

VILLAGE OF BARTLETT
BOARD AGENDA
MARCH 15, 2022
7:00 P.M.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **INVOCATION**
4. **PLEDGE OF ALLEGIANCE**
5. ***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.*

- *6. **MINUTES:** Board and Committee Minutes – March 1, 2022
- *7. **BILL LIST:** March 15, 2022
8. **TREASURER'S REPORT:** January, 2022
 Sales Tax Report - January, 2022
 Motor Fuel Tax Report – January, 2022
9. **PRESIDENT'S REPORT:**
 - A. Proclamation for Hakka Month and 12 Years of Sister City Relationship
 - B. Proclamation for "Week of the Young Child"
10. **QUESTION/ANSWER: PRESIDENT & TRUSTEES**
11. **TOWN HALL:** (Note: Three (3) minute time limit per person)
12. **STANDING COMMITTEE REPORTS:**
 - A. **BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS**
 - *1. Ordinance Repealing, Amending and Replacing Title 10, "Bartlett Zoning Code"; Chapter 13: "Administration and Enforcement" to Establish the "Bartlett Planning and Zoning Commission"; and to Adopt Other Amendments to the Bartlett Municipal Code
 - B. **COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY**
 - *1. Dogfather BEDA Application
 - C. **FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE**
 1. None
 - D. **LICENSE & ORDINANCE COMMITTEE, CHAIRMAN GUNSTEEN**
 1. None
 - E. **POLICE & HEALTH COMMITTEE, CHAIRMAN SUWANSKI**
 1. None
 - F. **PUBLIC WORKS COMMITTEE, CHAIRMAN REINKE**
 1. Resolution Approving of the Contract for the Bartlett Street Sweeping Program Agreement Between the Village of Bartlett and LRS Cleansweep
 - *2. Resolution Approving of a Professional Services Agreement Between the Village of Bartlett and Chastain and Associates, LLC for the North Avenue Resurfacing Phase II Engineering
13. **NEW BUSINESS**
 - A. Appointees to New Planning & Zoning Commission
14. **QUESTION/ANSWER: PRESIDENT & TRUSTEES**
15. **ADJOURNMENT**



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BOARD MINUTES
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CALL TO ORDER

President Wallace called the regular meeting of March 1, 2022 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:00 p.m.

1. ROLL CALL

PRESENT: Trustees Deyne, Gandsey (via Zoom), Gunsteen, Hopkins, Reinke, Suwanski and President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Human Resources Director Janelle Terrance, Sr. Management Analyst Sam Hughes, Management Analyst Joey Dienberg, Finance Director Todd Dowden, Assistant Finance Director Matt Coulter, Public Works Director Dan Dinges, Assistant Public Works Director Tyler Isham, Public Works Engineer Bob Allen, Planning & Development Director Roberta Grill, Head Golf Professional Phil Lenz, Chief Patrick Ullrich, Deputy Chief Jim Durbin, Deputy Chief Geoff Pretkelis, Village Attorney Bryan Mraz and Village Clerk Lorna Giles.

2. INVOCATION – Father Curt Lambert, St. Peter Damian Catholic Church gave the invocation.

3. PLEDGE OF ALLEGIANCE

4. 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



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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 Suwanski.

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

AYES: Trustees Deyne, Gandsey (via Zoom), Gunsteen, Hopkins, Reinke, Suwanski

NAYS: None

ABSENT: None

MOTION CARRIED

5. MINUTES – Covered and approved under the Consent Agenda.
6. BILL LIST – Covered and approved under the Consent Agenda.
7. TREASURER'S REPORT - None
8. PRESIDENT'S REPORT

President Wallace stated that the Board was dressed in blue and yellow to honor those fallen Ukrainians. They had a moment of silence.

President Wallace read a Proclamation for Bartlett Fire Protection District & Public Works Recognition.

Trustee Jim McCarthy from the Bartlett Fire Protection District stated that on behalf of the Trustees and the Bartlett Fire Protection District, he thanked them for their kind words regarding the Access building fire. Serving one's community is rewarding but at times can be a challenge. He is proud to say that with the help of the village, police department, public works, Hanover Township Emergency Services and all the outside fire departments and numerous relief agencies., we endured this challenge and we won! He addressed Chief Ullrich and Public Works Director Dan Dinges and wanted to let them know how grateful they were for all of their people and all of their support. He heard numerous times from Chief Gabrenya how grateful they were that police and public works were there for them. It will take a couple months to gather the data on this fire and once they do, they will share it. He stated that this was the most significant fire in the district's history. Both from a size, duration, and also an agency involvement perspective. He was sure that



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they all hope it is a record that is never broken. There are three important takeaways, no one was hurt, training is vitally important and inter-agency cooperation lends itself to more successful outcomes.

9. QUESTION/ANSWER: PRESIDENT & TRUSTEES

Trustee Deyne recognized staff birthdays and anniversaries.

He took a moment to recognize Bartlett Hills who received, for the fourth straight year in a row, the prestigious "Best of Wedding Knot Award". This award is recognized by knot.com and is an accomplishment of excellence in the wedding industry. It is only achieved by receiving 10+ four-star reviews per year. They have also maintained their status in the "Knot Hall of Fame". Congratulations to Bartlett Hills, the staff of Paul Peterson, Evan Blum and Laura Stojanovich as well as Dustin Brooks.

Trustee Stephanie Gandsey thanked Bill Johnson from public works who let her accompany him in the snowplow. It was wonderful to see the coordination we have in our village to keep our roads safe after a snowstorm.

10. TOWN HALL – None

11. STANDING COMMITTEE REPORTS

A. BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS

Trustee Hopkins stated that Ordinance 2022-14, an Ordinance Approving a Site Plan Amendment and Granting a Variation for Wheaton Eye Clinic was covered and approved under the Consent Agenda.

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY

Trustee Gandsey stated that the Banbury Fair BEDA Application was covered and approved under the Consent Agenda.

C. FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE

Trustee Deyne presented Resolution 2022-12-R, a Resolution Approving the Intergovernmental Agreement Forming the Stop CPKC Coalition and Sharing Costs to Represent the Common Interests of the Parties Related to the Merger of the Canadian Pacific and Kansas City Southern Railroads.



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Trustee Deyne stated that the Canadian Pacific and Kansas City Southern Railroads have filed an application with the Surface Transportation Board (STB) seeking authorization for a merger. CP and KCS are both Class I railroads, which are the largest freight railroads. The merger is considered an “end-to end” merger because their networks do not overlap and the joining of the railroads would create a single railroad connection between Canada and Mexico.

It is estimated that if the merger is approved, freight traffic on the Milwaukee District West rail line would increase by more than 300% in the first three years. For Bartlett that would mean an additional 8 freight trains per day.

As you know, we have had meetings with representatives from Canadian Pacific, but jointly with the other impacted communities and with just our Bartlett team. In those meetings we have raised our concerns regarding, the increase to noise and vibration the trains will cause, the increased safety concerns relative to additional train traffic and hazardous materials transportation, emergency response impact, interference with commuter access and our TOD development plans in our downtown.

The communities along the Milwaukee District West rail line have joined together in a coalition, the “Stop CPKC Coalition”, to prevent this merger as proposed and represent our common interests regarding the merger pending before the STB. The agreement before the board for consideration is to share the expected costs related to investigating, evaluating, communicating and representing the coalition’s interests equally with the member communities, Itasca, Wood Dale, Roselle, Bensenville, Elgin, Hanover Park and Schaumburg. The costs for legal, technical, communications consultants to advise and if necessary testify before the STB in support of our shared interests will be coordinated by the Village of Itasca. I would recommend having a not to exceed limit of \$100,000 at this time.

Trustee Deyne moved to approve Resolution 2022-12-R, a Resolution Approving the Intergovernmental Agreement Forming the Stop CPKC Coalition and Sharing Costs to Represent the Common Interests of the Parties Related to the Merger of the Canadian Pacific and Kansas City Southern Railroads and that motion was seconded by Trustee Reinke.

President Wallace wanted to recognize Trustee Reinke for his recent attendance at the last meeting with CP and other mayors stated that he did a great job representing our cause. This is a necessary evil that the village needs to battle.

Trustee Deyne thanked him for the efforts he put forth in representing our village.



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Trustee Reinke stated that he wanted to recognize the work that the staff has put in. The amount of time and effort with the Spaulding yard as well as the railroad issues. A lot of people take it for granted because Bartlett is a railroad town. He stated that Mr. Skrycki and Ms. Schumacher do an excellent job.

Trustee Gandsey asked what kind of timeframe are they looking at with this.

President Wallace stated that it will be over the next two years of pre-requited inquiries and meetings. It is not just trying to stop the event from happening, which will not be good for any of these villages along the rail line. Railroads have a lot of power so in anticipation of it actually getting approved, it's trying to figure out the best mitigation (walls, etc. or anything they can get out of the railroad to mitigate noise).

Village Administrator Paula Schumacher stated that the coalition just submitted their comments to the Surface Transportation Board (STB). Last week the STB came out with the scope of the environmental impact study so there will be a series of opportunities for us to provide testimony through that study and throughout this evaluation period. For the merger, they do not have a hard timeline as to when the STB will be making a decision but they will keep communications with CP and KCS and through the coalition to continue to oppose the merger as presented to the STB.

Trustee Suwanski asked if there is any type of history whether these types of oppositions succeed.

Ms. Schumacher stated that it is not a great track record. Their most recent experience is the purchase of the EJ&E line by CN. They were part of the coalition to prevent that sale. It did go through but because of the pressure put on them by the coalition, they came to the table and took the communities concerns seriously about the impact that merger would have. It brought real mitigations and funds to the table for those communities and we were part of that.

ROLL CALL VOTE TO APPROVE RESOLUTION 2022-12-R, APPROVING INTERGOVERNMENTAL AGREEMENT FORMING STOP CPKC COALITION, SHARING COSTS RELATED TO MERGER OF CANADIAN PACIFIC AND KANSAS CITY SOUTHERN RAILROADS

AYES: Trustees Deyne, Gandsey (via Zoom), Gunsteen, Hopkins, Reinke, Suwanski

NAYS: None

ABSENT: None

MOTION CARRIED



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D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN GUNSTEEN

Trustee Gunsteen stated that O'Hare's Pub Special Event Class J Liquor License request was covered and approved under the Consent Agenda.

E. POLICE & HEALTH COMMITTEE, CHAIRMAN SUWANSKI

Trustee Suwanski stated that Resolution 2022-15-R, a Resolution Approving of the Janitorial Services Agreement Between the Village of Bartlett and Multisystem Management Company was covered and approved under the Consent Agenda.

F. PUBLIC WORKS COMMITTEE, CHAIRMAN REINKE

Trustee Reinke presented Resolution 2022-13-R, a Resolution Approving of the Contract for the Oneida Basin Improvements Agreement Between the Village of Bartlett and Nettle Creek Nursery, Inc.

The project includes earth excavation and grading, tree and plant removal, clearing vegetation and trees and various plantings, seeding and all the other collateral work such as restoration of the basin. These improvements are necessary for the required stormwater detention volume associated with the Bittersweet Water Reclamation facility rehab that we are not able to accommodate on the Bittersweet site. This is an off-site stormwater facility.

Trustee Reinke moved to approve Resolution 2022-13-R, a Resolution Approving of the Contract for the Oneida Basin Improvements Agreement Between the Village of Bartlett and Nettle Creek Nursery, Inc. and that motion was seconded by Trustee Deyne.

ROLL CALL VOTE TO APPROVE THE RESOLUTION 2022-13-R, APPROVING CONTRACT FOR ONEIDA BASIN IMPROVEMENTS AGREEMENT WITH NETTLE CREEK NURSERY, INC.

AYES: Trustees Deyne, Gandsey (via Zoom), Gunsteen, Hopkins, Reinke, Suwanski

NAYS: None

ABSENT: None

MOTION CARRIED

12. NEW BUSINESS - None



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13. QUESTION/ANSWER PRESIDENT & TRUSTEES

Trustee Reinke stated that he was not aware that public works helped fuel the fire trucks. He asked what they did.

Public Works Director Dan Dinges stated that they have a truck that has a 50-gallon diesel tank on the back and they were able to bring it back and forth to fill up the fire trucks as needed.

President Wallace stated that it was a horrible tragedy but they did speak to Access and shared our grief for the loss of the business. They also discussed the retribution of what the cost of the water was that was used to put out the fire. He asked staff to follow up.

Trustee Suwanski asked if a certain amount is the cost of doing business. How does the cost of the water come back to the village.

Ms. Schumacher stated that the fire code prevents them from charging for their services for a structural fire. They are in the process of collecting all of our costs. We do not have that restriction. We can present the bill to the company. They are also looking at reimbursing from the TIF and then chasing the insurance and corporate money. While the State Fire Marshall makes the declaration whether there was arson or criminal activity, it is the insurance company that determines the source and cause of the fire. They are in the investigation portion of that and we are responding to a number of FOIA requests for information, video from the police department that they are spending hours on redacting information. They are in that investigatory process and we will continue to work with whoever we can to recoup those funds.

Trustee Hopkins asked if they knew the dollar amount of the water used.

Mr. Dinges stated 9-10 million gallons of water was used.

14. ADJOURN

President Wallace stated that the board will adjourn and there will be a Committee of the Whole meeting immediately following.

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



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ROLL CALL VOTE TO ADJOURN

AYES: Trustees Deyne, Gandsey, Gunsteen, Hopkins, Reinke, Suwanski
NAYS: None
ABSENT: None
MOTION CARRIED

The meeting was adjourned at 7:33 p.m.

Lorna Giles
Village Clerk



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COMMITTEE MINUTES
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CALL TO ORDER

President Wallace called the Committee of the Whole meeting of March 1, 2022 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:32 p.m.

ROLL CALL

PRESENT: Chairmen Deyne, Gandsey, Gunsteen, Hopkins, Reinke, Suwanski, 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, Public Works Director Dan Dinges, Village Engineer Bob Allen, Assistant Public Works Director Dan Dinges, Planning & Development Director Roberta Grill, Grounds Superintendent Matt Giermak, Golf Pro Phil Lenz, Food and Beverage Manager Paul Petersen, Chief Patrick Ullrich, Deputy Chief Jim Durbin, Deputy Chief Geoff Pretkelis, Commander Naydenoff, Commander Rybaski, Village Attorney Bryan Mraz and Village Clerk Lorna Giles

BUILDING & ZONING, CHAIRMAN HOPKINS

Grasslands Final Subdivision/PUD Plat and Final PUD Plan-Phase-1

Chairman Hopkins introduced the item.

Chairman Hopkins asked if this item has already gone to the Plan Commission.

Ms. Grill stated the preliminary process was completed, this is the final PUD process and it is going back to the Plan Commission.

Chairman Suwanski asked how it is different from the first time they saw it.

Ms. Grill stated it is in substantial compliance with the preliminary plans you approved last July.

Chairman Gunsteen asked if the commercial lots were the same size.

Ms. Grill stated "yes."

Chairman Gandsey asked if the walking underpass was still included.



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Ms. Grill stated "yes."

The item was forwarded on to the Plan Commission for further review.

Amend Municipal Code Title 10-Zoning Code, Chapter 13-Administration and Enforcement

Chairman Hopkins introduced the item.

There were no questions on the item.

**COMMUNITY & ECONOMIC DEVELOPMENT, CHAIRMAN GANDSEY
Dogfather BEDA Application**

Chairman Gandsey Introduced the item.

The item was forwarded on for a vote at the next Village Board meeting.

**FINANCE & GOLF, CHAIRMAN DEYNE
2022-23 Proposed Budget Review (Police, Planning & Development, Golf)**

POLICE DEPARTMENT BUDGET

Chief of Police Patrick Ullrich presented the narrative portion of his budget.

Chief Ullrich stated on the personnel request detail, there is a request for two more officers. They anticipate that once all of these officers are hired and through the training, they will be able to increase their minimum patrol staffing levels.

1. On to the capital budget, they are requesting to replace two patrol vehicles that are 5 years old and have over 100,000 miles. Both have had maintenance issues and they meet the criteria on the vehicle replacement guideline. High priority replacement is anything over 28 and these vehicles are rated at a 37 and 38.
2. The next item is the ID Networks RMS link to the FBI. This is how they get our data that we are required to report to the FBI. That cost is \$15,000 and a new request.
3. We are requesting to replace a broken and unrepairable speed trailer for \$11,000.
4. Next item is the license plate readers which have a yearly contract per reader. We are asking for 7 of them at \$2,500 per license plate reader. He stated there were some issues in town this year that if they had cameras in the right place, they might have been able to capture and solve some incidents. One was a hit and run on



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Lake St. We could have used the cameras to search by make, model, color or license plate and may have been able to help us there. There was also a shooting in the townhomes off Harbor Terrace. If we had a camera in that area, we could have captured it. One of the benefits of going with this vendor is a lot of other communities in our area are also going with that vendor and there is an opportunity to share information. As long as they give us permission, we can search the other communities' cameras to see if they picked up on anything. They would be beneficial to helping us stay one of the safest communities in the state and also help us solve crimes before they occur.

Chairman Gandsey asked how they identified where the 7 cameras would go.

Chief Ullrich stated they would be at the exits and entrances of the village. Carol Stream for instance is getting cameras this year and we want to coordinate with other towns to make sure we don't have cameras in the same place. We need permits to put them on county or state right of ways and the vendor would seek those permits. In the meantime, they would install them in an area of the village that we already have a right of way to and then move them for free to the county or state right of ways. There are currently 89 Illinois clients including Barrington Hills, Bensenville, Bollingbrook, Burr Ridge, Cary, DuPage County, Glendale Heights, Kane County, Libertyville, Lombard, McHenry, Naperville, Oak Brook Terrace, Palatine, South Barrington, Vernon Hills and Villa Park. Hanover Park is looking at them, Carol Stream and South Elgin both had them approved at their budget meetings this year. There are a lot of communities around us that have them and what he read, even in communities that have a high crime rate, once the camera's go up, people know they are there and the crime rate has gone down because there is more risk of getting caught.

Chairman Hopkins asked if the company pays for them if they get vandalized.

Chief Ullrich stated the company owns them so they would come out and replace them.

Chairman Suwanski asked who had access to the data and how long is it stored.

Chief Ullrich stated he believes it is stored for 30 days. A company called Flock would own the data and we can allow other departments to view our data.

Chairman Suwanski asked if any federal agencies would have access.

Chief Ullrich stated he does not know about federal agencies but he can look that up.

Chairman Gunsteen asked what the cameras look like and if it was similar to the cameras in Chicago.



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Chief Ullrich passed photos around to the board and stated it is pretty small, the largest part of it is the solar panel.

President Wallace asked if it is grabbing just the license plate?

Chief Ullrich stated it's the license plate, color, make and model of the car along with the date, time, and location.

Chairman Hopkins asked how many vendors offer this in Illinois and asked how comfortable they were with this vendors abilities.

Chief Ullrich stated there are a couple benefits, most police departments around us are using the same one and the vendors do not talk with each other. They are looking at going with Axon Body cameras and in car cameras and there is an option to have these LPR's as part of the in car camera system in the squad cars and Axon is partnering with Flock, so it would all be one system if we decided to have the squad cars have them.

Chairman Reinke asked if someone runs over the camera on accident, is the company paying for it.

Chief Ullrich stated he believes they do. They own the camera, we just have a contract to access the data.

Chairman Hopkins stated he thinks it would be an extremely healthy tool for the police.

Chairman Gunsteen asked if he thought it would curtail some of the speeding issues.

Chief Ullrich stated he did not think so and thinks that most people know those types of cameras are illegal.

5. They are looking to replace 4 AED's automatic defibrillator units they cannot get batteries for. Since 2015, they have deployed the AED's numerous times and saved 12 lives.
6. Part of that is, the need for two AED training units which are \$550 apiece.
7. They are looking to purchase a grey key service which allows them to utilize cell phone forensics. It allows them to unlock iphones if they get a warrant or they have a deceased victim with a password protected phone. It also allows us to extract and view the data on those phones.
8. IPAD's for command staff which would be taken from the equitable sharing fund and be used for the EOC operations and meetings with notes.



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9. They are seeking to replace two of their bicycles with power bikes. They bought two power bikes last year and they allow them to get out into neighborhoods easier. The officers can load them in their squad cars and if they get a call in another area, the power assist allows them to get back to their squads quickly and respond to the incident. They get requests for officers to get out of their cars more and interact with the public more which this would help with.

Moving on to professional development detail. They are seeking to send an officer to traffic reconstruction school which is part of the succession planning. The CALEA Conference is in Chicago this year so they want to send a Deputy Chief and Accreditation Manager to that. They are looking to send 8 investigators to the Illinois Homicide investigators Association Conference and would get recertified at the same time. On the next page, they are looking to send 4 people to the International Association of Chiefs of Police Conference in Dallas. They are looking to send 2 command staff to the Illinois Public Employer Labor Relations Association conference in Galena. One of the new things they are asking for is for four honor guard members to attend the Illinois Police Officer Memorial. We did that several years ago and we have many new members of the honor guard so we want to get them down to the memorial. Another new item is to send an officer to the Illinois Crisis Negotiators Association Conference. One of our detectives was just certified as a hostage negotiator and she has to go to this conference. Additionally, they are looking to send a new sergeant to a 10 week staff and command course through Northwestern University and two new sergeants to the supervision of police class through Northwestern University which is a 2 week course. The commander and up levels of staff are eligible to attend the Police Executive Research forum executive management institute for police and they would be looking to send two commanders to that. They are looking to send 7 positions to the police training institute (basic police training) for \$42,700. In the passed few years he has used equitable sharing funds for this the standards board had not been reimbursing fees, but now they are starting again, so we are going to use regular budget funds for that. They want to expand the number of drug recognition experts. They currently have three people, one detective and two patrol officers. We want to get one officer on every shift certified.

The Professional Association budget was presented. There was not much changes besides the change to merit, which is DuPage Counties major crimes team which went from \$4,000 to \$6,500.

Moving on the line item detail. Employee salaries are going up 4%, a lot of that comes from adding the two new officers. Employee insurance is increasing 9%. We saw a 7% increase in professional development, large part due to the academy fees. Police and Fire Commission is up 30% because we have to run a police test this coming spring. We are also increasing our contingency's because many departments in our area are seeing lower numbers of people interested in becoming a police officer and they are running



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through their lists pretty fast, so we may need to run a second test and we also opened up the lateral testing process. Equitable sharing was done 54% and transfer to police pension is up 7% due to increased pension obligations with a 4% overall budget increase. As far as our line item justification goes, nothing really changed with services agreements and equipment rentals and computer services went up a little bit. Part of computer services is our I Netviewer license fees. In the past DuPage County ETSB paid for those licenses and now they passed those fees on to us.

DuPage ETSB is replacing all of the police and fire radios this year as they are at the end of their life. Those are all the hip radios and radios in records. They are paying for most of it, but we would need to pay for battery chargers, bank battery chargers and potentially the CSO radios. They are determining if community service officers are first responders. If they are not, we will be on the hook for most of the 4-year fee of \$25,332 which they would let us pay back over 4 years so it would be \$6,335. He anticipates they will be determined to be first responders and they would only have to pay for the bank battery chargers which are around \$1,000. We have \$1,000 in range maintenance and a \$4,500 increase for ammunition. When we order ammunition, it takes us about a year to get it because there is a short supply and that is why the price has gone up. We reduced the amount of gasoline we project to utilize based on past usage, but the cost of gasoline was a lot lower then it is now. Postage went way down based on what we have been using.

Chairman Hopkins asked if we ever had a gas station at public works for police to fill up.

Chief Ullrich stated we did, the police used it, public works, the fire department and Hanover Township. He thinks the cost of maintaining the underground tanks and things like that made it cost prohibitive. We are a part of the Wex program now and there is a state agreement that covers the fuel fees.

GOLF COURSE BUDGET

Golf Pro Phil Lenz stated they are anticipating a 6% revenue increase this next season. They do about 12,000 resident rounds of golf every year. The biggest highlight from last year was the covid restrictions going away and allowing us to operate the golf course in a more normal fashion as opposed to 2020. They were able to host their golf outings and the two high schools in the area. One of the other big things last year was the purchase of a new golf simulator and a golf shop renovation and we were able to make a nice deal with Adidas golf company to become our primary clothing vendor. Going forward, we have no personnel requests in golf. Professional development and professional associations are going to remain essentially the same. In the capital budget for golf, he is requesting a new credit card automated driving range machine to replace our existing machine which is several years out of date and we have to go down several times a day to check on the machine. The new machine will allow customers to purchase range balls with a credit card and purchase bulk balls.



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Grounds Superintendent Matt Giermak stated they have no grounds personal requests. On the capital outlay, they are asking for a Greens Roller, part of their vehicle replacement fund. Their current unit is from 2007 and has exceeded its life expectancy by 4 years. It has a total of 5,500 hours and that converts to roughly 300,000 miles on your car. The rollers are breaking, bearings are going out and the hydraulic hoses are starting to need to be repaired. Rollers also promote smoother putting surfaces and increases green speeds which golfers really enjoy. It can also reduce our algae and dollar spot disease.

Chairman Hopkins asked if they have a mechanic on staff to fix machines.

Mr. Giermak stated yes.

Mr. Lenz stated when they demoed this machine over the summer, we never received more compliments about the greens.

Mr. Giermak stated that if you have a nice roller, you can also use the mowers less. You can get away with mowing one day and rolling the next day so you get less wear and tear on the machines.

Chairman Hopkins confirmed that it would last longer then.

Mr. Giermak stated yes, we hope. The golfers like the fast greens as well and it seems to work out well.

Mr. Giermak stated there are no changes to the professional association detail. The budget sees an increase of 3%. Some of the bigger ones are automotive supplies due to the rising cost of gasoline and diesel. Tree maintenance material is up 25% because we are still working on removing some of the larger silver maples around the greens. They are so close to the greens we need a company to come in and bring them down from the top so they don't damage the course. Building and grounds improvements is increasing 400%. We are hoping to do more landscaping around the clubhouse and rebuild some of the bunkers on the golf course. Their life expectancy is around 10 years. We are hoping to rebuild the oldest ones first, in house and work with a contractor to do some of the shaping.

Chairman Hopkins stated he never knew their was a life expectancy on bunkers.

Mr. Giermak stated, yes, cart paths have life expectancies.

Paul Petersen stated they are happy about not having any covid restrictions for the first time in 2 years. Banquets are expected to have an increase of 21.5%. Our biggest struggle the last couple of years has been the lack of staffing. The wages we need to pay



**VILLAGE OF BARTLETT
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are real, the lack of food and food prices is real. We did the Best of the Knot Award and made the hall of fame for the second time. We have 45 weddings on the books, twelve more than the previous year. Normally at budget time we have 14 for the next year and we are currently at 16.

Chairman Hopkins asked if we are increasing what we charge to cover our increased costs.

Mr. Petersen stated we are about 15% up on the menu for the clubhouse and we did a 3% increase than another 8% increase in banquets. That will be a year down the road based on what is booked already, but we will be aggressive with that going forward.

President Wallace asked if a full time staff person was added.

Mr. Petersen stated we did not add anyone, we reclassified someone in the kitchen who had been operating as a sous chef because of our lack of staff. He is the same person with the same benefits, but he is going to salary instead of hourly.

Mr. Petersen stated that capital outlay under the golf program, restroom renovations are in there for \$20,000. We did a nice job updating the bridal suite a couple of years ago and that has been a nice feature to get people to book. Unfortunately, they have to go through a restroom that is 25 years old with yellow partitions and cracking tiles, it just doesn't match. For this amount we are talking about upgrading the whole thing, getting rid of the outdated décor and this will cover the men's room, ladies' room and Midway.

Chairman Gandsey asked if there is a reason that brides are not booking with us that you could cover in your budget.

Mr. Petersen stated it is a big deal for us to host an event and have the ceremony on site at the same time. The biggest thing people say is they want an outdoor area where they could hold a ceremony other than the veranda, somewhere you could have a tent or a gazebo.

Chairman Gandsey asked what prevents us from building a pergola or something like that. They are looking for something sitting on the grass on the golf course. Some courses close a hole down in the middle of the afternoon on a Saturday and maybe move the tees up. That is not always an easy thing to do, but some courses get around it that way.

Mr. Petersen stated they also want a little extra area to have their cocktail party before exiting into the reception instead of having it all in one room, but we do not have the space for that.



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Chairman Suwanski asked if we have thought about touchless for the water and soap dispensers.

Mr. Petersen stated that was discussed, we will be upgrading to LED and touchless everything would certainly be better.

Mr. Petersen said the second part of it would be the circulation pump in the basement. It is passed its life expectancy by 7 years, it has failed several times this winter and it controls all of the heat in the basement. If that goes down, there will be some issues with frozen pipes so that is planned for the fall and restroom renovations would be around the winter sometime.

For the restaurant portion, we are not asking for any personnel or capital outlay. Professional development is basset and food handling. We already touched on the fact that regular salaries are going to be up, but temporary salaries are down. You will see material and supply costs all increasing. You will see a lot of the same stuff under the banquet side.

The midway is the last category. It makes about \$80,000 per year through hotdogs and beer and recently an expanded food menu. It is about \$20,000-\$30,000 up from where it was a few years ago just for-profit coming in.

Planning and Development Services Budget

Roberta Grill presented the highlights for their budget.

Ms. Grill stated for the amount of work coming into the village and all the projects in the works along with permits on the rise, they need a plan reviewer.

Mr. Hopkins asked if the fees coming in would justify this position.

Ms. Grill stated yes.

Chairman Reinke stated this person will continue to be on staff after this boom is over.

President Wallace stated we will need to replace someone eventually.

Ms. Schumacher stated that is a good point, building the bench is very important, especially in planning and development. Her and Roberta were discussing how much the workload had grown using the tracking system. People are now aware that they need those follow up and close out inspections. We are moving them through much faster and we do not want to be the bottle neck in the system so that reviewer would help us manage that process.



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Chairman Gandsey asked what level this person would be.

Ms. Grill stated it would be below the building division manager, so middle. We need a backup person when the building division manager is absent. We need someone to answer the phones and help answer questions at the window, as well as help backup inspections, so they are needed.

Chairman Gunsteen asked if it freed up her time to help developers as they come through the door.

