

**VILLAGE OF BARTLETT**  
**VILLAGE HALL, 228 S. MAIN STREET**  
**BOARD AGENDA**  
**May 20, 2025**  
**7:00 P.M.**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **INVOCATION**
4. **PLEDGE OF ALLEGIANCE**
5. **TOWN HALL:** (Note: Three (3) minute time limit per person)
6. **\*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.*

- \*7. **MINUTES:** Board – May 6, Committee – May 6, 2025
- \*8. **BILL LIST:** May 20, 2025
9. **TREASURER'S REPORT:** March 2025

Sales Tax Report, March 2025  
Motor Fuel Tax Report, March 2025

10. **PRESIDENT'S REPORT:**
  - A. Sister City 15<sup>th</sup> Anniversary Gift Presentation
  - B. Ted Lewis Proclamation
  - C. Brian Kopulos Proclamation
  - D. Public Works Month Proclamation

11. **QUESTION/ANSWER: PRESIDENT & TRUSTEES**

12. **STANDING COMMITTEE REPORTS:**

- A. **BUILDING AND ZONING COMMITTEE, CHAIRMAN HOPKINS**

1. None

- B. **COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY**

1. Resolution Approving an Agreement Between the Village of Bartlett and A5 Group, Inc
2. Bartlett Area Chamber of Commerce Road Closure

- C. **FINANCE COMMITTEE, CHAIRMAN LAPORTE**

1. None

- D. **LICENSE AND ORDINANCE COMMITTEE, CHAIRMAN BATTERMANN**

1. 4<sup>th</sup> of July Fireworks Display Request
2. Liquor Commissioner Appointment

- E. **POLICE AND HEALTH COMMITTEE, CHAIRMAN SUWANSKI**

- \*1. Resolution Approving an Independent Contractor Agreement Between the Village of Bartlett and New Tradition Funeral Services, LLC
2. Resolution Approving an Agreement Between the Village of Bartlett and Flock Group, Inc. for License Plate Reader Cameras
- \*3. Resolution Approving an Agreement Between the Village of Bartlett and DACRA Adjudication Systems, LLC for Software Services

- F. **PUBLIC WORKS AND GOLF COMMITTEE, CHAIRMAN DEYNE**

- \*1. Purchase of (1) 2025 Ford Escape
- \*2. Purchase of (1) 2025 LeeBoy Paving Unit
- \*3. Resolution Approving of the Fire Hydrant Painting Project Agreement between the Village of Bartlett and GO

Painters Inc.

\*4. Ordinance Accepting the Public Improvements at 475 Miles Parkway

\*5. Purchase of (1) Chevy Silverado 2500 Truck

\*6. Purchase of SL-RAT from InfoSense Inc.

13. NEW BUSINESS

14. QUESTION/ANSWER: PRESIDENT & TRUSTEES

15. ADJOURNMENT



**VILLAGE OF BARTLETT  
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1. CALL TO ORDER

President Wallace, called the regular meeting of May 6, 2025, 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, Human Resources Director Janelle Terrance, Assistant to the Village Administrator Samuel Hughes, Finance Director Matt Coulter, Director of Public Works Dan Dinges, Assistant Public Works Director Tyler Isham, Civic Engineer Nick Talarico, Planning & Development Director Kristy Stone, Food and Beverage Manager Paul Petersen, Acting Chief Naydenoff, Deputy Chief Rob Sweeney, Village Attorney Kurt Asprooth, and Village Clerk Lorna Giless.

3. INVOCATION – Pastor Simon Guevara of the Bartlett Bible Church

4. PLEDGE OF ALLEGIANCE

5. TOWN HALL

**Midwest Hakka Association Presentation**

Presented President Wallace with a gift and thanked him for his years of service as well as his continued support of the Midwest Hakka Association. They also wished him a Happy Birthday and sang for him as well.

6. SWEARING IN OF ELECTED OFFICIALS

Village Clerk Lorna Giless was sworn in. Village Clerk Lorna Giless continued with the swearing in of the Elected officials to include Trustee Battermann, Trustee Gandsey, Trustee LaPorte, and President Gunsteen.

President Gunsteen gave a speech thanking everyone for their support of the Board. He thanked former President Kevin Wallace for his years of service which he stated has left a lasting impact on our community. He thanked everyone for their trust and partnership on behalf of himself and the entire board.

President Gunsteen then asked the Clerk to call the Roll.



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ROLL CALL

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

ABSENT: None

5. TOWN HALL CONTINUED

**Carol Harrington-757 Braintree**

Ms. Harrington stated that she's lived in Bartlett for 38 years and that she spoke at the Zoning Committee meeting last week. She stated that she's here to request that the board upholds the zoning committee's recommendation not to rezone Brewster Creek for the Cannabis Dispensary. She went on to say that it will be too close to the residential neighborhoods and daycare centers which raise concerns. She stated that on behalf of the 100 petitioners who signed the petition, and as a mother, grandmother, and retired teacher she asks the board to honor the recommendation of the zoning committee and vote against the dispensary.

**Vera Tate-740 Ducksbury**

Ms. Tate stated that she has lived in Bartlett for 22 years and retired three years ago as a pediatric neurologist. Ms. Tate stated that she has concerns about the dispensary being so close to a childcare center. She went on to discuss past studies regarding unintentional cannabis ingestion among children. She asked that the board consider locating this dispensary along with any others away from childcare facilities and school.

**Jim DeSchmidt-741 Duxbury Lane**

Mr. DeSchmidt stated that he's a professional with years of experience in air handling systems, ventilation dynamics, and indoor air quality. He was present to express his opposition to the proposed location of the cannabis dispensary less than 250 feet from the licensed daycare. He went on to discuss in detail the proximity of the exhaust outlets, odors, and compounds that would emit through the exhaust system. Mr. DeSchmidt stated that less than a 250-foot distance is not adequate to ensure safe separation between a cannabis dispensary exhaust source and a daycare.

**Robin Camerer-1000 Auburn Lane**

Mrs. Camerer stated that she's lived in Bartlett for 35 years, 28 of which have been in her subdivision. She went on to say that she is the widow of former Trustee Michael Camerer. She stated that she's against Starbuds going into the Shopping Center as this is a family friendly neighborhood. Mrs. Camerer went on to say that it is also right by Beaver Pond where many families go for walks and bike rides during the summer. She asked that the board take into consideration voting against Starbuds.



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### **Laurie Abbott-847 Braintree Lane**

Ms. Abbott stated that she's lived in Bartlett for 37 years and raised her daughter here. Ms. Abbott stated asked the board to consider her concerns regarding the impact of the cannabis business in Brewster Creek. She went on to say that the visual exposure, especially around families and children matters. Ms. Abbott stated that she does not think it's appropriate for that location.

### **Jim Harrington-757 Braintree Lane**

Mr. Harrington stated that he's been a resident on Braintree Lane for the last 29 years and a resident of Bartlett for 38 years. He stated that he's been in education for 40 years as a teacher, administrator, and coach. He went on to say that the dispensary location will have two daycare facilities on either side of the location. Mr. Harrington referenced the petition and asked the board to take their concerns seriously by considering moving the dispensary to the Brewster Creek Industrial Park area or the vacant building CVS on Route 59 and Army Trail where there's no neighborhoods.

### **Danielle Burton-1028 Norwood Lane**

Ms. Burton stated that she was here tonight not in opposition to cannabis but to its proposed location. She stated that it would be located less than 300 feet from the daycare center. Ms. Burton then discussed Illinois State Law, DuPage County Ordinances as well as the Village's Zoning Code recognizing that sensitive spaces like daycares, schools, and residential neighborhoods deserve extra protection. She also referenced the 100 signatures from residents along with over 60 signatures just from the Academy of Kids Care Center. Ms. Burton urged the board to uphold the protections under the law that keep our community safe.

### **Richard Lewis-868 Braintree Lane**

Mr. Lewis stated that he's lived in Bartlett with his wife for 35 years and is here to strongly urge the board to support the Zoning Commission's five to three vote not to approve the special use permit for the adult use cannabis dispensary at Brewster Creek. He went on to say that this is not a medical cannabis dispensary but is for adult recreational use. He stated that the comments made so far opposing the dispensary all hold great merit and that as Village President and trustees, as fellow residents, he hopes the concerns presented land with the board.

### **James Pantos-1065 Auburn Lane**

Mr. Pantos stated that he's going on thirty years living in Bartlett and was also in attendance at the Planning and Zoning Commission meeting. Mr. Pantos echoed much of the same as the other residents stating he is in opposition of the dispensary as he considers it to be morally wrong.

### **Agne Januskis-809 Kingston Lane**

Ms. Januskis stated that she's a 20-year Bartlett resident who was present to speak as a neighbor, mother, and property owner. She stated that this isn't just a business issue but a public health concern. MS. Januskis cited studies about secondhand marijuana smoke and their effects. She asked the board to consider the long-term health implications not just the short-term tax revenues.



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7. CONSENT AGENDA

President Gunsteen 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.

Trustee Deyne stated that he would like to add item F. 8 to the Consent Agenda - Resolution Approving an Agreement between the Village of Bartlett and OpenGov, Inc., for Software Services.

Trustee Suwanski stated that she would like to add item E. 1 to the Consent Agenda - Purchase of three (3) Ford Utility Police Interceptors.

Trustee LaPorte stated that he would like to add items C. 1, C. 2 and C. 3 to the Consent Agenda – Resolution Approving of the Professional Service Agreement between the Village of Bartlett and Ancel Glink, PC, Resolution Approving of the Professional Service Agreement Between the Village of Bartlett and the Law Offices of Robert J. Krupp, P.C, and Resolution Approving the Professional Service Agreement Between the Village of Bartlett and the Law Offices of Francis Bongiovanni, and Ottosen, DiNolfo, Hasenbalg & Castaldo, Ltd.

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

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

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

AYES: Trustees Battermann, Deyne, Gandsey, Hopkins, LaPorte, Suwanski

NAYS: None

ABSENT: None

**MOTION CARRIED**

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

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

AYES: Trustees Battermann, Deyne, Gandsey, Hopkins, LaPorte, Suwanski



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

8. MINUTES – Covered and approved under the Consent Agenda.
9. BILL LIST – Covered and approved under the Consent Agenda.
10. TREASURER’S REPORT - None
11. PRESIDENT’S REPORT

President Gunsteen reappointed Barry Krall to the Bike and Run Commission for a three year term.

Trustee Deyne motioned to approve Barry Krall’s reappointment to the Bike and Run Commission. That motion was seconded by Trustee LaPorte.

**ROLL CALL VOTE TO REAPPOINT BARRY KRALL TO THE BIKE AND RUN COMMISSION**

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

Trustee Suwanski read the Proclamation Honoring National Police Week.

President Gunsteen read the Proclamation for Building Safety Month.

Trustee Gandsey read the Proclamation for Bike Month.

Trustee Deyne recognized staff for their anniversaries and wished Trustee LaPorte a Happy Birthday.

**12. QUESTION/ANSWER: PRESIDENT & TRUSTEES**

Trustee Hopkins wanted to recognize and thank Teachers for Teacher Appreciation Week acknowledging all they do for community.

**13. STANDING COMMITTEE REPORTS**



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A. BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS

Trustee Hopkins stated that there was no report.

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY

Trustee Gandsey stated that there was no report.

C. FINANCE COMMITTEE, CHAIRMAN LAPORTE

Trustee LaPorte stated that Resolution 2025-36-R, Resolution Approving of the Professional Service Agreement between the Village of Bartlett and Ancel Glink, PC, Resolution 2025-37-R, Resolution Approving of the Professional Service Agreement Between the Village of Bartlett and the Law Offices of Robert J. Krupp, P.C, and Resolution 2025-38-R, A Resolution Approving the Professional Service Agreement Between the Village of Bartlett and the Law Offices of Francis Bongiovanni, and Ottosen, DiNolfo, Hasenbalg & Castaldo, Ltd was covered and approved under the Consent Agenda.

D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN BATTERMANN

Trustee Battermann stated that the Hanover Township Freedom Car Show Class D, and Ordinance 2025-39, An Ordinance Amending Section 3-3-2-11 of the Bartlett Liquor Control Ordinance Regarding the Number of Class I Licenses – Hearthwood Senior Living was covered and approved under the Consent Agenda.

Trustee Battermann presented item D. 1, Annual Appointments of Village Officers by the Village President with the Advice and Consent of the Board. President Gunsteen read through the following list of appointments:

- a. Village Administrator, Paula Schumacher
- b. Village Attorney, Kurt Asprooth
- c. Village Treasurer, Matt Coulter
- d. Village Budget Officer and Director of Finance, Matt Coulter
- e. Director of Public Works, Dan Dinges
- f. Building and Code Enforcement Division Manager/Building Official, John Komorowski
- g. Electrical Inspector, William Dettmer
- h. Plumbing Inspector, Dewayne Burris
- i. Health Officer, Frank Bertolami
- j. Interim Chief of Police, William Naydenoff
- k. Village Engineer, Nick Talarico
- l. Director of Planning and Development Services/Zoning Administrator, Kristy Stone
- m. Administrative Hearing Officer, Francis Bongiovanni



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- n. Open Meetings Act Officer, Paula Schumacher
- o. Freedom of Information Act Officers, Samuel Hughes, Scott Skrycki (in his absence)

Trustee Battermann moved to approve the Annual Appointments of Village Officers by the Village President with the Advice and Consent of the Board. That motion was seconded by Trustee Deyne.

ROLL CALL VOTE TO APPROVE THE ANNUAL APPOINTMENTS OF VILLAGE OFFICERS BY THE VILLAGE PRESIDENT WITH THE ADVICE AND CONSENT OF THE BOARD.

AYES: Trustees Battermann, Deyne, Gandsey, Hopkins, LaPorte, Suwanski  
NAYS: None  
ABSENT: None  
MOTION CARRIES

**E. POLICE & HEALTH COMMITTEE, CHAIRMAN SUWANSKI**

Trustee Suwanski stated that the Purchase of three (3) Ford Utility Police Interceptors was covered and approved under the Consent Agenda.

**F. PUBLIC WORKS AND GOLF COMMITTEE, CHAIRMAN DEYNE**

Trustee Deyne stated that the Purchase of (2) 2026 Peterbilt Trucks, Resolution 2025-40-R, A Resolution Approving an Agreement between the Village of Bartlett and Stantec Consulting Services, Inc. for a Water and Sewer Rate Study, Resolution 2025-41-R, A Resolution Authorizing the use of Motor Fuel Tax Funds in the Amount of \$319,666 to be used toward the Cost of the Construction of North Avenue STP Resurfacing Project, Resolution 2025-42-R, A Resolution Authorizing the Use of Motor Fuel Tax Funds in the Amount of \$4,375,000 to pay for the Cost of Construction for all FY2025/2026 MFT General Maintenance Program Projects, Resolution 2025-43-R, A Resolution Approving of the 2025 Various Street Resurfacing Project Agreement between the Village of Bartlett and Schroeder Asphalt Services, Inc., Resolution 2025-44-R, A Resolution Authorizing the Joint Funding Agreement for Federally Funded Construction between the Village of Bartlett and IDOT for the North Avenue STP Resurfacing Project, Resolution 2025-45-R, A Resolution Approving the Local Public Agency Engineering Services Agreement between the Village of Bartlett and Chastain and Associates LLC for Phase III Construction Engineering for the North Avenue STP Resurfacing Project, and Resolution 2025-46-R, A Resolution Approving an Agreement between the Village of Bartlett and OpenGov, Inc., for Software Services were covered and approved under the Consent Agenda.

**13. NEW BUSINESS**

President Gunsteen issued a Class I Liquor License-Hearthwood Senior Living. Trustee Deyne asked where that was located, President Gunsteen stated that was at Clare Oaks.



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14. QUESTION/ANSWER PRESIDENT & TRUSTEES

Trustee Suwanski wanted to thank Bartlett Hills for a fantastic Easter Brunch. Trustee Deyne thanked President Gunsteen for his efforts tonight during his first Board Meeting as Village President.

15. ADJOURNMENT

President Gunsteen stated the meeting will adjourn. There being no further business to discuss, Trustee Deyne moved to adjourn the meeting, that motion was seconded by Trustee Suwanski.

ROLL CALL VOTE TO ADJOURN

AYES: Trustees Battermann, Deyne, Gandsey, Hopkins, LaPorte, Suwanski

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 8:28 p.m.

Jackie Cardoza  
Executive Assistant



# VILLAGE OF BARTLETT COMMITTEE MINUTES May 6, 2025

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## 1. CALL TO ORDER

President Gunsteen called the Committee of the Whole meeting of April 15, 2025, of the President and Board of Trustees of the Village of Bartlett to order on the above date at 8:32 p.m.

## 2. ROLL CALL

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

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Human Resources Director Janelle Terrance, Assistant to the Village Administrator Samuel Hughes, Finance Director Matt Coulter, Director of Public Works Dan Dinges, Assistant Public Works Director Tyler Isham, Civic Engineer Nick Talarico, Planning & Development Director Kristy Stone, Food and Beverage Manager Paul Petersen, Acting Chief Naydenoff, Deputy Chief Rob Sweeney, Village Attorney Kurt Asprooth, and Village Clerk Lorna Giles.

## 3. TOWN HALL: None

## 4. STANDING COMMITTEE REPORTS

### A. FINANCE COMMITTEE, CHAIRMAN LAPORTE

#### 1. Presentation and Discussion of Compensation, Classification, and Benefits Study

Trustee LaPorte stated that the Village of Bartlett engaged MGT Consulting Group to conduct a comprehensive Classification and Compensation Study to ensure our compensation system is fair, competitive in the labor market, and internally equitable. The study provides a data-driven foundation for updating job classifications and aligning pay structures and benefits with industry standards and comparable municipalities.

#### Summary of Key Benefits:

- Improved Recruitment and Retention: A modernized pay structure positions the Village to better attract and retain qualified, high-performing staff in a competitive labor market.
- Increased Equity and Transparency: The study promotes fairness and consistency by establishing clear guidelines for job classification and compensation, reducing the potential for internal disparities.
- Strategic Workforce Planning: The recommendations support long-term planning efforts by aligning staffing needs, role clarity, and budget development with organizational goals.
- Operational and Fiscal Responsibility: The proposed pay structure balances market competitiveness with financial sustainability, reflecting responsible stewardship of public resources.



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Trustee LaPorte stated that staff recommends the Board accept the final draft of the Classification and Compensation Study and support the implementation of MGT's recommendations, which will be shared in a PowerPoint presentation by our project manager, Katy Yee.

Human Resources Director Janelle Terrance introduced Ms. Katy Yee then from MGT Consulting, who then presented regarding the Classification and Compensation Study.

Trustee Hopkins wanted clarification where it said current salary ranges and proposed salary ranges, if there was nothing filled out did that mean that the salary is on the higher end. Ms. Yee stated that all the positions within that proposed grade fall within the ranges listed. Trustee Hopkins asked if this year or next year those employees would get pay raises or whether they would be frozen. Village Administrator Paula Schumacher advised that on the second page of the memo attached, it shows 13 employees that would need to be adjusted upward to meet the minimum range and that they are recommending that adjustment be made in the next fiscal year. Village Administrator Paula Schumacher stated that there are also five positions that are above the market rate and that they are recommending that those be frozen. She went on to say that those positions would still be eligible for a merit bonus that is not compounded onto their salary until such a time that their salary has caught up to that range.

Trustee Hopkins asked how we would figure that out and whether another study would be done. Village Administrator Paula Schumacher stated that as we do COLA increase, the ranges change. Human Resources Director Janelle Terrance stated that each year when the Cost of Living adjustment is approved by the Board, the ranges that are established get adjusted by that set amount or that percentage. She went on to say that those ranges would be adjusted at the top end of the rate for each of those positions. Village Administrator Paula Schumacher stated that the total for the five positions currently above the market rate has a combined amount of \$60,783. She went on to say that it won't take long for those positions to catch up stating that the freeze would begin next fiscal year and will continue until those ranges match up with those positions.

Mayor Gunsteen wanted to clarify that the data between the two positions is about \$4,000. Human Resources Director Janelle Terrance stated that was correct. Trustee Suwanski asked how we would determine bonuses for those five positions that are over. Ms. Terrance stated that there's different dollar amounts that they can receive as a bonus, so if an employee receives an overall superior rating on their performance evaluation, they're eligible for a \$1,250 bonus, if they receive an exemplary rating, they are eligible for a \$1,000 bonus. Trustee Suwanski asked if the Department Head completes the evaluation. Ms. Terrance stated that the supervisor completes the performance evaluation, after which the Department Head and Ms. Terrance review it. Trustee Hopkins asked how that differs from the current plan. Ms. Terrance clarified that this is how the current plan works. Mayor Gunsteen wanted to confirm that any employee who is at the top of their range is only eligible for a bonus, Ms. Terrance confirmed that was correct. Trustee Suwanski wanted to verify the most that a position would ever pay. Mayor Gunsteen stated that we were in the 60th percentile, which was confirmed by Ms. Yee. Mayor Gunsteen asked what percentage we were at prior to the study, Ms. Yee stated that they went with the 60<sup>th</sup> percentile because it looked like that was where the Village's pay was landing when they looked through the data. Human Resources Director Janelle Terrance stated that historically we've always tried to be just



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above average because we want to incentivize current employees to stay and then also be competitive in the market when we go out to recruit for certain positions.

Trustee Gandsey asked if there was anything that the group found surprising or if there was maybe a position that existed here that wasn't elsewhere or vice versa. Ms. Yee stated there was nothing that stood out except for the fact that the part-time positions here were not offering any part-time benefits in comparison to other communities that were. Trustee Gandsey asked if this study provided a rubric if we were to hire for a different position that wasn't listed here. Ms. Yee stated that they provided human resources with a classification and compensation guide, so that if a new position is created or a position changes over the years, then human resources can go ahead and fit that position based on the job analysis. She went on to say that as part of the agreement with MGT, she will be available for consultation for up to one year at no charge. Trustee Hopkins asked Human Resources Director Janelle Terrance what she got out of this survey. Ms. Terrance stated that we do want to start offering our paid part-time employees paid time off and that she made some recommendations in her memo. She stated that the evaluation also showed that they are right where they need to be minus a few positions that were on the high end. She stated that she does an analysis every year regarding this. Ms. Terrance stated that she's most excited that they have a tool for moving forward and it's a methodical tool that we can use for analysis of any position that we want to hire for or if we decide to restructure a position. She also thanked Ms. Yee along with the MGT team for their efforts with their assistance in putting this together.

Trustee Gandsey asked how they would be handling communicating this to staff as it might cause some anxiety about interpreting the information. Village Administration Paula Schumacher stated that she and Ms. Terrance met with each of the employees who are on the high end of the scale who they are recommending being frozen. She went on to say that she felt it important to have those discussion face to face. Ms. Schumacher stated that this has been brought to the board as a discussion item on the committee, so they have been reluctant to do broad messaging. She stated they wanted to be sure that they are reflective of what the board wants when they put out broad messaging. Mayor Gunsteen stated that this isn't time sensitive because this would be for the 2026 fiscal budget, Ms. Schumacher confirmed that was correct. Mayor Gunsteen stated that they have time to bring this back before the board again to discuss it after looking at it in further detail since there was a lot of data presented. Mayor Gunsteen thanked Ms. Yee for her time and efforts as well as her presentation. Mayor Gunsteen stated they should hold off presenting anything to staff until they bring it back to discuss further.

### B. PUBLIC WORKS AND GOLF COMMITTEE, CHAIRMAN DEYNE

Trustee Deyne stated they were going to be discussing the renovation of the Bartlett Hills locker room. He asked Assistant Village Administrator Scott Skrycki to go over those plans for the board. Mr. Skrycki stated that before the board, there are plans to make what is currently non-functional use at the moment into a more functional space by creating a groom's space in the men's locker room. He stated that they also plan to expand the popular bridal suite space that they have at the same time. Trustee Gandsey asked if this renovated space would be specifically for weddings versus day-to-day use. Food and Beverage Manager Paul Petersen stated that the space will be specifically used for weddings. He stated that the plan is to add some mirrors, along with a TV, some upgraded furniture, a cooler and maybe some kind of



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games. He went on to say that just like with the bridal suite, it will give the groomsmen a space to hang out as well as take pictures before the event.

Trustee Hopkins stated that he had no objection to this proposal except that he doesn't agree with using BEDA funds. He stated that considering the revenue that comes in from Bartlett Hills, the funds should come out of the Bartlett Hills budget. He went on to say that that it's up to the board, but that expenditure should come out of their fund, and if they end up in the hole, the board will know that it was due to the renovation and that it would then come out of the general fund. Trustee LaPorte stated that he looks at this a little differently and that if it's done the right way, it will actually generate income. He went on to say that this is not something that has to be done today but if it is done the right way with a mancave, cigars, Bourbon, and well decorated, it will actually sell weddings. Trustee LaPorte stated that if designed correctly, it could also be used on a daily basis as a meeting room. He stated that he did not like the current design as it looks like a glorified hallway. Mr. Petersen stated that they can revisit the plans with the architecture and come up with some other options. Trustee Gandsey stated that the extra storage space might be unnecessary and not needed. Trustee LaPorte advised that they go on Pinterest to get some ideas, there's lighting, wood paneling, leather, barrels etc. He went on to say that we would need to look at the budget and how much we have to spend on this but that's something they can look at down the road especially if it makes us money. Trustee Suwanski stated that to Trustee Hopkins point, he just wants the accounting to come out of the right budget. Trustee Suwanski also asked if we could paint the dark wood beams to a lighter color in the banquet hall. Mr. Peterson stated that they just repainted over the winter but did not paint the beams, he confirmed that it's still dark wood.

Trustee LaPorte stated that we're on the right path, agreeing that certain things do need a refresh such as the green marble fireplace. He went on to say that it would be helpful to get an interior designer to give us some perspective with a fresh set of eyes. Trustee Hopkins stated that staff have stated that they are pretty much sold out. Mr. Petersen did confirm that there's no available Saturdays for the rest of the year. Mayor Gunsteen stated that he thinks this needs to go back to staff since we're on the right path. He went on to say that there are a few things that we need to discuss further such as the storage space of the hallway, accommodating a different entrance into the bridal suite, and putting together an interior finish that make sense. He went on to say that they need to establish a realistic budget to get everything completed and then get a breakdown of those numbers. Trustee LaPorte stated that we need to look at the bigger picture to complete this project the right way. He stated we need to look at how to make these spaces generate more income, such as an upsell package such as champagne for the bridal party, cigars for the groom etc. Trustee LaPorte asked how many weddings they can accommodate for the year. Mr. Petersen stated 49 for the year and that they are already four ahead for the next year, which means 53 right now. Trustee LaPorte stated that if we had 50 weddings and did an upsell of \$500, it would be \$25,000 a year, which means we would have this renovation paid off in two to three years.

Trustee Hopkins asked what the timeframe was for this project. Village Administrator Paula Schumacher stated that they are starting this project from scratch. Trustee LaPorte stated that he sees this as a winter project when things are slower, which will allow them to get the work done. Mayor Gunsteen reiterated that he believes they are on the right track to keep going and get a refresh done with a more realistic budget. Ms. Schumacher asked for an idea for the design budget so that staff have a better idea of those numbers. Trustee Gandsey asked who did the current design. Mr. Peterson stated it was Lindstrom



## VILLAGE OF BARTLETT COMMITTEE MINUTES May 6, 2025

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construction who worked on the bridal suite, he went on to say that he's more of an architect not an interior designer. Trustee LaPorte stated that he would like to see the design use all four walls so that it's rectilinear and not just a fancy hallway. Mr. Petersen agreed that a long-term design is the way to go.

### 5. ADJOURNMENT

Mayor Gunsteen moved to adjourn the Committee of the Whole Meeting. Trustee Deyne moved to approve; the motion was seconded by Trustee Gandsey.

### ROLL CALL VOTE TO ADJOURN

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

NAYS: None

ABSENT: None

MOTION CARRIED

The Committee of the Whole meeting was adjourned at 9:22 p.m.

Jackie Cardoza  
Executive Assistant

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
 INVOICES DUE ON/BEFORE 5/20/2025**

**100000-GENERAL FUND**

**210002-GROUP INSURANCE PAYABLE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 IPBC	MONTHLY INSURANCE - APRIL 2025	311,685.40
** 1 IPBC	MONTHLY INSURANCE - MAY 2025	299,650.79
	<u>INVOICES TOTAL:</u>	<u>611,336.19</u>

611,336.19

**1100-VILLAGE BOARD/ADMINISTRATION**

**523100-ADVERTISING**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	IML CLASSIFIED LISTING/CAMPAIGN TUMBLERS/MEM RI	2,983.46
	<u>INVOICES TOTAL:</u>	<u>2,983.46</u>

**530115-SUBSCRIPTIONS/PUBLICATIONS**

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

**541600-PROFESSIONAL DEVELOPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	CONFERENCE/LODGING/IML HANDBOOKS	1,233.98
	<u>INVOICES TOTAL:</u>	<u>1,233.98</u>

**543101-DUES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	MUSEUM MEMBERSHIP RENEWAL	78.40
1 NORTHWEST MUNICIPAL CONFERENCE	ANNUAL MEMBERSHIP DUES	20,963.55
	<u>INVOICES TOTAL:</u>	<u>21,041.95</u>

**543900-COMMUNITY RELATIONS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DISC JOCKEY REVOLUTIONS LLC	DJ SERVICE FOR MEMORIAL DAY CEREMONY	300.00
** 1 ELAN FINANCIAL SERVICES	BUDGET MEETING DINNER/M&B MEETING REFRESHMEN	213.74
	<u>INVOICES TOTAL:</u>	<u>513.74</u>

**543910-HISTORY MUSEUM EXPENSES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JULIE DAVIS	COOKIES FOR BREAKING BUD EVENT	50.00
** 1 ELAN FINANCIAL SERVICES	MUSEUM SUBSCRIPTIONS/MUSEUM EXHIBIT SUPPLIES	1,957.97
	<u>INVOICES TOTAL:</u>	<u>2,007.97</u>

**546900-CONTINGENCIES**

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

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
 INVOICES DUE ON/BEFORE 5/20/2025**

1	AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	46.94
**	1 ELAN FINANCIAL SERVICES	GIFT FOR KEVIN WALLACE/IML HANDBOOKS	172.68
			<u>INVOICES TOTAL: 219.62</u>

28,105.22

**1200-PROFESSIONAL SERVICES**

**523400-LEGAL SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT	
1	LAW OFFICES OF ROBERT J KRUPP PC	PROFESSIONAL SERVICES	1,900.00
1	VILLAGE OF ITASCA	CPKC COALITION	11,236.37
			<u>INVOICES TOTAL: 13,136.37</u>

**523401-ARCHITECTURAL/ENGINEERING SVC**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT	
1	CHASTAIN & ASSOCIATES LLC	OAK AVE RESURFACING PROJECT	1,166.35
1	HAMPTON LENZINI AND RENWICK INC	429 W RAILROAD/739 BRAINTREE ENGINEERING REVIEW	3,277.50
1	HAMPTON LENZINI AND RENWICK INC	1380 W ARMY TRAIL RD STRMWATER/ENGINEERING REV.	3,250.00
1	HAMPTON LENZINI AND RENWICK INC	1600 W LAKE ST STRMWATER/ENGINEERING REVIEW	1,820.00
1	HAMPTON LENZINI AND RENWICK INC	TLE DEVELOPMENT REVIEW	990.00
			<u>INVOICES TOTAL: 10,503.85</u>

**523600-SOCIAL SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT	
1	KATHRYN R JUZWIN	CONSULTING FEES JAN-APR 25	6,333.32
			<u>INVOICES TOTAL: 6,333.32</u>

**546900-CONTINGENCIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT	
1	MGT IMPACT SOLUTIONS LLC	PROFESSIONAL SERVICES	13,416.00
			<u>INVOICES TOTAL: 13,416.00</u>

43,389.54

**1400-FINANCE**

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT	
1	QUADIANT INC	REPLACEMENT PART	37.63
**	1 SAM'S CLUB	MATERIALS & SUPPLIES	32.78
			<u>INVOICES TOTAL: 70.41</u>

70.41

**1500-PLANNING & DEV SERVICES**

**526000-SERVICE TO MAINTAIN VEHICLES**

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

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
 INVOICES DUE ON/BEFORE 5/20/2025**

1 FTD AUTO LLC	VEHICLE MAINTENANCE	86.30
	<u>INVOICES TOTAL:</u>	<u>86.30</u>

**541600-PROFESSIONAL DEVELOPMENT**

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 ANISA MURATOVIC	ICC PERMIT TECHNICIAN CERTIFICATION EXAM	305.00
1 ANISA MURATOVIC	ICC PERMIT TECHNICIAN STUDY GUIDE COURSE	79.00
	<u>INVOICES TOTAL:</u>	<u>384.00</u>

**543101-DUES**

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
** 1 ELAN FINANCIAL SERVICES	APA MEMBERSHIP DUES	124.52
	<u>INVOICES TOTAL:</u>	<u>124.52</u>

594.82

**1700-POLICE**

**522400-SERVICE AGREEMENTS**

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 APPLIED COMMUNICATIONS GROUP	ANNUAL MAINTENANCE AGREEMENT	6,800.00
1 AT&T	SUBPOENA FEES	170.00
1 CONVERGINT TECHNOLOGIES LLC	SOFTWARE SUPPORT	2,762.51
1 FULTON SIREN SERVICES	ANNUAL SYSTEM MONITORING FEE	5,789.48
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	295.20
1 PROSHRED CHICAGO	PAPER SHREDDING SERVICES	237.68
1 T-MOBILE	TELEPHONE BILL	1,337.76
1 T-MOBILE	TELEPHONE BILL	1,041.60
1 VERIZON WIRELESS	WIRELESS SERVICES	19.76
1 VERIZON WIRELESS	WIRELESS SERVICES	72.02
	<u>INVOICES TOTAL:</u>	<u>18,526.01</u>

**526000-SERVICE TO MAINTAIN VEHICLES**

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 FTD AUTO LLC	VEHICLE MAINTENANCE	1,610.99
1 FTD AUTO LLC	VEHICLE MAINTENANCE	521.99
1 FTD AUTO LLC	VEHICLE MAINTENANCE	85.00
1 FTD AUTO LLC	VEHICLE MAINTENANCE	30.66
1 FTD AUTO LLC	VEHICLE MAINTENANCE	32.13
1 HAWK FORD OF ST CHARLES	VEHICLE MAINTENANCE	714.71
1 KAMMES AUTO & TRUCK REPAIR INC	VEHICLE MAINTENANCE	1,244.71
1 KAMMES AUTO & TRUCK REPAIR INC	VEHICLE MAINTENANCE	612.86
1 KD REPAIR INC	VEHICLE MAINTENANCE	426.36
	<u>INVOICES TOTAL:</u>	<u>5,279.41</u>

**526050-VEHICLE SET UP**

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 GREAT LAKES CUSTOMS	VEHICLE MAINTENANCE	1,240.00

\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
 INVOICES DUE ON/BEFORE 5/20/2025**

1 ULTRA STROBE COMMUNICATIONS INC	EQUIPMENT FOR NEW POLICE INTERCEPTOR	6,297.38
	INVOICES TOTAL:	7,537.38

**530100-MATERIALS & SUPPLIES**

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
**	1 ELAN FINANCIAL SERVICES	MAVERICK GROOMING/J PRETKELIS FLOWERS/DEPT MEI	170.13
	1 THE FINER LINE INC	NAME PLATE/PLAQUE ENGRAVING	54.08
**	1 GINA'S COTTAGE KITCHEN	COOKIES	175.00
	1 LT ARTISTIC FRAMING INC	RETIREMENT SHADOW BOX	254.00
	1 MIDWEST FIRST AID & SAFETY	FIRST AID SUPPLIES	114.46
**	1 PETTY CASH	PETTY CASH REIMBURSEMENT	334.72
**	1 SAM'S CLUB	MATERIALS & SUPPLIES	460.96
	1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	6.59
		INVOICES TOTAL:	1,569.94

**530110-UNIFORMS**

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 RAY O'HERRON CO INC	UNIFORM APPAREL	28.19
	1 RAY O'HERRON CO INC	UNIFORM APPAREL	1,317.58
	1 RAY O'HERRON CO INC	UNIFORM APPAREL	410.58
	1 RAY O'HERRON CO INC	UNIFORM APPAREL	75.58
	1 STREICHER'S INC	UNIFORM APPAREL	2,768.45
		INVOICES TOTAL:	4,600.38

**530115-SUBSCRIPTIONS/PUBLICATIONS**

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 THOMSON REUTERS - WEST	ONLINE SOFTWARE SUBSCRIPTION	266.91
		INVOICES TOTAL:	266.91

