

**2018-2019 Proposed Budget Public Hearing – 7:00**

**VILLAGE OF BARTLETT**  
**BOARD AGENDA**  
**MARCH 20, 2018**  
**7:00 P.M.**

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

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

- \*6. MINUTES: Board and Committee Minutes – March 6, 2018
- \*7. BILL LIST: March 20, 2018
8. TREASURER'S REPORT: January, 2018  
Motor Fuel Tax Report – December, 2017  
Sales Tax Report – November, 2017

9. PRESIDENT'S REPORT: None

10. QUESTION/ANSWER: PRESIDENT & TRUSTEES

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

12. STANDING COMMITTEE REPORTS:

A. BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS

1. Ordinance Granting Front & Rear Yard Variations for 165 West Oak Glenn Drive

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GABRENYA

1. None

C. FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE

1. Home Rule Municipal Retailer's Occupation Tax and Home Rule Municipal Service Occupation Tax
2. Ordinance Amending the Bartlett Municipal Code Regarding Water and Sewer Charges
3. Resolution Urging the Governor & Illinois General Assembly to not Continue Using the Local Government Distributive Fund to Balance the State of Illinois' Budget

D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN CAMERER

- \*1. Arts in Bartlett Class D Liquor License Request for Fine Art Fair on June 23-24

E. POLICE & HEALTH COMMITTEE, CHAIRMAN CARBONARO

1. None

**F. PUBLIC WORKS COMMITTEE, CHAIRMAN REINKE**

1. Ordinance Approving a Second Site Plan Amendment, Granting Special Use Permits to Allow for Two 1.5 MG Potable Water Storage Tanks, a Lake Michigan Water Receiving Station and a Metering Facility at the Public Works Complex at 1150 Bittersweet Drive
- \*2. Resolution Approving of an Agreement Between the Village of Bartlett and the State of Illinois Department of Transportation – Route 59 and Army Trail Road
- \*3. Resolution Approving of the Agreement Between the Village of Bartlett and Brothers Asphalt Paving Inc. for the 2018 Various Streets Project
- \*4. Resolution Approving of the Agreement Between the Village of Bartlett and Schroeder & Schroeder Inc. for the 2018 Concrete Replacement Program

**13. NEW BUSINESS**

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

**15. ADJOURNMENT**





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**BOARD MINUTES**  
**March 6, 2018**

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1. CALL TO ORDER

President Wallace called the regular meeting of March 6, 2018 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:03 p.m. in the Council Chambers.

2. ROLL CALL

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

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Finance Director Todd Dowden, Public Works Director Dan Dinges, Public Works Engineer Bob Allen, Community Development Director Jim Plonczynski, Building Director Brian Goralski, Grounds Superintendent Kevin DeRoo, Head Golf Professional Phil Lenz, Food & Beverage Manager Paul Petersen, Police Chief Patrick Ullrich, Deputy Chief Geoff Pretkelis, Deputy Chief Chuck Snider, Village Attorney Bryan Mraz and Village Clerk Lorna Giles.

3. INVOCATION – Pastor Jim Depalma from Encounter Church gave the invocation.

4. PLEDGE OF ALLEGIANCE

5. CONSENT AGENDA

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

There were no amendments.

President Wallace then recited each item that was originally on the Consent Agenda.

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



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

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

6. MINUTES

Trustee Deyne moved to approve the Board and Committee minutes from February 20, 2018 and that motion was seconded by Trustee Camerer.

ROLL CALL VOTE TO APPROVE THE BOARD AND COMMITTEE MINUTES FROM FEBRUARY 20, 2018

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

7. BILL LIST – Covered and approved under the Consent Agenda.
8. TREASURER'S REPORT - None
9. PRESIDENT'S REPORT - None
10. QUESTION/ANSWER: PRESIDENT & TRUSTEES - None
11. TOWN HALL

**Terrance Pearson, 1178 Foxboro Lane**

Mr. Terrance stated that he has lived in Bartlett for 2-1/2 years and he talked about renters. He stated that the Village does not have a fire/safety inspection for rental homes. He wondered if the Village knew how many rental residences there are and if they are maintained.

Chief Patrick Ullrich stated that they could check on upkeep of property or refer it to code enforcement. He did not think they had a running list of all the rental properties in town.



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Village Administrator Paula Schumacher stated that they do have a nuisance ordinance regarding people who do rent out their property who have a number of encounters with the police department.

Chief Ullrich stated that they have a nuisance abatement ordinance where people who violate specific sections of the local ordinances are sent a letter in order to abate that nuisance. It is sent to the renter as well as the property owner.

Community Development Director Jim Plonczynski stated that they have a pretty active code enforcement department. There are 14,000 households in the Village and about 10% are rental occupied. They keep track of the foreclosures in the Village and there are about 100 foreclosed properties at this time. They also keep track of the vacant buildings through their vacant building registry. He asked Mr. Pearson if there was a specific address that he had an issue with and asked him to call to have a code enforcement officer inspect the property. Violators are taken to local adjudication for a hearing and compliance. It is not just for renters but for homeowners who do not maintain their homes.

Mr. Pearson suggested that they implement a rental registry like Streamwood has and they could charge \$100. He suggested that they try to reduce the amount of money that the taxpayers have to pick up. He asked if there was a number associated with how many people can occupy a home.

Mr. Plonczynski stated that they can have up to five unrelated people living in a home but if they are all related, there is no limit.

**12. STANDING COMMITTEE REPORTS:**

**A. BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS**

Trustee Hopkins stated that there was no report.

**B. BUILDING COMMITTEE, CHAIRMAN GABRENYA**

Trustee Gabrenya stated that there was no report.

**C. FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE**

Trustee Deyne stated that there was no report.

**D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN CAMERER**

Trustee Camerer stated that there was no report



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E. POLICE & HEALTH COMMITTEE, CHAIRMAN CARBONARO

Trustee Carbonaro stated that there was no report.

F. PUBLIC WORKS COMMITTEE, CHAIRMAN REINKE

Trustee Reinke stated that there was no report.

13. NEW BUSINESS - None

14. QUESTION/ANSWER: PRESIDENT & TRUSTEES - None

15. ADJOURNMENT

President Wallace stated that upon adjournment of this meeting, the Board will be moving into the Committee of the Whole meeting to continue with the 2018-19 proposed budget review.

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

ROLL CALL VOTE TO ADJOURN

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

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 7:15 p.m.

Lorna Gilles  
Village Clerk



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President Wallace called the Committee of the Whole meeting to order at 6:00 p.m.

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

**ABSENT:** None

**ALSO PRESENT:** Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Finance Director Todd Dowden, Information Technology Coordinator Chris Hostetler, Public Works Director Dan Dinges, Public Works Engineer Bob Allen, Community Development Director Jim Plonczynski, Building Director Brian Goralski, Grounds Superintendent Kevin DeRoo, Head Golf Professional Phil Lenz, Food & Beverage Manager Paul Petersen, Police Chief Patrick Ullrich, Deputy Chief Geoff Pretkelis, Deputy Chief Chuck Snider, Village Attorney Bryan Mraz and Village Clerk Lorna Giles.

**FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE**

1. 2018-19 Proposed Budget Review

Finance Director Todd Dowden opened by welcoming all in attendance and introduced the 2018-19 proposed budget presentation.

Please refer to the attached presentation.

**Finance Department**

Finance Director Todd Dowden stated that the Finance department consists of accounting, utility building, information technology and the main office. They do the financial reporting, accounts payable, payroll, budget and the audit.

He stated that the water billing clerk's are charged to Water and Sewer but work within the Finance department. They work with public works, billing, collections, scheduling service orders and also process the transfer stamps. Information Technology is part of the Finance department and they handle all the computers, telephones, office equipment and work a lot with the Police department. The Main Office answers the phones, registers parking tickets, process all the parking permits for the Metra lot as well as contractor and business licenses.

The overall budget is up 19%, mainly because they are showing a transfer to the Municipal Building Fund. Personnel is down 32% since the Human Resources employees are moving to Administration. They have one accountant position that was not filled last



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year and will not be filled this year. They are trying to enhance public awareness to the Main Office with new residents. They are also looking at new things in the Bartletter to continue to help residents understand what is going on. Fiscal stability is another goal as well as increasing the standards of service. As far as long-term goals, they have the village-wide technology plan. Highlights include the installation of the new phone system as well as the refunding of the fire station bonds in which they saved over \$260,000 over the next 10 years. They are not requesting any new personnel and have no items under Capital Outlay. His Professional Development has remained the same as well as Professional Association.

Chairman Reinke asked if he found the conferences useful.

Mr. Dowden stated "yes", they usually have a financial track. They discuss Government Accounting Standard Board's rules and get valuable updates. A lot of pension issues have been the hot topic and he is required to do continuing education. The networking is also very valuable.

### Central Services

Information Technology Coordinator Chris Hostetler began his review of the Central Services budget and stated that it funds the items that can't be easily attributable to any individual department. These include: janitorial services, elevator maintenance agreements, printing of the Bartletter as well as Information Technology.

They have no Personnel requests. Capital Outlay includes the following: 1) Storage Area Network and data switches (\$46,000); 2) Virtual Server hosts, operating systems, SQL server and data switches (\$57,000); 3) Servers for Active directory and Public Works (\$15,000); 4) Backup and disaster recovery system (\$40,000) **[Removed from request]**; 5) Microsoft Exchange Server (\$15,000); 6) Replacement desktop computers (\$54,400); 7) Network security appliances (\$28,000); 8) 6-squad car video recording systems (\$24,000); 9) Copier for Police Department (\$20,000); 10) Projector for council chambers (\$20,000) **[Item not Funded]**; 11) Munis citizen and employee self-service portal (\$20,000).

Chairman Reinke questioned item 11. Would a resident be able to access the system to pay their water bills.

Mr. Hostetler stated "yes", but they may not be able to look at their billing history. Munis developed a new water billing system which the Village did not purchase. In order to get the full functionality of doing the utility billing through this portal, we would need to migrate to the newer costly version.



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Chairman Reinke asked if this would eliminate the need to send out paper bills?

Mr. Hostetler stated that they could do that now. The question is whether or not they are ready to provide that and force residents away from paper bills.

Chairman Reinke stated that the current projector looks fine to him and he would like that deleted from the budget. The remainder of the Board agreed.

Mr. Hostetler stated that there were no changes to his Professional Development or Professional Association. Overall, his budget has been reduced 4%, due to the change in the capital outlay this year. There was an increase in the janitorial services to account for the larger Police Department. They reduced the costs for printing services since the budgets are being provided electronically.

President Wallace stated that the Board would adjourn the Committee of the Whole meeting and proceed with the regular Board meeting. At the conclusion of the Board meeting they would go back in the Committee of the Whole meeting and proceed with items 2 and 3 and if time allowed, they would go back to the Proposed Budget Review.

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

**ROLL CALL VOTE TO ADJOURN**

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

The proposed budget meeting adjourned at 6:54 p.m.

President Wallace called the Committee of the Whole meeting to order at 7:15 p.m.

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

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Finance Director Todd Dowden, Information Technology Coordinator Chris Hostetler, Public Works Director Dan Dinges, Public Works Engineer Bob Allen, Community Development Director Jim Plonczynski, Building Director Brian Goralski, Grounds Superintendent Kevin DeRoo, Head Golf Professional Phil Lenz, Food



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& Beverage Manager Paul Petersen, Police Chief Patrick Ullrich, Deputy Chief Geoff Pretkelis, Deputy Chief Chuck Snider, Village Attorney Bryan Mraz and Village Clerk Lorna Gilles.

Chairman Deyne stated that they have three items to discuss:

1. Proposed Budget Review – Will continue if time allows after items 2 and 3.
2. Home Rule Sales Tax/Utility Tax

Administrator Schumacher stated that nearly one year ago, at the Strategic Planning session, we discussed the limitations of relying on our fund balance reserves to balance our budget. The 2017-2018 budget had a planned use of \$400,000 from our fund balance. Using reserve funds is a common practice to weather short term economic downturns; however, this practice is not sustainable over time.

Taking a proactive approach, the Board asked staff to evaluate alternative revenue sources. One of the factors that makes this difficult is the State made a 10% cut to the Local Government Distributive Fund resulting in a loss of about \$400,000. That one-time draw back was amended in the Governor's budget proposal to become permanent - our budget reflects that and we anticipated that move from the State. The Board discussed the pros and cons of a food and beverage tax, increases to the levy, different home rule sales taxes that were available, and replacing the natural gas utility tax with the sales tax. The latest memo before the Board outlines all those deliberations that they have done over the past year and includes a suggestion to eliminate both the natural gas tax, utility tax and the electricity tax and replacing it with a 1% home rule sales tax. She thought this was a good combination that addresses the goals of the Board and stabilizes the budget going forward. It also has some potential for growth over the years and has a broader focus than simply just the residents.

Chairman Deyne stated that many months ago, he and Chairman Hopkins had a conversation about this. That is when he started looking at the utility tax, in-depth, finding out the amount of hours that staff puts into issuing the rebate checks. He was quite impressed that there was a way that they could eliminate this utility tax in its entirety and relieve the residents of the burden they currently have with it. He likes the 1% sales tax because it relieves the residents and doesn't rest exclusively on them. He thought that 1% was very fair and this will address some of the cuts happening in Springfield, plus we are still lower than other communities. What he likes most about it is the fact that it relieves our residents of the utility tax and anyone that visits the Village will share in this additional tax.

Chairman Hopkins stated that he agrees with some of those points. He thought utility tax was a burden on residents and he didn't think it was a fair tax. He thought that any way we could eliminate the utility tax is a good thing. He thought a 1% home rule sales tax is



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lower than the surrounding communities and he didn't think they would be talking about this tax if the State did not cut the revenue-sharing by over \$400,000 in a year.

Chairman Carbonaro asked if they put this 1% sales tax against our current sales from last year, do we know what kind of dollars this will bring in and will it offset the cost of the utility tax.

Finance Director Todd Dowden stated that with 1% they are estimating (\$1,600,000), subtracting the utility taxes (\$600,000). He believed it would be \$1 million to the positive. He stated that the State then charges a 2% handling fee.

Chairman Gabrenya asked how they went from having a conversation about the tax being .5% all the way up to 1%?

President Wallace stated that that the conversation with the .5% did not eliminate the utility tax. The 1% is a complete elimination of the utility tax and creating a use tax that people have a choice about.

Chairman Deyne stated that the .5% was basically a band-aid to shore up the budget. He did not want the Board to be in the same situation at the next budget time.

Chairman Gabrenya stated that the .5% was well within what the other communities are charging. She asked staff to reiterate what the other sales taxes were in surrounding towns.

Ms. Schumacher stated that most of our neighbors have a 1 to 1½% tax.

Chairman Camerer asked if they would come out approximately \$200,000 ahead by incorporating this 1% tax? The Village lost \$800,000 to the State, they would give back \$600,000 for the utility tax which equals \$1.4 million.

Mr. Dowden stated that the \$800,000 shortfall was last year's budget. There are proposed increases to the 2018/19 budget and that is where they got to the \$1.5 million shortfall. They budgeted to use a little over \$400,000 in last year's budget before the State made cuts. A \$500,000 shortfall is much more manageable with our current fund balance.

Ms. Schumacher stated that they can address that number in our spending year. They do a pretty good job managing the spending and she was not as concerned about the \$500,000. She felt that over the course of a year, they can manage that.

President Wallace stated that he thought staff was pretty conservative in their budget figures. He thought the housing permits were quite conservative and he thought they



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would have more revenue. He also thought they were conservative on the gaming revenues. He thought there was a \$300,000-\$400,000 swing in the revenues which would make him favor a .75% sales tax. He did not want to run into another situation like they had five years ago when the general fund was \$4 million over the maximum balance. He would rather have it well within the guidelines. He will hold the remainder of his comments until after the budget review is completed.

Chairman Reinke asked if the proposed budget assumes a 1% sales tax?

Administrator Schumacher stated that the proposed budget does not include any new revenue nor does it anticipate a reduction of the utility tax - it is status quo.

### 3. Water and Sewer Rate Review

Mr. Dowden stated that water and sewer rates were reviewed during last year's budget process and increased by 20% starting with the May 1, 2017 bills. The rate increases were mainly for capital improvements including a portion of the engineering costs for the Lake Michigan water transition and wastewater capital improvements. Water rates will need to be raised the next two years as construction associated with the Lake Michigan water transition is completed and loan payment schedules are finalized. Sewer rates are planned to be raised over the next three years for infrastructure improvements required at the wastewater treatment facility in DuPage County, the excess flow facility in Cook County, and for other rehabilitation projects throughout the collection system.

#### **Water Charges**

Based on the Water projects approved in the Capital Budget, a 27% increase in the water rate is proposed starting with the May 1, 2018 bills. This increase would generate an additional \$2,100,000 in revenue. The second year increase would be just over 21% to generate an additional \$2,100,000 during the 19/20 fiscal year. Costs related to the Lake Michigan water transition are expected to be \$29,050,000 during the 18/19 budget year. Payments on loans estimated to total \$28 million from the DuPage Water Commission will begin the summer of 2019. Additional loans from the IEPA for an estimated \$18 million are also expected to begin the year the project is completed. Annual debt service is estimated to be \$2.5 million. The water main replacement program, with an annual budgeted cost of \$1,275,000, and tower painting projects also contribute to the increases.

The fund's balance at 4/30/19 is estimated to be \$2,773,144, which is close to the maximum policy balance. The balance at 4/30/20 is estimated to be \$2,783,143. This would be \$151,517 over the minimum balance when including 25% of the annual debt service. On the next page is a chart that shows the impact of a 27% and 21.2% increase on the water user charge per 1,000 gallons. The total increase from the rate prior to the



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May 1, 2017 increase of \$6.36 to the proposed rate of \$11.76 per 1,000 gallons over the next two years would be \$5.40 or just under 85%.

Water Charge per 1,000 gal	Current	Proposed	Percent Change
Water Charge May 1, 2018	7.64	9.70	27%
Water Charge May 1, 2019	9.70	11.76	21%

President Wallace stated that there was some significant savings associated with the water line and he wondered if this was factored in.

Mr. Dowden stated “yes”, they have. That is why the total increase is only 85% and not doubled.

Public Works Director Dan Dinges stated that the transmission main had favorable bids and the routing had relatively low cost easements to be able to shorten the length. They are seeing a couple million dollars of savings there. The original loan estimate with DuPage Water had a \$20 million dollar loan for the transmission main. Right now that number looks to be closer to \$15 million.

**Sewer Charges**

Based on the Sewer projects approved in the Capital Budget, increases are proposed for the sewer rates to generate an additional \$1,130,000 of revenue. The 18/19 capital projects to be funded include the Devon Excess Flow Facility, sewer rehabilitation program, lift station upgrades, and improvements at the Bittersweet WWTP. Three years of rate increases, generating an additional \$1,130,000 each year, will be required to meet estimated loan payments on the \$8 million Devon Avenue project, IEPA debt service on \$25 million related for the Bittersweet WWTP project, as well as the ongoing rehabilitation programs.

In the proposed rates, the Devon Avenue project is being funded by Cook County, Bittersweet WWTP and the 2014 IEPA loan for WWTP improvements are being funded by DuPage County. Fund operating cost as well as the system wide rehabilitation program will continue to be funded at same rate as prior years. The fund cash balance at 4/30/19 is estimated to be \$567,211, including a \$700,000 cash transfer from the Developer Deposits Fund in exchange for a loan due from the 59 & Lake TIF Fund. The balance is projected to be under the minimum policy balance by \$345,934. Below is a chart that shows the impact of the first year increase on the sewer flat charge and user charge per 1,000 gallons.



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	Cook County			DuPage County			Kane County		
	Current	Proposed	% Change	Current	Proposed	% Change	Current	Proposed	% Change
Flat Charge	11.05	13.71	24%	13.02	16.94	30%	11.05	11.94	8%
User Rate	0.92	1.14	24%	2.33	3.03	30%	0.92	0.99	8%

Below is a chart that shows the impact of the proposed changes on a monthly bill for 6,000 gallons of water with a 27% water and sewer rate increases. The total monthly increase is \$16.34 per month in Cook County, \$20.48 for residents in DuPage County, and \$13.67 for the Bartlett portion of a Kane County bill.

<b>Impact of increase on Monthly Bill</b>									
	Cook County			DuPage County			Kane County		
	Current	Proposed	Change	Current	Proposed	Change	Current	Proposed	Change
Water 27%	45.84	58.20	12.36	45.84	58.20	12.36	45.84	58.20	12.36
Sewer	16.57	20.55	3.98	27.00	35.12	8.12	16.57	17.88	1.31
Total	62.41	78.75	16.34	72.84	93.32	20.48	62.41	76.08	13.67
	Percent Change		26.2%	Percent Change		28.1%	Percent Change		21.9%

President Wallace reiterated by saying that they chose these rates when they originally chose the water program - there is nothing different.

Mr. Dowden stated that they talked about the water rates doubling and it was published in the newspaper.

Chairman Reinke stated that it seems like these proposed rates fit squarely with the estimates that they received in 2015/16 for what the projected rates would be.

Administrator Schumacher stated that she overstated Chairman Gabrenya's question about the neighboring communities and their home rule sales tax. Hanover Park, Carol Stream and West Chicago are at .75% and they all have the utility tax on top of that with some having a gasoline tax.

Chairman Deyne stated that they will now go back to item #1, 2018-19 Proposed Budget Review.

Chairman Reinke stated that he wanted it to be clear, when they discussed the finance proposed budget, he proposed that they strike the \$20,000 projector for council chambers. There were no objections from other Chairmans.

President Wallace asked for the projected numbers for building permits, both residential and commercial at the next meeting. He wanted to get an understanding of how many



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residential units they anticipate. He would also like to see the number of houses that are for sale in Bartlett so they can project the total number of transfer stamps revenues.

**Golf**

Head Golf Professional Phil Lenz stated that they are a full-service 18 hole golf course and banquet facility. They have averaged about 33,500 rounds over the last five years. They host just about every charitable ongoing related to the village and many golf outings, tournaments, leagues, full-service practice facility, restaurant, golf stimulator in the wintertime. They have an 8% revenue increase over last year. They plan on being very aggressive with their digital marketing, Facebook and a user-friendly website.

They are not requesting any new personnel. They are requesting the following Capital Outlay requests: Clubhouse roof (\$55,000), Security cameras (\$25,000), Bridal suite (\$10,000). His Professional Development and Professional Association remains the same.

Chairman Hopkins asked if they have had any vandalism where we need to spend \$25,000 on security cameras?

Mr. Lenz stated that they have had some issues with clubs being stolen over the years and it would make them much safer since it is very dark in the parking lot.

Administrator Schumacher stated that they had the Police Department's Environmental Crime Prevention Team analyzed the golf course and they gave recommendations on lighting and security cameras. They have had some vandalism, petty theft and some larger things with golf clubs. They want the customers to feel like they can leave their equipment out and not get ripped off.

Mr. Lenz stated that they have had the halfway house broken into as well as the shelter that was set on fire.

Chairman Reinke stated that they once again have done a nice job at Bartlett Hills.

President Wallace stated that he has only heard rave reviews regarding the golf course. He questioned the large increase in the employee group insurance costs. He asked if they were adding more full time employees and asked for an explanation.

Assistant Village Administrator Scott Skrycki stated that part of the increase seen in the group health insurance is due to an acquisition of an employee during the mid-year. Grounds Maintenance lost two employees and they were replaced by one employee.



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President Wallace stated that he would like to see the total amount of salaries (combined) for the golf course and the total amount of the group insurance.

Mr. Dowden stated that the Summary page, under Personnel Services has the salaries and benefits totaled.

President Wallace stated that they had an issue in the past with the golf course's profitability and he did not want it to trend that way.

Grounds Superintendent Kevin DeRoo stated that his Capital Outlay includes a Sprayer (\$31,000); Tri-plex mower for banks and rough (\$32,000); Parking lot lighting (\$14,000); Maintenance utility vehicle (\$9,500). Professional Development includes his new assistant who would like to get involved in some of the local and national organizations. His Professional Association detail remains the same.

Chairman Deyne stated that the comments he has received from golfers at Bartlett Hills as well as himself, and the job that he does, with the limited staff, the course is always in great shape. His entire group should be extremely proud.

President Wallace asked if his new assistant is a transition type of position where he is trained and learns the course.

Mr. DeRoo stated that this is a career choice for him. He wants to go into this business and stay there as a career. He has recently lost two senior grounds maintenance workers within two months last spring. They had been with him for over 20 years, but to them it was just a job and not a career.

Chairman Gabrenya asked about the parking lot lights and asked if it was logical to change these lights to LED once they burn out since they are so expensive.

Mr. DeRoo stated that is something they could look into but the feasibility of having a contractor do that is going to drive the cost up. What you are going to be saving on the front end will be spending on the back end.

Chairman Hopkins asked if this is something they will bid out or just hire a contractor.

Mr. DeRoo stated that it will not go out to bid but they will acquire several quotes.

Chairman Hopkins asked if this was something Public Works could do?

Chairman Reinke asked about the Golf Course Superintendents Association of America and asked if this \$400 would be a reoccurring expense.

Mr. DeRoo stated that they could do it annually or semi-annually.



## VILLAGE OF BARTLETT COMMITTEE MINUTES

March 6, 2018

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Food and Beverage Manager Paul Petersen stated that for the Restaurant, he had no additions to Personnel and will not be requesting to fill the Sous Chef position this year. They may have to hire an hourly Cook but it will save money. Capital expenses and his Professional Development remained the same as last year. He stated that his line items in Food & Beverage Restaurant are down about 3%. Food and Beverage for Banquets had no Personnel. Capital Outlay is requesting a Double Convection Oven (\$7,500). His Professional Development remains the same. Midway had no Personnel or Capital expenses. Midway is up about 2%, Banquet sales are up about 7% and Restaurant sales are steadily increasing.

Chairman Deyne stated that he has had a lot of comments regarding the food that is being prepared. Typically some of the other clubs that he visits in the area are considered "golf course food" (not the best in the world). Since Dustin has taken over, the food has been spectacular. They had the Rotary Club there the other night and it had rave reviews. He encouraged everyone to try the fish fry on Friday night because it is outstanding. With the changes that have been made at the golf course, he is honored and privileged to say that Bartlett Hills is an asset to this community. He thanked the staff for the services they provide.

Chairman Carbonaro stated that he agreed.

President Wallace stated that he attended the fish fry last Friday and they had a 20 minute wait for a table - it was packed.

Mr. Petersen stated that they had 174 people, they went from 90 to 100 to 174 that night.

President Wallace asked why the bank charges went up.

Mr. Lenz stated that the amount of people paying with a credit card has grown exponentially and they take in very little cash.

Chairman Camerer asked how often they were evaluating the bank fees?

Mr. Lenz stated that the software they use only has a couple of options that the software interfaces with, so they are a little bit limited.



**VILLAGE OF BARTLETT  
COMMITTEE MINUTES**

**March 6, 2018**

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There being no further business to discuss, Chairman Camerer moved to adjourn the Committee meeting and that motion was seconded by Chairman Hopkins.

**ROLL CALL VOTE TO ADJOURN**

**AYES:** Chairmen Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

**NAYS:** None

**ABSENT:** None

**MOTION CARRIED**

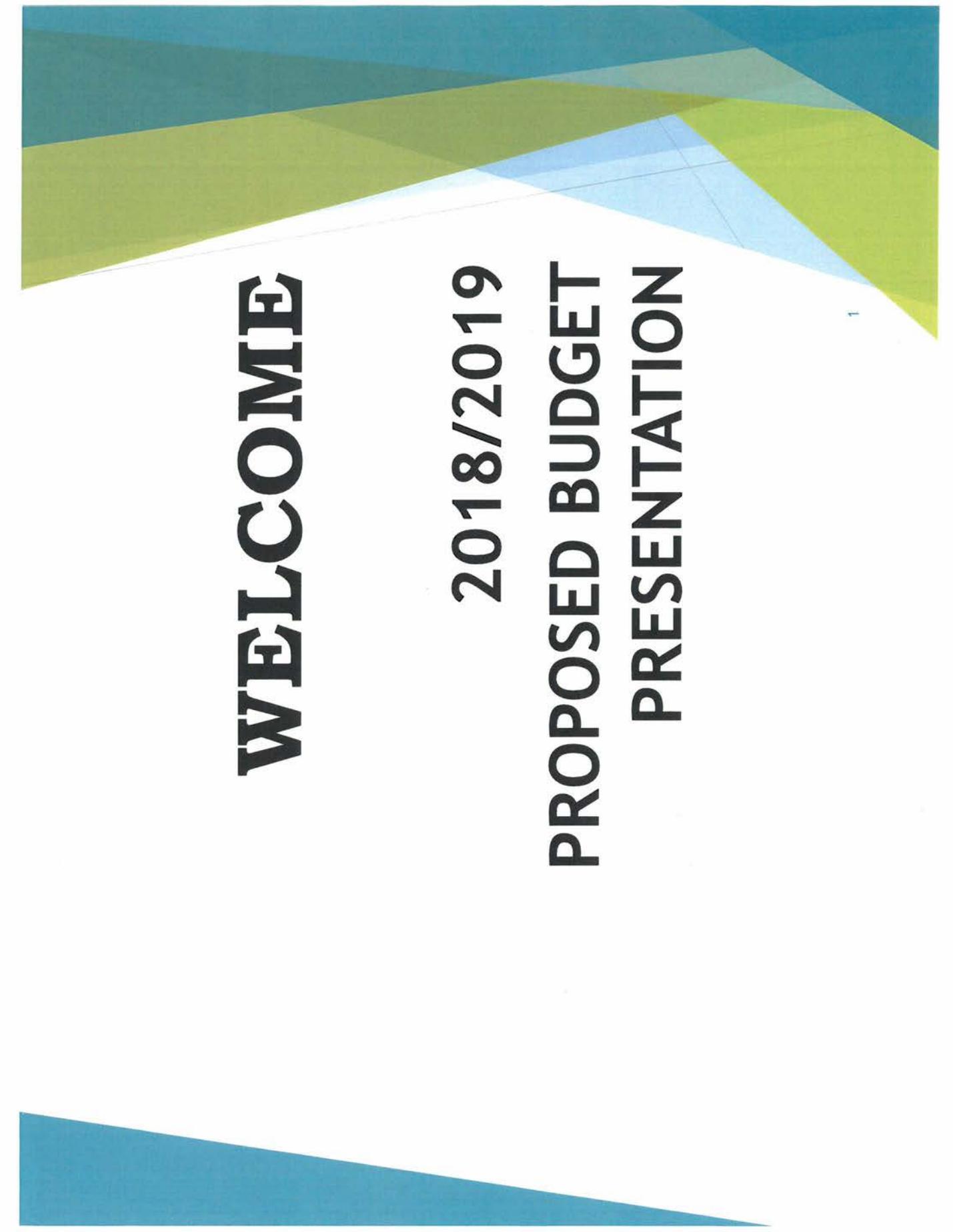
The meeting adjourned at 8:12 p.m.

Lorna Giles  
Village Clerk



**Village of Bartlett, Illinois**

*2018–2019 Proposed Budget  
Presentation*



**WELCOME**

**2018/2019**

**PROPOSED BUDGET  
PRESENTATION**

# Village of Bartlett Budget

## “More Than Just The Numbers”

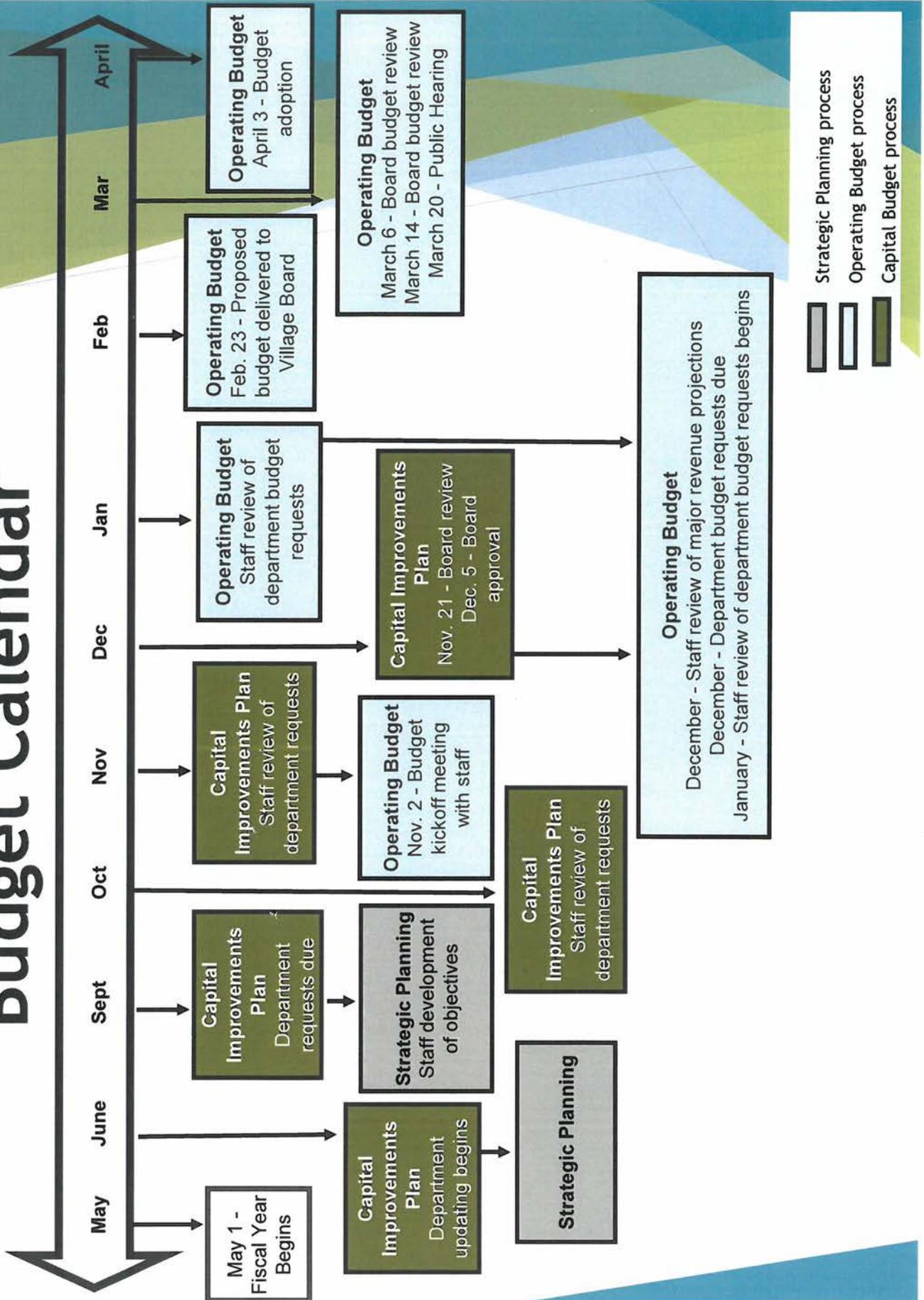
- **The Budget is a Policy Document**
  - Village Wide - Long Term Financial Policies
  - Village Wide - Non-Financial Goals and Objectives (Strategic Plan)
  - Clearly Stated Goals and Objectives (Departments)
- **The Budget is a Financial Plan**
  - Summarizes Major Revenues and Expenditures
  - Describes Major Revenues
  - Projects Major Changes in Fund Balance

# Village of Bartlett Budget

## “More Than Just The Numbers”

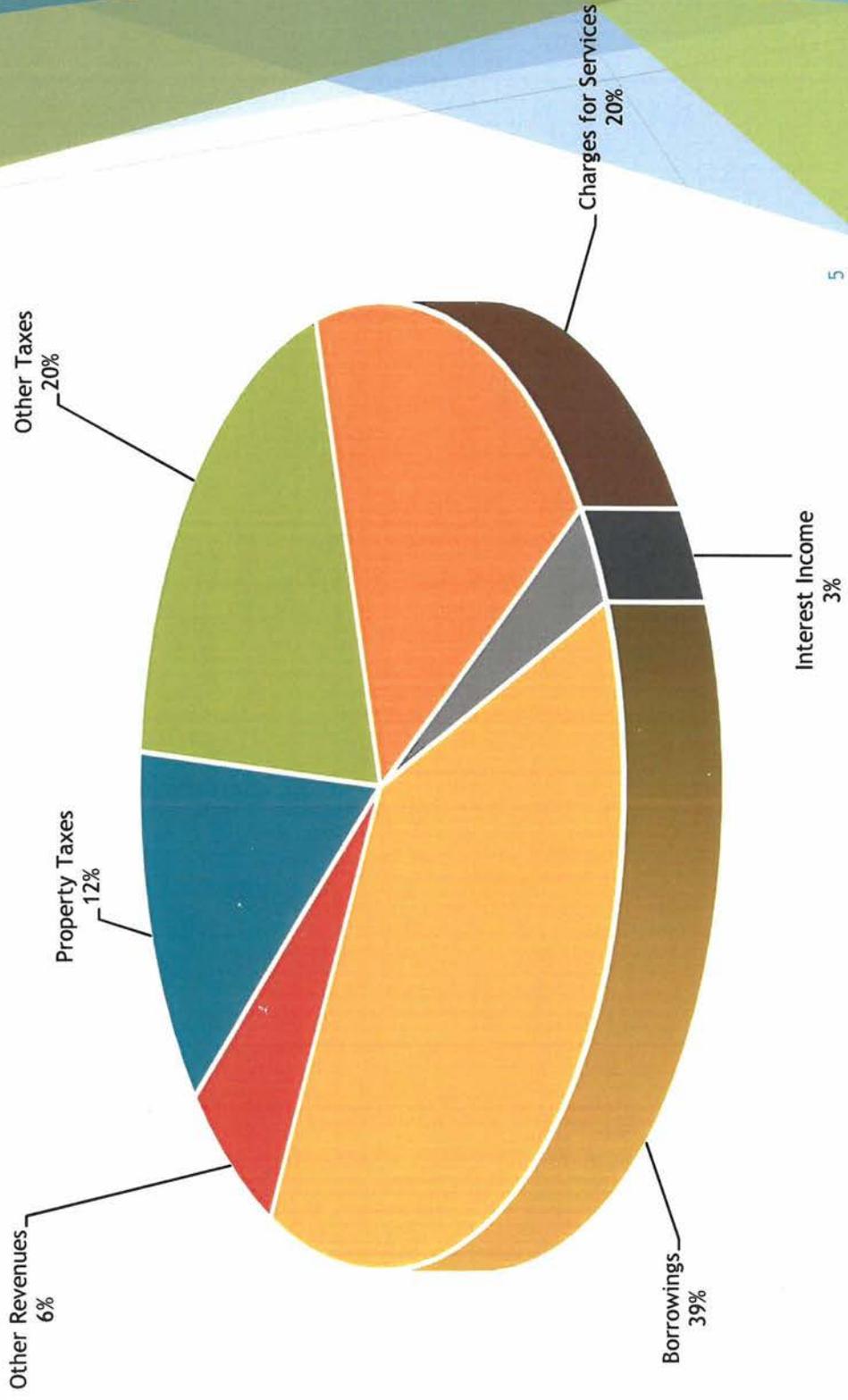
- **The Budget is an Operation Guide**
  - The budget describes activities, services and function of the Village
  - Budget includes an organizational chart
  - Budget includes a personnel summary
- **The Budget is a Communication Device**
  - Defines who develops, prepares, reviews and adopts budget
  - Provides a detailed budget message to Board of Trustees
  - Defines financial polices (Fund Balance) and long term capital planning (Capital Improvement Plan)
  - Budget includes statistical data to convey long term information to the public