Ms. Grill stated that it did and our planners are managing the open.gov permitting system and she needs to shift that over to the building side so the planners can get back to planning.

Chairman Gunsteen stated that he thought when the word gets out that Bartlett moves permits along really fast, more developers are going to find our town more desirable to build in. That along with the Plan Commission and ZBA consolidation is a huge step.

Ms. Schumacher stated that we hear that anecdotally with the speed that PDS staff turns around permits. What would take some of our neighbors two weeks to crank out, we do in 3 days.

Ms. Grill stated from the last two years, a number of permits, plan reviews and inspections have gone up by a large factor. We are not asking for any equipment or capital outlay at this time. Professional development is the same as last year and professional associations are the same as last year with one additional item, the Code Officials Safety Specialist Certification. It is a 5-course certification recognized by the ICC for our two code officers. It would train avoidance tactics, situational awareness and de-escalation skills. Going over our line items, salaries are going up as a result of the new plan reviewer request. Service agreements went up slightly, 5% with the online permitting system and a new copier service agreement. Professional development went up. We have a bi annual property maintenance conference in Madison for code officers. She has attended this before and it is a very good program. Dues are up slightly due to the code specialist certification being added. Our largest increase in our contingency fund is an emergency clean up of a vacant building. It was a building we had issues with for many years. It rained and flooded basement. We had to have an emergency clean up so mold would not grow down there. Their pump failed and we expended \$9,000 for that. We have

a lien on the property and she is cautious in case other properties come our way similar to this.



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Chairman Suwanski asked what property it was.

Ms. Schumacher stated it was 677 Heather Ln.

Ms. Grill stated it has been an ongoing problem for years. She is happy to say they have finally registered their house as a vacant building and paid the fee. This is the first time in 6 years.

Chairman Suwanski asked if it was the house we were working with last year that was all over grown and the neighbors were complaining.

Ms. Grill stated yes. She is asking for additional funds in her line item because of this.

Ms. Schumacher stated when we have hoarding situations that is the fund we take out of as well.

Ms. Grill stated it has also gone up because she has agreed to take on the recording fees from finance. They are not huge, but it is part of the increase.

President Wallace stated he knows we have talked about this wave of permits and at one time we talked about doing it contractually. Talk about the advantages and disadvantages of contracting out reviews.

Ms. Grill stated that we have an emergency backup plan review with TPI when we did not have a division manager.

Ms. Schumacher stated we had a \$20,000 limit on the use of their services. We use their services for plan review, our storm water certification program, and when the township wanted us to expedite the process, we could not move them up in our schedule, but said if you pay for it, we can use the outside reviewer and we pass those costs on to the developer. We find that having them at our disposal during the crunch times is good to have at our disposal and we would like to make it a more permanent relationship.

Ms. Grill stated that it is her understanding that the village has had a plan review consultant for many years and they are typically going to review the large industrial and commercial buildings that we get in the village and we send all of those out. That part is not changing and our plan consultant retired.

Chairman Reinke stated that a planner is going to review plans for windows and pools and driveways, but the big stuff gets farmed out.



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Ms. Grill stated that is correct. The division manager and this new position would split the plan reviews for all of the other types of permits. Deck permits take a long time to review and we want to get it right. We do not want to rush those or make a mistake. Some of the simpler express permits can be reviewed by our building inspectors, but in the summer time they are so busy they barley have the time to return phone calls, let alone do a plan review. This person is that backup for the division manager.

Chairman Gunsteen confirmed that the cost for the plan reviews are covered by the developer and that it does not impact us financially.

Ms. Grill stated that was correct.

President Wallace thanked Ms. Grill for enlightening them on all of the new developments.

Chairman Hopkins asked what the reason was for the amount of cases to go up in the local adjudication.

Ms. Grill stated that the last two years we have taken a little bit more of an aggressive stance on some properties that have been dilapidated and we are trying to our enforcement on that.

Chairman Deyne moved to adjourn the Committee meeting and the motion was seconded by Chairman Hopkins.

ROLL CALL VOTE TO ADJOURN

AYES: Chairmen Deyne, Gandsey, Gunsteen, Hopkins, Reinke, Suwanski

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 8:56 p.m.

Samuel Hughes
Deputy Village Clerk

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/15/2022**

100-GENERAL FUND REVENUES

430310-TOWING/IMPOUNDING FEES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ROBERT AMBOS	ADMINISTRATIVE TOW FEE REFUND	500.00
	INVOICES TOTAL:	500.00

100000-GENERAL FUND

210002-GROUP INSURANCE PAYABLE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 BLUE CROSS BLUE SHIELD OF ILLINOIS	MONTHLY INSURANCE - MARCH 2022	326,209.38
** 1 DEARBORN LIFE INSURANCE COMPANY	MONTHLY INSURANCE - MARCH 2022	4,395.20
** 1 FIRST STOP HEALTH LLC	TELEMEDICINE SERVICES/MAR 2022	899.25
** 1 METROPOLITAN LIFE INSURANCE COMPANY	MONTHLY INSURANCE - MARCH 2022	16,673.00
	INVOICES TOTAL:	348,176.83

1100-VILLAGE BOARD/ADMINISTRATION

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	116.56
	INVOICES TOTAL:	116.56

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	TONER CARTRIDGES	69.33
1 WAREHOUSE DIRECT	DESK PAD/BINDER INDEXES	30.91
1 WAREHOUSE DIRECT	ENVELOPES	34.86
1 WAREHOUSE DIRECT	DOCUMENT HOLDERS/FRAMES	69.04
	INVOICES TOTAL:	204.14

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	NPERLA/SHRM MEMBERSHIP DUES	864.00
	INVOICES TOTAL:	864.00

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 3CMA	ANNUAL MEMBERSHIP DUES	400.00
** 1 CARDMEMBER SERVICE	IEDC RENEWAL FEES	455.00
	INVOICES TOTAL:	855.00

543910-HISTORY MUSEUM EXPENSES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	MUSEUM EXPENSES/SUPPLIES	283.36

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/15/2022**

INVOICES TOTAL: 283.36

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	CABLE SERVICE	31.60
		<u>INVOICES TOTAL: 31.60</u>

1200-PROFESSIONAL SERVICES

523400-LEGAL SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ANCEL GLINK P.C.	LEGAL SERVICES	172.50
1 CULLEN INC	PROFESSIONAL SERVICES	2,000.00
1 LAW OFFICES OF ROBERT J KRUPP PC	PROFESSIONAL SERVICES	925.00
1 STORINO RAMELLO & DURKIN	PROFESSIONAL SERVICES	701.91
		<u>INVOICES TOTAL: 3,799.41</u>

1210-LIABILITY INSURANCE

544200-LIABILITY INS DEDUCTIBLE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 INTERGOVERNMENTAL RISK MGMT AGENCY	2019 CLOSED CLAIMS DECEMBER	18,358.00
1 INTERGOVERNMENTAL RISK MGMT AGENCY	2020 CLOSED CLAIMS DECEMBER	159.00
1 INTERGOVERNMENTAL RISK MGMT AGENCY	2021 CLOSED CLAIMS DECEMBER	66,152.14
		<u>INVOICES TOTAL: 84,669.14</u>

1400-FINANCE

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	60.24
		<u>INVOICES TOTAL: 60.24</u>

522950-ORDINANCE CODIFICATION

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 STERLING CODIFIERS/AMERICAN	ORDINANCE SUPPLEMENTS	3,806.95
		<u>INVOICES TOTAL: 3,806.95</u>

529000-OTHER CONTRACTUAL SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 RYDIN DECAL	VENDING DECALS	362.88
		<u>INVOICES TOTAL: 362.88</u>

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	NEW ARM CHAIR PADS	19.79

** Indicates pre-issue check.

VILLAGE OF BARTLETT
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1 WAREHOUSE DIRECT	TONER	120.02
1 WAREHOUSE DIRECT	ENVELOPES	56.83
INVOICES TOTAL:		196.64

543101-DUES

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
** 1 CARDMEMBER SERVICE	IGFOA DUES	600.00
INVOICES TOTAL:		600.00

1500-PLANNING & DEV SERVICES

522400-SERVICE AGREEMENTS

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	54.76
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	27.81
INVOICES TOTAL:		82.57

523110-LEGAL PUBLICATIONS

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 EXAMINER PUBLICATIONS INC	LEGAL NOTICE	84.00
INVOICES TOTAL:		84.00

526005-PLAN REVIEW SERVICES

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 T.P.I.	PLAN REVIEW SERVICES	3,782.00
1 T.P.I.	PLAN REVIEW SERVICES	212.50
INVOICES TOTAL:		3,994.50

530100-MATERIALS & SUPPLIES

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 AMAZON CAPITAL SERVICES INC	BUILDING CODE BOOK/I-PAD CASES	171.49
1 AMAZON CAPITAL SERVICES INC	DIGITAL CAMERA/OFFICE SUPPLIES	179.94
INVOICES TOTAL:		351.43

532200-OFFICE SUPPLIES

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
2 AMAZON CAPITAL SERVICES INC	DIGITAL CAMERA/OFFICE SUPPLIES	72.28
INVOICES TOTAL:		72.28

541600-PROFESSIONAL DEVELOPMENT

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 KENNETH BURRIS	CONTINUING EDUCATION CLASS FEE	125.00
INVOICES TOTAL:		125.00

543101-DUES

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 KENNETH BURRIS	I.P.I.A. ANNUAL DUES	70.00

** Indicates pre-issue check.

VILLAGE OF BARTLETT
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INVOICES DUE ON/BEFORE 3/15/2022

1 KENNETH BURRIS	PLUMBING LICENSE RENEWAL FEE	153.38
1 NORTHWEST BUILDING OFFICIALS AND	ANNUAL MEMBERSHIP RENEWAL	50.00
<u>INVOICES TOTAL:</u>		<u>273.38</u>

1700-POLICE

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	215.83
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	105.92
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	142.59
1 PROSHRED SECURITY	PAPER SHREDDING SERVICES	122.40
<u>INVOICES TOTAL:</u>		<u>586.74</u>

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 THE BLUE LINE	OFFICER RECRUITMENT LISTING	595.00
<u>INVOICES TOTAL:</u>		<u>595.00</u>

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ARMY TRAIL TIRE AND SERVICE	VEHICLE MAINTENANCE	657.00
** 1 CARDMEMBER SERVICE	LICENSE PLATE RENEWAL FEES	154.40
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	19.98
1 MICHAEL LEVANT	LOCKOUT TOOLS	110.00
1 UNITED AUTO REPAIR	VEHICLE MAINTENANCE	25.00
1 UNITED AUTO REPAIR	VEHICLE MAINTENANCE	200.84
1 UNITED AUTO REPAIR	VEHICLE MAINTENANCE	19.95
1 UNITED AUTO REPAIR	VEHICLE MAINTENANCE	900.00
1 UNITED AUTO REPAIR	VEHICLE MAINTENANCE	19.95
1 UNITED AUTO REPAIR	VEHICLE MAINTENANCE	19.95
1 UNITED AUTO REPAIR	VEHICLE MAINTENANCE	194.21
<u>INVOICES TOTAL:</u>		<u>2,321.28</u>

526050-VEHICLE SET UP

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 RICK SADOWSKI	STICKER REMOVAL	140.00
1 RICK SADOWSKI	STICKER REMOVAL	140.00
1 ULTRA STROBE COMMUNICATIONS INC	EQUIPMENT INSTALLATION	2,875.00
1 ULTRA STROBE COMMUNICATIONS INC	EQUIPMENT REMOVAL	350.00
1 ULTRA STROBE COMMUNICATIONS INC	EQUIPMENT REMOVAL	350.00
1 ULTRA STROBE COMMUNICATIONS INC	EQUIPMENT INSTALLATION	2,875.00
1 ULTRA STROBE COMMUNICATIONS INC	EQUIPMENT PURCHASE	129.90
1 ULTRA STROBE COMMUNICATIONS INC	PATROL VEHICLE EQUIPMENT	977.54
1 ULTRA STROBE COMMUNICATIONS INC	PATROL VEHICLE EQUIPMENT	1,569.48
1 ULTRA STROBE COMMUNICATIONS INC	PATROL VEHICLE EQUIPMENT	1,569.48
1 ULTRA STROBE COMMUNICATIONS INC	PATROL VEHICLE EQUIPMENT	1,569.48

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/15/2022

INVOICES TOTAL: 12,545.88

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DIY AWARDS	OFFICER OF THE YEAR AWARD	185.98
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	7.97
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	236.71
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	23.93
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	65.65
<u>INVOICES TOTAL:</u>		<u>520.24</u>

530110-UNIFORMS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 STREICHER'S INC	UNIFORM TIE BARS	57.00
1 STREICHER'S INC	SAFETY VEST	650.00
<u>INVOICES TOTAL:</u>		<u>707.00</u>

530125-SHOOTING RANGE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KIESLER'S POLICE SUPPLY INC	AMMUNITION PURCHASE	1,760.22
<u>INVOICES TOTAL:</u>		<u>1,760.22</u>

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 STATE GRAPHICS	LETTERHEAD/ENVELOPES	675.48
1 WAREHOUSE DIRECT	DVD-R DISCS/OFFICE SUPPLIES	217.70
1 WAREHOUSE DIRECT	LABEL HOLDERS/TAPE	46.20
<u>INVOICES TOTAL:</u>		<u>939.38</u>

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	22.14
<u>INVOICES TOTAL:</u>		<u>22.14</u>

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	DISINFECTANT CLEANER	38.50
1 MUNICIPAL ELECTRONICS DIVISION LLC	RADAR CERTIFICATION FEES	1,217.50
<u>INVOICES TOTAL:</u>		<u>1,256.00</u>

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MICHAEL BINGHAM	TRAVEL EXPENSE/POLICE ACADEMY	186.03
** 1 CARDMEMBER SERVICE	NAT'L CPS CERTIFICATION TRAINING	95.00
1 NIKKO INGRASSIA	DRE SCHOOL TRAINING EXPENSES	717.70
1 NIKKO INGRASSIA	DRE SCHOOL TRAINING EXPENSES	885.96

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/15/2022

1 KATHRYN R JUZWIN	CONSULTING SERVICES - DEC 2021	1,583.33
1 KATHRYN R JUZWIN	CONSULTING SERVICES - JAN 2022	1,583.33
1 GRZEGORZ MILOS	TRAINING EXPENSES	96.00
1 GRZEGORZ MILOS	TRAINING EXPENSES	96.00
1 NORTH EAST MULTI-REGIONAL	TRAINING FEES	400.00
1 NORTH EAST MULTI-REGIONAL	TRAINING FEES	125.00
1 NORTH EAST MULTI-REGIONAL	TRAINING FEES	255.00
INVOICES TOTAL:		6,023.35

542810-SAFETY PROGRAM EXPENSES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	MEDICAL RESPONSE ITEMS	826.89
INVOICES TOTAL:		826.89

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 DUPAGE COUNTY CLERK	NOTARY FEE/T MARTINEZ	10.00
** 1 DUPAGE COUNTY CLERK	NOTARY FEE/C JOHNSON	10.00
INVOICES TOTAL:		20.00

545100-EMERGENCY MANAGEMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	INFLATABLE BOAT PUMP	65.94
INVOICES TOTAL:		65.94

545200-POLICE/FIRE COMMISSION

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	OFFICER TESTING ADVERTISEMENT	390.00
1 CONRAD POLYGRAPH INC	POLYGRAPH EXAM FEES	800.00
INVOICES TOTAL:		1,190.00

570105-EQUITABLE SHARING EXPENSE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ULTRA STROBE COMMUNICATIONS INC	PATROL VEHICLE EQUIPMENT	2,723.19
INVOICES TOTAL:		2,723.19

1800-STREET MAINTENANCE

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	CABLE SERVICE	2.10
1 VERIZON WIRELESS	WIRELESS SERVICES	294.87
INVOICES TOTAL:		296.97

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 EXAMINER PUBLICATIONS INC	LEGAL NOTICES	132.00

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
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INVOICES TOTAL: 132.00

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	7,060.93
1 NICOR GAS	GAS BILL	513.68
1 NICOR GAS	GAS BILL	1,186.01
1 NICOR GAS	GAS BILL	1,330.43
1 NICOR GAS	GAS BILL	1,535.54
<u>INVOICES TOTAL:</u>		<u>11,626.59</u>

524230-SNOW PLOWING CONTRACTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AJD CONCRETE CONSTRUCTION CORP	SNOW REMOVAL SERVICES	7,515.00
1 AJD CONCRETE CONSTRUCTION CORP	SNOW REMOVAL SERVICES	6,120.00
1 VIRGILIO CARDENAS	SNOW REMOVAL SERVICES	2,430.00
1 CORNERSTONE LAND & LAWN INC	SNOW REMOVAL SERVICES	2,925.00
1 HENSON CONCRETE CONSTRUCTION	SNOW REMOVAL SERVICES	2,340.00
1 HENSON CONCRETE CONSTRUCTION	SNOW REMOVAL SERVICES	2,362.50
1 S & B PLOWING & SNOW REMOVAL	SNOW REMOVAL SERVICES	1,350.00
1 S & B PLOWING & SNOW REMOVAL	SNOW REMOVAL SERVICES	1,080.00
<u>INVOICES TOTAL:</u>		<u>26,122.50</u>

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KAMMES AUTO & TRUCK REPAIR INC	VEHICLE MAINTENANCE	716.38
1 PRECISE MRM LLC	VEHICLE MAINTENANCE	450.00
<u>INVOICES TOTAL:</u>		<u>1,166.38</u>

527110-SVCS TO MAINTAIN TRAFFIC SIGS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MEADE ELECTRIC CO INC	TRAFFIC SIGNAL MAINTENANCE	1,049.40
<u>INVOICES TOTAL:</u>		<u>1,049.40</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GRAINGER	MAINTENANCE SUPPLIES	54.32
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	1,867.26
1 MIDWEST SALT LLC	3-WAY DEICER	818.30
1 STEINER ELECTRIC COMPANY	MATERIALS & SUPPLIES	95.35
<u>INVOICES TOTAL:</u>		<u>2,835.23</u>

530110-UNIFORMS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CUTLER WORKWEAR	UNIFORMS	59.08
<u>INVOICES TOTAL:</u>		<u>59.08</u>

** Indicates pre-issue check.

VILLAGE OF BARTLETT
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532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	COFFEE CREAMER/FIRST AID SUPPLIES	43.18
1 WAREHOUSE DIRECT	INK CARTRIDGE	86.21
1 WAREHOUSE DIRECT	FIRST AID SUPPLIES	7.36
1 WAREHOUSE DIRECT	TONER/OFFICE SUPPLIES	23.85
INVOICES TOTAL:		160.60

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DEKANE EQUIPMENT CORPORATION	MAINTENANCE SUPPLIES	530.65
1 INTERSTATE BATTERY SYSTEM	MAINTENANCE SUPPLIES	124.95
1 INTERSTATE BILLING SERVICE INC	MAINTENANCE SUPPLIES	260.58
1 INTERSTATE BILLING SERVICE INC	MAINTENANCE SUPPLIES	63.20
1 INTERSTATE BILLING SERVICE INC	MAINTENANCE SUPPLIES	328.00
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	15.08
1 MONROE TRUCK EQUIPMENT INC	MAINTENANCE SUPPLIES	2,824.90
1 RANDALL PRESSURE SYSTEMS INC	MAINTENANCE SUPPLIES	114.94
1 REGIONAL TRUCK EQUIPMENT CO	MAINTENANCE SUPPLIES	573.07
1 STANDARD EQUIPMENT COMPANY	STREET SWEEPER REPAIRS	3,092.64
INVOICES TOTAL:		7,928.01

534600-BUILDING MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GRAINGER	VENTILATOR	244.03
1 UNIVERSAL FLOOR AND WALL	FLOOR INSTALLATION	600.00
1 WEBMARC DOORS INC	COMMERCIAL DOOR REPAIRS	425.50
1 WEBMARC DOORS INC	EQUIPMENT INSTALLATION	1,092.80
1 WEBMARC DOORS INC	DOOR REPAIRS	360.42
1 WEBMARC DOORS INC	EQUIPMENT INSTALLATION	189.40
INVOICES TOTAL:		2,912.15

534800-STREET LIGHTS MAINT MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSTANT ELECTRIC SUPPLY CO	STREET LIGHTING MATERIALS	2,375.00
1 STEINER ELECTRIC COMPANY	STREET LIGHTING MATERIALS	500.96
1 STEINER ELECTRIC COMPANY	STREET LIGHTING MATERIALS	316.00
1 STEINER ELECTRIC COMPANY	STREET LIGHTING MATERIALS	326.01
1 STEINER ELECTRIC COMPANY	STREET LIGHTING MATERIALS	323.60
1 WELCH BROS INC	GRAVEL PURCHASE	98.00
INVOICES TOTAL:		3,939.57

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	APWA AWARDS LUNCHEON FEES	175.00
INVOICES TOTAL:		175.00

** Indicates pre-issue check.

VILLAGE OF BARTLETT
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546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - NOV 2021	138.33
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - DEC 2021	138.33
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - FEB 2022	138.33
INVOICES TOTAL:		414.99

570100-MACHINERY & EQUIPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JDN HEATING & AIR CONDITIONING	REPLACEMENT FURNACE UNITS	2,433.33
INVOICES TOTAL:		2,433.33

5000-WATER OPERATING EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	SCADA PHONE SERVICE	36.25
1 JOHNSON CONTROLS SECURITY SOLUTIONS	QUARTERLY BILLING	150.00
1 WATER REMEDIATION TECHNOLOGY	BASE TREATMENT CHARGE/W-4	11,846.92
1 WATER REMEDIATION TECHNOLOGY	BASE TREATMENT CHARGE/W-7	2,293.33
INVOICES TOTAL:		14,326.50

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VERIZON WIRELESS	WIRELESS SERVICES	294.87
INVOICES TOTAL:		294.87

522720-PRINTING SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	FEBRUARY 2022 BILLING	735.34
INVOICES TOTAL:		735.34

522800-ANALYTICAL TESTING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SUBURBAN LABORATORIES INC	SAMPLE TESTING	716.48
INVOICES TOTAL:		716.48

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	941.21
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	1,002.11
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	381.32
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	898.45
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	2,491.13
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	4,156.29
1 NICOR GAS	GAS BILL	456.82
1 NICOR GAS	GAS BILL	151.69

** Indicates pre-issue check.

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1 NICOR GAS	GAS BILL	381.16
		INVOICES TOTAL: 10,860.18

527120-SVCS TO MAINT MAINS/STORM LINE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WELCH BROS INC	GRAVEL PURCHASE	392.02
1 WELCH BROS INC	GRAVEL PURCHASE	98.00
1 WELCH BROS INC	GRAVEL PURCHASE	392.00
		INVOICES TOTAL: 882.02

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	165.18
1 USA BLUE BOOK	MATERIALS & SUPPLIES	259.01
		INVOICES TOTAL: 424.19

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	COFFEE CREAMER/FIRST AID SUPPLIES	43.18
1 WAREHOUSE DIRECT	TONER/OFFICE SUPPLIES	20.57
		INVOICES TOTAL: 63.75

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	MARCH BILLS POSTAGE	2,786.98
		INVOICES TOTAL: 2,786.98

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	15.08
1 MCWILLIAMS ELECTRIC COMPANY INC	EQUIPMENT MAINTENANCE	708.36
		INVOICES TOTAL: 723.44

534600-BUILDING MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WEBMARC DOORS INC	EQUIPMENT INSTALLATION	1,092.80
		INVOICES TOTAL: 1,092.80

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - NOV 2021	138.33
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - DEC 2021	138.33
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - FEB 2022	138.33
		INVOICES TOTAL: 414.99

570100-MACHINERY & EQUIPMENT

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

VILLAGE OF BARTLETT
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1 JDN HEATING & AIR CONDITIONING	REPLACEMENT FURNACE UNITS	2,433.33
	<u>INVOICES TOTAL:</u>	<u>2,433.33</u>

500000-WATER FUND

121054-WATER/SEWER BILLING A/R

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 ANNA GLASGOW	REFUND/WATER BILL OVERPAYMENT	42.61
	<u>INVOICES TOTAL:</u>	<u>42.61</u>

5090-WATER CAPITAL PROJECTS EXP

581031-LEAK SURVEY/REPAIR

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 ASSOCIATED TECHNICAL SERVICES LTD	LEAK LOCATION SERVICES	682.25
1 ASSOCIATED TECHNICAL SERVICES LTD	LEAK LOCATION SERVICES	966.50
	<u>INVOICES TOTAL:</u>	<u>1,648.75</u>

581039-LEAD SERVICE REPLACEMENT

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 ENGINEERING ENTERPRISES INC	LEAD SERVICE LINE REPLACEMENT	568.75
	<u>INVOICES TOTAL:</u>	<u>568.75</u>

5100-SEWER OPERATING EXPENSES

522500-EQUIPMENT RENTALS

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 VERIZON WIRELESS	WIRELESS SERVICES	294.88
	<u>INVOICES TOTAL:</u>	<u>294.88</u>

522720-PRINTING SERVICES

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 SEBIS DIRECT INC	FEBRUARY 2022 BILLING	735.33
	<u>INVOICES TOTAL:</u>	<u>735.33</u>

522800-ANALYTICAL TESTING

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 SUBURBAN LABORATORIES INC	SAMPLE TESTING	948.98
	<u>INVOICES TOTAL:</u>	<u>948.98</u>

524120-UTILITIES

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	58.39
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	55.81
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	64.62
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	269.89
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	72.87

** Indicates pre-issue check.

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1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	291.13
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	201.66
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	198.62
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	100.82
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	311.40
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	187.32
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	398.04
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	425.04
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	976.58
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	34,656.30
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	136.50
1	NICOR GAS	GAS BILL	50.06
1	NICOR GAS	GAS BILL	52.74
1	NICOR GAS	GAS BILL	159.65
1	NICOR GAS	GAS BILL	675.68
1	NICOR GAS	GAS BILL	49.99
1	NICOR GAS	GAS BILL	50.61
1	NICOR GAS	GAS BILL	51.62
1	NICOR GAS	GAS BILL	54.89
1	NICOR GAS	GAS BILL	50.04
1	NICOR GAS	GAS BILL	93.06
INVOICES TOTAL:			<u>39,693.33</u>

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT	
1	ULTRA STROBE COMMUNICATIONS INC	RADIO INSTALLATION	156.85
INVOICES TOTAL:			<u>156.85</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT	
1	HINCKLEY SPRING WATER CO	DISTILLED WATER	47.02
1	HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	668.39
1	NORTH CENTRAL LABORATORIES	LAB SUPPLIES	898.09
1	USA BLUE BOOK	MICROSCOPE	628.76
INVOICES TOTAL:			<u>2,242.26</u>

530110-UNIFORMS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT	
1	CUTLER WORKWEAR	UNIFORMS	50.99
INVOICES TOTAL:			<u>50.99</u>

530120-CHEMICAL SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT	
1	CARUS LLC	CHEMICAL SUPPLIES	4,005.96
1	HAWKINS INC	CHEMICAL SUPPLIES	1,145.50
1	SOLENIIS LLC	CHEMICAL SUPPLIES	15,114.00
INVOICES TOTAL:			<u>20,265.46</u>

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532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	149.00
1 WAREHOUSE DIRECT	COFFEE CREAMER/FIRST AID SUPPLIES	24.75
1 WAREHOUSE DIRECT	TONER/OFFICE SUPPLIES	120.96
INVOICES TOTAL:		294.71

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	MARCH BILLS POSTAGE	2,786.98
INVOICES TOTAL:		2,786.98

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HAWK FORD OF ST CHARLES	MAINTENANCE SUPPLIES	154.00
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	15.08
1 STANDARD EQUIPMENT COMPANY	MAINTENANCE SUPPLIES	25.69
1 STENSTROM PETROLEUM SERVICES INC	MONTHLY INSPECTION FEE	150.00
INVOICES TOTAL:		344.77

534600-BUILDING MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	289.36
INVOICES TOTAL:		289.36

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - NOV 2021	138.34
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - DEC 2021	138.34
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - FEB 2022	138.34
INVOICES TOTAL:		415.02

570100-MACHINERY & EQUIPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JDN HEATING & AIR CONDITIONING	REPLACEMENT FURNACE UNITS	2,433.34
INVOICES TOTAL:		2,433.34

510000-SEWER FUND

200504-FRWRD PAYABLE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FRWRD	KANE CO SEWER TREATMENT/FEB 22	822.16
INVOICES TOTAL:		822.16

5190-SEWER CAPITAL PROJECTS EXP

** Indicates pre-issue check.

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582027-WWTP FACILITY IMPROVEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JOSEPH J HENDERSON & SON INC	BITTERSWEET WRF IMPROVEMENTS	482,089.44
	INVOICES TOTAL:	482,089.44

582028-DEVON EXCESS FLOW PLANT REHB

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ENGINEERING ENTERPRISES INC	EXCESS FLOW SEWER & FORCEMAIN	3,420.00
	INVOICES TOTAL:	3,420.00

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 NICOR GAS	GAS BILL	118.29
1 NICOR GAS	GAS BILL	483.71
	INVOICES TOTAL:	602.00

550-GOLF FUND REVENUES

460000-GREENS FEES - 18 HOLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GOLFNOW	GOLFNOW REFUNDS	555.00
	INVOICES TOTAL:	555.00

5500-GOLF PROGRAM EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COLLEY ELEVATOR COMPANY	QUARTERLY INSPECTION AGREEMENT	230.00
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	41.78
1 JOHNSON CONTROLS SECURITY SOLUTIONS	QUARTERLY BILLING	326.29
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - NOV 2021	278.40
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - DEC 2021	278.40
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - FEB 2022	278.40
	INVOICES TOTAL:	1,433.27

524100-BUILDING MAINTENANCE SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JENSEN'S PLUMBING & HEATING INC	ROOFTOP UNIT REPAIRS	3,794.48

