

VILLAGE OF BARTLETT
VILLAGE HALL, 228 S. MAIN STREET
BOARD AGENDA
April 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: Committee-March 19, 2024; Public Hearing, Board, Committee – April 2, 2024

*7. BILL LIST: April 16, 2024

8. TREASURER'S REPORT:
 - February, 2024
 - Sales Tax Report – February, 2024
 - Motor Fuel Tax Report – February, 2024

9. PRESIDENT'S REPORT:
 - A. Commissioner Re-Appointments
 - B. CALEA Presentation
 - C. Arbor Day Proclamation

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. None

- B. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY
 - 1. None

- C. FINANCE COMMITTEE, CHAIRMAN LAPORTE
 - *1. Resolution Approving the Second Amendment to the Village Administrator Revised Employment Agreement
 - *2. Ordinance Reserving 2024 Volume Cap for Private Activity Bond Issues and Related Matters

- D. LICENSE AND ORDINANCE COMMITTEE, CHAIRMAN HOPKINS
 - *1. Ordinance Amending Section 3-3-2-1: Class A of the Bartlett Liquor Control Ordinance
 - *2. Ordinance Amending Section 3-3-2-8: Reducing Class F of the Bartlett Liquor Control Ordinance
 - *3. Ordinance Amending Section 3-3-2-22: Reducing Class VC of the Bartlett Liquor Control Ordinance

- E. POLICE AND HEALTH COMMITTEE, CHAIRMAN SUWANSKI
 - 1. Resolution Waiving Advertising for Bids and Approving a Contract for Services Between the Village of Bartlett and Northeast DuPage Family and Youth Services for Social Worker Services

- F. PUBLIC WORKS AND GOLF COMMITTEE, CHAIRMAN DEYNE
 - *1. Purchase of a 2024 Ford Transit Full Sized Van from Currie Motors in Frankfort, IL
 - *2. Resolution Approving the Second Amendment to the Non-Exclusive License Agreement Between the Village of Bartlett and T-Mobile Central LLC

13. NEW BUSINESS
 - A. Boss's Signature, Inc. Liquor License

14. QUESTION/ANSWER: PRESIDENT & TRUSTEES

15. ADJOURNMENT



VILLAGE OF BARTLETT COMMITTEE MINUTES March 19, 2024

1. CALL TO ORDER

President Wallace called the Committee of the Whole meeting of March 19, 2024 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 6:00 p.m.

2. 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, Human Resources Director Janelle Terrance, Finance Director Todd Dowden, Assistant Finance Director Matt Coulter, 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, Police Chief Geoff Pretkelis, Village Attorney Kurt Asprooth and Village Clerk Lorna Giles.

3. TOWN HALL: None

4. STANDING COMMITTEE REPORTS

A. FINANCE COMMITTEE, CHAIRMAN LaPORTE

A. 2024-2025 Proposed Operating Budget Review

Police Department

Chief of Police, Geoff Pretkelis, introduced the police department's budget and went over the departmental highlights and goals for the following year. The department's budget increased by 5%, with no change to the number of officers. Deputy Chief Naydenoff highlighted the capital requests. The first item was two new vehicles to replace a squad car and a directed patrol squad car. These vehicles meet the requirement for high-priority replacement based on mileage, age, and the high cost of repairs. If we order the vehicles in May, we are hoping for a 6-month turnaround to get the vehicles. The second capital item was three AED machines and two AED training machines. The three AEDs would replace three outdated machines. The training machines allow us to train a larger class size, be more efficient in our training, and enable us to train a larger number of people. Currently, we have four trainers. If we have two more, we can train a class of up to 12 at a time. These have been successful for us as we had two officers receive an award for saving a parishioner of the Jain Society from cardiac arrest. Additionally, three employees received an award for life-saving measures as they saved a patient from cardiac arrest on September 8th of last year. We use the AED's between 8-10 times a year and they are a benefit to the community overall. Number three on the capital list is the COP FTO online portal for electronically maintaining field records that are easily accessible to field supervisors and employees.



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to improve transparency, with the high frequency of training, it makes managing the program more efficient instead of printing copies and maintaining paper copies. Just for some perspective, we trained 11 officers last year, and we anticipate 6-10 more in the upcoming year. One thing that is different from years past is that we have 16 officers currently on probation. For each one of those officers, the FTO has to do a monthly report, and this will help make it a more efficient process overall. Number four, we are requesting three new evidence cameras and accessories to replace our outdated cameras. The current cameras are over ten years old, and these will have new technology that exists for better photographic evidence collection. Number five would be funded out of equitable sharing, along with the cameras. Number five is a Matrice 30T drone. This new drone would significantly improve our response capabilities. Our current drone cannot fly in snow or rain. It has a single float time for 27 minutes. The new drone can fly in all weather conditions and increase flight time to 41 minutes. We would have 6 batteries, two for each flight. We would have three different occurrences of 41 minutes of flight time. The current drone has to be stored at the police department and has to be assembled prior to each deployment. The legs, cameras, and propellers cannot be attached while being transported. The new drone can be carried fully assembled in a pelican case, allowing it to be deployed in minutes, which should help us significantly when time is of the essence. A lot of times when someone is fleeing the scene or there is a missing child, if we can deploy the drone in those first few minutes, it will be most effective for us. Right now, we must go back to the police department, assemble it, and bring it to the scene. This drone will definitely impact our overall capabilities.

Chairman Gandsey asked if this will replace the current drone.

Deputy Chief Naydenoff stated that the drone is almost 6 years old now, and we have seen with the drone technology and advancements, the new camera has thermal imaging to find missing or endangered individuals in a wooded area, for example. The overall flight capabilities, time in the air, being able to fly in worse weather conditions, and the rapid deployment we feel is beneficial. If some of you remember from the 4th of July festival, we borrowed Hanover Townships, and we can also use them for parades, which gives us an extra eye and increases security.

Chairman Suwanski asked if we originally got two drones.

Deputy Chief Naydenoff stated we do have a smaller drone that has capabilities of flying inside of a residence and for training. This is a more fully operational drone to be used for deployments for calls for service and in the field. Number 6 on the capital request is the Speed Air electrical air compressor for the police department building. This would be to replace the damaged air compressor inside of the police department. We use this in the range and in the sally port and for the forensic room as part of our original needs assessment when the police department was constructed. We looked at replacing the one that is damaged, and the equivalent was \$10,000. We found this compressor that was sufficient and was recommended by public works along with being able to be installed by public works. We have 46 vehicles in our fleet that give us the opportunity to fill tires and use on the gun range for cleaning weapons. Primarily, we use it on our vehicles for tire pressure.

Chairman Hopkins asked if anything we are replacing has any resale value.



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Deputy Chief Naydenoff stated they are still functional, yes.

Chief Pretkelis stated the only thing is we purchase it with equitable sharing funds, if we did resell it, we would have to replace those funds.

Chairman Hopkins asked if the plan is to keep both drones.

Chief Pretkelis stated when we were at the international police chief's association conference, there was a presentation about the use of drones more and more like if there was an armed intruder with a barricaded subject its nice to get the eyes in the air. Some use it for search warrants and entry; they bring the drone in instead of putting the officers at risk.

Deputy Chief Rob Sweeney stated training continues to be a priority with the police department and the police profession do to mandates from the safety act and increasing of crime national wide so it is as important then ever to make sure our officers are trained. Typically due to recent retirements, we have had a hire level of turnover and we have lost years of experience. We have replaced it with young, eager, motivated officers, but they need to be trained and to have the skills in order to do the job properly. In the last two years, we have hired and trained 23 new officers. Over 30% of our police force has less than 2 years on, so there is a lot of training and mentoring in our department. In the last fiscal year, we did over 17,000 hours of training for our sworn officers and civilian staff that work for the police department. Even with all this, in this years budget, we have managed to not add any additional training. We did some cost saving measures that have left us within the budget. One of the things we have done is offer our police department as a training center to outside vendors like Northwestern and the FBI to come in and utilize our facility to do the training. With that, we can send our officers through the training free of cost, saving thousands of dollars. The other thing we have done is focusing our training on the training of instructors that already work for our police department. That provides them valuable skills and allows our officers to train more frequently instead of sending our officers to outside vendors. These instructors are not only training our offices, they are also conducting trainings for our businesses, schools residents. By providing these officers with training like CPR and active shooter training, it benefits not only our officers, but the entire community. Our officers came up a training this year which is a joint training with the Bartlett Fire Protection District called rescue task force which is how we work together on an active shooter high casualty response. That training received an honorable mention for IRMA's innovative Risk Management Award. This year, we were able to reduce professional development by \$27,000. Also, we added no new professional associations. Being a part of these associations is sometimes a requirement to receive mutual aid. We are also a part of many task forces so if we are a part of a major crime or accident, we can pull help outside agencies. In addition to mutual aid, we also receive valuable training from these associations. We were able to reduce some of the organizations because some of our officers that were active members on those associations retired and have not been fully replaced on those organizations so that budget was reduced by \$1,000.

Chief Pretkelis stated the advertisement line item is down \$1,000 or 50% change from last year. That is for recruitment advertising. We went through three different police testing last year. We have been



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advertising on the Blue Line and recently started advertising our CSO's on the Blue Line, which has been very effective. We also must put advertisements in the paper. We also started advertising in the national Minority Report, which advertises to minorities to help our recruitment efforts.

The next item under communications, you will see an increase for Du-Comm fees, which are expected to increase by 9.7%. In addition, Du-Comm fees increased by 11.3% from the previous budget to our current budget. We have reached out to Du-Comm and they shared that a lot of it is based on a police department's authorized strength. Ours was still at a 1.4% lower impact due to the officer count dropping off to 56 in previous years. 12 Du-Comm agencies stayed the same or had a reduction. They also mentioned that their operations budget expense increased by 7.85% with the addition of 5 new management positions and 89.8% of Du-Comm's budget is from personnel costs. Most other categories of the budget were reduced. The new telecommunicator contractor has negotiated a cost-of-living increase of 4.25%, which was applied to all Du-Comm agencies. Recently, we had an opportunity to be a department of the executive board. We were the only organization to vote no on this budget. We didn't feel it was necessary to increase the budget and pass it along to other communities just for supervisory personnel.

Chairman Gandsey stated they said we had a lower officer count that impacted fees. She asked, did we also have a higher call volume into them?

Chief Pretkelis stated it goes by authorized strength, not call volume. The acting Executive Director stated that if our authorized strength continues to be high, eventually out costs will level out as the 5-year smoothing will be averaged higher. He displayed his displeasure that it is higher than inflation and our budget with insurance and pension.

Chairman Suwanski asked if we have any other options.

Chief Pretkelis stated there is potentially other options we could look at upon the board's discretion. For instance, Des Plaines had their own dispatch. They tried to go to Northwest central, but they were too big. They tried to go to Du-Comm but they were not apart of DuPage County. They ended up going to Cook County. Their Chief stated they would be willing to meet with us and the fire protection district to go over certain options. One option potentially could be Northwest Central. It is currently who Streamwood uses. Their budget is much lower than what we pay. We just found out that Wheeling police and fire went there and they are paying about \$300,000 total.

Chairman Suwanski asked if we have contractual obligations or time limits to investigate other options.

Chief Pretkelis stated it would be a long process. We would need to find out if we have to pay our Du-Comm fees and their building fees when they built their new facility. There is the possibility that we could switch over in a few years.

Village Administrator Paula Schumacher added that the Fire District would have to go with us as well.



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Chief Pretkelis stated that is correct. We work hand in hand. Talking to the fire chief at our last seminar, it sounded like if that was the board's discretion, he would be more than happy to be part of the discussion.

Chairman Gunsteen asked if they are paying the same amount.

Chief Pretkelis stated unfortunately he does not have the sheet in front of him, but he knows they are not pleased with them.

Chairman Gunsteen stated it went up a lot last year, roughly 9% this year, are we going to see another 9% next year.

Chief Pretkelis stated he asked the board and director that same question because it is not sustainable.

Ms. Schumacher stated we do not know what changes Du-Comm will make internally and if our smoothing numbers work out, but I think it's worth figuring out what components are a part of this, look at the costs and if we can even get into another dispatching unit.

Chairman Suwanski confirmed that they base it off our authorized strength.

Chief Pretkelis stated that is correct. We have been working to get back to full strength and many of us were hired under the Bill Clinton grant so there are a lot of retirements.

Chairman Suwanski asked how long it has been since we were at full strength.

Chief Pretkelis stated there have been times throughout the year that we have been at full strength but many of those officers were in the academy at the time which takes 6 months. Currently, we offered job offers to two officers that passed everything.

Chairman Suwanski asked who determines the authorized strength.

Chief Pretkelis stated it is in the budget each year, but the last time we looked at it was under Chief Ullrich. We want 5 beats in the Village. We have proper strength, but it helps supplement when we have time off or training. The authorized strength comes from calls for service, geography of Bartlett among other things.

Chairman Suwanski asked if we would look in arrears to help determine that number.

Chief Pretkelis stated we look at different data sets and there is guidance on the number of officers per resident. He feels very comfortable with the 63. With the new middle school opening we may ask for an additional position but that is a few years away.



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Ms. Schumacher stated there is a national standard that gets folded into that as well.

Chief Pretkelis stated uniforms went up 5%. Per the collective bargaining contract, uniform allowance went from \$650 to \$900 per year. The protective vests increased from \$650 to \$900 as well. We are budgeting for 7 new officers and 10 replacement vests in this budget. We are asking for a \$500 increase in building maintenance materials. If we have some type of breakdown in the jail cell, we can't just call a locksmith, it's a specialized person. For community relations, we are asking for a 14% increase. One of our strengths is participating in community events. Last year we were a part of 22 events. We had almost 1,000 people at our open house and we had many officers show up to the Deer Park Circle neighborhood events. We understand there is a cost to being out and engaged with these events.

Chairman Gunsteen asked if there is a savings with the parade moving from Sunday to Saturday and the festival going from 5 days to 4.

Chief Pretkelis stated we still have to staff the parade the same, but we will likely see savings with one less day for the festival.

Chief Pretkelis stated the next thing you will see if the 13% increase for equitable sharing. We have an officer to the DEA task force. Any type of money they seize from illegal drug funds, we get a portion of that. Currently in our fund we have over \$1,000,000. It is based off the seizures that Amy and her team get. They can only be used for specific purposes and that's why the village could not use our drone. We can use it for equipment and training also, but they are beginning to change the rules. For the drone this year, we had to fill out an application and have it approved to see if they would allow us to use equitable sharing funds for it. We had many discussions last year in regards to our mobile video recorders. Those were installed last year and going well. They link with the body cameras our staff is wearing which is also going well. It helps with the professionalism and shows the community we are highly trained and serve with care and protect with confidence. We had one complaint and it was nice to see how professional our officer was and we have not heard back from the complainant since viewing. We just implemented the Taser-10's. if you recall we signed a 5-year agreement with Axon and all of our equipment is linked so if they pull their weapon or open their doors the body cameras activate. If somebody switched the taser to put the laser device on they activate and all the cameras around. This has helped with our reporting since we can review the footage unless it's a severe use of force. It just improved the professionalism and efficiency of the police department. The other item included is cellphone mapping software. A lot of our cases deal with cell phone technology and evidence. This is what other police departments use and we have been using in regard to license plate readers to put things into a readable format. Lastly, we are looking to use our equitable sharing for the Flock camera systems. They have been successful and a couple of months our most successful use of Flock was when a person was driving down Newport discharging rounds. We would never have been able to catch him or charge him without the LPR's. Recently we used them to meet a person who was having trouble finding their own home and was pulling on door handles. We discovered they were just having a problem finding their own home due to an illness and meant no one any harm.

Chairman Gunsteen asked about health insurance.



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Ms. Schumacher stated she thinks it will be growth year over year as opposed to a hard number.

Finance Director Todd Dowden stated we do a premium review every year. It is showing a line item 2% increase. This year's premiums averaged a 5% increase, which is normal for insurance. This is an allocation per employee per department.

Chairman Gunsteen asked what the jump was in costs from a couple of years ago.

Mr. Dowden stated it is based on the number of employees.

Ms. Schumacher stated we looked at IPBC to see if we can join their pool. Some of our higher claims knocked us out of the box for that, and we are in talks with them on a regular basis to see when we are ready to enter their pool. We are close to that threshold, and we are probably going to ask them to do that analysis in the next year or two to see if we are eligible.

Chief Pretkelis thanked the board and trustees for the support of the officers. He also thanked Ms. Schumacher, his command staff, and the residents and businesses in town.

Finance Department

Mr. Dowden presented the finance department highlights. Finance did not have any positions added and their professional development started steady. The group insurance increased 2%. Under employee retirement contributions, that is where the IMRF is for each employee. That went down 3% from the previous year as most of our employees are in tier 2 now. The increase comes from the FICA and Medicare. Overall, in the finance department they do not have any big changes. They are proposing to transfer \$2 million to the general fund surplus into the building maintenance fund to help maintain our buildings in the years to come. The transfer to Rt. 59 and Lake St. TIF is for the Auto Mall where 50% is going to the Auto Mall and the other 50% is going to pay back the Lake St. TIF. Overall, the budget is increasing 162%, but the finance department's only increasing 2%.

Professional Services

Mr. Dowden stated this is where we have a lot of our professional services and actuarial services for the police pension. We have nothing budgeted for professional planners. If the Lake St. TIF is approved, we will create a budget for that. Social services include the police psychologist and social worker. The social worker cost did go up \$11,000 due to the agency we are working with.

Ms. Schumacher stated those were moved from the police budget to professional services a few years ago to make it easier to track.

Chairman Gandsey asked about e-billing and if there are any goals to increase that this year.



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Mr. Dowden stated we have not set any goals but we need to look at the program and see what route we want to take as far as how we will push that out and what kind of access to billing history and billing activity we can provide to the residents.

Central Services

IT Coordinator Chris Hostetler explained the central service budget and how it covers items that cannot be attributed to one single department. He stated they are not asking for any personnel. In their capital outlay, they are not doing any large purchases of desktops, servers, or computers. The first item on the capital replacement is the database software that runs things like GIS and police records. It needs to be replaced because it is either no longer supported by Microsoft or the hardware is no longer being supported by the vendor. The next item is iPad replacements that are used throughout the village. They are old and not being supported. The third item is network detach storage. It is storage we use for GIS aeriels, museum files, and police phone dumps. That hardware is at the end of life, so if it were to break, they would not have support.

Chairman Gandsey asked if the hardware is onsite and not cloud-based.

Mr. Hostetler stated we moved a majority of our files to the cloud with Office 365, but there are certain file types like GIS files that do not do well in the cloud. The same thing with images and those sorts of things, they do not perform well. Other data that is sensitive we also keep on-site. Item number 4 is copiers that are reaching the end of life.

Chairman Gunsteen asked how many copiers are being budgeted for.

Mr. Hostetler stated there are three.

Chairman Gunsteen confirmed that the \$8,000 in police was for a maintenance agreement.

Chairman Gandsey asked about purchasing vs. leasing copiers.

Mr. Hostetler stated we do because we don't want to pay interest on the item and they pretty much have no value at the end of their life. Number 5 is a check printer. We have one printer to print all of our accounts payable checks. Number 6 is a projector for the training room that is over 8 years old.

Chairman Suwanski asked how many iPads we are replacing.

Mr. Hostetler stated we have 4 iPads on there. They're the basic iPads but they have cellular because we use them out in the field.

Mr. Hostetler stated their professional development costs are increasing due to hiring another staff member last year. The training costs are also becoming incredibly high. A two-day GIS class is now \$1,800. Technology is constantly changing so in order for our staff to stay up to speed, we need to continue training. Professional associations are pretty much the same as last year, but we did add the



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Urban and Regional Systems Association. This is a national association for our GIS staff that provides various resources and professional development. The materials and supplies include paper, printer toner, etc.

Chairman Gandsey asked if we have looked into what it would cost to develop an app for citizen notification.

Mr. Hostetler stated that the app we have is really our citizen request system and it is web-based, so we do not need to host that service and it's a pretty good service for the price. This past year it increased some due to the addition of the notification, so there's the mobile app. Our departments make use of it quite well when there is an accident, for example. Compared to what other villages are paying for apps, we are really getting a bargain.

5. ADJOURNMENT

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

ROLL CALL VOTE TO ADJOURN

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

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 7:00 p.m.

1. CALL TO ORDER

President Wallace called the Committee of the Whole meeting of March 19, 2024, of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:42 p.m.

2. ROLL CALL

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

ABSENT: None

3. TOWN HALL: None

4.A. BUILDING AND ZONING COMMITTEE, CHAIRMAN GUNSTEEN

1. Get Fresh Variance



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Chairman Gunsteen presented the item. There were no questions, and the item was forwarded on to the Village Board for a vote.

4.B. FINANCE COMMITTEE, CHAIRMAN LAPORTE

1. 2024-25 Proposed Operating Budget Review

Administration Department

Sr. Management Analyst, Samuel Hughes, presented the administration department's budget highlights. The conference list is mostly unchanged. We did budget for supervisor training with the Lake Forest Graduate School this year. This is a continuation from last year where we had directors training. It's to help build our bench and assist our frontline employees by giving them the skills they need to succeed.

Chairman Gandsey asked if the school was specifically for municipalities.

Ms. Schumacher stated we were able to get Lake Forest to put together a program for skills that we felt were lacking in our staff, so it covers communication, evaluation, presentation, and general supervisory skills.

Mr. Hughes stated we also budgeted for tuition reimbursement this year. The student would have to fill out the application and then be approved by HR and their department head. That would be capped at \$5,500 per person. This is a benefit that we have not funded recently but wanted to have it there in case there was interest.

Chairman Gandsey asked if this would cover any class or what the parameters are.

Ms. Schumacher stated we revised the program; it went dormant in 2018. It is based on the availability of funds, the classes have to be a degree or trade school program that has a direct correlation with their job. The employee then has to stay for another 2 years after. It is only available to employees that have been with the village for two years, as well. The change from the previous program is that the applications are going through HR now vs. being administered in their own department so it is more of a universal look and can be distributed more evenly. We would like to bring it back because we have a lot of new people especially in the police department and want to make sure we are building their skills.

Mr. Hughes stated the professional associations detail remains substantially similar. The advertising line item is increasing mostly from branding and the economic incentives line item is seeing an increase from the Aldi and Auto Mall sales tax rebates. The community relations budget is seeing a bump for some of our community events including Merry and Bright, but the majority of that increase is from a new civic group requestor, Ignite the Courage that is requesting \$8,000.

Chairman Gandsey asked about the \$50,000 for branding.



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Assistant Village Administrator Scott Skrycki stated that would cover phase #2 including photography, storytelling, story identification, and figuring out where to place them. Those discussions will take place over the next few weeks. Part of that would also include data collection and some spots for things like WGN, etc.

Chairman Suwanski asked why Ignite the Courage is requesting this year and not in past years.

Mr. Hughes stated they did not give a reason for why they were requesting other than the application was for covering costs of their Smoke and Irons Music festival, which is a two-day music festival that helps raise funding for families in Bartlett. Originally, it grew out of the Pink Heals festival from 2013. In 2017, they created a non-profit, Ignite the Courage, and holds their car show and music festival.

Chairman Gunsteen asked if they were a part of Oktoberfest.

Chairman Deyne stated they are not this year.

Ms. Schumacher stated it is her understanding it will be the Rotary Club, Lions Club, and the Chamber.

Chairman Suwanski confirmed that they were a part of Oktoberfest last year but are no longer doing it this year. She asked if we are members of the Chamber of Commerce and what our sponsorship level was.

Mr. Skrycki stated we are members at the second-highest sponsorship level, he believes, but some of the events we do are covered in the sponsorship and some are not.

Chairman Suwanski stated she is curious about covering their request for a comprehensive strategic plan and thought maybe that should be funded by the members.

Ms. Schumacher stated these are their requests and you can fund them as you see fit. She confirmed that they did not break the costs out.

Mr. Hughes stated that was correct. It was all lumped into the one request with no breakdown.

Chairman Deyne stated he does not have an issue with funding this for the chamber.

Chairman Gunsteen stated it is \$5,500, and they are doing work for our businesses all year, while Ignite the Courage is two days and it is \$8,000.

Chairman Hopkins stated he thinks the chamber does great work, but we also employ an economic development person on our staff. A lot of communities do not have that and rely on their chamber to do the heavy lifting.

Chairman Hopkins asked about the IRMA premiums. Have we seen this in other communities and have we looked at our insurance companies to provide our liability?



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Ms. Schumacher stated IRMA is a pool and our cost is based on our experience and our safety record. Those are smoothed out over five years. We have had some expensive issues come up like lawsuits, so those are factored in with IRMA. She thinks pooling is the most effective way to keep our costs low. They handle all of our workman's comp, potential liabilities, and cybersecurity. They also provide us with a grant for our CALEA Accreditation, safety training, etc., so there are a lot of benefits of being a part of IRMA, and we use them extensively for workers' compensation claims and investigations as well as defense.

Chairman Gandsey asked about the maximum of economic incentives.

Ms. Schumacher stated if we received a significant request, it would go to the board. We want to have something in the budget, but if there was something really big that was looking to come in, it would go back to the board for adjustment.

Chairman Gunsteen stated we have a line item in there for tradeshows. He asked if we go to those.

Ms. Schumacher stated we do those at various times at various levels. The mayor has been to ICSC both in Las Vegas and in Chicago.

Mr. Skrycki stated it depends on the vision of the strategic plan. For instance, if we go through with the TIF adoption and we have fresh branding, we are going to want to go to every one. It depends upon which sections of town are being developed. Back before we had the Auto mall and that TIF was closing soon, we attended every one. When we were selling Site E, we budgeted for apartment trade shows. A lot of it depends on time driving which projects.

Ms. Schumacher stated some are local, some are regional, and some national.

Chairman Gunsteen stated he basically just wants to make sure it is lining up with the strategic plan and if there is some type of metric to measure to see the benefits.

B. ADJOURNMENT

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



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
March 19, 2024**

ROLL CALL VOTE TO ADJOURN

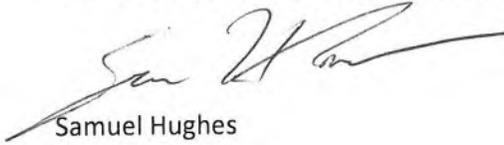
AYES: Chairmen Deyne, Gandsey, Gunsteen, Hopkins, LaPorte, Suwanski

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 9:05 p.m.

A handwritten signature in black ink, appearing to read 'Sam Hughes', is written over the printed name.

Samuel Hughes
Deputy Clerk



VILLAGE OF BARTLETT
PUBLIC HEARING MINUTES
April 2, 2024

1. CALL TO ORDER

President Wallace called the 2024-2025 Proposed Budget Public Hearing meeting of April 2, 2024 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 Sam Hughes, Finance Director Todd Dowden, Director of Public Works Dan Dinges, Assistant Public Works Director Tyler Isham, Public Works Engineer Nick Talarico, Planning & Development Director Kristy Stone, Head Golf Professional Phil Lenz, Police Chief Geoff Pretkelis, Deputy Chief Jim Durbin, Deputy Chief Will Naydenoff, Village Attorney Kurt Asprooth and Village Clerk Lorna Giles.

Village Administrator Paula Schumacher stated that the budget year begins May 1, 2024 and goes through April 30, 2025.

The Village Board held budget reviews on March 5 and March 19, 2024. A notice was published in the Daily Herald on March 22, 2024. The total proposed budget for fiscal year 2024-25 is \$85,610,827 dollars. This is an approximate decrease of 22% from last year's budget. The decrease is attributed to the closing of the Brewster Creek TIF and the reduction in the wastewater treatment plant costs.

Approximately 10% of the total property tax bill for Bartlett residents is attributed to the village. The remaining 90% represents other taxing bodies such as the school, library, park and fire protection districts, counties and townships.

The proposed revenues for fiscal 2024-25 total \$75.3 million and includes \$5.98 million in borrowing for capital projects. Sales Tax is budgeted to increase by 22% from the prior budget and reflects growing online sales and new local business. The remaining revenues are from property taxes, service charges and state revenue sharing. Income tax distributions are expected to increase but do not reflect any change in the Local Government Distributive Fund which stands at 6.49%.

Operating expenditures can be divided into five primary uses. About 32% of the operating expenditures are for public safety. Public Works is about 43% and includes streets, water,



VILLAGE OF BARTLETT
PUBLIC HEARING MINUTES
April 2, 2024

sewer and parking. The remaining 25% is divided among general government, golf and debt service.

The Capital portion of the proposed budget is \$27.7 million and funds 25 projects. A portion of this budget varies from year-to-year based on the individual projects that we have scheduled. The capital projects in this budget include on-going programs such as the sanitary sewer system rehabilitation program, street maintenance plan, bike path repair and construction. The major projects are the completion of the wastewater treatment plant facility improvements and the second year of the water meter replacement program.

Staff is prepared to answer any questions from the public regarding the proposed budget.

President Wallace asked if there were any questions for the proposed 2024-25 budget. He asked the board if they had any questions or comments and stated that they would then open it up to the general public. There were no comments.

There being no further business to discuss, Trustee Gunsteen moved to adjourn the Public Hearing and that motion was seconded by Trustee Hopkins.

ROLL CALL VOTE TO ADJOURN

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

The Public Hearing was adjourned at 7:04 p.m.

Lorna Gilles
Village Clerk



VILLAGE OF BARTLETT
BOARD MINUTES
April 2, 2024

1. CALL TO ORDER

President Wallace called the regular meeting of April 2, 2024 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:04 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 Sam Hughes, Human Resources Director Janelle Terrance, Finance Director Todd Dowden, Director of Public Works Dan Dinges, Assistant Public Works Director Tyler Isham, Village Engineer Nick Talarico, Planning & Development Director Kristy Stone, Grounds Superintendent Matt Giermak, Police Chief Geoff Pretkelis, Deputy Chief Rob Sweeney, Deputy Chief Will Naydenoff, Village Attorney Kurt Asprooth and Village Clerk Lorna Giles.

3. INVOCATION – Pastor Jim DiPalma from Encounter 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 Approve the Consent Agenda, and the items designated to be approved by Consent therein.

Trustee Deyne moved to Approve the Consent Agenda and that motion was seconded by Trustee Suwanski.



VILLAGE OF BARTLETT
BOARD MINUTES
April 2, 2024

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 - None

9. PRESIDENT'S REPORT

President Wallace read a Proclamation for Bartlett Park District Director Rita Fletcher's Retirement and wished her the best in her retirement.

President Wallace read a Proclamation Recognizing World Autism Awareness Day and World Autism Month in the Village of Bartlett.

10. QUESTION/ANSWER: PRESIDENT & TRUSTEES

Trustee Deyne recognized staff birthdays and congratulated them.

Trustee Suwanski thanked Bartlett Hills for a wonderful Easter brunch and stated that they did a really nice job.

11. TOWN HALL - None

12. STANDING COMMITTEE REPORTS

A. BUILDING & ZONING COMMITTEE, CHAIRMAN GUNSTEEN

Trustee Gunsteen stated that Ordinance 2024-24, an Ordinance Granting a Fence Height Variation for 1397 Schiferl Road (Get Fresh) was covered and approved under the Consent Agenda.

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY

Trustee Gandsey stated that there was no report.

C. FINANCE COMMITTEE, CHAIRMAN LAPORTE

Trustee LaPorte presented Ordinance 2024-23-R, a Resolution Adopting the Village of Bartlett Budget for Fiscal Year 2024/2025. He stated that the board reviewed the 2024-25 budget at the



VILLAGE OF BARTLETT BOARD MINUTES April 2, 2024

March 5 and 19 Committee of the Whole meetings. No adjustments were made to the proposed budget. A Public Hearing was conducted tonight on April 2, 2024. Budgeted expenditures total \$85,610,827.

Trustee LaPorte moved to Approve Ordinance 2024-23-R, a Resolution Adopting the Village of Bartlett Budget for Fiscal Year 2024/2025 budget in the amount of \$85,610,827 and that motion was seconded by Trustee Deyne.

Trustee Suwanski stated that they moved very quickly past the beta portion of the budget. It seems like they missed that discussion. She was concerned that they will end up with issues similar to last year regarding pension shortfalls that needed to be overcome. Can we have assurances that if we have that shortfall, where will something be cut as opposed to raising taxes.

Village Administrator Paula Schumacher stated that we don't know what that number is until we do the trillup for what the return has been on the investments in the pension fund, what we have available to cover the discrepancy between what the levy and investments bring in. In the last few years they have taken that out of the General Fund and that is why it is assessed in the fall. There are a number of things they can do to reallocate funds from other areas if that is what you desire to do. The concern that they had this prior year was that the shortfall was significant and we don't have that kind of reserves to cover it all. In the previous two years, we took funds from the general fund balance to cover the difference so there was no difference in the actual levy. However, she thought they have the room to do this since they don't have BEDA applications at this same level of previous years. There are other areas besides the BEDA program that they can look at throughout the general fund.

Trustee Suwanski thanked her for the work on this budget.

Trustee Gunsteen stated that they have other options like suspending capital improvement projects. He does not have any intention on seeing the levy increase next year.

Ms. Schumacher stated that is one of the advantages of doing the Capital Budget over 5 years. They have been able to shift projects from year-to-year based on what the tolerance is. They have done this with the pandemic. It would be a similar process.

Trustee Gunsteen asked if there were concerns with the civic funding.

Trustee Suwanski stated that she had concerns but her understanding is that they can discuss individually as they come up.

Ms. Schumacher stated that the funds for civic groups are distributed when the budget is approved. If they want to make any adjustments, she recommends that they do that now and we can pass the budget as amended.

Trustee Gunsteen stated that the checks are cut immediately following the budget approval.



VILLAGE OF BARTLETT
BOARD MINUTES
April 2, 2024

Ms. Schumacher stated that those checks are sent out in May.

Trustee Gunsteen asked how they get reimbursement if the event is cancelled. Why don't we hold the check until the event has started or completed.

Assistant Village Administrator Scott Skrycki stated that we would not reimburse them the next year or get it returned.

Trustee Hopkins stated that they have to pay deposits, etc.

Ms. Schumacher stated that is exactly why.

President Wallace stated that the civic groups need to budget for what they know is coming in. He asked them to bring up any issues that they may have.

Trustee Gandsey stated that they should look into a cap for the first year. The following year they would be eligible for more.

Trustee Suwanski asked if Ignite the Courage was holding village property. She heard that they kept some of our signs from Octoberfest.

Trustee Gunsteen verified that this was the first year Ignite the Courage is asking for civic funding.

Ms. Schumacher stated that it would not be village property. It would be of those entities that organize Octoberfest.

Trustee Gunsteen stated that the Octoberfest committee split up and they were trying to figure out who owned tents and chairs, etc.

President Wallace stated that if they wanted to remove something from civic funding and talk about it later – that would be the way to do it.

Trustee Hopkins suggested removing civic funding and bringing it to a Committee meeting, talk about it and then approve it.

President Wallace stated that it has to be budgeted. He talked about earmarking an amount for civic funding and not approving individual payouts.

Trustee LaPorte stated that with a BEDA grant, you submit expenses and then get reimbursed.

Ms. Schumacher stated that civic funding is not a rebate program. They could approve the amount and then bring each individual group funded onto the Bills List. She suggested that they approve this budget with the dollar amount (\$44,370) and she will bring it back to a Committee meeting where the board could direct the distribution.



VILLAGE OF BARTLETT
BOARD MINUTES
April 2, 2024

President Wallace entertained a motion to Amend the budget resolution to re-phrase the wording for "civic funding organizations" as an earmarked amount with distribution approval at a future date.

Trustee Deyne moved to Amend Resolution 2024-23-R, a Resolution Adopting the Village of Bartlett Budget for Fiscal Year 2024-2025 to re-phrase the wording for "civic funding organizations" as an earmarked amount with distribution approval at a future date and that motion was seconded by Trustee Gunsteen.

ROLL CALL VOTE TO AMEND RESOLUTION 2024-23-R TO RE-PHRASE THE WORDING FOR CIVIC FUNDING ORGANIZATIONS AS AN EARMARKED AMOUNT

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

Trustee Suwanski moved to approve the Amended Resolution 2024-23-R, a Resolution Adopting the Village of Bartlett Budget for Fiscal Year 2024-2025 and that motion was seconded by Trustee LaPorte.

ROLL CALL VOTE TO APPROVE RESOLUTION 2024-23-R ADOPTING THE BUDGET FOR FISCAL YEAR 2024-25

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

D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN HOPKINS

Trustee Hopkins stated that there was no report.

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 Resolution 2024-25-R, a Resolution Approving of the 2024 Water Main Replacement Project Agreement Between the Village of Bartlett and Trine Construction Corp. was covered and approved under the Consent Agenda.



VILLAGE OF BARTLETT
BOARD MINUTES
April 2, 2024

13. NEW BUSINESS

Trustee Hopkins stated that he would like to talk about the trees that were cut down on Route 20 (Horizon Drive). He thought that they should look at what other towns are doing for their tree preservation districts or rules governing cutting down trees to prevent this from happening again. Other villages have strong ordinances against this and he would like to have staff present different ideas to prevent this from happening again.

Trustee Gunsteen would like this for commercial properties and not residential. If you own a house, you should be able to cut down a tree.

Trustee Hopkins stated that for right now, it should be for all parameters and the board can determine what it is. The issue is that the particular property that removed trees was zoned residential. It will be zoned commercial eventually so we have a huge problem. Residents from that area are reaching out to him to take action and prevent this from happening again.

President Wallace asked staff to put together some general information and bring it to the Committee of the Whole for review.

14. QUESTION/ANSWER PRESIDENT & TRUSTEES - None

15. ADJOURNMENT

President Wallace stated that the Board will adjourn and there will be a Committee of the Whole meeting immediately following. There being no further business to discuss, Trustee Deyne moved to adjourn the regular Board meeting and that motion was seconded by Trustee Gunsteen.

ROLL CALL VOTE TO ADJOURN

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

The meeting was adjourned at 7:30 p.m.

Lorna Gilles
Village Clerk



VILLAGE OF BARTLETT COMMITTEE MINUTES April 2, 2024

1. CALL TO ORDER

President Wallace called the Committee of the Whole meeting of April 2, 2024 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:30 p.m.

2. 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 Sam Hughes, Human Resources Director Janelle Terrance, Finance Director Todd Dowden, Director of Public Works Dan Dinges, Assistant Public Works Director Tyler Isham, Village Engineer Nick Talarico, Planning & Development Director Kristy Stone, Grounds Superintendent Matt Giermak, Police Chief Geoff Pretkelis, Deputy Chief Rob Sweeney, Deputy Chief Will Naydenoff, Village Attorney Kurt Asprooth and Village Clerk Lorna Giles.

3. TOWN HALL: None

4. STANDING COMMITTEE REPORTS

A. LICENSE AND ORDINANCE COMMITTEE, CHAIRMAN HOPKINS

1. Ordinance Amending the Bartlett Municipal Code Regarding Certain Village Officers

Chairman Hopkins stated that many of the day-to-day functions that are delegated to the Village Clerk and the Deputy Clerk under the Village Code are performed by full-time village staff members. This draft ordinance would revise the Village Code to conform to current practices and eliminate the position of Deputy Clerk and create a new "Licensing Coordinator" office. This position would oversee and administer the issuance of all village licenses and assume the duties of the Village Clerk in the Village Clerk's absence. The ordinance also removes outdated and unused provisions.