**530125-SHOOTING RANGE SUPPLIES**

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 BEST TECHNOLOGY SYSTEMS INC	SHOOTING RANGE MAINTENANCE	4,186.00
	1 BEST TECHNOLOGY SYSTEMS INC	HAZARDOUS WASTE DISPOSAL	1,620.00
		INVOICES TOTAL:	5,806.00

**532200-OFFICE SUPPLIES**

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 WAREHOUSE DIRECT	OFFICE SUPPLIES	159.78
		INVOICES TOTAL:	159.78

**534300-EQUIPMENT MAINTENANCE MATLS**

	VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
	1 SPIN DOCTOR CYCLEWERKS INC	EBIKE TUNE UPS	477.00
		INVOICES TOTAL:	477.00

**541600-PROFESSIONAL DEVELOPMENT**

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

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
 INVOICES DUE ON/BEFORE 5/20/2025**

1	AKEEL ABDELHADI	TRAINING EXPENSES	27.60
1	ANTONIO CARULLI	POLICE ACADEMY EXPENSES	204.00
1	ANTONIO CARULLI	POLICE ACADEMY EXPENSES	204.00
1	ANTONIO CARULLI	POLICE ACADEMY EXPENSES	163.20
1	ANTONIO CARULLI	POLICE ACADEMY EXPENSES	204.00
1	ANTONIO CARULLI	POLICE ACADEMY EXPENSES	204.00
1	ANTONIO CARULLI	POLICE ACADEMY EXPENSES	204.00
1	ANTONIO CARULLI	POLICE ACADEMY EXPENSES	204.00
1	ANTONIO CARULLI	POLICE ACADEMY EXPENSES	204.00
1	ANTONIO CARULLI	POLICE ACADEMY EXPENSES	204.00
1	ANTONIO CARULLI	POLICE ACADEMY EXPENSES	204.00
1	ANTONIO CARULLI	POLICE ACADEMY EXPENSES	204.00
1	ANTONIO CARULLI	POLICE ACADEMY EXPENSES	204.00
1	ANTONIO CARULLI	POLICE ACADEMY EXPENSES	220.00
1	ANTONIO CARULLI	POLICE ACADEMY EXPENSES	204.00
1	ANTONIO CARULLI	POLICE ACADEMY EXPENSES	197.00
1	ANTONIO CARULLI	POLICE ACADEMY EXPENSES	204.00
1	CITY OF ST CHARLES	ANNUAL SHOOTING RANGE FEE	1,500.00
1	COLLEGE OF DUPAGE	POLICE ACADEMY	15,496.80
1	COLLEGE OF DUPAGE	TRAINING CLASSES	650.00
1	LOGAN FLEURY	POLICE ACADEMY EXPENSES	225.00
1	LOGAN FLEURY	POLICE ACADEMY EXPENSES	225.00
1	LOGAN FLEURY	POLICE ACADEMY EXPENSES	180.00
1	LOGAN FLEURY	POLICE ACADEMY EXPENSES	225.00
1	LOGAN FLEURY	POLICE ACADEMY EXPENSES	225.00
1	LOGAN FLEURY	POLICE ACADEMY EXPENSES	225.00
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1	LOGAN FLEURY	POLICE ACADEMY EXPENSES	225.00
1	LOGAN FLEURY	POLICE ACADEMY EXPENSES	206.80
1	LOGAN FLEURY	POLICE ACADEMY EXPENSES	241.00
1	LOGAN FLEURY	POLICE ACADEMY EXPENSES	225.00
1	LOGAN FLEURY	POLICE ACADEMY EXPENSES	211.00
1	LOGAN FLEURY	POLICE ACADEMY EXPENSES	225.00
1	ILLINOIS TRUCK ENFORCEMENT ASSOC LTD	ANNUAL DUES	100.00
1	NORTH EAST MULTI-REGIONAL TRAINING INC	CLASS REGISTRATION FEES	300.00
1	NORTH EAST MULTI-REGIONAL TRAINING INC	CLASS REGISTRATION FEES	200.00
1	NORTH EAST MULTI-REGIONAL TRAINING INC	CLASS REGISTRATION FEES	350.00
1	NORTH EAST MULTI-REGIONAL TRAINING INC	ANNUAL MEMBERSHIP FEES	7,030.00
**	1 PETTY CASH	PETTY CASH REIMBURSEMENT	35.40
1	LEANNE SERAFIN	POLICE ACADEMY EXPENSES	225.00
1	LEANNE SERAFIN	POLICE ACADEMY EXPENSES	225.00
1	LEANNE SERAFIN	POLICE ACADEMY EXPENSES	180.00
1	LEANNE SERAFIN	POLICE ACADEMY EXPENSES	225.00
1	LEANNE SERAFIN	POLICE ACADEMY EXPENSES	225.00
1	LEANNE SERAFIN	POLICE ACADEMY EXPENSES	246.00
1	LEANNE SERAFIN	POLICE ACADEMY EXPENSES	225.00
1	LEANNE SERAFIN	POLICE ACADEMY EXPENSES	225.00

\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
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1 LEANNE SERAFIN	POLICE ACADEMY EXPENSES	225.00
1 LEANNE SERAFIN	POLICE ACADEMY EXPENSES	225.00
1 LEANNE SERAFIN	POLICE ACADEMY EXPENSES	225.00
1 LEANNE SERAFIN	POLICE ACADEMY EXPENSES	171.60
1 LEANNE SERAFIN	POLICE ACADEMY EXPENSES	241.00
1 LEANNE SERAFIN	POLICE ACADEMY EXPENSES	225.00
1 LEANNE SERAFIN	POLICE ACADEMY EXPENSES	218.00
1 LEANNE SERAFIN	POLICE ACADEMY EXPENSES	225.00
<b>INVOICES TOTAL:</b>		<b>35,992.40</b>

**542810-SAFETY PROGRAM EXPENSES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NORTH AMERICAN RESCUE LLC	MEDICAL SUPPLIES	2,752.84
<b>INVOICES TOTAL:</b>		<b>2,752.84</b>

**543101-DUES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	GOVT SOCIAL MEDIA LLC RENEWAL	99.00
1 METROPOLITAN EMERGENCY RESPONSE ANI	ANNUAL DUES	6,500.00
<b>INVOICES TOTAL:</b>		<b>6,599.00</b>

**543900-COMMUNITY RELATIONS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	110.95
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	39.99
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	75.98
1 AMAZON CAPITAL SERVICES INC	OPEN HOUSE ITEMS	33.97
** 1 ELAN FINANCIAL SERVICES	TEEN CPA/DARE GRADUATION SUPPLIES	284.00
1 FOREMOST PROMOTIONS	PROMOTIONAL ITEMS FOR OPEN HOUSE	2,290.56
1 PROMOS 911 INC	PROMOTIONAL ITEMS FOR OPEN HOUSE	2,535.00
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	184.80
<b>INVOICES TOTAL:</b>		<b>5,555.25</b>

**545200-POLICE/FIRE COMMISSION**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 STEPHEN A LASER ASSOCIATES	POLICE OFFICER ASSESSMENTS	2,800.00
<b>INVOICES TOTAL:</b>		<b>2,800.00</b>

97,922.30

**1800-STREET MAINTENANCE**

**522500-EQUIPMENT RENTALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	CHAIR RENTAL FOR MEMORIAL DAY	173.69
1 RUNNION EQUIPMENT COMPANY	RENTAL OF VERSALIFT VST-47	4,950.00
1 T-MOBILE	TELEPHONE BILL	321.09
1 VERIZON WIRELESS	WIRELESS SERVICES	50.43

\*\* Indicates pre-issue check.

DATE: 5/12/2025  
TIME: 4:00:35PM

**VILLAGE OF BARTLETT  
DETAIL BOARD REPORT  
INVOICES DUE ON/BEFORE 5/20/2025**

PAGE: 7

1 VERIZON WIRELESS	WIRELESS SERVICES	21.00
	<b>INVOICES TOTAL:</b>	<b>5,516.21</b>

**526000-SERVICE TO MAINTAIN VEHICLES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KAMMES AUTO & TRUCK REPAIR INC	VEHICLE MAINTENANCE	3,243.52
1 PRECISE MRM LLC	VEHICLE MAINTENANCE	690.00
	<b>INVOICES TOTAL:</b>	<b>3,933.52</b>

**527100-SERVICES TO MAINTAIN STREETS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CEMETERY MANAGEMENT INC	DEATH DATE ENGRAVING	500.00
	<b>INVOICES TOTAL:</b>	<b>500.00</b>

**527110-SVCS TO MAINTAIN TRAFFIC SIGS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MEADE ELECTRIC CO INC	TRAFFIC SIGNAL MAINTENANCE	1,190.64
	<b>INVOICES TOTAL:</b>	<b>1,190.64</b>

**527113-SERVICES TO MAINT. GROUNDS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMERICAN APPLIANCES HVACR INC	ICE MACHINE REPAIRS	480.00
1 UNO MAS LANDSCAPING	LANDSCAPE MAINTENANCE SERVICES	7,365.00
	<b>INVOICES TOTAL:</b>	<b>7,845.00</b>

**527130-SIDEWALK & CURB REPLACEMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MACKIE CONSULTANTS LLC	THE GRASSLANDS-ENGINEERING SERVICES	1,750.00
1 WELCH BROS INC	SOLVENT SPRAYER	113.50
	<b>INVOICES TOTAL:</b>	<b>1,863.50</b>

**527140-TREE TRIMMING**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KRAMER TREE SPECIALISTS INC	REMOVAL OF 12 HIGH RISK TREES	12,540.00
	<b>INVOICES TOTAL:</b>	<b>12,540.00</b>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	MAINTENANCE SUPPLIES	41.05
1 DULTMEIER SALES LLC	MATERIALS & SUPPLIES	29.38
1 JSN CONTRACTORS SUPPLY	UTILITY MARKING FLAGS	465.00
1 NAPCO STEEL INC	MAINTENANCE SUPPLIES	604.00
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	195.00
	<b>INVOICES TOTAL:</b>	<b>1,334.43</b>

\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
 INVOICES DUE ON/BEFORE 5/20/2025**

**530110-UNIFORMS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CUTLER WORKWEAR	UNIFORMS	3,682.92
<b>INVOICES TOTAL:</b>		<b>3,682.92</b>

**530150-SMALL TOOLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 RUSSO'S POWER EQUIPMENT INC	MATERIALS & SUPPLIES	674.88
<b>INVOICES TOTAL:</b>		<b>674.88</b>

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	11.92
1 AMAZON CAPITAL SERVICES INC	MAINTENANCE SUPPLIES	38.00
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	29.20
1 WAREHOUSE DIRECT	OFFICE SUPPLIES	35.39
<b>INVOICES TOTAL:</b>		<b>114.51</b>

**534300-EQUIPMENT MAINTENANCE MATLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AL WARREN OIL COMPANY INC	DIESEL FUEL	4,915.22
1 FLEETPRIDE	MAINTENANCE SUPPLIES	1,375.96
1 INTERSTATE BILLING SERVICE INC	MAINTENANCE SUPPLIES	408.04
1 INTERSTATE BILLING SERVICE INC	CREDIT MEMO	-165.04
1 INTERSTATE BILLING SERVICE INC	MAINTENANCE SUPPLIES	194.24
1 INTERSTATE BILLING SERVICE INC	MAINTENANCE SUPPLIES	45.76
1 NAPA AUTO PARTS	MAINTENANCE SUPPLIES	487.22
1 POMP'S TIRE SERVICE INC	TIRE REPLACEMENTS	1,061.87
<b>INVOICES TOTAL:</b>		<b>8,323.27</b>

**534400-STREET MAINTENANCE MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GRIMCO INC	MATERIALS & SUPPLIES	184.68
1 HIGH STAR TRAFFIC	STREET MAINTENANCE MATERIALS	162.00
<b>INVOICES TOTAL:</b>		<b>346.68</b>

**534800-STREET LIGHTS MAINT MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMPERAGE ELECTRICAL SUPPLY INC	MAINTENANCE SUPPLIES	192.65
1 GRAINGER	MAINTENANCE SUPPLIES	514.23
<b>INVOICES TOTAL:</b>		<b>706.88</b>

**541600-PROFESSIONAL DEVELOPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	APWA REGISTRATION FEES/RECERTIFICATION FOR SARA	248.32
1 TYLER ISHAM	CONFERENCE EXPENSES	40.70

\*\* Indicates pre-issue check.

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INVOICES TOTAL: 289.02

**543800-STORMWATER FACILITIES MAINT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HAMPTON LENZINI AND RENWICK INC	COUNTRY CREEK STABILIZATION	19,921.50
1 NEENAH FOUNDRY COMPANY	ROLL GRATES	666.00
		<u>INVOICES TOTAL: 20,587.50</u>

**570100-MACHINERY & EQUIPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 OPENGOV INC	ASSET MANAGEMENT SOFTWARE	87,156.39
		<u>INVOICES TOTAL: 87,156.39</u>

156,605.35

**430000-DEVELOPER DEPOSITS FUND**

**262099-DEPOSIT-ORDINANCE 89-49**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DR HORTON	BOND REFUND-1316 TIGER LILY DR	6,500.00
1 DR HORTON	BOND REFUND-1287 WILDFLOWER LN	6,500.00
1 DR HORTON	BOND REFUND-1295 WILDFLOWER LN	6,500.00
1 DR HORTON	BOND REFUND-1275 WILD TULIP CIR	6,500.00
		<u>INVOICES TOTAL: 26,000.00</u>

26,000.00

**5000-WATER OPERATING EXPENSES**

**520025-DWC WATER AGREEMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 DUPAGE WATER COMMISSION	DWC WATER BILL - MARCH 25	543,726.36
		<u>INVOICES TOTAL: 543,726.36</u>

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALLEGIANT FIRE PROTECTION LLC	ANNUAL FIRE ALARM INSPECTION	283.00
** 1 ELAN FINANCIAL SERVICES	SCADA PHONE SERVICE	38.05
1 WATER REMEDIATION TECHNOLOGY	BASE TREATMENT CHARGE/W-4	13,035.25
1 WATER REMEDIATION TECHNOLOGY	BASE TREATMENT CHARGE/W-7	2,293.33
		<u>INVOICES TOTAL: 15,649.63</u>

**522500-EQUIPMENT RENTALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 T-MOBILE	TELEPHONE BILL	33.60
1 T-MOBILE	TELEPHONE BILL	321.09
1 VERIZON WIRELESS	WIRELESS SERVICES	50.44
		<u>INVOICES TOTAL: 405.13</u>

\*\* Indicates pre-issue check.

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**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	452.20
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	4,874.02
1 NICOR GAS	GAS BILL	195.95
<b>INVOICES TOTAL:</b>		<b>5,522.17</b>

**526000-SERVICE TO MAINTAIN VEHICLES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 PRECISE MRM LLC	VEHICLE MAINTENANCE	161.00
<b>INVOICES TOTAL:</b>		<b>161.00</b>

**527120-SVCS TO MAINT MAINS/STORM LINE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALLIED ASPHALT PAVING COMPANY	ASPHALT PURCHASE	1,010.98
1 ELMHURST CHICAGO STONE COMPANY	PSI AIR	3,182.00
1 VULCAN CONSTRUCTION MATERIALS LLC	GRAVEL PURCHASE	2,633.42
1 WELCH BROS INC	GRAVEL PURCHASE	1,166.00
1 WELCH BROS INC	GRAVEL PURCHASE	583.00
<b>INVOICES TOTAL:</b>		<b>8,575.40</b>

**530110-UNIFORMS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CUTLER WORKWEAR	UNIFORMS	453.02
<b>INVOICES TOTAL:</b>		<b>453.02</b>

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	11.93
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	29.20
1 WAREHOUSE DIRECT	OFFICE SUPPLIES	35.39
<b>INVOICES TOTAL:</b>		<b>76.52</b>

**532300-POSTAGE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	MAY BILLS POSTAGE	3,176.91
<b>INVOICES TOTAL:</b>		<b>3,176.91</b>

**534300-EQUIPMENT MAINTENANCE MATLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 POMP'S TIRE SERVICE INC	TIRE REPLACEMENTS	1,061.88
<b>INVOICES TOTAL:</b>		<b>1,061.88</b>

**534810-METER MAINTENANCE MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WATER RESOURCES INC	WATER METERS & SUPPLIES	11,505.22

\*\* Indicates pre-issue check.

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INVOICES TOTAL: 11,505.22

**541600-PROFESSIONAL DEVELOPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	TRAINING REGISTRATION FEE	195.00
** 1 ELAN FINANCIAL SERVICES	APWA REGISTRATION FEES/RE CERTIFICATION FOR SARA	58.34
1 TYLER ISHAM	CONFERENCE EXPENSES	40.70
<u>INVOICES TOTAL:</u>		<u>294.04</u>

**547072-DWC CAPITAL BUY IN PRINCIPAL**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 DUPAGE WATER COMMISSION	DWC WATER BILL - MARCH 25	36,196.20
<u>INVOICES TOTAL:</u>		<u>36,196.20</u>

626,803.48

**500000-WATER FUND**

**121054-WATER/SEWER BILLING A/R**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MARTA B DEE	REFUND FOR OVERPAYMENT ON FINAL WATER BILL	47.05
1 DEREK MCCALL	REFUND FOR OVERPAYMENT ON FINAL WATER BILL	47.05
<u>INVOICES TOTAL:</u>		<u>94.10</u>

94.10

**5090-WATER CAPITAL PROJECTS EXP**

**581020-WATER METER AUTOMATION**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WATER RESOURCES INC	WATER METERS & SUPPLIES	225,284.36
<u>INVOICES TOTAL:</u>		<u>225,284.36</u>

**581031-LEAK SURVEY/REPAIR**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WATER SERVICES CO	EMERGENCY LEAK DETECTION SERVICES	950.00
<u>INVOICES TOTAL:</u>		<u>950.00</u>

226,234.36

**5100-SEWER OPERATING EXPENSES**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	SCADA PHONE SERVICE	38.04
<u>INVOICES TOTAL:</u>		<u>38.04</u>

**522500-EQUIPMENT RENTALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
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1 T-MOBILE	TELEPHONE BILL	67.20
1 T-MOBILE	TELEPHONE BILL	321.10
1 VERIZON WIRELESS	WIRELESS SERVICES	50.44
<b>INVOICES TOTAL:</b>		<b>438.74</b>

**522800-ANALYTICAL TESTING**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SUBURBAN LABORATORIES INC	SAMPLE TESTING	302.50
<b>INVOICES TOTAL:</b>		<b>302.50</b>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	121.34
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	720.25
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	27,619.42
1 NICOR GAS	GAS BILL	55.19
1 NICOR GAS	GAS BILL	64.87
1 NICOR GAS	GAS BILL	55.37
1 NICOR GAS	GAS BILL	57.49
1 NICOR GAS	GAS BILL	56.26
1 NICOR GAS	GAS BILL	59.85
1 NICOR GAS	GAS BILL	150.21
1 NICOR GAS	GAS BILL	57.13
<b>INVOICES TOTAL:</b>		<b>29,017.38</b>

**524210-SLUDGE REMOVAL**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SYNAGRO CENTRAL LLC	SLUDGE DISPOSAL	13,821.00
<b>INVOICES TOTAL:</b>		<b>13,821.00</b>

**526000-SERVICE TO MAINTAIN VEHICLES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 PRECISE MRM LLC	VEHICLE MAINTENANCE	138.00
<b>INVOICES TOTAL:</b>		<b>138.00</b>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KIMBALL MIDWEST	MATERIALS & SUPPLIES	223.81
1 NORTH CENTRAL LABORATORIES	LAB SUPPLIES	577.95
1 THERMO FISHER SCIENTIFIC	MATERIALS & SUPPLIES	105.00
1 USA BLUE BOOK	MAINTENANCE MATERIALS	56.53
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	16.90
<b>INVOICES TOTAL:</b>		<b>980.19</b>

**530110-UNIFORMS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CUTLER WORKWEAR	UNIFORMS	3,021.51

\*\* Indicates pre-issue check.

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INVOICES TOTAL: 3,021.51

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	11.93
1 CASE LOTS INC	MAINTENANCE SUPPLIES	128.80
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	29.20
1 WAREHOUSE DIRECT	OFFICE SUPPLIES	35.40
<u>INVOICES TOTAL:</u>		<u>205.33</u>

**532300-POSTAGE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	MAY BILLS POSTAGE	3,176.91
<u>INVOICES TOTAL:</u>		<u>3,176.91</u>

**534300-EQUIPMENT MAINTENANCE MATLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FLOW-TECHNICS INC	MAINTENANCE SUPPLIES	1,175.00
1 GHC MECHANICAL LLC	BOILER INSPECTION/REPAIRS	416.25
1 GRAINGER	MAINTENANCE SUPPLIES	690.18
1 HYDROTEX	MAINTENANCE SUPPLIES	780.53
1 LAI LLC	MAINTENANCE SUPPLIES	256.14
1 NAPA AUTO PARTS	MAINTENANCE SUPPLIES	109.25
1 POMP'S TIRE SERVICE INC	TIRE REPLACEMENTS	1,061.88
1 STANDARD EQUIPMENT COMPANY	MAINTENANCE SUPPLIES	672.51
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	9.49
<u>INVOICES TOTAL:</u>		<u>5,171.23</u>

**541600-PROFESSIONAL DEVELOPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	APWA REGISTRATION FEES/RE-CERTIFICATION FOR SARA	58.34
1 TYLER ISHAM	CONFERENCE EXPENSES	40.70
<u>INVOICES TOTAL:</u>		<u>99.04</u>

56,409.87

**5200-PARKING OPERATING EXPENSES**

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	42.70
1 NICOR GAS	GAS BILL	94.24
1 NICOR GAS	GAS BILL	144.72
1 VERIZON WIRELESS	WIRELESS SERVICES	42.17
<u>INVOICES TOTAL:</u>		<u>323.83</u>

\*\* Indicates pre-issue check.

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**529000-OTHER CONTRACTUAL SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	METRA INTERNET SERVICE	88.29
<u>INVOICES TOTAL:</u>		<u>88.29</u>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GRAINGER	MAINTENANCE SUPPLIES	126.20
<u>INVOICES TOTAL:</u>		<u>126.20</u>

538.32

**5500-GOLF PROGRAM EXPENSES**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	INTERNET SERVICE	144.95
1 ROSCOE CO	MATS	476.13
1 TERMINIX ANDERSON	PEST CONTROL SERVICES	129.25
<u>INVOICES TOTAL:</u>		<u>750.33</u>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	1,937.63
1 NICOR GAS	GAS BILL	907.24
<u>INVOICES TOTAL:</u>		<u>2,844.87</u>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	75.48
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	175.00
1 GRECO AND SONS INC	FOOD PURCHASE	61.00
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	44.97
<u>INVOICES TOTAL:</u>		<u>356.45</u>

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	14.48
<u>INVOICES TOTAL:</u>		<u>14.48</u>

**534200-GOLF CART MAINTENANCE MATLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 O'REILLY AUTOMOTIVE INC	MAINTENANCE SUPPLIES	46.89
1 O'REILLY AUTOMOTIVE INC	MAINTENANCE SUPPLIES	404.85
1 O'REILLY AUTOMOTIVE INC	FINANCE CHARGE	5.51
1 REINDERS INC	MAINTENANCE SUPPLIES	360.79

\*\* Indicates pre-issue check.

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INVOICES TOTAL: 818.04

4,784.17

**5510-GOLF MAINTENANCE EXPENSES**

**522300-UNIFORM RENTALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 INTEGRITY SOURCING LLC	T-SHIRTS	468.39
		<u>INVOICES TOTAL: 468.39</u>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	646.62
1 NICOR GAS	GAS BILL	302.42
1 NICOR GAS	GAS BILL	401.96
		<u>INVOICES TOTAL: 1,351.00</u>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BTSI	MAINTENANCE SUPPLIES	7,170.00
1 REINDERS INC	MAINTENANCE SUPPLIES	574.25
1 REINDERS INC	MAINTENANCE SUPPLIES	366.45
1 SIMPLOT TURF & HORTICULTURE	MATERIALS & SUPPLIES	3,400.00
1 SIMPLOT TURF & HORTICULTURE	MATERIALS & SUPPLIES	1,226.00
		<u>INVOICES TOTAL: 12,736.70</u>

**530150-SMALL TOOLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	MAINTENANCE SUPPLIES	13.98
		<u>INVOICES TOTAL: 13.98</u>

**532000-AUTOMOTIVE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 REINDERS INC	MAINTENANCE SUPPLIES	412.10
		<u>INVOICES TOTAL: 412.10</u>

**534300-EQUIPMENT MAINTENANCE MATLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CAROL STREAM LAWN & POWER	MAINTENANCE MATERIALS	115.74
1 O'REILLY AUTOMOTIVE INC	MAINTENANCE SUPPLIES	123.27
1 O'REILLY AUTOMOTIVE INC	MAINTENANCE SUPPLIES	178.55
1 O'REILLY AUTOMOTIVE INC	MAINTENANCE SUPPLIES	16.55
1 O'REILLY AUTOMOTIVE INC	MAINTENANCE SUPPLIES	6.53
1 REINDERS INC	MAINTENANCE SUPPLIES	76.57
1 REINDERS INC	MAINTENANCE SUPPLIES	537.27
1 REINDERS INC	MAINTENANCE SUPPLIES	158.95
1 REVELS TURF & TRACTOR LLC	MAINTENANCE SUPPLIES	38.57

\*\* Indicates pre-issue check.

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1 REVELS TURF & TRACTOR LLC	MAINTENANCE SUPPLIES	75.87
	<b>INVOICES TOTAL:</b>	<b>1,327.87</b>

**534500-GROUNDS MAINTENANCE MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MIDWEST FIRST AID & SAFETY	FIRST AID SUPPLIES	84.10
1 REINDERS INC	MAINTENANCE SUPPLIES	1,268.86
1 REINDERS INC	MAINTENANCE SUPPLIES	295.22
1 SIMPLOT TURF & HORTICULTURE	MATERIALS & SUPPLIES	75.50
	<b>INVOICES TOTAL:</b>	<b>1,723.68</b>

18,033.72

**5520-GOLF DRIVING RANGE EXPENSES**

**570100-MACHINERY & EQUIPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
2 SIMPLOT TURF & HORTICULTURE	MATERIALS & SUPPLIES	4,022.00
	<b>INVOICES TOTAL:</b>	<b>4,022.00</b>

4,022.00

**5560-GOLF RESTAURANT EXPENSES**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 A & P GREASE TRAPPERS INC	GREASE TRAP MAINTENANCE	87.50
1 COMPLETE BAR SYSTEMS LLC	CLEAN BEER LINES	68.00
	<b>INVOICES TOTAL:</b>	<b>155.50</b>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	323.31
1 NICOR GAS	GAS BILL	151.21
	<b>INVOICES TOTAL:</b>	<b>474.52</b>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	300.00
1 GRECO AND SONS INC	FOOD PURCHASE	61.00
1 GRECO AND SONS INC	FOOD PURCHASE	90.00
	<b>INVOICES TOTAL:</b>	<b>451.00</b>

**530110-UNIFORMS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 INTEGRITY SOURCING LLC	T-SHIRTS	175.51
1 INTEGRITY SOURCING LLC	T-SHIRTS	50.00

\*\* Indicates pre-issue check.

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INVOICES TOTAL: 225.51

**534320-PURCHASES - FOOD & BEVERAGE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BREAKTHRU BEVERAGE ILLINOIS LLC	LIQUOR PURCHASE	400.00
1 CHICAGO BEVERAGE SYSTEMS/	BEER PURCHASE	262.00
1 CHRIST PANOS FOODS CORPORATION	FOOD PURCHASE	100.00
1 CHRIST PANOS FOODS CORPORATION	FOOD PURCHASE	250.00
** 1 ELGIN BEVERAGE CO	BEER PURCHASE	140.81
** 1 ELGIN BEVERAGE CO	BEER PURCHASE	205.00
1 EUCLID BEVERAGE LLC	BEER PURCHASE	150.00
1 EUCLID BEVERAGE LLC	BEER PURCHASE	200.00
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	1,500.00
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	800.00
1 GRECO AND SONS INC	FOOD PURCHASE	150.00
1 LAKESHORE BEVERAGE	BEER PURCHASE	121.12
1 PEPSI BEVERAGES COMPANY	SOFT DRINK PURCHASE	195.89
1 SOUTHERN GLAZER'S OF IL	LIQUOR PURCHASE	300.00
1 TEC COFFEE & FOODS	COFFEE PURCHASE	172.91
<u>INVOICES TOTAL:</u>		<u>4,947.73</u>

6,254.26

**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	22.00
1 ALSCO	LINEN SERVICES	336.72
1 ALSCO	LINEN SERVICES	331.86
1 JK TECHNOLOGY SOLUTIONS	MONTHLY SOFTWARE SUPPORT	300.00
<u>INVOICES TOTAL:</u>		<u>1,078.08</u>

**523100-ADVERTISING**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	ZOLA SUBSCRIPTION/INDEED JOB LISTING	1,452.06
<u>INVOICES TOTAL:</u>		<u>1,452.06</u>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	323.31
1 NICOR GAS	GAS BILL	151.21
<u>INVOICES TOTAL:</u>		<u>474.52</u>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
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1 GORDON FOOD SERVICE INC	FOOD PURCHASE	300.00
1 GRECO AND SONS INC	FOOD PURCHASE	61.00
1 GRECO AND SONS INC	FOOD PURCHASE	90.00
		<b>INVOICES TOTAL: 451.00</b>

**530110-UNIFORMS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 INTEGRITY SOURCING LLC	T-SHIRTS	250.00
1 INTEGRITY SOURCING LLC	T-SHIRTS	49.35
		<b>INVOICES TOTAL: 299.35</b>

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	14.48
		<b>INVOICES TOTAL: 14.48</b>

**534320-PURCHASES - FOOD & BEVERAGE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALBERTSONS - SAFEWAY	FOOD PURCHASE	975.43
1 THE BAKING INSTITUTE BAKERY CO	CAKE	160.99
1 BREAKTHRU BEVERAGE ILLINOIS LLC	LIQUOR PURCHASE	643.33
1 CHICAGO BEVERAGE SYSTEMS/	BEER PURCHASE	50.17
1 CHRIST PANOS FOODS CORPORATION	FOOD PURCHASE	742.13
1 CHRIST PANOS FOODS CORPORATION	FOOD PURCHASE	526.72
** 1 ELGIN BEVERAGE CO	BEER PURCHASE	211.22
1 EUCLID BEVERAGE LLC	BEER PURCHASE	150.00
1 EUCLID BEVERAGE LLC	BEER PURCHASE	113.79
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	109.96
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	452.58
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	106.00
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	6,209.27
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	758.54
1 GRECO AND SONS INC	FOOD PURCHASE	478.19
1 GRECO AND SONS INC	FOOD PURCHASE	301.73
1 GRECO AND SONS INC	FOOD PURCHASE	302.67
1 IL GIARDINO DEL DOLCE INC	CAKE	116.50
1 IL GIARDINO DEL DOLCE INC	PASTRIES & COOKIES	330.00
1 LAKESHORE BEVERAGE	BEER PURCHASE	121.12
1 PEPSI BEVERAGES COMPANY	SOFT DRINK PURCHASE	195.89
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	163.39
1 SOUTHERN GLAZER'S OF IL	LIQUOR PURCHASE	396.84
1 TEC COFFEE & FOODS	COFFEE PURCHASE	150.00
		<b>INVOICES TOTAL: 13,766.46</b>

17,535.95

**5580-GOLF MIDWAY EXPENSES**

\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
 INVOICES DUE ON/BEFORE 5/20/2025**

**534320-PURCHASES - FOOD & BEVERAGE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CHICAGO BEVERAGE SYSTEMS/	BEER PURCHASE	45.54
1 CHRIST PANOS FOODS CORPORATION	FOOD PURCHASE	100.00
** 1 ELGIN BEVERAGE CO	BEER PURCHASE	755.66
** 1 ELGIN BEVERAGE CO	BEER PURCHASE	483.47
1 EUCLID BEVERAGE LLC	BEER PURCHASE	365.67
1 EUCLID BEVERAGE LLC	BEER PURCHASE	343.20
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	400.00
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	1,250.00
1 LAKESHORE BEVERAGE	BEER PURCHASE	121.13
1 LAKESHORE BEVERAGE	BEER PURCHASE	174.06
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	228.63
1 TEC COFFEE & FOODS	COFFEE PURCHASE	195.84
<b>INVOICES TOTAL:</b>		<b>4,463.20</b>
		<b>4,463.20</b>

**6000-CENTRAL SERVICES EXPENSES**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MIDWEST MECHANICAL	MAINTENANCE AGREEMENT	3,570.00
1 MIDWEST MECHANICAL	MAINTENANCE AGREEMENT	435.00
1 SCHINDLER ELEVATOR CORPORATION	ANNUAL MAINTENANCE AGREEMENT	11,145.00
<b>INVOICES TOTAL:</b>		<b>15,150.00</b>

**522700-COMPUTER SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ELAN FINANCIAL SERVICES	GIS AUTOMATION/MDM FEES/CLOUD SERVICES	181.63
1 PAGEFREEZER SOFTWARE INC	SOCIAL MEDIA ARCHIVING SERVICE	4,031.48
<b>INVOICES TOTAL:</b>		<b>4,213.11</b>

**524100-BUILDING MAINTENANCE SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALLEGIANT FIRE PROTECTION LLC	ANNUAL FIRE ALARM INSPECTION	601.00
1 ALLEGIANT FIRE PROTECTION LLC	ANNUAL FIRE ALARM/SPRINKLER INSPECTIONS	616.00
1 ALLEGIANT FIRE PROTECTION LLC	ANNUAL FIRE ALARM INSPECTION	1,366.00
1 ALLEGIANT FIRE PROTECTION LLC	ANNUAL FIRE ALARM INSPECTION	282.99
1 RAYNOR DOOR AUTHORITY	REPLACEMENT OF DOOR CLOSURES	3,496.00
1 THE SHERWIN-WILLIAMS CO	PAINT	152.85
1 TERMINIX ANDERSON	PEST CONTROL SERVICES	263.56
<b>INVOICES TOTAL:</b>		<b>6,778.40</b>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NICOR GAS	GAS BILL	170.02

\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
 INVOICES DUE ON/BEFORE 5/20/2025**

1 NICOR GAS	GAS BILL	1,167.46
		<u>INVOICES TOTAL: 1,337.48</u>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	130.18
1 CENTURY PRINT & GRAPHICS	LETTERHEAD	407.89
** 1 ELAN FINANCIAL SERVICES	GEOFF PRETKELIS RETIREMENT GIFT	483.68
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	425.73
1 WAREHOUSE DIRECT	MAINTENANCE SUPPLIES	504.51
		<u>INVOICES TOTAL: 1,951.99</u>

**546900-CONTINGENCIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 TOWN & COUNTRY GARDENS EL	FLOWERS	565.94
		<u>INVOICES TOTAL: 565.94</u>

29,996.92

**6010-INFORMATION SYSTEMS**

**522700-COMPUTER SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	MAINTENANCE SUPPLIES	6.99
1 HOOTSUITE INC	BUSINESS PLAN AGREEMENT	4,711.57
1 NOBLETEC LLC	IPAD PRO AND KEYBOARD FOR TRUSTEE	1,563.73
1 TYLER TECHNOLOGIES INC	ANNUAL SUPPORT/UPDATE LICENSING	83,847.23
		<u>INVOICES TOTAL: 90,129.52</u>

**524110-TELEPHONE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 T-MOBILE	TELEPHONE BILL	67.20
		<u>INVOICES TOTAL: 67.20</u>

**570100-MACHINERY & EQUIPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	MAINTENANCE SUPPLIES	195.00
1 AMAZON CAPITAL SERVICES INC	MAINTENANCE SUPPLIES	74.99
		<u>INVOICES TOTAL: 269.99</u>

90,466.71

**6100-VEHICLE REPLACEMENT EXPENSES**

**570170-POLICE VEH REPLACEMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CURRIE MOTORS	FORD UTILITY INTERCEPTOR	46,384.00

\*\* Indicates pre-issue check.

DATE: 5/12/2025  
 TIME: 4:00:35PM

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
 INVOICES DUE ON/BEFORE 5/20/2025**

PAGE: 21

INVOICES TOTAL: 46,384.00

46,384.00

**7000-POLICE PENSION EXPENDITURES**

**529000-OTHER CONTRACTUAL SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 LAUTERBACH & AMEN LLP	APRIL 2025 PSA	205.00
<u>INVOICES TOTAL:</u>		<u>205.00</u>

205.00

**GRAND TOTAL: 2,096,249.89**

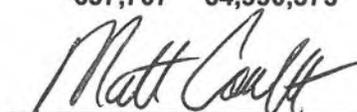
GENERAL FUND	938,023.83
DEVELOPER DEPOSITS FUND	26,000.00
WATER FUND	853,131.94
SEWER FUND	56,409.87
PARKING FUND	538.32
GOLF FUND	55,093.30
CENTRAL SERVICES FUND	120,463.63
VEHICLE REPLACEMENT FUND	46,384.00
POLICE PENSION FUND	205.00
<b>GRAND TOTAL</b>	<b>2,096,249.89</b>

\*\* Indicates pre-issue check.

