

VILLAGE OF BARTLETT
VILLAGE HALL, 228 S. MAIN STREET
BOARD AGENDA
JANUARY 16, 2024
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/Committee Minutes, December 19, 2023

*7. BILL LIST: January 2 and January 16, 2023

8. TREASURER'S REPORT: November, 2023
Sales Tax Report – November, 2023
Motor Fuel Tax Report – November, 2023

9. PRESIDENT'S REPORT:

- A. Bob Allen Retirement Proclamation
- B. National Night Out Award Recognition

10. QUESTION/ANSWER: PRESIDENT & TRUSTEES

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

12. STANDING COMMITTEE REPORTS:

A. BUILDING AND ZONING COMMITTEE, CHAIRMAN GUNSTEEN

1. Ordinance Approving a Preliminary/Final Plat of Subdivision for a Planned Unit Development, a Rezoning, Special Use Permits, and a Site Plan for the Promenade of Bartlett Mixed Use Development

B. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY

- *1. Update to Bartlett Economic Development Assistance (BEDA) Program

C. FINANCE COMMITTEE, CHAIRMAN LAPORTE

1. Resolution Approving the Subrecipient Agreement for ARPA Funds Between the Village of Bartlett and the County of Cook

D. LICENSE AND ORDINANCE COMMITTEE, CHAIRMAN HOPKINS

1. None

E. POLICE AND HEALTH COMMITTEE, CHAIRMAN SUWANSKI

1. None

F. PUBLIC WORKS AND GOLF COMMITTEE, CHAIRMAN DEYNE

- *1. Ordinance Amending the Bartlett Municipal Code Section 6-11-1204.1: Schedule I, Through Streets
- *2. Resolution Approving the First Amendment to the Bartlett Biosolids Disposal Service Agreement Between the Village of Bartlett and Synagro Central, LLC
- *3. Ordinance Accepting the Public Improvements for 480 Miles Parkway
- *4. Ordinance Accepting the Public Improvements for 1303 Jack Court

13. NEW BUSINESS

14. QUESTION/ANSWER: PRESIDENT & TRUSTEES

15. ADJOURNMENT



VILLAGE OF BARTLETT BOARD MINUTES December 19, 2023

1. CALL TO ORDER

President Wallace called the regular meeting of December 19, 2023 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:00 p.m.

2. ROLL CALL

PRESENT: Trustees Deyne, Gandsey, Gunsteen, Hopkins, LaPorte, Suwanski and President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Sr. Management Analyst Samuel Hughes, Management Analyst Joey Dienberg, Finance Director Todd Dowden, Public Works Director Dan Dinges, Assistant Public Works Director Tyler Isham, Civic Engineer Nick Talerico, Planning and Development Director Kristy Stone, Head Golf Professional Phil Lenz, Grounds Superintendent Matt Giermak, Food & Beverage Manager Paul Petersen, Police Chief Geoff Pretkelis, Deputy Chief Rob Sweeney, Village Attorney Kurt Asprooth and Village Clerk Lorna Giless.

3. INVOCATION – Reverend Jarrod Severing from Journey of Hope Church did the invocation.

4. PLEDGE OF ALLEGIANCE

5. CONSENT AGENDA

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

There were no additions or subtractions to the Consent Agenda.

President Wallace then recited each item that was on the Consent Agenda, including the nature of the matters being considered and other information to inform the public of matters being voted upon. He then stated that he would entertain a motion to Amend 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.



**VILLAGE OF BARTLETT
BOARD MINUTES
December 19, 2023**

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

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

6. MINUTES – Covered and approved under the Consent Agenda.
7. BILL LIST – Covered and approved under the Consent Agenda.
8. TREASURER'S REPORT

Finance Director Todd Dowden stated that the Treasurer's Report for the month of October is included in the packet. Also included is the sales tax report and they received \$340,045 (July activity) that was down \$40,069 from the same month last year. Sales tax is starting to slow down compared to last year. MFT tax, they received \$145,203 that was up \$5,670 or about 4% from the previous year.

In regard to the Local Government Distributive Fund (LGDF), they received \$3,556,974. It is down about \$136,000 compared to last year at the shared rate of 6.47%. This would be \$5,610,000 if we were getting the full 10% so it is short about \$2 million.

9. PRESIDENT'S REPORT - None
10. QUESTION/ANSWER: PRESIDENT & TRUSTEES

Trustee Deyne recognized commissioner anniversaries.

Trustee Gunsteen thanked the Bartlett Police Department. He was fortunate enough to be part of the DARE graduations for Centennial, Bartlett and Sycamore Elementary Schools. There were about 270 kids that graduated. Special thanks to Officer Bingham and Dendinger as well as the chief.

11. TOWN HALL - None
12. STANDING COMMITTEE REPORTS
 - A. BUILDING & ZONING COMMITTEE, CHAIRMAN GUNSTEEN

Trustee Gunsteen stated that there was no report.



**VILLAGE OF BARTLETT
BOARD MINUTES
December 19, 2023**

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY

Trustee Gandsey stated that there was no report.

C. FINANCE COMMITTEE, CHAIRMAN LAPORTE

Trustee LaPorte stated that Ordinance 2023-117, an Ordinance Regarding the Applicability of the Illinois Paid Leave for all Workers Act to the Village of Bartlett; Ordinance 2023-118, an Ordinance Establishing an Administrative Procedure to Determine Eligibility for Benefits Under the Illinois Public Safety Benefits Act; Resolution 2023-119-R, a Resolution Approving of Disbursement Request for Payout No. 10 from the Subordinate Lies Tax Increment Revenue Note, Series 2020 for the Elmhurst Chicago Stone Bartlett Quarry Redevelopment Project; Resolution 2023-120-R, a Resolution Approving of Disbursement Request for Payout No. 1 from the Subordinate Lies Tax Increment Revenue Note, Series 2023 for the Elmhurst Chicago Stone Bartlett Quarry Redevelopment Project were covered and approved on the Consent Agenda.

D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN HOPKINS

Trustee Hopkins stated that Ordinance 2023-121, an Ordinance Amending Section 3-3-2-1: Class A of the Bartlett Liquor Control Ordinance; Ordinance 2023-122, an Ordinance Amending Section 3-3-2-10: Class H of the Bartlett Liquor Control Ordinance were covered and approved under the Consent Agenda.

E. POLICE & HEALTH COMMITTEE, CHAIRMAN SUWANSKI

Trustee Suwanski stated that there was no report.

F. PUBLIC WORKS AND GOLF COMMITTEE, CHAIRMAN DEYNE

Trustee Deyne stated that Ordinance 2023-123-R, a Resolution Approving of the Lease Agreement Between the Village of Bartlett and Bartlett Park District; Resolution 2023-124-R, a Resolution Approving of the Permanent Easement Agreement Between the Village of Bartlett and Bartlett Park District; Resolution 2023-125-R, a Resolution Approving of the Community Solar Project Agreement Between the Village of Bartlett and Sustainergy; Resolution 2023-126-R, a Resolution Waiving Advertising for Bids and Approving the Purchase of Two ABS Sulzer Influent Pumps from Flow Technics, Inc.; Resolution 2023-127-R, a Resolution Waiving Advertising for Bids and Approving the Influent Pump Installation Project Agreement with Joseph J. Henderson and Son, Inc.; Ordinance 2023-128, an Ordinance Authorizing the Sale by Internet Auction of Surplus Property Owned by the Village of Bartlett were covered and approved under the Consent Agenda.



VILLAGE OF BARTLETT
BOARD MINUTES
December 19, 2023

13. NEW BUSINESS

- A. President Wallace stated that Issa's Restaurant Bar LLC has applied for a Class A liquor license. He stated that if there were no objections from the Board he would issue the Class A liquor license.
- B. President Wallace stated that Aldi Inc DBA Aldi has applied for a Class H liquor license. He stated that if there were no objections from the Board he would issue the Class H liquor license.

14. QUESTION/ANSWER PRESIDENT & TRUSTEES - None

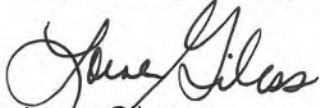
15. ADJOURN

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 LaPorte

ROLL CALL VOTE TO ADJOURN

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

The meeting was adjourned at 7:06 p.m.


Lorna Gilles
Village Clerk



VILLAGE OF BARTLETT COMMITTEE MINUTES December 19, 2023

CALL TO ORDER

President Wallace called the Committee of the Whole meeting of December 19, 2023 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:07 p.m.

ROLL CALL

PRESENT: Chairmen Deyne, Gandsey, Gunsteen, Hopkins, LaPorte, Suwanski, President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Sr. Management Analyst Samuel Hughes, Management Analyst Joey Dienberg, Finance Director Todd Dowden, Public Works Director Dan Dinges, Civil Engineer Nick Talarico, Planning and Development Director Kristy Stone, Grounds Superintendent Matt Giermak, Golf Pro Phil Lenz, Food and beverage Manager Paul Peterson, Chief Geoff Pretkelis, Deputy Chief Rob Sweeney, Deputy Chief Rob Sweeney, Village Attorney Kurt Asprooth and Village Clerk Lorna Giless.

TOWN HALL:

None

BUILDING AND ZONING COMMITTEE, CHAIRMAN GUNSTEEN

1. Promenade of Bartlett Mixed Use Development

Chairman Gunsteen introduced the item.

Director of Planning and Development Services Kristy Stone stated Gary Diegan notes this is a theoretical sound study, and he is recommending there be a follow-up sound study. If there is concern about the construction of the sound wall, we can always have the applicant bond for the sound wall and not install it until the follow-up sound study is completed.

Trustee LaPorte asked if we could do away with the sound wall and just do a berm with some bushes. Long term, the sound wall might need to be maintained.

Ms. Stone stated once it is operational, we can look at other measures to put in place.

Chairman Gunsteen asked what the current sound wall elevation height was.

Ms. Stone stated it was 10' high from grade.

Chairman Gunsteen stated it will look like a fortress. He would rather see a berm with bushes or evergreens, etc.



VILLAGE OF BARTLETT COMMITTEE MINUTES December 19, 2023

Ms. Stone stated the sound wall will no longer be along Stearns and Newport. The sound study said that was not necessary, so it is just looking at one along the rear of the gas station because there could be some impacts on the Dunkin drive-thru.

Trustee Gunsteen asked if the sound wall could be pushed back slightly to add greenery to the front.

President Wallace liked having a bond to make sure we need a wall first.

The item was forwarded to the village board for a final vote.

PUBLIC WORKS AND GOLF COMMITTEE, CHAIRMAN DEYNE

1. Public Works Golf Projects

Chairman Deyne introduced the item.

Chairman Gandsey asked if these were projects that we didn't know about or more routine.

Assistant Village Administrator Scott Skrycki stated, for the most part, it is routine maintenance.

Chairman Hopkins asked if it is common not to send routine maintenance out to bid.

Mr. Skrycki stated it depends on the nature of the maintenance. For example, in some of these projects that we have, we may go out and look at pricing, but if it is convenient and a cost savings, we would talk to public works.

Chairman Hopkins confirmed that we would not know if we could save any money by going out to bid on these projects because they were not sent out to bid.

Mr. Skrycki stated some of the items you are seeing, like stump grinding or minimal cart path repair, those types of low-priced items we would not necessarily go out to bid for. We would reach out to companies to get pricing and compare them.

President Wallace stated it would probably take staff longer to review the bids on a \$5,000 job than the savings would be.

Trustee Deyne stated he knows some of those prices are estimates, but public works has saved us over \$10,000.

Trustee Hopkins asked what staff is looking for from the board.

Village Administrator Paula Schumacher stated this is for discussion purposes. It was an item that was asked to be reviewed, so the board can give direction, otherwise, we can continue as we have been.

Trustee Hopkins stated he does not have a problem with public works saving money for us, as long as the golf course reimburses public works for the time.



VILLAGE OF BARTLETT COMMITTEE MINUTES December 19, 2023

President Wallace thought that made sense.

2. Bartlett Hills Golf Revenue and Operational Analysis

Trustee Deyne introduced the item.

Mr. Skrycki stated we took a look at the golf course in its totality and broke it down in terms of an operational fiscal year. We looked at the fiscal year ending April 30, 2023. We have seen some success in golf in the last couple of years, especially coming off of COVID. We have seen a rise in rounds, coming off a low total of 26,000. Closing out the most recent fiscal year was approximately 32,000 rounds. You will also see the food and beverage side of the operation, which is a bit down this year. There is also a comprehensive revenue analysis in the memo, which lumps in grounds maintenance, an expenditure of approximately \$586,000. You have to include that in the full chart in the most recent fiscal year along with food and beverage. It does not count for any direct revenue generation, but it does support the golf course and food and beverage. That part is in the full analysis you see. Through the current date, the golf course in total is up \$115,000 compared to last year. That says we are doing well, but we do not have March in the books nor April, and those months are complete wildcards, but based on a historical analysis, this year is off to a really good start. In the memo, you will see a chart of rates. Based on the discussion during budget time last year, we raised our rates \$3 per head. That was pretty aggressive for us, and we are raising our rates another dollar per head. This will be the first time in many years we have raised rates two years in a row, but based on the quality of the course and the way golf is going, we think it calls for that.

Chairman Hopkins asked if we are seeing that across golf.

Mr. Skrycki stated our golf pro and his staff review rates at our courses, and some are increasing while others are not. It depends on what projects they have going on as well. On a list of 20 comparables, about 15 years ago, we were probably in that 12 range; we are now probably in the 6 to 7 range.

Chairman Hopkins asked if we will see any staffing level changes now that we are not going to have them fixing the water system so often. Mr. Skrycki stated they will be able to use that time to beautify the course, which will justify us continuing to justify our rates. It would not justify reducing the employee count, though.

Mr. Skrycki stated looking at food and beverage and some of the challenges we have with labor costs, we were paying banquet servers \$12 per hour and now we are paying them \$18, line cooks were \$10 and now \$15. For 2020-2021, we only had wedding numbers in the teens, so those are outliers, but in 2024, you will see 32 scheduled. We are hoping for 5-7 more after the engagement season is over here shortly. Looking at golf, it is very weather-dependent. We started off this year strong with about \$18,000 in revenue in December vs. \$4,000 last year. We still have to see what March and April bring, though. If you lose one weekend, you lose about \$12,000. Some of the things we see over the next few years is the change from some of the weddings we are seeing with more casual weddings. We have 7 casual weddings booked next year which generate a 55% profit vs. a 40% profit from a traditional wedding.



VILLAGE OF BARTLETT COMMITTEE MINUTES December 19, 2023

Trustee Deyne asked what the difference between a traditional and casual wedding was. Mr. Skrycki stated a traditional wedding is a plated meal. The casual package is more buffet style. There is less staff required for casual as well. Food and Beverage is raising their rates by 6% in this year, and any bookings after January first will see a 10% increase from where we are now.

Chairman Gandsey asked what the goal is for the number of weddings.

Food and Beverage Manager Paul Petersen stated we have seen some years in the 60's, but usually, they are around the 40's.

President Wallace stated we should have a yearly goal.

Chairman Gunsteen asked why we had four weddings cancel last year.

Mr. Petersen stated half of those were COVID-related, and the other half were breakups. We keep their deposit and try to fill the date on short notice.

Mr. Skrycki stated Paul, Phil, and Matt are the three divisional heads, and they report to him. There are more municipal courses in the state that are unprofitable vs. profitable. We strive to do that, but it is important for the board to know we have not been stagnant. Ten years ago, we had another 1.5 employees, so we are doing more with less staff. Our wedding capacity has changed from 160 to 210. A dozen years ago, you could not play golf year-round. If you were here in December, greens would have been covered. Our midway and beverage cart is coming off record years. This has a lot to do with the deals we have had, weather, etc. last year we were open 365 days. That has not been the norm. We understand we need to dig a little deeper to try to make money on the operation.

President Wallace suggested having a target number of banquets/events. We need to know our break-even point, and without knowing that number, it's hard to push staff to hit a number.

Mr. Skrycki stated when we work on the budget, we formulate it based on what we have in the books, and sometimes you might get a top-tier wedding that reduces or increases the guest count by 50 or change food or upgraded sashes on chairs, etc., but we can certainly do some more intensive goal setting.

Chairman LaPorte asked if the irrigation expense is included in the golf program.

Mr. Skrycki stated that would begin next year; this is looking at our last full fiscal year.

Chairman LaPorte stated so that number will increase expenses for that next year. We did a good job of getting closer to breaking even, but we will have to cover about \$115,000 more next year. It would help to get a couple more banquets since they are a larger profit for us.

Chairman Gunsteen stated he thinks we need to be ahead of the curve on increasing our prices. We need to look at revenue coming in and balance that with the additional labor and costs to run the facility. This is our first look at this. He wants to take a look back at this and look at different ideas and ways to make money. He wants to know if there are additional areas we can bring in revenue for the banquet other than



VILLAGE OF BARTLETT COMMITTEE MINUTES December 19, 2023

weddings. We might already be doing that, but we might be missing something, so he wants to take a good look at that.

Chairman LaPorte stated we have a really good product in Bartlett Hills. He wants to let more people know to come to Bartlett Hills.

Chairman Gunsteen thought we should utilize our branding to help sell Bartlett Hills. We are utilizing a service to brand Bartlett, and it should be utilized.

Chairman Gandsey stated she had her birthday party there and it was fantastic. There are some opportunities to highlight and market the other smaller events as well.

Mr. Skrycki stated we can certainly do some more marketing for the other types of events, but Paul can talk a little more about the other events we hold, sweet sixteen, bar mitzvah's, etc.

Mr. Petersen stated they do a lot of the golf outings, junior golf, rotary events, etc.

Chairman Gandsey stated she goes to a lot of these events and doesn't see much about marketing those other smaller events when there.

Ms. Schumacher stated A-5 is coming back to discuss the surveys, but you make a good point that Bartlett Hills should be added to that. It builds a sense of community since it does hold a lot of the outings for our local civic groups, the firecracker tournament, Mother's Day brunch, etc. Putting a spotlight on that through our branding is an excellent direction.

Mr. Skrycki stated Bartlett Hills used to be called a value course. We are shifting away from that and beginning to be more of an upper tier.

Chairman Gunsteen stated as we brand it as a premier golf course in the area, it will be pretty self-explanatory since it is a very well-run course, and the food and banquet facility is very good.

President Wallace stated he knows in the last two years he has seen premier golfers that play at Royal Fox who play at our course and love it. It tells you a lot when golfers like that enjoy our course.

Ms. Schumacher stated since we are a municipal golf course, we do have that welcoming environment of being open to people of all skill levels. Phil has done a lot to bring in the high school tournaments and practices which helps build that community as well.

Chairman Gunsteen stated those GPS additions to the carts really help make it premier as well. We can't control the weather or people breaking up, but we can do what we can to make money for the course.

Chairman LaPorte stated he looks forward to seeing the numbers a year from now; it's just the expenses are still exceeding the revenue. We could have the best of everything, but if that keeps happening, it doesn't matter.

Chairman Suwanski asked how far out weddings are booked on average.

Mr. Petersen usually within a year nowadays.



VILLAGE OF BARTLETT COMMITTEE MINUTES December 19, 2023

Chairman Suwanski stated the comments about cost increases and contracts having prices locked in; that seems to be an issue. How are other facilities handling those issues.

Mr. Petersen stated that passing along those costs can lead to a bad review and a sour taste in people's mouths.

Chairman Suwanski asked if other facilities are doing that, but she did not suggest Bartlet Hills do that.

Mr. Petersen stated some do not include prices on their website, and that turns a lot of people off right away when they are searching, so it's hard to count how many people we would lose.

Mr. Skrycki added that price sensitivity is a lot greater now than in the past. Ten to fifteen years ago, every individual who paid for the wedding was a parent; now they are brides and grooms.

Chairman LaPorte stated the flip side of that is if we are losing money, then why are we in business.

Ms. Schumacher stated then that area will be townhomes.

Chairman Hopkins stated the golf side is successful. If you look at the banquet side, if you had more banquets, it can be profitable. He thinks 6-7 years ago we had this same discussion about expanding the banquet hall to hold larger weddings; did that happen.

Mr. Skrycki stated it did not. The pandemic was very good for golf but very bad for banquets. The expansion allowed us to have large parties, though.

Chairman Hopkins stated he used other municipalities to use consultants to show a sure-fire way to make it successful. He does not want to change what's going on out there because it is successful; it's just the numbers. He doesn't know if a consultant could change it, but none of the board members are experts in running a golf course.

Chairman Gunsteen asked about the branding timeframe.

Mr. Skrycki stated they are coming back to the board in February and hoping to get feedback. The branding campaign will hopefully start in April/May.

Ms. Schumacher stated we will be coming back with the second round of funding during budget season for that.

Chairman Gunsteen stated we should put our heads together and see if as branding comes in, we start to see a change.

Mr. Skrycki stated he thought the branding would be great, but some of the things we do, we do not operate within our four walls, we have had staff members pretend to be husband and wife to see prices on chicken upgrades and everything else involved. Certainly, the analysis we do year after year might not be reflected in the memo, but we do things like that and like Chairman Gandsey suggested maybe more goal sighting would be more appropriate.



VILLAGE OF BARTLETT COMMITTEE MINUTES December 19, 2023

Chairman Gunsteen stated he knows it was a joke, but as long as he is here, he will not vote to get rid of the golf course; they can always change with the times to get profitable. He thinks branding has to be focused on where we generate revenue, and that is one of the areas. It's a great course and a good value.

Chairman LaPorte stated he thinks the facility is a great product; we just need more people to know about it.

President Wallace stated he is of the opinion that if you need to get a consultant, you have the wrong people driving the ship. Restaurants need to make money, and so do banquet facilities. If we have too much staff or too many full-time staff, then something needs to change. He would suggest we sharpen our pencil on targets to try to figure out where we can break even.

Chairman Deyne thanked the staff of Bartlett Hills for all their work.

Chairman Deyne moved to adjourn the Committee of the Whole meeting and that motion was seconded by Chairman Gandsey.

ROLL CALL VOTE TO ADJOURN

PRESENT: Chairmen Deyne, Gandsey, Gunsteen, Hopkins, LaPorte, Suwanski

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 7:52 p.m.

Samuel Hughes
Deputy Village Clerk

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
INVOICES DUE ON/BEFORE 1/2/2024

100-GENERAL FUND REVENUES

420230-BUILDING PERMITS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JOHN HUBER	PERMIT FEE REFUND	50.00
INVOICES TOTAL:		50.00
		50.00

100000-GENERAL FUND

210002-GROUP INSURANCE PAYABLE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FIRST STOP HEALTH LLC	TELEMEDICINE SERVICES/JAN 2024	968.85
INVOICES TOTAL:		968.85
		968.85

1100-VILLAGE BOARD/ADMINISTRATION

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	ACRYLIC SIGN HOLDERS	26.97
1 AMAZON CAPITAL SERVICES INC	CALENDARS	24.13
1 WAREHOUSE DIRECT	OFFICE SUPPLIES	103.56
1 WAREHOUSE DIRECT	BINDERS	110.07
1 WAREHOUSE DIRECT	MONTHLY PLANNER	23.48
INVOICES TOTAL:		288.21

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DUPAGE MAYORS & MANAGERS	NOVEMBER BUSINESS MEETING	40.00
INVOICES TOTAL:		40.00

542100-REBATES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ISSA'S RESTAURANT BAR LLC	BEDA GRANT	14,811.75
INVOICES TOTAL:		14,811.75

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 METROPOLITAN MAYORS CAUCUS	DUES RENEWAL	1,849.73
INVOICES TOTAL:		1,849.73

543900-COMMUNITY RELATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WORLD CLASS ICE SCULPTURE INC	ICE CARVING DEMONSTRATION	800.00

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
INVOICES DUE ON/BEFORE 1/2/2024

INVOICES TOTAL: 800.00

17,789.69

1200-PROFESSIONAL SERVICES

523400-LEGAL SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 LAW OFFICES OF FRANCIS BONGIOVANNI	PROFESSIONAL SERVICES	832.50
1 LAW OFFICES OF FRANCIS BONGIOVANNI	PROFESSIONAL SERVICES	1,017.50
1 LAW OFFICES OF ROBERT J KRUPP PC	PROFESSIONAL SERVICES	555.00
1 LAW OFFICES OF ROBERT J KRUPP PC	PROFESSIONAL SERVICES	925.00
1 LAW OFFICES OF ROBERT J KRUPP PC	PROFESSIONAL SERVICES	925.00
1 LAW OFFICES OF ROBERT J KRUPP PC	PROFESSIONAL SERVICES	990.00
** 1 PLANET DEPOS	COURT REPORTER FOR SPA HEARINGS	414.75
INVOICES TOTAL:		5,659.75

523401-ARCHITECTURAL/ENGINEERING SVC

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CHASTAIN & ASSOCIATES LLC	OAK AVE RESURFACING PROJECT	4,262.25
INVOICES TOTAL:		4,262.25

523600-SOCIAL SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NORTHEAST DUPAGE FAMILY	SOCIAL WORKER PROGRAM	5,341.20
INVOICES TOTAL:		5,341.20

15,263.20

1210-LIABILITY INSURANCE

544200-LIABILITY INS DEDUCTIBLE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 INTERGOVERNMENTAL RISK MGMT AGENCY	OCT & NOV DEDUCTIBLE	19,616.75
INVOICES TOTAL:		19,616.75

19,616.75

1400-FINANCE

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	40.61
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	125.30
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	28.00
INVOICES TOTAL:		193.91

522950-ORDINANCE CODIFICATION

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
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VILLAGE OF BARTLETT
DETAIL BOARD REPORT
INVOICES DUE ON/BEFORE 1/2/2024

1 AMERICAN LEGAL PUBLISHING	ANNUAL WEB HOSTING	500.00
1 AMERICAN LEGAL PUBLISHING	ORDINANCE SUPPLEMENTS	145.27
INVOICES TOTAL:		645.27

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	CALENDARS	66.51
1 CENTURY PRINT & GRAPHICS	A/P CHECK FORMS	221.98
1 CENTURY PRINT & GRAPHICS	PAYROLL CHECK FORMS	206.28
1 WAREHOUSE DIRECT	OFFICE SUPPLIES	75.33
1 WAREHOUSE DIRECT	TONER	203.50
INVOICES TOTAL:		773.60

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FEDERAL EXPRESS CORP	TAX LEVY FILING	91.89
INVOICES TOTAL:		91.89

1,704.67

1500-PLANNING & DEV SERVICES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	38.20
INVOICES TOTAL:		38.20

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 WEX BANK	FUEL PURCHASES - NOV 23	7.00
INVOICES TOTAL:		7.00

526005-PLAN REVIEW SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DEIGAN & ASSOCIATES LLC	ENVIRONMENTAL ENG CONSULTING	693.75
INVOICES TOTAL:		693.75

532000-AUTOMOTIVE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 WEX BANK	FUEL PURCHASES - NOV 23	423.04
INVOICES TOTAL:		423.04

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	STANDING DESK CONVERTER	229.76
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	84.05
1 MINUTEMAN PRESS	FOOD INSPECTION REPORT FORMS	172.96

** Indicates pre-issue check.

VILLAGE OF BARTLETT
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INVOICES DUE ON/BEFORE 1/2/2024

INVOICES TOTAL: 486.77

1,648.76

1700-POLICE

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	63.58
1 COMCAST	CABLE SERVICE	190.03
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	372.94
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	165.40
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	88.13
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	146.62
1 T-MOBILE USA INC	SUBPOENA FEES	75.00
1 VERIZON WIRELESS	WIRELESS SERVICES	456.12
INVOICES TOTAL:		1,557.82

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ARMY TRAIL TIRE AND SERVICE	VEHICLE MAINTENANCE	635.71
1 FTD AUTO LLC	VEHICLE MAINTENANCE	80.70
1 FTD AUTO LLC	VEHICLE MAINTENANCE	80.73
1 MYD BARTLETT SG LLC	CAR WASH SERVICE	120.00
INVOICES TOTAL:		917.14

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALBERTSONS - SAFEWAY	FOOD PURCHASES	49.30
1 AMAZON CAPITAL SERVICES INC	FURNITURE/SMART TV	709.96
1 AMAZON CAPITAL SERVICES INC	FURNITURE FOR SOCIAL WORKER ROOM	49.97
1 AMAZON CAPITAL SERVICES INC	TONER FOR NEW PRINTER	124.46
1 THE FINER LINE INC	PLATES WITH ENGRAVING	50.00
1 THE FINER LINE INC	PLATES WITH ENGRAVING	52.42
1 STATE GRAPHICS	CUSTOM FORMS	336.92
1 ULINE	EVIDENCE SUPPLIES	143.92
INVOICES TOTAL:		1,516.95

532000-AUTOMOTIVE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALBERTSONS - SAFEWAY	FOOD PURCHASES	8.62
** 1 WEX BANK	FUEL PURCHASES - NOV 23	9,275.24
INVOICES TOTAL:		9,283.86

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	23.46
1 AMAZON CAPITAL SERVICES INC	FURNITURE FOR SOCIAL WORKER ROOM	7.95

** Indicates pre-issue check.

VILLAGE OF BARTLETT
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INVOICES DUE ON/BEFORE 1/2/2024

1 AMAZON CAPITAL SERVICES INC	LANYARDS FOR TRAINING CLASSES	29.97
1 STATE GRAPHICS	BUSINESS CARDS	162.44
1 WAREHOUSE DIRECT	OFFICE SUPPLIES	300.11
1 WAREHOUSE DIRECT	OFFICE SUPPLIES	189.68
INVOICES TOTAL:		713.61

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MUNICIPAL ELECTRONICS DIVISION LLC	RADAR CERTIFICATION FEES	1,078.00
1 MUNICIPAL ELECTRONICS DIVISION LLC	REMOTE REPAIR	158.42
INVOICES TOTAL:		1,236.42

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MAHA AYESH	TRAINING EXPENSES	57.60
1 NORTH EAST MULTI-REGIONAL TRAINING INC	CLASS REGISTRATION FEES	390.00
1 STEPHANIE NOVARRO	TRAINING EXPENSES	57.60
1 KYLE RYBASKI	TRAINING EXPENSES	47.40
INVOICES TOTAL:		552.60

543900-COMMUNITY RELATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALBERTSONS - SAFEWAY	FOOD PURCHASES	14.94
1 PROMOS 911 INC	GENERAL EVENT GIVEAWAY ITEMS	5,900.35
INVOICES TOTAL:		5,915.29

544001-PRISONER DETENTION

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALBERTSONS - SAFEWAY	FOOD PURCHASES	52.87
INVOICES TOTAL:		52.87

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BLA INC	IL RTE 25 KENYON RD TRAFFIC STUDY	647.50
1 JENSEN'S PLUMBING & HEATING INC	WATER HEATER MAINTENANCE	2,648.87
INVOICES TOTAL:		3,296.37