** Indicates pre-issue check.

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INVOICES TOTAL: 3,794.48

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	CABLE SERVICE	397.25
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	1,139.00
1 NICOR GAS	GAS BILL	1,922.78
<u>INVOICES TOTAL:</u>		<u>3,459.03</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	STORAGE BASKETS/ROPE	33.40
1 EDWARD DON & COMPANY	COTTON GLOVES/PAPER TOWELS	85.00
1 POWERS SPORTS LLC	SIMULATOR TURF REPLACEMENT	178.00
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	14.98
<u>INVOICES TOTAL:</u>		<u>311.38</u>

530110-UNIFORMS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ADIDAS AMERICA INC	STAFF SHIRTS	50.00
<u>INVOICES TOTAL:</u>		<u>50.00</u>

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	PRINTER/ENVELOPES/SUPPLIES	10.00
<u>INVOICES TOTAL:</u>		<u>10.00</u>

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	UPS SHIPPING CHARGES	177.26
<u>INVOICES TOTAL:</u>		<u>177.26</u>

534200-GOLF CART MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NADLER GOLF CAR SALES INC	GOLF CART MAINTENANCE SUPPLIES	82.65
1 NADLER GOLF CAR SALES INC	GOLF CART MAINTENANCE SUPPLIES	104.56
<u>INVOICES TOTAL:</u>		<u>187.21</u>

534332-PURCHASES - GOLF BALLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SRIXON / CLEVELAND GOLF / XXIO	GOLF BALLS	503.60
1 SRIXON / CLEVELAND GOLF / XXIO	GOLF BALLS	1,134.00
1 SRIXON / CLEVELAND GOLF / XXIO	GOLF BALLS	1,214.88
<u>INVOICES TOTAL:</u>		<u>2,852.48</u>

** Indicates pre-issue check.

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546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMPERAGE ELECTRICAL SUPPLY INC	LIGHTING SUPPLIES	35.89
1 AMPERAGE ELECTRICAL SUPPLY INC	LIGHTING SUPPLIES	287.12
** 1 CARDMEMBER SERVICE	UPS SHIPPING CHARGES	177.25
	<u>INVOICES TOTAL:</u>	<u>500.26</u>

5510-GOLF MAINTENANCE EXPENSES

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	379.68
1 NICOR GAS	GAS BILL	605.07
1 NICOR GAS	GAS BILL	640.92
	<u>INVOICES TOTAL:</u>	<u>1,625.67</u>

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CAROL STREAM LAWN & POWER	MAINTENANCE SUPPLIES	226.44
1 CAROL STREAM LAWN & POWER	MAINTENANCE SUPPLIES	79.49
1 GRAINGER	MAINTENANCE SUPPLIES	184.84
1 REINDERS INC	MAINTENANCE SUPPLIES	423.37
1 REVELS TURF & TRACTOR LLC	MAINTENANCE SUPPLIES	243.62
	<u>INVOICES TOTAL:</u>	<u>1,157.76</u>

534500-GROUNDS MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	ATV WINCH KIT	87.15
1 AMAZON CAPITAL SERVICES INC	TRAILER JACK	97.45
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	126.98
	<u>INVOICES TOTAL:</u>	<u>311.58</u>

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ILLINOIS DEPT OF AGRICULTURE	PEST CONTROL LICENSE APPLICATION	60.00
	<u>INVOICES TOTAL:</u>	<u>60.00</u>

5560-GOLF RESTAURANT EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMPLETE BAR SYSTEMS LLC	CLEANED BEER LINES	52.00
1 ECOLAB INC	WATER SOFTENER RENTAL	49.50
1 GREAT LAKES SERVICE	MONTHLY SERVICE AGREEMENT	108.33
1 GREAT LAKES SERVICE	MONTHLY SERVICE AGREEMENT	45.83
1 INDUSTRIAL STEAM CLEANING	HOOD/EXHAUST SYSTEM CLEANING	450.00

** Indicates pre-issue check.

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1	MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - NOV 2021	34.80
1	MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - DEC 2021	34.80
1	MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - FEB 2022	34.80
1	SYSCO FOOD SERVICES - CHICAGO	ECOLAB DISH LEASE - JAN 2022	90.00
			<u>INVOICES TOTAL:</u>
			<u>900.06</u>

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 EXAMINER PUBLICATIONS INC	HELP WANTED ADVERTISING	60.00
1 EXAMINER PUBLICATIONS INC	HELP WANTED ADVERTISING	60.00
1 SHAW MEDIA	ADVERTISING	100.00
		<u>INVOICES TOTAL:</u>
		<u>220.00</u>

524100-BUILDING MAINTENANCE SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	HARDWARE PURCHASE	100.00
		<u>INVOICES TOTAL:</u>
		<u>100.00</u>

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	189.84
1 NICOR GAS	GAS BILL	320.46
		<u>INVOICES TOTAL:</u>
		<u>510.30</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	COOKING UTENSILS	47.05
1 EDWARD DON & COMPANY	COTTON GLOVES/PAPER TOWELS	59.20
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	25.00
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	76.51
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	85.00
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE	45.35
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	101.25
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	55.85
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	24.27
		<u>INVOICES TOTAL:</u>
		<u>519.48</u>

530110-UNIFORMS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ADIDAS AMERICA INC	STAFF SHIRTS	300.00
		<u>INVOICES TOTAL:</u>
		<u>300.00</u>

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	PRINTER/ENVELOPES/SUPPLIES	15.00
		<u>INVOICES TOTAL:</u>
		<u>15.00</u>

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/15/2022

534320-PURCHASES - FOOD & BEVERAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BREAKTHRU BEVERAGE ILLINOIS LLC	LIQUOR PURCHASE	200.00
1 EUCLID BEVERAGE LLC	BEER PURCHASE	159.41
1 PEPSI BEVERAGES COMPANY	SOFT DRINK PURCHASE	212.81
1 SCHAMBERGER BROTHERS INC	BEER PURCHASE	177.19
1 SOUTHERN GLAZER'S OF IL	LIQUOR PURCHASE	118.67
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE	75.00
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	308.89
1 TEC COFFEE & FOODS	COFFEE PURCHASE	94.50
INVOICES TOTAL:		1,346.47

5570-GOLF BANQUET EXPENSES

511200-TEMPORARY SALARIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SURESTAFF LLC	TEMPORARY STAFFING	534.40
INVOICES TOTAL:		534.40

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 A MAESTRANZI SONS	KNIFE SERVICE	20.00
1 ALSCO	LINEN SERVICES	194.77
1 ALSCO	LINEN SERVICES	44.20
1 ALSCO	LINEN SERVICES	375.48
1 ALSCO	LINEN SERVICES	244.22
1 ANDERSON PEST SOLUTIONS	PEST CONTROL SERVICES	117.50
1 CLUBTEC	MONTHLY SOFTWARE SUPPORT	58.00
1 ECOLAB INC	WATER SOFTENER RENTAL	49.50
1 GREAT LAKES SERVICE	MONTHLY SERVICE AGREEMENT	108.34
1 GREAT LAKES SERVICE	MONTHLY SERVICE AGREEMENT	45.84
1 INDUSTRIAL STEAM CLEANING	HOOD/EXHAUST SYSTEM CLEANING	450.00
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - NOV 2021	34.80
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - DEC 2021	34.80
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - FEB 2022	34.80
1 SIGNARAMA	WEDDING BANNER	55.00
1 SYSCO FOOD SERVICES - CHICAGO	ECOLAB DISH LEASE - JAN 2022	90.00
INVOICES TOTAL:		1,957.25

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 EXAMINER PUBLICATIONS INC	HELP WANTED ADVERTISING	60.00
1 EXAMINER PUBLICATIONS INC	HELP WANTED ADVERTISING	60.00
1 SHAW MEDIA	ADVERTISING	395.00
INVOICES TOTAL:		515.00

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/15/2022

524100-BUILDING MAINTENANCE SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	HARDWARE PURCHASE	158.31
	INVOICES TOTAL:	158.31

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	189.84
1 NICOR GAS	GAS BILL	320.46
	INVOICES TOTAL:	510.30

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	COOKING UTENSILS	47.05
1 EDWARD DON & COMPANY	COTTON GLOVES/PAPER TOWELS	283.00
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	113.00
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	76.51
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	52.97
1 MLA WHOLESALE INC	FLOWERS	109.95
1 MLA WHOLESALE INC	FLOWERS	99.55
1 MLA WHOLESALE INC	FLOWERS	118.90
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	101.25
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	55.85
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	24.27
	INVOICES TOTAL:	1,082.30

530110-UNIFORMS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ADIDAS AMERICA INC	STAFF SHIRTS	39.08
	INVOICES TOTAL:	39.08

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	PRINTER/ENVELOPES/SUPPLIES	60.90
	INVOICES TOTAL:	60.90

534320-PURCHASES - FOOD & BEVERAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 THE BAKING INSTITUTE BAKERY CO	WEDDING CAKE	325.00
1 THE BAKING INSTITUTE BAKERY CO	BAKERY PURCHASE	164.50
1 BREAKTHRU BEVERAGE ILLINOIS LLC	LIQUOR PURCHASE	811.29
1 ELGIN BEVERAGE CO	BEER PURCHASE	162.51
1 ELGIN BEVERAGE CO	BEER PURCHASE	370.08
1 EUCLID BEVERAGE LLC	BEER PURCHASE	110.61
1 EUCLID BEVERAGE LLC	BEER PURCHASE	300.77
1 EUCLID BEVERAGE LLC	BEER PURCHASE	157.00
1 GRECO AND SONS INC	FOOD PURCHASE	1,054.54

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/15/2022**

1 GRECO AND SONS INC	FOOD PURCHASE	586.21
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	143.34
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	389.35
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	112.95
1 IL GIARDINO DEL DOLCE INC	SHEET CAKE	62.00
1 IL GIARDINO DEL DOLCE INC	PASTRIES & COOKIES	115.00
1 IL GIARDINO DEL DOLCE INC	SHEET CAKE	93.00
1 LAKESHORE BEVERAGE	BEER PURCHASE	92.01
1 PEPSI BEVERAGES COMPANY	SOFT DRINK PURCHASE	212.82
1 SOUTHERN GLAZER'S OF IL	LIQUOR PURCHASE	300.00
1 SYSCO FOOD SERVICES - CHICAGO	CREDIT - PROMOTION	-32.67
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE	1,281.38
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	2,433.17
1 SYSCO FOOD SERVICES - CHICAGO	CREDIT - BRAND SAVER FEB	-50.00
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	3,563.91
1 TEC COFFEE & FOODS	COFFEE PURCHASE	94.50
	INVOICES TOTAL:	12,853.27

6000-CENTRAL SERVICES EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JOHNSON CONTROLS SECURITY SOLUTIONS	QUARTERLY BILLING	256.55
1 MIDWEST MECHANICAL	QUARTERLY MAINTENANCE AGREEMENT	3,168.00
	INVOICES TOTAL:	3,424.55

522700-COMPUTER SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	INTERNET SERVICE	91.90
1 TKB ASSOCIATES INC	LASERFICHE SOFTWARE RENEWAL	8,253.00
	INVOICES TOTAL:	8,344.90

524100-BUILDING MAINTENANCE SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AUTOMATIC BUILDING CONTROLS LLC	HEATING REPAIRS	390.00
1 BUCKEYE POWER SALES CO INC	GENERATOR REPAIRS	1,290.58
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - NOV 2021	3,752.00
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - DEC 2021	3,437.30
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES - FEB 2022	3,752.00
	INVOICES TOTAL:	12,621.88

524110-TELEPHONE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	INTERNET SERVICE	218.40
1 VERIZON WIRELESS	WIRELESS SERVICES	410.11
	INVOICES TOTAL:	628.51

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/15/2022**

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	52.90
1 NICOR GAS	GAS BILL	298.46
1 NICOR GAS	GAS BILL	1,947.38
	INVOICES TOTAL:	2,298.74

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	INK FOR PLOTTER	238.95
1 AMAZON CAPITAL SERVICES INC	HDMI CABLE	9.99
1 AMAZON CAPITAL SERVICES INC	CARTRIDGE FOR PLOTTER	85.00
** 1 CARDMEMBER SERVICE	DOG TOYS/CABLE TIES	48.37
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	601.18
	INVOICES TOTAL:	983.49

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	GMIS CONFERENCE REGISTRATION	125.00
	INVOICES TOTAL:	125.00

570100-MACHINERY & EQUIPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	CLOUD SERVICES	1.34
1 DELL MARKETING L.P.	COMPUTER FOR LARGE FORMAT SCANNER	970.03
	INVOICES TOTAL:	971.37

6100-VEHICLE REPLACEMENT EXPENSES

570510-SEWER VEHICLE REPLACEMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CURRIE MOTORS	FORD F-250 TRUCK	39,308.00
	INVOICES TOTAL:	39,308.00

7000-POLICE PENSION EXPENDITURES

511600-REFUNDS TO PARTICIPANTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 OSWEGO POLICE PENSION FUND	TRANSFER OF SERVICE/J MAERTZIG	111,972.14
	INVOICES TOTAL:	111,972.14

529000-OTHER CONTRACTUAL SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FOSTER & FOSTER INC	IMRF TRANSFER CALCULATIONS	900.00
	INVOICES TOTAL:	900.00

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
INVOICES DUE ON/BEFORE 3/15/2022

GRAND TOTAL: 1,358,851.88

GENERAL FUND	542,864.96
WATER FUND	38,014.98
SEWER FUND	557,283.86
PARKING FUND	1,002.00
GOLF FUND	38,107.50
CENTRAL SERVICES FUND	29,398.44
VEHICLE REPLACEMENT FUND	39,308.00
POLICE PENSION FUND	112,872.14
GRAND TOTAL	1,358,851.88

VILLAGE OF BARTLETT TREASURER'S REPORT
 CASH & INVESTMENT REPORT
 FISCAL YEAR 2021/22 as of January 31, 2022

Fund	12/31/2021	Receipts	Disburse- ments	1/31/2022
General	19,555,854	1,625,013	1,761,592	19,419,275
MFT	4,301,761	153,412	0	4,455,173
Debt Service	271,783	197,975	0	469,758
Capital Projects	2,808,366	72	0	2,808,438
Municipal Building	1,003,913	221	0	1,004,134
Developer Deposits	2,482,550	1,566	0	2,484,116
59 & Lake TIF	0	0	2,591	(2,591)
BC Municipal TIF	1,428,700	50	44,545	1,384,206
Bluff City TIF Municipal	170,276	6	0	170,282
Water	2,681,150	918,063	606,643	2,992,569
Sewer	21,603,478	543,082	344,496	21,802,064
Parking	(130,187)	3,989	7,523	(133,721)
Golf	(291,770)	47,132	114,350	(358,988)
Central Services	903,899	121,352	65,775	959,476
Vehicle Replacement	4,148,516	54,493	0	4,203,009
TOTALS	60,938,288	3,666,425	2,947,514	61,657,198

Detail of Ending Balance				
	Cash	Investments	Assets/Liab.	Net 1/31/2022
General	15,006,036	4,091,299	321,941	19,419,275
MFT	3,255,030	789,539	410,604	4,455,173
Debt Service	364,209	104,446	1,103	469,758
Capital Projects	32,987	9,460	2,765,991	2,808,438
Municipal Building	562,760	161,385	279,989	1,004,134
Developer Deposits	150,331	1,585,932	747,853	2,484,116
59 & Lake TIF	688,069	197,321	(887,981)	(2,591)
BC Municipal TIF	1,102,294	316,110	(34,198)	1,384,206
Bluff City TIF Municipal	132,332	37,949	0	170,282
Water	4,642,349	1,331,279	(2,981,059)	2,992,569
Sewer	2,133,234	611,729	19,057,101	21,802,064
Parking	0	0	(133,721)	(133,721)
Golf	0	0	(358,988)	(358,988)
Central Services	632,364	181,346	145,766	959,476
Vehicle Replacement	1,440,918	413,219	2,348,872	4,203,009
TOTALS	30,142,913	9,831,012	21,683,274	61,657,198

BC Project TIF	7,788,345	189	0	7,788,534
Bluff City Project TIF	7,986	1,369,200	1,369,200	7,987
Bluff City SSA Debt Srv.	34,676	1	0	34,677
Police Pension	63,036,122	(3,131,103)	277,320	59,627,700


 Todd Dowden
 Finance Director

VILLAGE OF BARTLETT TREASURER'S REPORT
REVENUE & EXPENDITURE BUDGET COMPARISONS BY FUND
FISCAL YEAR 2021/22 as of January 31, 2022

Fund	Revenues			Expenditures		
	Actual	Current Year Budget	Prior YTD %	Actual	Current Year Budget	Prior YTD %
General	21,282,402	25,213,747	84.41%	19,034,759	26,297,809	72.38%
MFT	1,781,535	2,530,256	70.41%	1,654,495	3,170,000	52.19%
Debt Service	2,599,649	3,015,233	86.22%	3,014,993	3,018,675	99.88%
Capital Projects	2,765,997	100	100.00%	0	0	0.00%
Municipal Building	3,515	5,000	70.31%	438	375,000	0.12%
Developer Deposits	186,774	375,000	49.81%	125,637	626,958	20.04%
Bluff City SSA	393,431	923,983	42.58%	988,075	1,015,175	97.33%
59 & Lake TIF	0	61,000	0.00%	2,591	61,000	4.25%
Bluff City Municipal TIF	52,198	35,100	148.71%	0	105,000	0.00%
Bluff City Project TIF	2,186,694	2,030,500	107.69%	2,186,655	2,030,000	107.72%
Brewster Creek Municipal TIF	937,604	875,500	107.09%	465,569	1,207,867	38.54%
Brewster Creek Project TIF	7,604,508	9,090,000	83.66%	3,885,374	9,088,040	42.75%
Water	9,678,519	12,237,500	79.09%	7,980,404	13,264,853	60.16%
Sewer	5,036,880	22,967,000	21.93%	4,610,061	27,258,677	16.91%
Parking	27,880	100,000	27.88%	102,718	272,787	37.66%
Golf	2,022,456	2,414,258	83.77%	1,859,981	2,401,103	77.46%
Central Services	1,092,025	1,456,404	74.98%	906,785	1,450,904	62.50%
Vehicle Replacement	464,862	605,770	76.74%	223,574	659,619	33.89%
Police Pension	4,051,321	6,333,403	63.97%	2,211,741	6,333,403	34.92%
Subtotal	62,168,252	90,269,754	68.87%	49,253,850	98,636,870	49.93%
Less Interfund Transfers	(3,604,443)	(4,886,665)	73.76%	(3,604,443)	(4,886,665)	73.76%
Total	58,563,809	85,383,089	68.59%	45,649,407	93,750,205	48.69%

VILLAGE OF BARTLETT TREASURER'S REPORT
 MAJOR REVENUE BUDGET COMPARISONS
 FISCAL YEAR 2021/22 as of January 31, 2022

Fund	Actual	Current Year		Percent	Prior YTD %
		Budget	Percent		
Property Taxes	9,229,173	11,541,646	79.96%	79.95%	
Sales Taxes (General Fund)	2,590,680	3,400,000	76.20%	71.82%	
Income Taxes	4,277,636	4,560,000	93.81%	79.45%	
Telecommunications Tax	327,058	480,000	68.14%	72.43%	
Home Rule Sales Tax	1,911,238	2,380,000	80.30%	63.52%	
Real Estate Transfer Tax	1,094,021	850,000	128.71%	136.41%	
Use Tax	1,170,468	900,000	130.05%	90.76%	
Building Permits	663,745	650,000	102.11%	92.86%	
MFT	1,327,865	1,620,000	81.97%	70.13%	
Water Charges	9,443,591	12,000,000	78.70%	79.54%	
Sewer Charges	4,798,370	6,075,000	78.99%	66.02%	
Interest Income	12,337	45,600	27.05%	40.57%	

VILLAGE OF BARTLETT TREASURER'S REPORT
 GOLF FUND DETAIL (Excluding Capital Projects)
 FISCAL YEAR 2021/22 as of January 31, 2022

Fund	Current Year		Percent
	Actual	Budget	
Golf Program			
Revenues	1,244,123	1,363,258	91.26%
Expenses	1,025,211	1,340,168	76.50%
Net Income	<u>218,912</u>	<u>23,090</u>	948.08%
F&B - Restaurant			
Revenues	129,860	150,000	86.57%
Expenses	291,755	335,184	87.04%
Net Income	<u>(161,894)</u>	<u>(185,184)</u>	87.42%
F&B - Banquet			
Revenues	510,384	765,000	66.72%
Expenses	478,569	661,251	72.37%
Net Income	<u>31,814</u>	<u>103,749</u>	30.66%
F&B - Midway			
Revenues	138,089	136,000	101.54%
Expenses	64,446	64,500	99.92%
Net Income	<u>73,643</u>	<u>71,500</u>	103.00%
Golf Fund Total			
Revenues	2,022,456	2,414,258	83.77%
Expenses	1,859,981	2,401,103	77.46%
Net Income	<u>162,475</u>	<u>13,155</u>	1235.08%

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	FY 20/21	FY 21/22
May	137,931	143,188	125,055	141,609	161,850	159,411	167,379	156,194	160,850	185,540
June	168,284	162,596	153,553	170,308	178,006	186,494	194,753	187,952	183,798	277,635
July	175,701	173,657	178,983	170,734	181,943	201,320	200,041	205,572	198,797	274,678
August	191,865	191,196	200,051	200,031	224,385	219,629	227,783	232,110	209,005	331,855
September	190,899	186,097	188,547	193,484	211,186	224,268	218,236	220,524	233,289	325,874
October	180,797	184,425	190,872	204,424	209,930	215,328	211,089	262,349	221,535	299,302
November	179,526	186,229	181,445	198,880	206,205	208,760	215,922	227,334	202,764	304,608
December	165,188	170,530	188,055	212,286	212,435	219,639	196,081	214,284	236,916	314,214
January	181,865	174,037	179,846	204,437	207,123	221,599	221,276	243,184	208,079	282,703
February	161,047	149,669	160,774	170,190	201,075	206,836	196,714	186,495	199,411	
March	168,154	210,506	187,865	194,219	190,934	196,530	181,590	203,051	203,477	
April	147,189	151,678	141,054	149,630	167,837	180,413	170,866	193,930	211,072	
Total	2,048,447	2,083,807	2,076,100	2,210,232	2,352,909	2,440,227	2,401,729	2,532,977	2,468,994	2,596,410
% increase	3.43%	1.73%	-0.37%	6.46%	6.46%	3.71%	-1.58%	5.46%	-2.53%	35.86%

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 2,575,000 3,400,000

VENDOR WARRANT DETAIL

BARTLETT VILLAGE TREASURER

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[VENDOR SUMMARY](#)
[CONTRACT SEARCH](#)
[PAYMENTS SEARCH](#)
[PAYMENTS ISSUED](#)
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PAYMENTS NOTIFICATIONS

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Warrant/EFT#: EF 0012600				
Fiscal Year	2022	Issue Date	01/07/22	
Warrant Total	\$282,703.49	Warrant Status		
Agency	Contract	Invoice	Voucher	Agency Amount
492 - REVENUE		A2071805	2A2071805	\$282,703.49

IOC Accounting Line Details						
Fund	Agency	Organization	Appropriation	Object	Amount	Appropriation Name
0189	492	27	44910055	4491	\$282,703.49	DISTRIBUTE MUNI/CNTY SALES TAX

Payment Voucher Description	
Line	Text
1	IL DEPT. OF REVENUE AUTHORIZED THIS PAYMENT ON 01/06/2022
2	MUNICIPAL 1 % SHARE OF SALES TAX
3	LIAB MO: OCT. 2021 COLL MO: NOV. 2021 VCHR MO: JAN. 2022
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	FY 2020-21	FY 2021-22
May	89,115	104,788	106,665	89,988	93,139	91,478	86,848	83,590	96,769	134,647
June	75,066	71,924	80,212	58,408	58,737	72,645	79,592	76,204	99,562	138,322
July	87,721	84,361	89,915	103,948	94,278	95,252	93,416	95,250	121,837	137,127
August	87,924	99,063	61,056	100,154	89,533	89,970	90,079	137,033	142,172	148,687
September	76,347	70,076	83,006	67,441	79,032	79,527	75,247	148,846	132,059	142,475
October	83,510	90,026	89,337	87,626	91,489	91,053	98,725	136,575	130,305	131,236
November	89,027	77,655	90,552	101,486	93,216	92,796	92,950	153,788	131,647	144,611
December	85,014	103,117	103,771	93,002	97,757	91,055	89,502	180,890	136,795	153,239
January	82,788	90,866	97,525	89,828	92,928	93,233	89,403	128,180	119,239	140,177
February	70,348	83,687	74,031	90,531	88,602	80,765	81,313	126,802	112,605	
March	83,251	65,802	37,978	77,861	75,544	80,062	77,761	131,268	116,673	
April	70,866	75,969	95,841	93,782	90,224	94,326	91,212	122,218	135,751	
Subtotal	980,978	1,017,334	1,009,889	1,054,055	1,044,479	1,052,164	1,046,048	1,520,643	1,475,415	1,270,520
Plus:										
High Growth	29,031	37,678	37,682	37,743	37,801	37,266	36,909	9,192	89,348	61,771
Jobs Now	179,796	179,796	359,592							
Rebuild Illinois										
Total	1,189,805	1,234,808	1,407,163	1,091,798	1,082,280	1,089,430	1,082,957	1,529,835	2,922,648	1,784,919
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	1,715,000	1,620,000

Annual Inc in \$

only MFT Allocations	-6.80%	3.71%	-0.73%	4.37%	-0.91%	0.74%	-0.58%	45.37%	-2.97%	17.56%
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Municipality Report
February 1, 2022

Bartlett

MOTOR FUEL TAX ALLOTMENT AND TRANSACTIONS FOR JANUARY, 2022

Beginning Unobligated Balance		\$7,989,651.43
Motor Fuel Tax Fund Allotment	\$82,421.48	
MFT Transportation Renewal Fund Allotment	\$57,755.68	
Minus Amount Paid to State	\$0.00	
Net Motor Fuel Tax Allotment		\$140,177.16
Plus Credits Processed		\$0.00
Minus Authorizations Processed		\$0.00
Current Unobligated Balance		\$8,129,828.59

PROCESSED TRANSACTIONS:

VILLAGE OF BARTLETT PROCLAMATION
Celebrating Hakka Month and 12 years of Bartlett's Sister City
Relationship with Miaoli City, Taiwan

WHEREAS, the Sister City Program, administered by Sister Cities International®, was initiated by President Dwight D. Eisenhower in 1956 to encourage greater friendship and understanding between the United States and other nations through direct personal contact; and

WHEREAS, members of the Bartlett International Chorus and Arts in Bartlett arranged for the international Hakka Blue Shirts chorus to visit the Village of Bartlett in August of 2009; and

WHEREAS, the mutual respect gained from that visit led to the establishment of Bartlett's sister city relationship with Miaoli City, Taiwan in 2010; and

WHEREAS, friendship among people of different countries and cultures is a great force in creating peace, tranquility, harmony and understanding; and

WHEREAS, during the past dozen years, we have shared art and photo exhibits, exchanged gifts and visits, and engaged in lively conversations with our Hakka friends that taught us that though we live many miles apart, we are more alike than we are different.

WHEREAS, at the beginning of the COVID-19 Pandemic Miaoli Mayor Cheng-Chun Chiu and his staff provided the village with an invaluable gift of 10,000 surgical masks to show "that Taiwan cares and Miaoli can help;" and

WHEREAS, the Village of Bartlett wishes to acknowledge the 12-year relationship with our sister city, Miaoli City, Taiwan;

NOW, THEREFORE, I, Kevin Wallace, President of the Village of Bartlett, Cook, DuPage and Kane Counties, do hereby Proclaim the Month of March as Hakka Month in the Village of Bartlett.

Dated this 15th Day of March 2022



Kevin Wallace, Village President

**PROCLAMATION CELEBRATING THE
“WEEK OF THE YOUNG CHILD” IN BARTLETT
APRIL 2-8, 2022**

WHEREAS, the early childhood collaboration, Elgin Partnership for Early Learning, also known as EPEL, and other community organizations that serve the 3,000 children ages five and under and their families in the Village of Bartlett, in conjunction with the National Association for the Education of Young Children, are celebrating the Week of the Young Child; and

WHEREAS, these organizations are working to improve equitable early learning opportunities in the first 2,000 days of a child’s life, which is a critical time when 90% of brain growth occurs in young children; and

WHEREAS, The Bartlett Public Library is working with the EPEL to highlight their story times and provide literacy information; and

WHEREAS, investments in babies and young children have profound impacts on creating a strong and vibrant community; and

WHEREAS, public policies that support early learning for all young children are crucial to the future of Bartlett’s young children, families, and the community as a whole; and

WHEREAS, it is our collective responsibility to recommit ourselves to ensuring that each and every child experiences the type of early environment—at home, at child care, at school, and in the community—that will promote their early learning; and

NOW, THEREFORE, I, Kevin Wallace, President of the Village of Bartlett, Cook, DuPage and Kane Counties, do hereby proclaim April 2 to April 8, 2022 as Week of the Young Child in Bartlett and encourage all residents to celebrate, support, and duly note this occasion in our community.

Dated this 15th Day of March 2022



Kevin Wallace, Village President



Agenda Item Executive Summary

An Ordinance Repealing, Amending and Replacing Title 10, "Bartlett Zoning Code", Chapter 13: "Administration and Enforcement" To Establish The "Bartlett Planning and Zoning Commission", And To Adopt Other Amendments To The Bartlett Municipal Code

Item Name	Municipal Code	Committee or Board	Board
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BUDGET IMPACT

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

EXECUTIVE SUMMARY

Attached is the ordinance amending the Municipal Code, Title 10 Zoning, that repeals the existing Chapter 13: Administration and Enforcement in its' entirety and adds the new Chapter 13 as attached that would create the new Planning and Zoning Commission.

The Village Board Committee of the Whole reviewed the proposed text amendment at their meeting on March 1, 2022 and forwarded the amendment to the Village Board for a final vote.