# Budget Calendar



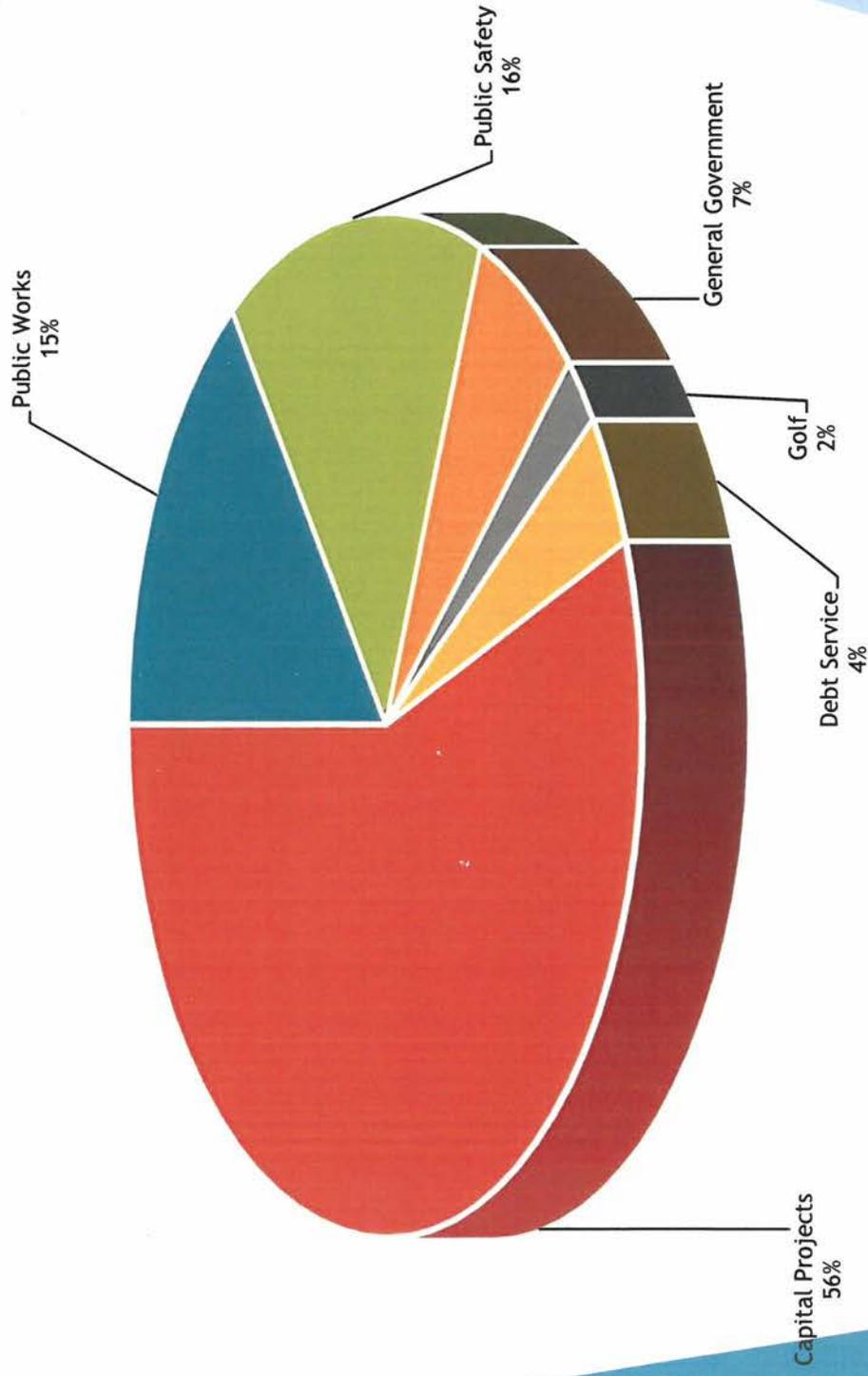
# “Where the Money Comes From”

## Total Revenue: \$89,321,215

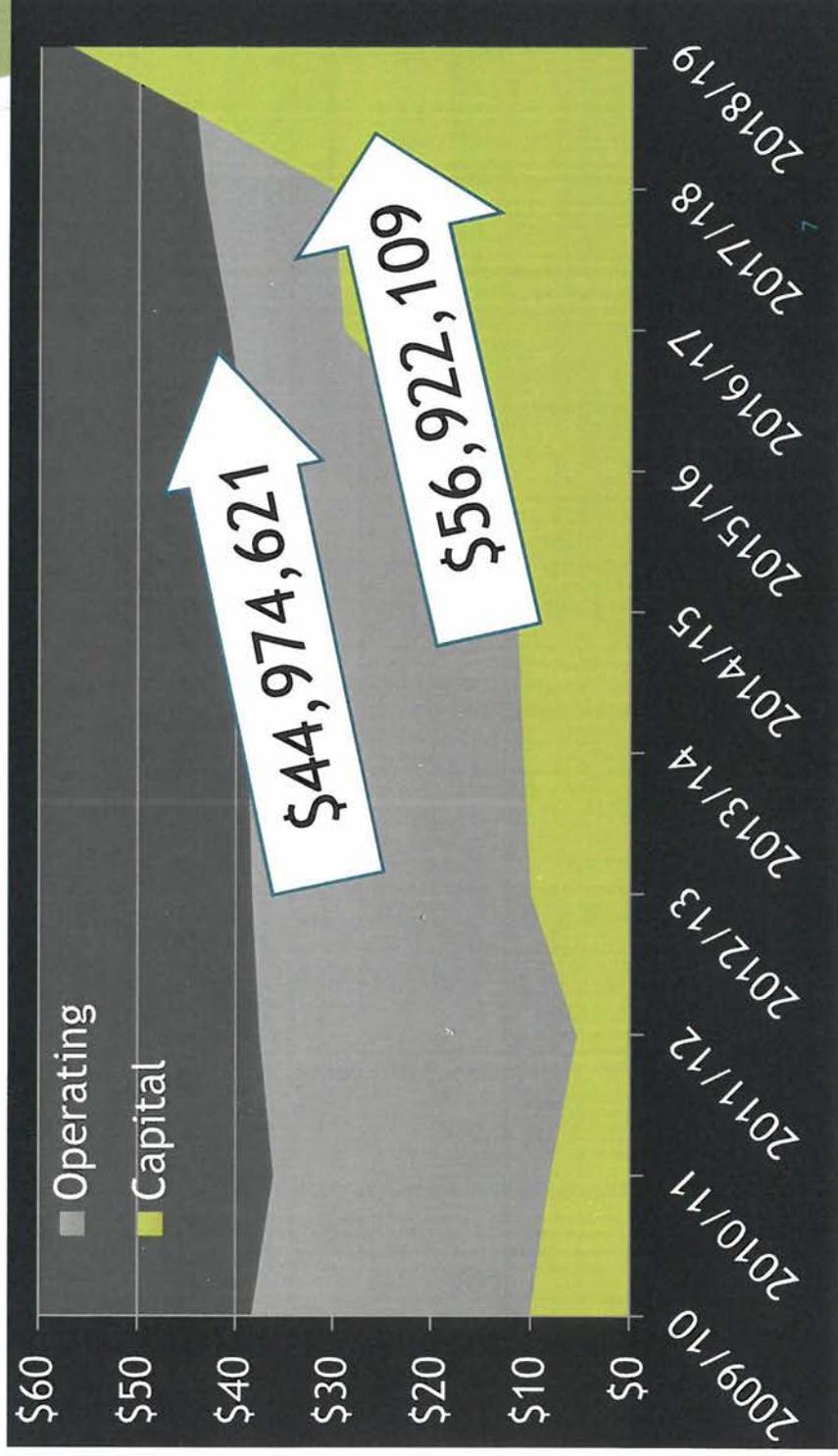


# “Where the Money Goes”

## Total Expenditures: \$101,896,730



# Operating vs. Capital Expenditures

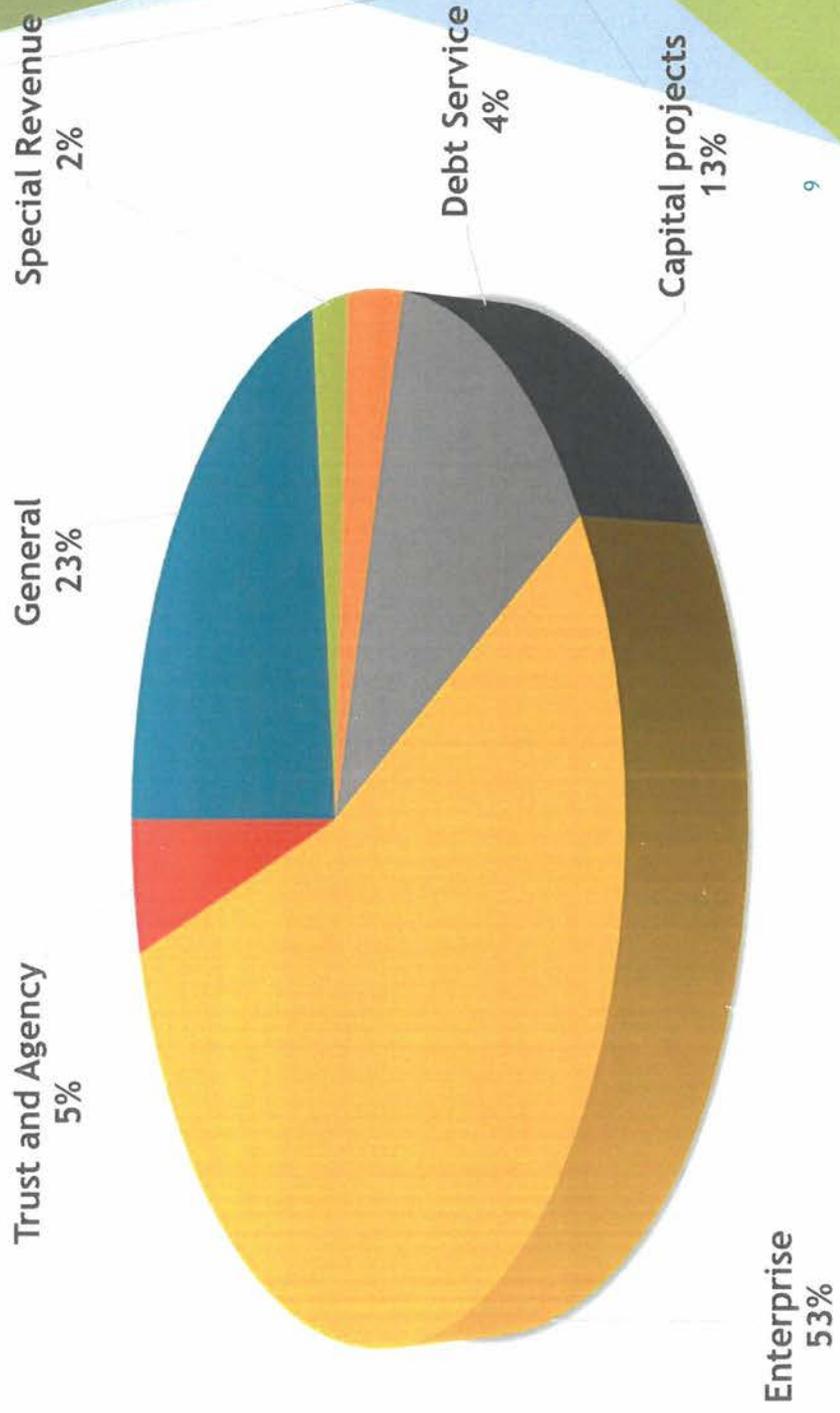


# **Village of Bartlett FY 2018/19 Revenue Review**



# Revenue by Fund

Proposed = \$89,321,215 (net of transfers)  
18% Increase



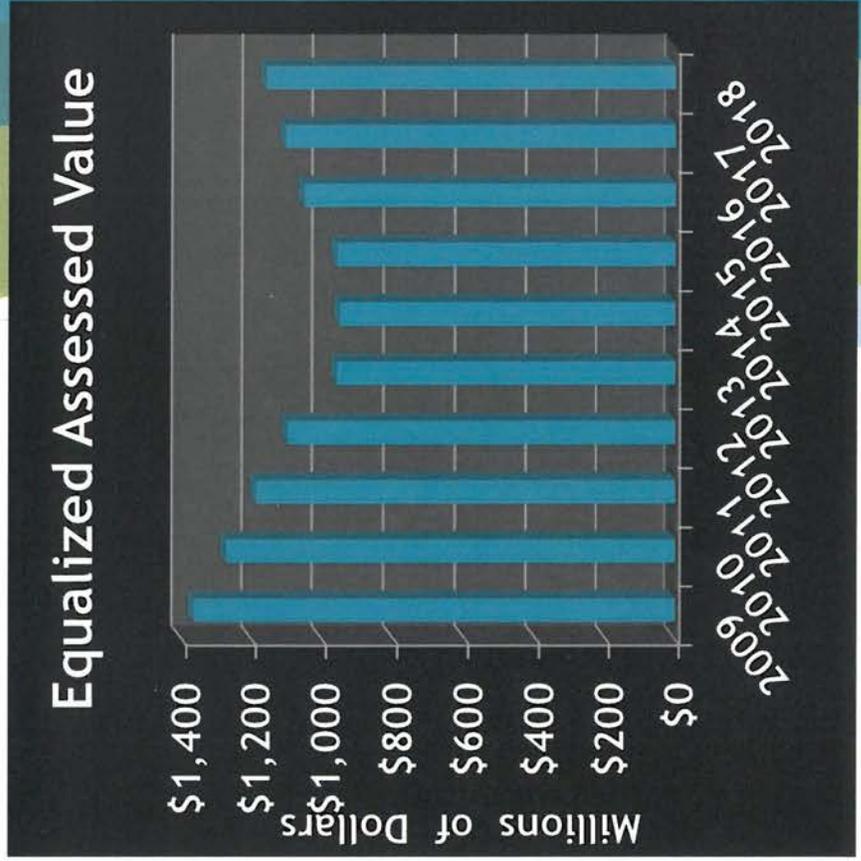
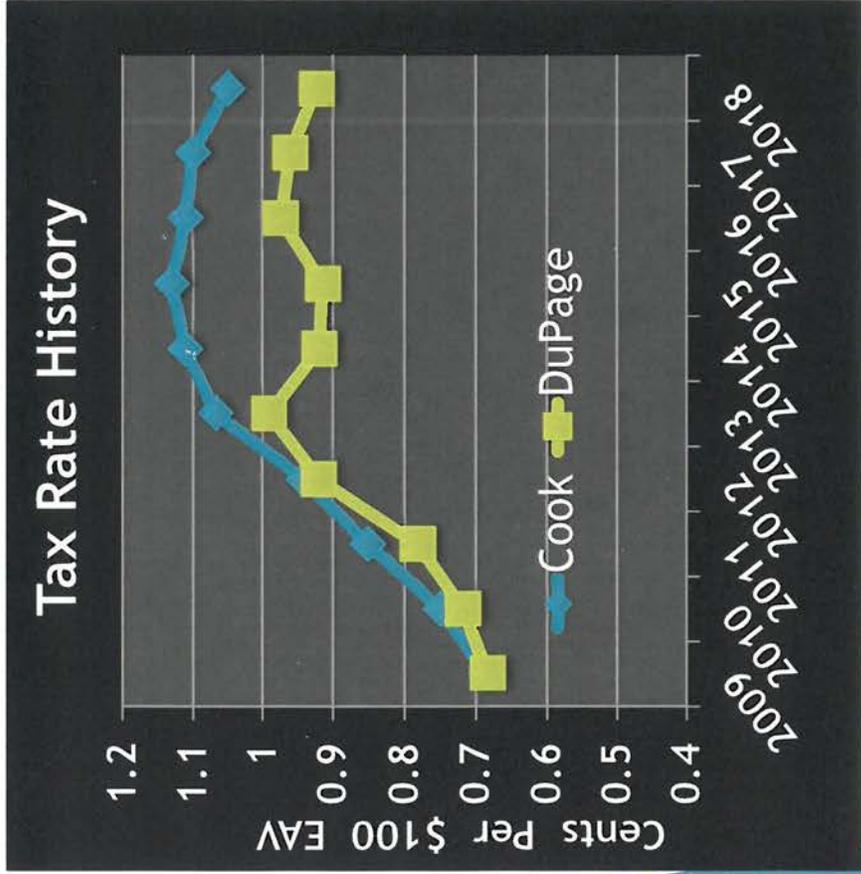
# FY 2019 Revenue Review

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- # Property Taxes
  - \$10,943,187
  - 12% of Total Revenue
  - \$97,249 Increase from FY17/18 Budget
  - 1% Increase from FY17/18 Budget
  
- 1. Dollar amount includes levy for General Corporate, Police Pension and Debt Service
  
- 2. Village's share of property tax pie is 10%
  
- 3. Increase in levy is estimated to be \$108,851
  
- 4. EAV is projected to increase 5% as real estate rebounds
  
- 5. Estimated Cook rate = 1.05/\$100 - Estimated DuPage rate = .93/\$100.  
No increase to General Corporate levy
  
- 6. Review of levy timetable

# Property Tax Rates and EAV



# FY 2019 Revenue Review

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## # Other Taxes - Income Tax

- \$3,700,000
- 4.1% of Total Revenue
- \$465,000 Decrease from FY17/18 Budget
- 11% Decrease from FY17/18 Budget

1. Village receives revenue based on IML per capita rate and population of 41,208. IML's latest estimate for FY 2019 = \$95.80 per capita
2. The IML is assuming the State returns to funding 100%. The budget is based on the State remaining at 90%
3. State of Illinois rate is now 4.95% and municipalities receive 6% of this

# FY 2019 Revenue Review

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## # Other Taxes - Sales Tax

- \$2,425,000
- 3% of Total Revenue
- \$25,000 Increase from FY17/18 Budget
- 1% Increase from FY17/18 Budget

1. Village receives 1% tax on purchases made within the Village
2. Tax is collected by the state and distributed to the municipalities
3. Sales tax sharing agreements are reflected as expenditures in Community Development budget entitled “rebates”
4. Ace Hardware agreement started in 2017

# FY 2019 Revenue Review

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## # Other Taxes - Local Use Tax

- \$1,080,000
- 1% of Total Revenue
- \$40,000 increase from FY17/18 Budget
- 4% increase from FY17/18 Budget

1. Village receives revenue based on IML per capita rate and population of 41,208. IML latest update = \$26.30
2. Amazon began withholding sales tax in Illinois in 2015. Budget is up \$353,000 from 2014 actual
3. This year's budget is up \$40,000 from the 17/18 estimate

# FY 2019 Revenue Review

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## # Other Taxes - Telecommunications Tax

- \$765,000
- 0.8% of Total Revenue
- \$165,000 Decrease from FY17/18 Budget
- 18% Decrease from FY17/18 Budget

1. Village collects a 6% tax on landlines and cellular service
2. State of Illinois collects tax and remits to Village (similar to sales tax)
3. Reduction due to elimination of landlines and more affordable package deals
4. Steady decline in revenue since 2011

# FY 2019 Revenue Review

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## # Other Taxes - Real Estate Transfer Tax

- \$620,000
- 0.7% of Total Revenue
- Up \$10,000 from FY17/18 Budget

1. Values for residential and commercial properties along with new developments generating additional revenue have had positive results over the past four years
2. Average sale price of residential home was \$266,113

# FY 2019 Revenue Review

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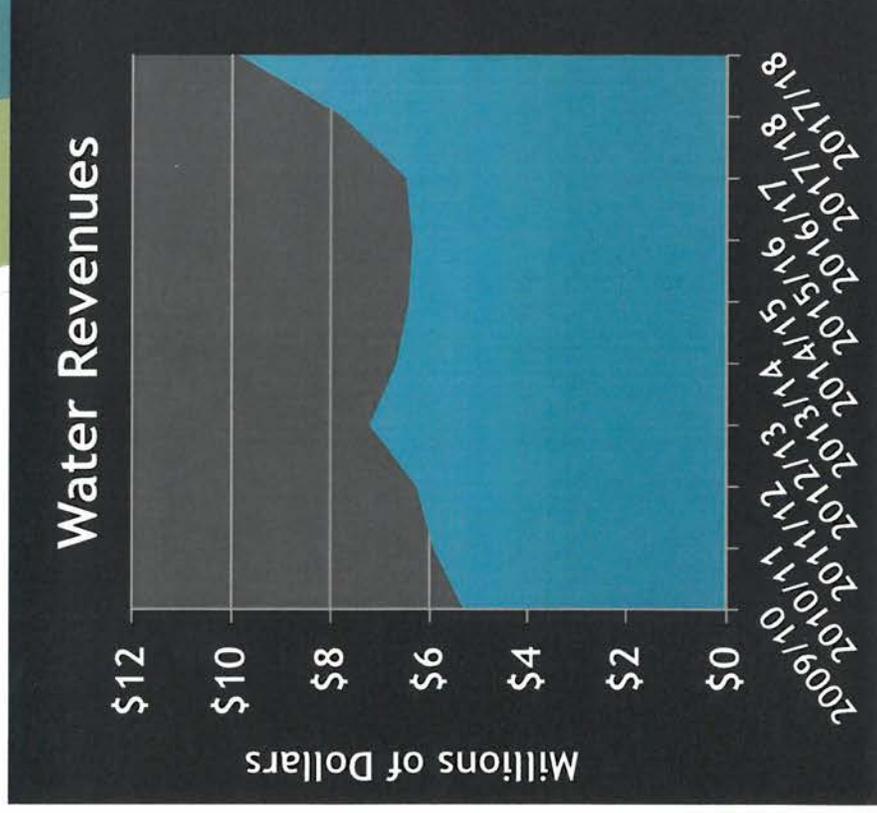
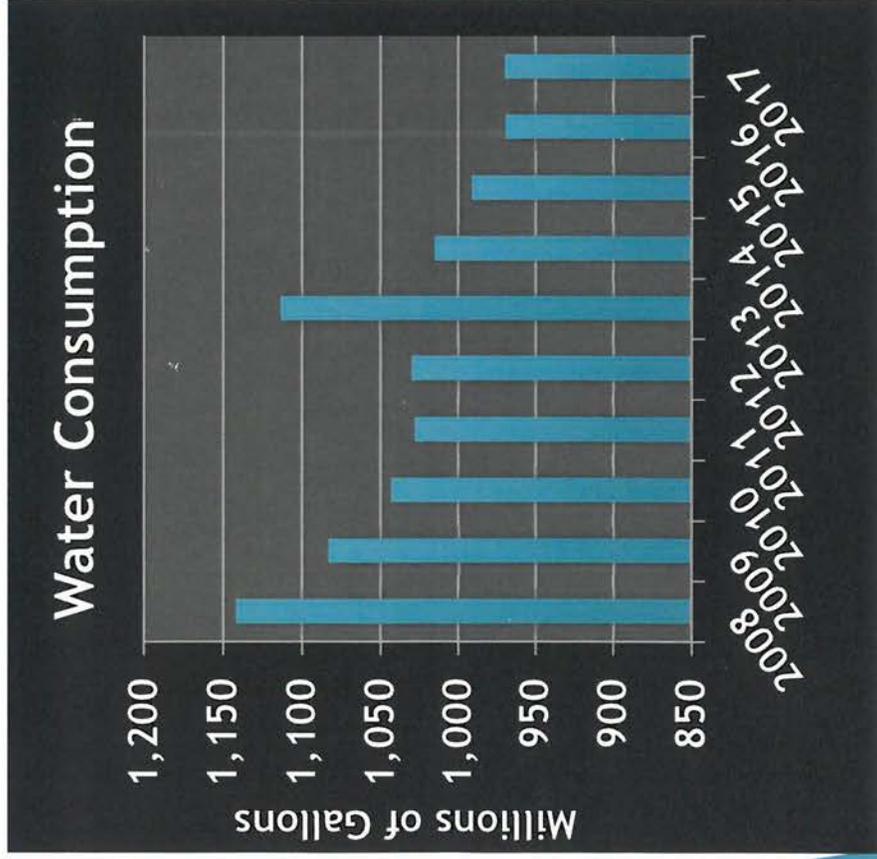
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## # Service Charges - Water Sales

- \$9,900,000
- 11% of Total Revenue
- \$2,100,000 Increase from FY17/18 Budget
- 27% Increase from FY17/18 Budget

1. Revenue is based upon consumption estimates and a proposed 27% rate increase.
2. Average residential monthly water bill in proposed budget is \$58.20, up from \$45.84 based upon 6,000 gallons of usage per month
3. Last rate increase was in 2017. Rates are expected to increase again as Lake Michigan water source improvements are completed and loans are payable

# Water Revenue and Consumption History



# FY 2019 Revenue Review

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## # Service Charges - Sewer Sales

- \$4,945,000
- 5.6% of Total Revenue
- \$1,125,000 Increase from FY17/18 Budget
- 29% Increase from FY17/18 Budget

1. Increase is based upon a proposed rate increase
2. Approximately 54% of sewer sales is from fixed rate charges
3. Average residential monthly sewer bill by county based on 6,000 gallons:
  - a) Cook = \$20.55/month
  - b) DuPage = \$35.12/month
  - c) Kane = \$17.88/month

# FY 2019 Revenue Review

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## # Service Charges - Golf

- \$1,237,150
- 1.4 % of Total Revenue
- \$38,500 increase from FY17/18 Budget
- 3% increase from FY17/18 Budget

1. Proposed budget projects 34,000 rounds of golf, a 500 round decrease from the FY 2017/18 budget. Estimate based on trends over last two years
2. Proposed revenue budget is 6% over 17/18 estimated
3. Pro shop sales are budgeted at \$100,000, up 36%

# FY 2019 Revenue Review

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- # Service Charges - Food and Beverage
  - \$969,000
  - 1% of Total Revenue
  - \$47,000 increase from FY17/18 Budget
  - 5% increase from FY17/18 Budget
  
- 1. Actual revenue for 17/18 is projected to be \$949,000. The budget reflects a 2% increase
  
- 2. Online bookings have continued to increase

# FY 2019 Revenue Review

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## # Other Revenue - Development/Building Permits

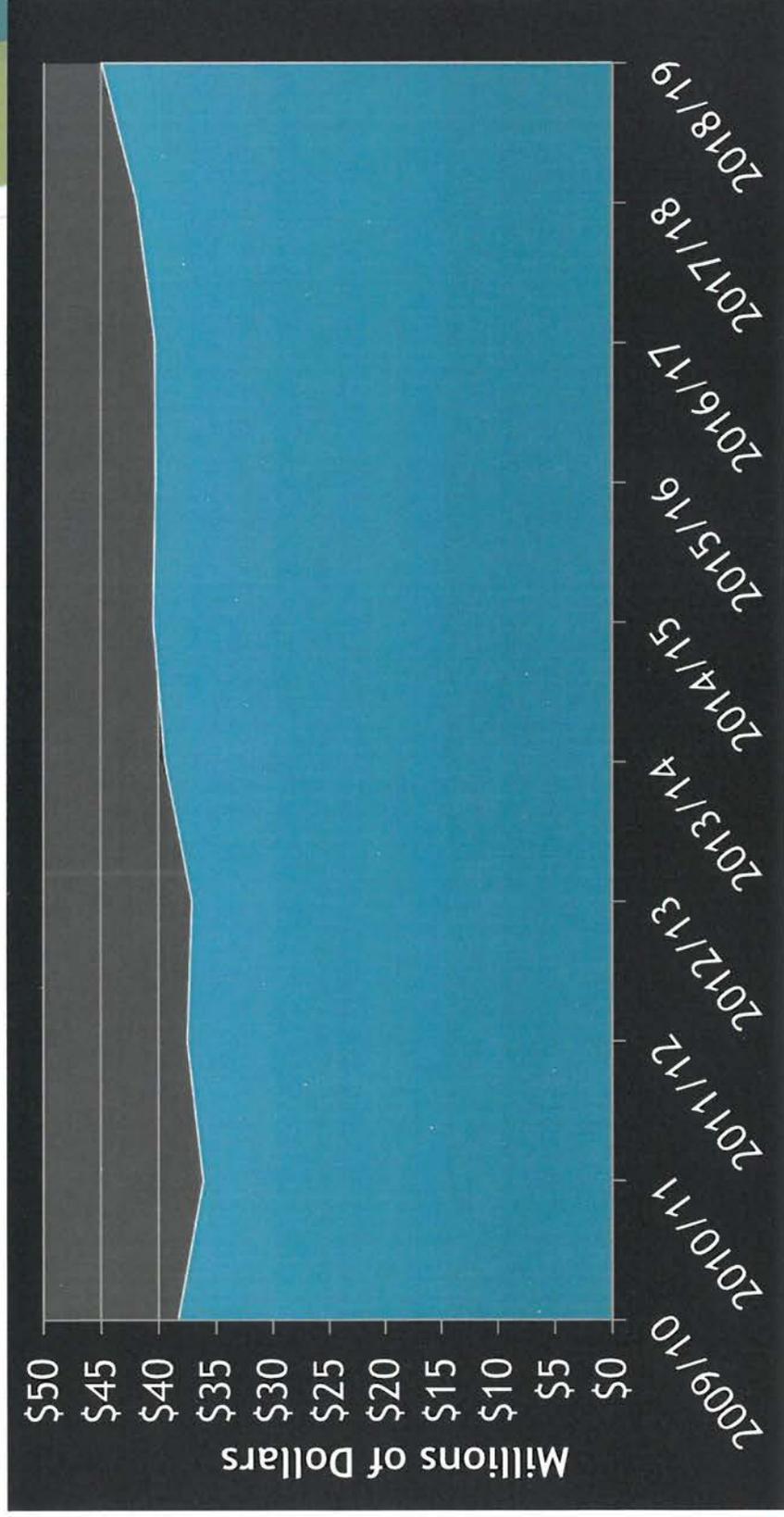
- \$640,000
  - 0.7% of Total Revenue
  - No change from FY17/18 Budget
  - No change from FY17/18 Budget
1. Projected number of new residential permits is 25 and 3 new commercial permits
  2. Commercial permits for new and existing construction will be over \$300,000 for the second year in a row
  3. 2,900 miscellaneous permits are projected and are estimated to account for 45% of the permit revenue

# **Village of Bartlett FY 2018/19 Expenditure Review**

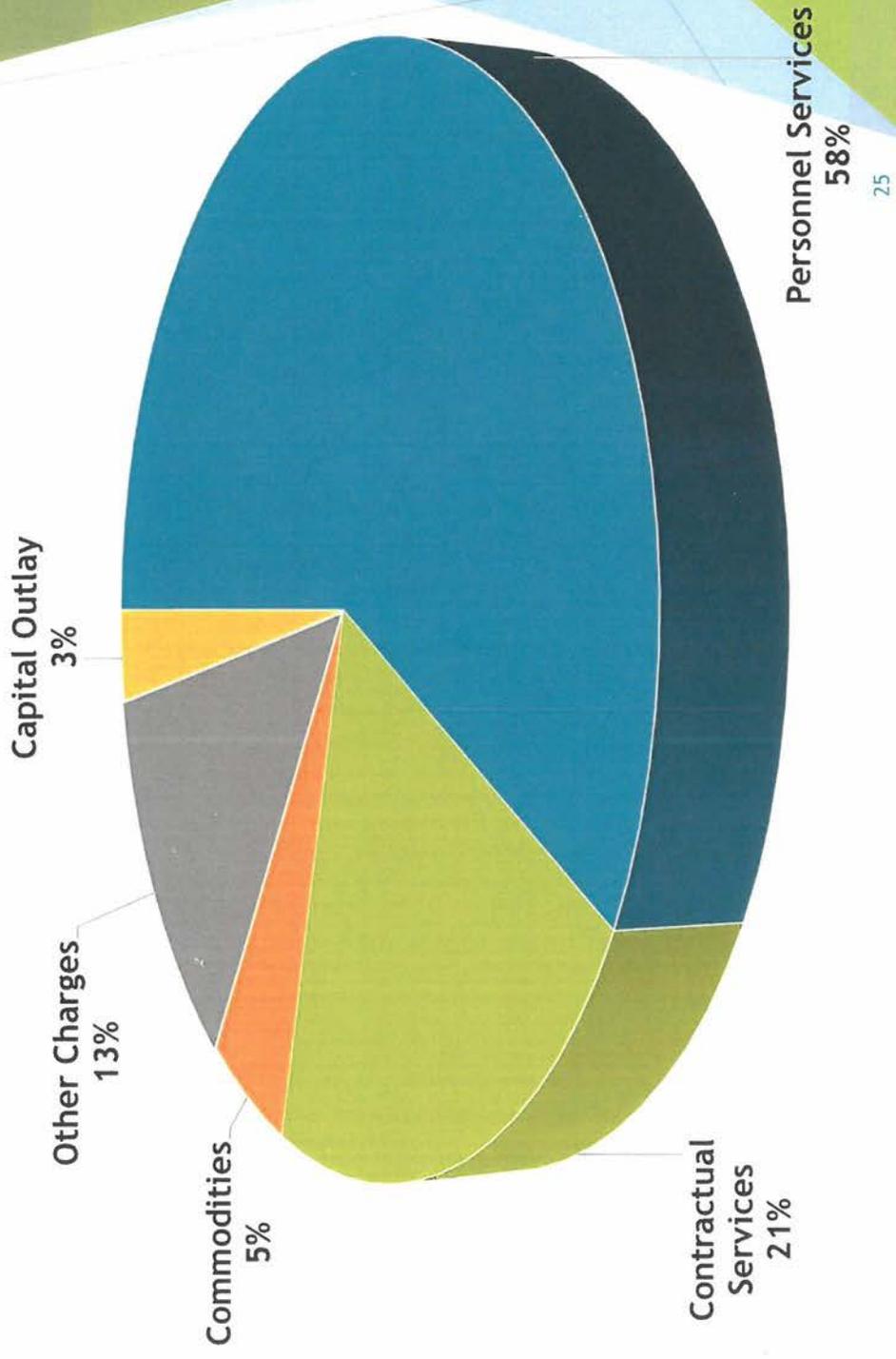


# Operating Expenditures-Total

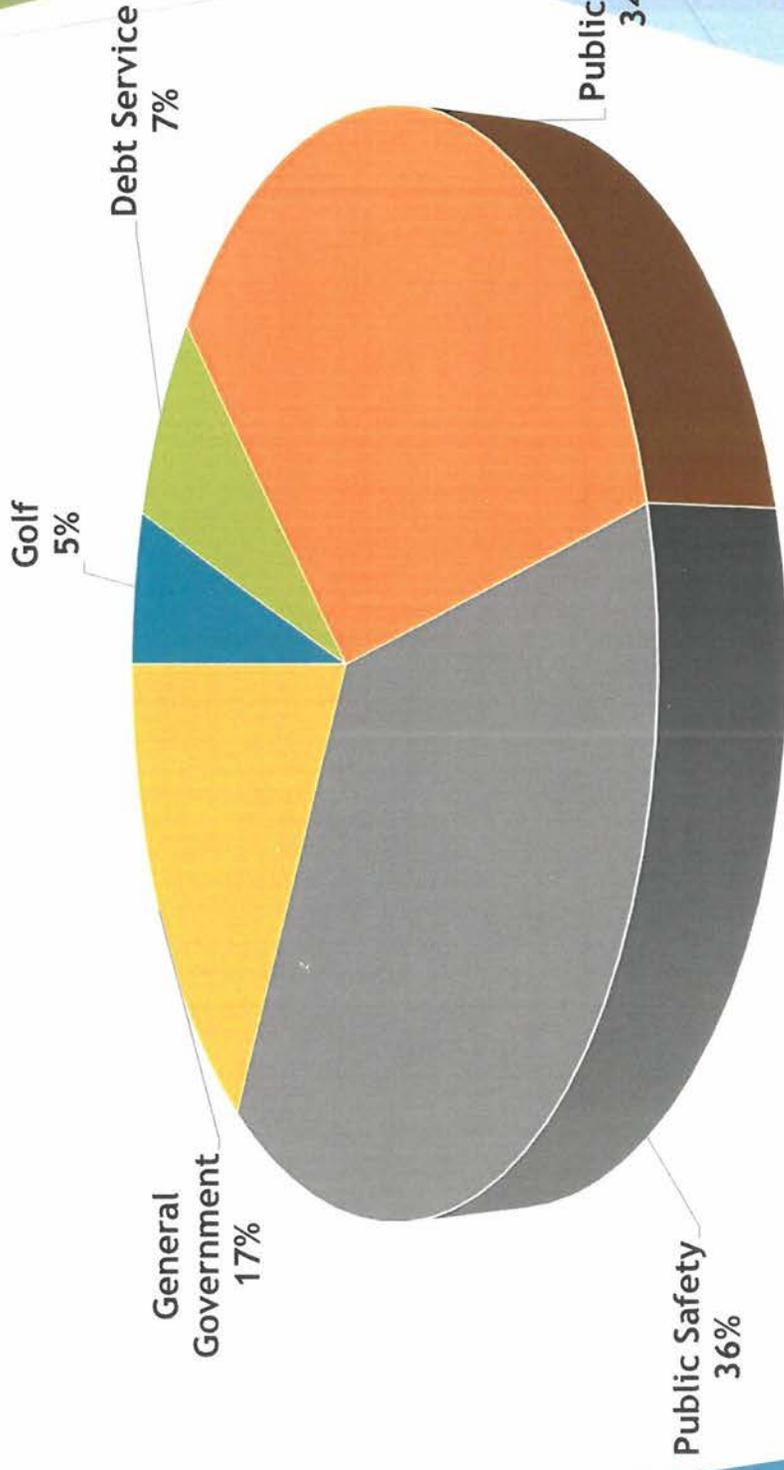
Proposed Operating Expenditures = \$44,974,621  
6.8% Increase



# Operating Expenditures By Type



# Operating Expenditures by Department



# FY 2019 General Fund

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- Estimated Beginning Balance \$10,654,200
  - Budgeted Revenues \$20,873,749
  - Budgeted Expenditures \$20,188,418
  - Net Transfers (\$3,299,098)
  - Ending Balance \$8,040,433
- 
1. Budgeted increase before transfers \$451,001, 2.3%
  2. TR to Municipal Building Fund \$1,111,250
  3. TR to Central Services \$887,041, up \$130,000
  4. TR to Vehicle Replacement \$516,902, no change
  5. TR to Police Pension Fund \$1,377,155, equal to 2017 levy amount
  6. TR in from MFT/Water/Sewer/Parking/Golf \$593,250, no change<sup>27</sup>

# FY 2019 Central Services

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- Estimated Beginning Balance \$308,825
- Annual transfer from departments \$1,220,763
- Proposed Budget for FY18/19 \$1,518,006
- Ending Balance \$13,582

1. Increase in transfers from General Fund of \$130,000, Water Fund \$35,000, and Sewer Fund of \$35,000
2. Operating Expenses for FY18/19 \$1,178,606
3. Machinery & Equipment for FY 18/19 \$339,400

# FY 2019 Vehicle Replacement

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- Estimated Beginning Balance \$863,894
- Annual transfer from departments \$593,770
- Proposed Budget for FY18/19 \$554,500
- Ending Balance \$961,164
- Estimated Expenses FY17/18 \$1,483,734

1. A total of 8 vehicles, 3 mowers, a sprayer, and a utility vehicle are scheduled to be replaced in this budget
2. Prior year was higher than normal