25,042.93

1800-STREET MAINTENANCE

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BAMWX LLC	ANNUAL SERVICE AGREEMENT	2,300.00
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	12.00
INVOICES TOTAL:		2,312.00

VILLAGE OF BARTLETT
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524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	9,817.14
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	28.65
1 NICOR GAS	GAS BILL	734.68
INVOICES TOTAL:		10,580.47

527100-SERVICES TO MAINTAIN STREETS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JERRY'S WELDING INC	EQUIPMENT REPAIRS	1,850.00
1 RUBINO ENGINEERING INC	FIELD TESTING	1,533.33
INVOICES TOTAL:		3,383.33

527113-SERVICES TO MAINT. GROUNDS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DEIGAN & ASSOCIATES LLC	LUST CLOSEOUT WORK	800.16
INVOICES TOTAL:		800.16

527130-SIDEWALK & CURB REPLACEMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ELMHURST CHICAGO STONE COMPANY	PSI AIR	1,761.10
1 ELMHURST CHICAGO STONE COMPANY	PSI AIR	2,897.70
1 ELMHURST CHICAGO STONE COMPANY	PSI AIR	1,649.00
1 ELMHURST CHICAGO STONE COMPANY	PSI AIR	3,246.50
1 ELMHURST CHICAGO STONE COMPANY	PSI AIR	1,675.40
INVOICES TOTAL:		11,229.70

527140-TREE TRIMMING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOMER TREE SERVICE INC	TREE REMOVAL	22,000.00
1 SKYLINE TREE SERVICE	TREE REMOVAL SERVICES	675.00
1 SKYLINE TREE SERVICE	DORMANCY PRUNING	975.00
INVOICES TOTAL:		23,650.00

527160-STREET SWEEPING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 LRS LLC	STREET SWEEPING SERVICES	9,700.00
INVOICES TOTAL:		9,700.00

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AIRGAS USA LLC	CYLINDER RENTAL	267.70
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	79.27
1 AMAZON CAPITAL SERVICES INC	CREDIT MEMO	-70.94
1 GRAINGER	YARD HYDRANT	145.63
1 GRAINGER	MATERIALS & SUPPLIES	117.00
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	2,424.03

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1 WAREHOUSE DIRECT	MATERIALS & SUPPLIES	39.91
INVOICES TOTAL:		<u>3,002.60</u>

532010-FUEL PURCHASES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 WEX BANK	FUEL PURCHASES - NOV 23	4,394.99
INVOICES TOTAL:		<u>4,394.99</u>

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	MAINTENANCE SUPPLIES	319.28
1 ARLINGTON POWER EQUIPMENT INC	MAINTENANCE SUPPLIES	979.44
1 ATLAS BOBCAT LLC	MAINTENANCE SUPPLIES	721.80
1 AUTOZONE INC	MAINTENANCE SUPPLIES	281.70
1 BATTERY SERVICE CORP	SMALL TOOLS	124.50
1 CAROL STREAM LAWN & POWER	MAINTENANCE SUPPLIES	37.57
1 CAROL STREAM LAWN & POWER	MAINTENANCE SUPPLIES	11.80
1 CAROL STREAM LAWN & POWER	HANDLEBAR	63.99
1 COLLIFLOWER INC - BALTIMORE	GARAGE HOSE REEL	97.31
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	31.88
1 WEST SIDE TRACTOR SALES	MAINTENANCE MATERIALS	89.40
INVOICES TOTAL:		<u>2,758.67</u>

534400-STREET MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GRIMCO INC	MATERIALS & SUPPLIES	329.76
1 SUPERIOR ASPHALT MATERIALS LLC	ASPHALT PURCHASE	2,349.83
1 TRAFFIC CONTROL & PROTECTION INC	STREET MAINTENANCE MATERIALS	1,866.50
1 TRAFFIC CONTROL & PROTECTION INC	STREET MAINTENANCE MATERIALS	1,126.25
INVOICES TOTAL:		<u>5,672.34</u>

534600-BUILDING MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JOHNSON CONTROLS SECURITY SOLUTIONS	QUARTERLY BILLING	114.40
1 JOHNSON CONTROLS SECURITY SOLUTIONS	QUARTERLY BILLING	45.00
INVOICES TOTAL:		<u>159.40</u>

534800-STREET LIGHTS MAINT MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CAROL STREAM LAWN & POWER	MAINTENANCE SUPPLIES	36.52
1 GRAINGER	MATERIALS & SUPPLIES	71.37
1 STEINER ELECTRIC COMPANY	STREET LIGHTING SUPPLIES	213.35
1 STEINER ELECTRIC COMPANY	STREET LIGHTING SUPPLIES	37.52
1 STEINER ELECTRIC COMPANY	STREET LIGHTING SUPPLIES	3,041.57
1 STEINER ELECTRIC COMPANY	STREET LIGHTING SUPPLIES	748.25
INVOICES TOTAL:		<u>4,148.58</u>

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543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ILLINOIS PUBLIC WORKS	MEMBERSHIP RENEWAL	250.00
INVOICES TOTAL:		250.00

543800-STORMWATER FACILITIES MAINT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CHRISTOPHER B BURKE ENG LTD	MUNGER RD CULVERT REPLACEMENT	14,749.60
1 CORE & MAIN LP	MAINTENANCE SUPPLIES	28.45
1 HAMPTON LENZINI AND RENWICK INC	STREAMBANK STABILIZATION	3,377.50
INVOICES TOTAL:		18,155.55

570100-MACHINERY & EQUIPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 STANDARD INDUSTRIAL & AUTOMOTIVE	VEHICLE LIFT	70,750.00
INVOICES TOTAL:		70,750.00

574900-CEMETERY COLUMBARIUM

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 IMPERIAL CRANE SERVICES, INC	CRANE RENTAL	3,525.00
INVOICES TOTAL:		3,525.00

174,472.79

3000-DEBT SERVICE EXPENDITURES

523700-AGENTS FEES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMPUTERSHARE TRUST COMPANY N.A.	AGENT FEES/SERIES 2016	1,000.00
INVOICES TOTAL:		1,000.00

547068-2016 GO BOND INTEREST

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 COMPUTERSHARE TRUST COMPANY N.A.	2016 GO BOND PAYMENT	52,887.50
INVOICES TOTAL:		52,887.50

547069-2016 GO BOND PRINCIPAL

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 2 COMPUTERSHARE TRUST COMPANY N.A.	2016 GO BOND PAYMENT	660,000.00
INVOICES TOTAL:		660,000.00

713,887.50

4200-MUNICIPAL BLDG PROJECTS EXP

572000-BUILDING & GROUNDS IMPROVMNTS

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

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1	ENGINEERING SOLUTIONS TEAM	HVAC SYSTEM REHABILITATION	3,856.50
INVOICES TOTAL:			3,856.50

584022-PARKING LOT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1	ABBAY PAVING & SEALCOATING CO INC	OAK/ONEIDA PARKING LOT IMPROVEMENTS
		78,029.83
INVOICES TOTAL:		78,029.83

81,886.33

4440-BLUFF CITY TIF PROJ EXPENSES

547006-DEVELOPER NOTES INTEREST

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1	BLUFF CITY MATERIALS INC	DEVELOPER NOTE 1/1/24 INT PYMT
		1,234,123.37
INVOICES TOTAL:		1,234,123.37

1,234,123.37

5000-WATER OPERATING EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1	GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE
		12.00
INVOICES TOTAL:		12.00

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1	VERIZON WIRELESS	WIRELESS SERVICES
		379.68
INVOICES TOTAL:		379.68

522720-PRINTING SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1	SEBIS DIRECT INC	DECEMBER 2023 BILLING
		724.79
INVOICES TOTAL:		724.79

523401-ARCHITECTURAL/ENGINEERING SVC

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1	DEIGAN & ASSOCIATES LLC	LUST CLOSEOUT WORK
		800.16
INVOICES TOTAL:		800.16

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1	COMMONWEALTH EDISON CO	ELECTRIC BILL
		392.45
1	COMMONWEALTH EDISON CO	ELECTRIC BILL
		939.38
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL
		4,122.02
1	NICOR GAS	GAS BILL
		282.03

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INVOICES TOTAL:	5,735.88
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526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AUTOZONE INC	MAINTENANCE SUPPLIES	54.14
INVOICES TOTAL:		54.14

527120-SVCS TO MAINT MAINS/STORM LINE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 RUBINO ENGINEERING INC	FIELD TESTING	1,533.33
INVOICES TOTAL:		1,533.33

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AIRGAS USA LLC	CYLINDER RENTAL	267.71
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	79.27
1 AMAZON CAPITAL SERVICES INC	CREDIT MEMO	-70.95
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	184.57
1 WAREHOUSE DIRECT	MATERIALS & SUPPLIES	39.92
INVOICES TOTAL:		500.52

530120-CHEMICAL SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HAWKINS INC	CHEMICAL SUPPLIES	1,062.04
INVOICES TOTAL:		1,062.04

530150-SMALL TOOLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 LEE JENSEN SALES CO INC	WIRE ROPE CHOKER	55.00
1 ZIEBELL WATER SERVICE	MATERIALS & SUPPLIES	4,148.98
INVOICES TOTAL:		4,203.98

532000-AUTOMOTIVE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AUTOZONE INC	MAINTENANCE SUPPLIES	75.98
** 1 WEX BANK	FUEL PURCHASES - NOV 23	821.09
INVOICES TOTAL:		897.07

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 SEBIS DIRECT INC	DECEMBER 2023 BILLING	3,047.95
INVOICES TOTAL:		3,047.95

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CAROL STREAM LAWN & POWER	MAINTENANCE SUPPLIES	13.98

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1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	31.88
	INVOICES TOTAL:	45.86

534600-BUILDING MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JOHNSON CONTROLS SECURITY SOLUTIONS	QUARTERLY BILLING	114.41
1 JOHNSON CONTROLS SECURITY SOLUTIONS	QUARTERLY BILLING	45.00
	INVOICES TOTAL:	159.41
		19,156.81

5090-WATER CAPITAL PROJECTS EXP

581020-WATER METER AUTOMATION

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WATER RESOURCES INC	WATER METERS	3,921.92
	INVOICES TOTAL:	3,921.92
		3,921.92

5100-SEWER OPERATING EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	12.00
	INVOICES TOTAL:	12.00

522720-PRINTING SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	DECEMBER 2023 BILLING	724.79
	INVOICES TOTAL:	724.79

522800-ANALYTICAL TESTING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SUBURBAN LABORATORIES INC	SAMPLE TESTING	308.75
	INVOICES TOTAL:	308.75

523401-ARCHITECTURAL/ENGINEERING SVC

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DEIGAN & ASSOCIATES LLC	LUST CLOSEOUT WORK	800.16
	INVOICES TOTAL:	800.16

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	820.79
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	35.36
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	119.84
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	518.46

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1	COMMONWEALTH EDISON CO	ELECTRIC BILL	116.56
1	COMMONWEALTH EDISON CO	ELECTRIC BILL	63.53
1	COMMONWEALTH EDISON CO	ELECTRIC BILL	54.21
1	COMMONWEALTH EDISON CO	ELECTRIC BILL	47.05
1	COMMONWEALTH EDISON CO	ELECTRIC BILL	297.62
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	34,370.62
1	NICOR GAS	GAS BILL	167.14
INVOICES TOTAL:			<u>36,611.18</u>

524210-SLUDGE REMOVAL

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SYNAGRO CENTRAL LLC	SLUDGE DISPOSAL	5,197.50
INVOICES TOTAL:		<u>5,197.50</u>

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KAMMES AUTO & TRUCK REPAIR INC	VEHICLE MAINTENANCE	629.48
INVOICES TOTAL:		<u>629.48</u>

527120-SVCS TO MAINT MAINS/STORM LINE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 RUBINO ENGINEERING INC	FIELD TESTING	1,533.34
INVOICES TOTAL:		<u>1,533.34</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	79.27
1 AMAZON CAPITAL SERVICES INC	CREDIT MEMO	-70.95
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	111.67
1 KIMBALL MIDWEST	MATERIALS & SUPPLIES	143.13
1 NORTH CENTRAL LABORATORIES	LAB SUPPLIES	852.77
1 NORTH CENTRAL LABORATORIES	LAB SUPPLIES	39.20
1 WAREHOUSE DIRECT	MATERIALS & SUPPLIES	39.92
INVOICES TOTAL:		<u>1,195.01</u>

530120-CHEMICAL SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HAWKINS INC	CHLORINE CYLINDERS	30.00
INVOICES TOTAL:		<u>30.00</u>

532000-AUTOMOTIVE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AUTOZONE INC	MAINTENANCE SUPPLIES	1,655.19
** 1 WEX BANK	FUEL PURCHASES - NOV 23	901.63
INVOICES TOTAL:		<u>2,556.82</u>

VILLAGE OF BARTLETT
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532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 SEBIS DIRECT INC	DECEMBER 2023 BILLING	3,047.94
INVOICES TOTAL:		3,047.94

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	HOTSTART ENGINE HEATER	183.98
1 AMAZON CAPITAL SERVICES INC	OIL FILTERS	74.50
1 COLUMBIA PIPE & SUPPLY CO	MAINTENANCE SUPPLIES	24.12
1 GRAINGER	SEALED LEAD ACID BATTERY	77.28
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	98.30
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	31.89
1 STENSTROM PETROLEUM SERVICES INC	MONTHLY INSPECTION FEE	150.00
INVOICES TOTAL:		640.07

534600-BUILDING MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JOHNSON CONTROLS SECURITY SOLUTIONS	QUARTERLY BILLING	114.41
INVOICES TOTAL:		114.41

53,401.45

510000-SEWER FUND

200504-FRWRD PAYABLE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FRWRD	KANE CTY SEWER TREATMENT 12/23	1,117.54
INVOICES TOTAL:		1,117.54

1,117.54

5190-SEWER CAPITAL PROJECTS EXP

582025-SANITARY SEWER EVALUATION

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOERR CONSTRUCTION INC	SANITARY SEWER LINING	200,738.54
1 NEENAH FOUNDRY COMPANY	SOLID LIDS & FRAMES	880.00
1 PERFORMANCE PIPELINING INC	SANITARY SERVICE LINING	1,512.00
INVOICES TOTAL:		203,130.54

582026-LIFT STATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 TROTTER & ASSOCIATES INC	HERRICK HOUSE LS & FM REHAB PROJECT	867.00
INVOICES TOTAL:		867.00

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582027-WWTP FACILITY IMPROVEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 RUBINO ENGINEERING INC	CONCRETE COMPRESSION TESTING	1,894.00
INVOICES TOTAL:		1,894.00

582028-DEVON EXCESS FLOW PLANT REHB

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MARTAM CONSTRUCTION INC	DEVON EXCESS FLOW LIFT STATION	931,131.00
INVOICES TOTAL:		931,131.00

1,137,022.54

5200-PARKING OPERATING EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 PASSPORT LABS INC	PERMIT SERVICE - NOV 23	37.00
INVOICES TOTAL:		37.00

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	INTERNET SERVICE	131.90
INVOICES TOTAL:		131.90

168.90

5500-GOLF PROGRAM EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ANDERSON PEST SOLUTIONS	PEST CONTROL SERVICES	117.50
1 ANDERSON PEST SOLUTIONS	PEST CONTROL SERVICES	117.50
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	21.60
1 ROSCOE CO	MATS	341.09
INVOICES TOTAL:		597.69

524100-BUILDING MAINTENANCE SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FOX VALLEY FIRE & SAFETY	FIRE SPRINKLER SYSTEM REPAIR	2,812.56
INVOICES TOTAL:		2,812.56

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	1,521.29
1 NICOR GAS	GAS BILL	1,224.18
INVOICES TOTAL:		2,745.47

**VILLAGE OF BARTLETT
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534200-GOLF CART MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 EXCEL OIL SERVICE	USED OIL PICKUP	75.00
INVOICES TOTAL:		75.00

534335-PURCHASES - MISC GOLF MDSE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GEAR FOR SPORTS	GOLF MERCHANDISE	2,021.07
INVOICES TOTAL:		2,021.07

8,251.79

5510-GOLF MAINTENANCE EXPENSES

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	507.10
1 NICOR GAS	GAS BILL	343.72
1 NICOR GAS	GAS BILL	408.06
INVOICES TOTAL:		1,258.88

532000-AUTOMOTIVE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSERV FS INC	ENGINE OIL	991.65
1 REINDERS INC	MAINTENANCE SUPPLIES	777.20
INVOICES TOTAL:		1,768.85

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALEXANDER EQUIPMENT COMPANY INC	MUFFLER	263.45
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	215.05
INVOICES TOTAL:		478.50

534500-GROUNDS MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 L & M GREENHOUSES	DOWN PAYMENT FOR SPRING FLOWERS	1,075.00
1 L & M GREENHOUSES	WREATHS & PLANTERS	347.98
1 TOP TO BOTTOM INSTALLATIONS	BURGLAR ALARM MONITORING & SERVICE	210.00
INVOICES TOTAL:		1,632.98

534600-BUILDING MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JENSEN'S PLUMBING & HEATING INC	INSTALL UNIT HEATERS & THERMOSTATS	8,550.00
1 TOP TO BOTTOM INSTALLATIONS	BURGLAR ALARM MONITORING & SERVICE	380.00
INVOICES TOTAL:		8,930.00

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543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MIDWEST ASSOC OF GOLF COURSE	MEMBERSHIP RENEWAL	200.00
	INVOICES TOTAL:	200.00
		14,269.21

5560-GOLF RESTAURANT EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 A & P GREASE TRAPPERS INC	GREASE TRAP MAINTENANCE	87.50
1 COMPLETE BAR SYSTEMS LLC	CLEAN BEER LINES	64.00
1 ECOLAB INC	WATER SOFTENER RENTAL	49.50
1 GREAT LAKES SERVICE	MONTHLY SERVICE AGREEMENT	45.82
1 GREAT LAKES SERVICE	MONTHLY SERVICE AGREEMENT	112.50
	INVOICES TOTAL:	359.32

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	253.55
1 NICOR GAS	GAS BILL	204.03
	INVOICES TOTAL:	457.58

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SYSCO CHICAGO INC	SUPPLIES	26.69
1 SYSCO CHICAGO INC	SLICER SET	22.42
1 SYSCO CHICAGO INC	PARING KNIVES	8.67
	INVOICES TOTAL:	57.78
		874.68

5570-GOLF BANQUET EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 A & P GREASE TRAPPERS INC	GREASE TRAP MAINTENANCE	87.50
1 ALSCO	LINEN SERVICES	339.41
1 ALSCO	LINEN SERVICES	43.44
1 ECOLAB INC	WATER SOFTENER RENTAL	49.50
1 GREAT LAKES SERVICE	MONTHLY SERVICE AGREEMENT	45.81
1 GREAT LAKES SERVICE	MONTHLY SERVICE AGREEMENT	112.50
	INVOICES TOTAL:	678.16

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	253.55

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1 NICOR GAS	GAS BILL	204.03
INVOICES TOTAL:		457.58

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SYSCO CHICAGO INC	FOOD PURCHASE/SUPPLIES	83.45
1 SYSCO CHICAGO INC	SLICER SET	22.42
1 SYSCO CHICAGO INC	PARING KNIVES	20.00
INVOICES TOTAL:		125.87

534320-PURCHASES - FOOD & BEVERAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALSCO	CREDIT MEMO	-19.11
1 THE BAKING INSTITUTE BAKERY CO	WEDDING CAKE	405.99
1 GRECO AND SONS INC	FOOD PURCHASE	556.20
1 GRECO AND SONS INC	FOOD PURCHASE	101.75
1 GRECO AND SONS INC	FOOD PURCHASE	72.38
1 SYSCO CHICAGO INC	FOOD PURCHASE/SUPPLIES	913.58
INVOICES TOTAL:		2,030.79

3,292.40

6000-CENTRAL SERVICES EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONVERGINT TECHNOLOGIES LLC	SECURITY SOFTWARE MAINTENANCE	760.00
1 IBML	HARDWARE SUPPORT AGREEMENT	775.92
1 JOHNSON CONTROLS SECURITY SOLUTIONS	QUARTERLY BILLING	294.69
1 MIDWEST MECHANICAL	MAINTENANCE AGREEMENT	2,973.00
1 MIDWEST MECHANICAL	MAINTENANCE AGREEMENT	564.00
INVOICES TOTAL:		5,367.61

522700-COMPUTER SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GRANICUS	VILLAGE WEBSITE HOSTING FEE	7,779.24
1 HEARTLAND BUSINESS SYSTEMS LLC	FORTIANALYZER SUPPORT RENEWAL	1,261.68
1 KNOWBE4 INC	SECURITY AWARENESS SUBSCRIPTION	3,775.30
1 KNOWBE4 INC	COMPLIANCE PLUS SUBSCRIPTION	1,292.00
1 SHI	PATCH MGMT MAINTENANCE RENEWAL	1,870.00
1 VC3 INC	MONTHLY SERVICE AGREEMENT	2,499.00
INVOICES TOTAL:		18,477.22

522720-PRINTING SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HAGG PRESS INC	DEC/JAN BARTLETTER	4,074.00
INVOICES TOTAL:		4,074.00

VILLAGE OF BARTLETT
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INVOICES DUE ON/BEFORE 1/2/2024

524100-BUILDING MAINTENANCE SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MIDWEST MECHANICAL	EQUIPMENT REPAIRS	636.89
1 TK ELEVATOR CORPORATION	ELEVATOR SERVICE AGREEMENT	696.33
1 TOTAL ROOFING & CONSTRUCTION	COMMERCIAL ROOF MAINTENANCE	2,000.00
INVOICES TOTAL:		<u>3,333.22</u>

524110-TELEPHONE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	INTERNET SERVICE	228.40
1 COMCAST	TELEPHONE BILL	4,317.26
INVOICES TOTAL:		<u>4,545.66</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALBERTSONS - SAFEWAY	FOOD PURCHASES	44.90
1 AMAZON CAPITAL SERVICES INC	DESKTOP SWITCH	18.99
1 AMAZON CAPITAL SERVICES INC	HEATER WITH ADJUSTABLE THERMOSTAT	24.94
1 WAREHOUSE DIRECT	DESK CHAIRS	642.00
1 WAREHOUSE DIRECT	TOWELS	230.67
1 WAREHOUSE DIRECT	CREAMERS	42.02
INVOICES TOTAL:		<u>1,003.52</u>

36,801.23

900000-POOLED CASH & INVESTMENT FUND

100002-CASH - MONEY MARKET

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FISERV/BASTOGNE INC	FISERV ONLINE RETURN	59.29
INVOICES TOTAL:		<u>59.29</u>

59.29

GRAND TOTAL: 3,564,792.60

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GENERAL FUND	256,557.64
DEBT SERVICE FUND	713,887.50
MUNICIPAL BUILDING FUND	81,886.33
BLUFF CITY TIF PROJECT FUND	1,234,123.37
WATER FUND	23,078.73
SEWER FUND	1,191,541.53
PARKING FUND	168.90
GOLF FUND	26,688.08
CENTRAL SERVICES FUND	36,801.23
POOLED CASH & INVESTMENT FUND	59.29
GRAND TOTAL	3,564,792.60

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100000-GENERAL FUND

210002-GROUP INSURANCE PAYABLE

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
**	1 BLUE CROSS BLUE SHIELD OF ILLINOIS	MONTHLY INSURANCE - JAN 2024	340,567.60
**	1 DEARBORN LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JAN 2024	4,211.30
**	1 METROPOLITAN LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JAN 2024	16,283.38
		<u>INVOICES TOTAL:</u>	<u>361,062.28</u>
			361,062.28

1100-VILLAGE BOARD/ADMINISTRATION

530115-SUBSCRIPTIONS/PUBLICATIONS

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
**	1 ELAN FINANCIAL SERVICES	E-NEWSLETTER FEE/DAILY HERALD SUBSCRIPTION	223.50
		<u>INVOICES TOTAL:</u>	<u>223.50</u>

532200-OFFICE SUPPLIES

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 AMAZON CAPITAL SERVICES INC	NOTARY LOG BOOK	70.95
	1 AMAZON CAPITAL SERVICES INC	OFFICE CHAIR MAT	75.16
**	1 ELAN FINANCIAL SERVICES	CARD STOCK FOR M&B CARRIAGE TICKETS	41.02
		<u>INVOICES TOTAL:</u>	<u>187.13</u>

541600-PROFESSIONAL DEVELOPMENT

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
**	1 ELAN FINANCIAL SERVICES	ILCMA WINTER CONFERENCE REGISTRATION	290.00
		<u>INVOICES TOTAL:</u>	<u>290.00</u>

543101-DUES

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
**	1 ELAN FINANCIAL SERVICES	ILCMA DUES/SHRM DUES	418.25
		<u>INVOICES TOTAL:</u>	<u>418.25</u>

543900-COMMUNITY RELATIONS

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
**	1 ELAN FINANCIAL SERVICES	COCOA CRAWL CUPS/HOT CHOCOLATE	1,002.39
**	1 ELAN FINANCIAL SERVICES	M&B PHOTOGRAPHY/SUPPLIES	708.78
		<u>INVOICES TOTAL:</u>	<u>1,711.17</u>

546900-CONTINGENCIES

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 COMCAST	CABLE SERVICE	151.67
**	1 ELAN FINANCIAL SERVICES	STRATEGIC PLAN MEETING FOOD/CAKE	211.92
		<u>INVOICES TOTAL:</u>	<u>363.59</u>

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INVOICES DUE ON/BEFORE 1/16/2024

3,193.64

1200-PROFESSIONAL SERVICES

523401-ARCHITECTURAL/ENGINEERING SVC

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HAMPTON LENZINI AND RENWICK INC	HAWK HOLLOW STORMWATER/ENG REVIEW	1,710.00
INVOICES TOTAL:		1,710.00
		1,710.00

1210-LIABILITY INSURANCE

544100-LIABILITY INSURANCE PREMIUMS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 INTERGOVERNMENTAL RISK MGMT AGENCY	ANNUAL CONTRIBUTION	633,701.00
INVOICES TOTAL:		633,701.00
		633,701.00

1400-FINANCE

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 QUADIENT INC	POSTAGE METER LEASE PAYMENT	475.38
INVOICES TOTAL:		475.38

529000-OTHER CONTRACTUAL SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 PROSHRED CHICAGO	PAPER SHREDDING SERVICES	269.50
1 PROSHRED CHICAGO	CREDIT MEMO	-154.00
INVOICES TOTAL:		115.50

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	REPORT COVER/PEN	50.44
1 WAREHOUSE DIRECT	TONER	163.08
INVOICES TOTAL:		213.52
		804.40

1500-PLANNING & DEV SERVICES

526006-INSPECTION SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FOOD & ALCOHOL SERVICE TRAINING INC	FOOD SERVICE INSPECTIONS 12/23	960.00
1 FOOD & ALCOHOL SERVICE TRAINING INC	FOOD SERVICE INSPECTIONS 11/23	800.00
INVOICES TOTAL:		1,760.00

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541600-PROFESSIONAL DEVELOPMENT

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
**	1 ELAN FINANCIAL SERVICES	ICCA TRAINING REGISTRATION	50.00
		INVOICES TOTAL:	50.00

546900-CONTINGENCIES

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
**	1 ELAN FINANCIAL SERVICES	SBOC/NWBOCA MEETING REGISTRATIONS	265.00
		INVOICES TOTAL:	265.00

2,075.00

1700-POLICE

522400-SERVICE AGREEMENTS

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 COUNTRYSIDE FUNERAL HOMES	TRANSPORTATION SERVICES	475.00
		INVOICES TOTAL:	475.00

523100-ADVERTISING

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 EXAMINER PUBLICATIONS INC	HELP WANTED AD	62.50
		INVOICES TOTAL:	62.50

526000-SERVICE TO MAINTAIN VEHICLES

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 FTD AUTO LLC	VEHICLE MAINTENANCE	83.45
	1 FTD AUTO LLC	VEHICLE MAINTENANCE	31.50
	1 FTD AUTO LLC	VEHICLE MAINTENANCE	170.17
		INVOICES TOTAL:	285.12

530100-MATERIALS & SUPPLIES

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
**	1 ELAN FINANCIAL SERVICES	MAVERICK GROOMER	75.00
**	1 ELAN FINANCIAL SERVICES	IPAC LUNCHEON	111.00
	1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	49.96
		INVOICES TOTAL:	235.96

530110-UNIFORMS

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 STREICHER'S INC	UNIFORM APPAREL	2,830.50
	1 STREICHER'S INC	COAT BADGES	486.00
		INVOICES TOTAL:	3,316.50

530115-SUBSCRIPTIONS/PUBLICATIONS

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 WEATHERTAP.COM	ANNUAL SUBSCRIPTION	189.95

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INVOICES TOTAL:	189.95
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530125-SHOOTING RANGE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	MATS	674.65
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	74.72
	INVOICES TOTAL:	749.37

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	OFFICE SUPPLIES	27.10
	INVOICES TOTAL:	27.10

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 TRACEY DENDINGER	TRAINING EXPENSES	38.40
	INVOICES TOTAL:	38.40

543900-COMMUNITY RELATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	47.50
	INVOICES TOTAL:	47.50

544001-PRISONER DETENTION

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BARTLETT SOAP N SUDS	DETENTION BLANKET CLEANING	42.50
	INVOICES TOTAL:	42.50

545200-POLICE/FIRE COMMISSION

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 STEPHEN A LASER ASSOCIATES	POLICE OFFICER ASSESSMENTS	4,000.00
	INVOICES TOTAL:	4,000.00

9,469.90

1800-STREET MAINTENANCE

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	CABLE SERVICE	2.10
1 VERIZON WIRELESS	WIRELESS SERVICES	318.47
	INVOICES TOTAL:	320.57

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NICOR GAS	GAS BILL	292.69
1 NICOR GAS	GAS BILL	516.09

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1 NICOR GAS	GAS BILL	956.69
INVOICES TOTAL:		1,765.47

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 PRECISE MRM LLC	VEHICLE MAINTENANCE	675.00
1 SUBURBAN TIRE	VEHICLE MAINTENANCE	94.99
INVOICES TOTAL:		769.99

527110-SVCS TO MAINTAIN TRAFFIC SIGS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MEADE ELECTRIC CO INC	TRAFFIC SIGNAL MAINTENANCE	1,098.72
INVOICES TOTAL:		1,098.72

527130-SIDEWALK & CURB REPLACEMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KONSTANTIN BOCHKAREV	PUBLIC SIDEWALK REPLACEMENT	886.08
1 MIDWEST BRICK PAVING INC	PAVER CHIP INFILL/TWO PARKING LOTS	7,300.00
INVOICES TOTAL:		8,186.08