**CASH & INVESTMENT REPORT**  
**FISCAL YEAR 2024/25 as of March 31, 2025**

Fund	2/28/2025	Receipts	Disbursements	3/31/2025	Detail of Ending Balance			
					Cash	Investments	Net Assets/Liab.	3/31/2025
General	29,268,749	3,433,481	2,318,670	30,383,560	15,968,103	13,802,640	612,817	30,383,560
MFT	7,484,616	179,111	0	7,663,727	4,327,604	3,303,879	32,243	7,663,727
Debt Service	710,968	429,388	636	1,139,720	586,108	553,034	578	1,139,720
Capital Projects	3,604,867	12,219	281,258	3,335,828	23,932	3,311,897	0	3,335,828
Municipal Building	4,436,236	13,298	0	4,449,534	2,150,043	2,028,717	270,774	4,449,534
Developer Deposits	3,523,589	32,819	0	3,556,408	698,073	2,595,836	262,499	3,556,408
59 & Lake TIF	(2,764,282)	1,092	0	(2,763,190)	613,809	579,172	(3,956,170)	(2,763,190)
BC Municipal TIF	0	0	0	0	0	0	0	0
Bluff City TIF Municipal	455,051	1,346	0	456,397	234,824	221,573	0	456,397
Water	6,935,740	1,099,224	1,030,092	7,004,872	2,823,987	2,664,536	1,516,349	7,004,872
Sewer	29,787,875	825,589	1,885,154	28,728,310	4,737,480	4,470,050	19,520,780	28,728,310
Parking	(186,254)	6,098	5,090	(185,246)	0	0	(185,246)	(185,246)
Golf	(1,714,136)	141,158	157,108	(1,730,086)	0	0	(1,730,086)	(1,730,086)
Central Services	901,554	146,709	112,051	936,212	492,356	464,573	(20,718)	936,212
Vehicle Replacement	4,268,684	73,356	395,772	3,946,268	1,047,926	988,792	1,909,550	3,946,268
<b>TOTALS</b>	<b>86,713,257</b>	<b>6,394,889</b>	<b>6,185,832</b>	<b>86,922,315</b>	<b>33,704,246</b>	<b>34,984,698</b>	<b>18,233,371</b>	<b>86,922,315</b>

BC Project TIF	783,322	2,679	0	786,001	0	0	786,001	786,001
Bluff City Project TIF	64,746	191	0	64,937	33,411	31,526	0	64,937
Bluff City SSA Debt Srv.	106,753	382	0	107,135	0	0	107,135	107,135
Police Pension	65,119,906	841,159	325,582	65,635,483	637,707	64,990,375	7,402	65,635,483

  
 Matt Coulter  
 Finance Director

VILLAGE OF BARTLETT TREASURER'S REPORT  
REVENUE & EXPENDITURE BUDGET COMPARISONS BY FUND  
FISCAL YEAR 2024/25 as of March 31, 2025

Fund	Revenues				Expenditures			
	Actual	Current Year Budget	Percent	Prior YTD %	Actual	Current Year Budget	Percent	Prior YTD %
General	33,411,694	32,890,154	101.59%	96.40%	29,314,999	34,412,598	85.19%	90.21%
MFT	1,993,675	2,185,000	91.24%	93.51%	401,996	2,000,000	20.10%	49.00%
Debt Service	3,054,599	3,003,039	101.72%	99.71%	2,964,592	2,967,321	99.91%	99.91%
Capital Projects	184,763	100,000	184.76%	93.68%	1,281,258	3,000,000	42.71%	0.04%
Municipal Building	2,260,219	2,125,000	106.36%	319.29%	485,295	475,000	102.17%	71.07%
Developer Deposits	623,034	595,000	104.71%	212.23%	69,300	0	0.00%	0.00%
Bluff City SSA	50,056	8,422	594.35%	55.97%	0	60,000	0.00%	98.82%
59 & Lake TIF	5,818	360,000	1.62%	0.00%	204,930	360,000	56.92%	81.09%
Bluff City Municipal TIF	120,062	99,000	121.27%	113.92%	0	105,000	0.00%	0.28%
Bluff City Project TIF	1,650,648	3,670,000	44.98%	53.77%	1,619,008	3,650,000	44.36%	52.85%
Brewster Creek Municipal TIF	28,076	10,000	280.76%	115.24%	1,322,532	505,000	261.89%	47.90%
Brewster Creek Project TIF	54,996	20,000	274.98%	99.77%	755,715	100,000	755.71%	87.82%
Water	13,029,958	13,551,000	96.15%	98.87%	16,373,188	19,253,702	85.04%	77.98%
Sewer	12,804,870	10,720,000	119.45%	71.42%	12,126,116	15,221,332	79.67%	63.35%
Parking	72,324	75,000	96.43%	116.74%	62,484	85,285	73.26%	43.28%
Golf	2,611,336	4,535,100	57.58%	56.06%	3,897,721	4,534,131	85.96%	68.63%
Central Services	1,619,248	1,751,282	92.46%	92.86%	1,366,434	1,763,541	77.48%	85.58%
Vehicle Replacement	800,586	747,132	107.15%	103.30%	1,364,304	1,781,000	76.60%	20.80%
Police Pension	8,556,150	7,465,735	114.61%	146.52%	3,796,298	3,951,316	96.08%	91.93%
Subtotal	82,932,112	83,910,864	98.83%	91.51%	77,406,169	94,225,226	82.15%	75.45%
Less Interfund Transfers	(7,330,919)	(6,657,813)	110.11%	91.68%	(7,330,919)	(6,657,813)	110.11%	91.67%
Total	75,601,193	77,253,051	97.86%	91.50%	70,075,250	87,567,413	80.02%	74.70%

VILLAGE OF BARTLETT TREASURER'S REPORT  
 MAJOR REVENUE BUDGET COMPARISONS  
 FISCAL YEAR 2024/25 as of Maarch 31, 2025

Fund	Actual	Current Year Budget	Percent	Prior YTD %
Property Taxes	12,897,357	12,870,519	100.21%	95.49%
Sales Taxes (General Fund)	5,421,502	4,950,000	109.53%	87.84%
Income Taxes	6,423,256	7,025,000	91.43%	95.20%
Telecommunications Tax	359,274	390,000	92.12%	89.21%
Home Rule Sales Tax	3,444,320	3,000,000	114.81%	105.12%
Real Estate Transfer Tax	744,515	600,000	124.09%	96.15%
Use Tax	1,414,462	1,700,000	83.20%	89.75%
Building Permits	1,144,643	850,000	134.66%	141.43%
MFT	1,716,231	1,790,000	95.88%	97.55%
Water Charges	12,171,302	13,100,000	92.91%	95.80%
Sewer Charges	7,079,614	6,750,000	104.88%	105.03%
Interest Income	3,017,513	1,645,000	183.44%	220.38%

VILLAGE OF BARTLETT TREASURER'S REPORT  
 GOLF FUND DETAIL (Excluding Capital Projects)  
 FISCAL YEAR 2024/25 as of March 31, 2025

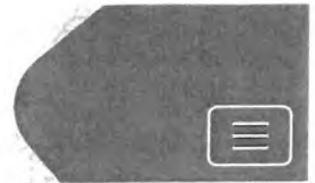
Fund	Current Year		Percent
	Actual	Budget	
<b>Golf Program</b>			
Revenues	1,539,155	1,647,500	93.42%
Expenses	1,338,222	1,524,035	87.81%
Net Income	200,932	123,465	162.74%
<b>F&amp;B - Restaurant</b>			
Revenues	143,261	163,000	87.89%
Expenses	380,520	429,549	88.59%
Net Income	(237,258)	(266,549)	89.01%
<b>F&amp;B - Banquet</b>			
Revenues	721,794	865,000	83.44%
Expenses	750,228	808,547	92.79%
Net Income	(28,434)	56,453	-50.37%
<b>F&amp;B - Midway</b>			
Revenues	207,126	200,000	103.56%
Expenses	96,728	100,400	96.34%
Net Income	110,398	99,600	110.84%
<b>Golf Fund Total</b>			
Revenues	2,611,336	2,875,500	90.81%
Expenses	2,565,698	2,862,531	89.63%
Net Income	45,638	12,969	351.90%

**Sales Taxes**

<b>Month</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 24/25</b>
May	141,609	161,850	159,411	167,379	156,194	160,850	185,540	220,859	255,956	296,621
June	170,308	178,006	186,494	194,753	187,952	183,798	277,635	281,954	308,327	340,105
July	170,734	181,943	201,320	200,041	205,572	198,797	274,678	303,057	323,030	374,363
August	200,031	224,385	219,629	227,783	232,110	209,005	331,855	338,161	350,947	436,666
September	193,484	211,186	224,268	218,236	220,524	233,289	325,874	334,152	354,588	367,895
October	204,424	209,930	215,328	211,089	262,349	221,535	299,302	380,114	340,045	669,876
November	198,880	206,205	208,760	215,922	227,334	202,764	304,608	319,337	325,687	499,933
December	212,286	212,435	219,639	196,081	214,284	236,916	314,214	316,040	307,781	594,776
January	204,437	207,123	221,599	221,276	243,184	208,079	282,703	338,672	334,418	676,203
February	170,190	201,075	206,836	196,714	186,495	199,411	312,927	335,097	348,179	574,313
March	194,219	190,934	196,530	181,590	203,051	203,477	308,392	452,524	334,584	590,749
April	149,630	167,837	180,413	170,866	193,930	211,072	247,260	281,334	268,643	
<b>Total</b>	<b>2,210,232</b>	<b>2,352,909</b>	<b>2,440,227</b>	<b>2,401,729</b>	<b>2,532,977</b>	<b>2,468,994</b>	<b>3,464,989</b>	<b>3,901,303</b>	<b>3,852,186</b>	<b>5,421,502</b>
<b>% increase</b>	<b>6.46%</b>	<b>6.46%</b>	<b>3.71%</b>	<b>-1.58%</b>	<b>5.46%</b>	<b>-2.53%</b>	<b>40.34%</b>	<b>12.59%</b>	<b>-4.51%</b>	<b>76.56%</b>
<b>Budget</b>	<b>2,115,000</b>	<b>2,205,000</b>	<b>2,400,000</b>	<b>2,425,000</b>	<b>2,460,000</b>	<b>2,575,000</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>4,050,000</b>	<b>4,050,000</b>



# 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](#)

[Return Back](#)

Warrant/EFT#: EF 0015813

Fiscal Year

2025

Issue Date

03/07/25

Warrant Total

\$590,749.04

Warrant Status

Agency

Contract

Invoice

Voucher

Agency Amount

492 - REVENUE

A4321729

5A4321729

\$590,749.04

#### IOC Accounting Line Details

Fund	Agency	Organization	Appropriation	Object	Amount	Appropriation Name
0189	492	27	44910055	4491	\$590,749.04	DISTRIBUTE MUNI/CNTY SALES TAX

#### Payment Voucher Description

Line	Text
1	IL DEPT. OF REVENUE AUTHORIZED THIS PAYMENT ON 03/06/2025
2	MUNICIPAL 1 % SHARE OF SALES TAX
3	LIAB MO: DEC. 2024 COLL MO: JAN. 2025 VCHR MO: MAR. 2025
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 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	FY 2024-25
May	89,988	93,139	91,478	86,848	83,590	96,769	134,647	138,706	148,455	143,652
June	58,408	58,737	72,645	79,592	76,204	99,562	138,322	143,599	154,189	157,757
July	103,948	94,278	95,252	93,416	95,250	121,837	137,127	140,615	146,693	156,001
August	100,154	89,533	89,970	90,079	137,033	142,172	148,687	135,008	152,712	165,946
September	67,441	79,032	79,527	75,247	148,846	132,059	142,475	146,887	161,807	160,216
October	87,626	91,489	91,053	98,725	136,575	130,305	131,236	139,533	145,203	157,805
November	101,486	93,216	92,796	92,950	153,788	131,647	144,611	140,270	170,467	166,026
December	93,002	97,757	91,055	89,502	180,890	136,795	153,239	160,435	160,431	154,353
January	89,828	92,928	93,233	89,403	128,180	119,239	140,177	128,618	137,026	150,579
February	90,531	88,602	80,765	81,313	126,802	112,605	96,768	131,699	146,175	156,060
March	77,861	75,544	80,062	77,761	131,268	116,673	137,179	127,842	134,330	140,929
April	93,782	90,224	94,326	91,212	122,218	135,751	138,279	146,038	147,837	
Subtotal	1,054,055	1,044,479	1,052,164	1,046,048	1,520,643	1,475,415	1,642,746	1,679,249	1,805,325	1,709,323
Plus:										
High Growth Jobs Now	37,743	37,801	37,266	36,909	9,192	89,348	61,771	-	37,987	
Rebuild Illinois						1,357,885	905,256	452,628		
Total	1,091,798	1,082,280	1,089,430	1,082,957	1,529,835	2,922,648	2,609,773	2,131,877	1,843,312	1,709,323
Budget	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	1,790,000
Annual Inc in \$ only MFT Allocations	4.37%	-0.91%	0.74%	-0.58%	45.37%	-2.97%	11.34%	2.22%	1.23%	4.91%



Municipality Report  
 April 1, 2025

Bartlett

**MOTOR FUEL TAX ALLOTMENT AND TRANSACTIONS FOR MARCH, 2025**

Beginning Unobligated Balance	<b>\$10,353,506.25</b>
Motor Fuel Tax Fund Allotment	\$70,405.62
MFT Transportation Renewal Fund Allotment	\$70,522.98
Minus Amount Paid to State	\$0.00
Net Motor Fuel Tax Allotment	<u><b>\$140,928.60</b></u>
Plus Credits Processed	\$71,231.22
Minus Authorizations Processed	<u><b>\$2,770,550.34</b></u>
Current Unobligated Balance	<u><b>\$7,795,115.73</b></u>

**PROCESSED TRANSACTIONS:**

**AUTHORIZATIONS:**

Date	Section	Category	Memo	Amount
3/24/2025	21-00000-00-GM	Maintenance		\$660,000.00
3/24/2025	22-00000-00-GM	Maint. Engineer		\$15,000.00
3/24/2025	22-00000-00-GM	Maintenance		\$645,000.00
3/24/2025	21-00093-00-RS	Contract Construct		\$1,450,550.34
			<b>TOTAL</b>	<u><b>\$2,770,550.34</b></u>

**CREDITS:**

Date	Section	Category	Memo	Amount
3/24/2025	16-00000-00-GM	Maintenance		\$71,231.22
			<b>TOTAL</b>	<u><b>\$71,231.22</b></u>

**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 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	FY 2024-25	Total Difference
May	738,677	562,075	552,308	565,171	827,513	415,461	693,410	1,304,763	988,791	1,100,016	
June	306,761	268,673	285,636	261,088	258,429	257,341	608,397	383,282	463,652	471,450	
July	432,821	383,442	377,861	353,016	386,474	408,647	545,787	647,045	617,724	685,865	
August	251,174	223,293	180,579	259,137	277,037	558,708	306,468	333,265	405,992	458,266	
September	239,229	243,902	212,997	252,907	245,191	316,571	323,647	362,169	368,502	359,762	
October	420,455	360,422	324,300	393,064	437,466	458,423	588,142	663,057	712,313	768,224	
November	277,231	241,907	244,065	283,096	285,514	309,760	337,156	419,871	479,810	461,166	
December	216,813	219,162	214,871	234,648	269,799	274,242	314,565	376,725	376,979	359,994	
January	406,804	354,337	313,145	341,897	377,110	436,922	560,065	611,766	655,603	751,153	
February	445,170	409,813	453,275	411,330	388,526	461,926	698,349	604,890	620,344	613,630	
March	257,723	214,499	227,873	247,673	288,908	318,357	302,694	358,254	403,200	393,730	
April	398,780	413,655	349,908	397,816	424,333	507,617	646,664	576,594	636,579		
Total	4,391,638	3,895,179	3,736,819	4,000,843	4,466,301	4,723,974	5,925,343	6,641,682	6,729,489	6,423,256	
LGDF @ 10%	5,489,548	4,868,974	6,145,469	7,037,087	7,767,480	7,855,193	9,777,794	10,844,504	10,514,038	9,927,752	
DIFFERENCE	(1,097,910)	(973,795)	(2,408,650)	(3,036,244)	(3,301,179)	(3,131,219)	(3,852,451)	(4,202,823)	(3,784,549)	(3,504,496)	(40,623,777)

**LGDF Effective % Rate Changes**

7/1/2010 - 10% to 6%

2/1/2015 - 6% to 8%

8/1/2017 - 8% to 5.45%

7/1/2018 - 5.45% to 5.75%

7/1/2020 - 5.75% to 6.06%

8/1/2022 - 6.06% to 6.16%

7/1/2023 - 6.16% to 6.47%

**A PROCLAMATION RECOGNIZING TED LEWIS UPON HIS RETIREMENT FROM  
THE BARTLETT PARK DISTRICT BOARD OF COMMISSIONERS AND THANKING  
HIM FOR HIS YEARS OF SERVICE TO BARTLETT**

**WHEREAS**, since his May 1983 election to the Board of Commissioners for the Bartlett Park District, Theodore J. Lewis has attended more than 1,000 committee, board and special meetings; and has served as an officer on the board for 23 of his 42 years, as president for 9 years, as vice president for 7 years and treasurer for 7 years; and

**WHEREAS**, Commissioner Lewis attended his very first park district board meeting in the Bartlett Park Log Cabin at a time when there were only 9 parks in the entire district. During his tenure, Ted has helped guide the district through a tremendous period of growth, with 43 parks today, a community center, one indoor pool, one outdoor aquatic center, two golf courses, a special event facility, a ski hill, an athletic field complex, a skate park, a nature center, and more; and

**WHEREAS**, using his knowledge, his experience and his acumen as an attorney, Ted not only helped the district build parks and facilities, he helped to build valuable relationships to benefit residents for years to come, including the first joint project with the school district in developing three elementary school agreements, supporting intergovernmental agreements with the DuPage County Forest Preserve District, and being an advocate for strong relationships with the Village of Bartlett; and

**WHEREAS**, Ted was instrumental in getting the Bartlett Parks Foundation off the ground and has served as a trustee on that board since the foundation's inception in 2002. In 2020 the Free To Be Me Inclusive Playground opened thanks to the foundation and park board support and fundraising; and

**WHEREAS**, serving as a park district commissioner is important to Ted, it is not his only involvement in the Bartlett community. He is a founding member of the Bartlett 4th of July Committee and has been an active member of the Bartlett Lions Club, Bartlett Athletic Association Board, Bartlett Little League Board, and Ruzicka Park Development Committee; and

**WHEREAS**, in 2023, in a much-deserved honor, the park district renamed Oak Grove Park as the Theodore J. Lewis Park and installed the signage to signify its new name; and

**WHEREAS**, Ted's hard and heartfelt work will continue to serve the recreational and leisure needs of Bartlett residents for years to come and his decades-long generosity of time and spirit will leave a lasting mark upon the Village of Bartlett;

**NOW, THEREFORE**, I, Daniel H. Gunsteen, president of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, do hereby proclaim our deep appreciation to Bartlett Park District Commissioner Ted Lewis for his years of service and dedication to our community and offer him our sincere best wishes for a retirement of good health, happiness and FUN equal to all that he helped create for everyone in the Village of Bartlett.

Dated this 20th day of May, 2025



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Daniel H. Gunsteen, Village President

**PROCLAMATION RECOGNIZING BRIAN KOPULOS FOR 30 YEARS OF SERVICE TO THE  
VILLAGE OF BARTLETT**

**WHEREAS**, in the month of April 2025, Street Maintenance Worker Brian Kopulos reached his 30<sup>th</sup> anniversary with the Village of Bartlett; and,

**WHEREAS**, Brian began as a maintenance worker for the Bartlett Public Works Department in 1995; and,

**WHEREAS**, Brian quickly showed his hard work and dedication, and over time became an integral part of our tree trimming, asphalt paving, assisting with village events, or handling resident concerns; and

**WHEREAS**, Brian would use his good humor during touch-a-truck events to not only showcase the equipment, but utilize stickers of cartoon characters to make it more fun for the children; and

**WHEREAS**, Brian's knowledge of the sanitary collection system assisted the Village in starting the sewer main lining projects that are a major part of our Capital Improvement Plan; and

**WHEREAS**, the Village is grateful for all the hard work, extra hours and commitment Brian has put into his time with the village thus far;

**NOW THEREFORE**, I, Daniel H. Gunsteen, President of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois hereby proclaim a happy anniversary of thirty years to Brian Kopulos.

Dated the 20<sup>th</sup> of May 2025

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Daniel H. Gunsteen, Village President



## National Public Works Week Proclamation

May 18–24, 2025

### “People, Purpose, Presence”

**WHEREAS**, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life, and well-being of the individuals living and working within their municipalities; and

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

**WHEREAS**, it is in the public interest for the civic leaders and residents in the Village of Bartlett, including the children, to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in our community; and,

**WHEREAS**, the Village of Bartlett is proud of its multiple American Public Works Association awarded infrastructure projects, such as the newly renovated Water Reclamation Facility, which was recognized with the Project of the Year award in the Environment - \$25 to \$75 Million category, and it is even more proud of the fantastic public works staff, including Mike Warmus, award winner for Professional Manager of the Year in Public Right-of-Way by the Chicago Metro Chapter of the APWA; and

**WHEREAS**, the year 2025 marks the 65th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association;

**NOW THEREFORE**, I, Daniel H. Gunsteen, president of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, do hereby designate the week of May 18 to May 24, 2025, as National Public Works Week in Bartlett. I urge all citizens to join with representatives of the American Public Works Association and government officials in celebrating and paying tribute to our very own public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protect our health and safety, and towards advancing the quality of life for all of us.

Dated the 20<sup>th</sup> of May 2025

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Daniel H. Gunsteen, Village President





# Agenda Item Executive Summary

**AGENDA ITEM:** Branding Contract **BOARD OR COMMITTEE:** Board

## BUDGET IMPACT

<b>Amount</b>	\$40,000 (not to exceed)- A5, \$25,000 for media buys	<b>Budgeted</b>	\$ 75,000 budgeted in advertising
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**Fund:** advertising      **Corresponding Activity Measure:** N/A

## EXECUTIVE SUMMARY

The Village staff has expressed satisfaction with A5's performance in implementing the "Belong in Bartlett" branding initiative and is recommending a continued partnership with the agency. A new contract has been proposed with a more focused and targeted scope, while still incorporating general guidance, bi-weekly consultations, and coordination of media buys. The extended agreement will build on the foundation established during the first phase of the branding campaign and begin shifting attention toward more strategic objectives.

The new agreement will be divided into three key components: economic development, campaign continuation, and the creation of a branding guide. Economic development will be the primary focus, specifically targeting the Lake Street TIF district. A5's previous success in similar projects across Illinois, Ohio, and Michigan, including positive feedback has provided staff confidence in their ability to execute this next phase effectively. Staff efforts to develop a Lake Street story map will complement A5's work, enhancing the impact of this initiative.

The continuation of the "Belong in Bartlett" campaign will emphasize content creation for social media, and performance reporting. A5 will manage scriptwriting, scheduling, and vendor coordination to ensure consistent messaging. Additionally, a new branding guide will be developed to help staff maintain cohesive communication strategies and appropriate use of brand elements, including the Village logo itself.

The proposed \$25,000 media budget will fund a more targeted campaign focusing on economic development and the Route 20 TIF district, with a continued broader messaging of the initial phase.

## ATTACHMENTS (PLEASE LIST)

Memo, Scope of Work, Resolution, Agreement, Media Buy Proposal, Branding Guide example

### RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Enhance communication via education campaign to increase residents' awareness of Village services, activities and funding; Enhance community events, continue implementation of community branding, Work to improve the retail profile in the Village

Short Term (1-3 Years):    Routine       Complex

Long Term (3-5 Years):    Routine       Complex

## ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

**MOTION:** I move to approve ordinance 2025- \_\_\_\_ A resolution approving an agreement between the Village of Bartlett and A5 Group, inc.

Staff: Scott Skrycki, Asst. Village Administrator

Date: May 12, 2025

# Memorandum

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

**From:** Scott Skrycki, Assistant Village Administrator

**Date:** 5/13/2025

**Re:** Branding Phase #2

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The village staff has been pleased with A5's performance and the rollout of our new branding slogan. The staff has budgeted for, and is recommending, a continued relationship with the agency. The goals of the new contract will be more targeted and specific in nature while also including some general guidance. The contract also includes bi-weekly consultations and media-buy coordination.

The agreement with the Village will be divided into three separate parts: economic development, campaign continuation, and a branding guide.

## **Economic Development**

The bulk of the agreement with A5 will focus on economic development. The work by A5 will be combined with the new Lake Street story map that the staff is developing. The focus will be on Lake Street TIF.

A5 has done TIF work in Oak Park, Fox Lake, and St. Charles locally, as well as in some communities in Ohio and Michigan. Staff spoke with representatives from St. Charles, and they were pleased with A5's performance on this task.

## **Campaign Continuation**

The Belong in Bartlett campaign continuation will include media buys (coordination, scriptwriting, scheduling, and execution), social media content creation and boosted post management, bi-weekly meetings (to ensure regular communication and status reports on current and upcoming projects), and other PR, media, and vendor coordination as needed. Reports on media buys and social media performance will be provided as part of this package.

## **Branding Guide**

The branding guide will lay the foundation for future use. It will provide staff with guidance on both the Belong in Bartlett identity and the appropriate use of the Village Seal. Essentially, the guide will enable any communications or outward-facing staff to ensure that our marketing strategies are cohesive and consistent across the board.

An example of a branding guide from Northbrook is attached to the memorandum as an example

### **Proposed Media Buy**

Staff has budgeted \$25,000 for the media plan, which would include social media ads/boosts, Google Ads, and paid advertising on platforms such as WBBM's Noon Business Hour, Heartland Real Estate Business, Fox32's Good Day Chicago, and WGN Daytime television.

One major difference in these media buys compared to the first phase is that this plan will be more focused and have a narrower scope. The first phase of media emphasized the overall charm and welcoming style of the community. This media blitz will concentrate on a direct message of economic development/Route 20 TIF. It will primarily carry the mantra of "You Belong," reflecting its focused scope on getting developers to come to Bartlett.

## Project Authorization / Village of Bartlett

May 20, 2025

### Scope of Work

a5 will work with the Village of Bartlett to promote economic development efforts, with a specific focus on the Lake Street Corridor and the TIF district. The following outlines the proposed scope of work.

#### Economic Development Promotion

a5 will provide marketing services for the Lake Street Corridor and TIF district with a focus on economic development.

##### Deliverables:

- Bi-weekly meetings with assigned account manager
- Print collateral design (fact sheets, brochures, signage, etc.)
- Campaign messaging
- Media buy\* coordination and execution
- PR and social media
- Vendor and media relations
- Performance reports

*\*See media plan for proposed media buys.*

#### Belong in Bartlett Campaign Continuation

a5 will provide marketing services for the continuation of the Belong in Bartlett campaign.

##### Deliverables:

- Bi-weekly meetings with assigned account manager
- Media buy\* coordination and execution
- PR and social media
- Vendor and media relations
- Performance reports

*\*See media plan for proposed media buys.*

#### Belong in Bartlett Brand Guide

a5 will create a standards manual, or brand guide, that will enable the Village of Bartlett representatives and design practitioners to apply the visual and verbal aspects of the Belong in Bartlett brand appropriately and help ensure consistency and continuity across applications and departments.

##### Deliverables

- PDF and native InDesign documents, including:
  - Logo usage (dos and don'ts, horizontal and vertical usage, usage with a tagline)

## Project Authorization / Village of Bartlett

May 20, 2025

- Color palette
- Typographic guidelines
- Usage for events, initiatives and departments
- Usage with background colors/photos
- Image direction (photography and graphic elements)
- Copy tone/voice
- Brand usage examples (Village's website, signage, social media posts, etc.)

### Estimated Fee Summary

#### Category

Economic Development Promotion	\$25,000
Belong in Bartlett Brand Continuation	\$10,000
Brand Guide	\$5,000
<b>Estimated a5 Fees</b>	<b>\$40,000</b>

***a5 fees are calculated on estimated work hours required, based on our experience with this scope of work. a5's blended rate is \$175 per hour.***

*Fabrication, printing, photography and other third-party costs are not included in a5 fees.*

#### Terms

- Estimates are based on a5's experience with similar projects, using a blended billing rate of \$175/hour. If hours exceed the estimated fees, the additional time will be billed at \$175/hour.
- a5 does progressive invoicing, so the client is only billed for completed work during the previous month. Billing-to-date amounts will also be included.
- Invoices are issued monthly through QuickBooks and will show the number of hours worked.
- Terms are net 15. Secure online payment via QuickBooks is preferred.
- Payment of fees and expenses is not contingent on the client's acceptance of recommendations.
- Outside expenses such as printing, FedEx, etc. are additional.
- Invoices for outside vendors used for photography, printing, etc. will be billed to the client to avoid agency markup. If client prefers a5 to pay vendor directly, a 15% markup will be added to vendor invoice.
- Final proofreading is the exclusive responsibility of the client; neither a5 Branding & Digital nor their suppliers will accept responsibility for errors in copy.

## Project Authorization / Village of Bartlett

May 20, 2025

### Approval

If the contents of all pages of this contract meet your approval, please countersign the form (below) and email to John Harris as authorization to proceed. If applicable, please select from the high / mid / low tier options by circling the respective category.

**John Harris** jharris@a5inc.com 312.877.5500 office / 708.227.5313 mobile

Submitted by

Accepted by



John Harris

Date

Principal, a5 Group Inc.

Authorized Signature

Date

RESOLUTION 2025 - \_\_\_\_\_

**A RESOLUTION APPROVING AN AGREEMENT  
BETWEEN THE VILLAGE OF BARTLETT AND A5 GROUP, INC.**

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**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 Professional Services Agreement between the Village of Bartlett and A5 Group, Inc. for branding services (the "Agreement"), 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 Agreement on behalf of the Village of Bartlett.

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

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

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

\_\_\_\_\_  
Daniel H. Gunsteen, Village President

ATTEST:

\_\_\_\_\_  
Lorna Giless, Village Clerk

### CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2025 - \_\_\_\_\_ enacted on May 20, 2025, and approved on May 20, 2025, as the same appears from the official records of the Village of Bartlett.

\_\_\_\_\_  
Lorna Giless, Village Clerk

## PROFESSIONAL SERVICES AGREEMENT

This **AGREEMENT** ("**Agreement**") is dated as of the 20<sup>th</sup> day of May, 2025 ("**Effective Date**"), and is by and between **THE VILLAGE OF BARTLETT** ("**Village**"), an Illinois home rule municipality, and **A5 GROUP, INC., d/b/a A5 BRANDING + DIGITAL**, an Illinois Corporation ("**Contractor**")

**IN CONSIDERATION OF** the recitals and the mutual covenants and agreements set forth in the Agreement, and pursuant to the Village's authority, the parties agree as follows:

### SECTION 1. CONTRACTOR AND SCOPE OF SERVICES.

**A. Engagement of Contractor.** The Village hereby engages the Contractor to perform and provide the services described in the Project Authorization, a copy of which is attached as **Exhibit A** to this Agreement ("**Project Authorization**"). The Contractor represents it is financially solvent, has the necessary financial resources, and is sufficiently experienced and competent to perform and complete the services set forth in the Project Authorization ("**Services**") in accordance with the standards of practice, care, and diligence practiced by recognized companies or firms performing services of a similar nature in existence at the time of performance. The representations and certifications expressed are in addition to any other representations and certifications expressed in this Agreement, or expressed or implied by law, which are reserved to the Village. The Contractor must provide the Services pursuant to the terms and conditions of this Agreement and as described in the Project Authorization.

**B. Commencement; Time of Performance.** The Contractor must commence the Services immediately upon receipt of written notice that this Agreement has been fully executed by the Parties ("**Commencement Date**").

**C. Compensation.** The Village will pay the Contractor pursuant to the not-to-exceed amount as set out in the Project Authorization in the attached **Exhibit A**. The total amount billed by the Contractor for the completion of the Services under this Agreement will not exceed \$40,000. The Contractor must submit monthly invoices in an approved format to the Village for services rendered during that month by the Contractor in performing the Services. The Village agrees to pay the Contractor's invoices in accordance with the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1, et seq. The Village will not be liable for any costs incurred by the Contractor in connection with any services provided by the Contractor that are outside the scope of this Agreement except upon the prior written consent of the Village and after approval in accordance with all applicable procedures.

**D. Reporting.** The Contractor will regularly report to the Village regarding the progress of the Services during the term of this Agreement.

**E. Term; Termination.**

**I. Term.** The term of this Agreement, unless terminated pursuant to the terms of this Agreement, will expire on the date the Village determines that all of the Services required of the Contractor under this Agreement, as more fully described in the Project Authorization, are completed. A determination of completion will not constitute a waiver of any rights or claims that the Village has, before or after completion, with respect to any breach of this Agreement by the Contractor or any right of indemnification of the Village by the Contractor.

**II. Termination.** Notwithstanding any other provision hereof, the Village may terminate this Agreement, at any time and for any reason, upon seven days prior written notice to the Contractor. In the event this Agreement is terminated by the Village, the Contractor will be paid for the Services actually performed and reimbursable expenses actually incurred, if any, prior to the termination date, which amount may not exceed the not-to-exceed amount provided for in the Project Authorization.

## **SECTION 2. CONFIDENTIAL INFORMATION.**

**A. Confidential Information.** The term “**Confidential Information**” shall mean information in the possession or under the control of the Village relating to the technical, business, or corporate affairs of the Village; Village property; user information, including, without limitation, any information pertaining to usage of the Village's computer system and information obtained from server logs or other records of electronic or machine-readable form. Village Confidential Information shall not include information that can be demonstrated: (1) to have been rightfully in the possession of the Contractor from a source other than the Village prior to the time of disclosure of said information to the Contractor under this Agreement (“**Time of Disclosure**”); (2) to have been in the public domain prior to the Time of Disclosure; (3) to have become part of the public domain after the Time of Disclosure by a publication or by any other means except an unauthorized act or omission or breach of this Agreement on the part of the Contractor or the Village; or (4) to have been supplied to the Contractor after the Time of Disclosure without restriction by a third party who is under no obligation to the Village to maintain such information in confidence.

**B. No Disclosure of Confidential Information by the Contractor.** The Contractor acknowledges that it may, in performing the Services for the Village under this Agreement, have access to or be directly or indirectly exposed to Confidential Information. The Contractor agrees to hold confidential all Confidential Information and will not disclose or use Confidential Information without express prior written consent of the Village. The Contractor must use reasonable measures at least as strict as those the Contractor uses to protect its own confidential information.

## **SECTION 3. INDEMNIFICATION; INSURANCE.**

**A. Indemnification.** Contractor will indemnify, save harmless, and defend the Village and all Village elected or appointed officials, officers, employees, representatives, engineers, attorneys, and agents from and against all damages, liability, claims, losses, and expenses (including attorneys' fee) that may arise, or be alleged to have arisen, out of or in connection with this Agreement or the Contractor's performance of, or failure to perform, the Services or any part thereof, or any failure to meet the representations and certifications set forth in this Agreement. This indemnity obligation does not apply to any willful misconduct or gross negligence on the part of the Village.

**B. Insurance.** The Contractor will, at its sole cost, obtain and keep in force at all times during the performance of any work referred to above, Workers Compensation and Employer's Liability Insurance, Commercial General Liability Insurance, and Automobile Insurance in at least the type and amounts as follows:

1. Workers' Compensation:
  - (a) State: Statutory
  - (b) Employer's Liability

- |    |                                                                                |                                       |
|----|--------------------------------------------------------------------------------|---------------------------------------|
|    | \$500,000.00                                                                   | Per Occurrence                        |
|    | \$500,000.00                                                                   | Disease, Policy Limit                 |
|    | \$500,000.00                                                                   | Disease, Each Employee                |
| 2. | Commercial General Liability:                                                  | \$2,000,000.00 General Aggregate      |
| 3. | Business Automobile Liability (including owned, non-owned and hired vehicles): |                                       |
|    | i. Bodily Injury:                                                              |                                       |
|    | • \$1,000,000.00                                                               | Per Person                            |
|    | • \$1,000,000.00                                                               | Per Accident                          |
|    | ii. Property Damage                                                            |                                       |
|    | • \$1,000,000.00                                                               | Per Occurrence                        |
|    | iii. Umbrella Excess Liability:                                                | \$2,000,000.00 over Primary Insurance |

The Contractor must name the Village as an additional insured on the Commercial General Liability policy and the Business Automobile Liability policy and provide Village with Certificates of Insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above. Failure of Village to demand any certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of Village to identify a deficiency from evidence that is provided shall not be construed as a waiver of Contractor's obligation to maintain such insurance. The Contractor agrees that the obligation to provide the insurance required by these documents is solely its responsibility and that this is a requirement which cannot be waived by any conduct, action, inaction or omission by the Village. Upon request, the Contractor will provide copies of any or all policies of insurance maintained in fulfillment hereof. Failure to maintain the required insurance may result in termination of this Contract at Village's option.

