



Agenda
Village of Glen Ellyn
Special Meeting
Monday, April 7, 2014
6:00 PM
Glen Ellyn Civic Center, Room 301

Village Board Meeting Procedures Statement

Visitors are most welcome to attend all meetings of the Village Board and can find copies of the Agenda on their chairs or online at www.glenellyn.org prior to the meeting. Any individual with a disability requiring a reasonable accommodation in order to participate in a meeting should contact Harold Kolze, Village of Glen Ellyn ADA Coordinator, 630-469-5000, at least five (5) business days in advance of the next scheduled meeting. All matters on the Agenda may be discussed, amended, and acted upon.

A. Call to Order

B. Roll Call

C. Pledge of Allegiance

D. Audience Participation

1. Open:

Members of the public are welcome to speak to any item *not* specifically listed on tonight's agenda for up to three minutes. For those items which are on tonight's agenda, the public will have the opportunity to comment at the time the item is discussed. In either case, please complete the Audience Participation form and turn it in to the Village Clerk. It is requested that, if possible, one spokesman for a group be appointed to present the views of the entire group. Speakers who are recognized are requested to step to a microphone and state their name, address and the group they are representing prior to addressing the Village Board.

E. Sunset Slush Vendor Cart in Central Business District: (Presented by Planning and Development Director Hulseberg) (Trustee Burket)

1. Motion to consider a license agreement with Sunset Slush to allow for a vendor cart to serve Sunset Slush products in the Central Business District.

F. Fire Department (Finance Director Wachtel and Fire Chief Bodony)

1. Fire Services Fund (Finance Director Wachtel)
2. General Fund (Finance Director Wachtel)
 - a. Emergency Medical Services
 - b. Fire Department
3. Volunteer Fire Company Budget (Fire Chief Bodony)
 - a. GEVFC 2014 Operating Budget

G. Recreation Department (Recreation Director Pekarek)

H. Public Works Department (Public Works Director Hansen)

1. Water and Sewer Fund
2. Motor Fuel Tax Fund
3. Parking Fund

I. Administration Department (Administrative Intern Keenan)

1. Solid Waste Fund

J. Finance Department (Finance Director Wachtel)

1. Insurance Fund
2. Police Pension Fund
3. Corporate Reserve Fund
4. Debt Service

K. Revenues (Finance Director Wachtel)

L. Reminders

1. A Special Village Board Workshop is scheduled for Thursday, April 10, 2014 at 6:00PM in Room 301 of the Glen Ellyn Civic Center.
2. A Regular Village Board Meeting is scheduled for Monday, April 14, 2014 at 7:00PM in the Galligan Board Room, with a Special Workshop beginning at 6:00PM in Room 301 of the Glen Ellyn Civic Center.

M. Other Business

- N. Motion to adjourn to Executive Session for the purposes of discussing the appointment, employment, compensation, discipline, performance or dismissal of specific employees and to set the price for sale or lease of property, and adjourning thereafter without returning to open session. (Trustee Clark)**



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/07/14 06:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Agreement
Prepared By: Michele Stegall

SCHEDULED

AGENDA ITEM (ID # 1152)

DOC ID: 1152 A

Motion to consider a license agreement with Sunset Slush to allow for a vendor cart to serve Sunset Slush products in the Central Business District.

Background. At the March 24 meeting, the Village Board discussed a request by Erik Anderson with Sunset Slush to allow a portable Italian ice cart in front of the Citibank building at 444 N. Main Street. After some discussion, this item was tabled and scheduled for further consideration at the April 7 special meeting of the Village Board. Since the March 24 meeting, one email in support of the request has been received (see attached).

There was some discussion at the March 24 meeting about other communities' regulations related to vendor carts and some Trustees suggested that the Village should take a broader look at the issue. There has not historically been a large demand for vendor carts in Glen Ellyn. Therefore, specific regulations for vendor carts are not contained in the Village Code. Instead, Chapter 8 of the Code simply requires approval of a license agreement to allow vendor carts to operate in the public right-of-way. Among other things, the standard license agreement requires that a 5-foot wide area be maintained on the sidewalk free of any obstructions, that trash receptacles be provided and that the applicant maintain liability insurance with the Village being named an additional insured.

The proposed license agreement for Sunset Slush would be valid until December 31 of this year. Therefore, one option would be to approve the proposed license agreement for the 2014 calendar year during which time staff could research potential vendor cart regulations. This would not be unlike the one-year agreement previously entered into for the gelato cart. It would also allow staff time to develop proposed regulations specific to vendor carts and give the Board a chance to consider the issue from a more global perspective without delaying action on the current application. Some of the regulations that staff has found in other Codes that the Board may want to consider as part of a potential vendor cart Ordinance include such things as establishing a maximum number of available licenses, giving preference to existing businesses and establishing a minimum distance from which vendor carts would need to be located from restaurants.

Village Board Action. The Village Board is requested to consider the proposed license agreement for Sunset Slush and make a motion to approve, deny or modify the requested license agreement.