527140-TREE TRIMMING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 THE DAVEY TREE EXPERT COMPANY	GRINDING OF WOOD CHIP PILE	3,700.00
1 TESKA ASSOCIATES INC	TOWN CENTER CONCEPT PLAN	4,527.50
INVOICES TOTAL:		8,227.50

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DULTMEIER SALES LLC	MATERIALS & SUPPLIES	91.99
** 1 ELAN FINANCIAL SERVICES	STAFF MEETING LUNCH	21.26
1 WAREHOUSE DIRECT	TISSUE/PAPER TOWEL/LABELS	43.23
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	21.92
INVOICES TOTAL:		178.40

530110-UNIFORMS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CUTLER WORKWEAR	UNIFORMS	-4.00
INVOICES TOTAL:		-4.00

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	INK CARTRIDGE	49.29
INVOICES TOTAL:		49.29

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
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**	1 ELAN FINANCIAL SERVICES	CREDIT MEMO	-274.88
	1 FLEETPRIDE	MAINTENANCE SUPPLIES	428.36
	1 HAWK FORD OF ST CHARLES	MAINTENANCE MATERIALS	128.60
	1 HAWK FORD OF ST CHARLES	MAINTENANCE MATERIALS	163.10
	1 INTERSTATE BILLING SERVICE INC	MAINTENANCE SUPPLIES	243.38
	1 NAPA AUTO PARTS	MAINTENANCE SUPPLIES	32.33
INVOICES TOTAL:			720.89

534500-GROUNDS MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 3M COMPANY	GROUND MAINTENANCE MATERIALS	591.24
1 WELCH BROS INC	ASPHALT GRINDINGS	105.00
INVOICES TOTAL:		696.24

534800-STREET LIGHTS MAINT MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GRAINGER	MONOPOINT SPLICE BOX	761.28
INVOICES TOTAL:		761.28

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	APWA MEETING REGISTRATION	193.33
INVOICES TOTAL:		193.33

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	IL DEPT OF FINANCIAL & PROF REGULATION DUES	20.45
INVOICES TOTAL:		20.45

543800-STORMWATER FACILITIES MAINT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CORE & MAIN LP	MAINTENANCE SUPPLIES	88.69
1 CORE & MAIN LP	MAINTENANCE SUPPLIES	98.76
1 WELCH BROS INC	GRAVEL PURCHASE	144.00
1 WELCH BROS INC	GRAVEL PURCHASE	192.00
INVOICES TOTAL:		523.45

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALPHA BUILDING MAINTENANCE	JANITORIAL SERVICES - JAN 2024	165.00
INVOICES TOTAL:		165.00

23,672.66

4800-BREWSTER CREEK TIF MUN ACC EXP

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546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 RANA MEAL SOLUTIONS LLC	BUILDING INCENTIVE	50,000.00
INVOICES TOTAL:		50,000.00

50,000.00

4810-BREWSTER CRK TIF2000 PROJ EXP

547006-DEVELOPER NOTES INTEREST

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELMHURST CHICAGO STONE COMPANY	BREW CRK TIF DEVELOPER NOTES PYMT	407,414.98
INVOICES TOTAL:		407,414.98

547007-DEVELOPER NOTES PRINCIPAL

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 2 ELMHURST CHICAGO STONE COMPANY	BREW CRK TIF DEVELOPER NOTES PYMT	6,824,800.00
INVOICES TOTAL:		6,824,800.00

7,232,214.98

5000-WATER OPERATING EXPENSES

520025-DWC WATER AGREEMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 DUPAGE WATER COMMISSION	DWC WATER BILL - NOVEMBER 23	464,698.85
INVOICES TOTAL:		464,698.85

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	SCADA PHONE SERVICE	38.36
1 HAMPTON LENZINI AND RENWICK INC	PW COMPLEX NATIVE AREA MAINT	800.00
1 WATER REMEDIATION TECHNOLOGY	BASE TREATMENT CHARGE/W-4	12,738.17
1 WATER REMEDIATION TECHNOLOGY	BASE TREATMENT CHARGE/W-7	2,293.33
INVOICES TOTAL:		15,869.86

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VERIZON WIRELESS	WIRELESS SERVICES	318.47
INVOICES TOTAL:		318.47

522800-ANALYTICAL TESTING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SUBURBAN LABORATORIES INC	SAMPLE TESTING	779.50
INVOICES TOTAL:		779.50

524120-UTILITIES

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

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
INVOICES DUE ON/BEFORE 1/16/2024

1 NICOR GAS	GAS BILL	249.82
1 NICOR GAS	GAS BILL	310.30
INVOICES TOTAL:		560.12

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 PRECISE MRM LLC	VEHICLE MAINTENANCE	175.00
INVOICES TOTAL:		175.00

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	STAFF MEETING LUNCH	21.27
1 USA BLUE BOOK	MATERIALS & SUPPLIES	258.64
1 WAREHOUSE DIRECT	TISSUE/PAPER TOWEL/LABELS	43.24
INVOICES TOTAL:		323.15

530110-UNIFORMS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CUTLER WORKWEAR	UNIFORMS	40.39
INVOICES TOTAL:		40.39

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	INK CARTRIDGE	49.30
INVOICES TOTAL:		49.30

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	JANUARY 2023 BILLING	3,034.38
INVOICES TOTAL:		3,034.38

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	APWA MEETING REGISTRATION	53.33
INVOICES TOTAL:		53.33

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	IL DEPT OF FINANCIAL & PROF REGULATION DUES	20.45
INVOICES TOTAL:		20.45

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALPHA BUILDING MAINTENANCE	JANITORIAL SERVICES - JAN 2024	165.00
INVOICES TOTAL:		165.00

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
INVOICES DUE ON/BEFORE 1/16/2024

547072-DWC CAPITAL BUY IN PRINCIPAL

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 DUPAGE WATER COMMISSION	DWC WATER BILL - NOVEMBER 23	36,196.20
	INVOICES TOTAL:	36,196.20
		522,284.00

5090-WATER CAPITAL PROJECTS EXP

581031-LEAK SURVEY/REPAIR

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ASSOCIATED TECHNICAL SERVICES LTD	LEAK LOCATION SERVICES	772.00
	INVOICES TOTAL:	772.00
		772.00

5100-SEWER OPERATING EXPENSES

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VERIZON WIRELESS	WIRELESS SERVICES	318.48
	INVOICES TOTAL:	318.48

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	133.51
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	161.38
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	392.75
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	114.97
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	42.01
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	95.61
1 NICOR GAS	GAS BILL	48.14
1 NICOR GAS	GAS BILL	50.82
1 NICOR GAS	GAS BILL	158.13
1 NICOR GAS	GAS BILL	47.41
1 NICOR GAS	GAS BILL	659.09
1 NICOR GAS	GAS BILL	49.52
1 NICOR GAS	GAS BILL	48.72
1 NICOR GAS	GAS BILL	53.43
1 NICOR GAS	GAS BILL	148.54
1 NICOR GAS	GAS BILL	47.49
1 NICOR GAS	GAS BILL	48.02
	INVOICES TOTAL:	2,299.54

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 PRECISE MRM LLC	VEHICLE MAINTENANCE	150.00
	INVOICES TOTAL:	150.00

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
INVOICES DUE ON/BEFORE 1/16/2024

530100-MATERIALS & SUPPLIES

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
**	1 ELAN FINANCIAL SERVICES	STAFF MEETING LUNCH	21.27
	1 HINCKLEY SPRING WATER CO	DISTILLED WATER	56.86
	1 WAREHOUSE DIRECT	TISSUE/PAPER TOWEL/LABELS	43.24
	1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	17.16
		INVOICES TOTAL:	138.53

530110-UNIFORMS

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 CUTLER WORKWEAR	UNIFORMS	863.33
		INVOICES TOTAL:	863.33

532200-OFFICE SUPPLIES

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 AMAZON CAPITAL SERVICES INC	INK CARTRIDGE	49.30
		INVOICES TOTAL:	49.30

532300-POSTAGE

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 SEBIS DIRECT INC	JANUARY 2023 BILLING	3,034.37
		INVOICES TOTAL:	3,034.37

534300-EQUIPMENT MAINTENANCE MATLS

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 AIR ONE EQUIPMENT INC	MAINTENANCE EQUIPMENT	965.00
	1 FERGUSON WATERWORKS #1934	CONTROLLER	4,975.00
	1 GRAINGER	MAINTENANCE SUPPLIES	158.13
		INVOICES TOTAL:	6,098.13

541600-PROFESSIONAL DEVELOPMENT

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
**	1 ELAN FINANCIAL SERVICES	APWA MEETING REGISTRATION	53.34
		INVOICES TOTAL:	53.34

543101-DUES

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
**	1 ELAN FINANCIAL SERVICES	IL DEPT OF FINANCIAL & PROF REGULATION DUES	20.45
		INVOICES TOTAL:	20.45

546900-CONTINGENCIES

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 ALPHA BUILDING MAINTENANCE	JANITORIAL SERVICES - JAN 2024	165.00
		INVOICES TOTAL:	165.00

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
INVOICES DUE ON/BEFORE 1/16/2024

547047-IEPA LOAN INTEREST

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
**	1 IL ENVIRONMENTAL PROTECTION AGENCY	IEPA LOAN PAYMENT	14,610.57
		INVOICES TOTAL:	14,610.57

547048-IEPA LOAN PRINCIPAL

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
**	2 IL ENVIRONMENTAL PROTECTION AGENCY	IEPA LOAN PAYMENT	53,964.45
		INVOICES TOTAL:	53,964.45

81,765.49

5190-SEWER CAPITAL PROJECTS EXP

582027-WWTP FACILITY IMPROVEMENTS

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 RUBINO ENGINEERING INC	CONCRETE COMPRESSION TESTING	1,639.00
	1 STRAND ASSOCIATES INC	BITTERSWEET DR WRF - RPR	13,459.52
	1 STRAND ASSOCIATES INC	WRF - CONTRACT ADMIN	14,600.00
	1 STRAND ASSOCIATES INC	WRF - START-UP & TRAINING	2,950.00
		INVOICES TOTAL:	32,648.52

582028-DEVON EXCESS FLOW PLANT REHB

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 PERFORMANCE CONSTRUCTION & ENGINEER	DEVON EXCESS FLOW FORCE MAIN	528,757.74
		INVOICES TOTAL:	528,757.74

561,406.26

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	109.30
	1 NICOR GAS	GAS BILL	352.51
		INVOICES TOTAL:	461.81

529000-OTHER CONTRACTUAL SERVICES

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
**	1 ELAN FINANCIAL SERVICES	METRA INTERNET SERVICE	67.35
		INVOICES TOTAL:	67.35

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
INVOICES DUE ON/BEFORE 1/16/2024

929.16

5500-GOLF PROGRAM EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALPHA BUILDING MAINTENANCE	JANITORIAL SERVICES - JAN 2024	304.80
1 COMCAST	INTERNET SERVICE/GOLF CART GPS	152.95
INVOICES TOTAL:		457.75

534200-GOLF CART MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BUGGIES UNLIMITED	SEAT BOTTOM COVER	1,909.21
INVOICES TOTAL:		1,909.21

2,366.96

5510-GOLF MAINTENANCE EXPENSES

522300-UNIFORM RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CINTAS CORPORATION	UNIFORM RENTAL	25.00
1 CINTAS CORPORATION	UNIFORM RENTAL	25.00
1 CINTAS CORPORATION	UNIFORM RENTAL	25.00
1 CINTAS CORPORATION	UNIFORM RENTAL	25.00
INVOICES TOTAL:		100.00

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CAROL STREAM LAWN & POWER	MAINTENANCE MATERIALS	244.95
1 CAROL STREAM LAWN & POWER	MAINTENANCE MATERIALS	78.02
1 CAROL STREAM LAWN & POWER	TIRE VALVE	3.58
1 CAROL STREAM LAWN & POWER	MAINTENANCE SUPPLIES	564.44
1 CAROL STREAM LAWN & POWER	TIRE REPAIR	73.30
1 O'REILLY AUTOMOTIVE INC	MAINTENANCE SUPPLIES	374.84
1 REVELS TURF & TRACTOR LLC	MAINTENANCE SUPPLIES	16.37
1 REVELS TURF & TRACTOR LLC	MAINTENANCE SUPPLIES	74.68
INVOICES TOTAL:		1,430.18

1,530.18

5560-GOLF RESTAURANT EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALPHA BUILDING MAINTENANCE	JANITORIAL SERVICES - JAN 2024	38.10
INVOICES TOTAL:		38.10

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
INVOICES DUE ON/BEFORE 1/16/2024

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	JOB AD POSTING FEE	49.35
INVOICES TOTAL:		49.35

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MIDWEST FIRST AID & SAFETY	FIRST AID SUPPLIES	38.56
INVOICES TOTAL:		38.56

126.01

5570-GOLF BANQUET EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALPHA BUILDING MAINTENANCE	JANITORIAL SERVICES - JAN 2024	38.10
1 CLUBTEC	MONTHLY SOFTWARE SUPPORT	61.00
INVOICES TOTAL:		99.10

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	JOB AD POSTING FEE	49.35
INVOICES TOTAL:		49.35

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MIDWEST FIRST AID & SAFETY	FIRST AID SUPPLIES	38.57
INVOICES TOTAL:		38.57

534320-PURCHASES - FOOD & BEVERAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 THE BAKING INSTITUTE BAKERY CO	WEDDING CAKE	155.99
1 GRECO AND SONS INC	FOOD PURCHASE	428.04
1 GRECO AND SONS INC	CREDIT MEMO	-110.29
1 GRECO AND SONS INC	CREDIT MEMO	-38.38
INVOICES TOTAL:		435.36

622.38

6000-CENTRAL SERVICES EXPENSES

522700-COMPUTER SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	GIS AUTOMATION/MDM FEES	129.30
INVOICES TOTAL:		129.30

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
INVOICES DUE ON/BEFORE 1/16/2024

524100-BUILDING MAINTENANCE SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALPHA BUILDING MAINTENANCE	JANITORIAL SERVICES - JAN 2024	4,355.00
1 MIDWEST MECHANICAL	EXHAUST FAN REPAIRS	462.89
INVOICES TOTAL:		4,817.89

524110-TELEPHONE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	INTERNET SERVICE	94.90
1 VERIZON WIRELESS	WIRELESS SERVICES	410.11
1 VERIZON WIRELESS	WIRELESS SERVICES	489.21
INVOICES TOTAL:		994.22

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NICOR GAS	GAS BILL	204.87
1 NICOR GAS	GAS BILL	1,755.80
INVOICES TOTAL:		1,960.67

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	COFFEE POT REPLACEMENT	27.71
1 MIDWEST FIRST AID & SAFETY	FIRST AID SUPPLIES	66.96
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	358.67
INVOICES TOTAL:		453.34

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	LINKED IN SUBSCRIPTIONS	479.76
INVOICES TOTAL:		479.76

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 TOWN & COUNTRY GARDENS EL	FLOWERS	77.99
INVOICES TOTAL:		77.99

570100-MACHINERY & EQUIPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	CLOUD SERVICES	1.65
INVOICES TOTAL:		1.65

8,914.82

7000-POLICE PENSION EXPENDITURES

529000-OTHER CONTRACTUAL SERVICES

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

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
INVOICES DUE ON/BEFORE 1/16/2024

1 LAUTERBACH & AMEN LLP	DECEMBER 2023 PSA	200.00
INVOICES TOTAL:		200.00

200.00

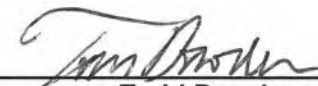
GRAND TOTAL: 9,498,821.12

GENERAL FUND	1,035,688.88
BREWSTER CREEK TIF MUN ACCT	50,000.00
BREWSTER CRK2000 TIF PROJ FUND	7,232,214.98
WATER FUND	523,056.00
SEWER FUND	643,171.75
PARKING FUND	929.16
GOLF FUND	4,645.53
CENTRAL SERVICES FUND	8,914.82
POLICE PENSION FUND	200.00
GRAND TOTAL	9,498,821.12

** Indicates pre-issue check.

VILLAGE OF BARTLETT TREASURER'S REPORT
CASH & INVESTMENT REPORT
FISCAL YEAR 2023/24 as of November 30, 2023

					Detail of Ending Balance			
Fund	10/31/2023	Receipts	Disbursements	11/30/2023	Cash	Investments	Net Assets/Liab.	11/30/2023
General	25,358,741	2,275,776	2,925,453	24,709,063	8,016,507	16,789,858	(97,301)	24,709,063
MFT	5,522,651	188,650	278,707	5,432,594	1,937,886	3,465,274	29,434	5,432,594
Debt Service	2,425,829	182,173	1,900,065	707,937	208,947	498,412	578	707,937
Capital Projects	5,293,490	10,713	0	5,304,203	13,069	5,290,909	225	5,304,203
Municipal Building	3,383,933	39,921	175,881	3,247,972	876,712	2,091,271	279,989	3,247,972
Developer Deposits	2,616,493	75,046	0	2,691,539	262,317	4,850,231	(2,421,008)	2,691,539
59 & Lake TIF	(2,564,078)	0	0	(2,564,078)	359,711	858,039	(3,781,828)	(2,564,078)
BC Municipal TIF	1,654,614	17,260	48,213	1,623,662	488,101	1,164,294	(28,734)	1,623,662
Bluff City TIF Municipal	327,465	2,442	0	329,907	97,451	232,456	0	329,907
Water	10,631,011	1,225,866	2,285,543	9,571,334	2,689,183	6,414,419	467,732	9,571,334
Sewer	26,859,741	721,915	3,982,634	23,599,023	1,088,972	2,597,347	19,912,704	23,599,023
Parking	(206,200)	6,311	7,413	(207,302)	0	0	(207,302)	(207,302)
Golf	(58,962)	94,934	981,817	(945,845)	0	0	(945,845)	(945,845)
Central Services	660,243	257,381	128,087	789,537	212,167	506,094	71,275	789,537
Vehicle Replacement	4,437,410	130,766	12,290	4,555,886	665,633	1,587,772	2,302,480	4,555,886
TOTALS	86,342,381	5,229,155	12,726,103	78,845,433	16,916,657	46,346,376	15,582,400	78,845,433
BC Project TIF	10,714,921	77,060	5,000	10,786,981	0	0	10,786,981	10,786,981
Bluff City Project TIF	1,244,860	8,458	0	1,253,318	370,217	883,100	0	1,253,318
Bluff City SSA Debt Srv.	453,460	24,076	453,331	24,205	0	0	24,205	24,205
Police Pension	54,274,747	3,654,864	288,764	57,640,847	1,207,815	56,432,502	530	57,640,847



Todd Dowden
Finance Director

VILLAGE OF BARTLETT TREASURER'S REPORT
REVENUE & EXPENDITURE BUDGET COMPARISONS BY FUND
FISCAL YEAR 2023/24 as of November 30, 2023

Fund	Revenues				Expenditures			
	Actual	Current Year Budget	Percent	Prior YTD %	Actual	Current Year Budget	Percent	Prior YTD %
General	18,862,829	30,412,215	62.02%	76.37%	17,341,886	30,493,039	56.87%	57.56%
MFT	1,208,563	2,035,000	59.39%	69.86%	1,102,392	2,725,000	40.45%	33.36%
Debt Service	1,978,680	3,032,126	65.26%	60.70%	2,253,336	2,970,906	75.85%	11.41%
Capital Projects	93,938	150,000	62.63%	100.67%	0	1,551,000	0.00%	100.00%
Municipal Building	172,164	90,000	191.29%	6.04%	65,550	890,000	7.37%	0.00%
Developer Deposits	239,754	260,000	92.21%	8.08%	0	0	0.00%	6.51%
Bluff City SSA	36,360	998,450	3.64%	0.51%	485,006	986,450	49.17%	3.00%
59 & Lake TIF	0	150,000	0.00%	0.00%	0	215,000	0.00%	4227.29%
Bluff City Municipal TIF	84,178	76,500	110.04%	118.95%	290	105,000	0.28%	0.00%
Bluff City Project TIF	1,241,860	2,335,000	53.18%	52.88%	0	2,335,000	0.00%	0.00%
Brewster Creek Municipal TIF	957,317	1,015,344	94.28%	89.95%	810,105	2,610,000	31.04%	14.72%
Brewster Creek Project TIF	7,026,853	9,104,579	77.18%	105.47%	463,600	13,433,000	3.45%	28.65%
Water	8,811,472	13,211,000	66.70%	62.34%	7,139,142	13,965,148	51.12%	38.76%
Sewer	11,013,055	25,220,000	43.67%	51.38%	11,783,240	31,829,419	37.02%	42.18%
Parking	46,176	60,000	76.96%	70.35%	42,582	168,076	25.33%	25.82%
Golf	2,246,118	4,620,500	48.61%	84.96%	2,499,085	4,610,060	54.21%	67.17%
Central Services	901,749	1,526,151	59.09%	58.50%	971,939	1,727,781	56.25%	56.14%
Vehicle Replacement	450,558	729,242	61.78%	86.28%	263,023	1,400,000	18.79%	48.60%
Police Pension	3,760,087	6,679,296	56.29%	8.11%	2,046,439	3,518,433	58.16%	48.29%
Subtotal	59,131,710	101,705,403	58.14%	63.46%	47,267,616	115,533,312	40.91%	45.92%
Less Interfund Transfers	(2,995,115)	(5,107,286)	58.64%	118.67%	(2,995,115)	(5,107,286)	58.64%	118.67%
Total	56,136,595	96,598,117	58.11%	60.59%	44,272,501	110,426,026	40.09%	42.14%

VILLAGE OF BARTLETT TREASURER'S REPORT
MAJOR REVENUE BUDGET COMPARISONS
FISCAL YEAR 2023/24 as of NOVEMBER 30, 2023

Fund	Actual	Current Year Budget	Percent	Prior YTD %
Property Taxes	7,566,744	12,396,362	61.04%	61.52%
Sales Taxes (General Fund)	2,258,547	4,050,000	55.77%	64.05%
Income Taxes	4,036,784	6,400,000	63.07%	76.18%
Telecommunications Tax	228,114	410,000	55.64%	61.45%
Home Rule Sales Tax	1,733,447	2,600,000	66.67%	63.57%
Real Estate Transfer Tax	424,529	750,000	56.60%	64.30%
Use Tax	907,613	1,700,000	53.39%	58.81%
Building Permits	897,529	850,000	105.59%	107.59%
MFT	1,093,084	1,750,000	62.46%	59.55%
Water Charges	8,259,474	12,840,000	64.33%	60.79%
Sewer Charges	4,468,996	6,550,000	68.23%	63.76%
Interest Income	1,439,584	1,180,000	122.00%	691.31%

GOLF FUND DETAIL (Excluding Capital Projects)
FISCAL YEAR 2023/24 as of November 30, 2023

Fund	Actual	Current Year Budget	Percent
Golf Program			
Revenues	1,353,911	1,544,500	87.66%
Expenses	918,564	1,491,746	61.58%
Net Income	435,347	52,754	825.24%
F&B - Restaurant			
Revenues	134,296	159,000	84.46%
Expenses	272,412	391,619	69.56%
Net Income	(138,116)	(232,619)	59.37%
F&B - Banquet			
Revenues	574,222	830,000	69.18%
Expenses	479,653	727,445	65.94%
Net Income	94,569	102,555	92.21%
F&B - Midway			
Revenues	183,689	170,000	108.05%
Expenses	88,457	82,250	107.55%
Net Income	95,232	87,750	108.53%
Golf Fund Total			
Revenues	2,246,118	2,703,500	83.08%
Expenses	1,759,086	2,693,060	65.32%
Net Income	487,032	10,440	4665.06%

Sales Taxes

Month	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24
May	125,055	141,609	161,850	159,411	167,379	156,194	160,850	185,540	220,859	255,956
June	153,553	170,308	178,006	186,494	194,753	187,952	183,798	277,635	281,954	308,327
July	178,983	170,734	181,943	201,320	200,041	205,572	198,797	274,678	303,057	323,030
August	200,051	200,031	224,385	219,629	227,783	232,110	209,005	331,855	338,161	350,947
September	188,547	193,484	211,186	224,268	218,236	220,524	233,289	325,874	334,152	354,588
October	190,872	204,424	209,930	215,328	211,089	262,349	221,535	299,302	380,114	340,045
November	181,445	198,880	206,205	208,760	215,922	227,334	202,764	304,608	319,337	325,687
December	188,055	212,286	212,435	219,639	196,081	214,284	236,916	314,214	316,040	
January	179,846	204,437	207,123	221,599	221,276	243,184	208,079	282,703	338,672	
February	160,774	170,190	201,075	206,836	196,714	186,495	199,411	312,927	335,097	
March	187,865	194,219	190,934	196,530	181,590	203,051	203,477	308,392	452,524	
April	141,054	149,630	167,837	180,413	170,866	193,930	211,072	247,260	281,334	
Total	2,076,100	2,210,232	2,352,909	2,440,227	2,401,729	2,532,977	2,468,994	3,464,989	3,901,303	2,258,580
% increase	-0.37%	6.46%	6.46%	3.71%	-1.58%	5.46%	-2.53%	40.34%	13.78%	1.99%
Budget	2,075,000	2,115,000	2,205,000	2,400,000	2,425,000	2,460,000	2,575,000	3,400,000	3,400,000	4,050,000

VENDOR WARRANT DETAIL

BARTLETT VILLAGE TREASURER



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

[Return Back](#)

Warrant/EFT#: EF 0009511

Fiscal Year		2024	Issue Date		11/07/23
Warrant Total		\$325,686.58	Warrant Status		
Agency	Contract	Invoice	Voucher	Agency Amount	
492 - REVENUE		A2558387	4A2558387	\$325,686.58	

IOC Accounting Line Details

Fund	Agency	Organization	Appropriation	Object	Amount	Appropriation Name
0189	492	27	44910055	4491	\$325,686.58	DISTRIBUTE MUNI/CNTY SALES TAX

Payment Voucher Description

Line	Text
1	IL DEPT. OF REVENUE AUTHORIZED THIS PAYMENT ON 11/07/2023
2	MUNICIPAL 1 % SHARE OF SALES TAX
3	LIAB MO: AUG. 2023 COLL MO: SEP. 2023 VCHR MO: NOV. 2023
4	?S PHONE: 217 785-6518 EMAIL: REV.LOCALTAX@ILLINOIS.GOV
61	MUNICIPAL 1 % SHARE OF SALES TAX

MOTOR FUEL TAX

Month	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
May	106,665	89,988	93,139	91,478	86,848	83,590	96,769	134,647	138,706	148,455
June	80,212	58,408	58,737	72,645	79,592	76,204	99,562	138,322	143,599	154,189
July	89,915	103,948	94,278	95,252	93,416	95,250	121,837	137,127	140,615	146,693
August	61,056	100,154	89,533	89,970	90,079	137,033	142,172	148,687	135,008	152,712
September	83,006	67,441	79,032	79,527	75,247	148,846	132,059	142,475	146,887	161,807
October	89,337	87,626	91,489	91,053	98,725	136,575	130,305	131,236	139,533	145,203
November	90,552	101,486	93,216	92,796	92,950	153,788	131,647	144,611	140,270	170,467
December	103,771	93,002	97,757	91,055	89,502	180,890	136,795	153,239	160,435	
January	97,525	89,828	92,928	93,233	89,403	128,180	119,239	140,177	128,618	
February	74,031	90,531	88,602	80,765	81,313	126,802	112,605	96,768	131,699	
March	37,978	77,861	75,544	80,062	77,761	131,268	116,673	137,179	127,842	
April	95,841	93,782	90,224	94,326	91,212	122,218	135,751	138,279	146,038	
Subtotal	1,009,889	1,054,055	1,044,479	1,052,164	1,046,048	1,520,643	1,475,415	1,642,746	1,679,249	1,079,525
Plus:										
High Growth	37,682	37,743	37,801	37,266	36,909	9,192	89,348	61,771	-	37,987
Jobs Now	359,592									
Rebuild Illinois							1,357,885	905,256	452,628	
Total	1,407,163	1,091,798	1,082,280	1,089,430	1,082,957	1,529,835	2,922,648	2,609,773	2,131,877	
Budget	1,188,990	1,025,000	1,067,287	1,095,000	1,095,000	1,085,000	1,715,000	1,620,000	1,650,000	1,750,000
Annual Inc in \$ only MFT Allocations	-0.73%	4.37%	-0.91%	0.74%	-0.58%	45.37%	-2.97%	11.34%	2.22%	21.53%



Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

Bureau of Local Roads & Streets
217-782-1662

Bartlett

Municipality Report
December 1, 2023

MOTOR FUEL TAX ALLOTMENT AND TRANSACTIONS FOR NOVEMBER, 2023

Beginning Unobligated Balance		\$6,210,811.17
Motor Fuel Tax Fund Allotment	\$87,964.47	
MFT Transportation Renewal Fund Allotment	\$82,502.09	
Minus Amount Paid to State	\$0.00	
Net Motor Fuel Tax Allotment		\$170,466.56
Plus Credits Processed		\$1,678,034.59
Minus Authorizations Processed		\$0.00
Current Unobligated Balance		\$8,059,312.32

LGDF (Local Government Distributive Fund) - Local Share of State Income Tax Revenue

The local municipalities share of the state income tax is not a grant, but is part of an irrevocable commitment to municipalities in return for their support in creating a state income tax in 1969.