**SECTION 4. DEFAULT.**

If it should appear at any time that the Contractor has failed or refused to prosecute, or has delayed in the prosecution of, the Services with diligence at a rate that assures completion of the Services in full compliance with the requirements of this Agreement, or has otherwise failed, refused, or delayed to perform or satisfy the Services or any other requirement of this Agreement ("***Event of Default***"), and fails to cure any such Event of Default within 10 business days after the Contractor's receipt of written notice of such Event of Default from the Village, then the Village will have the right, without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

**A. Cure by Contractor.** The Village may require the Contractor, within a reasonable time, to complete or correct all or any part of the Services that are the subject of the Event of Default; and to take any or all other action necessary to bring the Contractor and the Services into compliance with this Agreement.

**B. Termination of Agreement by Village.** The Village may terminate this Agreement without liability for further payment of amounts due or to become due under this Agreement after the effective date of termination.

**C. Withholding of Payment by Village.** The Village may withhold from any payment, whether or not previously approved, or may recover from the Contractor, any and all costs, including attorneys' fees and administrative expenses, incurred by the Village as the result of any Event of Default by the Contractor or as a result of actions taken by the Village in response to any Event of Default by the Contractor.

## **SECTION 5. SPECIAL PROVISIONS.**

**A. Relationship of the Parties.** The Contractor acts as an independent contractor in providing and performing the Services. Nothing in, nor done pursuant to, this Agreement shall be construed (1) to create the relationship of principal and agent, employer and employee, partners, or joint venturers between the Village and Contractor; or (2) to create any relationship between the Village and any subcontractor of the Contractor.

**B. Conflict of Interest.** The Contractor represents and certifies that, to the best of its knowledge, (1) no Village employee or agent is interested in the business of the Contractor or this Agreement; (2) as of the date of this Agreement neither the Contractor nor any person employed or associated with the Contractor has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither the Contractor nor any person employed by or associated with the Contractor shall at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

**C. No Collusion.** The Contractor represents and certifies that the Contractor is not barred from contracting with a unit of state or local government as a result of (1) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Contractor is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 *et seq.*; or (2) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 *et seq.* The Contractor represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the Village prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it shall be found that the Contractor has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Contractor shall be liable to the Village for all loss or damage that the Village may suffer, and this Agreement shall, at the Village's option, be null and void.

**D. Compliance With Laws.** Contractor must give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations. Contractor is solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Contractor's, or its subcontractors, performance of, or failure to perform, the Services or any part thereof. Every provision of law required by law to be inserted into this Contract is deemed to be inserted.

**E. Mutual Cooperation.** The Village agrees to cooperate with the Contractor in the performance of the Services, including meeting with the Contractor and providing the Contractor with such information that the Village may have that may be relevant and helpful to the Contractor's performance of the Services. The Contractor agrees to cooperate with the Village in the performance of and the completion of the Services and with any other Contractors engaged by the Village.

F. **Ownership.** The Contractor agrees that all work product, in any form, prepared, collected, or received by the Contractor in connection with any or all of the Services to be performed under this Agreement will be and remain the exclusive property of the Village. At the Village's request, or upon termination of this Agreement, the Contractor will cause the work product to be promptly delivered to the Village. Any outstanding payment obligations may not be used as a basis to withhold work product. To the extent any of the work product cannot be considered the property of the Village, Contractor irrevocably grants, assigns, and transfers to the Village all right, title, and interest in and to the work product created under this Agreement in all media throughout the world in perpetuity and all intellectual property rights therein, free and clear of any liens, claims, or other encumbrances, to the fullest extent permitted by law. All intellectual property, Confidential Information, and work product will at all times be and remain the property of the Village. The Contractor will execute all documents and perform all acts that the Village may request in order to assist the Village in perfecting or protecting its rights in and to the work product and all intellectual property rights relating to the work product produced under this Agreement.

G. **Freedom of Information Act.** The Contractor agrees to maintain, without charge to the Village, all records and documents for projects of the Village in compliance with the Freedom of Information Act, 5 ILCS 140/1 et seq. In addition, Contractor must produce records which are responsive to a request received by the Village under the Freedom of Information Act so that the Village may provide records to those requesting them within the time frames required. If additional time is necessary to compile records in response to a request, then Contractor must notify the Village and if possible, the Village will request an extension so as to comply with the Act. In the event that the Village is found to have not complied with the Freedom of Information Act due to Contractor's failure to Contractor documents or otherwise appropriately respond to a request under the Act, then Contractor will indemnify and hold the Village harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorneys' fees and penalties.

## **SECTION 6. GENERAL PROVISIONS.**

A. **Amendment.** No amendment or modification to this Agreement shall be effective unless and until the amendment or modification is in writing, properly approved in accordance with applicable procedures, and executed.

B. **Assignment.** This Agreement may not be assigned by the Village or by the Contractor without the prior written consent of the other party.

C. **Binding Effect.** The terms of this Agreement will bind and inure to the benefit of the Parties to this Agreement and their agents, successors, and assigns.

D. **Notice.** All notices required or permitted to be given under this Agreement shall be in writing and shall be delivered (1) personally, (2) by a reputable overnight courier, (3) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (4) by email. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt; (d) time-stamp email was sent. By notice complying with the requirements of this Section, each Party shall have the right to change the address or the addressee, or both, for all future notices and communications to the other party, but no notice of a change of addressee or address shall be effective until actually received.

Notices and communications to the Village shall be addressed to, and delivered at, the following address:

**Scott Skrycki**  
**Village of Bartlett**  
**228 S. Main Street**  
**Bartlett, IL 60103**  
[sskrycki@bartlett.il.gov](mailto:sskrycki@bartlett.il.gov)

**With a copy to:**

**Ancel Glink, P.C.**  
**140 South Dearborn Street**  
**Chicago, IL 60603**  
**Attn: Kurt Asprooth**  
[kasprooth@ancelglink.com](mailto:kasprooth@ancelglink.com)

Notices and communications to the Contractor shall be addressed to, and delivered at, the following address:

**John Harris**  
**Principal, a5 Group Inc.**  
[jharris@a5inc.com](mailto:jharris@a5inc.com)

**E. Third Party Beneficiary.** No claim as a third party beneficiary under this Agreement by any person, firm, or corporation shall be made or be valid against the Village.

**F. Governing Laws.** This Agreement will be governed by, construed and enforced in accordance with the internal laws, but not the conflicts of laws rules, of the State of Illinois. Venue for any dispute arising out of relating to this Agreement will be in the Circuit Courts of Cook County, Illinois.

**G. Entire Agreement.** This Agreement constitutes the entire agreement between the parties to this Agreement and supersedes all prior agreements and negotiations between the parties, whether written or oral relating to the subject matter of this Agreement.

**H. Time is of the Essence.** Time is of the essence in the performance of this Agreement.

**I. Waiver.** Neither the Village nor the Contractor shall be under any obligation to exercise any of the rights granted to them in this Agreement except as it shall determine to be in its best interest from time to time. The failure of the Village or the Contractor to exercise at any time any such rights shall not be deemed or construed as a waiver of that right, nor shall the failure void or affect the Village's or the Contractor's right to enforce such rights or any other rights.

**J. Exhibits.** Exhibit A is attached to this Agreement, and by this reference incorporated in and made a part of, this Agreement. In the event of a conflict between the Exhibit and the text of this Agreement, the text of this Agreement shall control.

**K. Interpretation.** This Agreement will be construed without regard to the identity of the Party which drafted its provisions. Any rule of construction that a document is to be construed against the drafting party will not be applicable to this Agreement.

**L. Counterparts.** This Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument, and any signatures to counterparts may be delivered by facsimile or other electronic transmission and will have the same force and effect as original signatures.

**THE VILLAGE OF BARTLETT**

By: \_\_\_\_\_  
Daniel H. Gunsteen  
Village President  
Village of Bartlett

**A5 BRANDING & DIGITAL GROUP INC**

By: \_\_\_\_\_  
Title: \_\_\_\_\_

# **Belong in Bartlett 2025 Marketing Approach**

**May 2025**

**a5 Branding  
& Digital**

# Media Buy Opportunities

# WBBM News Radio / Noon Business Hour

- **Overview:** airs M-F 12pm-1pm and invites notable guests who contribute valuable information for both entrepreneurs and businesses about the disruptive forces challenging businesses.
- **Reach:** approx. 1.7 million total listeners per week. Actual reach will vary depending on campaign length, timing and frequency (e.g., 307,000 individuals over an eight-week campaign, for 1,072,000 total gross impressions)
- **Estimated Cost:** \$5,500



# Heartland Real Estate Business

- **Overview:** Heartland Real Estate Business magazine covers the multifamily, retail, office, healthcare, industrial and hospitality sectors in Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, Ohio and Wisconsin.
- **Readership:** 30,845
- **Estimated Cost:** \$2,950 (full page ad and economic development spotlight editorial)

## BUSINESS IN CRYSTAL LAKE, ILLINOIS IS BOOMING

Year after year, Crystal Lake continues to be a hub for national and regional restaurants and retailers, seeing success across multiple different industries. From business expansion to reinvestment in retail, residential and healthcare facilities, the community continues to grow and the market remains strong.

In 2022, residents and visitors spent more than \$147 million at restaurants in Crystal Lake, and according to the Illinois Department of Revenue, Crystal Lake had more than \$1.4 billion in retail sales placing it in the top 20 for Chicagoland metropolitan area retail sales. With a historically low vacancy rate, it's clear that businesses in Crystal Lake stay in Crystal Lake due to the business-focused mindset of the city.

On the regional and national level, Crystal Lake has welcomed Guzman y Gomez, Crumbl Cookies, Raising Cane's, Summer Moon and Rookies All American Pub and Grill, alongside retailers such as Best Buy, Bestfield Pet Hospital, Hallmark and Ollie's Bargain Outlet.

While there are plenty of new additions coming to Crystal Lake to be excited about, there are also developments filling vacant parcels and redeveloping underutilized properties. Water's Edge is a 30-acre mixed-use redevelopment project that will transform a tired shopping center into a vibrant neighborhood, offering a cohesive mix of apartments, restaurants and entertainment that will accommodate for the demand Crystal Lake sees for commercial property along Northwest Highway on a consistent basis.

The healthcare industry in Crystal Lake is also thriving. Recently Clayco, a French company that specializes in the processing of high-performance polymers, composites and precision metal parts, opened its



MeritHealth Hospital recently expanded with a \$105 million project encompassing a hospital and multi-specialty medical campus.

first U.S. location here in Crystal Lake and has 240 employees. Matthews Co., a leading provider of agricultural equipment headquartered in Crystal Lake, created new grain dryer equipment and the firm of its kind technology to operate it. New and old manufacturers based in Crystal Lake see the community as a place for innovation and the right home to grow their businesses.

Part of what makes Crystal Lake the perfect hub for business and life is plenty of new living options. More than 1,000 housing units have been approved for construction in the last few years. Recent housing developments include The Enclave, located at 95 E. Crystal Lake Ave. that will bring 99 units to downtown Crystal Lake, and Radwood, which will bring 304 ranch-style rental townhomes to the Route 31 corridor.

On top of the booming market and innovative technology in Crystal Lake, the city also fosters impressive education opportunities for residents. Recently, McHenry County College announced plans and will begin construction on a new Center for Advanced Technology and Innovation (CATI). The \$22 million project will support advanced technology and

manufacturing program growth as well as support the existing manufacturing companies and help prepare the future workforce.

In addition, McHenry County College announced plans to launch partnerships with several universities to offer access to four-year degrees right here in McHenry County. This expansion of academic opportunity gives residents and workers the ability to obtain an education where they live, work and play.

It's no secret that Crystal Lake continues pushing forward in the McHenry County and Chicagoland areas. The market in Crystal Lake is thriving and the future of the city holds many opportunities. Clearly when it comes to business growth and opportunity, Crystal Lake is the clear leader.



Rookies All American Pub and Grill



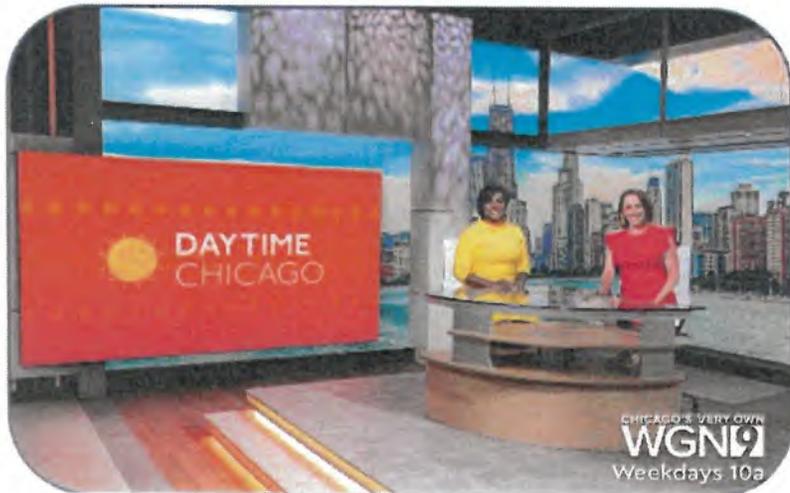
Guzman y Gomez

# FOX 32 TV Good Day Chicago

- **Overview:** FOX 32 TV is a top-rated local TV station. A two-minute in-studio pre-recorded interview would air once either at 9:55am or during noon news.
- **Estimated Cost:** A \$4,000 package includes the interview and one-time airing.



# WGN TV Daytime Chicago



- **Overview:** WGN TV *Daytime Chicago* is the number one rated TV show M-F 10am-11am. It is a hyper-local hour that talks about food, health, wealth, family, culture and more.
- **Viewership:** Advertorial segments reach an average of 50,000 adults 18+.
- **Estimated Cost:** \$7,000 (includes an in-studio segment and digital assets).

# Digital and Social Media

# Social Media Ads/Boosts

- **Overview:** Boosted posts and ads on Facebook, Instagram and LinkedIn to reach new people who are likely interested in your page or business, but don't currently follow you.
- **Recommend monthly budget:** \$200 - \$400 depending on overall budget.
- **Estimated reach:** 1,000-5,000 views/day

**Village of Mundelein**  
Published by John Harris · January 18 ·

Holy cannoli! For Tony Volpentesta, making cannoli connects him to his grandma Anita. She taught him how to make the Italian treat, which he turned into tony cannoli, a downtown Mundelein dessert shop at 460 N. Lake Street. The Mundelein native makes his cannoli with love, slightly sweetened ricotta and a thin, crispy two-bite shell. Seven varieties are available all the time, including pistachio, chocolate orange and hazelnut. Try the cannoli shakes too, and for something extra special, order the lemon cake, made with Tony's homemade lemon curd.

Get your business involved today by sending an email to [info@mundelein.org](mailto:info@mundelein.org)  
#MadeInMundelein



**Made for You, Mundelein**  
Love Local. Eat Local.

13,922 People reached  
1,646 Engagements  
- Distribution score

345  
35 comments 47 shares

Boost post

# Google Ads

- **Overview:** Google Ads is a platform that allows you to create specifically targeted ads that appear higher in the Google Search results page. You set a budget, and only pay per click on your ad.
- **Recommend monthly budget:** \$200 - \$400 depending on overall budget.
- **Average click-thru rate:** 4-6%

## Social Media Stories for Bartlett

- To add more value to the business attraction portion of the campaign, a5 recommends a social media component to tell business stories.
- The following slides show a sampling of stories featuring campaign branding and business highlights.
- a5 uses an iPhone to shoot and conducts brief interviews to gather the content. The content is then turned into a social media post with a brief written story.
- These stories could run on the Discover Bartlett social media; they play a triple role of building community, attracting business and retaining businesses while furthering the Belong in Bartlett campaign.

# Examples: Renew the Avenue

Hemingway District Oak Park is with Village of Oak Park, Illinois and 5 others at Tony's Shoe Clinic.  
 October 22, 2024 · Oak Park · 🌐

Tony's Shoe Repair | Tony Munoz

Meet Tony's Shoe Repair 🍷🍷

Tony Munoz is an Oak Park treasure. In December, he will celebrate 45 years in Oak Park, and in that time, most everyone in the community has been in to have Tony fix shoes, jackets, purses and even baseball mitts and hockey masks. The proprietor of Tony's Shoe Repair says he retired seven years ago, yet he still comes to work six days a week because he loves it—and Oak Park. Along with his daughter, son and now... See more



👍👍 71

4 comments 3 shares

Hemingway District Oak Park is with Il Vicolo Trattoria Oak Park and 5 others at Il Vicolo Trattoria Oak Park.  
 October 29, 2024 · Oak Park · 🌐

IL VICOLO | Frank Russo and Vito Tufano

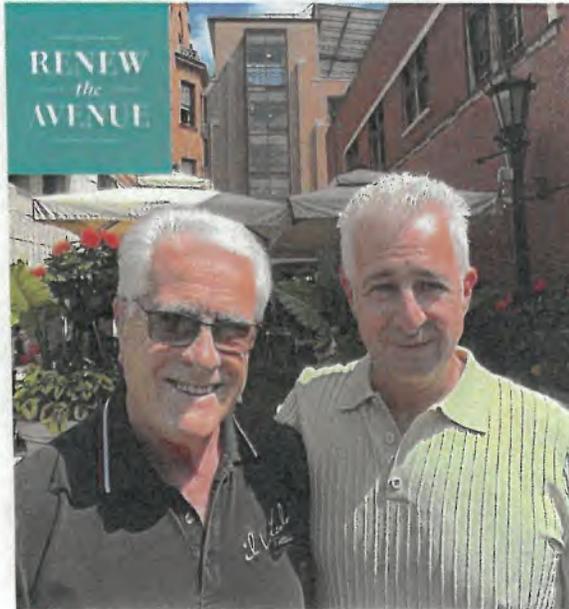
Meet @ilvicolotrattoriaoakpark! 🍷🍷

For Vito Tufano and Frank Russo, life happens around a table. It's where you eat, drink and share a laugh. It makes sense, then, that dining at their restaurant, IL Vicolo, makes you feel like you're at home—or maybe like you're dining al fresco in Italy if you grab a seat on the patio.

On their first night 15 years ago, IL Vicolo seated 350 guests for dinner and hasn't looked back. The restaurant serves up family recipes with a Neapolitan influence at 118 N. Oak Park Avenue. At il Vicolo (which means "the alley" in Italian), you arrive as a customer, leave as a friend and are treated as family.

Be sure to support the businesses of the Hemingway District as we prepare to Renew the Avenue in 2025!

#hemingwaydistrict, #vietoakpark, #renewtheavenue



👍👍 27

1 comment 3 shares

Hemingway District Oak Park is with Village of Oak Park, Illinois and 5 others. ...  
 November 5, 2024 · 🌐

SELLERIA VENETA | Moses Valdez

Meet @selleriaveneta! 🍷🍷

Moses Valdez loves Oak Park and the Hemingway District—and meeting people. The co-owner of Selleria Veneta, a boutique dedicated to Italian handmade clothing, handbags and jewelry, grew up in Oak Park as one of eight kids. With his business partner Cecilia Romanucci, Moses curates moderately priced fashion made by hand with the environment in mind. In addition to Selleria Veneta (139 N. Oak Park Avenue), Moses brings his energy to the recently invigorated Hemingway District Association as president of the organization. Where Selleria Veneta showcases the spirit of Italian fashion, Moses encapsulates the spirit of Oak Park.

Be sure to support the businesses of the Hemingway District as we prepare to Renew the Avenue in 2025!

#hemingwaydistrict, #vietoakpark, #renewtheavenue



👍👍 30

6 comments

# Examples: Made for You, Mundelein

**Village of Mundelein**  
Published by John Harris · January 18

Holy cannoli! For Tony Volpentesta, making cannoli connects him to his grandma Anita. She taught him how to make the Italian treat, which he turned into *tony cannoli*, a downtown Mundelein dessert shop at 460 N. Lake Street. The Mundelein native makes his cannoli with love, slightly sweetened ricotta and a thin, crispy two-bite shell. Seven varieties are available all the time, including pistachio, chocolate orange and hazelnut. Try the cannoli shakes too, and for something extra special, order the lemon cake, made with Tony's homemade lemon curd.

Get your business involved today by sending an email to [info@mundelein.org](mailto:info@mundelein.org)  
#MadeInMundelein

**Made for You, Mundelein** Love Local. Eat Local.

13,922 People reached | 1,646 Engagements | - Distribution score

345 | 35 comments | 47 shares

Like | Comment | Share

Comment as Village of Mundelein

**Peter DeCaluwe**  
Tony is a fine young man and a great restaurant owner and operator. Great for the town and the neighborhood even more. 🍷👍👏

**Village of Mundelein**  
Published by John Harris · December 19, 2022 at 9:50 AM

Omar Kardoush bought Jim's Liquors, a Mundelein institution, about ten years ago. "I still get called 'Jim' a lot," he says with a laugh. Today, he also owns Oak Trail Tap House, one door over from the liquor store, to showcase his love of craft beer, small batch whiskey and modern Mediterranean food.

Cousin-in-law Carl Backs, who serves as general manager, says Oak Trail Tap House attracts a wide range of customers, from families looking for a comfortable spot (and a great sm... See more

**Made for You, Mundelein** Love Local. Explore Local.

25,858 People reached | 3,844 Engagements | ↑ +6.5x higher Distribution score

357 | 41 comments | 73 shares

Like | Comment | Share

Comment as Village of Mundelein

**Janine Walsh**  
lol I was thinking the same thing!  
Like Reply Hide 4w

**Katie Boyd**  
The food is far and above the best and most consistent in mundelein. The cocktails are craft quality that you don't often find in the suburbs and worth every single penny. They really knocked it out of the park with this place.  
Like Reply Hide 4w

**Village of Mundelein**  
Published by John Harris · December 15, 2022

Chef Claude Bouteille, a Mundelein resident, wanted to bring a little bit of France to Lake County. Thirteen years ago, he opened Taste of Paris, 161 Seymour, to make the food he loves approachable for breakfast, lunch and dinner. Explore the pastry case, filled with delicious croissants, delicate crème brulee and the delightful, traditional Mille Feuille (puff pastry filled with vanilla custard). Menu favorites include quiche Lorraine, steak frites and beef bourguignon. Know... See more

**Made for You, Mundelein** Love Local. Eat Local.

5,514 People reached | 698 Engagements | ↑ +1.3x higher Distribution score

258 | 21 comments | 13 shares

Like | Comment | Share

Comment as Village of Mundelein

**Cheryl Rudy Bradford**  
Oh, how I wish you would deliver a mile away! I've been dreaming about eating your food since you opened! 🍷👍👏  
Like Reply Hide 4w

# **Selected Media Package**

## Low Budget Media Plan (Proposed)

Social Media Ads/Boosts	\$2,400
Google Ads	\$2,500
Paid Advertising <i>(WBBM Noon Business Hour + Heartland Real Estate Business)</i>	\$8,500
Media Appearances <i>(Fox32 Good Day Chicago + WGN TV Daytime Chicago)</i>	\$11,000
<hr/>	
<b>Total</b>	<b>\$24,400</b>



# **Brand Identity Guidelines**

# Table of Contents

- 3. **Brand Messaging**
- 6. **Logo**
- 12. **Color**
- 13. **Logo Usage**
- 18. **Typography**

## Key Messages

**Education unmatched.** People move to Northbrook because of the schools and the opportunities the schools create for students.

**Welcoming to all.** Northbrook celebrates diversity in all forms.

**Community-driven.** People get involved in Northbrook life to help make the community better.

**Green living.** With plenty of parks and preserves and a focus on sustainability, Northbrook offers a safe, green living experience.

**Convenient location.** With a Metra train, easy access to two interstates and close proximity to downtown Chicago and O'Hare International Airport, Northbrook boasts an outstanding location.

**Outstanding services.** From village government to the library, Northbrook offers top flight services that make life better.

## Brand Positioning Statement

For those looking for a community that is welcoming, friendly and increasingly diverse, the Village of Northbrook offers a safe, peaceful and sustainable experience in a great location not far from the city and O'Hare International Airport.

With one of the area's best school systems and excellent village services, a top-rated library and ample outdoor opportunities, Northbrook is a special place that appeals to, and welcomes, young and old alike.

**Brand Tone**

**Friendly**

**Accommodating**

**Welcoming**

**Confident**

**Accepting**

**Professional**

Brand tone includes key attributes to achieve when drafting outward-facing communications.

**Logo**

Primary logo



**Logo**

Horizontal logo



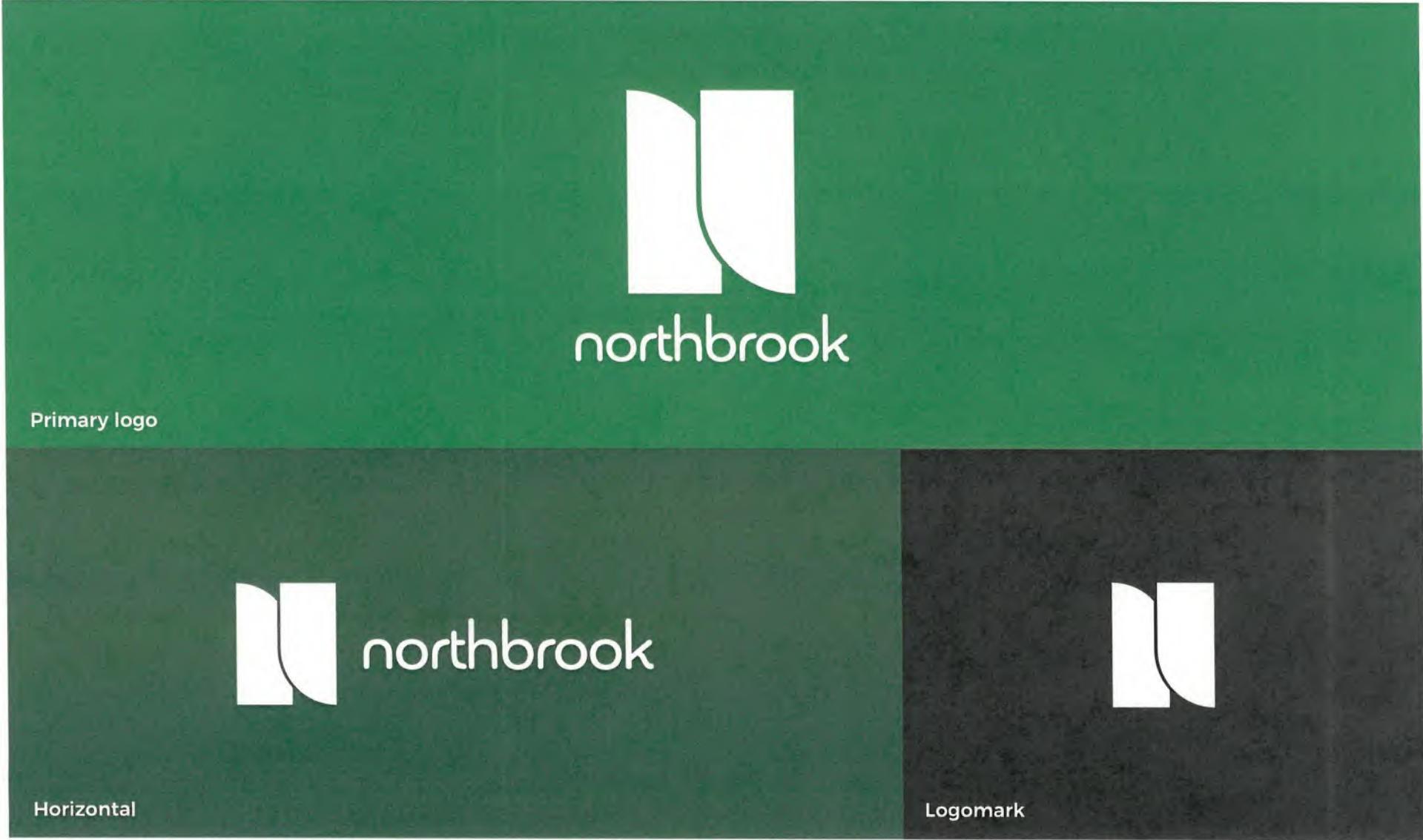
**Logo**

Logomark



**Logo**

White logos

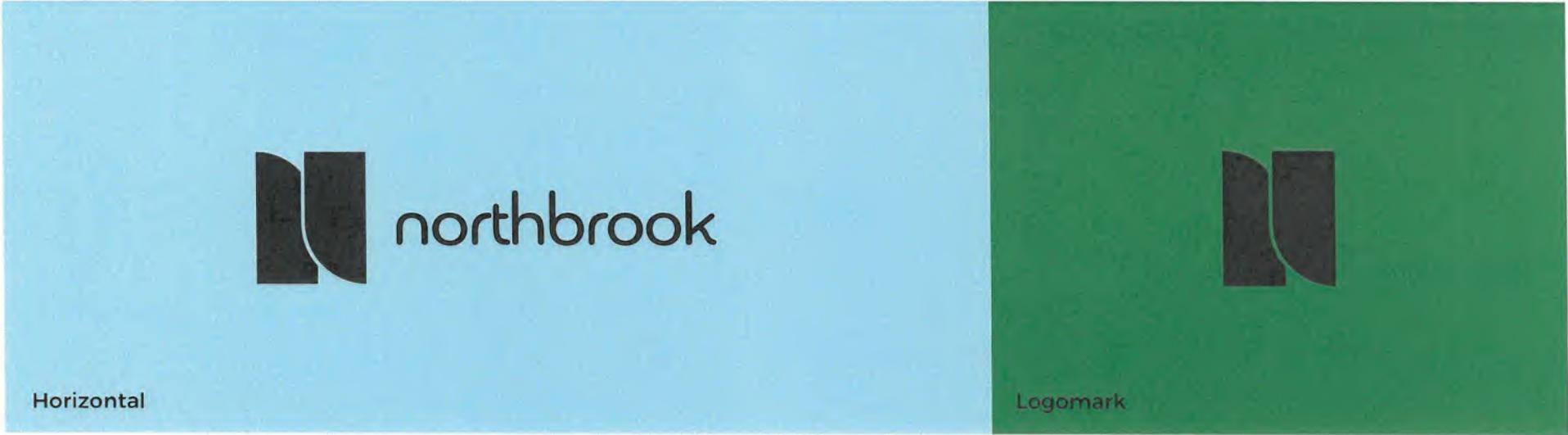


**Logo**

Black logos



Primary logo



Horizontal

Logomark

## Tagline

### Tagline usage

**True North** is the tagline to use when communicating to current residents and businesses. This tagline's objective is to help amplify pride in Northbrook and help build community. The tagline does not need to be used in all communications, just when it seems appropriate. For example, it would not be appropriate to include "True North" on an emergency social media post or email communication, but it would be appropriate to include in an invitation to an event targeted to residents.

**Thrive Here** is our economic development tagline to be used with external audiences that Northbrook would like to attract. This could be residents or businesses.

# True North

# Thrive Here

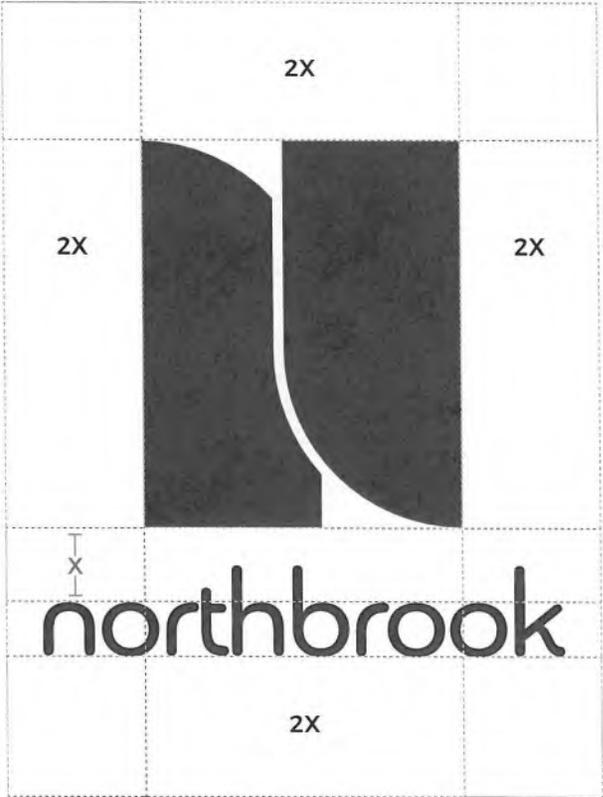
## Color

### Primary color palette

<p><b>Primary Green</b></p> <p>cmyk 85 10 100 10 rgb 0 148 68 hex #009444</p>	<p><b>Dark Green</b></p> <p>cmyk 90 30 95 30 rgb 0 104 56 hex #006838</p>	<p><b>Darkest Green</b></p> <p>cmyk 19 54 65 54 rgb 2 59 57 hex #023b39</p>
<p><b>Light green</b></p> <p>cmyk 61 0 76 0 rgb 105 191 111 hex #69bf6f</p>	<p><b>Warm Red</b></p> <p>cmyk 16 88 100 5 rgb 199 66 39 hex #c64327</p>	<p><b>Black</b></p> <p>cmyk 0 0 0 100 rgb 0 0 0 hex #000000</p>
<p><b>Light Teal</b></p> <p>cmyk 19 0 4 0 rgb 203 234 241 hex #cbeaf1</p>	<p><b>Cream</b></p> <p>cmyk 5 4 12 0 rgb 240 237 222 hex #f0edde</p>	<p><b>White</b></p> <p>cmyk 0 0 0 0 rgb 255 255 255 hex #ffffff</p>

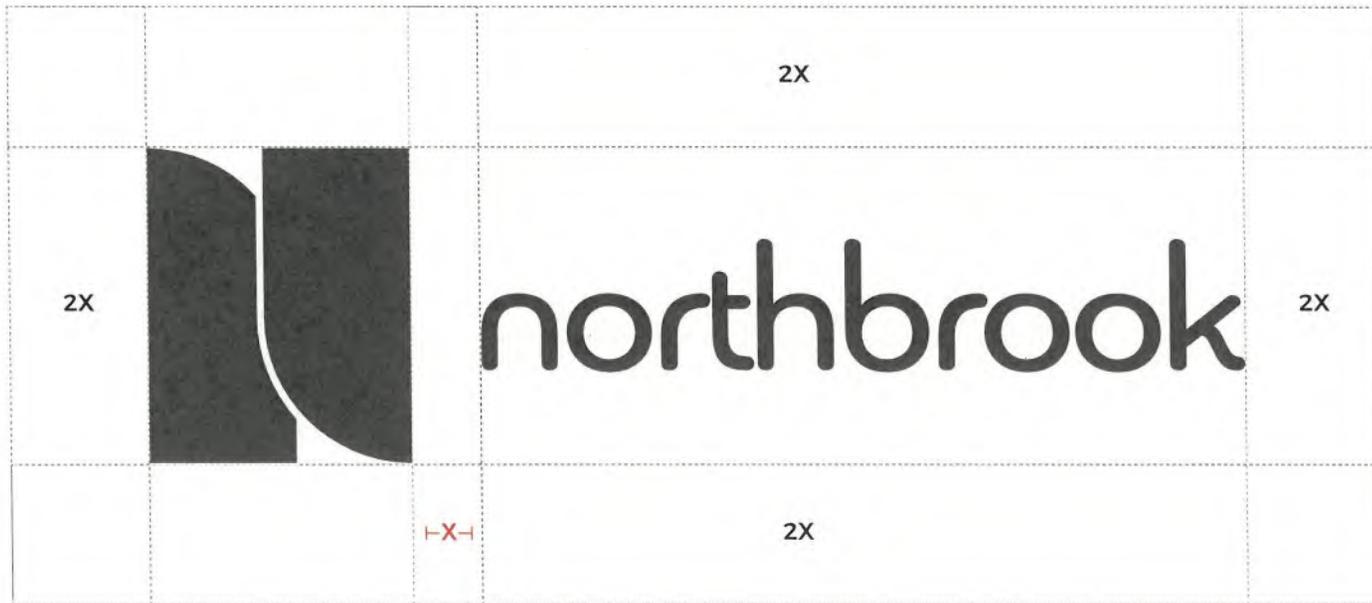
**Logo Usage**

Primary logo lockup and clear space



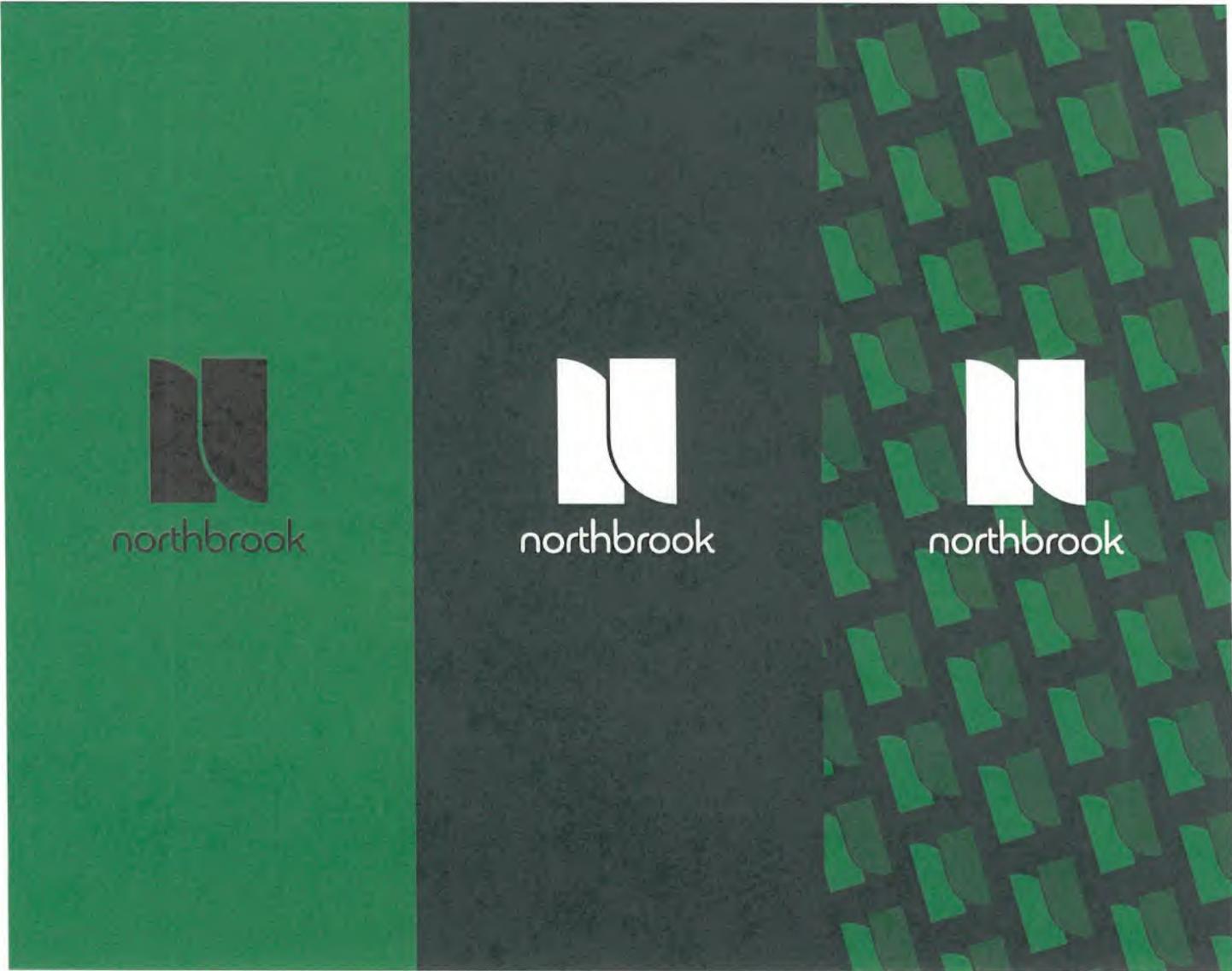
## Logo Usage

Horizontal logo lockup and clear space



**Logo Usage**

Correct usage



## Logo Usage

### Incorrect usage



Do not adjust size relation of logomark to logotype.

