



Agenda
Village of Glen Ellyn
Regular Village Board Meeting
Monday, February 14, 2022
7:00 PM
Glen Ellyn Civic Center, Galligan Board Room
Via Teleconference / Zoom Only

Meeting Procedures Statement

This meeting will be conducted by audio and video conference as well as broadcasted on cable and streamed online without a physically present quorum of the Village Board because of a disaster declaration related to COVID-19 and public health concerns affecting the Village of Glen Ellyn. The Illinois General Assembly passed Senate Bill 2135 on May 23, 2020, which was signed by the Governor on June 12, 2020. Senate Bill 2135 (now Public Act 101-0640) amends the Open Meetings Act and allows the Village Board to participate electronically in Board meetings when it is not feasible due to a disaster such as COVID-19. The Village has determined that an in-person meeting at the Civic Center is not practical or prudent because of the disaster. The Village Manager and Village Clerk will be in attendance at the Civic Center in compliance with the Act.

To participate in this meeting at the appointed date and time, please visit the following link:
<https://us02web.zoom.us/j/87619647237?pwd=T0tKdEg0djNBmMxHVnExVmJRSTdndz09>
Passcode: 014385

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592 or +1 253 215 8782 or +1 346
248 7799 or +1 669 900 9128

Webinar ID: 876 1964 7237

Passcode: 014385

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Roll Call**
- D. Audience Participation**

1) Open:

The Illinois General Assembly passed Senate Bill 2135 on May 23, 2020, which was signed by the Governor on June 12, 2020. Senate Bill 2135 (now Public Act 101-0640) amends the Open Meetings Act and allows the Village Board to participate electronically in Board meetings when it is not feasible due to a disaster such as COVID-19. To participate in this meeting at the appointed date and time, please visit:

<https://us02web.zoom.us/j/87619647237?pwd=T0tKdEg0djNBmMxHVnExVmJRSTdndz09>

In lieu of participating in the electronic meeting, the public may also complete a public comment form which will be read into the record during the meeting. This form can be found at www.glenellyn.org/publiccomment. Members of the public are welcome to speak or submit public comment forms on any item not specifically listed on tonight's agenda for up to (3) three minutes. For those items which are on tonight's agenda, the public may speak up to (3)

three minutes on those items or may submit public comment forms which will be read into the record during that agenda item.

E. Consent Agenda - The following items are considered routine business by the Village Board and will be approved in a single vote in the form listed below:

Motion to approve the following items including Payroll and Vouchers totaling \$5,177,337.85. These agenda items have been reviewed by the Management Team & Village Attorney and are consistent with the Village's purchasing policy. (Trustee Thompson)

- 1) Total Expenditures (Payroll and Vouchers) - \$5,177,337.85
- 2) June 21, 2021 Special Village Board Meeting Minutes
- 3) August 30, 2021 Special Village Board Workshop Minutes
- 4) January 18, 2022 Village Board Workshop Minutes
- 5) Motion to Approve President Senak's Appointment of Sumaiya Syed to the Community Relations Commission for a term to expire on July 31, 2022 (Assistant Village Manager Rodman)
- 6) Motion to Approve President Senak's Appointment of Connie Arango to the Plan Commission for a term to expire on July 31, 2024 (Community Development Director Springer)
- 7) Ordinance No. 6938, An Ordinance Amending the Budget of the Village of Glen Ellyn for the Fiscal Year Ending December 31, 2022 to Provide Funds for Prior Year Projects, Encumbrances and Capital Improvements (Assistant Finance Director Brankin)
- 8) Resolution No. 22-02, A Resolution Designating An Authorized Agent to the Illinois Municipal Retirement Fund (Assistant Finance Director Brankin)
- 9) Ordinance No. 6939, An Ordinance Amending Ordinance No. 6860 to Vacate the October 9, 1961, Resolution Dedicating a Public Street on the Two Village Owned Lots (Village Attorney Mathews)
- 10) Ordinance No. 6940, An Ordinance Granting Approval of a Special Use Permit to Allow a Real Estate Office at 515 Crescent Boulevard (Community Development Director Springer)
- 11) Ordinance No. 6941 - VC, An Ordinance to Amend Sections of Title 1 and Title 2 of the Village Code of the Village of Glen Ellyn to Establish an Architectural Appearance Commission (Community Development Director Springer)

F. Central Business District (CBD) Streetscape and Utility Improvements Phase I Construction Contracts (Presented by Professional Engineer Daubert) (Trustee Payne)

- 1) Motion to authorize the Village Manager to execute a construction contract for the CBD Streetscape and Utility Improvements – Phase 1 to A Lamp Concrete Contractors, Inc. of Schaumburg, Illinois in the amount of \$5,704,293.37
- 2) Motion to authorize the Village Manager to execute a construction engineering services agreement for the project to Bollinger Lach & Associates (BLA) of Itasca, Illinois in the not-to-exceed amount of \$445,302.00
- 3) Motion to authorize the Village Manager to execute a project communication and

outreach services agreement for the project to MUSE Community + Design of Chicago, Illinois in the not-to-exceed amount of \$22,575.00

- 4) Motion to approve the purchase of 20 decorative, cast aluminum Litter Receptacles, Model 102 from Canterbury Designs of Huntington Park, California in the amount of \$43,209.00
- 5) Motion to approve the purchase of 30 Classic Series Contoured Bench, 6 ft and 4ft in length from Victor Stanley of Dunkirk, Maryland in the amount of \$53,882.00
- 6) Motion to approve the purchase of 42 DuMor Model 290 Loop Bike Racks, Model 102 from Nutoys Leisure Products of LaGrange, Illinois in the amount of \$9,620.00
- 7) Motion to approve the purchase of shade trees from Kaneville Tree Farms, Inc of Kaneville, Illinois in the amount of \$30,868.00
- 8) Motion to approve the purchase of shade trees from Spring Grove Nursery Inc. of Mazon, Illinois in the amount of \$13,381.00
- 9) Motion to approve the purchase of shade trees from Hinsdale Nursery of Willowbrook, Illinois in the amount of \$4,402.00
- 10) Motion to authorize the Village Manager to execute a License Agreement for storm sewer improvements within Union Pacific Railroad Company Right-of-Way, in the amount of \$6,000.00

G. Roosevelt Road Hotels Site (Presented by Assistant Village Manager Rodman) (Trustee Thompson)

- 1) Motion to Authorize the Village Manager to Execute an Amendment to a Contract for Developer Recruitment Services for the Roosevelt Road Hotel Properties with Kon Savory Consulting Group, in the Amount of \$8,250.00, to be Expensed to the Roosevelt Road TIF Fund
- 2) Motion to Approve Resolution 22-03 to Establish a Roosevelt Road/Taft Avenue Hotel Site Ad Hoc Work Group

H. Reminders

- 1) There is a Village Board Workshop on Tuesday, February 22, at 7:00 PM.
- 2) There is a Village Board Meeting on Monday, February 28, at 7:00 PM.

I. Other Business

J. Adjourn

**Approval of Vouchers
For the Village Board Meeting on February 14, 2022**

EXPENDITURES:

Accounts Payable Warrant 0122-3	\$	630,546.95
Accounts Payable Warrant 0122-4	\$	3,503,513.16
Accounts Payable Warrant 0122-5	\$	52,072.92
Accounts Payable Warrant 0222-1	\$	355,930.16

Sub-Total	\$	4,542,063.19
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Warrant Total \$ 4,542,063.19

PAYROLL EXPENDITURES

January 28, 2022

Total ACH+live checks **Net Employee Payroll Checks** \$ 400,848.70

Employee & Employer Payroll Deductions:

Net of DD Employee Deductions*	\$	184,392.83
2300-2305 IMRF - Employer contribution	\$	20,582.36
1000-1100 Social Security/Medicare Tax Withheld - Employer portion	\$	29,450.77

Total Payroll **\$ 635,274.66**

\$ 635,274.66

GRAND TOTAL \$ 5,177,337.85

* Employee deductions include contributions for pensions, health insurance, union dues and other employee directed deductions such as tax withholdings, 457 & 125 plan contributions and supplemental life insurance.

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
2 3M COMPANY												
9414290728		01/05/2022		0122-4	247861	655.66	655.66	01/28/2022	INV	PD	SIGN	FABRICATION SUPPL
CHECK DATE:	01/28/2022											
9414443539		01/13/2022		0122-4	247861	513.38	513.38	01/28/2022	INV	PD	SIGN	FABRICATION - STR
CHECK DATE:	01/28/2022											
						1,169.04						
2021 A-RELIABLE PRINTING												
24537		01/14/2022		0122-4	247862	380.00	380.00	01/28/2022	INV	PD	INSPECTION	REPORTS
CHECK DATE:	01/28/2022											
24536		01/14/2022		0122-4	247862	248.00	248.00	01/28/2022	INV	PD	BUILDING &	ZONING INSP
CHECK DATE:	01/28/2022											
						628.00						
11380 RADIOTRONICS, INC												
280063		01/19/2022		0122-3	247769	168.00	168.00	01/19/2022	INV	PD	ANNUAL SERVICE	PREMIUM
CHECK DATE:	01/21/2022											
10753 ADVANCED TURF SOLUTIONS												
S0982436.1		01/19/2022		0122-4	247863	1,880.78	1,880.78	01/19/2022	INV	PD	GOLF COURSE	ACCESSORIE
CHECK DATE:	01/28/2022											
S0973582.2		11/18/2021		0122-4	247863	2,803.30	2,803.30	01/28/2022	INV	PD	FERTILIZERS	FOR LINKS
CHECK DATE:	01/28/2022											
						4,684.08						
12710 AEP ENERGY												
3017258047 0122		01/07/2022		0122-4	247864	291.23	291.23	01/28/2022	INV	PD	3017258047	0122
CHECK DATE:	01/28/2022											
3017258070 0122		01/07/2022		0122-4	247865	15,026.58	15,026.58	01/28/2022	INV	PD	3017258070	0122
CHECK DATE:	01/28/2022											
						15,317.81						
10229 ACCOUNTING PRINCIPALS												
12231413		01/02/2022		0122-3	247770	840.00	840.00	01/14/2022	INV	PD	TEMPORARY	STAFFING
CHECK DATE:	01/21/2022											
12241417		01/09/2022		0122-4	247866	1,400.00	1,400.00	01/28/2022	INV	PD	TEMPORARY	STAFFING - D
CHECK DATE:	01/28/2022											
12251186		01/16/2022		0122-4	247866	1,198.75	1,198.75	01/28/2022	INV	PD	TEMPORARY	STAFFING - D
CHECK DATE:	01/28/2022											
12263685		01/23/2022		0222-1	247957	1,120.00	1,120.00	02/04/2022	INV	PD	TEMPORARY	STAFFING - A
CHECK DATE:	02/07/2022											
						4,558.75						
4382 ALBERTSONS												
20.0015		01/10/2022		0122-4	247867	742.70	742.70	01/28/2022	INV	PD	ESCROW 20.0015	REFUND
CHECK DATE:	01/28/2022											

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
10559 ALLIED GARAGE DOOR INC												
183665		12/16/2021		0122-4	247868	354.00		354.00	01/28/2022	INV	PD	MAINTENANCE SERVICE
CHECK DATE:	01/28/2022											
185821		12/31/2021		0222-1	247958	1,134.08		1,134.08	02/04/2022	INV	PD	EMERGENCY SERVICES FOR
CHECK DATE:	02/07/2022											
						1,488.08						
12567 AMAZON.COM SALES, INC.												
19GJ-MTP9-YPYH		01/09/2022		0122-4	247869	78.12		78.12	01/28/2022	INV	PD	OPERATING SUPPLIES - P
CHECK DATE:	01/28/2022											
19GJ-MTP9-R6L9		01/09/2022		0122-4	247869	25.73		25.73	01/28/2022	INV	PD	OPERATING SUPPLIES- TE
CHECK DATE:	01/28/2022											
1YJW-WMYH-HQ4T		01/14/2022		0122-4	247869	51.46		51.46	01/28/2022	INV	PD	TEMP SENSORS
CHECK DATE:	01/28/2022											
						155.31						
51 ANCEL, GLINK, P.C.												
3146324 0122		01/11/2022		0122-3	247771	3,046.37		3,046.37	01/21/2022	INV	PD	ESCROW 18.0010A AND OU
CHECK DATE:	01/21/2022											
52 SOUTH WEST INDUSTRIES INC												
INV-51433-F9P2		12/28/2021		0122-3	247772	835.00		835.00	01/14/2022	INV	PD	ANNUAL TESTING
CHECK DATE:	01/21/2022											
INV-51823-T5F0		01/01/2022		0122-4	247870	217.00		217.00	01/28/2022	INV	PD	MONTHLY MAINTENANCE JA
CHECK DATE:	01/28/2022											
						1,052.00						
10850 ANGELO GELATO ITALIANO, INC												
173100		01/19/2022		0122-4	247871	75.00		75.00	01/19/2022	INV	PD	FOOD - RESALE
CHECK DATE:	01/28/2022											
2959 APWA CHICAGO METRO CHAPTER C/O												
02222022		02/02/2022		0222-1	247959	725.00		725.00	02/04/2022	INV	PD	IPSI-REED CHANDLER
CHECK DATE:	02/07/2022											
12749 AQUA TERRA CANADA, INC.												
2021-118		10/12/2021		0122-3	247773	4,492.80		4,492.80	01/21/2022	INV	PD	OPERATING SUPPLIES
CHECK DATE:	01/21/2022											
58 ARMBRUST PLUMBING, HEATING, & AIR, INC.												
30268947		12/23/2021		0122-3	247774	309.00		309.00	01/14/2022	INV	PD	SERVICE CALL
CHECK DATE:	01/21/2022											
26350739		10/14/2021		0222-1	247960	210.00		210.00	11/05/2021	INV	PD	PROFESSIONAL SERVICES
CHECK DATE:	02/07/2022											
26585766		10/27/2021		0222-1	247960	945.00		945.00	11/05/2021	INV	PD	REPAIR BACKFLOW FOR SP
CHECK DATE:	02/07/2022											

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VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
65 AT&T						1,464.00						
630Z99013101 0122		01/16/2022		0222-1	247961	63.68	63.68	02/04/2022	INV	PD		630Z99013101 0122
CHECK DATE: 02/07/2022												
11006 MIDWEST MOBILE WATERJET LLC												
5586		12/28/2021		0122-3	247775	970.90	970.90	01/21/2022	INV	PD		OPERATING SUPPLIES
CHECK DATE: 01/21/2022												
11280 B&B HOLIDAY DECORATING, LLC												
1708	20210055	01/17/2022		0122-4	247872	26,108.25	26,108.25	01/28/2022	INV	PD		HOLIDAY DECORATIONS
CHECK DATE: 01/28/2022												
12557 BADGER FARMS INC												
783457		01/18/2022		0122-4	247873	29.81	29.81	01/18/2022	INV	PD		SUPPLIES
CHECK DATE: 01/28/2022												
784048		01/21/2022		0122-4	247873	42.50	42.50	01/21/2022	INV	PD		FOOD - RESALE
CHECK DATE: 01/28/2022												
12489 BALANCED ENVIRONMENTS, INC.						72.31						
102940		12/01/2021		0222-1	247962	2,496.00	2,496.00	02/04/2022	INV	PD		DECEMBER 2021 SNOW REM
CHECK DATE: 02/07/2022												
12776 BB GLEN ELLYN LLC												
123264	20210066	10/11/2021		0122-3	247776	26,250.00	26,250.00	01/21/2022	INV	PD		RETAIL IMPROVEMENT AWA
CHECK DATE: 01/21/2022												
12620 BEN-ENTECLA, LLC												
012022	20210049	01/20/2022		0122-4	247874	42,500.00	42,500.00	01/28/2022	INV	PD		FACADE IMPROVEMENT AWA
CHECK DATE: 01/28/2022												
12746 BIG TENT EVENTS, INC												
75293		11/09/2021		0122-3	247777	9,725.00	9,725.00	01/21/2022	INV	PD		POLAR PLAZA LIGHTING
CHECK DATE: 01/21/2022												
75874		01/19/2022		0122-4	247875	77.25	77.25	01/28/2022	INV	PD		RESET ICE RINK LIGHTS
CHECK DATE: 01/28/2022												
11052 SIMPLIFY COMPLIANCE LLC						9,802.25						
19386435		01/27/2022		0222-1	247963	1,199.00	1,199.00	02/04/2022	INV	PD		TRAINING TODAY RENEWAL
CHECK DATE: 02/07/2022												
1225 CHECKPOINT PRESS, INC												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
42119		09/09/2021		0222-1	247964	298.00		298.00	02/04/2022	INV	PD	RECRUITMENT LISTING PO
CHECK DATE: 02/07/2022												
2379 THE BANK OF NEW YORK MELLON TRUST CO, NA												
252-2440135		12/24/2021		0122-3	247778	802.50		802.50	01/14/2022	INV	PD	PAYING AGENT FEE SERIE
CHECK DATE: 01/21/2022												
12904 REBECCA BOLTZ												
123535		01/28/2022		0222-1	247965	5,000.00		5,000.00	02/04/2022	INV	PD	OVERHEAD SEWER/BACKFLO
CHECK DATE: 02/07/2022												
96 BONNELL INDUSTRIES, INC.												
0202765-IN		01/13/2022		0122-3	247779	57.50		57.50	01/21/2022	INV	PD	INV-SPINNER BEARINGS
CHECK DATE: 01/21/2022												
8907 BRADLEY BOOTON												
12-8-21 to 12-10-21		01/05/2022		0122-3	247780	30.00		30.00	01/19/2022	INV	PD	3 LUNCHES FOR MERIT TR
CHECK DATE: 01/21/2022												
9879 BREAKTHRU BEVERAGE ILLINOIS, LLC												
342652158		01/20/2022		0222-1	247966	746.56		746.56	01/24/2022	INV	PD	BEVERAGE FOR RESALE
CHECK DATE: 02/07/2022												
103 BRISTOL HOSE & FITTING												
3476054		01/17/2022		0122-4	247876	463.93		463.93	01/28/2022	INV	PD	INV-HYDRAULIC HOSE & F
CHECK DATE: 01/28/2022												
10703 BUDGETELL INN												
423850		01/13/2022		0122-4	247877	150.00		150.00	01/13/2022	INV	PD	REFUND OF DEPOSIT - 67
CHECK DATE: 01/28/2022												
12903 NICK BURGONI												
123534		01/20/2022		0222-1	247967	63.68		63.68	02/04/2022	INV	PD	REIMBURSEMENT FOR PW
CHECK DATE: 02/07/2022												
9777 LIFELINE TRAINING LTD												
2143826		11/15/2021		0222-1	247968	2,400.00		2,400.00	02/01/2022	INV	PD	IMPLICIT BIAS ONLINE S
CHECK DATE: 02/07/2022												
120 CANON SOLUTIONS AMERICA, INC												
27933851		01/12/2022		0222-1	247969	115.42		115.42	02/04/2022	INV	PD	PD ADMIN COPIER
CHECK DATE: 02/07/2022												
128 CARQUEST AUTO PARTS												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
79354		12/23/2021		0122-3	247781	16.70		16.70	01/21/2022	INV	PD	PW-99-032-HYD COUPLER
CHECK DATE: 01/21/2022												
80419		12/30/2021		0122-3	247781	7.21		7.21	01/21/2022	INV	PD	SHOP SUPPLIES- TIRE PA
CHECK DATE: 01/21/2022												
136 CDS OFFICE SYSTEMS, INC						23.91						
INV1427989		01/12/2022		0122-4	247878	306.27		306.27	01/28/2022	INV	PD	THINKPAD PRO DOCKING S
CHECK DATE: 01/28/2022												
137 CDW GOVERNMENT, INC.												
P262014		12/07/2021		0122-3	247782	360.00		360.00	12/17/2021	INV	PD	INV-2 IN 1 ANTENNA
CHECK DATE: 01/21/2022												
11084 CHASE BANK NA												
CAMM-102		01/05/2022		0122-5	29410	180.51		180.51	01/20/2022	DIR	PD	STERLING CUT GLASS - T
CHECK DATE: 01/20/2022												
CHAB-502		01/05/2022		0122-5	29411	237.50		237.50	01/20/2022	DIR	PD	PROTIME CONSTR. - HOT
CHECK DATE: 01/20/2022												
CHAB-503		01/05/2022		0122-5	29412	25.31		25.31	01/20/2022	DIR	PD	JEWEL - FOOD RESALE
CHECK DATE: 01/20/2022												
CHAB-504		01/05/2022		0122-5	29413	20.97		20.97	01/20/2022	DIR	PD	JEWEL - BEVERAGE RESAL
CHECK DATE: 01/20/2022												
CHAB-505		01/05/2022		0122-5	29414	35.91		35.91	01/20/2022	DIR	PD	JEWEL - FOOD RESALE
CHECK DATE: 01/20/2022												
CHAB-506		01/05/2022		0122-5	29415	77.10		77.10	01/20/2022	DIR	PD	WEBSTAIRANT - MARTINI
CHECK DATE: 01/20/2022												
CHAB-507		01/05/2022		0122-5	29416	62.25		62.25	01/20/2022	DIR	PD	WEBSTAIRANT - SALAD BO
CHECK DATE: 01/20/2022												
CHAB-508		01/05/2022		0122-5	29417	49.92		49.92	01/20/2022	DIR	PD	RESTAURANT DEPOT - CHE
CHECK DATE: 01/20/2022												
CHAB-509		01/05/2022		0122-5	29418	164.73		164.73	01/20/2022	DIR	PD	RESTAURANT DEPOT - PLA
CHECK DATE: 01/20/2022												
CHAB-510		01/05/2022		0122-5	29419	15.99		15.99	01/20/2022	DIR	PD	SPOTIFY - MUSIC SERVIC
CHECK DATE: 01/20/2022												
CHAB-511		01/05/2022		0122-5	29420	494.46		494.46	01/20/2022	DIR	PD	COMCAST - CABLE TV
CHECK DATE: 01/20/2022												
FOTT-278		01/05/2022		0122-5	29421	29.86		29.86	01/20/2022	DIR	PD	AMAZON - DISH TABLE SQ
CHECK DATE: 01/20/2022												
FOTT-279		01/05/2022		0122-5	29422	44.99		44.99	01/20/2022	DIR	PD	AMAZON - PORTION SCALE
CHECK DATE: 01/20/2022												
FOTT-280		01/05/2022		0122-5	29423	42.08		42.08	01/20/2022	DIR	PD	JEWEL - FOOD RESALE
CHECK DATE: 01/20/2022												
RODE-59		01/05/2022		0122-5	29424	10.77		10.77	01/20/2022	DIR	PD	AMAZON - OFFICE SUPPLI
CHECK DATE: 01/20/2022												
RODE-60		01/05/2022		0122-5	29425	73.92		73.92	01/20/2022	DIR	PD	AMAZON - OFFICE SUPPLI
CHECK DATE: 01/20/2022												
RODE-61		01/05/2022		0122-5	29426	464.71		464.71	01/20/2022	DIR	PD	STAPLES DIRECT - PAPER
CHECK DATE: 01/20/2022												
RODE-62		01/05/2022		0122-5	29427	59.00		59.00	01/20/2022	DIR	PD	SPROUT SOCIAL - SOCIAL
CHECK DATE: 01/20/2022												
RODE-63		01/05/2022		0122-5	29428	95.00		95.00	01/20/2022	DIR	PD	CONSTANT CONTACT - VIL

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 01/20/2022												
RODE-64		01/05/2022		0122-5	29429	12.95	12.95	01/20/2022	DIR	PD		CANVA - PUBLIC RELATIO
CHECK DATE: 01/20/2022												
RODE-65		01/05/2022		0122-5	29430	9.07	9.07	01/20/2022	DIR	PD		AMAZON - OFFICE SUPPLI
CHECK DATE: 01/20/2022												
RODE-66		01/05/2022		0122-5	29431	11.62	11.62	01/20/2022	DIR	PD		AMAZON - OFFICE SUPPLI
CHECK DATE: 01/20/2022												
RODE-67		01/05/2022		0122-5	29432	43.99	43.99	01/20/2022	DIR	PD		AMAZON - OFFICE SUPPLI
CHECK DATE: 01/20/2022												
RODE-68		01/05/2022		0122-5	29433	6.37	6.37	01/20/2022	DIR	PD		AMAZON - OFFICE SUPPLI
CHECK DATE: 01/20/2022												
RODE-69		01/05/2022		0122-5	29434	219.06	219.06	01/20/2022	DIR	PD		AMAZON - OFFICE SUPPLI
CHECK DATE: 01/20/2022												
RODE-70		01/05/2022		0122-5	29435	400.00	400.00	01/20/2022	DIR	PD		3CMA - COMMUNICATIONS
CHECK DATE: 01/20/2022												
RODE-71		01/05/2022		0122-5	29436	65.21	65.21	01/20/2022	DIR	PD		GLEN OAK CAFE - BREAKF
CHECK DATE: 01/20/2022												
RODE-72		01/05/2022		0122-5	29437	44.50	44.50	01/20/2022	DIR	PD		MAIN ST. PUB - LUNCH (
CHECK DATE: 01/20/2022												
RODE-73		01/05/2022		0122-5	29438	577.43	577.43	01/20/2022	DIR	PD		GLEN OAK CAFE - CIVIC
CHECK DATE: 01/20/2022												
RODE-74		01/05/2022		0122-5	29439	85.56	85.56	01/20/2022	DIR	PD		EINSTEINS BAGELS - CIV
CHECK DATE: 01/20/2022												
FRAF-243		01/05/2022		0122-5	29440	-486.04	-486.04	01/20/2022	CRM	PD		NORTHERN TOOL - CREDIT
CHECK DATE: 01/20/2022												
FRAF-249		01/05/2022		0122-5	29441	579.99	579.99	01/20/2022	DIR	PD		AMAZON - PW #300 DIESE
CHECK DATE: 01/20/2022												
FRAF-250		01/05/2022		0122-5	29442	15.44	15.44	01/20/2022	DIR	PD		PD#005 & 018 USB CABLE
CHECK DATE: 01/20/2022												
FRAF-251		01/05/2022		0122-5	29443	19.00	19.00	01/20/2022	DIR	PD		NORTHERN TOOL - SHOP T
CHECK DATE: 01/20/2022												
FRAF-252		01/05/2022		0122-5	29444	319.00	319.00	01/20/2022	DIR	PD		NORTHERN TOOL - SHOP T
CHECK DATE: 01/20/2022												
FRAF-253		01/05/2022		0122-5	29445	1,330.49	1,330.49	01/20/2022	DIR	PD		HYDROTEX - PARTNERSHIP
CHECK DATE: 01/20/2022												
FRAF-254		01/05/2022		0122-5	29446	157.20	157.20	01/20/2022	DIR	PD		ILLINOIS TOLLWAY - I-P
CHECK DATE: 01/20/2022												
ALLN-151		01/05/2022		0122-5	29447	23.20	23.20	01/20/2022	DIR	PD		USPS - POSTAGE STAMPS
CHECK DATE: 01/20/2022												
ALLN-152		01/05/2022		0122-5	29448	21.25	21.25	01/20/2022	DIR	PD		DIGITAL RIVER - PGA EN
CHECK DATE: 01/20/2022												
RUSJ-736		01/05/2022		0122-5	29449	29.16	29.16	01/20/2022	DIR	PD		GODADDY - CHILI COOK O
CHECK DATE: 01/20/2022												
RUSJ-737		01/05/2022		0122-5	29450	2.02	2.02	01/20/2022	DIR	PD		GODADDY - CHILI COOK O
CHECK DATE: 01/20/2022												
RUSJ-738		01/05/2022		0122-5	29451	425.00	425.00	01/20/2022	DIR	PD		VALPAK - JANUARY AD R2
CHECK DATE: 01/20/2022												
RUSJ-739		01/05/2022		0122-5	29452	185.56	185.56	01/20/2022	DIR	PD		GOOGLE ADS - BANQUET A
CHECK DATE: 01/20/2022												
RUSJ-740		01/05/2022		0122-5	29453	249.00	249.00	01/20/2022	DIR	PD		121 MARKETING - WEBIST
CHECK DATE: 01/20/2022												
RUSJ-741		01/05/2022		0122-5	29454	219.00	219.00	01/20/2022	DIR	PD		121 MARKETING - WEBSIT
CHECK DATE: 01/20/2022												
CROA-233		01/05/2022		0122-5	29455	71.58	71.58	01/20/2022	DIR	PD		MENARDS - DRIVEWAY MAR
CHECK DATE: 01/20/2022												

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CROA-234 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29456	-7.42		-7.42	01/20/2022	CRM	PD	1000 BULBS.COM- SALES
CROA-235 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29457	99.96		99.96	01/20/2022	DIR	PD	AMAZON - TIRE TUBES
CROA-236 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29458	81.00		81.00	01/20/2022	DIR	PD	AMAZON - TIRE TUBES
CROA-237 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29459	16.99		16.99	01/20/2022	DIR	PD	AMAZON - LAUNDRY SOAP
CROA-238 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29460	176.97		176.97	01/20/2022	DIR	PD	AMAZON - DRIVEWAY MARK
CROA-239 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29461	1,649.20		1,649.20	01/20/2022	DIR	PD	ECOMFORT.COM- HEATER F
CROA-240 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29462	79.15		79.15	01/20/2022	DIR	PD	SUN DATA SUPPLY - TONE
CROA-241 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29463	36.97		36.97	01/20/2022	DIR	PD	AMAZON - OFFICE SUPPLI
CROA-242 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29464	971.60		971.60	01/20/2022	DIR	PD	INSULTAB - VINYL COVER
CROA-243 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29465	45.55		45.55	01/20/2022	DIR	PD	AMAZON - OFFICE SUPPLI
CROA-244 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29466	48.50		48.50	01/20/2022	DIR	PD	VILLAGE LINKS - BUSINE
BUCD-170 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29467	780.55		780.55	01/20/2022	DIR	PD	BUCKINGHAM MFG - TREE
BUCD-171 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29468	182.00		182.00	01/20/2022	DIR	PD	DTN - WEATHER SERVICES
BROP-135 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29469	-1.32		-1.32	01/20/2022	CRM	PD	INDEED - JOB AD A/R AN
BROP-136 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29470	293.50		293.50	01/20/2022	DIR	PD	INDEED - JOB AD A/R AN
BROP-137 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29471	203.82		203.82	01/20/2022	DIR	PD	LINKED IN - JOB AD STA
HORK-218 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29472	51.26		51.26	01/20/2022	DIR	PD	JEWEL - CHRISTMAS LUNC
HORK-219 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29473	121.05		121.05	01/20/2022	DIR	PD	AMAZON - SUPPLIES FOR
HORK-220 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29474	59.99		59.99	01/20/2022	DIR	PD	JEWEL - CHRISTMAS LUNC
HORK-221 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29475	54.99		54.99	01/20/2022	DIR	PD	JEWEL - RETIREMENT CAK
HORK-222 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29476	36.00		36.00	01/20/2022	DIR	PD	THE PRINCESS TABLE - S
HORK-223 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29477	6.88		6.88	01/20/2022	DIR	PD	AMAZON - CUTLERY
HORK-224 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29478	19.79		19.79	01/20/2022	DIR	PD	AMAZON - COFFEE CREAME
HORK-225 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29479	430.00		430.00	01/20/2022	DIR	PD	BARONE'S - FOOD FOR CH
VESJ-258 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29480	150.00		150.00	01/20/2022	DIR	PD	US GOLF ASSOC - ANNUAL
VESJ-259 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29481	99.47		99.47	01/20/2022	DIR	PD	AT&T - U-VERSE FOR CLU
VESJ-260 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29482	14.97		14.97	01/20/2022	DIR	PD	RESTAURANTOWNERS.COM -
VESJ-261		01/05/2022		0122-5	29483	155.52		155.52	01/20/2022	DIR	PD	ULINE - OFFICE SUPPLIE

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CHECK DATE: 01/20/2022												
VESJ-262		01/05/2022		0122-5	29484	14.99	14.99	01/20/2022	DIR	PD		ZOOM - MONTHLY SUBSCRI
CHECK DATE: 01/20/2022												
VESJ-263		01/05/2022		0122-5	29485	-47.19	-47.19	01/20/2022	CRM	PD		VILLAGE LINKS - WORKIN
CHECK DATE: 01/20/2022												
VESJ-264		01/05/2022		0122-5	29486	43.00	43.00	01/20/2022	DIR	PD		VILLAGE LINKS - WORKIN
CHECK DATE: 01/20/2022												
LUDM-631		01/05/2022		0122-5	29487	105.03	105.03	01/20/2022	DIR	PD		STENS - SMALL EQPT SER
CHECK DATE: 01/20/2022												
LUDM-632		01/05/2022		0122-5	29488	286.08	286.08	01/20/2022	DIR	PD		GRAINGER - HVAC FILTER
CHECK DATE: 01/20/2022												
LUDM-633		01/05/2022		0122-5	29489	139.47	139.47	01/20/2022	DIR	PD		MCMaster CARR - STORAG
CHECK DATE: 01/20/2022												
LUDM-634		01/05/2022		0122-5	29490	149.95	149.95	01/20/2022	DIR	PD		COMCAST - SHOP INTERNE
CHECK DATE: 01/20/2022												
LUDM-635		01/05/2022		0122-5	29491	116.14	116.14	01/20/2022	DIR	PD		MENARDS - SHOP SUPPLIE
CHECK DATE: 01/20/2022												
LUDM-636		01/05/2022		0122-5	29492	279.95	279.95	01/20/2022	DIR	PD		INTERSTATE BATTERIES-
CHECK DATE: 01/20/2022												
LUDM-637		01/05/2022		0122-5	29493	125.00	125.00	01/20/2022	DIR	PD		MAGCS - ANNUAL DUE MID
CHECK DATE: 01/20/2022												
LUDM-638		01/05/2022		0122-5	29494	9.78	9.78	01/20/2022	DIR	PD		ADVANCE AUTO - FUEL FI
CHECK DATE: 01/20/2022												
LUDM-639		01/05/2022		0122-5	29495	12.11	12.11	01/20/2022	DIR	PD		ADVANCE AUTO - SPARK P
CHECK DATE: 01/20/2022												
LUDM-640		01/05/2022		0122-5	29496	769.74	769.74	01/20/2022	DIR	PD		FIRESTONE - TRUCK TIRE
CHECK DATE: 01/20/2022												
BBAL-120		01/05/2022		0122-5	29497	14.35	14.35	01/20/2022	DIR	PD		AMAZON - VACUUM CLEANI
CHECK DATE: 01/20/2022												
BBAL-121		01/05/2022		0122-5	29498	75.35	75.35	01/20/2022	DIR	PD		AMAZON - CUSTODIAL SUP
CHECK DATE: 01/20/2022												
BBAL-122		01/05/2022		0122-5	29499	359.40	359.40	01/20/2022	DIR	PD		GLOBAL INDUSTRIAL - SW
CHECK DATE: 01/20/2022												
BBAL-123		01/05/2022		0122-5	29500	50.32	50.32	01/20/2022	DIR	PD		AMAZON - CC COFFEE POT
CHECK DATE: 01/20/2022												
LIB-012021		01/05/2022		0122-5	29501	19,486.11	19,486.11	01/20/2022	DIR	PD		DUE FROM LIBRARY
CHECK DATE: 01/20/2022												
GWA-012022		01/05/2022		0122-5	29502	2,274.13	2,274.13	01/20/2022	DIR	PD		DUE FROM GWA
CHECK DATE: 01/20/2022												
MATG-25		01/05/2022		0122-5	29517	343.00	343.00	01/20/2022	DIR	PD		IL E-FILE - ELECTRONIC
CHECK DATE: 01/20/2022												
MATG-26		01/05/2022		0122-5	29518	9.91	9.91	01/20/2022	DIR	PD		IL E-FILE - PROCESSING
CHECK DATE: 01/20/2022												
DETA-457		01/05/2022		0122-5	29519	105.00	105.00	01/20/2022	DIR	PD		SHERLOCK SQUEEGY - WIN
CHECK DATE: 01/20/2022												
DETA-458		01/05/2022		0122-5	29520	17.88	17.88	01/20/2022	DIR	PD		AMAZON - CHARGING CABL
CHECK DATE: 01/20/2022												
DETA-459		01/05/2022		0122-5	29521	165.38	165.38	01/20/2022	DIR	PD		TRIPLESEAT - EVENT PLA
CHECK DATE: 01/20/2022												
DETA-460		01/05/2022		0122-5	29522	103.96	103.96	01/20/2022	DIR	PD		AMAZON - CANDLES
CHECK DATE: 01/20/2022												
DETA-461		01/05/2022		0122-5	29523	41.98	41.98	01/20/2022	DIR	PD		AMAZON - PLANTS
CHECK DATE: 01/20/2022												
DETA-462		01/05/2022		0122-5	29524	51.18	51.18	01/20/2022	DIR	PD		AMAZON - PLANTS
CHECK DATE: 01/20/2022												

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INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
DETA-463 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29525	43.98		43.98	01/20/2022	DIR	PD	AMAZON - PLANTS
DETA-464 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29526	1,000.00		1,000.00	01/20/2022	DIR	PD	M&M EVENT PLANNERS- CH
DETA-465 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29527	792.00		792.00	01/20/2022	DIR	PD	M&M EVENT PLANNERS - C
DETA-466 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29528	1,000.00		1,000.00	01/20/2022	DIR	PD	M&M EVENT PLANNERS - C
DETA-467 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29529	34.99		34.99	01/20/2022	DIR	PD	AMAZON - WOOD ROUNDS F
DETA-468 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29530	65.00		65.00	01/20/2022	DIR	PD	HERE COMES THE GUIDE -
DETA-469 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29531	27.99		27.99	01/20/2022	DIR	PD	AMAZON - BATTERY OPERA
HOLC-40 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29532	223.15		223.15	01/20/2022	DIR	PD	HIGH SPEED GEAR - DUTY
HOLC-41 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29533	125.39		125.39	01/20/2022	DIR	PD	OPTICS PLANET - GUN HO
MILC-522 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29534	20.60		20.60	01/20/2022	DIR	PD	UPS - MAILING TO AXON
MILC-523 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29535	54.99		54.99	01/20/2022	DIR	PD	WSJ - MONTHLY SUBSCRIP
MILC-524 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29536	23.90		23.90	01/20/2022	DIR	PD	AMAZON - OFFICE SUPPLI
MILC-525 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29537	14.28		14.28	01/20/2022	DIR	PD	AMAZON - SHEET PROTECT
MILC-526 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29538	754.60		754.60	01/20/2022	DIR	PD	ANCHORTEX - 2 MATTRESS
MILC-527 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29539	99.99		99.99	01/20/2022	DIR	PD	AMAZON - COFFEE FOR TH
MILC-528 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29540	39.95		39.95	01/20/2022	DIR	PD	US FLEET TRACKING - MO
MILC-529 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29541	50.00		50.00	01/20/2022	DIR	PD	FBI LEEDA - 2022 ANNUA
MILC-530 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29542	14.99		14.99	01/20/2022	DIR	PD	ZOOM - ZOOM SOFTWARE F
MILC-531 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29543	46.39		46.39	01/20/2022	DIR	PD	UPS - SHIPPING CHGS TO
DOWA-44 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29544	23.10		23.10	01/20/2022	DIR	PD	OFFICE DEPOT - OFFICE
JAGM-23 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29545	139.00		139.00	01/20/2022	DIR	PD	CALIBRE PRESS - ONLINE
MONJ-51 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29546	359.00		359.00	01/20/2022	DIR	PD	CALIBRE PRESS - TRAINI
CHIJ-181 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29547	131.88		131.88	01/20/2022	DIR	PD	GODADDY - EMAIL ACCOUN
CHIJ-182 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29548	4.00		4.00	01/20/2022	DIR	PD	WSJ - SUBSCRIPTION
CHIJ-183 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29549	3,150.99		3,150.99	01/20/2022	DIR	PD	WIDE OPEN WEST - TELEC
CHIJ-184 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29550	1,404.00		1,404.00	01/20/2022	DIR	PD	SOLARWINDS - HELPDESK
CHIJ-185 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29551	240.00		240.00	01/20/2022	DIR	PD	ZOOM - ZOOM SUBSCRIPTI
SPRS-193		01/05/2022		0122-5	29552	35.13		35.13	01/20/2022	DIR	PD	AMAZON - OFFICE SUPPLI

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INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 01/20/2022												
SPRS-194		01/05/2022		0122-5	29553	19.99		19.99	01/20/2022	DIR	PD	AMAZON - OFFICE SUPPLI
CHECK DATE: 01/20/2022												
SPRS-195		01/05/2022		0122-5	29554	21.44		21.44	01/20/2022	DIR	PD	AMAZON - OFFICE SUPPLI
CHECK DATE: 01/20/2022												
SPRS-196		01/05/2022		0122-5	29555	275.00		275.00	01/20/2022	DIR	PD	ASCE PURCHASING - ASCE
CHECK DATE: 01/20/2022												
SPRS-197		01/05/2022		0122-5	29556	711.00		711.00	01/20/2022	DIR	PD	AIA PRODUCTS DUES - AI
CHECK DATE: 01/20/2022												
SPRS-198		01/05/2022		0122-5	29557	38.41		38.41	01/20/2022	DIR	PD	AMAZON - OFFICE SUPPLI
CHECK DATE: 01/20/2022												
SPRS-199		01/05/2022		0122-5	29558	-221.18		-221.18	01/20/2022	CRM	PD	JERSEY MIKES - CREDIT
CHECK DATE: 01/20/2022												
SPRS-200		01/05/2022		0122-5	29559	49.17		49.17	01/20/2022	DIR	PD	TWO HOUND RED - WORKIN
CHECK DATE: 01/20/2022												
SPRS-201		01/05/2022		0122-5	29560	259.90		259.90	01/20/2022	DIR	PD	JERSEY MIKES - DEPARTM
CHECK DATE: 01/20/2022												
SPRS-202		01/05/2022		0122-5	29561	240.65		240.65	01/20/2022	DIR	PD	JERSEY MIKES - DEPARTM
CHECK DATE: 01/20/2022												
SPRS-203		01/05/2022		0122-5	29562	116.00		116.00	01/20/2022	DIR	PD	BARONE'S - DEPARTMENT
CHECK DATE: 01/20/2022												
ACOA-15		01/05/2022		0122-5	29576	62.31		62.31	01/20/2022	DIR	PD	MENARDS - WOOD BOARDS
CHECK DATE: 01/20/2022												
MONM-233		01/05/2022		0122-5	29577	93.11		93.11	01/20/2022	DIR	PD	MENARDS - MISC REPAIR
CHECK DATE: 01/20/2022												
MONM-234		01/05/2022		0122-5	29578	12.96		12.96	01/20/2022	DIR	PD	HOME DEPOT - SPRAY PAI
CHECK DATE: 01/20/2022												
MONM-235		01/05/2022		0122-5	29579	7.74		7.74	01/20/2022	DIR	PD	MENDARDS - HUMIDITY MO
CHECK DATE: 01/20/2022												
MONM-236		01/05/2022		0122-5	29580	9.01		9.01	01/20/2022	DIR	PD	MENARDS - MENDING PLAT
CHECK DATE: 01/20/2022												
HEFJ-113		01/05/2022		0122-5	29581	25.00		25.00	01/20/2022	DIR	PD	GE CHAMBER OF COMMERCE
CHECK DATE: 01/20/2022												
HEFJ-114		01/05/2022		0122-5	29582	168.28		168.28	01/20/2022	DIR	PD	QUILL CORPORATION - OF
CHECK DATE: 01/20/2022												
HEFJ-115		01/05/2022		0122-5	29583	99.79		99.79	01/20/2022	DIR	PD	QUILL CORPORATION - OF
CHECK DATE: 01/20/2022												
HEFJ-116		01/05/2022		0122-5	29584	19.63		19.63	01/20/2022	DIR	PD	QUILL CORPORATION - OF
CHECK DATE: 01/20/2022												
HEFJ-117		01/05/2022		0122-5	29585	14.99		14.99	01/20/2022	DIR	PD	ZOOM - SUBSCRIPTION
CHECK DATE: 01/20/2022												
HUBJ-127		01/05/2022		0122-5	29587	47.96		47.96	01/20/2022	DIR	PD	OTTERBOX- PHONE CASE D
CHECK DATE: 01/20/2022												
HUBJ-128		01/05/2022		0122-5	29588	9.34		9.34	01/20/2022	DIR	PD	AMAZON - IPAD MOUSE -
CHECK DATE: 01/20/2022												
HUBJ-129		01/05/2022		0122-5	29589	9.34		9.34	01/20/2022	DIR	PD	AMAZON - IPAD MOUSE UT
CHECK DATE: 01/20/2022												
VAVK-77		01/05/2022		0122-5	29590	198.00		198.00	01/20/2022	DIR	PD	BANNER UP SIGNS - STAT
CHECK DATE: 01/20/2022												
COYC-165		01/05/2022		0122-5	29591	406.00		406.00	01/20/2022	DIR	PD	NIU OUT - FORECAST - C
CHECK DATE: 01/20/2022												
COYC-166		01/05/2022		0122-5	29592	59.98		59.98	01/20/2022	DIR	PD	AMAZON - BANKER BOXES
CHECK DATE: 01/20/2022												
COYC-167		01/05/2022		0122-5	29593	38.76		38.76	01/20/2022	DIR	PD	AMAZON - STAMP & INK
CHECK DATE: 01/20/2022												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
COYC-168 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29594	24.58		24.58	01/20/2022	DIR	PD	AMAZON - CALENDAR
COYC-169 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29595	30.00		30.00	01/20/2022	DIR	PD	PAYPAL - MUNIS ONLINE
COYC-170 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29596	118.05		118.05	01/20/2022	DIR	PD	GLEN OAK - DEP LUNCH -
COYC-171 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29597	43.31		43.31	01/20/2022	DIR	PD	GLEN OAK - DEP LUNCH -
BRAP-12 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29598	13.98		13.98	01/20/2022	DIR	PD	AMAZON - NOTARY STAMP
BRAP-13 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29599	122.70		122.70	01/20/2022	DIR	PD	IDFPR - CPA LICENSE RE
HANM-63 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29600	17.95		17.95	01/20/2022	DIR	PD	CLOUD COVER MUSIC - MU
FRAM-294 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29601	45.00		45.00	01/20/2022	DIR	PD	CONSTANT CONTACT - ECO
FRAM-295 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29602	35.00		35.00	01/20/2022	DIR	PD	EB HOLIDAY LUNCH -
FRAM-296 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29603	280.00		280.00	01/20/2022	DIR	PD	GREEN BRANCH FLORIST -
FRAM-297 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29604	324.00		324.00	01/20/2022	DIR	PD	ROTARY CLUB OF WHEATON
FRAM-298 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29605	28.02		28.02	01/20/2022	DIR	PD	DANBY'S STATION - LUNC
FRAM-299 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29606	26.61		26.61	01/20/2022	DIR	PD	GLEN OAK REST. - BREAK
FRAM-300 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29607	42.50		42.50	01/20/2022	DIR	PD	MAIN ST. PUB - LUNCH W
FRAM-301 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29608	30.62		30.62	01/20/2022	DIR	PD	SANTA FE REST. - LUNCH
FRAM-302 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29609	50.00		50.00	01/20/2022	DIR	PD	MAIZE & MASH - LUNCH W
FRAM-303 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29610	20.00		20.00	01/20/2022	DIR	PD	EINSTEIN'S - G.C. FOR
FRAM-304 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29611	32.95		32.95	01/20/2022	DIR	PD	GLEN OAK REST. - BREAK
FRAM-305 CHECK DATE: 01/20/2022		01/05/2022		0122-5	29612	295.25		295.25	01/20/2022	DIR	PD	GIORDANO'S - PIZZA FOR
						52,072.92						
10865 CHICAGO FIRE & BURGLAR DETECTION INC												
R56821 CHECK DATE: 01/21/2022		01/15/2022		0122-3	247783	89.85		89.85	01/21/2022	INV	PD	ALARM MONITORING -PW
12181 CHICAGO GOURMET WHOLESALE BAKERY												
371689 CHECK DATE: 01/21/2022		11/24/2021		0122-3	247784	185.00		185.00	11/24/2021	INV	PD	FOOD FOR RESALE
5431 CHICAGO METROPOLITAN FIRE PREVENTION CO.												
IN00376880 CHECK DATE: 02/07/2022		01/16/2022		0222-1	247970	228.75		228.75	02/04/2022	INV	PD	F/A MONITORING AND RAD

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
150 CHICAGO TITLE INSURANCE COMPANY											
123485	20220008	01/12/2022		0122-4	29586	2,768,355.06	2,768,355.06	01/28/2022	DIR	PD	PURCHASE AND SALE AGRE
CHECK DATE: 01/26/2022											
1076 CINTAS CORPORATION NO 2											
5091251246		01/12/2022		0122-3	247785	178.37	178.37	01/13/2022	INV	PD	FIRST AID
CHECK DATE: 01/21/2022											
4105820751		12/27/2021		0122-3	247786	82.81	82.81	01/14/2022	INV	PD	TRAFFIC MATS
CHECK DATE: 01/21/2022											
4092385169		08/09/2021		0222-1	247971	55.21	55.21	02/04/2022	INV	PD	TRAFFIC MATS
CHECK DATE: 02/07/2022											
4100410024		11/01/2021		0222-1	247971	55.21	55.21	02/04/2022	INV	PD	TRAFFIC MATS
CHECK DATE: 02/07/2022											
4097697862		10/04/2021		0222-1	247971	55.21	55.21	02/04/2022	INV	PD	TRAFFIC MATS
CHECK DATE: 02/07/2022											
4108473260		01/24/2022		0222-1	247971	38.56	38.56	02/04/2022	INV	PD	TRAFFIC MATS
CHECK DATE: 02/07/2022											
4109016321		01/27/2022		0222-1	247971	46.79	46.79	02/04/2022	INV	PD	TRAFFIC MATS
CHECK DATE: 02/07/2022											
						512.16					
6831 CLARK BAIRD SMITH LLP/FKA-SGDB LAW FIRM LLP											
14894		12/31/2021		0122-3	247787	2,765.00	2,765.00	01/21/2022	INV	PD	PROFESSIONAL SERVICES
CHECK DATE: 01/21/2022											
1862 CLASSIC GRAPHIC INDUSTRIES INC.											
88232		01/11/2022		0122-3	247788	494.25	494.25	01/19/2022	INV	PD	5000 WINDOW ENVELOPES
CHECK DATE: 01/21/2022											
7273 CMS COMMUNICATIONS, INC.											
2200484-IN		01/24/2022		0222-1	247972	7,424.00	7,424.00	02/04/2022	INV	PD	SIP CONVERSION
CHECK DATE: 02/07/2022											
175 COMMONWEALTH EDISON COMPANY											
2943055045	0122	01/14/2022		0122-4	247879	4,852.60	4,852.60	01/22/2022	INV	PD	UTILITIES - ELECTRICIT
CHECK DATE: 01/28/2022											
6610 COMCAST CABLE COMMUNICATIONS, LLC											
0008266	0122	01/12/2022		0222-1	247973	10.53	10.53	02/04/2022	INV	PD	8771 20 056 008266 012
CHECK DATE: 02/07/2022											
2699 COMPASS MINERALS AMERICA INC											
921425	20210044	01/10/2022		0122-4	247880	32,544.49	32,544.49	01/28/2022	INV	PD	EARLY BUY BULK ROCK SA
CHECK DATE: 01/28/2022											
932166	20210044	01/21/2022		0222-1	247974	17,012.15	17,012.15	02/04/2022	INV	PD	EARLY BUY BULK ROCK SA
CHECK DATE: 02/07/2022											

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
						49,556.64						
10917 CONRAD POLYGRAPH, INC												
4752		01/02/2022		0122-3	247789	160.00	160.00	01/14/2022	INV	PD		POLYGRAPH EXAM
CHECK DATE: 01/21/2022												
10952 CONSUMERS PACKING COMPANY												
381203		01/13/2022		0122-3	247790	179.70	179.70	01/13/2022	INV	PD		FOOD - RESALE
CHECK DATE: 01/21/2022												
381210		01/13/2022		0122-3	247790	1,243.70	1,243.70	01/13/2022	INV	PD		FOOD - RESALE
CHECK DATE: 01/21/2022												
381325		01/17/2022		0222-1	247975	-47.31	-47.31	01/17/2022	CRM	PD		FOOD - RESALE
CHECK DATE: 02/07/2022												
381640		01/27/2022		0222-1	247975	283.22	283.22	01/27/2022	INV	PD		FOOD - RESALE
CHECK DATE: 02/07/2022												
381593		01/27/2022		0222-1	247975	1,143.34	1,143.34	01/27/2022	INV	PD		FOOD - RESALE
CHECK DATE: 02/07/2022												
						2,802.65						
4547 CORE & MAIN LP												
Q207545		01/17/2022		0222-1	247976	318.00	318.00	02/04/2022	INV	PD		OPERATING SUPPLIES
CHECK DATE: 02/07/2022												
3037 COZZINI BROS INC.												
C10460447		01/11/2022		0122-3	247791	56.00	56.00	01/11/2022	INV	PD		PROFESSIONAL SERVICES
CHECK DATE: 01/21/2022												
C10516479		01/20/2022		0122-4	247881	30.00	30.00	01/20/2022	INV	PD		PROFFESIONAL SERVICES
CHECK DATE: 01/28/2022												
C10550105		01/27/2022		0222-1	247977	30.00	30.00	01/27/2022	INV	PD		PROFESSIONAL SERVICES
CHECK DATE: 02/07/2022												
						116.00						
12896 CHRISTINA CRAPANCENCO												
16		01/18/2022		0122-4	247882	155.38	155.38	01/28/2022	INV	PD		PARKING PERMIT #16 REF
CHECK DATE: 01/28/2022												
197 CRUSH-CRETE INC												
71295		11/05/2021		0122-3	247792	110.00	110.00	01/21/2022	INV	PD		ASPHALT REMOVAL
CHECK DATE: 01/21/2022												
12900 DEREK DAHM												
1258		01/19/2022		0122-4	247883	636.63	636.63	01/28/2022	INV	PD		PARKING PERMIT # 1258
CHECK DATE: 01/28/2022												
204 DAILY HERALD												
203345		12/20/2021		0122-3	247793	202.40	202.40	01/14/2022	INV	PD		ESCROW 21.0019
CHECK DATE: 01/21/2022												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
8031 SHAW SUBURBAN MEDIA GROUP												
250704		01/04/2022		0122-3	247794	65.00	65.00	01/14/2022	INV	PD		YEARLY SUBSCRIPTION
CHECK DATE:		01/21/2022										
204 DAILY HERALD												
203854		01/01/2022		0122-4	247884	102.35	102.35	01/28/2022	INV	PD		PUBLIC NOTICES
CHECK DATE:		01/28/2022										
170553	0122	02/01/2022		0222-1	247978	36.00	36.00	02/04/2022	INV	PD		SUBSCRIPTION
CHECK DATE:		02/07/2022										
205264		01/09/2022		0222-1	247979	115.00	115.00	02/04/2022	INV	PD		LEGAL NOTICE FOR CDB S
CHECK DATE:		02/07/2022										
						253.35						
12908 DASH MEDICAL GLOVES, LLC												
INV1255199		01/27/2022		0222-1	247980	1,219.00	1,219.00	02/01/2022	INV	PD		10 CASES OF GLOVES
CHECK DATE:		02/07/2022										
216 DELL MARKETING L.P.												
10551106501		01/11/2022		0122-4	247885	488.38	488.38	01/28/2022	INV	PD		MONITOR PW
CHECK DATE:		01/28/2022										
9848 DESITTER FLOORING, INC												
123593		01/31/2022		0222-1	247981	3,012.39	3,012.39	02/04/2022	INV	PD		SALES TAX INCENTIVE 20
CHECK DATE:		02/07/2022										
932 DEUCHLER ENGINEERING CORP.												
104921	20060032	12/31/2021		0122-4	247886	2,427.75	2,427.75	01/28/2022	INV	PD		HILL AVE WATER MAIN EX
CHECK DATE:		01/28/2022										
12901 MOURAD DJENDI												
P0026-000274		01/22/2022		0122-4	247887	10.00	10.00	01/28/2022	INV	PD		OVERPAYMENT OF VIOLATI
CHECK DATE:		01/28/2022										
241 DU-COMM												
17876		01/01/2022		0122-3	247795	1,818.33	1,818.33	01/14/2022	INV	PD		FACILITY LEASE OPERATI
CHECK DATE:		01/21/2022										
17919		01/01/2022		0122-3	247795	38,286.00	38,286.00	01/14/2022	INV	PD		QUARTERLY SHARES FEB 1
CHECK DATE:		01/21/2022										
17804		10/01/2021		0122-4	247888	119,432.00	119,432.00	01/26/2022	INV	PD		QUARTERLY SHARES 11-1-
CHECK DATE:		01/28/2022										
17762		10/01/2021		0122-4	247888	5,961.23	5,961.23	01/26/2022	INV	PD		FACILITY COSTS 11-1-21
CHECK DATE:		01/28/2022										
						165,497.56						
249 DUPAGE COUNTY												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
010122		01/01/2022		0122-3	247796	294.00		294.00	01/14/2022	INV	PD	ESCROWS 21.0014-21.001
CHECK DATE: 01/21/2022												
248 DUPAGE COUNTY CLERK												
R22-002		01/20/2022		0222-1	247982	36.00		36.00	02/04/2022	INV	PD	2019 & 2020 WORKSHEETS
CHECK DATE: 02/07/2022												
250 DUPAGE COUNTY PUBLIC WORKS												
10009013-01 2021		01/17/2022		0222-1	247983	22.06		22.06	02/04/2022	INV	PD	UTILITIES
CHECK DATE: 02/07/2022												
262 DUPAGE WATER COMMISSION												
DPWC-174		12/31/2021		0122-3	29503	296,877.98		296,877.98	01/21/2022	DIR	PD	WATER COSTS NOV 30TH -
CHECK DATE: 01/17/2022												
12907 DYNAMIC SAFETY LLC												
20894		01/25/2022		0222-1	247984	650.00		650.00	02/01/2022	INV	PD	CDR ANALYST CLASS - BO
CHECK DATE: 02/07/2022												
12755 ECO CLEAN MAINTENANCE, INC.												
10337	20210064	01/31/2022		0222-1	247985	3,720.00		3,720.00	02/04/2022	INV	PD	PARKING GARAGE CUSTODI
CHECK DATE: 02/07/2022												
12886 ELLIOT AND ELLIOT												
20.0005		01/10/2022		0122-4	247889	8,867.90		8,867.90	01/28/2022	INV	PD	ESCROW 20.0005 REFUND
CHECK DATE: 01/28/2022												
280 EMERGENCY MEDICAL PRODUCTS INC												
2312096		01/18/2022		0122-4	247890	202.53		202.53	01/28/2022	INV	PD	OPERATING SUPPLIES
CHECK DATE: 01/28/2022												
2306022		12/22/2021		0122-4	247890	15.79		15.79	01/28/2022	INV	PD	OPERATING SUPPLIES
CHECK DATE: 01/28/2022												
2305791		12/21/2021		0122-4	247890	213.90		213.90	01/28/2022	INV	PD	OPERATING SUPPLIES
CHECK DATE: 01/28/2022												
283 ENGINEERING RESOURCE ASSOC INC												
W2130900.01	20210073	12/14/2021		0122-4	247891	4,919.00		4,919.00	01/28/2022	INV	PD	DESIGN ENGINEERING SER
CHECK DATE: 01/28/2022												
1078 EQUIFAX INFORMATION SVCS LLC												
6662204		01/17/2022		0122-3	247797	25.00		25.00	01/19/2022	INV	PD	MONTHLY SERVICES
CHECK DATE: 01/21/2022												
291 EUCLID BEVERAGE, LLC												