Month	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	Total Difference
May	622,835	738,677	562,075	552,308	565,171	827,513	415,461	693,410	1,304,763	988,791	
June	231,987	306,761	268,673	285,636	261,088	258,429	257,341	608,397	383,282	463,652	
July	383,947	432,821	383,442	377,861	353,016	386,474	408,647	545,787	647,045	617,724	
August	223,978	251,174	223,293	180,579	259,137	277,037	558,708	306,468	333,265	405,992	
September	219,026	239,229	243,902	212,997	252,907	245,191	316,571	323,647	362,169	368,502	
October	390,808	420,455	360,422	324,300	393,064	437,466	458,423	588,142	663,057	712,313	
November	263,481	277,231	241,907	244,065	283,096	285,514	309,760	337,156	419,871	479,810	
December	198,121	216,813	219,162	214,871	234,648	269,799	274,242	314,565	376,725		
January	335,683	406,804	354,337	313,145	341,897	377,110	436,922	560,065	611,766		
February	500,840	445,170	409,813	453,275	411,330	388,526	461,926	698,349	604,890		
March	218,490	257,723	214,499	227,873	247,673	288,908	318,357	302,694	358,254		
April	446,490	398,780	413,655	349,908	397,816	424,333	507,617	646,664	576,594		
Total	4,035,686	4,391,638	3,895,179	3,736,819	4,000,843	4,466,301	4,723,974	5,925,343	6,641,682	4,036,784	
LGDF @ 10%	6,240,385	5,489,548	4,868,974	6,145,469	7,037,087	7,767,480	7,855,193	9,777,794	10,844,504	6,352,206	
DIFFERENCE	(2,204,699)	(1,097,910)	(973,795)	(2,408,650)	(3,036,244)	(3,301,179)	(3,131,219)	(3,852,451)	(4,202,823)	(2,315,423)	(35,650,154)

LGDF Effective % Rate Changes

7/1/2010 - 10% to 6%

2/1/2015 - 6% to 8%

8/1/2017 - 8% to 5.45%

7/1/2018 - 5.45% to 5.75%

7/1/2020 - 5.75% to 6.06%

8/1/2022 - 6.06% to 6.16%

7/1/2023 - 6.16% to 6.47%

**A PROCLAMATION RECOGNIZING PUBLIC WORKS CIVIL ENGINEER
BOB ALLEN UPON HIS RETIREMENT FROM THE VILLAGE OF BARTLETT**

WHEREAS, Bob Allen was hired as the civil engineer for Bartlett's Public Works Department in September of 2003 and for more than 20 years has provided both long-term planning and routine management for street, sewer, sidewalk and other public works projects in the village; and

WHEREAS, Bob came to the village with a degree in civil engineering from the University of Illinois and solid professional experience in both the private and public sectors, including previous positions at engineering firms and with the U.S. Army Corps of Engineers, the McHenry County Department of Planning & Development and the Village of Lyons; and

WHEREAS, on any given day during his tenure, Bob was called upon to seamlessly switch from designing a public works related project, to helping budget for another, to searching out grants, to acting as project manager and making sure all pertinent federal, state, and local laws, codes and regulations were followed; and

WHEREAS, his unimpeachable work ethic and his quiet reliability as a problem solver has always made Bob invaluable to the village, maybe most notably when he took on the additional role and responsibilities of interim public works director for three months in 2014, when Bartlett was between directors; and

WHEREAS, the Village is forever appreciative that Bob has made the maintenance of Bartlett's infrastructure, including street construction, reconstruction, paving, drainage, and building and bridge construction, his full-time job for 20-plus years;

NOW, THEREFORE, I, Kevin Wallace, President of the Village of Bartlett, Cook, DuPage and Kane Counties, offer our many, many thanks to Bartlett Public Works Civil Engineer Bob Allen for his service to our community. We are proud to have had you as an employee in the Village of Bartlett and we wish you a retirement free of potholes, both literal and figurative, and many years filled with good health and much happiness.

Dated this 16th Day of January 2024



Kevin Wallace, Village President



Agenda Item Executive Summary

AGENDA ITEM: #2021-18 Promenade BOARD OR COMMITTEE: Board

BUDGET IMPACT

Amount \$N/A

Budgeted \$N/A

Fund: N/A

Corresponding Activity Measure: P&Z Commission Review

EXECUTIVE SUMMARY

The petitioner is requiring a **Preliminary/Final Plat of Subdivision** to create three (3) lots and **rezone** the 4.6-acre property from the B-3 Neighborhood Shopping District to the B-3 PUD Zoning District. The petitioner is requesting **Special Use Permits** to allow a planned unit development and a car wash on Lot 1.

The **Planning and Zoning Commission** held the required public hearing, reviewed the petitioner's request, and **recommended approval** at their meeting on August 3, 2023, with the following additional conditions:

- N. That a sound study be conducted by an acoustical engineer approved by the Planning & Development Director.
- O. That the sound wall be extended along Newport Boulevard to screen the carwash entrance and stacking lanes.
- P. That the car wash hours of operations be limited to 9 a.m. to 7 p.m. Monday through Sunday.

The Committee of the Whole reviewed the P&Z Commission recommendation at their **September 5, 2023** meeting and requested that the petitioner submit a sound study prior to the application being moved forward for a final vote.

A sound study was submitted and reviewed by the Village's environmental consultant who concurred that the car wash **does not require sound walls along Newport Blvd. or Stearns Road** if sound absorption materials are installed within the carwash. However, a sound wall **may be necessary** between the exit of the carwash and the rear of the gas station/Dunkin Donuts to minimize noise levels at the drive-thru speakers and pickup window.

The Committee of the Whole discussed the sound study findings at their **December 19, 2023** meeting. The Committee requested the conditions be modified to require the petitioner to provide a surety for the cost of the construction of the sound wall and that a sound study be performed once the car wash is operational. If the actual study determines that the wall is necessary between the car wash exit and the Dunkin Donuts drive thru, the petitioner will be required to install landscaping, berming and a sound wall to mitigate the noise levels. The Committee moved the project to the Village Board for a final vote.

ATTACHMENTS (PLEASE LIST)

Memo, Ordinance

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Work to improve retail business profile in the village

Short Term (1-3 Years): Routine ☐ Complex ☒

Long Term (3-5 Years): Routine ☐ Complex ☐

ACTION REQUESTED

- ☐ For Discussion Only
- ☐ Resolution
- ☒ Ordinance
- ☐ Motion

MOTION: I move to approve Ordinance 2023-_____, An Ordinance Approving a Preliminary/Final Plat of Subdivision for a Planned Unit Development, a Rezoning, Special Use Permits, and a Site Plan for the Promenade of Bartlett Mixed Use Development

Staff: Kristy Stone, PDS Director

Date:

January 4, 2024

PLANNING & DEVELOPMENT SERVICES MEMORANDUM

24-01

DATE: January 4, 2024
TO: Paula Schumacher, Village Administrator
FROM: Kristy Stone, PDS Director 
RE: **(#21-18) Promenade of Bartlett Mixed Use Development**

PETITIONER

Hemant Patel

SUBJECT SITE

Northeast corner of Newport Boulevard and Stearns Road

REQUESTS

Final Plat of Subdivision/PUD
Rezoning from B-3 to B-3 PUD
Special Use Permits – Planned Unit Development and carwash
Site/PUD Plan

UPDATE

The Committee of the Whole reviewed the P&Z Commission recommendation at their **September 5, 2023** meeting and requested that the petitioner submit a sound study prior to the application being moved forward for a final vote.

A sound study was submitted and reviewed by the Village's environmental consultant who concurred that the car wash **does not require sound walls along Newport Blvd. or Stearns Road** if sound absorption materials are installed within the carwash. However, a sound wall **may be necessary** between the exit of the carwash and the rear of the gas station/Dunkin Donuts to minimize noise levels at the drive-thru speakers and pickup window.

The Committee of the Whole discussed the sound study findings at their **December 19, 2023** meeting. The Committee requested the conditions be modified to require the petitioner to provide a surety for the cost of the construction of the sound wall and that a sound study be performed once the car wash is operational. If the actual study determines that the wall is necessary between the car wash exit and the Dunkin Donuts drive thru, the petitioner will be required to install landscaping, berming and a sound wall to mitigate the noise levels.

SURROUNDING LAND USES

	<u>Land Use</u>	<u>Comprehensive Plan</u>	<u>Zoning</u>
Subject Site	Vacant	Commercial	B-3
North	Townhomes	Attached Residential	SR-5
South	Park*	Open Space*	R-4*
East	Commercial	Commercial	B-3
West	Townhomes	Attached Residential	SR-5

* - Hanover Park

CURRENT DISCUSSION

1. The petitioner is requiring a **Preliminary/Final Plat of Subdivision** to create three (3) lots and **rezone** the 4.6-acre property from the B-3 Neighborhood Shopping District to the B-3 PUD District.
2. The petitioner is requesting **special use permits** to allow a planned unit development and a carwash on Lot 1.
3. The **Site/PUD Plan** identifies a carwash on Lot 1, a 14,000 square foot commercial building on Lot 2, and a 6,175 square foot daycare center on Lot 3. All the buildings will have similar facades which include metallic grey panels, beige stone masonry, and light grey EIFS.
4. The site will be accessed via curbcuts on County Farm Road and on Newport Boulevard. A cross access easement also allows access to the site via the BP gas station's curbcut on Stearns Road. The plans have been reviewed by the DuPage County Division of Transportation and they have no objections to the location of the new curbcut on County Farm Road provided that the BP Amoco's curbcut on County Farm Road is removed.
5. The **carwash** has three (3) stacking lanes which accommodate a total of 30 vehicles before entering the facility. The lot has nineteen (19) vacuum spaces and five (5) employee parking spaces provided, meeting the zoning ordinance requirement.
6. The **multi-tenant commercial building** can be divided into seven (7) units. Lot 2 will provide sixty-two (62) parking spaces including four (4) handicap accessible spaces.
7. The proposed **daycare** includes the required outdoor play area located behind the building and will be enclosed by a fence. The final fence location and type will be determined during the permitting process. The site contains thirty-one (31) parking spaces.

8. The commercial building requires a total of seventy (70) parking spaces and the daycare requires ten (10) spaces. The total combined parking for lots 2 and 3 is 93 spaces and exceeds the zoning ordinance requirement of 80 spaces. A shared parking agreement must be recorded for Lots 2 and 3.
9. The storm water detention basin is located on Lot 2 at the northwest corner of the site.
10. The petitioner is proposing to install a 6-ft tall board on board cedar fence along the north property line as required by the landscape ordinance.
11. The site plan, landscape plan, photometric plans, and engineering plans are currently under review by Staff. The attached sound study has been reviewed by the Village's traffic consultant.

RECOMMENDATION

1. The Staff recommends **approval** of the petitioner's requests for a Rezoning from B-3 Neighborhood Shopping to B-3 PUD, special use permits for a Planned Unit Development and carwash, the preliminary/final plat of subdivision and the Site/PUD Plan, subject to the following conditions and findings of fact:
 - A. The Preliminary/Final Plat of Subdivision shall be recorded prior to the issuance of any building permit;
 - B. Village Engineer approval of the engineering plans;
 - C. Building permits shall be required for all construction activities;
 - D. Planning and Development Services approval of the landscape and photometric plan;
 - E. Landscaping must be installed within one year of the issuance of a building permit;
 - F. If landscaping cannot be installed at the time of construction, a landscape estimate shall be submitted to the Planning & Development Services department for review and approval by the Village Forester and a bond posted in the approved amount for its future installation;
 - G. All proposed signage shall require permits and approval from the Planning & Development Services Department prior to installation;
 - H. Dumpsters shall be located behind a solid gate;
 - I. Any required Public Improvement Completion Agreement and associated bonds shall be submitted for review and approval by the Village Attorney.
 - J. Findings of Fact (Zoning Change – B-3 Neighborhood Shopping to B-3 PUD):
 - i. That the proposed rezoning from B-3 to B-3 PUD is compatible with existing uses of property within the general area of the property in question.
 - ii. That the proposed rezoning from B-3 to B-3 PUD is compatible with the zoning classifications of property within the general area of the property in question.

- iii. That the proposed development is compatible with the uses permitted under the existing zoning classification.
 - iv. That the proposed rezoning would have no depreciatory impact upon surrounding properties in the general area of the property in question.
 - v. That the proposed zoning change is in compliance with the Bartlett Comprehensive Plan or its amendments.
 - K. Findings of Fact (Special Permits for a Planned Unit Development and carwash):
 - i. 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 the public convenience and will contribute to the general welfare of the neighborhood or community;
 - ii. 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;
 - iii. That the special use shall conform to the regulations and conditions specified in this title for such use and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.
 - iv. That the car wash hours of operation be limited to 9 a.m. to 7 p.m. Monday through Sunday.
 - L. Findings of Fact (Site Plan):
 - i. That the proposed development on the Subject Property is a permitted use in the proposed B-3 PUD Zoning District;
 - ii. That the proposed development on the Subject Property and the proposed improvements, off-street parking, access, lighting, landscaping, and drainage is compatible with adjacent land uses;
 - iii. 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;
 - iv. That the site plan provides for the safe movement of pedestrians within the site;
 - v. That there is a sufficient mixture of grass, trees, and shrubs within the interior and perimeter (including public right-of-way) of the site so that the proposed development will be in harmony with adjacent land uses. Any part of the site plan area not used for buildings, structures, parking, or access ways shall be landscaped with a mixture of grass, trees, and shrubs.
- 2. The Planning and Zoning Commission held the required public hearing, reviewed the petitioner's request, and **recommended approval** at their meeting on August 3, 2023, with the following additional conditions:
 - A. That a sound study be conducted by an acoustical engineer approved by the Planning & Development Director.
 - B. That the sound wall be extended along Newport Boulevard to screen the carwash entrance and stacking lanes.

- C. That the car wash hours of operations be limited to 9 a.m. to 7 p.m. Monday through Sunday.
- 3. Based on the sound study and the Committee of the Whole discussion the following conditions were modified for the ordinance:
 - A. That the condition requiring a sound wall along Newport Boulevard to screen the carwash entrance and stacking lanes be removed.
 - B. That the car wash be constructed with at least 500 square feet of sound absorption materials installed inside the car wash with a minimum of 0.95 NRC (Noise Reduction Coefficient).
 - C. A site-specific sound study, conducted by an acoustical engineer approved by the Planning & Development Services Director, using the same receiver point and real-time field sound level measurements as the initial study shall be conducted after the completion of the carwash. If allowable commercial sound levels are exceeded by the carwash, the operator shall construct sound attenuation measures in the form of a landscaping, berming and sound wall. The owner shall submit a bond or similar security to the PDS Department prior to issuance of any building permit for the carwash site to guarantee the installation of landscaping, berming and the construction of a sound wall that achieves a STC (Sound Transmission Class) of at least 20 db. The bond or similar security shall be issued by a surety company authorized by the Illinois Department of Insurance to issue and sign sureties, and shall be in an amount equal to 110% of the contract sum on an executed contract between the Owner/Developer and a licensed, insured, and bonded contractor, otherwise as estimated by the architect or engineering firm that prepared the final site and landscape plan for the applicable phase. The surety bond or similar security will be subject to the review and approval of the Village Attorney.
- 4. The ordinance with exhibits is attached for your reference.

kms/attachments

[https://bartlettill.sharepoint.com/sites/pds_team/shared documents/general/memos 2024/001_promenade_vb.docx](https://bartlettill.sharepoint.com/sites/pds_team/shared%20documents/general/memos%2024/001_promenade_vb.docx)

ORDINANCE 2023 - _____

**AN ORDINANCE APPROVING A PRELIMINARY/FINAL PLAT OF
SUBDIVISION FOR A PLANNED UNIT DEVELOPMENT, A REZONING,
SPECIAL USE PERMITS, AND A SITE PLAN FOR THE PROMENADE OF
BARTLETT MIXED USE DEVELOPMENT**

WHEREAS, HD Real Estate Venture, LLC, an Illinois limited liability company (also referred to as the "**Petitioner**") is the owner of approximately 4.6 acres of land located at the northeast corner of Newport Boulevard and Stearns Road in the Village of Bartlett ("**Village**"), legally described on **Exhibit A**, and zoned B-3 (Neighborhood Shopping), which is referred to herein as the "**Subject Property**"; and

WHEREAS, Petitioner seeks to develop a mixed-use, planned unit development on the Subject Property comprised of a general retail building, a car wash, and a daycare facility; and

WHEREAS, Petitioner has filed a petition requesting the approval of (1) a preliminary and final plat of subdivision to subdivide the Subject Property into three lots; (2) a rezoning of the Subject Property to the B-3 PUD Zoning District; (3) a Special Use Permit for a Planned Unit Development ("**PUD**"); (4) a Special Use Permit to operate a carwash on the Subject Property; and (5) a Site Plan for the proposed mixed-use PUD (collectively, the "**Petition**"); and

WHEREAS, pursuant to Section 10-6C-4 of the Bartlett Zoning Ordinance, PUDs and car washes may be allowed in the B-3 district subject to the issuance of special use permits in accordance with Chapter 13 of the Village Code; and

WHEREAS, on August 3, 2023, pursuant to proper notice, the Village Planning and Zoning Commission conducted a public hearing and reviewed the Petition, and has recommended to the Corporate Authorities that the Petition be granted, subject to the conditions and findings of fact set forth in its report; and

WHEREAS, the Corporate Authorities have considered the recommendation of the Bartlett Planning and Zoning Commission and have determined that it is in the public interest of the Village and its residents to approve the Petition, subject to the terms and conditions set forth in this Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois (the "Corporate Authorities"), pursuant to its home rule authority, as follows:

Section 1. Recitals. The recitals listed above are incorporated into this Ordinance as if fully set forth in this Section 1.

Section 2. Findings of Fact.

A. Rezoning. Based in part on the conditions set forth in Section 8 of this Ordinance, the Corporate Authorities make the following findings of fact regarding the Petitioner's application to rezone the Subject Property from B-3 (Neighborhood Shopping) to the B-3 PUD District:

1. The proposed rezoning from B-3 to B-3 PUD is compatible with existing uses of property within the general area of the property in question;
2. The proposed rezoning from B-3 to B-3 PUD is compatible with the zoning classifications of property within the general area of the property in question;
3. The proposed mixed-use PUD is compatible to the uses permitted under the existing zoning classification;
4. The proposed rezoning would have no depreciatory impact upon surrounding properties in the general area of the property in question;
5. The proposed zoning change is in compliance with the Bartlett Comprehensive Plan or its amendments.

B. Special Use Permits for a PUD and Car Wash. Based in part on the conditions set forth in Section 8 of this Ordinance, the Corporate Authorities make the following findings of fact regarding the Petitioner's application for a Special Use Permit for a Planned Unit Development and a Special Use Permit for a Car Wash:

1. That the proposed uses at that particular location requested are necessary or desirable to provide a service or a facility which is in the interest of the public convenience and will contribute to the general welfare of the neighborhood or community;
2. That such uses 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 uses shall conform to the regulations and conditions specified in this title for such use and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.

C. Site Plan. Based in part on the conditions set forth in Section 8 of this Ordinance, the Corporate Authorities make the following findings of fact regarding the Petitioner's application for approval of the Site Plan for the Subject Property:

1. The proposed development on the Subject Property is a permitted use in the proposed B-3 PUD Zoning District;
2. The proposed development on the Subject Property and the proposed improvements, off-street parking, access, lighting, landscaping, and drainage is compatible with adjacent land uses;
3. 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. The site plan provides for the safe movement of pedestrians within the site;
5. There is a sufficient mixture of grass, trees, and shrubs within the interior and perimeter (including public right-of-way) of the site so that the proposed development will be in harmony with adjacent land uses. Any part of the site plan area not used for buildings, structures, parking, or access ways shall be landscaped with a mixture of grass, trees, and shrubs; and
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 this Ordinance and the Bartlett Zoning Ordinance.

Section 3. Preliminary/Final Plat. The Preliminary/Final Plat, prepared by Geotech, Inc., with a latest revision date of March 16, 2023 ("***Final Plat of Subdivision***") attached hereto as **Exhibit A**, and expressly made part of this Ordinance, is hereby approved, subject to the required revisions and conditions contained in Section 8 of this Ordinance.

Section 4. Rezoning. Pursuant to Section 10-13-18 of the Bartlett Zoning Ordinance, and subject to the conditions set forth in Section 8 of this Ordinance, the Corporate Authorities hereby approve the rezoning of the Subject Property from the B-3 Zoning District to the B-3 PUD Zoning District, and the Official Zoning Map of the Village is hereby amended to reflect the rezoning of the Subject Property to the B-3 PUD Zoning District.

Section 5. Special Use Permit for PUD. Pursuant to Section 10-13-9 of the Bartlett Zoning Ordinance, and subject to the conditions set forth in Section 8 of this Ordinance, the Corporate Authorities hereby approve the issuance of a special use permit to allow the PUD use on the Subject Property.

Section 6. Special Use Permit for Car Wash. Pursuant to Section 10-13-9 of the Bartlett Zoning Ordinance, and subject to the conditions set forth in Section 8 of this Ordinance, the Corporate Authorities hereby approve the issuance of a special use permit to allow the car wash use on Lot 1 of the Subject Property.

Section 7. Site Plan. The site plan, prepared by Geotech, Inc. with a last revision date of December 7, 2023 ("**Site Plan**"), attached hereto as **Exhibit B**, is hereby approved, subject to the conditions contained in Section 8 of this Ordinance.

Section 8. Conditions. The approvals granted pursuant to this Ordinance shall be and are hereby expressly subject to and contingent upon each of the following terms, conditions, and restrictions, the violation of any of which shall, in the sole discretion of the Corporate Authorities, invalidate the approvals granted in this Ordinance:

- A. The Preliminary/Final Plat of Subdivision shall be recorded prior to the issuance of any building permit.
- B. Village Engineer approval of the engineering plans.
- C. Building permits shall be required for all construction activities, and this Ordinance does not authorize the commencement of any work on the Subject Property. Except as otherwise specifically provided in writing in advance by the Village, no work of any kind may be commenced on the Subject Property pursuant to the approvals granted by this Ordinance unless and until all conditions of this Ordinance precedent to that work have been fulfilled and after all permits, approvals, and other authorizations for the work have been properly applied for, paid for, and granted in accordance with all applicable laws and regulations.
- D. Planning and Development Services approval of the landscape and photometric plan.
- E. Landscaping must be installed within one year of the issuance of a building permit.
- F. If landscaping cannot be installed at the time of construction, a landscape estimate shall be submitted to the Planning and Development Services department for review and approval by the Village Forester and a bond posted in the approved amount for its future installation.
- G. All proposed signage shall require permits and approval from the Planning and Development Services Department prior to installation.
- H. Dumpsters shall be located behind a solid gate.
- I. Any required Public Improvement Completion Agreement and associated bonds shall be submitted for review and approval by the Village Attorney.
- J. The Bartlett Zoning Ordinance, the Subdivision Ordinance, Village building codes, and all other applicable Village ordinances and regulations shall continue to apply to the Subject Property, and the development and use of the Subject Property must comply with all laws and regulations of the Village

and all other federal, state, and local governments and agencies having jurisdiction.

- K. The development, maintenance, and use of the Subject Property must be in substantial compliance with the final plans attached hereto as Exhibit A and Exhibit B, and the final engineering, design, fencing, and landscape plans as approved by the Village Engineer and Planning and Development Services Department, except for minor changes to such plans as approved by the Director of Planning and Development Services and the Village Engineer.
- L. The interior of the car wash shall be constructed with at least 500 square feet of sound absorption materials with a minimum of 0.95 NRC (Noise Reduction Coefficient).
- M. A site-specific sound study, conducted by an acoustical engineer approved by the Planning & Development Services Director, using the same receiver point and real-time field sound level measurements as the initial study shall be conducted after the completion of the carwash. If allowable commercial sound levels are exceeded by the carwash, the operator shall construct sound attenuation measures in the form of a landscaping, berming and sound wall. The owner shall submit a bond or similar security to the PDS Department prior to issuance of any building permit for the carwash site to guarantee the installation of landscaping, berming and the construction of a sound wall that achieves a STC (Sound Transmission Class) of at least 20 db. The bond or similar security shall be issued by a surety company authorized by the Illinois Department of Insurance to issue and sign sureties, and shall be in an amount equal to 110% of the contract sum on an executed contract between the Owner/Developer and a licensed, insured, and bonded contractor, otherwise as estimated by the architect or engineering firm that prepared the final site and landscape plan for the applicable phase. The surety bond or similar security will be subject to the review and approval of the Village Attorney.
- N. That the hours of operation for the proposed car will be limited to 9 a.m. to 7 p.m., Monday through Sunday.

Section 9. Failure to Comply. Upon failure or refusal of the Petitioner to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, the approvals granted pursuant to this Ordinance (collectively, the "**Conditioned Approvals**"), will, at the sole discretion of the Corporate Authorities, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Corporate Authorities will not revoke the Conditioned Approvals unless it first provides the Petitioner with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Village Board of Trustees regarding the revocation. In the event of revocation, the development and use of the Property will be governed solely by the regulations of the B-3 PUD Zoning District, as the same may, from time to time, be

amended. Further, in the event of revocation, the Village Administrator and Village Attorney are authorized and directed to bring all zoning enforcement actions as may be appropriate under the circumstances. The Petitioner acknowledges that public notices and hearings have been held with respect to the adoption of this Ordinance, have considered the possibility of the revocation provided for in this Section 9, and agrees not to challenge any revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to the Petitioner required by this Section 9 is given.

Section 10. Severability. In the event a court of competent jurisdiction finds this Ordinance or any provision hereof to be invalid or unenforceable as applied, such finding shall not affect the validity of the remaining provisions of this ordinance and the application thereof to the greatest extent permitted by law.

Section 11. Repeal and Saving Clause. All ordinances or parts of ordinances in conflict herewith are hereby repealed; provided, however, that nothing herein contained shall affect any rights, actions, or cause of action which shall have accrued to the Village of Bartlett prior to the effective date of this Ordinance.

Section 12. Effective Date. This Ordinance shall be in full force and effect after is passage and approval according to law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

Kevin Wallace, Village President

ATTEST:

Lorna Giless, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance 2024- _____ enacted on January 16, 2024, and approved on January 16, 2024, as the same appears from the official records of the Village of Bartlett.

Lorna Giles, Village Clerk

PARCEL INDEX NUMBER:
01-01-425-045

DUPAGE COUNTY
BARTLETT, ILLINOIS

[illegible]

1. THERE SHALL BE AT MOST ONE (1) DIRECT VEHICULAR ACCESS POINT TO CH-43 COUNTY FARM ROAD FROM LOT 1, AS DEPICTED HEREON.
2. ALL OTHER VEHICULAR ACCESS TO CH-43 COUNTY FARM ROAD SHALL BE VIA INTERNAL CIRCULATION.

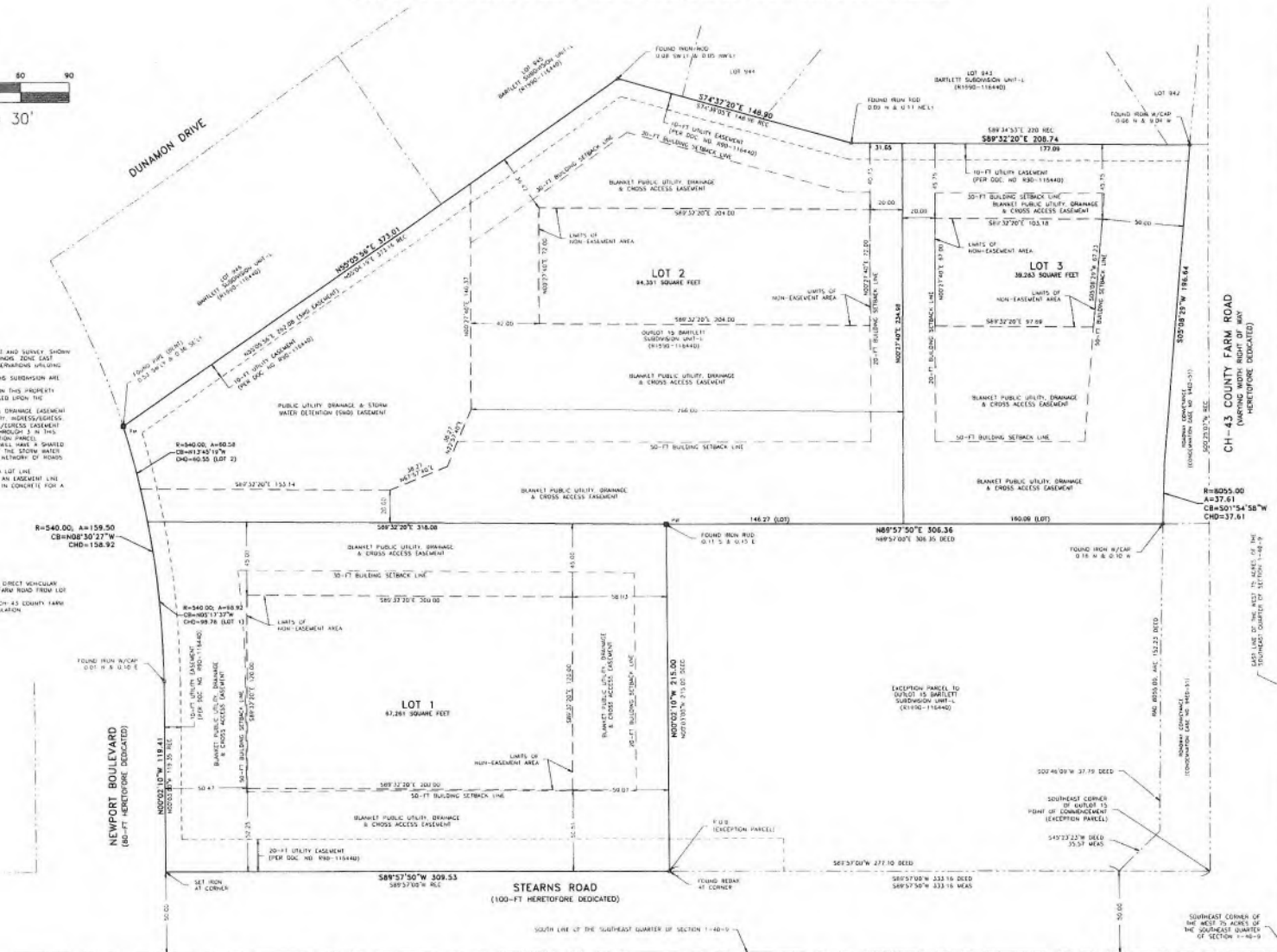
03.18.2023	CF	REVISED ENGAGE CASEMENTS
11.30.2022	CF	REVISED PER VILLAGE REVIEW
	DATE	BY REVISION

FINAL PLAT OF
SUBDIVISION

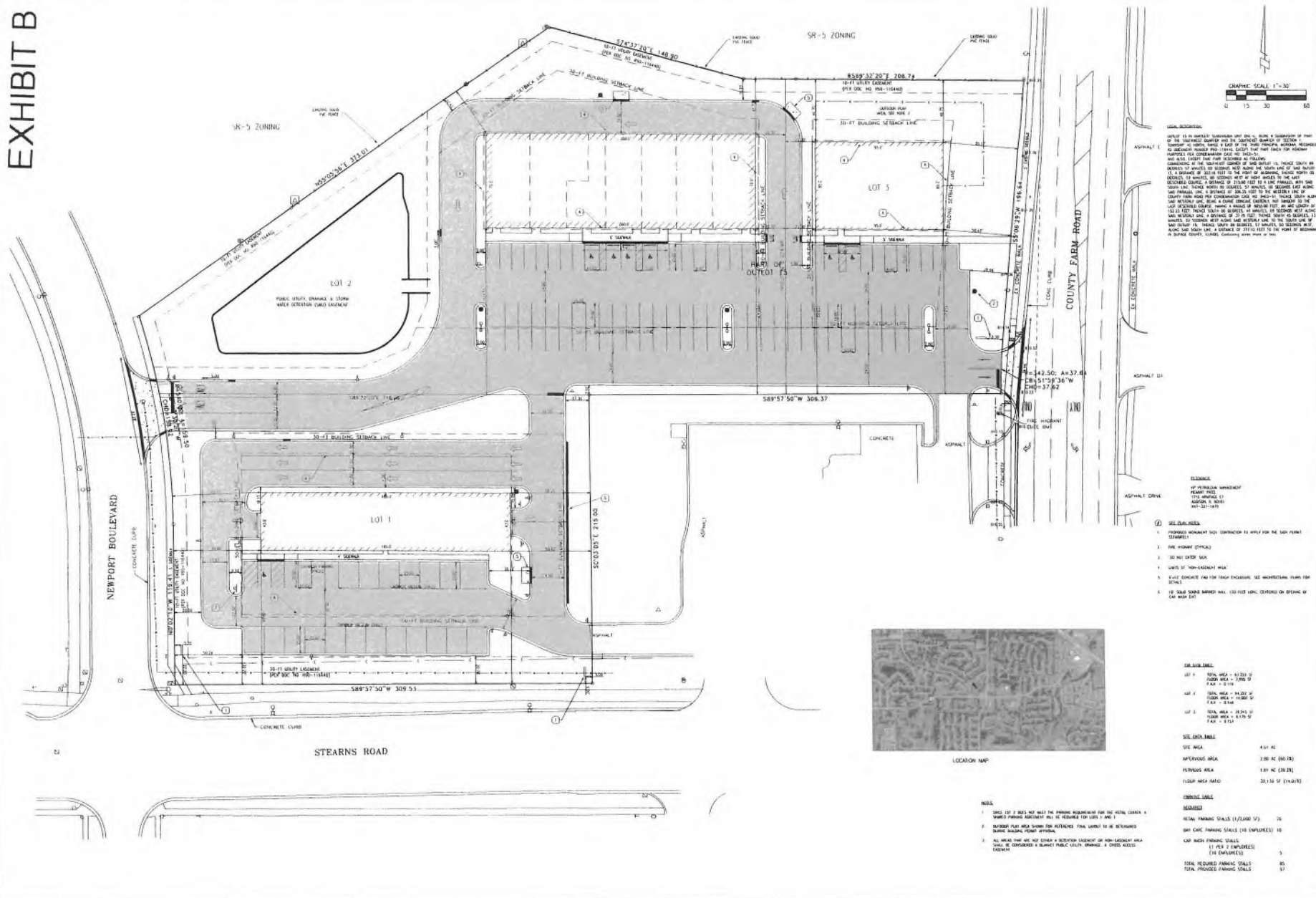
HD COMMERCIAL
SUBDIVISION P.U.D.