Do not outline the logo.

Do not use on colors present in logo

Do not use logo in or on unapproved colors.



Avoid using white on lighter tone brand colors.

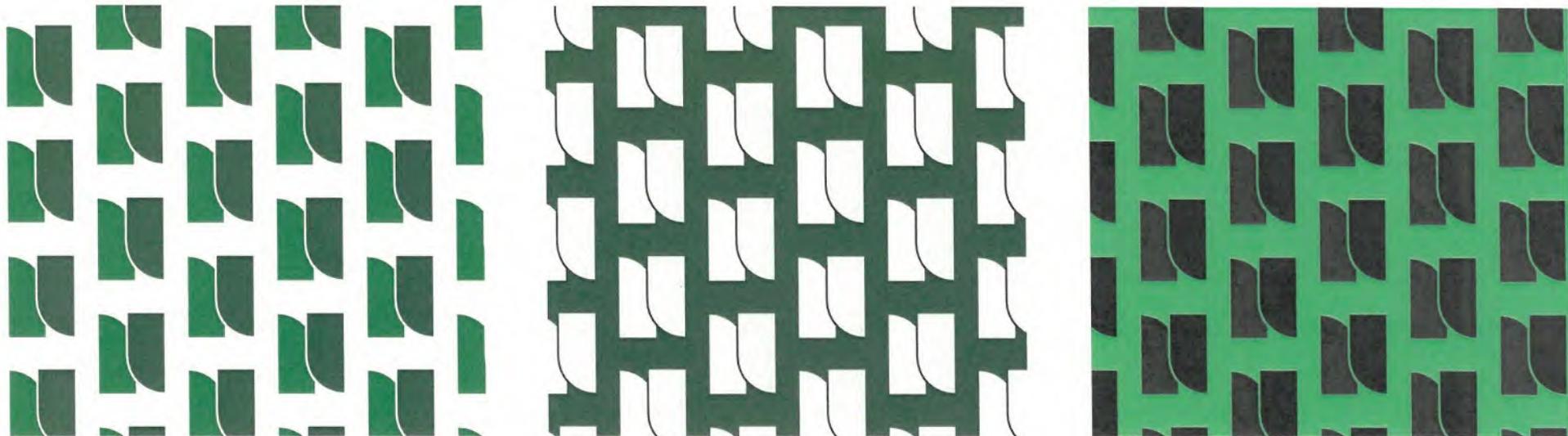
Avoid using black on darker tone brand colors.

Do not change the font in the logotype.

Do not use distort the logo.

**Logo Usage**

**Pattern**



Patterns can be used vertically and at a 45 degree angle, but not rotated fully horizontal. Transparency can be changed to make more subtle.

# Montserrat

[https://fonts.google.com/  
specimen/Montserrat](https://fonts.google.com/specimen/Montserrat)

**AaBbCcDdEeFfGg  
HhIiJjKkLlMmNn  
OoPpQqRrSsTt  
UuVvWwXxYyZz**

---

**0 1 2 3 4 5 6 7 8 9 ! @ # \$ % ^ & \* ?**

---

**Light Regular Medium Semibold Bold**

## Typography

Internal copy

# Arial

Default installed on all Windows devices. To be used for internal body copy & other communications.

**AaBbCcDdEeFfGg  
HhIiJjKkLlMmNn  
OoPpQqRrSsTt  
UuVvWwXxYyZz**

---

**0123456789!@#\$%^&\*?**

---

**Regular Bold**

## Typography

### Hierarchy

#### Headlines:

Montserrat Bold

#### Subheads/Captions:

Montserrat Semi Bold

#### Body:

Montserrat Regular

# Bis etreitur, tectur?

Lenestibus eossi as nam rem  
laboraturepe susapel lorionest et.

At oditis voluptatur? Consecture nonet laccus.  
Omnis et et endae accatempe volut adipsaepel  
moluptaquunt es assum eaquam voluptatur audae  
nat ipsam simoluptam ani dolor ariaepuditam  
laccumquia doloreperum facesti dipis cusae dellorro  
molorro rpore, is et que pa sum volupta tiatur  
repersperum nobitiur re, tem non et volor sum,  
sunt aut exceprem latemol lectur sunt, quas et.

# Usage Example



Letterhead

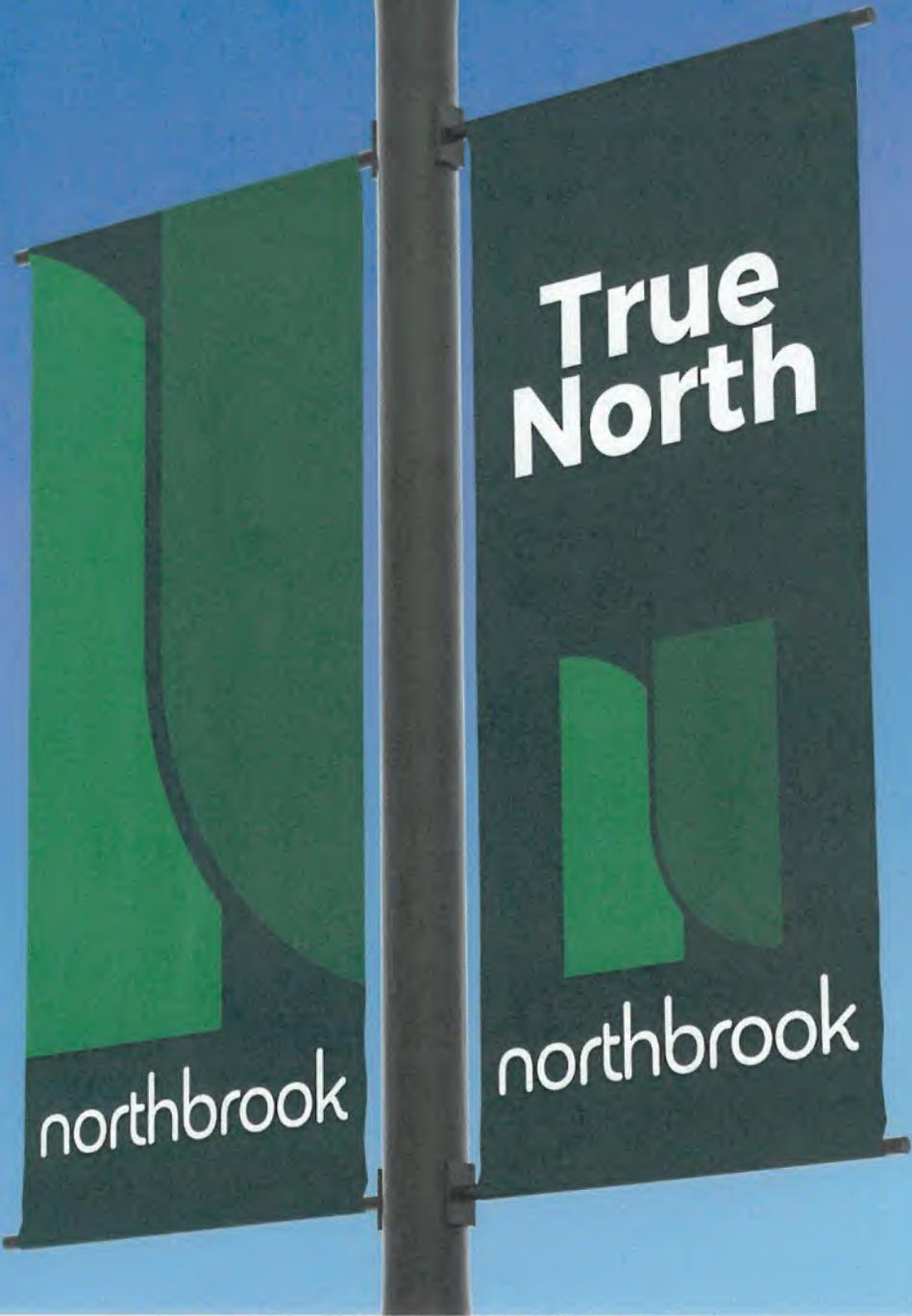


Business card



--- Body copy font size (arial 10pt)

Usage Example



## Contact

For questions about the Village of Northbrook  
Brand Identity Guidelines, please contact:

**Madeline Farrell**

Deputy Village Manager

[madeline.farrell@northbrook.il.us](mailto:madeline.farrell@northbrook.il.us)



# **Brand Identity Guidelines**

# Table of Contents

- 3. **Brand Messaging**
- 6. **Logo**
- 12. **Color**
- 13. **Logo Usage**
- 18. **Typography**

**Education unmatched.** People move to Northbrook because of the schools and the opportunities the schools create for students.

**Welcoming to all.** Northbrook celebrates diversity in all forms.

**Community-driven.** People get involved in Northbrook life to help make the community better.

**Green living.** With plenty of parks and preserves and a focus on sustainability, Northbrook offers a safe, green living experience.

**Convenient location.** With a Metra train, easy access to two interstates and close proximity to downtown Chicago and O'Hare International Airport, Northbrook boasts an outstanding location.

**Outstanding services.** From village government to the library, Northbrook offers top flight services that make life better.

## Brand Positioning Statement

For those looking for a community that is welcoming, friendly and increasingly diverse, the Village of Northbrook offers a safe, peaceful and sustainable experience in a great location not far from the city and O'Hare International Airport.

With one of the area's best school systems and excellent village services, a top-rated library and ample outdoor opportunities, Northbrook is a special place that appeals to, and welcomes, young and old alike.

## Brand Tone

**Friendly**

**Accommodating**

**Welcoming**

**Confident**

**Accepting**

**Professional**

Brand tone includes key attributes to achieve when drafting outward-facing communications.

## Logo

Primary logo



**Logo**

Horizontal logo



**Logo**

Logomark

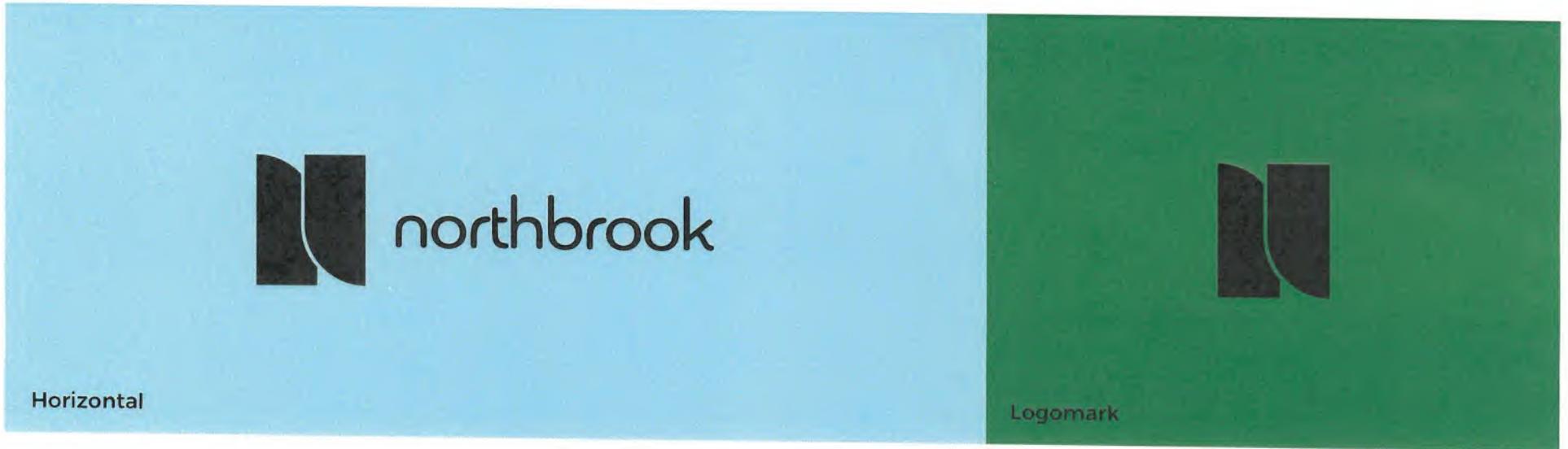


**Logo**

Black logos



Primary logo



## Logo

### White logos



Primary logo



Horizontal



Logomark



# Memorandum

**To:** Scott Skrycki, Assistant Village Administrator  
**From:** Samuel Hughes, Assistant to the Village Administrator  
**Date:** 05/13/2025  
**Re:** Bartlett Area Chamber of Commerce Road Closure Request

---

The Bartlett Area Chamber of Commerce is requesting a permit to allow for the closure of W. Bartlett Ave. from Oak Ave. to Tatge Ave., along with a small portion of S. Eastern Ave. south of Oneida, between the hours of 8:00a.m. and 5:00p.m. on Sunday, June 29<sup>th</sup> (June 30<sup>th</sup> rain date) for a car show event downtown. The event hours will be limited to 9:00a.m. to 4:00p.m.

Attached, you will find a map of the road closure as well as the lot to the north which will be used for additional parking of car show participants. This request can be passed pending appropriate insurance is submitted and is reviewed/approved by the village attorney.

## Motion

I move to approve the road closure request for the Bartlett Area Chamber of Commerce car show event, for Sunday, June 29, 2025 from 8:00 a.m. to 5:00 p.m. on W. Bartlett Ave. from Oak Ave. to Tatge Ave. and a portion of S. Eastern Ave. south of Oneida with June 30, 2025 as a rain date.



Created by Bartlett GIS,  
May 2025

# Car Show Event

Sunday, June 29th, 2025



0 45 90 US Feet



# Agenda Item Executive Summary

**AGENDA ITEM:** Fourth of July Fireworks Display Request **BOARD OR COMMITTEE:** Board

## BUDGET IMPACT

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

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

## EXECUTIVE SUMMARY

The Bartlett Fourth of July Committee is planning a fireworks display as part of the Fourth of July Festival on Friday, July 4th, 2025.

The contractor, Melrose Pyrotechnic Inc. has received the appropriate permit from the Bartlett Fire Protection District for the fireworks, which is attached for your review. The BFPD also verified that the pyrotechnic license is active. Also attached for your review is Melrose Pyrotechnics' certificate of insurance which has been approved by the Village Attorney, the appropriate state pyrotechnic distributor and operator license and a map which shows where the fireworks are to be lit off from.

## ATTACHMENTS (PLEASE LIST)

Memo, Bartlett Fire Protection District Fireworks Display Permit, Certificate of Liability Insurance, Distributor License, Federal Permit, Site Map, Shell Summary

### RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Enhance Community Events

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 fireworks display of the Bartlett Fourth of July Committee for the 2025 festival, being held on July 4<sup>th</sup>, 2025 and July 5<sup>th</sup>, 2025 in case of rain.

Reagan Koehler,

Staff: Communications & Events Coordinator

Date: May 12, 2025

# Memorandum

**To:** Scott Skrycki, Assistant Village Administrator  
**From:** Reagan Koehler, Communications & Events Coordinator  
**Date:** 5/12/2025  
**Re:** Bartlett Fourth of July Fireworks

---

The Bartlett Fourth of July Committee is planning a fireworks display as part of the Fourth of July Festival on Friday, July 4th.

The contractor, Melrose Pyrotechnic Inc. has received the appropriate permit from the Bartlett Fire Protection District for the fireworks, which is attached for your review. Also attached for your review is Melrose Pyrotechnics' certificate of insurance which has been approved by the Village Attorney, the appropriate state pyrotechnic distributor and operator license and a map which shows where the fireworks are to be lit off from.

## **Motion**

I move to approve the fireworks display of the Bartlett Fourth of July Committee for the 2025 festival, being held on July 4<sup>th</sup>, 2025 and July 5<sup>th</sup>, 2025 in case of rain.

OFFICIAL PERMIT COPY



Bartlett Fire Protection District  
Fire Prevention Bureau  
234 N. Oak Avenue  
Bartlett, IL 60103  
(630)837-3701 Fax (630)837-4052

Fire Prevention Permit #: 25-038

Date Issued: March 14, 2025

Expires: July 5, 2025— 11:59 p.m.  
(Display planned for July 4 at 9:15pm. Rain date is July 5.)

Installation of: Fire Alarm System [ ] Sprinkler System [ ] Ansul System [ ]  
Above Ground Tank [ ] Other [ ]

Activity: [ X ] Fireworks Display [ ] Bon Fire [ ] Controlled Burn [ ] Other: \_\_\_\_\_

Owner: Bartlett Park District Grounds  
Address: 700 S. Bartlett Road  
City: Bartlett, IL 60103

Applicant: Mital Patel - Pyrotecnico Fireworks Inc. - License #IL07-OPF-00036  
Address: 299 Wilson Road  
City: New Castle, PA 16101

Lead Operator: Russell Vankuiken  
Assistants: TBD

**PLEASE HAVE A COPY OF THIS PERMIT AVAILABLE ON SITE AT ALL TIMES**

The applicant hereby certifies to the correctness of all submitted information and agrees to perform the above activity in strict compliance of the Illinois Pyrotechnic Use Act, Bartlett Fire Protection District Fire Prevention Code, NFPA Standards and Local Ordinances.

It is necessary to call for all inspections, including final inspection. Call the Fire Prevention Bureau at (630)837-3701. Inspections must be arranged by the applicant with the Fire Prevention Bureau 48 hours prior to the day the inspection is desired. When scheduling inspections, refer to the lot number if available, the address and the business name.

Proof of a current operators license issued by the Office of the Illinois State Fire Marshal has been provided along with Proof of Insurance, notification of Registered Assistants and a site plan. On site storage of fireworks shall be secured and supervised following ATF requirements and other applicable codes and standards. All fireworks must be fired electronically. No heat/open flame permitted. Ensure the set-back area is maintained throughout the duration of the display and until the all-clear is given upon completion of the show.

Approved By:

Michael Heimbecker  
Fire Marshal

**Applicant Copy**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/9/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Acrisure Great Lakes Partners Insurance Services 223 West Grand River Ave #1 Howell MI 48843		<b>CONTACT NAME:</b> PHONE (A/C No. Ext): 216-658-7100 FAX (A/C No.): 216-658-7101 E-MAIL ADDRESS: Info@brittongallagher.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> Everest Denali Insurance Company	NAIC # 16044
		<b>INSURER B:</b> Arch Specialty Insurance Company	21189
		<b>INSURER C:</b> Pennsylvania Insurance Company	21962
		<b>INSURER D:</b> James River Insurance Company	12203
		<b>INSURER E:</b> AXIS Surplus Insurance Company	26620
		<b>INSURER F:</b>	

**COVERAGES** **CERTIFICATE NUMBER: 1084126421** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	INSURER	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
D	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	Y	P000003353	11/14/2024	10/14/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC						\$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	Y	Y	GCD0010016-241	11/14/2024	10/14/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$	Y	Y	UXP1035252-05	11/14/2024	10/14/2025	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in WI) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	82-872096-04-38(5 STATES)	10/14/2024	10/14/2025	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
E	Excess Liability #2	Y	Y	P-001-001451057-01	11/14/2024	10/14/2025	Each Occ/ Aggregate \$5,000,000 Total Limits \$10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.  
Fireworks Display Date: July 4, 2025  
Location: Apple Orchard Community Park, 700 S Bartlett Road, Bartlett, IL 60103  
Additional Insured: Bartlett 4th of July Committee; Bartlett Park District; Village of Bartlett, IL; The Bartlett Fire Protection District

<b>CERTIFICATE HOLDER</b>  Bartlett 4th of July Committee %Brent Kizer 981 Doral Drive Bartlett IL 60103	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
-------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------



**STATE OF ILLINOIS  
OFFICE OF THE STATE FIRE MARSHAL  
DIVISION OF FIRE PREVENTION**

1035 Stevenson Drive • Springfield, IL 62703-4259



***Pyrotechnic Distributor License***

**PYROTECNICO FIREWORKS INC  
299 WILSON ROAD  
NEW CASTLE, PA 16101**

**IL07-OPF-00036**

**License #**

A handwritten signature in black ink, appearing to read "Matt Perez".

**Matt Perez  
STATE FIRE MARSHAL**

**06/15/2025**

**EXPIRATION DATE**

**OPF**

**CLASSIFICATION**

**This license may be revoked by  
the Office of the State Fire Marshal  
for failure to comply with the lawful  
rules regulating this program.**



Illinois Office of the State Fire Marshal  
Division of Fire Prevention

**THIS IS TO CERTIFY THAT  
RUSSELL VANKUIKEN**  
**Pyrotechnic Operator License**

Has completed all the requirements under the  
Pyrotechnic Distributor and Operator Act 225  
ILCS 227 and is employed by

**PYROTECNICO FIREWORKS INC**  
d/b/a:

**License #**

**IL22-O-00036-01761**

**Expires: 04/15/2025**

A handwritten signature in black ink, appearing to read "Matt Perez". The signature is written over a horizontal line.

**Matt Perez**

**STATE FIRE MARSHAL**



This request is hereby submitted to obtain your approval for Pyrotecnico to conduct a display via the below details. This display shall be conducted within all federal, state, and local regulations/requirements.

Sponsor of Event: Bartlett 4th of July Committee

Date of Display: 7/4/25 Rain Date of Display: \_\_\_\_\_

Display Start Time: 9:15pm Display Duration: 23 Minutes

Physical Location of Firing: 700 S. Bartlett Rd. Bartlett, IL

Lead Fireworks Technician Name: Russ VanKuiken

Lead Fireworks Technician Cell Phone Number: (708)209-0808

Pyrotecnico Personnel Completing/Submitting This Request: Mital Patel

Contact Phone: (219) 393-5522 Contact Email: mpatel@pyrotecnico.com

Permission is hereby granted to Pyrotecnico to conduct this display in accordance with the above.

Approved By (Name): \_\_\_\_\_ Date: \_\_\_\_\_

Organization/Entity: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_



DEPARTMENT OF JUSTICE

Bureau of Alcohol, Tobacco,  
Firearms and Explosives

---

*Martinsburg, WV 25405*

August 19, 2024

PYROTECNICO FIREWORKS INC  
PYROTECNICO  
PO BOX 149  
NEW CASTLE, PA 16103-0149

901090: MH/SJI  
5400  
File Number: 8-PA-12122

Premises Address: 299 WILSON RD NEW CASTLE, PA 16101

Dear Sir/Madam:

This letter acknowledges receipt of your timely application to renew your Federal explosives license/permit.

The Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) is not able to process your application prior to the expiration date of your license/permit. However, Federal law allows you to continue operations under your current license/permit until such time as ATF completes processing your application. See 5 U.S.C. § 558. This letter, or as explained below, a follow-up letter, will serve as your license/permit until we complete action on your renewal. It is referred to as a Letter of Authorization (LOA).

Since we have not completed processing your application, you may supply a copy of this letter to other licensees/permittees, e.g., your distributors, for the next six months (or until we complete action on your renewal, if that occurs in less than six months) as evidence of your licensed/permitted status. If we have not completed processing your application for renewal within six months of the date of this letter, we will send you another letter, which will also be valid for six months (or until we complete action on your renewal, if that occurs in less than six months). This is of course contingent upon your remaining entitled to continue operations under your current license/permit.

Please direct questions or concerns regarding this letter to Joie Inman at 304-616-4442.

Sincerely,

Chief, Federal Explosives Licensing Center

ATF web address: [www.atf.gov](http://www.atf.gov)

Show Name: Bartlett 4<sup>th</sup> of July  
Location: 700 S. Bartlett Rd. Bartlett, IL  
Date Created: 12/3/19

Fall-Out Radius: 560'  
Distance To Audience: 1,500'



Launch Location: 

Setup area Dimensions: 50'x125'  
Rack Banks run east/west



**Bartlett 4th of July Committee**

250704 Bartlett 4th of July Committee

---

# **SHELL / FINALE COUNT TOTALS**

**Show Date 07/04/2025 / Display Duration: 23-23 minutes**

*Sales Order SO-C52614 / Work Order WO-13468*

<b>Group</b>	<b>Qty</b>
<b>CAKE STR FB</b>	<b>6</b>
<b>FINALE 3IN X 10</b>	<b>30</b>
<b>FINALE 5IN X 5</b>	<b>4</b>
<b>IGNITERS</b>	<b>526</b>
<b>SHELL 2.5IN X 5 TD</b>	<b>12</b>
<b>SHELL 3IN</b>	<b>44</b>
<b>SHELL 3IN X 5 TD</b>	<b>44</b>
<b>SHELL 4IN</b>	<b>90</b>
<b>SHELL 4IN X 3</b>	<b>10</b>
<b>SHELL 4IN X 6 TD</b>	<b>28</b>
<b>SHELL 5IN</b>	<b>92</b>
<b>SHELL 6IN</b>	<b>120</b>
<b>SHELL 8IN</b>	<b>15</b>



# Agenda Item Executive Summary

**AGENDA ITEM:** Liquor Commissioner Appointment **BOARD OR COMMITTEE:** Board

<b>BUDGET IMPACT</b>			
<b>Amount</b>	<b>\$</b>	<b>Budgeted</b>	<b>\$</b>
<b>Fund:</b>	<b>Corresponding Activity Measure:</b>		
<b>EXECUTIVE SUMMARY</b>			
<p>Under the Liquor Control Act, if a Village President in a municipality under 55,000 residents has an interest in the manufacture or sale of alcoholic liquor, the Village Board must appoint a separate liquor control commissioner. The appointment must be made by the Village Board. Village Prosecutor Bob Krupp will continue to handle prosecution of liquor license violations.</p>			
<b>ATTACHMENTS (PLEASE LIST)</b>			
Staff memo dated May 14, 2025			
<b>RELATIONSHIP TO STRATEGIC PLAN GOAL</b>			
Strategic Plan Goal: N/A			
<hr/>			
Short Term (1-3 Years):    Routine <input type="checkbox"/> Complex <input type="checkbox"/>			
Long Term (3-5 Years):    Routine <input type="checkbox"/> Complex <input type="checkbox"/>			
<b>ACTION REQUESTED</b>			
<input checked="" type="checkbox"/> For Discussion Only			
<input type="checkbox"/> Resolution			
<input type="checkbox"/> Ordinance			
<input type="checkbox"/> Motion			
<b>MOTION:</b>			
Staff:	<u>Paula Schumacher</u> <u>Village Administrator</u>		Date: <u>05/14/2025</u>

# Memorandum

**To:** Bartlett Village Board  
**From:** Paula Schumacher, Village Administrator  
**Date:** 05/14/2025  
**Re:** Liquor Commissioner Appointment

---

Under the Liquor Control Act, where the Village President of a Village with a population of less than 55,000 residents has an interest in the manufacture or sale of alcoholic liquor, the Village Board of Trustees must appoint a different person to serve as the liquor control commissioner. While President Gunsteen does not have any interest in the manufacture or sale of alcoholic liquor, President Gunsteen has decided that a different person should be appointed as the local liquor control commissioner to avoid any appearance of a conflict of interest.

The Liquor Control Act requires that the person appointed as the local liquor control commissioner must be (1) a licensed Illinois attorney; (2) not represent any liquor license applicants or holders within the Village or any adjacent jurisdiction; (3) not have an interest in the sale or manufacture of alcohol; and (4) not be appointed to a term that exceeds the term of the Village President or members of the Board.

The appointment of the local liquor control commissioner is made by the Village Board. Staff is seeking input from the Board of Trustees on the appointment. Village Attorney Kurt Asprooth and adjudicator Francis Bongiovanni both meet the qualifications to serve as the local liquor control commissioner under State Law. However, anyone meeting the requirements stated above can be appointed by the Board. Village Prosecutor Bob Krupp will continue to handle the prosecution of any liquor license violations.



# Agenda Item Executive Summary

**AGENDA ITEM:** A Resolution approving a contract for services between Village of Bartlett and New Tradition Funeral Services, LLC

**BOARD OR COMMITTEE:** Board

## BUDGET IMPACT

Amount	N/A	Budgeted	\$ 4,000.00
Fund: Equitable Sharing	Corresponding Activity Measure: Removal and transport of deceased individuals to the Cook County Medical Examiner's Office		

## EXECUTIVE SUMMARY

The Police Department is requesting approval of an Independent Contractor Agreement between the Village and New Tradition Funeral Services, LLC that would establish terms of service regarding the removal and transportation of deceased individuals to the Cook County Medical Examiner's Office.

## ATTACHMENTS (PLEASE LIST)

Memorandum 25-64  
Resolution  
Exhibit A - Independent Contractor Agreement

### 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 2025-\_\_\_\_\_, a resolution approving an Independent Contractor Agreement between the Village of Bartlett and New Tradition Funeral Services, LLC.

Staff: Rob Sweeney, Deputy Chief of Operations

Date: May 20, 2025

**POLICE DEPARTMENT MEMORANDUM**  
**25-64**

**DATE:** May 20, 2025

**TO:** Paula Schumacher, Village Administrator

**FROM:** Rob Sweeney, Deputy Chief of Operations

**RE:** Independent Contractor Agreement with New Tradition Funeral Services, LLC.

It is the police department's responsibility to ensure that, at the request of the Cook County Medical Examiner's Office, bodies of deceased individuals are transported to their facility located in Chicago, Illinois. Currently, our procedure has been to contact Countryside Funeral Home, and they would arrange transport to the facility in Chicago. Since 2022, Countryside Funeral Home has contacted a third party to complete the transport, Compassion Funeral Home located in McHenry, IL. We have no agreement with Countryside or Compassion, and we are invoiced on a per service basis. Compassion charges a standard fee of \$355.00 per body and \$3.00 per mile, with additional charges based on the complexity of the removal. We have received some negative feedback from our officers regarding the amount of time it takes Compassion to respond to Bartlett.

Locally, Hanover Park Police Department and the DuPage County Coroner's Office utilize New Tradition Funeral Services, LLC. located in W. Chicago, IL to conduct their transport of deceased individuals to the Cook County Medical Examiner's Office. Both agencies have been happy with New Tradition's professionalism and response times. New Tradition charges a flat fee of \$400.00 per body and does not have a milage fee. They also have additional charges based on the complexity of the removal. If approved, our agreement with New Traditions Funeral Services, LLC. would be renewed annually.

The DuPage County Coroner's Office conducts their own transport of deceased individuals to their facility in Wheaton, IL, so this transport service is only required for incidents occurring in Cook County.

**MOTION:** I move to approve Resolution 2025-\_\_\_\_\_, a resolution approving an Independent Contractor Agreement between the Village of Bartlett and New Tradition Funeral Services, LLC.

RESOLUTION 2025 - \_\_\_\_\_

**A RESOLUTION APPROVING AN INDEPENDENT CONTRACTOR AGREEMENT  
BETWEEN THE VILLAGE OF BARTLETT AND NEW TRADITION FUNERAL  
SERVICES, 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 New Tradition Funeral Services, LLC Independent Contractor Agreement between the Village of Bartlett and New Tradition Funeral Services, LLC (the "Agreement"), a copy of which is appended hereto as Exhibit A and expressly incorporated herein by this reference, is hereby approved.

**SECTION TWO: AUTHORIZATION.** The Village President is hereby authorized and directed to sign the Agreement on behalf of the Village of Bartlett.

**SECTION THREE: SEVERABILITY.** The various provisions of this Resolution are to be considered as severable, and 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 FOUR: REPEAL OF PRIOR RESOLUTIONS.** All prior Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

\_\_\_\_\_  
Daniel H. Gunsteen, 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 2025 - \_\_\_\_\_ enacted on May 20, 2025, and approved on May 20, 2025, as the same appears from the official records of the Village of Bartlett.

\_\_\_\_\_  
Lorna Giles, Village Clerk

**EXHIBIT A**

*New Tradition Funeral Services, LLC Independent Contractor Agreement*

## INDEPENDENT CONTRACTOR AGREEMENT

This AGREEMENT ("Agreement") is effective as of the \_\_th day of May, 2025, and is entered into by and between the Village of Bartlett (hereinafter "Village") and New Tradition Funeral Services, LLC ("Contractor"). The Village and Contractor may be collectively referred to as "Parties," or individually as a "Party."