Village Attorney Kurt Asprooth stated that with Lorna Giles retiring, they have been looking at how to conform the code to current practices with how things operate on a day-to-day basis. The current Clerk position is a part-time position and the salary is \$4,500. There is a very limited set of duties that the Clerk has and they are set by statute. This ordinance does not change the Clerk's duties and it doesn't create any new full-time position. It is basically taken the position of Licensing Coordinator (all those duties like the issuance of licenses and signing of documents) is already performed by full-time staff. This ordinance would essentially create that office and consolidate all those duties to a full-time Administration staff member. This way it is clear that whomever the newly elected Village Clerk is and they are not in the office, there is someone there to sign an ordinance, issue a license or permit, etc. Since this is obviously a part-time job, they will not to be in the office every day. We are taking the position of Deputy Clerk and some of the other duties performed by village staff, rolling them all into the Licensing Coordinator



VILLAGE OF BARTLETT COMMITTEE MINUTES April 2, 2024

position. This would not be a new full-time position but in another title that would presumably be designated to a staff member. This ordinance does not eliminate the Clerk's position or change the Clerk's duties. It changes the Deputy Clerk and some of the licensing duties that would be done by full-time staff members. He stated that he would be happy to discuss any questions about the ordinance or what the Clerk does and how we can work through this and what that new position is.

Chairman Gunsteen stated that if he reads this correctly, the major portion of this is the Clerk (whomever it may be) is not required to work at the village.

Attorney Asprooth stated that since it is an elected position, there is no way we could compel them to show up and sign documents, etc. This is why you have a Deputy Clerk or in this instance it would consolidate that position on to the Licensing Coordinator. If the Clerk is not available there is someone that can sign a license and issue a permit. Those are still things that the Clerk or the clerk's designee or whoever we designate to hold that seal, needs to be able to sign.

Chairman Hopkins stated that the mayor appoints the Village Administrator to run the day-to-day operations so the Clerk would also have a position and it would be a full-time position in the village. One thing he didn't like was that he thought the Clerk needs to appoint the License Coordinator or the Deputy Clerk. It should not be the Village President. Those are two separate things and they should be separated.

President Wallace stated that Lorna Giless is here every day and that is what we are trying to fix.

Village Administrator Paula Schumacher stated that they would like to do this with the annual appointments in May where the mayor makes the appointment and the board approves it. We were just treating it like one of those positions.

Chairman Suwanski stated that those are Village Officers – correct?

Attorney Asprooth stated yes, this would be a Village Officer or the one making the appointment.

Chairman Suwanski stated that they would be creating another officer position.

Attorney Asprooth stated yes, and eliminating the Deputy Clerk position.

Chairman Suwanski asked if the current Clerk could give an idea of what percentage of her time is spent outside of working hours.

Village Clerk Lorna Giless stated that is so intermixed since she has been doing it so many years. They are trying to separate the Clerk position whereas they attend meetings and put together the ordinances that are approved at the board meeting.

Chairman Suwanski stated that signatures are acquired after the board meetings.



VILLAGE OF BARTLETT COMMITTEE MINUTES April 2, 2024

President Wallace stated that there are times when he has to go in and sign off on other things that come up. Since the Clerk will not be in the office full time, the full-time Deputy Clerk will have the ability to sign on the Clerk's behalf.

Chairman Gandsey asked what the new process will look like with a Licensing Coordinator and a Village Clerk. How do they pass that information to the Village Clerk.

Ms. Schumacher stated that most of the licenses have been moved on-line. It is the review and signature, not the Clerk doing that process.

Chairman Suwanski asked what percentage of Mr. Hughes time is taken up as a Deputy Clerk.

Deputy Clerk Sam Hughes stated that it is intermixed and depends day to day. Sometimes we receive several FOIA's or a new business applies for a license and has questions about the process, etc. Since Joey left he has taken over the business license duties.

Ms. Schumacher stated that the busiest time is the annual renewal process. They changed the on-line process making it easier for business owners to update the information, pay and renew the license. If there is an issue or information is incomplete or there are changes to their liquor license, these take more time. The majority of our business licenses are done on-line with the business owners.

Chairman LaPorte asked if the previous clerk, Linda Gallien, was employed by the village.

Ms. Schumacher stated that Linda Gallien and before her, Linda Harper, were employed by the village. She stated that some of the changes incorporated in the updated draft ordinance removed vacation accruals and does not stipulate office hours. It is separating the employee from the office.

Chairman Gandsey asked what happens if a newly elected Village Clerk wants to be in the office.

Ms. Schumacher stated that is great and they are happy to have them. It really is "keeping the wheels on the bureaucracy" if you have a Clerk that is not available to do that.

Chairman Suwanski stated that she would like to see the next elected Village Clerk have input as to who would be the Licensing Coordinator since they will be training them. She didn't think the President with the consent of the board should make that decision and should include the Village Clerk in the process.

Chairman Gunsteen asked what the reason was for shifting the appointment from the Clerk to the board.

Ms. Schumacher stated to make it consistent with the appointments that the board makes each May.

Chairman Hopkins asked why change the title to License Coordinator instead of Deputy Clerk.

Attorney Asprooth stated that the Deputy Clerk is a statutory position so they would not be able to change the structure of how the Deputy Clerk position works.



VILLAGE OF BARTLETT COMMITTEE MINUTES April 2, 2024

Chairman Hopkins stated that the Clerk appointed the Deputy Clerk position and it functioned in that same manner. What would be the difference?

Attorney Asprooth stated that it's to have the board be the one making that appointment and not the Clerk.

Chairman Suwanski stated that she thought the Clerk should have input on it.

Chairman Hopkins stated that he thought the Clerk should appoint the Deputy Clerk. It should not be a License Coordinator. He strongly believes staff should obviously be involved in the decision because it is probably going to be a staff member.

Chairman LaPorte stated that if somebody runs for Clerk and we don't know who they are. Perhaps some guy that moved here from California comes to Bartlett and runs for Clerk. He is going to appoint his buddy from Nevada to be the Deputy Clerk, and neither one of them know anything about Bartlett. Is that what we want?

Chairman Hopkins asked what would be the difference if someone was running for Village President and wiping out all of our appointments. There is no difference. You have to trust in the democratic process and trust the people that elect elected officials.

Chairman Suwanski stated that she would like to see this reworded. She would especially like to see the Clerk in that decision process.

President Wallace stated that if you get too many people involved in that decision, as far as what that position is going to be, it might ease the water as to who you agree on doing it. It is not the Clerk's responsibility to have any liability for that person's ability to do their job. It is the mayor's responsibility to make sure that they could do their job. You are speaking like that person works for the Clerk and they would not. They would just be there to cover for the Clerk's absence.

Chairman Suwanski stated that there still has to be a certain level of camaraderie.

President Wallace agreed. He asked staff to tweak it and bring it back to the next meeting for discussion.

Ms. Schumacher asked if they would like it to be appointed by the mayor with the advice and consent of the board?

Chairman Deyne stated that would be perfect.

Chairman Hopkins stated that he has a problem with that. The Clerk needs to make the appointment.

Ms. Schumacher asked if he meant the Clerk should make the appointment independently without any approval from the board.



VILLAGE OF BARTLETT COMMITTEE MINUTES April 2, 2024

Chairman Hopkins stated that other municipalities do that and some of them even appoint several Deputy Clerks.

Chairman Gandsey asked what would happen if the Clerk and Deputy Clerk were not doing their jobs. How would the village handle that to get things done.

Ms. Schumacher stated that she didn't think they could.

Chairman Hopkins stated that the board would meet and they would change the ordinance.

President Wallace stated after ninety days.

Chairman Deyne stated that the Village Clerk could make the appointment in conjunction with the mayor. Everything rests on his shoulders and if there ultimately is an issue, the finger is going to point at him. To have the Village Clerk take on that responsibility, he will not support that. They have to work in conjunction with one another.

Attorney Asprooth stated that if they put some language in the ordinance that said that the appointment would be made by the Village President with the advice and consent of the board but the Clerk shall be authorized to make every recommendation that the mayor could consider. At least the Clerk has some role.

Chairman Deyne stated that he didn't think they could isolate the Village President from being involved at all.

Chairman Suwanski stated that the mayor is isolated right now – correct?

President Wallace stated that he would not appoint anyone without the board's consent. The board can definitely say that an individual is not good for the board. That is why we have that kind of checks and balances.

Chairman Gunsteen stated that since we are all over the board with this, let's have staff tweak this and bring it back to a future meeting.

President Wallace asked for a few different options regarding the wording and the control pattern and how it works out.

Trustee Gandsey asked to see examples from other communities.

Ms. Schumacher stated that Lorna did a great survey when they were trying to figure this out and they will include that with some language options.

Trustee Gunsteen asked if this is time sensitive and would they have time to dive into it and thoroughly examine all the documents and the process.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
April 2, 2024**

Ms. Schumacher stated yes, they do.

5. ADJOURNMENT

President Wallace stated that they are going to Adjourn to Executive Session to discuss Appointment of Legal Counsel and Personnel Pursuant to Section 2(c)1 of the Open Meetings Act.

Chairman Deyne moved to adjourn the Committee of the Whole meeting and Adjourn to Executive Session and that motion was seconded by Chairman Gunsteen.

ROLL CALL VOTE TO ADJOURN TO EXECUTIVE SESSION

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

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned to Executive Session at 7:48 p.m.

The Committee of the Whole meeting was adjourned at 8:31 p.m.

Lorna Gilless
Village Clerk

VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 4/16/2024

100-GENERAL FUND REVENUES

420230-BUILDING PERMITS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DANIELLE ANDERSEN	PERMIT REFUND/104 S OAKWOOD LN	233.16
	INVOICES TOTAL:	233.16

233.16

100000-GENERAL FUND

210002-GROUP INSURANCE PAYABLE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 BLUE CROSS BLUE SHIELD OF ILLINOIS	MONTHLY INSURANCE - APRIL 2024	335,079.37
** 1 DEARBORN LIFE INSURANCE COMPANY	MONTHLY INSURANCE - APRIL 2024	4,195.18
** 1 METROPOLITAN LIFE INSURANCE COMPANY	MONTHLY INSURANCE - APRIL 2024	15,751.58
	INVOICES TOTAL:	355,026.13

355,026.13

1100-VILLAGE BOARD/ADMINISTRATION

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ILCMA	JOB AD POSTING FEE	50.00
1 ILLINOIS MUNICIPAL LEAGUE	JOB AD POSTING FEE	35.00
	INVOICES TOTAL:	85.00

530115-SUBSCRIPTIONS/PUBLICATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	E-NEWSLETTER FEE	104.50
	INVOICES TOTAL:	104.50

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	INK CARTRIDGES/FOLDERS	124.43
	INVOICES TOTAL:	124.43

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 PAULA SCHUMACHER	ILCMA CONFERENCE LODGING	318.08
	INVOICES TOTAL:	318.08

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ILLINOIS ECONOMIC DEVELOPMENT ASSOC	MEMBERSHIP RENEWAL	250.00
	INVOICES TOTAL:	250.00

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
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543900-COMMUNITY RELATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SANTA'S VILLAGE LLC	DEC 2024 MAGICAL REINDEER DISPLAY DEPOSIT	1,200.00
1 SUNSHINE FARM II	M&B HORSE & CARRIAGE DEPOSIT	1,700.00
1 TOWN & COUNTRY GARDENS EL	WREATHS FOR MEMORIAL DAY	1,187.99
	INVOICES TOTAL:	4,087.99

543910-HISTORY MUSEUM EXPENSES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	MUSEUM SUPPLIES/SUBSCRIPTION RENEWAL	91.20
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	91.38
	INVOICES TOTAL:	182.58

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	CABLE SERVICE	31.55
1 COMCAST	INTERNET SERVICE/GOLF CART GPS	13.23
** 1 ELAN FINANCIAL SERVICES	BUSINESS LUNCH	50.24
	INVOICES TOTAL:	95.02

5,247.60

1200-PROFESSIONAL SERVICES

523400-LEGAL SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CLARK BAIRD SMITH LLP	PROFESSIONAL SERVICES	10,159.75
1 LAW OFFICES OF ROBERT J KRUPP PC	PROFESSIONAL SERVICES	420.00
1 LAW OFFICES OF ROBERT J KRUPP PC	PROFESSIONAL SERVICES	925.00
1 LAW OFFICES OF ROBERT J KRUPP PC	PROFESSIONAL SERVICES	780.00
	INVOICES TOTAL:	12,284.75

523401-ARCHITECTURAL/ENGINEERING SVC

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CHASTAIN & ASSOCIATES LLC	OAK AVE RESURFACING PROJECT	299.22
1 CHASTAIN & ASSOCIATES LLC	NORTH AVE RESURFACING PROJECT	301.70
	INVOICES TOTAL:	600.92

12,885.67

1400-FINANCE

522400-SERVICE AGREEMENTS

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

** Indicates pre-issue check.

VILLAGE OF BARTLETT
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523110-LEGAL PUBLICATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 PADDOCK PUBLICATIONS INC	PUBLIC HEARING NOTICE	41.85
	INVOICES TOTAL:	41.85

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	INK CARTRIDGES/FOLDERS	89.60
1 WAREHOUSE DIRECT	TONER	211.65
1 WAREHOUSE DIRECT	FOLDERS/TAPE/CLIPS	110.37
1 WAREHOUSE DIRECT	JUMBO CLIPS	6.99
1 WAREHOUSE DIRECT	FOLDERS	53.59
	INVOICES TOTAL:	472.20

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	IGFOA WEBINAR REGISTRATION	120.00
	INVOICES TOTAL:	120.00

1,109.43

1500-PLANNING & DEV SERVICES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	34.02
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	38.54
	INVOICES TOTAL:	72.56

523110-LEGAL PUBLICATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 EXAMINER PUBLICATIONS INC	LEGAL PUBLICATION	388.50
	INVOICES TOTAL:	388.50

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FTD AUTO LLC	VEHICLE MAINENANCE	49.40
	INVOICES TOTAL:	49.40

526006-INSPECTION SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FOOD & ALCOHOL SERVICE TRAINING INC	FOOD SERVICE INSPECTIONS 03/24	1,280.00
	INVOICES TOTAL:	1,280.00

532000-AUTOMOTIVE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	IPASS AUTO-REPLENISH	40.00

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
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INVOICES TOTAL: 40.00

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	POCKET FILES/PHONE CAR CHARGER	45.60
		<u>INVOICES TOTAL:</u> <u>45.60</u>

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	IACE TRAINING REGISTRATION	150.00
		<u>INVOICES TOTAL:</u> <u>150.00</u>

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KENNETH DEWAYNE BURRIS	STATE PLUMBING LICENSE RENEWAL	150.00
		<u>INVOICES TOTAL:</u> <u>150.00</u>

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
2 KENNETH DEWAYNE BURRIS	STATE PLUMBING LICENSE RENEWAL	10.00
		<u>INVOICES TOTAL:</u> <u>10.00</u>

2,186.06

1700-POLICE

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AT&T	SUBPOENA FEES	120.00
1 COUNTRYSIDE FUNERAL HOMES	TRANSPORTATION SERVICES	475.00
1 PROSHRED CHICAGO	PAPER SHREDDING SERVICES	220.08
1 ULTRA STROBE COMMUNICATIONS INC	MONTHLY SERVICE FEE	1,235.00
1 VERIZON WIRELESS	WIRELESS SERVICES	-17.54
1 VERIZON WIRELESS	WIRELESS SERVICES	1,346.12
		<u>INVOICES TOTAL:</u> <u>3,378.66</u>

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ARMY TRAIL TIRE AND SERVICE	VEHICLE MAINTENANCE	669.31
** 1 ELAN FINANCIAL SERVICES	LICENSE PLATE RENEWAL	154.40
1 FTD AUTO LLC	VEHICLE MAINTENANCE	96.80
1 FTD AUTO LLC	VEHICLE MAINTENANCE	244.00
1 FTD AUTO LLC	VEHICLE MAINTENANCE	82.90
1 FTD AUTO LLC	VEHICLE MAINTENANCE	82.90
1 MYD BARTLETT SG LLC	CAR WASH SERVICES - JAN 2024	88.00
		<u>INVOICES TOTAL:</u> <u>1,418.31</u>

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
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530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	INK CARTRIDGE	74.87
** 1 ELAN FINANCIAL SERVICES	MAVERICK GROOMING/FLOWERS	168.99
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	272.58
1 LT ARTISTIC FRAMING INC	RETIREMENT SHADOW BOX	224.00
1 MIDWEST FIRST AID & SAFETY	FIRST AID SUPPLIES	94.12
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	218.40
1 VOSS SIGNS LLC	NO PARKING SIGNS	557.50
1 WAREHOUSE DIRECT	TONER	114.38
1 WAREHOUSE DIRECT	PAPER	28.17
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	39.97
INVOICES TOTAL:		1,792.98

530110-UNIFORMS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 RAY O'HERRON CO INC	UNIFORM APPAREL	44.96
1 RAY O'HERRON CO INC	UNIFORM APPAREL	44.96
1 STREICHER'S INC	BODY ARMOR	910.00
1 STREICHER'S INC	BODY ARMOR	910.00
INVOICES TOTAL:		1,909.92

530115-SUBSCRIPTIONS/PUBLICATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 THOMSON REUTERS - WEST	ONLINE/SOFTWARE SUBSCRIPTION	238.31
INVOICES TOTAL:		238.31

530125-SHOOTING RANGE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BEST TECHNOLOGY SYSTEMS INC	SHOOTING RANGE MAINTENANCE	4,430.80
1 BEST TECHNOLOGY SYSTEMS INC	HAZARDOUS WASTE DISPOSAL	770.00
** 1 ELAN FINANCIAL SERVICES	SHOOTING RANGE SUPPLIES	90.28
INVOICES TOTAL:		5,291.08

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	BINDER	26.97
1 WAREHOUSE DIRECT	ENVELOPES	47.70
1 WAREHOUSE DIRECT	SHEET PROTECTORS	22.06
1 WAREHOUSE DIRECT	OFFICE SUPPLIES	128.98
1 WAREHOUSE DIRECT	ENVELOPES/COFFEE FILTERS	155.27
INVOICES TOTAL:		380.98

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	IPAC CONFERENCE REGISTRATION	210.00

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 4/16/2024

1 VILLAGE OF VILLA PARK	SEMINAR REGISTRATION	1,000.00
		INVOICES TOTAL: 1,210.00

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 A CHILD IS MISSING INC	ALERT PROGRAM RENEWAL	500.00
1 DUPAGE CO CHIEFS OF POLICE ASSOC	MEMBERSHIP RENEWAL	825.00
1 DUPAGE CO CHIEFS OF POLICE ASSOC	ADMIN PROFESSIONALS DAY LUNCH	100.00
** 1 ELAN FINANCIAL SERVICES	FBINAA MEMBERSHIP RENEWAL	125.00
		INVOICES TOTAL: 1,550.00

543900-COMMUNITY RELATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	DARE FOOD PURCHASE	91.56
1 ROSE PARTY RENTALS & SERVICE INC	HELIUM TANK RENTAL/OPEN HOUSE	405.00
1 PATTI ANN UMMEL	FACE PAINTING/OPEN HOUSE	420.00
		INVOICES TOTAL: 916.56

18,086.80

1800-STREET MAINTENANCE

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	CABLE SERVICE	2.10
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	12.00
1 RUNNION EQUIPMENT COMPANY	RENTAL OF VERSALIFT SST-40	4,000.00
1 VERIZON WIRELESS	WIRELESS SERVICES	36.01
1 VERIZON WIRELESS	WIRELESS SERVICES	325.20
1 VERIZON WIRELESS	WIRELESS SERVICES	279.50
		INVOICES TOTAL: 4,654.81

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	1,644.20
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	12,508.72
1 NICOR GAS	GAS BILL	262.49
1 NICOR GAS	GAS BILL	647.64
1 NICOR GAS	GAS BILL	905.07
		INVOICES TOTAL: 15,968.12

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMERCIAL TIRE SERVICE	VEHICLE MAINTENANCE	302.24
1 INTERSTATE BATTERY SYSTEM	VEHICLE MAINTENANCE	559.80
1 KAMMES AUTO & TRUCK REPAIR INC	VEHICLE MAINTENANCE	945.00
1 PRECISE MRM LLC	VEHICLE MAINTENANCE	675.00

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 4/16/2024

INVOICES TOTAL: 2,482.04

527110-SVCS TO MAINTAIN TRAFFIC SIGS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MEADE ELECTRIC CO INC	TRAFFIC SIGNAL MAINTENANCE	1,143.78
		<u>INVOICES TOTAL: 1,143.78</u>

527112-SERVICE TO MAINTAIN STR LIGHTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ASTROBLAST INC	LIGHT POLE BASES MAINTENANCE	425.00
		<u>INVOICES TOTAL: 425.00</u>

527130-SIDEWALK & CURB REPLACEMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ELMHURST CHICAGO STONE COMPANY	PSI AIR	2,461.40
1 ELMHURST CHICAGO STONE COMPANY	PSI AIR	1,559.35
1 WELCH BROS INC	REBAR	390.00
1 WELCH BROS INC	MATERIALS & SUPPLIES	440.60
1 WELCH BROS INC	WHEELBARROW/MESH MAT	683.10
		<u>INVOICES TOTAL: 5,534.45</u>

527160-STREET SWEEPING

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

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALTA CONSTRUCTION EQUIPMENT	BRUSHES	850.50
1 CORE & MAIN LP	MATERIALS & SUPPLIES	660.12
** 1 ELAN FINANCIAL SERVICES	PW HOLIDAY LUNCHEON	174.77
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	37.86
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	139.41
		<u>INVOICES TOTAL: 1,862.66</u>

530150-SMALL TOOLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ARLINGTON POWER EQUIPMENT INC	SAW	1,868.99
		<u>INVOICES TOTAL: 1,868.99</u>

530160-SAFETY EQUIPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 LISAM AMERICA INC	SDS/CHEMICAL MGMT SOFTWARE	513.66
		<u>INVOICES TOTAL: 513.66</u>

** Indicates pre-issue check.

VILLAGE OF BARTLETT
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532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	PRINTERS	491.65
1 WAREHOUSE DIRECT	DATED STAMP	22.83
1 WAREHOUSE DIRECT	PAPER TOWEL/CREAMER/SUGAR	25.80
INVOICES TOTAL:		540.28

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AHW LLC	GASKET	20.38
1 AMAZON CAPITAL SERVICES INC	UNDERHOOD WORK LIGHT	62.50
1 ATLAS BOBCAT LLC	BOBCAT FILTERS	1,218.46
1 FLEETPRIDE	MAINTENANCE SUPPLIES	395.57
1 HAWK FORD OF ST CHARLES	DAMPER	65.22
1 HAWK FORD OF ST CHARLES	MAINTENANCE SUPPLIES	168.58
1 INTERSTATE BILLING SERVICE INC	MAINTENANCE SUPPLIES	1,053.17
1 NAPA AUTO PARTS	MAINTENANCE SUPPLIES	802.61
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	66.10
INVOICES TOTAL:		3,852.59

534400-STREET MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GRIMCO INC	INK CARTRIDGE	163.00
INVOICES TOTAL:		163.00

534500-GROUNDS MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DUPAGE TOPSOIL INC	GRAVEL PURCHASE	790.00
1 MIDWEST TRADING HORTICULTURAL	GRASS SEED	301.60
INVOICES TOTAL:		1,091.60

534800-STREET LIGHTS MAINT MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMPERAGE ELECTRICAL SUPPLY INC	STREET LIGHT MATERIALS	784.32
1 STEINER ELECTRIC COMPANY	STREET LIGHTING SUPPLIES	208.19
INVOICES TOTAL:		992.51

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	APWA SEMINARS/LUNCHEON	159.99
** 1 ELAN FINANCIAL SERVICES	IPWEA TRAVEL EXPENSES	65.20
INVOICES TOTAL:		225.19

543800-STORMWATER FACILITIES MAINT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MCCLLOUD AQUATICS	POND MAINTENANCE AGREEMENT	3,773.63

** Indicates pre-issue check.

VILLAGE OF BARTLETT
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INVOICES TOTAL: 3,773.63

54,792.31

430000-DEVELOPER DEPOSITS FUND

261301-TRAILER BOND - VULCAN MATRLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VULCAN CONSTRUCTION MATERIALS LLC	TRAILER BOND REFUND	500.00
		<u>INVOICES TOTAL: 500.00</u>

261331-TRAILER BOND - EMCORE SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 EMCOR SERVICES TEAM MECHANICAL	TRAILER BOND REFUND	500.00
		<u>INVOICES TOTAL: 500.00</u>

261333-TRAILER BOND - RANA

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 RANA REAL ESTATE LLC	TRAILER BOND REFUND	500.00
		<u>INVOICES TOTAL: 500.00</u>

261337-TRAILER BOND - CREST HILL

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CREST HILL INVESTMENTS	TRAILER BOND REFUND	500.00
		<u>INVOICES TOTAL: 500.00</u>

261340-TRAILER BOND - ARCHIT.DEVELOP

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ARCHITECTURAL DEVELOPMENT CORP	TRAILER BOND REFUND	500.00
		<u>INVOICES TOTAL: 500.00</u>

261346-TRAILER BOND - RICHPORT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 RICHPORT PROPERTY II LLC	TRAILER BOND REFUND	500.00
		<u>INVOICES TOTAL: 500.00</u>

262099-DEPOSIT-ORDINANCE 89-49

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 L & A CONSTRUCTION SERVICES INC	BOND REFUND/249 S WESTERN AVE	5,000.00
		<u>INVOICES TOTAL: 5,000.00</u>

8,000.00

5000-WATER OPERATING EXPENSES

520025-DWC WATER AGREEMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 DUPAGE WATER COMMISSION	DWC WATER BILL - FEBRUARY 2024	457,125.90

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
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INVOICES TOTAL: 457,125.90

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	SCADA PHONE SERVICE	38.37
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	12.00
1 WATER REMEDIATION TECHNOLOGY	BASE TREATMENT CHARGE/W-4	12,738.17
1 WATER REMEDIATION TECHNOLOGY	BASE TREATMENT CHARGE/W-7	2,293.33
1 WUNDERLICH-MALEC SERVICES INC	SCADA RADIO UPDATE	2,593.50
1 WUNDERLICH-MALEC SERVICES INC	SCADA SOFTWARE LICENSE	1,722.21
<u>INVOICES TOTAL:</u>		<u>19,397.58</u>

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VERIZON WIRELESS	WIRELESS SERVICES	325.20
<u>INVOICES TOTAL:</u>		<u>325.20</u>

522800-ANALYTICAL TESTING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SUBURBAN LABORATORIES INC	SAMPLE TESTING	1,641.50
<u>INVOICES TOTAL:</u>		<u>1,641.50</u>

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	361.08
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	651.57
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	969.91
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	477.88
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	820.31
1 NICOR GAS	GAS BILL	61.81
1 NICOR GAS	GAS BILL	258.21
<u>INVOICES TOTAL:</u>		<u>3,600.77</u>

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 PRECISE MRM LLC	VEHICLE MAINTENANCE	175.00
<u>INVOICES TOTAL:</u>		<u>175.00</u>

527120-SVCS TO MAINT MAINS/STORM LINE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ADVANTAGE PLUMBING & DRAIN INC	WATERMAIN REPAIRS	5,400.00
1 ADVANTAGE PLUMBING & DRAIN INC	WATERMAIN REPAIRS	5,400.00
1 DUPAGE TOPSOIL INC	GRAVEL PURCHASE	395.00
1 VULCAN CONSTRUCTION MATERIALS LLC	GRAVEL PURCHASE	1,409.51
<u>INVOICES TOTAL:</u>		<u>12,604.51</u>

** Indicates pre-issue check.

VILLAGE OF BARTLETT
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530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CORE & MAIN LP	MATERIALS & SUPPLIES	425.56
** 1 ELAN FINANCIAL SERVICES	PW HOLIDAY LUNCHEON	174.77
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	37.87
1 WELCH BROS INC	MATERIALS & SUPPLIES	657.50
INVOICES TOTAL:		1,295.70

530120-CHEMICAL SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HAWKINS INC	CHEMICAL SUPPLIES	684.03
INVOICES TOTAL:		684.03

530150-SMALL TOOLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 USA BLUE BOOK	HYDRANT PRESSURE GAUGE KIT/SHOVEL	254.86
INVOICES TOTAL:		254.86

530160-SAFETY EQUIPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 LISAM AMERICA INC	SDS/CHEMICAL MGMT SOFTWARE	513.67
INVOICES TOTAL:		513.67

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	PRINTERS	491.65
1 WAREHOUSE DIRECT	DATED STAMP	22.83
1 WAREHOUSE DIRECT	PAPER TOWEL/CREAMER/SUGAR	25.81
INVOICES TOTAL:		540.29

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	APRIL BILLS POSTAGE	3,050.18
INVOICES TOTAL:		3,050.18

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DORNER COMPANY	VALVES	1,750.00
INVOICES TOTAL:		1,750.00

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	APWA SEMINARS/LUNCHEON	159.99
** 1 ELAN FINANCIAL SERVICES	IPWEA TRAVEL EXPENSES	65.20
INVOICES TOTAL:		225.19

** Indicates pre-issue check.

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547072-DWC CAPITAL BUY IN PRINCIPAL

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 DUPAGE WATER COMMISSION	DWC WATER BILL - FEBRUARY 2024	36,196.20
	<u>INVOICES TOTAL:</u>	<u>36,196.20</u>
		539,380.58

500000-WATER FUND

121054-WATER/SEWER BILLING A/R

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WILLIAM JONES	REFUND/WATER BILL OVERPAYMENT	51.44
	<u>INVOICES TOTAL:</u>	<u>51.44</u>
		51.44

5090-WATER CAPITAL PROJECTS EXP

581020-WATER METER AUTOMATION

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WATER RESOURCES INC	WATER METERS/INSTALLATION FEES	153,126.24
	<u>INVOICES TOTAL:</u>	<u>153,126.24</u>

581038-VILLAGE SYSTEM IMPROVEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BOLLER CONSTRUCTION CO INC	PUMP STATION MODIFICATIONS	21,403.80
	<u>INVOICES TOTAL:</u>	<u>21,403.80</u>
		174,530.04

5100-SEWER OPERATING EXPENSES

522400-SERVICE AGREEMENTS

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

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VERIZON WIRELESS	WIRELESS SERVICES	325.20
	<u>INVOICES TOTAL:</u>	<u>325.20</u>

522800-ANALYTICAL TESTING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SUBURBAN LABORATORIES INC	SAMPLE TESTING	542.10
1 TEKLAB INC	SAMPLE TESTING	1,047.70
	<u>INVOICES TOTAL:</u>	<u>1,589.80</u>

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 4/16/2024

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 EXAMINER PUBLICATIONS INC	LEGAL PUBLICATION	67.50
INVOICES TOTAL:		67.50

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	684.19
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	64.44
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	56.34
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	194.58
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	188.45
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	137.53
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	413.97
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	487.09
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	306.06
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	153.46
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	94.21
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	129.41
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	165.47
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	883.76
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	6,839.98
1 NICOR GAS	GAS BILL	44.45
1 NICOR GAS	GAS BILL	46.79
1 NICOR GAS	GAS BILL	142.42
1 NICOR GAS	GAS BILL	653.30
1 NICOR GAS	GAS BILL	85.87
1 NICOR GAS	GAS BILL	48.38
1 NICOR GAS	GAS BILL	46.31
1 NICOR GAS	GAS BILL	53.93
1 NICOR GAS	GAS BILL	56.03
1 NICOR GAS	GAS BILL	44.53
1 NICOR GAS	GAS BILL	141.13
1 NICOR GAS	GAS BILL	46.31
1 NICOR GAS	GAS BILL	45.21
INVOICES TOTAL:		12,253.60

526000-SERVICE TO MAINTAIN VEHICLES

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

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CALCO LTD	DEMINERALIZER	136.00
** 1 ELAN FINANCIAL SERVICES	PW HOLIDAY LUNCHEON	174.77
1 PRO CHEM INC	NITRILE GLOVES	314.32
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	37.87

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 4/16/2024

1 USA BLUE BOOK	MATERIALS & SUPPLIES	245.50
		INVOICES TOTAL: 908.46

530160-SAFETY EQUIPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 LISAM AMERICA INC	SDS/CHEMICAL MGMT SOFTWARE	513.67
		INVOICES TOTAL: 513.67

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	PRINTERS	491.65
1 WAREHOUSE DIRECT	DATED STAMP	22.84
1 WAREHOUSE DIRECT	PAPER TOWEL/CREAMER/SUGAR	25.81
		INVOICES TOTAL: 540.30

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	APRIL BILLS POSTAGE	3,050.17
		INVOICES TOTAL: 3,050.17

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FLOW-TECHNICS INC	SUBMERSIBLE PUMP	7,915.00
1 LIONHEART CRITICAL POWER	FUEL DELIVERY	9,860.00
1 STENSTROM PETROLEUM SERVICES INC	MONTHLY INSPECTION FEE	150.00
		INVOICES TOTAL: 17,925.00

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	APWA SEMINARS/LUNCHEON	160.02
** 1 ELAN FINANCIAL SERVICES	IPWEA TRAVEL EXPENSES	65.20
		INVOICES TOTAL: 225.22

37,560.92

5190-SEWER CAPITAL PROJECTS EXP

582027-WWTP FACILITY IMPROVEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JOSEPH J HENDERSON & SON INC	BITTERSWEET WRF IMPROVEMENTS	707,013.74
		INVOICES TOTAL: 707,013.74

582028-DEVON EXCESS FLOW PLANT REHB

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ENGINEERING ENTERPRISES INC	EXCESS FLOW SEWER & FORCEMAIN	27,948.00
1 ENGINEERING ENTERPRISES INC	EXCESS FLOW FACILITY LIFT STATION	5,269.00
** 1 PERFORMANCE CONSTRUCTION & ENGINEER	DEVON EXCESS FLOW FORCE MAIN	349,473.42

** Indicates pre-issue check.

VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 4/16/2024

INVOICES TOTAL: 382,690.42

1,089,704.16

5200-PARKING OPERATING EXPENSES

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NICOR GAS	GAS BILL	93.37
1 NICOR GAS	GAS BILL	284.42
1 VERIZON WIRELESS	WIRELESS SERVICES	42.13
INVOICES TOTAL:		<u>419.92</u>

529000-OTHER CONTRACTUAL SERVICES

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

487.27

5500-GOLF PROGRAM EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	INTERNET SERVICE/GOLF CART GPS	162.95
1 FOX VALLEY FIRE & SAFETY	FIRE ALARM SYSTEM SERVICE	356.00
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	28.99
INVOICES TOTAL:		<u>547.94</u>

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NICOR GAS	GAS BILL	1,784.95
INVOICES TOTAL:		<u>1,784.95</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 THE HOME DEPOT PRO	BATH TISSUE	111.30
1 THE HOME DEPOT PRO	BATH TISSUE	111.30
INVOICES TOTAL:		<u>222.60</u>

534333-PURCHASES - GOLF CLUBS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CHICAGO BILL'S GOLF INC	CALLAWAY DRIVER	310.00
INVOICES TOTAL:		<u>310.00</u>

534334-PURCHASES - GOLF GLOVES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 TAYLOR MADE GOLF COMPANY INC	GOLF GLOVES	477.06

** Indicates pre-issue check.

VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 4/16/2024

INVOICES TOTAL: 477.06

534335-PURCHASES - MISC GOLF MDSE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 YATTA GOLF	GOLF APPAREL	1,125.72
<u>INVOICES TOTAL:</u>		<u>1,125.72</u>

4,468.27

5510-GOLF MAINTENANCE EXPENSES

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	MAINTENANCE MATERIALS	22.47
<u>INVOICES TOTAL:</u>		<u>22.47</u>

534700-TREE MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GONZALEZ-BURKE TREE SERVICE	TREE REMOVALS	2,500.00
<u>INVOICES TOTAL:</u>		<u>2,500.00</u>

570100-MACHINERY & EQUIPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMERCIAL IRRIGATION INC	IRRIGATION SYSTEM PYT #2	20,000.00
<u>INVOICES TOTAL:</u>		<u>20,000.00</u>

22,522.47

5560-GOLF RESTAURANT EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 A & P GREASE TRAPPERS INC	GREASE TRAP MAINTENANCE	87.50
1 CLUBTEC	MONTHLY SOFTWARE SUPPORT	61.00
1 COMPLETE BAR SYSTEMS LLC	CLEAN BEER LINES	64.00
<u>INVOICES TOTAL:</u>		<u>212.50</u>

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	JOB AD POSTING FEE	31.22
<u>INVOICES TOTAL:</u>		<u>31.22</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GORDON FOOD SERVICE INC	FOOD PURCHASE/SUPPLIES	75.00
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	40.00
<u>INVOICES TOTAL:</u>		<u>115.00</u>

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 4/16/2024

534320-PURCHASES - FOOD & BEVERAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BREAKTHRU BEVERAGE ILLINOIS LLC	LIQUOR PURCHASE	226.17
1 CHICAGO BEVERAGE SYSTEMS/	BEER PURCHASE	500.00
1 EUCLID BEVERAGE LLC	BEER PURCHASE	174.47
1 GORDON FOOD SERVICE INC	FOOD PURCHASE/SUPPLIES	450.00
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	200.00
1 GRECO AND SONS INC	FOOD PURCHASE	100.00
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	100.00
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	150.00
1 GRECO AND SONS INC	FOOD PURCHASE	100.00
INVOICES TOTAL:		2,000.64
		2,359.36

5570-GOLF BANQUET EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 A & P GREASE TRAPPERS INC	GREASE TRAP MAINTENANCE	87.50
1 A MAESTRANZI SONS	KNIFE SHARPENING	20.00
1 ALSCO	LINEN SERVICES	276.33
1 ALSCO	LINEN SERVICES	367.31
1 ALSCO	LINEN SERVICES	299.17
INVOICES TOTAL:		1,050.31

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	JOB AD POSTING FEE	31.23
INVOICES TOTAL:		31.23

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GORDON FOOD SERVICE INC	FOOD PURCHASE/SUPPLIES	145.00
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	48.00
1 MLA WHOLESALE INC	FLOWERS	212.90
1 SIGNARAMA	WEDDING BANNER	67.25
INVOICES TOTAL:		473.15

534320-PURCHASES - FOOD & BEVERAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALBERTSONS - SAFEWAY	FOOD PURCHASES	451.18
1 THE BAKING INSTITUTE BAKERY CO	CAKE	400.99
1 BREAKTHRU BEVERAGE ILLINOIS LLC	LIQUOR PURCHASE	400.00
1 DUSTIN BROOKS	SUSHI PURCHASE FOR EASTER BRUNCH	189.54
1 EUCLID BEVERAGE LLC	BEER PURCHASE	174.47
1 FORTUNE FISH & GOURMET	FOOD PURCHASE	625.11

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 4/16/2024

1 GORDON FOOD SERVICE INC	FOOD PURCHASE	494.28
1 GORDON FOOD SERVICE INC	FOOD PURCHASE/SUPPLIES	5,215.73
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	856.81
1 GRECO AND SONS INC	FOOD PURCHASE	675.79
1 GRECO AND SONS INC	FOOD PURCHASE	108.87
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	219.19
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	368.71
1 GRECO AND SONS INC	FOOD PURCHASE	157.81
1 IL GIARDINO DEL DOLCE INC	PASTRIES & COOKIES	400.00
1 IL GIARDINO DEL DOLCE INC	CAKES	161.00
		INVOICES TOTAL:
		10,899.48