VILLAGE OF GLEN ELLYN

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
W-2824267		01/06/2021		0122-3	247798	428.30		428.30	01/06/2021	INV	PD	BEVERAGE FOR RESALE
CHECK DATE: 01/21/2022												
W-2831150		01/20/2022		0222-1	247986	765.70		765.70	01/24/2022	INV	PD	BEVERAGE FOR RESALE
CHECK DATE: 02/07/2022												
11334 EURO USA MIDWEST LLC						1,194.00						
619784-00		11/17/2021		0122-3	247799	555.02		555.02	11/17/2021	INV	PD	FOOD FOR RESALE
CHECK DATE: 01/21/2022												
628897 - 00		01/11/2022		0122-3	247799	241.78		241.78	01/12/2022	INV	PD	FOOD - RESALE
CHECK DATE: 01/21/2022												
629262-00		01/14/2022		0122-3	247799	212.81		212.81	01/14/2022	INV	PD	FOOD - RESALE
CHECK DATE: 01/21/2022												
630251-00		01/20/2022		0122-4	247892	269.23		269.23	01/20/2022	INV	PD	FOOD - RESALE
CHECK DATE: 01/28/2022												
630366-00		01/21/2022		0122-4	247892	48.21		48.21	01/21/2022	INV	PD	FOOD - RESALE
CHECK DATE: 01/28/2022												
631800-00		02/02/2022		0222-1	247987	370.30		370.30	02/02/2022	INV	PD	FOOD - RESALE
CHECK DATE: 02/07/2022												
631555-00		01/28/2022		0222-1	247987	564.33		564.33	01/28/2022	INV	PD	FOOD - RESALE
CHECK DATE: 02/07/2022												
5660 EXCEL LTD, INC.						2,261.68						
19044		01/07/2022		0122-4	247893	1,258.30		1,258.30	01/28/2022	INV	PD	REPLACEMENT 5 CORNERS
CHECK DATE: 01/28/2022												
2017 ELLIOTT AUTO SUPPLY COMPANY, INC												
50-3691902		01/19/2022		0122-4	247894	43.30		43.30	01/28/2022	INV	PD	SAFETY SUPPLIES
CHECK DATE: 01/28/2022												
61-547280		01/19/2022		0122-4	247894	28.82		28.82	01/28/2022	INV	PD	INV-OIL FILTER
CHECK DATE: 01/28/2022												
301 FEDERAL EXPRESS CORPORATION						72.12						
7-614-55904		12/30/2021		0222-1	247988	23.26		23.26	02/04/2022	INV	PD	POSTAGE
CHECK DATE: 02/07/2022												
12530 BRUCE FILIPPI												
18.0009		01/10/2022		0122-3	247800	876.47		876.47	01/14/2022	INV	PD	ESCROW 18.0009 REFUND
CHECK DATE: 01/21/2022												
12091 FILTER SERVICES INC												
INV286798		01/12/2022		0122-4	247895	563.19		563.19	01/28/2022	INV	PD	BAG FILTER CIVIC ENTER
CHECK DATE: 01/28/2022												
12695 FILTERSHINE CHICAGO INC.												
11518921		01/18/2022		0222-1	247989	90.00		90.00	01/18/2022	INV	PD	PROFESSIONAL SERVICES

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 02/07/2022												
11654769		02/04/2022		0222-1	247989	200.00		200.00	02/04/2022	INV	PD	PROFFESIONAL SERVICES
CHECK DATE: 02/07/2022												
						290.00						
11884 FIRST COMMUNICATIONS, LLC												
123047514		01/06/2022		0222-1	247990	523.71		523.71	02/04/2022	INV	PD	TELECOMMUNICATIONS 001
CHECK DATE: 02/07/2022												
311 THE TERRAMAR GROUP, INC												
78461		01/14/2022		0122-4	247896	103.67		103.67	01/28/2022	INV	PD	FD-1E61-BEACON LENS
CHECK DATE: 01/28/2022												
78450		01/11/2022		0122-4	247896	612.91		612.91	01/28/2022	INV	PD	INV-PREEMPTION EMTTIE
CHECK DATE: 01/28/2022												
78552		01/27/2022		0222-1	247991	216.09		216.09	02/04/2022	INV	PD	INV-PC DOCKING STATION
CHECK DATE: 02/07/2022												
78526		01/24/2022		0222-1	247991	237.46		237.46	02/04/2022	INV	PD	FD-#1E61-REAR DECK LIG
CHECK DATE: 02/07/2022												
						1,170.13						
12897 JOHN & HEATHER FLEMING												
24495		01/18/2022		0122-4	247897	1,515.00		1,515.00	01/28/2022	INV	PD	RETT # 24495 REFUND -
CHECK DATE: 01/28/2022												
10598 FLUORECYCLE, INC												
46808		09/16/2021		0122-4	247898	65.00		65.00	01/28/2022	INV	PD	FREIGHT FOR MATERIAL D
CHECK DATE: 01/28/2022												
2482 FORCE AMERICA INC												
001-1601970		01/05/2022		0122-3	247801	96.77		96.77	01/21/2022	INV	PD	INV- HYDRAULIC FILTER
CHECK DATE: 01/21/2022												
001-1606933		01/24/2022		0222-1	247992	365.48		365.48	02/04/2022	INV	PD	PW#232-PLOW CONTROL AS
CHECK DATE: 02/07/2022												
						462.25						
12595 FOX SWIBEL LEVIN & CARROLL LLP												
107119		01/18/2022		0122-4	247899	3,217.50		3,217.50	01/28/2022	INV	PD	LEGAL SERVICES
CHECK DATE: 01/28/2022												
2716 FRANK FRASCO												
4087484		01/31/2022		0222-1	247993	164.96		164.96	02/04/2022	INV	PD	UNIFORMS - FRASCO
CHECK DATE: 02/07/2022												
11588 GAS DEPOT INC												
100181-1	20210076	01/12/2022		0122-3	247802	21,846.16		21,846.16	01/21/2022	INV	PD	YEAR 3 OF 4 FUEL COMMO
CHECK DATE: 01/21/2022												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1914 GASAWAY DISTRIBUTORS INC.												
1061026		01/07/2022			0122-4	247900		3,401.58		3,401.58	01/28/2022	INV PD OPERATING SUPPLIES
CHECK DATE: 01/28/2022												
5947 GLEN ELLYN BANK & TRUST												
GEBT-013122		01/19/2022			0122-4	29571		2,582.83		2,582.83	01/28/2022	DIR PD BANK ANALYSIS FEE
CHECK DATE: 01/28/2022												
348 GLEN ELLYN CHAMBER OF COMMERCE												
20429		01/20/2022			0122-4	247901		100.00		100.00	01/28/2022	INV PD JANUARY LUNCHEON
CHECK DATE: 01/28/2022												
20431		01/21/2022			0222-1	247994		50.00		50.00	02/04/2022	INV PD JANUARY LUNCHEON - BUC
CHECK DATE: 02/07/2022												
						150.00						
1180 GLEN ELLYN PARK DISTRICT												
21-002		12/13/2021			0122-3	247803		45,791.88		45,791.88	12/30/2021	INV PD OUTDOOR POLOR PLAZA
CHECK DATE: 01/21/2022												
355 GLEN ELLYN PUBLIC LIBRARY												
PPRT-159		01/25/2022			0122-4	29575		10,906.74		10,906.74	01/28/2022	DIR PD PPRT TO LIBRARY
CHECK DATE: 01/28/2022												
922 VILLAGE OF GLEN ELLYN												
122675-127		01/01/2022			0122-3	29504		19.86		19.86	01/21/2022	DIR PD 122675 WATER
CHECK DATE: 01/19/2022												
315091-17		01/01/2022			0122-3	29505		24.44		24.44	01/21/2022	DIR PD UB WATER ACCT 315091
CHECK DATE: 01/19/2022												
120495-201		01/01/2022			0122-3	29506		131.33		131.33	01/21/2022	DIR PD 120495 WATER BILL
CHECK DATE: 01/19/2022												
121350-203		01/01/2022			0122-3	29507		37.15		37.15	01/21/2022	DIR PD 121350 WATER BILL
CHECK DATE: 01/19/2022												
122670-203		01/01/2022			0122-3	29508		43.22		43.22	01/21/2022	DIR PD 122670 WATER BILL
CHECK DATE: 01/19/2022												
410010-202		01/01/2022			0122-3	29509		292.16		292.16	01/21/2022	DIR PD 410010 WATER BILL
CHECK DATE: 01/19/2022												
315090-201		01/01/2022			0122-3	29510		163.83		163.83	01/21/2022	DIR PD 315090 WATER BILL
CHECK DATE: 01/19/2022												
423765-49		01/01/2022			0122-3	29511		115.93		115.93	01/21/2022	DIR PD 423765 WATER BILL
CHECK DATE: 01/19/2022												
423925-203		01/01/2022			0122-3	29512		162.12		162.12	01/21/2022	DIR PD 423925 WATER BILL
CHECK DATE: 01/19/2022												
411170-191		01/01/2022			0122-3	29513		302.43		302.43	01/21/2022	DIR PD 411170 WATER BILL
CHECK DATE: 01/19/2022												
413030-198		01/01/2022			0122-3	29514		914.96		914.96	01/21/2022	DIR PD 413030 WATER BILL
CHECK DATE: 01/19/2022												
140250-201		01/01/2022			0122-3	29515		35.78		35.78	01/21/2022	DIR PD 140250 WATER BILL
CHECK DATE: 01/19/2022												
315215-181		01/01/2022			0122-3	29516		19.86		19.86	01/21/2022	DIR PD 315215 WATER BILL

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 01/19/2022												
F&B-34		01/20/2022		0122-4	29567	2,072.70	2,072.70	01/28/2022	DIR	PD		FOOD & BEVERAGE TAX
CHECK DATE: 01/28/2022												
356 GLEN ELLYN VOLUNTEER FIRE CO.						4,335.77						
M210612		01/04/2022		0122-4	247902	600.00	600.00	01/28/2022	INV	PD		CREATE NEW CALL SIGN
CHECK DATE: 01/28/2022												
360 GLENBARD W. W. TREATMENT PLT.												
FY22-01		01/25/2022		0122-4	29574	298,894.08	298,894.08	01/28/2022	DIR	PD		MONTHLY FLOW BILL
CHECK DATE: 01/28/2022												
9692 LOUIS GLUNZ BEER, INC												
495472		01/21/2022		0222-1	247995	154.40	154.40	01/24/2022	INV	PD		BEVERAGE FOR RESALE
CHECK DATE: 02/07/2022												
368 GRACE LUTHERAN CHURCH												
GRACE-0222		02/01/2022		0222-1	247996	320.00	320.00	02/04/2022	INV	PD		MONTHLY BILL PAYMENT F
CHECK DATE: 02/07/2022												
929 W.W. GRAINGER INC												
9171880942		01/07/2022		0122-4	247903	36.08	36.08	01/28/2022	INV	PD		PRESSURE GUAGE STREETS
CHECK DATE: 01/28/2022												
5049 GROOT INDUSTRIES INC.												
8116406		01/01/2022		0122-3	247804	381.24	381.24	01/14/2022	INV	PD		REFUSE
CHECK DATE: 01/21/2022												
83319071107		02/01/2022		0222-1	247997	123,061.02	123,061.02	02/04/2022	INV	PD		REFUSE NOVEMBER 2021
CHECK DATE: 02/07/2022												
2081 HAMPTON, LENZINI AND RENWICK, INC.						123,442.26						
20212423	20220003	12/22/2021		0122-3	247805	14,215.00	14,215.00	01/14/2022	INV	PD		ENGINEERING SERVICES
CHECK DATE: 01/21/2022												
20212423-1		12/22/2021		0122-3	247805	1,485.00	1,485.00	01/14/2022	INV	PD		ESCROWS 21.0011-18.001
CHECK DATE: 01/21/2022												
20212422	20220003	12/22/2021		0122-3	247805	9,177.50	9,177.50	01/14/2022	INV	PD		ENGINEERING SERVICES
CHECK DATE: 01/21/2022												
20212422-1		12/22/2021		0122-3	247805	825.00	825.00	01/14/2022	INV	PD		ESCROW 20.0009
CHECK DATE: 01/21/2022												
20212279		12/08/2021		0122-3	247805	807.50	807.50	01/14/2022	INV	PD		2021 TREE INSPECTION S
CHECK DATE: 01/21/2022												
20220012		01/04/2022		0122-3	247805	1,525.00	1,525.00	01/21/2022	INV	PD		TREE PRESERVATION CONS
CHECK DATE: 01/21/2022												
20220160	20220003	01/13/2022		0122-4	247904	577.50	577.50	01/28/2022	INV	PD		ENGINEERING SERVICES F
CHECK DATE: 01/28/2022												
20220013		01/05/2022		0122-4	247904	926.25	926.25	01/28/2022	INV	PD		PROFESSIONAL SERVICES

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE	DESCRIPTION
CHECK DATE: 01/28/2022													
7756 EDWIN HANCOCK ENGINEERING CO						29,538.75							
22-0005	20210041	01/18/2022		0222-1	247998	646.00	646.00	02/04/2022	INV	PD		UTILITY/ROADWAY PROJCE	
CHECK DATE: 02/07/2022													
2324 HARRIS MOTOR SPORTS, INC.													
02-302060		12/15/2021		0122-3	247806	77.59	77.59	01/21/2022	INV	PD		OPERATING SUPPLIES	
CHECK DATE: 01/21/2022													
10954 HAWK FORD OF ST CHARLES													
47798		01/31/2022		0222-1	247999	352.00	352.00	02/04/2022	INV	PD		PW#228 TUBE STEPS	
CHECK DATE: 02/07/2022													
9766 HEARTLAND													
HEARTLANDLINKS-37		12/31/2021		0122-4	29563	918.22	918.22	01/28/2022	DIR	PD		LINKS CREDIT CARD FEES	
CHECK DATE: 01/28/2022													
HEARTLAND R2229		12/31/2021		0122-4	29564	3,690.83	3,690.83	01/28/2022	DIR	PD		LINKS CREDIT CARD FEES	
CHECK DATE: 01/28/2022													
HEARTLAND-75		01/03/2022		0122-4	29568	3,288.55	3,288.55	01/28/2022	DIR	PD		CREDIT CARD FEES - VIL	
CHECK DATE: 01/28/2022													
HEARTLAND PARKING23		01/03/2022		0122-4	29569	301.99	301.99	01/28/2022	DIR	PD		PARKING KIOSK	
CHECK DATE: 01/28/2022													
						8,199.59							
12889 HELLMAN, WILLIAM J													
125610		01/12/2022		0122-3	247807	55.68	55.68	01/12/2022	INV	PD		UB WATER REFUND - 664	
CHECK DATE: 01/21/2022													
5380 L & R MORAN, INC													
71340		12/31/2021		0122-4	247905	852.75	852.75	01/28/2022	INV	PD		BACKGROUND VERIFICATIO	
CHECK DATE: 01/28/2022													
388 H-O-H WATER TECHNOLOGY, INC													
620103		01/13/2022		0122-4	247906	39.40	39.40	01/28/2022	INV	PD		BOILER WATER TEST CHEM	
CHECK DATE: 01/28/2022													
12890 HOORNBECK, LOUIS A													
211500		01/12/2022		0122-3	247808	34.93	34.93	01/12/2022	INV	PD		UB WATER REFUND - 351	
CHECK DATE: 01/21/2022													
12527 HOUSE OF DOORS, INC													
211920	20210023	11/30/2021		0122-3	247809	55,980.00	55,980.00	01/21/2022	INV	PD		REMOVE/REPLACE OVERHEA	
CHECK DATE: 01/21/2022													

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
8568 HOUSE OF GRAPHICS, INC												
2112017		12/20/2021		0122-3	247810	94.50		94.50	01/14/2022	INV	PD	2022 GOOD EATS DINE CA
CHECK DATE: 01/21/2022												
5988 HR SIMPLIFIED												
73379		01/10/2022		0122-4	247907	224.37		224.37	01/28/2022	INV	PD	COBRA AND FLEX BENEFIT
CHECK DATE: 01/28/2022												
401 INTERNATIONAL ASSN OF CHIEFS OF POLICE												
0206078		12/28/2021		0122-3	247811	190.00		190.00	01/19/2022	INV	PD	2022 MEMBERSHIP - NORT
CHECK DATE: 01/21/2022												
11433 IL SECTION AMERICAN SOCIETY OF CIVIL ENGINEERS												
123440		01/20/2022		0122-4	247908	90.00		90.00	01/28/2022	INV	PD	ADVERTISING - SENIOR C
CHECK DATE: 01/28/2022												
412 ILLINOIS ASSN OF CHIEFS OF POLICE												
10345		02/01/2022		0222-1	248000	265.00		265.00	02/01/2022	INV	PD	2022 MEMBERSHIP - NORT
CHECK DATE: 02/07/2022												
1546 ILLINOIS DEPT. OF AGRICULTURE												
43470		01/21/2022		0122-4	247909	60.00		60.00	01/28/2022	INV	PD	2022-2024 PEST CONTROL
CHECK DATE: 01/28/2022												
414 ILLINOIS DEPT. OF REVENUE												
ST-1-197		01/25/2022		0122-4	29566	11,657.00		11,657.00	01/28/2022	DIR	PD	LINKS SALES TAX
CHECK DATE: 01/28/2022												
7586 ILLINOIS DEVELOPMENT COUNCIL												
442		12/07/2021		0122-4	247910	250.00		250.00	01/28/2022	INV	PD	MEMBERSHIP RENEWAL
CHECK DATE: 01/28/2022												
419 ILLINOIS MUNICIPAL LEAGUE												
744		01/10/2022		0122-4	247911	500.00		500.00	01/28/2022	INV	PD	EVALUATION SERVICES
CHECK DATE: 01/28/2022												
12335 ILLINOIS PHLEBOTOMY SERVICES												
1502		02/01/2022		0222-1	248001	850.00		850.00	02/01/2022	INV	PD	TESTING FOR TWO ARREST
CHECK DATE: 02/07/2022												
426 ILLINOIS STATE POLICE												
GEPC2001974		01/26/2022		0222-1	248002	1,000.00		1,000.00	02/04/2022	INV	PD	GEPC2001974 & COURT CA
CHECK DATE: 02/07/2022												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
11916	INFOSENSE, INC											
3312		12/15/2021		0222-1	248003	341.00		341.00	02/04/2022	INV	PD	MANUFACTURER RECERTIFI
CHECK DATE: 02/07/2022												
444	INTERSTATE BATTERY SYS OF SW CHICAGO											
10074431		12/28/2021		0122-3	247812	46.95		46.95	01/21/2022	INV	PD	PW293-BATTERY
CHECK DATE: 01/21/2022												
11289	INTERSTATE POWER SYSTEMS, INC											
R042034015:02		12/03/2021		0222-1	248004	918.33		918.33	02/04/2022	INV	PD	FD#1E61-NODE #8
CHECK DATE: 02/07/2022												
1127	JAMES J BENES AND ASSOCIATES, INC.											
1115.084		11/30/2021		0122-4	247912	273.01		273.01	01/28/2022	INV	PD	ESCROW 21.0023
CHECK DATE: 01/28/2022												
1115.085		11/30/2021		0122-4	247912	2,002.06		2,002.06	01/28/2022	INV	PD	ESCROW 21.0006
CHECK DATE: 01/28/2022												
1115.084-1		12/31/2021		0122-4	247912	455.01		455.01	01/28/2022	INV	PD	ESCROW 21.0023
CHECK DATE: 01/28/2022												
12881	JLG REMODELING					2,730.08						
20211626		01/10/2022		0122-3	247813	95.00		95.00	01/14/2022	INV	PD	REIMBURSEMENT FOR OVER
CHECK DATE: 01/21/2022												
9078	TYCO FIRE & SECURITY MANAGEMENT, INC											
36860189		01/08/2022		0122-3	247814	138.00		138.00	01/19/2022	INV	PD	QUARTERLY SERVICES
CHECK DATE: 01/21/2022												
12882	JEREMIAH JOHNSON											
20171694		01/10/2022		0122-3	247815	500.00		500.00	01/14/2022	INV	PD	RESTORE DEP. - 863 ELL
CHECK DATE: 01/21/2022												
500	JULIE, INC.											
2022-0675		01/10/2022		0122-4	247913	7,626.54		7,626.54	01/28/2022	INV	PD	2022 ANNUAL ASSESSMENT
CHECK DATE: 01/28/2022												
4853	K & J HEATING AND COOLING, INC.											
42538		01/12/2022		0122-4	247914	10,753.00		10,753.00	01/19/2022	INV	PD	NEW FURNANCE & AC IN P
CHECK DATE: 01/28/2022												
12885	GARY AND ANN KARCH											
19.0008		01/10/2022		0122-4	247915	610.93		610.93	01/28/2022	INV	PD	ESCROW 19.0008 REFUND
CHECK DATE: 01/28/2022												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
12581	PATRICK KAVAL											
20192025		05/13/2021		0122-4	247916	2,000.00	2,000.00	05/21/2021	INV	PD		RESTORE. DEP. - 520 EL
CHECK DATE: 01/28/2022												
12884	KIEFFER & CO., INC.											
19.0003		01/10/2022		0122-4	247917	631.95	631.95	01/28/2022	INV	PD		ESCROW 19.0003 REFUND
CHECK DATE: 01/28/2022												
9751	KLF ENTERPRISES											
INV-045838	20210005	01/12/2022		0222-1	248005	2,639.00	2,639.00	02/04/2022	INV	PD		MATERIAL HAULING SERVI
CHECK DATE: 02/07/2022												
INV-045663-1	20200053	01/02/2022		0222-1	248005	115.46	115.46	02/04/2022	INV	PD		SNOW HAULING CONTRACT
CHECK DATE: 02/07/2022												
INV-045663	20220007	01/02/2022		0222-1	248005	2,010.81	2,010.81	02/04/2022	INV	PD		SNOW HAULING 2021/2022
CHECK DATE: 02/07/2022												
						4,765.27						
612	KONICA MINOLTA BUSINESS SOLUTIONS INC											
74983396		01/03/2022		0122-3	247816	203.00	203.00	01/14/2022	INV	PD		SENIOR CENTER COPIER
CHECK DATE: 01/21/2022												
9008322202		01/14/2022		0222-1	248006	230.00	230.00	02/04/2022	INV	PD		PD RECORDS COPIER
CHECK DATE: 02/07/2022												
						433.00						
12753	KONSTANTINE T. SAVOY											
1179	20210063	01/04/2022		0122-3	247817	4,168.75	4,168.75	01/14/2022	INV	PD		REDEVELOPMENT OF THE R
CHECK DATE: 01/21/2022												
12902	ROBERT KONZELMAN											
123466		01/12/2022		0122-4	247918	1,000.00	1,000.00	01/28/2022	INV	PD		2021 SIDEWALK AND CONC
CHECK DATE: 01/28/2022												
12670	LAB DEVELOPMENT, LLC											
S1810858.003		11/19/2021		0122-3	247818	-50.00	-50.00	11/19/2021	CRM	PD		COMED DISCOUNT
CHECK DATE: 01/21/2022												
S1804828.002		12/22/2021		0122-3	247818	1,600.00	1,600.00	01/21/2022	INV	PD		STREETS - RESTOCK
CHECK DATE: 01/21/2022												
						1,550.00						
2746	LANGUAGE LINE SERVICES, INC											
10425930		12/31/2021		0122-3	247819	14.25	14.25	01/19/2022	INV	PD		SPANISH SPEAKING SERVI
CHECK DATE: 01/21/2022												
546	LEN'S ACE HARDWARE, INC.											
103035/3		12/28/2021		0122-3	247820	28.77	28.77	01/14/2022	INV	PD		OPERATING SUPPLIES
CHECK DATE: 01/21/2022												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
103075/3		01/03/2022		0122-4	247919	3.73		3.73	01/19/2022	INV	PD	MISC PARTS
CHECK DATE: 01/28/2022												
103127/3		01/06/2022		0122-4	247919	17.98		17.98	01/19/2022	INV	PD	CLEANING SUPPLIES
CHECK DATE: 01/28/2022												
103164/3		01/10/2022		0122-4	247919	14.39		14.39	01/19/2022	INV	PD	CARPET CLEANER
CHECK DATE: 01/28/2022												
103130/3		01/06/2022		0122-4	247919	18.88		18.88	01/28/2022	INV	PD	OPERATING SUPPLIES
CHECK DATE: 01/28/2022												
103196/3		01/13/2022		0122-4	247919	38.68		38.68	01/28/2022	INV	PD	MISC SUPPLIES STREETS
CHECK DATE: 01/28/2022												
103465/3		02/01/2022		0222-1	248007	-6.29		-6.29	02/04/2022	CRM	PD	CREDIT DEFECTIVE PAINT
CHECK DATE: 02/07/2022												
103446		01/31/2022		0222-1	248007	18.87		18.87	02/04/2022	INV	PD	SHOP SUPPLIES- PAINT P
CHECK DATE: 02/07/2022												
						135.01						
12781 JANICE LYONS												
20211081		10/19/2021		0122-3	247821	530.00		530.00	10/22/2021	INV	PD	REFUND FOR OVERPYMT OF
CHECK DATE: 01/21/2022												
12343 MAJOR APPLIANCE SERVICES, INC.												
249591		08/12/2021		0122-4	247920	953.36		953.36	08/12/2021	INV	PD	MECH/MAINT
CHECK DATE: 01/28/2022												
249764		10/12/2021		0122-4	247920	269.41		269.41	10/12/2021	INV	PD	MECH/MAINT
CHECK DATE: 01/28/2022												
						1,222.77						
11079 MATRIX PAYMENT SYSTEMS												
MATRIX-45		01/05/2022		0122-4	29572	15.02		15.02	01/28/2022	DIR	PD	CC PROCESSOR VEHICLE S
CHECK DATE: 01/28/2022												
6469 PAUL/KATHERINE MCDEVITT												
24507		01/27/2022		0222-1	248008	2,370.00		2,370.00	02/04/2022	INV	PD	RETT #24507 REFUND - 2
CHECK DATE: 02/07/2022												
587 MCMASTER CUSTOM HOMES, LLC												
20190282		01/25/2022		0222-1	248009	7,287.00		7,287.00	02/04/2022	INV	PD	RESTORE DEP. - 864 COL
CHECK DATE: 02/07/2022												
590 MEADE ELECTRIC COMPANY, INC.												
698147		11/03/2021		0122-3	247822	5,130.00		5,130.00	01/14/2022	INV	PD	2021 EMERGENCY VEHICLE
CHECK DATE: 01/21/2022												
595 MENARDS, INC.												
80319		12/07/2021		0122-3	247823	232.51		232.51	01/21/2022	INV	PD	OPERATING SUPPLIES
CHECK DATE: 01/21/2022												
81046		12/21/2021		0122-3	247823	117.97		117.97	01/21/2022	INV	PD	STREETS GRAFFITI REMOV
CHECK DATE: 01/21/2022												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
81007		12/20/2021		0122-3	247823	64.95		64.95	01/21/2022	INV	PD	STREET SUPPLIES
CHECK DATE:	01/21/2022											
82205		01/13/2022		0122-4	247921	10.97		10.97	01/28/2022	INV	PD	OPERATING SUPPLIES
CHECK DATE:	01/28/2022											
					426.40							
596 METRO PARAMEDIC SERVICES, INC.												
21-546487		12/21/2021		0122-4	247922	36,616.67		36,616.67	01/28/2022	INV	PD	PARAMEDIC SERVICE FEE
CHECK DATE:	01/28/2022											
4326 WILLIAM MILLER												
123530		12/16/2021		0222-1	248010	48.00		48.00	02/04/2022	INV	PD	REIMBURSEMENT FOR 2021
CHECK DATE:	02/07/2022											
12469 MOLON LAVE LLC												
135067		01/12/2022		0122-3	247824	93.00		93.00	01/12/2022	INV	PD	NA BEV.
CHECK DATE:	01/21/2022											
6166 RONALD MONOCCHIO												
123394		01/14/2022		0122-4	247923	2,475.00		2,475.00	01/28/2022	INV	PD	DRAINAGE IMPROVEMENT C
CHECK DATE:	01/28/2022											
5840 MORRISON ASSOCIATES, LTD												
2022-0513		01/13/2022		0122-4	247924	1,500.00		1,500.00	01/28/2022	INV	PD	ANNUAL MEMBERSHIP FEE
CHECK DATE:	01/28/2022											
11761 MOSHE CALAMARO & ASSOCIATES												
2014330		01/24/2022		0222-1	248011	7,341.00		7,341.00	02/04/2022	INV	PD	STRUCTURAL PERMIT PLAN
CHECK DATE:	02/07/2022											
622 MUNICIPAL CLERKS OF DUPAGE CTY												
117027		06/04/2021		0122-3	247825	60.00		60.00	06/11/2021	INV	PD	VILLAGE CLERK & 2 DEPU
CHECK DATE:	01/21/2022											
8205 MUNICIPAL GIS PARTNERS, INC												
5573	20210003	12/31/2021		0122-3	247826	8,674.25		8,674.25	01/14/2022	INV	PD	GIS CONSORTIUM SVC CON
CHECK DATE:	01/21/2022											
1082 MUNICIPAL INS COOPERATIVE AGENCY												
03040856051139		01/19/2022		0222-1	248012	5,000.00		5,000.00	02/04/2022	INV	PD	MICA CLAIM L003040856
CHECK DATE:	02/07/2022											
10966 MUNICIPAL CODE CORPORATION												
00368531		01/05/2022		0122-3	247827	550.00		550.00	01/14/2022	INV	PD	ONLINE CODE HOSTING 1-
CHECK DATE:	01/21/2022											

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1212 MURPHY & MILLER, INC												
SVC00035902		12/28/2021		0122-3	247828	355.00		355.00	01/21/2022	INV	PD	SERVICE CALL - REPAIR
CHECK DATE:	01/21/2022											
SVC00035904		12/28/2021		0122-4	247925	355.00		355.00	01/28/2022	INV	PD	SERVICE CALL
CHECK DATE:	01/28/2022											
						710.00						
5841 GENUINE PARTS CO-NAPA												
0701-632980		01/03/2022		0122-4	247926	110.65		110.65	01/19/2022	INV	PD	WIPER BLADES AND BULBS
CHECK DATE:	01/28/2022											
631190		12/17/2021		0122-4	247926	20.40		20.40	01/28/2022	INV	PD	PW246-HONE STONES
CHECK DATE:	01/28/2022											
629853		12/08/2021		0122-4	247926	34.50		34.50	01/28/2022	INV	PD	SHOP SUPPLIES- WIRE LO
CHECK DATE:	01/28/2022											
629508		12/08/2021		0122-4	247926	49.93		49.93	01/28/2022	INV	PD	PW225- OIL & OIL FILTE
CHECK DATE:	01/28/2022											
						215.48						
635 NATIONAL ELEVATOR INSPECTION SVCS INC												
22000686		01/10/2022		0122-4	247927	143.00		143.00	01/28/2022	INV	PD	ELEVATOR INSPECTIONS
CHECK DATE:	01/28/2022											
22000034		01/04/2022		0122-4	247927	600.00		600.00	01/28/2022	INV	PD	ELEVATOR INSPECTIONS
CHECK DATE:	01/28/2022											
22000608		01/07/2022		0122-4	247927	695.00		695.00	01/28/2022	INV	PD	ELEVATOR INSPECTIONS
CHECK DATE:	01/28/2022											
						1,438.00						
6044 TRI-TECH FORENSICS INC												
596663		01/14/2022		0222-1	248013	460.00		460.00	02/01/2022	INV	PD	INMATE BLANKETS
CHECK DATE:	02/07/2022											
592169		01/05/2022		0222-1	248013	46.00		46.00	02/01/2022	INV	PD	KRAFT PAPER ROLLS-EVID
CHECK DATE:	02/07/2022											
						506.00						
4283 JOSEPH NEMCHOCK												
8-23-2021 TUITION		01/10/2022		0122-3	247829	600.00		600.00	01/19/2022	INV	PD	TUITION REIMBURSEMENT
CHECK DATE:	01/21/2022											
3471 NFC CO. INC.												
148257		01/14/2022		0122-3	247830	225.00		225.00	01/14/2022	INV	PD	CO2 AND NITROGEN
CHECK DATE:	01/21/2022											
651 NORTHERN ILLINOIS GAS COMPANY												
24-99-00-1000 9 0122		01/07/2022		0122-3	247831	824.95		824.95	01/14/2022	INV	PD	UTILITIES - NATURAL GA
CHECK DATE:	01/21/2022											
86-24-68-2710 8 0122		01/07/2022		0122-3	247832	106.39		106.39	01/14/2022	INV	PD	UTILITIES - NATURAL GA
CHECK DATE:	01/21/2022											

VILLAGE OF GLEN ELLYN

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
01-66-52-1000 9	0122	01/10/2022		0122-3	247833	3,382.35	3,382.35	01/16/2022	INV	PD		UTILITIES - NATURAL GA
CHECK DATE:	01/21/2022											
51-24-41-2868 5	0122	01/10/2022		0122-4	247928	3,800.13	3,800.13	01/28/2022	INV	PD		51-24-41-2868 5 0122
CHECK DATE:	01/28/2022											
05-47-62-1000 9	0122	12/30/2021		0122-4	247929	88.17	88.17	01/28/2022	INV	PD		05-47-62-1000 9 0122
CHECK DATE:	01/28/2022											
12893 NILLES, JUDD						8,201.99						
9710		01/15/2022		0122-3	247768	9,840.00	9,840.00	01/21/2022	INV	PD		BOARDING UP SERVICES
CHECK DATE:	01/18/2022											
665 O'HARE TRUCK/TOWING SERVICE, INC.												
#P-248006		01/18/2022		0122-3	247834	150.00	150.00	01/19/2022	INV	PD		2000 TOYOTA SIENNA
CHECK DATE:	01/21/2022											
244767-1		11/09/2021		0122-4	247930	157.80	157.80	11/16/2021	INV	PD		WHITE JEEP CHEROKEE
CHECK DATE:	01/28/2022											
738 RAY O'HERRON CO. INC.						307.80						
2164973		12/27/2021		0222-1	248014	940.00	940.00	02/01/2022	INV	PD		500 GLEN ELLYN PATCHES
CHECK DATE:	02/07/2022											
2162421-IN		12/15/2021		0222-1	248014	487.74	487.74	02/01/2022	INV	PD		MONSON COMMANDER UNIFO
CHECK DATE:	02/07/2022											
2162304-IN		12/14/2021		0222-1	248014	63.99	63.99	02/01/2022	INV	PD		MURRAY 1 LONG SLEEVE S
CHECK DATE:	02/07/2022											
2161516-IN		12/10/2021		0222-1	248014	42.98	42.98	02/01/2022	INV	PD		RIGGLE - EMBROIDERY
CHECK DATE:	02/07/2022											
2161709-IN		12/10/2021		0222-1	248014	5.99	5.99	02/01/2022	INV	PD		RIGGLE - PATCH
CHECK DATE:	02/07/2022											
2161227-IN		12/09/2021		0222-1	248014	156.98	156.98	02/01/2022	INV	PD		JAGODZINSKI - 2 PANTS
CHECK DATE:	02/07/2022											
2159118-IN		11/30/2021		0222-1	248014	109.94	109.94	02/01/2022	INV	PD		WEBBER - 1 PANTS & 1 S
CHECK DATE:	02/07/2022											
2155255-IN		11/11/2021		0222-1	248014	299.35	299.35	02/01/2022	INV	PD		WEBBER - COMMANDER UNI
CHECK DATE:	02/07/2022											
2169422		01/19/2022		0222-1	248014	156.99	156.99	02/01/2022	INV	PD		MONTECINO - RAINCOAT A
CHECK DATE:	02/07/2022											
2169619		01/19/2022		0222-1	248014	125.00	125.00	02/01/2022	INV	PD		VOLPE - BOOTS
CHECK DATE:	02/07/2022											
2161389-IN		12/09/2021		0222-1	248014	148.50	148.50	02/01/2022	INV	PD		MONTECINO - 3 SHIRTS
CHECK DATE:	02/07/2022											
2160298-IN		12/06/2021		0222-1	248014	1,391.63	1,391.63	02/01/2022	INV	PD		MONTECINO - START UP U
CHECK DATE:	02/07/2022											
2160210-IN		12/03/2021		0222-1	248014	477.94	477.94	02/01/2022	INV	PD		GENERAL STOCK - CAPS,
CHECK DATE:	02/07/2022											
2159194-IN		11/30/2021		0222-1	248014	296.85	296.85	02/01/2022	INV	PD		VAVRA - DRESS UNIFORM
CHECK DATE:	02/07/2022											
2169409		01/19/2022		0222-1	248014	318.89	318.89	02/01/2022	INV	PD		MONSON - COMMANDER UNI
CHECK DATE:	02/07/2022											
2169999		01/21/2022		0222-1	248014	111.94	111.94	02/01/2022	INV	PD		CATALANO AND GILL PROM
CHECK DATE:	02/07/2022											

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
2154453-IN		11/08/2021		0222-1	248014	24.99		24.99	02/01/2022	INV	PD	VAVRA - BELT
CHECK DATE: 02/07/2022												
2145102-IN		09/29/2021		0222-1	248014	54.00		54.00	02/01/2022	INV	PD	NEW HIRE STARS AND PAT
CHECK DATE: 02/07/2022												
2166558		01/06/2022		0222-1	248014	1,127.95		1,127.95	02/01/2022	INV	PD	MONTECINO - START UP U
CHECK DATE: 02/07/2022												
2166316		01/06/2022		0222-1	248014	59.98		59.98	02/01/2022	INV	PD	GENERAL STOCK - WEDGES
CHECK DATE: 02/07/2022												
1458 OFFICE DEPOT, INC						6,401.63						
218932133001		12/30/2021		0122-3	247835	66.07		66.07	01/19/2022	INV	PD	CLASP ENVELOPES, SHEET
CHECK DATE: 01/21/2022												
670 DAVID B COULTER												
21-154		01/03/2022		0122-3	247836	174.38		174.38	01/21/2022	INV	PD	PUBLIC WORKS TREE PRES
CHECK DATE: 01/21/2022												
2670 PACE SUBURBAN BUS												
599928		12/28/2021		0122-4	247931	1,349.17		1,349.17	01/28/2022	INV	PD	SEPT 2021 LOCAL SHARE
CHECK DATE: 01/28/2022												
599902		12/27/2021		0122-4	247931	1,155.82		1,155.82	01/28/2022	INV	PD	AUG 2021 LOCAL SHARE
CHECK DATE: 01/28/2022												
676 PACKEY WEBB FORD, INC.						2,504.99						
159256		01/12/2022		0122-3	247837	188.13		188.13	01/21/2022	INV	PD	PD027-REMOTE STARTER K
CHECK DATE: 01/21/2022												
159334		01/18/2022		0122-4	247932	72.00		72.00	01/28/2022	INV	PD	PD015-SPARK PLUGS
CHECK DATE: 01/28/2022												
7749 PAYMENT SERVICE NETWORK, INC						260.13						
PSN-110		01/03/2022		0122-4	29570	476.60		476.60	01/28/2022	DIR	PD	CUST ONLINE BANKING FE
CHECK DATE: 01/28/2022												
12858 PEERLESS NETWORK, INC.												
484627		01/15/2022		0122-4	247933	4,700.29		4,700.29	01/28/2022	INV	PD	TELECOMMUNICATIONS
CHECK DATE: 01/28/2022												
10823 PEST MANAGEMENT SERVICES, INC												
41921		01/18/2022		0122-4	247934	35.00		35.00	01/28/2022	INV	PD	GENERAL PEST CONTROL F
CHECK DATE: 01/28/2022												
42086		01/26/2022		0222-1	248015	349.00		349.00	02/04/2022	INV	PD	GENERAL PEST CONTROL
CHECK DATE: 02/07/2022												
11543 PETRO CHOICE HOLDINGS, INC.						384.00						

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
50789650 CHECK DATE: 02/07/2022		01/19/2022		0222-1	248016	1,445.54	1,445.54	02/04/2022	INV	PD		INV- HYDRAULIC OIL
11266 PHYSICIANS IMMEDIATE CARE NORTH CHICAGO LLC												
4243390 CHECK DATE: 01/28/2022		01/05/2022		0122-4	247935	567.00	567.00	01/28/2022	INV	PD		PRE-EMPLOYMENT SCREENI
700 THE PITNEY BOWES BANK INC												
011822 CHECK DATE: 01/28/2022		01/18/2022		0122-4	29573	2,000.00	2,000.00	01/28/2022	DIR	PD		POSTAGE METER REFILL
2585 POWER EQUIPMENT LEASING CO.												
S1577 CHECK DATE: 02/07/2022		01/28/2022		0222-1	248017	243.26	243.26	02/04/2022	INV	PD		PW#250-HANDLE AND LATC
12888 PRINGLE, BETSY / JEFF												
113350 CHECK DATE: 01/21/2022		01/12/2022		0122-3	247838	228.48	228.48	01/12/2022	INV	PD		UB WATER REFUND - 303
12337 RAISING CANE'S												
18.0012 CHECK DATE: 01/28/2022		01/13/2022		0122-4	247936	2,072.00	2,072.00	01/28/2022	INV	PD		ESCROW 18.0012 REFUND
1254 REINDERS, INC.												
6003895-01 CHECK DATE: 01/28/2022		01/11/2022		0122-4	247937	241.35	241.35	01/19/2022	INV	PD		MVP FILTER KIT FOR SAN
12887 RICHARDSON, JAMES												
421180 CHECK DATE: 01/21/2022		01/12/2022		0122-3	247839	154.00	154.00	01/12/2022	INV	PD		UB WATER REFUND - 679
764 ROTARY CLUB OF GLEN ELLYN												
407 CHECK DATE: 01/28/2022		01/04/2022		0122-4	247938	147.00	147.00	01/28/2022	INV	PD		MEMBERSHIP DUES
8689 RUSH TRUCK CENTERS OF ILLINOIS, INC												
3026332607 CHECK DATE: 01/28/2022		01/24/2022		0122-4	247939	132.22	132.22	01/28/2022	INV	PD		PW205-CUP HOLDER
3026307378 CHECK DATE: 01/28/2022		01/20/2022		0122-4	247939	97.72	97.72	01/28/2022	INV	PD		PW205-EXHAUST STACK CL
3026358557 CHECK DATE: 02/07/2022		01/25/2022		0222-1	248018	1,072.48	1,072.48	02/04/2022	INV	PD		PW#202-BATTERY TRAY AN
3026372977 CHECK DATE: 02/07/2022		01/26/2022		0222-1	248018	92.76	92.76	02/04/2022	INV	PD		PW#202-BATTERY TRAY AN

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
						1,395.18						
8909 RUSS'S PLUMBING & SEWER												
6863		01/23/2022		0122-4	247940	380.00	380.00	01/28/2022	INV	PD		SERVICE CALL
CHECK DATE: 01/28/2022												
8894 RUSSO HARDWARE, INC												
SPI10945433		01/13/2022		0122-4	247941	120.80	120.80	01/19/2022	INV	PD		SMALL ENGINE AIR FILTE
CHECK DATE: 01/28/2022												
6093 SCHAMBERGER BROTHERS, INC												
0000438207		01/21/2022		0222-1	248019	208.00	208.00	01/24/2022	INV	PD		BEVERAGE FOR RESALE
CHECK DATE: 02/07/2022												
5044 SCHROEDER & SCHROEDER, INC.												
7148	20210038	12/16/2021		0222-1	248020	110,990.29	110,990.29	02/04/2022	INV	PD		2021 SIDEWALK STREET R
CHECK DATE: 02/07/2022												
9718 SEBIS DIRECT INC												
36585		01/04/2022		0122-3	247840	874.80	874.80	01/21/2022	INV	PD		VILLAGE UTILITY BILLIN
CHECK DATE: 01/21/2022												
9358 DENNIS P SELVIG												
011922		01/19/2022		0122-4	247942	700.00	700.00	01/28/2022	INV	PD		PRE-EMPLOYMENT PSYCHOL
CHECK DATE: 01/28/2022												
12013 SENTINEL EMERGENCY SOLUTIONS												
7696		01/18/2022		0122-4	247943	97.14	97.14	01/28/2022	INV	PD		1E61-RIGHT REAR JUMPSE
CHECK DATE: 01/28/2022												
11562 SHIFT4 PAYMENTS												
SHIFT4-36		01/10/2022		0122-4	29565	470.96	470.96	01/28/2022	DIR	PD		LINKS CREDIT CARD FEES
CHECK DATE: 01/28/2022												
3571 HARRY C SMITH LTD												
4686		01/12/2022		0122-3	247841	9,253.20	9,253.20	01/21/2022	INV	PD		OUTSIDE COUNCEL PD
CHECK DATE: 01/21/2022												
7137 CHARLES SMITH												
20202292		01/10/2022		0122-3	247842	19,531.00	19,531.00	01/14/2022	INV	PD		RESTORE DEP. - 173 CRA
CHECK DATE: 01/21/2022												
12512 SOUTHEAST LINEN ASSOCIATES, INC.												
1233838		11/25/2021		0122-3	247843	673.42	673.42	11/25/2021	INV	PD		LINEN RENTAL

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 01/21/2022												
1233040		11/18/2021		0122-3	247843	673.42	673.42	11/25/2021	INV	PD		LINEN RENTAL
CHECK DATE: 01/21/2022												
1232235		11/11/2021		0122-3	247843	673.42	673.42	11/25/2021	INV	PD		LINEN RENTAL
CHECK DATE: 01/21/2022												
S1084730		01/24/2022		0222-1	248021	138.00	138.00	01/24/2022	INV	PD		LINEN RENTAL
CHECK DATE: 02/07/2022												
						2,158.26						
10181 SOUTHERN GLAZER'S WINE AND SPIRITS, LLC												
4028689		01/13/2022		0122-3	247844	1,057.73	1,057.73	01/13/2022	INV	PD		BEVERAGE FOR RESALE
CHECK DATE: 01/21/2022												
4020037		01/06/2021		0122-3	247844	400.54	400.54	01/06/2021	INV	PD		BEVERAGE FOR RESALE
CHECK DATE: 01/21/2022												
4037449		01/20/2022		0222-1	248022	1,040.42	1,040.42	01/24/2022	INV	PD		BEVERAGE FOR RESALE
CHECK DATE: 02/07/2022												
4056790		02/03/2022		0222-1	248022	1,289.15	1,289.15	02/03/2022	INV	PD		BEVERAGE FOR RESALE
CHECK DATE: 02/07/2022												
						3,787.84						
2407 STACI SPRINGER												
123514		11/30/2021		0222-1	248023	51.95	51.95	02/04/2022	INV	PD		CHRISTMAS DECORATIONS
CHECK DATE: 02/07/2022												
806 STANDARD EQUIPMENT COMPANY												
P33937		01/20/2022		0122-4	247944	59.98	59.98	01/28/2022	INV	PD		PW249-REPLACEMENT PART
CHECK DATE: 01/28/2022												
P33823		01/11/2022		0122-4	247944	882.22	882.22	01/28/2022	INV	PD		PW259-REPLACEMENT PART
CHECK DATE: 01/28/2022												
P33824		01/11/2022		0122-4	247944	345.33	345.33	01/28/2022	INV	PD		PW249-REPLACEMENT PART
CHECK DATE: 01/28/2022												
P33857		01/13/2022		0122-4	247944	845.51	845.51	01/28/2022	INV	PD		PW259-REPLACEMENT PART
CHECK DATE: 01/28/2022												
P33943		01/21/2022		0122-4	247944	-51.58	-51.58	01/28/2022	CRM	PD		PW259-RETURNED REPLACE
CHECK DATE: 01/28/2022												
P33953		01/21/2022		0122-4	247944	29.82	29.82	01/28/2022	INV	PD		PW259-REPLACEMENT PART
CHECK DATE: 01/28/2022												
P33979		01/25/2022		0222-1	248024	24.57	24.57	02/04/2022	INV	PD		PW#259-REPLACEMENT PAR
CHECK DATE: 02/07/2022												
						2,135.85						
2687 STAPLES CONTRACT & COMMERCIAL, INC.												
3496188434		12/31/2021		0122-3	247845	90.44	90.44	01/21/2022	INV	PD		OFFICE SUPPLIES
CHECK DATE: 01/21/2022												
3495592553		12/21/2021		0122-3	247845	185.72	185.72	01/21/2022	INV	PD		CLEANING SUPPLIES
CHECK DATE: 01/21/2022												
3495659047		12/22/2021		0122-3	247845	22.67	22.67	01/21/2022	INV	PD		CLEANING SUPPLIES
CHECK DATE: 01/21/2022												
3495659046		12/22/2021		0122-3	247845	68.01	68.01	01/21/2022	INV	PD		CLEANING SUPPLIES
CHECK DATE: 01/21/2022												
3495592552		12/21/2021		0122-3	247845	76.08	76.08	01/21/2022	INV	PD		CLEANING SUPPLIES

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 01/21/2022												
3497257735		01/12/2022		0122-4	247945	99.98		99.98	01/28/2022	INV	PD	OFFICE SUPPLIES
CHECK DATE: 01/28/2022												
34966863592		01/06/2022		0122-4	247945	109.53		109.53	01/28/2022	INV	PD	OFFICE CLEANING SUPPLI
CHECK DATE: 01/28/2022												
3497058694		01/08/2022		0222-1	248025	27.54		27.54	02/04/2022	INV	PD	OFFICE SUPPLIES
CHECK DATE: 02/07/2022												
3497183177		01/11/2022		0222-1	248025	449.22		449.22	02/04/2022	INV	PD	OFFICE SUPPLIES
CHECK DATE: 02/07/2022												
3497556613		01/15/2022		0222-1	248025	-27.32		-27.32	01/15/2022	CRM	PD	CREDIT FOR OFFICE SUPP
CHECK DATE: 02/07/2022												
7600 STUEVER & SONS, INC						1,101.87						
0363823		01/12/2022		0122-3	247846	130.00		130.00	01/13/2022	INV	PD	BEER LINE CLEANING
CHECK DATE: 01/21/2022												
0363764		01/26/2022		0222-1	248026	118.00		118.00	02/03/2022	INV	PD	BEER LINE CLEANING
CHECK DATE: 02/07/2022												
826 SUBURBAN DOOR CHECK & LOCK SERVICE INC						248.00						
IN543737		12/31/2021		0122-3	247847	48.24		48.24	01/21/2022	INV	PD	OPERATING SUPPLIES
CHECK DATE: 01/21/2022												
827 SUBURBAN DRIVE LINE, INC.												
64351		01/13/2022		0122-3	247848	40.00		40.00	01/21/2022	INV	PD	PW244- SAFETY LANE TES
CHECK DATE: 01/21/2022												
5018 SUBURBAN LABORATORIES, INC.												
198282		12/30/2021		0122-3	247849	1,045.00		1,045.00	01/21/2022	INV	PD	TESTING
CHECK DATE: 01/21/2022												
854 TERRACE SUPPLY COMPANY												
01031228		12/31/2021		0122-3	247850	27.28		27.28	01/21/2022	INV	PD	OXYGEN & ACETYLENE TAN
CHECK DATE: 01/21/2022												
01030273		11/30/2021		0122-4	247946	26.40		26.40	01/28/2022	INV	PD	ACETYLENE & OXYGEN TAN
CHECK DATE: 01/28/2022												
55 ANTHONY R. TERRANOVA						53.68						
10-25-2021 TUITION		01/11/2022		0122-3	247851	600.00		600.00	01/19/2022	INV	PD	TUITION REIMBURSEMENT
CHECK DATE: 01/21/2022												
10558 TESTA PRODUCE, INC												
05187907		12/31/2021		0122-3	247852	338.20		338.20	12/31/2021	INV	PD	food - resale
CHECK DATE: 01/21/2022												
05193579		01/14/2022		0122-3	247852	17.50		17.50	01/16/2022	INV	PD	FOOD - RESALE
CHECK DATE: 01/21/2022												