ATTACHMENTS (PLEASE LIST)

PDS Memo, Ordinance

ACTION REQUESTED

- For Discussion only
- Resolution
- Ordinance - Move to approve *Ordinance #2022-_____ An Ordinance Repealing, Amending and Replacing Title 10, "Bartlett Zoning Code", Chapter 13: "Administration and Enforcement" To Establish The "Bartlett Planning and Zoning Commission", And To Adopt Other Amendments To The Bartlett Municipal Code*
- Motion

Staff: Roberta Grill, Planning & Dev Services Director

Date: 03.03.2022

PLANNING & DEVELOPMENT SERVICES MEMORANDUM

22-19

DATE: March 3, 2022

TO: Paula Schumacher, Village Administrator

FROM: Roberta Grill, Planning & Development Services Director 

RE: **Amending Municipal Code, Title 10, Chapter 13: Administration and Enforcement to Establish the Bartlett Planning and Zoning Commission**

As directed by the Village Board Committee of the Whole on January 4, 2022, staff has drafted a text amendment to the Zoning Ordinance - Chapter 13: Administration and Enforcement for your review. This proposed amendment repeals the existing Chapter 13 in its' entirety and adds the new Chapter 13 language creating the Planning & Zoning Commission (P & Z). It also states the new P & Z Commission's jurisdiction and authority, abolishes the existing Plan Commission and Zoning Board of Appeals, updates all of the public hearing notification requirements, specifies the special use permit findings for adult-use cannabis dispensing centers and/or adult-use cultivation centers and identifies the Planning & Development Services Director title, power and duties.

RECOMMENDATION

1. Staff recommends approval of the proposed text amendment to the Zoning Ordinance – Chapter 13: Administration and Enforcement, creating the new Planning and Zoning Commission.
2. The Zoning Board of Appeals reviewed the proposed text amendment and conducted the requisite public hearing at their meeting on February 3, 2022. **The Zoning Board recommended approval.**
3. The Village Board Committee of the Whole reviewed the proposed text amendment at their meeting on March 1, 2022. **The Committee forwarded the text amendment to the Village Board for a final vote.**
4. The ordinance is attached for your review.

/Rbg

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ORDINANCE 2022 - _____

AN ORDINANCE REPEALING, AMENDING AND REPLACING TITLE 10, “BARTLETT ZONING CODE”; CHAPTER 13: “ADMINISTRATION AND ENFORCEMENT” TO ESTABLISH THE “BARTLETT PLANNING AND ZONING COMMISSION”; AND TO ADOPT OTHER AMENDMENTS TO THE BARTLETT MUNICIPAL CODE

WHEREAS, the Village of Bartlett is a home rule unit of government and under Article VII, Section 6, of the Illinois Constitution of 1970 . . .” a home rule unit may exercise any power and perform any function pertaining to its government and affairs, including but not limited to, the power to regulate for the protection of the public health, safety, morals and welfare; to license; to tax; and to incur debt;” and

WHEREAS, Section 11-13-1 of the Illinois Municipal Code authorizes even non-home rule municipalities to enact zoning laws (65 ILCS 5/11-13-1); and

WHEREAS, the Village of Bartlett has in place a zoning ordinance which is codified at Title 10 of the Bartlett Municipal Code entitled the “Bartlett Zoning Code” that regulates the use and development of property in the Village under the Bartlett Zoning Code (sometimes otherwise referred to in the Bartlett Municipal Code as the “Bartlett Zoning Ordinance”); and

WHEREAS, the Village President and Village Board of Trustees of the Village of Bartlett (the “Corporate Authorities”) amend the Village ordinances from time to time in the public interest; and

WHEREAS, Chapter 13 of the Bartlett Zoning Code (Title 10) entitled “ADMINISTRATION AND ENFORCEMENT”, among other things, created the Bartlett Plan Commission (the “PC”) and the Bartlett Zoning Board of Appeals (the “ZBA”), both of which are recommending bodies to the Corporate Authorities, which now desires to abolish both the PC and the ZBA and replace them with a single recommending body to be known as the Bartlett Planning and Zoning Commission, and to amend the provisions of the Bartlett Zoning Code with respect to the Administration and Enforcement thereof, and to otherwise amend the Bartlett Municipal Code in connection therewith; and

WHEREAS, the Bartlett Zoning Board of Appeals conducted a public hearing on March 3, 2022, and reviewed a text amendment (Case #21-17) that repeals existing Title 10, Chapter 13 entitled “Administration and Enforcement” in its entirety and amends Title 10 to replace said repealed chapter with new Chapter 13 as hereinafter set forth, and has recommended to the Corporate Authorities that the text amendment set forth as follows be adopted;

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

SECTION ONE: Title 10, Chapter 13 entitled Administration and Enforcement is repealed in its' entirety and is hereby amended to replace it with the new Title 10, Chapter 13 as follows:

CHAPTER 13
ADMINISTRATION AND ENFORCEMENT

SECTION:

- 10-13-1: Zoning Administrator, Power and Duties**
- 10-13-2: Abolishment of Zoning Board of Appeals and Plan Commission**
- 10-13-3: Planning and Zoning Commission**
- 10-13-4: Appeals**
- 10-13-5: Comprehensive Plan Amendments**
- 10-13-6: Variations**
- 10-13-7: Major Design Exceptions**
- 10-13-8: Text Amendments and Rezoning/Map Amendments**
- 10-13-9: Special Use Permits**
- 10-13-10: Site Plan Review**
- 10-13-11: Administrative Site Plan Review**
- 10-13-12: Notices Of Public Hearing**
- 10-13-13: Fees**
- 10-13-14: Reserved**

10-13-1: ZONING ADMINISTRATOR, POWER AND DUTIES:

- A. The Director of Planning & Development Services shall serve as the Zoning Administrator who shall be responsible for the administration and enforcement of this title. The Zoning Administrator shall:
1. Receive applications required, issue permits and furnish certificates, all as authorized by this title.
 2. Review plans and documents submitted for referral to the P&Z Commission or Village Board under this title and/or title 11 in order to assure conformance of such plans and submittals for the requirements of said title or titles, and apprise petitioners and applicants with respect to deficiencies in submitted plans.
 3. Examine premises for which permits have been issued, and make necessary inspections to determine compliance.

4. When requested by the Village President or Board of Trustees, or when the interest of the Village so requires, make investigations and render written reports.
 5. Issue such notices or orders as may be necessary.
 6. Keep careful and comprehensive records of applicants, permits, certificates, inspections, reports, notices, orders and all localized actions of the Board of Trustees and shall file the same permanently by street address.
 7. Keep all such records open to public inspection, at reasonable hours, but not for removal from his/her office.
 8. Review and forward petitions for annexations, comprehensive plan amendments (refer to Section 10-13-5, variations (refer to Section 10-13-6), major design exceptions (refer to Section 10-13-7), text amendments and/or rezonings (refer to Section 10-13-8), special use permits (refer to Section 10-13-9), including without limitation for planned unit developments ("PUDs") (refer to Chapter 9 of this title), planned developments ("PDs") (refer to Chapter 9A of this title), site plan review (refer to Section 10-13-10), and other administrative reviews required by this title to the P&Z Commission or Village Board, as specified.
 9. Review and make final decisions on applications for administrative site plan review (refer to Sections 10-9C-1 and 10-13-11).
 10. Review and forward applications for preliminary and final plats of subdivision, and preliminary and final PUD plans.
 11. Recommend rules and procedures consistent with this chapter.
 12. Initiate a petition or application for a comprehensive plan amendment or text amendment.
 13. Request and receive the assistance and cooperation of the Police Department, the Village Attorney and other Village officials.
 14. Inform the Village Attorney of all violations and all other matters requiring prosecution or legal action.
 15. Be entitled to rely upon any opinion of the Village Attorney as to the interpretation of this title and/or title 11 or the legal application of this title and/or title 11 to any factual situation.
 16. Discharge such other duties as may be placed upon the Zoning Administrator by this title or title 11.
- B. Status of Building Permit Application and Necessity for Certificate of Occupancy or Certificate of Completion.

1. Every application for a building permit for new construction, or building addition shall be reviewed and approved by the Zoning Administrator or the Building Official prior to a building permit being issued.
2. If in the judgment of the Zoning Administrator or the Building Official, the building permit application does not contain sufficient information to enable such Zoning Administrator, or any officer to properly discharge the duties and responsibilities of such office, such officer may request additional information from the applicant.

10-13-2: ABOLISHMENT OF ZONING BOARD OF APPEALS AND PLAN COMMISSION:

- A. The Zoning Board of Appeals, as heretofore created and established under the provisions of the Zoning Ordinance of the Village, also referred to in this title as the Zoning Code, is hereby abolished effective upon the consent by the Board of Trustees to the appointment by the Village President of the last of the nine members of the Planning and Zoning Commission created under Section 10-13-3 of this chapter.
- B. The Plan Commission, as heretofore created and established under the provisions of Zoning Ordinance of the Village, also referred to in this title as the Zoning Code, is hereby abolished effective upon the consent by the Board of Trustees to the appointment by the Village President of the last of the nine members of the Planning and Zoning Commission created under Section 10-13-3 of this chapter.

10-13-3: PLANNING AND ZONING COMMISSION:

- A. Creation: There is hereby created the Planning and Zoning Commission with such powers and to perform such duties and functions as are hereinafter set forth in this chapter and to replace the former Zoning Board of Appeals and the former Plan Commission upon the abolishment of both said subsidiary bodies as provided in Section 10-13-2 of this chapter. The said Planning and Zoning Commission referred to in this title and in the Bartlett Municipal Code (the "P&Z Commission") shall consist of nine (9) members appointed by the Village President, subject to confirmation by the Board of Trustees, with five (5) members to serve a four (4) year term, and four members to serve a two (2) year term, or such shorter term as the corporate authorities shall determine, and shall retain such office for said term or until his or her successor is appointed and qualified. One member shall be designated by the Village President as chairman at the time of his or her appointment.
- B. Meetings: All meetings of the Planning and Zoning Commission shall be held at the call of the chairman or at such other times as the Planning and Zoning Commission may determine. All testimony by witnesses at any hearing provided for in this title shall be given under oath. The chairman of the P&Z Commission, or in his or her absence the vice-chairman elected by its members, may administer oaths and compel the attendance of witnesses. All meetings of the P&Z Commission shall be open to the public. The P&Z Commission shall keep minutes of its proceedings, including all appeals, comprehensive plan amendments, variations, major design exceptions, text amendments, map amendments/rezonings, special use permits, PUD plans, subdivision plats, site plan reviews and other matters referred to it for consideration by the Village President and Board of Trustees, showing the vote of each member upon every question and matter before the P&Z Commission, or if absent or failing

to vote, indicating that fact, and shall also keep records of its examinations and other official actions. Findings of fact shall be included in the minutes of each case sustaining or overturning the Zoning Administrator on appeal, and with each recommendation to approve, disapprove, grant, or deny each requested comprehensive plan amendment, variation, major design exception, text amendment, map amendment/rezoning, special use permit, site plan review, or other matter referred to the P&Z Commission for review by the Corporate Authorities or the Zoning Administrator. Every rule or regulation, every amendment or repeal thereof, and every order, requirement, decision or determination of the P&Z Commission shall be immediately filed in the Planning and Development Services Department of the Village, and shall be public record. The P&Z Commission shall adopt its own rules of procedure not in conflict with the Illinois Revised Statutes.

- C. Procedures: The Planning and Zoning Commission shall decide matters, make recommendations and/or findings of fact as authorized by this title in a specific case and after public hearing where required by this title or state statute.
- D. Jurisdiction and Authority: The Planning and Zoning Commission is hereby vested with the following jurisdiction and authority:
 - 1. To hear and decide appeals from and review any order, requirement, decision or determination made by the Zoning Administrator under this title.
 - 2. To hear all petitions for comprehensive plan amendments, variations, major modifications, text amendments, map amendments/rezonings, special use permits, and site plan review, PUD plans, and subdivision plats, and make recommendations to the Village Board relative thereto.
 - 3. To hear all other matters referred to it by the Village Board and other matters upon which it is required to conduct hearings under this title or title 11, and to make recommendations to the Village Board relative thereto.

10-13-4: APPEALS:

- A. Purpose: Appeals from decisions of the Zoning Administrator are allowed under this title in order to ensure any discretionary action taken by such officer pursuant to duties assigned by this title is consistent with the purposes of this title, and/or title 11 if applicable, and any related policies adopted by the President and Board of Trustees.
- B. Authority: The Planning and Zoning Commission shall hear and decide appeals from and review any administrative order, requirement, decision or determination made by the Zoning Administrator charged with the enforcement of this title and/or title 11.
- C. Initiation and Processing: An appeal may be taken to the Planning and Zoning Commission by any person, firm or corporation, or by any office, department, board, bureau or commission aggrieved by an administrative order, requirement, decision or determination under this title.
- D. The appeal shall be taken within forty-five (45) days of the action complained of by filing with the Zoning Administrator a notice of appeal, specifying the grounds thereof. Such appeal shall

be taken upon forms provided by the Village. The Zoning Administrator shall forthwith transmit to the P&Z Commission all the papers constituting the record upon which the action appealed from was taken.

- E. An appeal stays all proceedings in furtherance of the action appealed from unless the Zoning Administrator certifies to the P&Z Commission, after the notice of appeal has been filed with him/her, that by reason of facts stated in the certificate a stay would in his/her opinion, cause imminent peril to life or property. In such event, the proceedings shall not be stayed otherwise than by a restraining order which may be granted by the P&Z Commission or by a court of record on application and on notice to the officer from whom the appeal is taken, and on due cause shown.
- F. The P&Z Commission shall fix a reasonable time for the hearing of the appeal and give due notice thereof to the parties and decide the appeal within a reasonable time. The Planning and Zoning Commission shall decide the appeal within thirty (30) days after the conclusion of its hearing on the appeal.
- G. Decisions:
 - 1. The concurring vote of five (5) members of the P&Z Commission shall be necessary to reverse any order, requirement, decision or determination of the Zoning Administrator, to decide in favor of the applicant any matter upon which it is required to pass under this title.
 - 2. All decisions of the Planning and Zoning Commission from an administrative order, requirement, decision or determination of the Zoning Administrator shall, in all instances, be final and subject to review under the Administrative Review Act of the State of Illinois.

10-13-5: COMPREHENSIVE PLAN AMENDMENTS:

- A. Purpose; Role of Comprehensive Plan in Administration of Chapter. The comprehensive plan of the village shall serve as the basic policy guide for the administration of this chapter. The comprehensive plan serves as the statement of goals and policies to guide new development and redevelopment in the village. It therefore is the intent of the village to administer this chapter in accordance with the comprehensive plan. The goals and policies of the comprehensive plan may be amended from time to time to meet the changing requirements of the village. Such amendments may at times be necessary to accommodate proposed development or redevelopment of property that may not be consistent with the comprehensive plan. This section therefore establishes the procedures for an amendment to the comprehensive plan.
- B. Initiation of Amendments. An amendment to the comprehensive plan may be initiated only by the Zoning Administrator, the Planning and Zoning Commission, or Village President and Board of Trustees, or the owner of property proposing development of such property under this chapter that may be inconsistent with the comprehensive plan.
 - 1. Filing of Applications.

- a. Where an amendment to the comprehensive plan is proposed by someone other than the Planning and Zoning Commission, or Village President and Board of Trustees, an application requesting the amendment shall be filed with the Zoning Administrator. The application shall be accompanied by a written statement from the applicant stating the basis for the request.
 - b. Within a reasonable time after submission of the application, the Zoning Administrator shall schedule the application for a public hearing before the Planning and Zoning Commission. The Zoning Administrator shall forward copies of the application and all supporting materials to the Planning and Zoning Commission in advance of the public hearing.
2. Staff Review. Upon receiving an application requesting an amendment, or upon an instruction from the President and Board of Trustees or the P&Z Commission that it will consider a proposed amendment, the Zoning Administrator shall review the proposed amendment to evaluate its effect on the integrity of the comprehensive plan and this chapter. The Zoning Administrator may deliver copies of the proposed amendment to appropriate government agencies for review and comment. Prior to the scheduled public hearing, the Zoning Administrator shall deliver to the P&Z Commission a written report incorporating or summarizing the recommendations of the Planning & Development Services Department and other departments or agencies.
3. Action by the Planning and Zoning Commission.
- a. The P&Z Commission shall hold at least one public hearing on the proposed amendment.
 - b. Notice of Hearing. Notice shall follow the procedures for posting notice of public hearings in section 10-13-12 of this chapter.
 - c. In considering the amendment, the Planning and Zoning Commission shall review the proposed amendment, the standards set forth in subsection 3.C. below, the report of the Zoning Administrator, and any oral and written comments received by the P&Z Commission before or at the public hearing or otherwise made part of the record of the P&Z Commission on the application. Based on this information, the P&Z Commission shall submit, within a reasonable time, a report and recommendation to the President and Board of Trustees on whether or not the proposed amendment should be adopted.
- C. Standards for Reviewing Amendments. In deciding whether to recommend adoption of a proposed amendment to the comprehensive plan, the Planning and Zoning Commission shall consider whether the amendment is necessary based on one or more of the following factors:
1. There has been a change in projections or assumptions (such as demographic trends or the availability of public facilities) from those on which the comprehensive plan is based; or

2. The data used as the basis for formulating the comprehensive plan are in error or out of date; or
 3. New issues or needs have presented themselves to the village that are not adequately addressed in the comprehensive plan; and
 4. The amendment will not adversely affect the character of the area in which the proposed development is to be located.
- D. Action by the President and Board of Trustees. Upon receiving the report of the Zoning Administrator and the report and recommendation of the Planning and Zoning Commission, without further public hearing the President and Board of Trustees may adopt the proposed amendment by ordinance, may reject the proposed amendment, or may refer the matter back to the Planning and Zoning Commission for further consideration.
- E. Effect of Denial. No application for an amendment shall be accepted by the village that is proposed by someone other than the Zoning Administrator, the President and Board of Trustees, or the Planning and Zoning Commission, and which is identical or substantially similar to a proposed amendment for the same parcel or parcels of land which have been rejected by the President and Board of Trustees within the previous 365 days.
- F. Typographical or Drafting Errors. Notwithstanding any other provisions set forth above, amendments to correct typographical or drafting errors in the comprehensive plan may be adopted by the President and Board of Trustees at a regular meeting without the posting or personal delivery of prior notice and without a public hearing.

10-13-6: VARIATIONS:

- A. Purpose: The variation process is intended to provide limited relief from the requirement of this title in those cases where the strict application of those requirements will create a practical difficulty or unnecessary hardship prohibiting the use of the land in a manner otherwise allowed under this title. In no event, however, shall the Village Board grant a variation that would allow the establishment of a use not otherwise allowed in a zoning district or that would change the zoning district classification of any or all of the affected property.
- B. Authority: The Planning and Zoning Commission shall consider variations from the bulk regulations of this title in harmony with its general purpose and intent, and shall recommend that the Village Board vary them only in the specific instances hereinafter set forth, where the Planning and Zoning Commission shall have made a finding of fact based upon the standards hereinafter prescribed.
- C. Initiation: An application for a variation may be made by any person, firm or corporation, or by any office, department, board, bureau or commission requesting or intending to request application for a building permit or occupancy certificate.

- D. Processing: An application for a variation shall be filed with the Zoning Administrator on forms provided by the Village and accompanied by such information as shall be established from time to time by the Village and kept on file with the Zoning Administrator. The Zoning Administrator shall forward such application to the Planning and Zoning Commission for processing in accordance with applicable statutes of the State of Illinois and the provisions of this title.
- E. The Planning and Zoning Commission shall make its recommendation after a public hearing, of which there shall be a notice of public hearing given in accordance with the requirements set forth in Section 10-13-12 of this chapter and indicating the time and place of such hearing published at least once, not more than thirty (30) nor less than fifteen (15) days before the hearing, in one or more newspapers published in the Village, or, if no newspaper is published in the Village, then in a newspaper of general circulation within the Village. Notice of the public hearing shall also be mailed and posted on the Village's web site. In addition, at least fifteen (15) days prior to the date of the public hearing, the Village shall cause to be posted on the real estate which is the subject of such variation petition the following notice:

Public Notice. Public Hearing for variation from Bartlett Zoning Ordinance for this site (insert date and time), Bartlett Municipal Building, 228 South Main Street.

The Bartlett Planning and Zoning Commission

The procedure for publication, posting on the Village's website, mailing, and posting the notice on the subject property hereinbefore required shall be governed by Section 10-13-12 hereinafter set forth.

- F. Authorized Variations: Variations from the regulations of this title shall be granted by the Village Board only in accordance with the standards set out in this Section and may be granted only in the following instances:
1. To permit up to a twenty percent (20%) reduction in the front, side or rear yard in residential zoning districts required by this title; provided, however, the corporate authorities may by a vote of a) five (5) Trustees, or b) the Village President and four (4) Trustees, grant a variation which permits more than a twenty percent (20%) reduction in the front, side or rear yards in residential zoning districts required by this title, and to permit an unlimited reduction in the front, rear and side yards in all other zoning districts required by this title.
 2. To permit the use of a lot or lots for a use otherwise prohibited solely because of insufficient area of the lot or lots, but in no event shall the respective area of the lot be less than ninety percent (90%) of the required area. The percentage set forth in this subsection is not to be reduced by any other percentage for minimum lot area set forth in this title.
 3. To reduce the applicable off-street parking or loading facilities required by not more than one parking space or loading space, or twenty percent (20%) of the applicable regulations, whichever number is greater.

4. To increase by not more than ten percent (10%) the maximum gross floor area of any use so limited by the applicable regulations.
5. To extend the period of time a nonconforming use may continue or remain.
6. To exceed any of the authorized variations allowed under this section, when a lots of record or a zoning lot, vacant or legally used on the effective date of this title, is by reason of the exercise of the right of eminent domain by any authorized governmental body or by reason of a conveyance under threat of an eminent domain proceeding so reduced in size that the remainder of said lot does not conform with one or more of the regulations of the district in which said lot of record or zoning lot or structure is located.
7. To permit up to a twenty percent (20%) reduction in landscape planting requirements based on site specific conditions.
8. To eliminate the requirement of enclosing loading spaces located in a front and/or corner side yard for buildings located in an I-2 EDA Zoning district.
9. To grant a variation where the P& Z Commission has recommended and found, and/or the Corporate Authorities find that where, by reason of an exceptional situation, surroundings or a condition of rezoning a lot or lot of record, or by reason of exceptional narrowness or shape of a zoning lot, or by reason of exceptional topographical conditions, the District's application of the provisions of this title would result in a peculiar and exceptional practical difficulties or particular hardship upon the owner of such property, as distinguished from a mere inconvenience to such owner, provided such relief be granted without substantial detriment to the public good and without substantially impairing the general purpose and intent of the comprehensive plan as established by the regulations an provisions contained in this Title.
10. To grant a variation from the requirements as outlined in Section 10-3 of this title.

G. Standards for Variations:

1. The variation if granted will not alter the essential character of the property and the surrounding properties, and will be consistent with the goals and objectives set forth in the comprehensive plan.
2. The plight of the owner is due to unique circumstances.
3. For purposes of supplementing the above standards, the Planning and Zoning Commission and the Corporate Authorities, in determining that there are particular difficulties or hardships shall also take into consideration the extent to which the following standards favorable to the applicant have been established by the evidence:
 - (a) That the particular physical surroundings, shape or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.

- (b) That conditions upon which the petition for a variation is based are unique to the property for which the variation is sought and are not applicable, generally, to other property within the same zoning classifications.
- (c) That the purpose of the variation is not based exclusively upon a desire to receive a greater economic return.
- (d) That the alleged difficulty or hardship is caused by the provisions of this Title and has not been created by any person presently having an interest in the property.
- (e) That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhoods in which the property is located.
- (f) That the proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the general area of the property.
- (g) That the granting of the variance requested will not confer on the applicant any special privilege that is denied by the provisions of this title to other lands, structures or buildings in the same district.
- (h) The design of the development in connection with the proposed variation will minimize adverse effects, including visual impacts of the proposed use on abutting nearby properties.

4. A variation shall be recommended only if the evidence, in the judgment of the Planning and Zoning Commission, sustains all the conditions enumerated above.

H. Vote Required: The concurring vote of five (5) members of the Planning and Zoning Commission shall be necessary to recommend any proposed variation to the Corporate Authorities for approval. In the event any proposed variation fails to receive a positive recommendation for approval of the Planning and Zoning Commission, the ordinance proposing to grant the proposed variation shall not be passed except by the favorable vote of two-thirds (2/3) of all trustees of the Village.

I. Village Board Action: The Village Board shall review the report and recommendation of the Planning and Zoning Commission and shall either approve the requested variation by ordinance or approve the requested variation with conditions as set forth in the ordinance approving it, or deny it, or send it back to the P&Z Commission for further consideration, and if the underlying site plan or variation request is materially changed to increase density, decrease parking, or in the opinion of the Zoning Administrator is likely to negatively impact any surrounding property from the variation the P&Z Commission considered originally, a new public hearing shall be held by the P&Z Commission after due notice thereof is given in accordance with this chapter shall be held before a recommendation thereon is forwarded to the Village Board.

10-13-7: MAJOR DESIGN EXCEPTIONS:

- A. Authority: The Planning and Zoning Commission shall hear and consider major design exceptions as part of a Site Plan review as determined by the Zoning Administrator and shall make a recommendation to the Village Board. Major design exceptions shall be authorized or denied by the Village Board by ordinance in accordance with the procedural provisions of this title and the downtown overlay district regulations. No application for a major design exception shall be acted on by the Village Board until after a public hearing held before the Planning and Zoning Commission, and the findings and recommendations of the Planning and Zoning Commission have been reported to the Village Board.
- B. Initiation: An application for a major design exception may be made by any person, firm or corporation, or by any office, department, board, bureau or commission requesting or intending to request application for a site plan review of property lying within the downtown overlay district.
- C. Processing: An application for any major design exception shall accompany the associated site plan application along with the associated fees and shall be filed with the Zoning Administrator. The application shall define the requested exception, reference the applicable code section, and provide supporting material for review by the staff. The Zoning Administrator shall forward such application to the Planning and Zoning Commission for processing in accordance with applicable statutes of the State of Illinois and the provisions of this title.
- D. The Planning and Zoning Commission shall make its recommendation after a public hearing, of which there shall be a notice of a public hearing given in accordance with the requirements set forth in Section 10-13-12 or this chapter, including without limitation, notice indicating the time and place of such hearing published at least once, not more than thirty (30) nor less than fifteen (15) days before the hearing, in one or more newspapers published in the Village, or, if no newspaper is published in the Village, then in a newspaper of general circulation within the Village. Notice of the public hearing shall also be mailed and posted on the Village's web site. In addition, at least fifteen (15) days prior to the date of the public hearing, the petitioner shall cause to be posted on the real estate which is the subject of such major exception the following notice:

Public Notice: Public hearing for major design exception from the Bartlett Zoning Ordinance and the downtown overlay district for this site (insert date and time), Bartlett Municipal Building, 228 South Main Street.

The Planning and Zoning Commission.

The procedure for publication, posting on the Village's website, mailing, and for posting the notice on the subject property hereinbefore required shall be governed by section 10-13-12 hereinafter set forth.

- E. Authorized Major Design Exceptions: Major design exceptions may include exceptions as outlined in section 10-9C-1 hereinafter set forth.

F. Conditions And Standards For Major Design Exceptions: The Planning and Zoning Commission shall hold the public hearing and forward its recommendations and findings of fact in the form of a written report to the Village Board within a reasonable time, usually within thirty (30) days following the date of public hearing on each application, unless it is withdrawn by the petitioner. Such findings of fact as to the conditions and standards for major design exceptions shall include all of the following:

1. The exception fulfills the intent defined for in article 10-9C of the zoning regulations (refer to section10-9C-1).
2. The resulting development is consistent or compatible with the surrounding context or the vision defined in the Village's comprehensive plan, the downtown TOD master plan, and or other planning documents approved by the Village.
3. The requested exception results in a development of equal or higher quality and durability of design.
4. The resulting development would not impede adjacent development from complying with the overlay district regulations.
5. The requested exception results from conditions that are unique to the subject development and would not establish a precedent that would prevent the Board from reasonably denying a similar exception for similarly situated properties.

G. Decisions: The Village Board, upon receipt of the report and recommendation of the Planning and Zoning Commission, and without further public hearing, may grant by ordinance or deny any proposed major design exception in accordance with this title and the downtown overlay district regulations of this title, or may refer it back to the Planning and Zoning Commission for further consideration.

10-13-8: TEXT AMENDMENTS AND REZONINGS/MAP AMENDMENT:

A. Purpose: The text of this title and the zoning map may be amended from time to time in accordance with the procedures and standards set forth in this title. The purpose of this section is to provide for a means of amending the text of this title or changing the zoning district classification of any land identified on the zoning map, also referred to in this chapter as rezoning, and to make adjustments to the text of this title and/or the zoning map necessary in light of changed conditions, changes in public policy, or that are necessary to advance the general welfare of the Village.

B. Authority: The regulations imposed and the districts created under the authority of this title may be amended from time to time by ordinance, in accordance with applicable statutes of the State and the Village's home rule authority. Any proposed amendment shall be considered by the President and Board of Trustees only after a public hearing before the Planning and Zoning Commission, and it has adopted and submitted a written report which may be in the form of minutes of the public hearing of its findings and recommendations to the President and Board of Trustees. Amendments for purposes of this chapter shall mean

a petition for a change in the text of this title and/or the rezoning of land shown on the zoning map together with a corresponding amendment to the zoning map.

- C. Initiation Of Amendment: Text amendments may be proposed by the Zoning Administrator, the Planning and Zoning Commission, other governmental bodies, or by any resident of or by the owner of the property for which the amendment is requested. No rezoning/map amendment shall be proposed unless it is consistent with the comprehensive plan. A comprehensive plan amendment may be proposed concurrently with a zoning map amendment.
- D. Processing: Upon receipt of a complete application, including all required supporting documentation, the application shall be forwarded to the Planning and Zoning Commission with a request to hold a public hearing. All information and documents applicable to the amendment application shall be received by the Zoning Administrator at least three weeks prior to the regularly scheduled meeting of the Planning and Zoning Commission to be scheduled for a public hearing on that date, and shall be forwarded to the Planning and Zoning Commission at least seven days prior to the hearing date.
- E. The Planning and Zoning Commission shall make its recommendation on any text amendment after a public hearing, of which there shall be a notice indicating the time and place of such hearing published at least once, not more than thirty (30) nor less than fifteen (15) days before the hearing, in one or more newspapers published in the Village or, if no newspaper is published in the Village, then in a newspaper of general circulation within the Village, and posting on the Village website, the following notice:

Text Amendment Public Notice – Public hearing to for a text amendment of the Zoning Ordinance (brief summary) (insert date and time), Bartlett Municipal Building, 228 south main Street

The Bartlett Planning and Zoning Commission.