12,454.17

5580-GOLF MIDWAY EXPENSES

534320-PURCHASES - FOOD & BEVERAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BREAKTHRU BEVERAGE ILLINOIS LLC	LIQUOR PURCHASE	186.00
1 CHICAGO BEVERAGE SYSTEMS/	BEER PURCHASE	384.54
1 CIGAR WERKS INC	CIGAR PURCHASE	571.39
** 1 ELGIN BEVERAGE CO	BEER PURCHASE	556.49
1 EUCLID BEVERAGE LLC	BEER PURCHASE	500.00
1 GORDON FOOD SERVICE INC	FOOD PURCHASE/SUPPLIES	475.00
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	160.00
1 PEPSI BEVERAGES COMPANY	SOFT DRINK PURCHASE	615.80
1 SCNS SPORTS FOODS	FOOD PURCHASE	105.20
		INVOICES TOTAL:
		3,554.42

3,554.42

6000-CENTRAL SERVICES EXPENSES

522700-COMPUTER SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	GIS AUTOMATION/MDM FEES	186.00
1 NETWRIX CORPORATION	IT AUDITING SOFTWARE MAINTENANCE AGREEMENT	1,085.68
		INVOICES TOTAL:
		1,271.68

523001-PERSONNEL TESTING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FIGMENT GROUP INC	PERSONNEL TESTING	312.00
		INVOICES TOTAL:
		312.00

524100-BUILDING MAINTENANCE SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AUTOMATIC BUILDING CONTROLS LLC	POWER SUPPLY INSTALLATION	481.00
1 THOMPSON ELEVATOR INSPECTION	ELEVATOR CODE INSPECTION	41.00
1 THOMPSON ELEVATOR INSPECTION	ELEVATOR CODE INSPECTIONS	82.00

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 4/16/2024

INVOICES TOTAL: 604.00

524110-TELEPHONE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	INTERNET SERVICE	94.90
1 VERIZON WIRELESS	WIRELESS SERVICES	372.10
1 VERIZON WIRELESS	WIRELESS SERVICES	489.31
<u>INVOICES TOTAL:</u>		<u>956.31</u>

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NICOR GAS	GAS BILL	142.06
1 NICOR GAS	GAS BILL	1,681.03
<u>INVOICES TOTAL:</u>		<u>1,823.09</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	IPAD SCREEN PROTECTORS	17.78
1 AMAZON CAPITAL SERVICES INC	IPAD CASES	111.96
** 1 ELAN FINANCIAL SERVICES	RETIREMENT LUNCHEON - ZEFO	746.38
1 MIDWEST FIRST AID & SAFETY	FIRST AID SUPPLIES	83.01
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	368.82
1 WAREHOUSE DIRECT	TRASH BAGS	191.79
1 WAREHOUSE DIRECT	PAPER/TISSUE/PAPER TOWEL	606.09
1 WAREHOUSE DIRECT	TISSUE/PAPER TOWEL	283.32
1 WAREHOUSE DIRECT	PAPER	91.75
<u>INVOICES TOTAL:</u>		<u>2,500.90</u>

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 TOWN & COUNTRY GARDENS EL	FLOWERS	200.98
<u>INVOICES TOTAL:</u>		<u>200.98</u>

570100-MACHINERY & EQUIPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	CLOUD SERVICES	1.76
<u>INVOICES TOTAL:</u>		<u>1.76</u>

7,670.72

GRAND TOTAL: **2,352,310.98**

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
INVOICES DUE ON/BEFORE 4/16/2024

GENERAL FUND	449,567.16
DEVELOPER DEPOSITS FUND	8,000.00
WATER FUND	713,962.06
SEWER FUND	1,127,265.08
PARKING FUND	487.27
GOLF FUND	45,358.69
CENTRAL SERVICES FUND	7,670.72
GRAND TOTAL	2,352,310.98

** Indicates pre-issue check.

VILLAGE OF BARTLETT TREASURER'S REPORT
 CASH & INVESTMENT REPORT
 FISCAL YEAR 2023/24 as of February 29, 2024

Fund	1/31/2024	Receipts	Disbursements	2/29/2024	Detail of Ending Balance			
					Cash	Investments	Net Assets/Liab.	2/29/2024
General	24,507,515	2,038,609	2,843,304	23,702,820	8,500,905	15,110,046	91,869	23,702,820
MFT	5,571,870	153,165	0	5,725,036	2,526,538	3,169,063	29,434	5,725,036
Debt Service	424,788	102,673	318	527,142	173,912	352,652	578	527,142
Capital Projects	5,329,642	10,217	0	5,339,859	14,756	5,325,103	0	5,339,859
Municipal Building	2,746,962	63,695	32,254	2,778,404	825,171	1,673,244	279,989	2,778,404
Developer Deposits	2,916,445	29,796	0	2,946,242	428,964	5,198,086	(2,680,808)	2,946,242
59 & Lake TIF	(2,738,420)	0	0	(2,738,420)	344,614	698,793	(3,781,828)	(2,738,420)
BC Municipal TIF	1,386,762	5,634	1,565	1,390,832	468,851	950,715	(28,734)	1,390,832
Bluff City TIF Municipal	331,803	853	0	332,656	109,869	222,787	0	332,656
Water	9,973,258	1,059,713	1,104,899	9,928,071	3,131,786	6,350,293	445,993	9,928,071
Sewer	23,087,908	619,992	1,694,661	22,013,239	1,601,285	3,246,811	17,165,143	22,013,239
Parking	(212,295)	5,722	7,272	(213,845)	0	0	(213,845)	(213,845)
Golf	(1,173,213)	86,957	140,384	(1,226,640)	0	0	(1,226,640)	(1,226,640)
Central Services	793,743	128,203	88,258	833,688	252,098	511,193	70,398	833,688
Vehicle Replacement	4,709,072	82,349	0	4,791,421	822,041	1,666,899	2,302,480	4,791,421
TOTALS	77,655,840	4,387,578	5,912,915	76,130,503	19,200,789	44,475,685	12,454,029	76,130,503

BC Project TIF	1,461,011	45,440	3,000	1,503,452	0	0	1,503,452	1,503,452
Bluff City Project TIF	32,626	84	0	32,710	10,803	21,907	0	32,710
Bluff City SSA Debt Srv.	51,667	4,919	0	56,585	0	0	56,585	56,585
Police Pension	59,851,249	1,417,511	303,103	60,965,658	600,813	60,364,314	530	60,965,658



Todd Dowden
 Finance Director

VILLAGE OF BARTLETT TREASURER'S REPORT
 REVENUE & EXPENDITURE BUDGET COMPARISONS BY FUND
 FISCAL YEAR 2023/24 as of February 29,2024

Fund	Revenues				Expenditures			
	Actual	Current Year Budget	Percent	Prior YTD %	Actual	Current Year Budget	Percent	Prior YTD %
General	25,887,568	30,412,215	85.12%	100.91%	25,372,868	30,493,039	83.21%	86.52%
MFT	1,733,938	2,035,000	85.21%	91.50%	1,335,325	2,725,000	49.00%	65.36%
Debt Service	2,512,090	3,032,126	82.35%	79.76%	2,967,541	2,970,906	99.89%	99.89%
Capital Projects	129,593	150,000	86.40%	100.70%	0	1,551,000	0.00%	100.00%
Municipal Building	269,530	90,000	299.48%	106.59%	632,485	890,000	71.07%	1.17%
Developer Deposits	494,456	260,000	190.18%	29.46%	0	0	0.00%	6.51%
Bluff City SSA	558,537	998,450	55.94%	47.42%	974,803	986,450	98.82%	99.39%
59 & Lake TIF	0	150,000	0.00%	0.00%	174,342	215,000	81.09%	126.52%
Bluff City Municipal TIF	86,927	76,500	113.63%	120.36%	290	105,000	0.28%	0.00%
Bluff City Project TIF	1,255,375	2,335,000	53.76%	52.92%	1,234,123	2,335,000	52.85%	52.78%
Brewster Creek Municipal TIF	1,164,699	1,015,344	114.71%	94.87%	1,250,317	2,610,000	47.90%	20.57%
Brewster Creek Project TIF	9,077,139	9,104,579	99.70%	115.28%	11,797,414	13,433,000	87.82%	114.85%
Water	11,963,626	13,211,000	90.56%	86.15%	9,934,559	13,965,148	71.14%	62.79%
Sewer	16,049,388	25,220,000	63.64%	88.21%	18,405,357	31,829,419	57.82%	80.10%
Parking	64,124	60,000	106.87%	99.17%	67,072	168,076	39.91%	53.29%
Golf	2,445,121	4,620,500	52.92%	90.51%	2,978,884	4,610,060	64.62%	86.39%
Central Services	1,287,742	1,526,151	84.38%	83.71%	1,313,780	1,727,781	76.04%	74.17%
Vehicle Replacement	686,093	729,242	94.08%	112.13%	263,023	1,400,000	18.79%	84.72%
Police Pension	7,977,090	6,679,296	119.43%	23.37%	2,938,633	3,518,433	83.52%	69.91%
Subtotal	83,643,037	101,705,403	82.24%	85.85%	81,640,817	115,533,312	70.66%	80.00%
Less Interfund Transfers	(4,055,650)	(5,107,286)	79.41%	183.36%	(4,055,650)	(5,107,286)	79.41%	183.36%
Total	79,587,387	96,598,117	82.39%	80.79%	77,585,168	110,426,026	70.26%	74.63%

VILLAGE OF BARTLETT TREASURER'S REPORT
MAJOR REVENUE BUDGET COMPARISONS
FISCAL YEAR 2023/24 as of February 29, 2024

Fund	Actual	Current Year Budget	Percent	Prior YTD %
Property Taxes	9,680,389	12,396,362	78.09%	79.71%
Sales Taxes (General Fund)	3,222,882	4,050,000	79.58%	92.91%
Income Taxes	5,689,710	6,400,000	88.90%	105.68%
Telecommunications Tax	332,679	410,000	81.14%	84.98%
Home Rule Sales Tax	2,476,830	2,600,000	95.26%	94.53%
Real Estate Transfer Tax	670,004	750,000	89.33%	77.72%
Use Tax	1,349,512	1,700,000	79.38%	87.96%
Building Permits	1,055,486	850,000	124.17%	121.95%
MFT	1,561,008	1,750,000	89.20%	85.57%
Water Charges	11,270,491	12,840,000	87.78%	84.52%
Sewer Charges	6,254,626	6,550,000	95.49%	91.32%
Interest Income	2,360,962	1,180,000	200.08%	1398.94%

VILLAGE OF BARTLETT TREASURER'S REPORT
 GOLF FUND DETAIL (Excluding Capital Projects)
 FISCAL YEAR 2023/24 as of February 29, 2024

Fund	Actual	Current Year Budget	Percent
Golf Program			
Revenues	1,443,339	1,544,500	93.45%
Expenses	<u>1,181,135</u>	<u>1,491,746</u>	79.18%
Net Income	262,205	52,754	497.03%
F&B - Restaurant			
Revenues	140,561	159,000	88.40%
Expenses	<u>338,489</u>	<u>391,619</u>	86.43%
Net Income	(197,927)	(232,619)	85.09%
F&B - Banquet			
Revenues	677,173	830,000	81.59%
Expenses	<u>630,132</u>	<u>727,445</u>	86.62%
Net Income	47,041	102,555	45.87%
F&B - Midway			
Revenues	184,047	170,000	108.26%
Expenses	<u>89,129</u>	<u>82,250</u>	108.36%
Net Income	94,918	87,750	108.17%
Golf Fund Total			
Revenues	2,445,121	2,703,500	90.44%
Expenses	<u>2,238,884</u>	<u>2,693,060</u>	83.14%
Net Income	206,237	10,440	1975.45%

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	307,781
January	179,846	204,437	207,123	221,599	221,276	243,184	208,079	282,703	338,672	334,418
February	160,774	170,190	201,075	206,836	196,714	186,495	199,411	312,927	335,097	348,179
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	3,248,959
% increase	-0.37%	6.46%	6.46%	3.71%	-1.58%	5.46%	-2.53%	40.34%	13.78%	3.90%
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



SUSANA A. MENDOZA

ILLINOIS STATE COMPTROLLER

VENDOR WARRANT DETAIL

BARTLETT VILLAGE TREASURER



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

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Warrant/EFT#: EF 0011493				
Fiscal Year	2024	Issue Date	02/06/24	
Warrant Total	\$348,179.36	Warrant Status		
Agency	Contract	Invoice	Voucher	Agency Amount
492 - REVENUE		A4027467	4A4027467	\$348,179.36

IOC Accounting Line Details						
Fund	Agency	Organization	Appropriation	Object	Amount	Appropriation Name
0189	492	27	44910055	4491	\$348,179.36	DISTRIBUTE MUNI/CNTY SALES TAX

Payment Voucher Description	
Line	Text
1	IL DEPT. OF REVENUE AUTHORIZED THIS PAYMENT ON 02/06/2024
2	MUNICIPAL 1 % SHARE OF SALES TAX
3	LIAB MO: NOV. 2023 COLL MO: DEC. 2023 VCHR MO: FEB. 2024
4	?S PHONE: 217 785-6518 EMAIL: REV.LOCALTAX@ILLINOIS.GOV
61	MUNICIPAL 1 % SHARE OF SALES TAX



[Click here for assistance with this screen.](#)

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	160,431
January	97,525	89,828	92,928	93,233	89,403	128,180	119,239	140,177	128,618	137,026
February	74,031	90,531	88,602	80,765	81,313	126,802	112,605	96,768	131,699	146,175
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	1,523,158
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%	10.99%



Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

Bureau of Local Roads & Streets
217-782-1662

Municipality Report

March 1, 2024

Bartlett

MOTOR FUEL TAX ALLOTMENT AND TRANSACTIONS FOR FEBRUARY, 2024

Beginning Unobligated Balance		\$8,356,770.01
Motor Fuel Tax Fund Allotment	\$73,553.19	
MFT Transportation Renewal Fund Allotment	\$72,621.96	
Minus Amount Paid to State	\$0.00	
Net Motor Fuel Tax Allotment		\$146,175.15
Plus Credits Processed		\$0.00
Minus Authorizations Processed		\$0.00
Current Unobligated Balance		\$8,502,945.16

PROCESSED TRANSACTIONS:

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	376,979	
January	335,683	406,804	354,337	313,145	341,897	377,110	436,922	560,065	611,766	655,603	
February	500,840	445,170	409,813	453,275	411,330	388,526	461,926	698,349	604,890	620,344	
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	5,689,710	
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	8,906,960	
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)	(3,217,251)	(36,551,982)

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%

COMMISSION RE-APPOINTMENTS

Economic Development Commission

Three-Year Term

1. With the advice and consent of the Village Board, I re-appoint Bob Gorski to serve a three-year term on the Economic Development Commission beginning April 16, 2024 and expiring April 16, 2027

Motion to Concur to the re-appointment of Bob Gorski to serve a three-year term on the Economic Development Commission beginning April 16, 2024 and expiring April 16, 2027

2. With the advice and consent of the Village Board, I re-appoint Bruce Suffern to serve a three-year term on the Economic Development Commission beginning April 16, 2024 and expiring April 16, 2027

Motion to Concur to the re-appointment of Bruce Suffern to serve a three-year term on the Economic Development Commission beginning April 16, 2024 and expiring April 16, 2027

Planning and Zoning Commission

Four-Year Term

3. With the advice and consent of the Village Board, I re-appoint Charlie Deveaux to serve a four-year term on the Planning and Zoning Commission beginning April 16, 2024 and expiring April 16, 2028

Motion to Concur to the re-appointment of Charlie Deveaux to serve a four-year term on the Planning and Zoning Commission beginning April 16, 2024 and expiring April 16, 2028

4. With the advice and consent of the Village Board, I re-appoint Julie Kapadoukakis to serve a four-year term on the Planning and Zoning Commission beginning April 16, 2024 and expiring April 16, 2028

Motion to Concur to the re-appointment of Julie Kapadoukakis to serve a four-year term on the Planning and Zoning Commission beginning April 16, 2024 and expiring April 16, 2028

Board of Police and Fire Commissioners

Three-Year Term

5. With the advice and consent of the Village Board, I re-appoint Guy Papa to serve a three-year term on the Board of Police and Fire Commissioners beginning *April 16, 2024* and expiring *April 16, 2027*

Motion to Concur to the re-appointment of Guy Papa to serve a three-year term on the Board of Police and Fire Commissioners beginning April 16, 2024 and expiring April 16, 2027

6. With the advice and consent of the Village Board, I re-appoint Ken Parcel to serve a three-year term on the Board of Police and Fire Commissioners beginning *April 16, 2024* and expiring *April 16, 2027*

Motion to Concur to the re-appointment of Ken Parcel to serve a three-year term on the Board of Police and Fire Commissioners beginning April 16, 2024 and expiring April 16, 2027

ARBOR DAY PROCLAMATION

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, and

WHEREAS, trees in our village increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Kevin Wallace, President of the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois, do hereby proclaim April 26, 2024, as Arbor Day in the Village of Bartlett, and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 16th day of April 2024



Kevin Wallace, Village President



Agenda Item Executive Summary

AGENDA ITEM: Village Administrator Contract Amendment

BOARD OR COMMITTEE: BOARD

BUDGET IMPACT

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

The Village Administrator has received a performance evaluation pertaining to the last year.

The recommended changes to the village administrator employment contract include an increase in base salary to \$212,540, an increase to Section 457 Plan contributions to \$12,044 per year and a car allowance of \$500 per month.

ATTACHMENTS (PLEASE LIST)

Memo, Resolution and Amendment

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: N/A

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-_____, a resolution approving the second amendment to the Village Administrator revised employment agreement.

Staff: Janelle Terrance, Human Resources Director

Date: April 9, 2024

Memorandum

To: Village Board
From: Janelle Terrance, Human Resources Director
Date: April 8, 2024
Re: Employment Contract for Paula Schumacher

The Village Board reviewed the performance of Village Administrator Paula Schumacher.

The Board expressed satisfaction in Paula's continued efforts to achieve the goals and objectives that were set for her.

The recommended changes to the village administrator employment contract include an increase in salary to \$212,540, an increase in Section 457 Plan contributions to \$12,044 per year and a \$500 per month car allowance.

RESOLUTION 2024 - _____

**A RESOLUTION APPROVING THE SECOND AMENDMENT TO THE VILLAGE
ADMINISTRATOR REVISED EMPLOYMENT AGREEMENT**

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 Second Amendment to the Village Administrator Revised Employment Agreement between the Village of Bartlett and Paula Schumacher (the "Second Amendment"), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

SECTION TWO: AUTHORIZATION. The Village President is hereby authorized and directed to sign the Second 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 Giles, Village Clerk

CERTIFICATION

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

Lorna Giles, Village Clerk

**SECOND AMENDMENT TO THE VILLAGE ADMINISTRATOR
REVISED EMPLOYMENT AGREEMENT**

THIS SECOND AMENDMENT TO THE VILLAGE ADMINISTRATOR REVISED EMPLOYMENT AGREEMENT is made and entered into as of the 16th day of April, 2024 by and between the **VILLAGE OF BARTLETT**, an Illinois municipal corporation (the "*Village*"), and **PAULA SCHUMACHER** ("*Schumacher*").

WHEREAS, the Village and Paula Schumacher entered into that certain Village Administrator Revised Employment Agreement dated May 1, 2021, which was subsequently amended pursuant to the First Amendment to the Village Administrator Revised Employment Agreement dated February 7, 2023 (the Revised Employment Agreement and the First Amendment will, collectively, be referred to as the "*Employment Agreement*"); and

WHEREAS, the Village and Schumacher wish to further amend the Employment Agreement to increase the Village Administrator's compensation and certain benefits.

NOW, THEREFORE, for and in consideration of the covenants, agreements and obligations of the respective parties under the Employment Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Village and Schumacher agree to amend the Employment Agreement as follows:

1. **Recitals**. The above stated Recitals are hereby incorporated in this Fourth Amendment as if fully stated herein.

2. **Amendment to Section 3(A) of the Employment Agreement**. That the first sentence of Section 3(A) of the Revised Employment Agreement, as amended by the First Amendment, entitled "Base Salary" is amended as follows (deletions in ~~strikethrough~~, additions in **bold** and underline):

"A. Base Salary. The Village shall pay Schumacher a base salary at least at the rate of ~~Two Hundred Four Thousand Three Hundred Sixty Five Dollars (\$204,365.00)~~ **Two Hundred Twelve Thousand Five Hundred Forty Dollars (\$212,540.00)** per year on an annualized basis, payable in installments in accordance with the Village's normal payroll practices."

3. **Amendment to Section 3(B) of the Employment Agreement**. That the second sentence of Section 3(B) of the Revised Employment Agreement, as amended by the First Amendment, entitled "Insurance and Benefits" is amended as follows (deletions in ~~strikethrough~~, additions in **bold** and underline):

"The village shall make a \$10,000 **\$12,044** per year §457 Plan Contribution for Schumacher."

4. **Amendment to Section 3(D) of the Employment Agreement**. That Section 3(D) of the Revised Employment Agreement, as amended by the First Amendment, entitled "Automobile Allowance" is amended as follows (deletions in ~~strikethrough~~, additions in **bold** and underline):

~~“D. Automobile Allowance. The village shall not be required to provide Schumacher with a village owned vehicle for use or any car allowance to offset her costs to own or lease, operate, maintain, repair, replace and insure a vehicle for her unrestricted use. **The village agrees to pay Schumacher \$500.00 per month as an automobile allowance.**”~~

5. **Continued Effect.** Except as otherwise specifically modified by this Second Amendment, all other provisions of the Employment Agreement shall remain in full force and effect. To the extent there is any conflict between the terms of this Second Amendment and the terms of the Employment Agreement, the terms of this Second Amendment will prevail.

IN WITNESS WHEREOF, the parties hereto have duly executed this instrument as of the day and year first above written.

VILLAGE OF BARTLETT

By: _____
Kevin Wallace, Village President

Paula Schumacher

Attest:

Lorna Gilles, Village Clerk



Agenda Item Executive Summary

AGENDA ITEM: Reservation of 2024 IRB Volume Cap BOARD OR COMMITTEE: Board

BUDGET IMPACT

Amount \$ N/A Budgeted \$ N/A

Fund: N/A Corresponding Activity Measure: N/A

EXECUTIVE SUMMARY

Attached is an ordinance reserving the village's 2024 Industrial Revenue Bond (IRB) volume cap. The village has the ability to pledge its tax-exempt authority so a business may issue debt/bonds to finance projects on a tax-exempt basis. IRB's are structured so that the village has no liability for re-payment of the bonds. Volume cap must be allocated by April 30th or it reverts to the state and there is no possibility of the village transferring or for granting its allocation to a local project.

ATTACHMENTS (PLEASE LIST)

Memo, Ordinance

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Maintain checks and balances to ensure financial stewardship

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 reserving 2024 Volume Cap for private activity bond issues and related matters

Staff: Todd Dowden, Finance Director

Date: April 8, 2024

Village of Bartlett
Finance Department Memo
2024 - 03

DATE: April 8, 2024
TO: Paula Schumacher, Village Administrator
FROM: Todd Dowden, Finance Director
SUBJECT: Reservation of 2024 IRB Volume Cap

Attached is an ordinance reserving the village's 2024 Industrial Revenue Bond (IRB) volume cap. The village has the ability to pledge its tax-exempt authority so a business may issue debt/bonds to finance projects on a tax-exempt basis. IRB's are structured so that the village has no liability for re-payment of the bonds. Volume cap must be allocated by April 30th or it reverts to the state and there is no possibility of the village transferring or for granting its allocation to a local project.

The last time the village used its volume cap was in 2017 when the village transferred all of its volume cap to the Illinois Finance Authority (IFA) in support of Muirfield West LLC (Camcraft, Inc. and Matrix Design, LLC Project) and an Industrial Revenue Bond issuance to finance the construction and equipping of a new manufacturing facility in the Brewster Creek Business Park.

While there is no guarantee that the cap will be used, the attached ordinance will allow us to reserve our allocation for the remainder of the year.

MOTION: I move to approve Ordinance 2024-_____, an ordinance reserving 2024 Volume Cap for private activity bond issues and related matters.

ORDINANCE 2024-

AN ORDINANCE RESERVING 2024 VOLUME CAP FOR PRIVATE ACTIVITY BOND ISSUES AND RELATED MATTERS

WHEREAS, the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois (the "Municipality"), is a municipality and a home rule unit of government under Section 6 of Article VII of the 1970 Constitution of the State of Illinois; and

WHEREAS, according to an official Bureau of the Census population estimate set forth in the State of Illinois Allocation of Bonding Authority in Accordance with the Tax Reform Act of 1986 and the Guidelines and Procedures for the Allocation of Private Activity Bonding Authority in Accordance with the Tax Reform Act of 1986 and 30 ILCS 345 of the Office of the Governor, effective January 1, 2024 (the "Guidelines and Procedures"), the most recent census estimate of resident population of the Municipality is 40,154, providing the Municipality with a volume cap of \$5,019,250 for the year 2024; and

WHEREAS, Section 146 of the Internal Revenue Code of 1986, as amended (the "Code"), provides that such volume cap may be reserved and allocated to certain tax-exempt private activity bonds; and

WHEREAS, the Illinois Private Activity Bond Allocation Act, 30 *Illinois Compiled Statutes 2004*, 345/1 *et seq.*, (the "Act"), as supplemented and amended, and the Guidelines and Procedures, provide that a home rule unit of government may reserve its allocation of volume cap or may transfer its allocation of volume cap to any other home rule unit of government, the State of Illinois or any agency thereof or any non-home rule unit of government; and

WHEREAS, it is now deemed necessary and desirable by the Municipality to reserve its entire volume cap allocation for calendar year 2024 to be applied toward the issuance of private activity bonds, or to transfer such volume cap allocation, as permitted by this Ordinance;

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED, the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, in the exercise of its home rule powers, as follows:

SECTION ONE: That, pursuant to the power and authority granted by and under Section 6 of Article VII of the 1970 Constitution of the State of Illinois, Section 146 of the Code, the Act and the Guidelines and Procedures, the Municipality hereby reserves volume cap in the principal amount of \$5,019,250, which is all of the volume cap of the Municipality for the year 2024. Such volume cap shall be applied toward the issuance of private activity bonds or shall be transferred as directed by the President or any other proper officer or employee of the Municipality without any further action required on the part of the Municipality, and the adoption of this Ordinance shall be deemed to be an allocation of such volume cap to the issuance of such bonds; provided, that any transfer

of volume cap shall be evidenced by a written instrument executed by the President or any other proper officer or employee of the Municipality.

SECTION 2. That the President, the Village Clerk and all other proper officers, officials, agents and employees of the Municipality are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents and certificates as may be necessary to further the purposes and intent of this Ordinance.

SECTION 3. That the provisions of this Ordinance are hereby declared to be separable, and if any section, phrase or provision of this Ordinance shall for any reason be declared to be invalid, such declaration shall not affect the remainder of the sections, phrases and provisions of this Ordinance.

SECTION 4. That all ordinances, resolutions or orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded; and that this Ordinance shall be in full force and effect upon its adoption and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: April 16, 2024

APPROVED: April 16, 2024

Kevin Wallace, Village President
Village of Bartlett, Cook, DuPage and Kane
Counties, Illinois

Recorded in the Municipality Records on April 16, 2024
Published in pamphlet form on April 16, 2024

Lorna Giless, Village Clerk
Village of Bartlett, Cook, DuPage and Kane Counties, Illinois

CERTIFICATION

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

Lorna Giles, Village Clerk



Agenda Item Executive Summary

AGENDA ITEM: Class A Liquor License -The Boss's Signature Inc. BOARD OR COMMITTEE: Board

BUDGET IMPACT

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

Attached for your consideration is an Ordinance amending Section 3-3-2-1: Class A of the Bartlett Liquor Control Ordinance. A new license in this class must be created before the license can be issued by the liquor commissioner.

ATTACHMENTS (PLEASE LIST)

Staff memo dated 04/08/2024
Ordinance

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: N/A

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 Section 3-3-2-1: Class A of the Bartlett Liquor Control Ordinance.

Staff: Samuel Hughes, Sr. Management Analyst Date: 04/08/2024

Memorandum

To: Scott Skrycki, Assistant Village Administrator
From: Samuel Hughes, Senior Management Analyst
Date: 04/08/2024
Re: Liquor License Creation Class A

Attached for your consideration is an ordinance amending Section 3-3-2-1: Class A of the Bartlett Liquor Control Ordinance.

A new license in this class must be created before the license can be issued by the liquor commissioner.

Motion

I move to approve Ordinance 2024-_____ an Ordinance Amending Section 3-3-2-1: Class A of the Bartlett Liquor Control Ordinance.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: April 16, 2024

APPROVED: April 16, 2024

Kevin Wallace, Village President

ATTEST:

Lorna Giles, Village Clerk

CERTIFICATION

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

Lorna Giles, Village Clerk



Agenda Item Executive Summary

AGENDA ITEM: Liquor License Reduction- Class F BOARD OR COMMITTEE: Board

BUDGET IMPACT

Amount	\$	Budgeted	\$
Fund:		Corresponding Activity Measure:	

EXECUTIVE SUMMARY

Attached for your consideration is an Ordinance amending Section 3-3-2-8: Class F of the Bartlett Liquor Control Ordinance. In the event a liquor license lapse, is revoked or terminated, the license will automatically be reduced. The Boss's Signature is requesting a new class of liquor license, so staff and the village attorney felt it would be more appropriate to reduce the Class F license by ordinance.

ATTACHMENTS (PLEASE LIST)

Memo, Ordinance

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: N/A

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 Section 3-3-2-8: Reducing Class F of the Bartlett Liquor Control Ordinance

Staff: Samuel Hughes, Sr. Management Analyst

Date: 04/08/2024

Memorandum

To: Scott Skrycki, Assistant Administrator
From: Samuel Hughes, Senior Management Analyst
Date: 04/08/2024
Re: Liquor License Creation Class F

Attached for your consideration is an ordinance amending Section 3-3-2-8: Class F of the Bartlett Liquor Control Ordinance.

In the event a liquor license lapse, is revoked or terminated, the license will automatically be reduced. The Boss's Signature requesting a new class of liquor license, staff and the village attorney felt it would be more appropriate to reduce the Class F license by ordinance.

Motion

I move to approve Ordinance 2024-____ an Ordinance Amending Section 3-3-2-8: Reducing Class F of the Bartlett Liquor Control Ordinance

ORDINANCE 2024-_____

**AN ORDINANCE AMENDING SECTION 3-3-2-8: REDUCING CLASS F OF THE
BARTLETT LIQUOR CONTROL ORDINANCE**

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 Title 3, Section 3, The Bartlett Liquor Control Ordinance, as amended, is hereby further amended as follows:

SECTION TWO: That Title 3 Section 3-3-2-8: F Shall be amended to read as follows:

3-3-2-8:F NUMBER ISSUED: THE NUMBER OF CLASS F
LICENSES SHALL BE LIMITED TO 2

SECTION THREE: 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 FOUR: 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 FIVE: EFFECTIVE DATE

This ordinance shall be in full force and effect upon its passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: April 16, 2024

APPROVED: April 16, 2024

Kevin Wallace, Village President

ATTEST:

Lorna Giles, Village Clerk

C E R T I F I C A T I O N

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 April 16, 2024 and approved on April 16, 2024 as the same appears from the official records of the Village of Bartlett.

Lorna Giles, Village Clerk



Agenda Item Executive Summary

AGENDA ITEM: Liquor License Reduction- Class VC BOARD OR COMMITTEE: Board

BUDGET IMPACT

Amount \$ Budgeted \$

Fund: Corresponding Activity Measure:

EXECUTIVE SUMMARY

Attached for your consideration is an Ordinance amending Section 3-3-2-22: Class VC of the Bartlett Liquor Control Ordinance. This license was created with the recent video gaming liquor license ordinance. There were 12 licenses created for the 12 businesses deemed video gaming cafes. Tracy's recently closed and since this is before the licenses go into effect in May, staff and the village attorney felt the reducing the number of licenses by ordinance was necessary.

ATTACHMENTS (PLEASE LIST)

Memo, Ordinance

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: N/A

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-_____ and Ordinance Amending Section 3-3-2-22: Reducing Class VC of the Bartlett Liquor Control Ordinance

Staff: Samuel Hughes, Sr. Management Analyst

Date:

04/08/2024

Memorandum

To: Scott Skrycki, Assistant Village Administrator
From: Samuel Hughes, Senior Management Analyst
Date: 04/08/2024
Re: Liquor License Reduction Class VC

Attached for your consideration is an Ordinance amending Section 3-3-2-22: Class VC of the Bartlett Liquor Control Ordinance.

This license was created with the recent video gaming liquor license ordinance. There were 12 licenses created for the 12 businesses deemed video gaming cafes. Tracy's recently closed and since this is before the licenses go into effect in May, staff and the village attorney felt the reducing the number of licenses by ordinance was necessary.

Motion

I move to approve Ordinance 2024-_____ an Ordinance Amending Section 3-3-2-22: Reducing Class VC of the Bartlett Liquor Control Ordinance.

ORDINANCE 2024-_____

**AN ORDINANCE AMENDING SECTION 3-3-2-22: REDUCING CLASS VC OF THE
BARTLETT LIQUOR CONTROL ORDINANCE**

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 Title 3, Section 3, The Bartlett Liquor Control Ordinance, as amended, is hereby further amended as follows:

SECTION TWO: That Title 3 Section 3-3-2-22: VC Shall be amended to read as follows:

3-3-2-22:VC NUMBER ISSUED: THE NUMBER OF CLASS VC
LICENSES SHALL BE LIMITED TO 11

SECTION THREE: 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 FOUR: 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 FIVE: EFFECTIVE DATE

This ordinance shall be in full force and effect upon its passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: April 16, 2024

APPROVED: April 16, 2024

Kevin Wallace, Village President

ATTEST:

Lorna Giles, Village Clerk

CERTIFICATION

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

Lorna Giles, Village Clerk



Agenda Item Executive Summary

AGENDA ITEM: A Resolution Waiving Advertising For Bids And Approving A Contract For Services Between The Village Of Bartlett And Northeast DuPage Family And Youth Services For Social Worker Services.

BOARD OR COMMITTEE Board

BUDGET IMPACT

Amount	\$ 77,558.30	Budgeted	\$ 77,558.30
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Fund: Professional Services	Corresponding Activity Measure:
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EXECUTIVE SUMMARY

Attached is a resolution waiving advertising for bids and approving of the contract for services between the Village of Bartlett and Northeast DuPage Family and Youth Services (NEDFYS) for full-time social worker services. The FYE 24/25 budget includes \$77,558.30 for a full-time social worker. In 2023, the police department’s social worker received over 196 referrals from residents, and village and police department personnel. Referrals increased 41% from 2022. Services offered through this program fulfilled a need of providing additional time, resources, and engagement to residents requiring support beyond the scope of law enforcement capabilities.

The qualifications offered by NEDFYS are in line with the recommended characteristics specified in the Illinois Association of Chiefs of Police’s social worker survey. In addition, NEDFYS maintains a 24/7 on-call crisis intervention system available to the police department at no additional cost. NEDFYS can also provide at least one master’s level clinical intern to support the work at the police department. The interns are supervised by licensed clinical therapists and provide services such as counseling, case management, follow-up phone calls, safety planning, and other clinical support.

ATTACHMENTS (PLEASE LIST)

- Police Department Memorandum
- Resolution
- Contract For Services Between The Village Of Bartlett And Northeast DuPage Family And Youth Services For Full Time Social Worker Services

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: CONTINUE TO ENHANCE AND IMPROVE EFFICIENCY OF SERVICE DELIVERY METHODS AND APPROACHES

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-_____, a resolution waiving advertising for bids and approving a contract for services between the Village of Bartlett and Northeast DuPage Family and Youth Services for full time social worker services

Staff: Will Naydenoff, Deputy Chief of Support Services

Date:

April 16, 2024

POLICE DEPARTMENT MEMORANDUM
24-12

DATE: April 16, 2024

TO: Paula Schumacher, Village Administrator

FROM: Will Naydenoff, Deputy Chief of Support Services

RE: Resolution Waiving Advertising for Bids and Approving of a Contract for Services Between the Village of Bartlett and Northeast DuPage Family and Youth Services for Full Time Social Worker Services

On April 2, 2024, the Village Board approved the Village of Bartlett's FYE 2024-2025 budget, which included the department's full-time social worker. During the previous fiscal year, the village transitioned from a part-time social worker and entered into an agreement with Northeast DuPage Family and Youth Services (NEDFYS) for a full-time social worker. Many of the successes of the social worker program can be attributed to the strong working relationship that exists between the police department and NEDFYS. We are requesting to waive bids and enter into a new agreement with NEDFYS for a full-time social worker in the amount of \$77,558.30.

In 2023, the police department's social worker received over 196 referrals from residents, and village and police department personnel. Referrals increased 41% from 2022. Services offered through this program fulfilled a need of providing additional time, resources, and engagement to residents requiring support beyond the scope of law enforcement capabilities.

In conjunction with the social worker program, the police department found success in implementing a diversion program for minors. The program was expanded to provide an alternative to court when dealing with minors found to be in possession of tobacco or nicotine products, alcohol, or cannabis.

In collaboration with NEDFYS, the police department also implemented a process for station adjustments for certain criminal offenses, in lieu of referring juveniles to juvenile court. The ReDirect program offered by NEDFYS is a group intervention program designed to reset the path for youth after committing minor offenses.

Additionally, the police department utilized the social worker to implement a co-responder model to help individuals who are experiencing a behavioral health crisis. Once a scene has been deemed to be safe and secure, the social worker can respond to in-progress calls to more effectively offer services in a timely manner.

Based upon the success of the social worker program, we believe NEDFYS will continue to be the right option to accomplish our goals and enhance our standards of service.

The qualifications offered by NEDFYS are in line with the recommended characteristics specified in the Illinois Association of Chiefs of Police's social work survey, which include:

- Need a master's degree in social work and/or psychology or counseling
- Experience working with victims and police at some capacity
- Licensed Clinical Social Worker (LCSW) licensure or similar license in a related field
- Specialized training
- Minimum of 3 years' experience in the field to include familiarity with crisis intervention techniques and knowledge of Illinois statutes related to domestic violence, child abuse, juvenile law, mental health and confidentiality code

NEDFYS meets all of the aforementioned criteria, among other items generally not offered by other social worker vendors. As part of the cost, NEDFYS maintains a 24/7 on-call crisis intervention system available to the police department. Other social worker vendors only offer this as an add-on option with an additional cost. NEDFYS can also provide at least one master's level clinical intern to support the work at the police department. The interns are supervised by licensed clinical therapists and can provide services such as: counseling, case management, follow-up phone calls, safety planning and other clinical support.