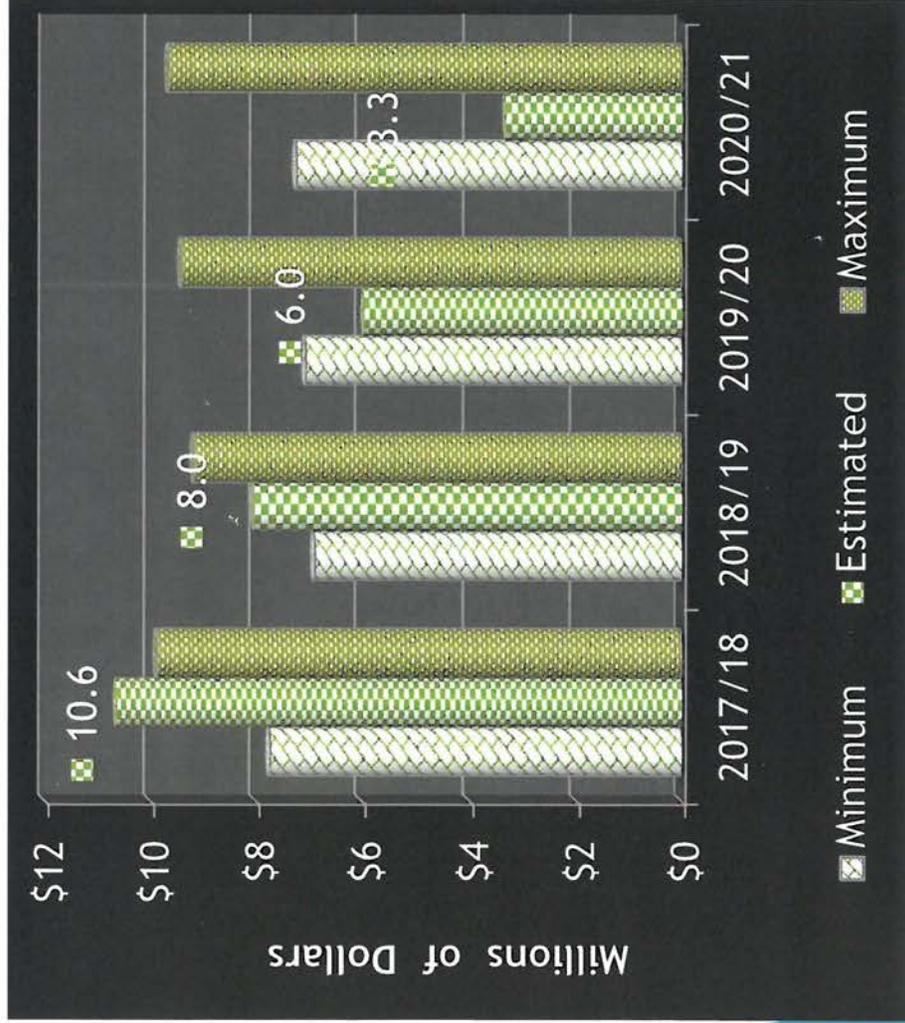
# Budget Snapshot

- Reduction to General Fund Balance
- No new taxes or fees
- Flat General property tax levy
- Non-union wage increase of 2.0% factored in
- One additional position being held open
- Water and Sewer rate increases
- Capital Projects totaling over \$51 million

# **Village of Bartlett FY 2018/19 Fund Balance Review**



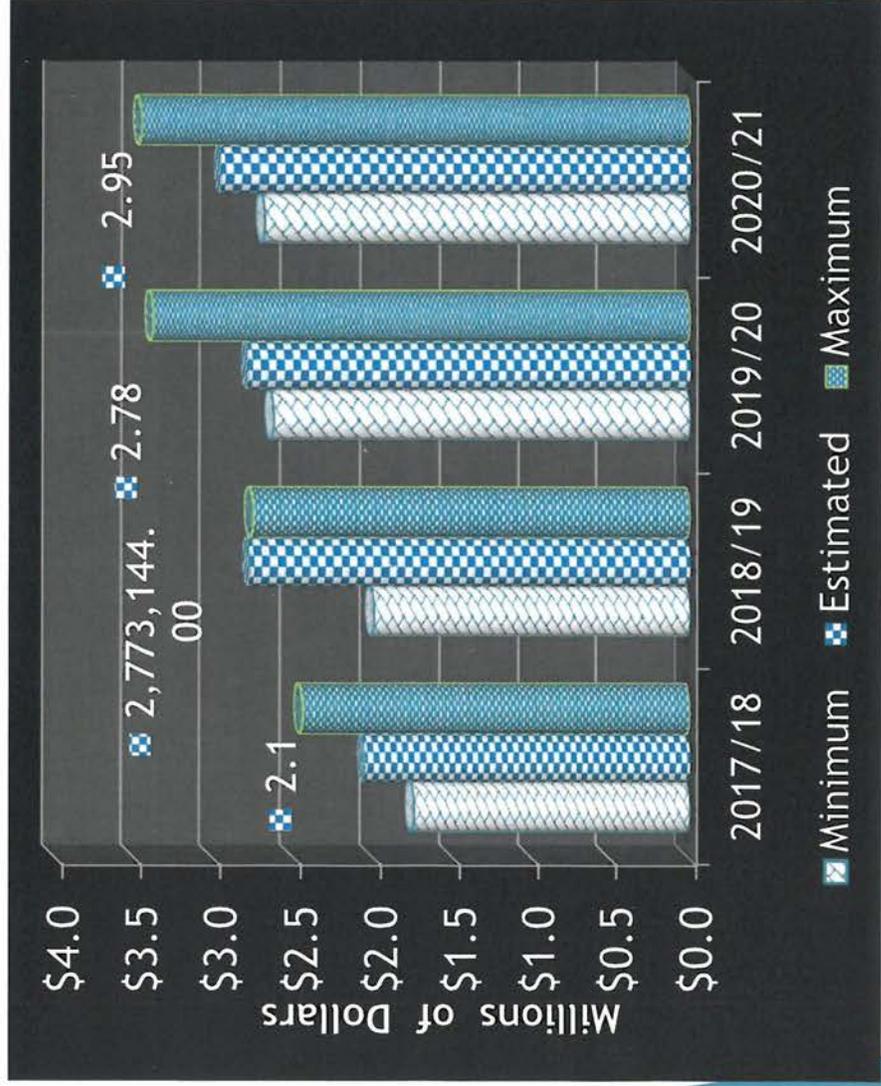
# Fund Balance - General Fund



## Policy

- 25 - 35% of operating expenditures
- Avg. increase in property tax levy and liabilities
- Designated reserves
- Restricted Funds
- Tri-centennial celebration

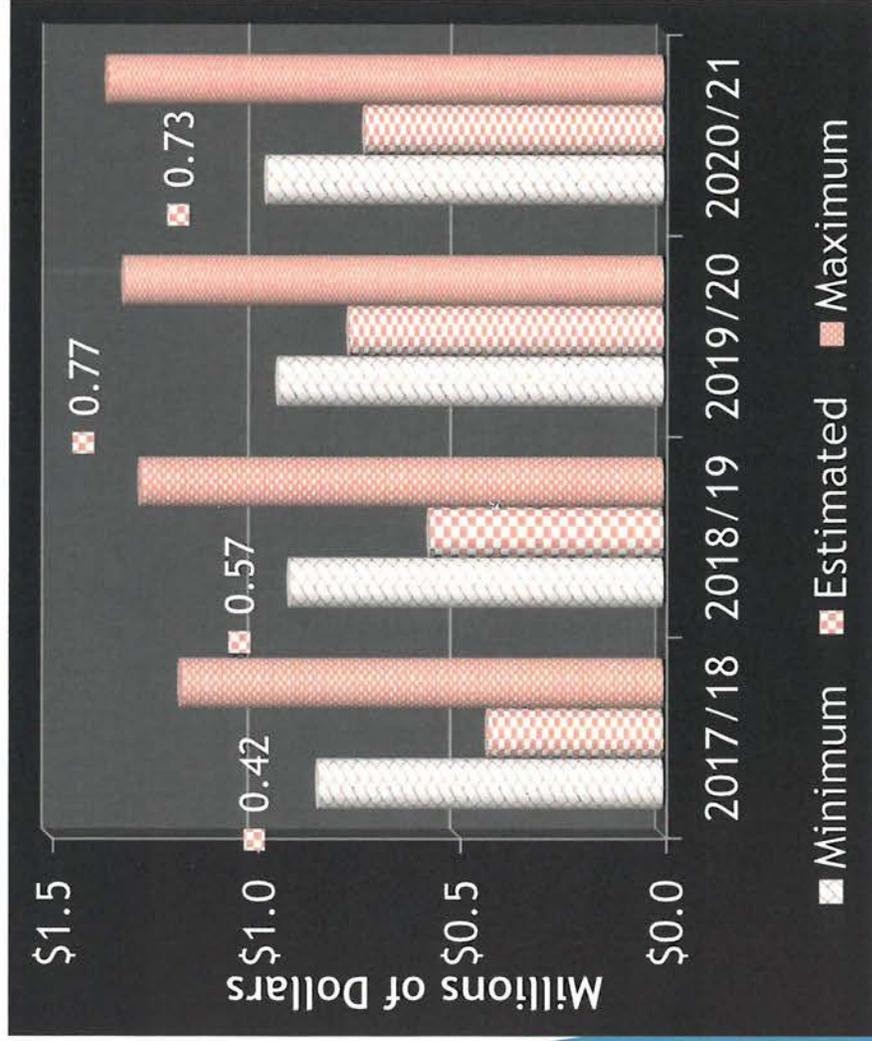
# Fund Balance - Water Fund



## Policy

- 25 - 35% of operating expenditures
- Designated reserves:
  - Equipment Replacement
  - Tank painting
  - Capital Improvement

# Fund Balance - Sewer Fund



## Policy

- 25 - 35% of operating expenditures
- Designated reserves:
  - Equipment replacement
  - Capital Improvement Reserve

# Thanks and Credits To:

- Police Department - Chief Ullrich, Deputy Chief Snider and Pretkelis
- Community Development - Jim Plonczynski and staff
- Building Department - Brian Goralski and staff
- Public Works - Dan Dinges and staff
- Administration - Paula Schumacher, Scott Skrycki, Janelle Terrance and Lorna Giles
- Golf Course - Phil Lenz, Kevin DeRoo, Paul Petersen
- Finance - Matt Coulter, Millie Oleksyk, Chris Hostetler

**VILLAGE OF BARTLETT 2018/19 PROPOSED BUDGET  
GENERAL FUND BALANCE PROJECTIONS**

Fund Balance Projections		Fund Balance Policy	
04/30/17 Cash Balance	11,049,869		
<b>2017-18 Estimated</b>		<b>Minimum Balance</b>	<b>Maximum Balance</b>
Property Taxes	7,697,730	25% of Operating Expenditures	35% of Operating Expenditures
Other Taxes	9,710,000	Avg. Annual Increase in Tax levy	Avg. Annual Increase in Tax levy
Miscellaneous	3,359,950	Avg. Annual Current Liabilities	Avg. Annual Current Liabilities
Transfers In	593,250	Designated for Police Station	Designated Police Station
Total Revenue	<u>21,360,930</u>	Restricted for Police	Restricted for Police
Operating	21,456,599	Centennial 2076 Reserve	Centennial 2076 Reserve
Transfers Out	300,000	Minimum Balance	Maximum Balance
Total Expenditures	<u>21,756,599</u>		
Excess (Deficiency)	(395,669)		
<b>04/30/18 Estimated Balance</b>	<b>10,654,200</b>	<b>Over (Under) Minimum</b>	<b>Over (Under) Maximum</b>
		2,920,887	775,227
<b>2018-19 Proposed</b>		<b>Minimum Balance</b>	<b>Maximum Balance</b>
Property Taxes	7,820,249	25% of Operating Expenditures	35% of Operating Expenditures
Other Taxes	9,620,000	Avg. Annual Increase in Tax levy	Avg. Annual Increase in Tax levy
Miscellaneous	3,433,500	Avg. Annual Current Liabilities	Avg. Annual Current Liabilities
Transfers In	593,250	Designated Funds	Designated Funds
Total Revenues	<u>21,466,999</u>	Restricted for Police	Restricted for Police
Operating	22,969,516	Centennial 2076 Reserve	Centennial 2076 Reserve
Transfers Out	1,111,250	Minimum Balance	Maximum Balance
Total Expenditures	<u>24,080,766</u>		
Excess (Deficiency)	(2,613,767)		
<b>04/30/18 Estimated Balance</b>	<b>8,040,433</b>	<b>Over (Under) Minimum</b>	<b>Over (Under) Maximum</b>
		1,152,891	(1,144,061)

**VILLAGE OF BARTLETT 2018/19 PROPOSED BUDGET  
GENERAL FUND BALANCE PROJECTIONS**

Fund Balance Projections		Fund Balance Policy			
<b>2019-20 Projected</b>					
Property Taxes	7,920,250	<b>Minimum Balance</b>		<b>Maximum Balance</b>	
Other Taxes	9,620,000	25% of Operating Expenditures	5,914,879	35% of Operating Expenditures	8,280,831
Miscellaneous	3,450,000	Avg. Annual Increase in Tax levy	0	Avg. Annual Increase in Tax levy	0
Transfers In	593,250	Avg. Annual Current Liabilities	900,000	Avg. Annual Current Liabilities	900,000
Total Revenues	<u>21,583,500</u>	Designated Funds	0	Designated Funds	0
Operating Transfers Out	23,659,516	Restricted for Police	226,860	Restricted for Police	226,860
Total Expenditures	<u>23,659,516</u>	Centennial 2076 Reserve	18,303	Centennial 2076 Reserve	18,303
Excess (Deficiency)	(2,076,016)	Minimum Balance	<u>7,060,042</u>	Maximum Balance	<u>9,425,994</u>
<b>04/30/19 Estimated Balance</b>		<b>Over (Under) Minimum</b>		<b>Over (Under) Maximum</b>	
	<b>5,964,417</b>		<b>(1,095,625)</b>		<b>(3,461,577)</b>
<b>2020-21 Projected</b>					
Property Taxes	8,020,250	<b>Minimum Balance</b>		<b>Maximum Balance</b>	
Other Taxes	9,620,000	25% of Operating Expenditures	6,092,379	35% of Operating Expenditures	8,529,331
Miscellaneous	3,500,000	Avg. Annual Increase in Tax levy	0	Avg. Annual Increase in Tax levy	0
Transfers In	593,250	Avg. Annual Current Liabilities	900,000	Avg. Annual Current Liabilities	900,000
Total Revenues	<u>21,733,500</u>	Designated Funds	0	Designated Funds	0
Operating Transfers Out	24,369,516	Restricted for Police	226,860	Restricted for Police	226,860
Total Expenditures	<u>24,369,516</u>	Centennial 2076 Reserve	18,303	Centennial 2076 Reserve	18,303
Excess (Deficiency)	(2,636,016)	Minimum Balance	<u>7,237,542</u>	Maximum Balance	<u>9,674,494</u>
<b>04/30/20 Estimated Balance</b>		<b>Over (Under) Minimum</b>		<b>Over (Under) Maximum</b>	
	<b>3,328,401</b>		<b>(3,909,141)</b>		<b>(6,346,093)</b>

**VILLAGE OF BARTLETT 2018/19 PROPOSED BUDGET  
WATER FUND BALANCE PROJECTIONS**

Fund Balance Projections		Fund Balance Policy	
04/30/17 Cash Balance	2,295,814		
<b>2017-18 Estimated</b>		<b>Minimum Balance</b>	<b>Maximum Balance</b>
Charges for Services	7,885,000	25% of Operating Expenditures	35% of Operating Expenditures
Connection Fees	110,000	Equipment Reserve	Equipment Reserve
Interest Income	15,000	Tank Painting Reserve	Tank Painting Reserve
Miscellaneous	1,000	Radium Removal Reserve	Radium Removal Reserve
Loans	2,500,000	Capital Improvement Reserve	Capital Improvement Reserve
Total Revenue	<u>10,511,000</u>	Minimum Balance	Maximum Balance
		1,750,244	<u>2,450,341</u>
Operating	7,000,974		
Capital Projects	3,748,049		
Total Expenditures	<u>10,749,023</u>		
Excess (Deficiency)	(238,023)		
<b>04/30/18 Estimated Balance</b>	<b>2,057,791</b>	<b>Over (Under) Minimum</b>	<b>Over (Under) Maximum</b>
		307,547	(392,550)
<b>2018-19 Proposed with 27% increase</b>		<b>Minimum Balance</b>	<b>Maximum Balance</b>
Charges for Services	9,990,000	25% of Operating Expenditures	35% of Operating Expenditures
Connection Fees	90,000	Equipment Reserve	Equipment Reserve
Interest Income	15,000	Tank Painting Reserve	Tank Painting Reserve
Miscellaneous	1,000	Radium Removal Reserve	Radium Removal Reserve
Loans and Grants	29,836,200	Capital Improvement Reserve	Capital Improvement Reserve
Total Revenue	<u>39,932,200</u>	Minimum Balance	Maximum Balance
		1,884,287	<u>2,758,001</u>
Operating	7,537,147		
Capital Projects	31,679,700		
Total Expenditures	<u>39,216,847</u>		
Excess (Deficiency)	715,353		
<b>04/30/19 Estimated Balance</b>	<b>2,773,144</b>	<b>Over (Under) Minimum</b>	<b>Over (Under) Maximum</b>
		768,857	15,143

**VILLAGE OF BARTLETT 2018/19 PROPOSED BUDGET  
WATER FUND BALANCE PROJECTIONS**

Fund Balance Projections		Fund Balance Policy	
<b>2019-20 Projected with 21% increase</b>			
Charges for Services	12,090,000	<b>Minimum Balance</b>	<b>Maximum Balance</b>
Connection Fees	80,000	25% Operating Expenditures	35% of Operating Expenditures
Interest Income	15,000	Equipment Reserve	Equipment Reserve
Miscellaneous	1,000	Tank Painting Reserve	Tank Painting Reserve
Total Revenue	12,186,000	Radium Removal Reserve	Radium Removal Reserve
		25% of annual loan payments	Capital Improvement Reserve
Operating	7,537,147	Minimum Balance	Maximum Balance
Capital Projects	2,129,500		
Loan Payments	2,509,354		
Total Expenditures	12,176,001		
Excess (Deficiency)	9,999		
<b>04/30/20 Estimated Balance</b>	<b>2,783,143</b>	<b>Over (Under) Minimum</b>	<b>Over (Under) Maximum</b>
		151,518	(602,197)
<b>2020-21 Projected</b>			
Charges for Services	12,090,000	<b>Minimum Balance</b>	<b>Maximum Balance</b>
Connection Fees	80,000	25% of Operating Expenditures	35% of Operating Expenditures
Interest Income	15,000	Equipment Reserve	Equipment Reserve
Miscellaneous	1,000	Tank Painting Reserve	Tank Painting Reserve
Total Revenue	12,186,000	Radium Removal Reserve	Radium Removal Reserve
		25% of annual loan payments	25% of annual loan payments
Operating	7,763,262	Minimum Balance	Maximum Balance
Capital Projects	1,742,500		
Loan Payments	2,509,354		
Total Expenditures	12,015,116		
Excess (Deficiency)	170,884		
<b>04/30/20 Estimated Balance</b>	<b>2,954,027</b>	<b>Over (Under) Minimum</b>	<b>Over (Under) Maximum</b>
		265,873	(510,454)

**VILLAGE OF BARTLETT 2018/19 PROPOSED BUDGET  
SEWER FUND BALANCE PROJECTIONS**

Fund Balance Projections		Fund Balance Policy	
04/30/17 Cash Balance	387,005		
<b>2017-18 Estimated</b>		<b>Minimum Balance</b>	<b>Maximum Balance</b>
Charges for Services	3,865,000	25% of Operating Expenditures	35% of Operating Expenditures
Connection Fees	110,000	Equipment Reserve	Equipment Reserve
Interest Income	10,000	Capital Improvement Reserve	Capital Improvement Reserve
Miscellaneous	0	Minimum Balance	Maximum Balance
Total Revenue	<u>3,985,000</u>		<u>1,179,290</u>
Operating	3,369,399		
Capital Projects	159,202	Sewer rehab, DRSCW	
Devon Excess Flow	132,757		
WWTP Plan	150,000		
IEPA Debt 2014	137,150		
Total Expenditures	<u>3,948,508</u>		
Excess (Deficiency)	36,492		
<b>04/30/18 Estimated Balance</b>	<b>423,497</b>	<b>Over (Under) Minimum</b>	<b>Over (Under) Maximum</b>
		(418,853)	(755,793)
<b>2018-19 Proposed</b>		<b>Minimum Balance</b>	<b>Maximum Balance</b>
Charges for Services	4,995,000	25% of Operating Expenditures	35% of Operating Expenditures
Connection Fees	80,000	Equipment Reserve	Equipment Reserve
Interest Income	5,000	Capital Improvement Reserve	Capital Improvement Reserve
Misc (TR Dev Dep or IEPA)	700,000	Minimum Balance	Maximum Balance
Total Revenue	<u>5,780,000</u>		<u>1,278,402</u>
Operating	3,652,578		
Capital Projects	646,558	Sewer rehab \$600,000, DRSCW	\$1,130,000 additional revenue from rates
Devon Excess Flow	300,000		
Bittersweet WWTP	500,000	Engineering	\$700,000 TR from Dev Dep for TIF Loan
Lift Station Upgrades	400,000	Apple Orchard	Capital Budget has \$800,000 from IEPA
IEPA Debt 2014	137,150		
Total Expenditures	<u>5,636,286</u>		
Excess (Deficiency)	143,714		
<b>04/30/19 Estimated Balance</b>	<b>567,211</b>	<b>Over (Under) Minimum</b>	<b>Over (Under) Maximum</b>
		(345,934)	(711,191)

**VILLAGE OF BARTLETT 2018/19 PROPOSED BUDGET  
SEWER FUND BALANCE PROJECTIONS**

Fund Balance Projections		Fund Balance Policy	
<b>2019-20 Projected</b>			
Charges for Services	6,125,000	<b>Minimum Balance</b>	
Connection Fees	80,000	25% of Operating Expenditures	
Interest Income	3,500	Equipment Reserve	941,395
Miscellaneous	0	Capital Improvement Reserve	
Total Revenue	<u>6,208,500</u>	Minimum Balance	<u>941,395</u>
Operating	3,765,578	Added 3% to prior year	
Capital Projects	670,951	Sewer rehab \$600,000, DRSCW	
Lift Station Upgrades	400,000	Country Place	
Devon Debt(\$8.0M)	535,000		
Bittersweet WWTP	500,000		
IEPA Debt 2014	137,150		
Total Expenditures	<u>6,008,679</u>		
Excess (Deficiency)	199,821		
			<b>Maximum Balance</b>
		35% of Operating Expenditures	1,317,952
		Equipment Reserve	0
		Capital Improvement Reserve	0
		Maximum Balance	<u>1,317,952</u>
		\$1,130,000 additional revenue	
<b>04/30/20 Estimated Balance</b>			
	<b>767,032</b>	<b>Over (Under) Minimum</b>	<b>(174,363)</b>
		<b>Over (Under) Maximum</b>	<b>(550,920)</b>
<b>2020-21 Projected</b>			
Charges for Services	7,255,000	<b>Minimum Balance</b>	
Connection Fees	80,000	25% of Operating Expenditures	
Interest Income	3,500	Equipment Reserve	970,395
Miscellaneous	0	Capital Improvement Reserve	
Total Revenue	<u>7,338,500</u>	Minimum Balance	<u>970,395</u>
Operating	3,881,578	Added 3% to prior yr	
Capital Projects	673,080	Sewer rehab \$600,000, DRSCW	
Lift Station Upgrades	400,000	Eastview	
Devon Debt(\$8.0M)	535,000		
WWTP (\$27M)	1,750,000		
IEPA Debt 2014	137,150		
Total Expenditures	<u>7,376,808</u>		
Excess (Deficiency)	(38,308)		
			<b>Maximum Balance</b>
		35% of Operating Expenditures	1,358,552
		Equipment Reserve	0
		Capital Improvement Reserve	0
		Maximum Balance	<u>1,358,552</u>
		\$1,130,000 additional revenue	
<b>04/30/21 Estimated Balance</b>			
	<b>728,724</b>	<b>Over (Under) Minimum</b>	<b>(241,671)</b>
		<b>Over (Under) Maximum</b>	<b>(629,828)</b>

**VILLAGE OF BARTLETT  
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**100-GENERAL FUND REVENUES**

**430310-TOWING/IMPOUNDING FEES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JENNIFER JOLEVSKI	ADMINISTRATIVE TOW FEE REFUND	500.00
	<b>INVOICES TOTAL:</b>	<b>500.00</b>

**480602-IRMA REIMBURSEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 INTERGOVERNMENTAL RISK	REIMBURSEMENT/CLAIM #167324-01	3,445.87
	<b>INVOICES TOTAL:</b>	<b>3,445.87</b>

**100000-GENERAL FUND**

**210002-GROUP INSURANCE PAYABLE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 DEARBORN NATIONAL	MONTHLY INSURANCE - MARCH 2018	2,745.03
** 1 FIDELITY SECURITY LIFE	MONTHLY INSURANCE - MARCH 2018	944.29
	<b>INVOICES TOTAL:</b>	<b>3,689.32</b>

**1100-VILLAGE BOARD/ADMINISTRATION**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	107.83
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	176.44
	<b>INVOICES TOTAL:</b>	<b>284.27</b>

**530115-SUBSCRIPTIONS/PUBLICATIONS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 EXAMINER PUBLICATIONS INC	JANITORIAL SERVICES NOTICE	99.00
	<b>INVOICES TOTAL:</b>	<b>99.00</b>

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	SOFTWARE LICENSES	36.66
1 CENTURY PRINT & GRAPHICS	BUSINESS CARDS	61.00
1 FLAGS USA LLC	U.S. FLAG	71.00
1 WAREHOUSE DIRECT	PAPER TOWELS/PLASTIC UTENSILS	44.75
	<b>INVOICES TOTAL:</b>	<b>213.41</b>

**541600-PROFESSIONAL DEVELOPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	CONFERENCE LODGING/REGISTRATION	377.49
** 1 PETER BURCHARD LLC	BALANCE DUE/INNOVATOR TRAINING	1,250.00

\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
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**INVOICES TOTAL: 1,627.49**

**543101-DUES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	KDRMA MEMBERSHIP DUES	35.00
<b>INVOICES TOTAL:</b>		<b>35.00</b>

**543900-COMMUNITY RELATIONS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ASSURED WASTE SOLUTIONS LLC	WASTE CONTAINER PICK UP	810.00
<b>INVOICES TOTAL:</b>		<b>810.00</b>

**543910-HISTORY MUSEUM EXPENSES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	MUSEUM SUPPLIES	800.95
** 1 SAM'S CLUB	FOOD PURCHASES/SUPPLIES	27.93
<b>INVOICES TOTAL:</b>		<b>828.88</b>

**546900-CONTINGENCIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	MEETING REFRESHMENTS/SUPPLIES	144.46
<b>INVOICES TOTAL:</b>		<b>144.46</b>

**1200-PROFESSIONAL SERVICES**

**523400-LEGAL SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CLARK BAIRD SMITH LLP	LEGAL SERVICES	22,500.00
1 CULLEN INC	PROFESSIONAL SERVICES	2,000.00
1 LAW OFFICES OF ROBERT J KRUPP PC	PROFESSIONAL SERVICES	925.00
<b>INVOICES TOTAL:</b>		<b>25,425.00</b>

**1400-FINANCE**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	66.59
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	64.89
<b>INVOICES TOTAL:</b>		<b>131.48</b>

**523100-ADVERTISING**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 EXAMINER PUBLICATIONS INC	PUBLIC HEARING NOTICES	196.50
<b>INVOICES TOTAL:</b>		<b>196.50</b>

\*\* Indicates pre-issue check.

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**542100-REBATES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JEAN POBLOSKE	UTILITY TAX REBATE	30.00
<b>INVOICES TOTAL:</b>		<b>30.00</b>

**543101-DUES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	IGFOA DUES RENEWAL	500.00
1 GOVERNMENT FINANCE OFFICERS	MEMBERSHIP RENEWAL	250.00
<b>INVOICES TOTAL:</b>		<b>750.00</b>

**546900-CONTINGENCIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DUPAGE COUNTY RECORDER	RECORDING FEES	31.00
<b>INVOICES TOTAL:</b>		<b>31.00</b>

**1500-COMMUNITY DEVELOPMENT**

**541600-PROFESSIONAL DEVELOPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ROBERTA GRILL	APA CONFERENCE EXPENSES	1,162.60
<b>INVOICES TOTAL:</b>		<b>1,162.60</b>

**543101-DUES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 IL ASSOC OF CODE ENFORCEMENT	QUARTERLY MEETING REGISTRATION	70.00
1 ILLINOIS ECONOMIC DEVELOPMENT	ANNUAL MEMBERSHIP DUES	250.00
<b>INVOICES TOTAL:</b>		<b>320.00</b>

**1600-BUILDING**

**523010-ELEVATOR INSPECTIONS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 THOMPSON ELEVATOR INSPECTION	ELEVATOR PLAN REVIEW	100.00
1 THOMPSON ELEVATOR INSPECTION	ELEVATOR PLAN REVIEWS	200.00
<b>INVOICES TOTAL:</b>		<b>300.00</b>

**526000-VEHICLE MAINTENANCE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MEINEKE CAR CARE CENTER	VEHICLE MAINTENANCE	28.92
<b>INVOICES TOTAL:</b>		<b>28.92</b>

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 TOSHIBA BUSINESS SOLUTIONS	STAPLES FOR COPIER	105.00

\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
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INVOICES TOTAL: **105.00**

**541600-PROFESSIONAL DEVELOPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DEWAYNE BURRIS	CONTINUING EDUCATION COURSE	80.00
		<u>INVOICES TOTAL:</u> <b>80.00</b>

**543101-DUES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DEWAYNE BURRIS	I.P.I.A. MEMBERSHIP DUES	70.00
		<u>INVOICES TOTAL:</u> <b>70.00</b>

**1700-POLICE**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ADT SECURITY SERVICES	ALARM MONITORING SERVICE	43.45
1 PROSHRED NORTH	PAPER SHREDDING SERVICES	120.00
1 ULTRA STROBE COMMUNICATIONS INC	MONTHLY SERVICE FEE	1,235.00
1 ULTRA STROBE COMMUNICATIONS INC	MONTHLY SERVICE FEE	1,235.00
1 VERIZON WIRELESS	WIRELESS SERVICES	743.71
		<u>INVOICES TOTAL:</u> <b>3,377.16</b>

**522500-EQUIPMENT RENTALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VERIZON WIRELESS	WIRELESS SERVICES	1,305.52
		<u>INVOICES TOTAL:</u> <b>1,305.52</b>

**522700-COMPUTER SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 LEADSONLINE	ANNUAL SERVICE AGREEMENT	3,688.00
		<u>INVOICES TOTAL:</u> <b>3,688.00</b>

**526000-VEHICLE MAINTENANCE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BARTLETT TIRE LTD	VEHICLE MAINTENANCE	22.95
1 BARTLETT TIRE LTD	VEHICLE MAINTENANCE	499.25
1 BARTLETT TIRE LTD	VEHICLE MAINTENANCE	22.90
1 BARTLETT TIRE LTD	VEHICLE MAINTENANCE	22.90
1 BARTLETT TIRE LTD	VEHICLE MAINTENANCE	22.90
** 1 CARDMEMBER SERVICE	LICENSE PLATE RENEWAL FEES	103.37
1 HOME DEPOT CREDIT SERVICES	WINDSHIELD DE-ICER	71.28
1 JOE COTTON FORD	WINDSHIELD REPLACEMENT	450.00
1 MR CAR WASH	FEBRUARY 2018 CAR WASHES	77.74
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	10.63
		<u>INVOICES TOTAL:</u> <b>1,303.92</b>

\*\* Indicates pre-issue check.

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**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HEARTLAND ANIMAL HOSPITAL PC	LUTHER EXAM/MEDICATION	296.05
1 HEARTLAND ANIMAL HOSPITAL PC	LUTHER EXAM	60.00
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	21.78
** 1 SAM'S CLUB	FOOD PURCHASES/SUPPLIES	103.35
1 STATE GRAPHICS	NOTICE OF VEHICLE SEIZURE FORMS	151.69
1 STREICHER'S INC	SERVICE MEDALS	303.35
1 WAREHOUSE DIRECT	TONER	151.77
1 WAREHOUSE DIRECT	TONER	128.43
1 WAREHOUSE DIRECT	INKJET CARTRIDGES/SUPPLIES	1,191.54
<b>INVOICES TOTAL:</b>		<b>2,407.96</b>

**530110-UNIFORMS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 THE HAIRY ANT INC	RANGE SHIRTS	624.00
1 STREICHER'S INC	BODY ARMOR	605.00
1 STREICHER'S INC	JACKET	249.99
1 STREICHER'S INC	BODY ARMOR	600.00
<b>INVOICES TOTAL:</b>		<b>2,078.99</b>

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GLOBAL EQUIPMENT COMPANY INC	KEY CABINET	348.86
1 WAREHOUSE DIRECT	TAPE/POST-IT NOTES/MARKERS	100.20
1 WAREHOUSE DIRECT	ADDRESS LABELS/INKJET POSTCARDS	93.73
1 WAREHOUSE DIRECT	INKJET CARTRIDGES/SUPPLIES	177.07
<b>INVOICES TOTAL:</b>		<b>719.86</b>

**541600-PROFESSIONAL DEVELOPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VICTORIA M ANDERSON	TRAINING EXPENSES	88.50
1 CITY OF ST CHARLES	TRAINING FACILITY FEE	1,200.00
1 JIM DURBIN	TRAINING EXPENSES	88.50
1 MAJOR CASE ASSISTANCE TEAM	2018 AWARDS BANQUET	154.00
1 GARY MITCHELL	TRAINING EXPENSES	88.50
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	94.80
1 ERIC SCHULTZ	TRAINING EXPENSES	44.40
** 1 BRUCE WALSTAD	TRAINING REGISTRATION	125.00
<b>INVOICES TOTAL:</b>		<b>1,883.70</b>

**542000-PLANNING & RESEARCH**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 POWERDMS INC	ANNUAL SERVICE AGREEMENT	4,869.00
<b>INVOICES TOTAL:</b>		<b>4,869.00</b>

\*\* Indicates pre-issue check.

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**543101-DUES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ILLINOIS ASSOC OF PROPERTY	MEMBERSHIP DUES/M BRADY	35.00
** 1 ILLINOIS ASSOC OF PROPERTY	MEMBERSHIP DUES/K RYBASKI	35.00
1 NORTHERN ILLINOIS POLICE	MEMBERSHIP DUES	400.00
1 NORTHERN ILLINOIS POLICE	EMERGENCY SERVICES TEAM DUES	4,800.00
1 NORTHERN ILLINOIS POLICE	MOBILE FIELD FORCE DUES	1,005.00
1 SECRETARY OF STATE	NOTARY PUBLIC FEE	10.00
<b>INVOICES TOTAL:</b>		<b>6,285.00</b>

**543900-COMMUNITY RELATIONS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	58.58
<b>INVOICES TOTAL:</b>		<b>58.58</b>

**545200-POLICE/FIRE COMMISSION**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 2 PETTY CASH	PETTY CASH REIMBURSEMENT	111.63
<b>INVOICES TOTAL:</b>		<b>111.63</b>

**546900-CONTINGENCIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 3 PETTY CASH	PETTY CASH REIMBURSEMENT	23.00
<b>INVOICES TOTAL:</b>		<b>23.00</b>

**1800-STREET MAINTENANCE**

**522500-EQUIPMENT RENTALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	VPN SERVICE	2.11
1 PATTEN INDUSTRIES INC	WHEEL LOADER RENTAL	3,310.00
1 VERIZON WIRELESS	WIRELESS SERVICES	179.99
1 VERIZON WIRELESS	WIRELESS SERVICES	80.71
<b>INVOICES TOTAL:</b>		<b>3,572.81</b>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	26.04
<b>INVOICES TOTAL:</b>		<b>26.04</b>

**526000-VEHICLE MAINTENANCE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BARTLETT TIRE LTD	VEHICLE MAINTENANCE	32.22
1 KAMMES AUTO & TRUCK REPAIR INC	VEHICLE MAINTENANCE	70.00
<b>INVOICES TOTAL:</b>		<b>102.22</b>

\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
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**527110-SVCS TO MAINTAIN TRAFFIC SIGS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MEADE ELECTRIC CO INC	TRAFFIC SIGNAL/STREET LIGHT MAINT	1,001.00
	<b>INVOICES TOTAL:</b>	<b>1,001.00</b>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FASTENAL COMPANY	MATERIALS & SUPPLIES	137.81
1 GRAINGER	CLEANING MATERIALS	135.10
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	288.28
1 JSN CONTRACTORS SUPPLY	UTILITY MARKING FLAGS/PAINT	246.30
1 KRISTEN MITCHELL	REIMBURSEMENT/DAMAGED MAILBOX	37.42
1 CLARK MONTGOMERY	REIMBURSEMENT/DAMAGED MAILBOX	492.00
1 NAPA AUTO PARTS	MAINTENANCE MATERIALS	22.26
1 TAPCO	STAINLESS STEEL STRAPPING	232.79
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	95.85
	<b>INVOICES TOTAL:</b>	<b>1,687.81</b>

**530150-SMALL TOOLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	52.55
	<b>INVOICES TOTAL:</b>	<b>52.55</b>

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	PAPER TOWELS/BATTERIES	56.74
1 WAREHOUSE DIRECT	BATTERIES	41.03
1 WAREHOUSE DIRECT	CREDIT - RETURNED ITEM	-24.97
1 WAREHOUSE DIRECT	COFFEE/CREAMER	142.29
	<b>INVOICES TOTAL:</b>	<b>215.09</b>

**534230-SNOW PLOWING SALT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MORTON SALT INC	ROCK SALT	1,027.30
1 MORTON SALT INC	ROCK SALT	2,122.12
1 MORTON SALT INC	ROCK SALT	6,652.37
1 MORTON SALT INC	ROCK SALT	1,125.69
1 MORTON SALT INC	ROCK SALT	5,425.40
1 MORTON SALT INC	ROCK SALT	11,027.55
1 MORTON SALT INC	ROCK SALT	1,146.43
	<b>INVOICES TOTAL:</b>	<b>28,526.86</b>

**534300-EQUIPMENT MAINTENANCE MATLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ATLAS BOBCAT LLC	AIR FILTERS	200.22
1 BARTLETT TIRE LTD	FLAT TIRE REPAIRS	32.22
1 COMMERCIAL TIRE SERVICE	TIRE REPAIRS	221.50

\*\* Indicates pre-issue check.