### RECITALS

WHEREAS, the Village desires that Contractor render certain services, which are more fully described herein; and

WHEREAS, the Contractor has demonstrated expertise in providing such services, has represented that it has the requisite knowledge, skill, experience and other resources necessary to **perform** such services and is desirous of providing such services for the Police Department.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants contained herein, the parties hereby agree as follows:

1. **Incorporation of Recitals:** The foregoing recitals are hereby incorporated into and made a part of this Agreement.
2. **Term:** This Agreement is for a term commencing on May \_\_, 2025 ("Effective Date"), and continuing through May 20, 2026 ("Term"), unless terminated sooner as provided herein.
3. **Scope of Services:** Contractor agrees to provide the services set forth in **Exhibit A** ("Services"), which is incorporated into this Agreement, in accordance with the terms and conditions of this Agreement. The Village may, from time to time, request changes in the scope of Services.
4. **Compensation and Payment:** Compensation for Services during the Term shall be based on the compensation as set forth in Exhibit A. Compensation shall be based on actual Services performed during the Term of this Agreement and the Village shall not be obligated to pay for any Services outside the scope of this Agreement. In the event of early termination of this Agreement, the Village shall only be obligated to pay the undisputed fees reasonably and actually incurred by Contractor up to the date of termination. Contractor will submit invoices seeking payment for Services actually and reasonably rendered hereunder, and the Village will pay undisputed amounts owed for Services actually and reasonably rendered by Contractor, pursuant to the Illinois Local Government Prompt Payment Act.
5. **Termination; Default.**
  - 5.1 Events of default include, but are not limited to, any of the following:
    - (i) Any material misrepresentation by Contractor in the inducement of this Agreement or the performance of Services; (ii) Breach of any agreement, representation or warranty made by Contractor in this Agreement; or (iii) Failure of Contractor to perform in accordance with or comply with the terms and conditions of this Agreement.
  - 5.2 In the event Contractor defaults under this Agreement, the Village may immediately terminate this Agreement.
  - 5.3 The Village may terminate this Agreement for convenience upon providing at least thirty (30) days prior written notice to the Contractor.

6. **Standards of Performance:** Contractor agrees to devote such time, attention, skill, and knowledge as is necessary to perform Services effectively and efficiently. Contractor acknowledges and accepts a relationship of trust and confidence with the Village and agrees to cooperate with the Village in performing Services to further the best interests of the Village.
7. **Assignment:** This Agreement shall be binding on the Parties and their respective successors and assigns, provided however, that neither Party may assign this Agreement, or any obligations imposed hereunder without the prior written consent of the other party.
8. **Confidentiality and Ownership of Documents.**
  - 8.1 **Confidential Information.** In the performance of Services, Contractor may receive or have access to certain Village information that is not generally known to others ("Confidential Information"). Contractor agrees not to use or disclose to any third party, except as required by law or pursuant to a court order, any Confidential Information or any records, reports or documents prepared or generated because of this Agreement without the prior written consent of the Village. Contractor shall not issue publicity news releases or grant press interviews during or after the performance of the Services, nor shall Contractor disseminate any information regarding Services without the prior written consent of the Village. The terms of Paragraph 8 shall survive the expiration or termination of this Agreement.
  - 8.2 **Ownership.** All records, reports, documents, and other materials prepared by Contractor in performing Services, as well as all records, reports, documents, and other materials containing Confidential Information prepared or generated because of this Agreement, shall always be and remain the property of the Village. All the foregoing items shall be delivered to the Village and upon demand (at any time and in any event) shall be promptly delivered to the Village upon expiration or termination of the Agreement.
  - 8.3 **Compliance with the Freedom of Information Act.** The Contractor may possess certain public records that may be subject to disclosure, in whole or in part, pursuant to records requests received by the Village pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1, et seq. ("FOIA"). The Contractor agrees to timely cooperate with the Village and by produce any records responsive to a FOIA request within Contractor's possession or custody to the Village, so the Village may comply with FOIA request within the time limits specified in FOIA. If additional time is necessary to compile records in response to a request, then Contractor must promptly so notify the Village and if possible, the Village will request an extension so as to comply with FOIA. In the event the Village is found to have not complied with FOIA due to Contractor's failure to produce documents or otherwise appropriately respond to a request under FOIA, then Contractor shall indemnify and hold the Village harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorneys' fees and penalties.
9. **Representations and Warranties of Contractor:** Contractor represents and warrants that the following shall be true and correct as of the effective date of this Agreement and shall continue to be true and correct during the Term of this Agreement.
  - 9.1 **Compliance with Laws.** Contractor is and shall remain in compliance with all applicable local, state and federal laws, ordinances, rules, orders, and regulations relating to this Agreement and the performance of Services hereunder, including the written policies and procedures of the Village. Further, Contractor is and shall remain in compliance with all County policies and rules, including, but not limited to, criminal background checks.

- 9.2 **Authorization.** Contractor represents that it has taken all action necessary for the approval and execution of this Agreement, and execution by the person signing on behalf of Contractor is duly authorized by Contractor and has been made with complete and full authority to commit Contractor to all terms and conditions of this Agreement which shall constitute valid, binding obligations of Contractor.
- 9.3 **Gratuities.** No payment, gratuity or offer of employment, except as permitted by the State Officials and Employees Ethics Act, was made by or to Contractor in relation to this Agreement or as an inducement for award of this Agreement.
10. **Independent Contractor:** The parties understand and agree that the relationship of Contractor to the Village is and shall continue to be that of an independent contractor and neither Contractor nor any of Contractor's agents shall be entitled to receive the benefits afforded to employees of the Village. As an independent contractor, Contractor agrees to be responsible for the payment of all taxes and withholdings specified by law, which may be due regarding compensation paid by the Village. Contractor agrees that Contractor shall not represent itself as an employee or agent of the Village. Contractor hereby represents that Contractor's valid taxpayer identification number as defined by the United States Internal Revenue Code (social security number or federal employer identification number) is 872512675. Nothing contained in this Agreement shall be deemed or construed to create the relationship of employment, partnership, joint venture, or any other fiduciary relationship between the Parties.
11. **Indemnification:** Contractor understands that working on behalf of the Village involves risks to him, including, but not limited to, injuries such as cuts and scrapes, and other dangers such as the risk of contracting contagious diseases, airborne pathogens, poisons, arsenic, and other hazardous chemicals. Contractor chooses to perform services on behalf of the Village willfully and of his own volition, completely mindful of the known dangers and risks he is assuming in connection with these activities. Contractor has medical insurance coverage and recognizes that it will be his responsibility for payment of medical expenses related to any injury, accident, illness, or disease from working at the facilities used or by or under the control of the Village. Contractor agrees to indemnify, hold harmless, and defend the Village, its elected or appointed officials, officers, employees, agents, and volunteers from and against any and all damages, injuries, liability, claims, losses, or expenses of any kind (including reasonable attorneys and paralegal fees) arising or allegedly arising from Contractor's, or its employees or subcontractors, performance of, or failure to perform, the Services or any part thereof pursuant to this Agreement.
12. **Notices:** All notices required under this Agreement shall be in writing and sent to the addresses and persons set forth below, or to such other addresses as may be designated by a party in writing. All notices shall be deemed received when (i) delivered personally; (ii) sent by confirmed telex or facsimile (followed by the actual document); or (iii) one (1) day after deposit with a commercial express courier specifying next day delivery, with written verification of receipt.

**IF TO THE VILLAGE:**

Village of Bartlett  
228 S. Main Street  
Bartlett, IL 60103  
Attn: Deputy Chief Rob Sweeney

**IF TO CONTRACTOR:**

New Tradition Funeral Services, LLC  
30W415 Whitney Road  
West Chicago, IL 60185  
Attn: Bradley Burroughs

13. **Entire Agreement and Amendment:** This Agreement, including Exhibit A, constitutes the entire agreement of the Parties with respect to the matters contained herein. No modification of or amendment to this Agreement shall be effective unless such modification or amendment is in writing and signed by both parties hereto. Any prior agreements or representations, either written or oral, relating to the subject matter of this Agreement are of no force or effect.
14. **Governing Law; Venue:** This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to its conflict of law or choice of law principles. The exclusive venue for any claim or controversy arising or allegedly arising from this Agreement will be the Circuit Court of Cook County, Illinois.
15. **Waiver:** No delay or omission by the Village to exercise any right hereunder shall be construed as a waiver of any such right unless such waiver is made expressly in writing. Waiver by the Village of a breach or violation of this Agreement will not constitute a waiver of any subsequent breach or violation of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the date first above written.

**VILLAGE OF BARTLETT**

**INDEPENDENT CONTRACTOR**

By: \_\_\_\_\_  
Daniel H. Gunsteen, Village President  
Village of Bartlett

By: \_\_\_\_\_  
Bradley Burroughs  
New Tradition Funeral Services, LLC

## Exhibit A

### SCOPE OF SERVICES

- 1) Contractor will certify that all drivers making removals of deceased person(s) for the Bartlett Police Department will have a valid Driver's License.
- 2) Contractor will make a removal of deceased person(s) from the scene, within ninety (90) minutes, (outside of weather conditions), from the initial notification call for pick up, from any location in the Bartlett Police Department's jurisdiction.
- 3) Contractor will assure that all agents will conduct themselves in a professional and courteous manner when making a removal of a deceased person(s) from any location requested by the Bartlett Police Department (crime scene./hospital/residence).
- 4) Contractor must have the ability to assist with removals of multiple deceased person(s) at one time from one location with a capability to remove four (4) bodies at one location, one body per cot, with all cots being secured in vehicle.
- 5) Contractor will be available to assist the Bartlett Police Department twenty-four (24) hours a day, seven (7) days a week, three hundred sixty-five (365) days per year.
- 6) Contractor will have a minimum of two (2) agents at each removal and the necessary manpower/staffing to make removals from unpleasant situations (bariatric/decomposition situations/severe weather conditions) at all times, unless it is deemed a one-person removal is adequate. If more than two (2) employees are needed for a bariatric situation, difficult location, etc., a charge of \$75.00 per extra employee will be charged.
- 7) Contractor and/or agents will never refer, "steer or lead" any persons to their own or any funeral homes, or attorneys, or florist shops.
- 8) Contractors and/or agents are prohibited from releasing any and all information they hear or see, in any way, to the family of the deceased, the media, attorneys or their agents, or medical personnel in relation to or about their services for the Bartlett Police Department.
- 9) Contractor and/or agents must not distribute, leave, or supply any information about their services at any scene, residence, or hospital where the Contract was called to transport deceased person(s) for the Bartlett Police Department.
- 10) Contractor and/or agents must refrain from utilizing any photographic equipment (including use of cellular telephone) and/or releasing any information they hear or see, in any way, to any person outside of the Bartlett Police Department, including social media platforms.
- 11) Contractor will be allowed to request reimbursement for any/all Personal Protective Equipment (PPE) required to provide services to the Bartlett Police Department.
- 12) The Contractor will supply body bags for use on requests for deceased removal pertaining to the Bartlett Police Department.
- 13) Contractor will ensure that all employees are able to pass a felony background check.
- 14) OSHA standards pertaining to this service must be followed and adhered to.
- 15) Contractor will charge \$400.00 per body removal. This charge includes removal and transport to the Cook County Medical Examiner's Office in Chicago, Illinois, and the required body bag. In the event that a call for service is requested, and the contractor is waiting for a period of time, the contractor will charge \$100.00 per hour after the first thirty (30) minutes.
- 16) Invoices will be sent to [ktompson@bartlett.il.gov](mailto:ktompson@bartlett.il.gov) as each removal is performed. Payment terms are net30.



# Agenda Item Executive Summary

**AGENDA ITEM:** A Resolution approving an agreement between the Village of Bartlett and Flock Group, Inc. for License Plate Reader Cameras.

**BOARD OR COMMITTEE:** Board

## BUDGET IMPACT

<b>Amount</b>	\$21,000.00	<b>Budgeted</b>	\$21,000.00
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<b>Fund: Equitable Sharing</b>	<b>Corresponding Activity Measure: Implementing Six License Plate Reader Cameras from Flock Group Inc.</b>
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## EXECUTIVE SUMMARY

On April 15, 2025, the Village Board approved the police department’s fiscal year 2025-2026 budget, which includes funding for six (6) license plate reader cameras from Flock Group, Inc. at \$21,000 annually. We are seeking approval to enter a two-year agreement with Flock to enhance traffic and criminal investigations, close coverage gaps, and improve public safety. Data will be retained for 30 days, encrypted to federal standards, and owned solely by the Village. Flock will not share or sell any data. Funding is through Equitable Sharing.

## ATTACHMENTS (PLEASE LIST)

- Memorandum 25-59
- Resolution
- Exhibit A - Flock Group Inc. Services Agreement Order Form

## 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 2025-\_\_\_\_\_, a resolution approving an agreement between the Village of Bartlett and Flock Group, Inc. for License Plate Reader Cameras.

Kylel Rybaski, Commander

Staff: William Naydenoff, Interim Chief of Police

Date: May 20, 2025

**POLICE DEPARTMENT MEMORANDUM  
25-59**

**DATE:** May 20, 2025  
**TO:** Paula Schumacher, Village Administrator  
**FROM:** Kyle Rybaski, Commander  
**RE:** Purchase of Six Flock Cameras

On April 15, 2025, the Village Board previously approved the Police Department's FY 2025-2026 budget, which included funding for six (6) license plate reader (LPR) cameras from Flock Group, Inc. at a total annual cost of \$21,000 (\$3,500 per camera). We are now seeking approval to enter into a two-year service agreement with Flock Group, Inc. to proceed with the purchase and implementation.

The cameras will be strategically installed throughout the Village to enhance public safety by aiding in criminal and traffic investigations, recovering stolen vehicles, and locating missing or endangered individuals. The department has successfully used LPR technology to solve hit-and-run crashes, locate a kidnapping victim, and identify and arrest armed offenders. Of the 62 hit-and-run cases last year, there were successful outcomes in the areas where LPRs were located. Expanding coverage will allow us to close critical gaps at major exits from Bartlett and access a national network of over 17,000 LPRs within a 500-mile radius.

All data is owned by the Village, stored for 30 days unless retained for investigations, and cannot be shared or sold by Flock. Data is encrypted by federal standards using Amazon Web Services. Funding is provided through Equitable Sharing.

**MOTION: I Move to Approve Resolution 2025 - \_\_\_\_\_, A Resolution Approving an Agreement between the Village of Bartlett and Flock Group, Inc. for License Plate Reader Cameras.**

RESOLUTION 2025 - \_\_\_\_\_

**A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE VILLAGE OF BARTLETT AND FLOCK GROUP, INC. FOR LICENSE PLATE READER CAMERAS**

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**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 Flock Group, Inc. Order Form between the Village of Bartlett and Flock Group, Inc. for six license plate reader cameras (the "Agreement"), a copy of which is appended hereto as Exhibit A and expressly incorporated herein by this reference, is hereby approved.

**SECTION TWO: AUTHORIZATION.** The Village President is hereby authorized and directed to sign the Agreement on behalf of the Village of Bartlett.

**SECTION THREE: WAIVER OF BIDS.** To the extent any formal competitive bidding requirements apply to the approval of the Agreement authorized by this Resolution, such competitive bidding requirements are hereby waived.

**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 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:

APPROVED:

\_\_\_\_\_  
Daniel H. Gunsteen, 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 2025 - \_\_\_\_\_ enacted on May 20, 2025, and approved on May 20, 2025, as the same appears from the official records of the Village of Bartlett.

\_\_\_\_\_  
Lorna Giles, Village Clerk

**EXHIBIT A**

*Flock Group, Inc. Order Form*

# flock safety

## ORDER FORM

This order form ("Order Form") hereby incorporates and includes the terms of the previously executed agreement (the "Terms") which describe and set forth the general legal terms governing the relationship (collectively, the "Agreement"). The Terms contain, among other things, warranty disclaimers, liability limitations and use limitations.

This additional services Agreement will be effective when this Order Form is executed by both Parties (the "Effective Date")

Customer:	IL - Bartlett PD	Initial Term:	24 Months
Legal Entity Name:	IL - Bartlett PD	Renewal Term:	24 Months
Accounts Payable Email:	krybaski@bartlett.il.gov	Payment Terms:	Net 30
Address:	228 S Main St Bartlett, Illinois 60103	Billing Frequency:	Annual Plan - Invoiced at First Camera Validation.
		Retention Period:	30 Days

### Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
<b>Flock Safety Platform</b>			<b>\$21,000.00</b>
<b>Flock Safety LPR Products</b>			
Flock Safety LPR, fka Falcon	Included	3	Included
Flock Safety LPR, fka Falcon	Included	3	Included
<b>Flock Safety Professional Services</b>			
Professional Services - Subscription - MASH Tested Pole Implementation - Non-Coastal Region	Included	3	Included
Professional Services - Subscription - MASH Tested Pole Implementation - Non-Coastal Region	Included	3	Included

### Professional Services and One Time Purchases

Item	Cost	Quantity	Total
<b>One Time Fees</b>			

<b>Subtotal Year 1:</b>	\$21,000.00
<b>Annual Recurring Subtotal:</b>	\$21,000.00
<b>Estimated Tax:</b>	\$0.00
<b>Contract Total:</b>	\$42,000.00

*Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a "Renewal Term") unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.*

### Special Terms:

Upon execution of this Agreement, the Term for Flock Hardware shall commence upon first installation and validation per each phase as identified in the

chart below ("Phase"), except that the Term for any Flock Hardware that requires self-installation shall commence upon execution of the Agreement. In the event a Customer purchases more than one type of Flock Hardware, the earliest Term start date shall control. In the event a Customer purchases software only, the Term shall commence upon execution of the Agreement.

Upon completion of installation and validation of total Phases, the Customer agrees that the Term of all Phases will run coterminous in accordance with the Term of Phase 1. In the event of any overlap in subscription terms (meaning the period from the effective date until expiration or termination of an agreement) and prior invoices, payments will be provided in pro rata credit. Any estimates provided on credits are subject to change based on the execution date of a new agreement. To the extent applicable, any prorated amounts provided are subject to change based on term commencement of first hardware validation of products referenced within each Phase.

## Billing Schedule

Billing Schedule	Amount (USD)
<b>Year 1</b>	
At First Camera Validation	\$21,000.00
<b>Annual Recurring after Year 1</b>	\$21,000.00
<b>Contract Total</b>	\$42,000.00

\*Tax not included

## Product and Services Description

Flock Safety Platform Items	Product Description
Flock Safety LPR, fka Falcon	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users.
Professional Services - Subscription - MASH Tested Pole Implementation - Non-Coastal Region	MASH tested pole that meets DOT crashworthiness requirements. Includes materials, installation, and maintenance.
Flock Safety LPR, fka Falcon	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users.
Professional Services - Subscription - MASH Tested Pole Implementation - Non-Coastal Region	MASH tested pole that meets DOT crashworthiness requirements. Includes materials, installation, and maintenance.

**By executing this Order Form, Customer represents and warrants that it has read and agrees to all of the terms and conditions contained in the previously executed Flock Safety Government Agency Agreement with the Village of Bartlett, dated June 7, 2022**

The Parties have executed this Agreement as of the dates set forth below.

**FLOCK GROUP, INC.**

**Customer: IL - Bartlett PD**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

PO Number: \_\_\_\_\_



# Agenda Item Executive Summary

**AGENDA ITEM:** A Resolution Approving an Agreement between the Village of Bartlett and DACRA Adjudication Systems, LLC for Software Services.

**BOARD OR COMMITTEE:** Board

## BUDGET IMPACT

<b>Amount</b>	\$ 42,200.00	<b>Budgeted</b>	\$ 43,400.00
<b>Fund: Equitable Sharing</b>	<b>Corresponding Activity Measure: Implementing DACRA Tech Software</b>		

## EXECUTIVE SUMMARY

On April 15, 2025, the Village Board approved the police department's fiscal year 2025-2026 budget, which includes the funding for DACRA Tech Software. The Police Department is requesting approval to purchase DACRA Tech, a modern citation and adjudication software platform, to replace the Village's outdated manual systems currently used to manage ordinance violations, parking, warnings, and tow reports across three counties. DACRA will streamline field operations by enabling electronic citation issuance, improve accuracy, reduce manual data entry, and consolidate functions spread across five databases. The system also supports ILETSB reporting and integrates with OpenGov and GIS, aligning with the Village's long-term technology goals. The total cost is \$42,200, which includes a \$5,000 setup fee and a \$3,100 monthly service fee and will be funded through the Equitable Sharing Program.

## ATTACHMENTS (PLEASE LIST)

- Memorandum 25-56
- Resolution
- Exhibit A, B, & C - DACRA Tech LLC Master Software Licensing Agreement

## 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 2025 - \_\_\_\_\_, A Resolution Approving an Agreement between the Village of Bartlett and DACRA Adjudication Systems, LLC for Software Services.

Kyle Rybaski, Commander

Staff: William Naydenoff, Acting Chief of Police

Date: May 20, 2025

**POLICE DEPARTMENT MEMORANDUM**  
**25-56**

**DATE:** May 20, 2025

**TO:** Paula Schumacher, Village Administrator

**FROM:** Kyle Rybaski, Commander

**RE:** DACRA Tech Software Purchase

On April 15, 2025, the Village Board approved the police department's fiscal year 2025-2026 budget, which includes funding for DACRA Tech Software. In 2024, the Village began exploring options to modernize its local adjudication and citation management processes due to the growing inefficiencies and limitations for the existing Access-based system. The current method of manually issuing and inputting local ordinance violations, parking citations, warnings, and tow reports across Cook, DuPage, and Kane counties has resulted in a fragmented workflow that relies on handwritten citations, manual data entry, multiple databases, and outdated software. These processes are time-consuming, error-prone, and fragmented across five separate databases.

DACRA Tech is a modern electronic citation and adjudication software solution that streamlines operations by allowing officers and code enforcement personnel to issue citations digitally in the field. This eliminates the need for manual data entry, reduces errors, and ensures consistency in enforcement across departments.

While the police department currently utilizes E-Citations in DuPage and Kane Counties, officers are still required to handwrite citations in Cook County. This inconsistency adds costs for physical ticket books, increases the risk of errors, and delays court processing and the length of the traffic stop. By expanding E-Citation capabilities to Cook County through DACRA, the Village can adopt a unified system that improves efficiency, officer safety, and overall service delivery. Additionally, tow reports, local ordinance violations, and citations would be entered in real time, eliminating duplicate work and enhancing data accuracy.

DACRA will also simplify monthly reporting. Traffic citation statistics, which are currently compiled manually from four different systems, can be generated instantly within the platform, saving staff time and increasing accuracy. The system also supports compliance with Illinois Law Enforcement Training and Standards Board (ILETSB) reporting

requirements through its integrated data tools. DACRA further improves the citation process by automatically monitoring unpaid citations, escalating fines as appropriate, and offering integrated online payment tools to streamline collections and improve revenue recovery. Furthermore, DACRA aligns with the Village's broader goal of modernizing technology infrastructure by integrating with existing platforms such as OpenGov and GIS, reducing data silos and improving interdepartmental collaboration.

The total cost for DACRA is \$42,200, which includes a one-time \$5,000 setup fee and a \$3,100 monthly service fee for the first 12 months. This expense is eligible for funding through the Equitable Sharing Program, as the software directly supports law enforcement operations by enhancing enforcement and adjudication technology. Implementing DACRA will align the Village with neighboring agencies that have already transitioned to this modern platform, allowing us to retire outdated, inefficient systems. Adopting DACRA supports professional, consistent enforcement practices and enables more responsive, efficient service to our community.

**MOTION: I Move to Approve Resolution 2025 - \_\_\_\_\_, A Resolution Approving an Agreement between the Village of Bartlett and DACRA Adjudication Systems, LLC for Software Services.**

RESOLUTION 2025 - \_\_\_\_\_

**A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE VILLAGE OF BARTLETT AND DACRA ADJUDICATION SYSTEMS, LLC FOR SOFTWARE SERVICES**

---

**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 Dacra Tech Master Software Licensing Agreement between the Village of Bartlett and Dacra Adjudication Systems, LLC (d/b/a Dacra Tech, LLC) for software services (the "Agreement"), a copy of which is appended hereto as Exhibit A and expressly incorporated herein by this reference is hereby approved.

**SECTION TWO: AUTHORIZATION.** The Village President is hereby authorized and directed to sign the Agreement on behalf of the Village of Bartlett.

**SECTION THREE: WAIVER OF BIDS.** To the extent any formal competitive bidding requirements apply to the approval of the Agreement authorized by this Resolution, such competitive bidding requirements are hereby waived.

**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 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:

APPROVED:

\_\_\_\_\_  
Daniel H. Gunsteen, Village President

ATTEST:

\_\_\_\_\_  
Lorna Giless, Village Clerk

#### CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2025 - \_\_\_\_\_ enacted on May 20, 2025, and approved on May 20, 2025, as the same appears from the official records of the Village of Bartlett.

\_\_\_\_\_  
Lorna Giless, Village Clerk

**EXHIBIT A**

*Darca Tech Master Software Licensing Agreement*

## DACRA TECH LLC MASTER SOFTWARE LICENSING AGREEMENT

This MASTER SOFTWARE LICENSING AGREEMENT (this “**Agreement**”) is dated May 20, 2025 (the “**Effective Date**”) by and between Dacra Adjudication Systems, LLC d/b/a Dacra Tech, LLC, a Delaware limited liability company, (“**Dacra**”), and **Village of Bartlett** (the “**Municipality**”), and together with DACRA collectively, the “**parties**”).

### RECITALS

WHEREAS, Dacra is engaged in the business of developing, managing and deploying municipal software applications, including but not limited to, a flagship citation issuance and adjudication system as well as other software tools and services including, e-Citation, Adjudication, Tow Management, and Fine Payment Processes; and

WHEREAS, the Municipality desires to utilize certain services of Dacra under the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the covenants and conditions set forth in this Agreement and in consideration for the use of the Services by the Municipality;

### AGREEMENT

1. Standard Terms and Conditions. The parties hereby incorporate by reference into this Agreement the foregoing recitals as well as the Master Terms and Conditions as set forth within Exhibit A (the “**Master Terms and Conditions**”).

2. Services. The Municipality hereby retains certain software services from Dacra as set forth within Exhibit B (the “**Services**”).

3. Pricing. In exchange for the use of the Services, the Municipality will be billed Fees as set forth within Exhibit C (the “**Fees**”).

4. Term. The term of this Agreement (the “**Term**”) shall be three (3) years and shall commence on the Effective Date. This Term of this Agreement shall automatically renew for successive periods of one year each at the then current pricing absent written notice by one party to the other party not less than 90 days prior to the expiration of the Term then in effect. Municipality will be notified of the then current pricing no less than 90 days prior to the expiration of the term.

5. Notices. Any notices or communications required or permitted to be given by this Agreement must be given in writing and personally delivered; or mailed by prepaid, certified mail, or courier; or transmitted by electronic mail transmission (including PDF) to whom such notice or communication is directed, to the mailing address or regularly monitored electronic mail address of such party as follows:

If to the Municipality:

Village of Bartlett  
Attention: Paula Schumacher, Village Administrator  
228 S. Main St.  
Bartlett, IL. 60103  
Email: pschumacher@bartlett.il.gov

If to Dacra:

Dacra Tech, LLC  
Attention: Dave Braner, CEO  
450 Devon Avenue, Suite 100  
Itasca, IL. 60143  
Email: David.Braner@Dacratech.com

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

**Dacra Tech, LLC**  
a Delaware limited liability company

By: \_\_\_\_\_

Name: Dave Braner

Title: CEO of Dacra Tech

Date:

**Village of Bartlett**  
an Illinois municipal corporation

By: \_\_\_\_\_

Name: Paula Schumacher

Title: Village Administrator

Date

[Signature page to Master Software Licensing Agreement]

**EXHIBIT A**  
**MASTER TERMS AND CONDITIONS**

**A. Limited License Granted**

Municipality is hereby granted during the Term of this Agreement, a nonexclusive, non-assignable, royalty free, limited license (the “**License**”) to use the Services (including access to any software owned by Dacra as encompassed within the Services) solely for the Municipality’s ordinance and code compliance purposes and subject to the terms of the Agreement.

**B. Third-Party Agreements**

Municipality hereby agrees that it may be required to enter into one or more additional contracts at the sole expense of Municipality with one or more third-party vendors in order to use and/or maximize some features of the software provided by Dacra such as the Municipality’s online payment processor, ERP system, or the Municipality’s collection agency.

**C. Data**

Municipality at all times will retain sole ownership of its Municipal Data. The term “**Municipal Data**” refers to all citation and hearing data collected on behalf of the Municipality with respect to the Services. Dacra at all times retains the right and license during the Term to access the Municipal Data and to grant third parties access to the Municipal Data in order to use and/or maximize some features of the software provided by Dacra such as the Municipality’s online payment processor or the Municipality’s collection agency.

**D. Dacra’s Intellectual Property**

Dacra or its licensors retain all ownership and Intellectual Property Rights in and to the Services, including any software, algorithms, programs, tools, code or instrumentalities encompassed therein in any manner and/or relating to the Services as utilized by the Municipality. Additionally, Dacra retains all ownership and Intellectual Property Rights to anything (including without limitation software and written product) delivered under the Agreement, including any future developments thereof, regardless of whether any Municipal employees or agents, had any input or in any way assisted in any such new development. Municipality hereby acknowledges that it may not:

- (i) Allow access to the Services available in any manner to any third-party or for any purpose not authorized by this Agreement unless such access is expressly permitted in writing by Dacra;
- (ii) Copy, reproduce, distribute, republish, download, display, post or transmit in any form or by any means, any materials provide by Dacra; and
- (iii) Modify, make derivative works of, disassemble, reverse compile, or reverse engineer any part of the Services (the foregoing prohibition includes but is not limited to review of data structures or similar materials produced by programs).

As utilized herein, the phrase “**Intellectual Property Rights**” shall include, without limitation, all patent, trademark, trade secret and copyrights relating in whole or in part to the Services and whether such right arises by registration with the United States Patent & Trademark Office (the “USPTO”), through the United States Library of Congress, with any state or municipal body and/or arising by common law or statute, including without limitation the Illinois Trade Secrets Act, 765 ILCS 1065 et seq or the Defend Trade Secrets Act of 2016.

**E. Further Assurances**

Municipality further agrees at any time in the future and upon request by Dacra, to execute any further documentation as may be reasonably necessary to effectuate the intent of the parties to this Agreement in

accordance with the terms of this paragraph D, including, without limitation, a future assignment of Intellectual Property Rights.

#### **F. Pricing and Billing**

The Fees set forth in the Agreement will remain fixed during the Term absent a written amendment signed by the parties. Municipality agrees to pay any sales, value-added or other similar taxes imposed by applicable law that Dacra must pay based on the Services, except taxes based on Dacra's income. For any partial month during the Term, the Fees shall be prorated based on the number of days that the Services were provided for such month. Dacra may audit Municipality's use of the Services. Municipality hereby agrees to cooperate with Dacra's audit and provide reasonable assistance and access to information. All payments shall be made in accordance with, and subject to, the Illinois Local Government prompt Payment Act (50 ILCS 505/1-9).

#### **G. Termination**

Municipality may terminate this agreement at any time with 90 day written notice provided. Dacra may immediately suspend the License in the event: (i) Municipality fails to pay any sums due Dacra under the Agreement within ten (10) days after written notice from Dacra of the payment default, or (ii) in the event of a breach of this Agreement by Municipality which is not cured within 10 days of written notice thereof. In the event of such termination, Municipality agrees to pay all fees due Dacra which accrue or are incurred prior to the termination of the Agreement.

#### **H. Limitation of Liability**

TO THE EXTENT NOT PROHIBITED BY LAW, DACRA HEREBY DISCLAIMS ALL EXPRESS AND IMPLIED WARRANTIES, WITHOUT LIMITATION, THE IMPLIED WARRANTY OF MERCHANTABILITY AND IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE. NEITHER PARTY SHALL BE LIABLE HEREUNDER FOR ANY INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES, OR ANY LOSS OF REVENUE, OR PROFITS.

#### **I. Other**

- (i) Nothing contained in this Agreement shall be construed as creating a joint venture, partnership, or employment relationship between the parties, nor shall either party have the right, power, or authority to create any obligation or duty, express or implied, on behalf of the other.
- (ii) Upon the full execution of this Agreement, all prior agreements, if any, shall terminate and be of no further force and effect, and shall be superseded and replaced in their entirety by this Agreement.
- (iii) Dacra may assign this Agreement by providing written notice of the assignee who will assume Dacra's obligations under this Agreement. Municipality may not assign this Agreement without Dacra's prior written consent, which may be withheld in the sole discretion of Dacra.
- (iv) Municipality shall obtain at its sole expense any rights and consents from third-parties necessary for Dacra and its subcontractors to perform the Services under the Agreement.
- (v) The Agreement is governed by the substantive and procedural laws of Illinois. All disputes shall be resolved solely in the Circuit Court of DuPage County, Illinois.
- (vi) Except for actions for nonpayment or breach of Dacra's proprietary rights, no action, regardless of form, arising out of or relating to the Agreement may be brought by either

party more than two years after the cause of action has accrued.

- (vii) Neither party to this Agreement shall be responsible for failure or delay of performance if caused by: an act of war, hostility, pandemic, or sabotage; act of God; electrical, internet, or telecommunication outage that is not caused by the obligated party; government restrictions (including the denial or cancellation of any export or other license); other event outside the reasonable control of the obligated party.
- (viii) This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original, and each of which together shall constitute a single instrument. Copies of this Agreement (as well as any documents related to this Agreement) signed and transmitted by a party by electronic transmission shall be deemed for all purposes as containing the original signature of the transmitting party and legally binding upon such transmitting party.
- (ix) Dacra may publish that the Municipality utilizes one or more Services of Dacra.

#### **J. Maintenance and Support**

Dacra shall provide the following maintenance and support as a component of the Services using guidelines, structures, and materials meeting the following criteria:

- (i) Training. As part of the start-up and implementation phase of the delivered Services, all users will be trained on the use of the Services through a combination of in-person and/or webinars and recorded training video sessions for all users not able to participate in the initial training sessions. Additional training provided beyond the start-up phase will be quoted and agreed to in writing.
- (ii) Support. Dacra shall provide access to live support to a designated user of Municipality available via e-mail or phone during Dacra's normal business hours. The Dacra support team will be fluent in the functionality of the system.
- (iii) Exclusions. Dacra updates the Service on an as needed basis from time-to-time to implement bug fixes, if any, and enhanced functionality to the existing Service such as additional reporting and enhanced user interface. Notwithstanding the forgoing, all provision and maintenance of hardware and software, including but not limited to laptop computers, desktop computers, printers, modems & routers and software to operate the hardware such as operating systems, and browsers [Google Chrome, Microsoft Edge, IOS] necessary to run the Service, are the sole cost and responsibility of Municipality.

#### **K. Service Performance Guarantees.**

- (i) Availability Requirements. DacraTech shall make the Services Available, as measured over the course of each calendar month, during the Term (each such calendar month, a "**Service Period**"), at least 99.9% of the time, excluding only the time the Services are not Available solely, as a result of one or more the Exceptions stated in Section 11.2 ("**Availability Requirement**"). "**Available**" means the Services are available and operable for access and use by Client and its Authorized Users over the internet in full conformity with the provisions of this Agreement. "**Availability**" has a correlative meaning. The Services are not considered Available in the event of any performance degradation or inoperability of the Services, in whole or in part.
- (ii) Exceptions. No period of Services degradation or inoperability is included in calculating Availability to the extent that the degradation or inoperability is because of any of the following ("**Exceptions**"):

- a. Client's or any of its Authorized Users' misuse of the Services
- b. Failure of Client's or its Authorized Users' internet connectivity.
- c. Internet or other network traffic problems other than problems arising in or from networks actually or required to be provided or controlled by DacraTech.
- d. Client's or any of its Authorized Users' failure to meet any minimum hardware or software requirements stated in the Specifications; or
- e. Scheduled Downtime as described in Section (ii) below.

(iii) Scheduled Downtime. DacraTech shall notify Client at least twenty-four (24) hours in advance of all scheduled outages of the Services in whole or in part ("**Scheduled Downtime**"). All scheduled outages shall: (i) last no longer than 30 minutes; and (ii) be scheduled by agreement of the parties; provided that DacraTech may request Client's approval for extensions of Scheduled Downtime, which approval may not be unreasonably withheld or delayed.

#### **L. Insurance Requirements**

Dacra shall maintain during the entire term of the Contract, the following insurance coverages:

- (i) Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. The general aggregate shall be \$2,000,000 per project.
- (ii) Professional Liability: \$1,000,000 single limit for errors and omissions, professional / malpractice liability.
- (iii) Worker's Compensation and Employers' Liability: As required by Illinois law.
- (iv) Umbrella Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage.