Attachments:

- Email from Kathryn Alcock received March 26, 2014
- Copy of Packet from March 24, 2014 meeting, including:
 - Memorandum from Director Hulseberg for March 24, 2014 meeting
 - License Agreement
 - Site Plan
 - Property Owner Approval (Citibank)
 - City of Elmhurst Survey

▪ City of Wheaton Application

cc: Phil Norton, Police Chief
Meredith Hannah, Economic Development Coordinator
Erik Anderson, President, Sunset Slush

X:\Plandev\PLANNING\PandDproj\Vendor Carts\VB Memo Sunset Slush.doc

ATTACHMENTS:

- Email form Kathryn Alcock (PDF)
- Memorandum from Director Hulseberg for March 24 Meeting (PDF)
- Site Plan (PDF)
- Property Owner Approval (PDF)
- License Agreement (PDF)
- Pushcart Vendor Findings - Glen Ellyn (PDF)
- food vendor requirements - Downtown (PDF)

From: kathryn alcock [mailto:tothetable@sbcglobal.net]
Sent: Wednesday, March 26, 2014 8:26 PM
To: Mark Franz
Cc: Alcock Gary; eanderson4@sbcglobal.net
Subject: Eric Anderson/Sunset Slush

Mr. Franz,

It has recently come to my attention that Eric Anderson has applied for a business license to sell his product, Sunset Slush, in downtown Glen Ellyn and has yet to be approved.

As a business owner in the downtown (Bird on a Wire), I feel that the addition of his new venture would enhance the overall business climate by adding another opportunity for local consumers. I think the idea of a cart vendor in the summer is a fun idea that will draw foot traffic and enhance the hometown feel of Glen Ellyn. Given the fact that there isn't another premium italian ice vendor, this would be one more reason for residents and visitors to come downtown.

I can't imagine how Eric's business would in any way hurt the sales of any businesses. If fact, I think it would be a good compliment to some of the local restaurants. The way I see it, the more business being transacted overall, the better it is for all the retailers.

I highly encourage your organization to approve his license. Mark and his family are Glen Ellyn residents who want to stay in and support the community they live in. I do not want to see him bring his business to Wheaton or another neighboring town because he can't get approved here.

Best regards,

Kathryn Alcock
Bird on a Wire



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 03/24/14 07:30 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Agreement
Prepared By: Staci Hulseberg

SCHEDULED

AGENDA ITEM (ID # 1144)

DOC ID: 1144 B

Motion to consider a license agreement with Sunset Slush to allow for a vendor cart to serve Sunset Slush products in the Central Business District.

Background

Since 1995, the Village Board authorized one or more license agreements to allow temporary equipment and structures on the public sidewalk in the central business district. The agreements have allowed the placement of tables and chairs, a hot dog cart, a gelato cart, and wind enclosures on downtown sidewalks. While a majority of the license agreements have been to allow tables and chairs on the public walks, the Village Board has also allowed 2 vendor carts during this timeframe. The hot dog cart has been permitted for 17 years and a gelato cart was approved for 1 year in 2009.

Issues

Erik Anderson, owner of Sunset Slush, would like to operate a portable cart for the purpose of selling Italian ice in front of the Citibank building at 444 N. Main Street from May 15 to September 15. If approved by the Village Board for this first year, his license agreement would be administratively approved in future years.

Mr. Anderson has submitted a signed license agreement, site plan, certificate of insurance, letter of authorization from the property owner, and other required documentation to allow an Italian ice cart at the northwest corner of Main and Duane Street south of the RR tracks and Prairie Path.

The DuPage County Health Department requires that the inventory be stored in an approved commissary. Mr. Anderson has made arrangements with Olive 'n Vinnie's to store his inventory and cart in their space across the street. The Health Department has approved this arrangement.

Staff has raised some concerns about the location from a safety standpoint, but understands that Mr. Anderson prefers to be on Main Street, has an agreement with Citibank, and could utilize no parking/no standing /crosswalk signs to address these safety issues.

Economic Development

The following information is from Economic Development Coordinator Meredith Hannah who has been working with Mr. Anderson on his request:

Economic Development staff met with Mr. Anderson regarding his new business, Sunset Slush®. The addition of a seasonal Italian ice cart can enhance the vitality of downtown Glen Ellyn by increasing pedestrian traffic in the downtown. As his business is established in the location he has worked out with Citibank, residents and downtown visitors will know it as a destination in the summer evenings as they are out for a stroll or utilizing the bike path.

Sunset Slush® contributes financially to the economic vitality of the downtown through their

Agenda Item (ID # 1144)

Meeting of March 24, 2014

contribution of rent through the sublet agreement Mr. Anderson has established with Olive 'n Vinnie's, 449 Main Street, for overnight storage of his carts and product inventory.