In addition, in the case of any rezoning and map amendment, at least fifteen (15) days prior to the date of the public hearing, the applicant shall mail notice to the surrounding property owners as required by Section 10-13-12, and the Village shall cause to be posted on the Village's website and on the real estate which is the subject of the proposed rezoning/map amendment to the Bartlett Zoning Ordinance, the following notice:

The Rezoning/Map Amendment Public Notice – Public Hearing to rezone this property from (insert) to (insert) (insert date and time), Bartlett Municipal Building, 228 South Main Street

The Bartlett Planning and Zoning Commission

The procedure for publication, posting on the Village's website, mailing, and posting the notice on the subject property hereinbefore required for any map amendment/rezoning shall be governed by Section 10-13-12 of this Chapter.

- F. Decisions. The Planning and Zoning Commission shall fix a reasonable time for the hearing of the amendment. The hearing may be continued from time to time by action of the Planning

and Zoning Commission. Within 30 days of the adjournment of the public hearing, the Planning and Zoning Commission shall adopt and forward its written recommendations and findings on the amendment to the President and Board of Trustees. The President and Board of Trustees shall make the final decision on the amendment.

G. Findings of Fact and Recommendation of the Planning and Zoning Commission. The Planning and Zoning Commission shall make written findings of fact that shall be submitted with its recommendations to the President and Board of Trustees for consideration. Where the purpose and effect of the proposed amendment is to change the zoning classification of a particular property, i.e., a map amendment/rezoning, the Planning and Zoning Commission shall make findings of fact based upon all the evidence presented to it and shall consider and provide specific findings on the following:

1. The proposed rezoning is compatible with existing uses of property within the general area of the property in question.
2. The proposed rezoning is compatible with the zoning classifications of property within the general area of the property in question.
3. The compatibility of the proposed use of the property in question to the uses permitted under the existing zoning classification.
4. The trend and character of development, if any, in the general area of the property in question, including changes, if any, that have taken place in the zoning classifications of property in the general area of the property in question.
5. The depreciatory or appreciatory impact, if any, of the proposed development upon surrounding properties in the general area of the property in question.
6. The environmental impact of the proposed development if a commercial or industrial use is proposed, or any floodway, flood plain, or wetlands is located on or in the general vicinity of the property in question.
7. Compliance with the Bartlett comprehensive plan or its amendment.
8. Fiscal impact.

When a proposed rezoning/map amendment is not in conformance with the comprehensive plan, the Planning and Zoning Commission shall not recommend its adoption unless it finds based upon the specific findings that the adoption of such amendment is in the public interest and is not solely for the financial interest of the applicant, and that either the proposed amendment will correct an existing error or conditions have changed that make the proposed amendment necessary.

H. Action by the President and Board of Trustees. Except as provided herein, the President and Board of Trustees shall not act upon a proposed amendment until it has received the adopted and written report and recommendations from the Planning and Zoning Commission on the proposed amendment. The President and Board of Trustees, upon receipt of the report and

recommendation of the Planning and Zoning Commission, without further public hearing, may grant by ordinance or deny any proposed amendment or refer it back to the Planning and Zoning Commission for further consideration.

- I. **Typographical or Drafting Errors.** Notwithstanding any other provisions set forth above, amendments to correct typographical or drafting errors in the text of this title or on the zoning district map or any ordinances adopted pursuant to the provisions of this title may be adopted by the Board of Trustees at a regular meeting without the posting or personal delivery of prior notice and without a public hearing as otherwise required herein.

10-13-9: SPECIAL USE PERMITS:

- A. **Purpose:** The development and execution of the Zoning Ordinance is based on the division of the Village into zoning districts, within any one of which the use of land and buildings and the bulk and location of buildings or structures, as related to the land, are essentially uniform. It is recognized, however, that there are special uses which because of their unique character cannot be properly classified in any particular district or districts without consideration, in each case, of the impact of those uses upon neighboring lands and upon the public need for the particular use or the particular location. Such special uses fall into two (2) categories:
 1. Uses operated by a public agency or publicly regulated utilities, or uses traditionally affected with a public interest.
 2. Uses entirely private in character but of such a nature that the operation may give rise to unique problems with respect to their impact upon neighboring property or public facilities.
- B. **Authority:** Special use permits shall be authorized or denied by the Village Board by ordinance in accordance with the procedural provisions of this title and the regulations and conditions set forth herein for special uses and special use permits. No application for a special use or special use permit shall be acted on by the Village Board until after a public hearing is held before the Planning and Zoning Commission, and the findings and recommendations of such body holding such public hearing have been reported to the Village Board.
- C. **Initiation:** An application for a special use permit may be made by any person, firm or corporation, or by an office, department, board, bureau or commission requesting or intending to request a building permit or occupancy certificate. The application shall include proof of ownership of the property that is the subject of the application for a special use permit. Unless the applicant for a special use permit is the owner of the property that is the subject of the application, the application for a special use permit shall be accompanied by a written consent to the application for the special use permit signed by the owner(s) of the property in question and the title, authority, and capacity in which the petitioner is executing and submitting the application.
- D. **Processing:** An application for a special use permit shall be filed with the Zoning Administrator on forms provided by the Village and accompanied by such information as shall be established from time to time by the Village and kept on file with the Zoning Administrator. The Zoning Administrator shall upon instruction from the Village Board forward such application to the Planning and Zoning Commission with a request to hold a public hearing.

- E. The Planning and Zoning Commission shall make its recommendation after a public hearing, of which there shall be a notice of a public hearing given in accordance with the requirements set forth in Section 10-11-12 of this chapter, including without limitation, indicating the time and place of such hearing published at least once, not more than thirty (30) nor less than fifteen (15) days before the hearing, in one or more newspapers published in the Village or, if no newspaper is published in the Village, then in a newspaper of general circulation within the Village. Notice of the public hearing shall also be mailed and posted on the Village's website. In addition, at least fifteen (15) days prior to the date of the public hearing, the Village shall cause to be posted on the real estate which is the subject of the proposed amendment to the Bartlett Zoning Ordinance, the following notice:

Public Notice. Public Hearing for special use permit under Bartlett Zoning Ordinance for this site (insert date and time), Bartlett Municipal Building, 228 South Main Street.

The Bartlett Planning and Zoning Commission

The procedure for publication, posting on the Village's website, mailing and posting the notice on the subject property hereinbefore required shall be governed by section 10-13-12 of this chapter.

- F. The Planning and Zoning Commission shall hold the public hearing and forward its recommendations and findings of fact in the form of a written report to the Village Board within a reasonable time, usually within thirty (30) days following the date of the conclusion of the public hearing on each application, unless it is withdrawn by the petitioner. Such findings of fact shall include all of the following:
1. That the proposed use at that particular location requested is necessary or desirable to provide a service or a facility which is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community;
 2. That such use will not under the circumstances of the particular case be detrimental to the health, safety, morals, or general welfare of persons residing or working in the vicinity or be injurious to property value or improvement in the vicinity;
 3. That the special use shall conform to the regulations and conditions specified in this title for such use and with the stipulation and conditions made a part of the authorization granted by the Village Board of Trustees.
 4. That special use permits for adult-use cannabis dispensing centers and/or adult-use cannabis cultivation centers shall include the following additional findings of fact:
 - a. The proposed facility will not negatively impact existing or future uses located within the vicinity of the subject property.
 - b. The proposed adult-use cannabis dispensing center property is located a minimum of one thousand feet (1,000') from the property line of a pre-existing public or private nursery school, preschool, primary or secondary school, day care center, day care home or residential care home or pre-existing property zoned or used for residential

purposes. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this section. The proposed adult-use cannabis cultivation center property is located a minimum of two thousand five hundred feet (2,500') from the property line of a pre-existing public or private nursery school, preschool, primary or secondary school, day care center, day care home or residential care home or pre-existing property zoned or used for residential purposes. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this section.

- c. The proposed structure in which the facility will be located complies with the Village of Bartlett zoning ordinance and building code.
- d. The proposed hours of operation for the proposed facility coincide with the hours established by the State of Illinois.
- e. The proposed facility has satisfied all necessary security measures as required by the State of Illinois and the Village, including but not limited to a security plan and security installations.
- f. The proposed parking for the facility satisfies the parking requirements in the zoning ordinance and is based on one (1) space per two hundred (200) square feet of retail floor area for an adult-use cannabis dispensing center and one (1) space per one thousand (1,000) square feet of growing/warehousing space for an adult-use cannabis cultivation center.
- g. The proposed traffic generated by the facility will not negatively impact the adjacent roadway capacity nor will it negatively impact access to adjacent roadways.
- h. The design and layout of the site, including internal site circulation is compatible with adjacent land uses and provides for safe, efficient movement of traffic.
- i. The proposed signage for the facility complies with the Village of Bartlett sign code regulations as outlined in the zoning ordinance.
- j. The proposed facility satisfies and complies with all requirements provided in section 10-2-2 of this title.
- k. Building enhancements, such as security cameras, lighting or other improvements, as set forth in the special use permit, to ensure the safety of employees and customers of the adult-use cannabis dispensing center or adult-use cannabis cultivation center, as well as its environs have been satisfied. Said improvements shall be determined based on the specific characteristics of the floor plan for an adult-use cannabis dispensing center or an adult-use cannabis cultivation center and the site on which it is located, consistent with the requirement of the Cannabis Regulation and Tax Act, (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

- G. **Vote Required:** The concurring vote of five (5) members of the Planning and Zoning Commission shall be necessary to recommend the approval of any special use permit to the Corporate Authorities. Any special use or special use permit which fails to receive a positive recommendation for approval by the Planning and Zoning Commission shall not be approved or granted by the Corporate Authorities except by a favorable majority vote of all trustees of the Village then holding office.
- H. **Protests:** In the case of written protest against any proposed special use or special use permit, signed and acknowledged by a minimum of 20% of all the property owners directly adjacent to, abutting and/or directly across from the subject property separated only by an alley or road right-of-way, is filed with the Zoning Administrator, the special use or special use permit shall not be approved or granted except by an ordinance passed by a favorable vote of two-thirds (2/3) of the Trustees then holding office.
- I. **Decisions:** The Village Board, upon receipt of the report and recommendation of the Planning and Zoning Commission which conducted the public hearing, and without further public hearing, may grant by ordinance, grant it with conditions, or deny any proposed special use in accordance with this section and the applicable statutes of the State, or may refer it back to the Planning and Zoning Commission for further consideration.

10-13-10: SITE PLAN REVIEW:

Prior to obtaining a building permit, a site plan review shall be required as part of a development application for a comprehensive plan, amendment, variation, major design exception, rezoning/map amendment and/or special use permit on any property located within an SR-5, SR-6, MH-1, P-1, Commercial, Downtown Overlay, Office/Research, Industrial, PUD, or PD Zoning District.

- A. **Purpose And Intent:** The purpose and intent of requiring a site plan review is to ensure that site plans associated with a variation, major design exception, map amendment/rezoning, and/or special use permit is/are otherwise in conformance with this title. The site plan should include the compatible arrangement of buildings, off-street parking, lighting, landscaping, ingress and egress, and stormwater control of the site and shall be designed in a manner that will promote safety and convenience for the public and will preserve property values of surrounding properties.
- B. **Procedure:** The applicant shall file the required items as outlined in the development application packet provided by the Village, as well as all supporting documents and fees. Once the Zoning Administrator has determined that the development application packet is complete, the review process outlined in the packet shall be followed.
- C. **Findings And Conditions Of Approval:** The Planning and Zoning Commission shall review and make recommendations on a site plan, subject to the following findings of fact and any other conditions included in their recommendation:
 - 1. That the proposed use is a permitted or special use in the district in which the property is located;

2. That the proposed arrangement of buildings, off-street parking, access lighting, landscaping and stormwater control is compatible with adjacent land uses;
3. That the vehicular ingress and egress to and from the site and circulation within the site provides for safe, efficient and convenient movement of traffic not only within the site, but on adjacent roadways as well;
4. That the site plan provides for the safe movement of pedestrians with the site;
5. That there is sufficient landscaping within the interior parkway and perimeter (including the public right-of-way) of the site so that the proposed development will be in harmony with adjacent land uses and will satisfy the requirements outlined in this title. Any part of the site not used for buildings, structures, parking or access ways shall be landscaped with a mixture of grass, trees and shrubs;

All landscape improvements shall be in compliance with chapter 11A of this title, landscape requirements.

6. That all trash enclosures and outdoor storage areas are, or will be, screened and are, or will be, in accordance with standards specified in chapter 11A of this title, and as otherwise specified in this title.
- D. Assurance Of Performance: As a condition of approval, the Village Engineer and/or Building Official may recommend that the applicant be required to file with the Village a performance guarantee approved by the Village Attorney to ensure completion of approved landscaping, fencing, utilities, parking and loading, and if there are any public improvements to be constructed or installed, including without limitation, stormwater control and other items specified by the Village Engineer, a public improvement completion agreement in form as set forth as an Appendix to the Subdivision and PUD Ordinance (Title 11), except for such modification thereto as approved by the Village Attorney, even if the development does not include the subdivision of land. The amount of the performance guarantee and the required completion date for the various categories of the public improvements as set forth in the public improvements agreement shall be recommended by the Village Engineer based on the Village Engineer's approval of the estimate of costs submitted by the applicant's professional engineer.

If upon inspection of the completed project by the Village Engineer, if it is found that the conditions of the site plan have been met, the Village Engineer shall write a letter to the applicant and the performance guarantee shall be released.

If the applicant does not complete the development of the items specified on the site plan within the time specified in its guarantee, the Village Engineer shall give written notice of the incomplete items to the applicant and the surety or other issuer or guarantor. If the site is not in conformance with the conditions of the site plan the Village will not approve of the release of the performance guaranty, and in the case of public improvements, will not accept the public improvement(s) and will not release the performance guarantee.

- E. Building Permits: A building permit for earthmoving, construction, alteration, or any other purpose shall not be issued for a site until a site plan is approved by the Village Board. Any earthmoving, construction or alteration determined not to be in substantial compliance with the approved site plan, in the opinion of the Building Official shall be a violation of this title.
- F. Amendments To An Approved Site Plan: Amendments to an approved site plan may be submitted to the Building Department as part of a building permit application and reviewed in accordance with section 10-13-11, "Administrative Site Plan Review", of this chapter. If a variation, major design exception, rezoning, and/or special use is/are requested as part of the amendment request, the site plan will be reviewed in accordance with this section.

10-13-11: ADMINISTRATIVE SITE PLAN REVIEW:

An administrative site plan review may be submitted to the Building Division of the Bartlett Planning and Development Services Department as part of a building permit application if no comprehensive plan amendment, variation, major design exception, map amendment/rezoning, and/or special use permit is/are requested.

- A. Purpose And Intent: The purpose and intent of requiring an administrative site plan review is to ensure that site plans are otherwise in conformance with this title, include the compatible arrangement of buildings, off-street parking, lighting, landscaping, ingress and egress and stormwater control of the site, and shall be designed in a manner that will promote safety and convenience for the public and will preserve property values of surrounding properties.
- B. Procedure: The applicant shall file a site plan as part of the required building permit application with all supporting documents and fees. Once the Building Official has determined that the building permit application is complete, the review process outlined in title 9, chapter 2 of the Bartlett Municipal Code shall be followed.
- C. Assurance Of Performance: As a condition of approval, the Village Engineer and/or Building Official may recommend that the applicant be required to file with the Village a public and/or private improvements completion agreement in form approved by the Village Attorney, and a performance guaranty, and if improvements will be on public property, a payment guaranty as well, in the form of a surety bond(s) or letter of credit or cash bond (the "performance and payment guaranty") in form as approved by the Village Attorney to ensure completion of, and payment for, the approved landscaping, fencing, utilities, parking and loading, stormwater control and other items specified by the Village Engineer. The amount of the performance and payment guaranty and the required completion date shall be recommended by the Village Engineer based on the Village Engineer's approval of the estimate of costs submitted by the applicant's professional engineer.

If upon inspection of the completed project by the Village Engineer it is found that the conditions of the site plan, and the public and/or private improvements completion agreement, if applicable, have been met, the Village Engineer shall write a letter to the applicant, and the performance, and if applicable, the payment guaranty shall be released.

If the applicant does not complete the development of the items specified on the site plan and/or engineering plans within the time specified in the public and/or private improvements

completion agreement, if any, and/or within the time specified in its performance and payment guaranty, the Village Engineer shall give written notice of the incomplete items to the applicant, and if a performance and payment bond was furnished as the performance and payment guaranty, to the surety on said bonds, or if a letter of credit was furnished as the performance and payment guaranty, to the issuer thereof. If the site is not in conformance with the conditions of the site plan, the improvements completion agreement, if any, the approved engineering plans, the building permit, and/or the performance guarantee, the Village will not approve of the release of the performance security, or accept the public improvement(s), if applicable, and will not in the case of public improvements, release the performance and payment guaranty, but may take action against the applicant and the surety on any surety bond, or draw upon any letter of credit, or cash bond, and may withhold the issuance of any occupancy permit.

- D. Building Permits: A building permit for earthmoving, construction, alteration, or any other purpose shall not be issued for a site until a site plan is approved by the Zoning Administrator, engineering plans have been approved by the Village Engineer (if applicable), and building plans have been approved by the Building Official, and an improvements agreement if determined required by the Village Attorney, and a performance guaranty and, if applicable, a payment guaranty in form approved by the Village Attorney, has been posted or deposited with the Village. Any earthmoving, construction or alteration determined not to be in substantial compliance with the approved site plan, engineering plans, building plans, and/or the building permit(s), or any of them, in the opinion of the Building Official, shall be a violation of this chapter and cause for revocation of the building permit and entitle the Village to take action on the performance and/or payment guaranty.
- E. Amendments To An Approved Administrative Site Plan: Amendments to an approved administrative site plan may be submitted as part of a building permit application and reviewed in accordance with this section. If a comprehensive plan amendment, variation, major design exception, map amendment/rezoning, and/or special use permit is/are requested, then the plans will be reviewed in accordance with this section 10-13-1.

10-13-12: NOTICES OF PUBLIC HEARING:

The Planning and Zoning Commission conducting a public hearing or making a recommendation or decision shall not hear or review a zoning application unless the applicant complies with the notice requirements of this section. Table 10-13-12.1 , Types of Required Notice, indicates the type of notice required prior to public hearings, recommendations or decisions by the Planning and Zoning commission based on the zoning relief sought by the applicant on its or each of its zoning application(s).

Table 10-13-12.1. Types of Required Notice.

Zoning Application	Code §	Published	Village Website	Mailed/Delivered	Posted
Appeals	10-13-4				

Comprehensive Amendments	Plan	10-13-5	•	•		
Variations		10-13-6	•	•	•	•
Major Design Exceptions		10-13-7	•	•	•	•
Text Amendments		10-13-8	•	•		
Map Amendments/Rezoning		10-13-8	•	•	•	•
Special Use Permits		10-13-9	•	•	•	•
Planned Development		10-13-8/9	•	•	•	•
Preliminary PUD Plan		10-13-8/9	•	•	•	•

Each applicant for one or more variations, major design exceptions, rezoning/map amendments, special use permits, PUD, PUD plan approval, and approval of amendments thereto, shall provide notice of the public hearing as follows and present proof of such notice at or before the public hearing:

- A. **Published Notice:** Published notice shall be given of the subject, time and place of the hearing not more than thirty (30) nor less than fifteen (15) days before the hearing as set forth in subsection 10-13-6E, 10-13-7E, 10-13-8E, and 10-13-9E of this chapter. Upon completion of the application form and submission of all required information and fees by the applicant the Village Clerk shall publish such notice.
- B. **Posting on the Village's Website:** When the Zoning Administrator determines that an application is complete and a hearing date is set, the Village shall post on the Village's website not less than 15 days before the hearing, the public hearing date, time, location and purpose of the public hearing before the Planning and Zoning Commission.
- C. **Personal Notice:** Not more than thirty (30) nor less than fifteen (15) days before the hearing, the applicant, his agent or attorney, shall notify the person who last paid the general real estate taxes on each property located within two hundred fifty feet (250') of the boundaries of the subject hearing site excluding right-of-way: 1) by personal service upon the taxpayer or by leaving a copy with an adult member of such taxpayer's household, 2) by certified mail, or 3) by first class mail, addressed to such taxpayer at the address shown on the most recent records of the county treasurer. Such notification shall include the subject, time and place of the hearing. The applicant responsible for mailed or delivered notice shall provide an affidavit to the Zoning Administrator stating that notice was provided to every property owner per the applicable County Collector's records as well as the names, addresses and permanent index numbers ("PINs") for all recipients. The requirement of this subsection shall not prevent the applicant from giving additional notice to properties located more than 250 feet from the property line of the subject property as the applicant may deem appropriate. The notice shall include the date, location and purpose of the hearing, the name of the body holding the hearing, the name of the applicant and the address of the subject property.

D. Posting Of Notice On The Subject Property: Notice shall be posted on the real estate which is the subject of the application by the Village, not less than fifteen (15) nor more than thirty (30) days prior to the public hearing date, setting forth the time, place and purpose of such public hearing on a sign, the size and location of which shall be determined by the frontage of such real estate on a public street or streets in accordance with the following requirements:

1. Non-Residential or unimproved (Vacant) Real Estate: A four foot by four foot (4' x 4') sign shall be set back 10 feet from the front property line.
2. Residential Improved Real Estate: A two foot by three foot (2' x 3') sign shall be set back 5 feet from the front property line or as required for unimproved real estate, as the Zoning Administrator may direct.

The sign hereinbefore required to be posted shall be so placed as to be fully visible from the public street on which the subject real estate is located or, if the subject real estate has frontage on more than one public street on each such street.

The sign shall be white and black print as follows:

"PUBLIC NOTICE" (PURPOSE AND HEARING) DATE AND TIME

*Bartlett Municipal Building
228 South Main Street*

Bartlett Planning and Zoning Commission

The size of the lettering shall be large enough to be read from each public street on which the subject real estate has frontage at the setback distances established above.

10-13-13: FEES:

- A. Schedule Of Fees: A schedule of fees, charges and expenses for appeals, applications for comprehensive plan amendments, variations, major design exception, text amendments, map amendments/rezonings, special use permits, site plan review, administrative site plan review and other matters pertaining to the Bartlett Zoning Ordinance shall be established by ordinance by the Corporate Authorities.
- B. Consultant Fees: The Village uses an outside attorney, an engineer, traffic engineer, environmental consultant, or other technical consultants during the review of any development activity, and/or to review reports and studies submitted by an applicant and its consultants. These attorney's fees and consultant fees are based on the time spent by the individual attorney or consultant(s) in the review of the project, and include such Village consultant(s) attendance at staff, Planning and Zoning Commission, committee of the whole Village Board meetings at which time such application is reviewed, and/or to review reports and studies submitted by an applicant and its consultants. All consultant fees will be billed directly to the developer, builder, subdivider, owner and/or any person or entity which submits an application and shall be paid prior to the completion of the project's review.

- C. Petition: No petition shall be forwarded by the Zoning Administrator to the Planning and Zoning Commission or any hearing body heretofore or hereafter established by the Corporate Authorities, and no notice of such hearing shall be published unless and until such development fees have been paid, if then known and billed, and the zoning application is complete, as determined by the Zoning Administrator.
- D. Final Action: Until all applicable fees, charges and expenses known and billed have been paid in full, no final action shall be taken on any application by the Village Board for a comprehensive plan amendment, variation, and/or design exception, text amendment, zoning map amendment/rezoning, special use permit, site plan review, and/or administrative site plan review, planned development, PUD and/or PUD plan amendment, plat of subdivision, and the ordinance approving or granting of such zoning requested may be contingent upon the payment of all of such attorney's fees and consultant's fees in full.

SECTION TWO: Where the terms "PLAN COMMISSION" and "ZONING BOARD OF APPEALS" are used, replace with "PLANNING AND ZONING COMMISSION," in the sections listed as follows;

- Title 1, Chapter 8, Article I, Section 5
- Title 1, Chapter 8, Article J, Section 4
- Title 1, Chapter 10, Section 9
- Title 1, Chapter 19, Section 1: Appendix A
- Title 1, Chapter 20, Section 1
- Title 7, Chapter 8, Section 4
- Title 9, Chapter 24, Section 2
- Title 9, Chapter 24, Section 4
- Title 10, Chapter 1, Section 3
- Title 10, Chapter 4, Article A, Section 1
- Title 10, Chapter 5, Section 1
- Title 10, Chapter 9, Section 7
- Title 10, Chapter 9, Section 9
- Title 10, Chapter 9, Section 10
- Title 10, Chapter 9, Article A, Section 4
- Title 10, Chapter 9, Section 12

Title 11, Chapter 3, Section 1
Title 11, Chapter 3, Section 2
Title 11, Chapter 3, Section 3
Title 11, Chapter 4, Section 1
Title 11, Chapter 4, Section 2
Title 11, Chapter 4, Section 3
Title 11, Chapter 7, Section 1
Title 11, Chapter 10, Section 8
Title 11, Chapter 11, Section 2
Title 11, Chapter 12, Section 1: Appendix A
Title 11, Chapter 12, Section 4: Appendix D
Title 11, Chapter 12, Section 6: Appendix F

SECTION THREE: Amend Section 10-2-2: Definitions”, as follows:

Delete:

“PLAN COMMISSION: The Plan Commission of the Village of Bartlett.”

“ZONING BOARD: The Zoning Board of Appeals of the Village of Bartlett.”

and add:

“PLANNING AND ZONING COMMISSION: The Planning and Zoning Commission of the Village of Bartlett.”

SECTION FOUR: That the amendments listed in Sections One, Two and Three are hereby approved and the Bartlett Municipal Code is hereby amended to incorporate the amendments to Title 10, the Bartlett Zoning Ordinance.

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

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

SECTION SEVEN: EFFECTIVE DATE. This Ordinance 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 Ordinance 2022- enacted on March 15, 2022 and approved on March 15, 2022, as the same appears from the official records of the Village of Bartlett.

Lorna Giles, Village Clerk

ECONOMIC DEVELOPMENT MEMORANDUM

DATE: March 8, 2022
TO: Paula Schumacher, Village Administrator
FROM: Tony Fradin, Economic Development Coordinator *TF*
RE: Dogfather BEDA application

APPLICANTS: Antonio "Tony" Passaro

BACKGROUND: The Dogfather has been and remains one of Bartlett's most popular eateries. Located in the Apple Valley Commons shopping plaza for over fifteen years, Mr. Passaro's restaurant is well-known throughout the area and specializes in hot dogs, Italian beef sandwiches, gyros and more.

Tony knows many customer names and what they like to order. He also sponsors many community events, such as Bartlett Little League and those supporting the local police and fire district. On many occasions, when he's not behind the grill, Tony is usually sitting with his customers, sharing their fries, and entertaining their kids.

The Dogfather was inducted into the Vienna Beef Hall of Fame this past November due to his tremendous work in the industry over many years.

BEDA APPLICATION:

The Dogfather is upgrading its sign this spring.

The rendering from Bartlett-based Mark Your Space is attached as well as an estimate totaling \$4,217.

Because permit fees are not considered BEDA-eligible, the sign cost for this project is \$4,042.

RECOMMENDATION:

Due to the petitioner's long-term success as a small business owner, his great contributions to the community, and the smaller scope of this project, staff is recommending a maximum fifty percent BEDA grant in the amount of **\$2,021**, to be reimbursed to the applicant after the sign is installed per Village Code and receipts are submitted.

FEBRUARY 14, 2022 ECONOMIC DEVELOPMENT COMMISSION MEETING

The EDC reviewed Mr. Passaro's request at its February 14th meeting, at which time it unanimously recommended approval of a **\$2,021** BEDA grant once the Dogfather's new sign is completed and submittal of proof of payment is made.

MARCH 1, 2022 COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE MEETING

The Community & Economic Development Committee reviewed Mr. Passaro's BEDA request for a new sign at its March 1st meeting, at which time it was forwarded to the Village Board for a final vote.

MOTION

I move to approve a BEDA grant for The Dogfather's new exterior LED sign in the amount of **\$2,021**, to be paid upon the sign being installed per all applicable Village Codes and submittal of proof of payment.

Village of Bartlett Economic Development Assistance Application

Applicant Information:

Applicant(s) Name: ANTONIO PASSARO

Applicant(s) Address: 957 S. Route 59

E-Mail Address: tony@dugfatherhotdogs.com

Primary Contact for Project: Antonio Passaro

Cell Phone Number and/or Home Number: 847

Applicant is or will be (check all that apply) Tenant Property Owner

Number of Years in Business: 20 Number of Years in Bartlett: 15+

Contact Name and Information for Applicant's Agent or Architect (if any):

(Note: if applicant is a tenant, attach a letter from the property owner granting permission for project)

Property Information:

Project Property Location/Address: 957 S Route 59

This Property is (check all that apply): Retail Restaurant Office

Other (explain)

Number of Businesses on Site: 1

Names of Other Businesses on Site: _____

Size of Building (dimensions or total square feet) 1,389 sq ft

Stories in building: 1 Parking spaces on property: _____

Last Real Estate Taxes Paid: N/A

Property Tax Index Number(s) (PIN): N/A

County: Cook DuPage Kane

Project Information:

Total Anticipated Project Cost: \$ 4,800.00

Project Scope: Describe and identify all exterior/interior improvements proposed (Use additional paper if necessary to fully describe proposed project)

New Signage Above the Front entrance LED

If approved, estimated project completion date: _____

Business Plan: For new business ventures, please include a two- to five-page business plan. Contact Tony Fradin with questions about the seven elements of a strong plan.

Please Attach: Contractor Estimates, Receipts; Copies of both sides of cancelled checks, credit card statements or bank accounts from which materials were purchased and contractors paid; Waivers of Lien

[REDACTED]

Application Statement (Read and Sign Below)

I hereby make application to participate in the Bartlett Economic Development Assistance (BEDA) program. In making this application I understand that the purpose of BEDA is to help encourage and leverage private investment in the Village's business community and help my business bring an underperforming property into more productive use.