MOTION: I move to approve Resolution 2024 - _____, A Resolution Waiving Advertising for Bids and Approving of the Contract for Services Between the Village of Bartlett and Northeast DuPage Family and Youth Services for Full Time Social Worker Services

RESOLUTION 2024 - _____

**A RESOLUTION WAIVING ADVERTISING FOR BIDS AND APPROVING
A CONTRACT FOR SERVICES BETWEEN THE VILLAGE OF BARTLETT AND
NORTHEAST DUPAGE FAMILY AND YOUTH SERVICES
FOR SOCIAL WORKER SERVICES**

WHEREAS, Title 1, Chapter 8, Article A, Section 1-8A-3 of the Bartlett Municipal Code provides in relevant part that:

“All contracts for work or public improvements in excess of twenty thousand dollars (\$20,000.00) shall be let to the lowest responsible bidder after advertising for bids, provided, however, that any such contract may be entered into without advertising for bids if authorized by a vote of two-thirds (2/3) of the Trustees then holding office;”

and

WHEREAS, In 2021 the Bartlett Police Department solicited proposals and requested qualifications from three organizations that provide part time social worker contractual services to other police departments in the Chicagoland area, and after conducting interviews of the three organizations for social services, and after taking into account the minimum qualifications of social workers recommended by the Illinois Association of Chiefs of Police, including the following requirements: (1) a master’s degree in social work and/or psychology or counseling; (2) experience working with victims and police in some capacity; (3) Licensed Clinical Social Worker license or similar license in a related field; (4) specialized training; and (5) a minimum of three years experience in the field including familiarity with crisis intervention technique and knowledge of Illinois statutes related to domestic violence, child abuse, juvenile law, mental health and confidentiality code (the “**Minimum Qualification Standards**”), the Village of Bartlett (“**Village**”) entered a contract for services with Northeast DuPage Family Youth Services (“**NEDFYS**”) for a part time social worker without advertising for bids as the specialized services sought were, and are not, adaptable to award by public bidding; and

WHEREAS, in 2021 the Village entered a contract for services with NEDFYS for a full time social worker to provide Bartlett residents with social worker services beyond the scope of normal law enforcement activities such as: an expanded Village diversion program to include alcohol and cannabis related offenses; assistance with informal and formal juvenile station adjustments in lieu of referring juveniles to DuPage County juvenile court for certain criminal offenses; and utilized a full-time social worker as a co-responder to assist individuals experiencing a behavioral health crisis without advertising for bids as the specialized services sought were, and are not, adaptable to award by public bidding; and

WHEREAS, having a full-time social worker has benefited Village residents and continued demand for additional time, resources, and engagement with Village residents

in need of social worker services that are beyond the scope of normal law enforcement capabilities, the Bartlett Chief of Police and the Village Administrator have recommended the need for the Village to contract with NEDFYS for full time social worker services, which the Village corporate authorities have included in its FYE 2024-2025 budget; and

WHEREAS, NEDFYS has provided exceptional services to the Village under its prior contracts for a part time social worker and a full time social worker, and will continue to provide full time social worker services capable of continuing the Village's diversion program for tobacco and nicotine related offenses, alcohol and cannabis related offenses, continuing to assist with informal and formal juvenile station adjustments in lieu of referring juveniles to DuPage County juvenile court for certain criminal offenses, and continuing to utilize a full time social worker as a co-responder to assist individuals experiencing a behavioral health crisis;

NOW, THEREFORE, 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: RECITALS. Based on the matters set forth in the Recitals, herein incorporated by reference, upon the passage of this Resolution by two-thirds of the Village Trustees now holding office, the Board of Trustees hereby authorize the Contract for Services between the NEDFYS and the Village without advertising for bids.

SECTION TWO: APPROVAL. The Contract for Services between the Village and NEDFYS for full time social worker services in an amount not to exceed \$ \$77, 558.30 (the "**Contract**"), a copy of which is appended hereto ("**Exhibit A**") and is expressly incorporated herein by this reference, is hereby approved.

SECTION THREE: AUTHORIZATION. The Village President is hereby authorized and directed to sign the Contract on behalf of the Village.

SECTION FOUR: SEVERABILITY. The various provisions of this Resolution are to be considered as severable, and if 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 FIVE: 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 SIX: EFFECTIVE DATE. This Resolution shall be in full force and effect upon passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: April 16, 2024

APPROVED: April 16, 2024

Kevin Wallace, Village President

ATTEST:

Lorna Giles, Village Clerk

CERTIFICATION

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

Lorna Giles, Village Clerk

EXHIBIT A

**CONTRACT FOR FULL TIME SOCIAL WORKER SERVICES BETWEEN
NORTHEAST DUPAGE FAMILY AND YOUTH SERVICES (NEDFYS) AND THE
VILLAGE OF BARTLETT**



Contract for Services Between Northeast DuPage Family and Youth Services (NEDFYS) and Village of Bartlett

I. Effective Dates

This contract is effective May 1, 2024-April 30, 2025.

II. NEDFYS Responsibilities

NEDFYS will provide the following services to the Village of Bartlett:

- Review and follow-up on police reports at the request of police department personnel
- Maintain 24/7 on-call coverage for social service emergencies; remote and in-person responses as needed
- Conduct outreach to community residents to increase awareness of village social work services and attempt to engage potential clients in NEDFYS counseling and/or other case management services
- Provide case management services (community resources and referrals) to community residents as needed
- Respond to mental health crisis situations upon request by police department personnel
- Conduct home visits upon request by police personnel to engage residents in services and provide resources and support
- Provide crisis intervention services until the crisis is resolved and refer to individual, family services as appropriate
- Conduct suicide and mental health assessments
- Develop and implement case management plans
- Provide assistance with DCFS calls
- Provide assistance to domestic violence victims in obtaining Orders of Protection, creating safety plans, and linking with legal and advocacy services
- Provide “walk-in” services to community residents during designated office hours agreed upon by the police department and NEDFYS
- Conduct outreach and provide training to community residents, village officials, and police department staff via community meetings, roll calls, and other scheduled events

- Facilitate the *Bartlett Diversion Program for Minors*, including processing program referrals and conducting individual lessons, communicating with parents/guardians, updating officers regarding individual progress in the program
- Referral to therapeutic interventions to be conducted by other licensed therapists employed by NEDFYS upon resident request or social worker recommendation;

III. Village of Bartlett Responsibilities

The Village of Bartlett will provide the following to NEDFYS:

- Adequate office space and related administrative support to provide individual and family-based interventions
- Police reports relevant to requests for social work services
- Referrals for case management and/or counseling services based on police calls for service
- Identification of the needs of community residents, village officials, and police department staff to facilitate the development and implementation of appropriate outreach and/or training efforts

IV. Staffing

NEDFYS will provide Bartlett Police Department (BPD) with a social worker/counselor for 40 hours per week. Days and hours of services will be set by NEDFYS in collaboration with BPD. The social worker/counselor assigned to BPD will be supervised by a fully licensed therapist (LCPC, LCSW, or LMFT). Requirements for the position include:

- Master's degree and partial or full licensure (LPC, LSW, LCSW, LCPC, LMFT) maintained for the duration of employment;
- 3+ years of experience working with high-risk adolescents and families
- 3+ years of experience with mental health crisis intervention
- Experience with domestic violence victims/Certified Domestic Violence Professional (CDVP) 40-hour training a plus
- Ability to partner effectively and work cooperatively with law enforcement personnel in a police setting
- Excellent oral and written communication skills
- Flexible, organized, and resourceful
- Some knowledge of trauma treatment modalities
- Valid driver's license and reliable transportation with required auto insurance in effect
- Bilingual (Spanish) a plus

If a social worker needs to be hired during the term of this contract, the selection of the social worker will be done in collaboration with the BPD to ensure the most appropriate fit. NEDFYS will assign one master's level intern to support the work at BPD when available. The 24/7 on-call service will be staffed by NEDFYS personnel and clinical interns on a rotating basis.

V. Liability Insurance

NEDFYS will procure and maintain insurance at its sole and exclusive expense which covers its personnel and liability for providing the identified services. NEDFYS will provide the Village of Bartlett with a certificate of insurance in a form acceptable to the Village.

VI. NEDFYS Board Authority

This agreement has been properly authorized by the NEDFYS Board of Directors.

VII. Modification of Agreement

The terms of this agreement may be amended or modified in writing and signed by both the Village of Bartlett and NEDFYS.

VIII. Termination

Either party may terminate this agreement upon providing 60 days' notice to the other party.

IX. Cost of Services

The total cost of services for the 12-month term of the contract shall not exceed \$77,558.

Summary of Costs:

- Salary for BPD social worker for 40 hours per week
- Fringe benefits for social worker (17.62%)
- Partial salary support for Clinical Supervisor
- Partial fringe benefits support for Clinical Supervisor
- 24/7 Remote and In-Person Crisis Response Upon Police Request

Detailed Costs:

Categories	Total
Personnel	\$64,350.00
Fringe	\$11,316.63
Travel	
Supplies	
Contractual	
Occupancy	
Telecom	
Training/Edu	
Direct Admin	
Indirect	\$1,891.67
TOTAL	\$77,558.30

*Personnel Costs

Employee	Position	Salary	% of Time	Duration	SALARY	FRINGE	Total Fringe %	FICA/SUI	WC	RB	Health	Hrs /Wk
Yvette Aguilar	CSM	\$37.50	2.50%	2080	\$1,950.00	\$321.75	16.50%	8.50%	1.19%	3.00%	3.81%	1
Alexandra Berkman	PSW	\$30.00	100.00%	2080	\$62,400.00	\$10,994.88	17.62%	8.50%	1.19%	3.00%	4.93%	40

X. Resident Fees

Residents in need of more intense or specialized services that are offered by NEDFYS but are beyond the scope of those listed under Section II may be referred to other qualified NEDFYS staff for these services. Referrals will be made based on resident request or social worker recommendation only. Payment for these services will be the responsibility of the resident, either through a fee for service agreement or private insurance. Examples of such services include:

- Individual Therapy
- Family Therapy
- Group Therapy

XI. Access to Other Services Offered by NEDFYS

NEDFYS offers an array of programs and services that may benefit residents of **Bartlett, DuPage County**, who come to the attention of police. Bartlett Police Department will have priority access to the following services at no cost to the Village of Bartlett:

- Juvenile Station Adjustment Program
- Family-based intervention for juvenile domestic violence
- Youth Crisis Intervention and Family Stabilization Services

XII. Invoicing and Payment for Services

NEDFYS will provide the Village of Bartlett with an invoice for allowable costs under this contract on or before the 10th of each month. Payment to NEDFYS shall be made within 45 days of the date of the invoice, either via electronic funds transfer or by check. If by check, payment should be sent to the following address:

Northeast DuPage Family and Youth Services
 3 Friendship Plaza
 Addison, Illinois 60101
 Attn: Shannon Hartnett

NORTHEAST DUPAGE FAMILY AND YOUTH SERVICES

VILLAGE OF BARTLETT

By: _____

By: _____

Shannon Hartnett, Executive Director

Printed Name: _____

Title: _____



Agenda Item Executive Summary

AGENDA ITEM: Purchase of 2024 Ford Transit 150 Van

BOARD OR COMMITTEE: Board

BUDGET IMPACT

Amount	\$47,504	Budgeted	\$ 48,000
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Fund: Water Vehicle Replacement Fund	Corresponding Activity Measure: N/A
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EXECUTIVE SUMMARY

Suburban Purchasing Cooperative has awarded contract #207 for the purchase of a Ford Transit Full Sized Van to Currie Motors, located in Frankfort, IL

This vehicle would be purchased out of the Water Division Capital Outlay Budget. The price includes start up service and freight, delivered to the PW Facility. Additional pricing includes additional strobe lights and typical upfits.

The vehicle will be delivered at the total cost of \$47,504. FY 2024-2025 budget provides \$48,000 for the purchase of a new 2024 Ford Transit.

ATTACHMENTS (PLEASE LIST)

Memo, SPC Proposal

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: N/A

Short Term (1-3 Years): Routine Complex

Long Term (3-5 Years): Routine Complex

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

MOTION: I MOTION TO APPROVE THE PURCHASE OF A 2024 Ford Transit Full Sized Van FROM Currie Motors IN Frankfort, IL

Staff: Tyler Isham, Assistant Director of Public Works

Date: April 4, 2024

Memo

To: Paula Schumacher, Village Administrator
From: Tyler Isham, Assistant Director of Public Works
Subject: **Purchase of 2024 Ford Transit Full Sized Van**
Date: April 4, 2024

The State Purchasing Cooperative- has awarded contract #207 for the purchase of a 2024 Ford Transit Full Sized Van to Currie Motors, located in Frankfort, IL.

This vehicle would be purchased as part of our Capital Outlay Budget. The price includes start up service and freight, delivered to the PW Facility. Additional pricing also includes Strobe Lights and other necessary features for operations.

The final price of the truck to be delivered at \$47,504. The approved FY 2024/2025 budget provides \$48,000 for the purchase of the new Ford Transit van that will replace the 11-year-old Dodge Caravan.

Motion

**MOTION TO APPROVE THE PURCHASE OF A 2024 Ford Transit Full Sized Van
FROM Currie Motors IN Frankfort, IL**



2024 Ford Transit Full Sized Van

Contract# 207



CURRIE MOTORS FRANKFORT

NICE PEOPLE TO DO BUSINESS WITH

Production is allocation based

Purchase Orders Required

Production is Subject to
Cancellation



Currie Motors Frankfort
SPC Contract Winner
Contract #207

2024 Ford Transit Van

Standard Package: **\$44,671**

POWERTRAIN

- 275hp 3.5L DOHC 24 valve V-6 engine with variable valve control, port/direct injection
- Recommended fuel : regular unleaded
- LEV3-LEV160
- 10 speed automatic transmission with overdrive
- Rear-wheel drive
- Fuel Economy Cty: N/A
- Fuel Economy Highway: N/A
- Capless fuel filler

SUSPENSION/HANDLING

- Front independent strut suspension with anti-roll bar
- Rear rigid axle leaf spring suspension with regular shocks
- Electric power-assist rack-pinion Steering
- Front and rear 16 x 6.5 argent steel wheels
- LT235/65SR16 CBSW AS front and rear tires

BODY EXTERIOR

- 3 doors
- Sliding right rear passenger
- Driver and passenger power remote, manual folding short arm mirrors
- Black door mirrors
- Black bumpers
- Clearcoat paint
- Front and rear 16 x 6.5 wheels
- 1 rear tow hook(s)

CONVENIENCE

- Manual air conditioning
- Distance pacing
- Power front windows
- Driver 1-touch down
- Remote power door locks with 2 stage unlock and illuminated entry
- Manual tilt steering wheel
- Manual telescopic steering wheel
- Ford Pass Connect 4G internet access
- Emergency SOS
- Wireless phone connectivity
- 1 1st row LCD monitor
- Front cup holders

SEATS AND TRIM

- Seating capacity of 2
- Front bucket seats
- 4-way driver seat adjustment
- 4-way passenger seat adjustment
- Driver armrest
- Metal-look instrument panel insert

ENTERTAINMENT FEATURES

- AM/FM stereo radio
- Auxiliary audio input
- External memory control
- Steering wheel mounted radio controls
- 4 speakers
- Streaming audio
- Fixed antenna

WARRANTY

- Basic warranty: 36 months/36000 miles
- Powertrain warranty: 60 months/60000miles
- Corrosion perforation warranty: 60months/unlimited miles
- Roadside assistance warranty: 60 months/60000 miles

LIGHTING, VISIBILITY AND INSTRUMENTATION

- Halogen aero-composite headlights
- Delay-off headlights
- Auto on/off headlights
- Variable intermittent front windshield wipers

- Light tinted windows
- Front reading lights
- Tachometer
- Camera(s) - rear
- Low tire pressure warning
- Trip odometer
- Lane departure

SAFETY AND SECURITY

- 4-wheel ABS brakes
- Brake assist with hill hold control
- Electric parking brake
- 4-wheel disc brakes
- Ford Co-Pilot360 w/Side Wind Stabilization Electronic stability control
- ABS and driveline traction control
- Dual front impact airbag supplemental restraint system with passenger cancel
- Dual seat mounted side impact airbag supplemental restraint system
- Safety Canopy System curtain 1st row overhead airbag supplemental restraint system
- Airbag supplemental restraint system occupancy sensor
- Power remote door locks with 2 stage unlock and panic alarm
- SecuriLock immobilizer
- Manually adjustable front head restraints
- Ford Co-Pilot360 - Pre-Collision Assist

TRANSIT CARGO VAN

Low Roof

<input checked="" type="checkbox"/>	E1Y-Transit 150 Cargo Van Low Roof 130" WB RWD	44,671.00
<input type="checkbox"/>	E1Y-Transit 150 Cargo Van Low Roof 148" WB RWD	46,921.00
<input type="checkbox"/>	E2Y-Transit 150 Cargo Van Low Roof 130" WB AWD	49,429.00
<input type="checkbox"/>	E2Y-Transit 150 Cargo Van Low Roof 148" WB AWD	50,707.00
<input type="checkbox"/>	R1Y-Transit 250 Cargo Van Low Roof 130" WB RWD	46,497.00
<input type="checkbox"/>	R1Y-Transit 250 Cargo Van Low Roof 148" WB RWD	47,775.00
<input type="checkbox"/>	R2Y-Transit 250 Cargo Van Low Roof 130" WB AWD	50,287.00
<input type="checkbox"/>	R2Y-Transit 250 Cargo Van Low Roof 148" WB AWD	51,574.00
<input type="checkbox"/>	W1Y-Transit 350 Cargo Van Low Roof 130" WB RWD	47,629.00
<input type="checkbox"/>	W1Y-Transit 350 Cargo Van Low Roof 148" WB RWD	48,916.00
<input type="checkbox"/>	W2Y-Transit 350 Cargo Van Low Roof 130" WB AWD	51,410.00
<input type="checkbox"/>	W2Y-Transit 350 Cargo Van Low Roof 148" WB AWD	52,628.00

Med Roof -LIMITED AVAILABILITY

<input type="checkbox"/>	E1C-Transit 150 Cargo Van Medium Roof 148" WB RWD	47,376.00
<input type="checkbox"/>	E2C-Transit 150 Cargo Van Medium Roof 148" WB AWD	51,158.00
<input type="checkbox"/>	R1C-Transit 250 Cargo Van Medium Roof 148" WB RWD	48,233.00
<input type="checkbox"/>	R2C-Transit 250 Cargo Van Medium Roof 148" WB AWD	52,018.00
<input type="checkbox"/>	W9C-Transit 350 Cargo Van Medium Roof 148" WB RWD	49,189.00
<input type="checkbox"/>	W2C-Transit 350 Cargo Van Medium Roof 130" WB AWD	53,142.00
<input type="checkbox"/>	F7C-Transit 350 Cargo Van Medium Roof 148" WB RWD	49,362.00
<input type="checkbox"/>	F8C-Transit 350 Cargo Van Medium Roof 148" WB AWD	53,143.00

High Roof

<input type="checkbox"/>	R1X-Transit 250 Cargo Van High Roof 148" WB RWD	49,948.00
<input type="checkbox"/>	R2X-Transit 250 Cargo Van High Roof 148" WB AWD	53,729.00
<input type="checkbox"/>	R3X-Transit 250 Cargo Van High Roof 148" WB EL RWD	51,049.00
<input type="checkbox"/>	R3U-Transit 250 Cargo Van High Roof 148" WB EL AWD	54,835.00
<input type="checkbox"/>	W1X-Transit 350 Cargo Van High Roof 148" WB RWD	53,222.00
<input type="checkbox"/>	W2X-Transit 350 Cargo Van High Roof 148" WB AWD	54,863.00

<input type="checkbox"/>	F5X-Transit 350 Cargo Van High Roof 148" WB RWD	51,077.00
<input type="checkbox"/>	F6X-Transit 350 Cargo Van High Roof 148" WB AWD	54,862.00
<input type="checkbox"/>	W3X-Transit 350 Cargo Van High Roof 148" WB EL RWD	52,176.00
<input type="checkbox"/>	W3U-Transit 350 Cargo Van High Roof 148" WB EL AWD	55,963.00
<input type="checkbox"/>	F7X-Transit 350 Cargo Van High Roof 148" WB EL RWD	52,177.00
<input type="checkbox"/>	F8X-Transit 350 Cargo Van High Roof 148" WB EL AWD	55,964.00
<input type="checkbox"/>	F4X-Transit 350 HD DRW Cargo Van High Roof 148" WB EL RWD	52,715.00
<input type="checkbox"/>	F4U-Transit 350 HD DRW Cargo Van High Roof 148" WB EL AWD	56,852.00
<input type="checkbox"/>	U8X-Transit 350 HD DRW Cargo Van High Roof 148" WB EL RWD	54,833.00

Engine

<input checked="" type="checkbox"/>	998-3.5L PFDI V-6	Standard
<input type="checkbox"/>	99G-3.5L EcoBoost V-6	2,271.00
<input type="checkbox"/>	99G-3.5L EcoBoost V-6 w/ S4U, U8X, U8U	Standard

Axle

<input type="checkbox"/>	X4L-4.10 Limited Slip Axle w/ 998 3.5L V-6	296.00
<input type="checkbox"/>	X7L-3.73 Limited Slip Axle	296.00

Wheels

<input type="checkbox"/>	76G-16" HD Forged Aluminum	856.00
<input type="checkbox"/>	647-16" Alum. Alloy Wheel-SRW	360.00
<input type="checkbox"/>	64H-Full Silver Wheel Cover	32.00
<input type="checkbox"/>	51A-Delete Full-size Spare and Wheel	-114.00
<input checked="" type="checkbox"/>	15C-Front Wheel Well Liners	269.00

Other Options

<input type="checkbox"/>	61C-Vehicle Maintenance Monitor	41.00
<input type="checkbox"/>	63C-Dual Alternator	933.00
<input type="checkbox"/>	63C-Dual Alternator w/67C	615.00
<input type="checkbox"/>	87E-Auxiliary Fuse Panel	351.00
<input type="checkbox"/>	63E-Dual AGM Batteries	269.00
<input type="checkbox"/>	543-Long Arm Non Telescoping Power Glass Mirrors	59.00
<input type="checkbox"/>	41E-HD Front Axle	286.00
<input type="checkbox"/>	41H-Engine Block Heater	69.00
<input type="checkbox"/>	94B-Enhanced Active Park Assist-Includes 94A,43R, 65A NA W/Ext Vans	815.00

<input type="checkbox"/>	544-Long Arm Non Telescopic Power Glass Heated Mirrors w/Turn Signal	200.00
<input type="checkbox"/>	545-Short Arm Manual Folding Heated Mirrors w/Turn Signal	145.00
<input type="checkbox"/>	94A- Side Sensing System	437.00
<input type="checkbox"/>	43R-Reverse Sensing System	269.00
<input type="checkbox"/>	68H-Running Board	282.00
<input type="checkbox"/>	53D-Tow/Haul Mode w/ Trailer Wiring Provisions	269.00
<input type="checkbox"/>	67D-Trailer Brake Controller	368.00
<input type="checkbox"/>	17A-Fixed Rear Glass Incl Rear Window Defrost	228.00
<input type="checkbox"/>	17B-Fixed Rear Door Glass w/Fixed Passenger Side Door Glass	387.00
<input type="checkbox"/>	17F-Windows All-Around	569.00
<input type="checkbox"/>	92E- Privacy Tint w/17A	114.00
<input type="checkbox"/>	92E-Privacy Tint w/17B	205.00
<input type="checkbox"/>	92E-Privacy Tint w/17F	455.00
<input type="checkbox"/>	57G-High Capacity Front/Rear Air Conditioning	782.00
<input type="checkbox"/>	62C-Auxiliary Heater A/C Prep Package W/O Rear Controls	91.00
<input type="checkbox"/>	60D-Adaptive Cruise Control w/ASLD	569.00
<input type="checkbox"/>	16E-Vinyl Floor Covering Front/Rear	223.00
<input type="checkbox"/>	16G-Front Carpet	32.00
<input type="checkbox"/>	96D-Load Area Protection -RWB	360.00
<input type="checkbox"/>	96D-Load Area Protection-LWB	442.00
<input type="checkbox"/>	96D-Load Area Protection-EL-LWB	524.00
<input type="checkbox"/>	85C-Vinyl Sun visors w/Illuminated Vanity Mirror	69.00
<input checked="" type="checkbox"/>	86F-Keys 2 Additional w/Fobs	69.00
<input type="checkbox"/>	90D-Power Outlet-110V/400W	433.00
<input type="checkbox"/>	67E-Large Center Console w/Integrated Shifter	178.00
<input type="checkbox"/>	47T-Bulk Head with Lockable Door-High Roof	1,270.00
<input type="checkbox"/>	47T-Bulk Head with Lockable Door-Medium Roof	1,229.00
<input type="checkbox"/>	47U- Bulk Head with Window-Medium Roof	888.00
<input type="checkbox"/>	47U-Bulk Head with Window-Low Roof	819.00
<input type="checkbox"/>	18D-Exterior Upgrade Package-Van-SRW	487.00
<input type="checkbox"/>	18L-Exterior Upgrade Package-Van-DRW	410.00
<input type="checkbox"/>	96C-Interior Upgrade Package	1,306.00
<input type="checkbox"/>	53B-Heavy Duty Trailer Tow Package	442.00
<input type="checkbox"/>	65A-Blind Spot Assist 1.0-Incl Blis /CTA , TC, Short Arm Power Mirror,43R	724.00

<input type="checkbox"/>	91B-Wiper Activated Headlamps	28.00
<input type="checkbox"/>	55D-Front Fog Lamps	95.00
<input type="checkbox"/>	655-Extended Range Fuel Tank-NA w/Regular Length and EcoBoost	260.00
<input checked="" type="checkbox"/>	67C-Upfitter Package	555.00
<input type="checkbox"/>	52C-Keyless Entry Key Pad	87.00
<input type="checkbox"/>	43B-Back Up Alarm	137.00
<input type="checkbox"/>	68B-Remote Start	451.00
<input type="checkbox"/>	90G-Push Down Manual Parking Brake	178.00
<input type="checkbox"/>	68J-Extended Length Running Boards	596.00
<input type="checkbox"/>	66C-D-Pillar Assist Handles	54.00
<input type="checkbox"/>	85B-HD Rear Scuff Plate Kit-Includes Side Door Scuff Plate	319.00
<input type="checkbox"/>	60B-Heavy Duty Cargo Flooring-Includes 85B-RWB	797.00
<input type="checkbox"/>	60B-Heavy Duty Cargo Flooring-Includes 85B-LWB	842.00
<input type="checkbox"/>	60B-Heavy Duty Cargo Flooring-Includes 85B-LWB EL	906.00
<input type="checkbox"/>	61D-360-Degree Camera w/Split-View Req. 58B,58C,58E or 58F	910.00
<input type="checkbox"/>	53G-Front Painted Bumper	228.00
<input type="checkbox"/>	43F-Rear Bumper Delete	N/C
<input type="checkbox"/>	15F-Full Rear Compartment Lighting	69.00
<input type="checkbox"/>	17P- Cargo Tie-Down Hooks	23.00
<input type="checkbox"/>	66D-Front Overhead Shelf-NA Low Roof	69.00
<input type="checkbox"/>	66F-Fixed Shelving-Pass. Side Only-Req. 47T or 47U-130 WB Low Roof	637.00
<input type="checkbox"/>	66E-Fixed Shelving-Dr. Side Only-Req. 47T or 47U-130 WB Low Roof	819.00
<input type="checkbox"/>	66F-Fixed Shelving-Pass. Side Only-Req. 47T or 47U-148 WB Low Roof	728.00
<input type="checkbox"/>	66E-Fixed Shelving-Dr. Side Only-Req. 47T or 47U-148 WB Low Roof	888.00
<input type="checkbox"/>	66F-Fixed Shelving-Pass. Side Only-Req. 47T or 47U-148 WB Mid Roof	797.00
<input type="checkbox"/>	66E-Fixed Shelving-Dr. Side Only-Req. 47T or 47U-148 WB Mid Roof	1,024.00
<input type="checkbox"/>	41J-Intelligent Access w/Push Button Start	336.00
<input type="checkbox"/>	63F-Auxiliary Fuel Port Extension-Includes 655-LWB/EL only	351.00
<input type="checkbox"/>	43S-Reverse Brake Assist Package-Includes 360 Camera- Req.65A	888.00
<input type="checkbox"/>	61E-High Resolution Digital Camera-Req. 58B, 58C, 58E, or 58F	N/C
<input type="checkbox"/>	91A- High-Intensity Discharge (HID) Headlamps w/LED Signatures	414.00
<input type="checkbox"/>	58V-AM/FM Stereo, Bluetooth, SYNC 3, 4.0" Display	255.00
<input type="checkbox"/>	58B-SYNC 4 with 12" Display	847.00
<input type="checkbox"/>	58C-SYNC 4 with Sirius XM, HD Radio, and 12" Display	1,060.00

<input type="checkbox"/> 58E-SYNC 4 with Sirius XM, HD Radio, Navigation, and 12" Display	1,620.00
<input type="checkbox"/> 91L- 6 Speakers-4 Front-2 Rear	23.00
<input type="checkbox"/> 21Q-Power Driver and Pass. Seat Req. Cloth Interior	901.00
<input type="checkbox"/> 52H- Speed Limitation_____Top Speed	73.00
<input type="checkbox"/> 942-Daytime Running Lights	41.00
<input type="checkbox"/> 55F-Automatic Engine Idle Shut Down_____Shut Down Time	182.00

WARRANTIES

<input type="checkbox"/> 3 year / 100,000 miles Premium Care	1,950.00
<input type="checkbox"/> 5 year / 100,000 miles Premium Care	2,060.00
<input type="checkbox"/> 3 year / 100,000 miles Extra Care	1,635.00
<input type="checkbox"/> 5 year / 100,000 miles Extra Care	1,715.00
<input type="checkbox"/> 5 year / 125,000 miles Power Train Care	1,730.00
<input type="checkbox"/> 6 year / 125,000 miles Power Train Care	1,800.00

MISC OPTIONS

<input type="checkbox"/> Rustproofing	395.00
<input type="checkbox"/> 4 Corner LED Strobes	1,395.00
<input checked="" type="checkbox"/> Certificate of Origin	NC
<input checked="" type="checkbox"/> Delivery greater than 50 miles of _____	160.00
<input checked="" type="checkbox"/> License & Title Municipal _____	203.00

COLOR AND TRIM

Exterior

<input type="checkbox"/> Oxford White	N/C
<input type="checkbox"/> Race Red	N/C
<input type="checkbox"/> School Bus Yellow	N/C
<input type="checkbox"/> Agate Black Metallic	182.00
<input type="checkbox"/> Ingot Silver	182.00
<input type="checkbox"/> Carbonized Gray Metallic	182.00
<input checked="" type="checkbox"/> Blue Metallic	182.00
<input type="checkbox"/> Avalanche Gray Metallic	182.00
<input type="checkbox"/> Abyss Gray Metallic	182.00

Interior

<input checked="" type="checkbox"/> Ebony Vinyl
<input type="checkbox"/> Ebony Cloth
<input type="checkbox"/> Dark Palazzo Grey Cloth
<input type="checkbox"/> Dark Palazzo Grey Vinyl



Title Name _____

Title Address _____

Title City _____

Title Zip Code _____

Contact Name BLAKE GREENLE

Phone Number 630-837-0811

P.O. Number _____

Fleet Identification Number _____

Tax Exempt Number _____

Total Dollar Amount _____

Total Number of Units 1

Delivery Address _____

***Orders Require Signed Purchase Orders submitted to:**

Currie Motors Fleet
10125W Laraway
Frankfort, IL 60423
PHONE: (815) 464-9200
Tom Sullivan:
tsullivan@curriemotors.com
Nic Cortellini:
ncortellini@curriemotors.com

**Production is allocation based and limited by
Supply Chain Constraints**



Agenda Item Executive Summary

AGENDA ITEM: T-Mobile License Agreement Amendment No. 2 at Schick Water Tower

BOARD OR COMMITTEE: Board

BUDGET IMPACT

Amount \$ NA Budgeted \$ NA

Fund: Water Corresponding Activity Measure: NA

EXECUTIVE SUMMARY

As you are aware, we have the Schick Rd. water tower scheduled to be painted this spring and as part of the painting, T-Mobile was required to move their equipment to a temporary pole. In our discussions with T-Mobile to temporarily relocate, they approached the Village to amend their license agreement with the Village. The agreement was due to expire in 2030. This amendment will extend the agreement up to two additional 5 year terms.

The Village Attorney and I have negotiated and reviewed this amendment with T-Mobile and believe this agreement is consistent with the existing agreements we currently have.

ATTACHMENTS (PLEASE LIST)

Memo, Resolution, Agreement

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: NA

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-_____, a resolution approving the second amendment to the non-exclusive license agreement between the Village of Bartlett and T-Mobile Central LLC.

Staff: Dan Dinges, Director of Public Works

Date: April 8, 2024

PUBLIC WORKS MEMO



DATE: April 8, 2024

TO: Paula Schumacher
Village Administrator

FROM: Dan Dinges, PE
Director of Public Works

SUBJECT: T-Mobile License Agreement Amendment No. 2 at Schick Water Tower

As you are aware, we have the Schick Rd. water tower scheduled to be painted this spring and as part of the painting, T-Mobile was required to move their equipment to a temporary pole. In our discussions with T-Mobile to temporarily relocate, they approached the Village to amend their license agreement with the Village. The agreement was due to expire in 2030. This amendment will extend the agreement up to two additional 5 year terms.

The Village Attorney and I have negotiated and reviewed this amendment with T-Mobile and believe this agreement is consistent with the existing agreements we currently have.

MOTION:

I MOVE TO APPROVE RESOLUTION 2024-____, A RESOLUTION APPROVING THE SECOND AMENDMENT TO THE NON-EXCLUSIVE LICENSE AGREEMENT BETWEEN THE VILLAGE OF BARTLETT AND T-MOBILE CENTRAL LLC.

RESOLUTION 2024 - _____

A RESOLUTION APPROVING THE SECOND AMENDMENT TO THE NON-EXCLUSIVE LICENSE AGREEMENT BETWEEN THE VILLAGE OF BARTLETT AND T-MOBILE 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 Second Amendment to the Non-Exclusive License Agreement between the Village of Bartlett and T-Mobile Central, LLC (the “Second Amendment”), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

SECTION TWO: **AUTHORIZATION.** The Village President is hereby authorized and directed to sign the Second 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 Gilles, Village Clerk

CERTIFICATION

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

Lorna Gilles, Village Clerk

Site #: CH74338A
Site Name: Bartlett WT Schick Rd.

SECOND AMENDMENT TO NON-EXCLUSIVE LICENSE AGREEMENT

THIS SECOND AMENDMENT TO NON-EXCLUSIVE LICENSE AGREEMENT (“Second Amendment”) is made effective as of the latter signature date hereof (the “Effective Date”) by and between Village of Bartlett, an Illinois home rule municipal corporation (the “Village” or “Licensor”) and T-Mobile Central LLC, a Delaware limited liability company, (“Licensee”) (Collectively the “Parties”).

Recitals

WHEREAS, Licensor and Licensee entered into a NON-EXCLUSIVE LICENSE AGREEMENT, dated August 17, 2010, as amended by that certain FIRST AMENDMENT TO NON-EXCLUSIVE LICENSE AGREEMENT, dated May 7, 2019 (collectively, the “Agreement”) for the licensed premises (the “Premises”) located at 26 W 011 Schick Road, Bartlett, IL (the “Water Tower Property”); and

WHEREAS, Licensor and Licensee desire to further amend the Agreement;

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Exhibit C “Engineering Plans” to the Agreement is hereby removed and replaced with the “Engineering Plans” set forth as Exhibit-C-1 of this Second Amendment.
2. Upon the expiration of the Third Renewal Term, Licensee shall have the right to renew the Agreement for two (2) additional Renewal Terms of 5 years each, respectively herein referred to as (the “Fourth Renewal Term”) and (the “Fifth Renewal Term”), each of which shall renew automatically unless Licensee provides at least thirty (30) days prior written notice before the expiration of the then current term that Licensee does not wish to exercise such Renewal Term.
3. The license fee for the Fourth Renewal Term (years 21-25) will be \$4,386.00 per month.
4. The license fee for the Fifth Renewal Term (years 26-30) will be \$4,912.00 per month.
5. Paragraph 27 of the Agreement is hereby deleted in its entirety and replaced with the following:
 27. Notwithstanding any other provision to the contrary herein, in the event the Village determines that it is in its best interests to raze the Tower, to re-paint the Tower, or otherwise perform repairs or maintenance work on the Tower, the Village shall give Licensee 180 days prior written notice to T-Mobile of its intention to raze the Tower or perform such other painting or maintenance work, in which event T-

Site #: CH74338A

Site Name: Bartlett WT Schick Rd.

Mobile shall remove its property from the Tower and the Village shall permit T-Mobile the use of temporary cellular facilities including a cellular-on-wheels facility, direct-bury monopole, ballast tower or similar installation at T-Mobile's sole cost and expense, during the time it takes for the Village to complete the painting, repair or maintenance work to the Tower, upon the Water Tower Property if feasible; otherwise, at a location for such temporary facility that is reasonably acceptable to T-Mobile, and subject to the approval of the Village Engineer and the Director of Public Works. Within ninety (90) days after notice from the Village of completion of said painting, repair or maintenance work, T-Mobile may remount and reconnect the Antennas that were temporarily removed from the Tower in the same location, all at T-Mobile's sole cost, except that during the time of such temporary relocation no monthly license fee shall be due from T-Mobile.

6. **Effect.** Except as amended by this Second Amendment, all other terms, provisions and conditions of the Agreement remain in full force and effect.

7. **Conflict/Capitalized Terms.** Landlord and Tenant hereby acknowledge and agree that in the event of a conflict between the terms and provisions of this Second Amendment and those contained in the Agreement, the terms and provisions of this Second Amendment shall control. Except as otherwise defined or expressly provided in this Second Amendment, all capitalized terms used in this Second Amendment shall have the meanings or definitions ascribed to them in the Agreement. To the extent of any inconsistency in or conflict between the meaning, definition, or usage of any capitalized terms in this Second Amendment and the meaning, definition, or usage of any such capitalized terms or similar or analogous terms in the Agreement, the meaning, definition, or usage of any such capitalized terms in this Second Amendment shall control. Except as explicitly amended by this Second Amendment, the terms of the Agreement remain in full force and effect.

8. **Counterparts.** This Second Amendment may be executed in multiple counterparts, each of which so executed and delivered, shall be deemed an original and all of which, when taken together, shall constitute one and the same instrument.

[SIGNATURE PAGE FOLLOWS]

Site #: CH74338A
Site Name: Bartlett WT Schick Rd.

Licensor:

Village of Bartlett

Signature: _____

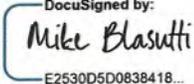
Print Name: _____

Title: _____

Date: _____

Licensee:

T-Mobile Central LLC

Signature:  _____
E2530D5D0838418...

Print Name: Mike Blasutti

Title: Director, Engineering & Ops

Date: 4/4/2024

DS
AM

DS
GM

DS
JP

TMO Legal Digitally signed
by TMO Legal
Date:
2024.03.20
08:59:21 -04'00'

DS
ESL

Site #: CH74338A

Site Name: Bartlett WT Schick Rd.

Exhibit C-1

Attached

REVIEWED BY:

PROPERTY OWNER OR REP.	RF
ZONING	NETWORK
CONSTRUCTION	CONTRACTOR
OPERATIONS	SITE ACQUISITION

SCOPE OF WORK

GROUND SCOPE OF WORK:

1. REMOVAL OF T-MOBILE ANTENNAS, RRU'S, HYBRID & COAX CABLES, AND LOW-PROFILE PLATFORM ON TEMPORARY TOWER. DISMANTLING OF TEMPORARY TOWER. RESTORATION OF TEMPORARY TOWER SITE TO ITS FORMER CONDITION.
2. RELOCATION OF ALPHA & BETA DVPs TO EXISTING UNISTRUT CORRAL. INSTALLATION OF LONG PULL BOX BELOW DVPs.
3. INSTALLATION OF (3) HCS 2.0 TRUNK CABLES FROM DVPs TO (3) WT BREAKOUT BOXES. TRUNK CABLES TO FOLLOW ROUTE OF FORMER COAX CABLES INSIDE WT BASE CONE, SHAFT AND ACCESS TUBE.