VILLAGE OF GLEN ELLYN

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
05193578		01/14/2022		0122-3	247852	277.70		277.70	01/16/2022	INV	PD	FOOD -RESALE, NA BEV
CHECK DATE: 01/21/2022												
05192477		01/12/2022		0122-3	247852	393.34		393.34	01/12/2022	INV	PD	FOOD - RESALE, NA BEV.
CHECK DATE: 01/21/2022												
05194408		01/15/2022		0122-3	247852	204.30		204.30	01/15/2022	INV	PD	FOOD - RESALE
CHECK DATE: 01/21/2022												
05192478		01/15/2022		0122-3	247852	21.85		21.85	01/15/2022	INV	PD	FOOD - RESALE
CHECK DATE: 01/21/2022												
05196304		01/20/2022		0122-4	247947	36.25		36.25	01/20/2022	INV	PD	FOOD - RESALE
CHECK DATE: 01/28/2022												
05196307		01/20/2022		0122-4	247947	9.15		9.15	01/20/2022	INV	PD	FOOD - RESALE
CHECK DATE: 01/28/2022												
05197714		01/22/2022		0122-4	247947	427.45		427.45	01/22/2022	INV	PD	FOOD - RESALE
CHECK DATE: 01/28/2022												
05196251		01/20/2022		0122-4	247947	202.00		202.00	01/20/2022	INV	PD	FOOD - RESALE
CHECK DATE: 01/28/2022												
05201488		01/31/2022		0222-1	248027	375.30		375.30	02/02/2022	INV	PD	FOOD - RESALE
CHECK DATE: 02/07/2022												
05199949		01/27/2022		0222-1	248027	273.80		273.80	01/27/2022	INV	PD	FOOD - RESALE, NA BEV.
CHECK DATE: 02/07/2022												
05200615		01/28/2022		0222-1	248027	273.70		273.70	01/28/2022	INV	PD	FOOD - RESALE
CHECK DATE: 02/07/2022												
05200616		01/28/2022		0222-1	248027	9.40		9.40	01/28/2022	INV	PD	FOOD - RESALE
CHECK DATE: 02/07/2022												
05200644		01/28/2022		0222-1	248027	31.50		31.50	01/28/2022	INV	PD	FOOD - RESALE
CHECK DATE: 02/07/2022												
05201119		01/29/2022		0222-1	248027	223.80		223.80	01/29/2022	INV	PD	FOOD - RESALE
CHECK DATE: 02/07/2022												
05201212		01/29/2022		0222-1	248027	91.89		91.89	01/29/2022	INV	PD	FOOD - RESALE
CHECK DATE: 02/07/2022												
12877 CONSTANTINE THEROS						3,207.13						
123539		01/28/2022		0222-1	248028	1,500.00		1,500.00	02/04/2022	INV	PD	SANITARY SEWER LINE RE
CHECK DATE: 02/07/2022												
10876 THYSSENKRUPP ELEVATOR CORPORATION												
3006237188		11/01/2021		0122-3	247853	578.37		578.37	01/14/2022	INV	PD	ELEVATOR AND PHONE MON
CHECK DATE: 01/21/2022												
6000552028		12/20/2021		0122-3	247853	463.00		463.00	01/14/2022	INV	PD	ANNUAL SAFETY TEST
CHECK DATE: 01/21/2022												
10477 TPI BUILDING CODE CONSULTANTS, INC						1,041.37						
202112		12/31/2021		0122-4	247948	8,054.25		8,054.25	01/28/2022	INV	PD	PLAN REVIEWS AND INSPE
CHECK DATE: 01/28/2022												
658 PATSON, INC												
R102001763:01		01/14/2022		0222-1	248029	1,601.80		1,601.80	02/04/2022	INV	PD	PW#250-REPLACE OUTLET
CHECK DATE: 02/07/2022												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
10019 TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS INC												
258788-202201-1		02/01/2022		0222-1	248030	182.00		182.00	02/01/2022	INV	PD	JANUARY SERVICES, 2022
CHECK DATE: 02/07/2022												
10577 CAMPAGNA-TURANO BAKERY, INC												
676298286		01/14/2022		0122-3	247854	70.37		70.37	01/16/2022	INV	PD	FOOD - RESALE
CHECK DATE: 01/21/2022												
676283418		01/08/2022		0122-3	247854	42.61		42.61	01/08/2022	INV	PD	FOOD - RESALE
CHECK DATE: 01/21/2022												
676312990		01/20/2022		0122-4	247949	42.93		42.93	01/20/2022	INV	PD	FOOD - RESALE
CHECK DATE: 01/28/2022												
676316751		01/21/2022		0122-4	247949	50.77		50.77	01/22/2022	INV	PD	FOOD - RESALE
CHECK DATE: 01/28/2022												
676331499		01/27/2022		0222-1	248031	38.50		38.50	01/27/2022	INV	PD	FOOD - RESALE
CHECK DATE: 02/07/2022												
676335256		01/28/2022		0222-1	248031	101.21		101.21	01/29/2022	INV	PD	FOOD - RESALE
CHECK DATE: 02/07/2022												
676338718		01/29/2022		0222-1	248031	71.66		71.66	01/29/2022	INV	PD	FOOD - RESALE
CHECK DATE: 02/07/2022												
						418.05						
11665 GLEN ELLYN BREWING LLC												
21.0004		01/10/2022		0122-4	247950	752.40		752.40	01/28/2022	INV	PD	REFUND BALANCE ESCROW
CHECK DATE: 01/28/2022												
11819 UNIFIRST CORPORATION												
1429445		01/21/2022		0222-1	248032	46.30		46.30	02/04/2022	INV	PD	MAT & TOWEL SERVICE
CHECK DATE: 02/07/2022												
1426014		01/07/2022		0222-1	248032	46.30		46.30	02/04/2022	INV	PD	MAT & TOWEL SERVICE
CHECK DATE: 02/07/2022												
1427735		01/14/2022		0222-1	248032	46.30		46.30	02/04/2022	INV	PD	MAT & TOWEL SERVICE
CHECK DATE: 02/07/2022												
1424337		12/31/2021		0222-1	248032	46.30		46.30	02/04/2022	INV	PD	MAT & TOWEL SERVICE
CHECK DATE: 02/07/2022												
						185.20						
1278 UNION PACIFIC RAILROAD COMPANY												
317519403		01/01/2022		0122-4	247951	3,348.53		3,348.53	01/28/2022	INV	PD	LEASE 2/1/22-1/31/23
CHECK DATE: 01/28/2022												
8044 US BANK NATIONAL ASSOCIATION												
6365814		12/24/2021		0122-3	247855	550.00		550.00	01/14/2022	INV	PD	2018 PAYING AGENT FEE
CHECK DATE: 01/21/2022												
884 U.S. FOODSERVICE, INC.												
752679		01/04/2022		0122-3	247856	950.39		950.39	01/05/2022	INV	PD	FOOD - RESALE, NA BEV.
CHECK DATE: 01/21/2022												
689696		12/31/2021		0122-3	247856	51.18		51.18	12/31/2021	INV	PD	FOOD - RESALE

VILLAGE OF GLEN ELLYN

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 01/21/2022												
677477		12/31/2021		0122-3	247856	1,308.28	1,308.28	12/31/2021	INV	PD		FOOD - RESALE, NA BEV.
CHECK DATE: 01/21/2022												
861072		01/07/2022		0122-3	247856	1,285.75	1,285.75	01/08/2022	INV	PD		FOOD - RESALE, NA BEV.
CHECK DATE: 01/21/2022												
1060621		01/14/2022		0122-3	247856	1,301.82	1,301.82	01/16/2022	INV	PD		FOOD - RESALE, NA BEV.
CHECK DATE: 01/21/2022												
997405		01/12/2022		0122-3	247856	77.85	77.85	01/12/2022	INV	PD		FOOD - RESALE
CHECK DATE: 01/21/2022												
1045644		01/13/2022		0122-3	247856	105.38	105.38	01/16/2022	INV	PD		DRY GOODS
CHECK DATE: 01/21/2022												
1261710		01/21/2022		0122-4	247952	2,038.77	2,038.77	01/22/2022	INV	PD		FOOD - RESALE, NA BEV.
CHECK DATE: 01/28/2022												
1436387		01/27/2022		0222-1	248033	140.74	140.74	01/27/2022	INV	PD		FOOD - RESALE
CHECK DATE: 02/07/2022												
1439849		01/27/2022		0222-1	248033	124.42	124.42	01/27/2022	INV	PD		FOOD - RESALE
CHECK DATE: 02/07/2022												
1441630		01/27/2022		0222-1	248033	91.18	91.18	01/27/2022	INV	PD		FOOD - RESALE
CHECK DATE: 02/07/2022												
1395459		01/26/2022		0222-1	248033	140.74	140.74	01/27/2022	INV	PD		FOOD - RESALE
CHECK DATE: 02/07/2022												
1460199		01/28/2022		0222-1	248033	2,517.51	2,517.51	01/29/2022	INV	PD		FOOD - RESALE, NA BEV.
CHECK DATE: 02/07/2022												
2971302		01/26/2022		0222-1	248033	-140.74	-140.74	01/26/2022	CRM	PD		FOOD - RESALE
CHECK DATE: 02/07/2022												
915 VERIZON WIRELESS SERVICES LLC						9,993.27						
9895765180 12/23/2021 0122-3 247857 72.02 72.02 01/21/2022 INV PD LINKS IPADS												
CHECK DATE: 01/21/2022												
99896652619		01/06/2022		0122-3	247858	100.10	100.10	01/19/2022	INV	PD		M2M MONTHLY SERVICES
CHECK DATE: 01/21/2022												
9896361067		01/01/2022		0122-4	247953	1,003.79	1,003.79	01/28/2022	INV	PD		TELECOMMUNICATIONS
CHECK DATE: 01/28/2022												
9897474214		01/16/2022		0122-4	247954	704.23	704.23	01/26/2022	INV	PD		SERVICES FOR SQUAD CAR
CHECK DATE: 01/28/2022												
						1,880.14						
1220 VERMEER ILLINOIS, INC												
PH3885		01/24/2022		0222-1	248034	94.39	94.39	02/04/2022	INV	PD		INV-CHIPPER TEETH
CHECK DATE: 02/07/2022												
11956 VETERAN'S TOWING & RECOVERY												
21752		01/10/2022		0122-3	247859	175.00	175.00	01/19/2022	INV	PD		2016 BUICK ENCORE - WH
CHECK DATE: 01/21/2022												
1876 VIPOE, INC												
74136		01/27/2022		0222-1	248035	3,606.66	3,606.66	02/01/2022	INV	PD		WEBBER OFFICE FURNITUR
CHECK DATE: 02/07/2022												
12216 VILLA PARK OFFICE EQUIPMENT												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
74138		01/27/2022		0222-1	248036	619.50		619.50	02/04/2022	INV	PD	OFFICE SUPPLIES
CHECK DATE: 02/07/2022												
74137		01/27/2022		0222-1	248036	1,069.00		1,069.00	02/04/2022	INV	PD	OFFICE SUPPLIES
CHECK DATE: 02/07/2022												
921 VILLAGE LINKS RESERVE 22						1,688.50						
452201260002		01/26/2022		0222-1	248037	423.00		423.00	02/04/2022	INV	PD	CHAMBER EVENT
CHECK DATE: 02/07/2022												
948 WEST PUBLISHING CORPORATION												
845427414		12/01/2021		0222-1	248038	455.00		455.00	02/04/2022	INV	PD	ONLINE/SOFTWARE SUBSCR
CHECK DATE: 02/07/2022												
845615124		01/01/2022		0222-1	248038	455.00		455.00	02/04/2022	INV	PD	ONLINE/SOFTWARD SUBSCR
CHECK DATE: 02/07/2022												
7711 WINDY CITY DISTRIBUTION COMPANY						910.00						
266813		02/03/2022		0222-1	248039	402.50		402.50	02/03/2022	INV	PD	BEVERAGE FOR REASLE
CHECK DATE: 02/07/2022												
259850		01/20/2022		0222-1	248039	190.50		190.50	01/24/2022	INV	PD	BEVERAGE FOR RESALE
CHECK DATE: 02/07/2022												
2028 WINTER EQUIPMENT CO., INC.						593.00						
IV50715		01/25/2022		0222-1	248040	194.55		194.55	02/04/2022	INV	PD	INV-PLOW MARKERS
CHECK DATE: 02/07/2022												
12883 JON WITH												
16.0013		01/05/2022		0122-3	247860	13.25		13.25	01/14/2022	INV	PD	ESCROW BALANCE REFUND
CHECK DATE: 01/21/2022												
12892 CHRISTOPHER WOOD												
23986		01/14/2022		0122-4	247955	1,680.00		1,680.00	01/28/2022	INV	PD	RETT # 23986 REFUND -
CHECK DATE: 01/28/2022												
12905 YOUNG MEN'S CHRISTIAN ASSOCIATION												
20210689		01/31/2022		0222-1	248041	5,000.00		5,000.00	02/04/2022	INV	PD	RESTORE DEP. - 49 DEIC
CHECK DATE: 02/07/2022												
7060 JOHN ALBERT GARZA												
11145		09/14/2021		0122-4	247956	128.52		128.52	09/20/2021	INV	PD	GIRL BABY BLANKETS
CHECK DATE: 01/28/2022												
11166		01/25/2022		0222-1	248042	652.54		652.54	02/01/2022	INV	PD	WATER BOTTLES FOR GIVE
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VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
605 INVOICES						4,542,063.19					

** END OF REPORT - Generated by Colette Ameche **



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

Meeting 2/14/2022 7:00 PM
Department: Administration
Department Head:
Category: Minutes
Prepared By:

**AGENDA ITEM (ID # 2022-
1834)**

DOC ID: 2022-1834

June 21, 2021 Special Village Board Meeting Minutes

Statement of the Issue:

Analysis:

Budget Impact:

Action Requested:

Attachments:

1. 06212021 Special Village Board Meeting Minutes - DRAFT



Minutes
Village of Glen Ellyn
Glen Ellyn Village Board
Special Meeting
Monday, June 21, 2021
7:00 PM

Glen Ellyn Civic Center, Galligan Board Room

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

Upon roll call by Clerk Cosby, President Senak and Trustees Christiansen, Fasules, Gould, Payne and Thompson answered "Present". Trustee Kalinich joined via Zoom.

Also in attendance: Village Manager Franz, Chief Norton, Finance Director Coyle, Professional Engineer Richard Daubert, Senior Civil Engineer Tom Topar, Public Works Director Buckley, Planning Manager Purvis.

D. Audience Participation

President Senak spoke regarding the tornado in Naperville, Woodridge and surrounding communities and acknowledged the fire department for providing back up support.

E. Presentation

1. Chief Norton will provide an update regarding the post covid plans for the Glen Ellyn Fourth of July Parade and Fireworks.

Chief Norton noted the food truck district, and the park district boat regatta would not be happening due to Covid restrictions. Chief Norton gave in detail the festivities for the Fourth of July including the Freedom 4 Run, indicating a portion of the proceeds will go to friends of the Glen Ellyn Park Scholarship Program. Chief Norton also gave details about the parade and fireworks at Lake Ellyn

Chief Norton answered questions indicated Diana Martinez as the Grand Marshal for the parade. Trustee Payne asked about the limit of runners for the Freedom 4 Run and if people could still donate even if they did not want to run. The answer was yes.

2. A resident wanted to speak about traffic safety on Roosevelt Road.

It was addressed the line for the drive thru lane at Starbucks extends onto Roosevelt Rd. during peak business hours.

President Senak indicated he will discuss this situation with the police department and with public works.

F. Central Business District (CBD) Streetscape and Utility Improvements Project Update (Presented by Professional Engineer Daubert) (Discussion Only)

1. Professional Engineer Richard Daubert updates the Village Board on the proposed lane configuration for the CBD Streetscape and Utility Improvements project.

Richard Daubert's objectives are to recap the geometric changes, summarize input from the police, fire and capital improvements commission as well as solicit direction from the village board.

Richard Daubert summarizes the deliberation that occurred with the Village Board in March regarding the design elements of the projects such as curb extensions, parking changes and turn lanes.

Richard Daubert goes into detail about curb extensions such as safety to pedestrians and supporting traffic. He also discusses things to consider when implementing curb extensions including not causing conflict with transit vehicles, maintain truck turning abilities, providing proper street drainage and other street maintenance.

Exclusive vehicular lane and a shared lane are defined.

The importance of not negatively impacting a truck's turning ability was done by Civil Tech overlaying turning templates for design vehicles and determining what vehicles could be accommodated at each intersection.

The three locations being discussed to remove right turn lanes are: Forest/Pennsylvania, Main/Duane, and Main/Crescent.

Richard Daubert discusses pros and cons of curb extensions.

Richard Daubert summarizes the presentation and states the police and fire did not have any concerns with the proposed improvements at Forest/Pennsylvania and the CIC supports the changes.

Richard Dauber's next topic is proposing to make the CBD more pedestrian friendly.

Implementation of roadway improvements that accommodate all users. These improvements would be supported by the Complete Streets Resolution.

The 2020-2022 strategic plan is specifically to make the downtown more walkable and pedestrian friendly. Economic benefits, diversity equity and inclusion considerations are also discussed.

President Senak asked if anyone had any questions.

Trustee Christiansen asked if the traffic study looked at the Sunday morning traffic due to traffic regarding people attending Church. Richard Daubert responded and stated, they didn't specifically look at Church traffic, but CIC indicated its important to look at the traffic counts during the week and not solely specific events such as Fourth of July or Jazz Fest.

Trustee Kalinich had the same question as Trustee Christiansen. Her second question was about the markings on the street. She states they are already confusing and wants to know if it will be remarked to be less confusing. Richard Daubert advised the street will be wide enough to be two lanes. He also stated there will be additional markings and signage at this location as well on Main/Pennsylvania.

President Senak asks when Forest Ave becomes consolidated, will the sidewalk be expanded on the West side of the street. Richard Daubert responds saying he would need to look at the plans, but he believes majority of the room will be gained with the furniture zone. The sidewalks will marginally stay the same. President Senak makes mention of Made in Italy and their outdoor seating indicating if the sidewalks were expanded in front of their business, the temporary seating could become permanent. Richard Daubert states if they consider this, then there would be a loss in street parking. Richards Daubert also states it would be hard to determine which businesses this would be done for.

Resident Mark Gebecoma asks if the removal of the lane will impact emergency vehicles and not allow other vehicles to move to the side; he also asked if this would impact snow removal. Richard Daubert responds by saying at this specific intersection, traffic is moving away from the downtown area and there are plenty of areas for vehicles to pull to the side. Richard Daubert indicated there is still about 27ft of pavement and the corners being generous. In terms of snow removal, Richard Daubert states there have been areas identified that have caused some challenges, not necessarily with curb extensions but with planters that extend into the roadway but assured public works has a good plan on how to manage these challenges.

President Senak asked the Trustee's if they are in favor or opposed of the proposed changes for Forest/Pennsylvania.

Trustee Gould states she has concerns with other intersections but is in favor of this one. Trustee Thompson agrees with Trustee Gould and is in support of the proposed concept at Forest/Pennsylvania. Trustee Christiansen is also in support along with Trustee's Kalinich, Fasules and Payne.

Richard Daubert discusses the next intersection at Main/Duane.

Richard Daubert discussed the current lanes at Main/Duane. He proposes removing the two southbound lanes and combining them into one, 14ft wide travel lane. Richard Daubert explains there would be no markings because the lane allows all the movements. It is also proposed the north end of the intersection would be widened from 14ft to 17ft. Other proposed changes include a curb extension at the southwest corner and east of Main street the sidewalks would be widened along Duane St.

The pros and cons are discussed. Pros are shortened crosswalks, pronounced pedestrian visibility, traffic calming and room for streetscape elements. The cons are potential for traffic impact and loss of room for on-street parking for truck deliveries.

The traffic analysis is discussed. It was found there is a low volume of right turns during peak hours. There was also minimal conflict between southbound right turning vehicles and pedestrians in the west crosswalk.

Richard Daubert summarized police noted occasionally southbound vehicles occasionally stop at Duane and an escape should be provided. Fire did not have any objections. The CIC noted it was a challenging decision but still wanted to make the downtown more pedestrian friendly.

President Senak wanted to confirm the CIC's recommendations of 2 commissioners opposed, two supportive of the original design and four supportive of the revised design. Richard Daubert stated one of the commissioners who was originally against the improvements at the May meeting was then in support of the improvements at the June meeting.

President Senak asked if the Trustees had any questions

Trustee Gould asked about the 2009 plan that referenced traffic back up when the train tracks are down. Trustee Gould wanted to know if the traffic problems from the gates being down would be addressed and didn't see data to support this issue. Richard Daubert said the main concern would be the bottleneck that would form with the elimination of the turn lanes, however while the gates are down for an extended period, that would eliminate the flow of cars coming across the tracks and therefore eliminate the bottleneck. He stated Civil Tech did not find there were conflicts between vehicles and the crosswalks that would cause them to stop. Trustee Gould stated when the gates come up there would be frustrated drivers driving south if there are pedestrians present. Richard Daubert reminded the right turning movement was a low percentage.

Trustee Kalinich wanted clarification on which lanes were being discussed and wanted to know if the southbound lanes would still have the right of way and Richard Daubert confirmed she was correct.

Trustee Thompson asked Richard Daubert at the intersection with vehicles going southbound, when they are turning to go east on Duane, if there would be enough room for vehicles to go around the car and continue traveling southbound on Main. Richard Daubert said its difficult to know if the vehicle would be in the correct location. He suggested that there should be some markings on the roadway and being the vehicle was in the right location there would still be room for a car to go around.

Trustee Thompson agrees residents are familiar with turning at this intersection but not visitors and trucks who may impede vehicles from going around. Trustee Thompson asks what the solution would be if the proposed changes weren't working. Richard Daubert suggested moving the curb over to provide the additional room however Richard Daubert stated allowing cars to go around other cars could potentially create a safety issue.

Trustee Payne expressed a lot of concern with the proposed changes. Trustee Payne asked if it was considered keeping the turning lane however still doing the extension by the Prairie Path. Richard Daubert stated they did not look at it but stated providing more room for streetscape elements such as trees.

Trustee Christiansen stated a lot of people cross on the north end of the intersection despite the crosswalk being by the Prairie Path. She is concerned with the wider sidewalks it would encourage pedestrians to cross illegally. Richard Daubert said it is possible and suggested using a barrier such as a planter or trash can to eliminate people crossing unsafely.

President Senak asks for the Trustee recommendations

Trustee Fasules stated he also has the same concerns as Chief Norton. Trustee Fasules thinks everything should stay the same.

Trustee Kalinich is also not in favor of the changes. She is concerned about pedestrians crossing the street along with the blockage with the train tracks. Trustee Kalinich wants to leave the intersection as it is.

Trustee Payne is not in support of the proposal and wants to leave it as is.

Trustee Thompson states he wants to leave the intersection as is.

Trustee Gould supports leaving the intersection as it is.

Trustee Christiansen supports leaving it as is but suggests improving the sidewalk by Einstein's due to people walking in the street when it becomes crowded. Richard Daubert states they could do the improvements to only the east side of main street.

Trustee Kalinich suggested the southbound lane be also the right turn lane and leaving a left turn lane as well. Richard Daubert stated having the straight and through would be better because the right turn movement is a low volume. Trustee Kalinich suggests because the traffic is limited on the right turn, if cars are normally going around the left turning car it would be clearer to where cars should be.

Village Manager Franz asks if Richard Daubert wanted to ask the board about improvements only on the east side or if was going to discuss it with the design team and CIC. Richard Daubert stated the commission discussed it and recommended both sides of the street however discussing it only for one side was an option. Trustee Fasules wants to keep the turn lanes and accomplish widening the sidewalk.

Trustee Fasules mentions not eliminating the right turn because people turn into the parking lot.

President Senak asked Chairperson Samanski if they want this issue to go back to CIC and said after deliberation it can be brought back up.

Richard Daubert discusses the intersection Main/Crescent.

Richard Daubert states there are two parts of the intersection that need to be discussed. The north end of the intersection is the first one. There are 3 existing vehicular lanes, exclusive left turn lane south on Main St and east on Crescent, exclusive through lane to continue through the intersection and an exclusive right turn lane to go west on Crescent. The second area of the intersection to be discussed is the west end of the intersection. There is an exclusive right turn lane and an exclusive through lane.

The proposed changes on the north end would include to consolidate the right turn lane and the through lane. At the west end the proposed change is to eliminate the turn lane and combine it with the through lanes. It is also proposed to add curb extensions at the northeast, northwest and southwest corners of the intersection. Also proposing to widen the sidewalk on Crescent east of the intersection, which will shorten the crosswalk.

The benefits are discussed; shortened crosswalks, pronounced pedestrian visibility, room for streetscape elements, additional on street parking and traffic calming. The negatives are discussed such as eastbound right turning traffic will back up with the extended gate down time with freight trains and some eastbound traffic that will be impacted.

Richard Daubert explains Civil Tech looked at how the intersection performed when the gates are not down. They then looked at the videos to see what would happen when the gates are down for an extended period. They noticed it only takes four vehicles to stop for no vehicles to be able to get into the right turn lane. At the west end of the intersection, they noticed when the gates were down for an extended period, out of 17 vehicles that stacked up at the intersection it only impacted 5 vehicles during the extended gate down.

Richard Daubert summarizes police and fire's review of the proposed changes. Police were not convinced that the changes wouldn't cause traffic to back up and suggested implementing a trial and using cameras to monitor the improvements. Chief Clark with the fire company did not have any objections of the removal of the right turn lane but noted it was important to add striping on the street to encourage vehicles to be in the proper lanes.

Certain business liked the additional parking spots however other businesses on the east side because the right turn lane is used for the delivery trucks. There could be striping indicating it was to be used for loading purposes.

President Senak asks Trustee's if they have any questions

Trustee Fasules wants to how the mockup of the changes would be done. Richard Daubert replied with the board's permission, they would put in a temporary traffic control device and close off the eastbound right turn lane. The westbound turn lane is almost already set up with the temporary dining. Data would also be completed. Trustee Fasules asks why the mockup wouldn't be set up exactly like the changes that are proposed. Richard Daubert says it could be done but putting the cameras up for a long period of time would be expensive. Trustee Fasules is curious what the expense is going to be and thinks it could be worth it. Richard Daubert talks about the best time to collect the data.

Trustee Gould asks is it is just a streetscape plan and not an objective to improve traffic. Richard Daubert says some of the changes are slight improvements and the biggest challenges are implementing two-way traffic in the CBD. He says they did not look at eliminating parking spaces to improve traffic because he did not think they will be supported. His first thought would be added parking spaces and shortening crosswalks. Trustee Gould is still concerned with the freight train effects. The total count of trains was 94. This count has declined since 2019. The trains are getting longer and down slightly because of Covid. Trustee Gould wants to know if there is a device that could go on the gate that would document the date and time the gate went down and for how long. Richard Daubert responds by saying the video could be looked at and ICC has the gate down time.

CiviTech noted they did not see a lot of vehicles impacted by the gate down time. To improve this intersection Richard states extending the southbound right turn lane that's closed for dining. When traffic backs up on Main St. to Pennsylvania, vehicles will go to Glenwood to Crescent and head east to avoid the backed-up traffic which adds delays to Main St. The less conflicts would make Main St. more efficient. Trustee Gould says everything seems to focus and "zoomed in" on this intersection alone and wants to know when all the changes would be looked at "zoomed out" and looked as a whole. Mark Franz says looking at the proposed changes as a totality and they all improve traffic flow. Richard Daubert reviews the changes and study that was done by CiviTech to downtown Elmhurst. There was a 50-80% of the traffic that was predicted to be generated.

Trustee Kalinich thanks for the time committed to collecting the data. Trustee Kalinich wants to start by marking the lanes in the road as the first step for the examination of the intersection. Trustee Kalinich also states she sees cars and pedestrians not clear there are lanes going straight and it impacts people crossing crescent on the eastside street and cars on Main St. going south. Richard Daubert and Mark Franz say they will look into it further.

Trustee Thompson is unclear what will happen with delivery trucks and would like to see more of a plan. Richard Daubert says he has talked with the business and has found deliveries typically happen in the morning time and blocking off spaces specifically for loading zones in a certain time frame. Trustee Thompson also suggests certain pick up and drop zones for Uber and Lift. Trustee Thompson also states he is concerned about Crescent eastbound through the main intersection and if the "bump outs" will increase vehicles making illegal moves to go eastbound when they are stopped.

Chief Norton responds and acknowledges that vehicles make illegal moves and although does not condone it, is concerned if those moves are not available it will create more of a grid lock

Richard Daubert says the curb extension on the north side of the street will serve as an obstruction to vehicles going through the center lane. It was discussed not doing the curb extension on the southwest corner and still have additional parking spaces.

Trustee Christiansen says the right-hand turn lane from Crescent to Main St is a default drop off zone and then illegally cross Main St. Trustee Christiansen is concerned about pedestrian safety and how backed up vehicular traffic will become.

Richard Daubert says they took that into consideration. Shortened crosswalks will help along with potentially adding planters or other obstructions. He also stated adding the parking spaces would allow vehicles to pull over and park to let people out.

Trustee Christiansen asks about Glenwood station and wants to know what the traffic would look like with the changes. Richard Daubert says the morning peak hours were calculated to generate 6 vehicles, and in the afternoon peak hours, 5 vehicles in the intersection.

A comment through Zoom from Julie Spiller. Julie wanted clarification where the parking spaces would be. Three spaces are in the existing right turn lane where there is outdoor dining is. The right turn lane would be 3 parking spaces that could be used for deliveries on Main St. Julie said she talked with FedEx and UPS throughout the week because there have been issues with deliveries and she was told no one has reached out to FedEx and UPS. Julie stresses the importance of getting their input. Julie also discusses multiple projects being built and the right turn lane being needed.

President Senak wants to know if the board wants to go with the CIC's recommendation and do a mockup and then brought back once data is available.

Trustee Kalinich answers she is supportive but wants to know what cost is involved. President Senak asks if she would be comfortable leaving that decision regarding costs and cameras to Chairperson Szymanski. Trustee Kalinich responds yes and reinforces she would like to see lane markings on the street.

Trustee Gould supports the mockup.

Trustee Fasules wants the recommendation from the CIC for the cost and length of duration but believes the board should have the final approval.

It is indicated that Chairperson Szymanski can provide the information to the board that Trustee Fasules is asking.

Trustee Payne states he is concerned about southbound on Main. Agrees once the mockup is proposed, the board should get the final approval.

Trustee Christiansen approves the mockup and advises not to do it until Main St. is fully open.

Trustee Thompson is in favor of CIC reviewing the plan and brought to the board with final approval of length and expense.

President Senak states he believes the real problem is with the railroad tracks. He states providing residents with real time information of the frequency and duration of the trains will allow them to make their own decisions and alleviate some of the problems that have been discussed.

2. Professional Engineer Daubert will present the proposed Phase 1 Schedule for the CBD Streetscape and Utility Improvements project.

A video by CiviTech is played indicating the expectations and stages of construction for the CBD streetscape improvements.

Trustee Gould asks if there is any communication for the delivery companies. Mark Franz stated a notification was sent out for the Apex project and intends to get a more direct contact. Trustee Gould also mentions Uber drivers and communicating with the company for drop off and a pickup location. Mark Franz said he will get in contact with the marketing contact.

Trustee Payne wants to know if they are locked in for 2022. President Senak states the board has the authority to change the construction schedule along with the sequence of the construction.

Trustee Fasules wants to know when it goes to RFP and asks Richard Daubert how to RFP three phases. Richard Daubert responded saying the bid will only be on the first phase and competitive bidding would open in October.

Trustee Fasules expresses concerns if the Apex gets delayed what would happen with the finances.

Trustee Thompson states the plan is well thought out.

President Senak asks if there is any option to expedite construction and what the cost would be.

Julie Spiller asks for the project on the southside of the tracks to be expedited

G. Recreational Cannabis (Presented by Village Manager Franz) (Trustee Thompson)

1) Motion to Approve Ordinance No. 6878, An Ordinance Amending Ordinance No. 6839 to Extend the Moratorium Passed November 12, 2019, to September 28, 2021

Trustee Kalinich wants to make sure the trustees are ready to have the discussion and not wait until September. President Senak agrees and wants the board to take a final vote, but it may be in September due to schedules.

The floor is opened for public comment. In summary majority of the comments want to extend the Moratorium and are opposed. One comment stated he thinks if there is a legal store to buy from, the illegal element will be taken out of Glen Ellyn.

A roll call vote is taken. All Trustees are in favor.

Trustee Christiansen speaks on voting back in December.

Trustee Fasules speaks he is for the moratorium and it doesn't stop anyone from still appealing the zoning codes.

Trustee Christiansen thinks with the moratorium in place, developers would pass on Glen Ellyn.

President Senak states extending the moratorium will give the new trustees a chance to come up to speed and by September a final vote will be done.

Trustee Thompson moved, second by Trustee Fasules, to approve the extension of the moratorium to September 28, 2021.

RESULT:	APPROVED [5 TO 1]
MOVER:	Trustee Thompson
SECONDER:	Trustee Fasules
AYES:	Fasules, Gould, Kalinich, Payne, Thompson
NAYS:	Trustee Christiansen
ABSENT:	

H. Reminders

- 1) A Village Board Meeting is scheduled for Monday, June 28, 2021 at 7:00 p.m.

I. Other business

Chief Norton makes announcement the phone system at the civic center and police department is currently having a glitch, but 911 emergency services are still working.

J. Motion to Adjourn

Trustee Thompson moved to adjourn the meeting, second by Trustee Fasules.

RESULT:	APPROVED [5 TO 0]
MOVER:	Trustee Thompson
SECONDER:	Trustee Fasules
AYES:	Fasules, Gould, Kalinich, Payne, Christiansen, Thompson
ABSENT:	

Respectfully submitted, Caitlin Tabor

Reviewed and Approved by Emily Rodman, Assistant Village Manager/Deputy Village Clerk



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

Meeting 2/14/2022 7:00 PM
Department: Administration
Department Head:
Category: Minutes
Prepared By:

**AGENDA ITEM (ID # 2022-
1865)**

DOC ID: 2022-1865

August 30, 2021 Special Village Board Workshop Minutes

Statement of the Issue:

Analysis:

Budget Impact:

Action Requested:

Attachments:

1. 08302021 Special Village Board Workshop Minutes - draft



Minutes
Village of Glen Ellyn
Glen Ellyn Village Board
Special Work Shop Meeting
Monday, August 30, 2021
7:00 PM
Glen Ellyn Civic Center, Galligan Board Room

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

Upon roll call by Clerk Cosby, President Senak and Trustees Christiansen, Fasules, Gould, Kalinich, Payne and Thompson answered "Present".

Also in attendance: Village Manager Franz, Assistant Village Manager Rodman, Finance Director Coyle, Public Works Director Buckley, Police Chief Norton, Fire Chief Clark, Economic Development Coordinator Hannah.

D. Audience Participation

Mr. Wayland, a builder for 30 years in the community suggest that the Board consider changing the hours that the Planning & Development Department is open for business be reduced to 9:00 a.m. to 4:00 p.m. This would give the department the additional time to complete some of their workload uninterrupted. The time could be used for logging permits into the system, returning phone calls, etc. Mr. Wayland that requested this be done as soon as possible, even on a trial basis, to enhance the quality of the service. Additionally, he suggested that Trustees consider shadowing an employee in the department to get a better understanding of how busy they are and how much happens in the department.

Trustee Thompson raised the question as to whether changing the hours of a department would be a Board decision or Management decision.

E. Police Department Assessment and Staffing Analysis (Presented by Police Chief Norton)

Chief Norton reviewed the history behind the Staffing Analysis which was delayed due to the pandemic. He also touched on the background of the McGrath Consulting team. Ron Moser, the Lead Police Consultant, served as the Project Manager and a team of consultants brought their wide array of professional expertise to this project. He then introduced Ron Moser to present.

Mr. Moser outlined the methods for the collection of data including surveys, comparables, and interviews of every Police Department employee. They then focused on police staffing and structure, policies, procedures, etc. Upon the completion of an extensive study of multiple factors, fifty-one recommendations are presented in the analysis. These recommendations are prioritized using "1, 2, and 3." (1) being highly critical (life safety issues, possible detrimental legal issues). (2) designation represents significant action needed as soon as possible. (3) indicates organizational benefit. Mr. Moser noted that of the analysis revealed priority (1) recommendations, thirty-six priority (2) and fifteen priority (3) recommendations. Mr. Moser then presented highlights on the Analysis. The

main one being the restructuring of the department into three divisions: patrol, investigations, and support (budgeting, training, scheduling).

Mr. Moser summarized the findings of the Analysis and the additional recommendations outlined in the Analysis. He reiterated that during their research they found that the Glen Ellyn Police Department is supported and well received by the community. He highly commended the Village on this result. Additionally, he also noted the Police Department employees high regard for the community they serve as indicated through the employee interviews.

At the end of the presentation, the Board addressed Mr. Moser and Chief Norton with several questions. Questions regarding the Mental Health Officer were asked including if it was a position to be filled internally. It was noted that role would be filled internally, that it is a social worker type of position and allow for follow up after an event involving mental health issues.

The question was raised regarding the benefit of moving the crossing guard positions to an outside contractor. It was noted the reasoning behind this is that currently if a Crossing Guard calls in sick and a sub can't be found, an officer covers that shift. Outsourcing may save money in that regard. However, currently parents or community members are typically employed as Crossing Guards and as using an outside vendor may change this, this may or may not be a recommendation the Village chooses to implement. It was discussed that the importance of utilizing Crossing Guards with a relationship to the students and community may outweigh any minor savings acknowledged by outsourcing. The role of the Police Commission regarding recruitment and promotion was also discussed.

A discussion regarding the length of time it takes to hire and train an officer, impacts of staffing when dealing with any health-related vacancy, what a fully staffed benchmark means, the difficulties in achieving this benchmark while being fiscally responsible, the impacts on morale caused by staffing shortages, and the benefits and challenges regarding lateral hires.

The department is seeking feedback from Board. Upon receiving the feedback, next steps are to work towards implementing recommendations that can easily be enacted and including other recommendations in the budget process. The immediate feedback requested was to provide input as to the question of whether to modify the organizational structure of the department by creating a supervisor layer of commanders. The informal consensus was the restructuring is supported.

F. Quarterly Financial Update (Presented by Finance Director Coyle)

Director Coyle summarized the Mid-Year Financial Report 2021 covering the period from January 1, 2021, to June 30, 2021. She noted that the report is currently unaudited, is cash basis, and will be available on the Village website. The report includes a General Fund Budget Summary including, Revenues and Expenditures for the month, year to date, and year to date changes in Fund Balance, and General Fund cumulative changes in Fund Balance. In addition, an update on the Village Links financial status, activities, and challenges being faced was presented to the Board by Village Links General Manager, Jeff Vesevick.

G. American Rescue Plan Act (ARPA) Update (Presented by Finance Director Coyle)

Finance Director Coyle provided a background regarding the American Rescue Plan Act (ARPA). The Village of Glen Ellyn is set to receive 3.77 million. One half will be received in approximately

30 days and the second installment will be received in a year. The Village must have a plan to expend these funds by December of 2024 with work completed by 2026. She discussed five major categories in which to consider obligating the funds. These include supporting public health expenditures; addressing negative economic impacts caused by the public health emergency; replace lost public sector revenue; premium pay for essential workers; and invest in water, sewer and broadband infrastructure.

Finance Director Coyle conveyed staff's recommendation of first replacing the Village's lost revenue. Next, staff recommends utilizing the remaining funds for Business Funding, an Amnesty Program for Water & Sewer, and assisting other entities such as the Park District, Library and GWA who did not receive a direct allocation of funds through ARPA, premium pay for essential workers (as defined by the Act), and water & sewer infrastructure projects. The Board provided feedback regarding the spending.

At the end of the discussion, the recommendation to replace lost revenue was strongly supported. There were concerns over equity in providing for other entities and premium pay. An interest in prioritizing lead pipes and addressing water and sewer infrastructure was also mentioned.

H. Other Business – there was none.

- I. Motion to adjourn to Executive Session for the discussion of the selection of a person to fill a public office, including a vacancy in public office, pursuant to 5 ILCS 120/2 (C)(3) and discussion regarding the recruitment, credentialing, discipline or formal peer review of physicians or other health care professionals for a hospital, or other institution providing medical care, that is operated by the public body pursuant to 5 ILCS 120/2 (C)(17), without returning to open session thereafter.**

RESULT:	APPROVED [5 TO 0]
MOVER:	Trustee Christiansen
SECONDER:	Trustee Thompson
AYES:	Fasules, Christiansen, Gould, Kalinich, Payne, Thompson
ABSENT:	None

Respectfully submitted by Sandy Bakalich, Recording Secretary

Reviewed and approved by Emily Rodman, Assistant Village Manager



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

Meeting 2/14/2022 7:00 PM
Department: Administration
Department Head:
Category: Minutes
Prepared By:

**AGENDA ITEM (ID # 2022-
1835)**

DOC ID: 2022-1835

January 18, 2022 Village Board Workshop Minutes

Statement of the Issue:

Analysis:

Budget Impact:

Action Requested:

Attachments:

1. 01182022 Village Board Workshop Minutes - DRAFT



Agenda
Village of Glen Ellyn
Village Board Workshop
Tuesday, January 18, 2022
7:00 PM

Glen Ellyn Civic Center, Galligan Board Room
Via Teleconference/Zoom Only

This meeting will be conducted by audio and video conference as well as broadcasted on cable and streamed online without a physically present quorum of the Village Board because of a disaster declaration related to COVID-19 and public health concerns affecting the Village of Glen Ellyn. The Illinois General Assembly passed Senate Bill 2135 on May 23, 2020, which was signed by the Governor on June 12, 2020. Senate Bill 2135 (now Public Act 101-0640) amends the Open Meetings Act and allows the Village Board to participate electronically in Board meetings when it is not feasible due to a disaster such as COVID-19. The Village has determined that an in-person meeting at the Civic Center is not practical or prudent because of the disaster. The Village Manager and Village Clerk will be in attendance at the Civic Center in compliance with the Act.

To participate in this meeting at the appointed date and time, please visit the following link:
<https://us02web.zoom.us/j/88467421853?pwd=OHRXdjZNRZKbG1ZdDIzWHNrekRMdz09>
Passcode: 584985

Or by Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592 or +1 346 248 7799 or
+1 669 900 9128 or
+1 253 215 8782

Webinar ID: 884 6742 1853

Passcode: 584985

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Roll Call**

Upon roll call by Village Manager Mark Franz, President Senak and Trustees Christiansen, Fasules, Gould, Kalinich, Payne and Thompson answered "Present".

Also in attendance: Village Manager Franz, Village Attorney Mathews, Finance Director Coyle, Public Works Director Buckley, Public Works Assistant Director John Hubskey, Community Development Director Springer, Utilities Superintendent Nick Burgoni, Police Chief Phil Norton

- D. Audience Participation**

- 1) Open:

The Illinois General Assembly passed Senate Bill 2135 on May 23, 2020, which was signed by the Governor on June 12, 2020. Senate Bill 2135 (now Public Act 101-0640) amends the Open Meetings Act and allows the Village Board to participate electronically in Board meetings when it is not feasible due to a disaster such as COVID-19. To participate in this meeting at the appointed date and time, please visit:

<https://us02web.zoom.us/j/88467421853?pwd=OHRXdjZNRZKbG1ZdDIzWHNrekRMdz09>

In lieu of participating in the electronic meeting, the public may also complete a public comment form which will be read into the record during the meeting. This form can be found at www.glenellyn.org/publiccomment. Members of the public are welcome to speak or submit public comment forms on any item not specifically listed on tonight's agenda for up to (3) three minutes. For those items which are on tonight's agenda, the public may speak up to (3) three minutes on those items or may submit public comment forms which will be read into the record during that agenda item. Individuals wishing to

address the Board shall exercise proper decorum and respect for the proceedings and the business of the Village Board, and shall refrain from abusive demeanor and language. The practice of ceding time to other speakers shall be prohibited, except in the discretion of the presiding officer of the meeting. Public officials are not obligated to respond to questions.

E. Water Billing Cycle (Presented by Finance Director Coyle) (Discussion Only)

- 1) Finance Director Coyle will brief the Board on updating the water and sewer billing cycle.

Director Coyle summarized the status of the project to increase the efficiency of the water reading system to help eliminate the 6 to 8 weeks lag between reading the meters and the bill arriving.

March 1st Bill will include 1 additional week of usage on the bill until all of the accounts are within 2 weeks. The bills will be approximately \$35-\$40 higher than usual doing this process. The Village will still be offering payment plans and is following COVID shutdown procedures.

July billing will be "real time" billing.

Trustee Payne asked if the catchup was 4 months and 6 months and plans are to start with the 6-week group first.

Trustee Christiansen asked how long will the customers be allowed to take advantage of the payment plan. Currently there are only 5 residents on a payment plan.

Trustee Gould asked what the cost of the insert that will be included in the bills would be.

Director Coyle advised several hundred to \$1,000 depending on color, etc.

Trustee Kalinich asked how customers, who do not receive a paper bill, will be informed of this change. Director Coyle advised that it will be handled through the Village's e-blasts and include a message on the statements as the change-over approaches.

Trustee Thompson asked for confirmation that those on auto-pay will only see 1 debit. Director Coyle affirmed there will only be a single debit for those on auto-pay.

Trustee Fasules asked if the \$40 per bill was a bit excessive and believes that the effective date should be March 1st and extend the catch-up plan to the end of the year

Director Coyle advised that by taking that approach, the Village would see \$1.2 million in lost revenue to the Water & Sewer fund and was looking to institute it now since water bills are lower as no one is using sprinkling systems at this time of year.

Trustee Payne asked if a 6 month and 8 month payback plan might be better.

Trustee Thompson is in agreement with the proposed plan especially since there are plans in place to support the residents and those plans should be strongly conveyed to the residents.

Trustee Kalinich is in agreement with the proposed and understands Trustee Fasules point and is supportive of either plan.

Trustee Gould stated she is also in support of proposed plan to make things easier for residents who may be moving and feels that as long as the insert is clear and concise confusion should be a minimum.

Trustee Christiansen is in agreement with the proposed options and suggested a third option for those who can pay the additional funds up front.

President Senak stated that the purpose of changing the billing process allows the Village to identify water loss and leakage and address problems sooner rather than later.

F. Architectural Review Process (Presented by Community Development Director Springer) (Discussion Only)

- 1) Community Development Director Springer will lead a discussion on proposed changes to the architectural review process.

Director Springer provided a background on how the ARC came into existence and how the process worked from 1975 to 2017 when the ARC was disbanded and outlined a new AAC (Architectural Appearance Committee) proposed structure and how the Committee would interact with the Planning Commission to reach plans for final recommendations, as well as, sharing how the process would flow through the AAC and Planning and Development.

President Senak asked if there was any public comment.

Ms. Kathy Cornell asked what the difference was between Commissions and Committees. Director Springer explained that per legal counsel the names Commission or Committee do not have any specific distinctions nor does one have more power or authority as the power of either is outlined by the Village Ordinance under which either is created.

Ms. Kathy Cornell asked how is "downtown" defined. Director Springer C5A and C5B

Tim Loftus asked what would happen if the Village Board did not approve the AAC recommendations and possible effects of the changes required going back to the Plan Commission or does it go back to the AAC. Director Springer advised that she cannot recall any situation where the Village Board made an absolute rejection of a plan, but they can refer back and recommend small changes.

Ms. Pam Albrecht commented expressed her appreciation for re-instating the AAC and would recommend a board of 5-7 members and collaboration with the Historical Society for project reviews as she feels it would improve the quality of the design and construction and that the commission should strive to include an architect, landscape architect and passionate residents.

Ms. Albrecht read notes from Heather Meese in support of the AAC.

Ms. Albrecht feels that the Roosevelt Corridor is just as important as the downtown area.

Ms. Cornell stated that community input is important and is in agreement with Option 4.

Emails from:

Mr. Zach Wilson and Ms. Christine Wilson expressed support for forming a new AAC that reports directly to the Village Board and the members should be more than 5.

Trustee Christiansen stated she is amenable to a 5 to 7 person members. Environmental member, C5-A and C5-B any in a TIF and in any historic district. Need to nail down the Comp plan and revise the necessary documents to give the new committee guidelines for their judgements.

Trustee Fasules stated he was good with recommendations.

Trustee Gould, does want the AAC guidelines to apply to all areas; would like to see 7 members. Director Springer explained that pre-application meeting is very, very conceptual designs and does not have the entire packet and it is better to wait until they submit a full packet before moving to forward with reviews.

Trustee Kalinich is in favor of the Committee structure and is favor of 5 members, but is not opposed to 7 members and agrees with Trustee Christiansen that an Environmental member needs to be added. Favors Committee over Commission for the title to try and eliminate the titles for residents.

Trustee Payne agrees to a 5-person Committee and open to 7 with Environmental added and is agreeable to the work flow presented. Feels that this should not be restricted to the historical district in downtown.

Trustee Thompson agrees that the entire village should fall under the purview of the AAC and also agreed with the idea of using Commission as "Committee" seems to have the connotation of not having much authority. Trustee Thompson ass he would like a minimum of 7 members and to include at least 2 members of the public and asked how members will be selected. Director Springer stated that she feels the members will come from experienced members of the community and be appointed by the Village President.

President Senak stated that the title should not be a focus as the legal counsel has already advised there really is no authoritative difference between the two and feels the Village Ordinances need to be updated to include review by AAC.

Commission so it is in the code an on the same footing as other Commissions.

No concerns with making it part of the Village Ordinances

Trustee Christiansen feels that this would be a Commission that would meet on an ad hoc basis.

Director Springer, stated that it should be included in the code so their composition, roles and responsibilities could be finalized. Director Springer advised that the former ARC had 2 scheduled meetings per month and they would be scheduled on the agenda with the Plan Commission and feels that starting out at once per month would be a good start.

Manager Franz asked that the discussions regarding the AAC being applied to the historic residential district be tabled until further review can be thoroughly done.

The Board reached an agreement of a 7-member commission consisting of: 3 Architects, 1 Landscape Architect, 1 Planning Commission member, 1 Historical Commission member, 1 Environmental Commission member and with the understanding that all members are residents who reside within the Village.

Flow Chart as presented was approved.

Village Manager Franz made the recommendation this code be revised as quickly as possible and placed on an agenda for Village Board approval versus the item coming back to another workshop.

**G. American Rescue Plan Act Update (Presented by Finance Director Coyle)
(Discussion Only)**

- 1) Finance Director Coyle will update the Village Board on the use of American Rescue Plan Act Funds.

Director Coyle provided an update of ARPA funding and use. Director Coyle advised that at the end of 2021 there was an option that allows a \$10 million-dollar standard election that is an option which can be claimed for revenue loss, which does not need to be substantiated, and be utilized in any fashion as long as the use is deemed as government services, such as lead piping; as the Village has a need for and highly recommends the Village taking advantage of this election.

Director Coyle stated that this additional funding will not be available until September and that most of the anticipate funds for the initial ARPA funding have already been allocated to various projects.

Trustee Christiansen asked if there were any cons to taking the funds that is being overlooked. Director Coyle stated there are none that she can see, as it opens up additional uses that the funds can be used for.

Trustee Thompson highlighted Item #6 which lists items that the funds are not allowed to be used for, specifically park improvements, playground equipment, road and bridge maintenance. Director Coyle stated that there is a caveat as those items are deemed as “government services”, and in the new ARPA rules, “road maintenance” is specifically listed as an example for which these funds can now be used this under new exemption, while Items 1-5 as outlined are still classified as unallowable.

Trustee Thompson asked about park improvements and playground equipment. Director Coyle stated that it is her understanding that as parks fall under government services, funding for them would be allowable under this funding election as it is tied to a loss of revenue claim. Director Coyle gave the example of funding debt service or pension payments would not be allowed as it is not a “government service” like paving streets, facilities improvements are considered.

Trustee Thompson noted that he attended a recent government webinar on funding of water project and where it was suggested that Water Lead Pipes under the Jobs Bill and not use ARPA funding as water project are specifically stated and included under the Jobs Bill and feels the Village might want to apply for funding for the lead pipe project.

Director Coyle stated that is an option that can be investigated when evaluating the ARPA funds as well as grants available.

H. Lead Pipe Infrastructure (Presented by Assistant Public Works Director Hubsky) (Discussion Only)

- 1) Assistant Public Works Director Hubsky will update the Board on the Village's responsibility for lead service lines.

Assistant Director Hubsky outlined current testing requirements and new regulations regarding copper and lead piping (LCRR) that were passed in December 16, 2021. Assistant Director Hubsky outlined the steps that need to be taken with the Lead Service Line Replacement (LSLR) & Notification Act and the steps that must be instituted. IEPA requires every village to submit an inventory of all lead pipes throughout the Village.

First step to identify the number of meters versus service lines. 90% of lead is located in the public side versus the private side, which means the Village can easily address the problem more efficiently. Assistant Director Hubsky noted that the Village has been proactive in replacing any lead pipes when construction for new connections is being done, to save time and costs down the road.

Homeowners will need to replace anything that is galvanized as well as research has shown galvanization can degrade over time.

Costs to Village \$900,000 to \$1.5 million dollars to address the 300-500ft of lead piping: Homeowner costs are approximately \$90/ft and 35% of private costs are \$472,500-\$790,000. Assistant Director Hubsky noted that while these number are estimates, he does not anticipate any surprise of the final numbers being higher, in fact, he anticipates final numbers being lower.

Assistant Director Hubsky stated that a preliminary replacement plan is due in April 2024, with 2022 and 2023 to be spent researching and generating inventory; then a final plan must be submitted by April 2027. Assistant Director Hubsky noted that the Village will have 15 years by law to replace lead lines with a target of 7% per year to be replaced.

If a resident refuses, the Village will be responsible for documenting their refusal and move on.

Feedback on timeframe and budgeting. Ongoing investigations of residential homes being conducted and then tracking updated.

Trustee Thompson re-stated that funding through the Jobs Bill would cover the project and asked how the funding program worked? Assistant Director Hubsky stated that the funding is through the IEPA's SRF (State Revolving Fund) and that based on the scope of the work to be done in the Village, it is most likely that the Village will not be eligible to receive any funds as other communities will most likely be the beneficiary of the funding as they are in worse condition than the Village. Assistant Director Hubsky stated that the process for applying for funding requires a lot of hoops that need to be jumped through and there are no guarantees we will receive any funding and if all the effort that will need to go into the application process would be worth it due to the small total of the project. Trustee Thompson, asked if the Village can utilize the funds for other water projects within the village or how can the Village get a chance of the SRF funds. Director Coyle stated that the program Assistant Director Hubsky is referring to is actually a loan project and Village typically follows a "pay as you go" model to avoid interest payments, but SRF loans are typically utilized by the Glenbard Wastewater Authority. Mr. Franz as consultants are hired to

assist on various projects, evaluating funding options and finding grant opportunities are a component that is always included in the engineering services agreements; additionally, the Village's membership in the DuPage Mayr and Managers Association allows the Village to stay abreast of opportunities and Director Buckley belongs to public works associations where information of this nature is also shared. Trustee Thompson asked if the "we" is the Village, a Glenbard or would the Village have to share the information with Lombard since both Villages work together because of the Glenbard Wastewater Authority. Manage Franz stated that the Village of Lombard would pursue resolution of their own water issues as Glenbard deals solely with wastewater treatment for both Villages and would not be involved with this project.

President Senak stated that a staff accountant to the Finance Department and one of the core duties will be to more aggressively pursue grant funding than the Village has in the past.

Trustee Payne, asked Assistant Director Hubskey if the properties that currently have red dots, are the residents aware that they have services lines that contain lead. Assistant Director Hubskey stated that at this time he does not have any information of those who do know; however, the Village will be responsible for communicating lead information to residents on an annual basis.

Trustee Kalinich expressed support for addressing the problem sooner rather than later and asked how the 30 sites are selected. Assistant Director Hubskey advised the village has 80 IEPA approved testing sites throughout the Village and the IEPA is dictating where and when the samples are taken from and are typically focusing on sites known to be lead or copper piping sites.

Trustee Gould agrees with tackling the problem sooner rather than later; and asked why the sampling technique was changed. Assistant Director Hubskey explained that they realized that by taking the 1st liter, the water was in the copper piping of the home while the 5th liter should would be pulling water from the water that is sitting in the pipe before entering the house. Trustee Gould asked how a non-compliant household would be noted. Assistant Director Hubskey stated that is something that has yet to be determined, but the Village will work with the homeowner to try encourage them to replace their portion of the line at the same time the Village is replacing it's portion in order to realize cost savings for the resident; however, if a resident refuses, then they will be asked to sign a form that they are refusing to update their piping and if they refuse to sign the declination form, that will be noted on the form as well. Assistant Director Hubskey stated that this become more common knowledge people buying homes will be diligent in their research about lead piping in homes.

Trustee Christiansen asked for confirmation that while this issue is important and but at this time is not an extremely urgent issue and the water supply is safe.

Director Buckley reiterated Trustee Christiansen's comment that the water supply is safe and this is something the Village is work towards and ask Assistant Director Hubskey to highlight the amount of testing being done.

Assistant Director Hubskey stated monthly testing is very stringent, bacteria (E.coli), by products of chlorine that can cause cancer, unregulated contaminants, and with Lake Michigan as a source water, the Village is at low risk of encountering these issues.

Trustee Thompson, asked about the pumping of local water in addition to Lake Michigan water. Assistant Director Hubskey explained that Glen Ellyn maintains two back-up wells to provide a back-up source in the event there is a problem with Lake Michigan supply, which would only be used for emergency situation; however, one of the back-up wells is not in the greatest condition at this time.

President Senak stated that Village tends to take the quality for granted as since the switch to Lake Michigan water, we have had no worries

I. Other Business

Trustee Thompson raised an issue that Glen Ellyn is going to be divided amongst three congressional districts and wonders if there is anything the Village can do.

Trustee Kalinich stated that she did not think there was anything that the Village can do other than making the residents aware.

Trustee Thompson asked if Manager Franz should investigate and submit a memo to the Board.

Mr. Franz stated he would investigate the situation and try to provide clarification as he has past experience with this in his previous position.

Trustee Christiansen noted that 2022 dates for Tea with the Trustees have been scheduled; with the meeting locations changing to make it more convenient for residents to attend and asked fellow Trustees to attend as many as they wish. President Senak expressed his support with the project and will stated they will be increasing the budget in 2023.

President Senak wished Phil Hartwig a speedy recover.

J. Motion to adjourn to Closed Executive Session to discuss the purchase or lease of real property for the use of the public body pursuant to 5 ILCS 120/2 (c)(5), without returning to open session thereafter.

RESULT:	Approved [6 TO 0]
MOVER:	Christiansen
SECONDER:	Kalinich
AYES:	Gould, Kalinich, Thompson, Payne, Fasules, Christiansen
NAYS:	None

Prepared by Gayle Lendenbaker, Interim Recording Secretary

Reviewed and Approved by Emily Rodman, Assistant Village Manager/Deputy Clerk



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

Meeting 2/14/2022 7:00 PM
Department: Administration
Department Head:
Category: Other
Prepared By:

**AGENDA ITEM (ID # 2022-
1892)**

DOC ID: 2022-1892

**Motion to Approve President Senak's Appointment of Sumaiya Syed
to the Community Relations Commission for a term to expire on July
31, 2022 (Assistant Village Manager Rodman)**

Statement of the Issue:

Analysis:

Budget Impact:

Action Requested:

Attachments:



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

Meeting 2/14/2022 7:00 PM
Department: Administration
Department Head:
Category: Other
Prepared By:

**AGENDA ITEM (ID # 2022-
1897)**

DOC ID: 2022-1897

**Motion to Approve President Senak's Appointment of Connie
Arango to the Plan Commission for a term to expire on July 31, 2024
(Community Development Director Springer)**

Statement of the Issue:

Analysis:

Budget Impact:

Action Requested:

Attachments:



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

Meeting 2/14/2022 7:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Budget
Prepared By: Christina Coyle

**AGENDA ITEM (ID
2022-1830)**

DOC ID: 2022-1830

Ordinance No. 6938, An Ordinance Amending the Budget of the Village of Glen Ellyn for the Fiscal Year Ending December 31, 2022 to Provide Funds for Prior Year Projects, Encumbrances and Capital Improvements (Assistant Finance Director Brankin)

Statement of the Issue:

Not all projects fit neatly into the confines of a fiscal year. Therefore, at the start of each fiscal year, the Village Board passes an encumbrance amendment to carry forward projects into the current fiscal year.

Analysis:

Background

After the start of each fiscal year, the Village board has traditionally approved carrying forward encumbrances from the prior fiscal year budget to the new fiscal year budget to continue projects already in progress.