## EXHIBIT B

### SERVICES REQUESTED BY MUNICIPALITY

The Dacra Services included in this Agreement, and which will be deployed to the Municipality with the functionality stated hereunder are as follows:

## DACRA MUNICIPAL ENFORCEMENT SYSTEM FEATURES – January 2025

### Dacra Municipal Enforcement System Architecture and Security

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- **Architecture/Hardware**
  - .NET stack with SQL back end separated from the front end via entity framework services
  - Web-based platform that works with modern hardware, with Chromium engine
  - JSON APIs available as well as numerous government and public safety software system integrations
  - For handheld ticketing, iPads preferred for efficient printing
  - Compatible with either 4" or 8 ½" Printers
  
- **Security**
  - Dacra is hosted in Azure Government Cloud, a restricted cloud dedicated to government services.
  - Criminal Justice Information Services (CJIS) compliant software
  - Two factor authentication (2FA) and Single Sign On (SSO) authentication capable
  - Department/personnel roles isolate secure data to authorized users
  - Extensive citation auditing features track changes to citations

### Adjudication/Violation Hearing Module

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- **Municipal Enforcement Citation Tools:** Create local ordinance administrative adjudication cases easily with features customized for the following:
  - *Parking Citations* – Multiple methods to efficiently manage parking citation issuance and adjudication
  - *Animal Citations* – Track animal specific information and ensure follow-up findings and order compliance
  - *Compliance Citations* – Department specific ordinance citations for police, building code, fire inspections, etc.
  - *Tow Citations* – Ensure administrative tow/impound hearings comply with local ordinance and state statutes
  - Per violation features include correspondence creation, digital evidence storage, and tracking
  - Custom per violation fines and fees
  
- **Hearing Management Tools:** Efficiently manage multi-department notices and hearings with features such as:
  - Multiple Hearing Locations and Times
  - Hearing Notices and Summons variable by issuing department
  - Comprehensive hearing check-in processing
  - Case-based Violations and Hearing Officer Tools for Case Review
  - Findings, Decisions, and Orders Issued with Custom Language
  - Final Determination Letters Issued with Custom Language
  - Batch Process for "Default No-Show" rulings
  - Batch Process management of notices
  
- **Fine Tracking and Payment Tools:** Dacra automatically monitors unpaid citations and escalates fines accordingly, while offering a variety of fine payment tools such as:
  - Complex Fine Structure Tracking
  - Partial Payment Capability
  - Daily Cashier Reporting
  
- **Data Reporting and Analysis:**
  - Robust library of pre-built reports prepared to help manage administrative processes and system analysis.
  - Extensive search capabilities provide complex, multi-rule data searches for comprehensive reporting/analysis.

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## Police e-Citation Module

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- **State e-Citations:**
  - Issue and print statutorily compliant citations:
    - Electronic Uniform Traffic Citation
    - Electronic AOIC Overweight Citation
    - Electronic Civil Law Citation
    - Cook County "Y" Citation Format
    - Compliant with Administrative Office of Illinois Courts standards
  - Electronic County Citation Transmittal for select counties
  - Custom transmittal forms for multiple circuit court systems
- **Municipal e-Citations:**
  - Issue and print local ordinance citations in the following categories:
    - *Parking Citations* – Multiple methods to speed parking citation issuance
    - *Animal Citations* – Track animal specific information and ensure follow-up findings and order compliance
    - *Compliance Citations* – Police specific ordinance citations with follow-up findings and order compliance
    - *Tow Citations* – Issue administrative tow seizure and hearing notices
- **Additional Citation Features:**
  - Integration options available for person/vehicle data population
  - One click "companion" violations with case grouping features
  - Dacra's "3-Click Ticketing" issued via handheld devices
  - Agency defined, mandatory field completion reduces human error
  - Dacra's "Easy Search" statute and ordinance lookup functionality
  - Citation level digital evidence/record storage
  - Extensive citation data analytics with location/offender mapping capabilities
- **Traffic Stop Study (TSS) and Pedestrian Stop Study (PSS) Data Collection:**
  - Easily collect required traffic stop data to reduce entry time and generate reports for uploading.
  - Generate a pedestrian stop receipts as required by the state of Illinois.
- **Violator History:**
  - Citation and warning history summary displayed to issuing officer.
- **Officer Docs:**
  - Create and print single-use documents needed for the police patrol environment.
  - Stored in the digital evidence module when created in conjunction with a citation.

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## Building Code Notice & Summons Module

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- **Building Code Notice and Summons Creation:**
  - PIN database lookup for quick citation population
  - Multi-PIN association for citations and case tracking
  - Department specific summons and notices
  - Agency defined mandatory field completion to reduce human error
  - Dacra's "Easy Search" statute and ordinance lookup functionality
- **Building Code Case Management:**
  - One click "companion" violations with case grouping features
  - Citation Grouping for citation creation and hearing management
  - Citation level digital evidence/record storage
  - Extensive citation data analytics with location/offender mapping capabilities

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## Towed/Abandoned Vehicle Management Module

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- **Abandoned Vehicle Management:**
  - Identify abandoned vehicles and create case
  - Issue required notices and follow-up reports
  - Prevents duplicate reports from being issued
  - Follow-up abandoned vehicle tracking report
  
- **Towed Vehicle Management:**
  - **Police Tow and Impound Inventory Management:** Creates and processes tow receipts, vehicle search record, concerned party notices, tow yard inventory audit logs, and Certificates of Purchase management.
  - **Administrative Tow Citation Integration:** Dacra unifies tow inventory and violation data from initial seizure/administrative tow issuance, through holds, bond payments, and hearings, ensuring violator due process while reducing department risk.
  - **Tow Holds:** A variety of tow “holds” can be applied to a vehicle, restricting the release of that vehicle until the investigative, insurance, DUI and other such holds are removed.
  
- **Boot/Scofflaw Management Program:**
  - Issue “Boot Eligible” notices per local ordinance
  - Bypass rules to add associated vehicles to boot list
  - Track “Boot Ready” parking scofflaws via “Boot Lists by Plate” and “Boot Lists By Vin”
  - Integrations available with certain ALPR and Boot vendors

## DacraTech Web Pay Services

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- **DacraTech's Online Web Pay Services**
  - Full credit card processing services
  - Citation payments sent immediately to municipal account
  - Custom city labeling of a website link to the Dacra Web Pay portal
  - Citation number and plate search functionality to accurately identify outstanding citations.
  - Accurate, up to the minute fine and fee verification and validation
  - Batch payment functionality
  - Partial payment functionality
  - Automated docket/citation fine payment updating

## System Configurations

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- **System Set-Up, Configuration:** Dacra assists with project management expertise to guide communities through what might otherwise be a complicated process. Typical installations are targeted for a smooth transition from contract to Go-Live in 120 days.
  
- **Dacra User Training:** Dacra system training is provided through virtual training and comprehensive online learning tools.
  
- **“Sandbox” Training Site License:** Dacra provides a free 4-month training “sandbox” to give ample time to bring staff up to speed on the operational capacity of the Dacra Municipal Enforcement System. This sandbox will be a duplicate of your actual system, with sample data populated for use. Extended Sandbox licensing available for an additional fee.

## Driver & Vehicle Owner Data Imports

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- **LEADS Citation Auto-Population Integration:** Dacra can integrate with many CAD vendors to utilize your agency LEADS authorization and allow citation auto-population of driver and vehicle data from the Dacra LEADS queue.

**EXHIBIT C**  
**FEES PAID BY MUNICIPALITY**

In exchange for the use of the Dacra Services included in **Exhibit B**, Municipality will pay Fees including a Monthly Service Fee, and applicable Integration Fee(s) hereunder as follows:

- A. Implementation Fee: The Municipality will be billed an up-front cost of \$5,000 for the Dacra System Setup, Configuration, and Initial Training upon Effective Date of the agreement.
- B. Monthly Service Fee: The Municipality will be billed a Monthly Service Fee calculated by totaling the 1) Monthly Licensing Fee for the modules licensed, and the 2) Monthly Usage Fee for citations issued that month:

<b>Monthly Service Fee = Monthly Licensing Fee + Monthly Usage Fee</b>	<b>Monthly Service Fee</b>
<b>1) Monthly Licensing Fee</b>	
- Year 1: Go Live Date – April 30 <sup>th</sup> , 2026	\$3,000
- Year 2: May 1 <sup>st</sup> , 2026 – April 30 <sup>th</sup> , 2027	\$3,000
- Year 3: May 1 <sup>st</sup> , 2027 – April 30 <sup>th</sup> , 2028	\$3,000
<b>2) Monthly Usage Fee – Calculated by totaling fees for citations issued that month:</b>	
- Adjudication Citations Issued That Month –500 included at no cost	\$3 each
- State Citations Issued That Month –500 included at no cost	\$3 each

- C. Integration Fee(s): In exchange for development, configuration, and maintenance of the custom APIs and interfaces defined in **Exhibit B**, the Municipality will be billed upon Effective Date of the agreement, with annual maintenance billed in conjunction with the next agreement execution anniversary:

<b>Additional Fee Description</b>	<b>Monthly Fee</b>
Dacra’s standard Hexagon CAD interface to transfer driver/vehicle data	\$100
Use of DACRA APIs for Data Transfer	Waived

- D. WebPay Service: This convenience feature allows violators the option to pay fines directly via the city website, linked to the DacraTech online portal. When used, the violator pays the credit card company’s bank fees (currently 1.95%) plus a convenience fee to Dacra of \$3.95 per transaction.



# Agenda Item Executive Summary

**AGENDA ITEM:** Purchase of a 2025 Ford Escape

**BOARD OR COMMITTEE:** Board

## **BUDGET IMPACT**

**Amount** \$ 30,233      **Budgeted** \$ 36,000

**Fund(s):** General, Water, Sewer      **Corresponding Activity Measure:** N/A

## **EXECUTIVE SUMMARY**

Public Works has received all the necessary information regarding the purchase of a 2025 Ford Escape through Contract #206 with the Suburban Purchasing Coop. FY 25/26 allotted \$36,000 for the purchase of a Public Works Administration vehicle.

Currie Motors Fleet was awarded the SPC contract for the Ford Escapes. This vehicles would be purchased as part of the Public Works Capital Outlay Budget (split three ways amongst all divisions). The price includes a start-up service, freight, licensing, and delivery to the PW facility.

The vehicles will be delivered at the total cost of \$30,233 after adjustments.

## **ATTACHMENTS (PLEASE LIST)**

Memo, Bid Detail

## **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:** Move to approve the purchase of a 2025 Ford Escape from Currie Motors Fleet in Frankfort, IL

Staff:      Tyler Isham, Assistant Director of Public Works

Date:      May 12, 2025

# Memo

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**To:** Paula Schumacher, Village Administrator  
**From:** Tyler Isham, Assistant Director of Public Works  
**Subject:** **Purchase of a 2025 Ford Escape**  
**Date:** May 12, 2025

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Public Works has received all the necessary information regarding the purchase of a 2025 Ford Escape through Contract #206 with the Suburban Purchasing Coop. FY 25/26 allotted \$36,000 for the purchase of a Public Works Administration vehicle. The total cost of the vehicle will be split evenly between the Streets, Water and Sewer Divisions.

Currie Motors Fleet was awarded the SPC contract for the Ford Escapes. This vehicles would be purchased as part of the Public Works Capital Outlay Budget (split three ways amongst all divisions). The price includes a start-up service, freight, licensing, and delivery to the PW facility.

The vehicles will be delivered at the total cost of \$30,233 after adjustments.

## **RECOMMENDATION**

Staff recommends approving the purchase of the 2025 Ford Escape from Currie Motors Fleet in Frankfort, IL.



**2025 Ford Escape Active All-  
Wheel Drive Contract# 206**



**Currie Motors Fleet**

*"Nice People to Do Business With"*

Gasoline Motors Only



**Currie Motors Frankfort**

**SPC Contract Winner**

**2025 Ford Escape Active All Wheel Drive**

**Contract #206**

**Call Tom Sullivan (815) 464-9200**

**Standard Package:           \$29,028.00**

Warranty: 3 Years 36,000 miles Bumper to Bumper/ 5 Years 60,000 Power train

17 x 7-inch front and rear silver aluminum wheels P225/65RH17 AS BSW front and rear tires Overdrive transmission  
Lock-up transmission  
Transmission electronic control  
Stainless steel quasi-dual exhaust with chrome tailpipe finisher  
All-speed ABS and driveline traction control Lead acid battery  
Battery run down protection  
Auto stop-start engine  
Driver selectable drivetrain mode  
Fuel tank capacity: 15.69 gal.  
8 inch primary LCD display  
Steering wheel mounted audio controls  
Wireless audio streaming  
SiriusXM AM/FM/Satellite radio Seek scan Radio data system (RDS)  
SYNC 4 external memory control  
Internet radio capability  
3 month satellite trial subscription  
Vehicle body length: 181.2"  
Wheelbase: 106.7"  
Interior cargo length: 68.5 "  
Standard ride suspension

DRL preference setting  
LED daytime running lights  
Trip computer  
Rear window defroster  
Power door mirrors  
Heated driver and passenger side door mirrors Manual folding door mirrors  
LED brake lights  
Deep tinted windows  
Variable intermittent front windshield wipers Speed sensitive wipers  
AdvanceTrac w/Roll Stability Control electronic stability control system with anti-roll  
Manual rear child safety door locks  
Driver front impact airbag  
Seat mounted side impact driver airbag  
Passenger front impact airbag  
Seat mounted side impact front passenger airbag Personal Safety System airbag occupancy sensor 7 airbags  
SecuriLock immobilizer  
Automatic climate control  
Dual-zone front climate control  
Rear under seat climate control ducts

Fixed rear seats  
60-40 folding rear seats  
Manual reclining rear seats  
Split-bench rear seat  
Front facing rear seat  
Fold forward rear seatback  
Rear seats with manual fore and aft  
Height adjustable rear seat head  
restraints  
Manual rear seat head restraint control  
3 rear seat head restraints  
Rear seat center armrest  
Bucket front seats  
Driver seat with 6-way directional  
controls  
Front passenger seat with 4-way  
directional controls Height adjustable  
front seat head restraints Manual front  
seat head restraint control  
Front seat center armrest Power  
reclining driver seat  
Power height adjustable driver seat  
Power driver seat fore/aft control  
Manual reclining passenger seat  
Manual passenger seat fore/aft control  
Cloth front seat upholstery  
Cloth front seatback upholstery  
Driver seat with 2-way power lumbar  
Heated driver and front passenger seats  
4-wheel disc brakes  
4-wheel antilock (ABS) brakes  
Electronic parking brake  
Brake assist system  
Hill start assist

Equipment Group 200A  
Engine: 1.5L EcoBoost  
Transmission: 8-Speed Automatic  
3.81 Axle Ratio  
Tires: 225/65R17 AS BSW  
Wheels: 17" Shadow Silver-Painted Aluminum Unique  
Cloth Front Bucket Seats  
Monotone Paint Application  
106" Wheelbase  
Radio: AM/FM Stereo  
50-State Emissions System  
SYNC 4  
Ford Pass Connect  
Remote Start



### Models

<input type="checkbox"/> Escape Active AWD	29,028.00
<input checked="" type="checkbox"/> Escape Active FWD	-1387.00

### Equipment Groups

<input type="checkbox"/> 68B-Tech Package #1-Call For Details	935.00
<input type="checkbox"/> 68C-Technology Package #2-Call For Details	1499.00
<input type="checkbox"/> 19H Cold Weather Package	308.00
<input type="checkbox"/> 60S-Reverse Parking System	141.00

### Other Options

<input type="checkbox"/> 47B-Easy Access Cargo Shade	127.00
<input type="checkbox"/> 50B-Floor Liners with Carpet Mats	188.00
<input checked="" type="checkbox"/> 50C-Floor Liners without Carpet Mats	150.00
<input checked="" type="checkbox"/> 50Q-Cargo Mat	94.00
<input checked="" type="checkbox"/> 63E-Remote Starter System	465.00
<input type="checkbox"/> 942-Day Time Running Lights	42.00
<input type="checkbox"/> 43M-Panoramic Vista Roof	1,499.00
<input type="checkbox"/> 51U-Mini Spare-Active Model Only	324.00
<input type="checkbox"/> 41H-Block Heater	179.00

### Misc. Options

<input type="checkbox"/> Rustproofing	395.00
<input checked="" type="checkbox"/> 4-Corner LED Strobes	1,495.00
<input type="checkbox"/> CD-ROM Service Manual	395.00
<input checked="" type="checkbox"/> Delivery Greater than 50 miles of Dealership	185.00
<input checked="" type="checkbox"/> License & Title      Municipal      Municipal Police	203.00
<input type="checkbox"/> Passenger Plates	326.00
<input type="checkbox"/> Certificate of Origin-Customer to Complete License/Title Application	N/C

### 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

### Exterior Colors

<input type="checkbox"/> K1-Vapor Blue Metallic	935.00
<input checked="" type="checkbox"/> A3-Space Silver Metallic	
<input type="checkbox"/> M7-Carbonized Gray Metallic	
<input type="checkbox"/> UM-Agate Black Metallic	
<input type="checkbox"/> YZ-Oxford White-Active Model Only	
<input type="checkbox"/> Rapid Red C/C	465.00

### Interior Colors

<input checked="" type="checkbox"/> Space Grey-Active Model Only	
<input type="checkbox"/> Ebony-Active Model Only	
<input type="checkbox"/> Ebony w/Red Stitching -standard ST	



Title Name \_\_\_\_\_

Title Address \_\_\_\_\_

Title City \_\_\_\_\_

Title Zip Code \_\_\_\_\_

Contact Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Purchase Order Number \_\_\_\_\_

Fleet Id Number \_\_\_\_\_

Tax Exempt Number \_\_\_\_\_

Total Dollar Amount \_\_\_\_\_

Total Number of Units \_\_\_\_\_

Delivery Address \_\_\_\_\_

\_\_\_\_\_

**\*Orders Require Signed Original Purchase Order and Tax- Exempt Letter Submitted to:**

*Currie Motors Fleet  
10125W Laraway  
Frankfort, IL 60423  
PHONE: (815)464-9200  
Tom Sullivan  
[tsullivan@curriemotors.com](mailto:tsullivan@curriemotors.com)*

***Production is 90 Days currently***



## Agenda Item Executive Summary

AGENDA ITEM: Purchase of (1) 2025 LeeBoy Paving Unit

BOARD OR COMMITTEE: Board

### BUDGET IMPACT

Amount	\$185,026.00	Budgeted	\$190,000.00
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Fund: Machinery & Equipment

Corresponding Activity Measure: Operating Budget

### EXECUTIVE SUMMARY

I have received all the necessary information regarding the purchase of (1) 2025 Paving Unit through Sourcewell. Casey Equipment of Arlington Heights, Illinois was the lowest bid at \$185,026.00. This unit would be purchased as part of the Streets Division Capital Outlay Budget. The price includes build and delivery to the PW facility.

This unit will be delivered at the total cost of \$185,026.00 after Sourcewell adjustments. FY 2025-26 budget provides \$190,000.00 for the purchase of (1) 2025 LeeBoy Paving unit which will replace our existing year 2000 paver, which has allowed street department staff to pave an average of 3500' of bike path annually and was purchased used in 2011.

The existing paving unit will be traded in on the new paver. We recommend the Village of Bartlett purchase (1) 2025 LeeBoy Paving Unit from Casey Equipment in the amount of \$185,026.00.

### ATTACHMENTS (PLEASE LIST)

Memo, Bid Detail

#### 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 the purchase of (1) 2025 LeeBoy Paving unit from Casey Equipment in Arlington Heights, IL for \$185,026.00.

Staff: Mike Warmus, Street Division Supervisor

Date: May 20, 2025

# Memo

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**To:** Paula Schumacher, Village Administrator  
**From:** Mike Warmus, Street Division Supervisor  
**Subject:** **Purchase (1) LeeBoy 2025 Paver**  
**Date:** May 20, 2025

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The FY 25/26 operating budget allocated \$190,000.00 for the purchase of (1) LeeBoy Paving unit. This unit will be replacing a year 2000 paver which was purchased used in 2011.

The paver will be delivered at the total cost of \$185,026.00 after Sourcewell discount adjustments and trade-in. The price also includes build and delivery.

We recommend the Village of Bartlett purchase (1) 2025 LeeBoy Paving unit from Casey Equipment, Arlington Heights, Illinois in the amount of \$185,026.00.

## Motion

**MOTION TO APPROVE THE PURCHASE OF (1) 2025 LEEBOY PAVING UNIT FROM  
CASEY EQUIPMENT ARLINGTON HEIGHTS, IL.**

Mjw/attachments



1603 E. Algonquin Rd.  
Arlington Heights, IL 60005  
Ph: 847-437-8686  
Fax: 847-437-8738

16754 New Ave.  
Lemont, IL 60439  
Ph: 630-257-1261  
Fax: 630-257-0614

1548 Huntwood Dr.  
Cherry Valley, IL 61016  
Ph: 815-332-8222  
Fax: 815-332-3056

Ship To: IN STORE PICKUP

Invoice To: VILLAGE OF BARTLETT  
1150 BITTERSWEET DR.  
BARTLETT IL 60103

Branch 01 - ARLINGTON		
Date 05/08/2025	Time 9:30:32 (O)	Page 1
Account No BARTL001	Phone No 6308370811	Est No 02 Q01395
Ship Via	Purchase Order	
Tax ID No		
JAMES AUSTIN		Salesperson 003

**EQUIPMENT QUOTE - NOT AN INVOICE**

Description                      \*\* Q U O T E \*\*                      EXPIRY DATE: 06/04/2025                      Amount

JAMES AUSTIN

=====

SOURCEWELL CONTRACT NUMBER: 060122-VTL

=====

WARRANTY: 2 YEAR LEEBOY FACTORY WARRANTY.

=====

NO SALE IS CONSIDERED COMPLETE UNTIL A SIGNED AND ACCEPTED  
QUOTE IS SUBMITTED AND APPROVED BY A CASEY EQUIPMENT  
COMPANY OFFICER

=====

New LEEBOY 7000C PAVER

182526.00

Hours: 0

\*\*\*\*INCLUDING THE FOLLOWING OPTIONS\*\*\*\*

- 7000C      PAVER
- 1          LEEBOY 7000C PAVER
- 10        TACHOMETER
- 11        HOUR METER
- 12        ELECTRIC FUEL GAUGE
- 13        ELECTRIC THROTTLE
- 14        10 FT WIDE HOPPER WINGS
- 15        WIRED FOR SONIC AUGERS
- 16        WASH-DOWN SYSTEM W/HD PUMP WITH HOSE WRAPS
- 17        7.5 GALLON CITRUS TANK
- 18        AMBER SAFETY STROBE LIGHT
- 19        LOW DECK PROFILE
- 2          64 HP KUBOTA TIER 4 FINAL ENGINE
- 20        ONE SEAT
- 3          8' -13' HYDRAULICALLY EXTENDABLE SCREED
- 4          VIBRATING AND HEATED LEGEND SCREED WITH 4 BURNERS
- 5          DUAL 36" CONVEYORS
- 6          BACK-UP ALARM
- 7          DIGITAL DISPLAY WITH GAUGE PACKAGE

This invoice is subject to all the terms, provisions, conditions and limitations of the parts, service, or sales agreement concerning the goods, services, or equipment sold or leased as described therein. Errors are subject to correction. Examine this invoice carefully as it will be deemed correct unless errors are reported to Casey Equipment Company, Inc. within 10 days of the date hereof. The purchaser or lessee shall pay a service charge of 1.5% (18.00% Annual Rate) on all amounts not paid within 30 days following the date of such sale or lease and all costs of collection or enforcement including reasonable attorney's fees.

Returns on eligible items but be approved and are subject to a 25% service and restocking charge. No returns are allowed on electrical items. Prices in effect at the time of shipment will apply.

No returns are allowed on any item after 30 days.

Title to the above property shall not pass to the buyer upon delivery but shall remain in seller until the entire purchase price of the item is paid in full.

X

Received By

**Thank You For Your Business!**





# Agenda Item Executive Summary

AGENDA ITEM: Fire Hydrant Painting Project Award

BOARD OR COMMITTEE: Board

## BUDGET IMPACT

Amount	\$39,791.25	Budgeted	\$50,000
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Fund: Water Corresponding Activity Measure: Fire Hydrants Repaired/Painted

## EXECUTIVE SUMMARY

On March 28, 2025, GO PAINTERS INC was awarded the multi-jurisdictional hydrant painting bid. Go Painters provided pricing for the next three years. This agreement is for the entire three- year period This contractor was the first contractor to sandblast and paint hydrants in Bartlett. The work includes sandblasting each hydrant in the selected areas, priming them and then painting them red. This project is to maintain the fire hydrants appearance and protection from the elements.

## RECOMMENDATION

Staff recommends that the Village Board approve the hydrant painting agreement with GO PAINTERS INC.

## ATTACHMENTS (PLEASE LIST)

Memo, Location Map, Resolution, Agreement

## RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Evaluate, budget and implement water, wastewater and storm infrastructure improvements

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 2025-\_\_\_\_\_, a Resolution Approving the Fire Hydrant Painting Agreement between the Village of Bartlett and GO PAINTERS INC.

Staff: Dan Dinges, Director of Public Works

Date: May 20, 2025

# Memo

DATE: May 9, 2025

TO: Paula Schumacher  
Village Administrator

FROM: Dan Dinges, PE  
Director of Public Works

SUBJECT: Fire Hydrant Painting Project

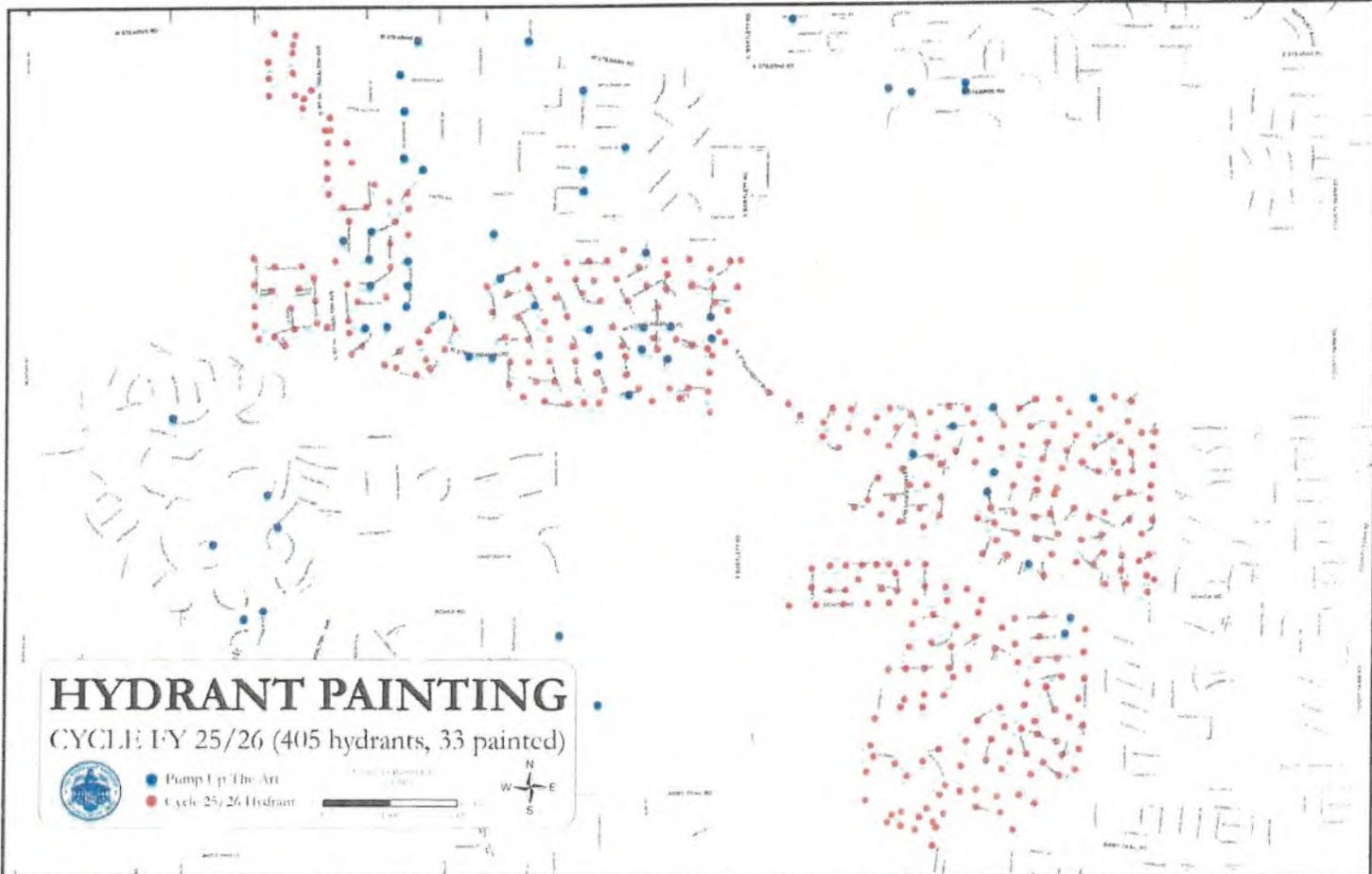
On March 28, 2025, GO PAINTERS INC was awarded the multi-jurisdictional hydrant painting bid. GO PAINTERS provided pricing for the next three years. The agreement is for the entire three-year period.

The work includes sandblasting each hydrant in the selected area, priming them and then painting them red. A location map is attached for reference.

The work includes painting approximately 405 Fire Hydrants. The price per hydrant is \$98.25. The estimated cost is approximately \$39,791.25. The Village has budgeted \$50,000 for this project and was approved in the capital budget.

We recommend the award of the Hydrant Painting Project to GO PAINTERS INC.

**MOTION:** I move to approve Resolution 2025-\_\_\_\_\_, a Resolution Awarding Contract and Approving the Contract Agreement Between GO PAINTERS INC. and the Village of Bartlett for the Fire Hydrant Painting Project.



**RESOLUTION 2025 - \_\_\_\_\_**

**A RESOLUTION APPROVING OF THE  
FIRE HYDRANT PAINTING PROJECT AGREEMENT BETWEEN  
THE VILLAGE OF BARTLETT AND GO PAINTERS INC.**

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

**SECTION ONE:** The Fire Hydrant Painting Project Agreement dated May 20, 2025, between the Village of Bartlett and GO PAINTERS INC (the "Agreement"), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

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

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

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

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: May 20, 2025

APPROVED: May 20, 2025

\_\_\_\_\_  
Daniel H. Gunsteen, 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 2025 - \_\_\_\_\_ enacted on May 20, 2025, and approved on May 20, 2025, as the same appears from the official records of the Village of Bartlett.

\_\_\_\_\_  
Lorna Giles, Village Clerk

## HYDRANT SANDBLASTING AND PAINTING AGREEMENT

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This Hydrant Sandblasting and Painting Agreement (this "Agreement") is entered this 20<sup>th</sup> day of May, 2025, between the Village of Bartlett, an Illinois home rule municipality (the "Village" or "Owner") and GO Painters, Inc. (the "Contractor") (collectively, the "Parties").

**NOW THEREFORE, IN CONSIDERATION OF** the recitals and the mutual covenants and agreements set forth in this Agreement, and pursuant to the Village's home rule authority, the parties hereby agree as follows:

**Section 1. Contract Documents.** The Contract documents consist of (1) this Agreement; and (2) the Invitation for Bids, Bid Documents and Specifications for the Hydrant Sandblasting and Painting Program and the Contractor's Bid Response dated March 24, 2025, attached hereto as group Exhibit A, all attached hereto and incorporated herein as Exhibit A. These documents represent the entire agreement between the parties, and no statement, promise or inducement made by either party to the other that is not contained therein shall be binding. In the event of a conflict between the terms of any of the Contract Documents, the most stringent requirements as applied to the Contractor will apply.

**Section 2. Project Work.** The work to be performed by the Contractor under this Agreement will include all labor, equipment and materials to sandblast and paint the Village's fire hydrants (the "Work"), and such Work will be performed in strict conformance with the Contract Documents.

**Section 3. Commencement and Completion Dates.**

- A. Commencement Date: Contractor must commence the Work in accordance with the Notices to Proceed issued by the Village.
- B. Substantial Completion: Contractor must complete the work in accordance with the Contract Documents. Time is of the essence for all matters concerning this Agreement.

**Section 4. Term; Termination.**

- A. Term: The term of this Agreement, unless terminated pursuant to Section 4(B) herein, will run for a period of three years, beginning on May 20<sup>th</sup>, 2025, and ending on December 1, 2027. Contractor will provide an annual sandblasting and painting service for the Village's fire hydrants pursuant to the quantity, schedule, and pricing shown in Group Exhibit A.
- B. Termination: Notwithstanding any other provision hereof, the Village may terminate this Agreement, at any time and for any reason, upon seven (7) days' prior written notice to the Contractor. In the event this Agreement is terminated by the Village, the Village hereby agrees to compensate the

Contractor for the Work actually performed and reimbursable expenses actually incurred, if any, prior to the termination date.

**Section 5. Scope of Services.**

- A. The Contractor shall provide the materials, services, and equipment to fully execute the Work described in the Contract Documents.
- B. The Work shall be furnished and completed pursuant to the terms and conditions of the Contract Documents.
- C. The Contractor shall supervise and direct the Work using the Contractor's best skill and attention. The Contractor shall be solely responsible for and have control over construction means, methods, techniques, sequences, and procedures, and for coordinating all portions of the Work.
- D. Contractor shall employ all necessary measures to avoid damage to existing surrounding public and private property during Work. Persons other than those actually engaged in construction operations, inspections, or supervision thereof shall be prohibited from the Property.
- E. Contractor shall conduct the Work and any debris removal in such a manner as to minimize interference with road, streets, walks, and other adjacent occupied facilities.
- F. The Contractor, as soon as practicable after award of the Agreement, shall furnish in writing to the Village the names of subcontractors or suppliers for each portion of the Work. The Contractor shall not Agreement with any subcontractor or supplier to whom the Village has made a timely and reasonable objection.
- G. Contractor shall bind all subcontractors by the terms and obligations set forth in this Agreement. Contractor is liable for the acts of any subcontractors when performing the Work, as if the Work was conducted by the Contractor itself.
- H. Contractor will provide the Village with all warranties as required by the Contract Documents.

**Section 6. Labor and Materials.**

- A. The Contractor shall provide and pay for labor, materials, equipment, tools, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work.
- B. The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work. The Contractor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them.

- C. Execution of this Agreement by the Contractor is a representation by the Contractor that it has conducted such investigations as may have been necessary to enable the Contractor to determine the cost of the Work and that it has sufficient information to complete the Work in accordance with applicable laws and regulations, and otherwise to fulfill all its obligations hereunder, including, but not limited to, Contractor's obligations to perform the Work for an amount not in excess of that listed in the Contractor's bid submission. The Contractor further acknowledges and declares that it has visited and examined the project site, examined all physical and other conditions affecting the Work and is fully familiar with all of the conditions thereon and thereunder effecting the same. In connection therewith, Contractor specifically represents and warrants to Village that prior to the submission of its bid it: (a) thoroughly examined the location of the work to be performed, is familiar with local conditions, and thoroughly understands the physical conditions prevalent or likely to be encountered in the performance of the work at such location; (b) examined the nature, location, and character of the general area in which the project is located, including without limitation, its climatic conditions, available labor supply and labor costs, and available equipment supply and equipment costs; and (3) examined the quality and quantity of all materials, supplies, tools, equipment, labor, and professional services necessary to complete the Work within the amount listed in the Contractor's bid submission.

**Section 7. Indemnification.** To the fullest extent permitted by law, Contractor agrees to waive any and all rights of contribution against the Village and to defend, indemnify and hold harmless the Village and its officers, elected and appointed officials, employees, volunteers and agents from and against all claims, damages, losses and expenses, including, but not limited to, legal fees (attorney's and paralegal's fees, expert fees and court costs) arising out of or resulting from the Contractor's performance of the Work, provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction of property, other than the Work itself, including the loss of use resulting therefrom, to the extent it is caused in whole or in part by any wrongful or negligent act or omission of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable. Such obligation shall not be construed to negate, abridge or otherwise reduce any other right to indemnity which the Village would otherwise have. The Contractor shall similarly, protect, defend, indemnify and hold and save harmless, the Village, its officers, elected and appointed officials, employees, volunteers and agents against and from any and all claims, costs, causes, actions and expenses, including, but not limited to, legal fees, incurred by reason of Contractor's breach of any of its obligations hereunder, or Contractor's default of any provisions of this Agreement. The indemnification obligations under this paragraph shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or any subcontractor under Workers' Compensation or Disability Benefit Acts or Employee Benefit Acts. The rights and obligations of this Section shall survive the voluntary or involuntary termination of this Agreement.

**Section 8. Insurance.**

A. Minimum. The Contractor will, at its sole cost, obtain and keep in force at all times during the performance of the Work and any part thereof, Workers Compensation and Employer's Liability Insurance, Commercial Liability Insurance, and Automobile Insurance in at least the type and amounts set forth below. The cost of such insurance will be borne by the Contractor.