TOWER SCOPE OF WORK:

1. INSTALLATION OF NEW (3) COMSCOPE FFHH-65B-R3 OCTO ANTENNAS.
2. INSTALLATION/RELOCATION OF EXISTING (3) AEHC MASSIVE MIMO ANTENNAS, (3) AAFA MASSIVE MIMO ANTENNAS, (3) AHFC RRU'S, (3) AHL0A RRU'S AND (3) HCS 2.0 CABLE BREAKOUT BOXES/PENDANTS ON NEW 30"Ø RAILING AT WT ROOF.
3. INSTALLATION OF HYBRID JUMPER CABLES FROM PENDANTS TO AEHC ANTENNAS, AAFA ANTENNAS, AND SECTOR RRU'S.
4. INSTALLATION OF RF JUMPER CABLES FROM SECTOR RRU'S TO OCTO ANTENNAS.
5. INSTALLATION OF NEW GROUNDING SYSTEM FOR T-MOBILE EQUIPMENT ON TOP OF WATER TANK.



PROJECT: EQUIPMENT UPGRADE
SITE ID: CH74338A
SITE NAME: BARTLETT WT - SCHICK ROAD
SITE TYPE: WATER TANK
PLAN: 5G AND LTE AIRSCALE
SITE ADDRESS: 401 E. SCHICK ROAD, BARTLETT, IL 60103

SITE COORDINATES:
 GEOGRAPHIC COORDINATES (NAD 83)
LATITUDE: N 41° 57' 05.3"
LONGITUDE: W 88° 09' 54.0"

SITE DIRECTIONS

FROM T-MOBILE OFFICE:

- GET ON I-88 W
- TAKE I-355 N TO US-20 W/W LAKE ST IN ADDITION. TAKE EXIT 31 FROM I-355 N
- FOLLOW US-20 W/W LAKE ST AND W SCHICK RD TO YOUR DESTINATION IN HANOVER PARK



SCAN OR CODE FOR LINK TO SITE LOCATION MAP

SHEET INDEX

SHEET NO:	SHEET TITLE	REV. NO:
T-1	TITLE SHEET	0
A-1	OVERALL SITE PLAN	0
A-1A	DEMOLITION PLAN	0
A-2	DETAILED SITE PLAN	0
A-3	ELEVATION	0
A-4	ANTENNA & RRU LAYOUT	0
A-5	ANTENNA & CABLE SCHEDULE	0
A-6	ANTENNA & EQUIPMENT INFORMATION	0
A-7	EQUIPMENT INFORMATION	0
A-8	DVP MOUNTING DETAIL, CABLE INFORMATION	0
A-9	ANTENNA & EQUIPMENT SCHEMATIC DIAGRAM	0
WT-1	ANTENNA & RRU MOUNTING DETAILS	0
WT-2	CABLE SUPPORT & MISCELLANEDUS DETAILS	0
E-1	ELECTRICAL NOTES, CABLE ROUTING PLAN	0
E-2	GROUNDING NOTES, GROUNDING PLANS	0
E-3	GROUNDING DETAILS	0
N-1	NOTES	0
N-2	NOTES	0

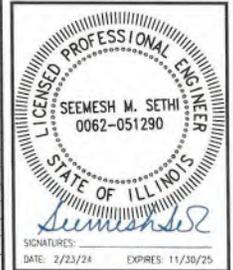


1400 OPUS PLACE, SUITE 700
 DOWNERS GROVE, IL 60515
 PHONE:
 FAX:



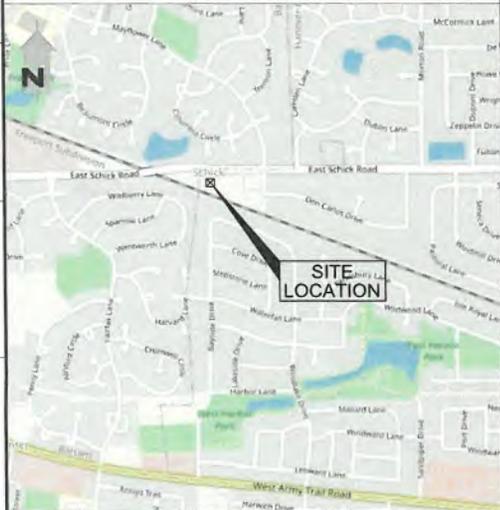
ILLINOIS DESIGN FIRM REGISTRATION NO. 184-020129
 1175 WASHINGTON RD., SCHMALZBURG, IL 62873
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SIGNATURES:
 DATE: 2/23/24 EXPIRES: 11/30/25

SITE LOCATION



PROJECT SUMMARY

APPLICABLE CODES
 • INTERNATIONAL BUILDING CODE, LATEST EDITION
 • NATIONAL ELECTRICAL CODE, LATEST EDITION

APPLICANT
 T-MOBILE L.L.C.
 1400 OPUS PLACE, SUITE 700
 DOWNERS GROVE, IL 60515
 PHONE:
 FAX:
 CONSTRUCTION CONTACT: CHRISTOPHER LYTLE
 PHONE NO.:
 OPERATIONAL CONTACT:
 PHONE NO.:

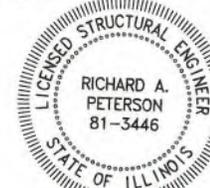
UTILITIES

POWER:
 TELEPHONE:
 UNDERGROUND SERVICE ALERT
 CALL TOLL FREE 1-800-892-0123
 THREE WORKING DAYS BEFORE YOU DIG

CONTRACTOR

PROFESSIONAL LICENSE

I HEREBY CERTIFY THAT THESE PLANS WERE PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED ENGINEER UNDER THE LAWS OF THE STATE OF ILLINOIS.



SIGNATURE: *Richard A. Peterson*
 SIGNED: 2/23/24 EXPIRES: 11/30/24

NOTES FOR CONTRACTOR

CONTRACTOR SHALL VERIFY ALL PLANS & EXISTING DIMENSIONS & CONDITIONS ON THE JOB SITE & SHALL IMMEDIATELY NOTIFY THE ENGINEER IN WRITING OF ANY DISCREPANCIES BEFORE PROCEEDING WITH THE WORK OR BE RESPONSIBLE FOR SAME.

EXISTING CONDITIONS SHALL BE CHECKED AND VERIFIED IN FIELD. IF SIGNIFICANT DEVIATIONS OR DETERIORATION ARE ENCOUNTERED AT THE TIME OF CONSTRUCTION, A REPAIR PERMIT WILL BE OBTAINED AND CONTRACTOR SHALL NOTIFY STRUCTURAL ENGINEER IMMEDIATELY.

HANDICAP ACCESS REQUIREMENTS

SITE IS UNOCCUPIED AND NOT FOR HUMAN HABITATION. HANDICAP ACCESS NOT REQUIRED.

NOTES

THE DRAWINGS ARE FULL ON 11"x17" SHEET SIZE AND ARE NOT REDUCED IN SIZE U.N.O.

THESE PLANS HAVE BEEN PREPARED FOR THE PURPOSE OF DESIGN AND DETAILING OF ANY AND ALL CIVIL AND ELECTRICAL ENGINEERING ASPECT OF THIS PROJECT.

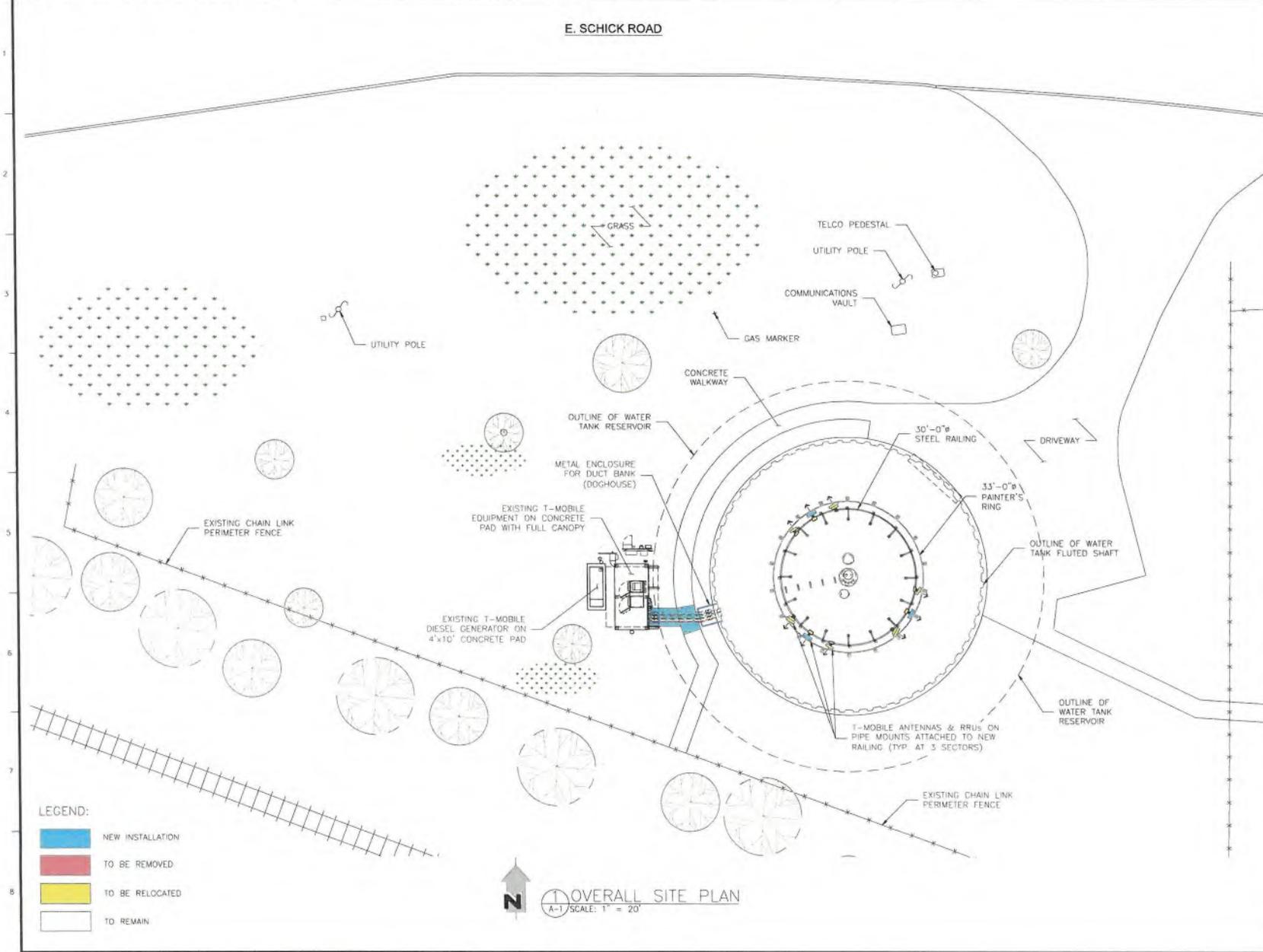
CH74338A
BARTLETT WT SCHICK ROAD

401 E. SCHICK ROAD, BARTLETT, IL 60103

TITLE SHEET

Product Number	Drawn by	Date
Check Product Number	Checked by	Date
Title	Approved by	Date
Drawing Number		

TMO Signatory Level: L06
 NLG 92821



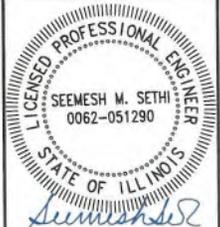
T-Mobile

1400 DRUS PLACE, SUITE 700
 BARTLETT, IL 60103
 PHONE:
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KCS CORPORATION

CONSULTING ENGINEERS
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SIGNATURES: *Seemesh M. Sethi*
 DATE: 2/23/24 EXPIRES: 11/30/25

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A	ISSUED FOR REVIEW	1/24/24

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Overall Site Plan

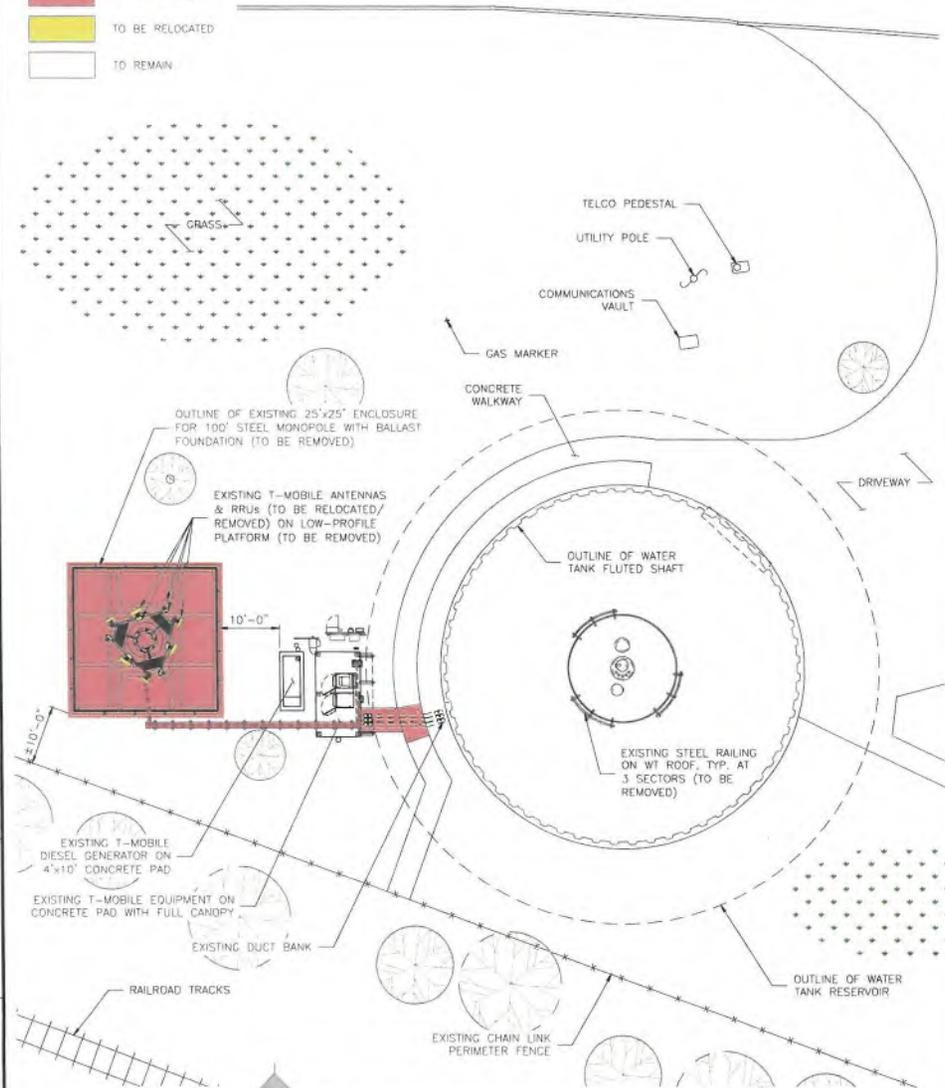
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Client Project Number	Checked by:
Date	Date:
Scale	Approved by: JLS
Drawn by:	Date:

Signature Level: L06
 NLG 92821

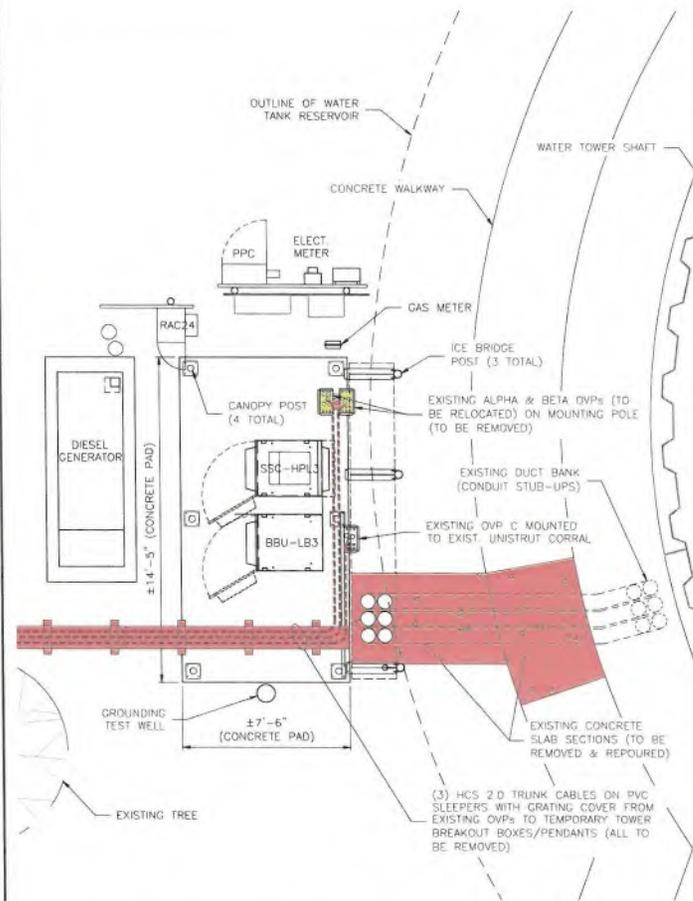
LEGEND:

- NEW INSTALLATION
- TO BE REMOVED
- TO BE RELOCATED
- TO REMAIN

E. SCHICK ROAD



OVERALL SITE DEMOLITION PLAN
A-1A/SCALE: 1" = 20'



DETAILED SITE DEMOLITION PLAN
A-1A/SCALE: 3/16" = 1'-0"

NOTE:

1. T-MOBILE GENERAL CONTRACTOR SHALL RESTORE SITE TO ITS ORIGINAL CONDITION.
2. CONTRACTOR SHALL REPAIR ANY DAMAGE TO EXISTING FENCE, SITE GRADING, CURB AND LANDSCAPING IF IT OCCURS.

T-Mobile
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DUNDEE, ILLINOIS, 60115
PHONE:
FAX:

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PROFESSIONAL ENGINEER
SEEMESH M. SETHI
0062-051290
STATE OF ILLINOIS
Seemesh M. Sethi
SIGNATURES
DATE: 2/23/24 EXPIRES: 11/30/25

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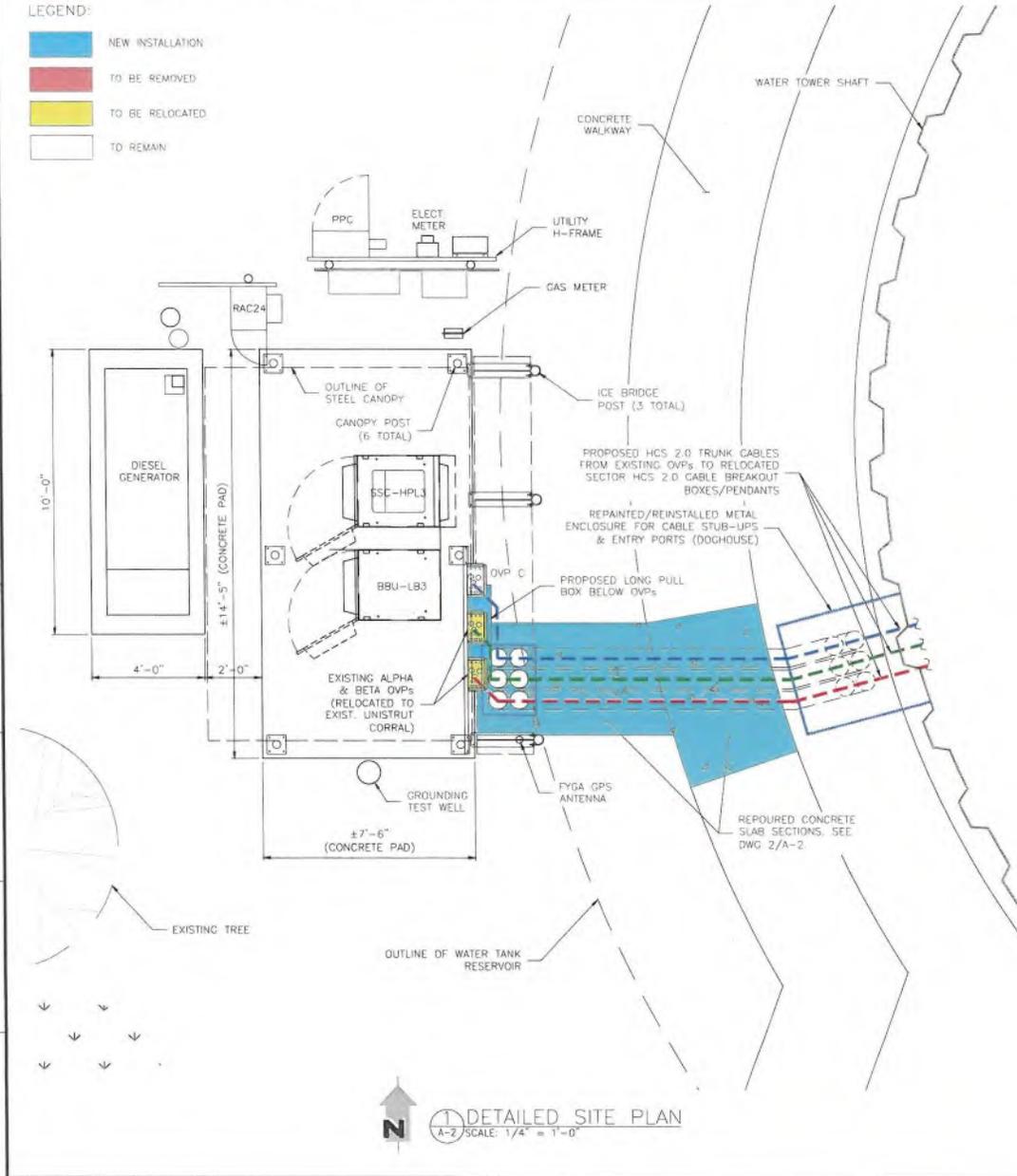
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DEMOLITION PLAN

Project Number:	Drawn by: SS
Client Project Number:	Checked by:
Date:	Drawn:
Scale:	Approved by: SS
Drawing Number:	Date:

A-1A
Signatory Level: L06
NLG 01871

LEGEND:

- NEW INSTALLATION
- TO BE REMOVED
- TO BE RELOCATED
- TO REMAIN



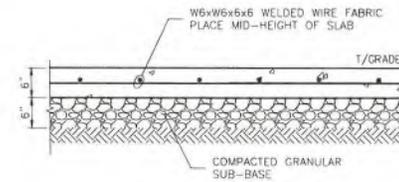
① DETAILED SITE PLAN
A-2 SCALE: 1/4" = 1'-0"

EQUIPMENT INSTALLATION NOTES:

1. AT THE END OF THE PROJECT THE FOLLOWING EQUIPMENT WILL BE INSTALLED INSIDE THE SSC-HPL3 CABINET: (3) AMIAs, (2) ASIAs, (1) ASIB, (2) ASILs, (5) ABIAs, (3) ABILs, (3) ABICs, (1) ABIO, (1) FSEB, (1) FSMF, BREAKERS AND CSR IXRE V2 (GEN2), (3) RAYCAP POWERPLUS VOLTAGE BOOSTER WITH 2 MODULES WITH EXTRA AMPLIFIER MODULE.
2. CONTRACTOR TO ENSURE THE FANS ON THE FSMF MODULE ARE THOROUGHLY CLEANED AND FLIPPED PRIOR TO INSTALLING IN THE NEW SSC-HPL3 CABINET TO ALLOW PROPER COOLING OF THE MODULES.
3. FSEB TO BE RELOCATED WITH FLAT MOUNTING BRACKET TO INSIDE THE SSC-HPL3 CABINET.
4. DURING PRE-CONSTRUCTION SCOPE WALK, GC SHALL FIELD MEASURE AND DETERMINE REQUIRED HCS 2.0 CABLE LENGTHS TO EACH SECTOR.
5. PROVIDE LENGTHS BACK TO T-MOBILE TO ENSURE IT IS CAPTURED ON THE RFDS AND T-MOBILE BOM.
6. SSC USED BATTERIES WITH CONNECTION HARDWARE TO BE RELOCATED INSIDE NEW BBU RACK.
7. GC TO INSURE ALL CONDUITS NO LONGER BEING USED ARE DECOMMISSIONED AND HOLES ARE PROPERLY SEALED AND WEATHERPROOFED.
8. GPS CABLE SHALL BE REROUTED THROUGH THE TROUGH OR OVP AND THE 2" FIBER CONDUIT TO THE SSC RACK.
9. GC SHALL ENSURE THE OVPs ARE INSTALLED AND WIRED PER MANUFACTURER SPECIFICATION. HCS 2.0 SHALL BE EQUIPPED WITH (3) SETS OF 2#2 AWG (BLUE AND BLACK INSULATED) EACH PROTECTED BY A 100A DC BREAKER (3 TOTAL 100A BREAKERS). IF TOWER J-BOX REQUIRES VOLTAGE BOOSTER, THE CIRCUITS WILL BE FED FROM VOLTAGE BOOSTER OUTPUT TERMINALS.

PENETRATION PIPES/DUCT BANK SEAL NOTES:

1. ALL UNUSED PENETRATION PIPES NEED TO BE SEALED WITH SOLID RUBBER BOOTS.
2. GC WILL INSTALL RUBBER BOOT ASSEMBLIES ON UNUSED PIPE STUB-UPS AT CONCRETE PAD DUCT BANKS AND AT BOTH ENDS OF CABLE ENTRY PORTS.
3. T-MOBILE PENETRATION PIPES IN THE FLUTED COLUMN NEED TO BE SEALED WITH RUBBER BOOT ASSEMBLIES AND/OR WEATHER RESISTANT CAULK TO A DEPTH OF 2" ON THE EXTERIOR AND DRY INTERIOR ENDS. SPRAY FOAM, BUTYL, AND TAPE ARE NOT ACCEPTABLE ALTERNATIVES.



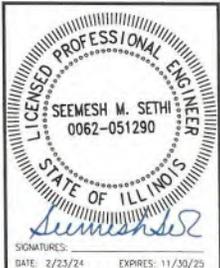
② CONCRETE SLAB DETAIL
A-2 SCALE: 1/2" = 1'-0"



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FAX



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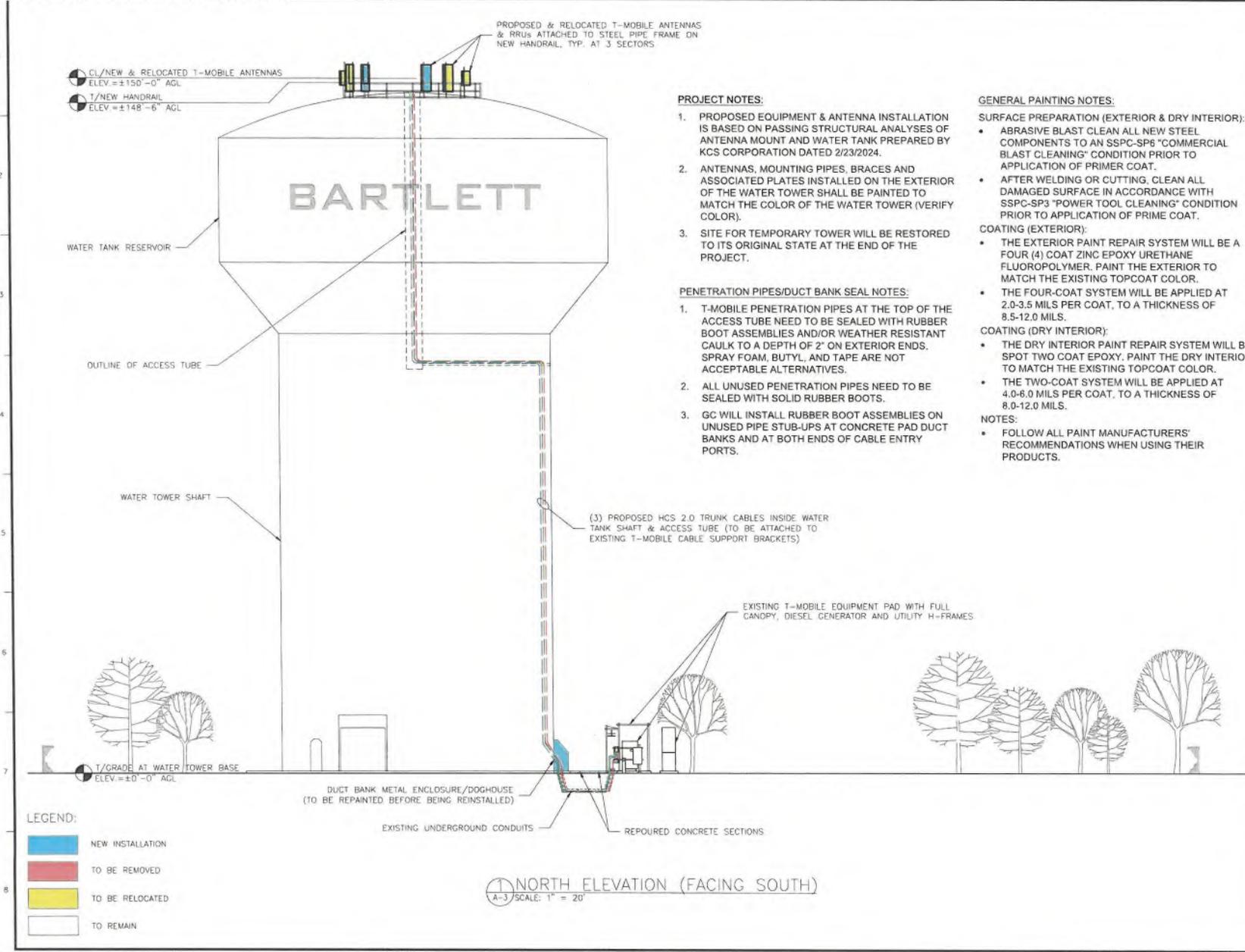
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A	ISSUED FOR REVIEW	1/24/24

CH74338A
BARTLETT WT SCHICK ROAD
401 E. SCHICK ROAD, BARTLETT, IL 60183

② DETAILED SITE PLAN

Drawn by: JH	Checked by: JH
Issue Date:	Issue Date:
Revision:	Revision:
Scale:	Scale:

A-2
Signatory Level: L06
MLG 92871



PROPOSED & RELOCATED T-MOBILE ANTENNAS & RRUS ATTACHED TO STEEL PIPE FRAME ON NEW HANDRAIL, TYP. AT 3 SECTORS

- CL/NEW & RELOCATED T-MOBILE ANTENNAS
ELEV. = ±150'-0" AGL
- T/NEW HANDRAIL
ELEV. = ±148'-6" AGL

PROJECT NOTES:

1. PROPOSED EQUIPMENT & ANTENNA INSTALLATION IS BASED ON PASSING STRUCTURAL ANALYSES OF ANTENNA MOUNT AND WATER TANK PREPARED BY KCS CORPORATION DATED 2/23/2024.
2. ANTENNAS, MOUNTING PIPES, BRACES AND ASSOCIATED PLATES INSTALLED ON THE EXTERIOR OF THE WATER TOWER SHALL BE PAINTED TO MATCH THE COLOR OF THE WATER TOWER (VERIFY COLOR).
3. SITE FOR TEMPORARY TOWER WILL BE RESTORED TO ITS ORIGINAL STATE AT THE END OF THE PROJECT.

PENETRATION PIPES/DUCT BANK SEAL NOTES:

1. T-MOBILE PENETRATION PIPES AT THE TOP OF THE ACCESS TUBE NEED TO BE SEALED WITH RUBBER BOOT ASSEMBLIES AND/OR WEATHER RESISTANT CAULK TO A DEPTH OF 2" ON EXTERIOR ENDS. SPRAY FOAM, BUTYL, AND TAPE ARE NOT ACCEPTABLE ALTERNATIVES.
2. ALL UNUSED PENETRATION PIPES NEED TO BE SEALED WITH SOLID RUBBER BOOTS.
3. GC WILL INSTALL RUBBER BOOT ASSEMBLIES ON UNUSED PIPE STUB-UPS AT CONCRETE PAD DUCT BANKS AND AT BOTH ENDS OF CABLE ENTRY PORTS.

GENERAL PAINTING NOTES:

- SURFACE PREPARATION (EXTERIOR & DRY INTERIOR):**
- ABRASIVE BLAST CLEAN ALL NEW STEEL COMPONENTS TO AN SSPC-SP6 "COMMERCIAL BLAST CLEANING" CONDITION PRIOR TO APPLICATION OF PRIMER COAT.
 - AFTER WELDING OR CUTTING, CLEAN ALL DAMAGED SURFACE IN ACCORDANCE WITH SSPC-SP3 "POWER TOOL CLEANING" CONDITION PRIOR TO APPLICATION OF PRIME COAT.
- COATING (EXTERIOR):**
- THE EXTERIOR PAINT REPAIR SYSTEM WILL BE A FOUR (4) COAT ZINC EPOXY URETHANE FLUOROPOLYMER. PAINT THE EXTERIOR TO MATCH THE EXISTING TOPCOAT COLOR.
 - THE FOUR-COAT SYSTEM WILL BE APPLIED AT 2.0-3.5 MILS PER COAT, TO A THICKNESS OF 8.5-12.0 MILS.
- COATING (DRY INTERIOR):**
- THE DRY INTERIOR PAINT REPAIR SYSTEM WILL BE SPOT TWO COAT EPOXY. PAINT THE DRY INTERIOR TO MATCH THE EXISTING TOPCOAT COLOR.
 - THE TWO-COAT SYSTEM WILL BE APPLIED AT 4.0-6.0 MILS PER COAT, TO A THICKNESS OF 8.0-12.0 MILS.
- NOTES:**
- FOLLOW ALL PAINT MANUFACTURERS' RECOMMENDATIONS WHEN USING THEIR PRODUCTS.



1409 OLYS PLACE, SUITE 700
SOMMER DRIVE, E. MOBILE
PHONE:
FAX:



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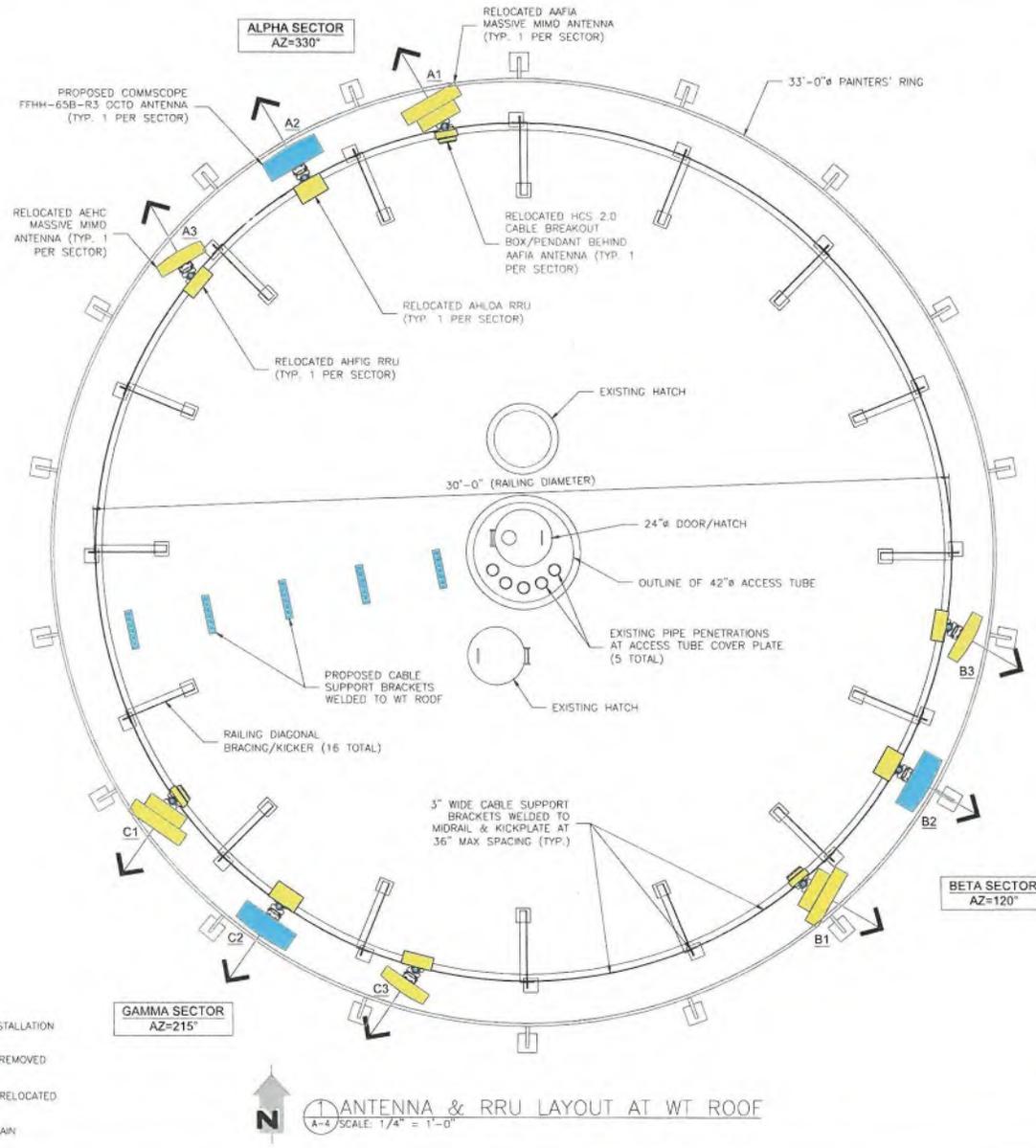
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401 E. SCHICK ROAD, BARTLETT, IL 60103

Sheet Title:
ELEVATION

Project Number	Drawn by: JG
Client Project Number	Check by:
Title	Reviewed by: JG
Drawing Number	Date:

A-3
Signatory Level: L06
NLG-02871



PROJECT NOTES:

1. PROPOSED EQUIPMENT & ANTENNA INSTALLATION IS BASED ON PASSING STRUCTURAL ANALYSES OF ANTENNA MOUNT AND WATER TANK PREPARED BY KCS CORPORATION DATED 2/23/2024.
2. ANTENNAS, MOUNTING PIPES, BRACES AND ASSOCIATED PLATES INSTALLED ON THE EXTERIOR OF THE WATER TOWER SHALL BE PAINTED TO MATCH THE COLOR OF THE WATER TOWER (VERIFY COLOR).
3. ANY NEW ANGLE ADAPTERS OR PIPE CLAMPS THAT MIGHT BE ADDED NEED TO BE ATTACHED WITH RUBBER STRIPS TO PREVENT METAL ON METAL CONTACT.

PENETRATION PIPES/DUCT BANK SEAL NOTES:

1. T-MOBILE PENETRATION PIPES AT THE TOP OF THE ACCESS TUBE NEED TO BE SEALED WITH RUBBER BOOT ASSEMBLIES AND/OR WEATHER RESISTANT CAULK TO A DEPTH OF 2" ON EXTERIOR ENDS. SPRAY FOAM, BUTYL, AND TAPE ARE NOT ACCEPTABLE ALTERNATIVES.
2. ALL UNUSED PENETRATION PIPES NEED TO BE SEALED WITH SOLID RUBBER BOOTS.

