/2020

Re: Village of Bartlett Strategic Plan Update

The genesis of the current strategic plan was derived in February 2017, when the Village Board elected to create a new strategic plan that involved the entire community. Later in 2017, in partnership with the Department of Governmental studies from Northern Illinois University, the Village held focus groups to determine the format and the trajectory of the new strategic plan. The focus groups comprised of civic groups, other taxing bodies, business groups, staff groups from front line to managerial, and finally a call out to all residents. From there, the Village Board put together a plan that included the values of all the stakeholders who took part in the process.

After the data was collected and analyzed the plan was put into four categories which include short-term routine, short-term complex, long-term routine, and long-term complex.

Since the adoption of the current strategic plan, staff has made this a focal point of the yearly budget presentation as well as yearly merit reviews. The strategic plan is not just a document that sits on the website, but rather a conductor that assists with policy adoption, financial decisions, and employee accountability.

After several yearly strategic planning sessions, small changes have been made from year-to-year. The changes in this year's version have mainly been due to the successful completion of large capital projects, both on time and under budget such as the police department and the transition to Lake Michigan Water.

The most recent analysis and strategic plan meetings from both the Village board as well as the department directors focused on infrastructure, connectivity, community events and residual effects of the Lake Michigan transition. The water transition items are not problems but rather opportunities for future land use and development.

Attached is the plan that includes notations of which ones are "new" for the 2020/2021 strategic plan.

MOTION

I move to approve the Village of Bartlett's 2020-2021 Strategic Plan.

Village of Bartlett Strategic Plan

Short-Term Routine - 1 to 3 Years

1. Enhance public awareness via an education campaign to increase residents' awareness of Village services, activities, funding, etc.
2. Enhance community events.
3. Undertake a comprehensive review of building permit and development process
4. Maintain fiscal position and budget stability and enhance Village's fiscal profile and financial strength.
5. Maintain or enhance Village standards for service delivery.

Short-Term Complex - 1 to 3 Years

6. Develop a business development strategy focused on attracting and incentivizing an additional grocery store to town.
7. Develop a business recruitment strategy to attract developers to invest in the downtown area and provide options for businesses to locate to Bartlett.
8. Develop strategies for development of Railroad Avenue vacancies.
9. Develop community branding plan.
10. Work to improve retail business profile in the Village.
11. Revisit, refine and execute the Village's overall economic development incentives.
12. Event connecting east and west sides of Bartlett. – NEW.

Long-Term Routine - 3 to 5 Years

13. Improve Village bike and pedestrian pathways and routes.
14. Examine service delivery methods and approaches.
15. Determine the need for the Oneida Water Tower- NEW.
16. Evaluate use of well house on the north side of village hall's visitor parking lot- NEW.
17. Evaluate use of well house south of village hall- NEW.

Long-Term Complex - 3 to 5 Years

18. Develop a long-term plan to refurbish/rebuild the Village's sewage treatment plant.
19. Develop a strategy to identify and complete roadway improvement and traffic mitigation programs and design.
20. Develop an overall Village-wide technology master plan.
21. Redevelop/revitalize open lot and other sites along Lake Street and Route 59.
22. Work with IDOT to improve traffic safety along Route 59.
23. Evaluate Bike/pedestrian connectivity under/over Route 59- NEW.
24. Further implementation of TOD Plan- NEW.



Agenda Item Executive Summary

Engineering Services Agreement with
Engineering Enterprises, Inc. for Basin M-1 - M-7 Committee
Item Name Flow Monitoring Study or Board Board

BUDGET IMPACT			
Amount:	\$89,327	Budgeted	\$800,000
List what fund	Sewer Fund		
EXECUTIVE SUMMARY			
<p>This contract is for flow monitoring of Basins M 1-7 which is the area contributory to the MWRD lift station at Devon & Berteau. This is the expanded area requested by Trustee Hopkins to review. Flow monitoring is Phase 1 of I/I reduction. Flow monitoring of this area will allow us to see what improvements we have made to reducing I/I where we lined the sewers and manholes and which areas we need to focus our attention on for future projects. We have been working with Engineering Enterprises, Inc. (EEI) on our sanitary sewer system rehabilitation and the MWRD issues so they are most familiar with this area.</p>			
ATTACHMENTS (PLEASE LIST)			
Memo, Resolution, Agreement w/ Attachments			

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion:

MOTION: I move the Village Board approve Resolution 2020 - _____, a Resolution Approving of the Agreement for Professional Engineering Services Between the Village of Bartlett and Engineering Enterprises, Inc.

Staff: Dan Dinges, Director of Public Works Date: 5/7/20



PUBLIC WORKS MEMORANDUM

DATE: May 7, 2020

TO: Paula Schumacher
Village Administrator

FROM: Dan Dinges, PE
Director of Public Works

SUBJECT: Engineering Enterprises Inc. Engineering Service Agreements:
Basins M1-M7 Phase 1 Flow Monitoring Study
Basins N-2, E2 & E3 Phase 1 Flow Monitoring Study
Basin N-1, E-1 & M-4 Phase 2 Sewer System Evaluation Survey Analysis

We have been working on improving the sanitary sewers throughout the Village for a few years now and I wanted to provide our approach relative to Infiltration and Inflow (I/I) reduction. Our approach to I/I reduction is typically through a three phase approach. In Phase 1, basins are broken into subbasins with a target sanitary sewer total length of 10,000 – 12,000 LF. It doesn't always work out to fit into that window, but we try to get as close to it as possible. Flow and rainfall monitoring are conducted in the subbasins. The flow and rainfall data is analyzed to determine which basins have excessive infiltration, inflow or both. Those subbasins that do not have either excessive infiltration or inflow do not require any additional study. Those basins that have high infiltration, inflow or both move on to Phase 2.

In the Phase 2 Sewer System Evaluation Study (SSES) field work is conducted to identify the sources of I/I. Smoke testing and manhole inspections are conducted to identify inflow sources. In some cases dye water flooding would be a follow up work item to pin down defects found during smoke testing. Infiltration sources can also be identified during manhole testing, but the main field work item utilized to identify infiltration sources is televising. Flow isolation studies also can help identify infiltration sources. Once the defects are located, a plan is developed to rehabilitate the sewer system network within the basin. The last phase of I/I reduction, Phase 3, is simply completing the rehabilitation of the defects found within Phase 2.

We have skipped Phase 1 in areas where we have clay pipe because we have already televised these areas and determined they are in need of sewer lining. In these areas, we have been lining the clay pipes and then going to Phase 2 to smoke test, manhole inspections, etc.

Based on the described approach, we recommend flow monitoring the Cook County basins as the first step. We have divided the "Northern Basins" into subbasins and have devised a flow monitoring plan for them. Please find attached the recommended flow monitoring plan for Basins M1 – M-7. We included the subbasins that have already made it through Phase 3 where the sewers and manholes are lined to determine what improvements have been made. If they still exhibit a decent amount of infiltration, then it seems like we could point to the services as being the remaining issue.

The second contract is for Phase 1 Flow Monitoring of Basins N-2, E-2 & E-3. An exhibit is attached that shows the area but it is generally located south of the ComEd ROW between Prospect Ave. and County Farm Rd. When we were investigating the options to bring the excess flow from the MWRD area to the Bittersweet WWTP we looked at utilizing the sanitary sewers in this area. We found that this area appears to have excessive I/I and did not have available capacity.

The third contract is for Phase 2 Sewer System Evaluation Survey Analysis for areas that we have already performed flow monitoring and/or lined the sewers. Basins N-1, E-1 & M-4 are shown in the attached exhibit. Basin M-4 is the area west of Oak Ave. & north of the railroad tracks. Basins N-1 & E-1 are located south of Devon and north of the Com Ed ROW. Once the Phase 2 analysis is completed we would plan to put together a Phase 3 – Rehabilitation program together based on the results of the Phase 2 report.

Our overall goal is to always have at least one of each Phase being worked on during a budget year. Each year we will determine where to start a new Phase 1 and then move to Phase 2 from the previous year's Phase 1, and move to Phase 3 from the previous year's Phase 2. The goal of the phased approach is to limit the amount of money spent during Phase 2 and Phase 3. If subbasins do not have excessive I/I, then why conduct smoke testing, manhole inspections and/or televising within them. This should allow us to reduce our costs while reducing I/I issues and sewer backups.

We recommend that the Village Board approve the three agreements with EEI.