1. Workers' Compensation:
  - a. State: Statutory
  - b. Applicable Federal (e.g., Longshoremen's): Statutory
  - c. Employer's Liability
    - \$500,000.00 Per Accident
    - \$500,000.00 Disease, Policy Limit
    - \$500,000.00 Disease, Each Employee
2. Commercial General Liability:
  1. \$2,000,000.00 General Aggregate
  2. \$1,000,000.00 Products Completed Operations Aggregate
  3. \$1,000,000.00 Personal and Advertising Injury
  4. \$1,000,000.00 Each Occurrence
  5. \$ 50,000.00 Fire Damage (any one fire)
  6. \$ 5,000.00 Medical Expense (any one person)
3. Business Automobile Liability (including owned, non-owned and hired vehicles):
  - a. Bodily Injury:
    - \$1,000,000.00 Per Person
    - \$1,000,000.00 Per Accident
  - b. Property Damage:
    - \$1,000,000.00 Per Occurrence
4. Umbrella Excess Liability:
  - \$2,000,000.00 over Primary Insurance

B. Evidence of Insurance.

1. Prior to beginning the Work, Contractor shall furnish the Village with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.
2. Failure of the Village to demand any certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of the Village to identify a deficiency shall not be construed as a waiver of Contractor's obligation to maintain such insurance. The Contractor agrees that the obligation to provide the insurance required by these documents is solely its responsibility and that this is a requirement which cannot be waived by any conduct, action, inaction, or omission by the Village.
3. The Village shall have the right, but not the obligation, of prohibiting Contractor from commencing the Work until such certificates or other

evidence that insurance has been placed in complete compliance with these requirements is received by the Village.

4. Failure to maintain the required insurance may result in termination of this Agreement at the Village's option.

C. Miscellaneous.

1. All policies of insurance purchased or maintained in fulfillment of this Agreement shall name the Village of Bartlett, its elected and appointed officers, employees, volunteers, and agents as additional insureds thereunder and the Contractor shall provide Certificates of Insurance and Policy Endorsements evidencing the coverages required under this Agreement.
2. Any deductible or self-insured retentions must be declared to, and approved by, the Village. At the option of the Village, Contractor may be asked to eliminate such deductibles or self-insured retentions as respects the Village, its officers, elected and appointed officials, and employees or required to procure a bond guaranteeing payment of losses and other related costs including but not limited to investigations, claim administration, and defense expenses.
3. All insurance shall be written on an "occurrence" basis rather than a "claims-made" basis.
4. Upon request, the Contractor will provide copies of any or all policies of insurance maintained in fulfillment hereof.
5. All the insurance required of the Contractor shall state that the coverage afforded to the additional insureds shall be primary insurance of the additional insureds with respect to claims arising out of operations performed by or on their behalf. If the "additional insureds" have other insurance or self-insured coverage which is applicable to the loss, it shall be on an excess or contingent basis.
6. For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A VII using the most recent edition of the A.M. Best's Key Rating Guide. If the Best's rating is less than A VII or a Best's rating is not obtained, the Village has the right to reject insurance written by an insurer it deems unacceptable.
7. Nothing contained in this Agreement is to be construed as limiting the liability of the Contractor. The Village does not, in any way, represent that the coverages or limits of insurance specified is sufficient or adequate to protect the Village, or the Contractor, but are merely minimums.

**Section 9. Performance and Payment Bonds.**

- A. Contractor, before commencing the Work, shall furnish a Performance Bond and a Labor and Material Bond. The Performance Bond shall be in an amount equal to 100% of the full amount of the Agreement Sum as security for the faithful performance of the obligation of the Contract Documents, and the Labor and Material Payment Bond shall be in an amount equal to 100% of the full amount of the Agreement Sum as security for the payment of all persons performing labor and furnishing materials in connection with the Contract Documents. Such bonds shall be on forms provided by the Owner, shall be issued by a surety satisfactory to the Owner, and shall name the Owner as a primary co-obligee. The cost of the bonds is included in the Agreement Sum. The Performance Bond and Labor and Material Payment Bond will become a part of this Agreement.
- B. The Contractor shall deliver the required bonds to the Owner not later than five days following the date this Agreement is entered into, or if the Work is to be commenced prior thereto in response to a letter of intent, the Contractor shall, prior to the commencement of the Work, submit evidence satisfactory to the Owner that such bonds will be furnished.
- C. The Contractor shall require the attorney-in-fact who executed the required bonds on behalf of the surety to affix thereto a certified and current copy of the power of attorney.
- D. Whenever the Contractor shall be and is declared by Owner to be in default under the Agreement, the Surety and the Contractor are each responsible to make full payment to the Owner or any and all extra Work incurred as a result of the Contractor's default, and to pay to Owner all attorney's fees and court costs incurred by Owner as a result of the Contractor's default, and in protecting Owner's rights under the Agreement to remedy Contractor's default.
- E. The Contractor shall (i) furnish all Surety Company's bonds through Surety Company's local agents approved by and/or as directed by Owner; (ii) fully covered and guarantee with said bond the faithful performance and completion of the entire Agreement, including without limitation, the faithful performance of prevailing wage requirements; and (iii) guarantee with said bond payment in all cases by the Contractor or by the Surety Company for all labor performed, material and supplies furnished with the entire Work in the Agreement. Said Bond shall remain in full force and effect during the entire period of all general guarantees given by the Contractor with the Agreement as called for in the Specifications and Agreement, except in cases where other bonds are specifically called for in the specifications and Agreement in connection with special guarantees.

**Section 10. Payment Procedures.**

- A. All payments under the Agreement shall be based on the unit prices set forth in Exhibit A attached hereto and incorporated and based on actual quantities

supplied by the Contractor in accordance with the terms and conditions herein, as determined and certified by the Village.

- B. The Owner does not guarantee the accuracy of the estimated units for completion of the Project Work. In no event shall Contractor be entitled to any additional compensation for lost profits and/or revenues due to estimated units exceeding actual units.
- C. Contractor shall provide invoices to the Village for the Work. All payments to Contractor will be made in accordance with and be subject to the Illinois Local Government Prompt Payment Act.
- D. It shall be a condition precedent to any payment required by the Village hereunder, that the Village has determined that the Project Work being invoiced is free from any defects and has been completed in strict compliance with the terms and conditions herein. The Village shall deduct from the final payment hereunder, amounts as determined for incomplete work, including but not limited to punch list work, and any required Restoration Work, and for any unsettled claims. Payments shall be further contingent upon the consent of the surety issuing the performance and payment bonds and/or other bond hereunder to said payment. Any amounts required to be withheld from said payment by the surety shall be withheld without any liability to the Village.
- E. Following completion of the Project Work, Contractor shall furnish the Village the following documents: (1) final lien waivers from (i) Contractor; (ii) all subcontractors of every tier that furnished labor and/or materials for the Project Work; and (iii) all suppliers that furnished materials in connection with the Project Work; all of which shall be signed and notarized; and (2) such additional documentation and/or information requested by the Village relative to said payment.
- F. Notwithstanding the foregoing, in no event shall the Village's acceptance of the Project Work, Contractor's Payment Request Documentation, or the Village's payments to Contractor be deemed a waiver, express or implied, of any warranties and/or guaranties required herein.

**Section 11. Compliance with Laws.**

- A. The Contractor warrants it is familiar with and shall comply with Federal, State and local laws, statutes, ordinances, rules and regulations and the orders and decrees of any courts or administrative bodies or tribunals in any manner affecting the performance of the Agreement including without limitation Workers' Compensation Laws, minimum salary and wage statutes and regulations, laws with respect to permits and licenses and fees in connection therewith, laws regarding maximum working hours. No plea of misunderstanding or ignorance thereof will be considered.

- B. Whenever required, the Contractor or Subcontractor shall furnish the Owner with satisfactory proof of compliance with said Federal, State and local laws, statutes, ordinances, rules, regulations, orders, and decrees.
- C. Contractor shall carefully examine the Occupational Safety and health Act as issued by the Federal Register (OSHA), and the specific regulations governing procedures, techniques, safety precautions, equipment design, and the configuration of the same as required under this Act and shall comply with all terms of the Act and to perform and complete in a workmanlike manner all work required in full compliance with said Act.
- D. Contractor shall comply with all terms of the Illinois Preference Act and all terms of the Equal Employment Opportunity Clause of the Illinois Fair Employment Practices Commission.
- E. At all times Contractor shall remain in compliance with the Illinois Public Works Employment Discrimination Act (775 ILCS 10/1, et seq.,) and the Illinois Human Rights Act (775 ILCS 5/2-101, et seq.,) and in addition shall at all times comply with Section 2-105 of the Illinois Human Rights Act requiring a written sexual harassment policy as defined therein.
- F. Contractor agrees to maintain all records and documents for projects of the Owner in compliance with the Freedom of Information Act, 5 ILCS 140/1 et seq. In addition, Contractor shall produce, without cost to the Owner, records which are responsive to a request received by the Owner under the Freedom of Information Act so that the Owner may provide records to those requesting them within the time frames required. If additional time is necessary to compile records in response to a request, then Contractor shall so notify the Owner and if possible, the Owner shall request an extension so as to comply with the Act. In the event that the Owner is found to have not complied with the Freedom of Information Act based upon Contractor's failure to produce documents or otherwise appropriately respond to a request under the Act, then Contractor shall indemnify and hold the Owner harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorneys' fees and penalties.
- G. The Contractor shall comply with and cause all subcontractors to comply with the requirements and provisions of the Illinois Substance Abuse Prevention on Public Works Projects Act (820 ILCS 265/1 et. seq.) (the "Act").
- H. All goods, equipment, materials, and all labor furnished by or on behalf of Contractor and/or Contractor's agents (defined below) shall comply with all applicable federal, state and local laws, rules, regulations, ordinances, statutes, and codes relative thereto including, but not limited to, the Illinois Department of Transportation (IDOT), Federal Occupational Safety and Health Act (OSHA), the Americans with Disabilities Act of 1990 as amended, the Illinois Department of Labor (IDOL), US Department of Labor (USDOL), the Human Rights Commission, the Illinois Department of Human Rights, EEOC, Environmental laws (defined below), and all Village of Bartlett Building

Code (collectively, the "Laws"). To the fullest extent permitted by law, the Contractor shall indemnify, defend, and hold harmless the Village of Bartlett and its, officials, officers, agents, consultants from loss or damage, including but not limited to, attorney's fees, and other costs of defense by reason of actual or alleged violations of any of the Laws. In the event of any conflict and/or inconsistencies between any of the Laws, the most stringent Laws shall be controlling and applicable to the Project Work. This obligation shall survive the expiration and/or termination of this Agreement.

- I. The Village has determined that the Work provided for under this Agreement is subject to the Illinois Prevailing Wage Act, and the Contractor shall comply therewith and pay, and require every Subcontractor to pay, the prevailing rates of wages as established by the Illinois Department of Labor for each craft or type of work needed to execute this Agreement in accordance with 820 ILCS 130/0.01, *et seq.* Contractor shall prominently post the current schedule of prevailing wages at the Contract site and shall notify immediately in writing all of its Subcontractors, of all changes in the schedule of prevailing wages. Any increases in costs to Contractor due to changes in the prevailing rate of wages during the term of this Agreement shall be at the expense of the Contractor and not at the expense of the Village. Change orders shall, however, be computed using the prevailing wage rates applicable at the time the change order work is scheduled to be performed. Contractor shall be solely responsible to maintain accurate records as required by the Prevailing Wage Act and to obtain and furnish all such certified records to the Illinois Department of Labor as required by statute or regulation, including certified payroll records. Contractor shall be solely liable for paying the difference between prevailing wages and any wages actually received by laborers, workmen, and/or mechanics engaged in the Work, and in every way defend and indemnify the Village against any claims arising under or related to the payment of wages in accordance with the Prevailing Wage Act. The Village agrees to notify the Contractor or Subcontractor of the pendency of any such claim, demand, lien, or suit. The Contractor is advised that the Illinois Department of Labor revises the prevailing wage rates. The Contractor and every Subcontractor has an obligation to check the Illinois Department of Labor's website for revisions to the prevailing wage rates. For information regarding current prevailing wage rates, please refer to the Illinois Department of Labor's website: <https://labor.illinois.gov/laws-rules/conmed/current-prevailing-rates.html>. The Contractor shall also: (1) insert into each subcontract and the project specifications for each subcontract, a written stipulation that the Subcontractor shall not pay less than the prevailing rate of wages to all laborers, workers, and mechanics performing work under that subcontract; and (2) require each subcontractor to insure into each lower-tiered subcontract and the project specifications for each lower-tiered subcontract, a stipulation that the subcontractor shall not pay less than the prevailing rate of wages to all laborers, workers, and mechanics performing work under that lower-tiered subcontract.
- J. By execution of this Agreement, the Contractor understands, represents and warrants to the Owner that the Contractor and its Subcontractors (for which

the Subcontractor takes responsibility to insure that they comply with the above-mentioned Acts) are in compliance with all requirements provided by the Acts set forth in this Section and that they will remain in compliance for the entirety of the Work. A violation of any of the Acts set forth in this Article is cause for the immediate cancellation of the Agreement. However, any forbearance or delay by the Owner in canceling this Agreement shall not be considered as, and does not constitute, Owner's consent to such violation and a waiver of any rights the Owner may have, including without limitation, cancellation of this Agreement.

**Section 12. Taxes.** The Village is a Tax-Exempt Organization and is not subject to sales, consumer, use, and other similar taxes required by law. This exemption does not, however, apply to tools, machinery, equipment or other property leased by the Contractor, or to suppliers and materials which, even though they are consumed are not incorporated into the completed Project Work. The Contractor shall be responsible for and pay any and all applicable taxes, including sales and use taxes, on such leased tools, machinery, equipment or other property and upon such unincorporated supplies and materials. All such taxes are included in the unit pricing set forth in the Contractor's proposal.

**Section 13. Investigations by Contractor.** Contractor represents that Contractor has made such investigations as it deems necessary to perform the Project Work, including but not limited to, inspection of all Project Sites and represents and warrants that the Specifications, Plans, Drawings and other Contract Documents are adequate and the required result can be produced there under. No plea of ignorance of conditions that exist or of conditions or difficulties that may be encountered in the execution of the Project Work under this Agreement as a result of failure to make the necessary investigations will be accepted as an excuse for any failure or omission on the part of Contractor to fulfill in every detail all of the requirements of this Agreement, or will be accepted as a basis for any claims whatsoever, for extra compensation. Contractor acknowledges and agrees that the provisions of the Public Construction Contract Act, 30 ILCS 557/1, *et seq.*, do not apply to this Agreement.

**Section 14. Limitation of Liability.** The Contractor agrees to waive any right which it may have to punitive, consequential, special, indirect, incidental, and/or exemplary damages against the Village, and agrees not to make any claim or demand for such damages against the Village.

**Section 15. Assumption of Liability.** To the fullest extent permitted by law, Contractor assumes liability for all injury to or death of any person or persons including employees of Contractor, any subcontractor of any tier, any supplier or any other person and assumes liability for all damage to property sustained by any person or persons occasioned by or in any way arising out of any work performed pursuant to this Agreement.

**Section 16. Hazardous Substances.**

- A. Contractor shall not cause or permit any Hazardous Substances to be brought upon, kept, stored or used in or about the Project Site, and/or any

other property owned, leased, controlled or under the jurisdiction of the Village of Bartlett ( "Village Property") by Contractor, and/or Contractor's Agent (defined above). If the presence of Hazardous Substances brought upon, kept, stored or used in or about any of the Owner's Property by or on behalf of Contractor or Contractor's Agents in violation of this paragraph, results in contamination of the said Property, Contractor shall pay for all actual costs of clean up and shall indemnify, hold harmless and defend the Village and its employees, agents, consultants, officers, and officials from and against any and all claims, demands, expenses (including reasonable attorneys' fees), costs, fines, penalties and other liabilities of any and every kind and nature, including, but not limited to, costs and expenses incurred in connection with any clean-up, remediation, removal or restoration work required by any federal, state or local governmental authority because of the presence of any such Hazardous Substances on or about said Property.

- B. For purposes hereof, Hazardous Substances shall include, but not be limited to, substances defined as "hazardous substances," "toxic substances" in the federal Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended; the federal Hazardous Materials Transportation Act, as amended; and the federal Resource Conservation and Recovery Act, as amended ("RCRA"); those substances defined as "hazardous substances," "materials," or "wastes" under any Federal law or the law of the State of Illinois; and as such substances are defined in any regulations adopted and publications promulgated pursuant to said laws (collectively, "Environmental Laws"). If Contractor's activities or the activities of any of Contractor's Agents violate or create a risk of violation of any Environmental Laws, Contractor shall cause such activities to cease immediately upon notice from the Village. Contractor shall immediately notify the Village both by telephone and in writing of any spill or unauthorized discharge of Hazardous Substances or of any condition constituting an "imminent hazard" under any Environmental Laws. Contractor's indemnification obligations and duties hereunder shall survive the termination and/or expiration of this Agreement.

**Section 17. Delays in Project Work.** Notwithstanding any provision herein to the contrary, the Contractor shall not be entitled to an increase in the Agreement Sum as a result of any delays in the progress of the Work. The Contractor's sole remedy for delay shall be an extension of time. If the Contractor, but for a delay not within the Contractor's control, would have completed the Work prior to the project completion date, the Contractor shall not be entitled to any recovery of damages arising out of any event of delay which prevented such early completion of the Work.

**Section 18. Change Orders.**

- A. Notwithstanding any provisions herein to the contrary, where proposed changes to the Project Work involve a modification to (i) the Agreement Sum; (ii) the Agreement Time, or (iii) material changes in the Work (i.e., other than minor field changes), a written Change Order shall be prepared. It shall be a condition precedent to the acceptance of any Change Order or any Series of Change Orders which involves an increase or decrease in the Agreement

Sum of \$10,000 or more or changes the time of completion by a total of thirty (30) days or more, that the Village corporate authorities shall have first approved such written Change Order(s) and made the requisite determinations and findings in writing as required by 720 ILCS 5/33 E-9 (as amended). Other changes involving modifications to the Agreement Sum, Agreement Time or material change in the Work which will result in an increase or decrease of less than \$10,000 or extension of less than thirty (30) days to the Agreement Time shall be made by the Village Administrator.

- B. All change orders will be calculated based solely on Contractor's Unit Pricing set forth in Contractor's Proposal and actual revised quantities, regardless of whether the change order is for an increase or decrease in Project Work. No additional compensation will be allowed for change orders for additional work other than based on Contractor's Unit Pricing times the increased actual units constructed calculated by the Village, in that said Unit Pricing already reflects Contractor's overhead and profits.

**Section 19. Relationship of the Parties.** It is understood, acknowledged and agreed by the parties that the relationship of the Contractor to the Village arising out of this Agreement shall be that of an independent contractor. Neither Contractor, nor any employee or agent of Contractor, is an employee, partner, joint venturer, and/or agent of the Village, and therefore is not entitled to any benefits provided to employees of the Village. Contractor has no authority to employ/retain any person as an employee or agent for or on behalf of the Village for any purpose. Neither Contractor nor any person engaging in any work or services related to this Agreement at the request or with the actual or implied consent of the Contractor may represent himself to others as an employee of the Village. Should any person indicate to the Contractor or any employee or agent of Contractor by written or oral communication, course of dealing or otherwise, that such person believes Contractor to be an employee or agent of the Village, Contractor shall use its best efforts to correct such belief. In ordering or accepting delivery of or paying for any goods or services, Contractor shall do so in Contractor's own business.

**Section 20. Means and Methods.** Contractor shall at all times have sole control over the manner, means and methods of performing the services required by this Agreement according to its own independent judgment. Contractor acknowledges and agrees that it will devote such time and resources as necessary to produce the contracted results. The Village shall not have control over, charge of, nor be responsible for, the construction means, methods, techniques, sequences of procedures, or for safety precautions and programs in connection with the Work since they are solely the Contractor's rights and responsibilities. The Contractor shall supervise and direct the Work efficiently with his, her or its best skill and attention; and the Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work; and the Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees on the subject site and all other persons who may be affected thereby.

**Section 21. Removal and Disposal.** The Contractor must remove and dispose of all

construction or demolition debris materials, waste and soils at licensed facilities in accordance with applicable federal, state and local laws, including but not limited to the NEPA Act, with the most stringent and demanding requirements controlling.

**Section 22. Work by Trade Unions.** If the Work is to be performed by trade unions, the Contractor shall make all necessary arrangements to reconcile, without delay, damage, recourse, or cost to Owner, any conflict between the Contract Documents and any agreements or regulations of any kind at any time in force among members or councils which regulate or distinguish what activities shall not be included in the work of any particular trade. In case the progress of the Work is affected by any undue delay in furnishing or installing any items or materials or equipment required under the Contract Documents because of the conflict involving any such agreement or regulation, the Owner may require that other material or equipment of equal kind and quality be provided at no additional cost to the Owner.

- A. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Contractor's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Contractor in its efforts to comply with such Acts and Rules and Regulations, the Contractor will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
- B. That it will include verbatim or by reference the provisions of these clauses in every subcontracting awards under which any portion of the Agreement obligations are undertaken or assumed, so that each provision will be binding upon such Subcontractor. In the same manner as with other provisions of this Agreement, the Contractor will be liable for compliance with applicable provisions of this clause by such Subcontractors; and further it will promptly notify the contracting agency and the Department in the event any Subcontractor fails or refuses to comply therewith. In addition, the Contractor will not utilize any Subcontractor declared by the Illinois Human Rights Commission to be ineligible for Contracts or Subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

**Section 23. Guarantee.**

- A. Except as otherwise specified, the contractor shall guarantee workmanship and materials for a period one (1) year for all items from date of final acceptance by the Village. The Work shall be left in perfect order at completion and acceptance. Neither the final payment nor termination of the guarantee period, nor any provision in the Agreement document shall relieve the Contractor of the responsibility for negligence, faulty materials, or workmanship within the extent and period provided by law, and upon written notice it shall remedy any defects due thereto, and shall pay all expenses for any damage to other work resulting therefrom.

- B. If the Drawings, Plans, and/or Specifications provide for methods of construction, installation, materials, etc., which the Contractor cannot guarantee for the indicated period, it shall be the responsibility of the Contractor to so inform the Owner in writing before submitting his bid. Otherwise, the Contractor shall be held responsible to provide the method of construction, installation, materials, etc., which will be guaranteed for the indicated period of time.

**Section 24. General Provisions.**

- A. Amendment. No amendment or modification to this Agreement shall be effective unless and until the amendment or modification is in writing, properly approved in accordance with applicable procedures, and executed.
- B. Assignment. This Agreement may not be assigned by the Contractor without the express prior written consent of the Village.
- C. Binding Effect. The terms of this Agreement will bind and inure to the benefit of the Parties to this Agreement and their agents, successors, and assigns.
- D. Notice. All notices required or permitted to be given under this Agreement shall be in writing and shall be delivered (1) personally, (2) by a reputable overnight courier, (3) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (4) by email. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt; (d) time-stamp email was sent. By notice complying with the requirements of this Section, each Party shall have the right to change the address or the addressee, or both, for all future notices and communications to the other party, but no notice of a change of addressee or address shall be effective until actually received.

Notices and communications to the Village shall be addressed to, and delivered at, the following address:

Paula Schumacher  
Village of Bartlett  
228 S. Main Street  
Bartlett, IL 60103  
[pschumacher@bartlettil.gov](mailto:pschumacher@bartlettil.gov)

With a copy to:

Ancel Glink, P.C.  
140 South Dearborn Street  
Chicago, IL 60603

Attn: Kurt Asprooth  
[kasprooth@ancelglink.com](mailto:kasprooth@ancelglink.com)

Notices and communications to the Contractor shall be addressed to, and delivered at, the following address:

GO-Painters, Inc.  
500 N. 6<sup>th</sup> Avenue  
Maywood, IL 60153  
Attn: Jorge Ocegüera  
[gopainters@gmail.com](mailto:gopainters@gmail.com)

- E. Third Party Beneficiary. No claim as a third party beneficiary under this Agreement by any person, firm, or corporation shall be made or be valid against the Village.
- F. Governing Laws. This Agreement will be governed by, construed and enforced in accordance with the internal laws, but not the conflicts of laws rules, of the State of Illinois. Venue for any dispute arising out of relating to this Agreement will be in the Circuit Court of Cook County, Illinois. In any suit or action arising under this Agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees and costs of litigation. No suit or action shall be maintained by the Contractor, its successors or assigns, against the Village on any claim based upon or arising out of this Agreement or out of anything done in connection with this Agreement unless such action shall be commenced within one year of the voluntary or involuntary termination of this Agreement.
- G. Entire Agreement. This Agreement constitutes the entire agreement between the parties to this Agreement and supersedes all prior agreements and negotiations between the parties, whether written or oral relating to the subject matter of this Agreement.
- H. Waiver. Neither the Village nor the Contractor shall be under any obligation to exercise any of the rights granted to them in this Agreement except as it shall determine to be in its best interest from time to time. The failure of the Village or the Contractor to exercise at any time any such rights shall not be deemed or construed as a waiver of that right, nor shall the failure void or affect the Village's or the Contractor's right to enforce such rights or any other rights.
- I. Exhibits. Group Exhibit A is attached to this Agreement, and by this reference incorporated in and made a part of, this Agreement. In the event of any conflict between the terms of this Agreement and the terms of Group Exhibit A, the most stringent requirements as applied to the Contractor will apply.
- J. Interpretation. This Agreement will be construed without regard to the identity of the Party which drafted its provisions. Any rule of construction that a document is to be construed against the drafting party will not be applicable to this Agreement.

- K. No Waiver of Immunities and/or Privileges. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Village of Bartlett and/or any of its officials, officers, employees, and/or agents as to any liability whatsoever; such immunities and privileges are expressly reserved.
- L. Counterparts. This Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument, and any signatures to counterparts maybe delivered by facsimile or other electronic transmission and will have the same force and effect as original signatures.
- M. Severability. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstance, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances
- N. Authority. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.
- O. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF the Parties hereto have cause this Agreement to be executed, effective on the date first above written.

VILLAGE OF BARTLETT:

CONTRACTOR:  
GO PAINTERS, INC.

By: \_\_\_\_\_

By: George Oceguela

Village President

Title: President

Attest:

Attest:

By: \_\_\_\_\_

Edgar Figueroa

Village Clerk

Title: Manager

Date: \_\_\_\_\_

Date: May-09-2025

**Group Exhibit A**



# Agenda Item Executive Summary

**AGENDA ITEM:** 475 Miles Parkway, Public Improvements Acceptance  
**BOARD OR COMMITTEE:** Board

## BUDGET IMPACT

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

Attached is an ordinance to accept the public improvements at 475 Miles Parkway. The developer, *Bratt Capital Partners* has submitted all required final documents to the Village. A set of Record Drawings has been received and is on file.

Because the water main and water/sanitary sewer connections have been operational and functioning successfully for more than 12 months, Village staff recommends waiving the maintenance period.

## ATTACHMENTS (PLEASE LIST)

Memorandum, Letter, Ordinance, Bill of Sale

## 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 2025-\_\_\_\_\_, accepting the public improvements at 475 Miles Parkway

Staff: Nick Talarico

Date: May 20, 2025

# MEMORANDUM

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To: Paula Schumacher, Village Administrator  
From: Nick Talarico, Village Engineer *NT*  
Subject: Acceptance of Public Improvements at 475 Miles Parkway,  
Blue Heron Business Park  
Date: May 20, 2025

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Attached is an ordinance to accept the public improvements at **475 Miles Parkway**. The developer, *Bratt Capital Partners*, has submitted all required final documents to the Village. A set of Record Drawings has been received and is on file.

Because the water main and water/sanitary sewer connections have been operational and functioning successfully for more than 12 months, Village staff recommends waiving the maintenance period.

Please place this ordinance on the next available agenda.

**MOTION: I MOVE TO APPROVE ORDINANCE \_\_\_\_\_ ACCEPTING THE  
PUBLIC IMPROVEMENTS AT 475 MILES PARKWAY**

May 20, 2025

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

Attn: Dan Dinges, Director of Public Works

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

Please be advised that the public improvements have been completed at **475 Miles Parkway**.

All punch list work, for items covered by the Site Plan Completion Letter of Credit, have been successfully completed. The Public Works Department has conducted final reviews and inspections of the utilities and other public improvements. As a result, it has been determined that the public improvements have been constructed in substantial conformance with the approved Final Engineering Plans and Specifications at **475 Miles Parkway**.

The developer, *Bratt Capital Partners*, has submitted all required final documents to the Village. A set of reproducible Record Drawings showing the completed public improvements has been received. The public improvements consist of water main and water/sanitary sewer connections. Because the connections been operational and functioning successfully for more than 12 months, Village staff recommends waiving the maintenance period.

I recommend that the Village Board adopt an Ordinance accepting the public improvements at **475 Miles Parkway**.

Sincerely,

*Nick Talarico*

Nick Talarico, P.E.  
Village Engineer

Attachment

cc: Lorna Giless, Village Clerk  
Beth Uργο, Public Works  
Matt Coulter, Director of Finance  
Kurt Asprooth, Village Attorney  
Kristy Stone, Director of PDS  
John Komorowski, BCE

## ORDINANCE 2025-

### AN ORDINANCE ACCEPTING THE PUBLIC IMPROVEMENTS AT 475 MILES PARKWAY

**WHEREAS**, the Village Engineer has reported to the corporate authorities that the water main and water/sanitary sewer connections, (“the Public Improvements”) for the site known as 475 Miles Parkway (“the Development”) were completed substantially in accordance with the plans and specifications therefore and the requirements of the Village Subdivision Ordinance on April 1, 2024 (“the Completion Date”) and that *Bratt Capital Partners*, the developer of the site, (“the Developer”) has presented evidence that the Public Improvements have been fully paid for; and

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

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

**SECTION ONE:** That the Village of Bartlett hereby accepts the Public Improvements at 475 Miles Parkway.

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

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

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





2045-2111 East Pratt Boulevard | Elk Grove Village, IL 60007 | MAIN IP: 312.804.4111 | F: 847.750.0234 |

**BILL OF SALE**  
FOR THE WATER MAIN INSTALLED AT THE

Miles Parkway & Vulcan Boulevard Industrial Site  
475 Miles Parkway

In consideration of the payment of Ten Dollars (\$10.00) and other good and valuable considerations, the receipt and sufficiency of which is hereby expressly acknowledged, Bratt Capital Partners, ("The Seller") do hereby sell, assign, transfer, and set over unto the Village of Bartlett, Cook, DuPage, & Kane Counties Illinois, the following property:

The water distribution system, including, but not limited to, water mains and services, valves, valve vaults, fire hydrants, and all structures appurtenant thereto; ("the Property") being the Public Improvements for the 475 Miles Parkway Industrial Site developed by the Seller in the Village of Bartlett.

The Seller hereby represents and warrants to the Village of Bartlett that the Seller is the absolute owner of the Property; that the property is free of all liens, charges and encumbrances, including, without limitation, mechanics liens, mortgages, chattel mortgage security instruments; and that the Seller has outright power and authority to transfer title to the Property to the Village of Bartlett, and to execute and deliver this Bill of Sale

IN WITNESS WHEREOF the Seller has signed and sealed, or caused this Bill of Sale to be signed and sealed at Bartlett Illinois on October 10 2024

Signed [Signature]  
President

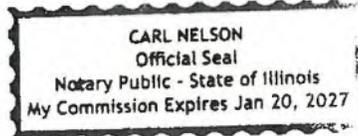
Attest [Signature]  
Secretary

STATE OF ILLINOIS )  
COUNTY OF Cook ) SS:

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY that Sebastian Madand personal known to me to be the President & Secretary, respectively of Brat Capital Partners, ("The Corporation"), and personally known by me to be the same persons whose names are subscribed to the foregoing Bill of Sale, appeared before this day in person and severally acknowledged that they signed the foregoing Bill of Sale as such President and Secretary of the Corporation and caused the seal of the Corporation to be affixed hereto, as the free and voluntary act, and as the free and voluntary act of the Corporation for the uses and purposes therein set forth

GIVEN under my hand and notary seal this 10 day of October, 2024

Notary Public [Signature]  
My Commission Expires Jan 20, 2027





# Agenda Item Executive Summary

AGENDA ITEM: \_Purchase of (1) Chevy Silverado 2500 Truck

BOARD OR COMMITTEE: Board

## BUDGET IMPACT

<b>Amount</b>	\$55, 775.15	<b>Budgeted</b>	\$65,000.00
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<b>Fund: Sewer Operating</b>	<b>Corresponding Activity Measure: N/A</b>
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## EXECUTIVE SUMMARY

I have received all the necessary information regarding the purchase of (1) Chevy Silverado 2500 work truck through Suburban Purchasing Cooperative. Currie Motors Chevrolet of Forest Park was awarded the contract for this vehicle. This vehicle would be purchased as part of the Sewer Division Capital Outlay Budget. This price includes start up service, a new lift gate, freight, licensing and delivery to the Public Works facility.

The vehicle will be delivered at the total cost of \$55,775.15 after discounted adjustments. FY 2025-26 budget provides \$65,000.00 for the purchase of (1) new 2025 Chevy Silverado work truck that replaces a 2013 Ford pickup truck, that has an evaluation rating of 32 which qualifies for immediate replacement. The existing truck will be sold at auction.

We recommend the Village of Bartlett purchase (1) Chevy Silverado 2500 work truck from Currie Motors Chevrolet in the amount of \$55,775.15

## ATTACHMENTS (PLEASE LIST)

Memo

### 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 (1) Chevy Silverado from Currie Motors Chevrolet.

Staff: John Pullia Sewer Division Supervisor

Date:

May 6, 2025

# Memo

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**To:** Paula Schumacher, Village Administrator  
**From:** John Pullia, Sewer Division Supervisor  
**Subject:** **Purchase of 2025 Chevrolet 2500 Truck**  
**Date:** May 6, 2025

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The FY 25/26 operating budget allocated \$65,000.00 for the purchase of a 2025 pickup truck. This truck will replace a current 2013 F250 Ford pickup truck with over 90,000 miles and an evaluation rating of 32 which qualifies for immediate replacement.

The vehicle will be delivered at the total cost of \$55,775.15 after discount and liftgate upgrade. The existing truck will be sold at auction.

We recommend the Village of Bartlett purchase (1) Chevy Silverado 2500 work truck from Currie Motors Chevrolet in the amount of \$55,775.15.

## Motion

**MOTION TO APPROVE THE PURCHASE OF (1) 2025 CHEVY SILVERADO 2500  
WORK TRUCK FROM CURRIE MOTORS IN FOREST PARK, IL.**



# Agenda Item Executive Summary

**AGENDA ITEM:** Purchase of SL-RAT

**BOARD OR COMMITTEE:** Board

## BUDGET IMPACT

<b>Amount</b>	\$35,375.00	<b>Budgeted</b>	\$36,000
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<b>Fund: Sewer Operating</b>	<b>Corresponding Activity Measure: N/A</b>
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## EXECUTIVE SUMMARY

I have received all the necessary information regarding the purchase of the SL-RAT from InfoSense, Inc. through Buy Board a National Purchasing Cooperative, Contract #676-20. The Sewer Line -Rapid Assessment Tool will be purchased as part of the Sewer Division Capital Outlay Budget. The price includes training, safety equipment along with shipping and handling.

The sewer equipment will be delivered at the total cost of \$35,375.00. FY 2025-26 budget provides \$36,000.00 for the purchase of the SL-RAT.

We recommend the Village of Bartlett purchase the SL-RAT from InfoSense, Inc. in the amount of \$35,375.00

## ATTACHMENTS (PLEASE LIST)

Memo

### 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 the SL-RAT from Info-Sense, Inc. Charlotte, NC

Staff: John Pullia Sewer Division Supervisor

Date: May 2, 2025

# Memo

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**To:** Paula Schumacher, Village Administrator  
**From:** John Pullia, Sewer Division Supervisor  
**Subject:** Purchase of SL-RAT  
**Date:** May 6, 2025

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I have received all the necessary information regarding the purchase of the SL-RAT from InfoSense, Inc. through Buy Board a National Purchasing Cooperative, Contract #676-20. The Sewer Line -Rapid Assessment Tool will be purchased as part of the Sewer Division Capital Outlay Budget. The price includes training, safety equipment along with shipping and handling.

The sewer equipment will be delivered at the total cost of \$35,375.00. FY 2025-26 budget provides \$36,000.00 for the purchase of the SL-RAT.

We recommend the Village of Bartlett purchase the SL-RAT from InfoSense, Inc. in the amount of \$35,375.00

**Motion**

**MOTION TO APPROVE THE PURCHASE OF SL-RAT FROM INFOSENSE INC.  
CHARLOTTE, NC**