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1 GRAINGER	EQUIPMENT MAINTENANCE SUPPLIES	101.56
1 INTERSTATE BILLING SERVICE INC	EQUIPMENT MAINTENANCE SUPPLIES	77.80
1 KELLER HEARTT CO INC	EQUIPMENT MAINTENANCE SUPPLIES	2,587.04
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	11.73
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	18.43
1 MONROE TRUCK EQUIPMENT INC	EQUIPMENT MAINTENANCE SUPPLIES	43.04
1 NAPA AUTO PARTS	MAINTENANCE MATERIALS	254.36
1 RUSSO'S POWER EQUIPMENT INC	EQUIPMENT MAINTENANCE SUPPLIES	288.35
1 WEST SIDE TRACTOR SALES CO	EQUIPMENT MAINTENANCE	654.01
1 WEST SIDE TRACTOR SALES CO	EQUIPMENT MAINTENANCE	8,133.34
<b>INVOICES TOTAL:</b>		<b>12,623.60</b>

**534400-STREET MAINTENANCE MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 3M	SIGN MAKING MATERIALS	415.13
1 TRAFFIC CONTROL & PROTECTION INC	MAINTENANCE SUPPLIES	168.75
<b>INVOICES TOTAL:</b>		<b>583.88</b>

**534600-BUILDING MAINTENANCE MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ACTION LOCK & KEY INC	EQUIPMENT REPLACEMENT	150.00
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	88.62
1 UNIFIRST CORPORATION	MATS	12.38
1 UNIFIRST CORPORATION	MATS	12.38
1 WEBMARC DOORS INC	COMMERCIAL DOOR REPAIRS	2,739.25
<b>INVOICES TOTAL:</b>		<b>3,002.63</b>

**534800-STREET LIGHTS MAINT MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMPERAGE ELECTRICAL SUPPLY INC	STREET LIGHT MATERIALS	1,152.94
1 AMPERAGE ELECTRICAL SUPPLY INC	SHIPPING CHARGE/LIGHTING SUPPLIES	216.87
1 STEINER ELECTRIC COMPANY	LIGHTING SUPPLIES	112.32
<b>INVOICES TOTAL:</b>		<b>1,482.13</b>

**541600-PROFESSIONAL DEVELOPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	CONFERENCE LODGING	103.95
<b>INVOICES TOTAL:</b>		<b>103.95</b>

**543800-STORMWATER FACILITIES MAINT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CORE & MAIN LP	MAINTENANCE SUPPLIES	707.70
1 ENGINEERING RESOURCE ASSOCIATES	DEVON/W BARTLETT RD BIKE PATH	5,324.42
1 WELCH BROS INC	MAINTENANCE SUPPLIES	1,012.00
1 WELCH BROS INC	MAINTENANCE MATERIALS	2,566.80
1 WELCH BROS INC	GRAVEL PURCHASE	322.21
1 WELCH BROS INC	PVC PIPE	13.80

\*\* Indicates pre-issue check.

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1 WELCH BROS INC	GRAVEL PURCHASE	180.26
		<b>INVOICES TOTAL: 10,127.19</b>

**4200-MUNICIPAL BLDG PROJECTS EXP**

**585058-2016 POLICE STATION**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AT&T	RELOCATE AT&T DEMARC	27,395.62
1 DELL MARKETING L.P.	DESKTOP COMPUTER AND MONITOR	1,065.35
1 FREDERICK QUINN CORPORATION	POLICE STATION PAYOUT #8	1,348,456.00
** 1 NICOR GAS	MOVE SERVICE TO NEW P.D. BUILDING	2,432.81
		<b>INVOICES TOTAL: 1,379,349.78</b>

**430000-DEVELOPER DEPOSITS FUND**

**245000-DONATIONS DUE TO LIBRARY**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BARTLETT PUBLIC LIBRARY	DEVELOPER DEPOSIT REFUND	4,277.21
		<b>INVOICES TOTAL: 4,277.21</b>

**245001-DONATIONS DUE TO FIRE DISTRICT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BARTLETT FIRE PROTECTION DISTRICT	DEVELOPER DEPOSIT REFUND	5,913.47
		<b>INVOICES TOTAL: 5,913.47</b>

**245002-DONATIONS DUE TO PARK DISTRICT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BARTLETT PARK DISTRICT	DEVELOPER DEPOSIT REFUND	67,036.00
		<b>INVOICES TOTAL: 67,036.00</b>

**245003-DONATIONS DUE G BORDEN LIBRARY**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GAIL BORDEN LIBRARY DISTRICT	DEVELOPER DEPOSIT REFUND	2,504.20
		<b>INVOICES TOTAL: 2,504.20</b>

**245005-DONATIONS -S ELGIN FIRE DIST**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SOUTH ELGIN FIRE DISTRICT	DEVELOPER DEPOSIT REFUND	3,462.18
		<b>INVOICES TOTAL: 3,462.18</b>

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

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KATHY FEDERIGHI	VBR BOND REFUND	1,000.00
		<b>INVOICES TOTAL: 1,000.00</b>

\*\* Indicates pre-issue check.

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**5000-WATER OPERATING EXPENSES**

**520025-ELGIN WATER AGREEMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CITY OF ELGIN	ELGIN WATER BILL	361,370.90
<b>INVOICES TOTAL:</b>		<b>361,370.90</b>

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WATER REMEDIATION	BASE TREATMENT CHARGE/W-4	10,836.83
1 WATER REMEDIATION	BASE TREATMENT CHARGE/W-7	2,293.33
<b>INVOICES TOTAL:</b>		<b>13,130.16</b>

**522500-EQUIPMENT RENTALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VERIZON WIRELESS	WIRELESS SERVICES	179.99
<b>INVOICES TOTAL:</b>		<b>179.99</b>

**522720-PRINTING SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	FEBRUARY 2018 BILLING	425.47
<b>INVOICES TOTAL:</b>		<b>425.47</b>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	843.81
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	764.22
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	1,304.26
1 NICOR GAS	GAS BILL	254.55
1 NICOR GAS	GAS BILL	89.78
<b>INVOICES TOTAL:</b>		<b>3,256.62</b>

**526000-VEHICLE MAINTENANCE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BARTLETT TIRE LTD	VEHICLE MAINTENANCE	32.22
<b>INVOICES TOTAL:</b>		<b>32.22</b>

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

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 STARK & SON TRENCHING INC	WATER MAIN REPAIRS	1,395.00
1 WELCH BROS INC	GRAVEL PURCHASE	322.22
1 WELCH BROS INC	GRAVEL PURCHASE	180.27
<b>INVOICES TOTAL:</b>		<b>1,897.49</b>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CORE & MAIN LP	MATERIALS & SUPPLIES	586.00

\*\* Indicates pre-issue check.

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1 CORE & MAIN LP	MATERIALS & SUPPLIES	648.76
1 GRAINGER	SPRAY PAINT	50.46
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	73.88
<b>INVOICES TOTAL:</b>		<b>1,359.10</b>

**530150-SMALL TOOLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	25.14
<b>INVOICES TOTAL:</b>		<b>25.14</b>

**530160-SAFETY EQUIPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FULLIFE SAFETY CENTER	BOOTS	163.80
1 FULLIFE SAFETY CENTER	BOOTS	54.60
<b>INVOICES TOTAL:</b>		<b>218.40</b>

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	PAPER TOWELS/BATTERIES	56.74
1 WAREHOUSE DIRECT	BATTERIES	41.03
1 WAREHOUSE DIRECT	CREDIT - RETURNED ITEM	-24.98
<b>INVOICES TOTAL:</b>		<b>72.79</b>

**534300-EQUIPMENT MAINTENANCE MATLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 THE FLOLO CORPORATION	WELL PUMP REPAIRS	412.50
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	11.73
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	18.44
<b>INVOICES TOTAL:</b>		<b>442.67</b>

**534600-BUILDING MAINTENANCE MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	88.64
1 UNIFIRST CORPORATION	MATS	12.38
1 UNIFIRST CORPORATION	MATS	12.38
<b>INVOICES TOTAL:</b>		<b>113.40</b>

**546900-CONTINGENCIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ILLINOIS CENTRAL RAILROAD CO	ANNUAL LICENSE/LEASE PAYMENT	257.15
<b>INVOICES TOTAL:</b>		<b>257.15</b>

**5090-WATER CAPITAL PROJECTS EXP**

**581037-DWC PUMP STA.STORAGE,LAND**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 COMMONWEALTH EDISON CO	ELECTRIC SVC/LAKE MICHIGAN PUMP STATION	19,528.99

\*\* Indicates pre-issue check.

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INVOICES TOTAL: **19,528.99**

**581038-VILLAGE SYSTEM IMPROVMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 REMPE-SHARPE & ASSOCIATES INC	BARTLETT TRANSMISSION MAIN	19,477.00
		<u>INVOICES TOTAL:</u> <b>19,477.00</b>

**5100-SEWER OPERATING EXPENSES**

**522500-EQUIPMENT RENTALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SUNBELT RENTALS INC	EQUIPMENT RENTAL	1,679.00
1 VERIZON WIRELESS	WIRELESS SERVICES	180.00
		<u>INVOICES TOTAL:</u> <b>1,859.00</b>

**522720-PRINTING SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	FEBRUARY 2018 BILLING	425.46
		<u>INVOICES TOTAL:</u> <b>425.46</b>

**522800-ANALYTICAL TESTING**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SUBURBAN LABORATORIES INC	ANALYTICAL TESTING	627.00
		<u>INVOICES TOTAL:</u> <b>627.00</b>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	119.49
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	23,395.60
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	21.25
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	35.11
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	25.22
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	167.55
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	40.66
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	111.03
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	101.51
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	48.59
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	188.53
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	103.31
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	157.39
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	226.07
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	179.07
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	72.43
1 NICOR GAS	GAS BILL	26.29
1 NICOR GAS	GAS BILL	25.80
1 NICOR GAS	GAS BILL	90.63
1 NICOR GAS	GAS BILL	89.08
1 NICOR GAS	GAS BILL	27.81

\*\* Indicates pre-issue check.

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1 NICOR GAS	GAS BILL	28.01
1 NICOR GAS	GAS BILL	26.78
1 NICOR GAS	GAS BILL	58.86
<b>INVOICES TOTAL:</b>		<b>25,366.07</b>

**524210-SLUDGE REMOVAL**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SYNAGRO CENTRAL LLC	SLUDGE DISPOSAL	4,947.50
<b>INVOICES TOTAL:</b>		<b>4,947.50</b>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CALCO LTD	DEMINERALIZER	108.00
1 FULLIFE SAFETY CENTER	MATERIALS & SUPPLIES	150.00
1 HACH COMPANY	SAMPLING EQUIPMENT	3,125.60
1 HINCKLEY SPRING WATER CO	DISTILLED WATER	27.39
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	170.07
1 NORTH CENTRAL LABORATORIES	LAB SUPPLIES	817.78
1 PETROCHOICE	MATERIALS & SUPPLIES	380.50
<b>INVOICES TOTAL:</b>		<b>4,779.34</b>

**530120-CHEMICAL SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HAWKINS INC	CHEMICAL SUPPLIES	3,289.08
<b>INVOICES TOTAL:</b>		<b>3,289.08</b>

**530150-SMALL TOOLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	67.31
<b>INVOICES TOTAL:</b>		<b>67.31</b>

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	PAPER TOWELS/BATTERIES	335.72
1 WAREHOUSE DIRECT	BATTERIES	41.03
1 WAREHOUSE DIRECT	CREDIT - RETURNED ITEM	-24.98
<b>INVOICES TOTAL:</b>		<b>351.77</b>

**534300-EQUIPMENT MAINTENANCE MATLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ATLAS BOILER & WELDING CO INC	EQUIPMENT MAINTENANCE	435.00
1 KIMBALL MIDWEST	EQUIPMENT MAINTENANCE SUPPLIES	166.78
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	11.73
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	18.44
1 USA BLUE BOOK	PUMP	894.01
<b>INVOICES TOTAL:</b>		<b>1,525.96</b>

\*\* Indicates pre-issue check.

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**534600-BUILDING MAINTENANCE MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	245.83
1 UNIFIRST CORPORATION	MATS	12.39
1 UNIFIRST CORPORATION	MATS	12.39
<b>INVOICES TOTAL:</b>		<b>270.61</b>

**5190-SEWER CAPITAL PROJECTS EXP**

**582025-SANITARY SEWER EVALUATION**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ENGINEERING ENTERPRISES INC	BASIN M-5 SSES	5,104.14
<b>INVOICES TOTAL:</b>		<b>5,104.14</b>

**582028-DEVON EXCESS FLOW PLANT REHB**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ENGINEERING ENTERPRISES INC	EXCESS FLOW FACILITY EVALUATION	3,049.25
<b>INVOICES TOTAL:</b>		<b>3,049.25</b>

**5200-PARKING OPERATING EXPENSES**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CRYSTAL MGMT & MAINT SERVICES CORP	CLEANING SERVICES - FEB 2018	520.00
1 T2 SYSTEMS CANADA INC	MONTHLY EMS SERVICES	400.00
1 UNIFIRST CORPORATION	MATS	14.10
1 UNIFIRST CORPORATION	MATS	14.10
1 UNIFIRST CORPORATION	MATS	14.10
<b>INVOICES TOTAL:</b>		<b>962.30</b>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	VPN SERVICE	124.90
1 NICOR GAS	GAS BILL	73.24
1 NICOR GAS	GAS BILL	256.23
<b>INVOICES TOTAL:</b>		<b>454.37</b>

**529000-OTHER CONTRACTUAL SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	DSL LINE FOR METRA PAY BOXES	30.13
<b>INVOICES TOTAL:</b>		<b>30.13</b>

**570200-BLDG & GROUNDS IMPROVEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALLEGIANT FIRE PROTECTION	FIRE ALARM MAINTENANCE	435.00

\*\* Indicates pre-issue check.

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INVOICES TOTAL: 435.00

**5500-GOLF PROGRAM EXPENSES**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BURKE SOUND & SECURITY CORP	SECURITY ALARM MONITORING	431.40
1 CRYSTAL MGMT & MAINT SERVICES CORP	CLEANING SERVICES - FEB 2018	570.00
1 ROSCOE CO	MATS	115.80
1 TEMPERATURE ENGINEERING INC	MONTHLY SERVICE AGREEMENT	550.00
<u>INVOICES TOTAL:</u>		<u>1,667.20</u>

**524100-BUILDING MAINTENANCE SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 TEMPERATURE ENGINEERING INC	EQUIPMENT REPAIRS	2,000.33
<u>INVOICES TOTAL:</u>		<u>2,000.33</u>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NICOR GAS	GAS BILL	996.34
<u>INVOICES TOTAL:</u>		<u>996.34</u>

**541600-PROFESSIONAL DEVELOPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	PGA OF AMERICA FEES	100.00
<u>INVOICES TOTAL:</u>		<u>100.00</u>

**5510-GOLF MAINTENANCE EXPENSES**

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NICOR GAS	GAS BILL	341.07
1 NICOR GAS	GAS BILL	332.12
<u>INVOICES TOTAL:</u>		<u>673.19</u>

**534500-GROUNDS MAINTENANCE MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	114.60
<u>INVOICES TOTAL:</u>		<u>114.60</u>

**543101-DUES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MIDWEST ASSOC OF GOLF COURSE	MEMBERSHIP RENEWAL	125.00
<u>INVOICES TOTAL:</u>		<u>125.00</u>

\*\* Indicates pre-issue check.

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**5560-GOLF RESTAURANT EXPENSES**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 A MAESTRANZI SONS	KNIFE SERVICE	17.00
1 A MAESTRANZI SONS	SLICER BLADE MAINTENANCE	22.50
1 CRYSTAL MGMT & MAINT SERVICES CORP	CLEANING SERVICES - FEB 2018	75.00
1 GREAT LAKES SERVICE	MONTHLY SERVICE AGREEMENT	192.87
1 TEMPERATURE ENGINEERING INC	MONTHLY SERVICE AGREEMENT	75.00
<b>INVOICES TOTAL:</b>		<b>382.37</b>

**523100-ADVERTISING**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 EXAMINER PUBLICATIONS INC	FISH FRY ADVERTISING	30.00
1 EXAMINER PUBLICATIONS INC	FISH FRY ADVERTISING	60.00
<b>INVOICES TOTAL:</b>		<b>90.00</b>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NICOR GAS	GAS BILL	166.06
<b>INVOICES TOTAL:</b>		<b>166.06</b>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 EDWARD DON & COMPANY	FOOD SERVICE SUPPLIES	66.37
1 SYSCO FOOD SERVICES - CHICAGO	FOOD SERVICE SUPPLIES	150.00
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	14.00
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	159.22
<b>INVOICES TOTAL:</b>		<b>389.59</b>

**534320-PURCHASES - FOOD & BEVERAGE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BREAKTHRU BEVERAGE ILLINOIS LLC	LIQUOR PURCHASE	122.99
1 ELGIN BEVERAGE CO	BEER PURCHASE	82.99
1 EUCLID BEVERAGE LLC	BEER PURCHASE	198.40
1 EUCLID BEVERAGE LLC	BEER PURCHASE	418.05
1 GRECO AND SONS INC	FOOD PURCHASE	396.13
1 GRECO AND SONS INC	FOOD PURCHASE	139.44
1 GRECO AND SONS INC	FOOD PURCHASE	202.05
1 GRECO AND SONS INC	FOOD PURCHASE	40.00
1 HIGHLAND BAKING COMPANY	CREDIT - ORDER ADJUSTMENT	-9.90
1 HIGHLAND BAKING COMPANY	FOOD PURCHASE	52.36
1 LAKESHORE BEVERAGE	BEER PURCHASE	49.10
1 PEPSI-COLA GENERAL BOTTLERS INC	SOFT DRINK PURCHASE	98.93
1 SCHAMBERGER BROTHERS INC	BEER PURCHASE	344.59
1 SOUTHERN GLAZER'S OF IL	LIQUOR PURCHASE	35.00
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	639.27

\*\* Indicates pre-issue check.

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1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	992.42
1 TEC FOODS INC	FOOD PURCHASE	147.15
<b>INVOICES TOTAL:</b>		<b>3,948.97</b>

**5570-GOLF BANQUET EXPENSES**

**511200-TEMPORARY SALARIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SURESTAFF INC	TEMPORARY STAFFING	79.50
<b>INVOICES TOTAL:</b>		<b>79.50</b>

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 A MAESTRANZI SONS	SLICER BLADE MAINTENANCE	22.50
1 ALSCO	LINEN SERVICES	270.88
1 ALSCO	LINEN SERVICES	299.53
1 CRYSTAL MGMT & MAINT SERVICES CORP	CLEANING SERVICES - FEB 2018	75.00
1 GREAT LAKES SERVICE	MONTHLY SERVICE AGREEMENT	192.88
1 TEMPERATURE ENGINEERING INC	MONTHLY SERVICE AGREEMENT	75.00
<b>INVOICES TOTAL:</b>		<b>935.79</b>

**522500-EQUIPMENT RENTALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BIG TENT EVENTS	STAGE EQUIPMENT RENTAL	165.00
<b>INVOICES TOTAL:</b>		<b>165.00</b>

**523100-ADVERTISING**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 EXAMINER PUBLICATIONS INC	FISH FRY ADVERTISING	30.00
<b>INVOICES TOTAL:</b>		<b>30.00</b>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NICOR GAS	GAS BILL	166.06
<b>INVOICES TOTAL:</b>		<b>166.06</b>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 EDWARD DON & COMPANY	FOOD SERVICE SUPPLIES	376.10
1 GRECO AND SONS INC	CREDIT - RETURN	-11.90
1 MLA WHOLESALE INC	FLOWERS	88.50
1 MLA WHOLESALE INC	FLOWERS	53.30
1 SYSCO FOOD SERVICES - CHICAGO	FOOD SERVICE SUPPLIES	855.56
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	35.36
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	159.22
<b>INVOICES TOTAL:</b>		<b>1,556.14</b>

\*\* Indicates pre-issue check.

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**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 PAUL PETERSEN	COPIER SUPPLIES	115.97
	<b>INVOICES TOTAL:</b>	<b>115.97</b>

**534320-PURCHASES - FOOD & BEVERAGE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 THE BAKING INSTITUTE BAKERY CO	WEDDING CAKE	275.25
1 BREAKTHRU BEVERAGE ILLINOIS LLC	LIQUOR PURCHASE	1,017.79
1 ELGIN BEVERAGE CO	BEER PURCHASE	124.48
1 EUCLID BEVERAGE LLC	BEER BARREL DEPOSIT	30.00
1 EUCLID BEVERAGE LLC	CREDIT - RETURNED EMPTIES	-90.00
1 EUCLID BEVERAGE LLC	BEER PURCHASE	150.00
1 GRECO AND SONS INC	FOOD PURCHASE	413.47
1 GRECO AND SONS INC	FOOD PURCHASE	54.98
1 GRECO AND SONS INC	FOOD PURCHASE	403.04
1 GRECO AND SONS INC	FOOD PURCHASE	36.45
1 GRECO AND SONS INC	FOOD PURCHASE	186.41
1 HIGHLAND BAKING COMPANY	CREDIT - ORDER ADJUSTMENT	-7.04
1 IL GIARDINO DEL DOLCE INC	BAKERY PURCHASE	75.60
1 IL GIARDINO DEL DOLCE INC	BAKERY PURCHASE	150.45
1 LAKESHORE BEVERAGE	BEER PURCHASE	49.10
1 PEPSI-COLA GENERAL BOTTLERS INC	SOFT DRINK PURCHASE	98.93
** 1 SAM'S CLUB	FOOD PURCHASES/SUPPLIES	59.37
1 SOUTHERN GLAZER'S OF IL	LIQUOR PURCHASE	315.00
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	214.00
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	577.08
1 TEC FOODS INC	FOOD PURCHASE	220.53
	<b>INVOICES TOTAL:</b>	<b>4,354.89</b>

**541600-PROFESSIONAL DEVELOPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 RAMONA PRYOR	ALLERGEN COURSE FEE	15.00
	<b>INVOICES TOTAL:</b>	<b>15.00</b>

**5580-GOLF MIDWAY EXPENSES**

**534320-PURCHASES - FOOD & BEVERAGE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 EUCLID BEVERAGE LLC	CREDIT - OVERPAYMENT	-18.86
	<b>INVOICES TOTAL:</b>	<b>-18.86</b>

**6000-CENTRAL SERVICES EXPENSES**

**522400-SERVICE AGREEMENTS**

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

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
 INVOICES DUE ON/BEFORE 3/20/2018**

1 THYSSENKRUPP ELEVATOR CORPORATION	ELEVATOR MAINTENANCE	2,190.47
<u>INVOICES TOTAL:</u>		<u>2,190.47</u>

**524100-BUILDING MAINTENANCE SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 LIONHEART CRITICAL POWER	EQUIPMENT MAINTENANCE	574.57
1 MIDCO INC	CARD READER REPAIRS	312.00
1 UNIFIRST CORPORATION	MATS	46.30
1 UNIFIRST CORPORATION	MATS	46.30
1 UNIFIRST CORPORATION	MATS	46.30
<u>INVOICES TOTAL:</u>		<u>1,025.47</u>

**524110-TELEPHONE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AT&T	TELEPHONE BILL	153.48
1 CALL ONE	TELEPHONE BILL	260.71
** 1 CARDMEMBER SERVICE	DSL LINE FOR VILLAGE HALL	65.37
1 VERIZON WIRELESS	WIRELESS SERVICES	327.30
1 VERIZON WIRELESS	WIRELESS SERVICES	115.28
<u>INVOICES TOTAL:</u>		<u>922.14</u>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	9.99
1 NICOR GAS	GAS BILL	181.60
1 NICOR GAS	GAS BILL	12,751.23
<u>INVOICES TOTAL:</u>		<u>12,942.82</u>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	LABEL TAPE	79.65
** 1 SAM'S CLUB	FOOD PURCHASES/SUPPLIES	125.57
1 SOUTHERN COMPUTER WAREHOUSE	INK FOR PLOTTER	2,095.60
1 WAREHOUSE DIRECT	PAPER TOWELS/PLASTIC UTENSILS	144.81
<u>INVOICES TOTAL:</u>		<u>2,445.63</u>

**534600-BUILDING MAINTENANCE MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CORE & MAIN LP	MAINTENANCE SUPPLIES	64.90
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	129.41
<u>INVOICES TOTAL:</u>		<u>194.31</u>

**546900-CONTINGENCIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 TOWN & COUNTRY GARDENS	FLOWERS	397.96
<u>INVOICES TOTAL:</u>		<u>397.96</u>

\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
 INVOICES DUE ON/BEFORE 3/20/2018**

**570100-MACHINERY & EQUIPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	CLOUD SERVICES	137.72
1 SHI	BACKUP/DISASTER RECOVERY HARDWARE	8,195.96
1 SHI	BACKUP/DISASTER RECOVERY HARDWARE	5,068.00
1 SHI	BACKUP/DISASTER RECOVERY SOFTWARE	6,713.00
<b>INVOICES TOTAL:</b>		<b>20,114.68</b>

**7000-POLICE PENSION EXPENDITURES**

**523400-LEGAL SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 REIMER DOBROVOLNY & KARLSON LLC	LEGAL SERVICES	3,467.22
<b>INVOICES TOTAL:</b>		<b>3,467.22</b>

**541600-PROFESSIONAL DEVELOPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MICHAEL POREMBA	IPPFA ONLINE TRAINING	850.00
<b>INVOICES TOTAL:</b>		<b>850.00</b>

**GRAND TOTAL: 2,133,006.74**

GENERAL FUND	131,528.28
MUNICIPAL BUILDING FUND	1,379,349.78
DEVELOPER DEPOSITS FUND	84,193.06
WATER FUND	421,787.49
SEWER FUND	51,662.49
PARKING FUND	1,881.80
GOLF FUND	18,053.14
CENTRAL SERVICES FUND	40,233.48
POLICE PENSION FUND	4,317.22
<b>GRAND TOTAL</b>	<b>2,133,006.74</b>

\*\* Indicates pre-issue check.

CASH & INVESTMENT REPORT  
January 31, 2018

Fund	12/31/2017			Receipts		Disbursements		Detail of Ending Balance		
	12/31/2017	Receipts	Disbursements	1/31/2018	Cash	Investments	Net Assets/Liab.	1/31/2018		
General	14,075,054	1,599,021	1,903,905	13,770,171	6,599,495	6,362,596	808,079	13,770,171		
MFT	3,547,476	118,372	1,658	3,664,189	1,983,839	1,699,120	(18,770)	3,664,189		
Debt Service	21,943	58,739	150	80,532	39,142	40,184	1,206	80,532		
Capital Projects	39,775	99	0	39,874	19,637	20,159	78	39,874		
Municipal Building	13,403,951	14,157	1,243,602	12,174,506	290,162	297,880	11,586,464	12,174,506		
Developer Deposits	3,661,478	34,032	11,005	3,684,505	92,660	3,658,637	(66,792)	3,684,505		
Town Center TIF	353	0	0	353	134,246	137,817	(271,710)	353		
59 & Lake TIF	0	0	0	0	0	0	0	0		
BC Municipal TIF	641,965	1,646	34,689	608,922	308,261	316,461	(15,799)	608,922		
Bluff City Tif Municipal	21,042	53	0	21,095	0	0	21,095	21,095		
Water	9,129,595	599,955	470,145	9,259,406	1,140,224	1,170,453	6,948,728	9,259,406		
Sewer	19,944,410	314,065	280,098	19,978,377	299,908	307,784	19,370,685	19,978,377		
Parking	97,420	31,889	21,061	108,247	43,691	44,853	19,703	108,247		
Golf	973,680	35,345	115,980	893,045	0	0	893,045	893,045		
Central Services	461,511	88,647	110,711	439,447	192,835	197,964	48,648	439,447		
Vehicle Replacement	3,211,301	76,174	450,582	2,836,893	526,549	540,556	1,769,788	2,836,893		
<b>TOTALS</b>	<b>69,230,954</b>	<b>2,972,193</b>	<b>4,643,586</b>	<b>67,559,561</b>	<b>11,670,650</b>	<b>14,794,463</b>	<b>41,094,448</b>	<b>67,559,561</b>		

BC Project TIF	8,112,920	128	1,337,285	6,775,763	6,919,492	0	(143,728)	6,775,763
Bluff City Project TIF	598	2	0	599	599	0	0	599
Bluff City SSA Debt Srv.	280,946	0	6,924	274,022	0	0	274,022	274,022
Police Pension	40,752,575	1,008,836	156,985	41,604,426	1,120,160	40,342,269	141,998	41,604,426

  
Todd Dowden  
Finance Director

VILLAGE OF BARTLETT TREASURER'S REPORT  
 REVENUE & EXPENDITURE BUDGET COMPARISONS BY FUND  
 FISCAL YEAR 2017/18 as of January 31, 2018

Fund	Revenues			Expenditures		
	Actual	Current Year Budget	Prior YTD %	Actual	Current Year Budget	Prior YTD %
General	17,095,872	21,852,980	78.23%	15,940,421	22,565,996	70.64%
MFT	859,690	1,105,000	77.80%	1,412,304	2,728,200	51.77%
Debt Service	2,497,292	3,229,588	77.33%	3,162,785	3,169,000	99.80%
Capital Projects	726	50	1452.70%	0	0	0.00%
Municipal Building	424,254	353,400	120.05%	5,234,578	9,587,500	54.60%
Developer Deposits	114,547	135,850	84.32%	160,707	624,949	25.72%
Town Center TIF	353	0	100.00%	0	0	0.00%
Bluff City SSA	547,288	1,041,779	52.53%	1,053,135	1,110,000	94.88%
59 & Lake TIF	0	73,000	0.00%	0	73,000	0.00%
Bluff City Municipal TIF	11,596	4,525	256.26%	0	0	0.00%
Bluff City Project TIF	173,082	1,535,100	0.76%	172,584	1,535,000	11.24%
Brewster Creek Municipal TIF	655,709	621,500	105.50%	373,249	718,789	51.93%
Brewster Creek Project TIF	5,860,661	6,420,000	91.29%	4,361,506	6,836,960	63.79%
Water	6,169,196	27,324,500	22.58%	5,938,606	27,017,275	21.98%
Sewer	3,062,534	9,417,800	32.52%	2,782,665	9,157,694	30.39%
Parking	169,596	230,150	73.69%	146,911	245,320	59.89%
Golf	1,847,416	2,195,450	84.15%	1,657,012	2,148,755	77.11%
Central Services	778,360	1,022,563	76.12%	1,080,412	1,582,149	68.29%
Vehicle Replacement	607,745	647,770	93.82%	1,113,315	983,500	113.20%
Police Pension	5,246,902	2,190,136	239.57%	1,304,097	2,190,136	59.54%
Subtotal	46,122,819	79,401,141	58.09%	45,894,287	92,274,223	49.74%
Less Interfund Transfers	(2,845,816)	(3,762,419)	75.64%	(2,845,816)	(3,762,419)	75.64%
Total	43,277,002	75,638,722	57.22%	43,048,471	88,511,804	48.64%

VILLAGE OF BARTLETT TREASURER'S REPORT  
 MAJOR REVENUE BUDGET COMPARISONS  
 FISCAL YEAR 2017/18 as of January 31, 2018

Fund	Actual	Current Year		Prior YTD %
		Budget	Percent	
Property Taxes	8,940,280	10,845,938	82.43%	80.27%
Sales Taxes (General Fund)	1,852,993	2,400,000	77.21%	81.32%
Income Taxes	3,333,916	4,165,000	80.05%	72.33%
Telecommunications Tax	641,987	930,000	69.03%	67.26%
Real Estate Transfer Tax	580,210	610,000	95.12%	91.55%
Building Permits	687,045	640,000	107.35%	89.76%
MFT	831,267	1,095,000	75.91%	77.65%
Water Charges	5,959,364	7,800,000	76.40%	72.99%
Sewer Charges	2,917,305	3,820,000	76.37%	74.39%
Interest Income	326,286	145,800	223.79%	195.48%
Gas Utility Tax	247,729	500,000	49.55%	47.74%
Electric Utility Tax	115,825	160,000	72.39%	83.47%

VILLAGE OF BARTLETT TREASURER'S REPORT  
 GOLF FUND DETAIL (Excluding Capital Projects)  
 FISCAL YEAR 2017/18 as of January 31, 2018

Fund	Current Year		Percent
	Actual	Budget	
<b>Golf Program</b>			
Revenues	1,046,698	1,273,450	82.19%
Expenses	861,699	1,181,300	72.94%
Net Income	184,999	92,150	200.76%
<b>F&amp;B - Restaurant</b>			
Revenues	125,292	143,000	87.62%
Expenses	247,205	303,583	81.43%
Net Income	(121,913)	(160,583)	75.92%
<b>F&amp;B - Banquet</b>			
Revenues	558,688	655,000	85.30%
Expenses	492,444	599,472	82.15%
Net Income	66,243	55,528	119.30%
<b>F&amp;B - Midway</b>			
Revenues	116,739	124,000	94.14%
Expenses	55,664	64,400	86.43%
Net Income	61,075	59,600	102.47%
<b>Golf Fund Total</b>			
Revenues	1,847,416	2,195,450	84.15%
Expenses	1,657,012	2,148,755	77.11%
Net Income	190,404	46,695	407.76%

**MOTOR FUEL TAX**

Month	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
May	89,807	85,450	89,115	104,788	106,665	89,988	93,139	91,478
June	86,890	83,830	75,066	71,924	80,212	58,408	58,737	72,645
July	82,123	78,002	87,721	84,361	89,915	103,948	94,278	95,252
August	89,014	90,041	87,924	99,063	61,056	100,154	89,533	89,970
September	86,580	88,420	76,347	70,076	83,006	67,441	79,032	79,527
October	99,672	79,216	83,510	90,026	89,337	87,626	91,489	91,053
November	73,018	88,011	89,027	77,655	90,552	101,486	93,216	92,796
December	93,136	92,981	85,014	103,117	103,771	93,002	97,757	91,055
January	89,163	115,721	82,788	90,866	97,525	89,828	92,928	
February	96,459	83,346	70,348	83,687	74,031	90,531	88,602	
March	77,675	84,943	83,251	65,802	37,978	77,861	75,544	
April	89,807	82,622	70,866	75,969	95,841	93,782	90,224	
<b>Subtotal</b>	<b>1,053,344</b>	<b>1,052,583</b>	<b>980,978</b>	<b>1,017,334</b>	<b>1,009,889</b>	<b>1,054,055</b>	<b>1,044,479</b>	<b>703,777</b>
Plus:								
High Growth	46,918	29,046	29,031	37,678	37,682	37,743	37,801	37,266
Jobs Now	179,796	179,796	179,796	179,796	359,592			
<b>Total</b>	<b>1,280,058</b>	<b>1,261,425</b>	<b>1,189,805</b>	<b>1,234,808</b>	<b>1,407,163</b>	<b>1,091,798</b>	<b>1,082,280</b>	<b>741,043</b>
Budget	1,015,000	1,250,000	1,250,000	1,175,000	1,188,990	1,025,000	1,067,287	1,095,000
Annual Inc in \$ w/o High Growth	1.50%	-0.07%	-6.80%	3.71%	-0.73%	4.37%	-3.79%	-6.86%



# Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

Bureau of Local Roads & Streets  
217-782-1662

Bartlett

Municipality Report

January 3, 2018

## MOTOR FUEL TAX ALLOTMENT AND TRANSACTIONS FOR DECEMBER, 2017

Beginning Unobligated Balance		<b>\$2,324,157.46</b>
Motor Fuel Tax Allotment	\$91,055.16	
Minus Amount Paid to State	\$0.00	
Net Motor Fuel Tax Allotment		<b>\$91,055.16</b>
Plus Credits Processed		\$0.00
Minus Authorizations Processed		\$0.00
Current Unobligated Balance		<b>\$2,415,212.62</b>

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PROCESSED TRANSACTIONS:

Sales Taxes

Month	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
May	146,546	126,506	175,701	173,657	178,983	170,734	186,214	201,320
June	137,130	164,604	195,692	193,303	201,968	200,031	224,385	219,629
July	176,678	165,519	190,898	186,097	188,547	194,738	211,186	224,268
August	180,229	177,919	180,797	184,425	190,872	206,213	209,930	215,328
September	177,173	187,893	182,163	189,650	183,399	198,880	206,205	208,760
October	168,710	177,758	165,188	170,530	188,055	212,286	212,435	219,639
November	162,303	161,152	181,865	174,037	179,846	204,437	207,123	221,599
December	171,232	164,341	165,852	153,005	163,529	178,413	201,075	
January	166,523	167,926	168,154	210,506	187,865	194,219	190,934	
February	171,856	157,086	147,189	151,678	141,054	149,630	167,837	
March	168,981	177,777	147,039	128,886	141,609	161,850	159,411	
April	132,397	152,124	162,595	153,553	170,308	178,006	186,494	
<b>Total</b>	<b>1,959,758</b>	<b>1,980,605</b>	<b>2,063,133</b>	<b>2,069,327</b>	<b>2,116,036</b>	<b>2,249,438</b>	<b>2,363,230</b>	

**% increase -7.33% 0.86% 4.17% 0.30% 2.26% 4.52% 4.77% 6.99%**

**Budget 1,950,000 1,950,000 1,975,000 2,010,000 2,075,000 2,115,000 2,205,000 2,400,000**

<b>Warrant/EFT#: EF 0010076</b>				
Fiscal Year:	2018	Issue Date:	01/09/18	
Warrant Total:	\$221,599.34	Warrant Status:		
Agency	Contract	Invoice	Voucher	Agency Amount
492 - REVENUE		A1212544	8A1212544	\$221,599.34

<b>IOC Accounting Line Details</b>						
Fund	Agency	Organization	Appropriation	Object	Amount	Appropriation Name
0189	492	27	44910055	4491	\$221,599.34	DISTRIBUTE MUNI/CNTY SALES TAX

<b>Payment Voucher Description</b>	
Line	Text
1	IL DEPT. OF REVENUE AUTHORIZED THIS PAYMENT ON 01/08/2018
2	MUNICIPAL 1 % SHARE OF SALES TAX
3	LIAB MO: OCT. 2017 COLL MO: NOV. 2017 VCHR MO: JAN. 2018
4	?S PHONE: 217 785-6518 EMAIL: REV.LOCALTAX@ILLINOIS.GOV
61	MUNICIPAL 1 % SHARE OF SALES TAX



**COMMUNITY DEVELOPMENT MEMORANDUM**

**18-29**

DATE: March 9, 2018  
TO: Paula Schumacher, Village Administrator  
FROM: Jim Plonczynski, Community Development Director  
RE: **(#18-04) 165 W. Oak Glenn Drive**

---

**PETITIONER**

John & Dorothy Zabinski

**SUBJECT SITE**

165 W. Oak Glenn Drive, Williamsburg Estates Unit No. 1 Subdivision

**REQUESTS**

Variations:

- a) a 1 foot reduction from the required 35 foot front yard, and
- b) a 9 foot reduction from the required 55 foot rear yard

***The Zoning Board of Appeals and Staff are requesting that the Petitioner's request be forwarded directly to the Village Board for a final vote in order to facilitate the building permit.***

**SURROUNDING LAND USES**

	<b><u>Land Use</u></b>	<b><u>Comprehensive Plan</u></b>	<b><u>Zoning</u></b>
<b>Subject Site</b>	<b>Single Family</b>	<b>Suburban Residential</b>	<b>SR-2</b>
North	Single Family	Suburban Residential	SR-2
South	Single Family	Suburban Residential	SR-2
East	Single Family	Suburban Residential	SR-2
West	Single Family	Suburban Residential	SR-2

**DISCUSSION**

1. The subject property is zoned SR-2 (Suburban Residence Single Family).
2. The Petitioner is requesting **two variations**: a one foot (1') reduction from the required thirty-five foot (35') front yard setback and a nine foot (9') reduction from the required fifty-five foot (55') rear yard setback to bring the existing house into conformance to allow for a building permit to be issued for the construction

of new attached 2 car garage and entry. The new attached 2 car garage and entry will meet the required 10' side yard and 35' front yard setbacks.

3. The original zoning on the property in 1964 was R-1 Single Family Residence District. During the comprehensive rezoning of the Village in 1978 the property was rezoned to the SR-2 Suburban Residence Zoning District and 55' rear yard setbacks were established. Previously the rear yard setback was 35' and the house met the requirement. **This zoning change made the existing house a non-conforming structure.**
4. Section 10-10-5-A of the Zoning Ordinance states that: "Repairs and Alterations: Ordinary repairs and alterations may be made to a nonconforming building or structure. **No structural alterations shall be made in or to such building or structure except those required by law, or except to make the building or structure, and use thereof, conform to the regulations of the district in which it is located.**" Therefore, the Petitioner is requesting the variations be granted to bring the existing structure into conformance prior to any alterations being made to the house.
5. If the variations are approved, a building permit could be issued for the attached garage and any other modifications to the home.