An encumbrance is a commitment to a future expense/expenditure. Contracts over \$35,000 are reviewed and authorized by the Village Board. Once Village Board approval is obtained, an encumbrance (or purchase order) is created in our financial system to reserve funds to pay for the project through to completion and also to ensure that the funds are not used for other purposes.

On some occasions, encumbrances below \$35,000 are prepared and approved by appropriate levels of management.

During the life of the project, as payments are made, the remaining encumbrance amount is reduced until the project is completed and the encumbrance is closed. By their nature, many of these projects/expenses take considerable time to complete and will often cross the boundaries of our fiscal year cycle. Because we cannot know with certainty the amount of money that will be spent on each of these encumbrances prior to the end of each fiscal year (December 31), we have not attempted to include the amount of remaining encumbrances into the next fiscal year budget (which needs to be approved before December 31). Rather, we amend the budget (in this case the recently adopted Fiscal Year 2022 budget which began January 1, 2022) by the amount of encumbrances remaining at the close of the prior fiscal year on December 31, 2021. In previous years, the Village board approved \$8.8 million (2021), \$4.8 million (2020), and \$7.5 million (2019) in budget amendments.

Subject

A detailed list of the carry-forward encumbrances is included with the ordinance as Attachment A and details out the purpose for each line item. The vast majority of these items are tied to a specific purchase order which have been previously approved by the board. However, there are a few additional items included in this carry-forward amendment. If those items are above \$35,000, then they will come to the Board before the purchase proceeds.

Budget Impact:

N/A

Action Requested:

A total of \$5,385,220.79 in encumbrances and planned expenditures is proposed to be added to the Fiscal Year 2022 budget via the attached budget amendment ordinance for consideration by the Village Board. A detailed listing of the carry-forward encumbrances is included with the ordinance as Attachment A.

Attachments:

1. Ordinance Encumbrance Amendment
2. Attachment A Schedule of Encumbrances



Village of Glen Ellyn

Ordinance No. _____

**An Ordinance Amending the Budget of the Village of Glen Ellyn
for the Fiscal Year Ending December 31, 2022
to Provide Funds for Prior Year Projects, Encumbrances and
Capital Improvements**

Adopted by the
President and the Board of Trustees
Of the Village of Glen Ellyn
DuPage County, Illinois

This _____ Day of _____, 2022.

Published in pamphlet form by the authority
of the President and Board of Trustees of the
Village of Glen Ellyn, DuPage County, Illinois,
this _____ day of _____, 2022.

PREPARED BY AND MAIL TO:

VILLAGE OF GLEN ELLYN
ATTN: VILLAGE CLERK
535 DUANE STREET
GLEN ELLYN, IL 60137

Ordinance No. _____

**An Ordinance Amending the Budget of the Village of Glen Ellyn
for the Fiscal Year Ending December 31, 2022
to Provide Funds for Prior Year Projects, Encumbrances and Capital Improvements**

Whereas, the Board of Trustees of the Village of Glen Ellyn on December 6, 2021, passed the annual budget for the Village of Glen Ellyn for Fiscal Year 2022 (January 1, 2022 - December 31, 2022) containing amounts estimated for payment of CURRENT obligations; and

Whereas, certain expenditures have been identified that were planned for or obligated in the prior year and will be paid out in the current fiscal year; and

Whereas, cash reserves are available to be utilized to satisfy expenses obligated in the prior year;

Now, Therefore, be it Ordained by the President and the Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in the exercise of its home rule powers, as follows:

Section One: The budget for the fiscal year ending December 31, 2022, is hereby amended to provide funds for expenditures budgeted or obligated in Fiscal Year 2021 (January 1, 2021 - December 31, 2021), and carried forward in Fiscal Year 2022 (January 1, 2022 - December 31, 2022) as identified in Attachment A.

Section Two: This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this
_____ day of _____, 2022.

Ayes		Mark Senak		Kelli Christiansen		Gary Fasules
		Anne Gould		Kelley Kalinich		Bill Payne
		Steve Thompson				
Nays		Mark Senak		Kelli Christiansen		Gary Fasules
		Anne Gould		Kelley Kalinich		Bill Payne
		Steve Thompson				
Absent		Mark Senak		Kelli Christiansen		Gary Fasules
		Anne Gould		Kelley Kalinich		Bill Payne
		Steve Thompson				

Approved by the Village President of the Village of Glen Ellyn, Illinois, this _____ day
of _____, 2022.

Village President

Attest:

Village Clerk

(Published in pamphlet form and posted on the _____ day of _____, 2022.)

ATTACHMENT A
SCHEDULE OF ENCUMBRANCES TO BE ROLLED FORWARD TO FY2022

Org Code	Object Code	Project Code	Fund Description	PO #	Vendor Name	Open Amount	Item Description
121400	520975		GENERAL FUND	20200056	DELL MARKETING L.P.	6,917.10	YEAR ONE OF A THREE YEAR CONTRACT
121400	520975		GENERAL FUND	20200056	DELL MARKETING L.P.	23,693.40	RENEWAL OF THE MICROSOFT ENTERPIR
121400	520975		GENERAL FUND	20200056	DELL MARKETING L.P.	3,948.90	MICROSOFT OFFICE 365 SUBSCRIPTION
					TOTAL GENERAL FUND	34,559.40	
20000	521055		CORPORATE RESERVE FUND	20180043	HOUSEAL LAVIGNE ASSOCIATES, L	3,692.50	AMENDMENT TO THE COMPREHENSIVE PL
					TOTAL CORP RESERVE FUND	3,692.50	
21000	520975		MOTOR FUEL TAX FUND	20210002	WEST CENTRAL MUNICIPAL CONFER	944.00	2021 ANNUAL TREE PLANTING PROGRAM
21000	580100	13002	MOTOR FUEL TAX FUND	20150024	ILLINOIS STATE TREASURER	131,266.00	APPROVE PAYMENTS FOR LOCAL AGENCY
					TOTAL MOTOR FUEL TAX FUND	132,210.00	
25000	520406		CBD TIF FUND	20200052	TRANS HOLDINGS CORP	25,000.00	DOWNTOWN RETAIL INTERIOR IMPROVEM
25000	520406		CBD TIF FUND	20210018	TRANS HOLDINGS CORP	17,500.00	RETAIL FACADE IMPROVEMENT AWARD I
25000	520406		CBD TIF FUND	20210031	A TODA MADRE, LLC	30,000.00	FACADE IMPROVEMENT AWARD IN THE A
25000	520406		CBD TIF FUND	20210037	A TODA MADRE, LLC	22,500.00	RETAIL INTERIOR IMPROVEMENT AWARD
25000	520406		CBD TIF FUND	20210047	TERMOSJ, LLC	45,000.00	INTERIOR IMPROVEMENT AWARD IN THE
25000	520406		CBD TIF FUND	20210050	MAIN STREET VENTURE, LLC	10,000.00	FACADE IMPROVEMENT AWARD IN THE A
25000	520406		CBD TIF FUND	20210069	XU CHEN	8,750.00	RETAIL IMPROVEMENT AWARD IN THE A
25000	521055		CBD TIF FUND	20200031	HUFF & HUFF, INC	5,404.74	ENVIRONMENTAL ENGINEERING SERVICE
25000	521055		CBD TIF FUND	20200047	HOUSEAL LAVIGNE ASSOCIATES, L	2,398.75	CONTRACT FOR A DOWNTOWN 3D IMMERS
					TOTAL CBD TIF FUND	166,553.49	
40000	520990		CAPITAL PROJECTS FUND	20210038	SCHROEDER & SCHROEDER, INC.	26,927.41	2021 SIDEWALK AND CONCRETE STREET
40000	580100		CAPITAL PROJECTS FUND	20180057	WESTERN REMAC INC	85,650.00	MANUFACTURE AND INSTALL WAYFINDIN
40000	580100	15009	CAPITAL PROJECTS FUND	20180044	UNION PACIFIC RAILROAD COMPAN	108,360.00	VILLAGE SHARE OF EXPENSES RELATED
40000	580100	15009	CAPITAL PROJECTS FUND	20180045	ILLINOIS STATE TREASURER	280,284.12	VILLAGE SHARE OF EXPENSES RELATED
40000	580100	15009	CAPITAL PROJECTS FUND	20180046	ALFRED BENESCH & COMPANY	33,458.67	ENGINEERING SERVICES FOR THE TAYL
40000	580100	16016	CAPITAL PROJECTS FUND	20170019	CDM SMITH INC	3,513.67	ARCHITECTURAL DESIGN AND PHASE I
40000	580100	16016	CAPITAL PROJECTS FUND	20170019	CDM SMITH INC	1,302.92	ADDITIONAL FUNDS IN THE AMOUNT OF
40000	580100	16016	CAPITAL PROJECTS FUND	20170019	CDM SMITH INC	14,024.83	ADDITIONAL FUNDS IN AN AMOUNT NOT
40000	580100	16016	CAPITAL PROJECTS FUND	20170019	CDM SMITH INC	28,203.02	AMENDMENT NO. 3 TO THE GLEN ELLYN
40000	580100	16016	CAPITAL PROJECTS FUND	20200024	UNION PACIFIC RAILROAD COMPAN	18,051.80	PRELIMINARY ENGINEERING SERVICES
40000	580100	16017	CAPITAL PROJECTS FUND	20180017	ENGINEERING RESOURCE ASSOC IN	3,980.00	PHASE II ENGINEERING SERVICES FOR
40000	580100	16017	CAPITAL PROJECTS FUND	20200064	MAURO SEWER CONSTRUCTION, INC	21,857.20	VILLAGE GREEN STORM SEWER PROJECT
40000	580155		CAPITAL PROJECTS FUND	20210038	SCHROEDER & SCHROEDER, INC.	64,782.97	2021 SIDEWALK AND CONCRETE STREET
40000	580155		CAPITAL PROJECTS FUND	20210038	SCHROEDER & SCHROEDER, INC.	12,577.26	ADDITIONAL FUNDS IN THE AMOUNT OF
40000	580160		CAPITAL PROJECTS FUND	20210074	PRIMERA ENGINEERS, LTD	227,775.00	DESIGN ENGINEERING SERVICES FOR T
40000	580160	13001	CAPITAL PROJECTS FUND	20180020	ILLINOIS STATE TREASURER	193,768.28	APPROVE PAYMENTS FOR LOCAL AGENCY
40000	580160	13002	CAPITAL PROJECTS FUND	20150024	ILLINOIS STATE TREASURER	418,285.05	APPROVE PAYMENTS FOR LOCAL AGENCY
40000	580160	13002	CAPITAL PROJECTS FUND	20150024	ILLINOIS STATE TREASURER	30,022.07	CHANGE ORDER IN THE AMOUNT OF \$66
40000	580160	15006	CAPITAL PROJECTS FUND	20180065	CIVILTECH ENGINEERING, INC.	12,549.56	DESIGN SERVICES FOR THE CBD STREE
40000	580160	15006	CAPITAL PROJECTS FUND	20190058	CIVILTECH ENGINEERING, INC.	100,591.89	PHASE II ENGINEERING SERVICES - S
40000	580160	15006	CAPITAL PROJECTS FUND	20190058	CIVILTECH ENGINEERING, INC.	24,077.24	ADDITIONAL PHASE II ENGINEERING S
40000	580160	15006	CAPITAL PROJECTS FUND	20190058	CIVILTECH ENGINEERING, INC.	5,879.94	ADDITIONAL PHASE II ENGINEERING S
40000	580160	15006	CAPITAL PROJECTS FUND	20210027	JOHN NERI CONSTRUCTION CO.	975.63	CONSTRUCTION CONTRACT FOR THE PEN
40000	580160	15006	CAPITAL PROJECTS FUND	20210078	CIVILTECH ENGINEERING, INC.	321,579.46	AGREEMENT AMENDMENT NO. 3 FOR CBD
40000	580160	20001	CAPITAL PROJECTS FUND	20200007	ENGINEERING RESOURCE ASSOC IN	1,810.58	ENGINEERING SERVICES FOR UTILITY
40000	580160	20001	CAPITAL PROJECTS FUND	20210041	EDWIN HANCOCK ENGINEERING CO	3,190.07	CONSTRUCTION ENGINEERING SERVICES
40000	580160	20001	CAPITAL PROJECTS FUND	20210043	COPENHAVER CONSTRUCTION INC.	260,467.85	2021 UTILITY AND ROADWAY IMPROVEM
40000	580160	20002	CAPITAL PROJECTS FUND	20200027	ENGINEERING RESOURCE ASSOC IN	1,330.73	CONSTRUCTION ENGINEERING SERVICES
40000	580160	21002	CAPITAL PROJECTS FUND	20210039	R. W. DUNTEMAN COMPANY	388,262.94	2021 STREET IMPORVEMENTS PROJECT
					TOTAL CAPITAL PROJECTS FUND	2,693,540.16	
50100	520970		WATER AND SEWER FUND	20210020	BEARY LANDSCAPE MANAGEMENT, I	180.00	YEAR ONE OF THREE YEAR CONTRACT F
50100	520985		WATER AND SEWER FUND	20210038	SCHROEDER & SCHROEDER, INC.	6,731.85	2021 SIDEWALK AND CONCRETE STREET
50100	580100		WATER AND SEWER FUND	20210073	ENGINEERING RESOURCE ASSOC IN	64,415.00	DESIGN ENGINEERING SERVICES FOR T
50100	580100		WATER AND SEWER FUND	20210074	PRIMERA ENGINEERS, LTD	20,000.00	DESIGN ENGINEERING SERVICES FOR T
50100	580100	00511	WATER AND SEWER FUND	20060032	DEUCHLER ENGINEERING CORP.	8,101.59	HILL AVENUE WATERMAIN EXTENSION P
50100	580100	00511	WATER AND SEWER FUND	20060032	DEUCHLER ENGINEERING CORP.	12,346.27	CHANGE ORDER IN THE AMOUNT OF \$20
50100	580100	13001	WATER AND SEWER FUND	20180020	ILLINOIS STATE TREASURER	156,949.51	APPROVE PAYMENTS FOR LOCAL AGENCY
50100	580100	13002	WATER AND SEWER FUND	20150024	ILLINOIS STATE TREASURER	113,389.28	APPROVE PAYMENTS FOR LOCAL AGENCY
50100	580100	16005	WATER AND SEWER FUND	20180065	CIVILTECH ENGINEERING, INC.	3,725.12	DESIGN SERVICES FOR THE CBD STREE
50100	580100	16005	WATER AND SEWER FUND	20210027	JOHN NERI CONSTRUCTION CO.	4,434.06	CONSTRUCTION CONTRACT FOR THE PEN
50100	580100	16005	WATER AND SEWER FUND	20210078	CIVILTECH ENGINEERING, INC.	3,707.79	AGREEMENT AMENDMENT NO. 3 FOR CBD
50100	580100	16015	WATER AND SEWER FUND	20170009	BAXTER & WOODMAN, INC.	48,593.44	PHASE II ENGINEERING SERVICES FOR
50100	580100	20001	WATER AND SEWER FUND	20200007	ENGINEERING RESOURCE ASSOC IN	754.09	ENGINEERING SERVICES FOR UTILITY
50100	580100	20001	WATER AND SEWER FUND	20210041	EDWIN HANCOCK ENGINEERING CO	1,986.27	CONSTRUCTION ENGINEERING SERVICES
50100	580100	20001	WATER AND SEWER FUND	20210043	COPENHAVER CONSTRUCTION INC.	144,073.27	2021 UTILITY AND ROADWAY IMPROVEM
50100	580100	20003	WATER AND SEWER FUND	20200009	DONOHUE & ASSOCIATES, INC	34,380.00	ENGINEERING DESIGN FEES FOR A WAT
50200	520970		WATER AND SEWER FUND	20210020	BEARY LANDSCAPE MANAGEMENT, I	220.00	YEAR ONE OF THREE YEAR CONTRACT F
50200	520985		WATER AND SEWER FUND	20210038	SCHROEDER & SCHROEDER, INC.	6,731.85	2021 SIDEWALK AND CONCRETE STREET
50200	580100		WATER AND SEWER FUND	20210074	PRIMERA ENGINEERS, LTD	15,000.00	DESIGN ENGINEERING SERVICES FOR T
50200	580100	00511	WATER AND SEWER FUND	20060032	DEUCHLER ENGINEERING CORP.	274.47	HILL AVENUE WATERMAIN EXTENSION P
50200	580100	00511	WATER AND SEWER FUND	20060032	DEUCHLER ENGINEERING CORP.	32,625.13	CHANGE ORDER IN THE AMOUNT OF \$10
50200	580100	00511	WATER AND SEWER FUND	20180025	DEUCHLER ENGINEERING CORP.	27.12	ENGINEERING SERVICES FOR HILL AVE
50200	580100	00511	WATER AND SEWER FUND	20180025	DEUCHLER ENGINEERING CORP.	103.28	AMENDMENT NO.2 FOR ENGINEERING S
50200	580100	13001	WATER AND SEWER FUND	20180020	ILLINOIS STATE TREASURER	71,314.84	APPROVE PAYMENTS FOR LOCAL AGENCY
50200	580100	16005	WATER AND SEWER FUND	20180065	CIVILTECH ENGINEERING, INC.	12,730.05	DESIGN SERVICES FOR THE CBD STREE
50200	580100	16005	WATER AND SEWER FUND	20210027	JOHN NERI CONSTRUCTION CO.	105.00	CONSTRUCTION CONTRACT FOR THE PEN
50200	580100	16005	WATER AND SEWER FUND	20210078	CIVILTECH ENGINEERING, INC.	4,447.23	AGREEMENT AMENDMENT NO. 3 FOR CBD
50200	580100	20001	WATER AND SEWER FUND	20200007	ENGINEERING RESOURCE ASSOC IN	6,991.64	ENGINEERING SERVICES FOR UTILITY
50200	580100	20001	WATER AND SEWER FUND	20210041	EDWIN HANCOCK ENGINEERING CO	842.66	CONSTRUCTION ENGINEERING SERVICES
50200	580100	20001	WATER AND SEWER FUND	20210043	COPENHAVER CONSTRUCTION INC.	97,026.64	2021 UTILITY AND ROADWAY IMPROVEM
50200	580100	21002	WATER AND SEWER FUND	20210039	R. W. DUNTEMAN COMPANY	7,830.00	2021 STREET IMPORVEMENTS PROJECT
50200	580110		WATER AND SEWER FUND	20210048	AUTOMATIC SYSTEMS CO	46,730.00	PURCHASE OF A ORCHARD LIFT STATIO
50200	580110		WATER AND SEWER FUND	20210062	FLOW-TECHNICS	37,113.00	PURCHASE AND INSTALLATION OF A CH
					TOTAL WATER & SEWER FUND	963,880.45	

ATTACHMENT A
SCHEDULE OF ENCUMBRANCES TO BE ROLLED FORWARD TO FY2022

Org Code	Object Code	Project Code	Fund Description	PO #	Vendor Name	Open Amount	Item Description
53000	520970		PARKING FUND	20210020	BEARY LANDSCAPE MANAGEMENT, I	795.00	YEAR ONE OF THREE YEAR CONTRACT F
53000	580100		PARKING FUND	20180057	WESTERN REMAC INC	6,003.73	MANUFACTURE AND INSTALL WAYFINDIN
53000	580100		PARKING FUND	20180057	WESTERN REMAC INC	274.27	ADDITIONAL FUNDS IN THE AMOUNT OF
53000	580100	19010	PARKING FUND	20190011	M.A. MORTENSON COMPANY	50,828.09	PUBLIC PARKING GARAGE GUARANTEED
53000	580100	19010	PARKING FUND	20190011	M.A. MORTENSON COMPANY	452,736.70	CHANGE ORDER TO CURRENT PO IN THE
53000	580100	19010	PARKING FUND	20190011	M.A. MORTENSON COMPANY	51,097.94	CONTRACT AMENDMENT FOR THE CIVIC
					TOTAL PARKING FUND	561,735.73	
65000	570155		EQUIPMENT SERVICES FUND	20210035	RUSH TRUCK CENTERS OF ILLINOI	413,306.00	PURCHASE OF TWO (2) INTERNATIONAL
65000	570155		EQUIPMENT SERVICES FUND	n/a		145,000.00	REPLACE PW #228
65000	570155		EQUIPMENT SERVICES FUND	n/a		89,000.00	REPLACE PW#241
65000	570155		EQUIPMENT SERVICES FUND	n/a		24,000.00	REPLACE FACILITIES #218
					TOTAL EQUIPMENT SERVICES FUND	671,306.00	
45000	570105		FACILITIES MAINTENANCE RESERVE	20210059	F.H. PASCHEN, S.N. NIELSEN &	122,623.06	CIVIC CENTER ELEVATOR MODERNIZATI
45000	570145		FACILITIES MAINTENANCE RESERVE	20210023	HOUSE OF DOORS, INC	17,420.00	REMOVAL & REPLACEMENT OF SEVEN OV
45000	570160		FACILITIES MAINTENANCE RESERVE	20210060	ALL AMERICAN ROOFING, INC.	5,200.00	STACY'S TAVERN ROOF REPLACEMENT I
					TOTAL FACILITIES MAINT FUND	145,243.06	
24000	570125		FIRE SERVICES FUND			10,000.00	REPLACE EAST SIDE DOOR AND FRAME
24000	570125		FIRE SERVICES FUND			2,500.00	REPLACE EAST DOORS & PAINT
					TOTAL FIRE SERVICES FUND	12,500.00	
					GRAND TOTAL	5,385,220.79	



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

Meeting 2/14/2022 7:00 PM
Department: Finance
Department Head: Patrick Brankin
Category: Personnel
Prepared By: Christina Coyle

**AGENDA ITEM (ID
2022-1846)**

DOC ID: 2022-1846

Resolution No. 22-02, A Resolution Designating An Authorized Agent to the Illinois Municipal Retirement Fund (Assistant Finance Director Brankin)

Statement of the Issue:

The Finance Director serves as the Village's authorized agent to the Illinois Municipal Retirement Fund (IMRF). It is necessary to appoint a new authorized agent.

Analysis:

The Illinois Municipal Retirement Fund (IMRF) administers pension benefits to eligible municipal employees. The IMRF requires that each employer appoint an Authorized Agent to oversee the administration of the program. With the recent departure of Christina Coyle, the Village should appoint an interim authorized agent until a new Finance Director is appointed. Staff is recommending the Assistant Finance Director be named the authorized agent.

Budget Impact:

None.

Action Requested:

Approve the attached resolution.

Attachments:

1. Authorized Agent Resolution - Brankin
2. Form 220 - Brankin

RESOLUTION NO. _____

**RESOLUTION DESIGNATING AN AUTHORIZED AGENT
TO THE ILLINOIS MUNICIPAL RETIREMENT FUND**

WHEREAS, the Village of Glen Ellyn is a participating member of the Illinois Municipal Retirement Fund; and

WHEREAS, the Village of Glen Ellyn is authorized to designate a person to be the Authorized Agent on behalf of the Village of Glen Ellyn to IMRF;

Now, therefore, be it resolved by the President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in the exercise of its home rule powers, as follows:

SECTION ONE: That the Village of Glen Ellyn Authorized Agent to IMRF effective immediately shall be Patrick Brankin.

SECTION TWO: This Resolution shall be in full force and effect after passage and approval as required by law.

Passed by the Village Board of the Village of Glen Ellyn, Illinois, this _____ day of _____
_____, 2022.

Ayes		Mark Senak		Kelli Christiansen		Gary Fasules
		Anne Gould		Kelley Kalinich		Bill Payne
		Steve Thompson				
Nays		Mark Senak		Kelli Christiansen		Gary Fasules
		Anne Gould		Kelley Kalinich		Bill Payne
		Steve Thompson				
Absent		Mark Senak		Kelli Christiansen		Gary Fasules
		Anne Gould		Kelley Kalinich		Bill Payne
		Steve Thompson				

Approved by the Village President of the Village of Glen Ellyn, Illinois this _____ day
of _____ 2022.

Village President of the
Village of Glen Ellyn, Illinois

Attest:

Village Clerk of the
Village of Glen Ellyn, Illinois



NOTICE OF APPOINTMENT OF AUTHORIZED AGENT

IMRF Form 2.20 (Rev. 10/2014)

INSTRUCTIONS

- The governing body of an IMRF employer (including townships) can appoint any qualified party as the employer's IMRF Authorized Agent.
- The governing body makes the appointment by adopting a resolution.
- The clerk or secretary of the governing body must certify the appointment (see Certification below).
- Mail the completed form to the Illinois Municipal Retirement Fund.
- A copy of the completed form should be retained by the employer.
- The new Authorized Agent will need to register for a new User ID on IMRF Employer Access.

EMPLOYER NAME Village of Glen Ellyn		EMPLOYER IMRF I.D. NUMBER 03103	
AUTHORIZED AGENT'S SALUTATION ☐ Dr. ☒ Mr. ☐ Mrs. ☐ Ms.	LAST NAME Brankin	FIRST NAME Patrick	MIDDLE INITIAL JR., SR., II, ETC.
TYPE OF GOVERNING BODY Village Board			
DATE APPOINTMENT MADE (MM/DD/YYYY) 02/14/2022	EFFECTIVE DATE OF APPOINTMENT (MM/DD/YYYY) 02/14/2022	POSITION TITLE Assistant Finance Director	
Powers and duties delegated to Authorized Agent pursuant to Sec. 7-135 of Illinois Pension Code by governing body (P.A. 97-0328 removed the requirement that the Authorized Agent be a participant in IMRF to file a petition or cast a ballot): To file Petition for Nominations of an Executive Trustee of IMRF ☐ Yes ☐ No To cast a Ballot for Election of an Executive Trustee of IMRF ☐ Yes ☐ No X SIGNATURE OF AUTHORIZED AGENT NAMED ABOVE _____ DATE (MM/DD/YYYY) _____			
CERTIFICATION I, _____, do hereby certify that I am _____ NAME CLERK OR SECRETARY of the _____ NAME OF EMPLOYER and the keeper of its books and records and the foregoing appointment and delegation were made by resolution duly adopted on the date indicated. SEAL _____ SIGNATURE OF CLERK OR SECRETARY _____			
BUSINESS ADDRESS All correspondence and communications with the Authorized Agent are to be addressed as follows: NAME (IF DIFFERENT FROM ABOVE) ☒ Mr. ☐ Ms. _____ BUSINESS ADDRESS _____ CITY STATE AND ZIP + 4 _____ DAYTIME TELEPHONE NO. (with Area Code) _____ ALTERNATE TELEPHONE NUMBER (with Area Code) _____ FAX NO. (with Area Code) _____ EMAIL ADDRESS _____			

IMRF

2211 York Road Suite 500 Oak Brook, IL 60523-2337

Employer Only Phone: 1-800-728-7971 Member Services Representatives 1-800-ASK-IMRF (1-800-275-4673) Fax (630) 706-4289



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

Meeting 2/14/2022 7:00 PM
Department: Administration
Department Head: Greg Mathews
Category: Amendment
Prepared By: Greg Mathews

**AGENDA ITEM (ID
2022-1867)**

DOC ID: 2022-1867

Ordinance No. 6939, An Ordinance Amending Ordinance No. 6860 to Vacate the October 9, 1961, Resolution Dedicating a Public Street on the Two Village Owned Lots (Village Attorney Mathews)

Statement of the Issue:

While performing due diligence on the sale of two Village properties and vacation of the Kenilworth Right-of-Way to the Haggerty dealership, it has come to our attention that in 1961 the Village Board passed an unnumbered Resolution dedicating the two lots Village lots as a street to be named Kenilworth to connect the existing Kenilworth Right-of-Way to Lambert Road (Exhibit B attached). When the Board conducted the hearing on the sale and dedication in March 2021, it was clear that the lots were meant to be transferred to Haggerty for expansion of the dealership, and that Kenilworth would no longer exist, eliminating the need for a connection with Lambert. (See Exhibit A)

In speaking to representatives of Chicago Title and Trust, we have been advised that to transfer clear title to Haggerty we will need to pass an Ordinance vacating the 1961 Resolution and street dedication. Attached is an Ordinance which will accomplish the Village's objectives and allow for the transfer of clear title. The Village Board is requested to consider and approve the proposed Ordinance.

Analysis:

N/A

Budget Impact:

N/A

Action Requested:

Approve the attached ordinance.

Attachments:

1. Ord. No. 6860
2. Public Street Dedication



Village of Glen Ellyn

Ordinance No. 6860

An Ordinance Authorizing the Village to Enter a Contract for the Sale of Two Lots Adjacent to Lambert Road and Vacation of a Portion of the Kenilworth Ave. Right-of-Way, to GWG Realty, LLC d/b/a Haggerty Chevrolet, 300 Roosevelt Road, Glen Ellyn, Illinois

Adopted by the
Acting President and the Board of Trustees
Of the Village of Glen Ellyn
DuPage County, Illinois
This 22 Day of MAR, 2024.

Published in pamphlet form by the authority
of the Acting President and Board of Trustees of the
Village of Glen Ellyn, DuPage County, Illinois,
this 23 day of MAR, 2024.

PREPARED BY AND MAIL TO:
VILLAGE OF GLEN ELLYN
ATTN: VILLAGE CLERK
535 DUANE STREET
GLEN ELLYN, IL 60137

Ordinance No. 6860

An Ordinance Authorizing the Village to Enter a Contract for the Sale of Two Lots Adjacent to Lambert Road and Vacation of a Portion of the Kenilworth Ave. Right-of-Way, to GWG Realty, LLC, d/b/a Haggerty Chevrolet, 300 Roosevelt Road, Glen Ellyn, Illinois

WHEREAS, the Village of Glen Ellyn ("Seller"), and GWG Realty, LLC, d/b/a Haggerty Chevrolet ("Buyer"), seek to enter into a Property Sale and Purchase Agreement, a copy attached hereto and made a part hereof as "Exhibit A", wherein the Village will sell certain unimproved property, commonly known as PIN numbers, 0515419029 and 0515419014, adjacent to Lambert Road, in the Village of Glen Ellyn, DuPage County, Illinois ("Subject Property"), and Vacate a certain right of way, commonly known as the unimproved Kenilworth Avenue right of way, for the purpose of redevelopment and expansion of Haggerty Chevrolet as an automobile dealership, said property depicted in "Exhibit B" attached hereto; and

WHEREAS, Jerry Haggerty, of Haggerty Chevrolet, has advised that he seeks to expand the auto dealership in an effort ensure the ongoing success of the business in the changing economic climate, and has previously purchased several individual lots to the north of the existing dealership to help make expansion possible; and

WHEREAS, Haggerty has requested the Village transfer of a portion ROW and two Village owned lots (Kenilworth right of way, running north and south, and the two lots north of and abutting the Haggerty property) which can then be subdivided and joined with lots already owned into one property which includes the existing dealership property; and

WHEREAS, GWG Realty, LLC, has agreed to purchase the lots and right of way for the sum of One Hundred Eleven Thousand Fifty One Dollars (\$111,051.00) with a contingency that the property be used solely for expansion of an automobile dealership, or if not, and the transferred property is sold for a different use within the next ten years, GWG Realty, LLC, d/b/a Haggerty Chevrolet, will pay the Village an additional One Hundred Twenty Five Thousand Dollars

(\$125,000.00); and

WHEREAS, a public hearing, properly noticed, has been conducted on March 22, 2021, regarding the Vacation of Right of Way and Sale of Municipal Property; and

WHEREAS, the Board of Trustees of the Village of Glen Ellyn find it beneficial, necessary and convenient for the Village to sell and vacate the unimproved Subject Property to GWG Realty, LLC, pursuant to the terms of the attached Agreement due to the potential for increased revenue to the Village from sales taxes due to an expanded inventory of vehicles for sale.

NOW THEREFORE, BE IT ORDAINED by the Acting President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in the exercise of its home rule authority, as follows:

Section 1: The findings of fact and conclusions set forth hereinabove are hereby adopted as the findings of fact and conclusions of the corporate authorities of the Village of Glen Ellyn.

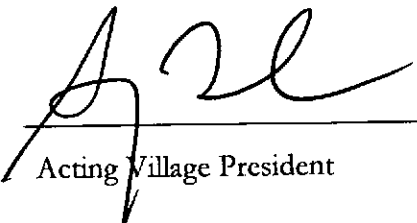
Section 2: The sale of two unimproved municipal lots and vacation of right of way pursuant to the attached Purchase and Sale Agreement are hereby approved, and that the Village of Glen Ellyn hereby vacates the unimproved Kenilworth public right-of-way to the owner of the adjacent properties, and that the Acting Village President and Clerk of the Village of Glen Ellyn are authorized to execute and attest to any and all legal documents necessary to finalize the conveyance of the Subject Property to GWG Realty, LLC, with the final Plat of Subdivision to be attached to this Ordinance before recording.

Section 3: That this Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

Passed by the Acting President and Board of Trustees of the Village of Glen Ellyn, Illinois
this 22 day of MARCH 2021.

Ayes	☒	Craig Pryde	☒	Steve Thompson	☒	Mark Senak
	☒	Kelli Christiansen	☒	Bill Enright	☒	Gary Fasules
Nays	☐	Craig Pryde	☐	Steve Thompson	☐	Mark Senak
	☐	Kelli Christiansen	☐	Bill Enright	☐	Gary Fasules
Absent	☐	Craig Pryde	☐	Steve Thompson	☐	Mark Senak
	☐	Kelli Christiansen	☐	Bill Enright	☐	Gary Fasules

Approved by the Acting Village President of the Village of Glen Ellyn, Illinois this 22
day of Mar 2021.


Acting Village President

Attest:


Village Clerk

AFFIX VILLAGE SEAL

(Published in pamphlet form and posted on the 23 day of MARCH, 2021.)

EXHIBIT A

AGREEMENT FOR PURCHASE AND SALE OF REAL ESTATE

THIS AGREEMENT FOR PURCHASE AND SALE ("Agreement") is made and entered into this 22 day of March 2021 ("Effective Date") by and among the Village of Glen Ellyn, an Illinois municipal corporation and home rule unit of local government ("Seller") and GWG Realty, LLC, an Illinois limited liability company ("Purchaser") (the Seller and Purchaser are collectively referred to as the "Parties" and sometimes individually referred to as a "Party").

RECITALS

WHEREAS, Seller is the fee owner of certain property generally located north of the intersection of Roosevelt Road and Lambert Avenue in Glen Ellyn, Illinois, legally described on Exhibit A1 and depicted on Exhibit A2 ("Property"); and

WHEREAS, Seller has jurisdiction over that portion of the Kenilworth Avenue right of way generally located west of and adjacent to the Property as depicted on Exhibit A3 ("Right of Way") (collectively, the Property and the Right of Way are the "Village Property"); and

WHEREAS, Purchaser owns, operates and seeks to expand an automobile dealership that sells and services new and used automobiles and provides other related automobile services on property commonly known as 300 Roosevelt Road, Glen Ellyn, Illinois which property is generally located south of and adjacent to the Village Property and other certain property generally located north of said property, as depicted on Exhibit B ("Dealership Site"); and

WHEREAS, Purchaser owns certain property generally located north of the Dealership Site, as depicted on Exhibit B ("Dealership Owned Land") (collectively, the Dealership Site and Dealership Owned Land are the "Dealership Property"); and

WHEREAS, Seller desires to sell and Purchaser desires to purchase the Village Property upon and subject to the terms and conditions hereinafter set forth for use in conjunction with and as a part of a new and used automobile dealership operated at the Dealership Site ("Dealership"); and

WHEREAS, the State of Illinois Constitution ("Constitution") (Art. VII, Sec. 6(a)) provides that the Seller, as a home rule municipality, may exercise any power and perform any function pertaining to its government affairs, including, without limitation, the power to regulate for the protection of the public health, safety, morals, and welfare, the power to license, the power to tax, and the power to incur debt; and

WHEREAS, the Constitution (Art. VII, Sec. 10; Art VIII) authorizes the Seller to enter agreements with individuals and organizations and to use public funds for public purposes; and

WHEREAS, the Illinois Municipal Code (65 ILCS 5/8-1-2.5) authorizes the Seller to appropriate and expend funds for economic development purposes, including, without limitation, making grants necessary to promote economic development in the Village of Glen Ellyn; and

WHEREAS, Village of Glen Ellyn Municipal Code Section 1-14-1, *et seq.*, authorizes the Seller to sell property for redevelopment purposes; and

WHEREAS, the Parties wish to enter into this Agreement setting forth the terms and conditions applicable to the Purchaser's acquisition of the Village Property and redevelopment and use of the Village Property in conjunction with the Dealership operations at the Dealership Site;

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

1. Recitals. The foregoing recitals and all exhibits attached to this Agreement are incorporated as though fully set forth in this Section 1.

2. Purchase and Sale.

(a) Property. Purchaser agrees to buy and acquire from Seller, and Seller agrees to sell, transfer, convey and deliver to Purchaser by recordable warranty deed, free and clear of all liens, excluding those accepted by the Purchaser, the Property, which encompasses the Right of Way and approximately 13,500 square feet of paved property which provides access between Lambert Avenue and the Right of Way, together with and all privileges, easements and appurtenances in any way belonging or appertaining to the Property that the Seller can unilaterally convey, including all mineral, oil, gas and air and water rights relating to the Property and all rights, title and interests in and to any street, road, alley, and rights-of-way on the Property.

(b) Right of Way. Purchaser agrees to buy and acquire from Seller, and Seller agrees to vacate and convey to Purchaser the Right of Way (i) in accordance with and pursuant to the terms of the ROW Ordinance (defined below) approved by the Seller's corporate authorities during the Entitlement Period (defined below) and (ii) upon Purchaser's payment of the Purchase Price (defined below).

3. Purchase Price, Earnest Money, and Real Estate Taxes.

(a) Purchase Price. The purchase price for the Village Property is One Hundred Eleven Thousand Fifty One and 00/100 Dollars (\$111,051.00), plus or minus prorations and credits as required herein, if any ("Purchase Price"). At Closing (defined below), Purchaser shall pay Seller, in cash or readily available funds, the Purchase Price.

(b) Earnest Money. Upon execution of this Agreement, Purchaser shall deposit Ten Thousand and 00/100 Dollars (\$10,000.00) as earnest money ("Earnest Money") to be held in an escrow account by the Title Company (defined below) pursuant to its standard form of strict joint order escrow instructions and applied toward the Purchase Price at Closing. The balance of the Purchase Price, with prorations and adjustments as provided for herein, shall be paid by Purchaser at Closing. In the event this Agreement is terminated by Purchaser as permitted herein, Seller agrees to direct the Title Company in writing to pay the Earnest Money to Purchaser. In the event Purchaser fails to acquire the Village Property as required herein or otherwise comply

with this Agreement's terms, Purchaser agrees to direct the Title Company to pay the Earnest Money to the Seller.

(c) Real Estate Taxes. Purchaser shall not be responsible for any real estate taxes, assessments or liens related to the Property for the period of time prior to the Closing Date. Purchaser shall be responsible for all real estate taxes and assessments related to the Property which are levied after the Closing Date. The transfer of the Property is exempt from any Real Estate Transfer Tax.

4. Title Commitment and Survey.

(a) Title Commitment. Seller shall, within three (3) days after the Effective Date, order a title commitment ("Title Commitment") for an Owner's Policy of Title ("Title Policy") issued by Chicago Title Insurance Company or other title company mutually agreed to by the Parties ("Title Company") for the Village Property and copies of all recorded documents listed in the Title Commitment.

Purchaser may, within ten (10) days after receipt of the Title Commitment, deliver to Seller a notice of the objections that Purchaser may have to anything contained or set forth in or disclosed by the Title Commitment ("Unpermitted Exceptions"). If Purchaser delivers notice of any Unpermitted Exceptions to Seller, Seller may, within ten (10) days thereafter, elect to eliminate or satisfy the Unpermitted Exceptions to the satisfaction of Purchaser. If Seller is unable or unwilling to correct the Unpermitted Exceptions, then Purchaser shall have the right, at its election, but as its sole and exclusive remedy to either (i) waive the Unpermitted Exceptions and accept title to the Village Property subject to such Unpermitted Exceptions (in which case the Unpermitted Exceptions shall be deemed "Permitted Exceptions") or (ii) terminate this Agreement, except for Purchaser's obligations under Section 5(a)(iii), which shall survive the Agreement's termination.

5. Conditions Precedent to Purchaser's Obligations. Purchaser's obligations under this Agreement shall be subject to the fulfillment prior to the Closing or such other date as provided herein of each of the following conditions:

(a) Due Diligence, Inspection.

(i) Purchaser may, at its sole cost and expense, conduct any reasonable inspections, tests, and studies related to the condition of the Village Property or obtain a survey of the Village Property as Purchaser deems necessary ("Due Diligence") for a period of thirty (30) days after the Effective Date ("Due Diligence Period"). Further, Purchaser shall, at its sole cost and expense, make appropriate inquiries, file all necessary applications, and obtain the Seller's corporate authorities' approval of an ordinance vacating the Right of Way ("ROW Ordinance") during the time period beginning on the Effective Date and ending sixty (60) days later ("Entitlement Period").

(ii) In the event Purchaser deems the results of Purchaser's Due Diligence to be unsatisfactory, for no reason or for any reason whatsoever, Purchaser may terminate this Agreement by delivering written notice of such termination to Seller prior to the expiration of the Due Diligence Period or if the ROW Ordinance is not approved prior to the

expiration of the Entitlement Period, Purchaser may terminate this Agreement by delivering written notice of such termination to Seller prior to the expiration of the Entitlement Period and after termination neither Party will have any further rights, obligations or liabilities under this Agreement except as otherwise provided in Section 5(a)(iii) of this Agreement. The failure by Purchaser to timely terminate this Agreement by so notifying Seller in writing pursuant to the terms of this Section 5(a)(ii) will be deemed a waiver of Purchaser's right to terminate this Agreement pursuant to this Section 5(a)(ii).

(iii) Purchaser may conduct or cause to be conducted any reasonable physical investigation, examination or study of the Village Property as part of its Due Diligence; however, (i) Purchaser shall notify the Seller, which may be telephonically to Mark Franz, Village Manager, at least five (5) days before conducting any excavation or related investigation, examination, or study; and (ii) in no event shall Purchaser's investigation, examination, or study interfere with the Village Property's ongoing use as a vehicle impound lot. In the course of performing any inspection, investigation, examination, or study of the Village Property, Purchaser and its contractors and subcontractors will comply with any and all statutes, laws, ordinances, codes, rules, and regulations applicable to the Village Property. Further, Purchaser will, at Purchaser's sole expense, promptly repair any damage to the Village Property resulting from its inspection, investigation, examination, or study thereof, and, to the extent Purchaser or its contractors and subcontractors alter, damage, or modify the condition of any portion of the Village Property as part of any inspection, Purchaser will restore the Village Property to the same condition that existed on the Effective Date. Purchaser will defend, indemnify and hold Seller harmless from and against any and all claims, liabilities, losses, damages, costs and expenses (including reasonable attorneys' fees and court costs) that Seller suffers or incurs as a result of or in connection with Purchaser's inspection of the Village Property or Purchaser's or its contractors or subcontractors entry onto the Village Property hereunder. Prior to any inspection or testing, Purchaser shall deliver to Seller a certificate of insurance evidencing that each contractor or subcontractor performing such investigation and testing at the Village Property has comprehensive general liability insurance written on a "per occurrence" basis with limits of general liability of no less than \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate, covering such activities on the Village Property and naming Seller as an additional insured party.

(iv) PURCHASER AGREES THAT, EXCEPT FOR THE REPRESENTATIONS AND WARRANTIES EXPRESSLY SET FORTH IN THIS AGREEMENT, PURCHASER DOES AND WILL ACCEPT THE VILLAGE PROPERTY IN ITS "AS IS WHERE IS", WITH ALL FAULTS AND DEFECTS, LATENT AND PATENT, CONDITION AND AGREES AND ACKNOWLEDGES THAT SELLER HAS NOT MADE, DOES NOT MAKE AND SELLER SPECIFICALLY DISCLAIMS ANY REPRESENTATIONS, WARRANTIES, PROMISES, COVENANTS, AGREEMENTS OR GUARANTIES OF ANY KIND OR CHARACTER WHATSOEVER, INCLUDING, WITHOUT LIMITATION, THE WARRANTIES OF MERCHANTABILITY, HABITABILITY, AND FITNESS FOR A PARTICULAR PURPOSE, WHETHER EXPRESS OR IMPLIED, ORAL OR WRITTEN, PAST, PRESENT OR FUTURE, OF, AS TO, CONCERNING OR WITH RESPECT TO ANY PART OR ALL OF THE VILLAGE PROPERTY, INCLUDING, WITHOUT LIMITATION, ITS CURRENT OR FUTURE USE AND/OR DEVELOPMENT, AND APPROVAL OF THE ROW ORDINANCE. PURCHASER

ACKNOWLEDGES THAT PURCHASER IS RELYING SOLELY ON ITS OWN INVESTIGATION OF THE VILLAGE PROPERTY AND NOT ON ANY INFORMATION PROVIDED OR TO BE PROVIDED BY OR ON BEHALF OF SELLER. CLOSING THIS TRANSACTION SHALL CONSTITUTE ACKNOWLEDGEMENT BY THE PURCHASER THAT PURCHASER HAD THE OPPORTUNITY TO RETAIN INDEPENDENT, QUALIFIED PROFESSIONALS TO INSPECT THE VILLAGE PROPERTY, THAT THE CONDITION OF THE VILLAGE PROPERTY IS ACCEPTABLE TO THE PURCHASER, AND THAT THE SELLER FULLY AND COMPLETELY PERFORMED ALL OF SELLER'S OBLIGATIONS UNDER THIS AGREEMENT. THE PURCHASER AGREES THAT THE SELLER SHALL HAVE NO LIABILITY FOR ANY CLAIMS OR LOSSES THE PURCHASER OR THE PURCHASER'S SUCCESSORS OR ASSIGNS MAY INCUR AS A RESULT OF CONSTRUCTION, ENVIRONMENTAL, OR OTHER DEFECTS WHICH MAY NOW OR HEREAFTER EXIST WITH RESPECT TO THE VILLAGE PROPERTY. THIS SECTION 5(A)(IV) SHALL SURVIVE CLOSING.

(b) Performance by Seller. Seller shall have performed and complied with all terms, provisions, covenants and conditions of this Agreement to have been performed or complied with by Seller prior to or at the Closing, and all representations and warranties made by Seller in this Agreement and in any related document shall be true and correct as of the Effective Date and as of the Closing Date.

(c) Validity of Documents. The instruments executed and delivered to Purchaser by Seller pursuant to this Agreement shall be valid in accordance with their terms and effectively vest in Purchaser good and marketable title to the Village Property as contemplated by this Agreement, free and clear of all liens and encumbrances.

(d) Termination of Leasehold Interests. All leasehold interests, rights or options, if any, in the Village Property shall be terminated.

(e) Absence of Litigation. No litigation, administrative procedure or administrative investigation shall have been commenced, or be pending or threatened or order entered against Seller or Purchaser: (i) challenging or seeking to enjoin the consummation of any of the transactions contemplated by this Agreement; (ii) adversely affecting the Village Property or Purchaser's right to operate or own the Village Property; (iii) adversely impacting Purchaser's performance in accordance with this Agreement's terms; or (iv) seeking to impose upon Purchaser any liability of Seller not assumed by Purchaser in writing.

(f) Municipal Approval. Seller shall have all required approvals and consent to enter into this Agreement, sell, transfer and convey the Village Property to Purchaser and to fulfill all of Seller's obligations pursuant to this Agreement.

(g) ROW Ordinance. Purchaser shall have obtained approval of the ROW Ordinance.

6. Conditions Precedent to Seller's Obligations. Seller shall have the right, at Seller's sole discretion, to unilaterally terminate this Agreement if any of the following occur

(a) The Seller, at the Seller's sole discretion, determines that the sale of the Village Property to the Purchaser or any related transactions are in any way associated with illegal activity of any kind;

(b) The Purchaser fails or is unable to obtain during the Entitlement Period approval of the ROW Ordinance from the Seller's corporate authorities;

(c) The Purchaser and the Seller are unable to agree to terms on a Declaration (as defined below) governing the use and development of the Village Property consistent with this Agreement; or

(d) The Purchaser makes any material misrepresentation to the Seller.

7. Representations, Covenants, Warranties and Agreements of Seller. Seller represents and warrants to Purchaser, to the best of Seller's knowledge, as a material inducement for Purchaser to enter into this Agreement, the following as of the Effective Date and as of the Closing Date:

(a) Except as provided on the Title Commitment, Seller has good and marketable title to the Village Property, free and clear of all liens and encumbrances and there are no unrecorded easements, rights of possession in any third party or any pending or threatened adverse possession claims affecting the Village Property.

(b) Seller has not received any written notice, report or information stating that there is any environmental contamination or hazardous substance at the Village Property or that a violation of any environmental law or regulation exists at the Village Property.

(c) The Village Property is not the subject of any condemnation or eminent domain or similar proceeding or action nor is there a proposal under consideration by any public or governmental authority or entity to commence any such proceeding or action or to use any part of the Village Property.

(d) Seller is exempt from having to pay any real estate taxes, assessments or other liens related to the Property or any state, county or municipal transfer taxes related to this transaction ("Taxes") and Purchaser shall not be obligated to pay such Taxes for the period of time prior to the Closing.

8. Representations, Covenants, Agreements and Warranties of Purchaser. Purchaser hereby represents and warrants to Seller, as a material inducement for Seller to enter into this Agreement, the following as of the Effective Date and as of the Closing Date.

(a) Neither this Agreement nor anything required to be done under this Agreement violates or will violate any contract, agreement or instrument to which Purchaser is a party, and the purchase of the Village Property contemplated under this Agreement does not require the consent of any party which has not been obtained or will not be obtained prior to Closing.

(b) Purchaser has the full right and authority to enter into this Agreement, consummate the purchase of the Village Property and accept the transfer of the Village Property contemplated by this Agreement and any nominee of Purchaser will be duly authorized and empowered to do so.

(c) Purchaser understands and acknowledges that this Agreement is expressly contingent upon Purchaser, before expiration of the Entitlement Period, obtaining the Seller's corporate authorities' approval of the ROW Ordinance. If Purchaser fails to obtain approval of the ROW Ordinance during the Entitlement Period, the Seller may, exercising its sole discretion, unilaterally terminate this Agreement and the Parties' rights, duties, and obligations hereunder, but excluding Purchaser's obligations under Section 5(a)(iii), which shall survive the Agreement's termination.

(d) Purchaser understands and acknowledges that this Agreement is expressly contingent upon a declaration being recorded at Closing against the Village Property limiting the use of the Village Property for Dealership purposes for the time period beginning on the Closing Date and ending on the tenth (10th) year anniversary of the Closing Date ("Declaration"). The Declaration will require the Purchaser to pay to the Seller an amount equaling one hundred twenty five thousand (\$125,000) dollars in the event that (i) the Declarant uses the Village Property for non-Dealership purposes; or (ii) the Purchaser conveys title to all or any portion of the Dealership Site and the Village Property to an entity that uses or intends to use the Village Property for non-Dealership purposes. The Declaration will be in a form approved by the Parties. Purchaser acknowledges and understands that failure to agree to terms on the Declaration before the Closing Date shall authorize the Seller, exercising its sole discretion, to unilaterally terminate this Agreement and the Parties rights, duties, and obligations hereunder, but excluding Purchaser's obligations under Section 5(a)(iii), which shall survive this Agreement's termination.

(e) Purchaser agrees that it will work with the Village and allow the Village to continue to store impounded vehicles on the ROW for up to six months following the Effective Date of this Agreement.

9. Seller's Conduct Pending the Closing. Pending the Closing, and except as otherwise consented to by Purchaser in writing, Seller shall maintain the Village Property in good condition and in the ordinary course of business, consistent with past practice.

10. Closing Documents and Items.

(a) Seller's Deliveries. At Closing, Seller shall deliver to Purchaser the following:

- (i) Closing Statement/HUD-1/Disbursement Statement prepared by Title Company;
- (ii) Warranty Deed;
- (iii) FIRPTA affidavit, acceptable to Purchaser and the Title Company;

- (iv) evidence of Seller's authority to enter into and perform its obligations under this Agreement;
- (v) any documents reasonably required by Title Company in connection with its issuance of the Title Policy; and
- (vi) any other documents that are reasonably necessary or expedient to consummate the transactions contemplated by this Agreement.

(b) Purchaser's Deliveries. At Closing, Purchaser shall deliver to Seller the following:

- (i) the Purchase Price, plus or minus proration provided herein or credits mutually agreed to between the Parties;
- (ii) a counterpart of the Closing Statement/HUD-1/Disbursement Statement prepared by Title Company;
- (iii) evidence of Purchaser's authority to enter into and perform its obligations under this Agreement;
- (iv) any documents reasonably required by Title Insurer in connection with its issuance of the Title Policy; and
- (v) any other documents that are reasonably necessary or expedient to consummate the transactions contemplated by this Agreement.

11. Possession. Purchaser shall be given exclusive possession of the Village Property on the Closing Date.

12. Closing; Closing Date; Costs.

(a) The closing of the transaction contemplated by this Agreement (the "Closing") shall take place at an office of the Title Company mutually agreed to between the Parties located in the State of Illinois within ten (10) days after the later of the expiration or waiver of the Entitlement Period, unless otherwise agreed to by the Parties. The Closing shall be deemed to be effective at 12:01 a.m., Central Time, on the date of the Closing (the "Closing Date").

(b) Seller shall pay for the cost of the premium for the Title Policy, one-half of the cost of the money escrow agreement, one-half the cost of recording the Declaration, other customary seller charges and other amounts required to be paid by Seller pursuant to this Agreement. Purchaser will pay for the cost of any endorsements to the Title Policy, any state, county, or municipal transfer taxes owed, the cost of any loan title insurance policy, the cost of any money lender's escrow, one-half the cost of the money escrow agreement, one-half the cost of recording the Declaration, the cost of recording the warranty deed from Seller and any loan documents, and other customary purchaser charges and other amounts required to be paid by Purchaser pursuant to this Agreement.

13. Risk of Loss. Until the Closing, and subject to Purchaser's obligations under Section 5(a)(iii), all risk of loss relative to the Village Property, including, but not limited to, all loss occasioned by fire, theft, vandalism, mischief, flood, windstorm, accident, act of God, act of the public enemy or other casualty, shall be borne by Seller. In the event that, prior to the Closing, all or any portion of the Village Property is vandalized or damaged by fire, mischief, flood, wind storm, accident, act of God, act of the public enemy or other casualty, which Seller does not or refuses to repair or correct prior to Closing, Seller shall promptly notify Purchaser in writing of such occurrence, and Purchaser shall have the option to terminate this Agreement or to close the transactions contemplated by this Agreement.

14. Brokers. Seller and Purchaser represent and warrant to each other that each Party has not dealt with any broker in connection with this Agreement. Each Party agrees to defend, indemnify and hold the other Party harmless from and against any and all claims or demands with respect to any finder's fees, brokerage fees, commissions or other compensation asserted by any person, firm or corporation in connection with this Agreement or the transaction contemplated by this Agreement, whether asserted by, through or as a result of the actions of Seller or Purchaser.

15. Default.

(a) In the event of a default by Seller under this Agreement which is not cured within five (5) business days following written notice of such default from Purchaser to Seller, Purchaser may, at its option, as Purchaser's sole choice of remedies, either (i) terminate this Agreement and thereafter neither Party will have any further rights, obligations or liabilities under this Agreement, excluding Purchaser's obligations set forth in Section 5(a)(iii), which shall survive this Agreement's termination, or (ii) bring an action for specific performance to enforce the terms and provisions of this Agreement, it being agreed that Purchaser will not have an adequate remedy at law because of the unique nature of the Village Property.

(b) In the event of a default by Purchaser which is not cured within five (5) business days following written notice of such default from Seller to Purchaser, this Agreement shall terminate and Seller shall be entitled to retain the Earnest Money as liquidated damages, in which event Purchaser and Seller will execute a written direction to Title Company authorizing the Earnest Money to be disbursed to Seller, which will be Seller's sole and exclusive remedy for such default, provided further that Purchaser's obligations in Sections 5(a)(iii) shall survive the termination pursuant to this Section 15(b).

16. Miscellaneous.

(a) Fees and Expenses. Except as otherwise stated in this Agreement, all expenses incurred by the Parties hereto shall be borne solely and entirely by the Party that has incurred such expenses.

(b) Notices. Except as otherwise set forth in this Agreement, all notices, requests, demands and other communications which are required or may be given under this

Agreement by a Party to another Party hereunder shall be in writing and shall be deemed to have been duly given if delivered personally, by email or mailed, first class mail, postage prepaid, return receipt requested, as follows:

if to Purchaser: GWG Realty, LLC
Attn: Jerry Haggerty
330 Roosevelt Road
West Chicago, Illinois 60185
E-mail: j367@aol.com

with a copy to: Mark M. Lyman
Lyman Law Firm
227 West Monroe Street
Suite 2650
Chicago, Illinois 60606
Email: mark@lymanlawus.com

if to Seller:

Village of Glen Ellyn
Attn: Mark Franz, Village Manager
535 Duane Street
Glen Ellyn, Illinois 60137
Email: mfranz@glenellyn.org

with a copy to:

Village of Glen Ellyn
Attn: Greg Mathews, Village Attorney
535 Duane Street
Glen Ellyn, Illinois 60137
Email: gmathews@glenellyn.org

or to such other address as either Party shall have specified by notice in writing to the other Party. All such notices, requests, demands and communications shall be deemed to have been received on the date of personal delivery or email with reasonable proof of delivery and receipt thereof upon request, and on the third business day after the mailing thereof.

(c) Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be considered an original counterpart, and shall become a binding agreement when each Party shall have executed one counterpart and delivered it to the other Party.