GEOTECH INC.
CONSULTING ENGINEERS - LAND SURVEYORS
1007 PENNINGTON BLVD. CBEST HILLTOPS, 80403 815/730-1010

QACD443



Property Value Statement of Don and Helen S. Sato Trust dated:



GEOTECH INC.
CONSULTING ENGINEERS - LAND SURVEYORS
1207 CEDARWOOD DRIVE CREST HILL, ILLINOIS 60403 815/730-1810

PROMENADE OF BARTLETT
BARTLETT, IL 60103

SITE PLAN

DRAWN BY: NW
CHECKED BY: TC
JOB: 20443
DATE: 9/20/2021

12-7-23	6	REVISE SOUND WALL
8-16-23	7	SITE PLAN
5-2-23	5	PER VILLAGE
3-15-23	6	PER VILLAGE
1-8-22	4	PER VILLAGE
7-8-22	3	PER VILLAGE
3-5-22	2	PER DUPLICATE
1-10-22	1	PER VILLAGE
DATE	REV	REVISION



Agenda Item Executive Summary

AGENDA ITEM: BEDA Program Update 2024

BOARD OR COMMITTEE: BOARD

BUDGET IMPACT

Amount	\$	Budgeted	\$250,000
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Fund: Incentives	Corresponding Activity Measure: # of BEDA Grants Approved
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EXECUTIVE SUMMARY

The Village Board is updating the BEDA program to improve its efficacy and transparency.

The COW reviewed proposed changes at its November 21st meeting, at which time the following updates were agreed upon:

- The website will emphasize items that would be eligible and those which are not, i.e., those items affixed to the building, nothing removable like TVs, tables, and chairs. A draft list of those items is attached.
- Establish a one-year time frame for new businesses to remain open before grant funds are disbursed. They may apply as they are opening, but no payment will be made before the business is open for one year.
- Require them to join the Bartlett Area Chamber of Commerce.
- Adding parking lot replacement as an eligible cost (not maintenance) for property owner/retailers.
- Removing the ability to apply online, but provide the application for viewing, so applicants must contact and work with staff prior to filling one out. This eliminates non-eligible businesses from applying before going over the details with staff.
- Clarifying the requirements for a business plan including an executive summary, business description, market research and strategies, information about management and personnel, projections, and other information as requested.
- Expediting grants for new signs \$8,000 and under, sending them straight to the Village Board.

The COW agreed to leave the maximum amount and the ability to reapply at the same location.

Staff will also conduct targeted campaigns in commercial areas that need renovation and that have not yet participated in the program.

ATTACHMENTS (PLEASE LIST)

Memo, Updated List of Eligible and Non- Eligible Items

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goals: Improving the retail business profile in the Village, continuing the business recruitment strategy in the downtown, and revisiting, refining, and executing the village's overall economic development incentives

Short Term (1-3 Years): Routine ☐ Complex ☒

Long Term (3-5 Years): Routine ☐ Complex ☐

ACTION REQUESTED

- ☐ For Discussion Only
- ☐ Resolution
- ☐ Ordinance

☒ Motion - I move to approve the 2024 update to the Bartlett Economic Development Assistance (BEDA) program.

Staff: Scott Skrycki, Asst. Village Administrator
Tony Fradin, Economic Development Coordinator

Date: January 8, 2024

ECONOMIC DEVELOPMENT MEMORANDUM

DATE: January 5, 2024
TO: Paula Schumacher, Village Administrator
FROM: Scott Skrycki, Assistant Village Administrator
Tony Fradin, Economic Development Coordinator
RE: BEDA Revisions for 2024

BACKGROUND

The Bartlett Economic Development Assistance Program (BEDA) is an economic development program that started in fiscal year 18/19. The Village Board recently asked staff to revisit the rules and guidelines of the program to improve its efficacy and transparency.

HISTORY

A change in the state statute that allows for the use of *public monies for private benefit, the competitive landscape of economic development, and the Village's strategic plan* were all reasons for the creation of the BEDA program. The BEDA program, in many cases were key components of the following initiatives:

- Continue the business development strategy focused on attracting and incentivizing an additional grocery store.
- Continue the business recruitment strategy to attract developers to invest in the downtown area and provide options for businesses to locate to Bartlett.
- Continue to act on strategies for developing Railroad Avenue vacancies.
- Work to improve retail business profile in the Village.
- Revisit, refine and execute the village's overall economic development strategies.

GRANTS AWARDED

The current BEDA, at the direction of President Wallace is ear-marked from the village's share of video gaming and has a line item of \$250,000. The current recipients of the program since its inception are as follows:

Business			%	Status
	Approved	Investment		
Indian Express	\$25,000	\$119,000	21%	paid
Bartlett Tap	\$35,000	\$132,500	26%	paid, business closed.
Siri Indian Grocery	\$15,000	\$75,000	20%	paid
Streets of Bartlett - 2	\$100,000	\$2,000,000	5%	paid
The Still	\$25,000	\$72,000	35%	paid phase 1 \$13,786.38

120 Live	\$50,000	\$375,000	13%	paid
O'Hare's Pub	\$50,000	\$300,000	16%	paid
Rebecca's Cakes	\$7,000	\$25,000	28%	Paid, initial location.
Tekkie's	\$1,000	\$3,700	27%	expired
Trackside Diner	\$2,000	\$5,394	37%	expired, business closed (no \$ paid)
Hoelterhoff's Nursery	\$903	\$1,806	50%	paid
Banbury Fair	\$50,000	\$242,548	21%	paid
The Dogfather	\$2,021	\$4,042	50%	expired, business closed (no \$ paid)
Rebecca's Cakes	\$23,480	\$46,960	50%	Paid, town-center location.
Banbury Barn	\$41,000	\$82,000	50%	paid
Pasta Mia	\$20,825	\$41,650	50%	paid
MORE Brewing	\$50,000	\$4,407,151	1%	paid
Taylor St Pizza	\$3,085	\$6,170	50%	paid
Yummy Poke	\$35,000	\$145,670	24%	paid
Savoury Restaurant	\$29,893	\$59,586	50%	pending
Boss's Signature	\$50,000	\$252,568	20%	pending
Issa's Venezuelan	\$14,812	\$43,564	34%	paid

The total approved grant amount that has been approved is approximately \$632,000 with a total private investment of \$8.44 million. This includes pending, as well as applications that did not receive the funding due to expiration or other circumstances.

Due to confidentiality terms with the State of Illinois, we cannot share direct sales tax numbers for the individual businesses. However, in a broad sense, we can identify sales tax dollars in totality. From 2019 through 2022, sales taxes derived from grant program recipients are approximately \$211,534.

This number is slightly higher because the sales taxes have a three-month lag from the state to municipality. These sales tax numbers do not include sign grants as they are simply to improve aesthetics and curb appeal. The numbers do include Armanetti Beverage Mart and One Taco, as they were a direct result of the expansion of the Streets of Bartlett.

The numbers also do *not* include the pending applications.

COMMITTEE OF THE WHOLE DISCUSSION

This item was discussed at the COW meeting on November 21st, at which time the following amendments were agreed upon:

- The website will emphasize items that would be eligible and those which are not, i.e., those items affixed to the building, nothing removable like TVs, tables, and chairs. A draft list of those items is attached.
- Establish a one-year time frame for new businesses to remain open before grant funds are disbursed. They may apply as they are opening, but no payment will be made before the business is open for one year.

- Encourage them to engage with the Bartlett Area Chamber of Commerce.
- Adding parking lot replacement as an eligible cost (not maintenance) for property owner/retailers.
- Removing the ability to apply online, but provide the application for viewing, so applicants must contact and work with staff prior to filling one out. This eliminates non-eligible businesses from applying before going over the details with staff.
- Clarifying the requirements for a business plan including an executive summary, business description, market research and strategies, information about management and personnel, projections, and other information as requested.
- Expediting grants for new signs \$8,000 and under, sending them straight to the Village Board.

The COW agreed to leave the maximum amount and the ability to reapply at the same location.

We are also specifically targeting some commercial areas that can use upgrades to remind the business tenants about this program per the COW discussion.

Staff has recently contacted businesses in two of the older strip retail centers, neither of which has had a BEDA application yet, to inform them of this program and will continue to market it in targeted campaigns throughout the year.

ACTION REQUESTED:

Economic development staff is requesting approval of these amendments to the BEDA program to provide more clarity and transparency with the program moving forward.

Eligible costs include but are not limited to:

- Façade Renovations.
- Interior Buildouts and/or Rehabilitation including electrical, plumbing, carpentry, floors, ceilings, lighting, fire suppression, and equipment
- Windows and Doors
- Signs and Awnings
- Outdoor Dining Areas (permanent improvements only, no tables and chairs)
- Landscaping Improvements
- ADA Compliance
- Improvements in Energy Efficiency
- Lighting
- Code-Compliance Related Items
- Construction services for eligible costs
- Parking lot replacement and striping
- Dumpster enclosures: new only

Non-eligible costs include but are not limited to:

- Interior painting for an existing renovation
- Point-of-sale systems, warranties, fire and burglary monitoring plans, taxes, TV mounts, cable, or TVs. No tables, chairs, tableware, cookware, or any items that can be removed or sold to satisfy a lien.
- Decorations
- Routine maintenance of buildings or business interiors
- Parking lot maintenance
- Disposal or clean-up costs
- Architectural fees, permit fees, financing costs, shipping fees
- Moveable outdoor dining fixtures including tables, chairs, and umbrellas
- Other non-eligible costs include other items that can be removed from the premises, i.e., "carried out the door."



Agenda Item Executive Summary

AGENDA ITEM: Cook County ARPA Funds Subrecipient Agreement

BOARD OR COMMITTEE: Board

BUDGET IMPACT

Amount	\$0	Budgeted	\$0
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Fund:	Corresponding Activity Measure: N/A
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EXECUTIVE SUMMARY

Attached is an agreement with Cook County to receive \$150,000 of their American Rescue Plan Act (ARPA) funds to cover Phase #2 Design Engineering for the bike path underpass under Route 59. This path will provide a safe and reliable connection between downtown Bartlett and the Grasslands subdivision allowing for more bike path connectivity.

ATTACHMENTS (PLEASE LIST)

Memo, Resolution, Agreement

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: 1) Evaluate bike/pedestrian connectivity under/over and along Route 59.
2) Improve village bike and pedestrian pathways and routes.
3) Develop strategy to connect east and west sides of Bartlett

Short Term (1-3 Years): Routine ☐ Complex ☒

Long Term (3-5 Years): Routine ☐ Complex ☒

ACTION REQUESTED

- ☐ For Discussion Only
- ☒ Resolution
- ☐ Ordinance
- ☒ Motion

MOTION: I move to approve Resolution 2023-_____, a Resolution Approving the Subrecipient Agreement for ARPA Funds between the Village of Bartlett and the County of Cook

Staff: Samuel Hughes, Sr. Management Analyst

Date: January 4, 2024

Memorandum

To: Paula Schumacher, Village Administrator
From: Samuel Hughes, Senior Management Analyst
Date: January 5, 2024
Re: Cook County ARPA Sub-Recipient Agreement

Staff met with Cook County on November 7th to confirm the Village's interest in implementing Phase II design engineering for a new pedestrian and bike underpass under Route 59. This path will provide a safe and reliable connection between downtown Bartlett and the Grasslands subdivision allowing for more bike path connectivity. Attached for your consideration is the agreement with Cook County to receive a portion of their American Rescue Plan Act funds to cover this project. Cook County has allocated \$150,000 to cover this portion of the project.

Motion

I move to approve Resolution 2023-_____, a Resolution Approving the Subrecipient Agreement for ARPA Funds between the Village of Bartlett and the County of Cook

RESOLUTION 2024 - _____

A RESOLUTION APPROVING THE SUBRECIPIENT AGREEMENT FOR ARPA FUNDS BETWEEN THE VILLAGE OF BARTLETT AND THE COUNTY OF COOK

BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, pursuant to its home rule authority, as follows:

SECTION ONE: **APPROVAL.** The Subrecipient Agreement for American Rescue Plan Act Funds between the Village of Bartlett and the County of Cook (the "Agreement"), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

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

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

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

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

Kevin Wallace, Village President

ATTEST:

Lorna Giless, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2024 - _____ enacted on January 16, 2024, and approved on January 16, 2024, as the same appears from the official records of the Village of Bartlett.

Lorna Giless, Village Clerk

SUBRECIPIENT AGREEMENT
AMERICAN RESCUE PLAN ACT – STATE AND LOCAL FISCAL RECOVERY FUNDS
(ASSISTANCE LISTING NUMBER 21.027)

This Subrecipient Agreement (“Agreement”) is made and entered into as of the 16th day of January, 2023, by and between the County of Cook, a body politic and corporate of the State of Illinois (“County”), acting by and through its Bureau of Administration (“Bureau”) Department of Transportation and Highways (“DOTH”) (“or Department”), and the Village of Bartlett (“Bartlett”), a municipal corporation of the State of Illinois, (collectively referred to as “the Parties” and individually as a “Party”), to establish an agreed upon protocol for the administration and management of the American Rescue Plan Act (ARPA) (Assistance Listing Number 21.027) – Invest in Cook Expansion program subaward project described below. The County and the Village of Bartlett are organized and existing by virtue of the Constitution and/or laws of the State of Illinois.

RECITALS

WHEREAS, on March 13, 2020, the President of the United States (the “President”) issued a Proclamation, declaring a National Public Health Emergency, as a result of the Coronavirus (“COVID-19”) pandemic (the “Pandemic”); and

WHEREAS, on March 11, 2021, the President signed into law the American Rescue Plan Act, 2021, Section 9901, Coronavirus State and Local Fiscal Recovery Funds; and

WHEREAS, Section 9901 of Subtitle M of the Act established the Coronavirus State and Local Fiscal Recovery Funds Program (“SLFRF” or “Program”) aimed at providing support to State, territorial, local, and Tribal governments in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses; and

WHEREAS, the Act authorizes the U.S. Department of Treasury (“Treasury”) to grant ARPA funds to eligible entities to address the negative health and economic impacts of the Pandemic on communities nationwide; and

WHEREAS, the County qualifies as an eligible unit of local government under the Act, and Treasury has granted \$1,000,372,385 in funds to the County (“ARPA Funds”); and

WHEREAS, the County has allocated approximately \$150,000 of the ARPA Funds for the purpose of implementing design engineering for a bike and pedestrian underpass to IL Route-59 in the Village north of Bartlett Road; and

WHEREAS, these improvements will assist the Village of Bartlett to provide safe bike and pedestrian infrastructure; and

WHEREAS, the project will provide cyclists and pedestrians with multi-modal connections to destinations in the Village and surrounding communities; and

WHEREAS, ARPA will further the mission of the County and serve the broader objective of protecting the health, safety, and welfare of the County by delivering transportation infrastructure improvements that are within historically under-resourced, underinvested communities that have been negatively impacted the COVID-19 pandemic, ensuring a nexus to the negative health and economic impacts of Covid-19 and

WHEREAS, Treasury limits the obligation of ARPA funds to December 31, 2024, and expenditure of the Funds for eligible expenses to December 31, 2026, therefore the Parties recognize that time is of the essence; and

WHEREAS, the County achieves its mission through strategic collaborations and partnerships with states, local governments, community organizations, and others; and

WHEREAS, Subrecipient is an established municipal agency, which has extensive experience and expertise in providing transportation infrastructure improvements; and

WHEREAS, the County desires to award this grant to Subrecipient for the administration and management of the Program in Cook County as described herein; and

WHEREAS, the VILLAGE OF BARTLETT is able and willing to assist the County in the administration and management of the Program; and

WHEREAS, the VILLAGE OF BARTLETT is authorized by its governing body to enter into this Agreement with the County for the purposes described herein; and

WHEREAS, the Cook County Board of Commissioners has authorized the County, through the DOTH, to enter into this Agreement with Subrecipient for the purposes described herein.

NOW THEREFORE, in consideration of the covenants and mutual agreements herein contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. INCORPORATION OF RECITALS

The recitals set forth above, together with the information contained in the Exhibits attached hereto, constitute an integral part of this Agreement and are incorporated herein by this reference.

2. ELIGIBILITY FOR THE PROGRAM

Subrecipient hereby certifies that it has the authority and approval from its governing body or officials to execute this Agreement and receive Program Funds for eligible uses specified under this Agreement. The VILLAGE OF BARTLETT shall act as a subrecipient and, on behalf of the County, make Program Funds available to designated program participants within Cook County. Fund usage must fall into one of the following statutory categories:

- To respond to the COVID-19 public health emergency or its negative economic impacts;
- To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the recipient that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
- For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; or
- To make necessary investments in water, sewer, or broadband infrastructure.

3. GENERAL PROVISIONS

- 3.1. TERM. This Agreement shall become effective as of the date on which it is fully executed by both Parties and will continue in full force and effect, until December 31, 2026, subject to earlier termination in accordance with its terms.
- 3.2. OBLIGATIONS OF THE PARTIES. The VILLAGE OF BARTLETT agrees to administer the project(s) on behalf of the County, as described herein and in the Scope of Services (the "Services"), set forth on Exhibit A, attached hereto and incorporated herein. The County agrees to provide up to One Hundred Fifty Thousand Dollars (\$150,000.00) in Program Funds to be made available to carry out the purposes of the Program. Payments will be made to the Subrecipient for eligible uses of the Program Funds, hereunder, according to the criteria for the use of such funds and the schedule specified in Exhibit A. Invoice submission for Program Funds shall be in accordance with the provisions provided in Exhibit C under monitoring and fiscal reporting. Subrecipient understands any award of funds pursuant to this agreement must adhere to official federal guidance issued on what constitute a necessary expenditure and that the Subrecipient has reviewed the guidance established by U.S. Department of the Treasury. Any funds expended by the Subrecipient or its subcontractor(s) in any manner that does not adhere to official federal guidance will be returned by Subrecipient to Cook County.
- 3.3. REPRESENTATIVES. Each Party to this agreement shall designate one staff representative, who shall be the primary point of contact for that Party

The Village of Bartlett:

Daniel Dinges
Public Works Director
ddinges@bartlett.il.gov

Cook County:
Jennifer "Sis" Killen, P.E., PTOE
Superintendent
investincook.cc@cookcountyil.gov

- 3.4. FINANCIAL MANAGEMENT AND INTERNAL CONTROLS. Subrecipient agrees to adhere to appropriate accounting principles and procedures, utilize adequate internal controls, and maintain necessary source documentation for all eligible expenses. Subrecipient and any of the subawards issued by the Subrecipient must comply with Uniform Guidance and establish and maintain effective internal controls that provide reasonable assurance that Subrecipient is administering Program Funds in compliance with Federal statutes and regulations, and the terms and conditions of the Program. These internal controls should be in compliance with guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States or the "Internal Control Integrated Framework", issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO). Management should consider the potential for fraud when identifying, analyzing, and responding to risks. Subrecipient's accounting system for recording expenditures must be established and maintained in accordance with generally accepted accounting principles.
- 3.5. DUPLICATION OF BENEFITS. Subrecipient shall not carry out any of the activities under this Agreement in a manner that results in a prohibited duplication of benefits as defined by Section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5155) (the "Stafford Act"), as amended by Section 1210 of the Disaster Recovery Reform Act of 2018 (division D of Public Law 115-254; 132 Stat. 3442), which amended section 312 of the Stafford

Act. If Subrecipient receives duplicate benefits from another source, Subrecipient must refund the benefits provided by Cook County to Cook County. In order to mitigate against a duplication of benefits, the subrecipient will only apply costs that meet the following general criteria in order to be allowable under Federal awards:

- Not be included as a cost or used to meet cost sharing or matching requirements of any other federally-financed program in either the current or a prior period
- Are not paid by the Federal Government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs
- Are not included as contributions for any other Federal award

3.6. DOCUMENTATION AND RECORDKEEPING. As required by 2 C.F.R. 200.331(a)(5), Cook County, or any duly authorized representative of Cook County, shall have the right of access to any records, documents, financial statements, papers, or other records of Subrecipient that are pertinent to this Agreement, in order to comply with any audits pertaining to funds allocated to Subrecipient under this Agreement. The right of access also includes timely and reasonable access to Subrecipient's personnel for the purpose of interview and discussion related to such documents. The right of access is not limited to the required retention period but lasts as long as the records are retained by Subrecipient. The Subrecipient shall ensure the same access to documents from its subawards in accordance with 2 C.F.R. 200.331(a)(5).

3.7. MAINTENANCE AND INSPECTION OF RECORDS. Subrecipient and their sub awardees shall retain sufficient records including, without limitation, financial records, documents, statistical records, and all other records (collectively, "Records") pertinent to this Agreement to show compliance with the terms of this Agreement. Records shall be subject to the right of access, upon prior reasonable notice, by any duly authorized representative of the County or Treasury for the purposes of inspection, copying and auditing. The right of access also includes the County's timely and reasonable access to Subrecipient's personnel for the purpose of interview and discussion related to Records. The right of access is not limited to the required retention period but lasts as long as Records are retained by Subrecipient.

3.8. RECORD RETENTION. The Records shall be maintained by Subrecipient and any sub awardees for a period of five (5) years after the later of the following: (a) final payment is made using Program Funds; (b) completion of all close-out procedures respecting the Program, as determined by the County in its sole discretion; or (c) resolution of all litigation, claims, negotiations, audits, or other actions in relation to the Program. Record Retention under the Program is subject to the terms of the Treasury Memorandum.

3.9. CLOSE-OUT. Subrecipient's and the County's obligations under this Agreement shall not end until all Program close-out requirements are completed, as determined by the County in its sole discretion. Activities during the close-out period shall include but are not limited to making final payments, disposing of Program Funds, and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that Subrecipient has control over any Program Funding.

4. MONITORING AND REPORTING

- 4.1. Subrecipient agrees to provide the County access to all necessary data and documentation gathered for purposes of monitoring Program compliance. Subrecipient shall provide the County with information and dates, in sufficient detail, that indicate the use of the funds for the Program and the impact and outcome of the services provided as specified in this Agreement. Failure to submit proper documentation including, but not limited to, documentation verifying eligible expenses may result in termination of this Agreement and recoupment of funds provided to Subrecipient.
- 4.2. Subrecipient shall provide to the County reports, on a periodic basis as defined by the County. Such reports shall summarize Subrecipient's receipts and expenditures of the funds provided to Subrecipient under this Agreement as detailed in Exhibit C and specify the Program Metrics and Performance Goals outlined in Exhibit B, attached hereto and incorporated herein. In addition, Subrecipient will furnish to the County, with reasonable promptness, such interim reports or such additional information in connection with the Services, as the County may periodically request. Reporting under the Program is subject to the reporting requirements of subsection (d) of section 603 the Act and Treasury's Compliance and Reporting Guidance, set forth in Exhibit B, attached hereto and incorporated herein. Subrecipient shall ensure that any sub award agreement includes metric reporting and monitoring of the sub awardee by the Subrecipient.

5. TERMINATION

- 5.1. TERMINATION WITHOUT CAUSE. This Agreement may be terminated by either Party without cause or for convenience at any time by providing at least thirty (30) days written notice to the other Party. Subrecipient shall include a termination without cause provision in any sub award agreements.
- 5.2. COUNTY'S TERMINATION FOR CAUSE. The failure of Subrecipient to observe and perform the terms, covenants, promises, and agreements on its part to be observed and performed under this Agreement constitutes an "Event of Default" after the passage of any applicable notice and cure period. Subrecipient will have thirty (30) days from the date written notice of default is delivered or mailed to Subrecipient in which to cure the default provided, however, that if an Event of Default is not reasonably capable of being cured within thirty (30) days, Subrecipient shall have such additional time as is reasonably necessary, as determined by the County, so long as Subrecipient has commenced to cure within thirty (30) days and is proceeding diligently to effect a cure. If Subrecipient fails to cure such Event of Default within the applicable cure period, the County may terminate this Agreement for cause, in whole or in part, by giving written notice to Subrecipient of such termination and specifying the effective date thereof. In the event of such termination for cause, Subrecipient shall be compensated for that portion of the Services performed which have been fully and adequately completed and accepted by the County through the effective date of termination. In such case, the County shall have the right to take whatever steps it deems necessary to complete the Program and correct Subrecipient's deficiencies and charge the cost thereof to Subrecipient, which shall be liable for the full cost of the County's corrective action, including reasonable overhead and attorneys' fees. Subrecipient shall include a termination for cause provision in any sub award agreements.
- 5.3. FORCE MAJEURE. In the event that either Party is unable to perform any of its obligations under this Agreement because of natural disaster, actions or decrees of governmental bodies or communications failure not the fault of the affected party (referred to as a "Force Majeure Event"), the Party which has been so affected agrees to give immediate notice to the other Party and agrees to do everything possible to resume performance. Upon receipt of such notice, this Agreement shall be suspended immediately. If the period of nonperformance exceeds ten (10) days from the receipt of notice of the Force Majeure Event, the Party whose ability to perform has not been so affected may terminate this Agreement immediately by giving written notice to the other Party.
- 5.4. FUNDING AVAILABILITY//NON-APPROPRIATION. Funding for this Agreement is subject to availability of funds from the United States Government and appropriation by the County. In the event that no Program Funds or insufficient Program Funds are appropriated and budgeted for payments to be made under this Agreement, then the County shall promptly notify Subrecipient of such occurrence, and this Agreement shall terminate on the earlier of the last day of the month for which sufficient appropriation was made or when the funds appropriated for payment under this Agreement are exhausted.
- 5.5. DELIVERY OF INFORMATION. Subrecipient shall deliver to the County copies of all completed or partially completed information, programs, software (including source code), documentation or data (collectively, the "Documents") developed, created or invented in connection with the Services under this Agreement within fifteen (15) days after this Agreement is terminated or completed. The Subrecipient shall be entitled to receive just and equitable compensation for any authorized work which has been satisfactorily completed as of the termination date. Any advanced funds not yet spent for authorized work by Subrecipient shall be promptly returned to the County within fifteen (15) days of termination.

6. NOTICES

All notices shall be delivered in writing and shall be communicated by electronic mail, U.S First Class Mail, fax or overnight courier to the Parties hereto at the addresses set forth below or at such other address as either Party may designate by written notice to the other:

To Subrecipient:

Kevin Wallace
Village President
The Village of Bartlett
228 S Main Street
Bartlett, IL, 60103

To Cook County:

Jennifer "Sis" Killen, P.E., PTOE
Superintendent
County of Cook, Illinois
69 W. Washington Street, 24th Floor
Chicago, IL 60602

Either Party may designate a different address by giving the other Party ten (10) days written notice.

7. INDEMNIFICATION

- 7.1. Subrecipient shall indemnify, defend, and hold harmless the county its officers, directors, agents, employees, successors and assigns ("indemnified county parties") from and against all claims and liability due to the activities of subrecipient or another entity over which subrecipient exercises control, performed under this agreement and which result from any negligent act, error, or omission; intentional tort; intellectual property infringement; or failure to pay a subcontractor; committed by subrecipient or another entity over which subrecipient exercises control.
- 7.2. Subrecipient shall also indemnify, defend, and hold harmless the county and indemnified county parties from and against any and all expenses, including reasonable attorneys' fees which might be incurred by the county, in litigation or otherwise resisting said claims or liabilities which might be imposed on the county as the result of such activities by subrecipient or another entity over which subrecipient exercises control.

8. GOVERNING LAW AND VENUES

This Agreement shall be governed by and construed under the laws of the State of Illinois. Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law. Any claim, suit, action, or proceeding brought in connection with this Agreement shall be in the Circuit Court of Cook County and each party hereby irrevocably consents to the personal and subject matter jurisdiction of such court and waives any claim that such court does not constitute a convenient and appropriate venue for such claims, suits, actions or proceedings.

9. SEVERABILITY

In the event that any provision or clause of this Agreement conflicts with applicable law, such conflict shall not affect other provisions which can be given effect without the conflicting provision. To this end the provisions of this Agreement are declared to be severable.