### **RECOMMENDATION**

1. The Zoning Board of Appeals reviewed the variation requests and conducted the public hearing at their March 1, 2018 meeting. The Zoning Board of Appeals recommended **approval** of the variations based on the following findings of fact:
  - A. That the particular physical surroundings, shape or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.
  - B. That conditions upon which the petition for variation is based are unique to the property for which the variations are sought and are not applicable, generally, to other property within the same zoning classifications.
  - C. That the purpose of the variations are not based exclusively upon a desire to make money out of the property.
  - D. That the alleged difficulty or hardship is caused by the provision of this Title and has not been created by any person presently having an interest in the property.

- E. That the granting of the variations will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhoods in which the property is located.
  - F. That the proposed variations will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.
  - G. That the granting of the variances requested will not confer on the applicant any special privilege that is denied by the provisions of this Title to other lands, structures or buildings in the same district.
2. Minutes from the Zoning Board of Appeals public hearing and background information are attached for your review and consideration.
  3. The Ordinance is attached for your review.

alz/attachments

x:\comdev\mem2018\029\_165 W. oak Glenn Drive\_Zabinski\_variations\_vb.docx

ORDINANCE 2018 - \_\_\_\_\_

**AN ORDINANCE GRANTING FRONT AND REAR YARD VARIATIONS  
FOR 165 WEST OAK GLENN DRIVE**

**WHEREAS**, a public hearing has heretofore been held by the Bartlett Zoning Board of Appeals (the "Zoning Board") on March 1, 2018 pursuant to public notice as required by law, with respect to the petition (Case #18-4) of John and Dorothy Zabinski (the "Owners") for a 1' variation from the required 35' front yard and a 9' variation from the required 55' rear yard setbacks (the "Variations" to bring the existing house on the Property into conformance in the SR-2, Suburban Residence Zoning District and the Zoning Board has recommended approval of the variation to the corporate authorities; and

**WHEREAS**, the corporate authorities have determined that it is in the public interest to grant the zoning relief requested;

**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:** The corporate authorities hereby make the following findings of fact:

- A. That the particular physical surroundings, shape or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.
- B. That conditions upon which the petition for a variations are based are unique to the property for which the variations are sought and are not applicable, generally, to other property within the same zoning classifications.
- C. That the purpose of the variations are not based exclusively upon a desire to make money out of the property.
- D. That the alleged difficulty or hardship is caused by the provision of the Zoning Ordinance and has not been created by any person presently having an interest in the property.

- E. That the granting of the variations will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhoods in which the property is located.
- F. That the proposed variations will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.
- G. That the granting of the variances requested will not confer on the applicant any special privilege that is denied by the provisions of this Title to other lands, structures or buildings in the same district.

**SECTION TWO:** A 1' variation from the required 35' front yard and a 9' variation from the required 55' rear yard in the SR-2, Suburban Residence Zoning District, are hereby granted to bring the existing house into conformance on the Property, commonly known as 165 West Oak Glenn Drive, Bartlett, Illinois and legally described as follows:

**LOT 4 (EXCEPT THE EAST 10 FEET THEREOF) AND THE EAST 10 FEET OF LOT 5 IN WILLIAMSBURG ESTATES UNIT NO. 1, BEING A SUBDIVISION OF PART LOT 2 OF THE NORTHEAST QUARTER OF SECTION 3, TOWNSHIP 40 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN DUPAGE COUNTY, ILLINOIS.**

**PERMANENT INDEX NUMBER: 01-03-206-014**

(the "Property"), subject to the findings of fact and conditions set forth in Sections One and Three of this Ordinance.

**SECTION THREE:** All structures to be built upon the Property shall be built in strict compliance with the Bartlett Building Code.

**SECTION FOUR: 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 FIVE: 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 SIX: EFFECTIVE DATE.** This Ordinance shall be in full force and effect after its passage and approval.

**ROLL CALL VOTE:**

**AYES:**

**NAYS:**

**ABSENT:**

**PASSED:** this 20<sup>th</sup> day of March, 2018

**APPROVED:** this 20<sup>th</sup> day of March, 2018

\_\_\_\_\_  
Kevin Wallace, Village President

**ATTEST:**

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

### CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance 2018-\_\_\_\_\_, enacted on March 20, 2018 and approved on March 20, 2018 as the same appears from the official records of the Village of Bartlett.

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



Village of Bartlett  
Zoning Board of Appeals Minutes  
March 1, 2018

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M. Werden called the meeting to order at 7:00 pm.

Roll Call

Present: M. Werden, G. Koziol, B. Bucaro, J. Rasmussen L. Hanson and J. Banno

Absent: None

Also Present: A. Zubko, Village Planner

Approval of Minutes

A motion was made to approve the minutes of the January 4, 2018 meeting.

Motioned by: G. Koziol

Seconded by: J. Banno

Roll Call

Ayes: M. Werden, G. Koziol, B. Bucaro, J. Rasmussen, and J. Banno

Abstain: L. Hanson

The motion carried.



Village of Bartlett  
Zoning Board of Appeals Minutes  
March 1, 2018

**Case (# 18-04)** 165 W. Oak Glenn Drive

Variations:

- a) a 1 foot reduction from the required 35 foot front yard setback and
- b) a 9 foot reduction from the required 55 foot rear yard setback

**PUBLIC HEARING**

The following Exhibits were presented:

**Exhibit A - Picture of Sign**

**Exhibit B - Mail Affidavit**

**Exhibit C - Notification of Publication**

Petitioners **John & Dorothy Zabinski**, 165 W. Oak Glenn Drive were both sworn in by **M. Werden**.

**John Zabinski** stated when he purchased the house, they wanted to add a garage to the front of the house and convert the original garage into the master suite. During this process, **J. Zabinski** was advised by the Building Department that his home was non-conforming to the zoning requirements.

**J. Zabinski** stated he is running two businesses from his home. The first one being real estate and the other an architectural design/construction business. The main reason for the variations is that the home is only 1490 sq. ft. and extra space is needed for his businesses.

**M. Werden** asked if the home was conforming at the time it was built. **A. Zubko** stated it was, but the front yard was six inches over and this request is to fix it, for a one foot variation. **M. Werden** asked if there were any calls regarding this Public Hearing. **A. Zubko** stated there were no calls and the sign is posted.

**M. Werden** asked if any of the Commissioners had any questions or comments. **G. Koziol** asked if the rear variation was because of the change in the ordinance. **A. Zubko** stated yes, currently its non-conforming, this would make it a conforming lot. The petitioners would be able to make alterations to the home and the alterations will meet all of the setbacks that are already in place.

**M. Werden** opened the meeting to the Public. No one came forward.

A motion was made to pass a positive recommendation to the Village Board to approve item #18-04 for variations at 165 W. Oak Glenn Drive.

**Motioned by: G. Koziol**

**Seconded by: J. Hanson**

**M. Werden** closed the Public Hearing portion of the meeting.

**Roll Call**

**Ayes: M. Werden, G. Koziol, B. Bucaro, J. Banno, L. Hanson and J. Rasmussen**

**Nays: None**

**The motion carried.**

**M. Werden** advised the Petitioners to stay in touch with **A. Zubko** as to when this case will be on the Village Board agenda.



Village of Bartlett  
Zoning Board of Appeals Minutes  
March 1, 2018

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**Old Business/ New Business**

**Angela Zubko** stated there is nothing to report.

**M. Werden** asked if there was a motion to adjourn.

**Motioned by: B. Bucaro**

**Seconded by: G. Koziol**

**All in favor.**

**Motion Carried**

**The meeting was adjourned at 7:05 P.M.**

To: PRESIDENT AND BOARD OF TRUSTEES

Date: 02-03-2018

From: John & Dorothy Zabinski

Re; 165 W. Oak Glenn Drive

Bartlett IL 60103

**VARIATION REQUEST**

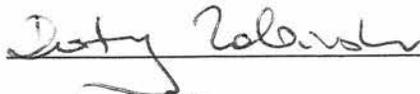
Please be advised that we recently purchased single family residence located at the address described above to become our home with no intension for resale.

Based on this fact we kindly ask for variation approval of non-conforming lot according to SR-2 zoning requirements 35' Front yard and 55'back yard.

We acknowledge that our existing back yard conditions are 34.41' front yard and 46.85' back yard and approval for addition to existing house is necessary by village requirements.

Addition will include converting existing garage to Master Suite, adding new 2 car garage, new front entry and new driveway. All construction will be done at the front of the house with no additional impact to existing back yard.

We believe that proposed addition will increase value of our home and surrounding properties and will have positive impact to the neighborhood.



Dorothy Zabinski



John Zabinski

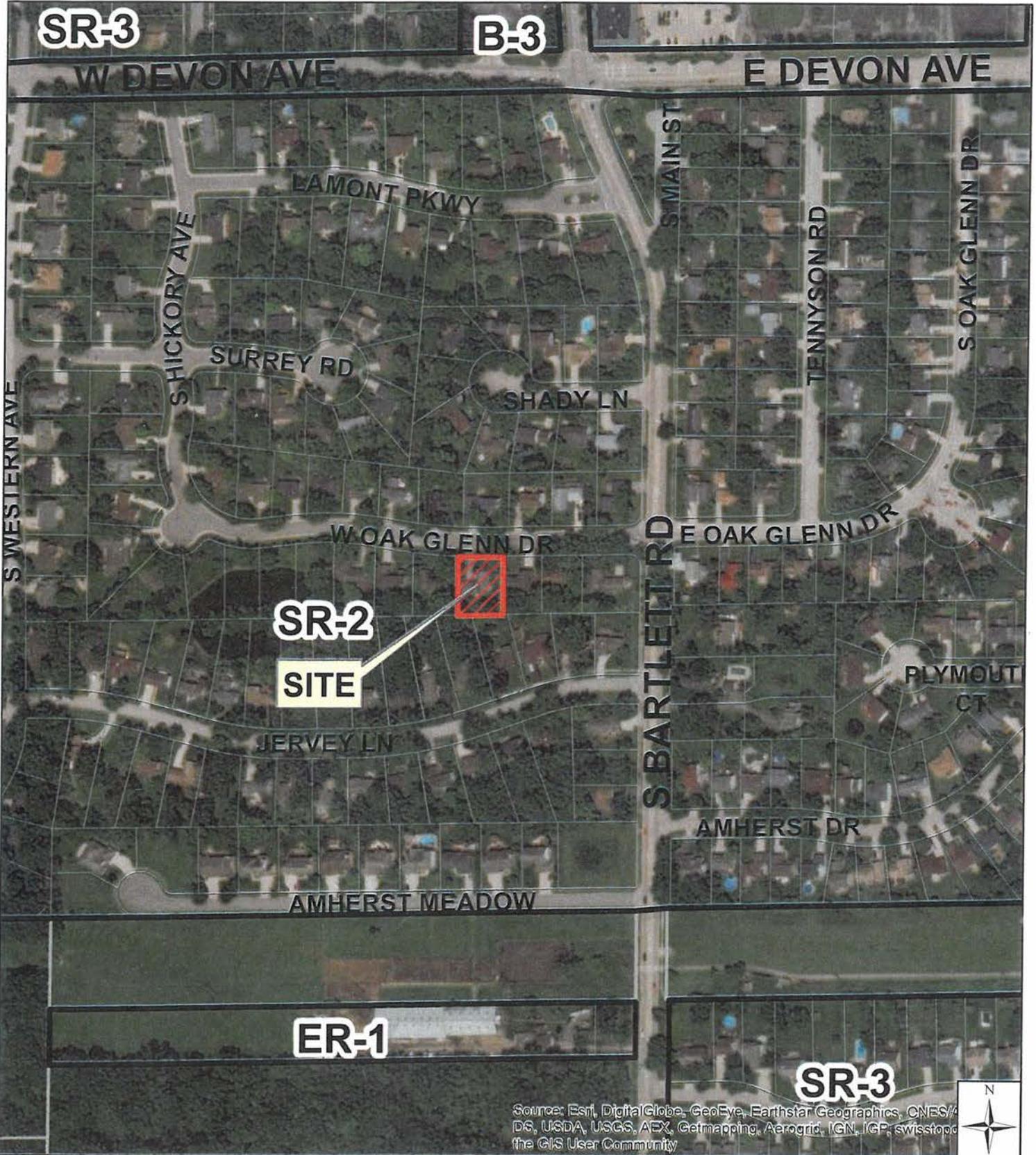
RECEIVED  
COMMUNITY DEVELOPMENT  
FEB 02 2018  
VILLAGE OF  
BARTLETT

29w540 Orchard Ln.  
Bartlett ILL 60103

630-742-0980  
630-372-4524  
johnzabinski@hotmail.com

# ZONING/LOCATION MAP

Zabinski - 165 W. Oak Glenn Drive  
Case #18-04 - Variation



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, the GIS User Community



# VILLAGE OF BARTLETT VARIATION APPLICATION

For Office Use Only  
Case # 18-04  
RECEIVED  
COMMUNITY DEVELOPMENT  
FEB 02 2018  
VILLAGE OF  
BARTLETT

### PETITIONER INFORMATION (PRIMARY CONTACT)

Name: John & Dorothy ZABINSKI

Street Address: 165 W. OAK GLENN DR.

City, State: BARTLETT ILLINOIS Zip Code: 60013

Email Address: dorothyzabinski@yahoo.com Phone Number: 630-742-0898

Preferred Method to be contacted See Dropdown

### PROPERTY OWNER INFORMATION

Name: The ZABINSKI Declaration of Trust dated November 8/2011

Street Address: 165 W. OAK GLENN DR.

City, State: BARTLETT IL Zip Code: 60013

Phone Number: 630-742-0898

OWNER'S SIGNATURE: [Signature] Date: 02/03/18

(OWNER'S SIGNATURE IS REQUIRED or A LETTER AUTHORIZING THE PETITION SUBMITTAL.)

### DESCRIPTION OF VARIATION REQUEST (i.e. setback, fence height) including SIZE OF REQUEST

(i.e. 5ft., 10 ft.) Incompliance with Zoning Ordinance (setbacks)

Front required 35' EXISTING 34.41' BACK yard required 55' EXISTING 46.85'  
Addition to the front of EXISTING HOUSE (GARAGE, ENTRY NEW DRIVEWAY)

### PROPERTY INFORMATION

Common Address/General Location of Property: 165 W. OAK GLENN DR.

Property Index Number ("Tax PIN"/"Parcel ID"): 01-03-206-014

Acreage: \_\_\_\_\_

Zoning: See Dropdown (Refer to Official Zoning Map) SR-2

### APPLICANT'S EXPERTS (If applicable, including name, address, phone and email)

Attorney \_\_\_\_\_

Surveyor \_\_\_\_\_

Other \_\_\_\_\_

## FINDINGS OF FACT FOR VARIATIONS

Both the Zoning Board of Appeals and the Village Board must decide if the requested variation is in harmony with the general purpose and intent of the Zoning Ordinance and if there is a practical difficulty or hardship in carrying out the strict letter of the regulations of the Zoning Ordinance.

The Zoning Board of Appeals shall make findings based upon evidence presented on the following standards: **(Please respond to each of these standards in writing below as it relates to your case. It is important that you write legibly or type your responses as this application will be included with the staff report for the ZBA and Village Board to review.)**

1. That the particular physical surroundings, shape or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.

not apply.

2. That conditions upon which the petition for a variation is based are unique to the property for which the variation is sought and are not applicable, generally, to other property within the same zoning classifications.

EXISTING PROPERTY WAS BUILT IN 1964 AND IS NOT COMPLYING WITH SR-2 zoning ordinance

Front yard setback required 35' existing 39.91'

Back yard setback required 55' existing 46.85'

3. That the purpose of the variation is not based exclusively upon a desire to make more money out of the property.

Purpose of this variation is to grand existing conditions and permission to build addition to our house  
Addition will include: 2 car garage, extension to front entry, driveway, sidewalk and patio

4. That the alleged difficulty or hardship is caused by the provisions of this Title and has not been created by any person presently having an interest in the property.

We are new owners of the property, and all existing conditions are created in 1964 when the house was build.

5. That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhoods in which the property is located.

Additions to our house will have no impact to the surrounding properties

6. That the proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.

Propose addition will comply with all existing zoning requirements and will have no negative impact to the surrounding properties or neighborhood.

7. That the granting of the variance requested will not confer on the applicant any special privilege that is denied by the provisions of this Title to other lands, structures or buildings in the same district.

No special privileges will be obtain after granting our request.

**ACKNOWLEDGEMENT**

I understand that by signing this form, that the property in question may be visited by village staff and Board/Commission members throughout the petition process and that the petitioner listed above will be the primary contact for all correspondence issued by the village.

I certify that the information and exhibits submitted are true and correct to the best of my knowledge and that I am to file this application and act on behalf of the above signatures.

Any late, incomplete or non-conforming application submittal will not be processed until ALL materials and fees have been submitted.

SIGNATURE OF PETITIONER: 

PRINT NAME: John & Dorothy ZABINSKI

DATE: 02/03/2018

**REIMBURSEMENT OF CONSULTANT FEES AGREEMENT**

The undersigned hereby acknowledges his/her obligation to reimburse the Village of Bartlett for all necessary and reasonable expenses incurred by the Village for review and processing of the application. Further, the undersigned acknowledges that he/she understands that these expenses will be billed on an ongoing basis as they are incurred and will be due within thirty days. All reviews of the petition will be discontinued if the expenses have not been paid within that period. Such expenses may include, but are not limited to: attorney's fees, engineer fees, public advertising expenses, and recording fees. Please complete the information below and sign.

NAME OF PERSON TO BE BILLED: Dorothy ZABINSKI

ADDRESS: 165 W. OAK GLENN Drive  
BARTLETT IL 60013

PHONE NUMBER: 630-742-0898

EMAIL: dorothyzabinski@yahoo.com

SIGNATURE: 

DATE: 02/03/2018

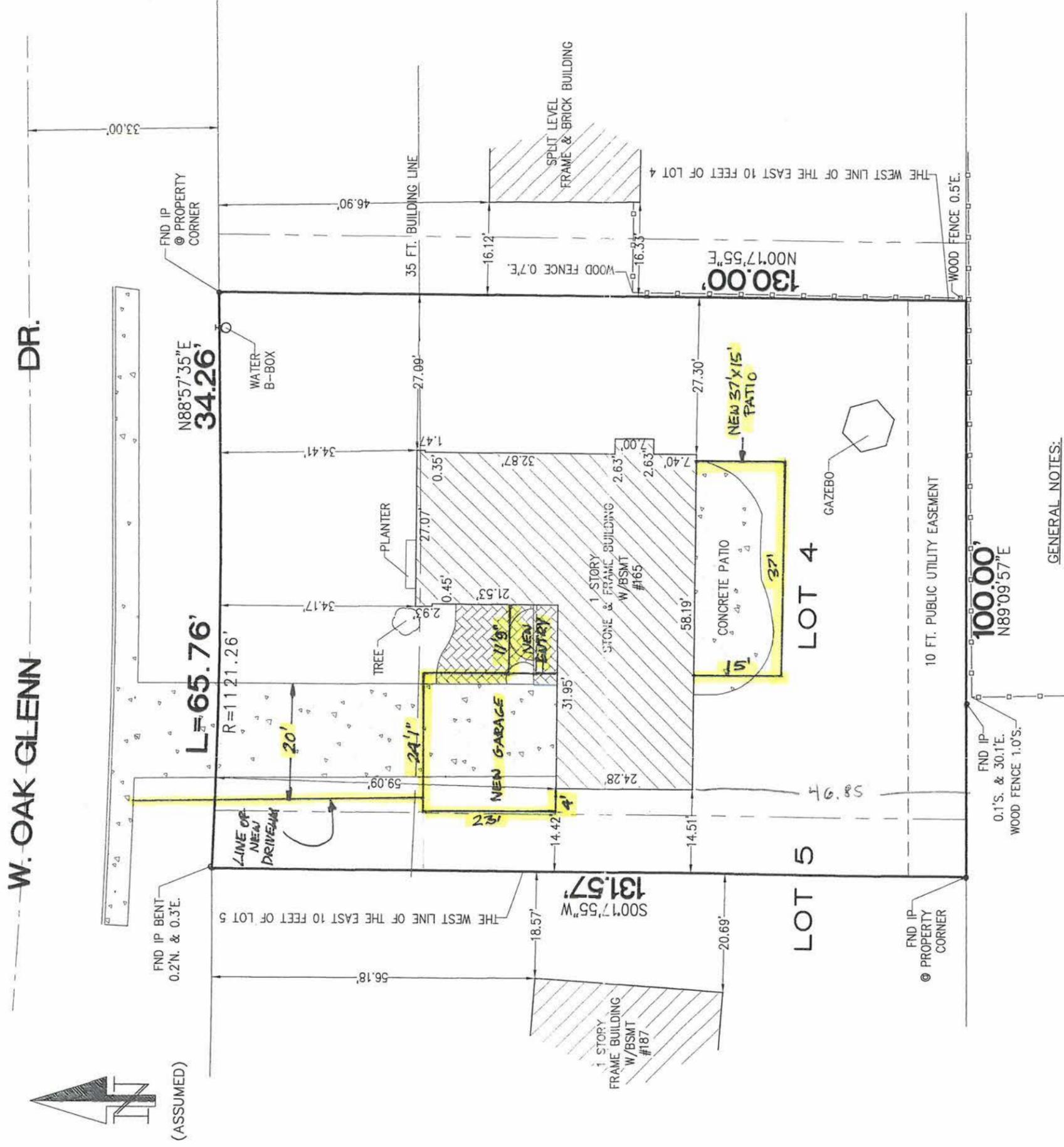


125355 LEMONT RD. LEMONT, ILLINOIS 60439  
 PHONE: (630) 739-0707 FAX: (630) 739-6080  
 CHICAGO METRO AREA: (773) 581-9477 PHONE  
 PROFESSIONAL DESIGN FIRM NO.184.005273  
 EMAIL: SURVEYING@GEOPOOLINC.COM

# PLAT OF SURVEY OF

LOT 4 (EXCEPT THE EAST 10 FEET THEREOF) AND THE EAST 10 FEET OF LOT 5 IN WILLIAMSBURG ESTATES UNIT NO. 1, BEING A SUBDIVISION OF PART LOT 2 OF THE NORTHEAST QUARTER OF SECTION 3, TOWNSHIP 40 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN DUPAGE COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 165 WEST OAK GLENN DRIVE, BARTLETT, ILLINOIS 60103.



- IRON PIPE + CROSS
- REBAR/ROD - NOTCH
- CHAIN LINK FENCE
- WOOD FENCE
- IRON FENCE

**ABBREVIATIONS:**

- L = ARC LENGTH
- R = RADIUS
- CH = CHORD LENGTH
- (r) = RECORD VALUE
- (m) = MEASURED VALUE
- P.U.D. = PUBLIC UTILITY & DRAINAGE EASEMENT
- N'LY = NORTHERLY
- S'LY = SOUTHERLY
- E'LY = EASTERLY
- W'LY = WESTERLY
- TYP = TYPICAL

**GENERAL NOTES:**

1. TITLE COMMITMENT REPORT HAS NOT BEEN PROVIDED BY THE CLIENT FOR THIS SURVEY;
2. FOR BUILDING LINES, EASEMENTS AND OTHER RESTRICTIONS NOT SHOWN HEREON REFER TO YOUR DEED, TITLE COMMITMENT, ORDINANCE, ETC.
3. BEARINGS ARE FOR ANGULAR REFERENCE ONLY AND ARE NOT RELATED TO TRUE OR MAGNETIC NORTH.
4. SURVEY IS BASED ON FIELD WORK COMPLETED ON JANUARY 26, 2018

"THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM TECHNICAL STANDARDS FOR A BOUNDARY SURVEY."

STATE OF ILLINOIS }  
 COUNTY OF DUPAGE } SS

WE, GEOPOOL SURVEYORS, DO HEREBY STATE THAT WE HAVE PREPARED THE BOUNDARY SURVEY DEPICTED HEREON. THIS PLAT REPRESENTS THE CONDITIONS FOUND AT THE TIME OF SAID SURVEY.

SCALE 1 INCH EQUALS 20 FEET  
 DISTANCES ARE MARKED IN FEET AND DECIMAL PARTS THEREOF.

ORDERED BY: DOROTHY ZABINSKI  
 DRAWN BY: KB  
 SURVEYED BY: AB/DF  
 ORDER NO: 18-016

RECEIVED  
 COMMUNITY DEVELOPMENT

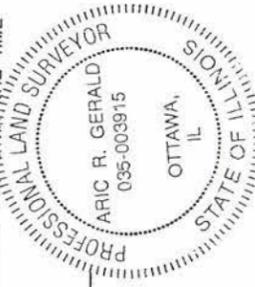
FEB 02 2018

VILLAGE OF  
 BARTLETT

LEMONT, ILLINOIS JANUARY 29, 2018

*Ar. R. Gerald*  
 ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 035-003915

MY LICENSE EXPIRES 11/30/2018





## Agenda Item Executive Summary

Item Name	Home Rule Sales Tax/Utility Tax	Committee or Board	Committee
-----------	---------------------------------	--------------------	-----------

### BUDGET IMPACT

Amount:	Varies	Budgeted	Proposed
List what fund	General		

### EXECUTIVE SUMMARY

At the Committee of the Whole Meeting on March 6, 2018, the Village Board discussed the creation of a home rule sales tax and the elimination of the gas and electricity utility taxes. The Board evaluated a .75% sales tax and a 1% sales tax, but wished to hold off making a final recommendation until the proposed budget review has been completed.

Nearly one year ago, at our Strategic Planning session we discussed the limitations of relying on our fund balance reserves to balance our budget. In addition, the recently released state budget that "one time" diversions of state revenue have turned into more permanent cuts.

Taking a proactive approach, the Board asked staff to evaluate alternative revenue sources.

Over the course of the Board's deliberations on this issue, several options have been discussed. We focused in on the home rule sales tax as the best solution for a new revenue source for several reasons:

1. Ease of collection in that additional reporting to the Village by business is not required.
2. It is restricted to purchases made, excluding groceries, gasoline and medical purchases.
3. Would not put Bartlett businesses at a competitive disadvantage as our neighboring communities also have the tax at the same proposed level or higher.
4. It is a moderate tax on a broader tax base, not just Bartlett residents.
5. Bartlett would still have a total local tax rate at or below most of our surrounding communities.

The combination of a home rule sales tax and the cuts that are proposed for the upcoming budget would allow for the elimination of the utility taxes and still have a total sales tax rate at or below most of our surrounding communities. In addition, we will move to stabilize our budget in a sustainable way.

To establish the home rule sales tax, we must inform the state by April 1. To meet this time frame and our agenda deadlines we have included an option A (.75%) and an option B (1%) for your consideration. Should the Board direct staff to eliminate the gas and electricity utility taxes, those ordinances will be on the April 3rd Board Agenda.

### ATTACHMENTS (PLEASE LIST)

Memo

Option A Ordinance - Home Rule Sales Tax at .75%

Option B Ordinance - Home Rule Sales Tax at 1%

### ACTION REQUESTED

- X Ordinance
- X Motion

Paula Schumacher, Village Admin.

Date:

March 14, 2018

# Memorandum

**TO:** Kevin Wallace, Village President and Board of Trustees

**FROM:** Paula Schumacher, Village Administrator

**DATE:** February 23, 2018

**SUBJECT:** Home Rule Sales Tax/Revenue

---

At the Committee of the Whole Meeting on March 6, 2018 the Village Board discussed the creation of a home rule sales tax and the elimination of the gas and electricity utility taxes. The Board evaluated a .75% sales tax and a 1% sales tax, but wished to hold off making a final recommendation until the proposed budget review has been completed.

Nearly one year ago, at our Strategic Planning session we discussed the limitations of relying on our fund balance reserves to balance our budget. In addition, the recently released state budget that “one time” diversions of state revenue have turned into more permanent cuts.

Without including any new revenue sources or reductions in the existing utility taxes, the proposed budget uses \$2,613,767 from our General Fund reserves. \$1,011,250 of this is a one-time transfer to the Municipal Building Fund for the police station and \$100,000 is a transfer for the Village Hall rear parking lot. Our operating shortage is closer to \$1.6 million. This use is still within our general fund balance policy limits, however, this is not the optimal way to budget.

We focused in on the home rule sales tax as the best solution for a new revenue source for several reasons:

1. Ease of collection in that additional reporting to the Village by business is not required.
2. It is restricted to purchases made, excluding groceries, gasoline and medical purchases.

3. Would not put Bartlett businesses at a competitive disadvantage as our neighboring communities also have the tax at the same proposed level or higher.
4. It is a moderate tax on a broader tax base, not just Bartlett residents.
5. Bartlett would still have a total local tax rate at or below most of our surrounding communities.

The Board implemented other budget initiatives:

- Approved an increase in video gaming fees.
- Approved an increase in parking fees and a reconfiguration of permit parking areas.
- Approved an increase in parking and traffic violation fines.
- Approved using a more aggressive collection program through the state and we made adjustments to improve collections from adjudication fines as well.
- The garbage contract outsources brush collection so we can allocate that staff time to other projects that can be done less costly in house.
- Modified the health insurance plan structure and increased co pays.
- Left positions unfilled from retirement, separation or combined positions. Last year's budget eliminated four full time positions.
- Kept the property tax levy flat.
- Saved \$260,000 by refinancing 2007 fire station bonds.

The Board also took action to spur economic development.

- Approved a more streamlined site plan approval process.
- Reduced the developer donation required for new housing construction.
- Provided incentives for commercial investment in the community through waiving certain development fees.
- Initiated a marketing program for Lake St. and Rt. 59 properties.
- Approved an RFP process for the Village owned Town Center property.

Over the course of the Board's deliberations on this issue, several options have been discussed:

- A .75% sales tax may not be significant to one transaction, but taken cumulatively, that revenue will have a major impact on the balance of our budget, the continuation of our services and the long-range plans we have for infrastructure and economic development. We estimate this tax would generate \$1.2 million annually.

- The Board has long expressed the desire to eliminate the natural gas and electricity utility taxes. The average resident pays \$27.50 per year for the gas use tax and \$7.50 for the electricity utility tax per year. The current annual revenue from these taxes is \$660,000. We rebate approximately \$60,000 to seniors leaving a net amount of \$600,000.
- A 1% home rule sales tax would generate approximately \$1.6 million in revenue.

The combination of a home rule sales tax and the cuts that are proposed for the upcoming budget would allow for the elimination of the utility taxes and still have a total sales tax rate at or below most of our surrounding communities. In addition, we will move to stabilize our budget in a sustainable way.

**HOME RULE MUNICIPAL RETAILERS' OCCUPATION TAX AND  
HOME RULE MUNICIPAL SERVICE OCCUPATION TAX**

**Section 1. Tax Imposed.** A tax is hereby imposed upon all persons engaged in the business of selling tangible personal property, other than an item of tangible personal property titled or registered with an agency of this State's government, at retail in this municipality at the rate of **0.75%** of the gross receipts from such sales made in the course of such business while this Ordinance is in effect; and a tax is hereby imposed upon all persons engaged in this municipality in the business of making sales of service, at the rate of **0.75%** of the selling price of all tangible personal property transferred by such servicemen as an incident to a sale of service. This "Home Rule Municipal Retailers' Occupation Tax" and this "Home Rule Municipal Service Occupation Tax" shall not be applicable to the sales of food for human consumption which is to be consumed off the premises where it is sold (other than alcoholic beverages, soft drinks, and food that has been prepared for immediate consumption) and prescription and non-prescription medicines, drugs, medical appliances and insulin, urine testing materials, syringes and needles used by diabetics.

The imposition of these home rule taxes is in accordance with and subject to the provisions of sections 8-11-1 and 8-11-5, respectively, of the Illinois Municipal Code (65 ILCS 5/8-11-1 and 5/8-11-5).

**Section 2. Illinois Department of Revenue to Administer.** The taxes hereby imposed, and all civil penalties that may be assessed as an incident thereto, shall be collected and enforced by the Department of Revenue and the State of Illinois. The Department of Revenue shall have full power to administer and enforce the provisions of this Ordinance.

**Section 3. Clerk to File Ordinance with Illinois Department of Revenue.** The Municipal Clerk is hereby directed to file a certified copy of this Ordinance with the Illinois Department of Revenue on or before April 1, 2018.

**Section 4. Effective Date.** This Ordinance shall take effect on (i) the first day of July next following the adoption and filing of this Ordinance with the Department of Revenue, if filed on or before the preceding April 1<sup>st</sup> or (ii) the first day of January next following the adoption and filing of this Ordinance with the Department of Revenue, if filed on or before the preceding October 1<sup>st</sup>.

**Section 5. Repeal of Conflicting Provisions.** All ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of the conflict, expressly repealed on the effective date of this Ordinance.

**ROLL CALL VOTE:**

**AYES:**

**NAYS:**

**ABSENT:**

**PASSED:**

**APPROVED:**

---

Kevin Wallace, Village President

**ATTEST:**

---

Lorna Giles, Village Clerk

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

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance 2018- enacted on March 20, 2018 and approved on March 20, 2018 as the same appears from the official records of the Village of Bartlett.

---

Lorna Giles, Village Clerk

**HOME RULE MUNICIPAL RETAILERS' OCCUPATION TAX AND  
HOME RULE MUNICIPAL SERVICE OCCUPATION TAX**

**Section 1. Tax Imposed.** A tax is hereby imposed upon all persons engaged in the business of selling tangible personal property, other than an item of tangible personal property titled or registered with an agency of this State's government, at retail in this municipality at the rate of **1.0%** of the gross receipts from such sales made in the course of such business while this Ordinance is in effect; and a tax is hereby imposed upon all persons engaged in this municipality in the business of making sales of service, at the rate of **1.0%** of the selling price of all tangible personal property transferred by such servicemen as an incident to a sale of service. This "Home Rule Municipal Retailers' Occupation Tax" and this "Home Rule Municipal Service Occupation Tax" shall not be applicable to the sales of food for human consumption which is to be consumed off the premises where it is sold (other than alcoholic beverages, soft drinks, and food that has been prepared for immediate consumption) and prescription and non-prescription medicines, drugs, medical appliances and insulin, urine testing materials, syringes and needles used by diabetics.

The imposition of these home rule taxes is in accordance with and subject to the provisions of sections 8-11-1 and 8-11-5, respectively, of the Illinois Municipal Code (65 ILCS 5/8-11-1 and 5/8-11-5).

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**ROLL CALL VOTE:**

**AYES:**

**NAYS:**

**ABSENT:**

**PASSED:**

**APPROVED:**

---

Kevin Wallace, Village President

**ATTEST:**

---

Lorna Giles, Village Clerk

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

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---

Lorna Giles, Village Clerk



**Village of Bartlett**  
**Finance Department Memo**  
**18-05**

**DATE:** March 12, 2018

**TO:** Paula Schumacher, Village Administrator

**FROM:** Todd Dowden, Finance Director  
Dan Dinges, Public Works Director

**SUBJECT:** Water and Sewer Rates

Water and sewer rates were reviewed during last year's budget process and increased by 20% starting with the May 1, 2017 bills. The rate increases were mainly for capital improvements including a portion of the engineering costs for the Lake Michigan water transition and wastewater capital improvements. Water rates will need to be raised the next two years as construction associated with the Lake Michigan water transition is completed and loan payment schedules are finalized. Sewer rates are planned to be raised over the next three years for infrastructure improvements required at the wastewater treatment facility in DuPage County, the excess flow facility in Cook County, and for other rehabilitation projects throughout the collection system.

**Water Charges**

Based on the Water projects approved in the Capital Budget, a 27% increase in the water rate is proposed starting with the May 1, 2018 bills. This increase would generate an additional \$2,100,000 in revenue. The second year increase would be just over 21% to generate an additional \$2,100,000 during the 19/20 fiscal year. Costs related to the Lake Michigan water transition are expected to be \$29,050,000 during the 18/19 budget year. Payments on loans estimated to total \$28 million from the DuPage Water Commission will begin the summer of 2019. Additional loans from the IEPA for an estimated \$18 million are also expected to begin the year the project is completed. Annual debt service is estimated to be \$2.5 million. The water main replacement program, with an annual budgeted cost of \$1,275,000, and tower painting projects also contribute to the increases.

The fund's balance at 4/30/19 is estimated to be \$2,773,144, which is close to the maximum policy balance. The balance at 4/30/20 is estimated to be \$2,783,143. This would be \$151,517 over the minimum balance when including 25% of the annual debt service. On the next page is a chart that shows the impact of a 27% and 21.2% increase on the water user charge per 1,000 gallons. The total increase from the rate prior to the May 1, 2017 increase of \$6.36 to the proposed rate of \$11.76 per 1,000 gallons over the next two years would be \$5.40 or just under 85%.

Water Charge per 1,000 gal	Current	Proposed	Percent Change
Water Charge May 1, 2018	7.64	9.70	27%
Water Charge May 1, 2019	9.70	11.76	21%

### **Sewer Charges**

Based on the Sewer projects approved in the Capital Budget, increases are proposed for the sewer rates to generate an additional \$1,130,000 of revenue. The 18/19 capital projects to be funded include the Devon Excess Flow Facility, sewer rehabilitation program, lift station upgrades, and improvements at the Bittersweet WWTP. Three years of rate increases, generating an additional \$1,130,000 each year, will be required to meet estimated loan payments on the \$8 million Devon Avenue project, IEPA debt service on \$25 million related for the Bittersweet WWTP project, as well as the ongoing rehabilitation programs.

In the proposed rates, the Devon Avenue project is being funded by Cook County, Bittersweet WWTP and the 2014 IEPA loan for WWTP improvements are being funded by DuPage County. Fund operating cost as well as the system wide rehabilitation program will continue to be funded at same rate as prior years. The fund cash balance at 4/30/19 is estimated to be \$567,211, including a \$700,000 cash transfer from the Developer Deposits Fund in exchange for a loan due from the 59 & Lake TIF Fund. The balance is projected to be under the minimum policy balance by \$345,934. Below is a chart that shows the impact of the first year increase on the sewer flat charge and user charge per 1,000 gallons.

	Cook County			DuPage County			Kane County		
	Current	Proposed	% Change	Current	Proposed	% Change	Current	Proposed	% Change
Flat Charge	11.05	13.71	24%	13.02	16.94	30%	11.05	11.94	8%
User Rate	0.92	1.14	24%	2.33	3.03	30%	0.92	0.99	8%

On the next page is a chart that shows the impact of the proposed changes on a monthly bill for 6,000 gallons of water with a 27% water and sewer rate increases. The total monthly increase is \$16.34 per month in Cook County, \$20.48 for residents in DuPage County, and \$13.67 for the Bartlett portion of a Kane County bill.

<b>Impact of increase on Monthly Bill</b>									
	<b>Cook County</b>			<b>DuPage County</b>			<b>Kane County</b>		
	Current	Proposed	Change	Current	Proposed	Change	Current	Proposed	Change
Water 27%	45.84	58.20	12.36	45.84	58.20	12.36	45.84	58.20	12.36
Sewer	16.57	20.55	3.98	27.00	35.12	8.12	16.57	17.88	1.31
Total	62.41	78.75	16.34	72.84	93.32	20.48	62.41	76.08	13.67
	Percent Change		26.2%	Percent Change		28.1%	Percent Change		21.9%

Attached are rate sheets comparing the Village to other communities and fund balance projections using the proposed rate increases for water and sewer rates.