MOTION: I move the Village Board approve Resolution 2020 - _____, a Resolution Approving of the Agreement for Professional Engineering Services Between the Village of Bartlett and Engineering Enterprises, Inc.

RESOLUTION 2020 - _____

**A RESOLUTION APPROVING OF THE AGREEMENT FOR PROFESSIONAL
ENGINEERING SERVICES BETWEEN THE VILLAGE OF BARTLETT AND
ENGINEERING ENTERPRISES, INC. [BASINS M-1 – M-7]**

BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, as follows:

SECTION ONE: The Agreement for Professional Engineering Services between the Village of Bartlett and Engineering Enterprises, Inc. dated May 19, 2020, (the "Agreement"), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

SECTION TWO: That the Village President and the Village Clerk are hereby authorized and directed to sign and attest, respectively, the Agreement on behalf of the Village of Bartlett.

SECTION THREE: SEVERABILITY. The various provisions of this Resolution are to be considered as severable, and of any part or portion of this Resolution shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

SECTION FOUR: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall be in full force and effect upon passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

Kevin Wallace, Village President

ATTEST:

Lorna Giles, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2020 - _____ enacted on May 19, 2020, and approved on May 19, 2020, as the same appears from the official records of the Village of Bartlett.

Lorna Giles, Village Clerk



April 27, 2020

Mr. Daniel Dinges, P.E.
Director of Public Works
Village of Bartlett
228 South Main Street
Bartlett, IL 60103

**Re: Basins M1 – M7 Phase 1 Flow Monitoring Study
Village of Bartlett, Cook, DuPage, & Kane Cos., IL**

Dear Dan:

In accordance with your request, enclosed for your review and consideration are two copies of our proposed agreement for the Basins M1 – M7 Phase 1 Flow Monitoring Study within the Village's sanitary sewer network. Flow monitoring of the Basins M1 – M7 is part of the Village's overall Inflow and Infiltration Reduction Program. Inflow & Infiltration (I/I) investigations are meant to delineate problematic areas of the system that are prime candidates for further sewer system evaluation work and appropriate rehabilitation.

The attached agreement includes a detailed scope of services, estimate of level of effort and associated cost, and schedule for the project. We are proposing to provide our professional engineering services for a fixed fee cost of \$89,327. Our proposed schedule is to conduct flow monitoring from mid-May through early July. We will complete the data analysis through the end of summer and complete the report in the fall.

We look forward to continuing our outstanding partnership with the Village and look forward to working with you and members of your staff on this project. If you have any questions or require any additional information, please do not hesitate to contact me.

Respectfully Submitted

ENGINEERING ENTERPRISES, INC.

Jeffrey W. Freeman, P.E. CFM, LEED AP
Chief Executive Officer

JWF/anu

Enclosures

pc: STD, CRW, ANU, DMT, ARS, DRA – EEI (Via E-mail)

**AGREEMENT FOR CONSULTING ENGINEERING SERVICES FOR
BASINS M-1 – M-7 PHASE 1 FLOW MONITORING STUDY – 2020**

This Agreement made this _____ day of _____, 2020 by and between the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois, a municipal corporation of the State of Illinois (hereinafter referred to as the "VILLAGE") and Engineering Enterprises, Inc. of 52 Wheeler Road, Sugar Grove, Illinois, 60554 (hereinafter referred to as the "ENGINEER").

In consideration of the mutual covenants and agreements contained in this Agreement, the VILLAGE and the ENGINEER agree, covenant and bind themselves as follows:

1. Services: ENGINEER agrees to perform for the VILLAGE the Services defined within Attachment A.
2. Direction: The Director of Public Works, or his written designee, shall act as the VILLAGE'S representative with respect to the Services to be provided by the ENGINEER under this Agreement and shall transmit instructions and receive information with respect to the Consulting Engineering Services.
3. Compensation: The work items, estimated staff time, and projected fees for each work item are summarized within Attachment B. Based on this computation, the VILLAGE agrees to pay the ENGINEER for providing the Services set forth herein a fixed fee amount of \$89,327.
4. Term: The term of this Agreement shall be active through November 30, 2020 unless otherwise extended through written confirmation by both parties. The work items and phases shall be completed in accordance with the schedule defined within Attachment C.
5. Payment: Engineer shall invoice the VILLAGE on a monthly basis for Services performed and any costs and expenses incurred during the previous thirty (30) day period. The VILLAGE shall pay the ENGINEER within thirty (30) days of receipt of said invoice.
6. Termination: This Agreement may be terminated upon fourteen (14) days written notice of either party. In the event of termination, the ENGINEER shall prepare a final invoice and be due compensation calculated as described in paragraph 3 for all costs incurred through the date of termination.
7. Documents: All related writings, notes, documents, information, files, etc., created, compiled, prepared and/or obtained by the ENGINEER on behalf of the VILLAGE for the Services provided herein shall be used solely for the intended project.
8. Notices: All notices given pursuant to this Agreement shall be sent Certified Mail, postage prepaid, to the parties at the following addresses:

The VILLAGE:

Village of Bartlett
228 South Main Street
Bartlett, IL 60103
Attn: Daniel Dinges, P.E.
Director of Public Works

The ENGINEER:

Engineering Enterprises, Inc.
52 Wheeler Road
Sugar Grove, IL 60554
Attn: Jeffrey W. Freeman, P.E. CFM, LEED AP
Chief Executive Officer

- 9. Waiver: The failure of either party hereto, at any time, to insist upon performance or observation of any term, covenant, agreement or condition contained herein shall not in any manner be constructed as a waiver of any right to enforce any term, covenant, agreement or condition hereto contained.
- 10. Amendment: No purported oral amendment, change or alteration hereto shall be allowed. Any amendment hereto shall be in writing by the governing body of the VILLAGE and signed by the ENGINEER.
- 11. Succession: This Agreement shall ensure to the benefit of the parties hereto, their heirs, successors and assigns.

IN WITNESS WHEREOF, we have hereunto signed our names the day and year first above written.

VILLAGE OF BARTLETT

ENGINEERING ENTERPRISES, INC.:

Title: _____

Jeffrey W. Freeman

Chief Executive Officer

ATTEST:

ATTEST:

Title: _____

Angie Smith

Administrative Assistant

ATTACHMENT A – SCOPE OF SERVICES
BASIN M1 – M7 PHASE 1 FLOW MONITORING STUDY – 2020
Village of Bartlett, Cook, DuPage & Kane Co., IL

The Sanitary Sewer Basins M1 – M7 Flow Monitoring Study will help delineate inflow and infiltration severity throughout each subbasin. The Basins M1 - M7 are located in Cook County portion of the Village of Bartlett. The majority of the study area is located east of IL Route 59 and south of E. Lake Street. The location of the Basins is depicted on the attached Exhibit. The flow monitoring phase will help delineate inflow and infiltration (I/I) severity throughout the Basins M1 – M7. The I/I Investigation of the Basins M1 - M7 is part of a multiphase plan to reduce I/I within the Village of Bartlett sanitary sewer system. The scope and cost of the Basins M1 – M7 flow monitoring phase only covers the first portion/phase of the I/I investigation and does not include Phase 2 (Sanitary Sewer Evaluation Survey) or Phase 3 (Rehabilitation).

As part of the flow monitoring phase (this contract), the Basins M1 - M7 will be divided into eleven (11) Subbasins, such that the sanitary sewer flows and the correlating I/I can be further defined within the Basins. The proposal includes flow monitoring at eleven (11) locations for eight (8) weeks. The attached Exhibit shows the eleven (11) proposed flow monitoring locations and provides additional details for all locations. All cost and schedule decisions were based on EEI's best knowledge of the Basins M1 - M7 to date. The proposed flow monitoring locations will be reviewed with Village Staff to ensure accessibility to all flow monitor manholes, as well as the appropriate placement of each flow monitor.

The base proposal also includes the installation of two (2) recording rain gauges in secure locations to measure rainfall during the monitoring period. The quality of the flow monitoring results will be increased with an increased number of precipitation events. A minimum of two 1.0-inch or greater rain events, each over a 24-hour period, is needed to make reasonable conclusions. The Village will have the opportunity to increase the flow monitoring period at the end of the eight-week period, should a sufficient rain event not occur or if they would wish to obtain additional data. Once sufficient flow monitoring data is obtained, the data will be analyzed, and the analysis details and conclusions will be provided to the Village for review. The flow monitoring process, analysis and conclusions will be summarized in a report.