There are currently eight Sunset Slush® shoppes; locations are in North Carolina, South Carolina and Georgia. There are twenty Independent Operators selling Sunset Slush - Classic Italian Ice® throughout the Carolinas, Georgia and Florida. Mr. Anderson will be the first Independent Operator in Illinois. The proposal as outlined by Mr. Anderson is the beginning of what he envisions as a stepping stone to a larger business plan that will include opening a storefront in downtown Glen Ellyn.

In addition, staff has received a survey from the City of Elmhurst regarding carts in downtowns and have come to realize that these are becoming more common in downtowns. From this survey, it appears that communities charge between \$44 and \$500, so the Glen Ellyn fee of \$50 per year, plus \$100 one-time fee maybe somewhat low compared to other communities. Also, attached is the application that the City of Wheaton utilizes for their downtown carts businesses as a comparison. There are obviously some concerns about these businesses compared to existing store-fronts, so the Village Board may want to revisit the overall policy and establish a maximum number of carts doing business in the downtown, but this application is already in the pipeline and meets all of our current requirements. Any fee changes or policy changes could be addressed next year during the license renewal process next year.

Action Requested

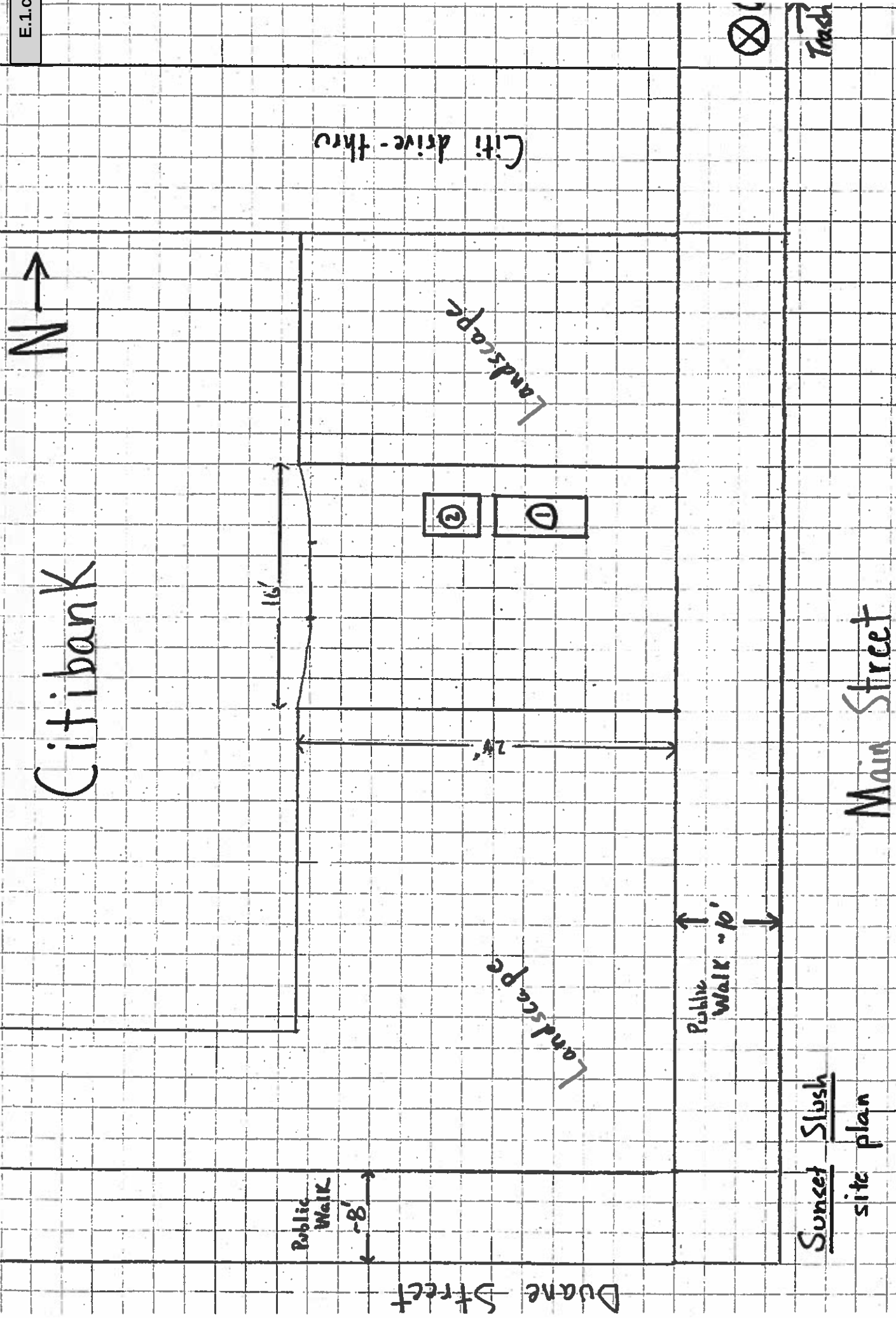
It is requested that the Village Board consider Mr. Anderson's request and make a motion to either approve, deny, or modify the license agreement for a Sunset Slush vendor cart.