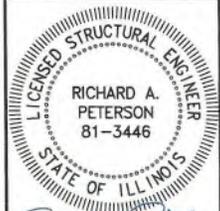


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BARTLETT WT SCHICK ROAD
401 E. SCHICK ROAD, BARTLETT, IL 60103

Showing the
ANTENNA & RRU LAYOUT & MOUNTING DETAILS

Project Number	Drawn by: [initials]
Client/Project Number	Checkd by:
Date	Approved by: [initials]
Sheet Number	Date:

Signatory Level: L06
NLG 02821

ANTENNA & CABLE SCHEDULE

SECTOR	1 ALPHA					2 BETA					3 GAMMA							
SECTOR NAME	A1					B1					C1							
ANTENNA	A2					B2					C2							
MODEL #	AAFA (ACTIVE ANTENNA-MASSIVE MIMO)					AEHC (ACTIVE ANTENNA-MASSIVE MIMO)					AAFA (ACTIVE ANTENNA-MASSIVE MIMO)							
	COMMSCOPE FFHH-65B-R3 (OCTO)					COMMSCOPE FFHH-65B-R3 (OCTO)					COMMSCOPE FFHH-65B-R3 (OCTO)							
AZIMUTH	330°					120°					215°							
RAD CENTER	±150.0'					±150.0'					±150.0'							
MECH. DOWNTILT	0					0					0							
PORTS	P1	P2	P3	P4	P5	P1	P2	P3	P4	P5	P1	P2	P3	P4	P5			
ACTIVE TECHNOLOGY	L1900 L2100	L700 L600 N600	L700 L600 N600	N1900 L1900 G1900	N1900 L1900 G1900	L2500 N2500	L1900 L2100	L700 L600 N600	L700 L600 N600	N1900 L1900 G1900	N1900 L1900 G1900	L2500 N2500	L1900 L2100	L700 L600 N600	L700 L600 N600	N1900 L1900 G1900	N1900 L1900 G1900	L2500 N2500
DARK TECHNOLOGY				N2100 N2100	N2100 N2100					N2100 N2100	N2100 N2100					N2100 N2100	N2100 N2100	
DECOMMISSIONED TECHNOLOGY				U1900 U1900	U1900 U1900					U1900 U1900	U1900 U1900					U1900 U1900	U1900 U1900	
ELEC. DOWNTILT	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
RRU TYPE		(1) AHLOA			(1) AHFIG		(1) AHLOA			(1) AHFIG		(1) AHLOA			(1) AHFIG			

CABLES

HYBRID TRUNK TYPE FROM EQUIPMENT OVP TO ANTENNA SECTOR BREAKOUT BOX/PENDANT	HCS 2.0 TRUNK 1 (N)					HCS 2.0 TRUNK 2 (N)					HCS 2.0 TRUNK 3 (N)							
HCS TRUNK ESTIMATED LENGTH	(N) (1) 253.0'					(N) (1) 263.0'					(N) (1) 239.0'							
TRUNK CABLE FACTORY LENGTH	(N) (1) 300.0'					(N) (1) 325.0'					(N) (1) 300.0'							
HYBRID JUMPER TYPE FROM SECTOR BREAKOUT BOX TO SECTOR RRUs & AEHC ANTENNAS	HCS 2.0 HYBRID JUMPER (N)																	
HYBRID FIBER JUMPER LENGTH	(N) (1) 15'-0"	(N) (1) 15'-0"	(N) (1) 30'-0"	(N) (1) 30'-0"	(N) (1) 15'-0"	(N) (1) 15'-0"	(N) (1) 30'-0"	(N) (1) 30'-0"	(N) (1) 15'-0"	(N) (1) 15'-0"	(N) (1) 30'-0"	(N) (1) 30'-0"	(N) (1) 15'-0"	(N) (1) 15'-0"	(N) (1) 30'-0"	(N) (1) 30'-0"	(N) (1) 15'-0"	
RF JUMPER TYPE FROM RRU TO ANTENNA	1/2" Ø COAX (N)		1/2" Ø COAX (N)															
RF JUMPER LENGTH		(N) (2) 6'-0"	(N) (2) 6'-0"	(N) (2) 14'-0"	(N) (2) 14'-0"		(N) (2) 6'-0"	(N) (2) 6'-0"	(N) (2) 14'-0"	(N) (2) 14'-0"		(N) (2) 6'-0"	(N) (2) 6'-0"	(N) (2) 14'-0"	(N) (2) 14'-0"		(N) (2) 6'-0"	(N) (2) 6'-0"

NOTE: T-MOBILE GC WILL CALL OUT HCS 2.0 LENGTHS REQUIRED TO EACH SECTOR ON SCOPE WALK; GET ON RFDS; GET MATERIALS ON ORDER THROUGH T-MOBILE BILL OF MATERIALS (BOM); AND CONFIRM PRIOR TO START OF CONSTRUCTION.

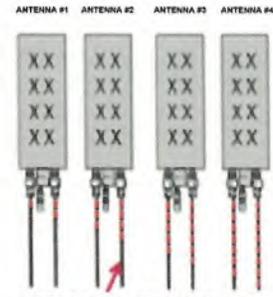
LEGEND: (N) - PROPOSED CABLE
(E) - EXISTING CABLE

COAX COLOR CODING

- ANTENNAS WILL BE LABELED (BACK OF ANTENNA VIEW) RIGHT TO LEFT 1-X PORTS
- COAX/JUMPER LINES WILL BE IDENTIFIED BY SECTOR COLOR AND BY NUMBER OF BANDS AROUND THE COAX/JUMPER

SECTOR A	RED
SECTOR B	GREEN
SECTOR C	BLUE
SECTOR D	YELLOW
SECTOR E	WHITE
SECTOR F	PURPLE
LMU	RED + WHITE COAX (SECTOR A & B)
FIBER ID	GREY
UNSHIELD COAX	BLACK
MICROWAVE	ORANGE
DWVE T-1'S + GP'S DOWNLINK CABLE	ID W/ LABEL MARKER

FRONT OF THE ANTENNA



EXAMPLE: COAX WITH FOUR BANDS OF RED TAPE WILL REPRESENT ALPHA SECTOR AND THE 4TH PORT OF ANTENNA

ANTENNA AND COAXIAL CABLE SCHEDULE

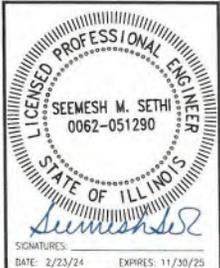
- ALL ANTENNAS SHALL BE FURNISHED WITH DOWNTILT BRACKETS. CONTRACTOR SHALL COORDINATE REQUIRED MECHANICAL DOWNTILT FOR EACH ANTENNA WITH RF ENGINEER.
- CONTRACTOR SHALL INSTALL COLOR CODE RINGS ON EACH OF THE HYBRID CABLES AND JUMPERS CABLES WITH UV RESISTANT TAPE. ALL CABLES SHALL BE MARKED AT TOP AND BOTTOM WITH 2" COLOR TAPE OR STENCIL TAG. COLOR TAPE MAY BE OBTAINED FROM GRAYBAR ELECTRONICS.



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D	ISSUED FOR PERMIT	2/23/24
B	ISSUED FOR REVIEW	2/1/24
A	ISSUED FOR REVIEW	1/24/24

CH74338A
BARTLETT WT SCHICK ROAD
401 E. SCHICK ROAD, BARTLETT, IL 60103

ANTENNA & CABLE SCHEDULE

Project Number	Drawn by: JSA
Client Project Number	Issue
Issue	Checked by:
Issue	Date:
Issue	Approved by: JSA
Issue	Date:

Signature Level: L06
NLG 91871

PROPOSED:

COMMSCOPE

FFHH-65B-R3
8-port sector antenna, 4x617-806
and 4x1695-2360 MHz, 65° HPBW,
3Xret, 600 MHz-Ready



Port Configuration

Dimensions and Weight



Property	Value
Height	1830.0 mm (72.0 in.)
Width	640.0 mm (25.2 in.)
Depth	235.0 mm (9.3 in.)
Net Weight	48 kg (101.41 lbs.) without mounting kit

① OCTO ANTENNA SPECIFICATIONS
SCALE: N.T.S.

EXISTING/RELOCATED:

NOKIA

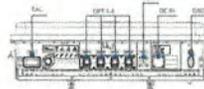
AEHC
AirScale MAA 64T64R 192AE
n41 240W



There are no RF ports on the AEHC since it is an integrated radio within the antenna.

AEHC Interfaces

The ports of the AEHC are shown below:



Dimensions and Weight

Property	Value
Height	970 mm (38.2 in.) with front covers
Width	545 mm (21.5 in.) with front covers
Depth	150 mm (5.9 in.) with front covers
Net Weight	48 kg (106.0 lbs.) without mounting brackets

② AEHC-MASSIVE MIMO ANTENNA SPECS
SCALE: N.T.S.

EXISTING/RELOCATED:

NOKIA

AAFIA



AirScale MAA 16T16R B25/66 200W

Dual band massive MIMO,
5G New Radio ready,
integrated antenna system

Dimensions and Weight

Property	Value
Height	1840 mm (72.44 in.)
Width	650 mm (25.59 in.)
Depth	300mm (11.81 in.)
Weight	124 kg (273.37 lbs.)

③ AAFIA-MASSIVE MIMO ANTENNA SPECS
SCALE: N.T.S.

EXISTING/RELOCATED:

NOKIA

AHFIG
AirScale Dual RRH 4T4R
B25/B66 Module

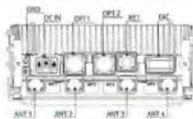


Dimensions and Weight

Property	Value
Height	Core RRH: 695 mm (27.4 in.) With upper and lower mounting brackets: 730 mm (28.7 in.)
Width	Core RRH: 308 mm (12.1 in.) With mounting cover: 327 mm (12.9 in.)
Depth	Core RRH: 131 mm (5.2 in.) With mounting cover: 142 mm (5.6 in.)
Net Weight	Core RRH: 32 kg (70.5 lbs.)

AHFIG Interface

The ports of the AHFIG are shown below:



④ AHFIG SPECIFICATIONS
SCALE: N.T.S.

EXISTING/RELOCATED:

NOKIA

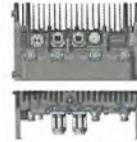
AHLOA
AirScale Dual RRH 4T4R
B12/71 240W



Dimensions and Weight

Property	Value
Height	560 mm (22.05 in.)
Width	208 mm (8.15 in.)
Depth	189 mm (7.44 in.)
Net Weight	38 kg (83.78 lbs.) without covers or brackets

AHLOA Interface

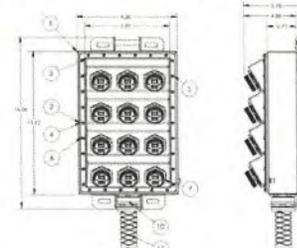


⑤ AHLOA SPECIFICATIONS
SCALE: N.T.S.

EXISTING/RELOCATED:

ALLIANCE CORPORATION

HYBRID CABLE HI-CAP BREAKOUT BOX



Dimensions and Weight

Property	Value
Height	407.9 mm (16.06 in.)
Width	236.2 mm (9.3 in.)
Depth	146.6 mm (5.78 in.)
Net Weight	1.63 kg (3.59 lbs.)

⑥ BREAKOUT BOX SPECIFICATIONS
SCALE: N.T.S.

T-Mobile

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PHONE:
FAX:

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CONSULTING ENGINEER
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A	ISSUED FOR REVIEW	1/24/24

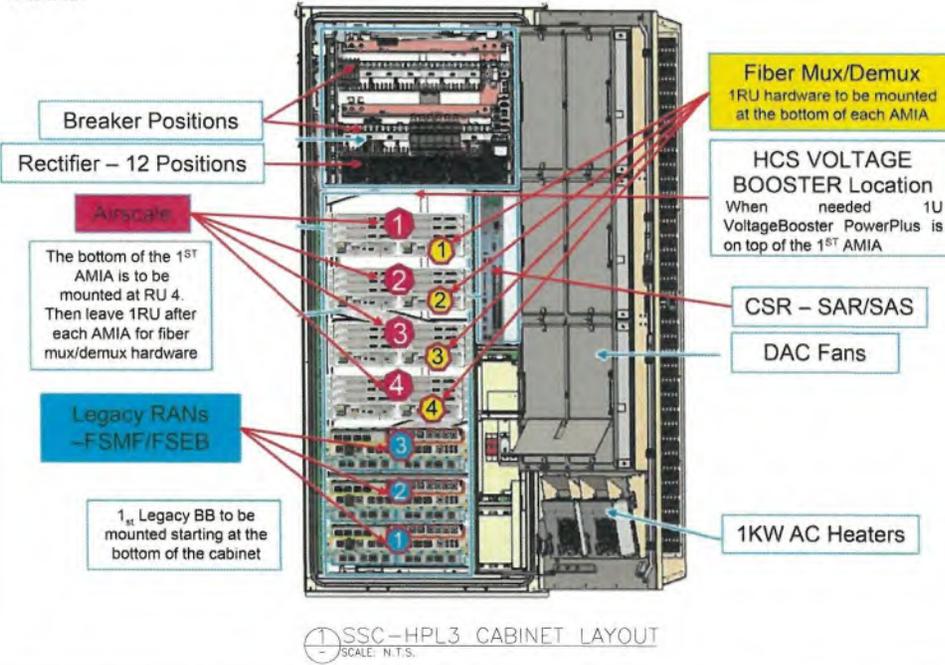
CH74338A
BARTLETT WT SCHICK ROAD
401 E. SCHICK ROAD, BARTLETT, IL 60103

ANTENNA & EQUIPMENT INFORMATION

Project Number	Sheet No. of
	24
Client Project Number	Checked by
Date	Approved by job
Drawing Number	

A-6
TMO Signatory Level: L06
SIL C-03821

EXISTING:



EXISTING:

Nokia AirScale SM Indoor Technical Datasheet

AirScale SM indoor general specification	
Capacity	Per Capacity plug-in unit in LTE16A: 8 LTE cells (FDD)
Multi-RAT capable platform	
Minimum configuration	1 Common PUI (transport and control), 1 Capacity PUI (baseband processing)
Maximum configuration	2 Common PUI, 6 Capacity PUI
Installation options	19 inch standard rack, pole and wall (with mounting plinth), inside Outdoor Enclosure

AirScale SM indoor mechanical specifications	
Dimensions	(3U) H 128 mm x W 447 mm x D 400 mm H 5.04" x W 17.60" x D 15.75"
Installation Depth	400mm + cooling air space 50mm
Weight	Minimum (Common PUI + Capacity PUI): 10.1kg / 22.27 LBS. Maximum (2 Common PUI + 6 Capacity PUI): 27.5kg / 61.11 LBS.
Ingress protection	IP20
Operational Temperature Range	-5°C to 55°C

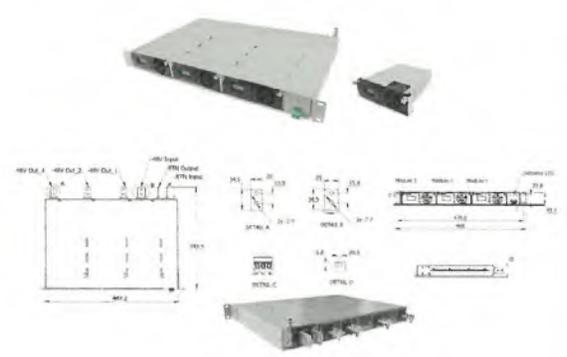
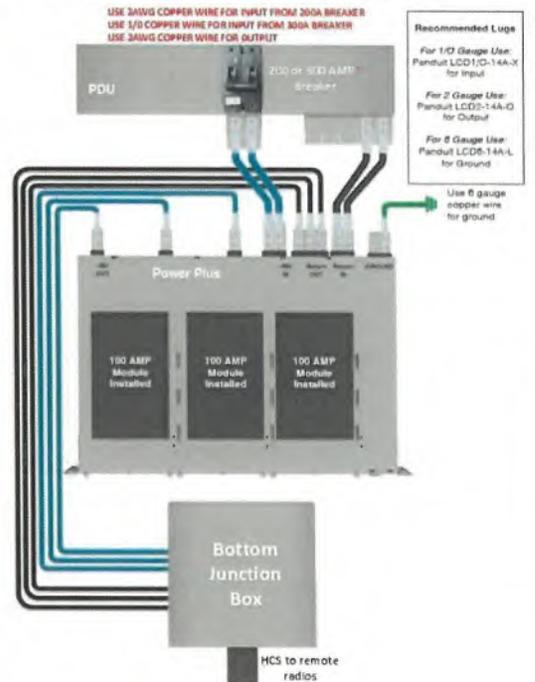
AirScale SM indoor electrical specifications	
Supply Voltage / Voltage Range	Nominal: -48V DC / -40.5V to -57V
Power consumption	1 Common PUI & 1 Capacity PUI: typ 210W 1 Common PUI & 3 Capacity PUI: typ 420W 2 Common PUI & 6 Capacity PUI: typ 840W



2 DETAIL-AMIA
SCALE: N.T.S.

EXISTING:

NOTES:
VOLTAGE BOOSTER WILL BE CONFIGURED FOR SINGLE MODE OPERATION.
GC TO INSTALL (1) 200A DC BREAKER WITH (2) SETS OF 2#2 AWG TO FEED THE VOLTAGE BOOSTER.
PROVIDE TWO TO ONE TERMINAL ADAPTER AS REQUIRED FOR CIRCUIT BREAKER WIRING.



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LICENSED PROFESSIONAL ENGINEER
SEEMESH M. SETHI
0062-051290
STATE OF ILLINOIS
Seemesh S. Sethi
SIGNATURE: _____
DATE: 2/23/24 EXPRES: 11/30/25

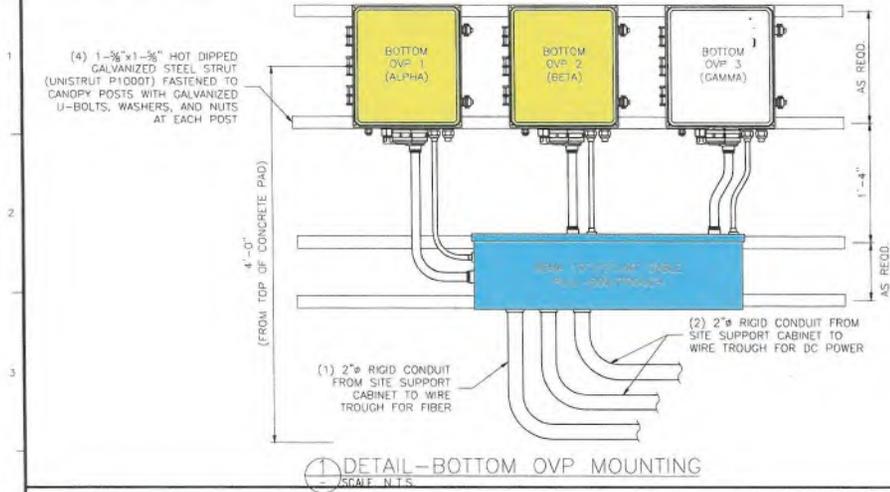
REV.	DESCRIPTION	DATE

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BARTLETT WT SCHICK ROAD
401 E. SCHICK ROAD, BARTLETT, IL 60103

EQUIPMENT INFORMATION

Project Number	Drawn by: JLS
Client Project Number	Date
Drawn	Checked by:
	Date
	Approved by: JLS
	Date

A-7
Signatory Level: L06
NLG 02821

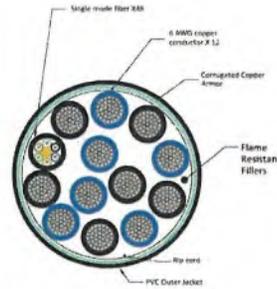


PROPOSED:

HybridConnect

NWS-HCS2-HC4-XXX HCS 2.0 Trunk HiCap 12 RRU 12X4AWG

General Specifications		
Nominal OD	1.790 in (45.21 mm)	
Cable Weight	2480 lb/mft (3690 kg/km)	
Jacket Color	Black	
Minimum Bend Radius: Installed	16.25'	
DC Cable Specifications		
DC Pairs	6	
DC Conductor Size	4 AWG	
DC Resistance: Maximum	0.284 Ohms / 1000 FT	
Breakout Length: End 1	31 in (775 mm)	
Breakout Length: End 2	Molded Enclosure	
Product Ordering		
Part Number	Description	T-Mobile SKU
NWS-HCS2-HC4-250	HCS 2.0 Trunk HiCap 12 RRU 12x4AWG 250 FT	TBD
NWS-HCS2-HC4-275	HCS 2.0 Trunk HiCap 12 RRU 12x4AWG 275 FT	TBD
NWS-HCS2-HC4-300	HCS 2.0 Trunk HiCap 12 RRU 12x4AWG 300 FT	TBD
NWS-HCS2-HC4-325	HCS 2.0 Trunk HiCap 12 RRU 12x4AWG 325 FT	TBD
NWS-HCS2-HC4-350	HCS 2.0 Trunk HiCap 12 RRU 12x4AWG 350 FT	TBD
NWS-HCS2-HC4-375	HCS 2.0 Trunk HiCap 12 RRU 12x4AWG 375 FT	TBD
NWS-HCS2-HC4-400	HCS 2.0 Trunk HiCap 12 RRU 12x4AWG 400 FT	TBD
NWS-HCS2-HC4-425	HCS 2.0 Trunk HiCap 12 RRU 12x4AWG 425 FT	TBD
NWS-HCS2-HC4-450	HCS 2.0 Trunk HiCap 12 RRU 12x4AWG 450 FT	TBD



2 TRUNK CABLE INFORMATION
SCALE: N.T.S.

PROPOSED:

COMMSCOPE

HFT410-ASNOK2-150 HELIAX® FiberFeed® Hybrid Cable Assembly, HQLC

End 1: 4 fibers terminated DLC for Nokia RRU with flush cut power cord (red/black conductors).
End 2: 4 fibers terminated LC and 4X10 AWG conductors terminated at hybrid trunk connector. 15 ft



Dimensions

Property	Value
Cord Length	4.57m (14.993 ft)
Diameter Over Jacket	18.31mm (0.721 in)
Center Conductor Gauge	10 AWG
Minimum Bend Radius	221mm (8.701 in)

COMMSCOPE

HTC-4SM-410-APVA HELIAX® FiberFeed® Hybrid Cable, UL Type TC-OF-ER



Properties

Description	Value
Buffer Tube/Subunit Diameter	3.556 mm (0.14 in)
Diameter Over Jacket	18.288 mm (0.72 in)
Center Conductor Gauge	10 AWG
Minimum Bend Radius, multiple bends loaded	365.76 mm (14.4 in)
Minimum Bend Radius, multiple bends loaded	220.98 mm (8.7 in)
Minimum Bend Radius, multiple bends loaded	127 mm (5 in)
Cable weight	456.122kg/km (306.5/kt)

3 HYBRID JUMPER CABLE INFORMATION
SCALE: N.T.S.

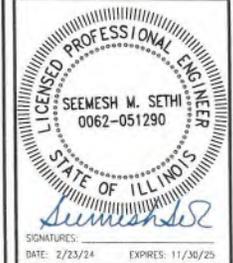
T-Mobile

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KCS CORPORATION

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A	ISSUED FOR REVIEW	1/24/24

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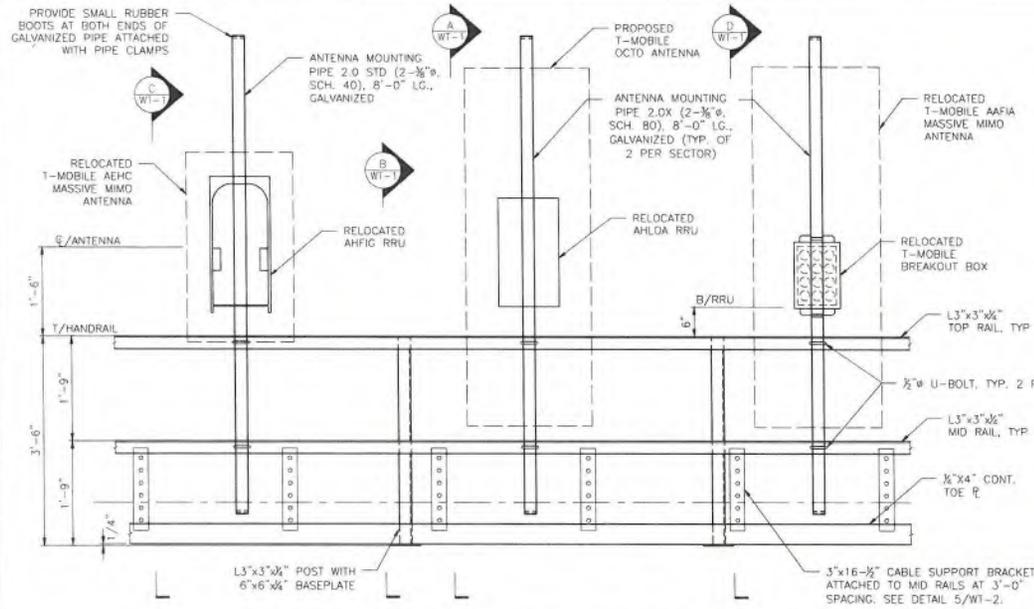
BARTLETT WT SCHICK ROAD

401 E. SCHICK ROAD, BARTLETT, IL 60103

OVP MOUNTING DETAIL, CABLE INFORMATION

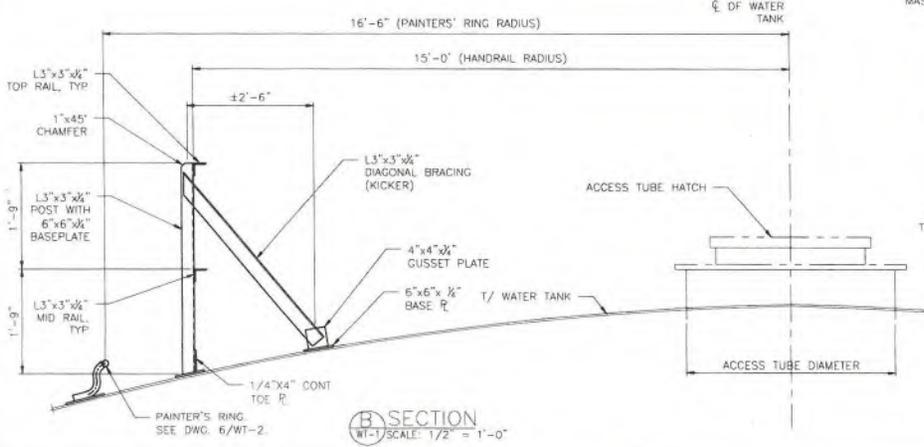
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Client/Project Number	Checked by:
Date:	Date:
Revised by:	Revised by:

Scale: A-8
Signatory Level: L06
NLG 02871



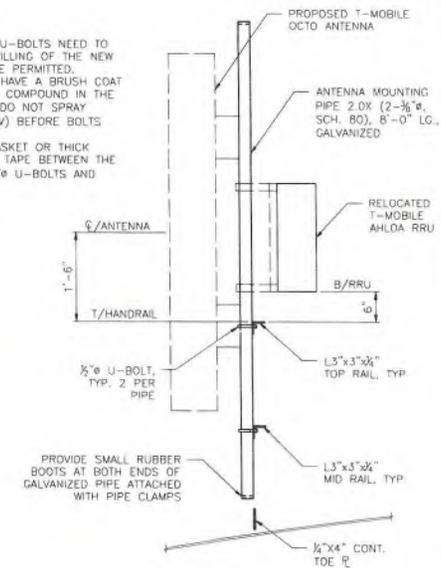
HANDRAIL & ANTENNA/RRU MOUNT DETAIL
WT-1 SCALE: 1/4" = 1'-0"

NOTE: HANDRAIL & PAINTER'S RING WILL BE INSTALLED BY THE VILLAGE OF BARLETT AS PART OF THE WATER TANK REPAINTING PROJECT.

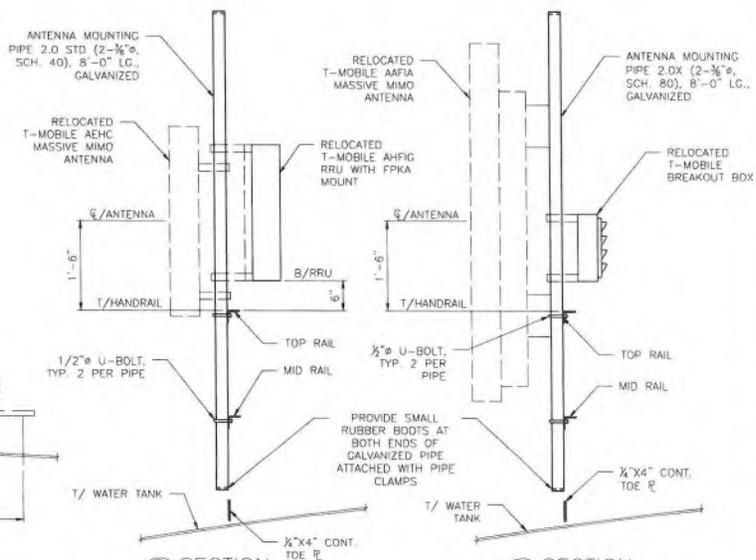


SECTION B
WT-1 SCALE: 1/2" = 1'-0"

- NOTES:**
1. THE HOLES FOR THE U-BOLTS NEED TO BE PUNCHED OUT. DRILLING OF THE NEW HANDRAIL WILL NOT BE PERMITTED.
 2. THE HOLES NEED TO HAVE A BRUSH COAT OF COLD GALVANIZING COMPOUND IN THE AREAS DRILLED OUT (DO NOT SPRAY APPLY THE COLD GALV) BEFORE BOLTS ARE INSTALLED.
 3. INSTALL A RUBBER GASKET OR THICK LAYER OF ELECTRICAL TAPE BETWEEN THE HANDRAIL AND THE 1/2" U-BOLTS AND MOUNTING PIPES.



SECTION A
WT-1 SCALE: 1/2" = 1'-0"



SECTION C
WT-1 SCALE: 1/2" = 1'-0"

SECTION D
WT-1 SCALE: 1/2" = 1'-0"

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LICENSED STRUCTURAL ENGINEER
RICHARD A. PETERSON
81-3446
STATE OF ILLINOIS
SIGNATURE: *Richard A. Peterson*
DATE: 2/23/24 EXPIRES: 11/30/24

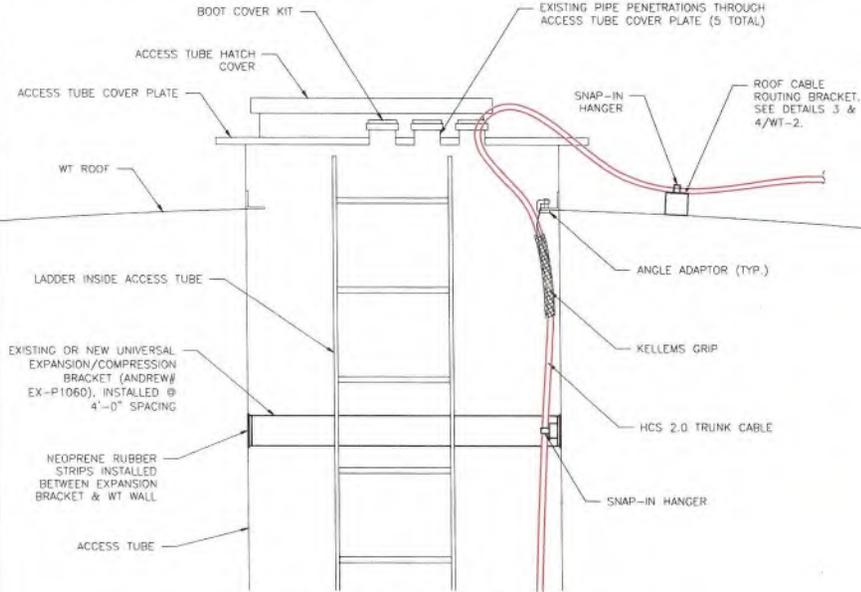
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ANTENNA & RRU MOUNTING DETAILS

Project Number	Drawn by: JAK
Client Project Number	Checked by:
Date	Approved by: JAK
Issuing Number	Date:

WT-1
Signatory Level: L06
NLG-03371

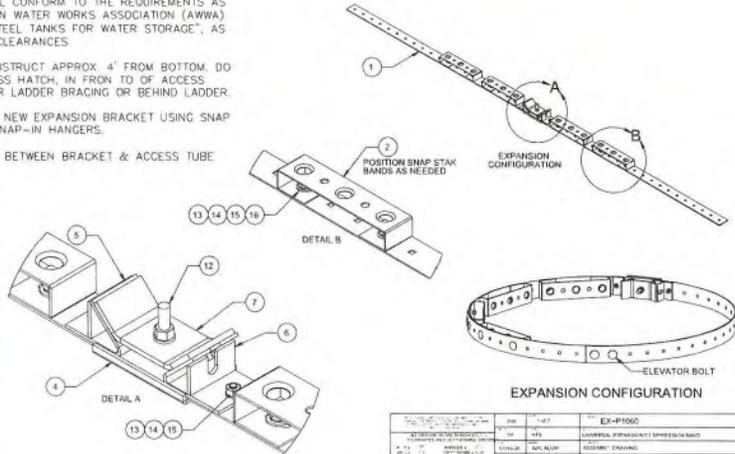


1 CABLE MOUNTING AT ACCESS TUBE
WT-2/SCALE: N.T.S.

- NOTES:**
1. WORKING CLEARANCES SHALL CONFORM TO THE REQUIREMENTS AS SET FORTH IN THE AMERICAN WATER WORKS ASSOCIATION (AWWA) STANDARD FOR "WELDING STEEL TANKS FOR WATER STORAGE", AS WELL AS OSHA MANDATED CLEARANCES.
 2. CONTRACTOR SHALL NOT OBSTRUCT APPROX. 4" FROM BOTTOM. DO NOT RUN COAX OVER ACCESS HATCH, IN FRONT OF ACCESS LADDER, ON THE LADDER OR LADDER BRACING OR BEHIND LADDER.
 3. ATTACH HYBRID CABLES TO NEW EXPANSION BRACKET USING SNAP STAK BANDS & ANDREWS SNAP-IN HANGERS.
 4. INSTALL 1/8" THK. NEOPRENE BETWEEN BRACKET & ACCESS TUBE WALL.

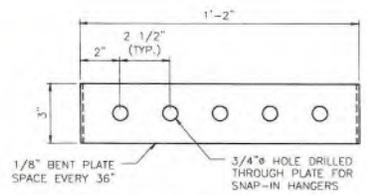
EXPANSION CHART

DIA.	BAND LENGTH
30"	92"
32"	98"
34"	104"
36"	110"
38"	116"
40"	124"
42"	130"
44"	136"
46"	142"
48"	148"
50"	154"
52"	160"
54"	168"
56"	174"
58"	180"
60"	186"

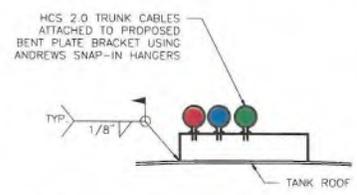


2 DETAIL-EXPANSION BRACKET
WT-2/SCALE: N.T.S.

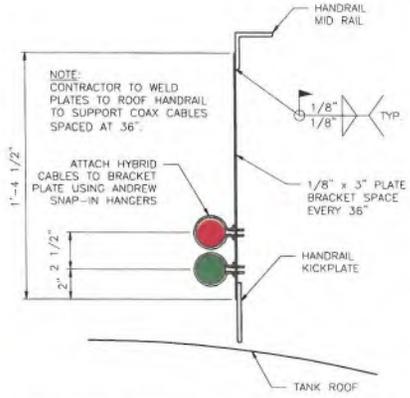
PROJECT:	WT-2	EX-P1060
DATE:	1/15/24	UNIVERSAL EXPANSION/COMPRESSION BRACKET
DESIGNED BY:	W. J. ANDERSON	ASSEMBLY DRAWING
CHECKED BY:	W. J. ANDERSON	ONLOND PARK, ILL. 60138
SCALE:	A	U.S.A.



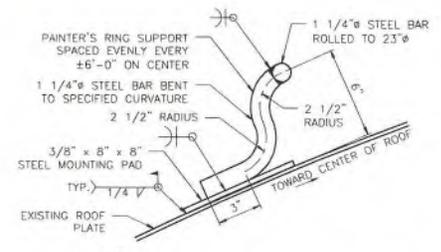
3 COAX SUPPORT PLAN
WT-2/SCALE: 2" = 1'-0"



4 COAX SUPPORT SECTION
WT-2/SCALE: N.T.S.



5 COAX ROUTING ON HANDRAIL
WT-2/SCALE: 1 1/2" = 1'-0"



6 PAINTER'S RING DETAIL
WT-2/SCALE: 1 1/2" = 1'-0"

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SIGNATURE: *Richard A. Peterson*
DATE: 2/23/24 EXPIRES: 11/30/24

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D	ISSUED FOR PERMIT	2/23/24
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A	ISSUED FOR REVIEW	1/21/24

CH74338A
BARTLETT WT SCHICK ROAD
401 E. SCHICK ROAD, BARTLETT, IL 60103

CABLE SUPPORT & MISCELLANEOUS DETAILS

Product Number	WT-2
Client Project Number	
Issue	
Revision	
Drawing Number	

WT-2
TMO Signatory Level: L06
NLG 02471

ELECTRICAL NOTES:

THE GENERAL NOTES AND ACCOMPANYING DRAWINGS ARE TO INDICATE THE PROVISIONS AND REQUIREMENTS IN BY THE ELECTRICAL CONTRACTOR OF ALL LABOR, MATERIALS, AND EQUIPMENT REQUIRED TO INSTALL THE ELECTRICAL WORK COMPLETE IN CONNECTION WITH THIS SITE AND SHALL INCLUDE, BUT NOT LIMITED TO, THE FOLLOWING:

1. THE INSTALLATION, PROVISION, AND CONNECTION OF A GROUND ROD (ELECTRODE) SYSTEM AS INDICATED IN THE DRAWINGS.
2. THE INSTALLATION AND PROVISION OF AN ELECTRICAL SERVICE (OVERHEAD OR UNDERGROUND) AND ALL CONDUIT AND WIRE ASSOCIATED WITH IT AS INDICATED AND/OR REQUIRED ON PLANS.
3. THE INSTALLATION, PROVISION OF CONDUIT AND CONNECTIONS FOR LOCAL TELEPHONE SERVICE.
4. CONDUITS SHALL BE PVC SCHD. 40 UNLESS OTHERWISE NOTED.
5. ALL FISH LINE SHALL BE LEFT IN CONDUITS (PVC) FOR FUTURE USE.
6. THE CONTRACTOR SHALL FURNISH AND INSTALL ELECTRICAL SERVICE ENTRANCE CONDUCTORS, CONDUIT AND METER SOCKET AND MAKE THE NECESSARY CONNECTION TO THE SERVICE EQUIPMENT WITHIN THE BUILDING.

PRIOR TO THE SUBMISSION OF BIDS, THE ELECTRICAL CONTRACTOR SHALL VERIFY ALL DETAILS AND SCHEDULES ON THE DRAWINGS AND SPECIFICATIONS PROVIDED BY THE OWNER. FOR MEANING OF ABBREVIATIONS AND ADDITIONAL REQUIREMENTS AND INFORMATION, CHECK STRUCTURAL AND OTHER MECHANICAL AND ELECTRICAL DRAWINGS FOR SCALE, SPACE LIMITATIONS, BEAMS, DOOR SWINGS, WINDOWS, COORDINATION, AND ADDITIONAL INFORMATION, ETC. REPORT ANY DISCREPANCIES, CONFLICTS, ETC. TO THE OWNER BEFORE SUBMITTING BID.