The proposed work items for this project are as follows:

PHASE 1 – FLOW MONITORING

- 1.1 Project Administration
- 1.2 Kick-Off & Progress Review Meeting (2 Meetings Total)
- 1.3 Divide Basins M1 – M7 into Subbasins
- 1.4 Coordinate Flow Monitoring (Assumes Eleven (11) Locations) For 8 Weeks
- 1.5 Coordinate Rainfall Monitoring (Assumes Two (2) Locations) For 8 Weeks
- 1.6 Analyze Flows & Determine I&I Severity by Subbasin
- 1.7 Prepare Flow Monitoring Report

The above scope summarizes the work items that will be completed for this contract. Additional work items, including additional meetings beyond the project initiation meeting defined in the above scope, shall be considered outside the scope of the base contract and will be billed in accordance with the Standard Schedule of Charges.

DATE: 4/27/2020
 ENTERED BY: AMI/JWF

**ATTACHMENT B:
 ESTIMATE OF LEVEL OF EFFORT AND ASSOCIATED COST
 PROFESSIONAL ENGINEERING SERVICES
 Basins M-1 - M-7 Phase 1 Flow Monitoring Study
 Village of Bartlett, Cook, DuPage, & Kane Counties, IL**

WORK ITEM NO.	WORK ITEM	ENTITY:	EEI			GIS / CAD TECH.	LAND SURVEYING		WORK ITEM HOUR SUMM.	COST PER ITEM
			PRINCIPAL IN CHARGE	SENIOR PROJECT MANAGER	SENIOR PROJECT ENGINEER		PROJECT ENGINEER	SURVEY PROJECT MANAGER		
		PROJECT ROLE:	\$214	\$203	\$172	\$145	\$183	\$158	\$70	
		HOURLY RATE:								
PHASE 1 - FLOW MONITORING										
1.1	Project Administration		2	8					10	\$ 2,052
1.2	Kick-Off & Progress Review Meeting (2 Meetings Total)		8	12	8				28	\$ 5,524
1.3	Divide Basins M-1 - M-7 Into Subbasins			1	1	12	16		30	\$ 4,435
1.4	Coordinate Flow Monitoring (Assumes 11 Locations) Within Basins For 8 Weeks			1	2	6			9	\$ 1,417
1.5	Coordinate Rainfall Monitoring (Assumes 2 Locations) For 8 Weeks		1	1	1	2			4	\$ 665
1.6	Analyze Flows & Determine I&I Severity By Subbasin		1	6	12	30	20		69	\$ 10,746
1.7	Prepare Flow Monitoring Report		2	6	20	32	20		82	\$ 12,766
PROJECT TOTAL:			13	35	44	82	56	-	232	\$ 37,605

DIRECT EXPENSES	
Printing =	\$ 300
Supplies & Mileage =	\$ 150
Flow & Rainfall Monitoring Sub-Consultant (ADS) - 8 weeks =	\$ 51,272
DIRECT EXPENSES =	\$ 51,722

LABOR EXPENSES	
Engineering Expenses =	\$ 29,345
Drafting & GIS Technician Expenses =	\$ 8,120
Land Surveying Expenses =	\$ -
Administrative Expenses =	\$ 140
TOTAL LABOR EXPENSES =	\$ 37,605

TOTAL COSTS =	\$ 89,327
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Standard Schedule of Charges

January 1, 2020

EMPLOYEE DESIGNATION	CLASSIFICATION	HOURLY RATE
Senior Principal	E-4	\$214.00
Principal	E-3	\$209.00
Senior Project Manager	E-2	\$203.00
Project Manager	E-1	\$183.00
Senior Project Engineer/Planner/Surveyor II	P-6	\$172.00
Senior Project Engineer/Planner/Surveyor I	P-5	\$160.00
Project Engineer/Planner/Surveyor	P-4	\$145.00
Senior Engineer/Planner/Surveyor	P-3	\$133.00
Engineer/Planner/Surveyor	P-2	\$121.00
Associate Engineer/Planner/Surveyor	P-1	\$109.00
Senior Project Technician II	T-6	\$158.00
Senior Project Technician I	T-5	\$145.00
Project Technician	T-4	\$133.00
Senior Technician	T-3	\$121.00
Technician	T-2	\$109.00
Associate Technician	T-1	\$ 96.00
GIS Technician	G-1	\$ 90.00
Engineering/Land Surveying Intern	I-1	\$ 79.00
Administrative Assistant	A-3	\$ 70.00

VEHICLES, REPROGRAPHICS, DIRECT COSTS, DRONE AND EXPERT TESTIMONY

Vehicle for Construction Observation		\$ 15.00
In-House Scanning and Reproduction	\$0.25/Sq. Ft. (Black & White) \$1.00/Sq. Ft. (Color)	
Reimbursable Expenses (Direct Costs)	Cost	
Services by Others (Direct Costs)	Cost + 10%	
Unmanned Aircraft System / Unmanned Aerial Vehicle / Drone		\$ 200.00
Expert Testimony		\$ 250.00



Agenda Item Executive Summary

Item Name Engineering Services Agreement with Engineering Enterprises, Inc. for Basins N-2, E-2, & E-3 Flow Monitoring Study Committee or Board Board

BUDGET IMPACT

Amount:	\$68,384	Budgeted	\$800,000
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List what fund	Sewer Fund
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EXECUTIVE SUMMARY

This contract is for flow monitoring in a new area: Basins N-2, E-2, & E-3. These basins are south of Basins N-1 & E-1. The area is shown on Exhibit A-1 of the proposal. Flow monitoring is Phase 1 of I/I reduction. Flow monitoring of this area will allow us to hopefully narrow down the areas we need to focus our attention on for future projects.

We have been working with Engineering Enterprises, Inc. (EEI) on our sanitary sewer system rehabilitation and they are most familiar with this area.

ATTACHMENTS (PLEASE LIST)

Memo, Resolution, Agreement w/ Attachments

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion:

MOTION: I move the Village Board approve Resolution 2020 - _____, a Resolution Approving of the Agreement for Professional Engineering Services Between the Village of Bartlett and Engineering Enterprises, Inc.

Staff: Dan Dinges, Director of Public Works Date: 4/29/20



PUBLIC WORKS MEMORANDUM

DATE: May 7, 2020

TO: Paula Schumacher
Village Administrator

FROM: Dan Dinges, PE
Director of Public Works

SUBJECT: Engineering Enterprises Inc. Engineering Service Agreements:
Basins M1-M7 Phase 1 Flow Monitoring Study
Basins N-2, E2 & E3 Phase 1 Flow Monitoring Study
Basin N-1, E-1 & M-4 Phase 2 Sewer System Evaluation Survey Analysis

We have been working on improving the sanitary sewers throughout the Village for a few years now and I wanted to provide our approach relative to Infiltration and Inflow (I/I) reduction. Our approach to I/I reduction is typically through a three phase approach. In Phase 1, basins are broken into subbasins with a target sanitary sewer total length of 10,000 – 12,000 LF. It doesn't always work out to fit into that window, but we try to get as close to it as possible. Flow and rainfall monitoring are conducted in the subbasins. The flow and rainfall data is analyzed to determine which basins have excessive infiltration, inflow or both. Those subbasins that do not have either excessive infiltration or inflow do not require any additional study. Those basins that have high infiltration, inflow or both move on to Phase 2.

In the Phase 2 Sewer System Evaluation Study (SSES) field work is conducted to identify the sources of I/I. Smoke testing and manhole inspections are conducted to identify inflow sources. In some cases dye water flooding would be a follow up work item to pin down defects found during smoke testing. Infiltration sources can also be identified during manhole testing, but the main field work item utilized to identify infiltration sources is televising. Flow isolation studies also can help identify infiltration sources. Once the defects are located, a plan is developed to rehabilitate the sewer system network within the basin. The last phase of I/I reduction, Phase 3, is simply completing the rehabilitation of the defects found within Phase 2.

We have skipped Phase 1 in areas where we have clay pipe because we have already televised these areas and determined they are in need of sewer lining. In these areas, we have been lining the clay pipes and then going to Phase 2 to smoke test, manhole inspections, etc.