**I move to approve ordinance 2018- \_\_\_\_\_, an ordinance amending the Bartlett Municipal Code regarding water and sewer charges.**

Projected Water/Sewer Rates for FY 18/19

Water		
Monthly Bill Based on 6,000 Gallon		Bill (\$)
Rank	Municipality	
1	Wood Dale	65.58
2	Elmhurst	66.60
3	Hoffman Estates	63.42
4	Bensenville*	60.00
5	Glen Ellyn*	59.58
6	Schaumburg	59.40
7	<b>Bartlett</b>	<b>58.20</b>
8	Hanover Park	56.10
9	Addison	54.88
10	Roselle	49.5
11	Woodridge*	49.08
12	Bloomingtondale	48.72
13	Geneva	46.44
14	Lombard*	45.84
15	Wheaton*	45.45
16	Glendale Heights*	44.94
17	Carol Stream*	43.50
18	Streamwood	43.47
19	Des Plaines*	40.94
20	Lake Zurich	40.91
21	Wheeling	37.64
22	Elk Grove Village	36
23	West Chicago*	34.92
24	Carpentersville*	32.58
25	Elgin*	31.68
26	Crystal Lake*	26.76
27	St Charles*	20.88

Sewer		
Monthly Bill Based on 6,000 Gallon		Bill(\$)
Rank	Municipality	
1	Lake Zurich	67.09
2	Wood Dale	53.78
3	Bensenville*	50.94
4	Elmhurst	43.44
5	Streamwood	43.37
6	Glen Ellyn*	43.08
7	Lombard*	41.76
8	Addison	40.11
9	Roselle-DuPage	36.60
10	Elk Grove Village	36.00
11	<b>Bartlett-DuPage</b>	<b>35.12</b>
12	West Chicago*	33.66
13	Hanover Park-DuPage	33.42
14	St. Charles*	33.42
15	Carpentersville*	31.26
16	Elgin*	28.53
17	Glendale Heights*	27.66
18	Crystal Lake*	26.82
19	Bloomingtondale	26.76
20	Geneva	26.19
21	Carol Stream*	22.92
22	<b>Bartlett-Cook</b>	<b>20.55</b>
23	Roselle-Cook	19.50
24	Wheaton*	18.45
25	<b>Bartlett-Kane</b>	<b>17.88</b>
26	Hanover Park-Cook	12.42
27	Schaumburg	12.28
28	Des Plaines*	11.87
29	Wheeling	9.27
30	Hoffman Estates	9.12
31	Woodridge*	5.40

Flat Fees		
Flat Fees/Misc. Charges**		Bill(\$)
Rank	Municipality	
1	Elgin	59.14
2	Geneva	34.59
3	West Chicago	33.00
4	Bensenville	30.00
5	St Charles	28.38
6	Wheaton	27.18
7	Woodridge	20.82
8	Elmhurst	17.10
9	Crystal Lake	14.35
10	Wood Dale	11.12
11	Glendale Heights	9.00
12	Hoffman Estates	8.50
13	Carpentersville	7.63
14	Schaumburg	6.40
15	Roselle	4.80
16	Glen Ellyn	3.00
17	Addison	1.00
18	Bloomingtondale	0.00
19	Carol Stream	0.00
20	Des Plaines	0.00
21	Elk Grove Village	0.00
22	Hanover Park	0.00
23	Lake Zurich	0.00
24	Lombard	0.00
25	Streamwood	0.00
26	Wheeling	0.00
27	<b>Bartlett</b>	<b>0.00</b>

Total Bill		
Monthly Total Bill Based on 6,000 Gallon		Bill (\$)
Rank	Municipality	
1	Bensenville*	140.94
2	Wood Dale	130.48
3	Elmhurst	127.14
4	Elgin*	119.35
5	Lake Zurich	108.00
6	Geneva	107.22
7	Glen Ellyn*	105.66
8	West Chicago	101.58
9	Addison	95.99
10	<b>Bartlett-DuPage</b>	<b>93.32</b>
11	Wheaton*	91.08
12	Roselle-DuPage	90.90
13	Hanover Park-DuPage	89.52
14	Lombard*	87.60
15	Streamwood	86.84
16	St Charles*	82.68
17	Hoffman Estates	81.04
18	<b>Bartlett-Cook</b>	<b>78.75</b>
19	Schaumburg	78.08
20	<b>Bartlett-Kane</b>	<b>76.08</b>
21	Bloomingtondale	75.48
22	Woodridge*	75.30
23	Roselle-Cook	73.80
24	Glendale Heights*	72.60
25	Elk Grove Village	72.00
26	Carpentersville*	71.47
27	Hanover Park-Cook	68.52
28	Crystal Lake*	67.93
29	Carol Stream*	66.42
30	Des Plaines*	52.81
31	Wheeling	45.54

\*Municipality will increase rates just unsure of what that exact rate increase will be at this time  
 \*\*Some fees vary based on meter size, utilized a 1" meter for all

**VILLAGE OF BARTLETT 2018/19 PROPOSED BUDGET  
WATER FUND BALANCE PROJECTIONS**

Fund Balance Projections		Fund Balance Policy	
04/30/17 Cash Balance	2,295,814		
<b>2017-18 Estimated</b>		<b>Minimum Balance</b>	<b>Maximum Balance</b>
Charges for Services	7,865,000	25% of Operating Expenditures	35% of Operating Expenditures
Connection Fees	130,000	Equipment Reserve	Equipment Reserve
Interest Income	15,000	Tank Painting Reserve	Tank Painting Reserve
Miscellaneous	1,000	Radium Removal Reserve	Radium Removal Reserve
Total Revenue	<u>8,011,000</u>	Minimum Balance	Maximum Balance
Operating	7,000,974		
Water main replace	423,500	Base Water Rate	Cost for 6,000 gallons
Water tower paint	238,549	Increase	20.00%
Pump station	72,500	New Rate	7.64
Infrastructure Impr	450,000		Cost for 6,000 gallons
Leak Survey	63,500		Increase
Total Expenditures	<u>8,249,023</u>		
Excess (Deficiency)	(238,023)		
<b>04/30/18 Estimated Balance</b>	<b>2,057,791</b>	<b>Over (Under) Minimum</b>	<b>Over (Under) Maximum</b>
<b>2018-19 Proposed with 27% Increase</b>		<b>Minimum Balance</b>	<b>Maximum Balance</b>
Charges for Services	9,990,000	25% of Operating Expenditures	35% of Operating Expenditures
Connection Fees	90,000	Equipment Reserve	Equipment Reserve
Interest Income	15,000	Tank Painting Reserve	Tank Painting Reserve
Miscellaneous	1,000	Radium Removal Reserve	Radium Removal Reserve
Total Revenue	<u>10,096,000</u>	Minimum Balance	Maximum Balance
Operating	7,537,147		
Water main replace	1,275,000	Water Rate	7.64
Water tower paint	504,000	Increase	27.00%
Leak Survey	64,500	New Rate	9.70
	0		Cost for 6,000 gallons
	0		\$2,100,000 revenue added
Total Expenditures	<u>9,380,647</u>	\$29,836,200 in Capital Projects paid with loans	Cost for 6,000 gallons
Excess (Deficiency)	715,353		Increase
<b>04/30/19 Estimated Balance</b>	<b>2,773,144</b>	<b>Over (Under) Minimum</b>	<b>Over (Under) Maximum</b>
		768,857	15,143

VILLAGE OF BARTLETT 2018/19 PROPOSED BUDGET  
WATER FUND BALANCE PROJECTIONS

Fund Balance Projections		Fund Balance Policy	
<b>2019-20 Projected with 21% increase</b>		<b>Minimum Balance</b>	<b>Maximum Balance</b>
Charges for Services	12,090,000	25% of Operating Expenditures	35% of Operating Expenditures
Connection Fees	80,000	Equipment Reserve	Equipment Reserve
Interest Income	15,000	Radium Removal Reserve	Radium Removal Reserve
Miscellaneous	1,000	25% of Annual Loan Payments	25% of Annual Loan Payments
Transfer In	0	Minimum Balance	Maximum Balance
<b>Total Revenue</b>	<b>12,186,000</b>		
Operating	7,537,147	No increase from prior year	
Water main replace	1,275,000	Water Rate	9.70 Cost for 6,000 gallons
Water tower paint	819,500	Increase	21.20% \$2,100,000 revenue added
Leak Survey	35,000	New Rate	11.76 Cost for 6,000 gallons
DWC Buy-In	434,354		Increase
DWC Loan (\$15M)	975,000		
IEPA Loan (\$18M)	1,100,000		5.40
<b>Total Expenditures</b>	<b>12,176,001</b>		84.9%
Excess (Deficiency)	9,999		
<b>04/30/20 Projected Balance</b>	<b>2,783,143</b>	<b>Over (Under) Minimum</b>	<b>151,517 Over (Under) Maximum</b>
<b>2020-21 Projected with no increase</b>		<b>Minimum Balance</b>	<b>Maximum Balance</b>
Charges for Services	12,090,000	25% of Operating Expenditures	35% of Operating Expenditures
Connection Fees	80,000	Equipment Reserve	Equipment Reserve
Interest Income	15,000	Radium Removal Reserve	Radium Removal Reserve
Miscellaneous	1,000	25% of Annual Loan Payments	25% of Annual Loan Payments
Transfer In	0	Minimum Balance	Maximum Balance
<b>Total Revenue</b>	<b>12,186,000</b>		
Operating	7,763,262	3% increase from prior year	
Water main replace	1,275,000	Water Rate	11.76 Cost for 6,000 gallons
Water tower paint	432,500	Increase	
Leak Survey	35,000	New Rate	
DWC Buy-In	434,354		
DWC Loan (\$15M)	975,000		
IEPA Loan (\$18M)	1,100,000		
<b>Total Expenditures</b>	<b>12,015,116</b>		
Excess (Deficiency)	170,884		
<b>04/30/21 Projected Balance</b>	<b>2,954,026</b>	<b>Over (Under) Minimum</b>	<b>265,872 Over (Under) Maximum</b>
			<b>(602,197)</b>
			<b>2,717,142</b>
			<b>0</b>
			<b>120,000</b>
			<b>627,339</b>
			<b>3,464,481</b>

**VILLAGE OF BARTLETT 2018/19 PROPOSED BUDGET  
SEWER FUND BALANCE PROJECTIONS**

Fund Balance Projections		Fund Balance Policy	
	04/30/17 Cash Balance	Minimum Balance	Maximum Balance
<b>2017-18 Estimated</b>			
Charges for Services	387,005	25% of Operating Expenditures	35% of Operating Expenditures
Connection Fees	3,865,000	Equipment Reserve	Equipment Reserve
Interest Income	110,000	Capital Improvement Reserve	Capital Improvement Reserve
Miscellaneous	10,000	Minimum Balance	Maximum Balance
Total Revenue	3,985,000		
Operating	3,369,399		
Capital Projects	159,202	Sewer rehab, DRSCW	
Devon Excess Flow	132,757		
WWTP Plan	150,000		
IEPA Debt 2014	137,150		
Total Expenditures	3,948,508		
Excess (Deficiency)	36,492		
<b>04/30/18 Balance</b>	<b>423,497</b>	<b>Over (Under) Minimum</b>	<b>Over (Under) Maximum</b>
		<b>(418,853)</b>	<b>(755,793)</b>
<b>2018-19 Proposed</b>			
Charges for Services	4,995,000	Minimum Balance	Maximum Balance
Connection Fees	80,000	25% of Operating Expenditures	35% of Operating Expenditures
Interest Income	5,000	Equipment Reserve	Equipment Reserve
Misc (TR Dev Dep or IEPA)	700,000	Capital Improvement Reserve	Capital Improvement Reserve
Total Revenue	5,780,000	Minimum Balance	Maximum Balance
Operating	3,652,578		
Capital Projects	646,558	Sewer rehab \$600,000, DRSCW	
Devon Excess Flow	300,000		
Bittersweet WWTP	500,000	Engineering	
Lift Station Upgrades	400,000	Apple Orchard	
IEPA Debt 2014	137,150		
Total Expenditures	5,636,286		
Excess (Deficiency)	143,714		
<b>04/30/19 Estimated Balance</b>	<b>567,211</b>	<b>Over (Under) Minimum</b>	<b>Over (Under) Maximum</b>
		<b>(345,934)</b>	<b>(711,191)</b>

\$1,130,000 additional revenue from rates

\$700,000 TR from Dev Dep for TIF Loan  
Capital Budget has \$800,000 from IEPA

**VILLAGE OF BARTLETT 2018/19 PROPOSED BUDGET  
SEWER FUND BALANCE PROJECTIONS**

Fund Balance Projections		Fund Balance Policy	
<b>2019-20 Projected</b>			
Charges for Services	6,125,000	<b>Minimum Balance</b>	<b>Maximum Balance</b>
Connection Fees	80,000	25% of Operating Expenditures	35% of Operating Expenditures
Interest Income	3,500	Equipment Reserve	Equipment Reserve
Miscellaneous	0	Capital Improvement Reserve	Capital Improvement Reserve
<b>Total Revenue</b>	<b>6,208,500</b>	<b>Minimum Balance</b>	<b>Maximum Balance</b>
Operating	3,765,578	Added 3% to prior year	\$1,130,000 additional revenue
Capital Projects	670,951	Sewer rehab \$600,000, DRSCW	
Lift Station Upgrades	400,000	Country Place	
Devon Debt(\$8.0M)	535,000		
Bittersweet WWTP	500,000		
IEPA Debt 2014	137,150		
<b>Total Expenditures</b>	<b>6,008,679</b>		
Excess (Deficiency)	199,821		
<b>04/30/20 Estimated Balance</b>		<b>Over (Under) Minimum</b>	<b>Over (Under) Maximum</b>
	<b>767,032</b>	<b>(174,363)</b>	<b>(550,920)</b>
<b>2020-21 Projected</b>			
Charges for Services	7,255,000	<b>Minimum Balance</b>	<b>Maximum Balance</b>
Connection Fees	80,000	25% of Operating Expenditures	35% of Operating Expenditures
Interest Income	3,500	Equipment Reserve	Equipment Reserve
Miscellaneous	0	Capital Improvement Reserve	Capital Improvement Reserve
<b>Total Revenue</b>	<b>7,338,500</b>	<b>Minimum Balance</b>	<b>Maximum Balance</b>
Operating	3,881,578	Added 3% to prior yr	\$1,130,000 additional revenue
Capital Projects	673,080	Sewer rehab \$600,000, DRSCW	
Lift Station Upgrades	400,000	Eastview	
Devon Debt(\$8.0M)	535,000		
WWTP (\$27M)	1,750,000		
IEPA Debt 2014	137,150		
<b>Total Expenditures</b>	<b>7,376,808</b>		
Excess (Deficiency)	(38,308)		
<b>04/30/21 Estimated Balance</b>		<b>Over (Under) Minimum</b>	<b>Over (Under) Maximum</b>
	<b>728,724</b>	<b>(241,671)</b>	<b>(629,828)</b>

ORDINANCE 2018 - \_\_\_\_\_

**AN ORDINANCE AMENDING THE BARTLETT  
MUNICIPAL CODE REGARDING WATER AND SEWER CHARGES**

**WHEREAS**, the corporate authorities have determined that the increased cost of operating the water and sewer system of the Village of Bartlett have made it necessary for the Village to adjust its customary charges for the use of the water and sewer system.

**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:** Section 7-5B-1, Water Rates, of the Bartlett Municipal Code is amended to read as follows:

**7-5B-1 WATER RATES:** Effective May 1, 2018, the amount to be charged to each user of water from the Bartlett water distribution system shall be computed at the rate of nine dollars and seventy cents (\$9.70) per thousand gallons with a minimum charge of twenty four dollars and twenty five cents (\$24.25) monthly to reimburse the Village for the cost of operating and maintaining a water distribution system ready to serve each user. All Bartlett residents who are age sixty five (65) and over and who are responsible for the payment of their own water charges shall receive a ten percent (10%) discount on all water charges.

**SECTION TWO:** Section 7-5D-8, Sewer Rate Charges, be amended to read as follows:

**7-5D-8 SEWER RATE CHARGES:** Effective May 1, 2018, the amount to be charged monthly to each user of the Bartlett sanitary sewer system shall be as follows:

- A. For the collection and excess flow treatment of Cook County users' wastewater, thirteen dollars and seventy one cents (\$13.71) plus one dollar and fourteen cents (\$1.14) per thousand gallons with a minimum charge of sixteen dollars and fifty six cents (\$16.56) per user per month. All Bartlett residents who are age sixty five (65) and over and who are responsible for the payment of their own sewer charges shall receive a ten percent (10%) discount on all sewer charges.
- B. For the collection and treatment of DuPage County users' wastewater, sixteen dollars and ninety four cents (\$16.94) plus three dollars and three cents (\$3.03) per thousand gallons with a minimum charge of twenty four dollars and fifty two cents (\$24.52) per user per

month. All Bartlett residents who are age sixty five (65) and over and who are responsible for the payment of their own sewer charges shall receive a ten percent (10%) discount on all sewer charges.

- C. For the collection of Kane County users' wastewater, eleven dollars and ninety four cents (\$11.94) plus ninety nine cents (\$.99) per thousand gallons with a minimum charge of fourteen dollars and forty two cents (\$14.42) per user per month. All Bartlett residents who are age sixty five (65) and over and who are responsible for the payment of their own sewer charges shall receive a ten percent (10%) discount on all sewer charges.

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

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

**SECTION FIVE: EFFECTIVE DATE.** This Ordinance shall be in full force and effect upon its passage and approval as provided by law.

**ROLL CALL VOTE:**

**AYES:**

**NAYS:**

**ABSENT:**

**PASSED** this 20<sup>th</sup> day of March 2018

**APPROVED** this 20<sup>th</sup> day of March 2018

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Kevin Wallace, Village President

**ATTEST:**

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

**CERTIFICATION**

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance 2018 - \_\_\_\_\_, enacted on March 20, 2018, and approved on March 20, 2018, as the same appears from the official records of the Village of Bartlett.

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



# Agenda Item Executive Summary

Item Name      Local Government Distributive Fund (LGDF)      Committee  
Resolution      or Board      Board

## BUDGET IMPACT

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

## EXECUTIVE SUMMARY

A resolution urging the Governor & Illinois General Assembly to not continue using the Local Government Distributive Fund (LGDF) to balance the State of Illinois' budget.

## ATTACHMENTS (PLEASE LIST)

Resolution is attached.

## ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

**MOTION:** I move the passage of Resolution 2018-\_\_-R, a resolution urging the Governor & Illinois general assembly to not continue using the Local Government Distributive Fund.

Staff:      Joey Dienberg      Date:      3/13/2018  
Administrative Intern

RESOLUTION 2018 - \_\_\_\_-R

**A RESOLUTION URGING THE GOVERNOR & ILLINOIS GENERAL ASSEMBLY TO  
NOT CONTINUE USING THE LOCAL GOVERNMENT DISTRIBUTIVE FUND TO  
BALANCE THE STATE OF ILLINOIS' BUDGET**

**WHEREAS**, 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; and

**WHEREAS**, the State of Illinois made a ten percent cut to the Local Government Distributive Fund in July of 2017, resulting in a loss of about \$400,000 in funding to the Village of Bartlett; and

**WHEREAS** the Governor's proposed budget called again for a reduction to the Local Government Distributive Fund, further pushing the state's financial crisis onto the municipalities; and

**WHEREAS**, the Village of Bartlett is a front-line provider of government services to citizens, and these services include police protection, street infrastructure, water and sewer services, community development services, tree trimming, snow removal, and many other services; and

**WHEREAS**, the Village of Bartlett has made every effort to work within its and maintain the high level of services our residents expect; and

**WHEREAS**, continuing to cut the Local Government Distributive Fund would be a major loss of revenue to the Village of Bartlett and will further reduce fund balance and jeopardize service levels provided to our residents; and

**WHEREAS**, the Village of Bartlett is requesting the members of the Illinois General Assembly and the Governor stop diverting any distribution of income tax that municipalities rely on for our residents.

**NOW, THEREFORE, BE IT RESOLVED** by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois do hereby ask that the State of Illinois not continue to cut municipalities' share of the Local Government Distributive Fund.

**ROLL CALL VOTE:**

**AYES:**

**NAYS:**

**ABSENT:**

**PASSED:** March 20, 2018

**APPROVED:** March 20, 2018

\_\_\_\_\_  
Kevin Wallace, Village President

**ATTEST:**

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

**CERTIFICATION**

I, the undersigned, do hereby certify that I am the Village Clerk of the Village 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 2018-\_\_\_\_-R enacted on March 20, 2018 and approved on March 20, 2018, as the same appears from the official records of the Village of Bartlett.

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



# Agenda Item Executive Summary

Item Name      Arts in Bartlett Class D Liquor License      Committee      Board  
Application      or Board

## BUDGET IMPACT

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

## EXECUTIVE SUMMARY

Arts in Bartlett is requesting a Class D Liquor License for their annual Global Arts Festival held in Bartlett Park on June 23<sup>rd</sup> and 24<sup>th</sup>, 2018.

## ATTACHMENTS (PLEASE LIST)

Staff Memo, Class D Liquor License Application, Certificate of Insurance

## ACTION REQUESTED

- For Discussion Only:
- Resolution:
- Ordinance:
- Motion:

**MOTION: I move to approve the Class D Liquor License application for the Arts in Bartlett Global Arts Festival on June 23<sup>rd</sup> and 24<sup>th</sup>, 2018**

Staff:              Joey Dienberg, Administrative Intern              Date:              March 6, 2018

# Memorandum

**To:** Scott Skrycki, Assistant Village Administrator  
**From:** Joey Dienberg, Administrative Intern  
**Date:** March 6, 2018  
**Re:** Arts in Bartlett Class D Liquor License

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Arts in Bartlett has submitted an application for a Class D Liquor License for their Global Arts Festival on June 23<sup>rd</sup> and 24<sup>th</sup>, 2018 at Bartlett Park.

The Class D liquor license allows for the retail sale of alcohol for a special event.

The certificate of insurance has been reviewed and approved by the Village Attorney. The application and certificate of insurance is attached for your review.

## MOTION

I move to approve the Class D Liquor License application for the Arts in Bartlett Global Arts Festival on June 23<sup>rd</sup> and 24<sup>th</sup>, 2018

3423

VILLAGE OF BARTLETT  
CLASS D LIQUOR LICENSE APPLICATION

DATE: 2-28-18  
FEE: \$5.00 Per Application

The Class D License is created to allow a special event retailer, as defined in Section 3-3-1-5/1-3.17.1 of the Bartlett Liquor Control Ordinance, a license to sell and offer for sale at retail, in or on the premises specified in such license, alcoholic liquor for use or consumption on the licensed premises, but not for resale in any form, for a special event, as defined in Section 3-3-1-5/1-2.20 of the Bartlett Liquor Control Ordinance), for a time period that meets each of the following restrictions:

Hours of Operation:

1. Not to exceed twelve (12) hours within a period of twenty-four (24) consecutive hours
2. Within the time limits for Class A License set forth in Section 3-3-2 of the Bartlett Liquor Control Ordinance:

Sunday – Thursday	from 8:00am until 1:00am
Friday – Saturday	from 8:00am until 2:00am

A Class D license may be issued at any time by the Village President with the approval of the Board of Trustees, and shall be issued for a specific time period, not to exceed fifteen (15) days per license per location in any twelve (12) month period. (amended Ord 98-87)

The undersigned hereby makes application for a Class D retail Liquor License and hereby certifies to the following facts:

Name of Organization: ARTS IN BARTLETT

Mailing Address of Organization: 215 S. MAIN ST BARTLETT

Contact Name: SUE STOCKS Telephone Number: 630-372-4152  
630-935-8614 CELL

Date License is requested for: JUNE 23-24, 2018

Location of sponsored event: BARTLETT PARK OAK & NORTH AVES

Certificate of Insurance in compliance with Section 3-3-6 of the Bartlett Liquor Control Ordinance  
MUST be attached.

**AFFIDAVIT**

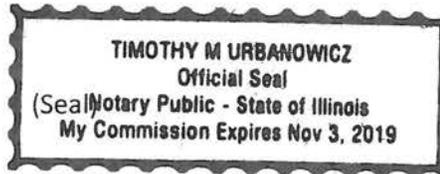
Village of Bartlett  
Cook, DuPage, and Kane Counties, Illinois

The undersigned swears (or affirms) that the Corporation in whose name this application is made will not violate any of the Ordinances of the Village of Bartlett, including but not limited to the Bartlett Liquor Control Ordinance, or the laws of the State of Illinois or the United States of America, in the conduct of the place of business described herein and that the statements contained in this application are true and correct to the best of our knowledge and belief.

Rita Loprenski \_\_\_\_\_ President\*  
Signature  
Ng Dean \_\_\_\_\_ Secretary  
Signature

Subscribed and sworn by Timothy M. Urbanowicz  
Before me this 26<sup>th</sup> day of February, 2010

Tim M. Z  
Notary Public



\*If the signatory is someone other than the President, said signatory shall attach a copy of the corporate resolution authorizing said signatory to sign on behalf of the Corporation.





# Agenda Item Executive Summary

Item Name	Public Works Complex Lake Michigan Water Receiving Station & Storage Tanks Second Site Plan Amendment and Special Use Permits	Committee or Board	Board
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## BUDGET IMPACT

Amount: N/A Budgeted N/A

List what fund N/A

## EXECUTIVE SUMMARY

The Village of Bartlett is requesting:

A **Second Site Plan Amendment and Special Use Permits to allow:**

- a) Two (2) 1.5 MG Potable Water Storage Tanks,
- b) A Lake Michigan Water Receiving Station (Pumping Station), and
- c) A Metering Facility (to be constructed by DuPage Water Commission)

All of the proposed facilities will be located south of the existing Public Works Administration Building and north of the street garages.

The proposed storage tanks and pumping facilities are **necessary for the transition to Lake Michigan water per the Intergovernmental Agreement with the DuPage Water Commission (DWC)**. DWC will have a 30'x50' metering facility in conjunction with the pumping station for the transmission of water from their water mains into the Village's system. If approved, the Village will go out to bid for construction in order to meet the **May 1, 2019 conversion date** from Elgin Purchased/ Local Well Water to Lake Michigan Water.

This lot is the only feasible lot currently owned by the Village that has the necessary acreage (2 acres) in order to meet the timeframes for the transition to Lake Michigan Water, and to have the ability to meet the requirements of the low-interest IEPA Loans to assist in funding the project.

Village Staff wrote and hand delivered letters to the seven (7) adjacent residential properties and spoke with residents regarding the construction and proposed landscaping. Village Staff will continue to meet with these residents and coordinate the planting of the trees and other landscaping. Some landscaping will be planted this spring with the rest planted with the construction of the project.

The **Plan Commission** conducted the public hearing and reviewed the Petitioner's requests at their meeting on March 8, 2018. The Plan Commission recommended **approval** of the Second Site Plan Amendment and Special Use Permits subject to the conditions and findings of face outlined in the staff report.

*Staff is requesting this item be forwarded directly to the Village Board to maintain the time line schedule for the implementation of the transition to Lake Michigan water.*

## ATTACHMENTS (PLEASE LIST)

CD Memo, Ordinance with Exhibits, Plan Commission Minutes, Applicant Cover Letter, Application, Location Map, 1993 Site Plan, Cross Sections and Distance Map

## ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance-Move to Approve Ordinance #2018-\_\_\_\_\_, An Ordinance Approving A Second Site Plan Amendment, Granting Special Use Permits To Allow For Two 1.5 MG Potable Water Storage Tanks, A Lake Michigan Water Receiving Station And A Metering Facility At The Public Works Complex At 1150 Bittersweet Drive
- Motion

Staff: Jim Plonczynski, Com Dev Director

Date: 3/12/2018

**COMMUNITY DEVELOPMENT MEMORANDUM**

**18-31**

DATE: March 12, 2018  
TO: Paula Schumacher, Village Administrator  
FROM: Jim Plonczynski, Community Development Director  
RE: **(#18-03) Public Works Complex Lake Michigan Water Receiving Station & Storage Tanks**

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**PETITIONER**

The Village of Bartlett

**SUBJECT SITE**

1150 Bittersweet Drive (Public Works Complex)

**REQUESTS**

**Second Site Plan Amendment and Special Use Permits to allow:**

- a) Two (2) 1.5 MG Potable Water Storage Tanks.
- b) A Lake Michigan Water Receiving Station (Pumping Station)
- c) A Metering Facility (to be designed and constructed by DuPage Water Commission)

**EXISTING AND PROPOSED CONDITIONS**

<b>Subject Site</b>	<b><u>Land Use</u> Public Works Complex</b>	<b><u>Comprehensive Plan</u> Municipal</b>	<b><u>Zoning</u> P-1</b>
North	Residential	Residential	SR-3
South	Forest Preserve	Open Space	P-1
East	Forest Preserve	Open Space	R-1*
West	Forest Preserve	Open Space	P-1

\*Unincorporated DuPage County – Single Family Residence

## ZONING HISTORY

- On October 4, 1966, Ordinance #1966-12 (*An Ordinance Annexing Certain Territory To The Village Of Bartlett, Cook And DuPage Counties, Illinois*) annexed 515 acres, 24.5 acres would become the future site of the Bartlett Public Works Complex.
- The Wastewater Treatment Plant was originally constructed in 1973.
- The Public Works Complex was granted Special Use Permits and Site Plan Approval on June 16, 1993 by Ordinance #1993-76 (*An Ordinance Granting Special Use Permits For A Forty (40) Foot Structure Height For All Structures; A Public Works Storage Dome; A Public Wastewater Treatment Facility; A Public Maintenance Facility; The Expansion Of The Fuel Depot; A Nursery For Public Landscaping Purposes And Two (2) Public Storage Yards And Site Plan Approval For The Bartlett Public Works Complex.*) Some of these structures were not constructed including: the Public Maintenance Facility, the Fuel Depot Expansion and the Public Nursery.
- The Complex was granted another Special Use Permit and Site Plan Amendment on April 20, 1999 by Ordinance #1999-38 (*An Ordinance Granting a Special Use Permit To Bank .07 Acres of Wetlands And Site Plan Amendment To Allow For The Construction Of The Public Works Salt Dome.*)

## DISCUSSION

1. The Petitioner is requesting a **Second Site Plan Amendment** on the 24.5 acre Public Works Complex to allow a Lake Michigan Water Receiving Station (pumping station), a DuPage Water Commission Metering Facility (constructed by DuPage Water Commission) and two (2) 1.5 MG potable water storage tanks. This facility is necessary as part of the improvements to obtain Lake Michigan water through the DuPage Water Commission beginning May 1, 2019.
2. These facilities would be located in the approximate locations of the previously approved Public Maintenance Facility and Fuel Depot shown on the 1993 approved Site Plan. These structures were never constructed and the fuel depot was removed.
3. The Petitioner is also requesting **Special Use Permits** to allow two (2) 1.5 MG potable water storage tanks, a Lake Michigan Water Receiving Station and a Metering Facility. These structures are required in the distribution and storage of Lake Michigan water for the Village.

4. These proposed improvements are part of the Intergovernmental Agreement with the DuPage Water Commission in order to obtain water for the Village through their Lake Michigan allocation.
5. The Village currently purchases 60% of its water through Elgin as well as utilizing local Village wells. The current contract to purchase water through Elgin ends on May 15, 2019.
6. These improvements are the beginning stages of transitioning to Lake Michigan Water. This property is the only feasible Village-owned property that the facilities could be constructed upon considering the cost and timeframe in order to make the May 1, 2019 transition deadline and the low interest IEPA Loan requirement dates.
7. There is currently a 10' high berm to screen the residential properties to the north of the Public Works Complex. The closest residences would be approximately 240 feet away from the proposed structures.
8. Village Staff wrote and hand delivered letters to the seven (7) adjacent residential properties and spoke with residents regarding the construction and proposed landscaping. Village staff will continue to meet with these residents and coordinate the planting of the trees and other landscaping on the existing berm. Some trees will be planted along the berm this spring with the rest of the proposed landscaping to be planted along with the construction of the project.

### **RECOMMENDATION**

1. The Staff recommends **approval** of the Second Site Plan Amendment and Special Use Permits subject to the conditions and Findings of Fact outlined below:
  - a. Village Engineer approval of the Final Engineering Plans;
  - b. Landscaping shall be planted and maintained as shown on the Site Plan;
  - c. Landscaping must be installed within one year of the issuance of a building permit;
  - d. Building permits shall be required for all construction activities;
  - e. Obtain all required EPA permits;
  - f. Findings of Fact (Site Plan Amendment):
    - i. That the proposed Storage Tanks, Pump Station and Metering Facility are Special Uses in the P-1 District;

- ii. That the proposed Storage Tanks, Pumping Station and Metering Facility are compatible with adjacent land uses;
  - iii. That the vehicular ingress and egress to and from the site and circulation within the site provides for safe, efficient and convenient movement of traffic not only within the site but on adjacent roadways as well;
  - iv. That the Site Plan provides for the safe movement of pedestrians within the site;
  - v. That there is a sufficient mixture of grass, trees and shrubs with the interior and perimeter (including public right-of-way) of the site so that the proposed facilities will be in harmony with adjacent land uses. Any part of the site plan area not used for buildings, structures, parking or access ways shall be landscaped with a mixture of grass, trees and shrubs; (all landscape improvements shall be in compliance with Chapter 10-11A, Landscape Requirements)
- g. Findings of Fact (Special Uses – two 1.5 MG Potable Water Ground Storage Tanks, a Lake Michigan Water Receiving Station “Pumping Station” and Metering Facility)
- i. The proposed Storage Tanks, Pumping Station and Metering Facility are desirable to provide a use which is in the interest of public convenience and will contribute to the general welfare of the community;
  - ii. That the proposed Storage Tanks, Pumping Station and Metering Facility will not under the circumstances of the particular case be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity or be injurious to property value or improvement in the vicinity;
  - iii. That the special uses shall conform to the regulations and conditions specified in the Bartlett Zoning Ordinance for such use and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.
2. The Plan Commission reviewed the requests and conducted the public hearing at their March 8, 2018 meeting. The Plan Commission recommended **approval** of the Second Site Plan Amendment and Special Use Permits subject to the conditions and Findings of Fact outlined above by Staff.
3. The Ordinance with exhibits, minutes from the Plan Commission meeting and additional background materials are attached for your review.

ORDINANCE 2018 - \_\_\_\_\_

**AN ORDINANCE APPROVING A SECOND SITE PLAN AMENDMENT,  
GRANTING SPECIAL USE PERMITS TO ALLOW FOR TWO 1.5 MG  
POTABLE WATER STORAGE TANKS, A LAKE MICHIGAN WATER  
RECEIVING STATION AND A METERING FACILITY AT THE PUBLIC  
WORKS COMPLEX AT 1150 BITTERSWEET DRIVE**

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**WHEREAS**, the Village of Bartlett is the owner of approximately 24.5 acres of land located at 1150 Bittersweet Drive in the Village of Bartlett, legally described on **Exhibit A**, which property is commonly known as the Public Works Complex and is referred to herein as the "Subject Property" in the P-1, Public Lands Zoning District; and

**WHEREAS**, a Site Plan was approved on the Subject Property for the Public Works Complex was originally approved on June 16, 1993 by Ordinance #1993-76 (the "Original Site Plan") and an Amendment to the Original Site Plan for the Public Works Complex was approved on April 20, 1999 by Ordinance #1999-38 (the "First Site Plan Amendment"); and

**WHEREAS**, the Village of Bartlett (the "Petitioner"), has filed a petition for a Second Site Plan Amendment (the "Second Site Plan Amendment") and Special Use Permits to allow two (2) 1.5 MG Potable Water Storage Tanks, a Lake Michigan Water Receiving Station, and a Metering Facility (the "Special Use Permits") on the Subject Property, (the "Petition") and

**WHEREAS**, the Bartlett Plan Commission reviewed the Petition with respect to the Second Site Plan Amendment and conducted the required public hearing with respect to the Special Use Permits on the Subject Property at its meeting on March 8, 2018 (Case #18-03) and has recommended to the Corporate Authorities that the Second Site Plan Amendment be approved and the Special Use Permits to allow two (2) 1.5 MG Potable Water Storage Tanks, a Lake Michigan Water Receiving Station, and a Metering Facility be granted subject to the conditions and findings of fact set forth in its report; and;

**WHEREAS**, the Corporate Authorities have determined that it is in the public interest to approve the Second Site Plan Amendment and grant the Special Use Permits recommended by the Plan Commission based on its findings of fact and conditions set forth in its report and in Sections One, Three and Five of this Ordinance; and

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

**SECTION ONE:** That based in part on the conditions set forth in Section Five of this Ordinance, the Corporate Authorities do hereby make the following findings of fact with respect to the Second Site Plan Amendment for the Public Works Complex:

- A. That the proposed Storage Tanks, Pump Station and Metering Facility (the "Water Improvements") are special uses in the P-1 Zoning District;
- B. That the proposed Storage Tanks, Pump Station and Metering Facility, landscaping, and drainage are compatible with adjacent land uses;
- C. That the vehicular ingress and egress to and from the site and circulation within the site provides for safe, efficient and convenient movement of traffic not only within the site but on adjacent roadways as well;
- D. That the Second Site Plan Amendment provides for the safe movement of pedestrians within the site;
- E. That there is a sufficient mixture of grass trees and shrubs within the interior and perimeter (including public right-of-way) of the site so that the proposed development will be in harmony with adjacent land uses. Any part of the site plan area not used for buildings, structures, parking or access ways shall be landscaped with a mixture of grass, trees and shrubs; (All landscape improvements shall be in compliance with Chapter 10-11A, Landscape Requirements.)
- F. That all outdoor storage areas and the Water Improvements to the extent practicable are screened and are in accordance with standards specified by the Bartlett Zoning Ordinance.

**SECTION TWO:** That the Second Site Plan Amendment prepared by

Christopher B. Burke Engineering LTD. (CBBEL), dated February 28, 2018 (the “Lake Michigan Water Receiving Facilities Phase 1 - Lake Michigan Water Receiving Station”) attached hereto as **Exhibit B**; is hereby approved subject to the findings of fact and conditions set forth in Sections One, Three and Five of this Ordinance.

**SECTION THREE:** That based in part on the conditions set forth in Section Five of this Ordinance, the Corporate Authorities do hereby make the following findings of fact pertaining to the Special Use Permits on the Subject Property:

- A. The proposed two (2) 1.5 MG potable water storage tanks, Lake Michigan Water Receiving Station and Metering Facility, are desirable to enhance the existing Public Works Complex which will contribute to the general welfare of the community by providing Lake Michigan water to the Village residents;
- B. That the proposed two (2) 1.5 MG potable water storage tanks, Lake Michigan Water Receiving Station and Metering Facility, will not under the circumstances of the particular case be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity or be injurious to property value or improvement in the vicinity;
- C. That the Special Uses shall conform to the regulations and conditions specified in the Bartlett Zoning Ordinance for such use and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.

**SECTION FOUR:** That the Special Use Permits for two (2) 1.5 MG potable water storage tanks, Lake Michigan Water Receiving Station and Metering Facility are hereby granted, subject to the findings of fact and the conditions set forth in Sections Three and Five of this Ordinance.