UNLESS OTHERWISE NOTED, THE ELECTRICAL CONTRACTOR SHALL PROVIDE THE NECESSARY MOTOR STARTERS, DISCONNECTS, CONTROLS, ETC. FOR ALL EQUIPMENT FURNISHED BY OTHER (FBO) ALL ASSOCIATED EQUIPMENT SHALL BE INSTALLED AND COMPLETELY WIRED BY THE ELECTRICAL CONTRACTOR IN ACCORDANCE WITH MANUFACTURER'S WIRE DIAGRAMS AND AS REQUIRED FOR A COMPLETE OPERATING INSTALLATION. ELECTRICAL CONTRACTOR SHALL VERIFY AND COORDINATE CHARACTERISTICS AND REQUIREMENTS OF (FBO) EQUIPMENT PRIOR TO ROUGH-IN OF CONDUIT AND WIRINGS TO AVOID CONFLICT.

CONTRACTOR RESPONSIBILITIES

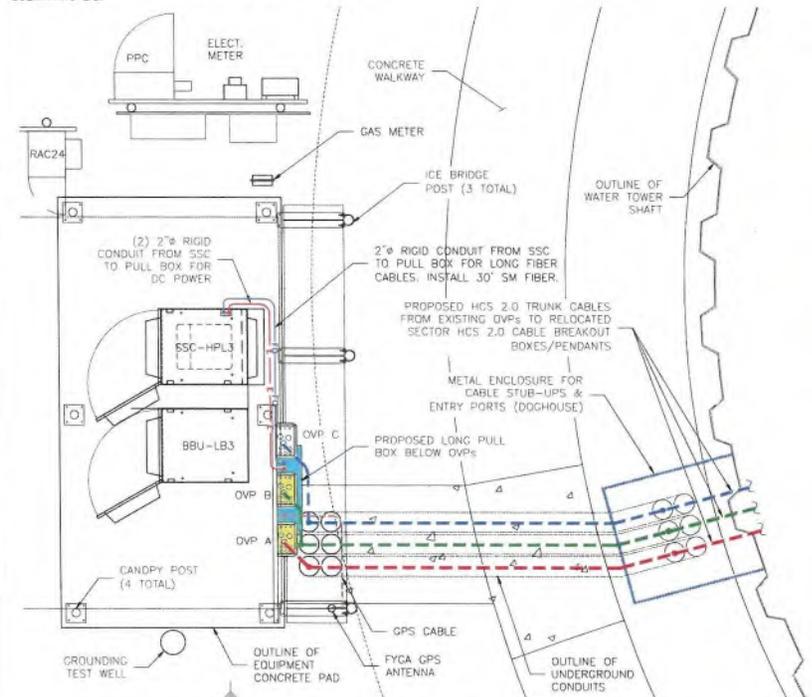
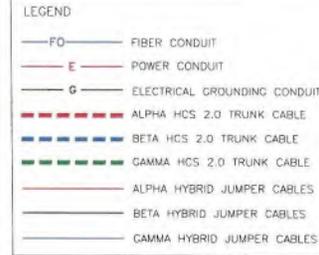
1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND SECURING ALL REQUIRED PERMITS, LICENSES, INSPECTIONS, APPROVALS, AND PAYMENT OF ALL FEES.
2. THE INSTALLATION SHALL BE IN ACCORDANCE WITH ALL APPLICABLE: STATE, LOCAL, AND NATIONAL CODES AS WELL AS THE LATEST ISSUE OF THE VARIOUS APPLICABLE STANDARD SPECIFICATIONS OF THE FOLLOWING RECOGNIZED AUTHORITIES:

- NEC - NATIONAL ELECTRIC CODE
- ANSI - AMERICAN NATIONAL STANDARD INSTITUTE
- IEEE - INSTITUTE OF ELECTRICAL AND ELECTRONIC ENGINEERS
- ASTM - AMERICAN SOCIETY FOR TESTING MATERIALS
- NEMA - NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION
- UL - UNDERWRITERS LABORATORY, INC.

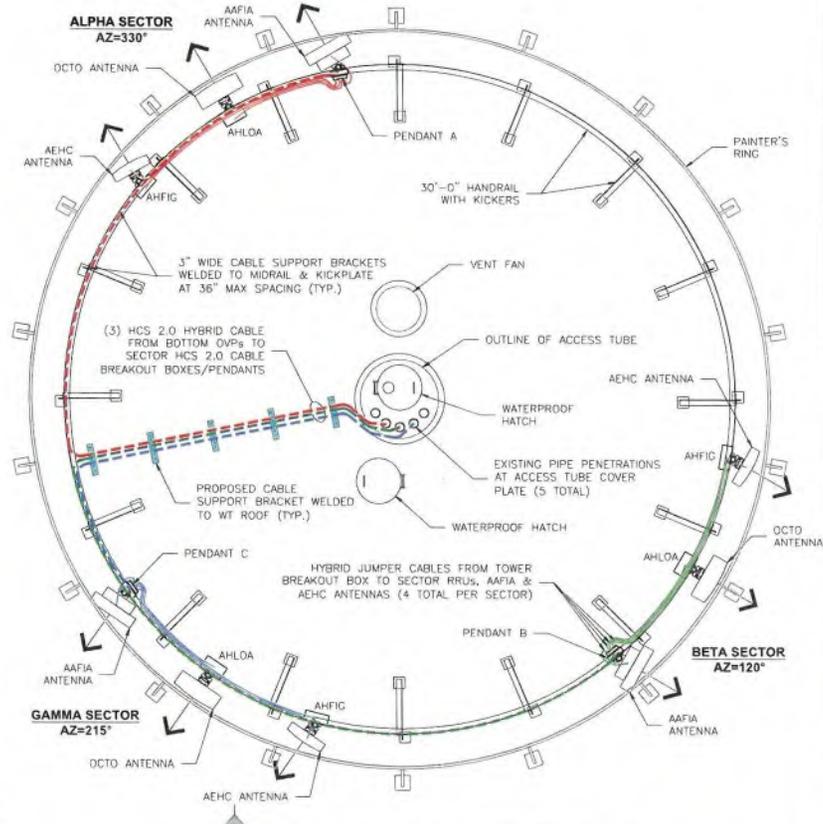
3. PRIOR TO COMMENCING WORK, THE ELECTRICAL CONTRACTOR SHALL CONFORM TO THE LOCAL UTILITY COMPANY'S REGULATIONS AND SHALL GET THE APPROVAL FROM THE SAME, BEFORE SUBMITTING HIS BID, TO DETERMINE FROM EACH UTILITY ADDITIONAL COSTS THEY MAY REQUIRE, AND SHALL BE INCLUDED IN HIS BID FOR CONTRACT.

UTILITIES GENERAL NOTES

1. UTILITY POINTS OF SERVICE AND WORK/MATERIALS SHOWN ARE BASED ON PRELIMINARY INFORMATION ONLY, PROVIDED BY THE UTILITY COMPANIES AND ARE FOR BID PURPOSES ONLY.
2. CONTRACTOR SHALL COORDINATE WITH UTILITY COMPANY FOR FINAL AND EXACT WORK/MATERIALS REQUIREMENTS AND CONSTRUCT TO UTILITY COMPANY PLANS AND SPECIFICATIONS ONLY. CONTRACTOR SHALL FURNISH AND INSTALL ALL CONDUIT, PULL WIRES, CABLES, PULL BOXES, CONCRETE ENGAGEMENT OF CONDUIT (IF REQUIRED), TRANSFORMER PAD, BARRIERS, POLE RISERS, TRENCHING, BACKFILL.
3. PAY ALL UTILITY COMPANY FEES AND INCLUDE ALL REQUIREMENTS IN SCOPE OF WORK.



1 LEASE AREA UTILITY PLAN
E-1 SCALE: 1/4" = 1'-0"



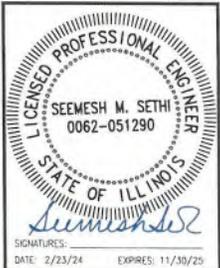
2 CABLE ROUTING AT WT ROOF
E-1 SCALE: 3/16" = 1'-0"



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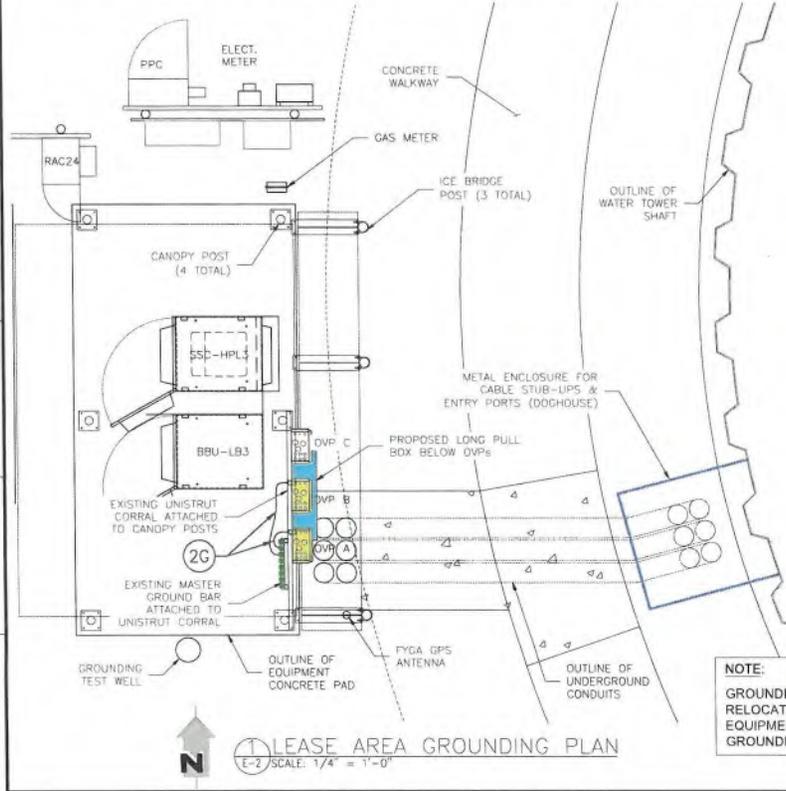
**ELECTRICAL NOTES,
UTILITY & CABLE
ROUTING PLANS**

Project Number	Drawn by: RS
Client Project Number	Date:
Scale	Checked by:
Sheet Number	Date:
	Approved by: RS
	Date:

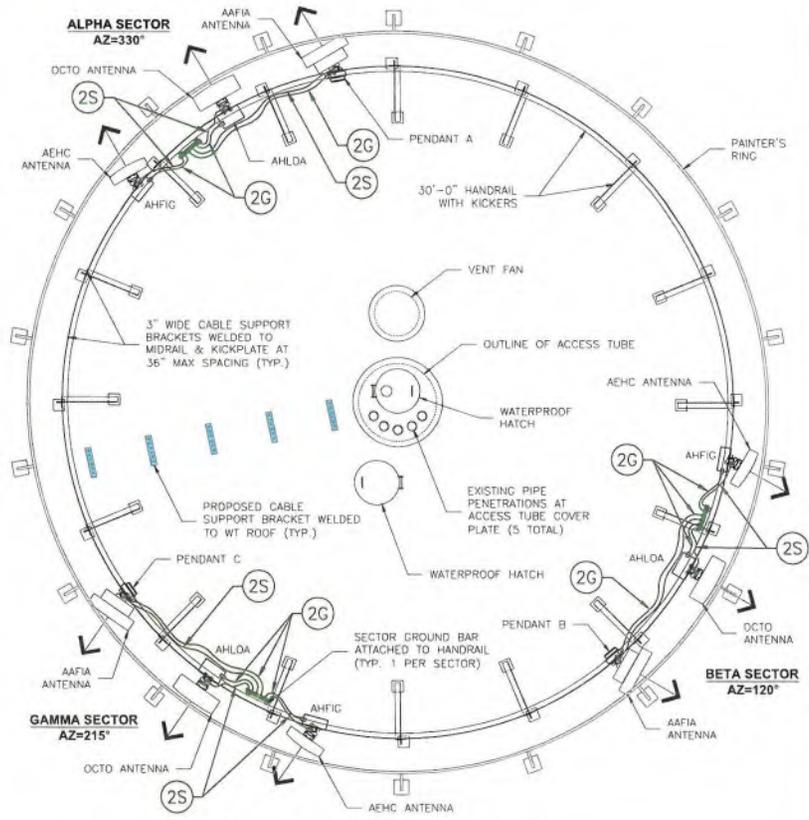
E-1
Signatory Level: L06
MLC 03421

GROUNDING NOTES:

- GROUNDING CONNECTIONS SHALL BE EXOTHERMIC TYPE ("CADWELD") TO ANTENNA MASTS, FENCE POSTS, MONOPOLE, AND THE GROUND RODS. REMAINING GROUNDING CONNECTIONS SHALL BE COMPRESSION FITTINGS.
- GROUND CABLE SHIELDS AT BOTH ENDS WITH CABLE GROUNDING KITS.
- ROUTE GROUNDING CONDUCTORS ALONG THE SHORTEST AND STRAIGHTEST PATH POSSIBLE, EXCEPT AS OTHERWISE INDICATED. GROUNDING LEADS SHOULD NEVER BE BENT AT RIGHT ANGLE. ALWAYS MAKE AT LEAST 12" RADIUS BENDS. #6 WIRE CAN BE BENT AT 6" RADIUS WHEN NECESSARY.
- CONTRACTOR TO PROVIDE GROUND WIRES, BARS AND CONNECTIONS AS SHOWN ON GROUNDING RISER DIAGRAM. CONTRACTOR SHALL TEST AND VERIFY THAT THE IMPEDANCE DOES NOT EXCEED 5 OHMS TO GROUND BY MEANS OF A 4 POINT BIDDLE-MEGGER TESTER. GROUNDING AND OTHER OPERATIONAL TESTING SHALL BE WITNESSED BY THE OWNER'S REPRESENTATIVE.
- GROUNDING CONDUCTORS SHALL BE COPPER ONLY. ABOVE GROUND EITHER SOLID OR STRANDED CONDUCTORS ARE PERMITTED, IGR AND ALL EXTERNAL CONDUCTORS (W/ THE EXCEPTION FOR GROUND WIRE BETWEEN THE TOP AND THE BOTTOM OF THE ANTENNA TOWER) MUST BE BARE. EQUIPMENT GROUND LEADS IN CABLE TRAYS MUST BE GREEN INSULATED. BELOW GROUND BARE SOLID TINNED WIRE SHALL BE USED. ALL WIRES MUST BE #2 AWG MIN. WITH THE EXCEPTION OF GROUND WIRES FOR MISCELLANEOUS METALLIC OBJECTS IN THE EQUIPMENT SHELTER, WHERE #6 WIRES CAN BE USED.
- THE GROUND ELECTRODE SYSTEM SHALL CONSIST OF DRIVEN GROUND RODS UNIFORMLY SPACED AROUND CELL SITE. THE GROUND RODS SHALL BE 1/2"x10'-0" COPPER CLAD STEEL. THE RODS SHALL BE INTERCONNECTED WITH #2 AWG BARE SOLID TINNED COPPER GROUND WIRE BURIED 42" BELOW THE SURFACE OF THE SOIL. MINIMUM DISTANCE BETWEEN GROUND RODS = 8', MAXIMUM = 16'
- METALS WITHIN 6' OF THE GROUND RING SHALL BE BONDED TO THE GROUND RING.
- THE CONTRACTOR SHALL NOTIFY THE CONSTRUCTION MANAGER WHEN THE GROUNDING IS COMPLETE. THE CONSTRUCTION MANAGER SHALL INSPECT THE GROUNDING SYSTEM PRIOR TO BACKFILLING.
- VERIFY THE LOCATION OF ALL UNDERGROUND UTILITIES PRIOR TO ANY DIGGING.
- GROUND CONDUCTOR BENDS SHALL NOT BE LESS THAN 8" RADIUS.
- GROUND CONDUCTORS TO THE GROUND RING SHALL BE IN 3/4" "LIQUID-TITE" FLEX DUCT AND SEALED AT EXIT W/ SILICONE CAULK.
- ANTENNA INSTALLATION CONTRACTOR TO PROVIDE & INSTALL TOP, RF BUSBARS & BUSBAR BELOW CENTERLINE.



NOTE:
GROUNDING PLAN IS FOR NEW/ RELOCATED EQUIPMENT. EXISTING EQUIPMENT TO RETAIN ORIGINAL GROUNDING CONNECTIONS.



LEGEND

	GROUND BAR
	CADWELD OR APPROVED CONNECTION
	SPARE GROUND LEAD
	MECHANICAL CONNECTION

KEY NOTES

2G	#2 AWG GREEN STRANDED GROUND COPPER WIRE
2S	#2 AWG SOLID, TINNED BARE COPPER GROUND WIRE
6G	#6 AWG GREEN STRANDED GROUND COPPER WIRE

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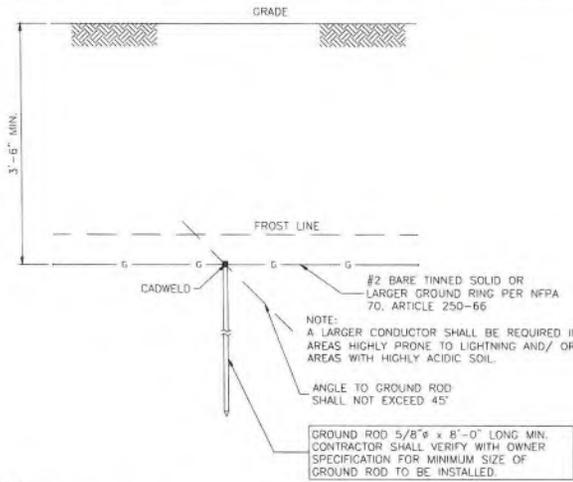
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GROUNDING NOTES, GROUNDING PLANS

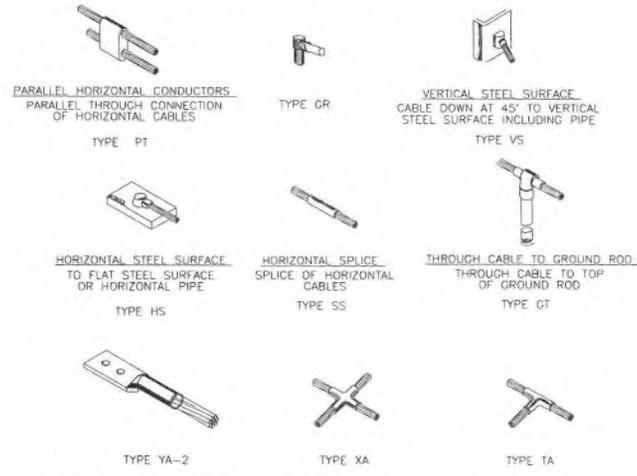
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Client Project Number	Checked by:
Date	Date:
Scale	Approved by: MS
Drawing Number	E-2



NOTES

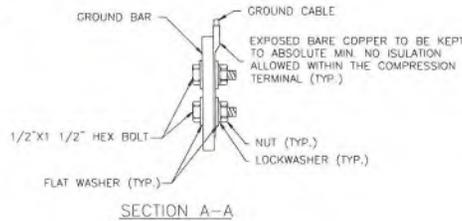
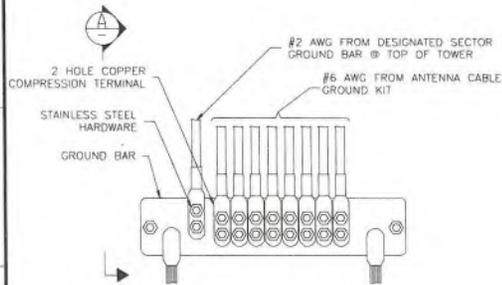
1. GROUND RODS MAY BE:
- COPPER CLAD STEEL
- SOLID COPPER
2. GROUND RODS SHALL HAVE A MAX. SPACING TWICE THE LENGTH OF ROD
3. SEE RESISTIVITY REPORT FOR VERIFICATION AS AVAILABLE
4. GROUND RODS INSTALLED WITHIN CLOSE PROXIMITY TO TOWER OR WHEN SOIL IS AT OR BELOW 2,000 OHM-CM, SHALL BE GALVANIZED TO PREVENT GALVANIC CORROSION OF TOWER (SEE ANSI/TIA-EIA-222-G)

1 GROUNDING ROD (IF REQUIRED)
E-5 / SCALE: N.T.S.

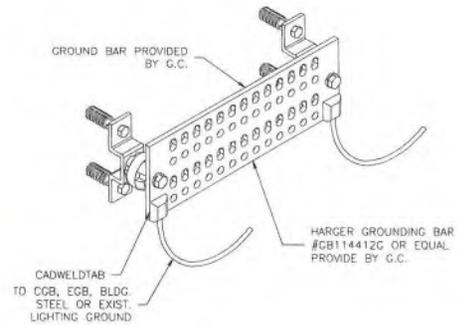


NOTE: CADWELD "TYPES" SHOWN ABOVE ARE EXAMPLES. CONSULT WITH PROJECT MANAGER FOR SPECIFIC TYPES OF CADWELDS TO BE USED FOR THIS PROJECT.

3 CADWELD TYPES
E-5 / SCALE: N.T.S.



2 GROUNDING BAR CONNECTION
E-5 / SCALE: N.T.S.



4 COLLECTOR GROUND BAR (CGB)
E-5 / SCALE: N.T.S.

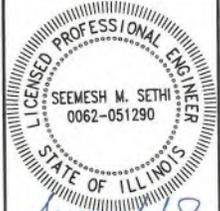
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GROUNDING DETAILS

Project Number	Drawn by: JSA
Client Project Number	Checked by:
Title	Approved by: JSA
Drawn Date	Date:

E-3
Signatory Level: L06
NLG 02821

15. ALL BROCHURES, OFFERING MANUALS, CATALOGS, SHOP DRAWINGS, ETC., SHALL BE TURNED OVER TO THE OWNER AT JOB COMPLETION.
16. USE T-TAP CONNECTIONS ON ALL MULTI-CIRCUITS WITH COMMON NEUTRAL CONDUCTOR FOR LIGHTING FIXTURES.
17. ALL CONDUCTORS SHALL BE COPPER.
18. ALL CIRCUIT BREAKERS, FUSES AND ELECTRICAL EQUIPMENT SHALL HAVE AN INTERRUPTING SHORT CIRCUIT CURRENT TO WHICH THEY MAY BE SUBJECTED, AND A MINIMUM OF 10,000 A.I.C.
19. THE ENTIRE ELECTRICAL INSTALLATION SHALL BE GROUNDED AS REQUIRED BY ALL APPLICABLE CODES.
20. PATCH, REPAIR AND PAINT ANY AREA THAT HAS BEEN DAMAGED IN THE COURSE OF THE ELECTRICAL WORK.
21. N/A
22. WIRE AND CABLE CONDUCTORS SHALL BE COPPER #12 AWG MINIMUM UNLESS SPECIFICALLY NOTED OTHERWISE ON DRAWINGS.
23. GROUNDING CONDUCTORS SHALL BE SOLID TINNED COPPER UNLESS OTHERWISE NOTED.
24. METER SOCKET AMPERES, VOLTAGE, NUMBER OF PHASES SHALL BE AS NOTED ON THE DRAWINGS, MANUFACTURED BY "SQUARE D COMPANY", OR APPROVED EQUAL.
25. ALL MATERIALS SHALL BE U.L. LISTED.
26. CONDUIT
 - A. RIGID CONDUIT SHALL BE U.L. LABEL GALVANIZED ZINC COATED WITH ZINC INTERIOR AND SHALL BE USED WHEN INSTALLED IN OR UNDER CONCRETE SLABS IN CONTACT WITH THE EARTH, UNDER PUBLIC ROADWAYS, IN MASONRY WALLS OR EXPOSED ON BUILDING EXTERIOR. RIGID CONDUIT IN CONTACT WITH EARTH SHALL BE 1/2 LAPPED WRAPPED WITH HUNTS WRAP PROCESS NO. 3
 - B. ELECTRICAL METALLIC TUBING SHALL HAVE U.L. LABEL, FITTING SHALL BE GLAND RING COMPRESSION TYPE. EMT SHALL BE USED ONLY FOR INTERIOR RUNS.
 - C. FLEXIBLE METALLIC CONDUIT SHALL HAVE U.L. LISTED LABEL AND MAY BE USED WHERE PERMITTED BY CODE. FITTINGS SHALL BE "JAKE" OR "SQUEEZE" TYPE, SEAL TIGHT FLEXIBLE CONDUIT. ALL CONDUIT SHALL HAVE FULL SIZE EQUIPMENT GROUND WIRE.
 - D. N/A
 - E. PARALLEL UNDERGROUND CONDUIT SHALL BE PVC SCHEDULE 40 (UNLESS NOTED OTHERWISE) AT A MINIMUM DEPTH OF 30" BELOW GRADE - STACKED UNDERGROUND CONDUIT SHALL BE PVC SCHEDULE 40 (UNLESS NOTED OTHERWISE) AT A MINIMUM DEPTH OF 24" BELOW GRADE.
 - F. ABOVE GROUND CONDUIT SHALL BE P.V.C. SCHEDULE 80 (UNLESS NOTED OTHERWISE).
27. ALL ELECTRICAL EQUIPMENT SHALL BE LABELED WITH PERMANENT ENGRAVED PLASTIC LABELS.
28. COORDINATE THE ELECTRICAL SERVICE WITH THE UTILITY COMPANY, AND PROVIDE DAILY UPDATES TO PM UNTIL FINAL ELECTRICAL SERVICE IS EFFECTED.
29. UPON COMPLETION OF WORK, CONDUCT CONTINUITY, SHORT CIRCUIT, AND FALL OF POTENTIAL, GROUND TESTS FOR APPROVAL. SUBMIT TEST REPORTS TO PROJECT MANAGER CLEAN PREMISES OF ALL DEBRIS RESULTING FROM WORK AND LEAVE WORK IN A COMPLETE AND UNDAMAGED CONDITION.
30. CONTRACTOR TO COORDINATE WITH UTILITY COMPANY FOR CONNECTION OF TEMPORARY AND PERMANENT POWER TO THE SITE. THE TEMPORARY POWER AND ALL HOOKUP COSTS TO BE PAID BY CONTRACTOR.

GROUNDING STANDARDS:

1. DEFINITIONS
 - AGB ANTENNA GROUND BAR
 - AWG AMERICAN WIRE GAUGE.
 - CAD WELDING:
 - AN EXOTHERMIC WELDING PROCESS WHICH CREATES POSITIVE CONTACT OF POSITIVE CONTACT OF GROUNDING CONDUCTORS
 - EMT ELECTRICAL METAL TUBING (LIGHT GAUGE METAL CONDUIT)
 - RIGID GALVANIZED CONDUIT, SCH 40 OR HEAVY
 - PVC POLY VINYL CHLORIDE CONDUIT
 - MGB MASTER GROUND BAR
 - RFI RADIO FREQUENCY INTERFERENCE
 - THW LETTER TYPE DESIGNATION FOR CONDUCTOR INSULATION THAT IS A MOISTURE AND HEAT RESISTANT THERMOPLASTIC WITH A MAXIMUM OPERATING TEMPERATURE OF 75 DEGREES CELSIUS OR 167 DEGREES FAHRENHEIT.

- 1/1 TENANT IMPROVEMENT
2. BACKGROUND
 - 2.1. AREAS OF CONCERN: WHEN DESIGNING A GROUNDING SYSTEM FOR A MOBILE RADIO FACILITY THERE ARE FOUR INTERRELATED AREAS OF CONCERN. THE BASIC OBJECTIVE FOR EACH IS:
 - A. LIGHTNING PROTECTION - TO MAINTAIN ALL EQUIPMENT AT THE SAME POTENTIAL DURING A LIGHTNING IMPULSE.
 - B. RFI FOR NOISE INDUCTION CONTROL - TO ESTABLISH THE LOWEST POSSIBLE IMPEDANCE AMONG ALL EQUIPMENT.
 - C. ELECTROSTATIC CONTROL - TO REDUCE ELECTROSTATIC DISCHARGE PROBLEMS.
 - D. PERSONNEL SAFETY - TO MAINTAIN A MINIMUM VOLTAGE DIFFERENCE BETWEEN ANY TWO METALLIC OBJECTS WHICH PERSONNEL MIGHT CONTACT SIMULTANEOUSLY.
 - 2.1. A/C GROUNDING:
 - IN THIS GROUNDING SYSTEM THE A/C SERVICE GROUND SHALL BE KEPT ISOLATED FROM THE EQUIPMENT FRAME WORK AND LIGHTNING PROTECTION GROUND SYSTEMS EXCEPT FOR ONE THIS WOULD TYPICALLY BE CONNECTING THE A/C SERVICE GROUND AT THE COMMERCIAL POWER RISER POLE DISCONNECT/METER BASE TO THE EXTERNAL GROUND RING. ALL GROUNDING CONNECTIONS INSIDE OF CABINETS SHALL BE SCRAPPED TO BARE METAL AND COATED WITH NOLAOLX.
 - 2.2. LIGHTNING CONSIDERATIONS:
 - LIGHTNING DAMAGE OCCURS FROM EITHER INDUCTION OR FROM AN ACTUAL DIRECT STRIKE TO THE BUILDING, USUALLY TAKEN THROUGH THE TOWER AND/OR ANTENNAS. STRIKES TO OTHER NEARBY OBJECTS INDUCE HIGH ENERGY INTO POWER OR TELEPHONE CABLES ENTERING THE BUILDING. THIS TYPE OF EFFECT HISTORICALLY CAUSES MOST OF THE DAMAGE TO THE BUILDING AND ITS CONTENTS.
3. STATION GROUNDING SYSTEM
 - 3.1. MATERIALS:
 - A. #2 AWG, BARE SOLID TINNED COPPER WIRE, FOR ALL EXTERIOR CONDUCTORS AND TOWER GROUND BAR CONDUCTORS OR AS OTHERWISE SPECIFIED. GROUNDS TO THE LN4S SHALL BE NO. 6 STANDARD GREEN INSULATED JUMPERS. THE GROUND WIRE TO THE MGB SHALL BE GREEN JACKETED STRANDED #2 TINNED WIRE BURNDY CONNECTED TO THE BUSS BAR AND CONNECTED TO THE GROUND RING ON A GROUND ROD.
 - B. #2 AWG, INSULATED STRANDED COPPER CABLE IS ACCEPTABLE FOR INTERIOR GROUND BAR CONDUCTORS ON TENANT IMPROVEMENT SITES.
 - C. 5/8" Ø X 10' GROUND RODS OF SOLID COPPER, STAINLESS STEEL OR COPPER CLAD HIGH STRENGTH STEEL.
 - D. ABOVE GRADE CONNECTIONS SHALL BE BURNDY HYCROND COMPRESSION. BELOW GRADE CONNECTIONS SHALL BE CAD WELD OR OTHER APPROVED EXOTHERMIC WELDING SYSTEM FOR BONDING AS SPECIFIED.
 - E. XIT OR ADVANCED GROUNDING ELECTRODE (AGE), ALL CHEMICAL GROUND RODS SHALL BE U.L. APPROVED.
 - F. SOLID COPPER PLATES OF MINIMUM 3'X3'X1/4" SIZE AS SPECIFIED.
 - G. NOLAOLX OR APPROVED EDIAL CONDUCTIVE MEDIUM MATERIAL SHALL BE USED IN ALL MECHANICAL CONNECTIONS.
 - H. #6 AWG STRANDED INSULATED (GREEN) FOR ALL INTERNAL EQUIPMENT GROUNDING.
 - I. MECHANICAL FASTENERS (I.E., DOUBLE LUGS, SPLIT BOLTS, PARALLEL CONNECTORS) SHALL BE BRONZE, BRASS, COPPER OR STAINLESS STEEL AND HAVE NOLAOLX BETWEEN CONDUCTOR AND CONNECTION.
 - J. BOLTS, NUTS AND SCREWS USED TO FASTEN MECHANICAL CONNECTORS SHALL BE STAINLESS STEEL WITH STAR TYPE STAINLESS STEEL LOCK WASHERS.
 - K. ALL LUG TUBE FASTENERS SHALL PROVIDE TWO HOLES TO ALLOW A DOUBLE BOLT CONNECTION.
 - 3.2 MASTER GROUND BAR (MGB):
 - THE PURPOSE OF THE MASTER GROUND BAR IS TO GROUND THE BITS AND ANY OTHER METALLIC OBJECTS AROUND THE BITS. IF AN MGB IS NOT PROVIDED WITH THE BITS, THE MGB SHALL BE AS FOLLOWS:
 - THE MGB IS A COPPER BAR MEASURING 4"W X 24" X 1/4" LOCATED AS CLOSE TO THE BITS AS POSSIBLE. THE MGB SHALL HAVE A MINIMUM NUMBER OF 28 EACH 3/8" HOLES. GROUND BAR SHALL BE SUPPORTED BY MOUNTING BRACKETS WITH INSULATOR STANDOFFS. (2) #2 TINNED SHALL BE MECHANICALLY ATTACHED (2) HOLE COMPRESSION LUG 3/8" HOLES, 1" CENTER TO CENTER

- SPACING) TO THE MGB AND DOWN LEADS THEN TAKEN THROUGH CONDUIT TO THE GROUND RING. THIS CONDUCTOR SHALL BE KEPT SEPARATE AND ISOLATED UNTIL TERMINATING AT THE MAIN GROUNDING POINT, (I.E. EXTERIOR GROUND RING OR BUILDING STEEL).
- 3.3 ANTENNA GROUND BAR (AGB):
 - THE PURPOSE OF THE ANTENNA GROUND BAR IS PRIMARILY FOR LIGHTNING PROTECTION. COAXIAL CABLE IS USUALLY THE ONLY ITEM GROUNDED TO THIS BAR. HOWEVER IT IS ACCEPTABLE TO BOND EXTERIOR; CABLE TRAY, WAVE GUIDE PORTS AND CANTILEVERED WAVE GUIDE BRIDGES TO THE AGB.
 - THE AGB IS A COPPER BAR MEASURING 4"W X 24" X 1/4" ON WHICH THE COAXIAL CABLE FROM THE ANTENNAS ARE PRIMARILY GROUNDED. THERE SHALL BE TWO AGBS, ONE LOCATED AT THE TOP OF THE TOWER AT THE START OF THE VERTICAL RUN OF COAX, THE OTHER AT THE BOTTOM OF THE VERTICAL RUN OF COAX BEFORE IT MAKES ITS BEND. (IF THE TOWER IS OVER 200 THERE SHALL BE A THIRD AGB LOCATED AT THE MIDDLE OF THE TOWER). THE AGB SHALL HAVE A MINIMUM OF 28 EACH 3/8" HOLES. GROUND BARS SHALL BE SUPPORTED BY MOUNTING BRACKETS WITH INSULATOR STANDOFFS. USE #2 AWG SOLID TINNED WIRE W/ 2-HOLE SHORT BARREL COMPRESSION LUGS 3/8" HOLES, 1" CENTER TO CENTER SPACING). THIS CONDUCTOR SHALL BE KEPT SEPARATE AND ISOLATED UNTIL TERMINATING AT THE MAIN GROUNDING POINT (I.E., EXTERIOR GROUND RING, OR BUILDING STEEL).
 - 3.4 SURGE ARRESTOR GROUND BAR: N/A
 - 3.5 GROUND ROD AND GROUND RING PLACEMENT:
 - THE OUTSIDE GROUND RING SHALL BE PLACED AROUND THE BITS AT A DISTANCE OF TWO (2) FEET FROM THE BITS AT A DEPTH OF 3"-6" OR 6" BELOW THE FROST LINE, WHICHEVER IS DEEPER. RODS SHALL BE DRIVEN TO A DEPTH SUCH THAT THE TOP OF THE RODS IS AT THE LEVEL OF THE GROUND RING CONDUCTOR. THE RODS SHALL BE PLACED ALONG THE RING AT THE FOLLOWING LOCATIONS:
 - A. BELOW THE AREA OF THE INTERNAL MASTER GROUND BAR (MGB) FOR CONNECTION TO THE MGB.
 - B. NEAR THE CORNERS OF THE BITS.
 - C. AS REQUIRED TO ACHIEVE A MAXIMUM SPACING OF EIGHT (8) FEET BETWEEN GROUND RODS ALONG THE RING PERIMETER.
 - D. AS REQUIRED ALONG THE RING PERIMETER TO ACHIEVE 5 OHMS OR LESS RESISTANCE WHEN TESTED.
 - E. TWO RODS LOCATED ON OPPOSITE SIDES AT EACH TOWER LEG OR MONOPOLE.
 - F. ONE ROD LOCATED BENEATH EACH END OF THE WAVE GUIDE BRIDGE OR CABLE TRAY.
 - G. ONE ROD LOCATED ADJACENT TO THE STANDBY GENERATOR, AND IF SEPARATED BY MORE THAN EIGHT (8) FEET, ONE LOCATED ADJACENT TO THE FUEL TANK.
 - H. ONE ROD LOCATED AT THE BASE OF THE TOWER FOR THE AGB.
 - 3.6 TOWER GROUNDING (IF REQUIRED):
 - ALL MONOPOLES SHALL HAVE TWO GROUND RODS (MINIMUM). ALL OTHER TOWERS SHALL HAVE TWO GROUND RODS PLACED AT THE BASE OF EACH TOWER LEG. EACH MONOPOLE OR TOWER LEG SHALL BE BONDED TO THE SYSTEM VIA TWO #2 BARE TINNED SOLID COPPER CONDUCTORS. BURNDY CONNECT THE CONDUCTORS TO ONLY STRUCTURAL BASE PLATES OR LUGS OR EARS AS MAY BE PROVIDED. NO BURNDY CONNECTIONS SHALL BE MADE TO THE VERTICAL WALLS OF THE STRUCTURE, NEVER GROUND TO HOLLOW LEG MEMBERS.
 - 3.7 ANTENNA GROUNDING:
 - EACH ANTENNA COAXIAL CABLE SHALL TYPICALLY BE GROUNDED AT THREE POINTS USING A HARD-SHELL COAXIAL CABLE KIT FROM THE MANUFACTURER OF THE ANTENNA CABLE. A TYPICAL INSTALLATION SHALL BE AS FOLLOWS:
 - A. THE FIRST GROUND CONNECTION SHALL OCCUR AS CLOSE TO THE ANTENNA AS POSSIBLE. BELOW THE FIRST POINT THE COAX CABLE BEGINS TO RUN VERTICAL DOWN THE TOWER. THIS GROUND SHALL TERMINATE DIRECT TO THE TOP AGB. ON A T/I, GROUND TO THE AGB AT THE ANTENNA MOUNTS.
 - B. THE SECOND GROUND SHALL BE MADE AT THE BOTTOM OF THE VERTICAL RUN OF THE COAXIAL CABLE AS IT TURNS OUT AWAY FROM THE TOWER TOWARDS THE BITS. THIS GROUND SHALL BE TERMINATED AT THE GROUND BAR AT BASE OF TOWER. THE GROUND BAR SHALL HAVE TWO (2) LEADS OF #2 AWG BARE TINNED SOLID COPPER WIRE, AND SHALL TERMINATE AT THE TOWER GROUND RING. THESE SHALL BE ENCASED IN PVC PIPE.
 - C. THE THIRD GROUND SHALL BE MADE PRIOR TO COAX ENTRY INTO BITS. THE GROUND WIRE SHALL BE TERMINATED AT THE MASTER GROUND BAR SHALL MASTER GROUND BAR. HAVE TWO (2) LEADS OF #2 AWG BARE TINNED SOLID COPPER WIRE, AND SHALL TERMINATE AT THE TOWER GROUND RING. THESE SHALL BE ENCASED IN PVC PIPE.