(d) Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the Parties and their respective successors, heirs and lawful assigns. No Party may assign or delegate this Agreement without the prior written consent of the other Party, which shall not be unreasonably withheld or delayed, provided, however any consent by Seller

may require that Purchaser remain obligated for all of the assignee's obligations pursuant to this Agreement.

(e) Modification and Prior Agreements. This Agreement cannot be amended, supplemented, altered or otherwise modified, unless done so in writing, signed by duly authorized representatives of the Parties. This Agreement supersedes and replaces all other agreements entered into prior to the Effective Date and each prior agreement, addendum, writing or other understanding between the Parties related to the transaction contemplated herein shall be null and void.

(f) Waiver. No provision of this Agreement shall be waived by any Party hereto, unless such waiver is in writing, signed by a duly authorized representative of the Party against whom such waiver is sought to be enforced. A waiver by any Party of any breach or failure to comply with any provision of this Agreement by another Party shall not be construed as or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.

(g) Severability. The Parties believe that every provision of this Agreement is effective and valid under applicable law, and whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid. If any provision of this Agreement is held, in whole or in part, to be invalid, the remainder of such provision and this Agreement shall remain in full force and effect, with the offensive term or condition being stricken to the extent necessary to comply with any conflicting law.

(h) No Strict Construction. Each of the Parties confirms that they and their counsel have reviewed, negotiated and adopted this Agreement as the joint agreement and understanding of the Parties and no rule of strict construction shall be applied against any person.

(i) Time of Essence. Time is of the essence in this Agreement.

(j) Headings. The headings used herein have been used for the convenience of the Parties and are not to be used in construing this Agreement.

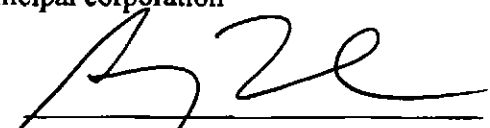
(k) Applicable Law. The terms and conditions of this Agreement shall be governed, construed, interpreted and enforced in accordance with the domestic laws of the State of Illinois, without giving effect to any choice of law or conflict of law provision or rule that would cause the application of the laws of any jurisdiction other than the State of Illinois. Venue for all disputes arising under or relating to this Agreement shall be the Illinois Circuit Court for the 18th Judicial Circuit, DuPage County, Illinois.

[Signature Page Follows]

IN WITNESS WHEREOF, this Agreement is entered into by the Parties hereto as of the Effective Date.

SELLER:

Village of Glen Ellyn,
a municipal corporation

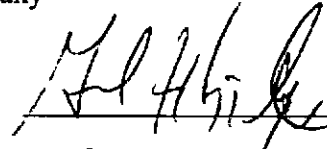
By: 

Its:

Aching Village President

PURCHASER:

GWG Realty, LLC, an Illinois limited liability
company

By: 

Its:

Owner Managing Member

EXHIBIT A1

Legal Description for Property

VILLAGE OWNED PROPERTY:

LOTS 15 AND 27 IN BLOCK 14 IN GLEN ELLYN MANOR, BEING A SUBDIVISION OF THE SOUTHEAST QUARTER (EXCEPT THE WEST 13.50 CHAINS THEREOF) OF SECTION 15, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 16, 1922 AS DOCUMENT 153289, IN DUPAGE COUNTY, ILLINOIS.

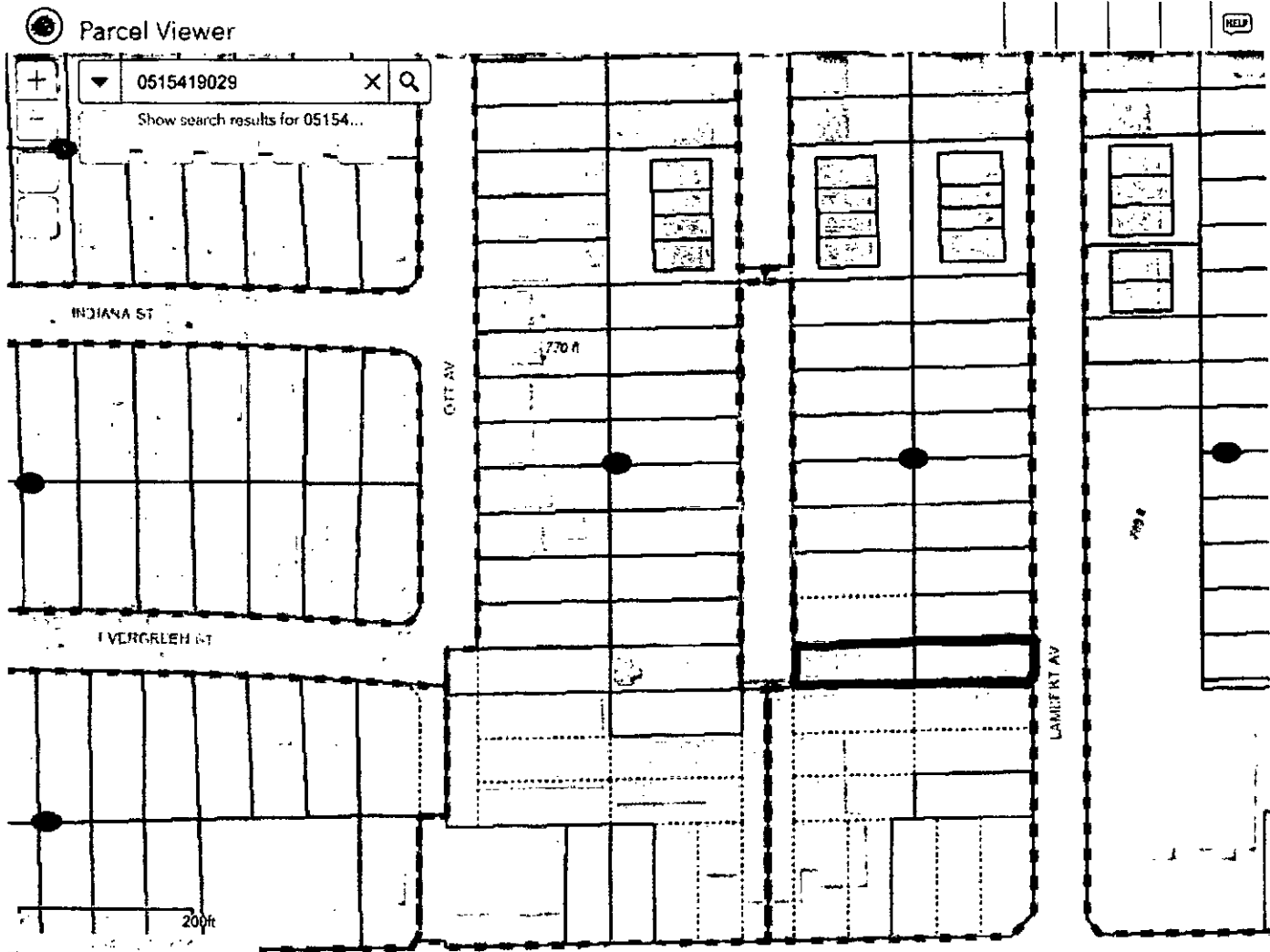
VILLAGE RIGHT OF WAY:

THAT PART OF 60 FOOT WIDE KENILWORTH AVENUE LYING WEST OF AND ADJOINING LOTS 26, 27, 28, 29, 30, 31, 32, 33, 34, AND 35 IN BLOCK 14 AND LYING EAST OF AND ADJOINING LOTS 7, 8, 9, 10, 11, 12, 13, 14, 15, AND 16 IN BLOCK 15, ALL IN GLEN ELLYN MANOR, BEING A SUBDIVISION OF THE SOUTHEAST QUARTER (EXCEPT THE WEST 13.50 CHAINS THEREOF) OF SECTION 15, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 16, 1922 AS DOCUMENT 153289, IN DUPAGE COUNTY, ILLINOIS.

Exhibit A2 - Depiction of Property

6/29/2020

Parcel Viewer



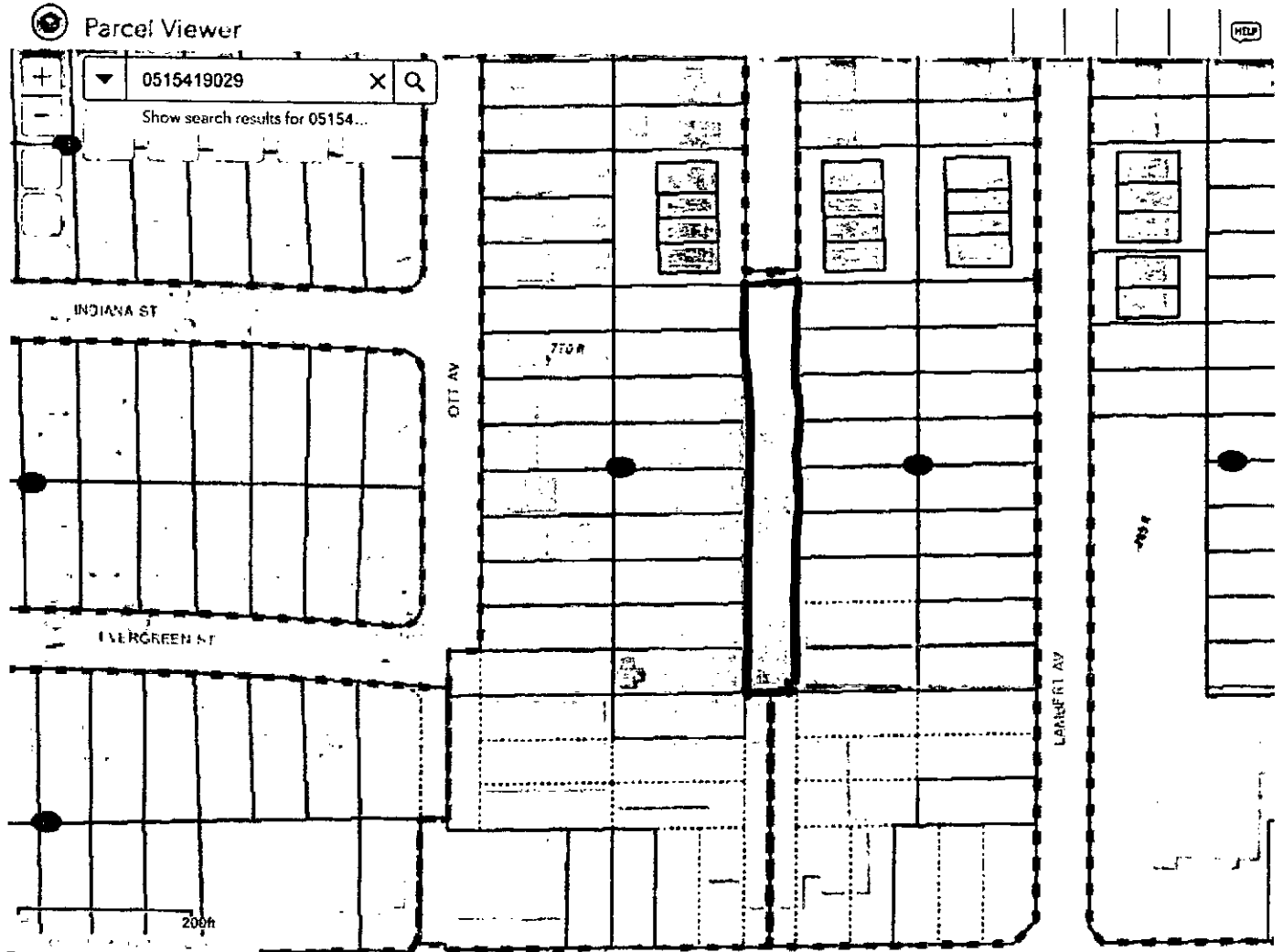
<https://gis.dupageco.org/parcelviewer/>

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Exhibit A3 - Depiction Right of Way

6/29/2020

Parcel Viewer



<https://gis.dupageco.org/parcelviewer/>

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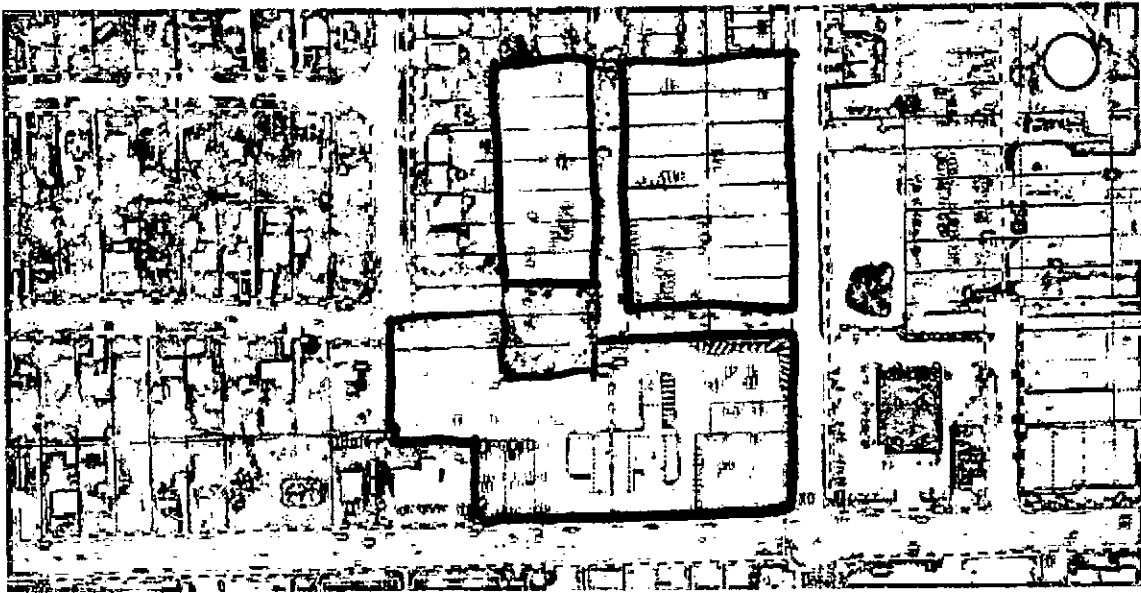
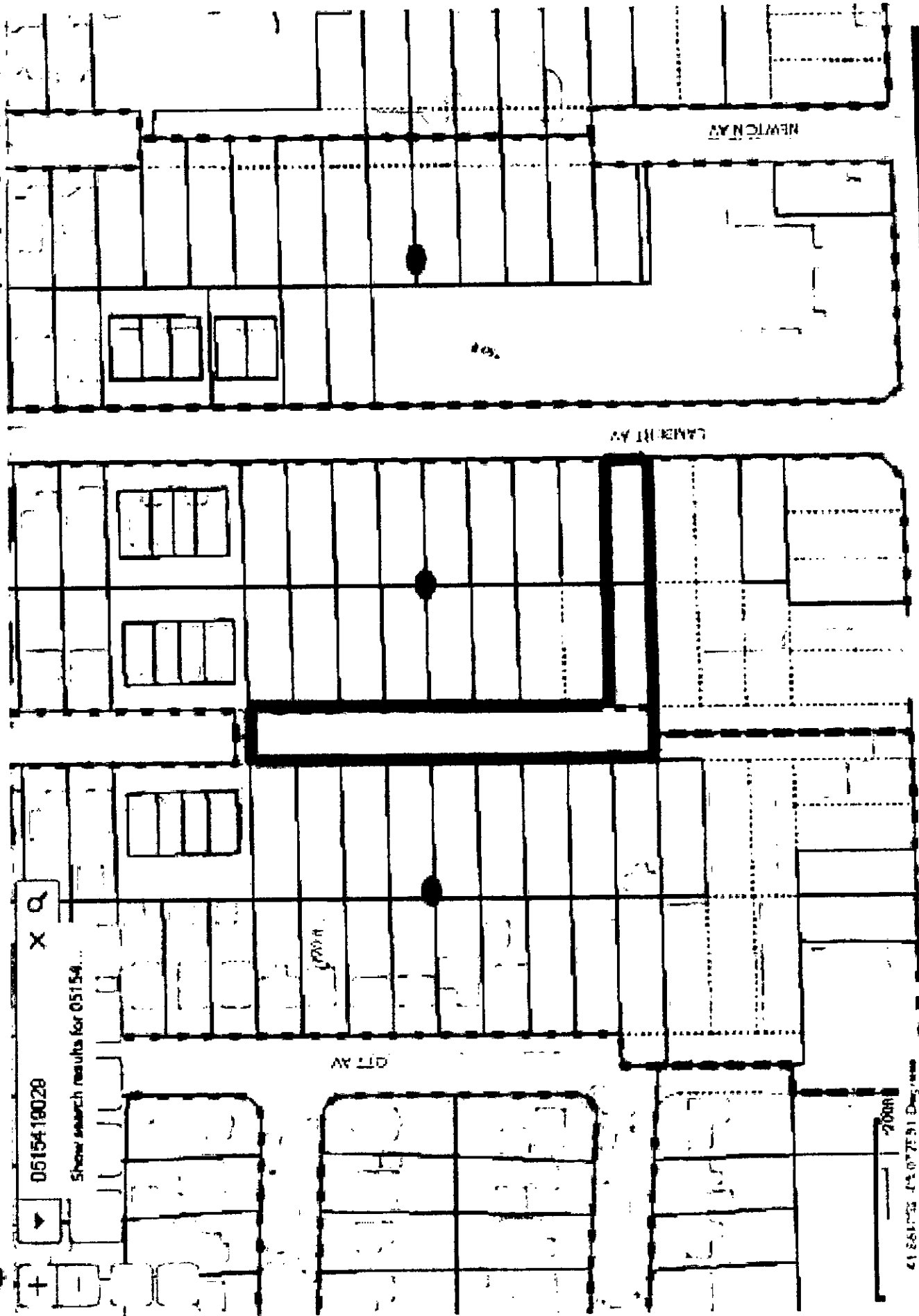


EXHIBIT B



▼ 0515418020 X Q

Show search results for 05154...



CERTIFICATION

I, John Chereskin, duly elected Village Clerk of the Village of Glen Ellyn, Illinois, do hereby certify that the attached is a true and correct copy of Ordinance No. 6860, passed by the Board of Trustees of the Village of Glen Ellyn, Illinois, at the Regular Meeting of said Board held on the 22 day of MARCH 2021, and that the same was signed and approved by the President of said Village on the 22 day of MARCH 2021.

I do further certify that the original, of which the attached is a true and correct copy, is entrusted to me as Village Clerk of said Village for safekeeping and that I am the lawful custodian and keeper of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Glen Ellyn, Illinois, this 22 day of MARCH, 2021.


Village Clerk

CORPORATE SEAL

R61-26141

OFFICE OF THE RECORDER
OF DEEDS FOR DU PAGE COUNTY, ILLINOIS

OCT 13 1961 PM -1 10PM

RESOLUTION

Phyllis H. Dichter
RECORDER

WHEREAS, the Village of Glen Ellyn is the owner of the fee simple title of the following described real estate:

Lots 15 and 27 in Block 14 in Glen Ellyn Manor, a subdivision of the southeast quarter of Section 15, Township 39 North, Range 10 East of the Third Principal Meridian, in DuPage County, Illinois;

and

WHEREAS, said lots lie between and connect Kenilworth Avenue with Lambert Road; and

WHEREAS, Kenilworth Avenue ends at the south line of said Lots 15 and 27 extended west;

THEREFORE, BE IT RESOLVED by this Board of Trustees of the Village of Glen Ellyn that the above described Lots 15 and 27 in Block 14 in Glen Ellyn Manor be, and they are hereby, dedicated as a public street connecting Kenilworth Avenue with Lambert Road.

AND BE IT FURTHER RESOLVED that said street so dedicated shall be named KENILWORTH AVENUE.

AND BE IT FURTHER RESOLVED that the Village Clerk be, and he is hereby, directed to record a certified copy of this resolution in the office of the Recorder of Deeds for DuPage County, Illinois.

ATTEST:

W.D. Galligan
Village Clerk

John W. Heddens
Village President

PASSED: 10-9-61
APPROVED: 10-9-61

246
OK

STATE OF ILLINOIS
COUNTY OF DU PAGE

SS.

R61-25141

I, William D. Galligan, duly elected Village Clerk of the Village of Glen Ellyn, Illinois, do hereby certify that the attached is a true and correct copy of a resolution adopted by the Board of Trustees of the Village of Glen Ellyn, Illinois, at a regular meeting of the Board of Trustees held on the 9th day of October, 1961 and that the same was signed and approved by the President of said Village on the 9th day of October, 1961.

I further certify that the duly elected Board of Trustees at this date consisted of

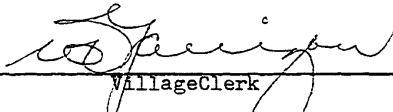
Charles R. Boardman
Ridgley A. McCrary
Earl P. Young
Carl E. Ogren
George Winchell
Mrs. Evelyn S. Duncan

I further certify that the Board of Trustees of the Village of Glen Ellyn, Illinois, passed this resolution by the following vote:

Aye	Trustee McCrary
Aye	Trustee Ogren
Aye	Trustee Duncan
Aye	Trustee Boardman
Nay	None

In witness whereof I have hereunto set my hand and the corporate seal of the Village of Glen Ellyn, DuPage County, Illinois, this 12th day of October, 1961.




Village Clerk



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

Meeting 2/14/2022 7:00 PM
Department: Community Development
Department Head: Staci Springer
Category: Ordinance
Prepared By: Taylor Gendel

**AGENDA ITEM (ID
2022-1869)**

DOC ID: 2022-1869

Ordinance No. 6940, An Ordinance Granting Approval of a Special Use Permit to Allow a Real Estate Office at 515 Crescent Boulevard (Community Development Director Springer)

Statement of the Issue:

Jeff Proctor, lessee of property located at 515 Crescent Boulevard, is requesting approval of a Special Use Permit to allow a real estate office to be located and operated on the property located at 515 Crescent Boulevard. The subject property is located on the south side of Crescent Boulevard between Main Street and Glenwood Avenue in the C5A Central Business District, Central Retail Core Sub-district. To accommodate the project, the petitioner is specifically requesting approval of a Special Use Permit in accordance with Section 10-4-17-1(B)34 of the Glen Ellyn Zoning Code to allow a professional office at the subject location.

There were no building permits required for this office use. The business did file a business registration application, but it was set aside for review until the time of inspection. It was not issued or approved. Staff has since changed this process to trigger an immediate zoning use review. A sign permit was also applied for and issued for this business, but a proposed sign review does not include a zoning use review. As soon as planning staff was made aware that a real estate office was occupying the space, the petitioner was notified they would need to apply for a Special Use Permit to continue to operate at the site. The petitioner has complied in a timely manner.

The petitioner plans to continue to operate a real estate office in the existing 2,200 square foot tenant space on the ground floor of 515 Crescent Boulevard. The office entrance is located on Crescent Boulevard and the unit is west of 2 Toots Train Whistle Grill and east of a dental office. The business plans to have two agents in the office two to three days per week between the hours of 9:00am and 5:00pm to meet clients by appointment. No formal hours of operation will be posted. The owner anticipates clients coming from Glen Ellyn as well as surrounding communities and Chicago.

Analysis:

The Plan Commission considered the request at a public hearing on January 13, 2022. One letter against the granting of the Special Use Permit was received from the Downtown Alliance and was read into the record. Both the petitioner and his business associate spoke in support. By a vote of 5-0, the Plan Commission recommended approval of the request, subject to the condition that the use is operated in substantial conformance with the application materials submitted and testimony presented at the January 13, 2022 Plan Commission public hearing.

The Plan Commission's discussion focused primarily on existing retail square footage in the Downtown and sales tax revenue. The overall sentiment was that the space was not used for retail purposes in one of its former uses as a dance studio and has been unoccupied for some time.

Budget Impact:

N/A

Action Requested:

The Village Board may approve, approve with conditions or deny the petitioner's request for approval of a Special Use Permit to allow a professional office use on the subject property. In accordance with the Plan Commission's recommendation, Village Staff has prepared an Ordinance to approve the request for consideration at the February 14, 2022 Village Board meeting.

Attachments:

1. 1. Draft Ordinance - 515 Crescent Blvd
2. 2. Draft minutes from January 13, 2022 Plan Commission Meeting
3. 3. Zoning Map 515 Crescent Blvd
4. 4. Application Packet 515 Crescent Blvd
5. 5. Letter from Downtown Alliance



Village Of Glen Ellyn

Ordinance No. _____

**An Ordinance Granting Approval of a Special Use Permit
to Allow a Real Estate Office at 515 Crescent Boulevard
Glen Ellyn, IL 60137**

**Adopted by the
President and the Board of Trustees
of the Village of Glen Ellyn
DuPage County, Illinois
This ____ Day of _____, 20____.**

Published in pamphlet form by the authority of the
President and Board of Trustees of the Village of
Glen Ellyn, DuPage County, Illinois, this ____
day of _____, 20____.

Ordinance No. _____

**An Ordinance Granting Approval of a Special Use Permit
to Allow a Real Estate Office at 515 Crescent Boulevard
Glen Ellyn, IL 60137**

Whereas, Jeff Proctor, lessee of the property located at 515 Crescent Boulevard, has petitioned the Village President and Board of Trustees for approval of a Special Use Permit in accordance with Section 10-4-17-1(B)34 of the Glen Ellyn Zoning Code to allow a real estate office to be located at 515 Crescent Boulevard; and

Whereas, the subject property is located on the south side of Crescent Boulevard between Main Street and Glenwood Avenue in the C5A Central Retail District, Central Retail Core Sub-district and;

Whereas, the property is legally described as follows:

LOT 1 AND THAT PART OF LOT 2 LYING EAST OF A LINE 100 FEET WEST OF AND PARALLEL TO THE WEST LINE OF MAIN STREET, ALL IN BLOCK 8 OF COUNTY CLERK'S SECOND ASSESSMENT DIVISION IN THE SOUTHWEST 1/4 OF SECTION 11, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 3, 1906 AS DOCUMENT 88052, IN DU PAGE COUNTY, ILLINOIS.

P.I.N.s 05-11-316-005; and

Whereas, following due and proper publication of notice in the Daily Herald not less than fifteen (15) nor more than thirty (30) days prior thereto, and following written notice to all property owners within 250 feet, and following the placement of a placard on the subject property not less than fifteen (15) days prior thereto, the Plan Commission of the Village of Glen Ellyn conducted a public hearing on January 13, 2022 at which hearing the Plan Commission considered the petitioner's request for approval of a Special Use Permit; and

Whereas, at the January 13, 2022 public hearing, the petitioner presented evidence and testimony in support of the request, and one letter against the request was read into the public record; and

Whereas, after having considered the evidence presented, including the exhibits and materials submitted, the Plan Commission made its findings of fact and recommendations as set forth in the minutes from the January 13, 2022 Plan Commission meeting, a draft of which is attached hereto as Exhibit “A”, and pursuant to Section 10-10-14 of the Zoning Code, by a vote of five (5) “yes” and zero (0) “no,” the Plan Commission recommended approval of the requested Special Use Permit; and

Whereas, the Village President and Board of Trustees have reviewed the evidence, exhibits, and materials presented at the January 13, 2022 Plan Commission public hearing and have considered the findings and recommendations of the Plan Commission and hereby make the following findings of fact related to the request:

1. The proposed use will be harmonious and in accordance with the general objectives, or within a specific objective of the Comprehensive Plan and/or Zoning Code, because it will help support a robust and diverse business environment in the downtown. The Comprehensive Plan and the Downtown Strategic Plan suggest that Downtown should consist of an exciting mix of retail, service, entertainment, office and public uses, such as this proposed office use. Existing nearby uses include a dentist’s office, a bank, retail space and service locations.
2. The real estate office will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area because this is an existing business and there are no changes proposed to the building or the site as part of the Special Use request. The property will be kept in the same condition as the previous tenant, a dance studio which also had a special use. Furthermore, offices are a permitted use in the C5B District, which is just down the street from this location.
3. The proposed use will not be hazardous or disturbing to existing or future neighborhood uses of the property because the project will support a stronger downtown business environment without negatively affecting neighbors and the use has not been hazardous or disturbing to the neighborhood over the last several months of operation. In addition, the proposed office is compatible with its adjacent office use to the west.
4. The proposed use will be served adequately by existing public facilities and services such as highways, streets, police, fire protection, drainage structure, refuse disposal, water, sewers and schools because the project will not significantly increase demand on public facilities and has already been operating without issue.

5. The proposed use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the Village because the site has been operating successfully without additional public cost and will continue to operate in such a manner.
6. The use will not involve activities, processes, materials, equipment and/or conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare and odors because the use is low-impact and has not significantly created traffic, noise, or similar issues since its occupation of the space.
7. The development shall be so designed as not to create an undue interference with traffic on surrounding public streets or roads because the site layout is not changing due to the special use permit and its current design is functional and there are no vehicular access points to the site.
8. The development will not increase the potential for flood damage to adjacent property or require additional public expense for flood protection, rescue or relief because the property is not a flood risk and there are no changes proposed to the building or the site.
9. The development will not result in destruction, loss or damage of natural, scenic or historic features of major importance to the community because there are no major changes proposed to the building or the site that would cause any damage to the character, environment, or community resources.

Whereas, the President and Board of Trustees have determined that granting the requested Special Use Permit is consistent with the goals of the Glen Ellyn Zoning Code.

Now, Therefore, be it Ordained by the President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in the exercise of its home rule powers, as follows:

Section One: The minutes from the January 13, 2022 Plan Commission meeting, a draft of which is attached hereto as Exhibit “A”, and the findings of fact set forth therein and in the preambles above are hereby adopted as the findings of fact of the Village President and Board of Trustees based upon their review of the evidence, exhibits, and materials presented at the January 13, 2022 public hearing before the Plan Commission.

Section Two: Based upon the findings of fact and recommendations of the Plan Commission, as adopted herein, and the findings of fact and conclusions set forth in the preambles above, the Village President and Board of Trustees hereby grant approval of the requested Special Use Permit to allow a real estate office to be located at 515 Crescent Boulevard.

Section Three: This grant of approval of the requested Special Use Permit is subject to the condition that the use is operated in substantial conformance with the testimony presented at the January 13, 2022 Plan Commission public hearing and the petitioner's application packet stamped received November 12, 2021 including the following plans and documents referenced below, as though they were attached to this Ordinance:

- A. Special Use Permit Application filed November 12, 2021
- B. Narrative Statement filed November 26, 2021
- C. Floor Plan (no date)

and these plans and documents shall be filed with and made part of the permanent records of the Glen Ellyn Community Development Department.

Section Four: This Ordinance shall be in full force and effect from and after the passage, approval, and publication in pamphlet form.

Section Five: Failure of the owners or other party in interest or a subsequent owner or other party in interest to comply with the terms of this Ordinance, after execution of such Ordinance, shall subject the owners or party in interest to the penalties set forth in Section 10-10-18 (A) and (B) of the Village of Glen Ellyn Zoning Code.

Section Six. The Village Clerk is hereby authorized to record to this Ordinance with the DuPage County Recorder.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this _____ day of _____, 20____.

Ayes:

Nays:

Absent:

Approved by the Village President of the Village of Glen Ellyn, Illinois, this _____ day of _____, 20_____.

Village President of the
Village of Glen Ellyn, Illinois

Attest:

Village Clerk of the
Village of Glen Ellyn, Illinois

(Published in pamphlet form and posted on the ____ day of _____.)

DRAFT MINUTES
REGULAR PLAN COMMISSION MEETING
January 13, 2022

Call to Order and Roll Call

Chairperson Tim Loftus called the meeting to order at 7:14 p.m., and explained the Plan Commission's function and operations. He reviewed public hearing procedures including protocol for public comment, explaining that proceedings would be recorded. He introduced Village Recording Secretary Barbara Dutton, Planning Manager Kelly Purvis and Associate Planner Taylor Gendel.

Roll was called. Along with the Chairperson, present were Commissioners Berry Halkyard, Cooper and Vondruska. Commissioners Fanella, Brown and Saeed were absent.

Public Comment Non-Agenda Items

None.

Approval of Plan Commission Meeting Minutes

Commissioner Cooper moved to approve the draft minutes of the December 9, 2021 Plan Commission meeting; seconded by Commissioner Vondruska, the motion passed by voice vote.

515 Crescent Boulevard – Public Hearing – @Properties Real Estate Office

A motion made by Commissioner Vondruska and seconded by Commissioner Cooper to open the Public Hearing passed by voice vote.

Staff Introduction

Associate Planner Taylor Gendel and Planning Manager Kelly Purvis, 535 Duane St., were sworn in. Ms. Gendel stated that the Petitioner, Jeff Proctor, is requesting a Special Use Permit (SUP) to allow a real estate office to operate at 515 Crescent Boulevard in the C5A District, and that no building permits were needed for this office use. The building did file a business registration application, which had been set aside for review upon inspection and not issued or approved, she continued, saying that a process now in place will trigger zoning use review upon application. A sign permit was also applied for, she said, adding that as soon as Planning Staff was aware that a real estate office was occupying the space, the Petitioner was notified that they would need to apply for a SUP to continue to operate at the site.

The subject property, stated Ms. Gendel, is located on the south side of Crescent Boulevard just west of N. Main Street and north of the Metra train tracks in the C5A Central Retail Core, and near dental offices, a public parking lot and a restaurant. An office here, she said, would not break up the pedestrian shopping area. She stated that, according to the Petitioner's application, @Properties is a real estate brokerage company dealing in residential and commercial property, and indicates there will be two people in the office to meet clients by appointment. The space, stated Gendel, was formerly used as a dance studio, which required a SUP, and the exterior of the building has not changed, aside from updated signage. At this time, the Village Code does not permit office uses in the C5A Central Retail

Core Subdistrict by-right and therefore the petitioner is requesting approval of the Special Use Permit that would be required to locate and operate the business at this location. She related Staff-recommended conditions for approval.

Chairperson Loftus asked how much square-footage of retail is in the C5A district. Associate Planner Gendel responded 238,025, and that the subject office represents 2,200SF, to which Ms. Purvis added that the space of the subject property represents less than 1 percent of this volume. Commissioner Halkyard asked if leases are required to be reviewed by the Village, to which Ms. Gendel replied, "No." Ms. Purvis explained that the first point of contact is typically when a business registers with the Village, but that in this case the registration was put aside (in anticipation of the fire inspection) by a staff member that had recently taken on the responsibility for business registrations. The realtor moved in not realizing that the registration was not approved. She noted, we now have a process in place to trigger a zoning review at the time of submittal of the business registration.

Petitioner's Presentation

Sworn in, Jeff Proctor, 515 Crescent Blvd., stated that the Petitioner has offices in towns throughout the Chicago area, and that Glen Ellyn is seen by clients as a desirable location. He related that he had bought a building in town, but the partner with whom it was purchased determined that he needed the entire space. So, continued the Petitioner, he cashed out and leased the subject property – a vacant dance studio – being told by the landlord that there would not be any issues in doing so, and added that @Properties "didn't really change the office space." He stated the Petitioner's intention is to drive residential real estate buyers to Glen Ellyn, a town, he noted, that is in high demand.

Commissioner Halkyard asked about tax revenue relative to a real estate office. Sworn in, Jim Barcelona, VP of Brokerage Operations with @Properties, 605 Nanak Ct., Naperville, stated that @Properties also owns a title company and a mortgage company. He said that beyond a real estate business' ability to generate transactions, it affords ancillary benefits in that people are prone celebrate a real estate sale or purchase with a meal and drinks, providing tax revenue for a municipality.

Commissioner Cooper encouraged involvement by the Petitioner in the downtown business association and the Chamber of Commerce and to be a part of special activities. Mr. Proctor replied that @Properties has "already been there," listing event participation and mentioning that one of the realtor's brokers is a Village resident. Mr. Barcelona reinforced these comments by stating that @Properties invests in communities by sponsoring various activities.

Public Comment

Associate Planner Gendel read the following letter into the record:

Barb Lemme, President, Alliance of Downtown Glen Ellyn: "During the Downtown Alliance Board Meeting yesterday, concern was expressed about the fact that a real estate office, @properties, had moved into C5A retail space without receiving the required special use permit. He is now requesting that permit. The Alliance Board feels that approval of this request would set a precedent that will be very hard to resist if other businesses (and property owners) choose to subvert the Village zoning code

designed to keep retail space for retail use in the downtown business district. Violating the code and then asking for permission to do so should not be allowed.

Further, the Alliance supports the zoning code for businesses in C5A.

We encourage the Plan Commission to consider the position of the Downtown Alliance in regard to this matter, and we thank you for your consideration.

Commissioner Questions

Chairperson Loftus asked for confirmation that another real estate office operates in the C5A District. Planning Manager Purvis replied that Baird & Warner might be in C5B, but noted that the Village does have other offices in C5A.

Ms. Purvis stated that the Petitioner did not subvert the process, but rather the situation arose partially from Staff missteps and Petitioner unawareness of the process, and that the Petitioner has been cooperative.

A motion made by Commissioner Halkyard and seconded by Commissioner Cooper to close the Public Hearing passed by voice vote.

Commissioner Discussion

Commissioner Halkyard said he understood how the mix-up occurred but thought that @Properties would bring “value added” to that spot. He observed that @Properties is “an outstanding brand,” marked by broker professionalism. He said the location for the office seems appropriate, and that he is comfortable recommending a Special Use Permit. Commissioners Berry and Vondruska agreed.

Chairperson Loftus opined that the sales tax revenue loss from approving the SUP would be small overall, considering the space has been empty for a while. He further said that he isn’t sure the dance studio contributed much sales tax revenue, the proposed is better than an empty storefront, and he could support it. Commissioner Cooper concurred.

Commissioner Vondruska moved for the following:

After conducting a public hearing and deliberating on the request of the petitioner, Jeff Proctor, for approval of a Special Use to allow a real estate office to operate at 515 Crescent Boulevard in the C5A Central Retail Core Subdistrict, the Plan Commission hereby recommends approval based on the findings of fact, as discussed or amended at the Plan Commission public hearing on January 13, 2022, which are hereby incorporated into the Motion by reference as though fully set forth herein, and a copy of which will be attached to the minutes of this meeting and kept on file as part of the permanent records of the Village. The Plan Commission makes this recommendation of approval with the following conditions:

1. That the business be operated in substantial conformance with the plans and testimony presented at the Plan Commission public hearing and before the Village Board of Trustees.

Seconded by Commissioner Halkyard, the motion carried unanimously by roll call vote, with all Commissioners present voting, “yes.”

Trustee’s Report

None.

Chairman's Report

Chairperson Loftus announced that the evening's meeting would be the last in-person one for the foreseeable future. He said the 413 Main Street property would be on the January 27th meeting agenda, which will be conducted remotely via Zoom.

Staff Report

Planning Manager Purvis related that assistance with Zoom functionality is available, and that she had sent out links for upcoming meetings. She reported that "packed agendas" are coming up, listing three agenda items for the February 10th meeting: a proposal for an office building at 534 Duane (pre-app); a Planned Unit Development amendment to allow outside storage space at Pete's Fresh Market, and a Special Use for outside displays at the BP TRIO at Roosevelt and Lambert. Commissioner Cooper expressed appreciation for receiving meeting packets in advance enough to allow time for review. Chairperson Loftus suggested signing up for the Village's public notice portal to get an advance look at what's coming up.

Ms. Purvis also reported that two applications had been reviewed for the remaining position on the Commission, but that in light of a request to achieve more diversity among members, it's "back to the drawing board" to identify a candidate, factoring in the new criteria. She added, however, that if the next round of applicants doesn't yield a selection, perhaps the Village can move forward with candidates who were already recommended. Commissioner Halkyard thought local PTAs might present a potential pool of candidates, to which Planning Manager Purvis agreed that some outreach might be in order. Having observed that some initially interested individuals were put off by the time commitment required of a Commissioner, Chairperson Loftus suggested conveying that architects who live south of Roosevelt Road and who want to invest the time necessary to serve are sought. To lessen the time to review meeting materials, Ms. Purvis invited suggestions as to items to leave out of meeting packets.

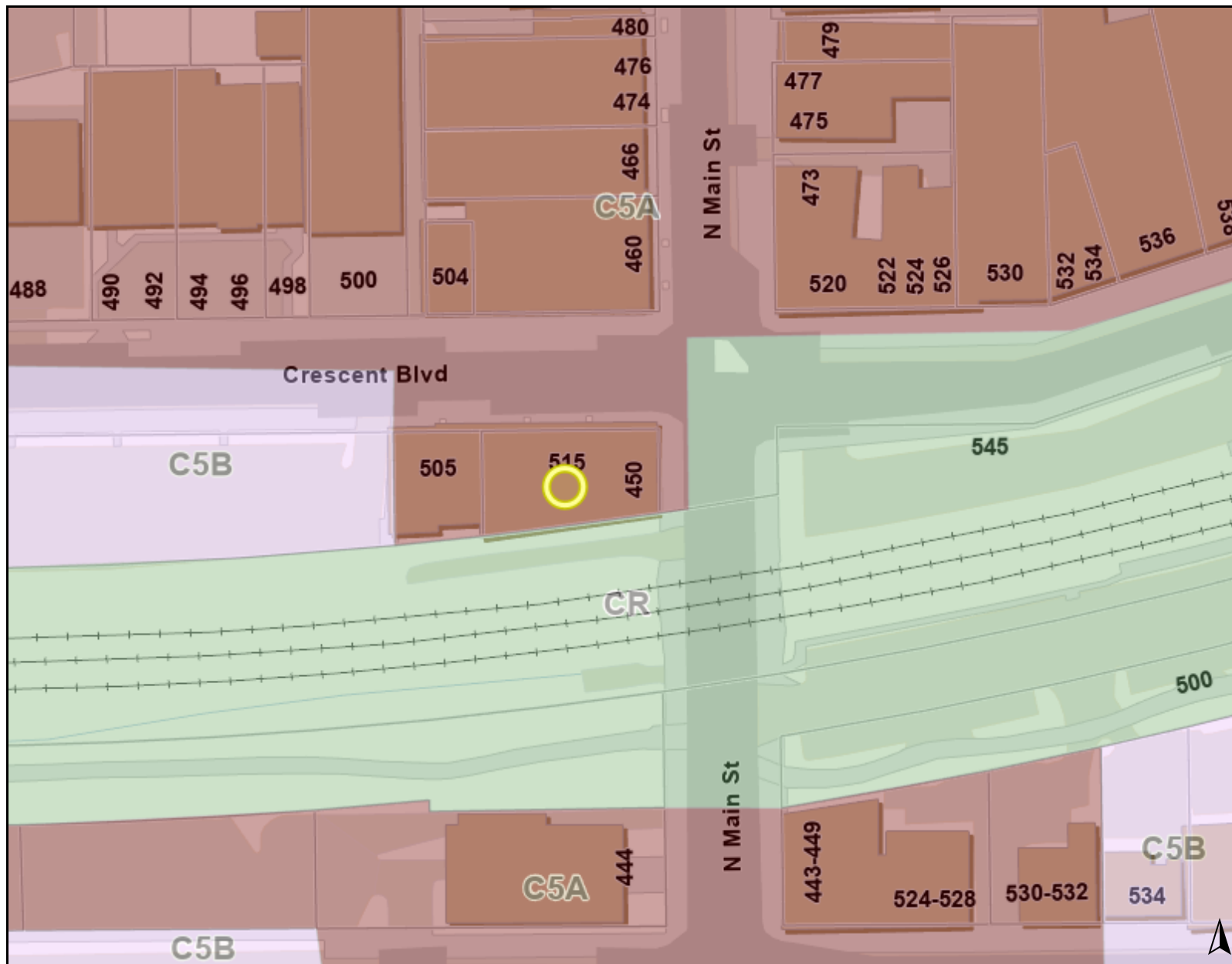
Chairperson Loftus said that he consulted the Zoning Map, and noted that Baird & Warner is in C5A.

Adjournment

Chairperson Loftus adjourned the meeting at 8:00 p.m. following a voice vote on a motion to adjourn by Commissioner Halkyard, seconded by Commissioner Vondruska.

Respectfully submitted,

Barbara Dutton-Thomas
Recording Secretary



Legend

Zoning and Development

Zoning

- C5A: Central Business District (Retail Core)
- C5B: Central Business District (Service)
- CR: Conservation/Recreation District

0 150 300
ft

Print Date: 11/30/2021

Notes

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.



VILLAGE OF GLEN ELLYN

Special Use Permit Application Packet

RECEIVED
NOV 12 2021
VILLAGE OF GLEN ELLYN

Community Development Department
535 Duane Street – Glen Ellyn, IL 60137 – Telephone 630.547.5250 – Fax 630.547.5370

APPLICATION FOR SPECIAL USE PERMIT

The undersigned petitions the President and Village Board of Trustees of the Village of Glen Ellyn, Illinois, to consider the Special Use described in this application.

Date Filed: 11/12/2021 Application No: _____

Name of Applicant: LeMayne Street Inc. Jeff Proctor Atrium Properties

Address of Applicant: 157 S Arlington Ave Elmhurst IL 60126

Business Phone: _____ Fax: _____

Home Phone: _____ Mobile Phone: 773-517-6026

Email: Jeffproctor@atriumproperties.com

Property Interest of Applicant: Property to be used as office space
(Owner, Contract Purchaser, Owner Representative)

Name of Owner: Glen Ellyn Investors

Address of Owner: PO BOX 5273 Oak Brook IL 60522

Business Phone: 630-590-5900 Fax: N/A

Home Phone: _____ Mobile Phone: _____

Email: brookline@brooklineil.com

Address: 515 Crescent Blvd. Glen Ellyn IL 60137

Legal Description of Property: Lot 1 and that part of lot 2 lying east of a line 100 feet west of and parallel to the west line of main street, all in block 8 of County clerk's second assessment division in the southwest 1/4 of section 11, township 39 north range 10, east of the third principle meridian, according to the plat thereof recorded July 3 1906 as document 88052 in DuPage County IL

Permanent Index No. (PIN): 05-11-316-005-0000 Zoning: _____

Lot Dimensions: _____ Lot Area: _____

Present Use: Dance studio "Sunshine dance"

Requested Use/Construction: Office space. Real Estate office

Estimated Date to Begin New Use/Construction: Immediate

Name(s), Address(es) and Phone No(s). of Experts (architects, engineers, etc.):

N/A

Narrative Statement evaluating the economic effects on adjoining property, the effect of such elements as noise, glare, odor, fumes and vibration on adjoining property, a discussion of the general compatibility with the adjacent and other properties in the district, the effect of traffic, and the relationship of the proposed use to the Comprehensive Plan, and how it fulfills the requirements of paragraph (E) of Section 10-10-14 of the Zoning Code:

The property is located in a sales tax revenue area, downtown Glen Ellen. The property is an dance studio converted to a real estate brokerage office to meet clients to help with real estate needs for people within the community. The property is 2,500 square feet and we are asking to have this space used for office space.

Describe How the Special Use:

1. Will be harmonious with and in accordance with the general objectives, or within a specific objective of the Comprehensive Plan and/or this Zoning Code:

Existing nearby uses include dentist offices, banks, retail spaces and some locations such as food or drinks.

2. Will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area:

The property is kept in the same condition as the studio was, but furnished inside with office furniture for clients.

3. Will not be hazardous or disturbing to existing or future neighborhood uses:

The property will not be hazardous to existing or future neighbors.

4. Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water, sewers and schools, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services:

The property will adequately serve all these services and will be responsible for keeping up with the standards within the property.

5. Will not create excessive additional requirements at public cost for public facilities and services, and will not be detrimental to the economic welfare of the Village:

The property will be used as office space to help the people in the community find or sell their new home. No excessive requirements will be needed.

6. Will not involve uses, activities, processes, materials, equipment and/or conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors:

The property will only be used for office space

7. Will have vehicular approaches to the property, which shall be so designed as not to create an undue interference with traffic on surrounding public streets or roads:

The property will have vehicular access to the location which will not interfere with public streets or roads.

8. Will not increase the potential for flood damage to adjacent property or require additional public expense for flood protection, rescue or relief:

The property will be office space and no interior fixtures/items will require public expense for flood, rescue or relief.

9. Will not result in destruction, loss or damage of natural, scenic or historic features of major importance to the community:

The office space has not changed on the exterior besides the updated signage therefore not change any features to the community

I (We) certify that all of the statements and documents submitted as part of this application are true to the best of my (our) knowledge and belief.

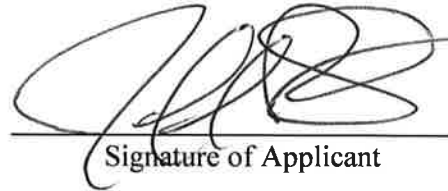
I (We) consent to the entry in or upon the premises described in this application by any authorized official of the Village of Glen Ellyn for the purpose of inspection.

I (We) consent to pay the Village of Glen Ellyn all costs incurred for transcribing the public hearing on this application.

I (We) understand that no final action shall be taken by the Village Board subsequent to the public hearing until and upon payment of transcribing fees.

11/9/2021
Date

Jeff Proctor
Print Name


Signature of Applicant

Date

Print Name

Signature of Applicant

Date

Print Name

Signature of Applicant

**THE BEST INTERESTS OF THE APPLICANT WILL BE SERVED
BY COMPLETING THIS APPLICATION IN DETAIL**

@properties is a real estate brokerage company providing real estate services in buying, selling and investing in residential and commercial real estate. The office at 515 Crescent, Glen Ellyn will be operated by appointment and will be meeting clients in the office. We will have realtors on site 2-3 days a week between 9am and 5pm pending schedules. No formal hours of operation are posted or will be done. We currently will have 2 brokers working from the office and servicing the Glen Ellyn market.

Kinga Mrozek | VP of Office Operations
[@properties](#)

Taylor Gendel

From: Kelly Purvis
Sent: Sunday, January 23, 2022 10:05 PM
To: Taylor Gendel
Subject: FW: Statement from the Downtown Alliance re @properties special use request

Taylor,

Please add this email to the x:drive folder for the Village Board meeting for this item. We will want to make sure that it is attached to the VB memo.

Thank you,

Kelly Purvis, AICP

Planning Manager I Community Development Department
Village of Glen Ellyn I 535 Duane Street Glen Ellyn, IL 60137
Ph: 630-547-5371 I kpurvis@glenellyn.org

From: Barbara Lemme <info@signofthewhaleantiques.com>
Sent: Thursday, January 13, 2022 5:27 PM
To: Staci Springer <sspringer@glenellyn.org>; Kelly Purvis <kpurvis@glenellyn.org>
Cc: Jill Foucre <jill@marcelsculinaryexperience.com>; Shannon Burgess <shannon@bookstoreofge.com>; Alixe Lichett <cabernetco@earthlink.net>; Beth Maroney <beth.maroney@mandems.com>; Amie Cantarella <allamodashopper@gmail.com>; 'Sharon Dotson' <sharon482@yahoo.com>; Liz Mager <gle@stamchocolate.com>; Maureen Reenie Meyer <reeniemeyer@sbcglobal.net>; Sue Johansan <sue@glenellynsweetshoppe.com>; Glen Ellyn Alliance <downtownge.alliance@gmail.com>
Subject: Statement from the Downtown Alliance re @properties special use request

[EXTERNAL EMAIL]

Staci and Kelly: Please read this statement at the Plan Commission meeting tonight. Thank you.

During the Downtown Alliance Board Meeting yesterday, concern was expressed about the fact that a real estate office, @properties, had moved into C5A retail space without receiving the required special use permit. He is now requesting that permit. The Alliance Board feels that approval of this request would set a precedent that will be very hard to resist if other businesses (and property owners) choose to subvert the Village zoning code designed to keep retail space for retail use in the downtown business district. Violating the code and then asking for permission to do so should not be allowed.

Further, the Alliance supports the zoning code for businesses in the C5A.

We encourage the Plan Commission to consider the position of the Downtown Alliance in regard to this matter, and we thank you for your consideration.

Barb Lemme
President, Alliance of Downtown Glen Ellyn



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

Meeting 2/14/2022 7:00 PM
Department: Community Development
Department Head: Staci Springer
Category: Ordinance
Prepared By: Staci Springer

**AGENDA ITEM (ID
2022-1870)**

DOC ID: 2022-1870

Ordinance No. 6941 - VC, An Ordinance to Amend Sections of Title 1 and Title 2 of the Village Code of the Village of Glen Ellyn to Establish an Architectural Appearance Commission (Community Development Director Springer)

Statement of the Issue:

Analysis:

In the spring/summer of 2017, the Village Board discussed process improvements underway in the Community Development Department to improve, simplify, and expedite the flow of building permit and development review. One of the items discussed at that time included restructuring the roles/ responsibilities of the Architectural Review Commission (ARC), and Plan Commission (PC), to streamline the development review process. At the July 24, 2017 Village Board meeting, the Village Board approved a Village Code text amendment to dissolve the ARC and reallocate the ARC's duties to both the staff and the Plan Commission.

In 2021, the Village Board indicated interest in reconstituting an ARC. The Village Board discussed the composition and responsibilities for the group at the August 16, 2021 and January 18, 2022 Village Board Workshop meetings.

The final direction provided to staff was to create a 7-member commission comprised of 3 architects, 1 landscape architect, and one member each from the Plan Commission, Historic Preservation Commission, and Environmental Commission. Each of the members would either work or live in the Village of Glen Ellyn. The attached Village Code text amendment creates the Architectural Appearance Commission (AAC), with the above membership requirements. There was a student member on the former ARC and a student member could be welcomed to this commission as well.

Trustees expressed interest in the AAC reviewing many different types of projects including those in historic districts, the C5A and C5B downtown zoning districts, and TIF districts, as well as reviewing all Planned Unit Developments and new construction. These descriptors overlap and a condensed list could capture the vast majority of these projects. For example, the commercial historic districts in the downtown are completely within the C5A and C5B zoning districts and therefore do not need to be called out separately for review as all downtown projects will be subject

to oversight by the AAC.

There was a suggestion that the AAC review projects in the single-family historic district at Hawthorne and Main. We may wish to set aside the review of single-family homes in historic districts since appearance review is highly subjective by nature and controlling the design of single-family homes is a sensitive topic. Please note that the Main Street Historic District is zoned R-2 Residential Zoning District and the only permitted uses in that District include single-family homes, parks, or a public school. The Plan Commission and Village Board would already review any proposed rezonings in this residential historic district along with any proposed development that would require zoning relief. This existing review authority should cover any significant changes to the Main Street Historic District.

Rather than specifying that the AAC review all Planned Unit Developments, the trigger could instead be 'new building construction,' which would capture the most significant projects that should receive extra appearance design scrutiny. Staff compiled a list of all PUD ordinances approved in the Village from 2007 to the present (attached). Of the 28 PUDs listed, 21 would have been reviewed by the AAC under the above criteria because they were either in the downtown (new construction, addition, or façade approval), or new construction elsewhere in the Village. Of the 7 which would be reviewed by staff instead of the AAC, 2 of those would have been forwarded to the AAC by staff because they were large, shopping center façade remodeling projects. In summary, 23 of the 28 would have been reviewed by the AAC and the remaining 5, comprised of 4 PUD amendments and one building addition to Aldi, would have been reviewed by staff and the Village Board.

In looking at the issues that led to the reassignment of the ARC's duties in 2017 (to reduce resident confusion, minimize the number of extra public meetings, streamline the approval process to keep Glen Ellyn competitive against surrounding communities, and keep local businesses from abandoning façade remodeling projects because they involved a commission process, etc.), and how some other towns have attempted to simplify their processes for similar reasons, staff recommends the AAC focus its efforts on building construction and façade remodeling in the downtown and new construction on Roosevelt Road which are areas where greater architectural appearance expertise would be most beneficial. Staff can continue to review façade changes and additions on Roosevelt Road, as we have been, to keep those projects moving more quickly.

Based on the above, staff recommends the types of projects below be reviewed by the AAC.

- Exterior Appearance reviews in the downtown C5A and C5B zoning districts:
 - o New non-residential, multi-family, and attached single-family principal building construction
 - o Non-residential, multi-family, and attached single-family principal building additions that increase the square footage of a structure that is 4,000 square feet or greater, or increase a structure of any size by more than 25 percent. (The underlined language is what triggers a PUD in the downtown districts)
 - o Exterior façade remodeling
- Exterior Appearance reviews throughout the remainder of the Village:
 - o New non-residential, multi-family, and attached single-family principal building construction.

A brief synopsis of the new AAC, based on direction from the January 18, 2022 Village Board

Workshop is listed below.

- A new 7-member Architectural Appearance Committee (AAC), will be comprised of 3 architects, 1 landscape architect, and one sitting member of each of the following commissions: Plan Commission, Historic Preservation Commission, and Environmental Commission.
- The AAC would have separate and distinct authority from the Plan Commission and would make recommendations to the Village Board.
- The AAC would meet to review the draft architectural plans for projects requiring Exterior Appearance Approval, as specified above, early in the design process; after the first complete plan submittal to staff.
- Staff would have the ability to send projects to the AAC that were not in conformance with the Appearance Guidelines or that should receive closer attention by experts.
- At the AAC public meeting, the group would review the proposed elevations, renderings, and landscape plan for conformance to the Village's Appearance Review Guidelines and make a recommendation to the Village Board on changes to the plans.
- Staff confirms that the AAC's recommendations are incorporated into the applicant's revised plan submittals during the review process. If the applicant does not incorporate the recommendations, staff can send the application back to the AAC.
- The Plan Commission will take public comments on the entire project during the public hearing, including comments on the final exterior appearance, but will make a recommendation to the Village Board only on the zoning entitlements, not the exterior appearance. All comments on the Exterior Appearance will be provided to the Village Board.
- The Village Board will receive both the AAC's and PC's recommendations and will make a final decision on the proposed project.