Attachments: License Agreement
Site Plan
Property Owner Approval (Citibank)
City of Elmhurst Survey
City of Wheaton Application

cc: Phil Norton, Police Chief
Erik Anderson, President, Sunset Slush

ATTACHMENTS:

- License Agreement (PDF)
- Site Plan (PDF)
- Property Owner Approval (PDF)
- Pushcart Vendor Findings - Glen Ellyn (PDF)
- food vendor requirements - Downtown (PDF)



The sidewalk in front of Citibank is approximately 16' wide by 24' long. Cart #1 would be our regular cart and it is 69 1/4" long by 30 3/4" wide. Cart #2 is a storage cart which is 41 3/4" long by 30 3/4" wide. Cart #2 might be used on a particularly busy day to store additional containers or offer additional flavors. Cart will have a yellow & white umbrella.

Sunset Slush
site plan



444 N. Main St.
Glen Ellyn, IL 60137

January 23, 2014

To Whom It May Concern:

This is to confirm that we have an agreement at this time to allow

Sunset Slush
Eric Anderson

to run a food vendor wagon on our east sidewalk area.

Please let me know if you need anything further.

A handwritten signature in black ink, appearing to read "Russ Stock".

Russ Stock
Branch Manager

LICENSE AGREEMENT

This Agreement, made and entered into as of this ____ day of _____, 2014, effective the ____ day of _____, 2014, by and between the Village of Glen Ellyn ("Licensor") and Eric Anderson, President of KDRE, Inc. ("Licensee") pertaining to the property located in front of 444 N. Main Street, Glen Ellyn, Illinois 60137.

1. **Purpose:** Licensor hereby grants to Licensee, and Licensee hereby accepts, a license to (a) install, maintain and operate for the term hereof, a portable slush machine stand to be located on the sidewalk and the right-of-way in front of 444 N. Main Street, the licensed area, and to (b) maintain a trash receptacle, in accordance with the standards contained below and with the following terms, covenants and conditions. The Licensee will not be allowed to operate where there is competition with a special downtown activity or event that is also offering food service without permission from the Village and event organizer.

2. **Terms:** This Agreement shall expire December 31, 2014 or the date the insurance required hereunder expires, whichever comes first. This Agreement may be renewed only through the action of the Village Board of the Village of Glen Ellyn. Licensee may terminate this Agreement immediately by providing written notice to Licensor. Licensor may terminate this Agreement at any time during the term of this Agreement by notifying Licensee of this intention at least 30 days prior to the termination date.

3. **Rent and License Fee:** For the purposes of this license, no rent will be paid by Licensee to Licensor. A fee of \$50.00 has been paid by Licensee to Licensor for the issuance of this License Agreement.

4. **Permits and Licenses:** (a) Licensee, at its sole effort and expense, shall conform to the Village Code and DuPage County Health Department regulations; (b) Licensee shall present to the Village Cashier's Office an Illinois State Sales Tax Certificate Number and Federal Identification Number; and (c) Licensee shall present a permission letter from the owner of the building to allow the portable slush machine stand on the sidewalk in front of 444 N. Main Street.

5. **Installation of Slush Machine Stand:**

a. **Portable Slush Machine Stand:** Licensee is permitted to locate on the sidewalk portion of the right-of-way in front of the property at 444 N. Main Street daily, 11:00 a.m. to 9:00 p.m. The Village Manager may authorize the Licensee to operate in other locations during the Taste of Glen Ellyn and up to 10 other days for public or community events. Private residential events on private property are permitted without further approval from the Village (e.g.; birthday parties or block parties). Licensee agrees to maintain a minimum of a 5-foot clearance for pedestrians on the public sidewalk. Licensor does not warrant that the location where the Licensee seeks to place its equipment is a Village right-of-way, and this License Agreement contains no warranty of quiet, enjoyment and use. The Licensor intends to transfer only a license with regard to that interest in land which it possesses.

b. **Trash Receptacle:** Licensee shall maintain the trash receptacle located in proximity to the portable slush machine stand in a neat and orderly manner, and the Licensor shall ensure that a garbage hauling firm removes the trash from the receptacle on a regular schedule. However, it shall be the responsibility of Licensee to empty the receptacle more frequently, if necessary. Licensor is the owner of the trash receptacle. If the trash receptacle is full and/or overflowing, Licensor may terminate this agreement with 7 days written notice to Licensee, and the

portable slush machine stand shall immediately be removed from the public sidewalk.

c. **Landscape Planters**: It is expected that all Licensees shall install and maintain a minimum of two planters, planted with flowering annuals and/or perennials, located on or over the public sidewalk adjacent to the property. However, in light of the Licensee's unique location circumstance, the requirement to install the above-referenced planters has been waived. The Licensee has paid a one-time contribution of \$100.00 to Licensors toward Village expenses to beautify the area with publicly supplied landscape planters. No further contributions toward this requirement are expected.