- 3.1.3 GENERATOR RECEPTACLE GROUNDING:
 - THE GENERATOR RECEPTACLE (HUBBLE PLUG) SHALL BE GROUNDED TO THE EGR.
- 3.1.4 COAX BRIDGE / CABLE TRAY GROUNDING :
 - BOND THE COAX BRIDGE OR CABLE TRAY TO THE AGB WITH #2 SOLID TINNED GROUND WIRE. THESE CONNECTIONS SHALL BE DOUBLE LUG BOLTED / SCREWED MECHANICAL CONNECTIONS WITH STAR LOCK WASHERS AND NOLAOLX. ALL BRIDGE SPLICES SHALL HAVE JUMPERS OF #2 SOLID WITH COMPRESSION LUGS.
- 3.1.5 CAD WELD & BURNDY CONNECTION:
 - CAD WELDS (EXOTHERMIC WELDS) AND BURNDY CONNECTIONS SHALL BOND ALL UNDERGROUND AND DAMP LOCATION CONNECTIONS, SHELTER SKID GROUNDS, TOWER OR MONOPOLE GROUNDS, FENCING CORNER AND AND GATE POSTS, ANTENNA GROUND BARS, (AGB) SURGE ARRESTER GROUND BAR, AND THE MASTER GROUND BAR (MGB). MECHANICAL CONNECTIONS SHALL BE TYPICALLY USED TO BOND ALL INTERIOR EQUIPMENT, COAX CABLE BRIDGES AND COAXIAL CABLE GROUND KITS. ALL LUG TYPE MECHANICAL CONNECTORS TO THE MGB OR AGB SHALL BE TWO HOLE TYPE CONNECTED WITH STAINLESS STEEL BOLTS AND NUTS WITH STAINLESS STEEL LOCK WASHERS AND NOLAOLX ON EITHER SIDE OF THE BUSS BAR.
- 3.1.6 CHEMICAL GROUND RODS (IF REQUIRED):
 - CHEMICAL GROUND RODS SHALL NOT BE INSTALLED ON GROUND RING INSTALLATIONS WITH NORMAL SOIL. CHEMICAL GROUND RODS SHALL BE INSTALLED ONLY FOR SPECIAL DESIGN APPLICATIONS THAT REQUIRE SINGLE POINT GROUNDING DUE TO SPECIFIC SITE CONDITIONS.
- 3.1.7 TENANT IMPROVEMENT SITE GROUNDING:
 - N/A
- 3.1.8 LIMITS OF BEND RADIUS:
 - IT IS IMPORTANT THAT THE GROUNDING CONDUCTOR CONNECTING THE INSIDE AND OUTSIDE GROUND SYSTEMS BE AS STRAIGHT AS POSSIBLE. WITH NO TURN OR BEND SHORTER THAN ONE FOOT RADIUS WITH A THREE FOOT RADIUS PREFERRED. NO RIGHT ANGLE OR SHARP BENDS SHALL BE ALLOWED.
- 3.1.9 BONDING PREPARATION & FINISH:
 - ALL SURFACES REQUIRE PREPARATION PRIOR TO BONDING OF EITHER CAD WELD OR BURNDY FASTENERS. GALVANIZED SURFACES SHALL BE GROUND OR SANDED TO THE POINT OF EXPOSING THE STEEL SURFACE BELOW. PRIOR TO BONDING THE GROUND CONDUCTOR. FOR OTHER SURFACES INCLUDING COPPER BUSS BARS ALL PAINT, RUST TARNISH AND GREASE SHALL BE REMOVED PRIOR TO BONDING THE GROUND CONDUCTOR. CAD WELD TYPE BONDS SHALL BE FINISHED WITH THE APPLICATION OF COLD GALVANIZATION AND WHEN APPLICABLE, FINISH PAINTED WITH AN APPROPRIATE COLOR AS REQUIRED. MECHANICAL TYPE BONDS ON BUSS BARS SHALL BE FINISHED WITH THE APPLICATION OF NOLAOLX OR OTHER APPROVED CONDUCTIVE MEDIUM MATERIAL BETWEEN CONNECTOR AND BUSS BAR. MECHANICAL TYPE BONDS ON ALL OTHER SURFACES SHALL BE FINISHED WITH THE APPLICATION OF COLD GALVANIZATION AND/OR THE APPROPRIATE PAINT TO MATCH AS REQUIRED.
- 3.2.0 TESTING:
 - THE OUTSIDE GROUND RING SHALL BE TESTED AFTER INSTALLATION BUT PRIOR TO BACKFILLING THE GROUND RING TRENCH. THE GROUND FIELD RESISTANCE SHALL MEASURE 5 OHMS OR LESS TO GROUND. ANY DIFFICULTY IN ACHIEVING THIS LEVEL OF RESISTANCE MUST BE BROUGHT TO THE ATTENTION OF THE PROJECT MANAGER. THE RESISTANCE TO GROUND SHALL BE MEASURED USING THE FALL OF POTENTIAL METHOD. TESTING SHALL BE PERFORMED BY AN OWNER PROVIDED INDEPENDENT TESTING LABORATORY FROM WHICH A WRITTEN REPORT SHALL BE PRODUCED FOR REVIEW BY THE PROJECT MANAGER.



THIS DRAWING IS COPYRIGHTED AND IS THE SOLE PROPERTY OF KCS CORPORATION. IT IS PROVIDED FOR USE BY OWNER AT THE BELOW REFERENCED PROJECT ONLY. REPRODUCTION AND OTHER USE OF THIS DRAWING OR THE INFORMATION CONTAINED HEREIN WITHOUT THE WRITTEN PERMISSION OF KCS CORPORATION IS PROHIBITED.



REV	DESCRIPTION	DATE
0	ISSUED FOR PERMIT	2/23/24
B	ISSUED FOR REVIEW	2/1/24
A	ISSUED FOR REVIEW	1/24/24

CH74338A
BARTLETT WT SCHICK ROAD
 481 E. SCHICK ROAD, BARTLETT, IL 60103

Notes

Project Number	Drawn by: JH
Client Project Number	Checked by:
Date	Date
Scale	Revised by: JH
Drawing Number	Date

N-2
 TMO Signatory Level: L06
 NLG 01871



Agenda Item Executive Summary

AGENDA ITEM: Class A Liquor License -The Boss's Signature Inc. BOARD OR COMMITTEE: Board

BUDGET IMPACT

Amount	\$	Budgeted	\$
Fund:		Corresponding Activity Measure:	

EXECUTIVE SUMMARY

Attached for your consideration is a Liquor License application submitted by The Boss's Signature Inc. The Class A allows for the retail sale of beer, wine and alcoholic liquor for consumption on their premises, Sunday through Thursday from 8:00 a.m. until 1:00 a.m. and 8:00 a.m. until 2:00 a.m. Friday and Saturday.

ATTACHMENTS (PLEASE LIST)

- Staff Memo Dated 04/08/2024
- Class A Liquor License Application
- Floor Plan
- Proof of Insurance
- Surety Bond
- Basset Training Certificate
- Certificate of good standing
- Copy of the Lease
- General Business License
- Liquor Manager Application
- Memo from Police Department

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: N/A

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 the Class A Liquor License submitted by The Boss's Signature Inc.

Staff: Samuel Hughes, Sr. Management Analyst

Date: 04/08/2024

Memorandum

To: Scott Skrycki, Assistant Village Administrator
From: Samuel Hughes, Senior Management Analyst
Date: 04/08/2024
Re: The Boss's Signature Class A Liquor License

Attached for your consideration is a Liquor License application submitted by the Boss's Signature Inc. 326 S. Main St. Bartlett, Il. 60103.

The owners are requesting a Class A License. The Class A allows for retail sale of beer, wine and liquor for use and consumption on the premises from 8:00 a.m. to 1:00 a.m. Sunday through Thursday and 8:00 a.m. to 2:00 a.m. Friday and Saturday.

Currently, The Boss's Signature has a Class F liquor license that allows for the retail sale of beer, wine and liquor for use and consumption on the premises from 10:30am to 12:00am Sunday-Thursday and 10:30am to 1:00am Friday and Saturday.

As the attached memo from the Police Department indicates, the applicants satisfy the requirements for the issuance.

The appropriate Surety Bond and Certificate of Insurance have been submitted by the applicant. They have been reviewed and approved by the Village Attorney.

Motion

I move to approve the Class A Liquor License submitted by The Boss's Signature Inc.



Village of Bartlett, IL

3/26/2024

LQ-24-1

Liquor License

Status: Active

Submitted On: 3/21/2024

Primary Location

326 S MAIN ST
BARTLETT, IL 60103

Owner

GINO METALLO



Applicant

 Gino Metallo



@ gmetallo@comcast.net



Elgin, IL 60124

Business Information

Do you have or have you already submitted a general business license application?*

Yes

? Type of general business license* ?

Liquor

Name of business license was issue to:*

The Boss's Signature, Inc

Is this a renewal or new liquor license application?*

New application

Have you or will you be applying for a video gaming license?*

No

Liquor License Application

Descriptions of the various liquor license types can be found at Barlett Municipal Code - Chapter 3. If you have additional questions, call 630-837-0800. Additionally, if you intend to offer video gaming, you must also request a combination of liquor license and Class V or VC. Information on these designations can be viewed in this ordinance.

Type of Liquor License Requested*

Class A and V

Does applicant seek a liquor license on the premises as a full-service restaurant or video cafe?*

Full-service restaurant

Will the menu include at least 15 food items?*

Yes

What is the seating capacity of venue?*

100

Do you anticipate that 30% or more of your revenue will come from gaming?*

No

Has any manufacturer, distributor or importing distributor directly or indirectly paid or agreed to pay for this license, advanced money or anything else of value, or any credit (other than merchandising credit in the ordinary course of business for a period not to exceed 30 days) or is such person directly or indirectly interested in the ownership, conduct or operation of the place of business?*

No

Is the applicant engaged in the manufacture of alcoholic liquors?*

No

Is the applicant conducting the business of an importing distributor or distributor of alcoholic liquors?*

No

Has any Officer, Director, or Manager of said Corporation or any stockholder or stockholders owning in the aggregate more than five (5%) percent of the stock of such corporation, ever been convicted of any felony under any Federal or State law? *

No

Has any Officer, Director or Manager of said Corporation, or any stockholder or stockholders owning in the aggregate more than five (5%) percent of the stock of such corporation, ever been convicted of a violation of any Federal, State or Local law within the last 10 years?*

No

Has any Officer, Director or Manager of said Corporation, or any stockholder or stockholders, owning in the aggregate more than five (5%) percent of the stock of such corporation, ever been convicted of being the keeper of a house of ill fame, or of pandering or other crime or misdemeanor opposed to decency and morality? *

No

Has any Officer, Director or Manager of said Corporation, or any stockholder or stockholders, owning in the aggregate more than five (5%) percent of the stock of such corporation, ever permitted an appearance bond forfeiture of any of the violations mentioned above?*

No

Has the Corporation (Applicant) or any Officer, Director or Manager of said Corporation, or any stockholder or stockholders owning in the aggregate more than five (5%) percent of the stock of such corporation, made application for a similar license for this period for any premises other than those described above? *

No

Is any law enforcing Official, Mayor, Alderman, Member of the City Council or Commission, Member of the Village Board of Trustees, or member of a County Board, directly or indirectly interested in the business for which license is sought? *

No

Each applicant must designate at least one individual who shall serve as Liquor Manager for the applicant. Please supply the following information:

Name of Liquor Manager*

Gino Metallo

Home address:*



Position held by the Liquor Manager in the business*

President



Has the Liquor Manager been finger printed for the purpose of this application?*

Yes

Has the Liquor Manager been fingerprinted by the Bartlett Police Department?*

Date fingerprinted:*

11/25/2022

Yes

Emergency Contacts

Please provide contact information of personnel that have keys to the business in case first responders need access to the building during non-business hours.

Primary contact*

Primary contact phone number*

Gino Metallo



Secondary contact*

Secondary contact phone number*

Ernesto Aranda



AFFIDAVIT

Applicant does hereby agree to operate the aforesaid place of business in accordance with the policies, regulations, and ordinances of the Village of Bartlett now in force and any others that may be enacted during the duration of this license, and does hereby authorize inspections of the premises by the appropriate Village Departments and officials as my be required, and the Bartlett Fire Protection District, in accordance with Title 3, Chapter 1, Sections 3-1-1 through 3-1-17 of the Bartlett Municipal Code. I, the undersigned, hereby certify that the above statements are true and correct to the best of my knowledge.

I agree that my electronic signature is equivalent to a handwritten signature and is binding for all purposes related to this transaction*

The business applying for this license has a  Certificate of Occupancy issued by the Village of Bartlett Planning & Development Services Department.

 Eugenio Metallo
Mar 21, 2024



I hereby certify that as the applicant, I
am the owner of the business.

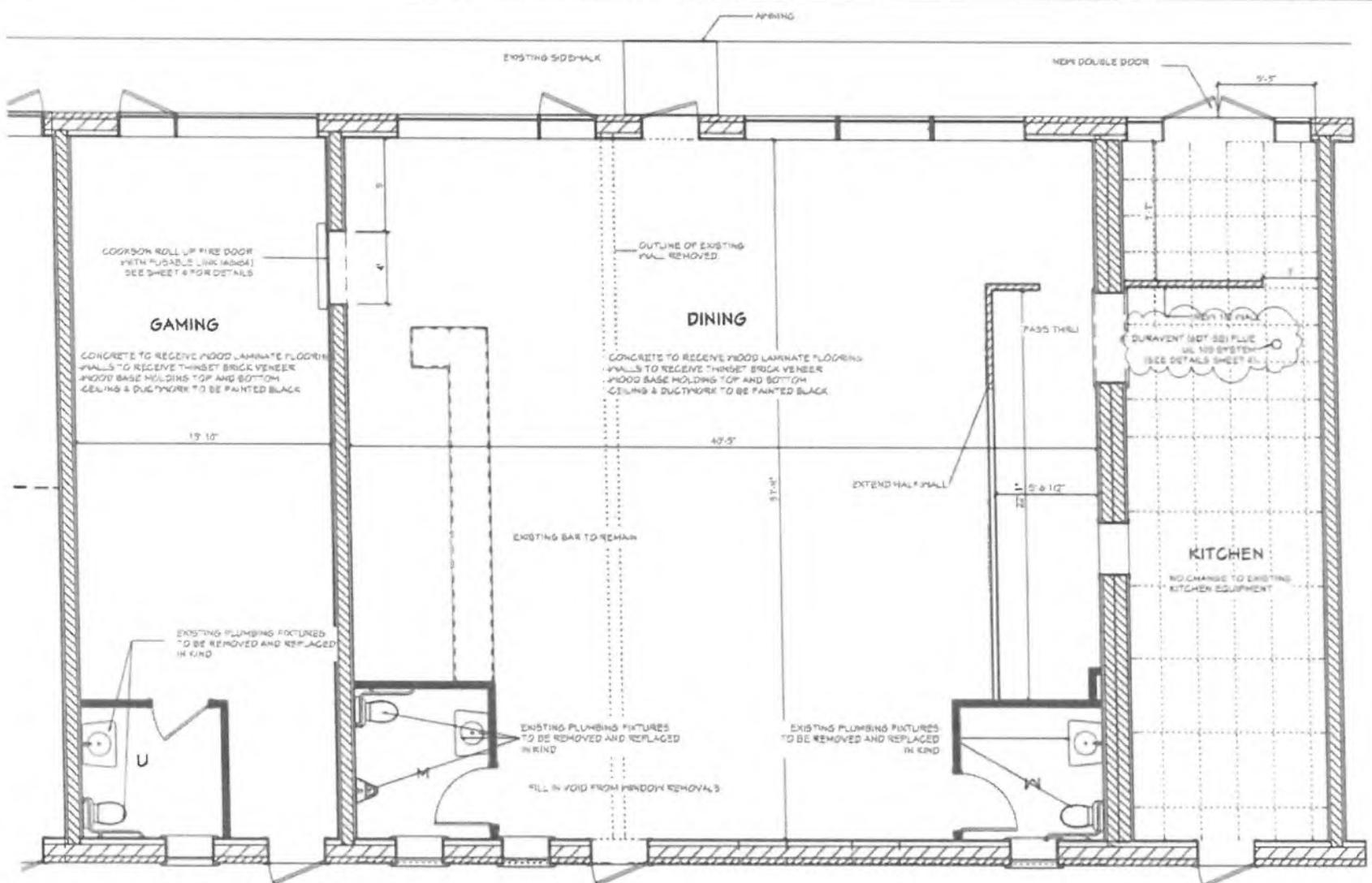
3/10/23
 4/30/23
 5/23/23
 6/28/23
 8/30/23
 9/28/23

MARK LINDSTROM
 ARCHITECT
 1111 N. WASHINGTON ST.
 CHICAGO, IL 60610

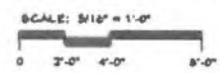
PROPOSED REMODEL FOR
 THE BOSS'S SIGNATURE
 322 SOUTH MAIN STREET
 BARTLETT, IL 60103

SHEET

3



REVISED FLOOR PLAN



INDICATES WALL TO BE EXTENDED TO ROOF SLAB ABOVE (+1.3')





Effective Date: November 29th, 2022

Western Surety Company

LICENSE AND PERMIT BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. [REDACTED]

That we, The Boss's Signature, Inc.

of Bartlett, State of Illinois, as Principal,
and WESTERN SURETY COMPANY, a corporation duly licensed to do surety business in the State of
Illinois, as Surety, are held and firmly bound unto the

Village of Bartlett, State of Illinois, as Obligee, in the penal

sum of Two Thousand and 00/100 DOLLARS (\$2,000.00),
lawful money of the United States, to be paid to the Obligee, for which payment well and truly to be made,
we bind ourselves and our legal representatives, firmly by these presents.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the Principal has been
licensed Liquor Liability Village of Bartlett

_____ by the Obligee.

NOW THEREFORE, if the Principal shall faithfully perform the duties and in all things comply
with the laws and ordinances, including all amendments thereto, pertaining to the license or permit
applied for, then this obligation to be void, otherwise to remain in full force and effect until
November 29th, 2023, unless renewed by Continuation Certificate.

This bond may be terminated at any time by the Surety upon sending notice in writing, by First Class
U.S. Mail, to the Obligee and to the Principal at the address last known to the Surety, and at the expiration
of thirty-five (35) days from the mailing of said notice, this bond shall ipso facto terminate and the Surety
shall thereupon be relieved from any liability for any acts or omissions of the Principal subsequent to said
date. Regardless of the number of years this bond shall continue in force, the number of claims made
against this bond, and the number of premiums which shall be payable or paid, the Surety's total limit of
liability shall not be cumulative from year to year or period to period, and in no event shall the Surety's total
liability for all claims exceed the amount set forth above. Any revision of the bond amount shall not be
cumulative.

Dated this 29th day of November, 2022.

The Boss's Signature, Inc.

Principal

Principal

WESTERN SURETY COMPANY

By

Paul T. Briffat, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

On this 29th day of November, 2022, before me, the undersigned officer, personally appeared Paul T. Bruflat, who acknowledged himself to be the aforesaid officer of WESTERN SURETY COMPANY, a corporation, and that he as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as such officer.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.



S. Green
Notary Public — South Dakota

My Commission Expires: February 12, 2027

ACKNOWLEDGMENT OF PRINCIPAL
(Individual or Partners)

STATE OF _____ }
COUNTY OF _____ } ss

On this _____ day of _____, _____, before me personally appeared _____, known to me to be the individual _____ described in and who executed the foregoing instrument and acknowledged to me that _____ he _____ executed the same.

My commission expires _____, _____

Notary Public

ACKNOWLEDGMENT OF PRINCIPAL
(Corporate Officer)

STATE OF _____ }
COUNTY OF _____ } ss

On this _____ day of _____, _____, before me personally appeared _____, who acknowledged himself/herself to be the _____ of _____, a corporation, and that he/she as such officer being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the corporation by himself/herself as such officer.

My commission expires _____, _____

Notary Public



License or Permit No. _____

LICENSE AND PERMIT
BOND
As

of _____

State of _____

Name of Applicant _____

Address _____

Filed _____

Approved this _____

day of _____

Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One Liquor Liability Village of Bartlett

bond with bond number [REDACTED]

for The Boss's Signature, Inc.

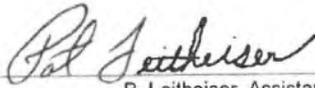
as Principal in the penalty amount not to exceed: \$ 2,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

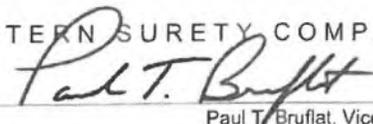
In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its
Vice President with the corporate seal affixed this 29th day of November,
2022.

ATTEST



P. Leitheiser, Assistant Secretary

WESTERN SURETY COMPANY

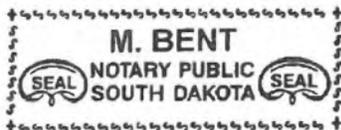
By 

Paul T. Bruflat, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 29th day of November, 2022, before me, a Notary Public, personally appeared
Paul T. Bruflat and P. Leitheiser

who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President
and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the
voluntary act and deed of said Corporation.



My Commission Expires March 2, 2026



Notary Public

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.



SF MW



PO Box 5077 Sioux Falls SD 57117-5077

October 17, 2023

1-800-331-6053
Fax 1-605-335-0357
www.cnasurety.com

The Boss's Signature, Inc.
326 S Main St
Bartlett, IL 60103

File # [REDACTED]
The Boss's Signature, Inc.

\$2,000.00

Company Code: 0601

Written By: WESTERN SURETY COMPANY
Liquor Liability Village of Bartlett

Enclosed is your renewal certificate. To continue your bond coverage and keep it in force, you must file this renewal document with the village of Bartlett.

If you are no longer required to post this bond, please write the word "Cancel" directly on the document, and return it to CNA Surety.

If you have any questions, please contact your local agent.

Enclosure

Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Larry Kasten of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One LIQUOR LIABILITY VILLAGE OF BARTLETT

bond with bond number [REDACTED]

for THE BOSS'S SIGNATURE, INC.
as Principal in the penalty amount not to exceed: \$2,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its Vice President Larry Kasten with the corporate seal affixed this 17th day of October, 2023.

ATTEST

L. Bauder
L. Bauder, Assistant Secretary



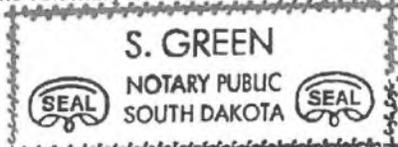
WESTERN SURETY COMPANY

Larry Kasten
Larry Kasten, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 17th day of October, 2023, before me, a Notary Public, personally appeared Larry Kasten and L. Bauder

who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the voluntary act and deed of said Corporation.



S. Green
Notary Public

My Commission Expires February 12, 2027

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.



File Number

7397-632-4



To all to whom these Presents Shall Come, Greeting:

I, Jesse White, Secretary of State of the State of Illinois, do hereby certify that I am the keeper of the records of the Department of Business Services. I certify that

THE BOSS'S SIGNATURE, INC., A DOMESTIC CORPORATION, INCORPORATED UNDER THE LAWS OF THIS STATE ON OCTOBER 28, 2022, APPEARS TO HAVE COMPLIED WITH ALL THE PROVISIONS OF THE BUSINESS CORPORATION ACT OF THIS STATE, AND AS OF THIS DATE, IS IN GOOD STANDING AS A DOMESTIC CORPORATION IN THE STATE OF ILLINOIS.



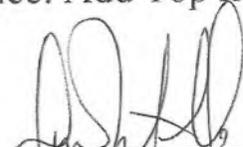
In Testimony Whereof, I hereto set my hand and cause to be affixed the Great Seal of the State of Illinois, this 28TH day of OCTOBER A.D. 2022 .

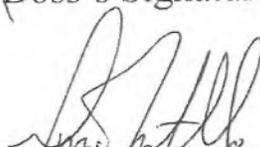
Jesse White

SECRETARY OF STATE

Commercial Lease

1. The Parties. This Commercial Lease Agreement made on November 25, 2022 by and between
Landlord: Top Investment Strategy with a mailing address of 326 S. Main Street Bartlett, IL 60103
Tenant: The Boss's Signature with a mailing address 322 S. Main Street Bartlett, IL 60103
2. Description of Leased Premises: Landlord Agrees to Lease to Tenant the Following Address
322 S. Main Street Bartlett, IL 60103 Hereinafter known as the "Premises"
3. Use of Leased Premises: Tenant agrees to use the Premises for a Restaurant Bar Grill & Gaming
4. Term of Lease: The Term of this Agreement shall be for a period of 10 years commencing on November 25, 2022 and expiring at midnight November 25, 2032. This Lease can be terminated anytime by Gino Metallo.
5. Security Deposit: \$0.00
6. Rent: \$2,000.00 each month
7. Option to Renew: Tenant may have an option to renew. To be discussed at the end of lease.
8. Insurance: Add Top Investment Strategy as Additional Insurer.

Tenant:  Date: 11/25/2022
The Boss's Signature Authorized Representative

Landlord:  Date: 11/25/2022
Top Investment Strategy Authorized Representative

BASSET Card



November 10, 2022



Letter ID: L0408189320

License No.: 5A-0110606

Expiration Date: 11/3/2025

License Type: Basset Card

EUGENIO METALLO
322 S. MAIN STREET
BARTLETT IL 60103

Your "Student ID number" is: 23344450

Your "Trainer's ID number" is: 5A-0110606

Your BASSET Card is located BELOW

DO NOT throw away this letter as you will need your "Student ID number" directly above to re-print your card.

IMPORTANT:

To re-print your card, visit the Illinois Liquor Control Commission website at ILCC.illinois.gov
(click on the RESOURCES tab to access the "BASSET Card Lookup" page).

<p>ILLINOIS LIQUOR CONTROL COMMISSION 50 W. Washington Street, Suite 209 - Chicago, IL 60601 BEVERAGE ALCOHOL SELLERS AND SERVERS EDUCATION AND TRAINING [BASSET] CARD Date of Certification: 11/3/2022 Expires: 11/3/2025 Trainer's IL Liquor License Number: 5A-0110606 EUGENIO METALLO 322 S. MAIN STREET BARTLETT IL 60103</p> <p>**Card is not transferrable**</p>

State of Illinois Liquor License



October 2, 2023



Letter ID: L0067052232

License No.: 1A-1152851
Expiration Date: 10/31/24
License Type: RETAILER
Account ID: 44669781



THE BOSS SIGNATURE, INC
THE BOSS SIGNATURE, INC
326 S MAIN ST
BARTLETT IL 60103-4423

All State of Illinois Liquor Licenses must be FRAMED and displayed on the licensed premises in plain view of the general public.

Letter ID: L0067052232

License Number

1A-1152851

STATE OF ILLINOIS LIQUOR CONTROL COMMISSION Governor JB Pritzker



IN ACCORDANCE WITH THE LIQUOR CONTROL
ACT OF 1934, THIS CERTIFIES THAT:

THE BOSS SIGNATURE, INC
THE BOSS SIGNATURE, INC
326 S MAIN ST
BARTLETT IL 60103-4423

Cook

HAS PAID ALL FEES
AND IS ISSUED A
LICENSE IN THE
FOLLOWING CLASS:

RETAILER
ON-PREMISES

ISSUE DATE: 10/02/23 Effective: 11/01/23

THIS LICENSE
EXPIRES ON: 10/31/24

THIS LICENSE MUST BE FRAMED AND HUNG IN PLAIN VIEW
IN A CONSPICUOUS PLACE ON THE LICENSED PREMISES.

Sales Tax Acct # 44669781

THIS LICENSE NOT TRANSFERABLE
AS TO PRINCIPAL

Warehouse: N/A



ILLINOIS LIQUOR CONTROL COMMISSION

Inspection Checklist

Disclaimer: The list of violations provided herein does not constitute a list of all possible violations. It is the responsibility of each license holder to review applicable laws and statutes including the Illinois Liquor Control Act and Illinois Liquor Control Commission Rules (available on the Commission website) or seek legal counsel to fully understand all rights and responsibilities you may have as a license holder.

- | | | | |
|--------------------------|---|--------------------------|---|
| <input type="checkbox"/> | Interior/Exterior Signage (non-retail specific & dollar value) | <input type="checkbox"/> | Offering or Using any Unlabeled Liquor Bottles is Illegal |
| <input type="checkbox"/> | Advertised Brands Must be Available (malt beverages) | <input type="checkbox"/> | Sanitation (Clean Safe Environment Required) |
| <input type="checkbox"/> | ILCC License Must be Framed & Displayed | <input type="checkbox"/> | Taps Must be Cleaned as required (cleaning log required) |
| <input type="checkbox"/> | ILCC License Must be Valid | <input type="checkbox"/> | Keys and Taps Must Match |
| <input type="checkbox"/> | Local Liquor License Must be Available | <input type="checkbox"/> | Taps Must be Labeled (visible 10 feet) |
| <input type="checkbox"/> | Local Liquor License Must be Valid | <input type="checkbox"/> | Shot of Spirits Must be a Minimum of One Ounce |
| <input type="checkbox"/> | IBT Certificate Must be Available | <input type="checkbox"/> | Contaminated Liquor (deleterious material) |
| <input type="checkbox"/> | Change of Owners/Management Must be Reported within 30 Days | <input type="checkbox"/> | Marrying Liquor/Refilling bottles is Illegal |
| <input type="checkbox"/> | Pregnancy Warning Sign Must be Displayed | <input type="checkbox"/> | Purchases Without a Valid License is Illegal |
| <input type="checkbox"/> | Human Trafficking Public Notice Must be Posted | <input type="checkbox"/> | Transfer of Liquor To or From Another Licensed Location is Illegal |
| <input type="checkbox"/> | Advertising Violating Happy Hour Law (No "Free" or "Complimentary") | <input type="checkbox"/> | Retail Purchasing of Alcohol is Illegal (Alcohol Must be Purchased from a Territory Distributor) |
| <input type="checkbox"/> | Cash Beer Law (Beer must be paid for before or upon delivery) | <input type="checkbox"/> | 90 Days of Invoices Must be Available Upon Inspection or a Waiver Must be Posted with the License |
| <input type="checkbox"/> | All Alcohol Must be Stored on the Premises | <input type="checkbox"/> | Purchasing Alcohol Other than Beer While Delinquent is Illegal |
| <input type="checkbox"/> | Drinking Contest are Prohibited (No drinking games) | <input type="checkbox"/> | Giving Away Alcoholic Beverages is Illegal |
| <input type="checkbox"/> | Schedule of Drink Prices Must be Available | <input type="checkbox"/> | Advertise Giving Away Alcohol is Illegal |
| <input type="checkbox"/> | Requested Materials Must be Produced (Books & Records Request) | <input type="checkbox"/> | Access to All Area on Premise is Required |
| <input type="checkbox"/> | Price per Ounce Must be Proportionally Equal | <input type="checkbox"/> | Non-Licensed Gambling is Illegal |
| <input type="checkbox"/> | Pre-mixed Drink Receptacle Must be Cleaned Weekly (record required) | <input type="checkbox"/> | Receiving "Of Value" Items is Illegal |
| <input type="checkbox"/> | Pre-mixed Alcoholic Drinks Must be Destroyed Weekly (labeled & dated) | <input type="checkbox"/> | Valid Coin Operated Amusement Device IDOR stickers Required |
| | | <input type="checkbox"/> | Valid Illinois Tobacco Certificate Must be available |
| | | <input type="checkbox"/> | Sale and/or Service of Alcohol to Anyone Under the Age of 21 is Illegal |



Village of Bartlett, IL

3/26/2024

BL-22-291 Renewal
General Business License
Status: Complete
Submitted On: 4/10/2023

Primary Location
326 S MAIN ST
BARTLETT, IL 60103
Owner
Gino Metallo



Applicant

Gino Metallo

Elgin, IL 60124

Business Information

Name of Business (DBA)*

The Boss's Signature

Entity Type*

Corporation

Corporation or LLC Name*

The Boss's Signature, Inc.

Corporation Registered Agent* ?

Catherine S. Hurlbut

Business Phone Number*

630-688-2345

Primary Business Email Address* ?



Federal Employer Identification Number*



Sales or Occupational Tax Number*

Applied For

Nature of Business*

Restaurant

Does this business have a grease trap?*

Yes

How often is the grease trap cleaned?*

Number of Employees*

8

Floor Plan



No File Uploaded

Certificate of Good Standing



ilsosgoodstanding73976324.pdf

Corporate Officers

Name*

Eugenio Metallo

Residential Address*



Corporate Role*

Officer

Date of birth*



Percentage of total stock held*

100

Additional Business Information

Copy of Deed or Lease ⓘ



No File Uploaded

Certificate of Registration ⓘ



No File Uploaded

Copy of County Health Permit ⓘ



No File Uploaded

Other Locations* ⓘ

None

Previous Addresses* ⓘ

None

Has your business license ever been revoked?* ⓘ

No

Criminal History* ⓘ

None

Municipal Violation History* ⓘ

None

Consumer Fraud Complaint* 

None

License Fees

Please select the business type(s) below that match your type of business. If you do not match one of the specific categories, please select "Retail/Commercial Establishment Not Listed Above".

Asphalt Plant

Automobile Service Station

Bakery - Retail

Bakery - Wholesale

Banking Institution

Barbershop

Billiard and pool halls

Bowling alley

Brokers (other than real estate and insurance)

Bus service company

Catering services and establishment

Central Station

Confectionery stores

Day nursery/nursery school

Dealer - precious metals

Dry cleaning plant

Dry cleaning retail outlet

Factory

Fish market

Florist

Food delivery vehicles and food dispensers

Fruit/Vegetable Stand - Year Round

Fruit/Vegetable Stand - Seasonal

Game room

Garage/Parking Lot

Grocery store

Hardware Store

Hotels and motel

Ice cream store/parlor

Ice cream vendor

Laundry (self-service coin operated)

Machine shop

Meat Market/Dealer

Mining operation, quarry or gravel pit

Mobile home park

Motor vehicle repair establishment

Pawnbroker

Redi Mix Plant

Restaurant/Carry Out

Scavengers

Stable

Vending machine

Retail/Commercial Establishment Not Listed Above



Additional Accessory Licenses

Will you have amusement devices on site?*

No

Will you have vending machines on site?*

No

Will you have a jukebox on site?*

No

Will you be selling tobacco products?*

No

Will you be serving or selling liquor?*

Yes

Do you have an existing Bartlett liquor license?*

Yes

If you have an existing Bartlett liquor license please be sure to complete the renewal using the separate liquor license application.

Emergency Contacts

Please provide contact information of personnel that have keys to the business in case first responders need access to the building during non-business hours.

Primary contact*

Gino Metallo

Primary contact phone number*



Secondary contact*

Nicole Metallo

Secondary contact phone number*



AFFIDAVIT

Applicant does hereby agree to operate the aforesaid place of business in accordance with the policies, regulations, and ordinances of the Village of Bartlett now in force and any others that may be enacted during the duration of this license, and does hereby authorize inspections of the premises by the appropriate Village Departments and officials as my be required, and the Bartlett Fire Protection District, in accordance with Title 3, Chapter 1, Sections 3-1-1 through 3-1-17 of the Bartlett Municipal Code. I, the undersigned, hereby certify that the above statements are true and correct to the best of my knowledge.

I agree that my electronic signature is equivalent to a handwritten signature and is binding for all purposes related to this transaction*

Eugenio Metallo
Apr 10, 2023

The business has a Certificate of Occupancy issued by the Village of Bartlett Planning & Development Services Department*



I hereby certify that as the applicant, I*
am an owner of the business.

4/8/2024



Village of Bartlett, IL

LM-40

Liquor Manager Application

Status: Active

Submitted On: 4/4/2024

Primary Location

No location

Applicant

 Gino Metallo



Elgin, IL 60124

Statement of Liquor Manager

Name of Business* 

The Boss's Signature, Inc

Business Address:*

326 S. Main Street

Business Telephone Number*

630-855-9400

Liquor Manager Name*

Gino Metallo

Home Address*



Previous address 

Home Telephone Number* 



Date of birth*



Place of birth*

Chicago

Social Security Number*



Drivers License Number*



State issued by

Illinois

Have you been fingerprinted by the Bartlett Police Department for the purpose of this application?*

Yes

🔔 Date fingerprinted?*

11/22/2022

Have you ever been convicted of a felony under any Federal or State law in the last 10 years?*

No

Have you been convicted of being the keeper of a house of ill fame, or of pandering or other Crimes or misdemeanors opposed to decency and morality?*

No

Have you ever been convicted of a violation of any Federal, State or Local Liquor law?*

No

Have you ever permitted an Appearance Bond Forfeiture for any of the violations mentioned in the questions above?*

No

Has any license previously issued to you by Federal, State or Local authorities been revoked?*

No

In what capacity are you employed by the applicant?*

Owner

Give name of person who appointed you in your present capacity*

Gino Metallo

Date of appointment

11/25/2022

List employer(s) for past five year, including business name, address, manager's name, and position.*

Self Employed Street Side Realty 3004 Wayland Avenue Elgin, IL 60124 Gino Metallo Owner

List all prior experience and education that you have in managing the sale of alcoholic liquor and/or in conducting any business which is similar in nature to the business which you will be engaged in pursuant to the application*

None

How many hours per week will you be physically present at the premises to be licensed?*

40

AFFIDAVIT

Petitioner swears (or affirms) that he/she will not violate any of the Ordinances of the Village of Bartlett, including but not limited to the Bartlett Liquor Control Ordinance, or the Laws of the State of Illinois or the Laws of the State of Illinois or the Laws of the United States of America, in the conduct of the place of business described herein. The undersigned further swears (of affirms) that he/she shall conduct the business in a manner consistent with all representations made on this application and consistent with any representations made before the Local Liquor Commissioner.

By checking this box I agree to the above without reservation.*

Eugenio Metallo
Apr 4, 2024

CORPORATION INVESTIGATION AUTHORIZATION/RELEASE

I hereby authorize the Chief of Police of the Village of Bartlett, or his designee, to conduct a background investigation, including the authorization to receive reports from other law enforcement agencies necessary to verify the information included in this application and to verify compliance of applicable Federal, State and Local law. I hereby release the Village of Bartlett, the Bartlett Police Department, and each of their respective Directors, Officers, Elected and appointed Officials, Agents and Employees from any and all liability which may arise as a result of such background investigation.

By checking this box I agree to the above without reservation.*

Eugenio Metallo
Apr 4, 2024



INTER OFFICE
MEMORANDUM



To: Kelly Thompson
From: Holly Sumner
Date: November 3, 2022
Subject: Liquor License Fingerprint Response

The attached fingerprint response package for Chief Pretkelis' review is complete and contains:

- Signed Fee Applicant Consent Form
- Illinois State Police Response – **Clear**
- FBI Response – **Clear**
- Sex Offender Website: **Clear**

FOR: Metallo, Eugenio
NAME: _____
Liquor License
PURPOSE: _____

PS062116