10. COMPLIANCE WITH LAWS (Subrecipient shall ensure that the following provisions are applied to any sub awardee of the Subrecipient in any applicable sub award or contract)

10.1. COMPLIANCE WITH STATE AND LOCAL REQUIREMENTS. Subrecipient acknowledges that this Agreement is governed under Illinois law and that the Subrecipient shall comply with all applicable state and local orders, laws, regulations, rules, policies and certifications governing any activities undertaken during the performance of this Agreement, including but not limited to any compliance with prevailing wage laws. Any Subrecipient that is a not-for-profit organization must be registered with the Illinois Secretary of State to transact business in Illinois.

10.2. COMPLIANCE WITH FEDERAL REQUIREMENTS. Subrecipient understands that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social security Act. The Agreement further requires compliance with certain provisions of Title 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Subrecipient agrees to comply with all applicable provisions of Title 2 CFR Part 200 and all other applicable Federal laws, regulations, executive orders, Treasury policies, procedures, and directives, as well as state and local laws, regulations, and policies governing the funds provided under this Agreement. Note that subrecipients should refer to the Uniform Guidance for the most current information on applicable federal regulations referenced in this agreement. Subrecipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available. With respect to any conflict between such federal requirements and the terms of this Agreement and/or the provisions of state law and except as otherwise required under Federal law or regulation, the more stringent requirement shall control.

Subcontracts, if any, shall contain a provision making them subject to all of the provisions stipulated in this Agreement, including but not limited to 2 CFR 200.303, 2 CFR 200.331-333, 2 CFR Part 200, Subpart E, and 2 CFR Part 200 Subpart F.

During the performance of this Agreement, Subrecipient shall comply with all applicable federal laws and regulations including, but not limited to the following:

10.2.1. COST PRINCIPLES

Subrecipients should follow allowable cost guidance detailed in the federal regulations in 2 CFR Part 200, Subpart E. Subrecipients are responsible for effective management and administration of funds. Subrecipients should have strong internal controls and effective financial monitoring in place in order to ensure compliance with the allowable costs. Allowable cost federal regulations which apply to ARPA include, but are not limited to:

- Program funds may be used for a “reasonably proportionate” share of the costs required for federal single audits performed in accordance with the Uniform Guidance, 2 CFR Part 200, Subpart F.
- Administrative costs - both direct and indirect - associated with program implementation are permitted. Pursuant to the SLFRF Award Terms and Conditions, recipients are permitted to charge both direct and indirect costs to their SLFRF award as administrative costs as long as they are accorded consistent treatment per 2 CFR 200.403 See Uniform Guidance, 2 CFR 200.412-200.414 for additional details.
- Per 2 CFR 200.303(a), the subrecipient must establish and maintain effective internal control over the award that provides reasonable assurance that the subrecipient is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States or the “Internal Control Integrated Framework”, issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
- The subrecipient management policies must consider the types of fraud that can occur within the entity to provide a basis for identifying fraud risks. Types of fraud, as defined by COSO, are as follows:
 - Fraudulent financial reporting - Intentional misstatements or omissions of amounts or disclosures in financial statements to deceive financial statement users. This could include intentional alteration of accounting records, misrepresentation of transactions, or intentional misapplication of accounting principles.
 - Misappropriation of assets - Theft of an entity’s assets. This could include theft of property, embezzlement of receipts, or fraudulent payments.
 - Corruption - Bribery and other illegal act

In addition to fraud, the subrecipient must consider other forms of misconduct that can occur, such as waste and abuse. Waste is the act of using or expending resources carelessly, extravagantly, or to no purpose. Abuse involves behavior that is deficient or improper when compared with behavior that a prudent person would consider reasonable and necessary operational practice given the facts and circumstances. This includes the misuse of authority or position for personal gain or for the benefit of another. Waste and abuse do not necessarily involve fraud or illegal acts.

10.2.2. CASH MANAGEMENT

SLFRF payments made to Subrecipient are not subject to the requirements of the Cash Management Improvement Act and Treasury’s implementing regulations at 31 CFR part 205 or 2 CFR 200.305(b)(8)-(9). Recipients can place funds in interest-bearing accounts, do not need to remit interest to Treasury, and are not limited to using that interest for eligible uses under the Program award.

10.2.3. AUDIT REQUIREMENTS

Subrecipient will be subject to a single audit pursuant to 2 CFR 200.501(a) if Subrecipient expends \$750,000 or more in Federal awards during their fiscal year.

If subject to the single audit, the Subrecipient must:

- Procure or otherwise arrange for the audit required by this part in accordance with 2 CFR 200.509, and ensure it is properly performed and submitted when due in accordance with 2 CFR 200.512.
- Prepare appropriate financial statements, including the schedule of expenditures of Federal awards in accordance with 2 CFR 200.510.
- Promptly follow up and take corrective action on audit findings, including preparation of a summary schedule of prior audit findings and a corrective action plan in accordance with 2 CFR 200.511(b) and (c), respectively.
- Provide the auditor with access to personnel, accounts, books, records, supporting documentation, and other information as needed for the auditor to perform the audit required by this part.

10.2.4. EQUIPMENT AND REAL PROPERTY MANAGEMENT

Any purchase of equipment or real property with SLFRF funds must be consistent with the Uniform Guidance at 2 CFR Part 200, Subpart D. Equipment and real property acquired under this program must be used for the originally authorized purpose. Consistent with 2 CFR 200.311 and 2 CFR 200.313, any equipment or real property acquired using SLFRF funds shall vest in the non-Federal entity. Any acquisition and maintenance of equipment or real property must also be in compliance with relevant laws and regulations.

10.2.5. MANDATORY DISCLOSURES

In accordance with 2 CFR 200.113, the non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the County all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that have received a Federal award including the term and condition outlined in appendix XII to this part are required to report certain civil, criminal, or administrative proceedings to SAM (currently FAPIIS). Failure to make required disclosures can result in any of the remedies described in 2 CFR 200.339.

10.2.6. NON-DISCRIMINATION

Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following: (a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance; (b) The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance; (d) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and (e) Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under

programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

Projects funded with SLRFR should advance shared interests and promote equitable delivery of government benefits and opportunities to underserved communities, as outlined in Executive Order 13985, On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government.

10.2.7. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of the Development Agreement, Subrecipient will be required to comply with Executive Order 11246, "Equal Employment Opportunity," as amended by EO 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

10.2.8. COPELAND ANTI-KICKBACK ACT

Subrecipient shall comply with 18 U.S.C. §874, 40 U.S.C. §3145, and the requirements of 29 CFR Part 3 as may be applicable, which are incorporated by reference into this contract.

10.2.9. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT.

(a) Overtime requirements: No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

(b) Violation; liability for unpaid wages; liquidated damages: In the event of any violation of the clause set forth in paragraph 10.2.9(a) of this section, the Subrecipient, its contractor(s) or any subcontractor(s) responsible therefore shall be liable for the unpaid wages. In addition, any Subrecipient, and its subcontractor(s) shall be liable to the United States, for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth herein.

(c) Withholding for unpaid wages and liquidated damages: The County shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the Subrecipient or its subcontractor(s) under any such contract or any other federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such Selected Respondent(s), contractor(s) or subcontractor(s) for unpaid wages and liquidated damages as provided herein.

(d) Subcontracts: The Subrecipients or its subcontractor(s) shall insert in any subcontracts the clauses set forth in paragraph (b)(1) through (4) of 29 CFR 5.5, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The Subrecipient shall be responsible for compliance by any contractor or subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (b)(1) through (4) of 29 CFR §5.5. 6) Clean Air Act and Federal Water Pollution Control Act. The Subrecipient agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. §7401 et seq.

10.2.10. DEBARMENT & SUSPENSION

This award is a covered transaction for purposes of 2 CFR Part 180 and 2 CFR Part 3000. As such, the Subrecipient is required to verify that none of its subrecipients or subcontractors (defined at 2 CFR §180.995) or its affiliates (defined at 2 CFR §180.905) are excluded (defined at 2 CFR §180.940) or disqualified (defined at 2 CFR §180.935). Subrecipient must comply with 2 CFR Part 180, subpart C and 2 CFR Part 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into. This certification is a material representation of fact relied upon by the County. If it is later determined that the Subrecipient did not comply with 2 CFR Part 180, subpart C and 2 CFR Part 3000, subpart C, in addition to remedies available to the County, the federal government may pursue available remedies, including but not limited to, suspension and/or debarment. The Subrecipient agrees to comply with the requirements of 2 CFR Part 180, subpart C and 2 CFR Part 3000, subpart C, throughout the period of any contract that may arise from this Agreement.

10.2.11. BYRD ANTI-LOBBYING AMENDMENT.

Subrecipient certifies that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. §1352. Subrecipients shall also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certifications to the awarding agency. If the Agreement exceeds \$100,000, the Subrecipient must certify compliance with the Byrd Anti-Lobbying Amendment. See, **Exhibit F**, Certification Regarding Lobbying.

10.2.12. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR ACTS.

Subrecipient and any subcontractors must comply with 31 U.S.C. Chapter 38, Administrative Remedies for False Claims and Statements, which shall apply to the activities and actions of Subrecipient and subcontractors pertaining to any matter resulting from a contract.

10.2.13. CONFLICTS OF INTEREST.

Subrecipient must disclose in writing to Treasury or the pass through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

10.2.14. TRANSPARENCY ACT.

Reporting Subaward and Executive Compensation Information in compliance with 2 CFR Part 170.

10.2.15. PUBLICATIONS.

Any publication produced with funds from this award must also display the following language:
“This project is being supported, in whole or in part, by federal award number Assistance Listing Number (ALN – formerly known as the CFDA) 21.027 awarded to Cook County by the U.S. Department of the Treasury

10.2.16. INCREASING SEAT BELT USE IN THE UNITED STATES.

Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Subrecipient is encouraged to adopt and enforce on-the-job seat belt policies and programs for your employees when operating company-owned, rented or personally owned vehicles.

10.2.17. REDUCING TEXT MESSAGING WHILE DRIVING.

Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Subrecipient is encouraged to adopt and enforce policies that ban text messaging while driving and establish workplace safety policies to decrease accidents caused by distracted drivers.

10.2.18. UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITIONS ACT.

Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations apply to this Agreement, where applicable.

10.2.19. DISCLAIMER

The United States expressly disclaims any and all responsibility or liability to Subrecipient or third persons for the actions of Subrecipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of the federal award or any other losses resulting in any way from the performance of the federal award or any contract, or subcontract under this award. By accepting this Agreement from the County, the Subrecipient does not in any way establish an agency relationship between the United States and Subrecipient.

10.2.20. CODE OF CONDUCT 2 CFR 200.318(c)(1).

The non-Federal entity (Subrecipient) must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts or subawards. However, non-Federal entities may set standards for situations in which the financial interest is not substantial, or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity. If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

11. PROCUREMENT STANDARDS (Subrecipients shall ensure that the following provisions are applied to any sub awardee of the Subrecipient in any applicable sub award or contract)

Subrecipients are responsible for ensuring any procurement of goods or services using Program Funds is consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR 200.317 through 2 CFR 200.327, as applicable. Subrecipient must have documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of the federal Uniform Guidance, for the acquisition of property or services required under a Federal award or subaward.

METHODS OF PROCUREMENT

When the value of the procurement for property or services under a Federal award does not exceed the simplified acquisition threshold (SAT), as defined in 2 CFR 200.1, or a lower threshold established by Subrecipient, formal procurement methods are not required. The non-Federal entity may use informal procurement methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the SAT include:

Informal Procurement Methods

- Micro-purchases - The acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold as defined in 2 CFR 200.1.
- Small Purchases - The acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources as determined appropriate by the non-Federal entity.

Formal Procurement Methods

When the value of the procurement for property or services under a Federal financial assistance award exceeds the SAT, or a lower threshold established by Subrecipient, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement can be used in accordance with 2 CFR 200.319.

The following formal methods of procurement are used for procurement of property or services above the simplified acquisition threshold or a value below the simplified acquisition threshold the non-Federal entity determines to be appropriate:

- Sealed Bids - A procurement method in which bids are publicly solicited and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the preferred method for procuring construction, if the appropriate conditions are present (see 2 CFR 200.320(b)(1)(i)).
- Proposals - A procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids.

Competition

The Uniform Guidance requires all procurement transactions for property or services to be conducted in a manner providing full and open competition, consistent with standards outlined in 2 CFR 200.320. Non-competitive procurements are allowed only in circumstances where at least one of the following conditions is true:

- The acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (see 2 CFR 200.320(a)(1) for more detail);
- The item is available only from a single source;
- The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation;
- The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the Subrecipient; or
- After solicitation of a number of sources, competition is determined inadequate.

Subrecipient is required to have an infrastructure for competitive bidding and contractor oversight, including maintaining written standards of conduct and prohibitions on dealing with suspended or debarred parties.

12. PERSONALLY IDENTIFIABLE INFORMATION

Subrecipient and any of the Subrecipient's sub awardees must comply with 2 CFR 200.303(e) and take reasonable measures to safeguard protected personally identifiable information, as defined in 2 CFR 200.82, and other information the County designates as sensitive or consistent with applicable Federal, state, and local laws regarding privacy and obligations of confidentiality including but not limited to compliance with the Illinois Personal Information Protection Act and other data privacy laws. See Exhibit E for additional guidelines and requirements regarding data privacy.

12. WORKERS' COMPENSATION

Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement

13. AMENDMENTS

This Agreement may be amended at any time only by a written instrument signed by both Parties. Such amendments shall not invalidate this Agreement, nor relieve or release either Party from its obligations under this Agreement. Cook County may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both Parties.

14. INSURANCE

Subrecipient shall provide and maintain, at Subrecipient's own expense, during the term of this Agreement and any time period following expiration if Subrecipient is required to return and perform any of the Services or Additional Services under this Agreement, sufficient insurance coverage to protect any funds provided to Subrecipient under this Agreement from loss due to theft, fraud and/or undue physical damage. Subrecipients that are self-insured shall maintain excess coverage over and above its self-insured retention limits.

15. CONFLICT OF INTEREST

Subrecipient warrants and represents to the County that it does not have nor shall it knowingly acquire any interest that would conflict in any manner with the performance of its obligations under this Agreement. Furthermore, Subrecipient warrants that no company or person, other than a bona fide employee, has been employed to solicit or secure this Agreement with the County, and that Subrecipient has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this provision, the County shall have the right to terminate this Agreement without liability.

16. COUNTERPARTS

This Agreement may be executed in counterparts, each of which shall be deemed an original.

17. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Parties and cannot be modified or amended except by mutual written agreement of both Parties.

18. SEPARATE ENTITIES

It is understood and agreed that nothing contained herein is intended or should be construed as in any way affecting the status of the Parties as separate, independent and distinct entities under Illinois or any other law. It is further understood and agreed that nothing herein is intended or should be construed as in any way creating or establishing the relationship of co-partners or joint ventures between the Parties hereto, or as constituting the Parties as representatives of each other for any purpose.

19. NON-LIABILITY OF PUBLIC OFFICIALS

No official, employee or agent of the County shall be charged personally by the Subrecipient or by an assignee or subcontractor with any liability or expenses of defense or be held personally liable under any term or provision of this Amendment, because of such County's execution of this Amendment or enforcement of the provisions herein.

20. INTERPRETATION

Any headings of this Agreement are for convenience of reference only and do not define or limit the provisions thereof. Words of any gender shall be deemed and construed to include correlative words of the other genders. Words importing the singular number shall include the plural number and vice versa, unless the context shall otherwise indicate. All references to any person or entity shall be deemed to include any person or entity succeeding to the rights, duties, and obligations of such persons or entities in accordance with the terms and conditions of this Agreement.

21. WAIVER

Whenever, under this Agreement, a Party, by a proper authority, waives another Party's performance in any respect or waives a requirement or condition of another Party's performance, the waiver so granted, whether express or implied, shall only apply to the particular instance and shall not be deemed a waiver forever or for subsequent instances of the performance, requirement or condition. No such

waiver shall be construed as a modification of this Agreement regardless of the number of times a party may have waived the performance, requirement or condition.

22. EXHIBITS

All Exhibits to this Agreement are incorporated as if set out fully. In the event of any inconsistencies or conflict between the language of this Agreement and the Exhibits, the language of the Exhibits shall control, but only to the extent of the conflict or inconsistency.

This Agreement contains the following attachments:

Exhibit A – Scope of Work/Technical Specifications

Exhibit B – Program Reporting Requirements

Exhibit C – Monitoring and Fiscal Reporting

Exhibit D – Request for Advance of Grant Funds

Exhibit E – Data Privacy Guidelines and Requirements

Exhibit F – Certification Regarding Lobbying

23. SIGNATURE AUTHORITY

A duly authorized agent for the Subrecipient is required to sign this Agreement on behalf of the Subrecipient. If this Agreement is signed by a designee, a duly authenticated delegation of authority evidencing the signer's authority to execute the agreement for and on behalf of the Subrecipient must be attached to the Agreement for review by Cook County.

(Remainder of Page Intentionally Left Blank)

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Agreement on the dates hereafter set forth.

The Village of Bartlett

By: _____
Kevin Wallace
Village President

Date: _____

COUNTY OF COOK, ILLINOIS

By: _____
Jennifer 'Sis' Killen
Superintendent

Date: _____

EXHIBIT A SCOPE OF WORK

A. PROGRAM DESCRIPTION AND OBJECTIVES

Background

Cook County has administered the Invest in Cook (IIC) grant program since 2017, providing funds to local non-profit organizations and government agencies to advance transportation improvements throughout the region. The annual \$8.5 million program has provided local and regional governments transportation funds to cover the cost of planning and feasibility studies, engineering and construction associated with infrastructure improvements consistent with the County's transportation and economic development policy priorities. Over six years, IIC has facilitated investment of an additional \$125 million in federal, state, and local funds for transportation projects across the County. The proposed IIC American Rescue Plan Act (ARPA) expansion program presents a unique opportunity to extend the impact of IIC by advancing unfunded, previously identified local-priority projects. These funds will also address historic disinvestment in disadvantaged communities by helping to correct infrastructure inequities throughout the County. The expansion will work to mitigate local-level effects of the ongoing COVID-19 pandemic, which emphasized and exacerbated these historic inequities.

The IIC grant program is one avenue DOTH uses to implement *Connecting Cook County*, the County's Long-Range Transportation Plan (LRTP). Published in 2016, the plan takes stock of the County's transportation assets, deficiencies, and future needs and measures them against the community and economic opportunities that transportation can facilitate. The LRTP outlines a new direction and a more expansive role for the County in funding and collaborating on projects across jurisdictional boundaries and in achieving greater integration of the system across all transportation modes.

Illinois Motor Fuel Tax (MFT) is the sole funding mechanism for the IIC program, limiting projects to those compliant with acceptable uses of MFT as defined by state statute. The additional funds provided by ARPA will allow the program to support critical infrastructure projects that fall outside of MFT eligibility but nevertheless affect the transportation system and public health.

Approach

The IIC grant program balances equity, local prioritization, and community need in project selection, alongside advancing projects that have multi-jurisdictional impacts throughout the County. The program will provide funding for projects at any phase and strives to leverage follow on funding as a result of this initial investment.

Types of Assistance

ARPA funds will be used for a one-time expansion of the Invest in Cook grant program, providing grant recipients with funds for the purpose of implementing transportation infrastructure improvements.

DOTH understands that quality project delivery requires good planning over a project's life. To foster the development of quality projects and help projects meet qualifications required to receive federal funding, IIC ARPA funding can be distributed to projects at any stage of development, from planning and feasibility studies, to engineering design, and all the way through construction and/or implementation.

Subrecipients in the IIC ARPA Expansion program will also be encouraged to leverage Cook County staff's subject matter expertise throughout project implementation. Additional assistance that may be provided by DOTH to the grantee includes, but is not limited to: writing letters of support for the project, generating cost estimates for grant applications to support future project phases, community engagement, among other forms of assistance not named here.

Major Entities Involved

Cook County Staff will work together with the Subrecipient to administer funding for IIC-ARPA projects. Implementation of selected projects will be led by the Subrecipient.

B. ROLES AND RESPONSIBILITIES

Eligible Subrecipients include local governments, regional transportation authorities, transit agencies, natural resource or public land agencies, and any other local or regional governmental entity with responsibility for transportation or recreational trails within Cook County. For projects that involve multiple jurisdictions, the project should identify a lead Subrecipient and provide letters of support from all partner entities. Private for-profit or non-profit organizations can submit project proposals on behalf of a lead Subrecipient, but the public sponsor that meets the above criteria will be the Subrecipient under this agreement. Proposals for multimodal projects in any phase of development will be considered. Grant beneficiaries are limited to a single project. Staff salaries are not an eligible expense under this program. Also, the purchase and/or maintenance of diesel based rolling stock (rail cars, buses, vans, etc.) and stand-alone lighting projects are not eligible under the IIC program.

The Bureau of Administration by the direction of the DOTH will provide the program guidelines and funding to the Subrecipient to administer the implementation of projects.

Subrecipient Staff

Award subrecipient staff will:

- Identify in writing the authorizing signatories and Subrecipient staff who will be responsible for project implementation, invoicing, and reporting;
- Engage in agreements with professional services or construction contract(s); where applicable;
- Collect and provide data/metrics needed for upward reporting in a timely manner;
- Provide updated reporting metrics on required timeline;
- Meet with Cook County staff to ensure progress and compliance with ARPA guidelines
 - Including submission of required reports
 - This includes monthly billing meetings, quarterly status meetings, and quarterly performance reports.
- Review and process invoices, and submitting reimbursement requests in a timely manner;
- Transmit all communication, documentation, and/or reporting required under this Agreement to InvestinCook.CC@cookcountyil.gov unless otherwise and explicitly requested to be submitted by mail.

Cook County Staff

As the award recipient, the DOTH staff including the Program Lead, Superintendent or designee, and other Cook County Staff will:

- Conduct data reporting for certain denoted metrics;
- Monitor and oversee the program and Subrecipient's adherence to the Agreement
- Monitor InvestinCook.CC@cookcountyil.gov for submittals and correspondence from the Subrecipient;
- Process reimbursement requests;
- Budget funds for program;
- Regular check ins with the subrecipient to ensure progress and compliance.

C. ADMINISTRATOR

The subrecipient is responsible for leading project implementation, invoicing, data collection, monitoring, and reporting in accordance to ARPA and Cook County guidelines. The Party will utilize funds to engage in agreements with professional services or construction contract(s) where applicable.

D. PROGRAM ADMINISTRATION AND PROCESS OVERVIEW

Cook County will reimburse the Subrecipient using ARPA funds for services rendered for the subject improvement through Fiscal Year [2026]. Reimbursements for work already performed within the period of performance of this contract will be processed upon execution of this agreement. Further details on annual payments, including regarding the process to receive advance funds, can be found in Exhibit D of this Agreement.

The subrecipient will provide the County with all information needed to initiate reimbursements, in a manner further described in Exhibit C of this Agreement. Additionally, the subrecipient will confirm to the County in writing that they have all signed contracts, invoices, and W-9s.

Program monitoring and compliance expectations will take place in a manner described in Exhibit C of this Agreement and will be adhered to by all parties of this Agreement.

Projects included in the IIC ARPA Expansion program were carefully selected after a screening process which accounted for need, local priority, network impact, and equity alongside project alignment with the priorities set forth in *Connecting Cook County*. Qualifying projects for the IIC ARPA expansion were selected from:

- Previously evaluated IIC application/s or CDBG application/s not previously funded due to project readiness or grant program constraints at the time
- Existing inventory of local priority projects that had not advanced due to funding constraints
- Existing inventory of ongoing and/or previously proposed regionally significant, multi-jurisdictional projects that fill a critical network need and/or advance multiple priorities of *Connecting Cook County*.

Eligible Applicants and Projects:

IIC-ARPA projects must directly support at least one of the five (5) priorities set forth in *Connecting Cook County*. Those priorities are:

Prioritize Transit and Other Transportation Alternatives – A sustainable mobility network requires complementary modes of transportation that satisfy transit, cycling, and pedestrian needs. An efficient transit system is a signifier of a world class metropolitan

region, providing a complete and fully accessible cycling/pedestrian mobility system is also integral to a high quality of life. Projects supported with IIC/IIC-ARPA funds will improve our transit networks and allow communities to place greater emphasis on walking, biking, and other alternatives to driving.

Support the Region's Role as North America's Freight Capital – Freight plays a critical role in Cook County's economy and its continued prosperity. While being North America's largest port has provided our region with tremendous wealth, it has also made the Chicago region the largest chokepoint for both trucks and trains in the national freight system. Projects supported by IIC/IIC-ARPA focus on improving rail and truck movements through the region and on coordinating land uses in proximity to freight transportation facilities, among other freight supportive activities.

Promote Equal Access to Opportunities – A transportation network should facilitate easy connections to jobs, schools, healthcare centers, recreation, and much more. A high-quality transportation network provides the means by which people have access to opportunity. Historical economic development practices and land use regulation meant that the opportunities afforded by access to a robust transportation system are not guaranteed by Cook County's current built environment. Projects supported by IIC/IIC-ARPA funds address these inequities by targeting transportation investments in disadvantaged communities, and through partnerships with other agencies that make equity a priority in their work.

Maintain and Modernize What Already Exists – Though large capacity-increasing projects can be seductive, maintaining and modernizing existing transportation facilities is a top priority for Cook County. Postponing regular maintenance adds to long-term costs, reduces the appeal of public transit services, causes delay and congestion, creates safety hazards, and makes transportation more expensive for users. Projects selected for IIC/IIC-ARPA program will help communities modernize their local transportation networks and/or provide regionally significant improvements for the changing needs of 21st century.

Increase Investments in Transportation – Growing and maintaining the County's transportation systems will require more money. Increased investment will help our economy grow and make communities more livable. Projects selected for IIC/IIC-ARPA leverage local resources to support infrastructure and using state and federal funds to implement transportation improvements.

The following is a representative but not exhaustive list of the types of projects eligible for Invest in Cook-ARPA funding:

- Transit Improvement Projects
 - Transit Studies and Needs Assessments
 - Transit Facility Improvements or Equipment Improvements
 - Fleet retrofits and electrification
 - Paratransit opportunities
- Transit Service Enhancements or Improving Transit Accessibility
- Bicycle and Pedestrian Facility Projects
 - Bicycle or Pedestrian Master Planning
 - Adding Bike Lanes
 - Traffic Calming/Road Diets
 - Multi-Use Trails
 - Filling Sidewalk Gaps

- Intersection Safety Improvements
- ADA-Related Improvements
- Freight Projects
 - Truck Route Planning
 - Increased Viaduct Clearance
 - Safety improvements to Highway-Rail Grade Crossings
 - Roadway-Rail Grade Separations
 - Roadway Improvements on Truck Routes and High Truck Traffic Road Segments
 - Railroad Improvements
 - Environmental needs assessments
- Traffic Flow Improvement Projects
 - Eliminating Bottlenecks
 - Intersection Improvements and Modernization
 - Interconnected Signal Technologies
- Bridge Improvements
- Demonstration Projects for New Technology
 - First mile/last mile gap studies
 - Electric Charging Stations
 - ITS
 - Service Improvements to Existing Routes
- Corridor Studies
- Economic Development Projects
 - Transit Oriented Development Plans
 - Transportation Improvements to Support Local Business Districts
 - Local Comprehensive Transportation Plans
- Rain Readiness and Stormwater Management Plans
- Stormwater and Drainage Improvements
- Other Projects – Please consult with County Staff to determine eligibility

As the projects develop, feasibility and needed funding levels can change and some revisions to the programmed projects can be expected. DOTH staff will work with Subrecipient staff to review any potential revision to the list of selected projects and award amounts and proceed upon mutual agreement.

E. WORKPLAN

1. Phase I Engineering
 - a. Unless otherwise agreed to by the Parties in writing, any phase I engineering services to be performed by a qualified consultant(s) under an existing contract with the Subrecipient and/or selected through a competitive, qualification-based procurement process.
 - b. Upon request by the County, the Subrecipient will provide the County with copies of any and all deliverables produced by the Subrecipient's consultant(s) and submitted to the Subrecipient, including, but not limited to:
 - i. Any and all surveys, studies, reports, charts, maps, drawings, agreements, data, plans, specifications, estimates, plats, permits, and special provisions.
 - c. The Subrecipient will provide not less than fourteen calendar days in advance written notice to the County of any public meetings or hearings held as part of the project.
 - d. The Subrecipient will provide the County with one paper copy and an electronic copy of any Project Development Reports completed as apart of the project.

2. Phase II Engineering

- a. Unless otherwise agreed to by the Parties in writing, any phase II engineering services to be performed by a qualified consultant(s) under an existing contract with the Subrecipient and/or selected through a competitive, qualification-based procurement process. Services to be performed as part of the project, including, but not limited to:
 - i. Preparing preliminary, pre-final, and final construction plans;
 - ii. Specifications;
 - iii. Special provisions and cost estimates.
- b. The Subrecipient or its consultant(s) will submit construction plans, specifications, special provisions and cost estimates for a project improvement to the County at the following stages of preparation:
 - i. 60% Complete – Preliminary;
 - ii. 100% Complete – Final.
- c. The County may review the construction plans, specifications, special provisions and cost estimates and offer comments and/or objections, which the Parties will work cooperatively to address and resolve. If the Subrecipient does not receive comments from the County within forty-five calendar days of receipt thereof, the lack of response will constitute approval.

3. Construction/Implementation Work

- a. Project construction/implementation work will be performed by a qualified contractor(s) under contract with the Subrecipient and/or selected through a competitive, qualification-based procurement process. In awarding and administering any construction contract(s), the Subrecipient shall comply with all applicable local, state and federal laws and regulations. Any construction work to be completed by the Subrecipient forces shall be agreed to be the Parties in writing.
- b. The Subrecipient will provide not less than fourteen calendar days' in advance written notice to the County prior to any pre-construction meetings and not less than seven calendar days' advance written notice the County prior to the commencement of any construction work on the project.
- c. The County acknowledges that the Subrecipient is self-insured. The Subrecipient will require its contractor(s), subcontractor(s), and/or vendor(s) to procure and maintain insurance against claims for injuries to persons or damage to property that may arise from or in connection with the performance of work by its contractor(s), vendor(s), agent(s), representative(s), employees or subcontractor(s). Work must not commence until an insurance required by this section has been obtained. All insurers must possess an A.M. rating of A- VII or better and be authorized to do business in the State of Illinois.
- d. The County and its authorized agents will have reasonable rights of inspection (including pre-final and final inspection) during construction of any project improvements. The County may assign personnel to perform inspections on behalf of the County and will deliver written notice to the Subrecipient advising the Subrecipient as to the identity of the individual(s) assigned to perform said inspections.
- e. The Subrecipient will provide not less than fourteen calendar days' advance written notice to the County prior to final inspection of any project improvements.