I understand that prior to commencing any work, the Village must first approve both my participation and proposed scope of work for the project. Applicants must meet with Economic Development staff prior to paying for improvements in order to review how much, if any, the Village may reimburse for the project.

I understand that all improvements made through the help of BEDA must be in accordance with all Village plans and codes. Moreover, as a condition of approval, I understand the Village may require changes to the scope of work I am proposing. I further understand that any work started or completed prior to approval of the project and my participation in the BEDA program is not eligible for reimbursement.

In making this application, I understand that the BEDA program is competitive, funds are limited and selection for participation is at the sole discretion of the Village of Bartlett. I understand that the Village will review my application and at the Village's discretion may reject or approve my participation in the program. I recognize that a project that enhances the Village's business climate by returning an underutilized property into economic productivity, increases local employment opportunities and includes a larger percentage of private investment than public stands a greater chance of being funded by the Village.

I also understand that if selected for this program, the Village will establish a maximum grant award for the project

I further acknowledge that BEDA operates as a rebate program and, therefore, if selected for participation, Village funds will be disbursed to me at the conclusion of the work, after submittals by me of copies of all bills and satisfactory evidence of their payment, either by lien waivers or bills stamped "Paid" by all contractors. I understand that the actual rebate amount will be calculated at some percentage as recommended by staff in relation to the documented actual costs by me for eligible expenses to complete the agreed upon improvements, up to the maximum grant amount awarded by the Village for the project.

By signing this application, I hereby acknowledge that I have read the above statement and understand these important features about the BEDA Program.

Paul R.

Applicant Signature

2-7-22

Date



Return this completed application with attachments to:

Tony Fradin, Economic Development Coordinator

Village of Bartlett

228 S. Main Street

Bartlett, IL 60103



1235 Humbracht Circle
 Bartlett, IL 60103
 (630) 289-7082

ESTIMATE EST-7904

www.MarkYourSpaceInc.com

Payment Terms: Cash Customer

Created Date: 1/4/2022

DESCRIPTION: Exterior LED Sign - Channel Letters - UL Listed Parts - Installed

Bill To: The DogFather
 957 S IL Route 59
 Bartlett, IL 60103
 US

Installed: The DogFather
 957 S IL Route 59
 Bartlett, IL 60103
 US

Requested By: Antonio Passaro
 Email: tony@dogfatherhotdogs.com
 Work Phone: (630) 540-7500

Salesperson: Diana Cusumano

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Exterior LED Sign - Channel Letters - UL Listed Parts - Installed	1	\$3,870.00	\$3,870.00
2	Permit Acquisition	1	\$175.00	\$175.00
3	Actual Permit Fees/Bonds/Licenses - TBD	1	\$0.00	\$0.00

You are welcome to accept this estimate and submit your 50% deposit via the Customer Portal. If you have any questions please don't hesitate to contact us.

Subtotal:	\$4,045.00
Taxes:	\$172.01
Grand Total:	\$4,217.01

The balance of your invoice will be due upon completion of your order. I agree to pay a finance charge of 1.5% per month (18% per annum), or \$2.00 minimum per month, whichever is greater, on the unpaid balance over 30 days. In the event of default of any or all of the agreed upon credit terms as set forth, the undersigned agrees to pay such additional sum as and for collection agency fees of 35%, attorney's fees and court costs as the same are incurred in collecting the undersigned's past due amount.

Client: The DogFather Hot Dogs

Project: Exterior Sign

Revision: 2 Date: 12/29/2021

Address: 957 Illinois Rte 59, Bartlett, IL 60103

Dimensions

Allowance: 1 SF/Linear Foot = 20 SF

Overall Size: 87.6"W x 32"H

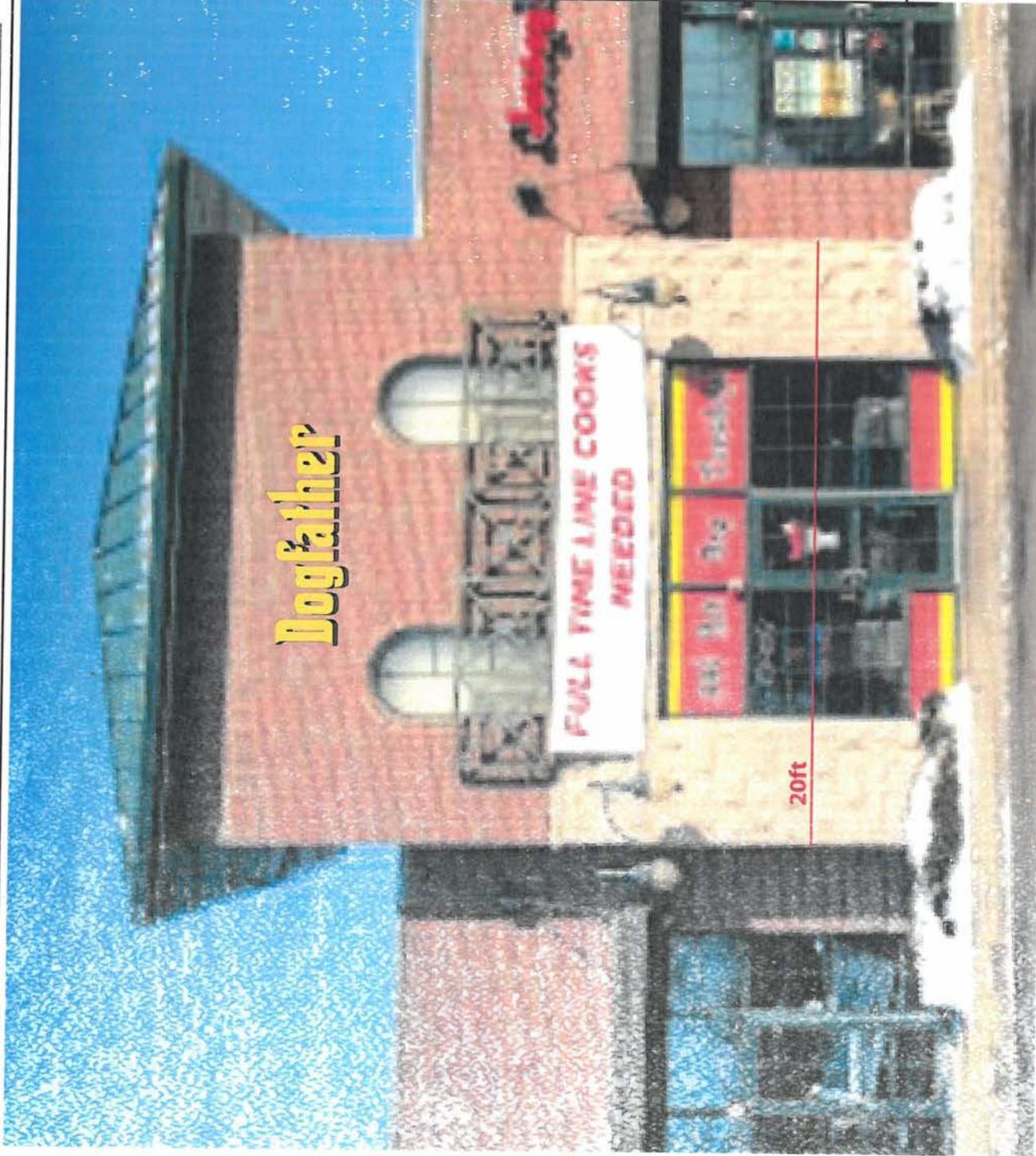
D : 22.8"H

Removal Needed



Front Lit Channel Letter

Raceway: No
 Trim Cap: 1" Black Black
 Return: 5" Black Black
 Face Color: Yellow 3630-015
 Electrical within 5ft? Yes
 Site Modifications? No
 Remove Existing: Yes
 LED Color: White
 UL Listed Parts: Yes
 Access to Rear of Sign: Yes
 Notes: Front Lit



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MARK YOUR SPACE
 1235 Humbrecht Circle
 Unit J
 Bartlett, IL 60103
 (630) 289-7082

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FROM DRAFT OF FEBRUARY 14th 2022 EDC MINUTES:

DOGFATHER BEDA APPLICATION

Mr. Fradin stated that Dogfather has been and remains one of Bartlett's most popular eateries. Located in the Apple Valley Commons shopping plaza for over fifteen years, Mr. Passaro's restaurant is well-known throughout the area and specializes in hot dogs, Italian beef sandwiches, gyros and more.

Tony knows many customer names and what they like to order. He also sponsors many community events, such as Bartlett Little League and those supporting the local police and fire district. On many occasions, when he's not behind the grill, Tony is usually sitting with his customers, sharing their fries, and entertaining their kids.

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Because permit fees are not considered BEDA-eligible, the sign cost for this project is \$4,042.

Mr. Fradin stated due to the petitioner's long-term success as a small business owner, his great contributions to the community, and the smaller scope of this project, staff is recommending a maximum fifty percent BEDA grant in the amount of \$2,021, to be reimbursed to the applicant after the sign is installed per Village Code and receipts are submitted.

Commissioner Perri stated that the Dogfather has been a mainstay in Bartlett, and that he wishes them well.

Commissioner Gorski asked the petitioner if they are intending on dropping the "the" in the name "The Dogfather", based on the renderings in the packet.

Mr. Passaro stated that it is being removed from the sign, but not from their name.

Commissioner Smodilla complimented Mr. Passaro's commitment to the community, and asked if he is planning to maximize the square footage.

Mr. Passaro stated that he is.

Commissioner Erickson commended Mr. Passaro for partnering with another local chamber business to do the work of putting up the sign.

Commissioner Perri moved to recommend a BEDA grant in the amount of \$2,021 to The Dogfather, Seconded by Commissioner Gorski.

ROLL CALL VOTE

AYES: Commissioners Erickson, Gorski, Ohlson (Chamber of Commerce Representative), Perri, Smodilla

NAYS: None

ABSENT: Commissioners Hughes, LaPorte, Lewensky

Memo

To: Paula Schumacher, Village Administrator
From: Tyler Isham, Assistant Director of Public Works
Subject: 2022-24 Street Sweeping Program Award
Date: March 7, 2022

As directed in the Strategic Plan, staff continuously looks to improve service delivery methods. Due to a recent retirement of an employee, staff began looking into utilizing a contractor to perform the street sweeping services throughout the Village. The Village posted a Notice to Bidders and sent out proposals for street sweeping services on February 23, 2022 with bids due March 3rd at 10am. Of the six (6) contractors that picked up bids one (1) was returned. LRS Holdings, LLC (LRS CleanSweep) submitted the lone bid at a price of \$109,875 for each year of the program. The bid tab and bid are attached for review.

This program is scheduled for a three (3) year term, with an option at the end of the third year to extend it further with Board approval. The program would increase our annual sweeping of the whole village from an average of four (4) times up to eleven (11), with the highest concentration during the fall. The contract would also allow for additional sweeping if deemed necessary. Utilizing this service would allow Public Works to sell one of its sweepers, which would assist in paying for this program, as well as saving money on operations and maintenance of the large piece of equipment.

LRS CleanSweep currently does the street sweeping for the Village of South Elgin (since 2008) and the cities of Geneva (2012) and St. Charles (2013). We checked with them and they all said they did a good job. We also compared prices and found ours to be comparable.

RECOMMENDATION

Staff recommends entering into the professional services agreement between LRS Holdings, LLC and the Village of Bartlett for the Village Street Sweeping Program.

MOTION

I MOVE TO APPROVE RESOLUTION #2022-____-R, A RESOLUTION APPROVING OF THE CONTRACT FOR THE VILLAGE STREET SWEEPING PROGRAM BETWEEN THE VILLAGE OF BARTLETT AND LRS HOLDINGS, LLC DBA LRS CLEANSWEEP.

VILLAGE OF BARTLETT



Bartlett 2022-2024 Street Sweeping Program
 BID TABULATION

March 3, 2022

Lakeshore Recycling
 Systems CleanSweep

Item No.	Items	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID									
1	Street Sweeping Curbed	EACH	11	\$5,700.00	\$106,700.00		\$0.00		\$0.00
2	Street Sweeping Non-Curbed	EACH	1	\$375.00	\$375.00		\$0.00		\$0.00
3	Street Sweeping Commuter Parking Lots & Village Parking Lots	EACH	7	\$400.00	\$2,800.00		\$0.00		\$0.00
Additional Prices									
4	Special Sweeping (2 Hr. Minimum) Reg. Hrs.	HR	If Nec.	\$135.00					
5	Special Sweeping (2 Hr. Min.) OT Hours	HR	If Nec.	\$150.00					
6	Additional Street Sweeping Curbed	EACH	If Nec.	\$5,700.00					
7	Additional Street Sweeping Non-Curbed	EACH	If Nec.	\$375.00					
AS READ TOTAL for Base Bid					\$109,875.00		\$0.00		\$0.00
TOTAL					\$109,875.00		\$0.00		\$0.00

RESOLUTION 2022 - _____

A RESOLUTION APPROVING OF THE CONTRACT FOR THE BARTLETT STREET SWEEPING PROGRAM AGREEMENT BETWEEN THE VILLAGE OF BARTLETT AND LRS CLEANSWEEP

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 Contract for the Street Sweeping Program in the Village of Bartlett, dated March 15, 2022, between the Village of Bartlett and LRS Holding LLC, DBA LRS CleanSweep (the "Contract"), 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 is hereby authorized and directed to sign and attest, respectively, the Contract 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: March 15, 2022

APPROVED: March 15, 2022

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 2022 - _____ enacted on March 15, 2022, and approved on March 15, 2022, as the same appears from the official records of the Village of Bartlett.

Lorna Giles, Village Clerk

STANDARD VILLAGE CONTRACT

CONTRACT NO. _____ FOR PROFESSIONAL SERVICES

THIS CONTRACT is made and entered into by and between the Village of Bartlett, a body politic and corporate (hereinafter the "Village"), and LRS CleanSweep (hereinafter "Consultant").

WITNESSETH:

WHEREAS, the Village of Bartlett (hereinafter "Village") has determined that it is reasonable, necessary and desirable to obtain the services of a firm to provide street sweeping services associated with LRS CleanSweep to the Village; and

WHEREAS, LRS CleanSweep (hereinafter "Consultant") agrees to provide the necessary engineering services upon the terms set forth herein.

NOW, THEREFORE, in consideration of the mutual promises, terms and conditions set forth herein, the parties agree as follows:

1. Scope of Services. Village hereby retains Consultant, and Consultant hereby agrees to act as the independent contractor for the Village performing those engineering services, which are described in the Scope of Services Exhibit (hereinafter the "Work"), attached hereto and incorporated herein as if fully set forth as Exhibit A.

2. Standard of Care. Consultant represents and warrants that it shall perform its services in a manner consistent with the level of care and skill customarily exercised by other professional consultants under similar circumstances at the time the services are performed. Where this Agreement is inconsistent with any provision of Exhibit A this Agreement shall control.

3. Compensation. The Village shall pay the Consultant an amount not to exceed \$109,875. A breakdown of these fees by task is summarized in the Scope of Services Exhibit. Consultant shall submit itemized invoices containing sufficient detail of the Work performed to

enable the Village to properly evaluate the payout request and the Village shall pay Consultant in accordance with the Local Government Prompt Payment Act.

4. Term of Agreement. The term of this Agreement shall be for a period of 3 years terminating 2/8/2025, unless terminated earlier by either party pursuant to Paragraph 11 and provided the term of the Agreement may be extended upon mutual written agreement.

5. Additional Services. Additional services that are not part of the Work may be assigned subject to prior written approval or direction of the Village. Payment for additional services shall be as mutually agreed upon by the parties before the commencement of any additional services. Any additional services shall be subject to the terms and conditions of this Agreement.

6. Hold Harmless and Indemnification. Consultant shall defend, hold harmless and indemnify the Village, its officers, agents, employees and elected officials, from any loss, damage, demand, liability, cause of action, fine, judgment or settlement, together with all costs and expenses related thereto (including reasonable expert witness and attorney fees), that may be incurred as a result of bodily injury, sickness, death or property damage or as a result of any other claim or suit of any nature whatsoever arising from or in any manner connected with, directly or indirectly, the negligent acts, errors, omissions, or intentional acts or omissions of Consultant in performing the services provided for in this Contract. The obligation on the part of the Consultant to defend, hold harmless and indemnify the Village shall survive the expiration or termination of this contract.

7. Insurance. Unless otherwise authorized in writing by the Village Administrator, Consultant shall purchase and maintain during the term of this Contract insurance coverage which will satisfactorily insure Consultant and, where appropriate, the Village against claims and liabilities which may arise out of the services referred to in this Contract. Such insurance shall be issued by companies authorized to do business in the State of Illinois and approved by the Village. The insurance coverages shall include, but not necessarily be limited to, the following:

(A) Worker's Compensation insurance with limits as required by the applicable statutes of the State of Illinois. The Employer's Liability coverage under the Worker's Compensation policy shall have limits of not less than \$1,000,000 each accident/injury; \$1,000,000 each employee/disease; \$1,000,000 policy limit.

(B) Commercial general liability insurance protecting Consultant against any and all public liability claims which may arise in the course of performance of this Contract. The limits of liability shall be not less than \$1,000,000 each occurrence bodily injury/property damage combined single limit and \$3,000,000 aggregate bodily injury/property damage combined single limit. The policy of commercial liability insurance shall include contractual liability coverage and an endorsement naming the Village as an additional insured.

(C) Commercial automobile liability insurance covering Consultant's owned, non-owned and leased vehicles which protects Consultant against automobile liability claims whether on or off of the Village's premises with coverage limits of not less than \$1,000,000 per accident bodily injury/property damage combined single limit. The policy of commercial liability insurance shall include contractual liability coverage and an endorsement naming the Village as an additional insured.

(D) Umbrella or Excess liability insurance with limits of not less than \$1,000,000 per occurrence bodily injury/property damage combined single limit. The Umbrella or Excess coverage shall apply in excess of the limits stated in subparagraphs (B) and (C) above, and shall either include an endorsement naming the Village as an additional insured or provide "following form" coverage for the primary insurance.

(E) Professional liability insurance with limits of not less than \$1,000,000 per claim covering Consultant against all sums which Consultant may become obligated to pay on account of any liability arising out of the performance of the professional services for the Village under this Contract when caused by any negligent act, error or omission of Consultant or of any person employed by Consultant or any others for whose actions Consultant is legally liable.

The professional liability insurance shall remain in force for a period of not less than four years after the completion of the services to be performed by Consultant under this Contract.

8. Evidence of Insurance. Consultant shall furnish the Village with a certificate of insurance and, upon the Village's request, copies of all insurance policies and endorsements thereto evidencing the coverages stated above. The insurance certificates and policies shall provide that no cancellation or modification of the policies shall occur without at least 30 days' written notice to the Village. Consultant shall not commence any services under this Contract until evidence of the required insurance is received and approved by the Village. The Village shall be named on the policies required by Section 5 subsections (B) and (D) as additional insured. No policy shall require contribution by the Village's insurance.

9. Compliance with Laws. Consultant shall comply with all applicable federal, state and local laws, rules and regulations, and with all Village ordinances, rules and regulations now in force or hereafter enacted in the performance of the services required under this Contract.

10. Control of Services. The Village shall not be responsible for or have control over the means, methods, techniques or procedures with respect to the performance by Consultant of the services in this Contract.

11. Termination of Contract. If Consultant fails to perform according to the terms set forth herein, the Village may terminate this Contract upon seven days' written notice to Consultant. This Agreement may be terminated by the Village without cause upon fourteen days written notice. In the event of a termination, the Village shall pay Consultant for the services performed and expenses incurred as of the effective date of termination, less any sums attributable, directly or indirectly, to Consultant's breach. The written notice required under this paragraph shall be either (a) served personally during regular business hours; (b) served by facsimile during regular business hours; (c) served by certified or registered mail, return receipt requested, addressed to the address listed at the end of this contract with postage prepaid and deposited in the United States mail or by e-mail sent to the Consultant's Project Manager.

Notice served personally, by facsimile transmission or e-mail shall be effective upon receipt, and notice served by mail shall be effective upon receipt as verified by the United States Postal Service. Consultant shall provide the Village with its Project Manager's e-mail address upon its execution of this Agreement.

12. Ownership of Documents & Release of Information. All records, reports, tests, studies, documents, data or other information, regardless of whether in written, electronic or other format, prepared or generated by Consultant in connection with performing the services provided for herein shall be regarded as the property of the Village and shall not be utilized by Consultant in any manner on other projects or distributed to third parties without the prior consent of the Village. In addition, any information provided by the Village to Consultant in connection with Consultant's performance of the services provided for herein and all information associated with Consultant's work product shall remain confidential and shall not be disclosed to any third party without the prior written consent of the Village.

13. FOIA. Consultant agrees to furnish all records related to this Agreement and any documentation related to the Village required under an Illinois Freedom of Information Act (ILCS 140/1, et/ seq.) (hereinafter "FOIA") request within five business days after Village issues notice of such request to the Consultant. Consultant's fees for FOIA disclosure shall be consistent with the requirements set forth by the FOIA.

14. Integration. The provisions set forth herein represent the entire agreement between the parties and supersede all prior agreements, promises and representations, as it is the intent of the parties to provide for a complete integration within the terms of this Contract. This Contract may be modified only by a further written agreement between the parties, and no modification shall be effective unless properly approved and executed by each party.

15. Exclusive Jurisdiction. Any disputes under this Agreement shall be in the 18th Judicial Circuit Court, Wheaton, DuPage County, Illinois.

IN WITNESS WHEREOF, the parties have entered into this Contract as of the 15 day
of March, 2022.

VILLAGE OF BARTLETT
228 S. MAIN STREET
BARTLETT, IL 60103

COMPANY NAME LRS CleanSweep
ADDRESS 6600 Pearl Street
ADDRESS _____
CITY, STATE, ZIP Rosemont, IL 60018

BY: _____
Village President

BY: _____ Jennifer Torme,
(INSERT)

ATTEST: _____
Clerk

ATTEST: _____ Jim Engineer



EXHIBIT A

**VILLAGE OF BARTLETT
CONTRACT/PROPOSAL FOR 2022 - 2024 STREET SWEEPING PROGRAM**

Full name of Bidder: LRS CleanSweep ("Bidder")
Principal office address: 5500 Pearl Street, Rosemont, Illinois 60018
Local office address: 1655 Powis Road, West Chicago, Illinois 60185
Contact person: Jim Engineer
Telephone number: 773/951-4655
Email: jengineer@lrsrecycles.com

TO: Village of Bartlett ("Owner")
228 S. Main St.
Bartlett, IL 60103

Attention: Dan Dinges
Director of Public Works

Bidder warrants and represents that Bidder has carefully examined all work sites as described and their environs and has reviewed and understood all documents included, referred to, or mentioned in this bound set of documents.

BIDDER'S INFORMATION

Bidder's status: (x) Delaware Corporation () _____ Partnership
(State) (State)

() _____ Individual Proprietor
(State)

Bidder's Name: LRS Holding LLC

Doing Business As (if different): LRS CleanSweep

Signature of Bidder or Authorized Agent: _____

Printed Name: Jennifer Torme

Title/Position: CleanSweep Operations Manager



Bidder's Business Address: 5500 Pearl Street, Rosemont, Illinois 60018

CleanSweep Operations: 1655 Powis Road, West Chicago Illinois 60185

Bidder's Business Telephone: CleanSweep hotline: 833/222-2260

Bidder's Business Email: CleanSweep team email: cleansweep@lrsrecycles.com

If a Corporation or Partnership, list all Officers or Partners:

NAME	TITLE	ADDRESS
Alan T. Handley	President, CEO	5500 Pearl Street, Rosemont
John Larsen	Chief Operating Officer	5500 Pearl Street, Rosemont
Tom Martin	Chief Financial Officer	5500 Pearl Street, Rosemont
Brian Grosse	Vice President, CleanSweep	5500 Pearl Street, Rosemont

REFERENCES

All bidders are required to furnish three (3) current municipal government references for clients who presently are using your services.

Municipality: Village of South Elgin Date of Services:
2008 (Hoving) to present
Contact Name: Scott Fish
Address: 1000 Bowes Road
South Elgin IL 60177
City State Zip
Phone: 847/695-2742
Email: sfish@southelgin.com

Municipality: City of Geneva Date of Services:
2012 (Hoving) to present
Contact Name: Nate Landers
Address: 1800 South Street
Geneva IL 60134
City State Zip
Phone: 630/232-1502
Email: nlanders@geneva.il.us

Municipality: City of St. Charles Date of Services:
2013 (Hoving) to present
Contact Name: Tony Bellafiore
Address: 2 E. Main Street
St. Charles IL 60174
City State Zip
Phone: 630/377-4462
Email: tbellafiore@stcharlesil.gov

I. WORK PROPOSAL

A. Contract and Work. If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder, shall at its sole cost and expense, provide, perform, and complete, in the manner specified and described, and upon the terms and conditions set forth, in this Contract/Proposal and the Village's written notification of acceptance in the form included in this bound set of documents, all of the following, all of which is herein referred to as the "Work." See standard Village Contract in attachment N.

1. **Contract term.** March 15, 2022 – February 28, 2025 (Includes the 2022-2024 sweeping seasons). Either party may terminate this contract, without cause, anytime during the contract term by notifying the other party in writing of its intent to terminate not less than 60 days prior to the effective date of termination. If this contract is still in effect after February 28, 2025 the contract period may be extended for two years if the Village approves a bid waiver and the two-year contract extension.
2. **Labor, equipment, materials and supplies.** Provide, perform, and complete, in the manner specific and described in this Contract/Proposal, all necessary work, labor, services, transportation, equipment, materials, supplies, information, data and other means and items necessary for street sweeping services for the Village of Bartlett.
3. **Permits and licensing.** Procure and furnish all permits, licenses, and other governmental approvals and authorizations necessary in connection therein with;
4. **Bonds and insurance.** Procure and furnish all bonds and all Certificates of Insurance specified in this Contract/Proposal;
5. **Taxes.** Pay all applicable federal, state, and local taxes;
6. **Miscellaneous.** Do all other things required of Bidder by this Contract/Proposal.
7. **Quality.** Provide, perform, and complete all of the foregoing in a proper and workmanlike manner, consistent with highest standards of professional and construction practices, in full compliance with the Special Provisions for the 2022 – 2024 Street Sweeping Program.
8. **Exclusions.** Please list any exclusions not included in your proposal and return them with this Contract/Proposal and any other company information, to the Bartlett Village Hall, 228 S. Main St., Bartlett, Illinois 60103 by the due date and time of the bid opening.

B. Performance Standards. If this Contract/Proposal is accepted, Bidder proposes, and agrees, that all work shall be fully provided, performed, and

completed in accordance with the Special Provisions for the 2022 – 2024 Street Sweeping Program of this Bid Document.

C. Responsibility for Damage or Loss. If this Contract/Proposal is accepted, if at any time there is evidence of any claims for which the Bidder/Contractor is or may be liable or responsible hereunder, the Bidder/Contractor shall promptly settle or otherwise dispose of the same, and until such claims are settled or disposed of, the Village may retain from any moneys due the Bidder/Contractor an amount which would settle or otherwise dispose of such claims and pay the costs and expenses, including attorney's fees and expenses, of defending any actions brought to enforce the same or incurred in connection therewith or by reason thereof.

D. Inspection/Testing/Rejection. The Village shall have the right to inspect all or any part of the work and to reject all or any part of the Work that is, in the Village's judgment, defective or damaged or that in any way fails to conform strictly to the requirements of this Contract/Proposal and the Village, without limiting its other rights or remedies, may require correction or replacement at the Bidder's cost, perform or have performed all Work necessary to complete or correct all or any part of the Work that is defective or damaged, or nonconforming and charge the Bidder with any excess cost incurred thereby, or cancel or any part of any order of this Contract/Proposal. Work so rejected may be returned or held at the Bidder's expense and risk.

II. CONTRACT PRICE PROPOSAL

If this Contract/Proposal is accepted, Bidder proposes, and agrees, that the Bidder shall take in full payment for all Work or other matters set forth under Section I above, including overhead and profit; taxes, contributions, and premiums, and compensation to all subcontractors and suppliers; and the compensation set forth below.

A. Schedule of Prices (Attachment A)

B. Basis for Determining Prices

It is expressly understood and agreed that:

1. All prices stated in the Schedule of Prices are firm and shall not be subject to escalation or change for the first year of the contract.
2. Commencing on January 1, 2023 and for each year of the Contract thereafter, the Contractor shall have the ability to increase its Schedule of Prices in an amount not to exceed the Chicago Area Price Consumer Price Index – All (CPI-U) for the prior twelve months.
3. The Village is not subject to state or local sales, use, and excise taxes, that no such taxes are included in the Schedule of Prices, and that all claim or right to claim any additional compensation by reason of the payment of any such tax is hereby waived and released; and

4. All other applicable federal, state, and local taxes of every kind and nature applicable to taxes of every kind and nature applicable to the Work are included in the Schedule of Prices.

III. FINANCIAL ASSURANCE

A. Insurance. If this Contract/Proposal is accepted, the Contractor shall provide insurance necessary to protect and save harmless the Village of Bartlett. The Contractor agrees to purchase a policy of insurance prior to commencing work. The Contractor shall provide the Village with the Certificate of Insurance for this service including any declarations and endorsements. The minimum amount of insurance shall be as follows: No restrictions on occurrence limits will be permitted. The Certificate of Insurance shall also include as additionally insured the Village of Bartlett, 228 S. Main St., Bartlett, Illinois 60103 and entities, not employed by the Village. The Certificate of Insurance shall be provided within ten (10) days following the Village's acceptance of this Contract/Proposal.

The Contractor shall, prior to and at all times while providing, performing, or completing the work for the Village, procure, maintain, and keep in force, at the Contractor's expense, all insurance necessary to protect and save harmless to the Village, the work sites and sweeping routes, and all property located at or about the work sites and sweeping routes, including but not limited to the insurance coverage specified below.