Based on the described approach, we recommend flow monitoring the Cook County basins as the first step. We have divided the "Northern Basins" into subbasins and have devised a flow monitoring plan for them. Please find attached the recommended flow monitoring plan for Basins M1 – M-7. We included the subbasins that have already made it through Phase 3 where the sewers and manholes are lined to determine what improvements have been made. If they still exhibit a decent amount of infiltration, then it seems like we could point to the services as being the remaining issue.

The second contract is for Phase 1 Flow Monitoring of Basins N-2, E-2 & E-3. An exhibit is attached that shows the area but it is generally located south of the ComEd ROW between Prospect Ave. and County Farm Rd. When we were investigating the options to bring the excess flow from the MWRD area to the Bittersweet WWTP we looked at utilizing the sanitary sewers in this area. We found that this area appears to have excessive I/I and did not have available capacity.

The third contract is for Phase 2 Sewer System Evaluation Survey Analysis for areas that we have already performed flow monitoring and/or lined the sewers. Basins N-1, E-1 & M-4 are shown in the attached exhibit. Basin M-4 is the area west of Oak Ave. & north of the railroad tracks. Basins N-1 & E-1 are located south of Devon and north of the Com Ed ROW. Once the Phase 2 analysis is completed we would plan to put together a Phase 3 – Rehabilitation program together based on the results of the Phase 2 report.

Our overall goal is to always have at least one of each Phase being worked on during a budget year. Each year we will determine where to start a new Phase 1 and then move to Phase 2 from the previous year's Phase 1, and move to Phase 3 from the previous year's Phase 2. The goal of the phased approach is to limit the amount of money spent during Phase 2 and Phase 3. If subbasins do not have excessive I/I, then why conduct smoke testing, manhole inspections and/or televising within them. This should allow us to reduce our costs while reducing I/I issues and sewer backups.

We recommend that the Village Board approve the three agreements with EEI.

MOTION: I move the Village Board approve Resolution 2020 - _____, a Resolution Approving of the Agreement for Professional Engineering Services Between the Village of Bartlett and Engineering Enterprises, Inc.

RESOLUTION 2020 - _____

A RESOLUTION APPROVING OF THE AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES BETWEEN THE VILLAGE OF BARTLETT AND ENGINEERING ENTERPRISES, INC. [BASINS N-2, E-2, E-3]

BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, as follows:

SECTION ONE: The Agreement for Professional Engineering Services between the Village of Bartlett and Engineering Enterprises, Inc. dated May 19, 2020, (the "Agreement"), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

SECTION TWO: That the Village President and the Village Clerk are hereby authorized and directed to sign and attest, respectively, the Agreement on behalf of the Village of Bartlett.

SECTION THREE: SEVERABILITY. The various provisions of this Resolution are to be considered as severable, and of any part or portion of this Resolution shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

SECTION FOUR: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall be in full force and effect upon passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

ATTEST:

Kevin Wallace, Village President

Lorna Gilles, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2020 - _____ enacted on May 19, 2020, and approved on May 19, 2020, as the same appears from the official records of the Village of Bartlett.

Lorna Gilles, Village Clerk



April 27, 2020

Mr. Daniel Dinges, P.E.
Director of Public Works
Village of Bartlett
228 South Main Street
Bartlett, IL 60103

**Re: Basin N-2, E2 & E-3 Phase 1 Flow Monitoring Study
Village of Bartlett, Cook, DuPage, & Kane Cos., IL**

Dear Dan:

In accordance with your request, enclosed for your review and consideration are two copies of our proposed agreement for the Basin N-2, E-2 & E-3 Flow Monitoring within the Village's sanitary sewer network. Flow monitoring of the N-2, E-2 & E-3 Basins is part of the Village's overall Inflow and Infiltration Reduction Program. Inflow & Infiltration (I/I) investigations are meant to delineate problematic areas of the system that are prime candidates for further sewer system evaluation work and appropriate rehabilitation.

The attached agreement includes a detailed scope of services, estimate of level of effort and associated cost, and schedule for the project. We are proposing to provide our professional engineering services on a time and materials basis for a not-to-exceed cost of \$68,384. Our proposed schedule is to conduct flow monitoring from beginning of May through early July. We will complete the data analysis through the end of summer and complete the report in the fall.

We look forward to continuing our outstanding partnership with the Village and look forward to working with you and members of your staff on this project. If you have any questions or require any additional information, please do not hesitate to contact me.

Respectfully submitted,

ENGINEERING ENTERPRISES, INC.

A handwritten signature in cursive script that reads "Jeffrey W. Freeman".

Jeffrey W. Freeman, P.E. CFM, LEED AP
Chief Executive Officer

JWF/anu
Enclosures

pc: STD, CRW, ANU, DMT, ARS, DRA – EEI (Via E-mail)

**AGREEMENT FOR CONSULTING ENGINEERING SERVICES FOR
BASIN N-2, E-2 & E-3 PHASE 1 FLOW MONITORING STUDY – 2020**

This Agreement made this _____ day of _____, 2020 by and between the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois, a municipal corporation of the State of Illinois (hereinafter referred to as the "VILLAGE") and Engineering Enterprises, Inc. of 52 Wheeler Road, Sugar Grove, Illinois, 60554 (hereinafter referred to as the "ENGINEER").

In consideration of the mutual covenants and agreements contained in this Agreement, the VILLAGE and the ENGINEER agree, covenant and bind themselves as follows:

1. Services: ENGINEER agrees to perform for the VILLAGE the Services defined within Attachment A.
2. Direction: The Director of Public Works, or his written designee, shall act as the VILLAGE'S representative with respect to the Services to be provided by the ENGINEER under this Agreement and shall transmit instructions and receive information with respect to the Consulting Engineering Services.
3. Compensation: The work items, estimated staff time, and projected fees for each work item are summarized within Attachment B. Based on this computation, the VILLAGE agrees to pay the ENGINEER for providing the Services set forth herein a fixed fee amount of \$68,384.
4. Term: The term of this Agreement shall be active through November 30, 2020 unless otherwise extended through written confirmation by both parties. The work items and phases shall be completed in accordance with the schedule defined within Attachment C.
5. Payment: Engineer shall invoice the VILLAGE on a monthly basis for Services performed and any costs and expenses incurred during the previous thirty (30) day period. The VILLAGE shall pay the ENGINEER within thirty (30) days of receipt of said invoice.
6. Termination: This Agreement may be terminated upon fourteen (14) days written notice of either party. In the event of termination, the ENGINEER shall prepare a final invoice and be due compensation calculated as described in paragraph 3 for all costs incurred through the date of termination.
7. Documents: All related writings, notes, documents, information, files, etc., created, compiled, prepared and/or obtained by the ENGINEER on behalf of the VILLAGE for the Services provided herein shall be used solely for the intended project.
8. Notices: All notices given pursuant to this Agreement shall be sent Certified Mail, postage prepaid, to the parties at the following addresses:

The VILLAGE:

Village of Bartlett
228 South Main Street
Bartlett, IL 60103
Attn: Daniel Dinges, P.E.
Director of Public Works

The ENGINEER:

Engineering Enterprises, Inc.
52 Wheeler Road
Sugar Grove, IL 60554
Attn: Jeffrey W. Freeman, P.E. CFM, LEED AP
Chief Executive Officer

9. Waiver: The failure of either party hereto, at any time, to insist upon performance or observation of any term, covenant, agreement or condition contained herein shall not in any manner be constructed as a waiver of any right to enforce any term, covenant, agreement or condition hereto contained.
10. Amendment: No purported oral amendment, change or alteration hereto shall be allowed. Any amendment hereto shall be in writing by the governing body of the VILLAGE and signed by the ENGINEER.
11. Succession: This Agreement shall ensure to the benefit of the parties hereto, their heirs, successors and assigns.

IN WITNESS WHEREOF, we have hereunto signed our names the day and year first above written.

VILLAGE OF BARTLETT

ENGINEERING ENTERPRISES, INC.:

Title: _____

Jeffrey W. Freeman

Chief Executive Officer

ATTEST:

ATTEST:

Title: _____

Angie Smith

Administrative Assistant

ATTACHMENT A – SCOPE OF SERVICES
BASIN N-2, E-2 & E-3 PHASE 1 FLOW MONITORING STUDY – 2020
Village of Bartlett, Cook, DuPage & Kane Co., IL

The Sanitary Sewer Basins N-2, E-2 & E-3 Flow Monitoring Study will help delineate inflow and infiltration severity throughout each subbasin. Basins N-2, E-2 & E-3 are located south of E Devon Ave and north of E Stearns Rd, in DuPage County with all of the basins East of S Bartlett Road. The location of Basins N-2, E-2 & E-3 is depicted on the attached Exhibit A-1. The I/I Investigation of Basins N-2, E-2 & E-3 is part of a multiphase plan to reduce I/I within the Village of Bartlett sanitary sewer system. The scope and cost of the N-2, E-2 & E-3 Basin flow monitoring phase only covers the first portion/phase of the I/I investigation and does not include Phase 2 (Sanitary Sewer Evaluation Survey) or Phase 3 (Rehabilitation).