4. Phase III Engineering

- a. Unless otherwise agreed to by the Parties in writing, any phase III engineering services to be performed as part of the project will be performed by a qualified consultant(s) under an existing contract with the Subrecipient and/or selected through a competitive, qualification-based procurement process.

- b. Upon written concurrence from the County, the Subrecipient may elect to perform phase 3 engineering services for the project using its own resources and staff. Notwithstanding the foregoing, the County will not reimburse the Subrecipient for any administrative costs expended by the CoC, including staff salaries and wages, pertaining to phase III engineering services.
 - c. The County will periodically visit the construction sites to confirm that phase III engineering services for the project are being performed in a satisfactory manner. The Parties will work collaboratively to address and resolve any issues raised by the County regarding the performance of phase III engineering services.
- 5. Finances
 - a. The Subrecipient agrees to pay all actual project related costs, including, but not limited to:
 - i. Costs for engineering services;
 - ii. Right-of-way and/or permit acquisition;
 - iii. Construction/implementation;
 - iv. Subject to reimbursement by the County as hereinafter stipulated.
 - b. Further information regarding reimbursement and fiscal reporting requirements will be found in Exhibit C of this document.
- 6. Maintenance
 - a. As used herein, the terms “maintenance” or “maintain” mean keeping the facility being maintained in good and sufficient repair and appearance. Such maintenance includes the full responsibility for the construction, removal, and replacement of the maintained facility when needed.
 - b. Before, during and after completion of construction for any of the project improvements, the Subrecipient will maintain or cause to be maintained those portions of the improvements under its established jurisdictional authority, in a manner satisfactory to the County and Federal Highway Administration (the “FHWA”). The County will maintain or cause to be maintained those portions of the improvements under its established jurisdictional authority, in a manner satisfactory to the FHWA.
 - c. The Subrecipient will maintain, or cause to be maintained, any infrastructure constructed or improved as part of the IIC-ARPA program, in compliance with the Americans with Disabilities Act (ADA), Public Right of Accessibility (PROWAG), and any other federal and/or state laws and regulations. Maintenance responsibilities include grinding, removal and replacement of sidewalks, and removal of weeds and/or debris. The Parties agree that the County shall not own, operate or maintained, or cause to be maintained, any infrastructure constructed or improved as part of the program.
 - d. It is agreed to by the Parties that the maintenance obligations described in this section will survive the termination of this agreement.

F. BUDGET

Cook County will provide reimbursement to the Subrecipient for eligible expenditures up to a max participation of \$150,000 of ARPA funds for services rendered through December 31, 2026. Reimbursements for work already performed within the period of performance of this contract will be processed upon execution of this agreement. Further details on annual payments, including regarding the process to receive advance funds, can be found in Exhibit D of this Agreement.

The approved budget for Insert Project Name can be found below. This budget is liable to change based on project(s) schedules.

Subgrantee Indirect Cost Rate							
Items	Account Description	2022	2023	2024	2025	2026	Total
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total		\$	\$	\$	\$	\$	\$

Budget Category	2022	2023	2024	2025	2026	Total
Personnel	\$	\$	\$	\$	\$	\$
Administrative Costs	\$	\$	\$	\$	\$	\$
Supplies and Materials	\$	\$	\$	\$	\$	\$
Direct Programming Costs	\$	\$	\$	\$	\$	\$
Maintenance	\$	\$	\$	\$	\$	\$
Rental and Leasing	\$	\$	\$	\$	\$	\$
Contractual Services	\$	\$	\$	\$	\$	\$
Capital Improvements and Construction	\$	\$	\$150,000	\$	\$	\$
Other Costs	\$	\$	\$	\$	\$	\$
Indirect Costs	\$	\$	\$	\$	\$	\$

G. MARKETING AND COMMUNICATION

Subrecipient must acknowledge Cook County and the Invest in Cook program when describing projects or programs funded in whole or in part with Cook County IIC-ARPA funds. Subrecipient and any additional recipients shall promote the Program to participants within Cook County. Flyer, advertisement, press release, and other templates will be approved by the County before publication; the Subrecipient may draw from that approved language for additional communications as needed. The rights and obligations of Subrecipient to design and market the Program are not exclusive, and Cook County may advertise and promote the Program, at its sole cost, as it deems necessary or desirable. Cook County achieves its mission through partnerships with states, local governments, community organizations, and others. Communicating the role of Cook County support increases public understanding of how we work with community partners to achieve our mission to lead and promote equitable economic growth and community development. As such, we require Subrecipients

to track and report on marketing and outreach activities. Reporting should include types of engagement and tactics used to share information about the programs.

Any publication produced with funds from this award must also display the following language:
“This project is being supported, in whole or in part, by federal award number ALN 21.027 awarded to Cook County by the U.S. Department of the Treasury.”

EXHIBIT B

PROGRAM REPORTING REQUIREMENTS

Subrecipients shall include applicable program reporting requirements in any sub award agreement

A. U.S. TREASURY REPORTING REQUIREMENTS

ARPA fund recipients are required to track specific performance indicators and programmatic data in order to comply with Program award reporting requirements, including a quarterly "Project and Expenditure" report, and an annual "Recovery Plan Performance Report." The Subrecipient permits the County and auditors to have access to its records and financial statements as necessary for meeting federal requirements. Funding expenditure records must also be kept for five years after all funds have been expended or returned to Treasury.

Each SLFRF project must be aligned to a single Treasury Expenditure Category, as identified by Cook County, and will require specific reporting data based on that category.

Type	Metric	Collection Timeframe	Data Owner	Data Type
Treasury-Required	Total Funds Obligated and Expended (\$)	Quarterly	Project Lead	Numeric

To determine whether the Party is meeting performance expectations, the County has set and will monitor performance goals, indicators, targets, and baseline data. The Subrecipient will be responsible for tracking project progress and providing regular updates to the County for inclusion in County reporting.

Type	Metric	Collection Timeframe	Data Owner	Data Type
Program Specific	Geographic disbursement of infrastructure funds	Monthly	Project Lead	Text
Program Specific	# of projects submitted in low to moderate (Cohort 3 and 4) income communities	Monthly	Project Lead	Numeric
Program Specific	# of projects awarded in low to moderate (Cohort 3 and 4) income communities	Monthly	Project Lead	Numeric
Program Specific	# of projects completed in low to moderate (Cohort 3 and 4) income communities	Monthly	Project Lead	Numeric
Program Specific	# of pedestrian and bike infrastructure projects submitted	Monthly	Project Lead	Numeric

Program Specific	# of pedestrian and bike infrastructure projects awarded	Monthly	Project Lead	Numeric
Program Specific	# of pedestrian and bike infrastructure projects completed	Monthly	Project Lead	Numeric

EXHIBIT C
MONITORING AND FISCAL REPORTING

Subrecipients shall include applicable monitoring and fiscal reporting requirements in any sub award agreement

Given the nature of the ARPA Program and the imperative to get assistance to County residents who are in need, significant monitoring and compliance controls have been built into the front-end management of the program to ensure financial integrity and accuracy. Embedded monitoring and compliance measures include but are not limited to:

- Establishing performance metrics and standardizing administrative reporting
- Establishing a clear program governance
- Managing and overseeing program cash flow
- Regular review and monitoring of expenditures to ensure compliance with Treasury parameters

In order to help ensure that Treasury Guidance and DOTH policy are being followed, DOTH will receive regular reporting from the VILLAGE OF BARTLETT (See Exhibit B for details). In addition, reviews of the Program will be performed, and regular contact with the VILLAGE OF BARTLETT will be maintained to both maximize the Program's coordination and adhere to federal guidelines.

The federal Uniform Guidance, 2 CFR 200.332(d), requires that pass-through entities "monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved." As a direct recipient of federal funds for State and Local Fiscal Recovery, and as a pass-through entity providing federal funding to Subrecipients delivering the program, DOTH, as authorized by Cook County, is responsible for monitoring its subrecipients and their use of federal funds in a manner that conforms to ARPA spending rules.

- **RESPONSIBILITY**
DOTH or their designee will be responsible for arranging monitoring and compliance activities for the Invest in Cook Expansion. The Bureau of Administration will also conduct a formal review to satisfy County requirements and ensure compliance is being maintained.
- **FREQUENCY**
Monitoring the VILLAGE OF BARTLETT and their activities shall be conducted at the discretion of DOTH. At a minimum, DOTH will perform periodic compliance monitoring reviews of the VILLAGE OF BARTLETT's activities. DOTH's designated representative can choose to perform sporadic monitoring if they deem it necessary, and can use the meetings for financial, programmatic or compliance review purposes. Irrespective of DOTH's official monitoring review, DOTH will supplement the basic monitoring activities with the weekly reporting requirements from the VILLAGE OF BARTLETT.
- **OBJECTIVE AND SCOPE**
DOTH will monitor the activities of the VILLAGE OF BARTLETT as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved. Pursuant to 2 CFR 200.332(d), the scope of monitoring of a subrecipient must include, but is not limited to:

1. Reviewing financial and performance reports
2. Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the VILLAGE OF BARTLETT from DOTH detected through audits, on-site reviews, and written confirmation from the VILLAGE OF BARTLETT highlighting the status of actions planned or taken to address Single Audit findings related to the particular subaward.
3. Issuing a management decision for applicable audit findings pertaining only to the Federal award provided to the VILLAGE OF BARTLETT from DOTH as required by 2 CFR 200.521.
4. Resolving audit findings specifically related to the subaward. DOTH is not responsible for resolving crosscutting findings. If the VILLAGE OF BARTLETT has a current Single Audit report posted in the Federal Audit Clearinghouse and has not otherwise been excluded from receipt of Federal funding (e.g., has been debarred or suspended), the pass-through entity may rely on the subrecipient's cognizant audit agency or cognizant oversight agency to perform audit follow-up and make management decisions related to cross-cutting findings in accordance with section § 200.513(a)(3)(vii). Such reliance does not eliminate the responsibility of the pass-through entity to issue subawards that conform to agency and award-specific requirements, to manage risk through ongoing subaward monitoring, and to monitor the status of the findings that are specifically related to the subaward.

- METHODS

Cook County may employ, but is not limited to, the following monitoring tools:

Examples:

- *Evaluate the continued viability of project components and offer assistance and/or workout plans when necessary and feasible*
- *Provide the VILLAGE OF BARTLETT with training and technical assistance on program-related matters*
- *Perform on-site reviews of the VILLAGE OF BARTLETT's program operations;*
- *Review administrative and financial management procedures, internal controls, and make recommendations where needed;*
- *Evaluate the accounting applications including, general ledgers, cash receipts/revenue, cash disbursements/expenses, payroll, financial reporting and property and equipment*

- REMEDIES FOR NONCOMPLIANCE

In the course of monitoring, if Cook County determines that the VILLAGE OF BARTLETT is noncompliant with the federal statutes, regulations, or the terms and conditions of the federal award, or with DOTH policies, DOTH may attempt to resolve issues of non-compliance by taking one or more of the following actions:

1. Recommending corrective actions,
2. Asking the VILLAGE OF BARTLETT to provide a "Corrective Action Plan" (CAP),
3. Providing technical assistance, or
4. Modifying the agreement to include requiring prior approval for certain activities, more frequent communication, or requiring new or additional reporting from the VILLAGE OF BARTLETT.

If Cook County determines that noncompliance cannot be remedied through these means, the County may take one or more of the following actions, subject to the applicable notice and cure periods stipulated in the Agreement:

- Temporarily withholding reimbursements pending correction of the deficiency, or
- Requiring Subrecipient to reimburse costs deemed ineligible by DOTH.

If DOTH suspects instances of fraud or misconduct, or determines that the Subrecipient is unable or unwilling to undertake the corrective actions recommended (subject to Defaults, Remedies, Termination and other legal and equitable rights of the County stipulated in the Intergovernmental Agreements) DOTH may take one or more of the following actions, in consultation with Treasury, which may be dependent on the type of deficiency and the seriousness of the deficiency:

1. Disallow all or part of the cost of the activity or action not in compliance,
2. Wholly or partly suspend or terminate the federal funding,
3. Terminate administrative arrangement with Subrecipient, or
4. Take other remedies that may be legally available.

If DOTH deems the non-compliance event to be severe, they reserve the right to escalate a response to the County's Inspector General or the Office of Human Rights. Allegations of monetary or non-monetary offenses must receive a response within 30 days of the finding(s). Material damages resulting from a breach of contract are immediately recoverable by DOTH.

• EXPENSE TRACKING

As a Subrecipient, the VILLAGE OF BARTLETT will adhere to Cook County's grant policies with respect to the tracking of program expenditures and the transfer of funds. Cook County reserves the right to update and modify the process by which funds are delivered based on the subrecipient's risk profile and demonstrated ability to meet the program's goals, objectives, reporting, and compliance requirements.

Program funds are anticipated to be distributed to subrecipients on a reimbursement basis. The County, at its discretion, may elect to provide a Subrecipient with a portion of their funding as an advance in some cases.

A Subrecipient seeking reimbursement for non-payroll expenses incurred within the administration of the Invest in Cook Expansion should share the following items at the end of each month with DOTH for each expense item. If a subrecipient has received funding in advance, the Subrecipient shall share this information within one month of the expenditure.

Table I. - Expense Documentation Requirements

Documentation	Purpose	Example (s)
---------------	---------	-------------

Original Invoice	Proof of purchase	Expense receipt, invoice
Date of Invoice	Incurred during eligible period	Invoice, proof of payment
Expense Description	Eligibility review	Invoice, written description
Vendor	Source of purchase	Invoice, proof of payment
Expense Amount	Total request reimbursement	Total listed on invoice
Proof of Payment	Proof of payment by entity	Bank statement, check statement, general ledger, copy of check
Budget Category	Administrative	Administrative

In addition to an Excel summary of the expenses, all physical copies of monthly invoices should be incorporated into a single PDF document and all corresponding copies of their proof of payment should be incorporated in a separate PDF document. Subrecipients should highlight each expense they are seeking reimbursement for in an easily identifiable manner on the invoice and the proof of payment, respectively (i.e., highlights).

DOTH has the discretion to evaluate expenses and reject those that were incurred outside the eligible period, are not an eligible administrative expense, or that are not clearly connected to the execution of the Invest in Cook Expansion. Additionally, failure to provide the requisite expense documentation listed in the table above each month (or reasonable alternatives) may inhibit the Subrecipient from receiving reimbursement or may delay reimbursement.

Expenses that prompt a Subrecipient unexpectedly to exceed its projected budget will require an additional written explanation for why the expenses were necessary, how they were related to administering the Invest in Cook Expansion, and why they were not included in the original budget. DOTH will decide whether to reimburse such an expense.

- **PAYROLL TIMEKEEPING**

For Payroll reimbursement, the Subrecipient is responsible for tracking employees' working hours dedicated to the Invest in Cook Expansion. The VILLAGE OF BARTLETT will track the hours applied directly to the program and share their payroll reimbursement requests on a monthly basis. The required documentation for each employee is specified below:

- Employee name
- Employee title
- Hourly rate
- Number of hours worked, and
- Overview/Description of program activities

In addition to a document noting the items listed above, a formal payroll report from a Subrecipient's payroll system must be produced that covers the month duration for which the Subrecipient is seeking reimbursement.

Hours not directed to the Invest in Cook Expansion should not be included in the reimbursement request. DOTH shall seek repayment for any erroneous reimbursements.

- INVOICE SUBMISSION

The VILLAGE OF BARTLETT must provide the following information to seek reimbursement for program costs (See the Appendix, Attachment A for Templates):

- Expense Summary Form,
- Payroll Report Form,
- Itemized Invoice Report Form
- Invoices, receipts, proof of payment, and/or payroll registers.

These expenses (payroll and non-payroll) will be measured against each projected budget and evaluated for eligibility. Any errors will be annotated and returned to the VILLAGE OF BARTLETT for correction prior to reimbursement.

Attachment A

Required documents from subrecipients for expense reimbursement

Sample Reimbursement Summary Form:

CC ESR.01.2022

Expense Summary Report



The following form captures the Subrecipient's prior period's expense incurrence details (evidence rooted in Subrecipient's Risk Assessment). This form must be submitted within 30 days of the month being reported here (unless otherwise communicated). The inputs in Budget Category should align with the budgetary categories agreed upon between the County and the Subrecipient. This report does not absolve the Subrecipient from the requirement to maintain backup documentation (invoices and proof of payment) for all expenses (payroll and non-payroll). Subrecipients must retain and protect the backup documentation for a period of five (5) years beginning at the conclusion of the Grant's closeout, consistent with County policy for required audits and the Treasury Memorandum's record retention requirements. Upon County request, the Subrecipient agrees to share the backup documentation during the grant and the five subsequent years.

Subrecipient Information				
Project Title:				
Subrecipient Name:		Subrecipient Address:		
Unique Entity ID (formally DUNS):		Agreement Term:		
Incurrence Period Covered:		Date Submitted:		

Budgetary Category	Approved Budget*	Activity Balance**	Expended Amount~	Residual Balance
Capital Improvements & Cons				
Select				
Select				
Select				
Select				
Select				
Select				
Select				
Totals:				

~ Each additional dollar is necessary.
 * Total Fiscal Year Budget: This should remain the same on all subsequent submissions for this fiscal year (unless a budgetary change is agreed upon).
 ** Amount off-balance the entity had remaining from their approved budget before this report. If this is 1st submission, Activity Balance should equal Approved Budget.
 ~ Expended Amount should only be expenditures of this incurrence period covered that total expenditures to-date. Residual balance will be Activity Balance minus the Expended Amount.

Advancement Drawdown Details (If Applicable)	
Total Advanced Funds Provided To-Date:	
Total Expenditures Reported To-Date (Inclusive of expenditures in this report):	
Total Outstanding Advance To-Date (Advance Provided minus Expenditures Reported):	

Subrecipient Certification	
<i>I certify that the information contained herein is accurate and complete, that funds were only used in furtherance of this project and in compliance with approved budget, and that all other supplementary forms have been provided to the County. I also certify that any additional documentation will be provided in the event of a County request.</i>	
Chief Financial Officer (or equivalent) Name:	Date:
Chief Financial Officer Signature:	

County Program Lead Approvals			
Enter Program ID:	Enter Subrecipient's risk level:	Select	
Subrecipient Submitted all prior required docs:		Select	
County Department Name:	County Department #:		
Program Lead Name:	Program Lead Signature:	Date Signed:	
Dept. Fiscal Lead:	Dept. Fiscal Lead:	Date Signed:	

* The following form must be submitted as a package along with the Payroll Report and the Itemized Invoice Report. *

The following form is intended to assist the Subrecipient in providing payroll insurance details for employees working on the project. This report does not absolve the Subrecipient from requirement to maintain backup documentation (invoices and proof of payment) for all expenses (payroll and non-payroll). Subrecipients must retain and protect the documentation for a period of five (5) years beginning at the conclusion of the Grant's closeout, consistent with County policy for required audits and the Treasury Memorandum's record retention requirements. Upon County request, the Subrecipient agrees to share the backup documentation during the grant and the 5 subsequent years. The total for column "C" should equal the payroll line-item amount for the same reporting period on the Expense Summary Report.

Subrecipient Information			
Project Title:			
Subrecipient Name:		Subrecipient Address:	
Unique Entity ID*:		Agreement Term:	
Incurrence Period Covered:		Date Submitted:	

* *For example, January 1st to the end of the fiscal year*

* Family: known as the owner's DLN's number

[illegible]

Any address shown is necessary.

Subrecipient Certification	
<i>I certify that the information contained herein is accurate and complete, that funds were only used in furtherance of this project and in compliance with approved budget, and that all other supplementary forms have been provided to the County. I also certify that any additional documentation will be provided in the event of a County request.</i>	
Chief Financial Officer (or equivalent) Name:	Date:
Chief Financial Officer Signature:	

* The following form must be submitted as a package with the Expense Summary Report and the Itemized Invoice Report. *

Sample Other Costs Form:

CC:IR.01.2022

Itemized Invoice Report



The following form captures Subrecipient insurance details (evidence posted in Subrecipient's Risk Assessment) with a list of categories that can be referenced in the future, if further auditor reviews are needed. The intercorres should be tracked relative to the Budgetary Categories agreed upon between the County and the Subrecipient (with total amounts equaling the budgetary totals reflected in the Expense Summary Report). This report does not attach the Subrecipient from requirements to maintain backup documentation (invoices and proof of payment) for all expenses (payroll and non-payroll). Subrecipients must retain and protect the backup documentation for a period of five (5) years beginning at the conclusion of the Grant's closeout, consistent with County policy for required audits and the Treasury Memorandum's record retention requirements. Upon County request, the Subrecipient agrees to share the backup documentation during the grant and the 5 subsequent years.

Subrecipient Information

Project Title:		
Subrecipient Name:		Subrecipient Address:
Unique Entity ID (formerly DUNS):		Agreement Term:
Incurrence Period Covered:		Date Submitted:

Vendor Name	Budget Category	Invoice Date	Check Number	Invoice Amount	Requested Amount
	Select				
	Select				
	Select				
	Select				
	Select				
	Select				
	Select				
	Select				
	Select				
	Select				
	Select				
	Select				
	Select				
	Select				
	Select				
	Select				
	Select				
	Select				
	Select				
	Select				
	Select				
			Total:		

Attach additional sheets as necessary.

Subrecipient Certification

I certify that the information contained herein is accurate and complete, that funds were only used in furtherance of this project and in compliance with the approved budget, and that backing documentation for the details herein have been maintained and will be procured in the event of a County request.

Chief Financial Officer (or equivalent) Name:		Date:	
Chief Financial Officer* Signature:			

* This form must be submitted as a package with the Expense Summary Report and the Payroll Report.*

EXHIBIT D

Request for Advance of Grant Funds

The following form affords organizations in need of an advance of funds to request them from the County to perform program activities. The information should be provided by the subrecipient and shared with the County Program Lead. The information below is required before an advance of funds can be initiated.

Sample Advance Form:

CC ARF.01.2022



Advancement Request Form

This form allows organizations in need to request an advance from the County. The information requested under blue header sections must be provided. This completed form is required before an advance can be made. Subrecipients must retain and protect the backup documentation (invoices and proof of payment) incurred against this advance for a period of five (5) years beginning at the conclusion of the Grant's closeout, consistent with County policy for required audits and the Treasury Memorandum's record retention requirements. Upon County request, the Subrecipient agrees to share the backup documentation during the grant and the five subsequent years.

Subrecipient Information			
Project Title:			
Subrecipient Name:	Unique Entity ID*:		
Subrecipient Address:	Agreement Term:		
* Agency ID must be the entity's 6-digit number. No advance may be made within 3 months of the end of Agreement Term.			

Amount Requested:	Amount Requested

Basis of Need Explanation

Subrecipient Certification

I hereby certify this request is being made with full intent to expend funds consistent with ARPA and County compliance and eligibility standards, and the approved budget. I certify the funds will only be used for costs applicable to the program herein. I certify I have the authority to submit this request on behalf of the organization I represent. I understand providing false information will subject my organization or municipality to termination from the above referenced program(s) and that there may be additional penalties including, but not limited to, referral to the appropriate law enforcement agencies for filing of criminal charges. 18 U.S.C. § 1001 makes it a felony to knowingly, and willfully, make materially false statement on a matter within the jurisdiction of any Federal agency. I understand knowingly and willfully making a materially false statement or concealing a material fact could subject me to a fine or imprisonment of up to 5 years, or both. I certify I have read Cook County's Policy on Advances, and I understand and accept the risks and responsibilities associated with this advance. Any misuse of funds could result in the termination of the Subrecipient Agreement and will require the organization to refund the County those amounts. Any advanced funds not yet spent by Subrecipient shall be promptly returned to the County within fifteen (15) days of termination.

Subrecipient Signature			
Chief Financial Officer (or equivalent) Name:		Date:	
Chief Financial Officer Signature:			

For Use by County Departments Only			
Enter Program ID:		Enter Subrecipient's risk level:	Select
Enter Subrecipient's Fiscal Year (FY) allocation:		% of FY allocation this request represents:	
Is amount requested within allowable parameters?	Select	What is the Subrecipient's Supplier Number?	
What number advance is this request?		Date of last advance:	
Aggregate amount of all prior advances:		Did Subrecipient signatory attend fiscal trainings?	Select
Subrecipient complied with expense sharing requirements and enclosures prior to this request?			Select
County Department Name:		County Department #:	
Program Lead Name:	Program Lead Signature:		Date Signed:
Dept. Fiscal Lead Name:	Dept. Fiscal Lead Signature:		Date Signed:

For Use by Department of Budget and Management Only			
Budget Director Name:		Budget Dir. Signature:	Date Signed:
☐ Approve ☐ Deny	Reason:		

EXHIBIT E
Data Privacy Guidelines and Requirements

Subrecipients shall include data privacy guidelines and requirements in any sub award agreement.

Unauthorized access, use, or disclosure of personally identifiable information (“PII”) can seriously harm both individuals, by contributing to identity theft, blackmail, or embarrassment, and the organization, by reducing public trust in the organization or creating legal liability. PII includes any information that reveals or may reveal an individual’s identity such as: name, social security number, date and place of birth, mother’s maiden name, biometric records, or any other information linked or linkable to an individual, such as medical, educational, financial, and employment information or as otherwise defined in the Illinois Personal Information Privacy Act. The business practices of Cook County and its County Agencies as well as subrecipients must conform to with the necessary data privacy requirements, standards, and operational controls to ensure conformity with legal and regulatory requirements, county ordinances, and business requirements, including:

- Illinois Personal Information Protection Act (815 ILCS 530/)
- Illinois Biometric Information Privacy Act (740 ILCS 14/)
- CJIS—Criminal Justice Information Services Security Policy v5.9.1 (released June 2022)
- HIPAA—Health Insurance Portability and Accountability Act (164.308 Administrative Safeguards, 164.312 Technical Safeguards)
- NIST Special Publication 800-53r4 Security and Privacy Controls for Federal Information Systems and Organizations
- NIST Special Publication 800-122 Guide to Protecting the Confidentiality of Personally Identifiable Information
- NIST Special Publication 800-88, Revision 1: Guidelines for Media Sanitization
- 2 CFR § 200.303 - Internal controls.

Subrecipient shall develop and maintain standard operating procedures that meet the following criteria:

- Identify all PII residing within their organization or under the control of their organization through a third party to ensure all PII is protected.
- Document, review, and ensure that there are security measures implemented and maintained to protect data from unauthorized access, acquisition, destruction, use, modification, or disclosure.
- Implement measures to comply with breach notification requirements outlined in the Illinois Personal Information Protection Act.

A. Fair Information Practices

Privacy is much broader than just protecting the confidentiality of PII. The protection of PII and the overall privacy of information are concerns both for individuals whose personal information is at stake and for organizations that may be liable or have its reputation damaged should such PII be inappropriately accessed, used, or disclosed. To establish a comprehensive privacy program that addresses the range of privacy issues that Cook County may face, Subrecipient should take steps to establish policies and procedures that address all fair information practices.

Collection Limitation—There shall be limits to the collection of personal data by the Subrecipient and any such data shall be obtained by lawful and fair means and, where appropriate, with the knowledge or consent of the data subject. Data collection shall be limited to only the data required to effectuate the stated purpose for which it is collected.

Data Quality—Personal data collected shall be relevant to the purposes for which they are to be used, and, to the extent necessary for those purposes, shall be accurate, complete, and kept up to date.

Purpose Specification—The purposes for which personal data are collected by the Subrecipient shall be specified not later than at the time of data collection and the subsequent use limited to the fulfillment of those purposes or such others as are not incompatible with those purposes and as are specified on each occasion of change of purpose.

Use Limitation—Personal data shall not be disclosed, made available, or otherwise used for purposes other than those specified, except with the consent of the data subject or by the authority of law.

Security Safeguards—Personal data shall be protected by the Subrecipient through use of reasonable security safeguards against such risks as loss or unauthorized access, destruction, use, modification, or disclosure of data.

Openness—The Subrecipient shall have a general policy of openness about developments, practices, and policies with respect to personal data. Means shall be readily available for establishing the existence and nature of personal data, and the main purposes of their use, as well as the identity and usual residence of the data controller.

Individual Participation—An individual shall have the right: (a) to obtain from a data controller, or otherwise, confirmation of whether or not the data controller has data relating to him or her; (b) to have communicated to him or her, data relating to him or her within a reasonable time; at a charge, if any, that is not excessive; in a reasonable manner; and in a form that is readily intelligible to him or her; (c) to be given reasons if a request made under subparagraphs (a) and (b) is denied, and to be able to challenge such denial; and (d) to challenge data relating to him or her and, if the challenge is successful, to have the data erased, rectified, completed, or amended.

Accountability—The Subrecipient shall utilize or name a data controller who shall be accountable for complying with measures which give effect to the principles stated above.

For the purposes of this agreement, "Data Collector" or "Data Controller" may include, but is not limited to, government agencies, public and private universities, privately and publicly held corporations, financial institutions, retail operators, and any other entity that, for any purpose, handles, collects, disseminates, or otherwise deals with nonpublic personal information.

B. Accounting of Disclosures

1. The Subrecipient shall keep an accurate accounting of disclosures of information held in each system of records under its control, including:
 - a. Date, nature, and purpose of each disclosure of a record; and
 - b. Name and address of the person or agency to which the disclosure was made.
2. Subrecipient shall retain the accounting of disclosures for the life of the record and thereafter according to the Agreement record retention requirements; and
3. Subrecipient shall make the accounting of disclosures available to the person named in the record upon request.

C. Consent

1. Subrecipient shall provide means, where feasible and appropriate, for individuals to authorize the collection, use, maintaining, and sharing of PII prior to its collection; and
2. Subrecipient shall appropriate means for individuals to understand the consequences of decisions to approve or decline the authorization of the collection, use, dissemination, and retention of PII; and
3. Subrecipient shall obtain consent, where feasible and appropriate, from individuals prior to any new uses or disclosure of previously collected PII; and
4. Subrecipient shall ensure that individuals are aware of and, where feasible, consent to all uses of PII not initially described in the organization's public notice posted on its website or in its policies that was in effect at the time the organization collected the PII.