6. **Maintenance**: Licensee shall agree to maintain the licensed area and the nearby sidewalk in a clean, healthy and attractive condition. If Licensee ceases to so maintain the licensed area and the nearby sidewalk, Licensors may require Licensee to pay for additional cleanup costs. Further, Licensors may, upon notice as set forth below, terminate this agreement and require the permanent removal of the slush machine stand from the licensed area in advance of the expiration date of this Agreement.

7. **Removal**: Upon the expiration or the termination of this License, Licensee shall not place the portable slush machine stand on the public right-of-way. Further, each day, no later than one half-hour following the close of business in front of 444 N. Main Street, Licensee shall remove the portable slush machine stand from the public right-of-way.

8. **Termination**: If Licensee fails in any respect to perform any agreement, covenant or obligation in this License, then and in such event, Licensors, after providing at least 7 days written notice to Licensee, may terminate this License Agreement or may cure such failure or default, on behalf of and at the expense of Licensee.

9. **Notice**: Notice hereunder shall be in writing and effected either by personal delivery or by depositing the same in an official U.S. mail receptacle as certified mail, return receipt requested, postage paid, addressed to:

If to Licensors:
Village Manager
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

If to Licensee:
Eric Anderson, President KDRE, Inc.
Sunset Slush
654 Euclid Avenue
Glen Ellyn, IL 60137

or to such other address as either party may from time to time designate. Any notice given under this Agreement shall be in writing and deemed received when personally delivered or, if mailed, three days after placing same in an official U.S. mail receptacle.

10. **Assignment**: Licensee may not assign or transfer this License without prior written consent of Licensors. Any attempted assignment or transfer in violation of this paragraph shall be void and confer no rights upon any third person.

11. **Defend and Hold Harmless**: Licensee shall be required to hold harmless Licensors, its officers, employees and independent contractors from any claim or demand or damage to property or injury including death to persons which arise out of in any way the exercise by Licensee of its rights under this License. Licensee shall be required to pay for the cost of defense and hold harmless Licensors, its officers, employees and independent contractors against any judgment and to pay any

settlement arising out of such claim or demand, including but not limited to, the full costs of the defense of Licensor, its employees, officers and independent contractors through the employment of experts approved by the parties defended, provided, however, that such approval shall not be unreasonably withheld.

12. **Liability Insurance:** Licensee shall purchase and maintain comprehensive general liability insurance of \$2,000,000 each occurrence, providing occurrence coverage for Licensee from claims for damages because of bodily injury, death of any person, or property damage resulting from the use of the public right-of-way. Licensor shall be named, by endorsement, as an additional insured on the policy. The policy of insurance and certificates thereof shall contain provision or endorsement that the coverage reported will not be canceled, materially changed, or renewal refused, until at least 30 days prior written notice shall be given by certified mail to the insured and Licensor. Licensee shall deliver a duplicate of the policy or certificate of insurance acceptable to Licensor prior to the execution of this Agreement by the Village Board.

13. **Miscellaneous:**

a. This Agreement constitutes the entire understanding of the parties and supersedes any prior written or oral negotiations or understandings.

b. It is the intention of the parties hereto that this License shall be construed and enforced in accordance with the laws of the State of Illinois.

c. If any provision of this License is held invalid or unenforceable, the remainder of this License shall not be affected thereby, and each other provision of this License shall be valid and enforceable to the fullest extent permitted by law.

d. Licensee shall pay any expenses incurred by Licensor in defending the validity of its right to enter into a License Agreement for the use of sidewalk premises by a private party.

DATED as of the date first set forth above.

LICENSOR:

Village Manager
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, Illinois 60137

By: _____

Name: _____

Title: _____

LICENSEE:

Eric Anderson, President, KDRE, Inc.
Sunset Slush
654 Euclid Avenue
Glen Ellyn, IL 61037

By: Eric D. Anderson

Name: Eric D. Anderson

Title: President

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Pushcart Food Vendor Policies in Other Municipalities