As part of the flow monitoring phase (this contract), the N-2, E-2 & E-3 Basins will be divided into seven (7) Subbasins in total, such that the sanitary sewer flows and the correlating I/I can be further defined within the Basins. The proposal includes flow monitoring at eight (8) locations for eight (8) weeks. The attached Exhibit A-1 shows the eight (8) proposed flow monitoring locations and provides additional details for all locations. All cost and schedule decisions were based on EEI's best knowledge of the N-2, E-2 & E-3 Basins to date. The proposed flow monitoring locations will be reviewed with Village Staff to ensure accessibility to all flow monitor manholes, as well as the appropriate placement of each flow monitor.

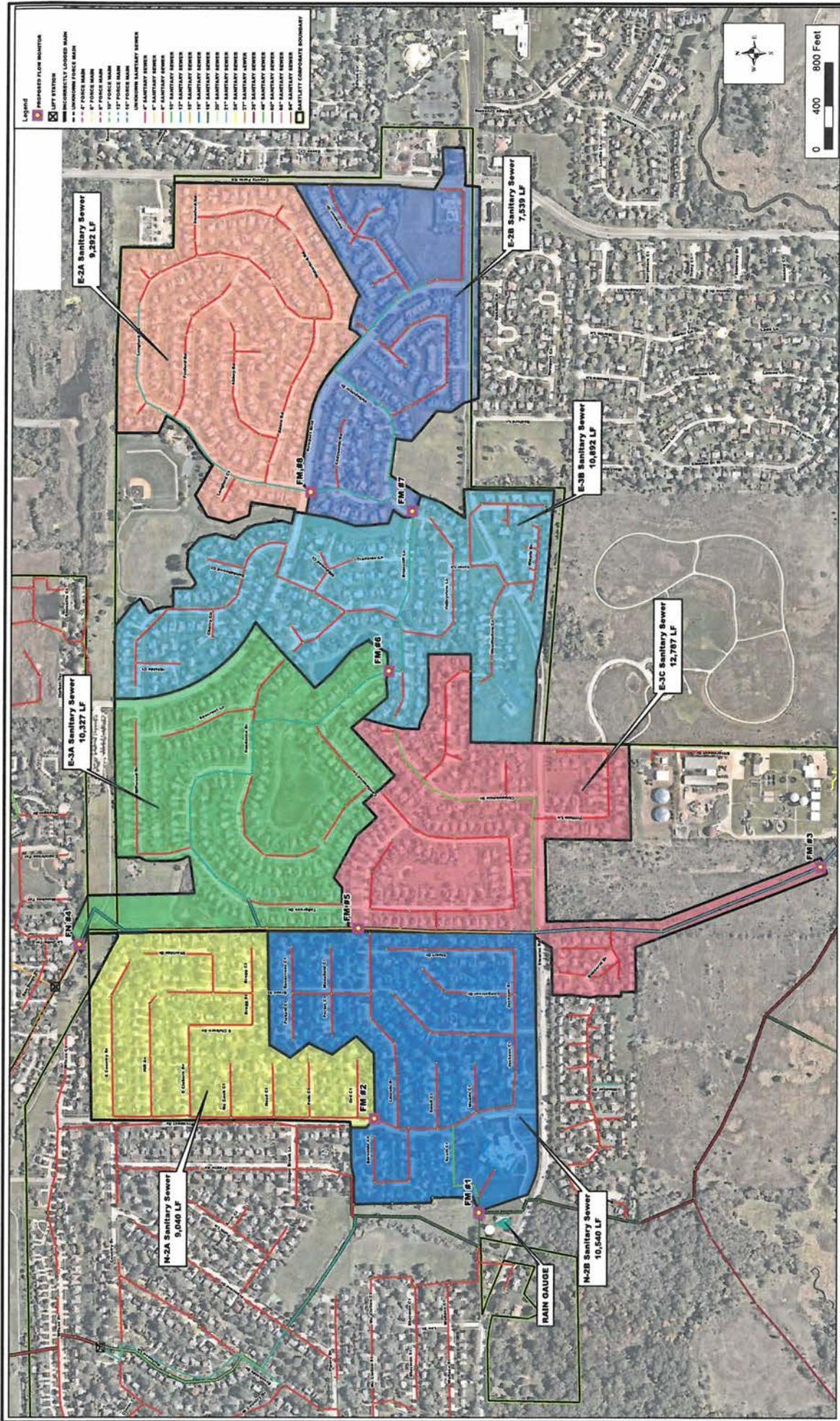
The base proposal also includes the installation of two (2) recording rain gauges in secure locations to measure rainfall during the monitoring period. The quality of the flow monitoring results will be increased with an increased number of precipitation events. A minimum of two 1.0-inch or greater rain events, each over a 24-hour period, is needed to make reasonable conclusions. The Village will have the opportunity to increase the flow monitoring period at the end of the eight-week period, should a sufficient rain event not occur or if they would wish to obtain additional data. Once sufficient flow monitoring data is obtained, the data will be analyzed, and the analysis details and conclusions will be provided to the Village for review. The flow monitoring process, analysis and conclusions will be summarized in a report.

The proposed work items for this project are as follows:

PHASE 1 – FLOW MONITORING

- 1.1 Project Administration
- 1.2 Kick-Off & Progress Review Meeting (2 Meetings Total)
- 1.3 Divide N-2, E-2 & E-3 Basins into Subbasins
- 1.4 Coordinate Flow Monitoring (Assumes Eight (8) Locations) For 8 Weeks
- 1.5 Coordinate Rainfall Monitoring (Assumes Two (2) Locations) For 8 Weeks
- 1.6 Analyze Flows & Determine I&I Severity by Subbasin
- 1.7 Prepare Flow Monitoring Report

The above scope summarizes the work items that will be completed for this contract. Additional work items, including additional meetings beyond the project initiation meeting defined in the above scope, shall be considered outside the scope of the base contract and will be billed in accordance with the Standard Schedule of Charges.



**EXHIBIT A-1
BASIN N2, E-2, AND E-3
FLOW MONITORING PLAN**

**VILLAGE OF BARTLETT
INFILTRATION & INFLOW
INVESTIGATION - 2020
BARTLETT, ILLINOIS**

DATE	MARCH 2020
PROJECT NO.	BL202
PATH	H:\GIS\PA\BARTLETT\2020\BL202
FILE	BL202-EXHIBIT A-1.FLOWMONITORING.MXD

NO.	DATE	REVISIONS

Village of Bartlett
228 S. Main Street
Bartlett, IL 60103

Engineering Enterprises, Inc.
CONSULTING ENGINEERS
57 Wheeler Road
Sugar Grove, Illinois 60554
(630) 466-6700 / www.eeiweb.com



DATE: 4/6/2020
 ENTERED BY: AMJ/WF



**ATTACHMENT B:
 ESTIMATE OF LEVEL OF EFFORT AND ASSOCIATED COST
 PROFESSIONAL ENGINEERING SERVICES
 Basins N-2, E-2 & E-3 Phase 1 Flow Monitoring Study**
 Village of Bartlett, Cook, DuPage, & Kane Counties, IL