1. Commercial General Liability: \$3,000,000 combined single limit per occurrence for bodily injury, and property damage and \$500,000.00 per occurrence for personal injury. The general aggregate shall be twice the required occurrence limit. Minimum General Aggregate shall be no less than \$3,000,000 or a project/contract specific aggregate of \$1,000,000.
2. Owners and Contractors Protective Liability (OCP): \$1,000,000 combined single limit per occurrence for bodily injury and property damage.
3. Business Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
4. Workers' Compensation and Employers' Liability: Workers' Compensation coverage with statutory limits and Employers' Liability limits of \$500,000 per each accident - injury, per each employee - disease and disease - policy.

B. Indemnification and hold harmless provision. To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify and hold harmless the Village of Bartlett, its officials, employees and agents against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, which may in anywise accrue against the Village of Bartlett, its officials, agents and employees, arising in whole or in part or in consequence of the performance of this work by the Contractor, its employees, or subcontractors, or which may in anywise result therefore, except that arising out of the sole legal cause of the Village of Bartlett, its employees or agents, the Contractor shall, at

its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connections therewith, and, if any judgment shall be rendered against the Village of Bartlett, its officials, employees and agents, in any such action, the Contractor shall, at its own expense, satisfy and discharge the same.

- C. Penalties.** If this Contract/Proposal is accepted Bidder proposes, and agrees, that the Bidder shall solely be liable for any fines or civil penalties that are imposed by any governmental and quasi-governmental agency or body that may arise, or be alleged to have arise, out of or in connection with the Bidder's performance of, or failure to perform, the Work or any part thereof.

IV. FIRM PROPOSAL

All prices and other terms stated in this Contract/Proposal are firm and shall not be subject to withdrawal, escalation, or change provided the Village accepts this Contractor/Proposal within sixty (60) days after the date this sealed Contract/Proposal is opened.

V. BIDDER'S REPRESENTATIONS AND WARRANTIES

In order to induce the Village to accept this Contract/Proposal, the Bidder hereby represents and warrants as follows:

- A. The Work.** The Work, and all of its components, shall be of commercially acceptable quality, shall be free from any latent or patent defects and flaws in workmanship, materials, and design; shall strictly conform to the requirements of this Contract/Proposal, including, without limitation, the performance standards set forth in the Special Provisions for the 2022 – 2024 Street Sweeping Program of this Contract/Proposal; and shall be fit, sufficient, and suitable for the purpose expressed in, or reasonably inferred from, this Contract/Proposal and the warranties expressed herein shall be in addition to any other warranties expressed or implied by law, which are hereby reserved unto the Village.
- B. Compliance with the Law.** The Work, and all of its components, shall be provided, performed, and completed in compliance with, and Bidder agrees to be bound by, all applicable federal, state, and local laws, and orders, rules, and regulations, as they may be modified or amended from time-to-time, including without limitation the Prevailing Wage Act, 820 ILCA 130/0.01 et seq; any other prevailing wage laws, any statutes requiring preference to laborers of specified classes; the Illinois Steel Products Procurement Act, 30 ILCS 565/1 et seq; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification; and any statutes regarding safety or the performance of the Work.
- C. Not Barred.** Bidder is not barred by law from contracting with the Village or any other unit of state or local government as result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Bidder is contesting in accordance with the procedures established by the appropriate Revenue Act, its liability for the tax or the amount of tax, as set forth in 65 ILCA 5/11-42.1-1; or (ii) a violation of either Section 33E-3 or Section 33E-4

of Article 33 of the Criminal Code of 1961, 720 ILCAS 5/33E-1 et seq; or (iii) a violation of the USA Patriot Act of 2001, 107 Public Law 56 (October 26, 2001) (the "Patriot Act") or other statutes, orders, rules and regulations of the United States government and its various executive departments, agencies and offices related to the subject matter of the Patriot Act, including, but not limited to, Executive Order 13224 effective September 24, 2001. Bidder is not acting, directly or indirectly, for or on behalf of any person, group, entity or nation names by the United States Treasury Department as a Specially Designated National and Blocked Person, or for or on behalf of any person, group, entity or nation designated in Presidential Executive Order 13224 as a person who commits, threatens to commit, or supports terrorism; and Bidder is not engaged in this transaction directly or indirectly on behalf of, any such person, group, entity or nation.

- D. **Qualified.** Bidder has the requisite experience, ability, capital, facilities, plant, organization, and staff to enable Bidder to perform the Work successfully and promptly and to commence and complete the Work within the Schedule of Prices and Timing Proposals set forth in the Special Provisions for the 2022 – 2024 Street Sweeping Program. The Bidder will have seven years' experience in street sweeping operations and have been in business for a minimum of five years.

VI. PAYMENT REQUESTS

In order to insure payment from the Village of Bartlett the Contractor is required to:

- A. **Timing.** The Contractor must, upon completion of the monthly street sweeping services or after a special event should submit an invoice.
- B. **Required Information.** All invoices are required to have the following information on them:
1. Contractor name, address and telephone number
 2. Invoice number
 3. Purchase Order Number
 4. Date and time of service
 5. Description of service
 6. Sweep ticket numbers applicable to each monthly sweep or call out or special event.
 7. Total amount of compensation due.
- C. **Invoices.** Invoices should be addressed and mailed to or emailed to ddinges@bartlett.il.gov:

Bartlett Public Works Department
1150 Bittersweet Dr.
Bartlett, IL 60103

VII. ACKNOWLEDGEMENTS

In submitting this Contract/Proposal, Bidder acknowledges and agrees that:

- A. Reliance.** The Village is relying on all warranties, representations, and statements made by Bidder in this Contract/Proposal.
- B. Reservation of Rights.** The Village reserves the right to reject any and all proposals, reserves the right to reject the low price proposal, and reserves such other rights as set forth in the Instructions to Bidders.
- C. Acceptance.** If this Contract/Proposal is accepted, Bidder shall be bound by each and every term, condition or provision contained in this Contract/Proposal and in the Village's written notification of acceptance in the form included in this bound set of documents.
- D. Remedies.** Each of the rights and remedies reserved to the Village in this Contract/Proposal shall be cumulative and additional to any other or further remedies provided in law or equity in this Contract/Proposal.
- E. Time.** Time is of the essence of this Contract/Proposal and, except where stated otherwise, references in this Contract/Proposal to days shall be construed to refer to calendar days.
- F. Failure to Perform.** If the Contractor fails to complete all the Work or fails to meet the deadlines stipulated in this Contract, the Village may choose to penalize up to 20% deduction from the amount owed for street sweeping services. If any time the Village feels that the Contractor is not capable of meeting the requirements of this Contract, the Village may elect to terminate this Contract.
- G. No Waiver.** No examination, inspection, investigation, test, measurement, review, determination, decision, certificate, or approval by the Village, whether before or after the Village's acceptance of this Contract/Proposal; nor any information or data supplied by the Village, whether before or after the Village's acceptance of this Contract/Proposal; nor any order by the Village for the payment of money; nor any payment for, or use, possession, or acceptance of, the whole or any part of the Work by the Village; nor any extension of time granted by the Village; nor any delay by the Village; nor any extension of time granted by the Village; nor any delay by the Village in exercising any right under this Contract/Proposal; nor any other act or omission of the Village shall constitute or be deemed to be an acceptance of any defective, or damaged or nonconforming Work, nor operated to waive or otherwise diminish the effect of any representation or warranty made by Bidder; or any requirement or provision of this Contract/Proposal; or any remedy, power, or right of the Village.
- H. Severability.** The provisions of this Contract/Proposal shall be interpreted when possible to sustain their legality and enforceability as a whole. In the event any provision of this Contract/Proposal shall be held invalid, illegal, or unenforceable by a court of competent jurisdiction, in whole or in part, neither the validity of the

remaining part of such provision, nor the validity of any other provisions of this Contract/Proposal shall be in any way affected thereby.

- I. **Amendments**. No modification, addition, deletion, revision, alteration, or other change to this Contract/Proposal shall be effective unless and until such change is reduced in writing and executed and delivered by the Village and Bidder.
- J. **Assignment**. Neither this Contract/Proposal, nor any interest herein, shall be assigned or subcontracted, in whole or in part, by Bidder except upon the prior written consent of the Village.
- K. **Governing Law**. This Contract/Proposal and the rights of the parties under this Contract/Proposal shall be interpreted according to the internal laws, but not the conflict of law rules, of the State of Illinois.
- L. **Award of Contract**. The Contract shall be awarded to the lowest, responsible bidder for providing services as listed in the Schedule of Prices, Attachment A, and all three reference checks confirm that the municipal government reference issues a "satisfactory, would rehire contractor" recommendation.

SPECIAL PROVISIONS

SCOPE OF WORK

The Contractor shall provide street sweeping services for the streets, cul-de-sacs, and parking lots shown in the attachments and special events as determined by the Village. These services aid in keeping the streets clean and operable, and help the Village comply with NPDES and other local, State, and Federal regulations. The Village has:

- Approximately 139 curbed miles (278 miles of curb)
- Approximately 8 non-curbed miles
- Commuter parking lots and Village parking lots

MATERIALS, EQUIPMENT AND LABOR

The Village requires the use of a Regenerative Air Sweeper/Vacuum Sweeper, which is more environmentally friendly by not emitting particles and polluted air back into the environment.

The Village of Bartlett reserves the right to determine that the Bidder/Contractor's resources, Attachment E and experiences are more than enough to meet and/or exceed the performance standard set forth in this Contract/Proposal.

The Contractor will not be paid for sweepings that are not listed on the annual sweeping schedule or request for sweepings that are NOT called in by the Village of Bartlett.

The Contractor shall sweep each street as many times as necessary until clean, except in the case of adverse weather conditions such as heavy rains, extreme cold and snow and other inclement weather as designated by the Village.

The Village will provide water and a dumpster at the Public Works Facility located at 1150 Bittersweet Dr., Bartlett, Illinois. **Drivers must submit to the Public Works Department, upon completion of their routes, a ticket with the date the routes were completed, and the number of gallons of water used.**

EMERGENCY PROCEDURES

The Contractor shall provide at least two emergency contact names and numbers for street sweeping work. In the event the emergency contact is notified of an emergency or a situation that requires attention after normal work hours; the Contractor shall be on site within one hour. **Contractor must complete the Emergency Contact Information Attachment F.**

WORK SITES AND ROUTES

See Attachments for maps of street sweeping Work Sites.

- A. **WORK SITES (Attachment D)**
A - Commuter parking lots.
B - Other Village Parking Lots.

Unless specified in the TIMING section the Village will not dictate to the Contractor which day of the designated sweeping week a particular Route or Work Site must be completed. It is up to the Contractor to decide logistically what works best for their operation.

TIMING

It is expected that street sweeping will be completed in a very timely manner. On the first day of each scheduled visit for sweeping, the Contractor is required to be on-site at 4:30 a.m. to address the downtown commercial area and commuter and other parking lots before parking becomes an issue. Also, no sweeping will be allowed on streets the same day as garbage pickup which is currently on Tuesdays.

All work shall be done Monday through Friday and no work shall be allowed on Saturday and Sunday without approval from the Village. The Contractor is expected to finish all Work Sites and Routes in the week called-out in Attachment C. **Overlapping of a sweep into the following week will not be allowed.**

PRECAUTIONS

Caution shall be exercised when sweeping to avoid damaging parked vehicles, traffic signals, mailboxes, traffic signage, garbage cans, sod, etc. Costs to repair damages caused by the Contractor will be the responsibility of the Contractor.

BASE BID AND ADDITIONAL PRICES

The Contractor shall provide unit prices for the base bid and additional prices in the schedule of prices (Attachment A). The contract will be awarded based on the base bid amount. Additional price items may be added to the contract by the Village as necessary for additional services, special events or if the service level increases.

Base Bid

STREET SWEEPING CURBED (Pay Item No. 1, Base Bid)

This work shall consist of sweeping all the curbed streets shown in Attachment B. A schedule of how many sweeps and when the curbed streets shall be swept is shown in Attachment C. Two additional sweeps will be scheduled in the fall on a "to be determined" basis depending when the trees begin to lose their leaves. The Contractor will be given a minimum of one week's notice prior to the "to be determined" sweeps being scheduled. This is to allow the contractor time to schedule all necessary men and equipment to complete the sweeps. The scheduled and "to be determined" sweeps will be paid for at the contract unit price per each sweep for STREET SWEEPING CURBED and shall include all labor, materials, and equipment necessary to complete this work.

STREET SWEEPING NON-CURBED (Pay Item No. 2, Base Bid)

This work shall consist of sweeping all the non-curbed streets shown in Attachment B. A schedule of how many sweeps and when the non-curbed streets shall be swept is shown in Attachment C. This work will be paid for at the contract unit price per each sweep for STREET SWEEPING NON-CURBED and shall include all labor, materials, and equipment necessary to complete this work.

STREET SWEEPING COMMUTER AND VILLAGE PARKING LOTS (Pay Item No. 3 Base Bid)

This work shall consist of sweeping the commuter parking lots and other Village parking lots shown in "Street Sweeping Work Sites" map, Attachment D. A schedule of how many sweeps and when the parking lots shall be swept is shown in attachment C. This work will be paid for at the contract unit price per each sweep for STREET SWEEPING COMMUTER PARKING LOT AND VILLAGE PARKING LOTS and shall include all labor, materials, and equipment necessary to complete this work.

Additional Prices

SPECIAL SWEEPING (2-HOUR MINIMUM) REGULAR HOURS AND OT HOURS (Pay Item No. 4 and 5, Additional Prices)

This work shall consist of special sweeps that vary in scope and timing. The Village has multiple special events throughout the year that may require special sweeps. Special sweeps occasionally occur on weekends/holidays, at night or very early mornings in accordance with event schedule. Because they vary in scope and timing, the special sweeps are billed on an hourly basis per sweeper on-site. A 2-hour minimum will be paid if the special sweeping is completed in less than 2 hours. This will not include travel time. Bartlett Public Works schedules these special sweeps well in advance of the actual event, with the expectation that the contractual sweeping provider will be able to handle these responsibilities. This work will be paid for at the contract unit price per hour per sweeper for SPECIAL SWEEPING (2-HOUR MINIMUM) REGULAR HOURS AND OT HOURS and shall include all labor, materials, and equipment necessary to complete this work.

ADDITIONAL STREET SWEEPING CURBED (Pay Item No. 6, Additional Prices)

This work will be identical to STREET SWEEPING CURBED item (Pay Item No. 1) but will be scheduled should the service level increase due to extenuating circumstances. This additional sweeping will be paid for at the contract unit price per EACH for ADDITIONAL STREET SWEEPING CURBED and shall include all labor, materials, and equipment necessary to complete this work.

ADDITIONAL STREET SWEEPING NON-CURBED (Pay Item No. 7, Additional Prices)

This work will be identical to STREET SWEEPING NON-CURBED item (Pay Item No. 2) but will be scheduled should the service level increase due to extenuating circumstances. This additional sweeping will be paid for at the contract unit price per EACH for ADDITIONAL STREET SWEEPING NON-CURBED and shall include all labor, materials, and equipment necessary to complete this work.

ATTACHMENT A



RETURN WITH BID

Schedule of Prices
Project: 2022 – 2024 STREET SWEEPING PROGRAM

(For complete information covering these items, see plans and specifications)

Base Bid

Item No.	Items	Unit	Quantity	Unit Price	Total
1.	Street Sweeping Curbed	Each	11.0	\$9,700.00	\$106,700.00
2.	Street Sweeping Non-Curbed	Each	1.0	\$375.00	\$375.00
3.	Street Sweeping Commuter Parking Lots & Village Parking Lots	Each	7.0	\$400.00	\$2,800.00
Bidder's Proposal for Entire Improvements (Sum of Items 1 thru 3)					\$109,875.00

Additional Prices

Item No.	Items	Unit	Quantity	Unit Price	Total
4.	Special Sweeping (2-Hour Minimum) Regular Hours	Hour	If Necessary	\$135.00	N/A
5.	Special Sweeping (2-Hour Minimum) OT Hours	Hour	If Necessary	\$150.00	N/A
6.	Additional Street Sweeping Curbed	Each	If Necessary	\$9,700.00	N/A
7.	Additional Street Sweeping Non-Curbed	Each	If Necessary	\$375.00	N/A

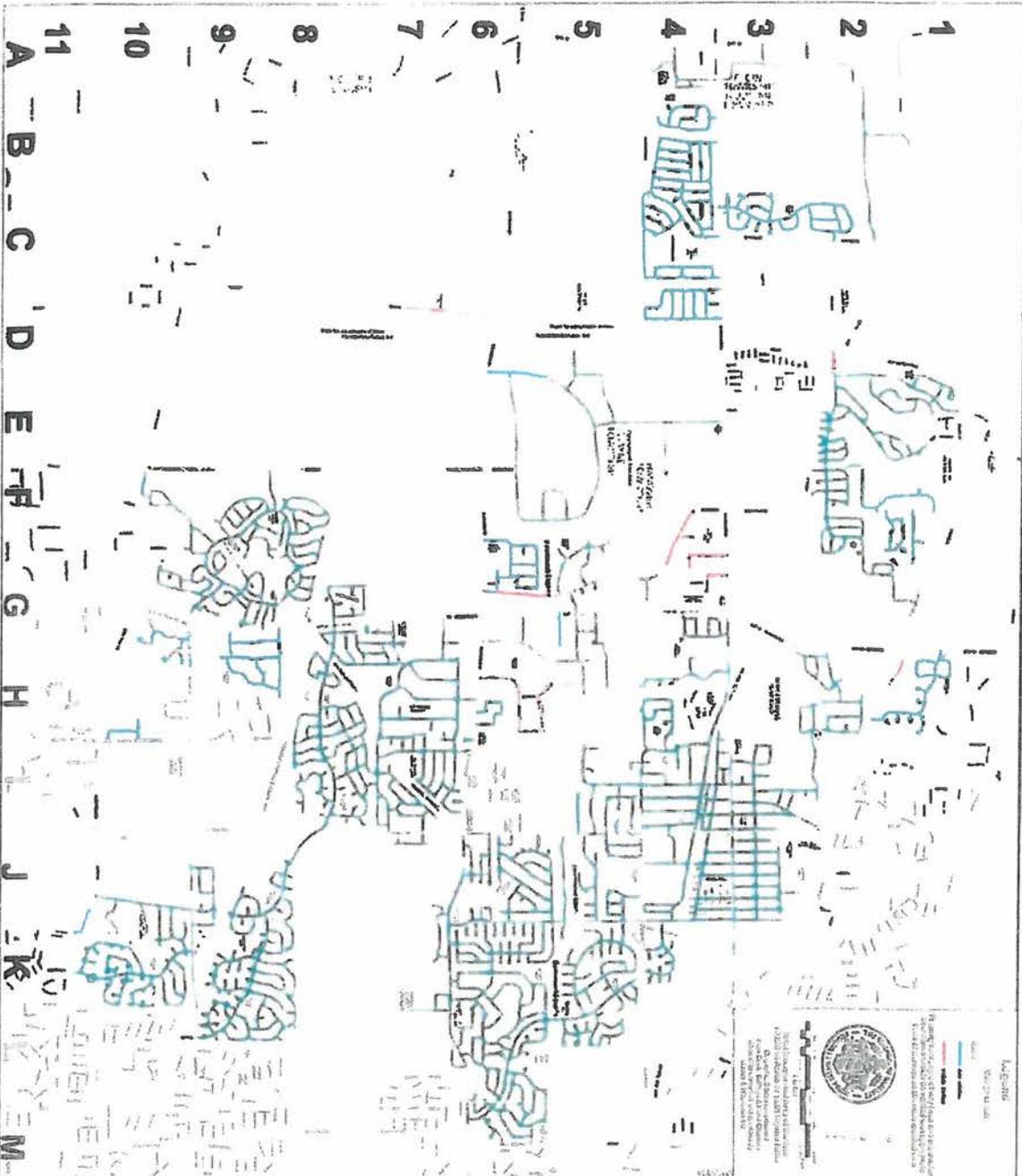
The Village reserves the right to add or delete quantities from any of the items. No extra compensation will be allowed.

LRS CleanSweep employees are members of Local 673, International Brotherhood of Teamsters. Wages and benefits are governed by this agreement.

CleanSweep drivers do not pick up leaves blown to the street by residents, but will sweep leaves that fall naturally to the ground.

Curbed & Uncurbed Street Map

Village of Bartlett, Illinois Street Map



STREET INDEX

Street Name	Grid Reference
1st Street	1 A
2nd Street	1 B
3rd Street	1 C
4th Street	1 D
5th Street	1 E
6th Street	1 F
7th Street	1 G
8th Street	1 H
9th Street	1 I
10th Street	1 J
11th Street	1 K
12th Street	1 L
13th Street	1 M
14th Street	1 A
15th Street	1 B
16th Street	1 C
17th Street	1 D
18th Street	1 E
19th Street	1 F
20th Street	1 G
21st Street	1 H
22nd Street	1 I
23rd Street	1 J
24th Street	1 K
25th Street	1 L
26th Street	1 M
27th Street	1 A
28th Street	1 B
29th Street	1 C
30th Street	1 D
31st Street	1 E
32nd Street	1 F
33rd Street	1 G
34th Street	1 H
35th Street	1 I
36th Street	1 J
37th Street	1 K
38th Street	1 L
39th Street	1 M
40th Street	1 A
41st Street	1 B
42nd Street	1 C
43rd Street	1 D
44th Street	1 E
45th Street	1 F
46th Street	1 G
47th Street	1 H
48th Street	1 I
49th Street	1 J
50th Street	1 K
51st Street	1 L
52nd Street	1 M
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126th Street	1 I
127th Street	1 J
128th Street	1 K
129th Street	1 L
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131st Street	1 A
132nd Street	1 B
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139th Street	1 I
140th Street	1 J
141st Street	1 K
142nd Street	1 L
143rd Street	1 M
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161st Street	1 E
162nd Street	1 F
163rd Street	1 G
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171st Street	1 B
172nd Street	1 C
173rd Street	1 D
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182nd Street	1 M
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191st Street	1 I
192nd Street	1 J
193rd Street	1 K
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195th Street	1 M
196th Street	1 A
197th Street	1 B
198th Street	1 C
199th Street	1 D
200th Street	1 E

ATTACHMENT C

STREET SWEEPING SCHEDULE

Week of:	Curbed Streets	Non-curbed Streets	Commuter & Parking Lots
First Week of April	X	X	X
Week Before Memorial Day	X		X
Last Week of June	X		
Last Week of July	X		X
Last Week of August	X		X
Last Week of September	X		X
Last Week of October	X		X
Mid-Week of November	X		
Last Week of November	X		X
TBD in Fall (see note)	X		
TBD in Fall (see note)	X		
Total number of sweeps:	11	1	7

Note: Two additional sweeps will be scheduled in the fall on a "to be determined" basis depending when the trees begin to lose their leaves. The Contractor will be given a minimum of one week's notice prior to the "to be determined" sweeps being scheduled. This is to allow the contractor time to schedule all necessary men and equipment to complete the sweeps. The scheduled and "to be determined" sweeps will be paid for at the contract unit price per each sweep for STREET SWEEPING CURBED.

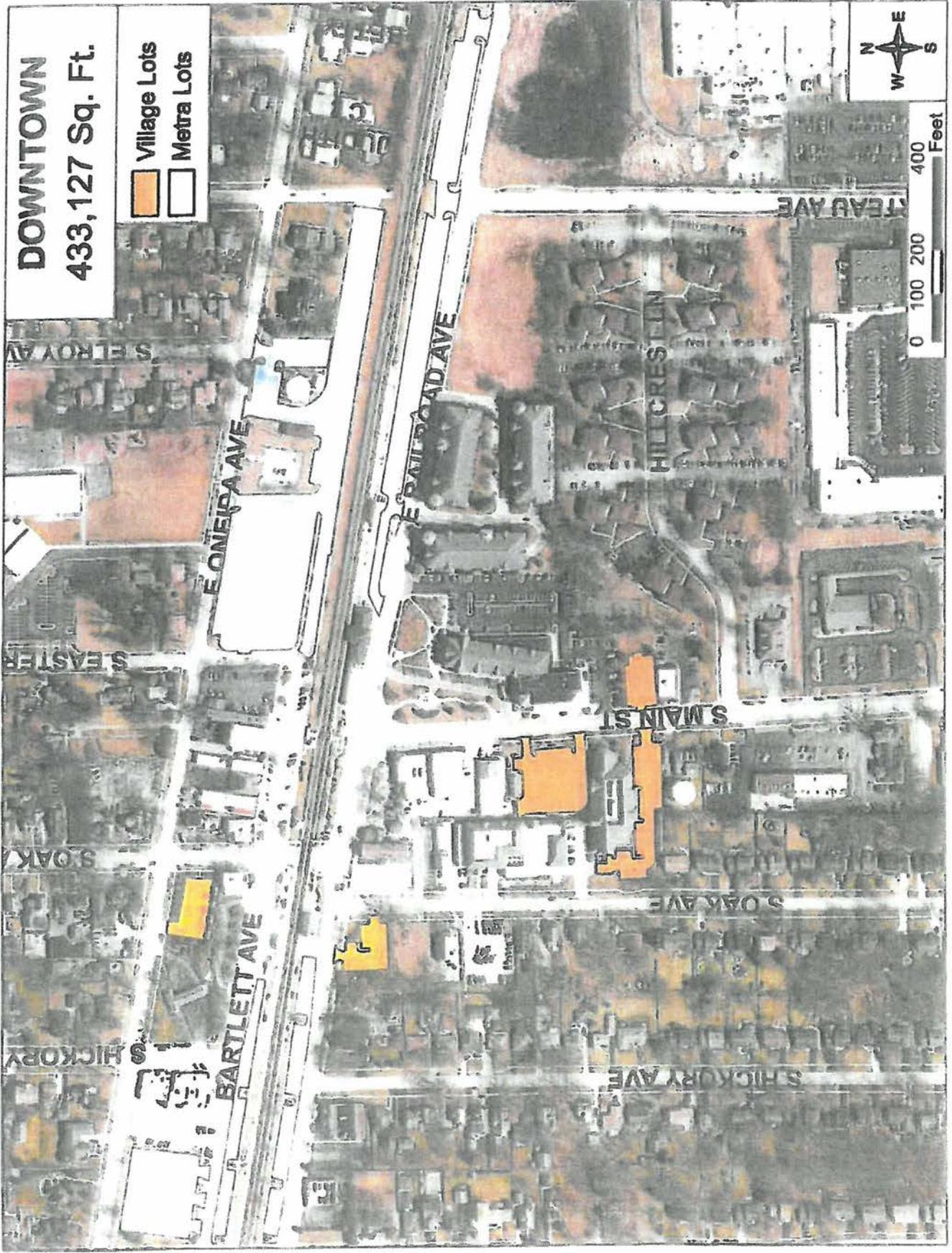
ATTACHMENT D

STREET SWEEPING PARKING LOT SITES

Commuter & Parking Lots

DOWNTOWN
433,127 Sq. Ft.

-  Village Lots
-  Metra Lots



ATTACHMENT F

EMERGENCY CONTACT INFORMATION

Emergency Contact Name	Office Telephone Number	Cell Phone Number	E-Mail Address
Jennifer Tormey, CleanSweep Operations Manager	833/222-2260	773/618-6180	jtormey@lrsrecycles.com
Stacy Hansen, CleanSweep Operations Specialist	833/222-2260	773/414-3052	shansen@lrsrecycles.com
Jim Engineer, CleanSweep Municipal Relations	833/222-2260	773/651-4655	jengineer@lrsrecycles.com

Group email: cleansweep@lrsrecycles.com

CleanSweep hotline: 833/222-2260

NON-COLLUSION CERTIFICATE

The Undersigned Bidder is not barred from bidding for this contract as a result of a violation of either Section 33E-3 or Section 33E-4 of Chapter 38 of the Illinois Revised Statutes concerning bid rigging, rotating, kickbacks, bribery and interference with public contracts.

LRS Holdings LLC, DBA LRS CleanSweep

(Printed Name of Contractor)

5500 Pearl Street

Address

Rosemont

City

IL

State

60018

Zip

Jennifer Tormey

Signature of Authorized Representative

March 2, 2022

Date

CleanSweep Operations Manager

(Title)

ATTACHMENT H

DRUG FREE WORKPLACE

In compliance with State of Illinois Compiled Statutes, Chapter 30-580, The CONTRACTOR certifies and agrees that it will provide a drug free workplace by:

- (a) Publishing a Statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, including cannabis, is prohibited in the CONTRACTOR's workplace.
 - (2) Specifying the actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such CONTRACT, the employee will:
 - (A) Abide by the terms of the statement; and
 - (B) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The CONTRACTOR's policy for maintaining a drug free workplace;
 - (3) Available counseling, rehabilitation, or assistance programs; and
 - (4) Penalties imposed for drug violations.
- (c) Providing a copy of the Statement required by subsection (a) to each employee engaged in the performance of the CONTRACT and to post the Statement in a prominent place in the workplace.
- (d) Notifying the contracting agency within ten (10) days after receiving notice under part (B) of paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program, by any employee who is so convicted, as required by Section 5 of the DRUG FREE WORKPLACE ACT.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment, and rehabilitation are required and indicating that a trained referral team is in place.
- (g) Making a good faith effort to continue to maintain a drug free workplace through implementation of the DRUG FREE WORKPLACE ACT.

DRUG FREE WORKPLACE CERTIFICATION

The undersigned affirms, under penalties of perjury, that he/she is authorized to execute this certification on behalf of the designated organization.