**SECTION FIVE:** The Findings of Fact set forth in section One and Three, the Second Site Plan Amendment approved in Section Two, the Special Use Permits granted in Section Four, are subject to the following conditions:

- A. Village Engineer approval of the Final Engineering plans;
- B. Landscaping of the Property shall be provided, planted, completed and maintained in accordance with the approved Site Plan;
- C. Landscaping must be installed within one year of the issuance of a building permit;
- D. Building permits shall be required for all construction activities;
- E. Obtain all required EPA permits;

**SECTION SIX:** The violation of any of the above conditions shall be cause for the revocation of the Second Site Plan Amendment and Special Use Permits granted by this Ordinance.

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

**SECTION EIGHT: 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 NINE: EFFECTIVE DATE.** This Ordinance shall be in full force and effect after its passage and approval.

**ROLL CALL VOTE:**

**AYES:**

**NAYS:**

**ABSENT:**

**PASSED** this 20<sup>th</sup> day of March, 2018

**APPROVED** this 20<sup>th</sup> day of March, 2018

\_\_\_\_\_  
**Kevin Wallace, Village President**

**ATTEST:**

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

#### **CERTIFICATION**

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance 2018- \_\_\_\_\_ enacted on March 20, 2018 and approved on March 20, 2018, as the same appears from the official records of the Village of Bartlett.

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

**EXHIBIT A**

**Subject Property Pin: 01-11-200-003**

**THAT PART OF THE NORTHEAST ¼ OF SECTION 11, TOWNSHIP 40 NORTH, RANGE 9, EAST OF THE THIRD MERIDIAN, DESCRIBED AS FOLLOWS:**

**BEGINNING AT THE SOUTHEAST CORNER OF SAID NORTHEAST ¼; THENCE NORTH 00 DEGREES 29 MINUTES 47 SECONDS EAST ALONG THE EAST LINE OF SAID NORTHEAST ¼ 2160.05 FEET TO THE SOUTH LINE OF PUBLIC ROADWAY KNOWN AS STEARNS ROAD; THENCE SOUTH 89 DEGREES 00 MINUTES 22 SECONDS WEST ALONG SAID SOUTH LINE, 66.00 FEET; THENCE SOUTH 00 DEGREES 29 MINUTES 47 SECONDS WEST, 576.05 FEET; THENCE SOUTH 88 DEGREES 31 MINUTES 58 SECONDS WEST, 594.00 FEET; THENCE SOUTH 00 DEGREES 29 MINUTES 47 SECONDS WEST, 1584.00 FEET, THENCE NORTH 88 DEGREES 31 MINUTES 58 SECONDS EAST, 660.00 FEET TO THE PLACE OF BEGINNING, IN DUPAGE COUNTY, ILLINOIS**





**Village of Bartlett  
Plan Commission Meeting Minutes  
March 8, 2018**

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**(#18-03) Public Works Complex Lake Michigan Water Receiving Station & Storage Tanks**

Second Site Plan Amendment; and  
Special Use Permits to allow:

- a) Two (2) 1.5 MG Potable Water Storage Tanks
- b) A Lake Michigan Water Receiving Station (Pumping Station)
- c) A Metering Facility (to be designed and constructed by DuPage Water Commission)

**Public Hearing**

**Exhibit A - Picture of Sign**

**Exhibit B - Mail Affidavit**

**Exhibit C - Notification of Public Hearing Notice in Newspaper**

**Exhibit D - Letter from the Forest Preserve District of DuPage County**

**T. Isham** stated in 1966 the Village of Bartlett annexed 515 acres, 24.5 acres that would become the future site of the Bartlett Public Works Complex. In 1973 the Wastewater Treatment Plant was constructed. In 1993 the Public Works Complex was granted Special Use Permits and Site Plan Approval. In 1999 the Complex was granted another Special Use Permit and Site Plan Amendment to allow for the construction of the Public Works salt dome. The Village is requesting a **Second Site Plan Amendment** on the 24.5 acre Public Works Complex to allow a Lake Michigan Water Receiving Station (pumping station), a DuPage Water Commission Metering Facility and two (2) 1.5 MG potable water storage tanks. This facility is necessary as part of the improvements to obtain Lake Michigan water through the DuPage Water Commission beginning May 1, 2019.

These facilities would be located in the approximate locations of the previously approved Public Maintenance Facility and Fuel Depot shown on the 1993 approved Site Plan. These structures were never constructed and the fuel depot was removed.

The Petitioner is also requesting Special Use Permits to allow two (2) 1.5 MG potable water storage tanks, a Lake Michigan Water Receiving Station and a Metering Facility. These structures are required in the distribution and storage of Lake Michigan water for the Village.

These proposed improvements are part of the Intergovernmental Agreement with the DuPage Water Commission in order to obtain water for the Village through their Lake Michigan allocation.

The Village currently purchases 60% of its water through Elgin as well as utilizing local Village wells. The current contract to purchase water through Elgin ends on April 30, 2019.

These improvements are the beginning stages of transitioning to Lake Michigan Water. This property is the only feasible Village-owned property that the facilities could be constructed upon considering the cost and timeframe in order to make the May 1, 2019 transition deadline.

There is currently a 10' high berm to screen the residential properties to the north of the Public Works Complex. The closest residences would be approximately 240 feet away from the proposed structures.

The Staff recommends approval of the Second Site Plan Amendment and Special Use Permits subject to the conditions and Findings of Fact that are in the staff report.



Village of Bartlett  
Plan Commission Meeting Minutes  
March 8, 2018

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**Petitioners: Village of Bartlett, Dan Dinges, Director of Public Works and Tyler Isham, Management Analyst were sworn in by J. Lemberg.**

**D. Dinges**, 1150 Bittersweet, stated he was there to answer any questions. As **T. Isham** stated this project is part of the transition to Lake Michigan water and the groundbreaking for the 30 inch transmission main was on March 6<sup>th</sup>. This will be coming from Roselle to Bartlett assuming this Site Plan were to be approved. The pump station will utilize the 30 inch water main to pump the Lake Michigan water to the west side of town as well as the entire community. There will be two large reservoirs to hold the water and be able to distribute it along with the other elevated towers throughout town. **J. Lemberg** asked when the Village gets Lake Michigan water, what will happen to the current wells, will they be shut down? **D. Dinges** stated for the time being, they will be used for emergency backup. However, if a well goes down and it is in need of costly major repairs it may be determined to possibly abandon the well. An interconnect with Streamwood was just completed on Lake Street, and we are currently working with Elgin with plans to connect with Hanover Park. In the long run the wells can be abandoned because we will have connections with other communities. The wells will be maintained but will not pump into the system because of the EPA requirements. The wells will be available if they are needed. **J. Lemberg** asked if something were to happen with the supply of Lake Michigan water will the two storage tanks have enough water for the Village or will the old wells need to be put on line. **D. Dinges** stated it would depend on what time of year. The new tanks will give the Village about 3 MG a day which is the average use per day. Depends on how long of an outage we would have, but there is about 4 MG of elevated and ground storage already in place. There is storage for a few days which is a requirement with DuPage Water Commission. However, if the demand goes way up with the summer heat and everyone is watering the storage is used up. Watering bans would then be in effect. **J. Lemberg** asked if there would be enough water for fire hydrants and the people all the way to the west side of town. **D. Dinges** answered yes.

**J. Lemberg** asked if anyone on the Commission had any other questions or comments.

**A. Hopkins** asked what the noise level would be for the surrounding residents. **D. Dinges** stated it is all enclosed, they may hear a low hum from the backup generator which is also enclosed in the same building.

**J. Lemberg** asked if anyone else had any questions or comments. No one came forward.

The Public Hearing portion of the meeting was open to the Public.

**Sally Hoelterhoff** of 1032 Trillium Lane asked how often the backup generators are tested. **D. Dinges** stated it would be about once a week. **S. Hoelterhoff** asked how tall off of the ground level will the tanks be because at the moment she has a good site line. Will the tanks be in the way? **D. Dinges** stated the grade drops going south. The berm is 10 feet, from the ground to the top of the dome it's 40 feet. The tanks will be taller than the berm and may be visible from her back yard. From her second floor she will definitely see the tanks. **D. Dinges** stated he did meet with another neighbor, so additional trees will be added on top of the berm to help screen the tanks. They are looking into putting the ladders on the south side of the tanks so they will not be visible to the residents.

**T. Isham** stated there will be about 20 feet that will be above the berm. **S. Hoelterhoff** asked if the landscaping will be on top of the hill, and what kind of landscaping will be planted.



**Village of Bartlett**  
**Plan Commission Meeting Minutes**  
**March 8, 2018**

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**D. Dinges** stated there will be a mixture of trees and shrubs. There may be pine trees because they provide year round screening and also some deciduous trees that will create a larger screening for the tanks. The berm may be turned into a natural prairie planting similar to the west and east of Public Works. **S. Hoelterhoff** asked if the tanks emit anything into the air. **D. Dinges** stated no, the only thing stored in the tanks will be Lake Michigan water.

**David Howard** 1044 Trillium Lane, stated the tanks will be equivalent to the rooftops of his house. The idea that this will not obstruct his view is not realistic. This will be a big eyesore to the residents in the area. **D. Howard** has been a resident for 24 years and the Village has done a great job in making this town a wonderful community. However, with this project he sees his property values dropping. When he moved in the Village installed a berm that broke up the site line between the homes within the area and Public Works. However, there were never any shrubs or trees planted on the berm as promised and he is concerned this will happen again. Since there will be a lot of construction and building of tanks, if someone is trying to sell their home, this will be an issue. **D. Howard** was also concerned with lighting that may be on all through the night. **T. Isham** stated the landscaping must be done being it is a condition within the ordinance and the plan. **D. Dinges** wanted to comment on the landscaping on the berm. Public Works is looking at possibly starting the landscaping on top of the berm hopefully before the pump station is started. There will be lights for security reasons, which will be kept below the berm elevation. There will be building lights on both the metering station and the pump station, similar to what is on the Admin building. The Village is paying attention so the light will not glare into the homes on the north side. **R. Grill** stated that today she received a letter from the Forest Preserve District who is requiring the Village to send them the landscape plans as well. The landscaping will definitely be going in.

**J. Lemberg** asked if anyone else had any questions or comments. No one came forward.

The **Public Hearing** portion of the meeting was closed.

**J. Lemberg** asked if anyone on the Commission had any questions or comments for Staff or the Petitioner.

**J. Lemberg** asked if it's known what kind of trees will be planted. **D. Dinges** stated no, but he will look into something that is not invasive. **J. Lemberg** asked if the plat that was included in the packet dated November, 1993, is updated with the information that was being presented tonight. **R. Grill** stated this is an amendment to allow changes to the site plan. **J. Lemberg** asked exactly where will the tanks be going, the same area where the future nursery was going to go on the original plans? **R. Grill** pointed out the Admin building, the berm, and then where the fuel tanks were removed on the plan. **J. Lemberg** asked if the salt dome is still there. **T. Isham** stated the dome was moved and the tanks will be built by the pumping station and metering facility. **D. Negele** asked what the timeline for the construction is. **D. Dinges** stated the Village is currently applying for low interest loans through the IEPA. The project won't be awarded until July when the IEPA fiscal year starts, hoping to start construction in August and run through May. Final completion should be the end June, 2019.

**J. Lemberg** asked if anyone had any questions or comments. No one came forward.

**J. Lemberg** then asked for a motion to approve the Petitioner's requests Second Site Plan Amendment and Special Use Permits subject to the conditions and Findings of Fact.



Village of Bartlett  
Plan Commission Meeting Minutes  
March 8, 2018

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Motioned by: J. Miaso  
Seconded by: J. Kallas

Roll Call

Ayes: D. Negele, J. Allen, J. Miaso, J. Kallas, M. Hopkins and A. Hopkins  
Nays: None

The motion carried.

J. Plonczynski stated this will go to the Village Board meeting on Tuesday, March 20, 2018.



Village of Bartlett  
Plan Commission Meeting Minutes  
March 8, 2018

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**Old Business/ New Business**

**J. Plonczynski** stated he was not aware of any old business but there are projects pending. Whether they will make the April Plan Commission meeting is not known. There are a few commercial projects in the works, however no industrial buildings or subdivisions. The budget is being reviewed so watch the paper for exciting issues with the budget, sales tax and water and sewer rate amendments.

**D. Negele** asked what is going on with the roadwork on Stearns and Rt. 59. **J. Plonczynski** stated there are several major intersections improvements. The first one that should start is at Rt. 59 and Rt. 20, a ramp Northbound to Eastbound and lane improvements on the Rt. 59 corridor. The biggest is at Stearns & Rt. 59, some of the utility movements has already started.

**Motion to adjourn.**

**Motioned by: J. Kallas**

**Seconded by: D. Negele**

**All in favor.**

**The meeting was adjourned at 7:40 P.M.**



THE VILLAGE OF  
**BARTLETT**

228 S. MAIN STREET  
BARTLETT, ILLINOIS 60103

PHONE 630.837.0800

FAX 630.837.7168

[www.village.bartlett.il.us](http://www.village.bartlett.il.us)

VILLAGE PRESIDENT

Kevin Wallace

ADMINISTRATOR

Paula Schumacher

VILLAGE CLERK

Lorna Gilles

TRUSTEES

Michael E. Camerer D.C.

Vince Carbonaro

Raymond H. Deyne

Kristina Gabrenya, OD, FAAO

Adam J. Hopkins

Aaron H. Reinke

February 2, 2018

Village of Bartlett President and Board of Trustees  
228 South Main St.  
Bartlett, IL 60103

Re: Public Works Complex Lake Michigan Water Receiving Station &  
Storage Tanks

Dear Village President and Board of Trustees:

Attached for your review is the Site Plan Amendment and Special Use Permit application for the new Public Works Complex Lake Michigan Water Receiving Station & Storage Tanks. The Village Board approved the Intergovernmental Agreement with DuPage Water Commission (DWC) on February 7, 2017 to transition to Lake Michigan Water and become a member of the Commission beginning May 1, 2019. The funding for these improvements will be through IEPA Low-Interest Loans. As part of this process, there is a very specific timeframe that the Village must adhere to in order to stay on schedule with the loans and the May 1<sup>st</sup> transition. This is the next necessary step in this process as the Village continues to strive for continuous improvement in public service; this transition would allow all the residents of the Village to receive the same water source.

The proposed improvements are on the Public Works Complex located at 1150 Bittersweet Drive. These improvements include a Lake Michigan Water Receiving Station (pumping station) that would house the transmission mains for the Lake Michigan Water pumped from the DWC water mains into our potable water system. Another aspect of incorporating the water into the Village's system includes adding two (2) 1.5 million gallon (MG) potable water ground storage tanks, a Lake Michigan Water Receiving Station and a DWC Metering Facility to the site. The tanks would be roughly 100' in diameter and 40' in height conforming to the Special Use previously granted for height on the property. DWC will also be constructing a Metering Facility at this site for these improvements.

Sincerely,  
VILLAGE OF BARTLETT

Paula Schumacher  
Village Administrator



VILLAGE OF BARTLETT  
SPECIAL USE PERMIT APPLICATION

For Office Use Only  
Case # 18 RECEIVED  
COMMUNITY DEVELOPMENT  
FEB 02 2018  
VILLAGE OF  
BARTLETT

**PROJECT NAME** 1150 Bittersweet Dr Public Works Storage T<sub>6</sub>

**PETITIONER INFORMATION (PRIMARY CONTACT)**

**Name:** Village of Bartlett

**Street Address:** 228 S. Main Street

**City, State:** Bartlett, IL

**Zip Code:** 60103

**Email Address:** tisham@vbartlett.org

**Phone Number:** 630-837-0800

**Preferred Method to be contacted** Email

**PROPERTY OWNER INFORMATION**

**Name:** Village of Bartlett

**Street Address:** 228 S. Main Street

**City, State:** Bartlett, IL

**Zip Code:** 60103

**Phone Number:** 630-837-0800

**OWNER'S SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
*(OWNER'S SIGNATURE IS REQUIRED or A LETTER AUTHORIZING THE PETITION SUBMITTAL.)*

**SPECIAL USE PERMIT REQUESTED** (Please describe i.e. liquor sales, outdoor seating, etc.)

Other publicly owned property and structures used for public purposes. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PROPERTY INFORMATION**

**Common Address/General Location of Property:** 1150 Bittersweet Dr

**Property Index Number ("Tax PIN"/"Parcel ID"):** 0111200003

**Acreage:** 24.50

**Zoning:** P-1  
(Refer to Official Zoning Map)

**Land Use:** Institutional/Municipal

**Comprehensive Plan Designation for this Property:** Municipal/Institutional  
(Refer to Future Land Use Map)

**APPLICANT'S EXPERTS** (If applicable, including name, address, phone and email)

**Attorney** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Engineer** \_\_\_\_\_

\_\_\_\_\_

**Other** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## FINDINGS OF FACT FOR SPECIAL USES

Both the Plan Commission and Village Board must decide if the requested Special Use meets the standards established by the Village of Bartlett Zoning Ordinance.

The Plan Commission shall make findings based upon evidence presented on the following standards: **(Please respond to each of these standards in writing below as it relates to your case. It is important that you write legibly or type your responses as this application will be included with the staff report for the Plan Commission and Village Board to review.)**

1. That the proposed use at that particular location requested is necessary or desirable to provide a service or a facility which is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community.

The proposed addition of a pump station with two (2) ground storage tanks for potable water are a necessary improvement for the acquisition of Lake Michigan water through the DuPage Water Commission.

2. That such use will not under the circumstances of the particular case be detrimental to the health, safety, morals, or general welfare of persons residing or working in the vicinity or be injurious to property value or improvement in the vicinity.

This use will not be detrimental to any persons residing or working in the vicinity of the use. This use is for the transfer and storage of potable water into the Village's water system.

3. That the special use shall conform to the regulations and conditions specified in this Title for such use and with the stipulation and conditions made a part of the authorization granted by the Village Board of Trustees.

The special use will conform to all regulations and conditions specified in this Title.

## ACKNOWLEDGEMENT

I understand that by signing this form, that the property in question may be visited by village staff and Board/Commission members throughout the petition process and that the petitioner listed above will be the primary contact for all correspondence issued by the village.

I certify that the information and exhibits submitted are true and correct to the best of my knowledge and that I am to file this application and act on behalf of the above signatures.

Any late, incomplete or non-conforming application submittal will not be processed until ALL materials and fees have been submitted.

SIGNATURE OF PETITIONER: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

## REIMBURSEMENT OF CONSULTANT FEES AGREEMENT

The undersigned hereby acknowledges his/her obligation to reimburse the Village of Bartlett for all necessary and reasonable expenses incurred by the Village for review and processing of the application. Further, the undersigned acknowledges that he/she understands that these expenses will be billed on an ongoing basis as they are incurred and will be due within thirty days. All reviews of the petition will be discontinued if the expenses have not been paid within that period. Such expenses may include, but are not limited to: attorney's fees, engineer fees, public advertising expenses, and recording fees. Please complete the information below and sign.

NAME OF PERSON TO BE BILLED: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

# ZONING/LOCATION MAP

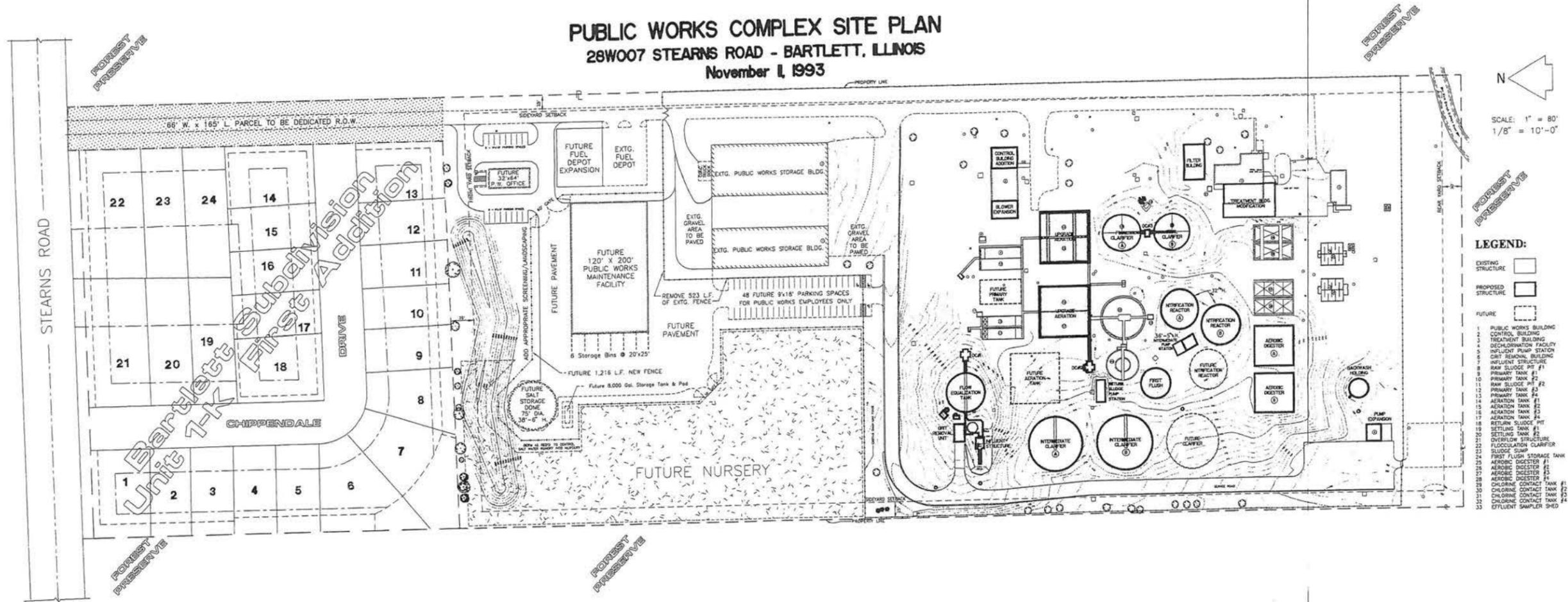
## Public Works Complex Lake Michigan Water Receiving Station & Storage Tanks

### Case #18-03 - Special Use and Site Plan Amendment



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus, USDA, USGS, AeroX, Getmapping, Aergrid, IGN, IGP, swisstopo, the GIS User Community

**PUBLIC WORKS COMPLEX SITE PLAN**  
 28W007 STEARNS ROAD - BARTLETT, ILLINOIS  
 November 1, 1993



- LEGEND:**
- EXISTING STRUCTURE [Symbol]
  - PROPOSED STRUCTURE [Symbol]
  - FUTURE [Symbol]
- 1 PUBLIC WORKS BUILDING
  - 2 CONTROL BUILDING
  - 3 TREATMENT BUILDING
  - 4 DECHLORINATION FACILITY
  - 5 INFLUENT PUMP STATION
  - 6 DIRT REMOVAL BUILDING
  - 7 INFLUENT STRUCTURE
  - 8 RAW SLUDGE PIT #1
  - 9 PRIMARY TANK #1
  - 10 PRIMARY TANK #2
  - 11 RAW SLUDGE PIT #2
  - 12 PRIMARY TANK #3
  - 13 PRIMARY TANK #4
  - 14 AERATION TANK #1
  - 15 AERATION TANK #2
  - 16 AERATION TANK #3
  - 17 AERATION TANK #4
  - 18 RETURN SLUDGE PIT
  - 19 SETTLING TANK #1
  - 20 SETTLING TANK #2
  - 21 OVERFLOW STRUCTURE
  - 22 FLOCCULATION CLARIFIER
  - 23 SLUDGE SUMP
  - 24 FIRST FLUSH STORAGE TANK
  - 25 AEROBIC DIGESTER #1
  - 26 AEROBIC DIGESTER #2
  - 27 AEROBIC DIGESTER #3
  - 28 AEROBIC DIGESTER #4
  - 29 CHLORINE CONTACT TANK #1
  - 30 CHLORINE CONTACT TANK #2
  - 31 CHLORINE CONTACT TANK #3
  - 32 CHLORINE CONTACT TANK #4
  - 33 EFFLUENT SAMPLER SHED

**93 SITE PLAN**

VC:\0101A\06\31980\SITE\Map. Mon Feb 21 11:32:59 1994. Plotted by US10 at PAVIA-MARTING & CO.  
 -> Design: 0001: 01-26-92 01: 4 2 11.1 by MICHAEL PACKARD

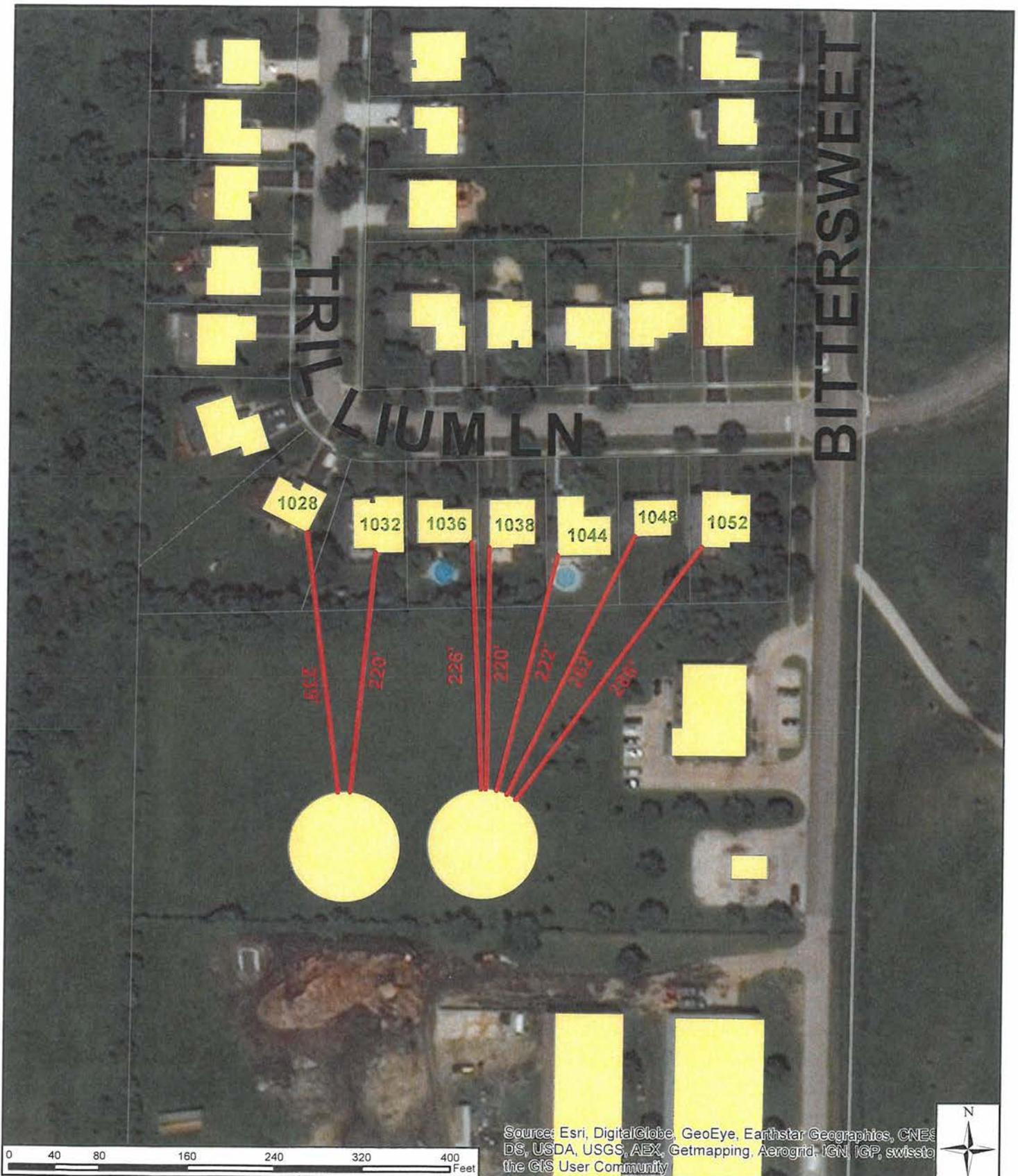
REVISIONS				FIELD BOOK INFORMATION				PLOTTED BY:		DATE:		TITLE		SCALE: 1" = 80'	
DATE	BY	DESCRIPTION		BOOK NO:	BOOK NAME:	CHECKED BY:	DATE:	DATE:	DATE:	DATE:	Public Works Complex Site Plan		SCALE: 1" = 80'	DATE: 12/29/93	
											28W007 Stearns Road - Bartlett, IL		JOB NO: 2188	SHEET 1 OF 1	

**PAVIA-MARTING & CO.**  
 910 WEST LAKE STREET  
 ROSELLE, IL 60172-3352  
 (708) 529-8800 FAX (708) 894-4910



# LOCATION MAP

Distances from proposed water tanks to nearest homes





## Agenda Item Executive Summary

Item Name: IDOT Route 59 @ Army Trail Road, Intersection Improvement Agreement  
Committee or Board: Village Board

### BUDGET IMPACT

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

### EXECUTIVE SUMMARY

IDOT is in the process of bidding a Route 59 @ Army Trail Road intersection improvements project. This project requires an initial agreement, attached, with the Village to commit local funds for our portion of the project. The proposed project includes the addition of dual left turn lanes along Route 59, a westbound right turn lane on Army Trail Road and some traffic signal modernization work. The Bartlett portion includes Emergency Vehicle Pre-emption Equipment, a shared use path and associated engineering. As shown, these costs will total \$20,240.00.

### ATTACHMENTS (PLEASE LIST)

Memo, Resolution, IDOT Agreement w/exhibits

### ACTION REQUESTED

For Discussion Only \_\_\_\_\_  
Resolution  \_\_\_\_\_  
Ordinance \_\_\_\_\_

**Motion: I MOVE TO APPROVE RESOLUTION 2018 \_\_\_\_\_, A RESOLUTION APPROVING OF AN AGREEMENT BETWEEN THE VILLAGE OF BARTLETT AND THE STATE OF ILLINOIS DEPARTMENT OF TRANSPORTATION, AND: TO AUTHORIZE THE VILLAGE CLERK TO SIGN SAID RESOLUTION AND AGREEMENT.**

Staff: Dan Dinges  
Director of Public Works  
Date: March 20, 2018

# MEMORANDUM

---

To: Paula Schumacher, Village Administrator  
From: Dan Dinges, Director of Public Works  
Subject: Route 59 (FAP Route 338) At Army Trail Road, IDOT Agreement  
Date: March 9, 2018

---

As you know, IDOT is in the process of bidding a Route 59 @ Army Trail Road intersection improvements project. This project requires an initial agreement with the Village to commit local funds for our portion of the project. The proposed project includes the addition of dual left turn lanes along Route 59, a westbound right turn lane on Army Trail Road and some traffic signal modernization work. The Bartlett portion includes Emergency Vehicle Pre-emption Equipment, a shared use path and associated engineering. As shown, these costs total \$20,240.00.

A resolution authorizing the Village President to sign the IDOT Agreement has been attached. The IDOT Agreement, with exhibits, has been included as well.

I am requesting that you place this resolution on the next available Board agenda for action.

**Motion: I MOVE TO APPROVE RESOLUTION 2018 \_\_\_\_\_, A RESOLUTION APPROVING OF AN AGREEMENT BETWEEN THE VILLAGE OF BARTLETT AND THE STATE OF ILLINOIS DEPARTMENT OF TRANSPORTATION, AND:**

**TO AUTHORIZE THE VILLAGE CLERK TO SIGN SAID RESOLUTION AND AGREEMENT.**

**RESOLUTION 2018 - \_\_\_\_\_**

**A RESOLUTION APPROVING OF AN AGREEMENT  
BETWEEN THE VILLAGE OF BARTLETT AND THE STATE OF ILLINOIS  
DEPARTMENT OF TRANSPORTATION**

---

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

**SECTION ONE:** The Agreement dated March 20, 2018, between the Village of Bartlett and the State of Illinois Department of Transportation (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, to the Reimbursement Agreement on behalf of the Village of Bartlett.

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

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

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

**ROLL CALL VOTE:**

AYES:

NAYS:

ABSENT:

PASSED: March 20, 2018

APPROVED: March 20, 2018

\_\_\_\_\_  
**Kevin Wallace, Village President**

**ATTEST:**

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

**CERTIFICATION**

I, Lorna Giles, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2018 - \_\_\_\_\_ enacted on March 20, 2018 and approved on March 20, 2018, as the same appears from the official records of the Village of Bartlett.

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

FAP Route 338 (IL Route 59)  
At Army Trail Road  
State Section: 110TS-N  
DuPage County  
Job No. : C-91-255-17  
Contract No.: 62F19  
JN-118-019

AGREEMENT

This Agreement entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2018 A.D.,  
by and between the STATE OF ILLINOIS, acting by and through its DEPARTMENT  
OF TRANSPORTATION, hereinafter called the STATE, and the VILLAGE OF  
BARTLETT of the State of Illinois, hereinafter called the VILLAGE

WITNESSETH:

WHEREAS, the STATE, in order to facilitate the free flow of traffic and ensure safety  
to the motoring public, is desirous of improving FAP Route 338 (IL Route 59) at the  
intersection with Army Trail Road, STATE Section 110TS-N, STATE Job No.: C-91-  
255-17, STATE Contract Number 62F19, within the County of DuPage and the  
VILLAGE as follows:

The proposed scope of work includes adding dual left turn lanes along Illinios Route  
59, a westbound right turn lane on Army Trail Road, modernizing the existing traffic  
signal and all other work necessary to complete the improvement in accordance with  
the approved plans and specifications; and

WHEREAS, the VILLAGE requests that the STATE include in its contract a  
shared use path, and Emergency Vehicle Pre-emption Equipment; and

WHEREAS, the STATE has agreed to the VILLAGE's request; and

WHEREAS, the VILLAGE is desirous of said improvement in that same will be of immediate benefit to the VILLAGE residents and permanent in nature;

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

1. The STATE agrees to make the surveys, obtain all necessary rights of way, prepare plans and specifications, receive bids and award the contract, furnish engineering inspection during construction and cause the improvement to be built in accordance with the approved plans, specifications and contract.
2. The STATE agrees to pay for all right of way, construction and engineering cost subject to reimbursement by the VILLAGE, as hereinafter stipulated.
3. It is mutually agreed by and between the parties hereto that the estimated cost and cost proration for this improvement is as shown on Exhibit A attached hereto and made a part hereof.
4. The VILLAGE has passed a resolution appropriating sufficient funds to pay its share of the cost for this improvement, a copy of which is attached hereto as Exhibit B and made a part hereof.
5. The VILLAGE agrees that upon award of the contract for this improvement, the VILLAGE will pay to the STATE, in a lump sum from any funds allotted to the

VILLAGE, an amount equal to 80% of its obligation incurred under this AGREEMENT, and will pay to said STATE the remainder of the obligation (including any non-participating costs on FA Projects) in a lump sum, upon completion of the project, based upon final costs.

6. The VILLAGE further agrees to pass a supplemental resolution to provide necessary funds for its share of the cost of this improvement if the amount appropriated in Exhibit B proves to be insufficient to cover said cost.
7. The VILLAGE has adopted and will put into effect an appropriate ordinance, prior to the STATE's advertising for the proposed work to be performed hereunder, or shall continue to enforce an existing ordinance, requiring that parking be prohibited within the limits of this improvement, a copy of which is attached hereto as Exhibit C, and will, in the future, prohibit parking at such locations on or immediately adjacent to this improvement as may be determined necessary by the STATE from traffic capacity studies.
8. The VILLAGE agrees not to permit driveway entrance openings to be made in the curb, as constructed, or the construction of additional entrances, private or commercial, along Illinois Routes 59 without the consent of the STATE.
9. The VILLAGE shall exercise its franchise rights to cause private utilities to be relocated, if required, at no expense to the STATE.
10. All VILLAGE owned utilities, on STATE right of way within the limits of this improvement, which are to be relocated/adjusted under the terms of this Agreement,

will be relocated/adjusted in accordance with the applicable portions of the  
"Accommodation of Utilities of Right of Way of the Illinois State Highway System."  
(92 Ill. Adm. Code 530).

11. The VILLAGE agrees to obtain from the STATE an approved permit for any  
VILLAGE owned utility relocated/adjusted as part of this improvement, and shall  
abide by all conditions set forth therein.
  
12. Upon final field inspection of the improvement and so long as Illinois Routes 59 is  
used as a STATE Highway, the STATE agrees to maintain or cause to be  
maintained the the median, the through traffic lanes, the left-turn lanes and right turn  
lanes, the curb and gutter, stabilized shoulders and ditches adjacent to those traffic  
lanes and turn lanes.
  
13. Upon final field inspection of the improvement, the VILLAGE agrees to maintain or  
cause to be maintained those portions of the improvement which are not maintained  
by the STATE, including new and existing sidewalks, parkways, crosswalk and  
stopline markings, VILLAGE owned utilities including appurtenances thereto.
  
14. The VILLAGE further agrees to continue its existing maintenance responsibilities on  
all side road approaches under its jurisdiction, including all left and right turn lanes on  
said side road approaches, up to the through edge of pavement of Illinois Routes 59.  
Drainage facilities, if any, at the aforementioned side roads located within the  
STATE right-of-way shall be the joint maintenance responsibility of the STATE and  
the VILLAGE unless there is an agreement specifying different responsibilities.

15. The VILLAGE agrees to assume responsibility for the administration, control, reconstruction and maintenance of the shared use path not otherwise carried on State structures. The VILLAGE further agrees to indemnify and hold harmless the State, its officers, employees, and agents from any and all claims, lawsuits, actions, costs, and fees (including reasonable attorney fees and expenses) of every nature and description arising from, growing out of, or connected with the operation of the shared use path.

If, in the future , the STATE adopts a roadway or traffic signal improvement on Illinois Routes 59 which requires modification, relocation or reconstruction to said shared use path, then the VILLAGE hereby agrees to be financially responsible for its proportionate share of costs to modify, relocate or reconstruct said shared use path in conjunction with the STATE's proposed improvement.

16. The STATE retains the right to control the sequence and timing of the traffic signals.

17. The parties hereto agree that the traffic signal maintenance and energy provisions of this Agreement shall remain in effect for a period of twenty (20) years from the date of its execution or so long as the traffic signals covered by the terms of this Agreement or any amendment hereto remain in place either in their current or some modified configuration, whichever, is the shorter period of time. Such an effective term shall apply unless otherwise agreed in writing by the parties hereto.

18. It is mutually agreed that the actual traffic signal maintenance will be performed by the STATE either with its own forces or through an ongoing contractual agreement.

19. The STATE's Electrical Maintenance Contractor shall maintain the "Emergency Vehicle Pre-Emption System" equipment, located at the traffic signal and shall invoice the VILLAGE for the costs related to said maintenance.
20. The Village shall maintain the emitters and associated appurtenances at its own expense. The emitters shall be maintained and tested by the Village in accordance with the recommendations of the manufacturer.
21. It is mutually agreed, if, in the future, the STATE adopts a roadway or traffic signal improvement passing through the traffic signals included herein which requires modernization or reconstruction to said traffic signals, then the VILLAGE agrees to be financially responsible for all costs to relocate or reconstruct the emergency vehicle pre-emption equipment in conjunction with the STATE's proposed improvement.
22. The VILLAGE has adopted a resolution, will send a letter, or sign the Plan Approval page which is part of this document, prior to the STATE advertising for the work to be performed hereunder, approving the plans and specifications as prepared.
23. Under penalties of perjury, the VILLAGE certifies that its correct Federal Tax Identification number is 36-6005784 and it is doing business as a GOVERNMENTAL ENTITY, whose mailing address is:

Village of Bartlett  
418 Main Street  
Bartlett, IL 60439

Obligations of the STATE and the VILLAGE will cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or Federal funding source fails to appropriate or otherwise make available funds for this contract.