WORK ITEM NO.	WORK ITEM	ENTITY:	EEI			GIS / CAD TECH.	LAND SURVEYING		WORK ITEM HOUR SUMM.	COST PER ITEM	
			PRINCIPAL IN CHARGE	SENIOR PROJECT MANAGER	SENIOR PROJECT ENGINEER		PROJECT ENGINEER	SURVEY PROJECT MANAGER			SENIOR TECH W/ EQUIP.
		PROJECT ROLE:	\$209	\$203	\$172	\$145	\$183	\$158	\$70		
		HOURLY RATE:									
1.1	Project Administration		2	8						10	\$ 2,042
1.2	Kick-Off & Progress Review Meeting (2 Meetings Total)		8	12	8					28	\$ 5,484
1.3	Divide Basins N-2, E-2 & E-3 Into Subbasins			1	1	6	10			18	\$ 2,695
1.4	Coordinate Flow Monitoring (Assumes 8 Locations) Within Basin For 8 Weeks			1	2	4				7	\$ 1,127
1.5	Coordinate Rainfall Monitoring (Assumes 2 Locations) For 8 Weeks		1	1	1	2				4	\$ 665
1.6	Analyze Flows & Determine I&I Severity By Subbasin		1	4	12	20	12			49	\$ 7,725
1.7	Prepare Flow Monitoring Report		2	4	16	24	12		2	60	\$ 9,342
Phase 1 - Flow Monitoring Subtotal:			13	31	40	56	34	-	2	176	\$ 29,080
PROJECT TOTAL:			13	31	40	56	34	-	2	176	\$ 29,080

DIRECT EXPENSES	
Printing =	\$ 300
Supplies & Mileage =	\$ 150
Flow & Rainfall Monitoring Sub-Consultant (ADS) =	\$ 38,854
DIRECT EXPENSES =	\$ 39,304

LABOR EXPENSES	
Engineering Expenses =	\$ 24,010
Drafting & GIS Technician Expenses =	\$ 4,930
Land Surveying Expenses =	\$ -
Administrative Expenses =	\$ 140
TOTAL LABOR EXPENSES =	\$ 29,080

TOTAL COSTS =	\$ 68,384
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Engineering Enterprises, Inc.

ATTACHMENT C: SCHEDULE
Basins N-2, E-2 and E-1 Infiltration and Inflow Investigation - 2020
 Village of Bartlett, Cook, DuPage & Kane Counties, Illinois

WORK ITEM NO.	WORK ITEM	Year:		2020																		
		Month:	Week Starting:	April	May	June	July	August	September	October												
				1	6	13	20	27	3	10	17	24	1	8	15	22	29	5	12	19	26	
PHASE 1 - FLOW MONITORING																						
1.1	Project Administration																					
1.2	Kick-Off & Progress Review Meeting (2 Meetings Total)																					
1.3	Divide Basins N-2, E-2 & E-3 Into Subbasins																					
1.4	Coordinate Flow Monitoring (Assumes & Locations) Within Basin For 8 Weeks																					
1.5	Coordinate Rainfall Monitoring (Assumes 2 Locations) For 8 Weeks																					
1.6	Analyze Flows & Determine I&I Severity By Subbasin																					
1.7	Prepare Flow Monitoring Report																					

Legend	
	Project Administration Work Item(s)
	Meeting(s) & Field Visits
	Planning Document Work Item
	Report Development

C:\Public\Bartlett\2020\2020_1_Kane_N2_E2_E3_Phase 1 Flow Monitoring\Project Management\AAE\2020_1_C_Schedule\WIP\Report_C1.Ppt



Standard Schedule of Charges

January 1, 2020

EMPLOYEE DESIGNATION	CLASSIFICATION	HOURLY RATE
Senior Principal	E-4	\$214.00
Principal	E-3	\$209.00
Senior Project Manager	E-2	\$203.00
Project Manager	E-1	\$183.00
Senior Project Engineer/Planner/Surveyor II	P-6	\$172.00
Senior Project Engineer/Planner/Surveyor I	P-5	\$160.00
Project Engineer/Planner/Surveyor	P-4	\$145.00
Senior Engineer/Planner/Surveyor	P-3	\$133.00
Engineer/Planner/Surveyor	P-2	\$121.00
Associate Engineer/Planner/Surveyor	P-1	\$109.00
Senior Project Technician II	T-6	\$158.00
Senior Project Technician I	T-5	\$145.00
Project Technician	T-4	\$133.00
Senior Technician	T-3	\$121.00
Technician	T-2	\$109.00
Associate Technician	T-1	\$ 96.00
GIS Technician	G-1	\$ 90.00
Engineering/Land Surveying Intern	I-1	\$ 79.00
Administrative Assistant	A-3	\$ 70.00

VEHICLES, REPROGRAPHICS, DIRECT COSTS, DRONE AND EXPERT TESTIMONY

Vehicle for Construction Observation		\$ 15.00
In-House Scanning and Reproduction	\$0.25/Sq. Ft. (Black & White)	
	\$1.00/Sq. Ft. (Color)	
Reimbursable Expenses (Direct Costs)	Cost	
Services by Others (Direct Costs)	Cost + 10%	
Unmanned Aircraft System / Unmanned Aerial Vehicle / Drone		\$ 200.00
Expert Testimony		\$ 250.00



Agenda Item Executive Summary

Item Name Engineering Services Agreement with
 Engineering Enterprises, Inc. for Basins N-1, E-1, Committee
 & M-4 Sewer System Evaluation Survey or Board Board

BUDGET IMPACT

Amount:	\$122,513	Budgeted	\$800,000
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List what fund	Sewer Fund
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EXECUTIVE SUMMARY

This contract is for Sewer System Evaluation Survey (SSES) of Basins N-1, E-1, & M-4. Last year we performed flow monitoring of Basins N-1 & E-1 (Area south of Devon, north of the ComEd ROW) so now we are proposing to move into Phase 2 Sewer System Evaluation Survey (SSES) for that area. We also recently finished lining Basin M-4 (West of Oak Ave., north of Railroad Tracks) so we are ready to perform SSES for this area as well. SSES will consist of smoke testing of the sanitary sewers and manhole inspections. We will also televise all of the sewers to visually inspect the condition of the pipes. Once the Phase 2 SSES work is completed we plan to move into Phase 3 which is completing the rehabilitation of the defects found in Phase 2. This typically involves lining sewers and manholes, disconnecting illegal connections, etc.

We have been working with Engineering Enterprises, Inc. (EEI) on our sanitary sewer system rehabilitation and they are most familiar with this area.

ATTACHMENTS (PLEASE LIST)

Memo, Resolution, Agreement w/ Attachments

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion:

MOTION: I move the Village Board approve Resolution 2020 - _____, a Resolution Approving of the Agreement for Professional Engineering Services Between the Village of Bartlett and Engineering Enterprises, Inc.

Staff: Dan Dinges, Director of Public Works Date: 4/29/20



PUBLIC WORKS MEMORANDUM

DATE: May 7, 2020

TO: Paula Schumacher
Village Administrator

FROM: Dan Dinges, PE
Director of Public Works

SUBJECT: Engineering Enterprises Inc. Engineering Service Agreements:
Basins M1-M7 Phase 1 Flow Monitoring Study
Basins N-2, E2 & E3 Phase 1 Flow Monitoring Study
Basin N-1, E-1 & M-4 Phase 2 Sewer System Evaluation Survey Analysis

We have been working on improving the sanitary sewers throughout the Village for a few years now and I wanted to provide our approach relative to Infiltration and Inflow (I/I) reduction. Our approach to I/I reduction is typically through a three phase approach. In Phase 1, basins are broken into subbasins with a target sanitary sewer total length of 10,000 – 12,000 LF. It doesn't always work out to fit into that window, but we try to get as close to it as possible. Flow and rainfall monitoring are conducted in the subbasins. The flow and rainfall data is analyzed to determine which basins have excessive infiltration, inflow or both. Those subbasins that do not have either excessive infiltration or inflow do not require any additional study. Those basins that have high infiltration, inflow or both move on to Phase 2.

In the Phase 2 Sewer System Evaluation Study (SSES) field work is conducted to identify the sources of I/I. Smoke testing and manhole inspections are conducted to identify inflow sources. In some cases dye water flooding would be a follow up work item to pin down defects found during smoke testing. Infiltration sources can also be identified during manhole testing, but the main field work item utilized to identify infiltration sources is televising. Flow isolation studies also can help identify infiltration sources. Once the defects are located, a plan is developed to rehabilitate the sewer system network within the basin. The last phase of I/I reduction, Phase 3, is simply completing the rehabilitation of the defects found within Phase 2.

We have skipped Phase 1 in areas where we have clay pipe because we have already televised these areas and determined they are in need of sewer lining. In these areas, we have been lining the clay pipes and then going to Phase 2 to smoke test, manhole inspections, etc.

Based on the described approach, we recommend flow monitoring the Cook County basins as the first step. We have divided the "Northern Basins" into subbasins and have devised a flow monitoring plan for them. Please find attached the recommended flow monitoring plan for Basins M1 – M-7. We included the subbasins that have already made it through Phase 3 where the sewers and manholes are lined to determine what improvements have been made. If they still exhibit a decent amount of infiltration, then it seems like we could point to the services as being the remaining issue.