Please see the attached flow chart reflecting the above process.

Budget Impact:

No budgetary impact other than significant staff time to coordinate meetings, manage commission, and prepare packets. Community Development will support 5 commissions.

Action Requested:

It is requested that the Village Board approve the attached Ordinance to create the Architectural Appearance Commission.

Attachments:

1. VB Ordinance
2. VBWS AAC Packet 1-18-22
3. AAC Flow Chart FINAL 2-8-22
4. PUDs Ordinances Approved 2007 to 2021



Village of Glen Ellyn

Ordinance No. _____ - VC

**An Ordinance to Amend Sections of Title 1 and Title 2
of the Village Code of the Village of Glen Ellyn
to Establish an Architectural Appearance Commission**

Adopted by the
President and the Board of Trustees of the
Village of Glen Ellyn
DuPage County, Illinois
This ____ Day of _____, 20____.

Published in pamphlet form by the authority of the
President and Board of Trustees of the Village of
Glen Ellyn, DuPage County, Illinois, this _____
day of _____, 20____.

Ordinance No. ____ -VC

**An Ordinance to Amend Sections of Title 1 and Title 2
of the Village Code of the Village of Glen Ellyn
to Establish an Architectural Appearance Commission**

Whereas, pursuant to Section 5/11-13-1 of Chapter 65 of the Illinois Compiled Statutes, the Village of Glen Ellyn has the statutory authority by general ordinance to establish an Architectural Appearance Commission; and

Whereas, the President and Board of Trustees of the Village of Glen Ellyn deem it to be in the best interest of the Village to periodically review and improve the functionality and status of its various advisory commissions and the exercise of the powers conferred to the Commissions by Ordinance or Resolution; and

Whereas, the Village Board continually evaluates the Village's development review process to increase its effectiveness and efficiency; and

Whereas, the Village Board seeks to improve the appearance and character of new principal buildings, principal building additions, and associated landscaping for non-residential, multi-family residential and attached single family residential properties throughout the Village; and

Whereas, the Village Board finds that the creation of a new commission with specific expertise related to architecture and landscape architecture would assist in maintaining the character of the Village; and

Whereas, the President and Board of Trustees have determined it is in the best interest of the Village to amend the Glen Ellyn Village Code to create the Architectural Appearance Commission and transfer the responsibility of conducting certain Exterior Appearance requests from the Plan Commission to this new Architectural Appearance Commission.

Now, Therefore Be it Ordained by the President and Board of Trustees of the

Village of Glen Ellyn, DuPage County, Illinois, in the exercise of its home rule powers, as follows:

Section One: The findings of fact and conclusions set forth hereinabove are hereby adopted by the President and Board of Trustees as the findings of fact and conclusions of the Corporate Authorities of the Village of Glen Ellyn.

Section Two: That the heading of Title 2, Chapter 8, Section 2-8-1 et seq., of the Village Code of the Village of Glen Ellyn entitled “Architectural Review Commission” hereby be deleted and in lieu thereof, the language as set forth in Exhibit “A”, attached hereto shall be substituted, including a new heading entitled “Architectural Appearance Commission”.

Section Three: That Title 1, Section 1-7-10(B)2 of the Village Code of the Village of Glen Ellyn is hereby deleted in its entirety and in lieu thereof, the following language shall be substituted:

“(2) Coordinate effective procedural administration of planning, building and zoning matters through the Plan Commission, Architectural Appearance Commission, Zoning Board of Appeals, Historic Preservation Commission, and Building Board of Appeals and other village departments.”

Section Four: The Village Clerk is hereby directed to cause the text of the Glen Ellyn Village Code to be amended as approved by this Ordinance and said amendment shall be inserted in proper order into the Village Code and shall be published and made available for inspection and purchase by the general public.

Section Five: This Ordinance shall be published in pamphlet form within thirty (30) days after its approval in the manner provided by law.

Section Six: The amendment approved herein shall become effectively immediately.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this _____ day of _____, 20____.

Ayes:

Nays:

Absent:

Approved by the Village President of the Village of Glen Ellyn, Illinois this _____ day of _____.

Village President

Attest:

Village Clerk

AFFIX VILLAGE SEAL

(Published in pamphlet form and posted on the _____ day of _____, 20____.)

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“Exhibit A”

CHAPTER 8 ARCHITECTURAL APPEARANCE COMMISSION

2-8-1: CREATION OF COMMISSION:

There is hereby created an architectural appearance commission, which shall be advisory to the village board.

2-8-2: INTENT AND PURPOSE:

It shall be the intent and purpose of the architectural appearance commission to:

- (A) Encourage and promote acceptable, attractive, cohesive and compatible significant façade renovations, new principal buildings, principal building additions, and the associated landscaping for non-residential, multi-family residential, and attached single family residential properties in the downtown central business district C5A and C5B zoning designations.
- (B) To maintain and improve the general appearance and character of new principal buildings, principal building additions, and associated landscaping for non-residential, multi-family residential, and attached single family residential properties throughout the Village.

2-8-3: COMMISSION MEMBERSHIP:

- (A) Appointment: The architectural appearance commission shall consist of seven (7) members who shall be appointed by the village president, by and with the advice and consent of the board of trustees, to serve without compensation. A member of the board of trustees to be appointed by the president shall serve as an ex officio nonvoting member for a term of one (1) year. All commissioners shall reside, own property, or work in the village. The village president may choose commission members with special knowledge or special interest in the village of Glen Ellyn who are not currently residing, property owners, or working within the village.
- (B) Terms: Each member shall serve for a term of three (3) years. All terms shall expire on July 31.
- (C) Vacancies: Vacancies on said commission shall be filled for the unexpired term of the member whose place has been vacant in the same manner in which original appointments are required to be made.
- (D) Removal: A commission member may be removed by a majority vote of the village president and board of trustees.
- (E) Chairman: The village president with the advice and consent of a majority of the village board shall designate one of the members of the commission to be chairman. The chairman shall be appointed annually in August of each year.
- (F) Secretary: The commission shall have a secretary who is not a member of the commission and shall be provided by the administrator's office.

- (G) Membership: The architectural appearance commission shall consist of seven (7) members. Three (3) of the members must be qualified by experience or training to review matters pertaining to architecture. One (1) of the members must be qualified by experience or training to review matters pertaining to landscape architecture. The remaining three (3) members shall consist of 1 currently appointed member from each of the following commissions: Plan Commission, Historic Preservation Commission, and Environmental Commission.

2-8-4: MEETINGS:

- (A) Regular Meetings: Regular meetings of the commission shall be held once per month.
- (B) Special Meetings: Special meetings of the commission may be called by the chairman from time to time. Members of the commission must receive notice not less than forty eight (48) hours prior to a special meeting. Notice of said special meeting must be posted in the civic center and on the Village website not less than forty-eight (48) hours before said meeting. Special meetings may also be called by the written request of any two (2) members of the commission. Such written request shall be received by the chairman no less than five (5) days prior to the requested date of meeting.
- (C) Quorum: The presence of a majority of the commission members then in office shall be necessary to constitute a quorum to transact any commission business at any regular or special meeting of the commission.
- (D) Manner Of Acting: The act of a majority of the members present at a meeting at which a quorum is present shall be the act of the members.
- (E) Rules Of Procedure: The commission shall enact rules of behavior not inconsistent with ordinances or statutes that further enhance the purposes of the board or commission.

2-8-5: DUTIES:

- (A) To review and make recommendations regarding the exterior architectural design drawings, materials, and landscape plans for any significant façade renovations, new principal buildings, principal building additions, and the associated landscaping for non-residential, multi-family residential, and attached single family residential properties in the downtown central business district C5A and C5B zoning designations.
- (B) To review and make recommendations regarding the exterior architectural design drawings, materials, and landscape plans for new principal buildings, principal building additions, and the associated landscaping for non-residential, multi-family residential, and attached single family residential properties throughout the Village.

2-8-6: CRITERIA:

Any applicant seeking a building permit for a nonresidential building, multi-family dwelling, or attached single-family dwelling shall refer to the guidelines in the "Appearance Review Guidelines" adopted by Ordinance No. 5508 on October 9, 2006 and located on the village's web page (www.glenellyn.org).

2-8-7: REPORTS AND RECORDS:

- (A) The commission shall keep permanent records and minutes of its meetings, showing the vote of each member upon each topic submitted to it.
- (B) The commission shall prepare and submit minutes of each meeting to the village board in a timely manner.
- (A) The commission shall submit its recommendations to the village board in writing.
- (B) A minority report may be attached to the majority recommendation.

2-8-8: FEE:

Every petition reviewed before the architectural appearance commission shall be accompanied by an application fee. See subsection [4-1-4](#)(A) of this code.



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

Meeting 1/18/2022 7:00 PM
Department: Community Development
Department Head: Staci Springer
Category: Discussion Item
Prepared By: Staci Springer

**AGENDA ITEM (ID
2022-1788)**

DOC ID: 2022-1788

Community Development Director Springer will lead a discussion on proposed changes to the architectural review process.

Statement of the Issue:

Analysis:

Budget Impact:

Action Requested:

Attachments:

1. ARC VB Workshop Memo 1-18-22
2. August 16, 2021 Village Board Workshop Packet
3. Community Survey
4. AAC Flow Chart FINAL

MEMORANDUM

TO: Mark Franz, Village Manager

FROM: Staci Springer, Community Development Director

DATE: January 6, 2022

RE: January 18, 2022, Village Board Workshop
Architectural Review Options



Background History

In the spring/summer of 2017, the Village Board discussed process improvements underway in the Community Development Department to improve, simplify, and expedite the flow of building permit and development review. One of the items discussed at that time included restructuring the roles/responsibilities of the Architectural Review Commission (ARC), and Plan Commission (PC), to streamline the development review process. The Board discussed this matter at Workshop meetings on June 12 and June 17, 2017. In summary, the Village Board was responding to the following concerns and comments shared by the public and development applicants over many years regarding the Village's review process.

- The public did not understand the difference between the jurisdiction of the PC and ARC, despite that information being provided in the public notices, and were often frustrated because they attended the wrong meeting to comment on their particular issue.
- It was necessary for the public to attend 2 public meetings on 2 different nights to fully understand all aspects of the proposed project and comment on both appearance and zoning relief matters.
- Out of state consultants, developers, or property owners needed to fly in multiple times if the two commission meetings were not scheduled on back to back evenings.
- Having the ARC meetings at the end of the staff review phase, where the plans were near final, made it difficult for the ARC to influence significant appearance issues because it was more difficult and costly at this late stage. Significant, late-stage changes are more difficult because they may trigger zoning variations, the interior layout has been generally designed based on the exterior openings, and any change needs to be reflected on multiple plan sheets prepared by different consultants. Note, at this stage of the process, the developer has likely already revised the plans several times in response to staff comments.
- Local businesses and property owners have often chosen not to move forward with façade improvements because a commission review process was necessary resulting in deferred maintenance and hindering reinvestment.
- Without trained architects, landscape architects or designers on the committee, many of the comments were subjective or lacked clear direction on what changes to make to improve the design of the project.

For all of these reasons, at the July 24, 2017 Village Board meeting, the Village Board approved a Village Code text amendment to dissolve the ARC and reallocate the ARC's duties to both the staff and the Plan Commission. In short, the Plan Commission was assigned purview over the Sign Code variations previously handled by the ARC and the staff was assigned the responsibility to review projects requiring Appearance Review. This process continued until November 2019.

In November 2019, staff requested the Plan Commission consider reviewing the architectural appearance for projects that were already expected to appear before them for zoning entitlements. This adjustment wouldn't add to the Plan Commission's meeting load and would allow the public to both see and comment on the appearance of new developments, which they otherwise would not be able to comment on until a Village Board meeting. The Plan Commission accepted this additional responsibility. Staff continued to review those projects which only needed Exterior Appearance review to reduce the burden to attend a commission meeting for local building owners who wanted to make improvements to their building facades. Since that time, approximately 65% of Exterior Appearance applications have been reviewed by the Plan Commission and approximately 35% have been reviewed by staff with final approval by the Village Board.

In May 2020, to further improve the architectural appearance of new buildings, the Village President and Village Manager, with the knowledge of the Village Board, requested staff ask architects with local experience to volunteer their time to review proposed elevations for significant projects (mainly new construction in the downtown). These architects would make recommendations to staff on possible plan revisions that would improve the building's ability to blend with the character of the downtown/Village.

This informal group was called the Architectural Appearance Group (AAG), by staff. Staff shared the suggestions made by the AAG with developers and we found that developers and their architects saw value in the comments and accepted around 90% of the suggestions. But for the lack of transparency, this process worked very well to improve the appearance of several proposed projects. Due to concerns about the lack of transparency, staff ceased using the AAG following the approval of the Glenwood Station project at the request of the Village Board.

Current Issues

In 2021, the Village Board indicated interest in reconstituting the ARC. Village staff prepared the attached packet for discussion at the August 16, 2021 Village Board Workshop meeting. Minutes from that meeting have not yet been transcribed, however, the audio recording is available on the Village website. The discussion on this topic runs from 1:31 to 3:12. The tally of the board members following public input starts around 2:36. The attempts to summarize a final consensus begin around 2:52.

At the meeting, staff suggested four options for the Village Board to consider and requested direction on which option staff should pursue. Following a lengthy discussion, the final consensus was as follows:

- Do not replace any existing members of the Plan Commission
- The group should be an independent commission or committee
- The group should be a 5-member group comprised of 3 architects, 1 Plan Commission member, 1 HPC member
- The group should meet early in the plan review process at a public meeting
- The public should have 1 primary meeting where they can attend and learn about the entire project (including appearance review)

It was not clear whether the consensus was for the group to make recommendations to the Plan Commission or the Village Board. Staff was asked to propose something that incorporated the general consensus and important points discussed at the workshop meeting.

Follow-Up and Staff Recommendation

At the Village Board Workshop, there was a question about whether the Plan Commission was authorized to conduct appearance review. Following the Village Board Workshop, staff has confirmed with Attorneys Mathews and Tappendorf that while the Plan Commission's duties in the Village Code do not mention appearance review, they can certainly perform this duty, and have been doing so since November 2019.

At the meeting, there was also some confusion regarding the difference between a subcommittee, committee, and commission at the workshop meeting. Upon conferring with our attorney, we have confirmed that all of the above are just names of subsidiary bodies and the names have no legal relevancy. It does not matter what the Village calls the new body. Its legal distinction depends on who creates the body, how it is appointed, and the powers it's granted; not its name. The scope and nature of the body and its authority is what matters. It should be noted that a subcommittee consists of a portion of the members of the larger committee. Since the new group is proposed to have members with design expertise that are not a part of the existing Plan Commission, it should not be referred to as a subcommittee. However, assigning either a name of commission or committee is acceptable.

There was also a concern by a couple Trustees that a subcommittee would not have enough "teeth" or significance. In order to address this concern, the new group can make a recommendation to the Village Board instead of the Plan Commission. However, staff believes the recommendation should not move forward to Village Board action until the Plan Commission also made its recommendation on the zoning relief. This would be similar to how the ARC functioned previously.

Staff also conducted a survey to determine how other communities that are also interested in design review handle appearance review processes (see attached chart). We found that of the 14 communities that have some sort of appearance review group, 7 review only projects in a downtown, historic, or special district, or certain types of projects. That practice reflects the unique and special nature of a historic or downtown area and places an increased focus on the appearance of buildings in those districts. Since the Village has not experienced controversy over the appearance of buildings in the Roosevelt Road corridor, staff believes a similar practice would be appropriate for Glen Ellyn. Also, of those same 14 municipalities with an appearance review group, 8 make a final decision for all or some projects they review. Staff is not recommending the AAC be the final decision maker on exterior appearance in Glen Ellyn as the Village Board may not agree with the AAC's recommendations in all cases.

Based on the discussion at the August 16, 2021 Village Board Workshop, the community survey, attorney input, and staff's understanding of the development review process, we recommend the following:

- A new 5-member Architectural Appearance Committee (AAC), be established which is comprised of 1 Plan Commission member, 1 Historic Preservation Commission member, and 3 local architects. The AAC would have separate and distinct authority from the Plan Commission.
- The AAC would meet to review the draft architectural plans for projects in the downtown. This public meeting would take place early in the design process; after the 1st complete plan submittal to staff.
- Staff would review the appearance for projects that are not in the downtown. If staff felt additional review of such plans was necessary, staff can send that project to the AAC.
- At the AAC public meeting, the group would review the proposed elevations and renderings for conformance to the Village's Appearance Review Guidelines and make a recommendation to the Village Board on changes to the plans.
- Staff will confirm that the AAC's recommendations are incorporated into the plans during the various plan resubmittals. If the applicant does not incorporate the recommendations, staff can have the applicant return to the AAC. Any recommendations of the AAC that are not incorporated into the final plans will be described in the staff reports to the Plan Commission and Village Board.
- When the Plan Commission holds the public hearing for the project, the Plan Commission AAC member will sit on the dais as a member of the Plan Commission. Other AAC members are welcome to attend the Plan Commission meeting but are not required to.
- If there are questions at the Plan Commission meeting relating to the AAC recommendation to the Village Board, either the Plan Commission AAC member or staff can respond.

- The Plan Commission will take public comments on the entire project during the public hearing, including the final exterior appearance, but will make a recommendation to the Village Board only on the zoning entitlements, not the exterior appearance.
- The Village Board will receive both the AAG's and PC's recommendations and will make a final decision on the proposed project.

Please see the attached flow chart reflecting the above process.

Village Board Action

It is requested that the Village Board discuss the staff recommendation above and provide staff direction on any changes. Staff will then incorporate those changes into a Village Code text amendment to create a new Architectural Appearance Committee for Village Board consideration at an upcoming meeting.

Attachments:

- August 16, 2021 Village Board Workshop Packet
- Community Survey
- Proposed AAC Flow Chart

C: Kelly Purvis, Planning Manager
Atrin Fard, Planner
Tim Loftus, Plan Commission Chair

S:\Commissions\ACC - 2022 ARC\ARC VB Workshop Memo 1-18-22.doc



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

Meeting 8/16/2021 7:00 PM
Department: Community Development
Department Head: Staci Springer
Category: Discussion Item
Prepared By: Kelly Purvis

**AGENDA ITEM (ID
2021-1313)**

DOC ID: 2021-1313

Community Development Director Springer will lead a discussion regarding the appearance and architectural review process.

Statement of the Issue:

See attached memo.

Analysis:

See attached memo.

Budget Impact:

NA

Action Requested:

See attached memo.

Attachments:

1. ARC VB Workshop Memo 8-5-21
2. 7-17-17 VB Workshop Packet
3. 7-17-2017 VB Workshop Meeting Minutes
4. 7-24-2017 VB Meeting Packet
5. 7-24-17 VB Meeting Minutes
6. 7-27-17 ARC Press Release
7. 5-12-20 Plan Commission Memo
8. Chart showing EA Applications in the last 6 years
9. Duane Street - Before
10. Duane Street - After
11. Harding Townhomes - Before
12. Harding Townhomes - After
13. Glenwood Station - Before
14. Glenwood Station - After

MEMORANDUM

TO: Mark Franz, Village Manager
FROM: Staci Springer, Community Development Director
DATE: August 3, 2021
RE: August 9, 2021, Village Board Workshop
Architectural Review Options



Background

In the spring/summer of 2017, the Village Board discussed process improvements underway in the Community Development Department, to improve, simplify, and expedite the flow of building permit and development review. One of the items discussed at that time included restructuring the roles/responsibilities of the Architectural Review Commission (ARC), and Plan Commission (PC), to streamline the development review process. The Board discussed this matter at Workshop meetings on June 12 and June 17, 2017. The Village Board memos and minutes from those 2 meetings are attached for your information and provide additional detail, background and explanation on the issue. In summary, the Village Board was responding to the following concerns and comments shared by the public and development applicants over many years regarding the Village's review process.

- The public did not understand the difference between the jurisdiction of the PC and ARC, despite that information being provided in the public notices, and were often frustrated because they attended the wrong meeting to comment on their particular issue.
- It was necessary for the public to attend 2 public meetings on 2 different nights to fully understand all aspects of the proposed project and comment on both appearance and zoning relief matters.
- Out of state consultants, developers, or property owners needed to fly in multiple times if the two commission meetings were not scheduled on back to back evenings.
- Having the ARC meetings at the end of the staff review phase, where the plans were near final, made it difficult for the ARC to influence significant appearance issues that involved changing floor plans, bulk or building height, because it was more difficult and costly at this late stage. Significant late stage changes are more difficult because they may trigger zoning variations, the interior layout has been generally designed based on the exterior openings making it difficult to redesign the entire project, and any change needs to be reflected on multiple plan sheets prepared by different consultants. Note, at this stage of the process, the developer has likely already revised the plans several times in response to staff comments.
- Local businesses and property owners have often chosen not to move forward with façade improvements because a commission review process was necessary resulting in deferred maintenance and hindering reinvestment.

- Without trained architects, landscape architects or designers on the committee, many of the comments were subjective or lacked clear direction on what changes to make to improve the design of the project.

For all of these reasons, at the July 24, 2017 Village Board meeting, the Village Board approved a Village Code text amendment to dissolve the ARC and reallocate the ARC's duties to both the staff and the Plan Commission. In short, the Plan Commission was assigned purview over the Sign Code variations previously handled by the ARC and the staff was assigned the responsibility to review projects requiring Appearance Review. This process continued until May 2020.

In May 2020, staff requested the Plan Commission consider reviewing the architectural appearance for projects that were already expected to appear before them for zoning entitlements. This adjustment wouldn't add to the Plan Commission's meeting load and would allow the public to both see and comment on the appearance of new developments, which they otherwise would not be able to comment on until a Village Board meeting, while keeping the benefits of a streamlined process. The Plan Commission accepted this additional responsibility. Staff continued to review those projects which only needed Exterior Appearance review to reduce the burden on local building owners who wanted to make improvements to their building facades.

In reviewing the last 6 years of Exterior Appearance applications, we note that 35% of the applications were for Exterior Appearance only and 65% included requests for relief that otherwise required Plan Commission review. Therefore, if we continue with this existing process, approximately 35% of the projects the Village receives would avoid an appearance before a commission and 65% would be reviewed by the Plan Commission. All projects would still receive approval by the Village Board.

Staff is skilled at evaluating whether proposed Exterior Appearance plans are in substantial conformance with the Village's Appearance Guidelines. However, we realized that in order to offer valuable suggestions regarding how to better transform elevations to fit with the existing character of the Village, professional architectural expertise would be necessary. The prior Village President and Village Manager informed the Village Board that staff would be seeking volunteer architects to assist staff in our review of the proposed elevations for significant projects and likely projects for downtown redevelopment.

Staff identified 3 architects that would be willing to donate their time to this effort. This group was called the Architectural Appearance Group (AAG), by staff. The volunteer members of the AAG did not express interest in attending public meetings to discuss their suggestions as they felt uncomfortable publicly commenting on other professionals' intellectual capital. They

Given the above parameters, staff would like to suggest the following ideas as possible ways to address architectural review going forward. Certainly these are not the only options and other ideas could merit discussion.

Option 1: Plan Commission Conducts Exterior Appearance Reviews. The Plan Commission membership could be modified to replace 4 existing members with individuals who have design expertise. The Plan Commission's first meeting on a project would take place shortly after the first submittal of plans. The purpose of the meeting would be to obtain Plan Commission feedback on the Exterior Appearance and any other major issues with the development. If the developer did not incorporate the Plan Commission's suggestions, staff should have the ability to require the developer to appear before the Plan Commission for a second appearance review. If the developer did incorporate all the Plan Commission's comments into their plan, the next Plan Commission meeting would be scheduled at the usual time when all major code issues on the plans had been addressed. At that meeting, the Plan Commission would consider the entire project. The public would be invited and welcome to attend all of the Plan Commission meetings. Village staff could continue to review applications requiring only Exterior Appearance review (generally façade improvements), so local property owners would not be discouraged from improving their buildings.

Pros:

- Only one commission would be involved in development review, eliminating public confusion regarding which meeting to attend.
- Residents could provide feedback early on in the process and would not be required to try to figure out which commission meetings they need to attend for their particular issue.
- Local building owners wishing to update the appearance of their buildings could avoid a commission meeting and would only need to attend one Village Board meeting for approval.
- Plans would be reviewed early in the process by design professionals, so that meaningful changes could be incorporated into the development design without incurring additional expense to the developer or increasing the overall development review process timeline.

Cons:

- This option would create additional meetings for the Plan Commission, public, and developers to attend. Rather than the single meeting the Plan Commission would typically conduct for a project (along with any continuances), the Plan Commission would often meet 3 or more times on average.
- Consultants and/or developers from out of state would need to travel to Glen Ellyn for a minimum of 3 meetings at different times in the process (including the Village Board meeting).
- The benefits of a more streamlined process that were realized by dissolving the ARC would be diminished.

- This option would result in removing nearly the remainder of existing Plan Commission members, leaving the Commission with little historical expertise, institutional memory, understanding of processes, and experience dealing with the public.

Option 2: A 4-member Sub-Committee of the Plan Commission is created to evaluate appearance. This alternative is similar to Option 1 as some existing members of the Plan Commission would be replaced with individuals with expertise in architecture, landscape architecture and/or design and the meeting would be open to the public. The difference is that only the 4-member Sub-Committee would meet after the first, complete, formal submittal of the development application and the meeting would be open to the public. If suggestions made by the Sub-Committee were not incorporated into the design in a significant way, staff could schedule the project for another review by the Sub-Committee. When the project was ready to be reviewed after all code issues had been addressed, the Plan Commission would review the full project. The Sub-Committee members would have additional insight into the Exterior Appearance design issues based on their prior meeting(s). Village staff could continue to review applications requiring only Exterior Appearance review (generally façade improvements), so local property owners would not be discouraged from improving their buildings.

Pros:

- Same as Option 1, except only those members with design expertise would need to attend the earlier architectural review meeting which reduces the need for an additional meeting for some members of the Plan Commission.

Cons:

- Same as Option 1.

Option 3: A new Architectural Appearance Committee (AAC) is created that would make a recommendation to the Plan Commission regarding Exterior Appearance. A new 5 or 7-member committee would be appointed with the membership comprised of Glen Ellyn residents or property owners having education/experience in architecture, landscaping, or design. This group would also meet early in the review process and the meetings would be open to the public. The first meeting of the Committee would be to review and offer comments to the applicant regarding the Exterior Appearance of the project. The Committee would meet at least one additional time after the elevations/renderings had been revised to make a formal recommendation on the Exterior Appearance to the Plan Commission. The Plan Commission would meet at their customary time in the review process and consider all necessary relief requests and zoning entitlements along with the recommendation of the AAC. This allows the public to attend a single Plan Commission meeting where all aspects of the development, including Exterior Appearance, could be seen and commented on. This would also avert concerns by the public if they had missed the earlier appearance meetings and needed to wait for the Village Board meeting to express comments on appearance. Village staff could continue to

review applications requiring only Exterior Appearance review (generally façade improvements), so local property owners would not be discouraged from improving their buildings.

Pros:

- The current composition of the Plan Commission could remain the same, with varied backgrounds and viewpoints, while the AAC would be comprised of experts on design.
- Residents could provide feedback on appearance early in the process.
- Plans would be reviewed by design professionals, so that meaningful changes could be incorporated into the development design without incurring additional expense to the developer or increasing the overall development review process timeline.
- While there would be at least 2 meetings that cover only Exterior Appearance issues, the entire project would be reviewed following the staff plan review process where the public could hear about and comment on the entire project, including Exterior Appearance.
- It would not create additional meetings for Plan Commission members to attend.
- Small business owners would continue to benefit from a more streamlined process.

Cons:

- This option would create additional meetings for the public and developers to attend.
- Consultants and/or developers from out of state would need to travel to Glen Ellyn for approximately 4 meetings including the Village Board meeting.
- The benefits of a more streamlined process that were realized by dissolving the ARC would be diminished.

Option 4: A new Architectural Appearance Committee (AAC) is created that would make a recommendation to the Village Board regarding Exterior Appearance. This alternative is identical to Option 3 except that the group would be named a commission rather than a committee and their recommendation would be made directly to the Village Board.

Pros:

- Same as Option 3

Cons:

- Same as Option 3 plus the following:
- The public would have to attend meetings of 2 commissions to understand and comment on the entire project.
- Members of the public who only attend the Plan Commission meeting may be frustrated that they missed the earlier architectural review meetings and now needed to attend the Village Board meeting to comment on the appearance.
- The length of some Village Board meetings may increase as a portion of the public comment on Exterior Appearance issues may first be heard at the Village Board meeting.

- The review process may be delayed as the Village Board may wish to have the Commission revisit the appearance based on new public comment information first raised at the Village Board meeting

Village Board Action

The Village Board is requested to discuss the above and make a recommendation to staff regarding how to proceed with a new appearance review process for the Village. Staff will then prepare the necessary code amendments for Village Board consideration to make the change.

Attachments:

- July 17, 2017 VB Workshop Packet
- July 17, 2017 VB Workshop Minutes
- July 24, 2017 VB Meeting Packet
- July 24, 2017 VB Meeting Minutes
- Village Press Release regarding Reassignment of ARC Duties, July 26, 2017
- May 12, 2020 Plan Commission Memo regarding Architecture Review Process
- Chart showing Exterior Appearance Applications in the last 6 years
- Before and After Photos of Projects Reviewed by the AAG

C: Kelly Purvis, Planning Manager
Atrin Fard, Planner
Tim Loftus, Plan Commission Chair

S:\Commissions\New ARC\ARC VB Workshop Memo 8-3-21.doc



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

Meeting: 07/17/17 07:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Discussion Item
Prepared By: John Sterrett

SCHEDULED

AGENDA ITEM (ID # 2799)

DOC ID: 2799

Planning and Development Director Hulseberg will provide a review of the Planning and Development Department's Process Improvement Plan

Background

At the Village Board Workshop meeting on June 12, 2017 staff provided information about restructuring the roles and responsibilities of the Architectural Review Commission (ARC) and the Plan Commission (PC) to create a more efficient development review process. Staff suggested combining the ARC and PC into a single recommending body that would assume the roles of both commissions, with the exception of exterior appearance review. It was suggested that the Plan Commission would review sign variations and staff would review if a proposed exterior appearance substantially met the intent of the Appearance Guidelines. The Plan Commission would make a recommendation on sign variations and staff would provide a recommendation to the Village Board on exterior appearance. During the discussion of this potential restructuring, the Village Board requested that staff provide an outline of how the current development review process functions with respect to the role of the Architectural Review Commission. The Village Board also requested a bigger picture view of how this change fits into the Department's overall process improvement plan.

Issues

The Planning and Development Department continually evaluates the services provided in an effort to identify potential opportunities for improvement in the development process. Beginning with a Process and Fee Study conducted in 2001 by DMG-Maximus, Inc., the Department has made strides to address issues that have hindered the development process for businesses, citizens, contractors and developers. This has been a long term directive of the Village Board over the last 15 years and staff frequently provides the Village Board with an update of changes that have been made to increase efficiency as well as proposing options that will further meet the needs of businesses, developers, and residents.

Over the last 15 years, significant input from residents, builders, and businesses has been sought through surveys and informal post permit conversations to determine where deficiencies exist. In 2004, a committee met with over 20 local businesses in "listening" interviews. Village staff has also surveyed surrounding communities to understand how their procedures differ from the Village's. This has been vital to ensure that Glen Ellyn remains progressive in the region with improving the development process. Village staff also met with builders over a couple year period at "Builders Forum" meetings to solicit input from local contractors. The former Economic Development Corporation conducted regular "exit interviews" with businesses leaving the Village. A former Village president instituted a "Process Improvement Team" whose task was to evaluate the permit process and recommend improvements. The results of these surveys have been used to analyze areas where improvements can be made to alleviate the issues that have impacted the business community. Based on this research staff has implemented improvements and the Village Board has adopted changes to ensure that the Village's internal processes are as business-friendly as possible.

Staff estimates that over 100 changes have been made to improve internal processes ranging from requiring final engineering plans at building permit rather than before Village Board approval to updating Village codes and fees to be more consistent with other communities.

These changes have been well received but staff still continues to identify other potential improvements. Past Village Boards have indicated that there continues to be a perception that further changes may be necessary to ensure that the expectations of the business community and the residents are being met. One of the results of the previously conducted surveys indicates that the commission process is lengthy, involving an extraordinary level of detail and extra commission meetings. Some applicants have commented the design review process is subjective and involves minute details.

As was previously discussed by the Village Board, evaluating the role and structure of the Architectural Review Commission and the Plan Commission, as they relate to the zoning approval process, has been part of the Village's Strategic Plan for at least the last 6 years. The Architectural Review Commission is responsible for conducting for the review of two types of applications: Exterior Appearance Review and Sign Variations. Staff has prepared a detailed explanation of the current process for both of these applications demonstrating how each is reviewed (see attached). Furthermore, a proposed procedure, attached, detailing how these two applications would be processed following a reassignment of the ARC's two duties has been drafted. The revised procedure would restructure those duties so that the Plan Commission would review sign variation requests, which will reduce the amount of meetings a project is required to go through, and staff would review applications for exterior appearance review. Staff review of exterior appearance is common in roughly 85% of Chicagoland communities.

Staff has also prepared a Planning and Development Process Improvement Plan (see attached). This plan details the vision, goals, strategic initiatives and some of the major achievements to date.

Village Board Action

The Village Board is being asked to provide direction on the possible restructuring of the ARC's roles. The members of the Plan Commission and Architectural Review Commission have been notified of this proposal and have been invited to the Village Workshop discussion on this issue.

Attachments

Development Procedures Memo 6.12.17
Village Board Workshop Minutes 6.12.17
Existing and Proposed Procedures
Procedure Flowcharts
Process Improvement Plan
Process Improvements Spreadsheet

cc: Mary Loch, Chairman, Plan Commission
Jim Burket, Chairman, Architectural Review Commission
Kelly Purvis, Associate Planner

Agenda Item (ID # 2799)

Meeting of July 17, 2017

ATTACHMENTS:

- Development Procedures Memo 6.12.17(PDF)
- VB Workshop Minutes 6.12.17 (PDF)
- Existing and Proposed Procedures (PDF)
- Procedure Flowcharts (PDF)
- Process Improvement Plan (PDF)
- Process Improvements Spreadsheet (PDF)



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

Meeting: 06/12/17 06:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Discussion Item
Prepared By: Kelly Purvis

SCHEDULED

AGENDA ITEM (ID # 2757)

DOC ID: 2757

Planning and Development Director Staci Hulseberg will provide a review of development procedures.

Over the years, Village Boards have continually requested that the Planning and Development Department make improvements to the permit and commission review processes to enhance economic development, increase customer service, and to be more business friendly. In response, the Planning and Development Department has regularly sought opportunities to modify the approval processes to streamline building permit and zoning entitlement reviews. The Department has implemented a long list of enhancements over the last decade, resulting in shorter review timelines, increasing the number of administrative approvals, and simplifying processes.

Evaluating the role and structure of the Architectural Review Commission and the Plan Commission, as they relate to the zoning approval process, have been part of the Village's Strategic Plan for at least the last 6 years. The past two Village Presidents established and implemented an internal "Process Improvement Team" to further discuss process issues such as this and identify possible solutions. As part of these ongoing efforts, the Planning and Development Department staff has been evaluating the ARC and PC processes in an effort to make the development review process more efficient and transparent for petitioners, applicants/developers, commissioners, and Village residents.

Staff sometimes receives feedback from applicants/developers regarding the PC/ARC review process being overly time consuming and confusing with having to attend two different commission meetings reviewing different aspects of the project on different evenings. Further, the extensive level of architectural detail required prior to knowing if the PC is even supportive of the use has been burdensome on applicants by adding tremendous up-front costs. Applicants also need to have paid consultants attend both meetings, resulting in increased costs. Additionally, residents have expressed frustration with the two commission process with respect to understanding which commission has jurisdiction over a particular issue. Over the years, the Village has observed developers and property owners abandoning projects when faced with having to request exterior appearance approval.

Commission Background

Virtually every commercial development or redevelopment project in the Village requires some type of approval by the Village Board whether it be a special use permit, a zoning map amendment, zoning variations, sign variations, subdivision of land, exterior appearance, a planned unit development (PUD), or a combination thereof. All of these applications, with the exception of sign variations and exterior appearance are reviewed by the PC. The ARC has jurisdiction over variations from the Sign Code and exterior appearance review.

Both the Plan Commission and the Architectural Review Commission, the latter being originally known as the Art and Preservation Commission until 1981, were created in 1975 to serve in an

advisory role to the Village Board. The ARC was charged with reviewing and providing a recommendation to the Village Board regarding the exterior design drawings, landscape and site plans, and building materials for any proposed new construction, remodeling or additions for non-single family detached buildings. The Plan Commission was created to review applications for amendments, special use permits, PUDs, and all plats as well as to review the Village's Comprehensive Plan, which was created in 1973 to provide a guide for the sound and comprehensive development of the Village.

The Village's Appearance Guide was created in 1972 and would eventually become employed by the ARC as the criteria and basis for their recommendations. Following several years of growth and change within the Village, the Appearance Guide was reorganized in 1989 and a new Appearance Guide and Criteria was adopted to reflect the architectural character of the different physical environments and types of construction within the Village. This guide would eventually be replaced by the current Appearance Review Guidelines which were adopted in 2006. The Appearance Review Guidelines are not regulations, but rather recommended criteria for new construction, rehabilitation and remodeling projects.

In 1998, the ARC was designated to serve as the body to conduct public hearings on applications for variations from the Sign Code and to report findings of fact and recommendations to the Village Board on sign variations. Originally, no review of sign variations was conducted by any commission prior to review and action by the Village Board.

Architectural Review Commissions are not commonplace in the greater Chicagoland area. Approximately 32 communities, out of a total 246 in a five-county area, have a design review process. Therefore, only 13% of towns have a process similar to Glen Ellyn. The vast majority of communities have a more streamlined and shorter process which does not include this additional step. This process might result in an economic development disadvantage for Glen Ellyn.

Statutory Requirements of Development Procedures

With the exception of exterior appearance review, each of the previously mentioned approvals require a public hearing to occur prior to a final decision being made by the Village Board, as is required per Section 10-10-11 of the Village's Zoning Code. Furthermore, an approval for a zoning map amendment, a special use permit, and variations require a public hearing per State Statute.

Every non-single family detached project in the Village is required to obtain approval of the exterior appearance of the proposed or renovated building(s) associated with a development project. This includes any commercial, institutional, recreational, single-family attached and multi-family project. The review of this exterior appearance does not require a public hearing either by Village Code or by State Statute. The approval by the Village Board for the exterior appearance of a non-single family detached residential building is not required by State Statute. The Village's Appearance Review Guidelines, which are advisory and not regulatory, describe the review process for obtaining approval of the exterior appearance.

Commission Scheduling

The ARC conducts its meetings every second and fourth Wednesday of each month and the Plan Commission meets the second and fourth Thursday of each month. With the exception of one or two months a year, the PC meeting is always the night immediately following the ARC meeting. With this schedule, the ARC is almost always the first opportunity for the public to hear about and comment on a project. The order of the meetings does not seem appropriate nor beneficial for the petitioner, the residents, or the commissions. The more appropriate order would be to conduct the Plan Commission public hearing first followed by the ARC. The Plan Commission has suggested that their meeting should take place on the second and fourth Wednesday of each month and the ARC meeting should occur on the second and fourth Thursday. Staff presented this possibility of switching the meeting dates to the PC and ARC but it was not met with a favorable opinion by the ARC. Instead the ARC suggested that the two Commissions stagger the weeks in which they meet such as the Plan Commission meeting the first and third Thursday of each month while the ARC maintained its current schedule. This poses a logistical problem for petitioners who must make air travel arrangements to attend the two hearings. If there are to be meetings before two commissions, having them on consecutive nights would eliminate the multiple air travel trips required to attend both hearings.

Jurisdiction of the Commissions

A common question that is brought up during both Plan Commission meetings and ARC meetings is which commission has jurisdiction over particular issues of a project. Certain topics such as landscaping and screening, are included as both Zoning Code requirements and contained within the Appearance Review Guidelines and become gray areas on determining the appropriate commission to comment and make a recommendation. This has led to two different recommendations from the two commissions with the petitioner receiving conflicting feedback on the same issue.

Staff often receives feedback from residents who become frustrated during the public hearing process that questions or concerns that they present at a particular commission meeting are not relevant to that commission's purview. If a commissioner does choose to ask a question of the petitioner or comment on a particular issue that is not relevant to that commission, the petitioner is often times not equipped to answer or address such concerns. For example, a petitioner may have their architect present at an ARC meeting but not their traffic engineer. Questions related to traffic may not be answered fully and residents may view this as the petitioner withholding information or not being completely knowledgeable on the particular topic.

Possible Solution

Following many discussions with staff, applicants/developers (following the approval process), the ARC/PC Commission Chairs, and Trustee Pryde, we are suggesting a possible solution to the issues listed above. The Village could combine the ARC and PC into a single recommending body. The new group would assume the roles of both commissions, with the exception of exterior appearance review. Village staff would be responsible to determine if a proposed exterior appearance substantially met the intent of the Appearance Guidelines. Staff would make a recommendation to the Village Board regarding exterior appearance. The Village Board would make a final recommendation on the exterior appearance along with all other items reviewed by the combined

PC/ARC.

If the Village Board were to move in this direction, the new group would be provided with appropriate training covering their jurisdiction, authority, basis for recommendations, standards, voting requirements and a review of the Open Meetings Act and the Freedom of Information Act. We would also plan to review and recommend revisions to the Appearance Guidelines to eliminate provisions duplicative to the Zoning Ordinance which are more subjective in nature.

The Village Board also recently discussed the possibility of reducing the membership of the Plan Commission from 11 members to 9 members. An 11-member Plan Commission is very unusual, with a 7-member commission being the norm. If attendance of members is stressed and monitored, 9 members should be sufficient to perform the duties of the commission. If the Village Board is interested in moving in this direction, the Village Code could be updated to reflect the new membership requirements at the same time the PC/ARC are combined.

Pros of Possible Solution: Fewer commission meetings for residents, Commissioners, applicants/developers and staff. Maintains an exterior appearance review process to preserve and protect Village character. Updates the Appearance Guidelines to be less subjective. Reduces the amount of detail necessary for architectural elevations. Eliminates confusing commission roles and multiple meetings.

Cons of Possible Solution: Sign Code variations added to the existing duties of the PC, which could result in lengthier meetings.

Village Board Action

The Village Board is being asked to review the proposed combination of the PC/ARC as a possible solution to create a more efficient and transparent development process. The PC and ARC Chairs have been invited to the Village Workshop discussion on this issue and will be in attendance at the meeting.

cc: Kelly Purvis, Associate Planner
Mary Loch, Chairman, Plan Commission
Jim Burket, Chairman, Architectural Review Commission

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DuPage building which is directly to the east of the proposed development.

Trustee Senak asked if there were any concerns from School District 41 or School District 87. Planning and Development Director Hulseberg stated any students living in this development would go to District 41, and they have not heard from District 87 on this development. President McGinley stated she met with Dr. Gordon from District 41, and he was in favor of the annexed development as it would bring sidewalks and streetlights to this area as well as the collection of fees.

Trustee Pryde asked if the Village would establish an R-6 zoning neighborhood as this proposed development does not fit any other residential zoning guidelines in the Village. Planning and Development Director Hulseberg stated the Village would not establish a new district as through Planning and Development, they can encourage creative design in this development without having to set up a new district that would not apply anywhere else in the Village.

Trustee Kenwood asked if the developer wishes to be annexed to Glen Ellyn. Planning and Development Director Hulseberg stated the developer looked at DuPage County, Glendale Heights and Glen Ellyn, and Mr. Dubin wishes to be annexed into Glen Ellyn.

Trustee Kenwood asked about the delta in pricing from 35-foot wide lots to 50-foot wide lots. Developer David Dubin from Dubin Consulting, Inc. in Northbrook, Illinois, stated these lots would be more like 40 feet wide. Mr. Dubin stated there would be 3-foot sideyards so there would be 6 feet between each house. Trustee Pryde stated he would be in favor of narrower lots and prefers a zero lot line. Trustee Ladesic stated the Village needs more housing like this for empty-nesters and encourage 1 to 2-bedroom homes or 2 to 3-bedroom homes.

The Trustees did support the annexation of this development. President McGinley stated there may be other meetings set up with the Trustees to get more feedback and information on this proposed subdivision.

Agenda Item G. – Review of Development Procedures (Discussion Only)

Planning and Development Director Hulseberg presented information on the possible improvements to the permit and commission review processes. Planning and Development Director Hulseberg stated this has been on staff's radar for about six years, and this process adds time and some issues for residents, applicants and staff. Planning and Development Director Hulseberg stated the improvements to the permit and commission review processes would help to enhance economic development, increase customer service and to be more business-friendly. President McGinley stated there have been concerns over the length of the process and multiple meetings.

Planning and Development Director Hulseberg stated only 13% of towns in the greater Chicagoland area have a process similar to Glen Ellyn with a design-review process. Planning and Development Director Hulseberg stated they are proposing to combine the Plan Commission (PC) and the Architectural Review Commission (ARC) into a single recommending body, and the new group would assume the role of both commissions, with the exception of exterior appearance review which Village staff would be responsible for. Planning and Development Director Hulseberg stated Village staff would then make a recommendation to the Village Board regarding exterior appearance.

Trustee Ladesic stated he supports combining the commissions. Trustee Senak asked if any developers walked away due to the current process. Planning and Development Director Hulseberg stated the current process defers improvements to the property owners, and there have been issues with some developers

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over this. President McGinley stated there are developers who will not bring anything to Glen Ellyn due to this process.

Trustee Fasules stated he feels there are many moving parts in this process which may not have been considered yet. Trustee Kenwood agreed with this and stated he would like to see a defined process. Trustee Ladesic stated they will need to take this one step at a time, and Trustee Pryde stated they will need to continually look at the whole process. Village Manager Franz stated they are always looking to improve processes if needed.

Trustee Senak asked to see a comparison of the process for Glen Ellyn versus other communities that move quicker in this process.

PC Chairman Mary Locke stated she supports the combining of the PC and ARC. PC Chairman Locke stated the petitioner gives the presentation twice, and residents are not sure which meeting they should be asking questions at. PC Chairman Locke stated by dividing up the responsibilities of the ARC, the same things will be viewed between PC and the staff.

ARC Chairman Jim Burket stated he has been involved in the ARC in one way or another for the past six years, and this combining of commissions should have been done a few years ago. ARC Chairman Burket stated this is the right thing to do and the right time to do it. Planning and Development Director Hulseberg stated this new process has not been presented to the ARC yet.

President McGinley stated one member of the new PC would be a non-voting member and a liaison. President McGinley stated the PC will also go from 11 members to 9 members due to the PC having too many members and attendance issues.

Trustee Fasules stated he would like to see a memo or chart that thoroughly defined the new process. Planning and Development Director Hulseberg stated she would put this together so the Board can see who will be covering what pieces. President McGinley asked if the Board would like to delve in to see how Planning and Development works to which Trustee Fasules stated he would like to see a well-defined process to ensure the ARC's processes are fully covered. Planning and Development Director Hulseberg stated the ARC does landscape review and sign code variations which will now be reviewed by the PC, and the ARC's architectural review will now be a design review by staff.

There was a discussion regarding how to proceed, the possibility of more discussion on this and how the process will be divided out.

Agenda Item H. – Credit Card Acceptance Policy (Discussion Only)

This will be discussed at a future Village Board Workshop.

I. Other Items

None

Existing and Proposed Procedures

Page 1

Exterior Appearance Review

Current Process

- Exterior Appearance Review is required for new construction, addition(s), exterior rehabilitation, or exterior remodeling for all of the following types of projects:
 - Non-Residential Principal Buildings
 - Multi-Family Residential Principal Buildings
 - Attached Single-Family Residential Principal Buildings
 - Parking Lots
- Exterior Appearance Review requires:
 - Detailed building elevations with location, type and texture of all building materials and colors
 - Specific exterior building color and material samples
 - Color renderings of all proposed buildings
 - Elevations of all miscellaneous structures including trash enclosures and fences
 - Application fee of \$300
 - Escrow deposit of \$1,000
- Applicant submits application, plans, and other required documents for Exterior Appearance Review.
 - May be submitted simultaneously with any other required approval such as Sign Variation, Special Use Permit, Planned Unit Development, Zoning Variations, and/or Subdivision Plat.
- Staff review of Exterior Appearance. First review takes 3-4 weeks, second review takes 2 weeks, and each subsequent review takes 1 week.
- A project will typical have 2-4 reviews before it is complete and acceptable for review by the Architectural Review Commission (and the Plan Commission, if applicable).
- Exterior Appearance Review does not require public hearing nor public notification.
- If the Exterior Appearance Review is part of a project that involves a variation from the Sign Code, a public hearing will occur at the Architectural Review Commission meeting for the sign variation request and a public meeting will occur for the Exterior Appearance Review, both on the same evening.
- If any other approval is required for review by the Plan Commission, a public hearing will be held, typically the day after the ARC meeting, to review the other applicable requests.
- After the Exterior Appearance Review has taken place by the ARC, it is forwarded onto the Village Board for action, usually 2-3 weeks following the ARC meeting.
- The Village Board will discuss and vote on all of the required approvals for a project at one time.

Existing and Proposed Procedures

Page 2

Exterior Appearance Review

Proposed Process

- Exterior Appearance Review required for new construction, addition(s), exterior rehabilitation, or exterior remodeling for all of the following types of projects:
 - -Non-Residential Principal Buildings
 - -Multi-Family Residential Principal Buildings
 - -Attached Single-Family Residential Principal Buildings
 - -Parking Lots
- Applicant submits application, conceptual elevations and rendering with as much detail as possible.
 - May be submitted simultaneously with any other required approval such as Sign Variation, Special Use Permit, Planned Unit Development, Zoning Variations, and/or Subdivision Plat.
- No material board nor specific colors will be required for the review of the exterior appearance. Staff will review for substantial conformance of the Appearance Review Guidelines (which staff is proposing to amend).
- Staff review of Exterior Appearance. First review takes 2-3 weeks, second review takes 2 weeks, and each subsequent review takes 1 week.
- Staff anticipates that an exterior appearance review will typical have 2-4 reviews before it is complete and acceptable for action by the Village.
- Exterior Appearance Review will not require public hearing nor a public meeting by a Commission.
- Staff makes a recommendation, rather than the Architectural Review Commission, to the Village Board on the application for Exterior Appearance Review based on substantial conformance with the Appearance Review Guidelines.
- If other approvals is require review by the Plan Commission, a public hearing will be held to review the other applicable requests before the application for Exterior Appearance Review is sent to the Village Board.
- The Village Board will discuss and vote on the application for Exterior Appearance. If other requests are being made as part of the project, all of the required approvals for a project will be voted on at one time.

Existing and Proposed Procedures

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Sign Variations

Current Process

- Applicant submits application, plans, and other required documents for a Variation from the Sign Code.
 - May be submitted simultaneously with any other required approval such as Special Use Permit, Planned Unit Development, Exterior Appearance Review, Zoning Variations, and/or Subdivision Plat.
- Staff review of Sign Variations and, if applicable, concurrently with other required approvals listed above. First review takes 3-4 weeks, second review takes 2 weeks, and each subsequent review takes 1 week.
- A project will typically have 2-4 reviews before it is complete and acceptable for review by the Architectural Review Commission (and the Plan Commission, if applicable).
- Public Notice is published the newspaper at least fifteen days prior to the ARC Hearing and mailed to all property owners within 250' of the subject property.
 - If other zoning applications requiring a public hearing before the Plan Commission are being sought simultaneously, then this public notice may be included in the public notice for other such zoning applications.
- The Architectural Review Commission conducts a public hearing for the sign variation(s).
 - If a Sign Variation is part of a project that involves exterior appearance review, a public hearing will occur with the Architectural Review Commission for the sign variation request and a public meeting will occur for the Exterior Appearance Review, both on the same evening.
- If any other approval is required for review by the Plan Commission, a public hearing will be held before the Plan Commission, typically the day after the ARC meeting, to review the other applicable requests.
- After the public hearing has taken place by the ARC, a recommendation is made to the Village Board.
- The Sign Variation request is forwarded to the Village Board for action, usually 2-3 weeks following the ARC public hearing.
- The Village Board will discuss and vote on all of the required approvals for a project at one time.

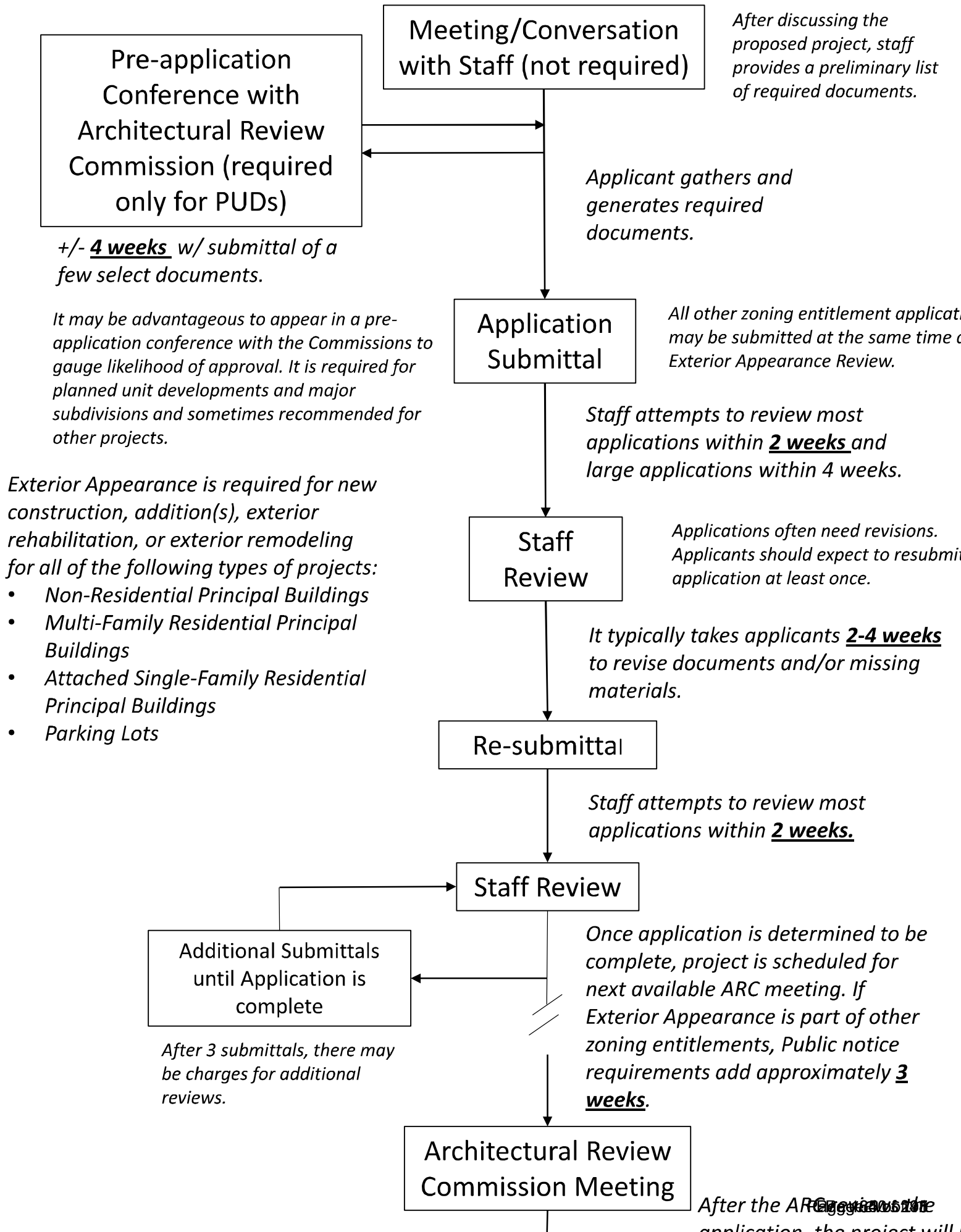
Existing and Proposed Procedures

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Sign Variations

Proposed Process

- Applicant submits application, plans, and other required documents for a Variation from the Sign Code.
 - May be submitted simultaneously with any other required approval such as Special Use Permit, Planned Unit Development, Exterior Appearance Review, Zoning Variations, and/or Subdivision Plat.
- Staff review Sign Variation and, if applicable, concurrently with other required approvals listed above. First review takes 3-4 weeks, second review takes 2 weeks, and each subsequent review takes 1 week.
- A project will typically have 2-4 reviews before it is complete and acceptable for review by the Plan Commission.
- Public Notice is published the newspaper at least fifteen days prior to the Plan Commission Hearing and mailed to all property owners within 250' of the subject property.
 - If other zoning applications requiring a public hearing before the Plan Commission are being sought simultaneously, then this public notice may be included in the public notice for other such zoning applications.
- Public Hearing before Plan Commission along with any other requests held.
- After the Plan Commission public hearing, all requests are forwarded onto the Village Board for action, usually 2-3 weeks following the Plan Commission meeting.
- The Village Board will discuss and vote on all of the required approvals for a project.



***Amended procedures in red**

Exterior Appearance is required for new construction, addition(s), exterior rehabilitation, or exterior remodeling for all of the following types of projects:

- Non-Residential Principal Buildings
- Multi-Family Residential Principal Buildings
- Attached Single-Family Residential Principal Buildings
- Parking Lots

Meeting/Conversation with Staff (not required)

After discussing the proposed project, staff provides a preliminary list of required documents.