D. Privacy Notice

1. Subrecipient shall provide effective notice to the public and to individuals regarding:
 - a. Its activities that impact privacy, including its collection, use, sharing, safeguarding, maintenance, and disposal of personally identifiable information (PII); and
 - b. Authority for collecting PII; and
 - c. The choices, if any, individuals may have regarding how the organization uses PII and the consequences of exercising or not exercising those choices; and
 - d. The ability to access and have PII amended or corrected if necessary.
2. The Subrecipient shall describe:
 - a. The PII collected and the purpose(s) for which it collects that information; and
 - b. How the Subrecipient uses PII internally; and
 - c. Whether the County Agency shares PII with external entities, the categories of those entities, and the purposes for such sharing; and
 - d. Whether individuals have the ability to consent to specific uses or sharing of PII and how to exercise any such consent; and
 - e. How individuals may obtain access to their PII; and how PII will be protected.
3. The Subrecipient shall publicly post a Privacy Notice that clearly states the purpose for which it uses PII. Subrecipient shall revise the Privacy Notice as needed to reflect changes in practice or policy in how PII is used or handled, before or as soon as practicable after the change.

E. Internal Use

The Subrecipient shall only use PII internally and only for a legitimate purpose as stated in the Illinois Personal Information Protection Act and the organization's public-facing Privacy Notice.

F. Information Sharing with Third Parties

1. The Subrecipient may share PII with third parties only upon consent of the individual and only for a legitimate purpose as stated in the Illinois Personal Information Protection Act; and
2. The Subrecipient shall monitor, audit, and train its staff on whether PII is authorized to be shared with third parties, how that data is to be transferred, and on the consequences of unauthorized use or sharing of PII; and
3. The Subrecipient shall evaluate any proposed new instances of PII to be shared with third parties to assess whether sharing is authorized and whether additional public notice concerning data privacy on its website or in its policies is required.

EXHIBIT F

CERTIFICATION REGARDING LOBBYING

(This form is required for Subrecipient/Sub award funding of more than \$100,000)

The undersigned certifies, to the best of their knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Subrecipient certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Ch. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

Signature of Subrecipient's authorized official

Date: _____

(Print name of person signing above)

(Print title of person signing above)



Agenda Item Executive Summary

AGENDA ITEM: Bartlett Plaza Drive New Stop Sign Location

BOARD OR COMMITTEE: Board

BUDGET IMPACT

Amount	\$ N/A	Budgeted	\$ N/A
Fund: N/A	Corresponding Activity Measure: Signs/Banners Made		

EXECUTIVE SUMMARY

Due to resident and business safety concerns, The Police and Public Works Departments have reviewed Bartlett Plaza Drive and the private drive at the location referenced below for a potential stop sign location to increase safety. Based on Staff review the following changes would need to be made. A map is attached for reference.

Through Streets – The following intersection will be designated as a Through Street. One (1) Stop sign will be installed at the following intersection:

Bartlett Plaza Drive & Private Drive

Staff recommends amending Section 6-11-1204.1: Schedule I, Through Streets to include the area referenced above.

ATTACHMENTS (PLEASE LIST)

Memo, Location Map, Ordinance

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Maintain or Enhance Village Standards for Service Delivery

Short Term (1-3 Years): Routine ☒ Complex ☐

Long Term (3-5 Years): Routine ☐ Complex ☐

ACTION REQUESTED

- ☐ For Discussion Only
- ☐ Resolution
- ☒ Ordinance
- ☐ Motion

MOTION: I move to approve ORDINANCE #2024- _____ - AN ORDINANCE AMENDING THE BARTLETT MUNICIPAL CODE SECTION 6-11-1204.1: SCHEDULE I, THROUGH STREETS

Staff: Tyler Isham, Assistant Director of Public Works

Date: January 8, 2024

Memo

To: Paula Schumacher, Village Administrator
From: Tyler Isham, Assistant Director of Public Works
Subject: Bartlett Plaza Drive New Stop Sign Location
Date: January 8, 2024

BACKGROUND

Due to resident and business safety concerns, The Police and Public Works Departments have reviewed Bartlett Plaza Drive and the private drive at the location referenced below for a potential stop sign location to increase safety. Based on staff review the following changes would need to be made. A map is attached for reference.

Through Streets – The following intersection will be designated as a Through Street. One (1) Stop sign will be installed at the following intersection:

Bartlett Plaza Drive & Private Drive

RECOMMENDATION

Staff recommends amending Section 6-11-1204.1: Schedule I, Through Streets to include the area referenced above.

MOTION

MOTION TO APPROVE ORDINANCE #2024- _____ - AN ORDINANCE AMENDING THE BARTLETT MUNICIPAL CODE SECTION 6-11-1204.1: SCHEDULE I, THROUGH STREETS



BARTLETT PLAZA STOP SIGN



0 70 140 US Feet

ORDINANCE 2024-_____

**AN ORDINANCE AMENDING THE BARTLETT MUNICIPAL CODE
SECTION 6-11-1204.1: SCHEDULE I, THROUGH STREETS**

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: That Section 6-11-1204.1: Schedule I, Through Streets, of the Bartlett Municipal Code, as amended is hereby further amended by adding the following:

Private Drive Entrance at Bartlett Plaza Drive

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

SECTION FOUR: EFFECTIVE DATE. This ordinance shall be in full force and effect upon its passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: January 16, 2024

APPROVED: January 16, 2024

Kevin Wallace, Village President

ATTEST:

Lorna Giless, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance 2024-_____enacted on January 16, 2024, and approved on January 16, 2024, as the same appears from the official records of the Village of Bartlett.

Lorna Giless, Village Clerk



Agenda Item Executive Summary

AGENDA ITEM: Sludge Hauling Contract Amendment

BOARD OR COMMITTEE: Board

BUDGET IMPACT

Amount	~ \$30,000 annual increase	Budgeted	\$100,000
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Fund: Sewer

Corresponding Activity Measure: N/A

EXECUTIVE SUMMARY

On March 21, 2023 the Village Board approved Resolution 2023-23-R: A Resolution Approving of the Contract for the Biosolids Disposal Service Agreement Between the Village of Bartlett and Synagro Central, LLC. The contract was awarded for a five-year term.

Recently, the state law that governed the prevailing wage rates was amended to include sludge hauling, eliminating the agricultural exemption they were previously under. Because of this change in the prevailing wage rate, Synagro's wage rates have increased 120% and have since requested to adjust their cubic yardage rate from \$23.10 to \$32.52.

Based on recent bids for sludge hauling in the surrounding suburbs, staff believe this rate to be comparable and to avoid a lapse in service believes the best course of action is to amend the existing contract to reflect the change in rates. A contract amendment is attached for review and board approval.

Staff recommend approving the contract amendment with Synagro Central, LLC.

ATTACHMENTS (PLEASE LIST)

Memo, Resolution, Contract Amendment

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Maintain or Enhance Village Standards for Service Delivery

Short Term (1-3 Years): Routine ☐ Complex ☐

Long Term (3-5 Years): Routine ☒ Complex ☐

ACTION REQUESTED

- ☐ For Discussion Only
- ☒ Resolution
- ☐ Ordinance
- ☐ Motion

MOTION: I move to approve RESOLUTION # 2024 - ____-R, A RESOLUTION APPROVING THE FIRST AMENDMENT TO THE BARTLETT BIOSOLIDS DISPOSAL SERVICE AGREEMENT BETWEEN THE VILLAGE OF BARTLETT AND SYNAGRO CENTRAL, LLC.

Staff: Tyler Isham, Assistant Director of Public Works

Date: January 8, 2024

Memo

To: Paula Schumacher, Village Administrator
From: Tyler Isham, Assistant Director of Public Works
Subject: **Sludge Hauling Contract Amendment**
Date: January 8, 2024

BACKGROUND

On March 21, 2023 the Village Board approved Resolution 2023-23-R: A Resolution Approving of the Contract for the Biosolids Disposal Service Agreement Between the Village of Bartlett and Synagro Central, LLC. Synagro handles the sludge hauling service for the treatment plant that is then applied to farm fields. The contract was awarded for a five-year term.

DISCUSSION

Recently, the state law that governed the prevailing wage rates was amended to include sludge hauling, eliminating the agricultural exemption they were previously under. Because of this change in the prevailing wage rate, Synagro's wage rates have increased 120% and have since requested to adjust their cubic yardage rate from \$23.10 to \$32.52.

Based on recent bids for sludge hauling in the surrounding suburbs, staff believes this rate to be comparable and to avoid a lapse in service believes the best course of action is to amend the existing contract to reflect the change in rates. A contract amendment is attached for review and board approval.

RECOMMENDATION

Staff recommend approving the contract amendment with Synagro Central, LLC.

MOTION

MOTION TO APPROVE RESOLUTION # 2024 - ____ - R, A RESOLUTION APPROVING THE FIRST AMENDMENT TO THE BARTLETT BIOSOLIDS DISPOSAL SERVICE AGREEMENT BETWEEN THE VILLAGE OF BARTLETT AND SYNAGRO CENTRAL, LLC

RESOLUTION 2024 - _____

**A RESOLUTION APPROVING THE FIRST AMENDMENT TO THE BARTLETT
BIOSOLIDS DISPOSAL SERVICE AGREEMENT BETWEEN THE VILLAGE OF
BARTLETT AND SYNAGRO CENTRAL, LLC**

BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, pursuant to its home rule authority, as follows:

SECTION ONE: **APPROVAL.** The First Amendment to the Bartlett Biosolids Disposal Service Agreement dated January 16, 2024, between the Village of Bartlett and Synagro Central, LLC, (the "Amendment"), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

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

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

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

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

Kevin Wallace, Village President

ATTEST:

Lorna Giless, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2024 - _____ enacted on January 16, 2024, and approved on January 16, 2024, as the same appears from the official records of the Village of Bartlett.

Lorna Giless, Village Clerk

FIRST AMENDMENT TO THE BARTLETT BIOSOLIDS DISPOSAL SERVICE AGREEMENT

This First Amendment (this "**Amendment**") to the Bartlett Biosolids Disposal Service Agreement (the "**Agreement**") between Synagro Central, LLC ("**Contractor**"), and the Village of Bartlett, an Illinois home rule municipality (the "**Village**"), is made of and entered into as of January 16, 2024.

WHEREAS, the Village and the Contractor entered into the Agreement with an effective date of March 21, 2023; and

WHEREAS, the Illinois General Assembly recently amended the Prevailing Wage Act to extend prevailing wage requirements to the removal, hauling, and transportation of biosolids, effective as of January 1, 2024; and

WHEREAS, the amendment to the Prevailing Wage Act impacts the rates agreed upon between the Village and the Contractor in the Agreement; and

WHEREAS, the Village and the Contractor desire to amend the Agreement to provide for revised rates that are now required after the amendment to the Prevailing Wage Act.

NOW, THEREFORE, in consideration of the mutual promises and agreements contained herein, the receipt and sufficiency of which is hereby acknowledged by both Parties.

SECTION 1: AMENDMENT TO SECTION 3(A) OF THE AGREEMENT. Section 3(A) of the Agreement is hereby amended as follows (deletions in ~~striketrough~~, additions in **bold** and underline):

"3. Contract Sum and Contract Sum Payment Procedure.

A. All payments under the Agreement shall be payable monthly ~~based on a monthly invoice for the Service Work equal to one-half (1/2) of the annual cost based on (1) the Price per Collection per cubic yard of sludge set forth in the Contractor's Proposal~~ **at the rate of \$32.52 per cubic yard of sludge** (collectively, the "Contract Sum"). The price per Collection per Dwelling, Quantity per Year, and Annual Dwelling Unit Price shall remain the same for each year of the Extended Term, if extended, in accordance with Section 2 of this Agreement. The Village does not guaranty the accuracy of the estimated Cubic Yards for completion of the Project Work. In no event shall Contractor be entitled to any additional compensation for lost profits and/or revenues due to the estimated Number of Units exceeding or being less than the actual Number of Units."

SECTION 2: EFFECTIVE DATE OF AMENDMENT. This Amendment will apply to all services provided by the Contractor to the Village pursuant to the Agreement on and after January 1, 2024.

SECTION 3: FULL FORCE AND EFFECT. Except as otherwise specifically modified by this Amendment, all other provisions of the Agreement shall remain in full force and effect. To the extent there is any conflict between the terms of this Amendment and the terms of the Agreement, the terms of this Amendment will prevail.

VILLAGE OF BARTLETT

By:

Kevin Wallace, Village
President

Attest:

Lorna Giless, Village Clerk

SYNAGRO CENTRAL

By:

Title:

Attest:

Title:



Agenda Item Executive Summary

AGENDA ITEM: Acceptance of Public Improvements for 480 Miles Parkway

BOARD OR COMMITTEE: Board

BUDGET IMPACT

Amount	\$ NA	Budgeted	\$ NA
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Fund: NA	Corresponding Activity Measure: NA
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EXECUTIVE SUMMARY

Attached is an ordinance to accept the public improvements for **480 Miles Parkway**, in the Blue Heron Business Park. The developer, *Reiche Construction, Inc.*, has submitted all required final documents to the Village. A set of As-Built drawings has been received and is on file.

Because the site utility connections have been operational and functioning successfully for more than 12 months, Village staff recommends waiving the maintenance period.

ATTACHMENTS (PLEASE LIST)

Memo, PW Letter, Ordinance

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: _____

Short Term (1-3 Years): Routine ☐ Complex ☐

Long Term (3-5 Years): Routine ☐ Complex ☐

ACTION REQUESTED

- ☐ For Discussion Only
- ☐ Resolution
- ☒ Ordinance
- ☐ Motion

MOTION: I MOVE TO APPROVE ORDINANCE 2024-_____, ACCEPTING THE PUBLIC IMPROVEMENTS FOR 480 MILES PARKWAY

Staff: Bob Allen, Village Engineer

Date: January 16, 2024

January 16, 2024

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

Attn: Dan Dinges, Director of Public Works

RE: **VILLAGE ACCEPTANCE OF PUBLIC IMPROVEMENTS**
480 Miles Parkway
Blue Heron Business Park

Please be advised that the public improvements have been completed for **480 Miles Parkway** in the Blue Heron Business Park.

All punch list work, for items covered by the Site Plan Completion Letter of Credit, have been successfully completed. The Public Works Department has conducted final reviews and inspections of the utilities and other public improvements. As a result, it has been determined that the public improvements have been constructed in substantial conformance with the approved Final Engineering Plans and Specifications for **480 Miles Parkway**.

The developer, *Reiche Construction, Inc.*, has submitted all required final documents to the Village. A set of As-Built Drawings, showing the completed public improvements has been received. The public improvements consist of utility connections to the Village's utility systems. Because the connections have been operational and functioning successfully for more than 12 months, Village staff recommends waiving the maintenance period.

I recommend that the Village Board adopt an Ordinance accepting the public improvements for 480 Miles Parkway in the Blue Heron Business Park.

Sincerely,

Robert Allen

Robert Allen, P.E.
Village Engineer

Attachment

cc: Lorna Giless, Village Clerk
Beth Urgo, Public Works
Kurt Asprooth, Village Attorney
Todd Dowden, Director of Finance
Kristy Stone, Director of PDS
John Komorowski, BCE
Adam Reiche, Reiche Construction, Inc.

MEMORANDUM

To: Paula Schumacher, Village Administrator

From: Bob Allen, Village Engineer *BA*

Subject: Acceptance of Public Improvements for
480 Miles Parkway, Blue Heron Business Park

Date: January 16, 2024

Attached is an ordinance to accept the public improvements for **480 Miles Parkway**, in the Blue Heron Business Park. The developer, *Reiche Construction, Inc.*, has submitted all required final documents to the Village. A set of As-Built drawings has been received and is on file.

Because the utility connections have been operational and functioning successfully for more than 12 months, Village staff recommends waiving the maintenance period.

Please place this ordinance on the next available agenda.

MOTION: I MOVE TO APPROVE ORDINANCE _____ ACCEPTING THE PUBLIC IMPROVEMENTS FOR 480 MILES PARKWAY

ORDINANCE 2024-

AN ORDINANCE ACCEPTING THE PUBLIC IMPROVEMENTS FOR 480 MILES PARKWAY

WHEREAS, the Village Engineer has reported to the corporate authorities that the utility connection systems, ("the Public Improvements") for the site known as 480 Miles Parkway ("the Development") were completed substantially in accordance with the plans and specifications therefore and the requirements of the Village Subdivision Ordinance on November 28, 2023 ("the Completion Date") and that *Reiche Construction, Inc.*, the developer of the site, ("the Developer") has presented evidence that all of the Public Improvements have been fully paid for; and

WHEREAS, the Developer has submitted all required documents and drawings to the Village of Bartlett; and

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: That the Village of Bartlett hereby accepts the Public Improvements for 480 Miles Parkway.

SECTION TWO: 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 THREE: 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 FOUR: EFFECTIVE DATE. This Ordinance shall be in full force and effect upon its passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

PASSED

APPROVED

Kevin Wallace, Village President

ATTEST:

Lorna Giless, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance 2024-_____ enacted on January 16, 2024 and approved on January 16, 2024, as the same appears from the official records of the Village of Bartlett.

Lorna Giless, Village Clerk



Agenda Item Executive Summary

AGENDA ITEM: Acceptance of Public Improvements for 1303 Jack Court

BOARD OR COMMITTEE: Board

BUDGET IMPACT

Amount \$ NA Budgeted \$ NA

Fund: NA Corresponding Activity Measure: NA

EXECUTIVE SUMMARY

Attached is an ordinance to accept the public improvements for **1303 Jack Court**, in the Brewster Creek Business Park. The developer, *Midwest Industrial Funds, Inc.*, has submitted all required final documents to the Village. A set of Record Drawings has been received and is on file.

Because the water main has been operational and functioning successfully for more than 12 months, Village staff recommends waiving the maintenance period.

ATTACHMENTS (PLEASE LIST)

Memo, PW Letter, Ordinance, Bill of Sale w/attachment

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: _____

Short Term (1-3 Years): Routine ☐ Complex ☐

Long Term (3-5 Years): Routine ☐ Complex ☐

ACTION REQUESTED

- ☐ For Discussion Only
- ☐ Resolution
- ☒ Ordinance
- ☐ Motion

MOTION: I MOVE TO APPROVE ORDINANCE 2024-_____, ACCEPTING THE PUBLIC IMPROVEMENTS FOR 1303 JACK COURT

Staff: Bob Allen, Village Engineer

Date: January 16, 2024

January 16, 2024

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

Attn: Dan Dinges, Director of Public Works

RE: **VILLAGE ACCEPTANCE OF PUBLIC IMPROVEMENTS**
1303 Jack Court
Brewster Creek Business Park

Please be advised that the public improvements have been completed for **1303 Jack Court** in the Brewster Creek Business Park.

All punch list work, for items covered by the Site Plan Completion Letter of Credit, have been successfully completed. The Public Works Department has conducted final reviews and inspections of the utilities and other public improvements. As a result, it has been determined that the public improvements have been constructed in substantial conformance with the approved Final Engineering Plans and Specifications for 1303 Jack Court.

The developer, *Midwest Industrial Funds, Inc.*, has submitted all required final documents to the Village. A set of Record Drawings, showing the completed public improvements has been received. The public improvements consist of an extension of the Village's water main system. Because this water main has been operational and functioning successfully for more than 12 months, Village staff recommends waiving the maintenance period.

I recommend that the Village Board adopt an Ordinance accepting the public improvements for 1303 Jack Court in the Brewster Creek Business Park.

Sincerely,

Robert Allen

Robert Allen, P.E.
Village Engineer

Attachment

cc: Lorna Giless, Village Clerk
Beth Uργο, Public Works
Kurt Asprooth, Village Attorney
Todd Dowden, Director of Finance
Kristy Stone, Director of PDS
John Komorowski, BCE
John Dunneback, Midwest Industrial Funds

MEMORANDUM

To: Paula Schumacher, Village Administrator

From: Bob Allen, Village Engineer *BA*

Subject: Acceptance of Public Improvements for
1303 Jack Court, Brewster Creek Business Park

Date: January 16, 2024

Attached is an ordinance to accept the public improvements for **1303 Jack Court**, in the Brewster Creek Business Park. The developer, *Midwest Industrial Funds, Inc.*, has submitted all required final documents to the Village. A set of Record Drawings has been received and is on file.

Because the water main has been operational and functioning successfully for more than 12 months, Village staff recommends waiving the maintenance period.

Please place this ordinance on the next available agenda.

MOTION: I MOVE TO APPROVE ORDINANCE _____ ACCEPTING THE PUBLIC IMPROVEMENTS FOR 1303 JACK COURT

ORDINANCE 2024-

**AN ORDINANCE ACCEPTING THE PUBLIC IMPROVEMENTS FOR
1303 JACK COURT**

WHEREAS, the Village Engineer has reported to the corporate authorities that the water distribution system, ("the Public Improvements") for the site known as 1303 Jack Court ("the Development") were completed substantially in accordance with the plans and specifications therefore and the requirements of the Village Subdivision Ordinance on December 20, 2023 ("the Completion Date") and that *Midwest Industrial Funds, Inc.*, the developer of the site, ("the Developer") has presented evidence that all of the Public Improvements have been fully paid for; and

WHEREAS, the Developer has submitted all required documents and drawings to the Village of Bartlett; and

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: That the Village of Bartlett hereby accepts the Public Improvements for 1303 Jack Court.

SECTION TWO: 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 THREE: 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 FOUR: EFFECTIVE DATE. This Ordinance shall be in full force and effect upon its passage and approval.

ROLL CALL VOTE

AYES:

NAYS:

PASSED:

APPROVED

Kevin Wallace, Village President

ATTEST:

Lorna Giless, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance 2024-_____ enacted on January 16, 2024 and approved on January 16, 2024, as the same appears from the official records of the Village of Bartlett.

Lorna Giless, Village Clerk

BILL OF SALE

FOR THE WATER MAIN INSTALLED AT THE

26.11 ACRE **INDUSTRIAL SITE**
LOT NO. SEE EXHIBIT "A" ATTACHED **SUBDIVISION**
ADDRESS 1303 JACK COURT, BARTLETT, ILLINOIS

In consideration of the payment of Ten Dollars (\$10.00) and other good and valuable considerations, the receipt and sufficiency of which is hereby expressly acknowledged, MIF 303 JACK CT (BARTLETT) OWNER, LLC ("the Seller") do hereby sell, assign, transfer and set over unto the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, the following described property:

The water distribution system, including, but not limited to, water mains and services, valves, valve vaults, fire hydrants, and all structures appurtenant thereto;

("the Property") being the Public Improvements for the 26.11 ACRE Industrial Site developed by the Seller in the Village of Bartlett.

The Seller hereby represents and warrants to the Village of Bartlett that the Seller is the absolute owner of the Property; that the Property is free and clear of all liens, charges and encumbrances, including, without limitation, mechanic's liens, mortgages, and chattel mortgage security instruments; and that the Seller has full right, power and authority to transfer title to the Property to the Village of Bartlett, and to execute and deliver this Bill of Sale.

IN WITNESS WHEREOF the Seller has signed and sealed, or caused this Bill of Sale to be signed and sealed, at Oak Brook, Illinois on November 21st, 2023.

Signed: [Signature]
President

Attest: [Signature]
Secretary

STATE OF ILLINOIS)
COUNTY OF DuPage) SS:

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY that Jack Horvath and CJ Androsch, personally known to me to be the President and Secretary, respectively of **MIF 303 JACK CT (BARTLETT) OWNER, LLC**, ("the Corporation"), and personally known to me to be the same persons whose names are subscribed to the foregoing Bill of Sale, appeared before this day in person and severally acknowledged that they signed the foregoing Bill of Sale as such President and Secretary of the Corporation and caused the seal of the Corporation to be affixed thereto, as their free and voluntary act, and as the free and voluntary act of the Corporation for the uses and purposes therein set forth.

GIVEN under my hand and notarial seal this 21st day of November, 2023.



[Signature]
Notary Public

My Commission Expires: 6/15/27

EXHIBIT A

LEGAL DESCRIPTION

LOT 2C: THAT PART OF LOT 2 IN BARTLETT QUARRY ASSESSMENT PLAT, BEING A DIVISION OF THAT PART OF THE EAST HALF OF THE SOUTHEAST QUARTER OF SECTION 32, TOGETHER WITH THAT PART OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 33, ALL IN TOWNSHIP 41 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 14, 2019 AS DOCUMENT NUMBER 1916518084, IN COOK COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF THE WEST LINE OF SAID LOT 2 AND THE NORTH RIGHT OF WAY LINE OF JACK COURT HERETOFORE DEDICATED PER DOCUMENT NUMBER 1917913200; THENCE NORTH 00 DEGREES 27 MINUTES 16 SECONDS WEST ALONG SAID WEST LINE 844.47 FEET; THENCE NORTH 89 DEGREES 32 MINUTES 44 SECONDS EAST 400 FEET TO A BEND POINT IN THE EAST LINE OF SAID LOT 2; THENCE CONTINUING NORTH 89 DEGREES 32 MINUTES 44 SECONDS EAST ALONG A NORTH LINE OF SAID LOT 2, A DISTANCE OF 630.56 TO A BEND POINT IN SAID EAST LINE OF LOT 2; THENCE SOUTHERLY ALONG SAID EAST LINE THE FOLLOWING THREE COURSES; THENCE SOUTH 41 DEGREES 56 MINUTES 53 SECONDS EAST 359.51 FEET; THENCE SOUTH 01 DEGREE 49 MINUTES 17 SECONDS EAST 320.89 FEET; THENCE SOUTH 53 DEGREES 27 MINUTES 47 SECONDS EAST 370.32 FEET TO THE POINT OF BEGINNING; THENCE NORTH 89 DEGREES 36 MINUTES 36 SECONDS EAST ALONG A NORTH LINE OF SAID LOT 2, A DISTANCE OF 1000.00 FEET TO THE WEST LINE OF THE EAST HALF OF SAID SOUTHWEST CORNER OF SECTION 33; THENCE SOUTH 00 DEGREES 23 MINUTES 24 SECONDS EAST ALONG SAID WEST LINE AND EAST LINE OF SAID LOT 2, A DISTANCE OF 960.83 FEET TO THE SOUTHEAST CORNER OF SAID LOT 2; THENCE SOUTH 88 DEGREES 08 MINUTES 54 SECONDS WEST ALONG THE SOUTH LINE OF SAID LOT 2, A DISTANCE OF 1313.17 FEET TO THE EAST LINE OF LOT 1 IN SAID BARTLETT QUARRY ASSESSMENT PLAT; THENCE NORTH 00 DEGREES 27 MINUTES 29 SECONDS WEST ALONG SAID EAST LINE 896.10 FEET TO THE SOUTH RIGHT OF WAY LINE OF SAID JACK COURT; THENCE NORTH 89 DEGREES 33 MINUTES 34 SECONDS EAST ALONG SAID SOUTH RIGHT OF WAY LINE 125.94 FEET TO A POINT OF CUSP; THENCE EASTERLY AND NORTHEASTERLY ALONG SAID SOUTH RIGHT OF WAY LINE BEING A CURVE CONCAVE TO THE NORTHWEST, HAVING A RADIUS OF 70.00 FEET A CHORD BEARING OF NORTH 61 DEGREES 52 MINUTES 53 SECONDS EAST, FOR AN ARC LENGTH OF 218.82 FEET; THENCE NORTH 62 DEGREES 19 MINUTES 48 SECONDS EAST 71.95 FEET TO THE BEGINNING, EXCEPTING THEREFROM THAT PORTION DEDICATED FOR MUNGER ROAD PER DOCUMENT NUMBER 0515434076.

BEING THE SAME AS:

TRACT 5: THAT PART OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 33, IN TOWNSHIP 41 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID SOUTHWEST QUARTER OF SECTION 33;

THENCE SOUTH 00 DEGREES 26 MINUTES 26 SECONDS EAST ALONG THE WEST LINE OF SAID SOUTHWEST QUARTER 60.02 FEET TO THE SOUTH LINE OF WEST BARTLETT ROAD; THENCE THE FOLLOWING THREE COURSES ALONG SAID SOUTH LINE; (1) THENCE NORTH 88 DEGREES 17 MINUTES 16 SECONDS EAST 862.04 FEET; (2) THENCE SOUTH 01 DEGREES 51 MINUTES 04 SECONDS EAST 10.00 FEET; (3) THENCE NORTH 88 DEGREES 17 MINUTES 16 SECONDS EAST 370.78 FEET TO THE WEST LINE OF MUNGER ROAD; THENCE THE FOLLOWING (3) COURSES ALONG SAID WEST LINE; (1) THENCE SOUTH 00 DEGREES 23 MINUTES 24 SECONDS EAST 797.56 FEET; (2) THENCE SOUTH 89 DEGREES 36 MINUTES 36 SECONDS WEST 20.00 FEET; (3) THENCE SOUTH 00 DEGREES 23 MINUTES 24 SECONDS EAST 833.28 FEET TO THE SOUTHERLY LINE OF A CONSERVATION EASEMENT PER DOCUMENT NUMBER 00488338 FOR A PLACE OF BEGINNING; THENCE NORTH 89 DEGREES 36 MINUTES 36 SECONDS EAST ALONG THE EASTERLY EXTENSION OF SAID SOUTHERLY LINE 120.00 FEET TO THE EAST LINE OF SAID WEST HALF OF THE SOUTHWEST QUARTER; THENCE SOUTH 00 DEGREES 23 MINUTES 24 SECONDS EAST ALONG SAID EAST LINE 960.83 FEET TO THE SOUTHEAST CORNER OF SAID WEST HALF OF THE SOUTHWEST QUARTER; THENCE SOUTH 88 DEGREES 08 MINUTES 54 SECONDS WEST ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF SECTION 33, A DISTANCE OF 1313.17 FEET; THENCE NORTH 00 DEGREES 27 MINUTES 29 SECONDS WEST 896.10 FEET TO THE SOUTH RIGHT OF WAY LINE OF JACK COURT; THENCE NORTH 89 DEGREES 33 MINUTES 34 SECONDS EAST ALONG SAID SOUTH RIGHT OF WAY LINE 125.94 FEET TO A POINT OF CUSP; THENCE EASTERLY AND NORTHEASTERLY ALONG SAID SOUTH RIGHT OF WAY LINE BEING A CURVE CONCAVE TO THE NORTHWEST, HAVING A RADIUS OF 70.00 FEET A CHORD BEARING OF NORTH 61 DEGREES 52 MINUTES 53 SECONDS EAST, FOR AN ARC LENGTH OF 218.82 FEET; THENCE NORTH 62 DEGREES 19 MINUTES 48 SECONDS EAST 71.95 FEET TO SAID SOUTHERLY LINE OF THE CONSERVATION EASEMENT; THENCE NORTH 89 DEGREES 36 MINUTES 36 SECONDS EAST ALONG SAID SOUTHERLY LINE 880.00 FEET TO THE POINT OF BEGINNING, EXCEPTING THEREFROM THAT PORTION DEDICATED FOR MUNGER ROAD PER DOCUMENT NUMBER 0515434076.

Permanent Index No: 06-33-300-003-0000
Property Address: 1303 Jack Court, Bartlett, Illinois 60133

[END]