The second contract is for Phase 1 Flow Monitoring of Basins N-2, E-2 & E-3. An exhibit is attached that shows the area but it is generally located south of the ComEd ROW between Prospect Ave. and County Farm Rd. When we were investigating the options to bring the excess flow from the MWRD area to the Bittersweet WWTP we looked at utilizing the sanitary sewers in this area. We found that this area appears to have excessive I/I and did not have available capacity.

The third contract is for Phase 2 Sewer System Evaluation Survey Analysis for areas that we have already performed flow monitoring and/or lined the sewers. Basins N-1, E-1 & M-4 are shown in the attached exhibit. Basin M-4 is the area west of Oak Ave. & north of the railroad tracks. Basins N-1 & E-1 are located south of Devon and north of the Com Ed ROW. Once the Phase 2 analysis is completed we would plan to put together a Phase 3 – Rehabilitation program together based on the results of the Phase 2 report.

Our overall goal is to always have at least one of each Phase being worked on during a budget year. Each year we will determine where to start a new Phase 1 and then move to Phase 2 from the previous year's Phase 1, and move to Phase 3 from the previous year's Phase 2. The goal of the phased approach is to limit the amount of money spent during Phase 2 and Phase 3. If subbasins do not have excessive I/I, then why conduct smoke testing, manhole inspections and/or televising within them. This should allow us to reduce our costs while reducing I/I issues and sewer backups.

We recommend that the Village Board approve the three agreements with EEI.

MOTION: I move the Village Board approve Resolution 2020 - _____, a Resolution Approving of the Agreement for Professional Engineering Services Between the Village of Bartlett and Engineering Enterprises, Inc.

RESOLUTION 2020 - _____

**A RESOLUTION APPROVING OF THE AGREEMENT FOR PROFESSIONAL
ENGINEERING SERVICES BETWEEN THE VILLAGE OF BARTLETT AND
ENGINEERING ENTERPRISES, INC. [BASINS N-1, E-1, M-4]**

BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, as follows:

SECTION ONE: The Agreement for Professional Engineering Services between the Village of Bartlett and Engineering Enterprises, Inc. dated May 19, 2020, (the "Agreement"), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

SECTION TWO: That the Village President and the Village Clerk are hereby authorized and directed to sign and attest, respectively, the Agreement on behalf of the Village of Bartlett.

SECTION THREE: SEVERABILITY. The various provisions of this Resolution are to be considered as severable, and of any part or portion of this Resolution shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

SECTION FOUR: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall be in full force and effect upon passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

Kevin Wallace, Village President

ATTEST:

Lorna Giles, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2020 - _____ enacted on May 19, 2020, and approved on May 19, 2020, as the same appears from the official records of the Village of Bartlett.

Lorna Giles, Village Clerk



April 27, 2020

Mr. Daniel Dinges, P.E.
Director of Public Works
Village of Bartlett
228 South Main Street
Bartlett, IL 60103

**Re: Basin N-1, E-1 & M-4 Phase 2 Sewer System Evaluation Survey Analysis
Village of Bartlett, Cook, DuPage, & Kane Cos., IL**

Dear Dan:

In accordance with your request, enclosed for your review and consideration is our proposed agreement for the Basins N-1, E-1 and M-4 Phase 2 Sewer System Evaluation Survey (SSES). The Phase 2 SSES work is prioritized based off the results of the flow monitoring completed in Basins N-1 and E-1 during the spring/early summer of 2019, as well as past Inflow and Infiltration (I/I) observations in Basin M-4. The SSES fieldwork and analysis is completed to identify the defects contributing to excessive I/I throughout the basin and then define a cost-effective implementation plan for correcting the defects.

The agreement includes a detailed scope of services, estimate of level of effort and associated cost and schedule for the project. We are proposing to provide our professional engineering services for a fixed fee cost of \$122,513. Our proposed schedule is to conduct the field work and analysis in the summer and complete the report in the winter. We are proposing to utilize Duke's as a subcontractor for the field work on this project.

We look forward to continuing our outstanding partnership with the Village and look forward to working with you and members of your staff on this project. If you have any questions or require any additional information, please do not hesitate to contact me.

Respectfully submitted,

ENGINEERING ENTERPRISES, INC.

A handwritten signature in cursive script that reads "Jeffrey W. Freeman".

Jeffrey W. Freeman, P.E., CFM, LEED AP
Chief Executive Officer

JWF/anu

Enclosures

pc: STD, CRW, ANU, DMT, ARS, DRA – EEI (Via E-mail)

**AGREEMENT FOR CONSULTING ENGINEERING SERVICES FOR
BASINS N-1, E-1 & M-4 Phase 2 SSES**

This Agreement made this _____ day of _____, 2020 by and between the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois, a municipal corporation of the State of Illinois (hereinafter referred to as the "VILLAGE") and Engineering Enterprises, Inc. of 52 Wheeler Road, Sugar Grove, Illinois, 60554 (hereinafter referred to as the "ENGINEER").

In consideration of the mutual covenants and agreements contained in this Agreement, the VILLAGE and the ENGINEER agree, covenant and bind themselves as follows:

1. Services: ENGINEER agrees to perform for the VILLAGE the Services defined within Attachment A.
2. Direction: The Director of Public Works, or his written designee, shall act as the VILLAGE'S representative with respect to the Services to be provided by the ENGINEER under this Agreement and shall transmit instructions and receive information with respect to the Consulting Engineering Services.
3. Compensation: The work items, estimated staff time, and projected fees for each work item are summarized within Attachment B. Based on this computation, the VILLAGE agrees to pay the ENGINEER for providing the Services set forth herein a fixed fee amount of \$122,513.
4. Term: The term of this Agreement shall be active through December 31, 2020 unless otherwise extended through written confirmation by both parties. The work items and phases shall be completed in accordance with the schedule defined within Attachment C.
5. Payment: Engineer shall invoice the VILLAGE on a monthly basis for Services performed and any costs and expenses incurred during the previous thirty (30) day period. The VILLAGE shall pay the ENGINEER within thirty (30) days of receipt of said invoice.
6. Termination: This Agreement may be terminated upon fourteen (14) days written notice of either party. In the event of termination, the ENGINEER shall prepare a final invoice and be due compensation calculated as described in paragraph 3 for all costs incurred through the date of termination.
7. Documents: All related writings, notes, documents, information, files, etc., created, compiled, prepared and/or obtained by the ENGINEER on behalf of the VILLAGE for the Services provided herein shall be used solely for the intended project.
8. Notices: All notices given pursuant to this Agreement shall be sent Certified Mail, postage prepaid, to the parties at the following addresses:

The VILLAGE :

Village of Bartlett
228 South Main Street
Bartlett, IL 60103
Attn: Daniel Dinges, P.E.
Director of Public Works

The ENGINEER:

Engineering Enterprises, Inc.
52 Wheeler Road
Sugar Grove, IL 60554
Attn: Jeffrey W. Freeman, P.E. CFM, LEED AP
Chief Executive Officer

- 9. Waiver: The failure of either party hereto, at any time, to insist upon performance or observation of any term, covenant, agreement or condition contained herein shall not in any manner be constructed as a waiver of any right to enforce any term, covenant, agreement or condition hereto contained.
- 10. Amendment: No purported oral amendment, change or alteration hereto shall be allowed. Any amendment hereto shall be in writing by the governing body of the VILLAGE and signed by the ENGINEER.
- 11. Succession: This Agreement shall ensure to the benefit of the parties hereto, their heirs, successors and assigns.

IN WITNESS WHEREOF, we have hereunto signed our names the day and year first above written.

VILLAGE OF BARTLETT

ENGINEERING ENTERPRISES, INC.:

Title: _____

Jeffrey W. Freeman

Chief Executive Officer

ATTEST:

ATTEST:

Title: _____

Angie Smith

Administrative Assistant

ATTACHMENT A – SCOPE OF SERVICES

BASIN N-1, E-1 & M-4 PHASE 2 SANITARY SEWER EVALUATION STUDY (SSES) – 2020
Village of Bartlett, Cook, DuPage & Kane Co., IL

Introduction

Phase 1 Flow Monitoring was completed in the Basins N-1 and E-1 during the spring/early summer of 2019. The flow monitoring outlined various inflow and infiltration issues within Basins N-1 and E-1. Subbasins E1-A, E1-B and N1-A exhibit signs of excessive rainfall derived infiltration and inflow (RDII) and all the subbasins (Subbasins N1-A, N1-B, E1-A & E1-B) exhibit signs of excessive constant infiltration. Basin M-4 has exhibited an excessive amount of I/I within the past. An exhibit define the limits of Basins and Subbasins of N-1, E-1 and M-4 is attached.