Applicant gathers and generates required documents.

Application Submittal

All other zoning entitlement applications may be submitted at the same time as Exterior Appearance Review.

Staff attempts to review most applications within **2 weeks** and large applications within 4 weeks.

Staff Review

Applications often need revisions. Applicants should expect to resubmit application at least once.

It typically takes applicants **2-4 weeks** to revise documents and/or missing materials.

Re-submittal

Staff attempts to review most applications within **2 weeks**.

Staff Review

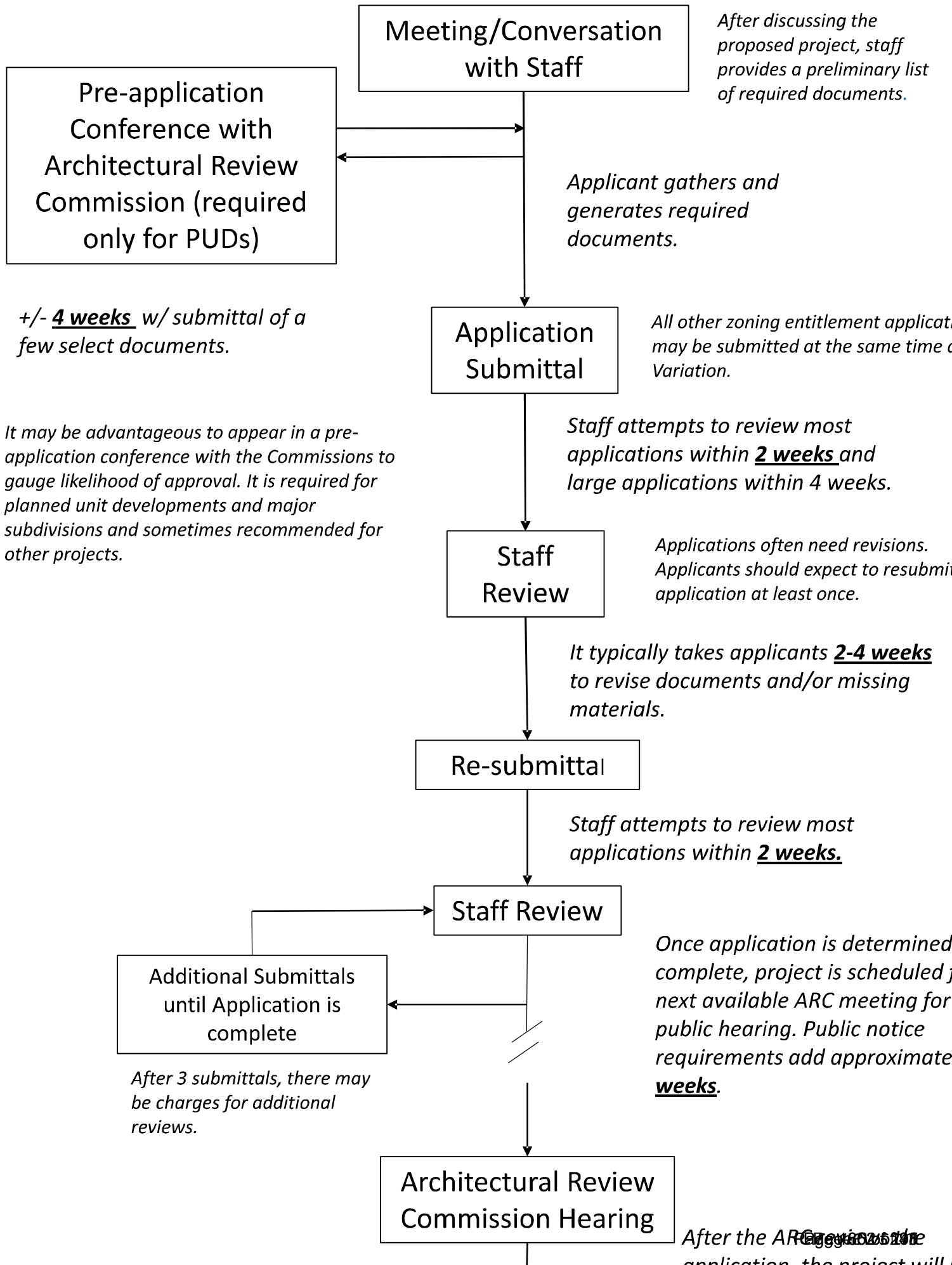
Additional Submittals until Application is complete

After 3 submittals, there may be charges for additional reviews.

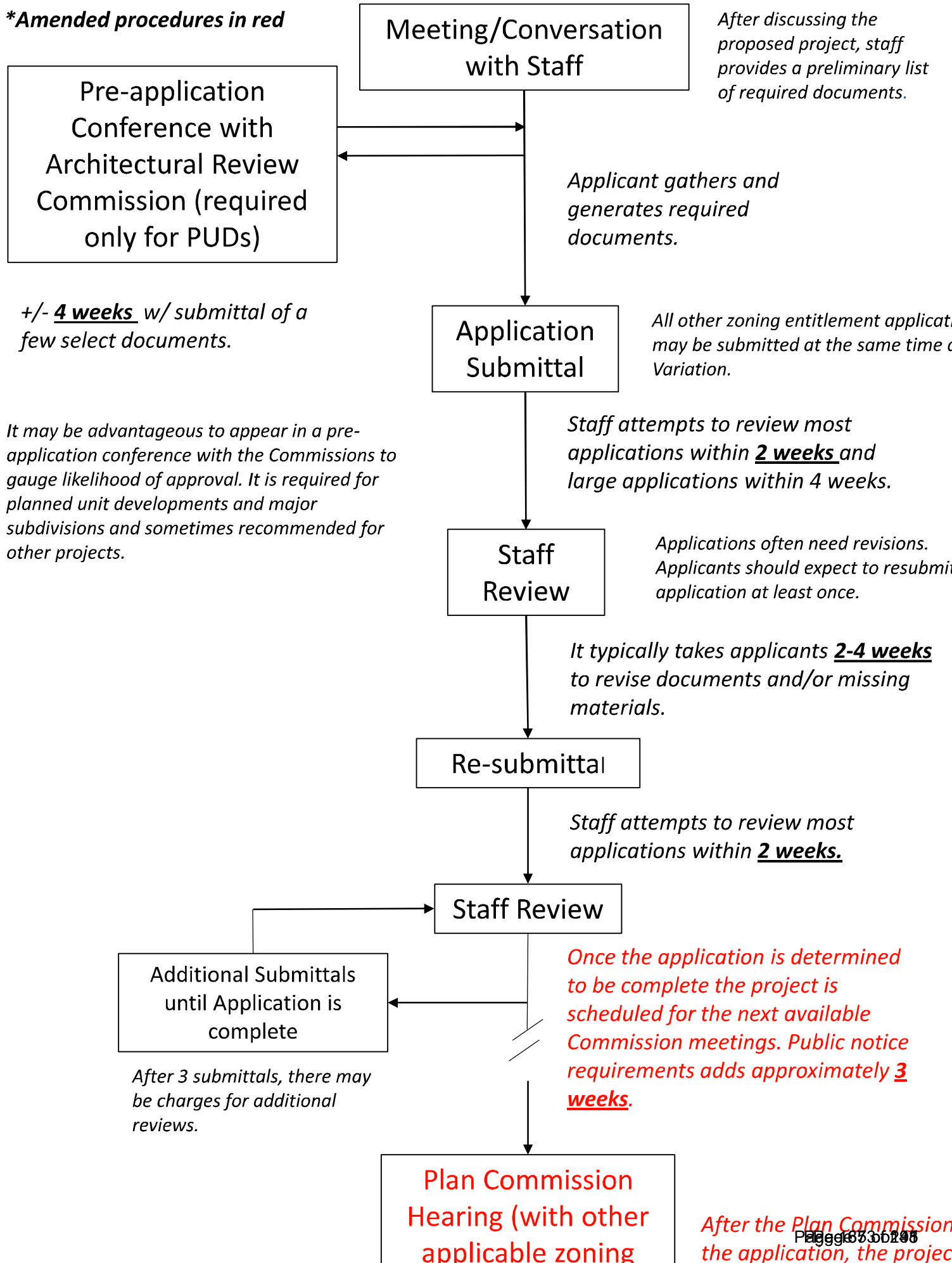
Once application is determined complete, the application is scheduled for next available Board meeting.

If other approvals require the Plan Commission, a hearing will be held to receive other applicable requests. application for Exterior Appearance Review is sent to the Village Board Meeting.

Village Board Meeting



**Amended procedures in red*





Village of Glen Ellyn
Planning & Development Department

PROCESS IMPROVEMENT PLAN

VISION

To continually evaluate and improve the Village's development review process to increase its efficiency and provide transparency and clarity to businesses, developers, contractors, and residents throughout this process.

GOALS

- Identify and address steps in the process that are ineffective, redundant, or duplicative
- Create a review process that is more efficient than surrounding communities
- Provide the public with a thorough understanding of how the zoning entitlement process works

RESEARCH

- DMG-Maximums, Inc. Process and Fee Study – 2001
- Listening Interviews with residents, businesses, and builders – 2004
- Plan review survey of nearby communities – 2006
- Petitioner survey of village review procedures post commission process – 2007
- Citizen evaluation forms post building permit process – 2004 – 2011 (updated 2007)
- Process Improvement Team – 2012
- Builders Forums – 2001-2009 (7 meetings)
- Business exit interviews with former Glen Ellyn EDC – through 2012
- Fee Schedule Analysis – 2003, 2009, & 2017 (in progress)

STRATEGIC INITIATIVES

1. Reduce the length of time needed for a project to reach the Village Board for action to make the process as efficient and transparent as possible

Implementation Tasks

- a. Reduction of the number of meetings required for a project
- b. Continue to work with other Village departments and consultants to shorten the review time for projects
- c. Review the roles and responsibilities of the Architectural Review Commission and Plan Commission

2. Simplify the process for zoning requests that are considered minor or are recurring requests

Implementation Tasks

- a. Identify what requests do not statutorily require a public hearing or approval from the Village Board
- b. Create administrative procedures allowing the Planning & Development Director to approve certain requests
- c. Annually review and amend the Village's Zoning Code to address regulations that are either unnecessary or are consistently varied

3. Lessen the amount of unnecessary costs for developers

Implementation Tasks

- a. Require the submission of only those items that are necessary to for the zoning entitlement phase
- b. Eliminate multiple public hearings for projects by consolidating all approvals needing a public hearing into one meeting
- c. Remove steps in the process that cause developers to make multiple revisions that are not required by Code
- d. Regularly update fees to be consistent with surrounding communities

PAST MAJOR ACCOMPLISHMENTS (see attached chart for further examples)

- Initiated administrative adjudication process
- Require final engineering plans at the building permit phase instead of prior to Village Board approval
- Regularly pursue closing of permit files and returning of deposits/escrows
- Converted from paper building permit process to computerized
- Hired a staff engineer to improve customer service
- Reduced plan review times from 6-8 weeks to 3-4 weeks for large projects
- Increased the amount of "same day" permit projects
- Consistently increased administrative approvals
- Frequently update Village codes and fees to be more consistent with surrounding communities
- Established scanning process and scanned thousands of documents for easy retrieval

Attachment: Process Improvements – Completed and Proposed

Sampling of Planning & Development

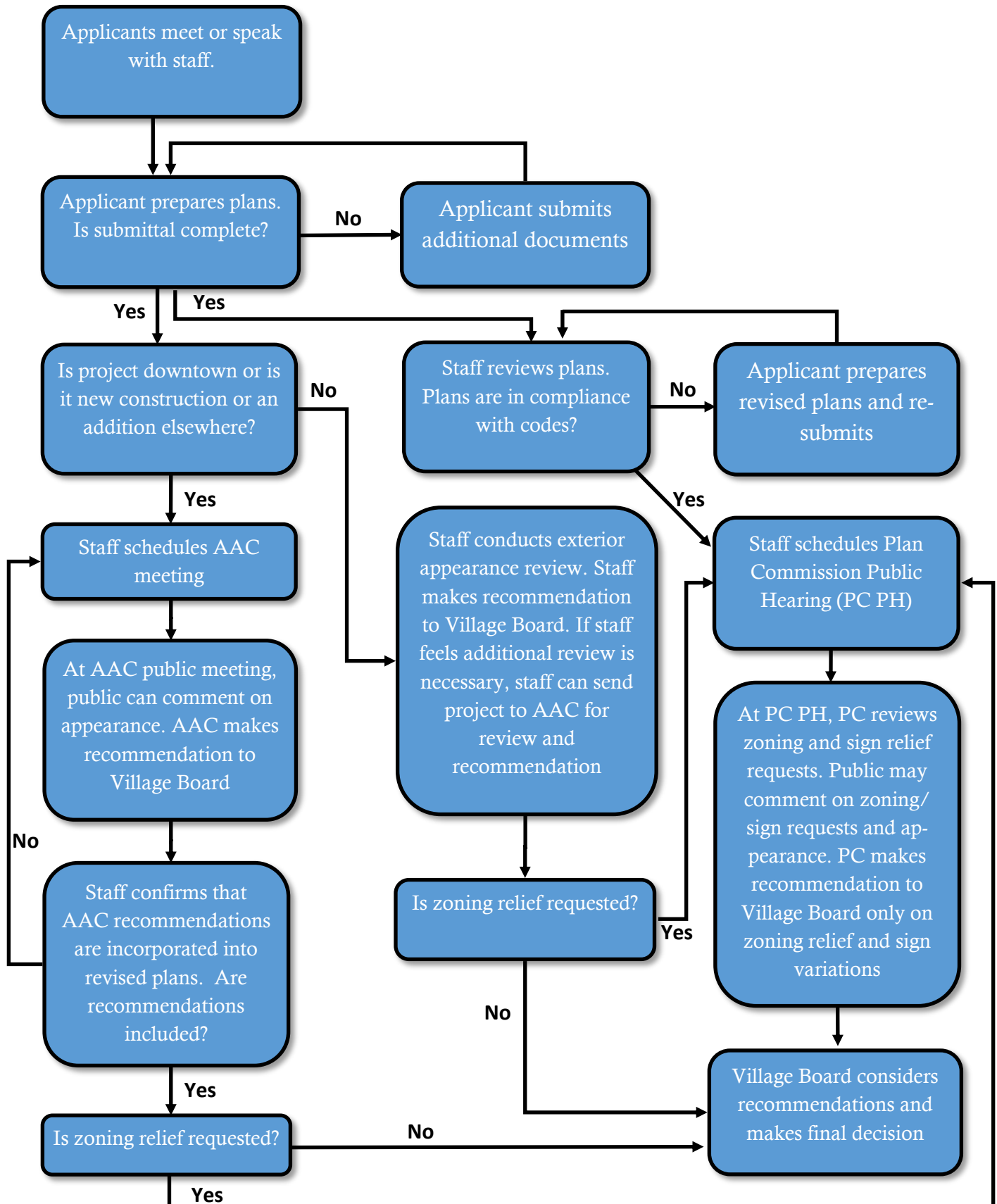
1	Update all application packets to make requirements more clear and understandable for petitioners
2	Update Village website to include all applications and forms to allow easy access for the public
3	Create chart of developer impact fees to give developers an early idea of full costs of development
4	Send survey on Village development review process to applicants that have been through ARC/PC process in the last year and record results
5	Create new customer comment form to be provided to applicants following the building permit process
6	Create informational brochure on public hearing procedures to send out with public notices so public understands what will happen at hearing
7	Begin administrative adjudication process for code enforcement citations issued by the Village to encourage compliance with Village regulations
8	Use code enforcement to close out projects on expired temporary occupancy certificates
9	Create an orientation handout ("cheat sheet") and schedule orientation meetings with all new commissioners so they can transition more easily
10	Re-organize/clean-out the computer drive used by the entire department to allow staff to locate information more quickly
11	Finalize map of all approved special uses and planned unit developments for easy retrieval of site information by all staff
12	Update map showing all existing annexation agreements and pre-annexation agreements for easy retrieval and tracking purposes
13	Create recapture agreement chart and maps to track locations and collection of fees
14	Investigate adoption of Multi-Family Licensing and Inspection Program and make recommendation to the Village Board
15	Investigate adoption of Hotel/Motel regulations to be used for code enforcement to improve minimum standards in these uses
16	Enter landmarked properties, sidewalk waivers, properties with Village sewer, recaptures, current list of contractors, and recent rezonings into Munis
17	Enter all approved ordinances under the appropriate address into Munis system to ease access and provide information to all Munis users
18	Complete brochure on "How to Open a Business" in Glen Ellyn
19	Codify Zoning Code and Subdivision Regulations into the Village Code to allow the public to view these codes online
20	Allow the Planning & Development Director to determine if a 1 or 2-step process is necessary for PUD
21	Allow the Planning & Development Director to grant one 12-month extension of a previously approved zoning code variation, special use permit, or conditional use permit
22	Hire staff engineer in lieu of consulting engineer in order to improve customer service and reduce review timelines
23	Hire Planning & Development Department tree consultant in lieu of Public Works arborist in order to improve customer service and reduce review timelines
24	Begin issuing citations from Planning and Development Department rather than through Police Department to improve code enforcement
25	Allow projects to proceed through commission review process with preliminary, rather than final, stormwater engineering
26	Allow live entertainment to be approved administratively, rather than by special use permit
27	Establish scanning process and scan more than 100,000 documents in house since 2009, plus thousands of boxes organized and sent to archive
28	Conduct 2 fee reviews to ensure Village is competitive with surrounding communities
29	Allow the Planning & Development Director to approve applications for vendor carts (which were approved by the VB in a previous year)
30	Frequently update Village codes and fees to be more consistent with surrounding communities
31	Create and implement a process to close out building permits pending final grading
32	Begin accepting checks and credit cards at Planning & Development Department counter in lieu of sending customers downstairs to pay at Finance
33	Set up 2 computer stations at counter to serve more customers simultaneously
34	Create Engineering Standards Manual as required by the Subdivision Regulations to give developers ready access to construction standards
35	Conduct regular Department staff meetings so all staff are updated on Village-wide issues
36	Streamline elevator inspection process so a single form can track multiple year inspections
37	Created an actual "Certificate of Occupancy" to be issued where appropriate
38	Created brochures, instruction sheets and handouts to assist applicants in navigating the approval process
39	Allow outdoor seating on the public sidewalk if additional beautification (such as planters) are provided
40	Require final engineering plans at the building permit phase instead of prior to Village Board approval
41	Convert from paper building permit process to computerized Munis system which allows the ability to track trends and retrieve historical data
42	Reduce plan review times from 6-8 weeks to 3-4 weeks for large projects
43	Increase the amount of "same day" permit projects
44	Reduce commission plan review time for building permits from an average of 4-12 weeks to a max of 2 weeks
45	Modify process to allow developers to plant parkway trees rather than the Village to allow trees to be planted sooner
46	Change Village building permit plan review consultant after 20 years in order to improve customer service and increase expertise
47	Create chart to show who is responsible for each type of Public Works project and to clarify to whom each project is routed to eliminate confusion
1	Hire and maintain highly trained staff and encourage ongoing training and learning to increase knowledge
2	Regularly pursue closing of permit files and returning of deposits/escrows

3	Update Codes to ensure they are current with today's trends and consistent with other communities
4	Conduct regular process coordination/improvement meetings with Public Works staff and make continual improvements
5	Start tracking projects on expired temporary occupancy certificates and enforce compliance with outstanding punch list items
6	Continue to find fast-track methods to issue permits and approve recurring events
7	Revamp building permit packet to streamline information and reduce unnecessary paperwork
8	Began regular meetings with building inspector group and permit clerk group to problem solve and ensure consistency of processes
9	Encourage all Department staff to suggest process improvements at anytime and follow up on these suggestions
10	Department staff develop an orientation toward problem solving and customer service over the years
1	Expand administrative (versus legislative) approvals
2	Allow Planning & Development Director to determine if a preapplication meeting can be waived (PUD & Major Subdivision)
3	Eliminate the requirement for small additions in the CBD to go through PUD process
4	Allow Planning & Development Director to determine if major subdivision should be a 1 or 2-step process
5	Finish creating a list of all mandatory connection dates according to approved annexation agreements in order to track requirements
6	Create fillable forms for the Village website
7	Allow administrative approval of minor variations to the Zoning Code
8	Get "seamless docs" up and running so that all applications can be submitted online with fees
9	Update/clarify fire inspection fees/business registration regulations in Village Code
10	Re-evaluate the need for the current complicated 3-4 project classifications with various requirements per class

X: Plandev/Process Improvements/Commission Restructuring/Process Improvements Spreadsheets

Architectural Appearance Committee (AAC) Process Flow Chart

Community Development Department, February 2022



Approved Planned Unit Development Ordinances 2007-2022

Ordinance #	Date Passed	Description	Trigger	Review By
6852	2/8/2021	An Ordinance to Approving the Request for a Planned Unit Development for the Construction of an Orthodontics Office at 414 Pennsylvania Avenue	Downtown - New building	AAC
6853	11/8/2021	An Ordinance Amending Ordinance No. 6672 and No. 6690 which Granted Approval of the Preliminary and Final Planned Unit Development Plans for the Apex 400 Mixed Use Development at 400 & 418-424 N. Main Street	Amendment - No building construction (rooftop units)	Staff
6842	1/11/2021	An Ordinance Granting Approval of an Amendment to the Glen Ellyn Civic Center Planned Unit Development and of the Final Planned Unit Development for Phase 2 for the Properties Located at 535 Duane Street and 423 N. Main Street, and Approval of Exterior Appearance for the Property Located at 421 N. Main Street	Downtown - significant façade renovation	AAC
6909	10/25/2021	An Ordinance Amending Ordinance No. 6706, which Granted Approval of the Preliminary and Final Planned Unit Development Plans for the Avere on Duane Multi-Family Development at 437 Duane Street	Amendment - No building construction (mainly landscaping)	Staff
6771	3/9/2020	An Ordinance Extending the Expiration Date of Ordinance No. 6546 which Granted a Preliminary Plat of Subdivision, A Final Plat of Subdivision, A Preliminary Planned Unit Development, A Final Planned Unit Development for Lot 1, A Special Use Permit for Lot 1, Variations from the Sign Code for Lot 1, and Exterior Appearance for Lot 1 for the Construction and Operation of an Andy's Frozen Custard shop with a drive-thru on Property Commonly Known as 375-395 Roosevelt Road & 681	Amendment - no building construction	Staff
6753	1/27/2020	An Ordinance Granting Approval of a Special Use Permit for a Preliminary Planned Unit Development Plan with Deviations, a Final Planned Unit Development for Phase One of the Planned Unit Development, Other Associated Special Use Permits, and the Exterior Appearance of a Public Parking Garage and Associated Public Improvements to be Located at 535 Duane Street and 423 N. Main Street	Downtown - New building	AAC
6690	4/8/2019	An Ordinance Granting Approval of the Final Planned Unit Development Plans for Apex 400 to be located at the Northwest Corner of Main Street and Hillside Avenue on property Commonly Known as 400 & 418-424 N. Main Street, Glen Ellyn, IL 60137	Downtown - New building	AAC
6672	1/28/2019	An Ordinance Granting Approval of a Special Use Permit for a Preliminary Planned Unit Development and the Exterior Appearance of a Mixed Use Development to be Known as Apex 400 and Proposed at the Northwest Corner of Main Street and Hillside Avenue and Commonly Known as 400 & 418-424 N. Main Street	Downtown - New building	AAC
6610	6/25/2018	An Ordinance Approving a Final Planned Unit Development, Special Use Permit for a Drive-thru, Variations from the Sign Code, and Exterior Appearance Review to construct a Buona Beef restaurant with a drive-thru on Lot 3 of the 375-395 Roosevelt Road and 681 Taft Avenue PUD Development located at 395 Roosevelt Road.	New building	AAC
6611	6/25/2018	Amendment to Ordinance No. 6546, the Preliminary Planned Unit Development for 375-395 Roosevelt Road and 681 Taft Avenue, Variations from the Subdivision Code, and Variations from the Zoning Code, To allow existing overhead ComEd utility lines to remain above ground on the subject Property and in the adjacent Taft Avenue right-of-way for the development located at 375-	Amendment - No building construction (leave wires overhead)	Staff
6605	6/4/2018	An Ordinance Amending Ordinance No. 4467, the Preliminary Planned Unit Development of the Baker Hill Shopping Center, to Allow an Addition to the Anchor Commercial Tenant Space, Amend the Previously Approved Exterior Appearance, and to Approve Variations from the Glen Ellyn Sign Code for the Baker Hill Shopping Center, Located at 840-944 Roosevelt Road.	No building construction	Staff (Would have sent to AAC)
6483	3/14/2017	An Ordinance Amending Ordinance No. 5399, the Preliminary Planned Unit Development of Danby Crossing, to Allow an Expansion to the Existing Aldi Food Store Building, to Allow a Reduction in the Required Number of Shared Parking Stalls in Danby Crossing, to Amend to the Previously Approved Exterior Appearance for the Aldi Food Store Building, and to Amend to the Previously Approved Variations from the Glen Ellyn Sign Code for the Aldi Food Store building, Located at 700 Roosevelt Road in Danby Crossing, Glen Ellyn, Illinois 60137	New building addition	Staff
6455	12/13/2016	An Ordinance Granting Approval of a Preliminary and Final Planned Unit Development Plan, Sign Variations, and Exterior Appearance for A Different Box of Crayons to be Located at 439 Pennsylvania Avenue Glen Ellyn, Illinois 60137	Downtown - building addition	AAC
5891	10/11/2010	An Ordinance Granting Approval of a Special Use Permit for a Preliminary and Final Planned Unit Development Plan and Exterior Appearance Approval for the Treasure House Located at 497 Pennsylvania Avenue	Downtown significant façade renovation	AAC
5769	6/22/2009	An Ordinance Amending Ordinance 5687 which Granted Approval of a Zoning Map Amendment, a Special Use Permit for a Preliminary and Final Planned Unit Development Plan and the Exterior Appearance of Two 3-Unit Workforce Housing Apartment Buildings Known as the Brandon Court Apartments to be Located on Property Previously Known as 22 and 28 Greenwood Street and Now Known as 16-34 Greenwood Street in Order to Allow the Existing Overhead Utility Wires that Run North to South Through the Center of the Property to Remain	New buildings	AAC

Approved Planned Unit Development Ordinances 2007-2022

5756	5/11/2009	An Ordinance Granting Approval of a Final Planned Unit Development Plan, a Final Plat of Subdivision and a Stormwater Variation for the Duane Street Rowhouses to be Located on Property Commonly Known as 460-478 Duane Street, Glen Ellyn, IL 60137	New buildings	AAC
5744	4/13/2009	An Ordinance Granting Approval of a Special Use Permit for a Preliminary and Final Planned Unit Development Plan with a Zoning Deviation for the Corner Side Yard Setback, a Special Use Permit to Allow the Expansion of an Existing Church and the Exterior Appearance for a Proposed Addition on the First United Methodist Church Located at the Southwest Corner of Duane Street and Forest Avenue on Property Commonly Known as 424 Forest Avenue, Glen Ellyn, IL 60137	Downtown - new building addition	AAC
5702	9/22/2008	An Ordinance Amending Ordinance 4377 which Granted Approval of a Final Planned Unit Development Plan and Sign Variations for the Market Plaza Shopping Center Located at 525-609 Roosevelt Road and 6-30 Park Boulevard to Allow Changes to the Parking Lot and Signage on the Property	Amendment - No building construction	Staff (Would have sent to AAC)
5687	6/23/2008	An Ordinance Granting Approval of a Zoning Map Amendment, a Special Use Permit For a Preliminary and Final Planned Unit Development Plan and Exterior Appearance Approval for Two 3-Unit Apartment Buildings Proposed North of Roosevelt Road at the Southern Terminus of Brandon Avenue and Including Property Located at 22 and 28 Greenwood Street and Which Development is Known as the Brandon Court Apartments	New buildings	AAC
5666	3/24/2008	An Ordinance Granting Approval of a Special Use Permit for a Preliminary Planned Unit Development Plan, a Special Use Permit for Attached Single-Family Dwellings, a Preliminary Plat of Subdivision, a Stormwater Variation and the Exterior Appearance of a 7-Unit Townhouse Development Known as the Duane Street Rowhouses to be Located at 460-478 Duane Street	Downtown - New buildings	AAC
5664	3/10/2008	An Ordinance Granting Approval of a Special Use Permit for a Preliminary and Final Planned Unit Development Plan with Zoning Deviations, a Special Use Permit to Allow the Expansion of an Existing Church and the Exterior Appearance for a Proposed Addition on the Grace Lutheran Church Located at the Southeast Corner of Forest Avenue and Pennsylvania Avenue on Property Commonly Known as 493 Forest Avenue	Downtown - New building addition	AAC
5665	3/10/2008	An Ordinance Granting Approval of a Special Use Permit for a Preliminary and Final Planned Unit Development Plan with a Zoning Deviation for Drive Aisle Width and the Exterior Appearance for a Proposed Addition on the US Bank Building Located at the Northeast Corner of Forest Avenue and Duane Street on Property Commonly Known as 453 Forest Avenue	Downtown - New building addition	AAC
5645	1/14/2008	An Ordinance Granting Approval of a Special Use Permit for a Planned Unit Development Preliminary Plan, a Special Use Permit for Attached Single-Family Dwellings, a Preliminary Plat of Subdivision, Subdivision Variation, Stormwater Variation, Sign Code Variations and the Exterior Appearance of a 20-Unit Townhouse Development to be located on Property Commonly Known as 350 Duane Street	Downtown - New building construction	AAC
5605	8/27/2007	An Ordinance Granting Approval Of A Special Use Permit For A Preliminary And Final Planned Unit Development With Zoning Deviations And The Exterior Appearance For An Office Building Known As The Spillman Wotyla Insurance Agency Located At 568 Pennsylvania Avenue	Downtown - New building	AAC
5603	8/27/2007	An Ordinance Granting Approval Of A Special Use Permit For A Preliminary And Final Planned Unit Development With Zoning Deviations, Sign Variations And The Exterior Appearance Of The Central Dupage Hospital Medical Office Building To Be Located On Property Commonly Known As 885 Roosevelt Road	New building	AAC
5572	4/23/2007	An Ordinance Granting Approval Of A Zoning Map Amendment, Special Use Permit For A Preliminary And Final Planned Unit Development, Preliminary And Final Plat Of Subdivision, Subdivision Variations, Architectural Design And Landscape Guidelines For The College Of Dupage	New building	AAC
5567	4/9/2007	An Ordinance Granting Approval Of A Final Planned Unit Development, Final Plat Of Subdivision And Subdivision Variations For Georgetown By The River To Be Located On Property Commonly Known As 440 And 450 Swift Road	New building	AAC
5563	3/26/2007	An Ordinance Granting Approval Of A Final Planned Unit Development And A Final Plat Of Subdivision For The Courtyards Of Glen Ellyn To Be Located At The Northeast Corner Of Pennsylvania And Kenilworth Avenues	New building	AAC



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

Meeting 2/14/2022 7:00 PM
Department: Public Works
Department Head: Dave Buckley
Category: Award
Prepared By: Tomasz Topor

AGENDA ITEM (ID
2022-1868)

DOC ID: 2022-1868

Motion to authorize the Village Manager to execute a construction contract for the CBD Streetscape and Utility Improvements – Phase 1 to A Lamp Concrete Contractors, Inc. of Schaumburg, Illinois in the amount of \$5,704,293.37

Statement of the Issue:

This memorandum serves to provide the following recommendations for contracts for the CBD Streetscape and Utility Improvements – Phase 1, Duane Street, Hillside Avenue and Main Street:

- A recommendation for the award of a construction contract for the CBD Streetscape and Utility Improvements – Phase 1 to A Lamp Concrete Contractors, Inc. of Schaumburg, Illinois in the amount of \$5,704,293.37.
- A recommendation for the award of a construction engineering services agreement for the project to Bollinger Lach & Associates (BLA) of Itasca, Illinois in the not-to-exceed amount of \$445,302.00.
- A recommendation for the award of a project communication and outreach services agreement for the project to MUSE Community + Design of Chicago, Illinois in the not-to-exceed amount of \$22,575.00.

This memorandum also serves to request approval to directly purchase certain materials to be incorporated into the scope of the project:

- A recommendation to approve purchase of 20 decorative, cast aluminum Litter Receptacles, Model 102 from Canterbury Designs of Huntington Park, California in the amount of \$43,209.00

- A recommendation to approve purchase of 30 Classic Series Contoured Bench, 6 ft and 4ft in length from Victor Stanley of Dunkirk, Maryland in the amount of \$53,882.00.
- A recommendation to approve purchase of 42 DuMor Model 290 Loop Bike Racks, Model 102 from Nutoys Leisure Products of LaGrange, Illinois in the amount of \$9,620.00
- A recommendation to approve purchase of shade trees from Kaneville Tree Farms, Inc of Kaneville, Illinois in the amount of \$30,868.
- A recommendation to approve purchase of shade trees from Spring Grove Nursery Inc. of Mazon, Illinois in the amount of \$13,381.
- A recommendation to approve purchase of shade trees from Hinsdale Nursery of Willowbrook, Illinois in the amount of \$4,402.00.
- A recommendation to approve a License Agreement for storm sewer improvements within Union Pacific Railroad Company Right-of-Way, in the amount of \$6,000.

Analysis:

Construction Contract Bidding Process Update

The project was advertised for bids in the January 7th, 2022, publication of the Daily Herald.

Twenty-one (21) contractors and one (1) company specializing in preconstruction bidding/management services requested the bid package. A pre-bid conference was held on January 19th with five (5) general contractors in attendance. Two addenda to the bidding and contract documents were issued to all plan holders on January 27th and February 1st, respectively. Seven (7) bid proposals were received and publicly opened on February 4, 2022. The bid tabulations and Engineer's Estimate (shown below) were completed by staff with a summary of the as-calculated bids and engineer's estimate is as follows:

Table 1 – Summary of Bids received

Contractor	Bid Amount*
A Lamp Concrete Contractors, Schaumburg, IL	\$5,704,293
Engineer's Estimate (Glen Ellyn)	\$6,339,843
R.W. Dunteman, Addison, IL	\$6,380,582
Copenhaver Construction, Gilberts, IL	\$6,580,040
Engineer's Estimate (Civiltech Engineering)	\$6,606,529

Landmark Contractors, Huntley, IL	\$7,113,197
John Neri Construction, Addison, IL	\$7,140,662
Acqua Construction, Elmhurst, IL	\$7,300,000
Martam Construction, Elgin, IL	\$7,405,979

*Rounded to nearest dollar

The lowest bid was received by A Lamp Concrete Contractors, Schaumburg, IL in the as-calculated amount of \$5,704,209.37(unrounded bid amount). As included in the table above, prior to releasing the project for bids, staff had estimated the project cost to be \$6,339,843, while Civiltech Engineering estimated the project at \$6,606,529.

Staff has direct and overall positive experience working with this Contractor on prior Village projects and most recently on the Kenilworth-Alley Reconstruction Project. Staff reached out to three towns that have most recently completed similar streetscape and utility projects; the City of Wheaton, Village of Wilmette, and Village of Winnetka. Overall, the feedback received was positive. One of the more significant attributes of the Contractor is that they self-perform much of the work: underground utilities/excavation, concrete and asphalt pavement construction and as such, are less reliant on subcontractors. This puts the Contractor in a superior position in terms of controlling scheduling of the work which is critical for the Village's project. Both Wilmette and Wheaton thought that the quality of concrete and asphalt work were good and were overall satisfied with the A Lamp's performance on their projects. It should be noted that A Lamp is proposing to use the same team members that worked on the Wilmette and Wheaton projects. Village of Winnetka was very satisfied with ALamp's performance and familiarity with the project and stated that ALamp was engaged on three phases of their streetscape project. As no contractor is perfect, some of the drawbacks stated for working with ALamp, were delays in getting proper material documentation, timely agreements to project quantities and payments applications, as well as obtaining timely scheduling information. Staff has discussed these things with the contractor and will make sure that they do not become issues on our project.

Construction Schedule

Construction is anticipated to commence in early March with completion of the project specified for November 11, 2022. The interim completion for Main Street portion of the project is specified for July 29, 2022.

Project Overview

The first phase of the project involves the rehabilitation of the following streets in the Central Business District.

- Main Street: Hillside Avenue to the Union Pacific West Railroad
- Duane Street: Prospect Avenue to Forest Avenue
- Hillside Avenue: Glenwood Avenue to east side of Main Street

The scope of improvements to be made along these residential streets is as follows:

- Sanitary Sewer Main and Services Replacement (Main St, Hillside/Duane)
- Water Main and Services Replacement (Main St, Hillside/Duane)
- Storm Sewer Replacement (Main St, Hillside/RR tracks and Duane St, Glenwood/east of Forest)
- Water and Sanitary Service Line Replacement (Duane, Prospect/Forest and Hillside Ave)
- Roadway Rehabilitation Including New Curb & Gutter and Asphalt Roadway Pavement
- Full Sidewalk Removal and Replacement Including Bringing All Sidewalk Ramps up to ADA Standards
- Brick Pavers Installation on Concrete Base
- New Streetlights, Irrigation, Soil Cells Installation
- Granite planters, seat walls, and street furniture
- Replacement of all trees within the core of CBD and addition of understory plants

Construction Engineering Services

Due to the size and scope of the project, engineering oversight for the project is proposed to be performed by a consultant engineering firm with significant involvement from Village staff.

Responsibilities of the engineer will include conducting the preconstruction conference, general consultations/meetings, review of the project schedule, shop drawing review, direct project communications and notification, spot grade checking, full time construction observation and documentation, material testing (using a sub-consultant), pay estimate and change order processing, final inspection and project close-out, record drawing preparation, and rectification of issues that arise during the warranty period.

The procurement of construction engineering services was performed in accordance with Administrative Order No. 3 of Village Purchasing Policy and met procurement requirements for section D for Professional Services. As such, a Request for Proposal (RFP) for construction engineering services was issued to sixteen (16) engineering firms. Seven (7) firms submitted proposals which were evaluated by staff based on the evaluation criteria within the RFP including firm information (5 pts), experience on similar projects (10 pts), project team qualifications (10 pts), ability to meet deadlines (10 pts), completeness of project approach (30 pts), additional services/tasks (5 pts), and not-to-exceed price (30 pts). A summary of the proposals and evaluation scoring by staff is as follows:

Table 2 - Summary of Construction Engineering Proposals			
Consultant	Total Hours	Not-to-Exceed Price	Evaluation Score
Bollinger Loch & Associates	4,258	\$445,302	82
Thomas Engineering Group	2,661	\$425,511	82
Civiltech Engineering	4,207	\$586,623	65
V3 Companies	3,840	\$489,800	64

Engineering Resource Associates	2,136	\$345,468	64
ESI/Baxter & Woodman	3,931	\$495,410	60
TranSystems	4,620	\$660,636	49

Capital Improvements Commission Chairman Szymanski and Commissioner Ziegler were both involved in the proposal review and selection process and provided valuable input to short list three firms for follow-up interviews.

Consultant Interviews

Follow-up interviews with Bollinger Loch & Associates, Civiltech Engineering, and Thomas Engineering Group were conducted on January 20, 2022. The interview panel consisted of CIC Chairman Steve Szymanski, CIC Commissioner Jill Ziegler, Public Works Director Dave Buckley, Professional Engineer Rich Daubert, and Senior Civil Engineer Tom Topor. The interview process involved a presentation given by the firms on their approach to the critical elements of the project. Staff followed up with a series of 10 questions to which firms had to provide verbal responses.

Civiltech Engineering presented a strong project team, composed of seasoned engineers who are intimately familiar with the Village and experienced on prior Village projects. Despite these attributes, the interview panel felt that Civiltech's proposal was not as strong as the others and that the added cost for their engagement would be difficult to justify in the context of other firms proposing strong engineers with proven success on similar projects. Thomas Engineering also presented a well experienced team, including experience on prior Village projects, but the panel felt that the Thomas Engineering 'bare bones' approach was not most appropriate for this project with the firm having approximately 1,600 less hours than Civiltech and BLA. Thomas also did not present as strong of a communication plan as BLA and Civiltech Engineering.

Taking staff's initial evaluation and the follow-up interviews into consideration, the interview panel reached a consensus that the Bollinger Loch & Associates team submitted the highest quality and most favorable proposal and is the best firm for the assignment. The BLA team was evaluated as superior in terms of detailed project approach, experience on similar projects, as well as its strong and proven business/resident communication approach. The project team proposed by BLA has recently successfully completed a similar streetscape project for the Village of Wilmette on their Central Avenue and Wilmette Avenue CBD, which has recently received the 2022 APWA Suburban Branch Award for Project of the Year-Transportation (\$5 million to \$25 million). BLA also worked directly with the proposed general contractor for Glen Ellyn's project, A Lamp Concrete Contractors.

Staff would like to elaborate that while ERA and Thomas Engineering Group submitted lower price proposals, the hours of construction observation services by ERA for the resident, inspector and project engineers were significantly less leading staff to feel that they did not include sufficient hours within their proposal. The hours dedicated to resident and project engineer by Thomas Engineering Group were also significantly lower and would likely need to be increased to sufficiently address the scope of the work, putting the cost of the proposal above that of BLA. BLA's proposal had a sufficient amount of hours to address the scope of the work and presented the lowest hourly cost, which staff felt brought additional value to their proposal.

Reference Check and Recommendation

As staff has limited prior experience working with BLA's construction engineering team, a comprehensive verification of BLA references was conducted. Staff met with Wilmette's Public Works Director Brigitte Berger-Raish and Village Engineer Dan Manis, as well as Palatine's Public Works Director Matt Barry to discuss BLA's performance. In both cases, BLA received excellent evaluations for their experience in dealing with construction issues, technical expertise, and project communication. Additionally, staff contacted Elmhurst's City Engineer Kent Johnson, who had a similar opinion of BLA echoing the strength of BLA project manager's construction experience and frequent project updates.

Staff held a follow up discussion with BLA to make sure that the Engineer and staff are comfortable with the scope of the proposal. Staff would like to mention that the contract will be a not-to-exceed contract and the Engineer will only charge the Village for the services rendered. That said, if scope or schedule of the project changes, future contract amendments could be possible.

Based on these factors, staff requested the Capital Improvements Commission's review and recommendation of a construction engineering services agreement with Bollinger Lach & Associates (BLA) of Itasca, Illinois in the not-to-exceed amount of \$445,302.00

CIC recommendation on Construction Engineering

CIC held a special meeting on February 1, 2022, to review the construction engineer selection process and staff's recommendation to award the contract to Bollinger Lach & Associates (BLA). Chairman Szymanski who was involved in the selection process, stated that BLA gave us a competitive proposal, they identified challenges well, their bid was more in line with our project hours and philosophy. Good feedback was received from Commissioner Zuccherro noting BLA's positive performance on Tollway projects. Commissioner Zuccherro echoed staff's findings that the hours of the principal, engineer, and inspector proposed for the assignment are appropriate as did other members of the CIC. Commissioner Zuccherro also shared with staff's experience with the project manager Kerry Field, former IDOT and Plote Construction employee noting that he is a good backstop to have on a high-profile project like this. Commissioner Baldin was particularly interested in knowing more about the ESI/Baxter & Woodman proposal and staff provided an overview of that proposal. Commissioner Neurauter was interested in knowing if there were any major differences between the firms related to the costs of changing the scope of the project or needing additional services. Staff elaborated that this is a not-to-exceed contract and the consultant assumed they will work 50 hours a week on the project. Upon detailed review, presentation by staff, additional feedback from both Chairman Szymanski and Commissioner Ziegler, and follow-up discussion, CIC has unanimously approved a motion to recommend award of a construction engineering services agreement with Bollinger Lach & Associates (BLA) of Itasca, Illinois in the not-to-exceed amount of \$445,302.00.

Project Communication Approach

The streetscape project will require the utmost level of communication with all stakeholders to ensure the project is a success. Due to the project's location, visibility and significance, staff recognize the need for excellent communication both on a direct, face-to-face level with affected businesses and residents, as well as a much broader communication intended to keep the

commuters, shoppers, all stakeholders, elected officials, and the general public informed. Generally, the project communication will be handled as follows. BLA's Resident Engineer along with their Public Information Representative will handle the direct communication using construction notices, frequent check-in with affected businesses, open weekly construction meetings, and weekly project updates distributed to all affected businesses and residents. One of the roles of the Village's Senior Civil Engineer with help from the Village's Communication Coordinator will be to use this information and make sure that it is appropriately distributed to a broad audience via the Village's social media, website, and email groups. An example of this will be communicating on any changes to the construction traffic patterns or construction staging. In addition, the Village will retain the consultants from MUSE Community + Design who is engaged as a communication and outreach firm for the design of the project. MUSE will be tasked with maintaining and updating the project website, creating any project graphics, providing assistance in crafting online messages, creating video updates, assisting in promoting businesses affected by construction of the project, and helping the community understand the project benefits and celebrating the successful completion of the project.

MUSE has estimated the level of effort required to complete the project and has provided a proposal for Village Board approval.

Procurement of Street Furniture Items

There are several items that the village is looking to purchase directly and to be utilized in the project. These items include street furniture such as trash receptacles, bike racks, and benches. These items will be installed by Public Work crews, therefore capitalizing on some savings afforded by using in-house crews to perform the labor. Additionally purchasing these items directly will save on any contractor's markup. During phase two of the design, the Village Board approved, through Village Ordinance No. 6861, the styles and brands of street furniture to be used. Staff has accordingly requested and received the following quotes for the following materials:

1. Twenty (2) decorative, cast aluminum Litter Receptacles, Model 102 from Canterbury Designs of Huntington Park, California in the amount of \$43,209.00. This is a Single Source purchase with material only available from one vendor (purchased directly from the manufacturer).
2. Thirty (30) Classic Series Contoured Bench, 6 ft and 4ft in length from Victor Stanley of Dunkirk, Maryland in the amount of \$53,882.00. This is a Single Source purchase with material only available from one vendor (purchased directly from the manufacturer).
3. Forty (42) DuMor Model 290 Loop Bike Racks, Model 102 from Nutoys Leisure Products of LaGrange, Illinois in the amount of \$9,620.00. This is a Single Source purchase with material only available from one vendor (purchased directly from an authorized DuMor dealer for the state of Illinois).

Staff would like to mention that all of these items have either been previously purchased or installed during the mockup streetscape installations to test their durability and future maintenance of these items. If approved by the Village Board, staff is looking to purchase these items promptly as the current lead times to manufacture and deliver, range from 8-16 weeks.

Trees

One of the most important components of the project is the reforestation of our downtown. During the design of the project, the Village has come to realize that all trees affected by construction and located within the core business area of the project will need to be replaced. Reforestation is necessary due to the current condition of the trees combined with the impact of construction on the existing trees and limited lifespan of existing trees.

Overall, the number of trees in the first phase of the project will be increased from an existing 42 trees to a proposed 71 trees. New trees will be planted on Duane St between Main and Forest - currently there are no trees on that block. Additionally, new trees will be planted on the north side of Hillside Ave, just east of Main Street. The project also includes a residential section, with limited amount of construction, Duane St. between Prospect and Glenwood. On this block, trees will not be removed and will be fully protected during construction.

The replacement tree list was selected through an extensive process involving input from Village Arborist, design Landscape Architect, CIC and the Environmental Commission to meet the aesthetic, space, long-term growth, and species diversity goals for CBD. Staff requested quotes for specificized species and sizes of trees from nurseries part of the Suburban Tree Consortium. Three nurseries responded with quotes. Subsequently, on October 1, 2021, a Request for Proposals was issued for furnishing the trees for the project. Additional four nurseries response with quotes/proposals.

No single nursery was able to provide all the trees as requested by the Village. Ultimately, three nurseries were selected on the basis of availability of species, size of trees available, and cost. Staff recommends purchasing trees from the three nurseries identified in the table below based on the aforementioned selection criteria. Staff would like to note that most trees will be planted at or near 4-inch diameter with three (3) trees to be planted at 7-inches to 8-inches in diameter. These large trees will occupy the largest planting beds included in the project. The following table provides a summary of selected nurseries, available trees and costs:

NUMBER OF TREES	REQUESTED DBH	MAX ROOTBALL SIZE	COMMON NAME	Spring Grove Nursery				Kaneville Tree Farms				Hinsdale Nurseries			
				Cost per tree	Total Cost	Spring dig up Maintenance	Comments	Cost per tree	Total Cost	Spring dig up Maintenance	Comments	Cost per tree	Total Cost	Spring dig up Maintenance	C
2	4"	48"	Marmo maple	\$385			Autumn Blaze	\$584	\$1,168	\$600					
3	4"	48"	State Street miyabe maple	\$315			3"	\$565	\$1,695	\$900					
6	4"	48"	Allegheny serviceberry									267	1,602	900	
2	4"	48"	Eastern redbud	\$287	\$574	\$300	3"								
8	4"	48"	Skyline honeylocust	\$276			3"	\$575	\$4,600	\$2,400					
4	4"	48"	American hophornbeam	\$287			3"					325	1,300	600	
2	4"	48"	Swamp white oak	\$308			3"	\$595	\$1,190	\$600					
4	4"	48"	Crimson Spire English oak	\$243			2"	\$595	\$2,380	\$1,200	Regal Prince				
1	4"	48"	Red Pointe Maple	\$295			3"	\$585	\$585	\$300	Red Pointe				
9	4"	48"	Ivory Silk Japanese tree lilac					\$465	\$4,185	\$2,700					
3	4"	48"	Shawnee Brave baldcypress	\$315	\$945	\$450	3"	\$430							
12	4"	48"	Legend or American Sentry American linden	\$276	\$3,312	\$1,800	3"	\$565			American Sentry'				
1	7"	70"	Marmo maple					\$1,515	\$1,515	\$300					
1	8"	108"	Marmo maple					\$1,975	\$1,975	\$300					
1	8"	93"	White oak					\$1,975	\$1,975	\$300					
10	4"	48"	Chicagoland Hackberry	\$365	\$3,650	\$1,500	Common Hackberry, 4"					318			
2	4"	48"	Yellowood	\$275	\$550	\$300	2.5" ('Perkins Pink')								
71			Total		\$9,031	\$4,350			\$21,268	\$9,600			2,902	1,500	

Additionally, staff notes that the majority of the trees will require to be dug up in the spring of 2022 and held by the nursery to be planted in the fall of 2022. This is due to the fact that these trees do not adopt very well if dug up in the fall. The cost of maintaining, irrigation, insect and disease control, fertilization and re-burlaping, if necessary, is included as an additional fee and is currently estimated to be up to 150 calendar days from spring dig up to fall planting. Staff foresees the actual cost varying slightly based on the actual date that the trees will be planted, as well as any potential changes in tree availability between now and when the trees are tagged by the Village. Based on this information, staff recommends the following purchases: Thirty-two (32) shade trees, including large diameter trees, from Kaneville Tree Farms, Inc of Kaneville, Illinois, the estimated amount of \$30,868.00 Twenty-nine (29) shade trees from Spring Grove Nursery Inc. of Mazon, Illinois the estimated amount of \$13,381.00. Ten (10) shade trees from Hinsdale Nursery of Willowbrook, Illinois, the estimated amount of \$4,402.00.

Soil Disposal Management

The State of Illinois requires advanced documentation and proper disposal of all soils leaving the job site for acceptance by a Clean Construction or Demolition Debris facility. Staff is coordinating with an environmental engineer and contractor to properly address the soil disposal. Previously completed environmental review and soil sampling and testing yielded one special soil disposal area within the project limits, potentially requiring more costly disposal at a landfill facility. While staff had anticipated this cost and included appropriate pay items in the construction contract, staff looks to minimize this cost by further testing the soils to minimize the area that will require special disposal considerations and additional cost. Huff and Huff will provide a proposal for soil testing and monitoring but staff anticipate the cost to be within the Village Manager's approval limit.

Street signage

As with similar Village roadway projects, the signage will be fabricated and installed by the Public Works Streets Division. At the time of this memorandum, the Public Works Street Division is the process of estimating the cost of manufacturing the new street signage for the project.

CIC recommendation on Construction Contract and other Items

CIC met on February 8, 2022, to review the construction contract and additional services and expenses included in the project and staff provided an overview of the cost and budget. In terms of construction contract, Commissioner Neurauter was interested in finding if there were any particular work items that ALamp was low and contributing to their overall low bid. Staff explained that aside from some miscellaneous items such as Inlet Protection or Erosion Control, there was not a single major item of work that was particularly low in price. ALamp's approach to projects; utilizing mainly own labor and equipment to complete work, not relying on many subcontractors, and looking at ways to compress the construction schedule; contributes to their low bid prices. Trustee Payne was interested in hearing of any known weaknesses of A Lamp and staff shared experience with ALamp, mostly encircling staying on top of ALamp to receive timely schedule information and material testing results. Overall, CIC was very supportive of moving forward with the project, despite a small overage in the project budget. The CIC has ultimately passed unanimous motions recommending award of the construction contract, the community engagement services contract, and procurement of the streetscape items including benches, trash receptacles, bikes racks, trees, and signage material.

UPRR License Agreement

The project will impact a small portion of UPRR Right of Way and the Village has applied for all appropriate permits from Union Pacific Railroad. In addition to above ground improvements, a section of storm sewer and will be installed within the UPRR Right of Way. To allow this improvement to proceed, UPRR has prepared a Longitudinal Pipeline Agreement which is attached for the Village Board review and approval. A one-time Six Thousand Dollars (\$6,000.00) license fee is required in connection with this agreement. The construction contract includes a \$30,000 pay item for Railroad Right of Entry and Flagging Fees and since the Village will pay for this license agreement directly to UPRR; the \$6,000 will not be billed under the construction contract.

Budget Impact:

Including all contracts and anticipated material purchases, the total cost for constructing the first phase of the project is approximately \$40,000 over what was budgeted for the project in 2022.

However, the Construction Contract does include a \$200,000 contingency for unforeseeable items of work. Based on how the Contractor bid on the work, the recommended funding breakdown for the project is detailed in tabular formats below for the Construction Contract, Construction Engineering and Professional Services, and Streetscape Items being purchased directly by the Village.

Staff notes that the budget was based on fairly preliminary design cost estimate. Hence, it is overall favorable that the entire cost of the project is about 0.6% over the recommended budget and staff is ultimately recommending advancing the project to construction.

Recommended Funding for Construction			
Fund	Account Number	Amount	Totals
Capital Projects	40000-580160-15006	\$ 4,490,828.01	\$ 4,490,828.01
Water	50100-580100-16005	\$ 525,558.73	\$ 525,558.73
Sewer	50200-580100-16005	\$ 687,906.64	\$ 687,906.64
Totals		\$ 5,704,293.37	\$ 5,704,293.37

Recommended Funding For Construction Engineering and Professional Services					
Fund	Account Number	Construction Engineering	Communication and Outreach	Environmental Engineering	Totals
Capital Projects	40000-580160-15006	\$ 351,788.58	\$ 17,834.25	\$ 15,800.00	\$ 385,422.83
Water	50100-580100-16005	\$ 40,077.18	\$ 2,031.75	\$ 1,800.00	\$ 43,908.93
Sewer	50200-580100-16005	\$ 53,436.24	\$ 2,709.00	\$ 2,400.00	\$ 58,545.24
Totals		\$ 445,302.00	\$ 22,575.00	\$ 20,000.00	\$ 487,877.00

Recommended Funding For Direct Purchased Materials							
Fund	Account Number	Bike Racks	Benches	Trash Receptacles	Trees	Signage Materials	Totals
Capital	40000-	\$	\$	\$	\$	\$	\$

Projects	580160-15006	9,620.00	53,882.00	43,209.00	48,651.00	60,000.00	215,362.00
Water	50100-580100-16005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer	50200-580100-16005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals		\$ 9,620.00	\$ 53,882.00	\$ 43,209.00	\$ 48,651.00	\$ 60,000.00	\$ 215,362.00

Recommended Funding All CBD SUI -Phase 1 Contracts/Purchases and Budget				
Fund	Account Number	Amount	Budget	Budget Surplus/(Shortage)
Capital Projects	40000-580160-15006	\$ 5,091,612.84	\$ 5,268,000.00	\$ 176,387.16
Water	50100-580100-16005	\$ 569,467.66	\$ 500,000.00	\$ (69,467.66)
Sewer	50200-580100-16005	\$ 746,451.88	\$ 599,000.00	\$ (147,451.88)
Totals		\$ 6,407,532.37	\$ 6,367,000.00	\$ (40,532.37)

An additional expense that is not accounted for in the cost estimate is the Hillside Avenue Utility Undergrounding, however the decision to bury ComEd and communication lines was made after the budget was established. Some of these costs will be able to be offset by a ComEd Rider but the cost of burying remaining utilities will need to be paid for by the Village. Staff intends to come back to the Village Board with additional information on this item at a later date.

STRATEGIC INITIATIVES

The project fulfills the following Village of Glen Ellyn 2020-2022 Strategic Plan priorities and initiatives:

DEVELOPMENT. c) Access and improve commercial district infrastructure to support business retention and growth by investing in streetscape improvements, wayfinding signage, and other beautification efforts. Complete the Streetscape Improvement Project (See Infrastructure Section)

INFRASTRUCTURE. b) Transit oriented downtown. Complete the downtown streetscape project including utilities, streets, sidewalks to improve pedestrian accessibility and parking and consider enhancing outdoor dining and special event space to spur future private investment.