LRS Holdings, LLC DBA LRS CleanSweep
(Printed Name of Contractor)

5500 Pearl Street
Address

<u>Rosemont</u>	<u>IL</u>	<u>60018</u>
City	State	Zip

Signature of Authorized Representative

<u>CleanSweep Operations Manager</u>	<u>March 2, 2022</u>
Title	Date

**ACCEPTANCE OF 2022 - 2024 STREET SWEEPING
PROGRAM CONTRACT/PROPOSAL**

The Contract/Proposal attached hereto and by this reference incorporated herein and made a part hereof is hereby accepted by the order of the Village of Bartlett ("Owner") this _____ day of _____, 2022

This Acceptance, together with the Contract/Proposal attached hereto, constitutes the entire and only agreement between the parties relating to the accomplishment of the Work and the compensation therefor and supersedes and merges any other prior to contemporaneous discussions, agreements, or understandings, whether written or oral, and shall prevail over any contradictory or inconsistent terms or conditions contained in any purchase order, acceptance, acknowledgement, invoice, or other standard form used by the parties in the performance of the Contractor/Proposal. Any such contradictory or inconsistent terms or conditions shall be deemed objected to by the Village without further notice of objection and shall be of no effect nor in any circumstances binding upon the Village unless accepted by the Village in a written document plainly labels "Amendment to Contract/Proposal." Acceptance or rejection by the Village of any such contradictory or inconsistent terms or conditions shall not constitute acceptance of any other contradictory or inconsistent terms or conditions.

VILLAGE OF BARTLETT

By: _____
Paula Schumacher
Village Administrator

Attest: _____
Village Clerk

(Corporate Seal)

NOTICE TO PROCEED

Ms. Jennifer Torme, _____

LRS CleanSweep _____

1655 Powis Road _____

West Chicago, IL 60185 _____

You are hereby notified to commence work on the Village of Bartlett 2022 – 2024 Street Sweeping Program on _____, per the 2022 – 2024 Street Sweeping Program Bid.

Dan Dinges
Director of Public Works



Agenda Item Executive Summary

Item Name North Avenue Resurfacing Engineering Award Committee or Board Board

BUDGET IMPACT

Amount:	\$64,705.97	Budgeted	N/A
List what fund	MFT		

EXECUTIVE SUMMARY

Staff has been looking into different funding sources to allow our capital project dollars to stretch as far as possible. The Surface Transportation Program (STP) is a funding mechanism that Bartlett has leveraged in the past to assist in the resurfacing of roads, such as Schick and Petersdorf in 2019. The Northwest Municipal Conference (NWMC) has issued the Call for Projects for the upcoming FFY 2023-2027, which is due by March 18. Due to road eligibility and condition, North Avenue currently qualifies under the STP requirements. The STP program requires Phase II (Design) engineering completed to be considered for construction funding.

Chastain and Associates, LLC has submitted a proposal to perform the Phase II Design Services for the resurfacing of North Avenue. The proposal includes all requirements within the STP application, designing of North Avenue from Oak Avenue to Lake Street and coordination with the Village of Streamwood for the portion of North within their municipality. Phase II is not currently slated for this fiscal year, but due to timing and new STP requirements, MFT funds can be utilized to pay for these services. The proposal is attached for your review.

RECOMMENDATION

Staff recommends entering into the professional services agreement between Chastain and Associates, LLC and the Village of Bartlett for the Phase II Design Services for North Avenue.

ATTACHMENTS (PLEASE LIST)

Memo
Resolution
Proposal
Agreement

ACTION REQUESTED

For Discussion Only

- ✓ Resolution
- Ordinance

✓ Motion: MOVE TO APPROVE RESOLUTION #2022-____-R, A RESOLUTION APPROVING OF A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE VILLAGE OF BARTLETT AND CHASTAIN AND ASSOCIATES, LLC FOR THE NORTH AVENUE PHASE II DESIGN

Staff: Dan Dinges, Director of Public Works

Date: 3/7/2022

Memo

To: Paula Schumacher, Village Administrator
From: Tyler Isham, Assistant Director of Public Works
Subject: North Ave Resurfacing Engineering Award
Date: March 7, 2022

Staff has been looking into different funding sources to allow our capital project dollars to stretch as far as possible. The Surface Transportation Program (STP) is a funding mechanism that Bartlett has leveraged in the past to assist in the resurfacing of roads, such as Schick and Petersdorf in 2019. The Northwest Municipal Conference (NWMC) has issued the Call for Projects for the upcoming FFY 2023-2027, which is due by March 18. Due to road eligibility and condition, North Avenue currently qualifies under the STP requirements. The STP program requires Phase II (Design) engineering completed to be considered for construction funding.

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Staff recommends entering into the professional services agreement between Chastain and Associates, LLC and the Village of Bartlett for the Phase II Design Services for North Avenue.

MOTION

I MOVE TO APPROVE RESOLUTION #2022-____-R, A RESOLUTION APPROVING OF A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE VILLAGE OF BARTLETT AND CHASTAIN AND ASSOCIATES, LLC FOR THE NORTH AVENUE PHASE II DESIGN

RESOLUTION 2022 - _____-R

**A RESOLUTION APPROVING OF A PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE VILLAGE OF BARTLETT AND CHASTAIN AND ASSOCIATES, LLC
FOR THE NORTH AVENUE RESURFACING PHASE II ENGINEERING**

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 dated March 15, 2022, between the Village of Bartlett and Chastain and Associates, LLC. (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 is hereby authorized and directed to sign 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 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: March 15, 2022

APPROVED: March 15, 2022

Kevin Wallace, Village President

ATTEST:

Lorna Giles, Village Clerk

CERTIFICATION

I, Lorna Giles, 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 2022 - _____ enacted on March 15, 2022 and approved on March 15, 2022, as the same appears from the official records of the Village of Bartlett.

Lorna Giles, Village Clerk



March 2, 2022

Mr. Dan Dinges, Public Works Director
Village of Bartlett
Public Works Department
1150 Bittersweet Drive
Bartlett, IL 60103

RE: North Avenue – Phase II Proposal

Mr. Dinges:

Chastain & Associates, LLC is submitting this cost proposal to cover design services for the North Avenue project from Oak Avenue to Lake Street. Services provided are in preparation of a "Call for Projects" for the STP-Local grant funding opportunity by the Northwest Council of Mayors.

Services and costs associated with this proposal cover the coordination and preparation of plans and specifications for the rehabilitation and resurfacing of North Avenue. Services previously agreed to for completion of the STP-Local application will proceed under the prior approved cost proposal for the STP Application dated January 28, 2021. Coordination and design services for the North Avenue project will begin as directed by the Village of Bartlett and may be contingent on a successful STP-Local grant application.

Services will include coordination with the Village of Streamwood, on behalf of the Village of Bartlett, to confirm cooperation and funding commitments for the portion of North Avenue that extends east from Prospect Avenue, through Streamwood, to the intersection with Lake Street.

Attached is a brief Scope of Services document and a breakdown of our services, labor efforts and budget to cover these design phase services. Our proposed service fee of \$64,705.97 covers meetings, field inspections, geotechnical services, design, plan preparation and coordination efforts required to complete the plans and prepare for bidding.

Thank you for this consideration and we look forward to working with the Village of Bartlett and your staff. If there are any questions or additional clarification needed, please contact me at 847-287-6732 or sfrerichs@chastainengineers.com. If you find the request and conditions described herein satisfactory, please indicate your acceptance in the space below and return one copy for our files.

Chastain & Associates LLC
Sincerely,

A handwritten signature in black ink, appearing to read "Steve Frerichs".

Steve Frerichs
Senior Project Manager



Village of Bartlett – North Avenue Resurfacing (Oak to Lake)
Ph. II Engineering Services

BASE SCOPE OF SERVICES

Administration and Project Management – Services covered under this task include administration of professional services, conducting a Phase II project kick-off meeting with the Village and IDOT, coordination of internal team members, project start-up, coordination with survey and condition assessment teams and project progress coordination with client and staff.

Field Data Collection – Services covered under this task include the performance of a site visit by the project engineer to become familiar with the project limits and conditions of the existing site. Work will include completing a topographic survey to collect the geometric layout of the existing roadway and adjacent appurtenances to be rehabilitated and detailed spot surveys of ADA sidewalk ramps to be brought into conformance with current standards. Perform condition assessment inspections of visible drainage and utility structures found within the pavement and curb-lines to determine adjustments, reconstructions, or replacements. Complete geotechnical investigations to include pavement cores and soil samples taken at locations as decided by the Project Engineer throughout the project. Soil test results will be included in the bid documents including applicable IEPA certification forms.

Planning and Design Phase – Services covered under this task consist of preparing the engineering improvement plans and project specifications conforming to the IDOT submittal requirements for STP-funded projects. Project documents will include improvement details for curb and gutter replacements, ADA sidewalk ramp design details, typical sections and final striping details. Efforts will include preparation of project specifications, quantity calculations and development of probable cost at preliminary and final design stages. Work will include coordination of submittal reviews by the Village and IDOT. Bidding of the project is expected through IDOT's letting schedule.

Project Coordination and Communication – This task covers the coordination and correspondence requirements with IDOT and the Northwest Mayors Council (NWMC) for the use of STP funds to construct this project. The required quarterly reports will be completed and coordinated with the NWMC. Work also includes the preparation for and attendance at an informational meeting for the public that will be affected by this project.



February 18, 2022

Cost Proposal: North Avenue – Phase II Design Services
Oak Avenue to Lake Street

Fee: \$64,705.97

ACCEPTED FOR: The Village of Bartlett

By: _____ Title: _____ Date: _____
Printed

By: _____
Signature



Local Public Agency Engineering Services Agreement



Using Federal Funds? Yes No

Agreement For: Agreement Type:

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Village of Bartlett	Cook	16-00089-00-RS	
Project Number	Contact Name	Phone Number	Email
	Tyler Isham	(630) 837-0811	tisham@bartlett.il.gov

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
North Avenue	1345	5300	
Location Termini			<input type="button" value="Add Location"/>
Oak Avenue and Lake Street			<input type="button" value="Remove Location"/>

Project Description

Phase II Engineering for resurfacing of North Avenue from Oak Avenue to Lake Street. Project includes general pavement patching, spot curb and gutter repairs, level binder, HMA resurfacing, ADA sidewalk ramp replacements and spot sidewalk removal and replacement.

Engineering Funding: MFT/TBP State Other

Anticipated Construction Funding: Federal MFT/TBP State Other

AGREEMENT FOR

Phase I - Preliminary Engineering Phase II - Design Engineering

CONSULTANT

Consultant (Firm) Name	Contact Name	Phone Number	Email
Chastain & Associates, LLC	Chris Gheysen	(773) 714-0050	cgheysen@chastainengineers.com
Address	City	State	Zip Code
120 W. Center Court	Schaumburg	IL	60195

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

- Regional Engineer: Deputy Director, Office of Highways Project Implementation, Regional Engineer, Department of Transportation
- Resident Construction Supervisor: Authorized representative of the LPA in immediate charge of the engineering details of the construction PROJECT
- In Responsible Charge Contractor: A full time LPA employee authorized to administer inherently governmental PROJECT activities Company or Companies to which the construction contract was awarded

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

- EXHIBIT A: Scope of Services
- EXHIBIT B: Project Schedule
- EXHIBIT C: Direct Costs Check Sheet
- EXHIBIT D: Qualification Based Selection (QBS) Checklist
- EXHIBIT E: Cost Estimate of Consultant Services Worksheet (BLR 05513 or BLR 05514)
- EXHIBIT F: North Avenue Phase II Cost Proposal
- _____
- _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA, The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
8. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
9. For Preliminary Engineering Contracts:
 - (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA or the DEPARTMENT, as defined in Exhibit A (Scope of Services).
 - (b) That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by the ENGINEER and affixed the ENGINEER's professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the DEPARTMENT.
 - (c) That the ENGINEER is qualified technically and is thoroughly conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated in Exhibit A (Scope of Services).
10. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See Exhibit C).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the Professional Services Selection Act (50 ILCS 510) (Exhibit D).
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. To pay the ENGINEER:
 - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
 - (b) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and DEPARTMENT a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER

shall be due and payable to the ENGINEER.

(c) For Non-Federal County Projects - (605 ILCS 5/5-409)

- (1) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER. Such payments to be equal to the value of the partially completed work in all previous partial payments made to the ENGINEER.
- (2) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and STATE, a sum of money equal to the basic fee as determined in the AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

4. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

Percent

Lump Sum

Specific Rate \$64,705.97 (Maximum Fee \$150,000)

Cost plus Fixed Fee:

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

OH is the firm's overhead rate applied to their DL and

FF is the Fixed Fee.

Where FF = (0.33 + R) DL + %SubDL, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

5. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT; the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
2. That the ENGINEER shall be responsible for any all damages to property or persons out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents and employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
3. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such materials becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.

4. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER, for expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
5. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
6. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
7. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
 - (f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State, local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this clarification, an explanation shall be attached to this AGREEMENT.

8. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes included but are not limited to: acts of God or a public enemy; acts of the LPA, DEPARTMENT, or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

9. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract on grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an entity with twenty-five (25) or more employees at the time of issuing the grant or a department, division or other unit thereof, directly responsible for the specific performance under contract or grant of \$5,000 or more from the DEPARTMENT, as defined the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (a) abide by the terms of the statement; and
 - (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than (5) days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;

- (2) The grantee's or contractor's policy to maintain a drug free workplace;
- (3) Any available drug counseling, rehabilitation and employee assistance program; and
- (4) The penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting, or granting agency within ten (10) days after receiving notice under part (b) of paragraph (3) of subsection (a) above from an employee or otherwise, receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the Department agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future projects. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

- 10. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).
- 11. For Preliminary Engineering Contracts:
 - (a) That tracing, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes, sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request to the LPA or to the DEPARTMENT, without restriction or limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA's sole risk and will not impose liability upon the ENGINEER.
 - (b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other applicable requirements of the DEPARTMENT, it being understood that all such furnished documents shall be approved by the LPA and the DEPARTMENT before final acceptance. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.

AGREEMENT SUMMARY

Prime Consultant	TIN/FEIN/SS Number	Agreement Amount
Chastain & Associates, LLC	370714576	\$56,705.97
Subconsultants		
Rubino Engineering, Inc.	800450719	\$8,000.00
Subconsultant Total		\$8,000.00
Prime Consultant Total		\$56,705.97
Total for all work		\$64,705.97
Add Subconsultant		

AGREEMENT SIGNATURES

Executed by the LPA:

Attest: The Local Public Agency Type of Name of Local Public Agency

By (Signature & Date)

By (Signature & Date)

Name of Local Public Agency Local Public Agency Type Clerk

Title

(SEAL)

Executed by the ENGINEER:

Consultant (Firm) Name

Attest:

Chastain & Associates, LLC

By (Signature & Date)

Chris R. Gheysen,
P.E.

Digitally signed by Chris R.
Gheysen, P.E.
Date: 2022.03.02 14:31:42 -06'00'

Title

Project Manager

By (Signature & Date)

Steven Frerichs

Digitally signed by Steven Frerichs
Date: 2022.03.02 19:13:20 -06'00'

Title

Senior Project Manager

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date)

Local Public Agency

County

Section Number

Village of Bartlett

Cook

16-00089-00-RS

**EXHIBIT A
SCOPE OF SERVICES**

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

Scope of Services shall include:

Administration and Project Management – Services covered under this task include administration of professional services, conducting a Phase II project kick-off meeting with the Village and IDOT, coordination of internal team members, project start-up, coordination with survey and condition assessment teams and project progress coordination with client and staff.

Field Data Collection – Services covered under this task include the performance of a site visit by the project engineer to become familiar with the project limits and conditions of the existing site. Work will include completing a topographic survey to collect the geometric layout of the existing roadway and adjacent appurtenances to be rehabilitated and detailed spot surveys of ADA sidewalk ramps to be brought into conformance with current standards. Perform condition assessment inspections of visible drainage and utility structures found within the pavement and curb-lines to determine adjustments, reconstructions, or replacements. Complete geotechnical investigations to include pavement cores and soil samples taken at locations as decided by the Project Engineer throughout the project. Soil test results will be included in the bid documents including applicable IEPA certification forms.

Planning and Design Phase – Services covered under this task consist of preparing the engineering improvement plans and project specifications conforming to the IDOT submittal requirements for STP-funded projects. Project documents will include improvement details for curb and gutter replacements, ADA sidewalk ramp design details, typical sections and final striping details. Efforts will include preparation of project specifications, quantity calculations and development of probable cost at preliminary and final design stages. Work will include coordination of submittal reviews by the Village and IDOT. Bidding of the project is expected through IDOT's letting schedule.

Project Coordination and Communication – This task covers the coordination and correspondence requirements with IDOT and the Northwest Mayors Council (NWMC) for the use of STP funds to construct this project. The required quarterly reports will be completed and coordinated with the NWMC. Work also includes the preparation for and attendance at an informational meeting for the public that will be affected by this project.

Local Public Agency

County

Section Number

Village of Bartlett

Cook

16-00089-00-RS

**EXHIBIT B
PROJECT SCHEDULE**

Project schedule to follow IDOT's "Letting Schedule through CY2023" for a targeted letting date of March 10, 2023.

Local Public Agency

County

Section Number

Village of Bartlett

Cook

16-00089-00-RS

**Exhibit C
Direct Costs Check Sheet**

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

Item	Allowable	Quantity	Contract Rate	Total
<input type="checkbox"/> Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual cost (Up to state rate maximum)			
<input type="checkbox"/> Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			
<input type="checkbox"/> Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			
<input type="checkbox"/> Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum			
<input checked="" type="checkbox"/> Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day	7.25	\$65.00	\$471.25
<input type="checkbox"/> Vehicle Rental	Actual cost (Up to \$55/day)			
<input type="checkbox"/> Tolls	Actual cost			
<input type="checkbox"/> Parking	Actual cost			
<input type="checkbox"/> Overtime	Premium portion (Submit supporting documentation)			
<input type="checkbox"/> Shift Differential	Actual cost (Based on firm's policy)			
<input type="checkbox"/> Overnight Delivery/Postage/Courier Service	Actual cost (Submit supporting documentation)			
<input type="checkbox"/> Copies of Deliverables/Mylars (In-house)	Actual cost (Submit supporting documentation)			
<input type="checkbox"/> Copies of Deliverables/Mylars (Outside)	Actual cost (Submit supporting documentation)			
<input type="checkbox"/> Project Specific Insurance	Actual Cost			
<input type="checkbox"/> Monuments (Permanent)	Actual Cost			
<input type="checkbox"/> Photo Processing	Actual Cost			
<input type="checkbox"/> 2-Way Radio (Survey or Phase III Only)	Actual Cost			
<input type="checkbox"/> Telephone Usage (Traffic System Monitoring Only)	Actual Cost			
<input checked="" type="checkbox"/> CADD	Actual cost (Max \$15/hour)	228	\$15.00	\$3,420.00
<input type="checkbox"/> Web Site	Actual cost (Submit supporting documentation)			
<input type="checkbox"/> Advertisements	Actual cost (Submit supporting documentation)			
<input type="checkbox"/> Public Meeting Facility Rental	Actual cost (Submit supporting documentation)			
<input type="checkbox"/> Public Meeting Exhibits/Renderings & Equipment	Actual cost (Submit supporting documentation)			
<input type="checkbox"/> Recording Fees	Actual Cost			
<input type="checkbox"/> Transcriptions (specific to project)	Actual Cost			
<input type="checkbox"/> Courthouse Fees	Actual Cost			
<input type="checkbox"/> Storm Sewer Cleaning and Televising	Actual cost (Requires 2-3 quotes with IDOT approval)			
<input type="checkbox"/> Traffic Control and Protection	Actual cost (Requires 2-3 quotes with IDOT approval)			
<input type="checkbox"/> Aerial Photography and Mapping	Actual cost (Requires 2-3 quotes with IDOT approval)			
<input type="checkbox"/> Utility Exploratory Trenching	Actual cost (Requires 2-3 quotes with IDOT approval)			
<input type="checkbox"/> Testing of Soil Samples	Actual Cost			
<input type="checkbox"/> Lab Services	Actual Cost (Provide breakdown of each cost)			
<input type="checkbox"/> Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			
<input type="checkbox"/>				
Total Direct Costs:				\$3,891.25

Local Public Agency	County	Section Number
Village of Bartlett	Cook	16-00089-00-RS

**Exhibit D
Qualification Based Selection (QBS) Checklist**

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

Form Not Applicable (engineering services less than the threshold)

Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	<input type="checkbox"/>	<input type="checkbox"/>
2	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06 (e) of the BLRS Manual?	<input type="checkbox"/>	<input type="checkbox"/>
3	Was the scope of services for this project clearly defined?	<input type="checkbox"/>	<input type="checkbox"/>
4	Was public notice given for this project?	<input type="checkbox"/>	<input type="checkbox"/>
5	Do the written QBS policies and procedures cover conflicts of interest?	<input type="checkbox"/>	<input type="checkbox"/>
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	<input type="checkbox"/>	<input type="checkbox"/>
7	Do the written QBS policies and procedures discuss the methods of evaluation?	<input type="checkbox"/>	<input type="checkbox"/>
Project Criteria		Weighting	
-			
Add			
8	Do the written QBS policies and procedures discuss the method of selection?	<input type="checkbox"/>	<input type="checkbox"/>
Selection committee (titles) for this project			
Top three consultants ranked for this project in order			
1			
2			
3			
9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	<input type="checkbox"/>	<input type="checkbox"/>
10	Were negotiations for this project performed in accordance with federal requirements.	<input type="checkbox"/>	<input type="checkbox"/>
11	Were acceptable costs for this project verified?	<input type="checkbox"/>	<input type="checkbox"/>
12	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval?	<input type="checkbox"/>	<input type="checkbox"/>
13	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?	<input type="checkbox"/>	<input type="checkbox"/>
14	QBS according to State requirements used?	<input type="checkbox"/>	<input type="checkbox"/>
15	Existing relationship used in lieu of QBS process?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16	LPA is a home rule community (Exempt from QBS).	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Instructions for BLR 05530 - Page 1 of 3

Form instructions are not to be submitted with the form

This form shall be used for a Local Public Agency (LPA) to enter into an agreement with an Engineering firm in connection with a project funded with Federal, State, and/or Motor Fuel Tax (MFT) funds. Based on the selection of type of engineering agreement and funding type, the form will change. For more information refer to the Bureau of Local Roads and Streets Manual (BLRS) Chapter 5. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS manual.

This form can also be used for structure inspections.

When filing out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

Using Federal Funds? The user must select yes or no. Based on the selection, a drop-down menu will appear. The language of the form changes based on the selection.
Selecting yes indicates federal funds will be used to fund all or a portion of the engineering for this phase of this project.
Selecting no indicates no federal funds will be used to fund any engineering for this phase of the project.

Agreement For If yes was selected for using Federal Funds, select Federal PE or Federal CE from the drop-down. If no was selected for using Federal Funds, select MFT PE, MFT CE, or MFT PE-CE.

Agreement Type Number From the drop down, select the type of agreement, types to choose from are: Original or Supplemental
If the agreement is for a supplemental, insert the number of the supplemental using number 1 for the first supplemental, and increase the numbering as the supplementals increase.

Local Public Agency

Name of Local Public Agency Insert the name of the LPA.
County Insert the name of the county in which the LPA is located.
Section Number Insert the section number applied to this project without dashes, dashes are automatically inserted.
Job Number Insert the job number assigned for the project, if applicable.
Project Number Insert the project number assigned for this project, if applicable.
Contact Name Insert the name of the LPA contact for this project.
Phone Number Insert the phone for the LPA contact listed to the left without dashes.
Email Insert the email for the LPA contact listed to the left.

Section Provisions

Location Use the add location button to add additional locations, if needed, for up to a total of five locations. If there are more than five locations, use various.
Local Street/Road Name Insert the local street/road name.
Key Route Insert the key route of the street/road listed to the left, if applicable.
Length Insert the length in miles as it pertains to the location listed to the left. For a structure insert 0.01.
Existing Structure Number(s) Insert the existing structure number(s) for this project.
Location Termini Insert the beginning and ending termini as it pertains to this location for this project.
Add Location Use this button to add additional locations
Project Description Insert a description of the work to be accomplished by this project.
Engineering Funding Check all boxes that apply, if type other is checked, insert the type of other funding in the box following "other." The form will change based on the box(es) checked.
Anticipated Construction Funding Check all boxes that apply, if type other is checked, insert the type of other funding in the box following "other."

Instructions for BLR 05530 - Page 2 of 3

Agreement For	Select the check box for the type of engineering the agreement is for. Phase I for Preliminary Engineering, Phase II for Design Engineering, Phase III for Construction Engineering. When Federal Funds are used, Phase I and Phase II can be selected when the agreement is for Federal PE. When Federal CE is selected, only Phase III can be selected. For MFT, the Phases can be selected based on the original selection at the top of the form for the agreement type.
Consultant	
Firm Name	Insert the name of the consultant firm.
Address	Insert the address of the firm listed to the left.
Contact Name	Insert the name of the contact for the firm listed to the left.
Phone Number	Insert the phone number for the contact listed to the left, without dashes.
Email	Insert the email of the contact listed to the left.
Agreement Exhibits	Check all that apply, for boxes checked that do not have a description, insert the name of the exhibit.
LPA Agrees	
Method of Compensation	Select the method of compensation for this agreement by checking the applicable box. If Percent is checked (this is only available when agreement is for MFT funds.), insert in the box the applicable percentage. If Lump Sum is checked, complete the box after lump sum showing the lump sum compensation amount. For agreements funded with federal funds the lump sum shall be determined by using the Cost Plus Fixed Fee formula. If Specific Rate is checked, insert the specific rate in the box. The specific rate cannot exceed \$150,000. For a federal project this is limited to testing services only. If Cost Plus Fixed Fee is checked, select the type of raise the agreement will use: Anniversary or Fixed. If this method is selected, BLR 05513 or BLR 05514 must be included in the exhibits.
Agreement Summary	
Prime	Insert the name of the Prime Consultant
TIN/FEIN/SS	Insert the Prime Consultant's Taxpayer Identification Number (TIN), Federal Employer Identification Number (FEIN) or Social Security Number (SS).
Agreement Amount	Insert the maximum agreement amount.
Subconsultant	As applicable, for each sub consultant listed, insert the name of the subconsultant
TIN/FEIN/SS	Insert the Subconsultant's Taxpayer Identification Number (TIN), Federal Employer Identification Number (FEIN) or Social Security Number (SS).
Agreement Amount	Insert the maximum agreement amount for the subconsultant listed to the left.
Add Subconsultant	If additional lines are needed for additional subconsultants, insert lines as needed and complete the required information.
Subconsultant Total	This field is automatically completed, it is the sum of all the agreement amounts for all subconsultants listed.
Prime Total	This field is automatically completed, it is the amount of the prime consultant fee as listed above.
Total for All	This field is automatically completed, it is the sum of the subconsultant and the prime total.

Instructions for BLR 05530 - Page 3 of 3

Agreement Signatures

Executed by LPA

Local Public Agency Type

From the drop down, select the type of LPA. Types to choose from are: City, County, Town, or Village.

Name of Local Public Agency

Insert the name of the LPA.

By

The LPA clerk will sign here.

By

The LPA official authorized to sign this agreement will sign and date here.

Name of Local Public Agency

Insert the name of the Local Public Agency.

Local Public Agency Type

Insert the type of LPA.

Seal of LPA

The LPA will seal the document here.

Title

Insert the title of the LPA official who signed above.

Executed by the Engineer

Engineering Firm Name

Insert the name of the engineering firm the agreement is with.

By

The person(s) authorized to sign this agreement from the engineering firm will sign and date here.

Title

Insert the title of the person signing above.

For Agreement using MFT or State Funds only:

Regional Engineer

Upon approval the Regional Engineer will sign and date here.

Exhibit A

Insert the scope of services covered by this agreement for this project.

Exhibit B

Insert the project schedule that applies to this agreement.

Exhibit C

Insert Exhibit C, Direct Costs and complete the exhibit. Only items checked and completed will be allowed as a direct cost.

Exhibit D

Qualification Based Selection Checklist (QBS) process must be followed when the value of engineering will meet and/or exceed the threshold in 50 ILCS 510. If process does not apply, check the form not applicable box. If process applies and using federal funds, complete items 1 through 13. If applies and using state funds, complete items 14 through 16.

Exhibit E

Cost Plus Fixed Fee Estimate of Consultant Services Worksheet (BLR 05513 or BLR 05514).
If the method of compensation was checked as Cost Plus Fixed Fee (Anniversary or Fixed Raise) in the agreement, then select this box and attach the correct BLR form: BLR 05514 for fixed raise, or BLR 05513 for Anniversary Raises.

Exhibit

Use the remaining boxes and lines to add additional exhibits as needed.

A minimum of four (4) signed originals must be submitted to the Regional Engineer's District office.

Following approval, distribution will be as follows:

Central Office (only for Projects using State and/or Federal Funds)

District

Engineer (Municipal, Consultant or County)

Local Public Agency Clerk



Agenda Item Executive Summary

Item Name Planning and Zoning Commission Appointments Committee or Board Board

BUDGET IMPACT

Amount: NA Budgeted no

List what fund

EXECUTIVE SUMMARY

The creation of the Planning and Zoning Commission, calls for nine members to be appointed by the Village President with the consent of the Village Board of Trustees. Five of the members have four-year terms and four members have two-year terms. The terms for the newly appointed commission members will begin on March 15, 2022.

ATTACHMENTS (PLEASE LIST)

List of appointees

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion: see attached list

Staff: Paula Schumacher, Village Administrator

Date: March 9, 2022

Planning and Zoning Commission Appointments

Two Year Terms

I move to approve Mark Hopkins to serve a two-year term on the Planning and Zoning Commission. Beginning March 15, 2022 and expiring March 15, 2024.

I move to approve Charlie Deveaux to serve a two-year term on the Planning and Zoning Commission. Beginning March 15, 2022 and expiring March 15, 2024.

I move to approve Julie Kapadoukakis to serve a two-year term on the Planning and Zoning Commission. Beginning March 15, 2022 and expiring March 15, 2024.

Four Year Terms

I move to approve John Miaso to a four-year term on the Planning and Zoning Commission. Beginning March 15, 2022 and expiring March 15, 2026.

I move to approve Mike Werden to a four-year term on the Planning and Zoning Commission. Beginning March 15, 2022 and ending March 15, 2026.

I move to approve George Koziol to a four-year term on the Planning and Zoning Commission. March 15, 2022 and expiring March 15, 2026.

I move to approve Michelle Sarwas to a four-year term on the Planning and Zoning Commission. March 15, 2022 and expiring March 15, 2026.

I move to approve Robert Bucaro to a four-year term on the Planning and Zoning Commission. March 15, 2022 and expiring March 15, 2026.