After determining the basins have excessive I/I, the next step in the Inflow and Infiltration Reduciton Program (IIRP) is a Phase 2 Sewer System Evaluation Survey (SSES) analysis. The SSES is conducted within those basins to locate the defects. The scope and cost of the Basins N-1, E-1 & M-1 SSES work includes dual blower smoke testing and level-2 manhole inspections for an estimated 62,379 LF of mains and an estimated 306 manholes in Subbasins Basins N1-A, E1-A, E1-B, M-4A and M-4B. The smoke testing and manhole inspections will be conducted to locate sources of RDII. Village staff is in the process of televising the video from all the subbasins. EEI will review the video as part of this analysis.

Prior to smoke testing, it is recommended the Village alert those who will be affected by the activities of the upcoming work. Those who will be affected by smoke testing include residents and business owners in the study area, the police and fire department, schools, and any others who will be in, or around, the smoke testing area. EEI will work with Village Staff to make any modifications to the Village's SSES Communication Plan the Village sees fit. EEI's SSES subcontractor, Duke's will be responsible for placing door hangers prior to smoke testing, removing door hangers after smoke testing, and coordinating the setup and removal of road signs during smoke testing. The subcontractor will also have a call center available to answer residential questions. The Village will be responsible for sending out mailers, providing any printed media, updating the Village's website, updating social media, and answering any questions from the residents that cannot be answered by the subcontractor.

All cost and schedule decisions are based on EEI's best knowledge of the study area to-date. A project initiation meeting will be conducted prior to the beginning of the SSES work to outline all necessary efforts and discuss anticipated challenges and solutions. This initiation meeting will include representatives from the Village, as well as any other entities, such as the police and fire department, that the Village designates as prudent to invite.

A financial analysis of the cost projected to fix the defects found during the SSES work will also be provided for the Village. The financial analysis, along with a complete list of defects found during the SSES work, will be reviewed with the Village during a progress review meeting. A summary SSES Report will be provided for the Village and will contain an outline of all defects and findings along with the corresponding financial analysis for the defects. A GIS file containing the location of the defects will also be made available to the Village.

The proposed work items for this project are as follows:

PROJECT FACILITATION & MEETINGS:

- 0.1 Project Administration
- 0.2 Project Initiation and Progress Meeting (2 Total Meetings)

SSES FIELD WORK AND ANALYSIS TOTAL:

- 1.1 SSES Advance Communication with Subbasin Residents & Online
- 1.2 Conduct Smoke Testing Within Subbasins N1-A, E1-A, E1-B, M4-A & M4-B
- 1.3 Conduct Level 2 Manhole Inspections Within Subbasins N1-A, E1-A, E1-B, M4-A & M4-B
- 1.4 Televising Video Analysis for Subbasins N1-A, N1-B, E1-A, E1-B, M4-A & M4-B
- 1.5 Analyze Field Work
- 1.6 Conduct Financial Analysis for Manhole and Sewer Rehabilitation

REPORT:

- 2.1 Prepare SSES Summary Report

Additional Services

The above scope summarizes the work items that will be completed for this contract. Additional work items, including additional meetings beyond the project initiation meeting defined in the above scope, shall be considered outside the scope of the base contract and will be billed in accordance with the Standard Schedule of Charges.

Attachment B:
ESTIMATE OF LEVEL OF EFFORT AND ASSOCIATED COST FOR PROFESSIONAL ENGINEERING SERVICES
BASINS N-1, E-1 & M-4 PHASE 2 SEWER SYSTEM EVALUATION SURVEY (SSES) ANALYSIS
INFLOW AND INFILTRATION REDUCTION PROGRAM
Village of Barrlett, Cook, DuPage, & Kane Counties, IL

WORK ITEM NO.	WORK ITEM	ENTITY:	EEI										SUB-CONSULTANT	WORK ITEM HOUR SUMM.	COST PER ITEM
			PROJECT ROLE:	PRINCIPAL	SENIOR PROJECT MANAGER	PROJECT ENGINEER	SENIOR PROJECT TECHN. I	PROJECT TECHN.	SENIOR PROJECT SURVEYOR I	SENIOR PROJECT SURVEYOR II	ADMIN.				
PROJECT FACILITATION & MEETINGS		HOURLY RATE:	\$214	\$203	\$145	\$145	\$145	\$133	\$160	\$172	\$70				
0.1	Project Administration		1	4									5	\$1,026	
0.2	Project Initiation & Progress Meeting (2 Meetings Total)	Project Facilitation Subtotal:	6	8	8	8					1		23	\$4,138	
			7	12	8	8					1		28	\$5,164	
SEWER SYSTEM EVALUATION SURVEY (SSES) FIELD WORK AND ANALYSIS															
1.1	SSES Advance Communication With Subbasin Residents & Online		1	4									13	\$2,186	
1.2	Conduct Smoke Testing Within Subbasins N1-A, E1-A, E1-B, M4-A & M4-B				12							\$41,633	12	\$43,373	
1.3	Conduct Level 2 Manhole Inspections Within Subbasins N1-A, E1-A, E1-B, M4-A & M4-B				6							\$33,890	6	\$34,750	
1.4	Televising Video Analysis for Subbasins N1-A, N1-B, E1-A, E1-B, M4-A & M4-B		2	4	50								56	\$8,490	
1.5	Analyze Field Work		2	4	30								36	\$5,590	
1.6	Conduct Financial Analysis For Manhole and Sewer Rehabilitation		2	4	20								26	\$4,140	
		SSES Field Work and Analysis Subtotal:	7	16	126							\$75,513	149	\$98,529	
REPORT															
2.1	Prepare SSES Summary Report		3	16	80			20			4		123	\$18,670	
		Report Subtotal:	3	16	80			20			4		123	\$18,670	
		PROJECT TOTAL:	17	44	214			20			5	\$75,513	300	\$122,363	

DIRECT EXPENSES	
Mileage =	\$50
Printing =	\$100
DIRECT EXPENSES = \$150	

LABOR EXPENSES	
Engineering Expenses =	\$43,600
Drafting Expenses =	\$2,900
Administrative Expenses =	\$350
Subconsultant Expenses =	\$75,513
TOTAL LABOR EXPENSES = \$122,363	
TOTAL CONTRACT COSTS = \$122,513	



Standard Schedule of Charges

January 1, 2020

EMPLOYEE DESIGNATION	CLASSIFICATION	HOURLY RATE
Senior Principal	E-4	\$214.00
Principal	E-3	\$209.00
Senior Project Manager	E-2	\$203.00
Project Manager	E-1	\$183.00
Senior Project Engineer/Planner/Surveyor II	P-6	\$172.00
Senior Project Engineer/Planner/Surveyor I	P-5	\$160.00
Project Engineer/Planner/Surveyor	P-4	\$145.00
Senior Engineer/Planner/Surveyor	P-3	\$133.00
Engineer/Planner/Surveyor	P-2	\$121.00
Associate Engineer/Planner/Surveyor	P-1	\$109.00
Senior Project Technician II	T-6	\$158.00
Senior Project Technician I	T-5	\$145.00
Project Technician	T-4	\$133.00
Senior Technician	T-3	\$121.00
Technician	T-2	\$109.00
Associate Technician	T-1	\$ 96.00
GIS Technician	G-1	\$ 90.00
Engineering/Land Surveying Intern	I-1	\$ 79.00
Administrative Assistant	A-3	\$ 70.00

VEHICLES, REPROGRAPHICS, DIRECT COSTS, DRONE AND EXPERT TESTIMONY

Vehicle for Construction Observation		\$ 15.00
In-House Scanning and Reproduction	\$0.25/Sq. Ft. (Black & White) \$1.00/Sq. Ft. (Color)	
Reimbursable Expenses (Direct Costs)	Cost	
Services by Others (Direct Costs)	Cost + 10%	
Unmanned Aircraft System / Unmanned Aerial Vehicle / Drone		\$ 200.00
Expert Testimony		\$ 250.00