E.1.f

Municipality	Allowed?	Definition	Regulations	Fees
Addison	No	N/A	N/A	N/A
Bensenville	Yes	None	Completion of DuPage County Health Inspection Report	\$100/vehicle/year
Bloomingtondale	Yes	None	Require copy of Health Department Approval	\$44/cart
Downers Grove	No	N/A	N/A	N/A
Elmhurst	Yes	Any nonmotorized wheeled vehicle that may be moved by one person and which is used for displaying, keeping or storing food with the exception that persons with disabilities may use a motorized system to propel the cart solely for the purpose of moving such cart to and from the identified vending location.	See Chapter 31, Article IX, Section 134 of the Elmhurst Municipal Code: http://library.municode.com/HTML/16342/level2/CH31BULIRERE_ARTXIFOES.html#CH31BULIRERE_ARTXIFOES_31.134PUFOVE	\$500/year -or- portion thereof
Evanston	Yes	MOBILE FOOD VENDOR PERMIT - Pushcarts or hold/cold holding vehicles (ready-to-eat food is pre-packaged) MOBILE FOOD VEHICLE VENDOR LICENSE - Commercially-manufactured, motorized mobile food units (ready-to-eat food is cooked, wrapped, packaged, processed, or portioned).	Requirements found at: http://www.cityofevanston.org/business/permits-licenses/mobile-food-vendor/	\$500/year license fee (250 if after July 1) -PLUS- \$269/vehicle/year (pre-packaged foods) -OR- \$470/vehicle/year (non-prepackaged foods)
LaGrange	No	N/A	Pushcart vendors not allowed, but food sales from trucks are permitted	N/A
Naperville	Yes	Any person who travels within the City of Naperville, by foot, vehicle or by other conveyance, selling or offering for sale any commodity, article, service or foodstuff, and rendering immediate delivery.	All regulations can be found at: http://library.municode.com/HTML/14853/level2/TIT3BULIRE_CH7PESO.html#TOPTITLE	\$100/year/company + \$20 app. fee -OR- \$275/company/year + \$20 app. fee (in downtown)
Oak Park	Yes	Any food service establishment capable of being readily moved from location to location; one without a fixed location.	N/A	\$96/mobile food unit \$48/ pushcart
Streamwood	No	N/A	N/A	N/A
Warrenville	No	N/A	N/A	N/A
Westmont	Yes	To sell or to peddle any food or beverage for human consumption from any vehicle, including motor and nonmotorized vehicles or otherwise, in or about the village.	1) The area of operation per permittee shall not exceed the equivalent of one assigned parking area or space 2) The vehicle and vehicle operator must be licensed by the state for operation of the vehicle. 3) The permittee must be certified and in compliance with all the rules and regulations of the county department of health. 4) Completion of a "Hold Harmless" agreement 5) Other regulations can be found at http://library.municode.com/HTML/10155/level4/COOR_CH46HESA_ARTIIFOFOHA_DIV5STFOVE.html#TOPTITLE	\$200/year
Wooddale	No	N/A	N/A	N/A

Attachment: Pushcart Vendor Findings - Glen Ellyn (1152 : Continued Consideration of License

City of Wheaton Food Vendor Requirements – Downtown

Per Section 26-6 of the Wheaton City Code, all applicants who intend to sell food or beverages from a cart or nonmotorized trailer on a public sidewalk within the Downtown must submit the following:

- Completed Application for a Business License
- Certificate of insurance, subject to the reasonable approval of the city attorney, naming the City of Wheaton as an additional insured for the term of the license and including a liability insurance policy of not less than \$2,000,000 per occurrence.
- Signed indemnification statement on a form provided by the city.

Sec. 26-6. From carts along public sidewalks.

No person conducting a business from a cart or nonmotorized trailer on a public sidewalk within the city shall sell any food or beverage from such cart or trailer except under the following conditions:

- (1) The cart shall not be located less than 100 feet from a restaurant licensed by the city or another food cart or trailer licensed by the city.
- (2) No person conducting business from a cart may sell any food or beverage from a road, street or highway or while the cart is attached to a motorized vehicle.
- (3) Carts must be equipped with appropriate litter containers for use by the customers of the business.
- (4) Carts shall not be placed within 15 feet of any fire hydrant, emergency facility, or intersecting driveway, street or alley.
- (5) Carts shall not be placed where the width of the paved area for pedestrian passage is reduced to less than five feet.
- (6) A valid city license must be displayed on the cart.
- (7) Operation of carts shall only be in the central business district, which shall be defined as the area from West Street to Washington Street and Seminary Avenue to Illinois Street.
- (8) For the purpose of this section, a cart or nonmotorized trailer shall be no larger than 72 inches high, 60 inches wide, and 72 inches long. Carts and trailers shall be self-contained and require no external power source.

(9) Said business shall provide a certificate of insurance, subject to the reasonable approval of the city attorney, naming the City of Wheaton as an additional insured for the term of the license and including a liability insurance policy of not less than \$2,000,000 per occurrence.

(10) Said business shall provide a signed indemnification statement on a form provided by the city.