This AGREEMENT and the covenants contained herein shall be null and void in the event the contract covering the construction work contemplated herein is not awarded within the three years subsequent to execution of the agreement.

This Agreement shall be binding upon and to the benefit of the parties hereto, their successors and assigns.

VILLAGE OF BARTLETT

By: \_\_\_\_\_  
(Signature)

By: \_\_\_\_\_  
(Print or Type)

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

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

Attest:

\_\_\_\_\_

Clerk

(SEAL)

STATE OF ILLINOIS  
DEPARTMENT OF TRANSPORTATION

By: \_\_\_\_\_  
Anthony J. Quigley, P.E.  
Region One Engineer

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

Job No.: C-91-255-17  
Agreement No.: JN-118-019

PLAN APPROVAL

WHEREAS, in order to facilitate the improvement of FAP 338 known as IL Route 59, Contract No. 62F19 , State Section 110TS-N, the VILLAGE agrees to that portion of the plans and specifications relative to the VILLAGE's financial and maintenance obligations described herein, prior to the STATE's advertising for the aforescribed proposed improvement.

Approved \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

"Exhibit B"  
FUNDING RESOLUTION

WHEREAS, the VILLAGE OF BARTLETT has entered into an AGREEMENT with the STATE OF ILLINOIS for the improvement of IL Route 59 at Army Trail Road, Contract Number 62F19, State Section 110TS-N, Contract No. 62F19, and

WHEREAS, in compliance with the aforementioned AGREEMENT, it is necessary for the VILLAGE to appropriate sufficient funds to pay its share of the cost of said improvement.

NOW THEREFORE, BE IT RESOLVED, that there is hereby appropriated the sum of Twenty Thousand Two Hundred Forty Dollars (\$20,240.00) or so much thereof as may be necessary, from any money now or hereinafter allotted to the VILLAGE, to pay its share of the cost of this improvement as provided in the AGREEMENT; and

BE IT FURTHER RESOLVED, that upon award of the contract for this improvement, the VILLAGE will pay to the STATE in a lump sum from any funds allotted to the VILLAGE, an amount equal to 80% of its obligation incurred under this AGREEMENT, and will pay to said STATE the remainder of the obligation in a lump sum, upon completion of the project, based on final costs.

BE IT FURTHER RESOLVED, that the VILLAGE agrees to pass a supplemental resolution to provide any necessary funds for its share of the cost of this improvement if the amount appropriated herein proves to be insufficient, to cover said cost.

STATE OF ILLINOIS )  
COUNTY OF DUPAGE )

I, \_\_\_\_\_, Village Clerk in and for the Village of BARTLETT hereby certify the foregoing to be a true perfect and complete copy of the resolution adopted by the Village Board at a meeting on \_\_\_\_\_, 2018 A.D.

IN TESTIMONY WHEREOF, I have hereunto set my hand seal this \_\_\_\_\_ day of \_\_\_\_\_, 2018 A.D.

\_\_\_\_\_

Village Clerk

(SEAL)

EXHIBIT C  
ORDINANCE NO. \_\_\_\_\_  
AN ORDINANCE RESTRICTING PARKING ALONG

WHEREAS, the State of Illinois acting by and through its Department of Transportation is desirous of improving Illinois Route 59 at its intersection at Army Trail Road, and

WHEREAS, in order to facilitate the free flow of traffic and ensure safety to the motoring public, the Village of BARTLETT determines that the parking along Illinois Routes 59 and Army Trail Road shall be prohibited.

BE IT ORDAINED BY THE VILLAGE BOARD OF THE VILLAGE OF BARTLETT, COUNTY OF DUPAGE,  
STATE OF ILLINOIS, as follows:

Section 1. That parking shall not be permitted along Illinois Routes 59 at Army Trail Road within the limits of the State Project known as Section 110TS-N, State Contract 62F19, in the Village of Bartlett.

Section 2. That the Village Board of the Village of Bartlett will prohibit future parking at such locations on or immediately adjacent to the Project limits as may be determined and directed by the State of Illinois to be necessary to ensure the free flow of traffic and safety to the motoring public.

Section 3. The Village Clerk is hereby authorized and directed to attach a copy of this Ordinance to the agreement dated \_\_\_\_\_, 20\_\_\_\_ by and between the State of Illinois and the Village of Bartlett.

Section 4. That this Ordinance shall be in full force and effect from and after its passage and approval according to law.

ADOPTED BY THE VILLAGE BOARD OF THE VILLAGE OF BARTLETT, COUNTY OF DUPAGE,  
STATE OF ILLINOIS, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

VOTE:

AYES:

NAYES:

ABSENT:

APPROVED BY ME THIS \_\_\_\_\_  
DAY OF \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
PRESIDENT

ATTEST:

**EXHIBIT A  
ESTIMATE OF COST Contract 62F-19**

Type of Work	FEDERAL		STATE		County of Dupage		Village of Bartlett		TOTAL
	\$	%	\$	%	\$	%	\$	%	
All roadway work excluding the following:									
	\$2,700,000	90%	\$300,000	10%		N/A%		N/A%	\$3,000,000
P&C Engineering (15%)	\$405,000	90%	\$45,000	10%		N/A%		N/A%	\$450,000
<b>TRAFFIC SIGNALS</b>									
<b>IL Route 59 at Army Trail Road</b>	\$270,000	90%	\$15,000	5%	\$15,000	5%		N/A%	\$300,000
P&C Engineering (15%)	\$40,500	90%	\$2,250	5%	\$2,250	5%		N/A%	\$45,000
Emergency Vehicle Pre-emption		N/A%		N/A%		N/A%	\$6,000	100%	\$6,000
P&C Engineering (15%)		N/A%		N/A%		N/A%	\$900	100%	\$900
<b>PEDESTRIAN ACCOMMODATIONS</b>									
Shared Use Path	\$46,400	80%		N/A%		N/A%	\$11,600	20%	\$58,000
P&C Engineering (15%)	\$6,960	80%		N/A%		N/A%	\$1,740	20%	\$8,700
<b>TOTAL</b>	<b>\$3,468,860</b>		<b>\$362,250</b>		<b>\$17,250</b>		<b>\$20,240</b>		<b>\$3,868,600</b>

NOTE: Local participation shall be predicated upon the percentages shown above for the specified work. Local Agency cost shall be determined by multiplying the final quantifies times contract unit price plus the percentage shown for construction and/or preliminary engineering unless otherwise noted.



## Agenda Item Executive Summary

Item Name                      *2018 MFT Various Streets Project*                      Committee or Board                      Village Board

### BUDGET IMPACT

<i>Amount:</i>	\$ 1,250,000.00	<i>Budgeted</i>	\$ 1,250,000.00
<i>List what fund</i>	MFT Funds		

### EXECUTIVE SUMMARY

On February 22, 2018 a *Notice to Bidders* was published in the IDOT Bulletin and the Village web site, soliciting bids for the 2018 MFT Various Streets Project. This project consists of removing and replacing curb and gutter, driveway aprons, pavement patching, milling and asphalt resurfacing. Eleven bid packets were distributed to prospective bidders. Bids were due no later than March 8, 2018 at 10:00 AM., Seven bid packets were returned.

Brothers Asphalt Paving Inc. submitted the low bid of \$1,009,315.86 for this project. Brothers Asphalt Paving had last year's contract with the Village. Brothers performed the work well and we were satisfied with the quality of the completed project. I have attached a bid tally sheet for your review. The 2018 Budget shows \$1,250,000.00 for the Various Streets project.

### ATTACHMENTS (PLEASE LIST)

Memo, Bid Tab, Resolution, Contract

### ACTION REQUESTED

For Discussion Only \_\_\_\_\_

Resolution   X  

Ordinance \_\_\_\_\_

**MOTION: I MOVE THE VILLAGE BOARD AWARD THE BID FOR THE 2018 MFT VARIOUS STREETS PROJECT TO BROTHERS ASPHALT PAVING INC. OF ADDISON, ILLINOIS IN THE AMOUNT OF \$ 1,009,315.86**

Staff:                      Dan Dinges  
   Director of Public Works

Date:                      March 20, 2018

# MEMO

**Date:** March 9, 2018

**To:** Paula Schumacher, Village Administrator

**From:** Dan Dinges, Public Works Director

**Re:** *2018 MFT Various Streets Project Bid Opening*

On February 22, 2018 a *Notice to Bidders* was published in the IDOT Bulletin and the Village web site, soliciting bids for the 2018 MFT Various Streets Project. This project consists of removing and replacing curb and gutter, driveway aprons, pavement patching, milling and asphalt resurfacing. Eleven bid packets were distributed to prospective bidders. Bids were due no later than March 8, 2018 at 10:00 AM., Seven bid packets were returned.

Brothers Asphalt Paving Inc. submitted the low bid of \$1,009,315.86 for this project. Brothers Asphalt Paving had last year's contract with the Village. Brothers performed the work well and we were satisfied with the quality of the completed project.

I have attached a bid tally sheet for your review.  
There is a budget of \$1,250,000.00 for this project in the 2018 budget.

Based upon the bid submitted, I recommend the bid be awarded to Brothers Asphalt Paving Inc.

Please place this on the next available Board Agenda.

**MOTION: I MOVE THE VILLAGE BOARD AWARD THE BID FOR THE 2018 MFT VARIOUS STREETS PROJECT TO BROTHERS ASPHALT PAVING INC. OF ADDISON, ILLINOIS IN THE AMOUNT OF \$ 1,009,315.86**





**RESOLUTION 2018 - \_\_\_ - R**

**A RESOLUTION APPROVING OF THE AGREEMENT BETWEEN THE  
VILLAGE OF BARTLETT AND BROTHERS ASPHALT PAVING INC.  
FOR THE 2018 VARIOUS STREETS PROJECT**

---

**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:** That the total bid for the Village's Various Streets Project, as more fully set forth in the Agreement hereinafter described in Section Two hereof (the "Project Work"), is hereby approved and a contract is hereby awarded to the following contractor as the lowest responsible and responsive bidder meeting specifications:

Brothers Asphalt Paving Inc. (the "Contractor") at the unit pricing set forth in its bid, which when applied to the estimated quantities for the Project Work, total \$1,009,315.86.

**SECTION TWO:** That the 2018 Various Streets Project Agreement between the Village of Bartlett and the Contractor for the Project Work, a copy of which is appended hereto and expressly incorporated herein by this reference (the "Agreement"), is hereby approved.

**SECTION THREE:** The Village President and Village Clerk are authorized to sign and attest, respectively, the Agreement on behalf of the Village.

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

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

**ROLL CALL VOTE:**

**AYES:**

**NAYS:**

**ABSENT:**

**PASSED** March 20, 2018.

**APPROVED** March 20, 2018.

---

Kevin Wallace, Village President

**ATTEST:**

---

Lorna Gilles, Village Clerk

**CERTIFICATION**

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2018 -\_\_\_\_-R, enacted on March 20, 2018, and approved on March 20, 2018, as the same appears from the official records of the Village of Bartlett.

---

Lorna Gilles, Village Clerk



PROPOSAL SUBMITTED BY		
Brothers Asphalt Paving Inc.		
Contractor's Name		
315 S. Stewart Ave.		
Street		P.O. Box
Addison,	IL	60101
City	State	Zip Code

STATE OF ILLINOIS  
 COUNTY COOK / DU PAGE / KANE  
VILLAGE OF BARTLETT  
 (Name of City, Village, Town or Road District)

FOR THE IMPROVEMENT OF  
 STREET NAME OR ROUTE 2018 MFT VARIOUS STREETS  
 SECTION NO. 18-00000-01-GM  
 TYPES OF FUNDS MFT

SPECIFICATIONS (required)

PLANS (required)

CONTRACT BOND (when required)

**For Municipal Projects**  
 Submitted/Approved/Passed

Mayor  President of Board of Trustees  Municipal Official

\_\_\_\_\_

Date

**Department of Transportation**

Concurrence in approval of award

\_\_\_\_\_

Regional Engineer

Date

**For County and Road District Projects**  
 Submitted/Approved

\_\_\_\_\_

Highway Commissioner

\_\_\_\_\_

Date

Submitted/Approved

\_\_\_\_\_

County Engineer/Superintendent of Highways

\_\_\_\_\_

Date

Exp. 11-30-18

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

County COOK / DU PAGE / KANE  
Local Public Agency VILLAGE OF BARTLETT  
Section Number 18-00000-01-GM  
Route 2018 VARIOUS STREETS

1. THIS AGREEMENT, made and concluded the 20 th day of March 2018,  
Month and Year  
between the VILLAGE of BARTLETT  
acting by and through its VILLAGE PRESIDENT AND BOARD OF TRUSTEES known as the party of the first part, and  
Brothers Asphalt Paving Inc. his/their executors, administrators, successors or assigns,  
known as the party of the second part.

2. Witnesseth: That for and in consideration of the payments and agreements mentioned in the Proposal hereto attached, to be made and performed by the party of the first part, and according to the terms expressed in the Bond referring to these presents, the party of the second part agrees with said party of the first part at his/their own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the plans and specifications hereinafter described, and in full compliance with all of the terms of this agreement and the requirements of the Engineer under it.

3. And it is also understood and agreed that the LPA Formal Contract Proposal, Special Provisions, Affidavit of Illinois Business Office, Apprenticeship or Training Program Certification, and Contract Bond hereto attached, and the Plans for Section 18-00000-01-GM, in The VILLAGE OF BARTLETT, approved by the Illinois Department of Transportation on 2-21-18, are essential documents of this Date contract and are a part hereof.

4. IN WITNESS WHEREOF, The said parties have executed these presents on the date above mentioned.

Attest: \_\_\_\_\_ Clerk By \_\_\_\_\_  
Party of the First Part  
(Seal) \_\_\_\_\_  
(If a Corporation)

Corporate Name \_\_\_\_\_  
By \_\_\_\_\_  
President Party of the Second Part  
(If a Co-Partnership)

Attest: \_\_\_\_\_  
Secretary

Partners doing Business under the firm name of \_\_\_\_\_  
Party of the Second Part  
(If an individual)  
\_\_\_\_\_ Party of the Second Part



## Agenda Item Executive Summary

Item Name                      *2018 Concrete Replacement Project*                      Committee or Board                      Village Board

### BUDGET IMPACT

*Amount:*    \$ 52,500.00, Bid Total                      *Budgeted*                      \$ 50,000.00

*List what fund*                      MFT Funds

### EXECUTIVE SUMMARY

On February 22, 2018 a *Notice to Bidders* was published in the IDOT Bulletin and the Village web- site, soliciting bids for the 2018 Concrete Replacement Project. Ten bid packets were distributed to prospective bidders. Bids were due no later than March 8, 2018 at 10:10 AM., Eight bid packets were returned.

Schroeder & Schroeder Inc. submitted a qualified low bid of \$52,500.00 for this project. Schroeder & Schroeder Inc. was the concrete contractor for the 2017 Sidewalk Replacement Project and we were satisfied with their performance. The budget amount for this project is \$50,000.00. We will modify our project quantities in order to stay below this project budget.

### ATTACHMENTS (PLEASE LIST)

Memo, Bid Tab, Resolution, Agreement

### ACTION REQUESTED

For Discussion Only \_\_\_\_\_

Resolution   X  

Ordinance \_\_\_\_\_

**MOTION: I MOVE THE VILLAGE BOARD AWARD THE BID FOR THE 2018 CONCRETE REPLACEMENT PROJECT TO SCHROEDER & SCHROEDER, INC. OF SKOKIE, IL IN THE AMOUNT OF \$ 50,000.00.**

Staff:                      Dan Dinges

Date:                      March 20, 2018

Director of Public Works

# MEMO

**Date:** March 9, 2018

**To:** Paula Schumacher, Village Administrator

**From:** Dan Dinges, Public Works Director

**Re:** *2018 Concrete Replacement Project Bid Opening*

This project is the annual sidewalk and misc. concrete replacement project which includes the removal and replacement of sidewalk and curb throughout the Village. This work includes repair to sidewalks that have been damaged due to trees roots pushing up the walk and trench settlements causing trip hazards.

On February 22, 2018 a *Notice to Bidders* was published in the IDOT Bulletin and the Village website, soliciting bids for the 2018 Concrete Replacement Project. Ten bid packets were distributed to prospective bidders. Bids were due no later than March 8, 2018 at 10:10 AM., Eight bid packets were returned.

Schroeder & Schroeder Inc. submitted a qualified low bid of \$52,500.00 for this project. Schroeder & Schroeder Inc. was the concrete contractor for the 2017 Sidewalk Replacement Project and we were satisfied with their performance. The budget amount for this project is \$50,000.00. We will modify our project quantities in order to stay below this project budget.

I have attached a bid tally sheet for your review.

Based upon the bid submitted, I recommend the bid be awarded to Schroeder & Schroeder Inc.

Please place this on the next available Board Agenda.

**MOTION: I MOVE THE VILLAGE BOARD AWARD THE BID FOR THE 2018 CONCRETE REPLACEMENT PROJECT TO SCHROEDER & SCHROEDER, INC. OF SKOKIE, IL IN THE AMOUNT OF \$ 50,000.00.**





**RESOLUTION 2018 - \_\_\_ - R**

**A RESOLUTION APPROVING OF THE AGREEMENT BETWEEN THE  
VILLAGE OF BARTLETT AND SCHROEDER & SCHROEDER INC.  
FOR THE 2018 CONCRETE REPLACEMENT PROGRAM**

---

**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:** That the total bid for the Village's Concrete Replacement Project, as more fully set forth in the Agreement hereinafter described in Section Two hereof (the "Project Work"), is hereby approved and a contract is hereby awarded to the following contractor as the lowest responsible and responsive bidder meeting specifications:

Schroeder & Schroeder Inc. (the "Contractor") at the unit pricing set forth in its bid, which when applied to the estimated quantities for the Project Work, total \$52,500.00.

**SECTION TWO:** That the 2018 Concrete Replacement Project Agreement between the Village of Bartlett and the Contractor for the Project Work, a copy of which is appended hereto and expressly incorporated herein by this reference (the "Agreement"), is hereby approved.

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

**SECTION FOUR: SEVERABILITY:** The various provision 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 FIVE: REPEAL OF PRIOR RESOLUTIONS.** All prior

Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

**SECTION SIX: EFFECTIVE DATE.** This Resolution shall be

in full force and effect upon its passage and approval.

**ROLL CALL VOTE:**

**AYES:**

**NAYS:**

**ABSENT:**

**PASSED** March 20, 2018.

**APPROVED** March 20, 2018.

---

Kevin Wallace, Village President

**ATTEST:**

---

Lorna Giless, Village Clerk

**CERTIFICATION**

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2018 -\_\_\_-R, enacted on March 20, 2018, and approved on March 20, 2018, as the same appears from the official records of the Village of Bartlett.

---

Lorna Giless, Village Clerk

## 2018 CONCRETE REPLACEMENT AGREEMENT

-----

This Concrete Replacement Agreement (the "Agreement") is entered this 20th day of March between the Village of Bartlett, an Illinois home rule municipality (the "Village" or "Owner") and Schroeder & Schroeder Inc. (the "Contractor") (collectively, the "Parties").

**IN CONSIDERATION** of the covenants and conditions herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties hereby agree as follows:

**Project Work.**

a. The improvements consist of the removing the existing damaged PCC sidewalk and replacing it with a 5" PCC sidewalk or 6" PCC sidewalk (at driveway locations). This work shall also include various locations for 6" PCC driveway and combination curb and gutter replacement. Restoration in areas disturbed by the construction is also included.

All Project Work shall be performed in strict compliance with the below defined Contract Documents.

b. Contract Documents mean and include: (i) this Agreement; (ii) General Conditions and Instructions to Bidders and General Requirements attached hereto and incorporated herein; (iii) all Specifications, Plans and Drawings attached hereto as and incorporated herein; (iv) the Performance and Payment Bond or Letter of Credit as defined herein; and (v) Addenda X attached hereto and incorporated herein (collectively, the "Contract Documents"). The Contract Documents are expressly incorporated into and made a part of this Agreement as though fully set forth herein. In the event of any conflict between the terms and conditions of any of the Contract Documents, the most stringent requirements shall control.

**Completion Date.** Contractor shall complete the Project Work in strict compliance with the requirements herein on or before May 1, 2019.

A. **Payment Procedure.** The payment procedures are as follows:

1. All payments under the Agreement shall be based on the unit prices set forth in Contractor's Schedule of Prices (the "Unit Pricing"); attached hereto and incorporated and based on actual quantities supplied and installed/constructed by the Contractor in accordance with the terms and conditions herein, as determined and certified by the Village or its Engineer.

2. Neither Owner nor Engineer guaranty 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.

3. In addition to the payment request documentation set forth under the Contract, Contractor shall provide the following documentation to the Village and the Engineer:

a. Contractor shall provide monthly invoices to the Village throughout the Project Work. It shall be a condition precedent to the Village obligation to make a monthly progress payment that the Contractor shall have submitted to the Engineer, on or before the first day of the month in which the Contractor is applying for a payment, the following documentation, which shall hereinafter collectively be referred to as the "Contractor's Progress Payment Documents".

(i) An itemized Application of Payment for operations completed in accordance with the schedule of values, supported by such data to substantiate the Contractor's right to payment as the Village and the Engineer may require, such as copies of requisitions from material suppliers, and reflecting a 5% retainage until after final acceptance has been made by the Village. Payment shall be further reduced by such additional amounts that the Village determines for non-conforming work and unsettled claims.

(ii) A general Contractor's Sworn Statement in form customarily used by Chicago Title and Trust Company. ("Contractor's Sworn Statement")

(iii) Current Partial Waivers of Lien from the Contractor and from all subcontractors of every tier and all of the material suppliers that supplied labor and/or material in connection with the Project covering such period.

(iv) All of the Contractor's Progress Payment Documents shall be signed, sworn to and notarized.

(v) Certified Payrolls (defined below)

(vi) Such additional documentation and/or information requested by the Village and /or Engineer relative to said payment.

b. It shall be a condition precedent to any payment required by the Village hereunder, that the Village and the Engineer 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.

c. 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; (2) Certified Payrolls; and (3) such additional documentation and/or information requested by the Village relative to said payment.

d. In the event the Contractor, and or Village and/or Engineer is in receipt of any claim(s) for lien and/or other notice of any claim in connection with the Project, the amount claimed shall be held out from payment for a period of at least 120 days to determine whether said claimant files a lawsuit to foreclose or otherwise adjudicate its lien claim. In the event a lawsuit is in fact filed within the statutory period, the Village, in its sole discretion, may elect to (a) file an interpleader action and/or intervene in the lawsuit and deposit the amount in question with the Clerk of the Court or (b) continue to hold said disputed sum until the lawsuit has been fully adjudicated or settled, or (c) elect to pay said disputed sum to the Contractor after having first received such additional indemnification agreement(s) and surety bond(s) as are acceptable to the Village. In the event the lien claimant fails to file a lawsuit within the applicable statutory period, the Contractor shall either furnish a release or final waiver from said lien claimant or furnish the Village with an indemnification agreement and an additional mechanic's lien bond in form approved by the Village issued by a surety company acceptable to the Village.

e. It shall also be a condition precedent to any payment hereunder that contractor must complete and submit certified payrolls to the Village covering all payouts no less than once a month in strict compliance with the Prevailing Wage Act (820 ILCS 130/01, et seq.) (the "Certified Payrolls"). The Village will not process or release any payments prior to receiving the Certified Payrolls relative to each applicable pay application.

f. Notwithstanding the foregoing, in no event shall the Village's acceptance of the Project Work, Contractor's Payment Request Documentation, Engineer's Certification, and/or the Village's payments to Contractor be deemed a waiver, express or implied, of any warranties and/or guaranties required herein.

B. Non-Discrimination. Contractor shall not discriminate against any worker, employee or applicant for employment because of religion, race, sex, sexual orientation, color, national origin, marital status, or ancestry, age, physical or mental disability unrelated to ability, or an unfavorable discharge from the military service, nor otherwise commit an unfair employment practice.

C. Compliance with Law. 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.

D. Indemnification. To the fullest extent permitted by law, the Contractor shall indemnify, defend and hold harmless the Village of Bartlett, and its officials, officers, employees, agents, consultants, successors and assigns (collectively, the "Indemnified Parties"), against all injuries, deaths, damage to property, loss, damages, claims, suits, liens, lien rights, liabilities, judgments, costs and expenses which may in any way arise directly or indirectly from the Project Work, Repair Work and/or Warranty Work provided hereunder, and/or any acts and/or omissions of or on behalf of the Contractor, its employees, contractors, subcontractors of any tier, suppliers, and/or agents and/or any person and/or entity acting on behalf of any of them and/or anyone directly or indirectly employed by any of them and/or anyone for whose acts and/or omissions any of them may be liable (collectively, "Contractors Agents"); except to the extent caused by the negligence of a party indemnified hereunder. In which case, Contractor shall at its own expense, appear, defend and pay all charges of attorneys and costs and other expenses arising there from or incurred in connection therewith, and if any judgment shall be rendered against the Indemnified Parties or any of them, in any such action, Contractor agrees that any bond or insurance protection required herein, or otherwise provided by Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Indemnified Parties as herein provided. This obligation shall survive the expiration and/or termination of the Agreement. Contractor shall similarly protect, indemnify and hold and save harmless the Indemnified Parties against and from any and all claims, costs, causes, actions and expenses including but not limited to attorney's fees, incurred by reason of Contractor's breach of any of its obligations under, or Contractor's default of, any provision of the Agreement. This obligation shall survive the expiration and /or termination of the Agreement.

E. Binding Obligation and Non-Assignability. Contractor shall not assign the whole or any part of this Agreement without the written consent of the Village. All subcontractors shall be approved by the Village. Any such assignment by Contractor without the Village's written approval shall be null and void.

F. 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.

G. Investigations by Contractor. 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 as defined in the General Conditions 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.

H. Insurance. Contractor shall procure and maintain for the duration of the Project Work, Repair Work and Warranty Work, insurance of the types and in amounts of not less than the coverages listed below. The cost of such insurance is included in the unit pricing set forth in the Contractor's Bid Proposal.

**1. Commercial General and Umbrella Liability Insurance.**

Contractor shall maintain commercial general liability (CGL) insurance with a limit of not less than \$1,000,000 each occurrence and \$2,000,000.00 aggregate.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from: liability arising out of the Project Work, including activities performed by or on behalf of Contractor; premises owned, leased, or used by Contractor; operations; administration of the work; independent contractors; subcontractors; vendors and suppliers; products-completed operations; personal injury and advertising injury; and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

**Any endorsement or policy provision which limits contractual liabilities shall be deleted in its entirety.**

The Village of Bartlett and its, officers, officials, employees, consultants, agents, successors and assigns (collectively, the "Additional Insured"), shall be included as an insured under the Contractors CGL using ISO additional insured endorsement CG 20 10 or substitute providing equivalent coverage, and using additional insured under Contractors commercial umbrella liability and business auto liability coverage's, and also using additional insured endorsement CG 20 37 or substitute providing equivalent coverage with respect to the below required continuing completed operations liability coverage.

These insurance coverages shall apply as primary insurance with respect to any other insurance or self-insurance afforded to the Additional Insured, or any of them, and shall not require exhaustion of any other coverage or tender of any claim or action to any other insurer providing coverage to any of the Additional Insured. The coverage shall contain no special limitations on the scope of protection afforded to the Additional Insured, or any of them.

There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability arising from explosion, collapse or underground property damage.

## **2. Continuing Completed Operations Liability Insurance.**

Contractor shall maintain commercial general liability (CGL) coverage with a limit of not less than \$1,000,000 each occurrence for at least three years following substantial completion of the Project Work.

Continuing CGL insurance shall be written on ISO occurrence form CG 00 01 10 93, or substitute form providing equivalent coverage, and shall, at minimum, cover liability arising from products-completed operations and liability assumed under an insured contract.

Continuing CGL insurance shall have a products-completed operations aggregate of at least two times its each occurrence limit.

## **3. Business Auto Liability Insurance.**

Contractor shall maintain business auto liability insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of "Any Auto" including owned, hired and non-owned autos.

Business auto insurance shall be written on Insurance Services Office (ISO) form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

## **4. Workers Compensation and Employees Liability Insurance.**

Contractor shall maintain workers compensation as required by statute and employers liability insurance. The employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

If the Village of Bartlett has not been included as an insured under the Commercial General Liability, Excess Umbrella Liability Insurance and/or Business Auto Liability coverages required in the Contract, the Contractor waives all rights against the Village, and its officers, officials, employees, consultants, and agents for recovery of damages arising out of or incident to the Project Work.

## **5. Excess Umbrella Liability Insurance Coverage.**

Contractor shall maintain Excess Umbrella Liability Insurance coverage of not less than \$5,000,000 each occurrence and \$5,000,000 aggregate.

## **6. General Insurance Provisions.**

### **a. Evidence of Insurance**

i. Prior to beginning work, Contractor shall furnish the Village with a certificate(s) of insurance and applicable policy endorsement(s), including but not limited to all additional insured endorsements required herein, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

ii. All certificates shall provide for thirty (30) days' written notice to the Village prior to the cancellation or material change of any insurance referred to therein. Written notice to the Village shall be by certified mail, return receipt requested.

iii. Failure of the Village to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of the 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.

iv. The Village shall have the right, but not the obligation, of prohibiting Contractor or any subcontractor of any tier from entering the Project Site(s) until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by the Village.

v. Failure to maintain the required insurance may result in termination of this Contract at the option of the Village.

vi. With respect to insurance maintained after final payment in compliance with a requirement above, an additional certificate(s) evidencing such coverage shall be promptly provided to the Village whenever requested.

vii. Contractor shall provide certified copies of all insurance policies required above within 10 days of the Village's written request for said copies.

**b. Acceptability of Insurers**

Insurance shall be provided by insurance companies licensed to do business in the State of Illinois with a policy holder rating of not less than A and a financial rating of not less than VII in the latest edition of Best Insurance Guide.

**c. Cross-Liability Coverage**

If Contractor's liability policies do not contain the standard ISO separation of insured's provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

**d. Deductibles and Self-Insured Retentions**

Any deductibles or self-insured retentions must be declared to the Village. At the option of the Village, the Contractor may be asked to eliminate such deductibles or self-insured retentions as respects the Village, and each of its respective officers, officials, employees, consultants, and agents are required to procure a bond guaranteeing payment of losses and other related costs, including, but not limited to, investigations, claim administration and defense expenses.

**e. The Village Shall Not Waive Any Rights of Subrogation**

The Village shall not, in any manner, be deemed or intended to have waived any right of subrogation which either the Village and/or its, insurance carrier and/or risk pool provider, risk management agency, and/or insurance company providing excess coverage may have against the Contractor, for any property injury, death, or other damage caused by Contractor, and/or any of its subcontractors of any tier, and/or otherwise arising out of the Project Work.

**f. Failure to Comply with Insurance Reporting Provisions**

All insurance required of the Contractor shall provide that any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Additional Insured, or any of them.

**g. All Insurance Obtained Shall Apply Separately to Each Insured**

All insurance required of the Contractor shall provide that the insurance shall apply separately to each insured against whom a claim is made or suit is brought, except with respect to the limits of the insurer's liability.

**h. Insurance Requirements cannot be Waived**

Under no circumstances shall the Village be deemed to have waived any of the insurance requirements of this Contract by any action or omission, including, but not limited to:

- i. allowing any work to commence by the Contractor before receipt of Certificates of Insurance;
- ii. failing to review any Certificates of Insurance received;
- iii. failing to advise the Contractor that any Certificate of Insurance fails to contain all the required insurance provisions, or is otherwise deficient in any manner; and/or
- iv. issuing any payment without receipt of a sworn certification from the Contractor stating that all the required insurance is in force.

The Contractor agrees that the obligation to provide the insurance required by these documents are solely its responsibility and that this is a requirement which cannot be waived by any conduct, action, inaction or omission by the Village of Bartlett and/or any of the other Additional Insured.

**i. Liability of Contractor is not limited by Purchase of Insurance**

Nothing herein contained in the insurance requirements of the Contract Documents is to be construed as limiting the liability of the Contractor, and/or their respective insurance carriers. The Village and the other Additional Insureds do not, in any way, represent that the coverages or limits of insurance specified

is sufficient or adequate to protect the Additional Insured's, or any of them, the Contractor, or any subcontractor's interest or liabilities, but are merely minimums. Any obligation of the Contractor to purchase insurance shall not, in any way, limit their obligations to the Additional Insured in the event that the Additional Insured, or any of them should suffer an injury or loss in excess of the amount recovered through insurance, or any loss or portion of the loss which is not covered by either the Subcontractor's and/or Contractor's insurance.

**j. Notice of Personal Injury or Property Damage**

Contractor shall notify the Additional Insured, in writing, of any actual or possible claim for personal injury or property damage relating to the work, or of any occurrence which might give rise to such a claim, promptly upon obtaining first knowledge of same.

**k. Subcontractors**

Contractor shall cause each subcontractor employed by Contractor to purchase and maintain insurance of not less than the types and amounts specified above and otherwise in strict compliance with the above insurance requirements including but not limited to the additional insured requirements set forth above. When requested by the Village, Contractor shall furnish copies of certificates of insurance evidencing coverage for each subcontractor and additional insured endorsements as required above.

**l. Performance and Payment Bonds, IDOT Contract Bond or Letter of Credit.**

Prior to commencement of the Project Work, Contractor must submit to the Village: (a) performance and payment bonds or IDOT Contract Bond, each in the amount of **110%** of the Contract Sum, naming the Village of Bartlett as the primary obligee in form acceptable to the Village co-signed by a surety company authorized by the Illinois Department of Insurance to sell and issue sureties in the State of Illinois and approved by the Village. ("Performance and Payment Bonds") or (b) an irrevocable letter of credit in the amount of **110%** of the Contract Sum guarantying Contractors obligations under the Contract Documents issued by a financial institution worth at least \$40,000,000 in assets and a capital to asset ratio of not less than 6% in form acceptable to the Village ("Letter of Credit"), which said Performance and Payment Bonds and/or Letter of Credit shall be conditioned upon proper and faithful performance by the Contractor of the work specified in strict accordance with the Contract Documents and payment of all debts incurred by the Contractor in the execution of the Project Work, including those for labor and materials furnished, including but not limited to payment of prevailing wages as required herein. The cost of said Performance and Payment Bonds and/or Letter of Credit is included in the unit pricing set forth in Contractors Proposal.

J. Prevailing Wages.

Contractor shall pay prevailing wages for the respective County in which the Project Work is being performed, as established by the Illinois Department of Labor for each craft or type of work in accordance with the Illinois Prevailing Wage Act (820 ILCS 130/01, *et seq.*) (the "Act"). The Contractor shall notify immediately in writing all of its subcontractors, of all changes in the schedule of prevailing wages. Contractor shall include in each of its subcontracts a written stipulation that not less than the prevailing rate of wages shall be paid to all laborers, workers, and mechanics performing work under the Contract and shall require each of its sub-subcontractors of every tier to include said stipulation regarding payment of prevailing rate of wages. Any increase in costs to the Contractor due to changes in the prevailing rate of wages or labor law during the term of any contract and/or sub-contract of any tier shall be at the expense of the Contractor and not at the expense of the Village. The Contractor shall be solely responsible to maintain accurate records as required by the prevailing wage statute and 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 for ensuring strict compliance with the requirements of the Act, including but not limited to providing Certified Payrolls to the Village in accordance with the Act and as required herein. Copies of the February 2013 prevailing wage rates for Cook, DuPage, and Kane Counties, Illinois are attached hereto. Notwithstanding the forgoing, said prevailing wage rates are revised by the Illinois Department of Labor (IDOL). Contractor is solely responsible for obtaining and paying the applicable revised prevailing rate of wages for the County in which the work is being performed as determined by the IDOL for the time period in which the work is being performed. Said revised prevailing wage rates are available at IDOL's website: <http://www.state.il.us/agency/idol/rates/rates.HTM>.

K. Default.

In the event of default hereunder, the non-defaulting party shall be entitled to all remedies available at law and/or equity, including reasonable attorney's fees, subject to the limitations set forth in paragraph "L" below.

L. **Limitation on the Owner's 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.**

M. Hazardous Substances.

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 Contractors 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.

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 Contract.

#### N. Delays in Project Work.

Notwithstanding any provision herein to the contrary, the Contractor shall not be entitled to an increase in the Contract 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.

#### O. Change Orders.

(1.) Notwithstanding any provisions herein to the contrary, where proposed changes to the Project Work involve a modification to (i) the Contract Sum; (ii) the Contract Time, or (iii) material changes in the Work (i.e., other than minor field changes), a written Change Order shall be prepared by the Engineer. 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 Contract 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 Contract Sum, Contract 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 Contract Time shall be made by the Village Administrator.

(2.) 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 Engineer, in that said Unit Pricing already reflects Contractor's overhead and profits.

P. 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.

Q. 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, Engineer, nor Consultant 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.

R. Exhibits and Contract Documents.

All Exhibits and Contract Documents referred to therein are expressly incorporated herein and made part hereof.

S. 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 Contract.

T. Severability

If any clause, phrase, provision or portion of this Contract 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 Contract, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

U. No Waiver of Immunities and/or Privileges by the Village of Bartlett.

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.

V. Architectural Barriers Act, American with Disabilities Act, and Illinois Accessibility Code

Contractor shall comply with the Architectural Barrier act of 1968, as amended (42 U.S.C. § 4151, et seq.), the Americans with Disabilities Act of 1990 (ADA), as amended, including but not limited to changes made by the ADA Amendments Act of 2008 (P.L. 110-325), the Illinois Accessibility Code, as amended, and any and all applicable federal, state and local laws pertaining to accessibility with the most stringent requirements controlling.

W. Clean Air Act and Federal Water Pollution Control Act

Contractor shall comply with the Clean Air act of 1970, as amended, the Federal Water Pollution Control Act, as amended, and all Environmental Laws (as defined above) with the most stringent laws controlling.

X. 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 and Illinois Public Act 97-137, with the most stringent and demanding requirements controlling.

Y. 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.

Z. Illinois Human Rights Act.

The Contractor shall comply with all terms and procedures of the Illinois Human Rights Act, (775 ILCS 5 et seq.) and Contractor represents and warrants to the Village as follows:

(1) That it will not discriminate against any employees or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age physical or mental handicap unrelated to ability, or an unfavorable discharge from military service, and further that it will examine all job classifications to determine if minority persons or woman are under-utilized and will take appropriate affirmative action to rectify any such under-utilization.

(2) That, if it hires employees in order to perform this Contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and woman in the areas from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not under-utilized.

(3) That in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin, or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.

(4) 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.

(5) That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.

(6) That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to a certain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.

(7) That it will include verbatim or by reference the provisions of these

clauses in every subcontracting awards under which any portion of the contract 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 Contract, 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.

#### Z-1. Guarantee.

(1) 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 Contract 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.

(2) 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.

#### Z-2 Miscellaneous.

(1.) This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement. Any amendments to this Agreement must be in writing and executed by both Parties.

(2.) Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.

(3.) This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the enforcement of this Agreement and/or litigation between the parties shall be the Circuit Court of DuPage County, Illinois.

(4.) In construing this Agreement, section headings shall be disregarded.

(5.) Time is of the essence of this Agreement and every provision contained herein.

(6.) 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.

(7.) 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.

(8.) In the event of any conflict between the terms and conditions of any of the Contract Documents, and/or this Addendum, the most stringent requirements shall control.

VILLAGE OF BARTLETT:

SCHROEDER & SCHROEDER INC.

By: \_\_\_\_\_  
Kevin Wallace  
Village President

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

Attest:  
By: \_\_\_\_\_  
Lorna Giles, Village Clerk

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

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

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