(Code 1968, § 15-29; Ord. No. F-1417, § 2, 2-17-09)



City of Wheaton, Illinois

Finance Department
 303 W. Wesley Street
 P.O. Box 727
 Wheaton, IL 60189-0727
 630-260-2000; fax 630-260-2038

www.wheaton.il.us

Business License Application Form

Please choose one: ☐ New Business Application ☐ Renewal Application

Business Legal Name: _____

Doing business as (DBA) or trade name (if different from above): _____

Federal Employer Identification Number (FEIN) or Taxpayer Identification Number (TIN): _____

Illinois Business Tax (IBT) Number: _____ Date your business opened in Wheaton? _____

How many employees at your Wheaton location? _____

Type of Business Ownership: ☐ Sole Proprietorship ☐ Corporation ☐ Partnership ☐ Other _____

Identify Owners, Officers, or Partners:

Name: _____ Title: _____ Phone: _____

Name: _____ Title: _____ Phone: _____

Name: _____ Title: _____ Phone: _____

Name: _____ Title: _____ Phone: _____

Briefly Describe Your Business Type or Activity: _____

Local Business Information:

Business Location Address: _____

Business Contact Name: _____ Contact Name Title: _____

Business Phone: _____

Billing Information (If different than Business Location Address):

Billing Name: _____

Billing Address (City, State, ZIP): _____

Billing Contact Name: _____

Billing Contact Phone: _____

Business License Mailed to: ☐ Business Location Address ☐ Billing Address ☐ Other: _____

License Fee Calculation

Description	Quantity	Fee Amount	Extended Amount
Amusement and Entertainments:			
Bowling Alley, per bowling lane		\$ 15.00	
Jukeboxes or other musical devices, per machine		\$ 25.00	
Coin-operated games, per machine		\$ 75.00	
Movie Theaters		\$ 200.00	
Food and Drink Dealers***:			
Bakeries		\$ 25.00	
Catering services and establishments		\$ 25.00	
Confectionery stores		\$ 25.00	
Delicatessens		\$ 25.00	
Grocery stores		\$ 50.00	
Ice cream stores or parlors		\$ 25.00	
Meat dealers and meat markets		\$ 25.00	
Milk and milk products:			
a. Dealer		\$ 10.00	
b. For each vehicle used in delivery or sale		\$ 5.00	
Food dealers (operating from carts or non-motorized trailers):			
a. With commissary licensed in the City		\$ 25.00	
b. With commissary licensed outside the City		\$ 50.00	
Food vending machines, coin-operated, per machine		\$ 10.00	
Food dealers – Other/Miscellaneous		\$ 25.00	
Restaurants:			
a. Seating capacity of not more than 50 persons		\$ 25.00	
b. Seating capacity in excess of 50 persons		\$ 50.00	
Hotel, motel, inn		\$ 100.00	
Laundries, self-service, coin-operated		\$ 25.00	
Other:			
		TOTAL AMOUNT	

*****Food and Drink Dealers must provide copy of certification from the DuPage County Health Department*****

Please make check payable to the "City of Wheaton". Send application and fee amount to:
City of Wheaton
Finance Department
P.O. Box 727
Wheaton, IL 60189-0727

Applicant Signature: _____ Date: _____

Finance Department Use Only					
Date Received	Date Paid	License Number	Date License Mailed	A/R Account Number	Entered Account In A/R System (Initial & Date)



City of Wheaton, Illinois

Wheaton City Hall
303 W. Wesley St., Box 727
Wheaton, IL 60187-0727

www.wheaton.il.us

INDEMNIFICATION STATEMENT

I,

_____ representing _____

_____ as its _____ agree to hold harmless and indemnify the City, its directors, officers, employees and agents, from and against any and all liabilities, losses, claims, demands, damages, fines, penalties, costs, and expenses, including but not limited to, reasonable attorney's fees and costs of litigation, and all causes of action of any kind of character resulting from my use of the public sidewalk as a café.

I certify that I have read and understand the rules of Section 26-6, From Carts along Public Sidewalk.

Signature_____
Date



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 04/07/14 06:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Budget
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1153)

DOC ID: 1153

GEVFC 2014 Operating Budget

ATTACHMENTS:

- GEVFC 2014 Operating Budget (PDF)

Glen Ellyn Volunteer Fire Company
2014 Operating Budget
15-Feb-14

	2013-14 Final	Full Year 2014-15	Partial 2014
Revenues		\$ 477,300	\$ 308,000
Village Funding	\$ 105,000	\$ -	\$ -
Donations	\$ 230,000	\$ -	\$ -
Water Billings	\$ 60,000	\$ 30,000	\$ 22,500
Fire Inspections	\$ 30,000	\$ 6,000	\$ 4,000
Impact Fees	\$ 6,000	\$ 500	\$ 300
Interest	\$ 500	\$ 35,000	\$ 35,000
Foreign Fire Tax	\$ 35,000	\$ 5,600	\$ 3,700
Other	\$ 5,600	\$ 554,400	\$ 373,500
Total Revenue	\$ 492,100		
Expenses		\$ 230,000	\$ 154,000
Salaries	\$ 220,000	\$ 16,000	\$ 11,000
Fire Prevention Bureau	\$ 16,000	\$ 1,300	\$ 1,300
Officers Expense	\$ 1,300	\$ 10,000	\$ 7,000
Death Benefit	\$ 10,000	\$ 12,000	\$ 6,000
Auditing	\$ 10,100	\$ 500	\$ 300
Banking Services	\$ 500	\$ 5,000	\$ 3,400
Dues & Membership	\$ 4,000	\$ 30,000	\$ 19,500
Health & Wellness	\$ 13,000	\$ 28,600	\$ 19,100
Insurance	\$ 28,600	\$ -	\$ -
Fund Drive	\$ 9,000	\$ 3,000	\$ 2,000
Market/Public Relations	\$ 1,500	\$ 1,500	\$ 1,000
Historical	\$ 1,500	\$ 10,000	\$ 7,000
Website/Technology	\$ 5,500	\$ 50,000	\$ 34,000
Drill, Training & Education	\$ 23,500	\$ 1,500	\$ 1,500
Fire Prevention	\$ 1,500	\$ 12,000	\$ 10,000
M&R Airpacks	\$ 7,500	\$ 5,000	\$ 3,500
M&R Equipment	\$ 5,000	\$ 3,750	\$ 2,500
M&R Pagers/Radios	\$ 3,750	\$ 6,000	\$ 4,000
Building/Grounds	\$ 6,000	\$ 1,350	\$ 900
Service & Rider: Awards	\$ 1,350	\$ 12,000	\$ 8,000
Service & Rider: Recreator	\$ 10,400	\$ 10,000	\$ 7,000
Service & Rider: House	\$ 10,000	\$ 9,400	\$ 6,300
Cellular	\$ 9,400	\$ 2,500	\$ 2,000
Telephone/Long Distance	\$ 2,500	\$ 5,000	\$ 3,400
Office Supplies	\$ 3,500	\$ 3,000	\$ 2,000
Operating Supplies	\$ 3,000	\$ 3,000	\$ 2,000
Hose & Appliances	\$ 3,000	\$ 60,000	\$ 40,000
Personal Equipment	\$ 40,000	\$ 2,000	\$ 1,300
Scuba	\$ 1,500	\$ -	\$ -
Unallocated	\$ 19,200	\$ 20,000	\$ 13,500
Loose Equipment	\$ 20,000	\$ 554,400	\$ 373,500
Total Expense	\$ 492,100		
Net	\$ -	\$ -	\$ (0)

GEVFD	
Description of Expenses	
Salaries - Includes all the payroll costs of the chief/administrator and the day engine. This does not include our Fire inspection labor. Also included is any administrator benefits.	
Fire Prevention Bureau - Labor costs associated with fire inspections	
Officers Expense - Payment of stipend to Chief, Financial secretary, Recording secretary, and Treasurer.	
Death Benefit - Costs associated with the GEVFD Pension including actuary and investment costs. Also, if there is a need to add additional funds to our plan.	
Auditing - Annual audit and tax returns	
Banking Services - usually during fund drive when we have excessive transactions	
Dues/Membership - Various Fire department memberships	
Health & Wellness - Annual physical, probationary physicals, FF follow-ups	
Insurance - Life insurance policy and AD&D. Also includes the program for hospital bound FF's.	
Fund Drive - Expenses associated with our annual fund drive including production, mailing, postage, and sticker.	
Market/Public Relations - Helmets and coloring books used in the Taste and Open House.	
Historical - New committee, cost to archive photos, creation of a GEVFC participation wall hanging	
Website/Technology - FireHouse software license, PC replacement	
Drill, training, & Education - Costs include outside classes, Paramedic school, EMT school and FDIC. Also includes any expenses associated with our weekly Sunday and Monday drills.	
Fire Prevention - Costs associated with Fire Prevention week.	
M&R Airpaks - Annual maintenance of airpaks and masks including any replacement.	

M&R Equipment - Regular maintenance associated with our Air cascades, chain saws, meters, etc.

M&R Pagers/ Radios - Regular maintenance on FF pages, along with the radios on the rigs.

Building Grounds - Station expenses including cable, holiday trimming, any replacement of furniture.

Service & Rider House - Costs of providing meal with our monthly meeting, water, and some light snacks.

Service & Rider Recreation - Costs of Annual party, retirement party, Pumpkin carving, and Golf outing.

Service & Rider Awards - Retirement plaque and 15 year anniversary ring

Cellular - Cellular and Data costs for phones/modems to the chiefs and on the rigs.

Telephone/Long distance - Office telephone

Office supplies - Paper, cartridges, general office supplies

Operating Supplies - Purchase of small items like screws, bolts, duct tape, batteries etc.

Hose & Appliances - Purchase of any hose or nozzles which need replacement.

Personal Equipment - Purchase of bunker gear, helmets, boots, t-shirts. Also funds our voucher program where firefighters earn based on their call numbers. Money is used for either additional gear not furnished by the fire department of GE gift certificates.

Scuba - With the closure of our scuba team, this line represents any expenses with our water rescue team.

Loose Equipment - Purchase of any tools which are put on the rigs. This includes the thermal imaging cameras we just bought along with replacement chain saws, and Hurst tools.

Unallocated - Unbudgeted expense items

Glen Ellyn Volunteer Fire
2014 Capital Budget
2/15/2014

Chief Vehicle	\$	50,000
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