Action Requested:

Based on favorable bids and total cost for the first phase of the project, engineering staff recommends the Village Board of Trustees make the following motions at the February 14, 2022, Village Board Meeting:

Motion to authorize the Village Manager to execute a contract with A Lamp Concrete Contractors, Inc. of Schaumburg, Illinois, in the amount of \$5,704,293.37 for construction of the CBD Streetscape and Utility Improvements – Phase 1 to be expensed to the Capital Projects and Water & Sewer Funds.

Motion to authorize the Village Manager to execute a contract with Bollinger Lach & Associates (BLA) of Itasca, Illinois, in the not-to-exceed amount of \$445,302.00 for construction engineering services for the CBD Streetscape and Utility Improvements – Phase 1 to be expensed to the Capital Projects and Water & Sewer Funds.

Motion to authorize the Village Manager to execute a contract with MUSE Community + Design of Chicago, Illinois, in the not-to-exceed amount of \$22,575 for project communication and outreach services for the CBD Streetscape and Utility Improvements – Phase 1 to be expensed to the expensed to the Capital Projects and Water & Sewer Funds.

Motion to authorize the Village Manager to execute a purchase twenty (20) decorative, cast aluminum Litter Receptacles, Model 102, from Canterbury Designs of Huntington Park, California, in the amount of \$43,209.00 for the CBD Streetscape and Utility Improvements – Phase 1 to be expensed to the Capital Projects Fund.

Motion to authorize the Village Manager to execute a purchase thirty (30) Classic Series Contoured Bench, 6 ft and 4ft in length, from Victor Stanley of Dunkirk, Maryland, in the amount of \$53,882.00 for the CBD Streetscape and Utility Improvements – Phase 1 to be expensed to the Capital Projects Fund.

Motion to authorize the Village Manager to execute a purchase forty-two 42 DuMor Model 290 Loop Bike Racks, from Nutoys Leisure Products of LaGrange, Illinois, in the amount of \$9,620.00 for the CBD Streetscape and Utility Improvements – Phase 1 to be expensed to the Capital Projects Fund.

Motion to authorize the Village Manager to execute a purchase shade trees from Kaneville Tree Farms, Inc of Kaneville, Illinois, the amount of \$30,868.00 for the CBD Streetscape and Utility Improvements – Phase 1 to be expensed to the Capital Projects Fund.

Motion to authorize the Village Manager to execute a purchase shade trees from Spring Grove Nursery Inc. of Mazon, Illinois, in the amount of \$13,381.00 for the CBD Streetscape and Utility Improvements – Phase 1 to be expensed to the Capital Projects Fund.

Motion to authorize the Village Manager to execute a purchase of shade trees from Hinsdale Nursery of Willowbrook, Illinois, in the amount of \$4,402.00 for the CBD Streetscape and Utility Improvements – Phase 1 to be expensed to the Capital Projects Fund.

Motion to authorize the Village Manager to execute a License Agreement for Longitudinal Pipeline

Construction with Union Pacific Railroad Company for construction of storm sewer improvements at Mile Post 22.47 on the Geneva Subdivision in Glen Ellyn, DuPage County, Illinois with the CBD Streetscape and Utility Improvements – Phase 1, in the amount of \$6,000, to be expensed to the Capital Projects and Water Funds.

Attachments:

1. 1. BLA_Glen Ellyn CBD SUI CE_2022-01-10
2. 2. Glen Ellyn Ps III Proposal MUSE
3. 3. Village of Glen Ellyn - Penn. Ave. Model 102 Receptacles (rev. 02-03-22)
4. 4. Victor Stanley Quote
5. 5. NuToys GLE22VIL1
6. 6. 3299-77 - Village of Glen Ellyn - pipeline encroachment - Glen Ellyn, IL

Proposal

Engineering Consultant Services CBD Streetscape and Utility Improvements – Phase I *[Duane Street, Hillside Avenue and Main Street]* Construction Engineering Services



Village of Glen Ellyn

January 10, 2022

CONSULTING
ENGINEERS



BLA, Inc.



January 10, 2022

Mr. Tom Topor, P.E. – Senior Civil Engineer
Village of Glen Ellyn
Public Works Reno Service Center
30 South Lambert Road – Glen Ellyn, Illinois 60137

Re: Proposal for Engineering Consultant Services
CBD Streetscape and Utility Improvements – Phase I
[Duane Street, Hillside Avenue and Main Street]
Construction Engineering Services



Mr. Topor:

BLA appreciates the opportunity to submit our proposal to provide professional engineering services to the Village of Glen Ellyn. BLA has the experience and expertise necessary to service the Village since we have worked on similar projects in similar settings and have the local staff available. BLA has demonstrated the ability to work with the community, contractors and municipal officials to accomplish projects on schedule and within budget.

Our proposed Resident Engineer, **Clay Keller, P.E.**, has a wealth of experience managing downtown and central business district construction operations. He recently completed a \$9.5 million downtown reconstruction and streetscape project on behalf of the Village of Wilmette. Like Glen Ellyn, Wilmette is a high-end community with a downtown of restaurants, shops, schools and a Metra station. Clay also successfully completed similar CBD projects in Elmhurst, Palatine and McHenry; he understands he needs to be accessible at all hours to address concerns. He will be supported by our designated Public Information Officer, **Ashley Newton**. Our project approach keys in on how important this tandem approach will be to the successful completion of this project.

Our firm would perform this work out of our Itasca office. Our mailing address and contact information is presented below:

Corporate Office

333 Pierce Road, Suite 200
Itasca, Illinois 60143
Phone: 630-438-6400

Daniel B. Bruckelmeyer, P.E.
President & Chief Executive Officer
dbruckelmeyer@bla-inc.com
630-438-6400

We sincerely appreciate the opportunity to submit our Proposal to the Village of Glen Ellyn and look forward to answering any questions you may have to further clarify our submittal.



Sincerely,
BLA, Inc.

Daniel B. Bruckelmeyer, P.E.
President & Chief Executive Officer

Table of Contents

Section	Description
1.....	Project Scope and Approach <i>(includes additional services/tasks that could improve the project)</i>
2.....	Project Team
3.....	Similar Experience
4.....	Firm Information
5.....	Project Costs <i>(includes manpower/schedule)</i>
6.....	Addendum Receipt

Project Scope and Approach

Key Elements

Public Outreach

Public outreach is more than BLA’s strong point, it is what separates us from our competitors. BLA’s construction team excels at public information and communication with businesses and residents on our projects. We understand this project will require a high level of coordination with the contractor to ensure commitments are met and disruptions to storefront accesses and loading/unloading zones are kept to a minimum. BLA has performed effective public outreach on many public works projects; our team will bring that experience to bear on this project for a successful public outreach effort. Our most effective tool is *personal contact*. We will **visit each business** to introduce ourselves and establish a professional relationship with those stakeholders along the construction zone. Working with Village staff, we will develop a project brochure to give to each business that includes our contact information, project schedule information, a general overview of the anticipated work and answers to frequently asked questions.

Our approach is a hands-on, in-person one *prior* to construction. We will meet with the stakeholders and explain the work proposed on this project, how it will impact parking and driveway access and address any concerns such as trees/landscaping. Often, Village staff will be praised by these very same stakeholders when the project is complete, thanking them for the new roadway and the time they took to let them know what to expect and needed to be done to protect their features from being damaged or destroyed.

The work on this project has some unique challenges that need to be planned and coordinated to keep impacts to local businesses minimized. This project will occur in one of the most popular areas of Glen Ellyn’s restaurant and retail district. Parking is a premium for patrons looking to shop or visit one of the many restaurants within the project limits. During construction, there will be several occasions when parking will need to be prohibited. Communication is **critical** during these times; business owners need to know when ‘No Parking’ signs will be posted outside their doors. On Clay’s last project in downtown Wilmette, Clay worked with the Village and provided weekly updates via email and flyers hand delivered to each business. **This communication will be a key element to the success of the project.**

Dan and Kerry: I think the message below says it all. We can’t thank you enough for the special attention your team showed our residents on the Locust Road Project. You truly set the standard for outstanding customer service.

Darren and Ashley, you’re simply the best at what you do. Thank you so much.

–Brigitte

BRIGITTE BERGER-RAISH, P.E.
DIRECTOR OF ENGINEERING AND PUBLIC WORKS
VILLAGE OF WILMETTE
711 LARAMIE AVENUE | WILMETTE, IL 60091
847.853.7627 | BERGERB@WILMETTE.COM



Bible Church and St. Mark’s Episcopal will all be impacted by construction. Ensuring access is maintained at all times is a high priority. Churches do not just have Saturday evening and Sunday services; they host weddings, funerals, group meetings and fundraisers regularly. Although St. Petronille is not directly impacted, parking for their larger events will surely be impacted as will street parking for patrons of Glen Ellyn Bible Church and St. Mark’s. These areas may be needed for large church activities during the project.

 CENTRAL AVENUE RECONSTRUCTION AND DOWNTOWN STREETScape CONSTRUCTION PROGRESS UPDATE FRIDAY, APRIL 23, 2021	 CENTRAL AVENUE RECONSTRUCTION AND DOWNTOWN STREETScape CONSTRUCTION PROGRESS UPDATE FRIDAY, APRIL 23, 2021	 CENTRAL AVENUE RECONSTRUCTION AND DOWNTOWN STREETScape CONSTRUCTION PROGRESS UPDATE FRIDAY, APRIL 23, 2021	 CENTRAL AVENUE RECONSTRUCTION AND DOWNTOWN STREETScape CONSTRUCTION PROGRESS UPDATE FRIDAY, APRIL 23, 2021
 DOWNTOWN CENTRAL AVENUE IS TWO-WAY TRAFFIC AND ALL BUSINESSES ARE OPEN! WORK COMPLETED THIS WEEK: MONDAY - FRIDAY (4/19-4/23) - Completed new sidewalk along Wilmette Avenue's east side between Duane and Lake Avenue. - Installed sidewalk along Duane and Lake Avenue. - Completed new sidewalk along Wilmette Avenue's west side between Duane and Lake Avenue. - Installed sidewalk along Duane and Lake Avenue. - Completed new sidewalk along Wilmette Avenue's east side between Duane and Lake Avenue. - Installed sidewalk along Duane and Lake Avenue. WORK SCHEDULED DOWNTOWN NEXT WEEK: MONDAY - FRIDAY (4/26-4/30) - West side Wilmette Avenue curb, sidewalk and driveway aprons get poured next week! - East side Wilmette Avenue curb, sidewalk and driveway aprons get poured next week! - East side Wilmette Avenue curb, sidewalk and driveway aprons get poured next week! - East side Wilmette Avenue curb, sidewalk and driveway aprons get poured next week! - East side Wilmette Avenue curb, sidewalk and driveway aprons get poured next week! - East side Wilmette Avenue curb, sidewalk and driveway aprons get poured next week! WILMETTE DOWNTOWN IS OPEN! ALL BUSINESSES/RESTAURANTS ARE OPEN! WILMETTESTREETSCAPE.COM Please contact us with any questions! Dan Bink, P.E., Village Engineer: 815.233.3442 Clay Keller, P.E., Resident Engineer: 815.916.9464	 WILMETTE DOWNTOWN IS OPEN! ALL BUSINESSES/RESTAURANTS ARE OPEN! WILMETTESTREETSCAPE.COM Please contact us with any questions! Dan Bink, P.E., Village Engineer: 815.233.3442 Clay Keller, P.E., Resident Engineer: 815.916.9464	 DOWNTOWN WILMETTE IS OPEN! ALL BUSINESSES/RESTAURANTS ARE OPEN! WILMETTESTREETSCAPE.COM Please contact us with any questions! Dan Bink, P.E., Village Engineer: 815.233.3442 Clay Keller, P.E., Resident Engineer: 815.916.9464	 DOWNTOWN WILMETTE IS OPEN! ALL BUSINESSES/RESTAURANTS ARE OPEN! WILMETTESTREETSCAPE.COM Please contact us with any questions! Dan Bink, P.E., Village Engineer: 815.233.3442 Clay Keller, P.E., Resident Engineer: 815.916.9464

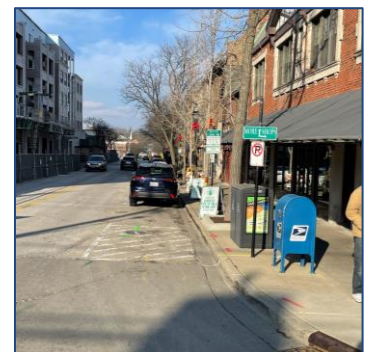
BLA is 100% committed to engage immediately with the awarded contractor. While obtaining the contractor's schedule for completing *all* work during 2022 is important, instructing the contractor to provide accurate weekly schedules is far more critical. This information is used to relay to the merchants, restaurants and general public as to what activities will be affecting their day-to-day. In both our Elmhurst and Wilmette CBD projects, this information would be sent out **weekly** to all stakeholders on the project including the Chamber of Commerce. Our team would use this information provided by contractor, update it weekly, format it and disseminate/provide it to the Village of Glen Ellyn for distribution.

Maintenance of Traffic (MOT)

BLA will work with the contractor to ensure crews follow applicable traffic control standards, implement proper advance signage and use certified flaggers. Often, the location of traffic control devices/signs detailed in the plans do not account for conditions present in the field, such as a tree or existing sign that conflicts with the visibility of the temporary sign. BLA provides experienced staff that understands the importance of properly implementing a MOT plan that is easy to follow for the public. BLA will ensure traffic control devices are placed in a uniform manner that clearly delineates the work zone and does not impede traffic flow.

The MOT plan seems well thought out with detours moving traffic through the construction zone in a logical manner. As one would expect, there is also a constant flow of pedestrian traffic making it extremely important to try and maintain a safe route and eliminate trip hazards that may be exposed by construction. During construction, existing sidewalks/paths used daily will be removed or closed for some duration to accommodate work. Providing pedestrians clear direction via directional signage will go a long way to keep people from getting lost or wandering around the construction zone. Simply placing a 'Sidewalk Closed' sign is not enough; we need to give people direction in advance of the construction and provide a clear alternate route.

When Main Street is closed, it will be very important to always maintain pedestrian traffic flow along both sides of Main Street. The Illinois Prairie Path also needs to remain open during construction and requires the contractor to provide access across Main Street using temporary aggregate for smooth transitions. Pedestrians looking to cross the street have limited options because of the lack of mid-block crossing points. The Village may want to consider creating a temporary crossing point at a mid-block location along Duane Street; this would allow people to cross without having to go to the corner and be beneficial when the Main Street intersection corners are under construction. The location of the proposed bump-out and crosswalk at the mid-block location on Main Street would also be an ideal location for a temporary pedestrian crossing during construction.



Access

Providing and maintaining access for businesses will be a key element to the success of this project. BLA will work with the contractor to ensure driveway access is maintained and equipment is not parked blocking access. We understand there will be times when driveway access is interrupted for a short duration while removing curb or the driveway apron; however, the contractor may not always be focused on public convenience. We will make sure this is a priority of the contractor and at the end of each day safe access is reestablished to each business.

Given the proximity of the work to the Village Civic Center and Glen Ellyn Public Library, there will be an array of challenges when traffic control is implemented on Duane and Main Streets. Just as important will be providing a safe route for pedestrians to navigate the construction site and access these public buildings. Patients coming to the Implant and Oral Surgery Center will want the same convenient access during construction that they have come to expect. Our goal is to ensure that local businesses remain accessible through the duration of the project and more importantly so that the public knows they are open for business and easily accessible.



Sidewalk Construction

Sidewalk construction will be important in the success of this project for a few reasons. One is the aesthetic enhancement the new sidewalk and brick pavers add to the surrounding landscape; another is the challenge of installing the sidewalk up to the front entrance of all the businesses while maintaining access.



Removing the existing sidewalk will have some challenges. On a few projects, we have seen the removal limit expose foundations under building facades. Sometimes these old foundations are very deteriorated and crumble under the slightest force. If there is expansion material between the existing sidewalk and foundation, this will make removal much easier. BLA will survey the limits of removal with the contractor and discuss the type of removal equipment to be used when working near building foundations.

After the sidewalk is removed, *managing drainage* can also be an issue during major rain events leading to complaints of

water in basements. On a streetscape project in Palatine, BLA worked with the contractor to install plastic over exposed excavation areas sloping away from the buildings and extending downspouts to the street keeping water from collecting and saturating the area.

Making certain *cross slopes* meet current *ADA requirements* while maintaining positive drainage away from the buildings is another key element in sidewalk construction. This is sometimes not so obvious; following plan grades for the roadway curb/gutter may not always satisfy every condition. Curb heights may have to be modified to ensure water is flowing across the sidewalk and over the curb. On a recent project in downtown Batavia, we had to lower the height of the curb head on the B6.12 curb/gutter (following plan grades) or the sidewalk would have been backpitched towards storefronts and/or had flat areas that would have caused ponding. It is imperative cross slopes are checked prior to every pour and consistently monitored to ensure *both* ADA compliance and positive drainage are satisfied.

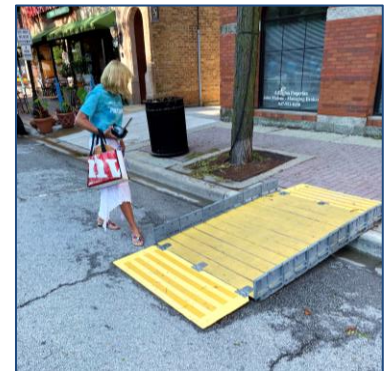
The most difficult aspect of the new sidewalk construction will be *maintaining access* to each business entrance while grading, framing, pouring and curing the concrete. The contractor will need to understand these activities need to be timely and access must be restored immediately. We will work with the business owners to determine if there are downtimes that would be least impactful to visiting patrons. Depending on the entrance and business, these can be gapped, bridged or completely closed temporarily. The best way is to take an individual approach with each business and accommodate them when possible. ***This will go a long way with customer satisfaction.*** In most cases, the contractor will need to stage some of the sidewalk panels and install a temporary system to bridge the concrete until it is cured enough for walking.

This project incorporates major improvements to the corners as part of the overall streetscape plan and a new mid-block crossing on Main Street. These improvements include geometric changes creating bump-outs and larger areas establishing a safe zone for pedestrian crossings. There will be a variety of materials used including concrete for sidewalk, brick pavers, subbase granular material and concrete base course under the brick pavers. BLA is experienced and proficient at implementing ADA requirements whether working with brick, concrete or asphalt for multi-use path crossings. Our proactive approach is working with the contractor during every phase of construction, from defining the proper limit or existing curb removal to controlling and confirming the proper sloping of both longitudinal and cross slope requirements. Checking slopes during excavation, grading, forming and pouring will ensure all requirements are met and work is performed only *one* time. With so much attention paid to meeting ADA requirements, it is easy to lose focus of the curb grades necessary to provide positive drainage through the crosswalk.



BLA will make sure pedestrians have a safe way to walk during construction; we will require the contractor avoid working on more than two corners at a time, so pedestrians have a safe route to navigate around the construction. With so many public facilities, places of worship and schools adjacent to the project, it is imperative we keep the sidewalks as accessible as possible during construction. Many pedestrians use these sidewalks daily walking to school, the nearby Metra, shopping and/or going to church. Many businesses have limited parking; most likely, many patrons walk [especially during the warmer months] or park nearby and walk. BLA will work with the contractor to ensure sidewalks remain safe for pedestrians

throughout construction – this may include using temporary aggregate to create smooth transitions and eliminate potential drop-offs. ***There are a variety of products available that provide effective ADA compliant temporary ramping at pedestrian crossings.*** Metal ramps can bridge any curb height, create a smooth transition and be removed/installed very easily. The Village may want to consider including a special provision that specifies metal ramps at certain locations along the pedestrian detour route.



Drainage and Utility Installation

Site drainage will be another key aspect of this project – not only to maintain drainage for the motoring public during staged construction, but also to keep the work zone well drained. Keeping the site well drained will aid in keeping the project on schedule. This may require the contractor install temporary drainage items to connect proposed storm sewer laterals to existing laterals or drainage structures to ensure positive drainage throughout the project. This will also drain the existing pavement from the north/south side of Duane Street during stage construction.



For the watermain and storm sewer installation, it is imperative the trench backfill material is properly compacted. All too often, trench settlement can be seen and felt years after a project. BLA finds this practice unacceptable and will see to it that backfill material is placed in 6–8-inch lifts and compacted with equipment that will maximize the density of the aggregate being used. Bedding material needs to be properly compacted as well as the material placed on the sides of the pipe. Once the pipe is properly backfilled and compacted on each side, the contractor can proceed with the remainder of the trench backfilling operation. Properly compacting trenches takes time and effort if done correctly. Contractors are trying to be productive and complete tasks in the quickest way possible, often placing material in two-foot lifts and running a tamper over it a few times. BLA

will discuss this with the contractor to ensure they will be dedicated to putting in the time and effort necessary to provide the Village a product we all can be confident will surpass its expected life.

Clay's most recent project included 6,000+ feet of watermain and 3,000 feet of storm sewer. He has managed several reconstruction projects that included a variety of storm sewer, sanitary sewer and watermain construction making him an excellent match for this project.

During watermain installation, BLA will coordinate water service shutdowns with the contractor and each business. In addition, we will provide notices in advance of any work being performed that would affect access or interrupt water service. Explaining the project and the impacts it may have will prepare the public for the anticipated work to be performed in front of their residence/business.

Dry Utility Coordination

As with most reconstruction projects, utilities play a major role in the progress of work. Ultimately, it is not whether there will be conflicts, it is how you *manage* those conflicts that determine the project's success. According to the RFP addendum document published by the Village, there are several utilities whose relocation operations will be ongoing while the CBD construction is occurring including Nicor, ComEd and any remaining work from the Apex development. Including these entities in weekly coordination meetings will be essential to providing a clear and concise plan of action; it is likely the CBD contractor's preferred schedule of operations will have to be adjusted frequently so as not to overlap work zones while progress can still occur elsewhere.

The first step is to work with the contractor to investigate potential conflicts prior to excavation beginning. This includes investigation of subsurface utilities by excavating/potholing to determine the exact location of the utility. If a conflict is discovered, we will contact and establish priorities with utility companies of what areas to relocate first and work with them to schedule their relocations. We always look for ways to adjust work to avoid relocation delays.

Environmental Protection

Protecting trees is of utmost importance; people can be very passionate about construction activities near trees. There are many large trees that need to be protected to avoid damage from contractor equipment. Special attention needs to be paid to these trees as the public is very attached to these natural landmarks. Installing proper tree protection will be one of the first measures implemented to ensure trees are protected prior to any sidewalk or curb removal taking place. This also goes a long way towards creating a visual impact that demonstrates the effort put forth by the Village to protect these trees.



We also advise *tree root pruning* prior to any excavation/removal activities. Root pruning will have a more direct impact on the survivability of a tree than only trunk protection. It is important for the contractor to be aware of overhead limbs as well; damaging a limb with a backhoe or truck bed can be just as harmful as root damage.



BLA understands the importance of erosion control. We have a dedicated erosion control inspector in **Ed Lebbos, CFM, CWS, DECI** who will independently inspect and be responsible for all erosion control aspects of the project. Ed is a certified erosion control inspector. We use Ed because he is not involved in the daily operations of the job so he can lend a fresh eye to the project every time he visits the site.

One thing that often gets overlooked are concrete washout locations – these can be problematic if not properly maintained. BLA will ensure the locations of concrete washouts are preapproved and in an area that will not impact any open drainage structures that could potentially flow to nearby waterways.

Contractor Submittal Reviews

Shop drawings and catalog cuts for this project will require a thorough review and attention to detail. Wilmette's recently completed CBD project included stone seating, various benches, bicycle racks, trash receptacles, brick pavers, decorative lighting, festoon poles and water features. This required BLA to review each submittal for specification and material compliance and coordinate with the architectural designer, Village and subcontractor to ensure the product being submitted was *exactly* what the owner specified. With certain items, BLA communicated directly with the producer/supplier to ensure there were no delays procuring these specialty items and they were

following the contract requirements. In some cases, products were submitted several times before approval. BLA will follow through on submittals/resubmittals and track progress of each one until it is approved. From drainage structure and watermain submittals to irrigation, lighting and electrical components, prioritizing submittals is very important and requires the engineer to discuss with the contractor which items have long lead times. Some items have several-month-lead times and can impact the completion of the project if not addressed early in the submittal process.

The aesthetic component of items is very important. The proposed seat wall planting structures and granite curb planters have an architectural component that was likely addressed in the design phase of this project. From the type of brick to the color of the limestone and grout, these choices leave a long-standing mark on the local community. BLA will ensure all building related and architectural submittals for this project are reviewed and vetted for compliance with the contract requirements and meet the visual characteristics specified. The specifications normally require the contractor to furnish physical samples of the proposed brick/formliner to be reviewed by the responsible agency; this may also require samples with different shades of a color. BLA will work closely with Village staff to ensure the material being incorporated not only meets the requirements of the specifications but more importantly is what the Village envisioned as a final product.



Plans and Other Considerations

Brick Paver Crosswalks

The detail for the brick paver crosswalk includes 1.5-inch-diameter weep holes be installed in the eight-inch concrete base; the detail also includes a 0.75-inch asphalt setting bed and a neoprene adhesive to be installed over the weep holes. *This seems to defeat the purpose of the weep hole's ability to function as intended.*

Planter Soil

The soil specified for the soil cells is a specific blend of sand and soils and will need to be submitted for approval. We have had trouble finding this material in early spring. With a July 29 completion date for Main Street, getting samples of this material submitted, tested and approved will be a challenge. BLA will work with the contractor to make sure the *planter soil submittal* is prioritized early in the project to avoid delays.

Dust Control

Al fresco/outdoor dining has turned into an important aspect of restaurants' seating options. With the onset of Covid and the indoor dining restrictions that came with it, outdoor dining has become more than a trend but a means of survival for some restaurants. Owners are very possessive about using public sidewalk areas for dining tables and extend outdoor eating into October. Dust control is going to be very important; outdoor dining can be completely disrupted if proper dust control measures are not implemented. The additive Cohrex [or an equivalent] is specified which is good, but sometimes it is difficult to keep up with its use. Other methods we have found to help reduce dust are asphalt grindings to cap trenches and temporary HMA material for the top three inches of a trench. BLA will be very proactive with the contractor regarding dust control measures and will not allow this subject to be ignored.



Street Lighting

Based on the RFP addendum, it is noted street lighting plans are in progress. At a minimum, we advise providing a pay item for *street lighting maintenance by the month* for the duration of the project. We also want to confirm if there may be elements with alternating circuits, if streetlights and outlets are to be on separate circuits and what the draw is

on the controller cabinet. Additional information we would look at closely is whether street lighting elements are on timers or operate off photocell. We would seek to clarify prior to the start of any lighting removal if the Village would accept one half being off at any given time or all lighting needs to remain on and be swapped with one final connection at the cabinet. It will be difficult to maintain lighting on both sides of the street; new foundations will likely interfere with the old conduit; there is also a good chance old conduit is directly under sidewalk and will be damaged during removal.

Non-Special Waste Disposal

We understand these are preliminary plans and provisions. We recognize the Village will be providing the IEPA 663 form and the analytical data from the PESA will also be available. Though earth excavation quantities are not paid for separately per **SP-8** of the Special Provisions, there will be significant soil generated from earth excavation, storm sewer and watermain installation and will likely include disposing of regulated substances. BLA is very familiar with the IEPA requirements regarding the handling, storage and disposal of contaminated soil. We have worked with owners and contractors on several projects to come up with soil management plans that reduced the amount of material being hauled offsite. On this project, however, it appears most of the material will be hauled offsite whether it is CCDD material or non-special waste.



Scope of Services

BLA understands clients, contractors and consultants must work together to successfully complete projects. BLA also understands the Village wants a consultant that will take care of the daily concerns. Our staff members pride themselves on providing solutions to potential problems and offering cost-effective solutions. This project will be no different. We understand roadblocks will occur. We will provide solutions that avert those roadblocks and maintain progress toward our shared goals. BLA strives to work in a collaborative manner with contractors, but we work very hard to constantly focus those contractors on the owner's goal – *a project completed on time that exceeds expectations and provides the public with the feeling that the few months of inconvenience was well worth the results.*

Public Communication: BLA will serve as the Village's onsite point of contact with residents, businesses and institutions. BLA is always available to attend meetings and assist with descriptions of work/contractor activities.

Schedule: Contractor schedules reflect the most efficient and cost-effective method to preserve the *contractor's* bottom line; however, that may not be the best way to satisfy the Village, residents, institutions and businesses. BLA will review preliminary schedules and make sure the Village's needs are being met. BLA will promote language in the contract documents that details the Village's stance. Our suggestions are simple – *contractors should not close roads for reconstruction unless their schedules show constant and diligent work to complete reconstruction activities.*

Progress Meetings: BLA holds regularly scheduled progress meetings to keep stakeholders updated and promote the identification and resolution of roadblocks affecting progress. BLA generates agendas and minutes that detail the decisions made and the schedule for resolution on open items, so issues are tracked until resolved. This process identifies the individual responsible for the decision and the required date for resolution. Minutes also include logs of open requests for information, submittals and change orders.

Progress Reports: BLA will provide weekly reports to help monitor progress and areas requiring additional effort.

Documentation: BLA follows standard IDOT procedures for documentation of construction activities. Staff will maintain diaries, field books and quantity records on Village standard or IDOT-style forms. Those records will include measurements and track any potential cost changes because of quantity overruns or extra work.

Photography: Digital photos provide an easy way to store and retrieve a visual record of standard and extra work items. Photos also document the *before* and *after* conditions of properties adjacent to work. BLA will provide regular photo updates for use on websites/in reports and digital storage of all photos at the end of each season.

Record Drawings: BLA will revise the contract documents to reflect the as-constructed conditions and quantities. Those documents will be delivered as electronic files in the Village's preferred format.

Change Orders: We all understand extra work is part of construction. BLA works to monitor changes in quantities to keep the contract in balance and provide contractors with prompt payment. BLA strives to identify potential added work with enough advance notice for Village review/approval before contractors are forced to delay operations.

Requests for Information and Submittal Reviews: This project will require multiple submittals for the various proposed streetscape features, watermain and valve components. We will perform an expedited review of these submittals and recommend Village approval if the items submitted meet the requirements of the contract documents. BLA strives to return RFIs and submittals to contractors within five working days. Understanding contractors often find questions during ongoing operations, BLA uses prudent judgment and rapid escalation practices to explain situations, promote solutions and gather consensus so contractor activities can proceed.

Closeout: A timely closeout is critical to minimize the time the project is carried on Village accounts. BLA strives to measure items of work, complete changes orders and agree quickly and accurately to quantities, resulting in quicker closeout and reduced engineering expenses. Quoting David Mamet, we strive to... "**ABC. Always Be Closing.**"

Tasks

*BLA will be responsible for the construction engineering services for the Village. **BLA will:***

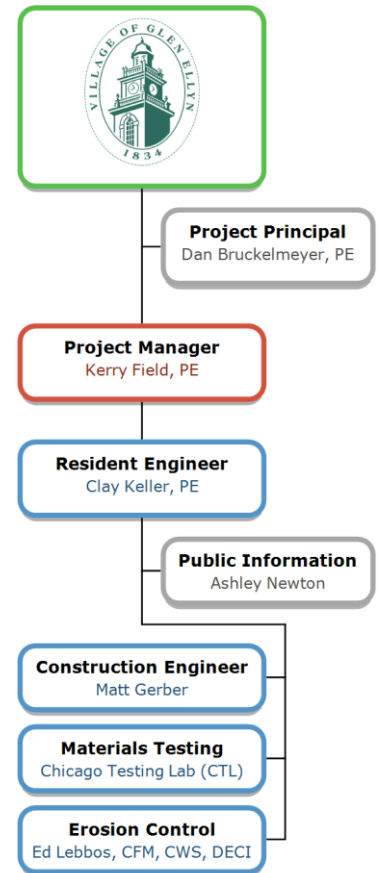
- provide full-time, as-needed construction inspection including continuous observation of the construction work and contractor's operations for compliance with the plans and specifications.
- supply a Resident Engineer on the jobsite Monday through Friday, weekends as needed, not including legal holidays and as required by Glen Ellyn's allowable working hours and the contractor's schedule.
- furnish additional inspectors as needed per discussion with Village staff if multiple crews are working.
- inspect, document and inform the Village of the adequacy of the MOT at the time and intervals required.
- perform geometric control items including establishing and setting lines and grades. We will provide construction staking and layouts per approved plan, necessary base lines, benchmarks and reference points to enable the contractor to proceed with the work; we will make minor field adjustments as needed.
- provide quality control of the construction work in progress and the contract provisions; we will ensure accordance with the latest IDOT Construction Manual and Village requirements.
- review and approve shop drawings, manufacturer's literature, samples and other submittals by the contractor. Review should only be for compliance with the plans and specifications as to the quality of materials and performance of equipment. Such review shall not be construed as relieving the contractor of the responsibility to meet requirements of the construction contract documents.
- measure and compute pay items and verify unit prices.
- maintain a daily record of the contractor's activities throughout construction including providing sufficient information for verification of the nature and cost of plan changes as well as authorizing extra work. We will provide weekly reports to the Village summarizing the construction progress and working days charged against the contractor's time for completion. BLA will provide digital photos every week as needed.
- review any requests for payment by the contractor as construction work progresses and advise the Village of the amounts due and payable to the contractor in accordance with the terms of the contract documents.
- prepare construction contract change orders when authorized by the Village.

The Engineer shall not have control over or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and responsibility under the Contract for Construction. The Engineer shall not be responsible for the Contractor's schedules or failure to carry out the Work in accordance with the Contract Documents. The Engineer shall not have control over or charge of acts or omissions of the Contractor, Subcontractors or their agents/employees or of any other persons performing portions of the Work.

Project Team

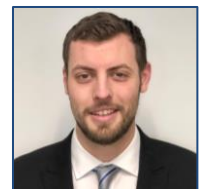
All staff shown is available to serve Glen Ellyn. The personnel will be assigned to the project based on the requirements/need for their expertise.

Kerry Field, P.E. will serve as the Project Manager. Kerry brings 35+ years of experience to our team from *all sides* of the construction industry. Kerry's ability to foresee problems before they happen is one of the things that make him so valuable to the project management team, often resolving issues before they become a delay. His knowledge and experience are an asset to guide and advise our resident engineers. Understanding the contract requirements and ensuring the contractor constructs a quality product that exceeds expectations is Kerry's goal on every project. Working for IDOT and a general contractor for so many years has given Kerry a unique perspective when it comes to mitigating issues. He understands when extra work is warranted and knows what the real cost should be when presented with an inflated price for extra work from a contractor, often reducing contractor claims for extra payment.



Clay Keller, P.E. has 10+ years of experience in construction engineering and has already shown himself to be a project leader. Clay has served as Resident Engineer on several projects and is very familiar with streetscaping, utility installation and roadway construction requirements and practices. His most recent project was the successful \$9.5 million reconstruction of Central Avenue and Wilmette Avenue in the heart of the retail/restaurant/shopping district of downtown Wilmette – *an intensive streetscape revamping that included many similar enhancements this project will incorporate*. The Central/Wilmette project just received the **2022 APWA Suburban Branch Award for Project of the Year-Transportation (\$5 million to \$25 million)** and reflects the impact Clay brings to managing a project like this. Clay also served as Resident Engineer on other CBD improvement projects in Elmhurst, McHenry and Palatine. Clay takes the time to speak with concerned citizens and finds ways to assist them. Residents always appear comfortable when speaking with Clay; his calm professional demeanor has a relaxing effect on people.

Clay will be 100% available for this project and be supported as work requires by Construction Engineer, **Matt Gerber, EIT**, an experienced member of our construction engineering staff. Matt has been with us for more than three years and recently served as Resident Engineer on Bensenville's 2021 street resurfacing program. He is IDOT certified in documentation of contract quantities and has put those skills to good use having spent last year inspecting storm sewer, watermain, HMA paving, ADA sidewalk improvements and traffic signal installations on an \$7 million reconstruction project of Main Street in Batavia. Matt was a key component of our public communication effort often notifying residents of water shutdowns for service connections, knocking on doors to let people know about driveway closures and passing out project information notices.



Ashley Newton would serve as the Public Information Representative. Downtown construction can have a serious impact on local businesses and residences, so it is important to keep those affected informed about the schedule and status. When BLA meets with the stakeholders within the project limits, it is our intention to provide not only a point of contact, but a realistic set of expectations. If we can successfully communicate the extent of the work to those adjacent to it, we can head off numerous complaints and issues. BLA also recognizes the project must be always accessible to emergency responders. We will coordinate closures and detours with those service providers as work proceeds.

Chicago Testing Laboratory (CTL) will perform materials testing; tasks required for the contract include soil sampling, aggregate sampling and materials quality assurance responsibilities for HMA and concrete mixtures.

DANIEL B. BRUCKELMEYER, P.E.

Project Principal

Education

Purdue University – B.S. Civil Engineering, 2004

Professional Registration

Professional Engineer

State of Illinois: 062-063352

State of Indiana: 11500042

Professional Societies

ACEC

APWA Lake Branch Executive Committee, 2015-19

APWA Lake Branch Education Committee, 2011-14

APWA Chicago Metro Chapter Education Committee, 2019+

ASCE

IRTBA

Specialized Software

AutoCAD Civil 3D

AutoCAD Land Desktop

AutoDesk Storm & Sanitary Analysis

Autoturn v.4.0-7.0+

Bentley FlowMaster/CulvertMaster

Geopak

HEC-RAS

Highway Capacity Analysis (HCS)

MicroStation V8 and V8i

Paydirt Sitework

PondPack

StormCAD/StormNET

SYNCHRO 7.0+

Experience Summary

Dan has experience in complete design and management for municipal and county transportation projects including roadway corridors, intersections and bridge improvements as well as utility replacements and extensions. Experience with locally funded and federally funded design projects let locally or through IDOT. Responsible for management of staff, contract preparation, design completion, obtaining permits and presentations.

Representative Projects

Project Principal for Central Avenue; Village of Wilmette – BLA provided Phase III resident engineering services for Wilmette's Central Avenue and Wilmette Avenue reconstruction, a \$9.5 million, STP funded project that included watermain replacement, combined sewer improvements and complete roadway reconstruction along with significant streetscape elements. The total length of improvements was 1.31 miles. The project was in the heart of downtown Wilmette and required coordination with more than 50 business and 120 residences within the limits of the project.

Project Principal for N. Brockway Street; Village of Palatine – The central business district redevelopment continued with redesign and streetscaping of N. Brockway Street between Palatine Road and Wood Street to improve appearance and provide enhancements for local businesses and pedestrians. Plan preparation consisted of pavement patching and drainage improvements as well as disconnecting sanitary sewer services which were connected to the storm sewer system. A key element associated with the project was coordination with the UPRR to secure a permit for the extension of curb and gutter into the railroad right-of-way to conform to UP requirements for pedestrian facilities adjacent to the crossing gate arm.

Project Principal for Plum Grove Road (Higgins Road to Wiley Road); Village of Schaumburg – BLA provided construction management, public relations and utility coordination services for the \$13.7 million project. Work included the complete reconstruction of Plum Grove Road with full-depth HMA pavement and the Village's first roundabouts at the Remington and State Parkway intersections. The project also included a new storm sewer system, revisions to the existing watermain system, new roadway lighting, extensive custom landscaping and streetscaping.

Project Principal for Main Street; City of Batavia – BLA provided Phase III construction engineering for the \$6.9 million STP funded roadway reconstruction within downtown Batavia from S. Van Nortwick Avenue to Water Street including widening improvements along IL 31. BLA monitored contractors' daily operations including inspection of watermain and storm sewer installation, curb and sidewalk placement, earth excavation, aggregate placement, pavement marking and final landscaping. The work required a one-way detour to accommodate stage construction for the installation of 48-inch storm sewer, eight-inch watermain and replacement of 16-inch forcemain.

Project Principal for York Street; City of Elmhurst – BLA provided resident engineering services for improvements in downtown Elmhurst's main retail shopping and restaurant district. Before construction began, BLA made brochures and hand-delivered them to every business on the project. As a follow up, at different times throughout the project, the resident engineer revisited every business to keep them informed of the project's status. On-street parking during construction was a major concern of the businesses in the area. BLA revised the staging plan to maximize parking during the daytime and allow parking along one side of the street while the contractor completed all work on the opposite side. Major operations such as pavement milling and asphalt paving were performed at night to avoid the traffic gridlock that these operations would have otherwise caused.

KERRY FIELD, P.E.

Vice President and Director of Construction Engineering

Education

University of Illinois Urbana-Champaign – B.S. Civil Engineering, 1981

Professional Registration

Professional Engineer

State of Illinois: 062-043291, 1984

Certifications

IDOT Documentation of Contract Quantities 17-12694

Professional Societies

Member – ACEC

Member – APWA Fox Valley Branch

Member – IRTBA

Specialized Software

CMMS

e-Builder

ICORS

MISTIC

Industry Activities

10+ years on IRTBA and IDOT District One Forum, Co-Chair for four years

Experience Summary

Highway construction experience since 1982. Senior Project Manager (Plote Construction) for 11 years overseeing the scheduling and construction of \$20-140 million/year of road construction projects. Vice President (Harry W. Kuhn) of \$80-100 million/year heavy highway contractor (six years). 17 years in IDOT Bureau of Construction; beginning as an inspector providing construction layout, inspection and documentation. Worked as a Resident Engineer on multi-million-dollar Expressway projects, ultimately becoming the District One Expressway Construction Supervisor overseeing all expressway projects in Chicago and the six-county area.

Representative Projects

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Project Manager for Main Street; City of Batavia – BLA provided Phase III construction engineering for the \$6.9 million STP-funded roadway reconstruction within downtown Batavia from S. Van Nortwick Avenue to Water Street including widening improvements along IL 31. BLA monitored contractors' daily operations including inspection of watermain and storm sewer installation, curb and sidewalk placement, earth excavation, aggregate placement, pavement marking and final landscaping. The work required a one-way detour to accommodate stage construction for the installation of 48-inch storm sewer, eight-inch watermain and replacement of 16-inch forcemain.

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Project Manager for West Wilson Street; Village of Palatine – A downtown streetscape and rehabilitation project that involved widening and resurfacing to accommodate angle parking, new sidewalk, brick pavers and storm sewer improvements. The project also involved a large public relations effort to keep businesses informed and ensure they were not adversely affected by construction activities.

P. CLAY KELLER, P.E.

Resident Engineer

Education

Bradley University – B.S. Civil Engineering, 2009

University of Missouri – M.S. Civil Engineering with Transportation Focus, 2012

Professional Registration

Professional Engineer

State of Illinois: 062-071520

Certifications

IDOT Documentation of Contract Quantities 18-13779

IDOT STTP-S33 Soils Field Testing and Inspection

Fundamentals of Engineering (FE) 2009

Professional Societies

Institute of Transportation Engineers

Specialized Training

Interpretation of contract documents and IDOT/ISTHA specifications

Experience with Laser Levels and Level Loops

Specialized Software

Microsoft Office, Highway Capacity Software, AutoCAD, VISSIM, SPSS and Stata (Statistical Analysis Software), ArcGIS

Industry Activities

ASCE Publication – Evaluation of Dynamic Message Signs on Rural Freeways: Case Study of a Full Freeway Closure, 2013

Experience Summary

Construction Engineer experience since 2012 with responsibilities of interpreting and implementing design plans and specifications, ensuring ADA compliancy, contract documentation, daily activity diaries, safety inspections and facilitating time and material work. Project experience includes roadway reconstruction, storm sewer, watermain, sanitary sewer, PCC sidewalk with curb/gutter, detector loops, asphalt resurfacing and patching and frame adjustments.

Representative Projects

Resident Engineer for Central Avenue; Village of Wilmette – BLA provided Phase III resident engineering services for Wilmette's Central Avenue and Wilmette Avenue reconstruction, a \$9.5 million, STP funded project that included watermain replacement, combined sewer improvements and complete roadway reconstruction along with significant streetscaping elements. The total length of improvements was 1.31 miles. The project was in the heart of downtown Wilmette and required coordination with more than 50 business and 120 residences within the limits of the project.

Resident Engineer for N. Brockway Street; Village of Palatine – The central business district redevelopment continued with roadway rehabilitation and streetscaping of N. Brockway Street between Palatine Road and Wood Street to improve appearance and provide enhancements for local businesses and pedestrians. Plan preparation consisted of pavement patching and drainage improvements as well as disconnecting sanitary sewer services which were connected to the storm sewer system. A key element associated with the project was coordination with the UPRR to secure a permit for the extension of curb and gutter into the railroad right-of-way to conform to UP requirements for pedestrian facilities adjacent to the crossing gate arm.

Resident Engineer for University Drive; Village of Buffalo Grove – BLA provided construction management for the Village on this \$1.85 million project. Work included watermain, sanitary forcemain, storm sewer installation, 0.42 miles of roadway removal/replacement and landscaping. The project also involved the removal and replacement of crosswalks to maintain ADA compliance.

Resident Engineer for Pearl Street; City of McHenry – Pearl Street/Lincoln Road connects the City of McHenry from west to east as one of the few roadways crossing the Fox River. It serves the original City of McHenry central commercial district as well as residential homes. A top priority of our team was to work with business managers and residents to make the project a positive experience. Public relations work included providing a project brochure and talking with many of the more than 150 homes and businesses prior to the project start. A project website was designed and website updates were provided on a weekly basis; updates included a summary of construction activities, project schedule/status and important traffic control notifications.

Resident Engineer for the West Wilson Street; Village of Palatine – A downtown streetscape project that involved widening and resurfacing to accommodate angle parking, new sidewalk, brick pavers and storm sewer improvements. Because of the location of the project, many unknown utilities were present and managed in the field. The project also involved a large public relations effort to keep businesses informed and ensure they were not adversely affected by construction activities.

Resident Engineer for West Avenue; City of Elmhurst – BLA provided construction management services for Elmhurst on this locally funded project to improve West Avenue in downtown Elmhurst between St. Charles Road and First Street/UPRR. Work included pavement patching, 0.55 miles of roadway replacement, restoration and replacement of crosswalks to maintain ADA compliance.

MATTHEW W. GERBER, E.I.

Construction Engineer

Education

University of Kentucky – B.S. Civil Engineering, 2018

Professional Registration

Engineer Intern

State of Illinois: 061.040393, 2019

Professional Engineer

Exam Passed, 2022 Anticipated

Certifications

IDOT Documentation of Contract Quantities 20-17779

IDOT BDE – Special Waste, Construction Projects and Special Provisions

Specialized Training

Experienced with the use of laser levels, automatic levels, data collectors, performing level loops and GPS surveying software and equipment

Specialized Software

Microsoft Office, Microsoft Project, AutoCAD, MicroStation and Internet proficient

Experience Summary

Experience since 2018 as a construction engineer and field inspector. Project experience includes road resurfacing, road reconstruction, watermain, sanitary sewer, storm sewer and utility relocation as well as analyzing survey reports, maps, drawings, aerial photography and other topographical/geologic data to plan projects; also reviews building lot permits for new construction projects for municipalities.

Representative Projects

Construction Engineer for 31st Street; DuPage County DOT – The project consisted of intersection improvements at the 31st Street and Route 83 intersections and 31st Street and Jorie Boulevard intersection. The turn lanes at the intersection were widened to improve capacity. New storm sewers and drainage structures were installed at the intersection widening to maintain drainage. Temporary traffic signals and multiple construction stages were utilized at the 31st Street and Route 83 ramp intersections during construction. The project also included removing and replacing ADA ramps at 12 intersections along 31st Street. Existing signalized intersections along 31st Street was upgraded from a radio system to an interconnect system. Approximately three miles of milling and resurfacing was done using the echelon paving method.

Construction Engineer for Main Street; City of Batavia – BLA provided Phase III construction engineering for the \$6.9 million STP-funded roadway reconstruction in downtown Batavia from S. Van Nortwick Avenue to Water Street including widening improvements along IL 31. Supervised inspector activities including inspection and documentation. Monitored contractors' daily operations including inspection of watermain and storm sewer installation, curb and sidewalk placement, earth excavation, non-special waste disposal, aggregate placement, full-depth asphalt pavement, pavement marking and final landscaping. The reconstruction required a one-way detour to accommodate stage construction for the installation of 48-inch storm sewer, new eight-inch watermain and replacement of 16-inch forcemain.

Construction Engineer for University Drive; Village of Buffalo Grove – BLA provided construction management for the Village on this \$1.85 million project. Work included watermain, sanitary forcemain, storm sewer installation, 0.42 miles of roadway removal/replacement and landscaping. The project also involved the removal and replacement of crosswalks to maintain ADA compliance.

Construction Engineer for Mallard Drive and Wood Street Watermain; Village of Palatine – BLA provided construction management and public relations for the \$1 million project. This project included a new watermain system and revisions to the existing watermain connections along Mallard Drive and Wood Street. Other work items included HMA pavement and PCC curb removal and replacement along with sidewalk repairs in a high-traffic residential neighborhood with an adjacent elementary school. BLA worked closely with the Village to minimize the expenses for pavement and curb repair work in coordination with an upcoming reconstruction project.

Construction Engineer for Plum Grove Road (Higgins Road to Wiley Road); Village of Schaumburg – BLA provided construction management, public relations and utility coordination services for the \$13.7 million IDOT project. Work included the complete reconstruction of Plum Grove Road with full-depth HMA pavement and the Village's first roundabouts at the Remington and State Parkway intersections. The project also included a new storm sewer system, revisions to the existing watermain system, new roadway lighting and extensive landscaping. Preconstruction work included extensive utility relocation and coordination. Other work items included curb removal and replacement, concrete sidewalks, an HMA pedestrian path and new signage.

ASHLEY E. NEWTON

Public Information Representative

Education

University of Illinois, Urbana-Champaign – B.S. Advertising, 2007

Specialized Software

Microsoft Office: Word, Excel, PowerPoint, Publisher, Outlook

Adobe: Acrobat, Photoshop, InDesign, Illustrator

Weebly

Experience Summary

Professional experience since 2007 in all aspects of communications. Responsible for coordination, development and production of proposals and all other marketing materials. Organize tradeshow and promotional materials. Research advertising opportunities and create advertisements for various publications. Development and maintenance of any project websites along with creation of project-specific brochures, flyers, and exhibits; works with resident engineers on construction projects to coordinate all public involvement.

Representative Projects

Public Information Representative for Main Street; City of Batavia – BLA performed the widening, reconstruction, and public information. Brochures were created and distributed to those affected in downtown Batavia and the residential area. BLA coordinated and created materials for a public information open house.

Public Information Team Member for Central Avenue; Village of Wilmette – Coordinated weekly updates with the project team for distribution. This project involved the reconstruction of Wilmette's downtown area and extended into residential areas. This project was one of the largest undertakings by the Village; the reconstruction and public information was accomplished by a multi-consultant team coordinating regularly with the Village staff, residents, and local businesses.

Public Information Representative for Plum Grove Road; Village of Schaumburg – Schaumburg completely reconstructed the Plum Grove Road corridor between Higgins Road and Wiley Road; the project also installed the Village's first two roundabouts. These sections of the corridor near Woodfield Shopping Mall housed many commercial businesses, residential communities, car dealerships, restaurants, and industrial businesses. Coordinated with Resident Engineer to assure inquiries/concerns were addressed. Recorded and summarized all public contact.

Public Information Representative for Charles J. Miller Road; McHenry County DOT – Miller Road is a major traffic arterial home to businesses, residents and Centegra hospital, a local trauma center. The roadway was reconstructed and widened for 1.5 miles along with improvements to IL 31 for 0.7 miles and nearby Green Street. Created, designed, and maintained a project website with eblasts. Created a project brochure and hand delivered to 250+ to introduce the project. Prepared presentation materials; presented the project to Centegra Hospital and local emergency responders; coordinated traffic patterns changes and project changes with the hospital and emergency responders throughout the project.

Public Information Representative for Hunt Club Road at Grand Avenue (IL 132); Lake County DOT – Lake County DOT widened and resurfaced the intersection of Hunt Club Road at Grand Avenue. This very busy intersection is home to many commercial businesses and restaurants including Gurnee Mills Shopping Mall. Created, designed, and maintained a project website with eblasts. Created a project brochure and hand delivered the brochure to introduce the project. Main point of public contact. Coordinated with Resident Engineer to assure inquiries/concerns were addressed. Recorded and summarized all public contact and website data.

Public Information Coordinator for Gary Avenue; DuPage County DOT – The Gary Avenue project is a busy residential, commercial, and industrial area. Cars and trucks used Gary Avenue 24/7. Work included all printed materials for distribution and email updates to the public. Created a project brochure and hand delivered to introduce the project. Coordinated with Resident Engineer to assure inquiries/concerns were addressed. Recorded and summarized all public contact.

Similar Experience

Central Avenue and Wilmette Avenue CBD [2020/21]

Village of Wilmette

Wilmette Engineering and Public Works..... 711 Laramie Avenue – Wilmette, IL 60091
 Brigitte Berger-Raish – Engineering and Public Works Director847-853-7627; bergerb@wilmette.com

~APWA SUBURBAN BRANCH 2022 PROJECT OF THE YEAR WINNER~

BLA construction engineers represented the Village of Wilmette on a \$9.5 million roadway reconstruction and streetscape project which used both STP and ITEP funding sources. This project was in the heart of downtown Wilmette directly in front of Village Hall and in the primary central business district. This project included installation of long-term infrastructure improvements including new watermain, storm sewers, roadway pavement and sidewalk. The streetscape plans protected existing features such as on-street parking, street lighting, hanging baskets and trees. New features included decorative lighting, sidewalks, traffic signals, roadway pavements, wayfinding signs, seating and plantings. Veterans Park improvements included pavement repair, lighting, seating and plantings.



York Street [2019]

City of Elmhurst

Elmhurst Engineering Division209 N. York Street – Elmhurst, IL 60126
 Kent Johnson – City Engineer630-530-3024; kentjohnson@elmhurst.org

BLA construction engineers represented the City of Elmhurst on a 0.34-mile roadway rehabilitation and streetscape project in downtown Elmhurst between First Street to just south of North Avenue/IL 64. In addition to roadway rehabilitation, the project included upgrades to sidewalk crossings and improved traffic and safety operations for motorists, pedestrians and bicyclists. All crosswalks were stamped with a red-dyed pattern to enhance the aesthetics of downtown and improve safety by making crosswalks more visible. To avoid continued disruptions to local businesses, night paving operations were proposed and agreed upon by the downtown merchants.



Village of Palatine CBD [2009-present]

Village of Palatine

Palatine Engineering Division 200 E. Wood Street – Palatine, IL 60067
Matt Barry – Director of Public Works..... 847-705-5200; mbarry@palatine.il.us

Since 2009 into the present, BLA has been providing design and construction engineering services to rehabilitate the downtown Palatine Central Business District. Downtown Palatine has multiple TIF districts which generate sales tax revenue to fund these improvements. Each year, Palatine and BLA collaborate to improve one or multiple roadways, depending on the allowable budget for the given year. Larger, FA-eligible route projects have used federal funding.

These projects are in the heart of the Palatine business community with retail stores depending heavily on the safe ingress/egress of patrons during construction for their businesses to succeed. BLA consistently works with the businesses and contractors to make sure access is always maintained during construction; this requires constant personal communication with the affected parties to confirm a successful completion.

Projects where Phase III services have been provided by BLA include:

- *N. Bothwell Street and Railroad Avenue (\$900,000)*
- *Palatine Road [US 14 to Smith St] (\$9 million)**
- *W. Slade Street (\$400,000)*
- *Smith Street [Palatine Rd to US 14] (\$1.6 million)**
- *W. Wilson Street (\$600,000)*
- *Wood Street and Greeley Street (\$700,000)*
- *Plum Grove Road [Aldridge Ave to US 14] (\$2.2 million)**
- *N. Brockway Street [Palatine Rd to Wood St] (\$1 million)*

*used federal funding (STP/CMAQ)



Plum Grove Road Corridor [2018/19]

Village of Schaumburg

Schaumburg Engineering and Public Works.....714 S. Plum Grove Road – Schaumburg, IL 60193-1899
Mike Hall – Engineering and Public Works Director 847-923-6616; mhall@schaumburg.com

BLA provided Phase III engineering, public relations and utility coordination services to Schaumburg for the \$13.7 million, 1.34-mile corridor improvement between Higgins Road/IL 72 and Wiley Road. This project is at the west end of the highly popular and visible Woodfield Mall which serves as a regional destination for shoppers and restaurant patrons. The corridor is home to restaurants, hotels, charity organizations, medical offices, townhomes, apartment complexes, auto dealers and multi-tenant office buildings. Every possible stakeholder imaginable was present along this route requiring a very hands-on PR campaign during the two-year construction period.



As highly visible as the corridor is to residents and travelers, the Village incorporated several decorative enhancements including stamped retaining walls, decorative crosswalks, new LED lighting, pedestrian paths and customized decorative landscaping in addition to infrastructure improvements. This project was let under two IDOT contracts but constructed simultaneously and overseen in entirety by BLA. Work included complete reconstruction of Plum Grove Road with full-depth HMA pavement and the Village's first two roundabouts at the Remington and State Parkway intersections along with a new traffic signal at American Way. The project also included a new storm sewer system, revisions to the watermain system, new roadway lighting and extensive landscaping.



Firm Information

BLA, Inc. (BLA) is an Illinois corporation established in 1978 as a professional civil engineering consulting firm. Our corporate office is in Itasca (acting primary office) and we have an office in Indiana.

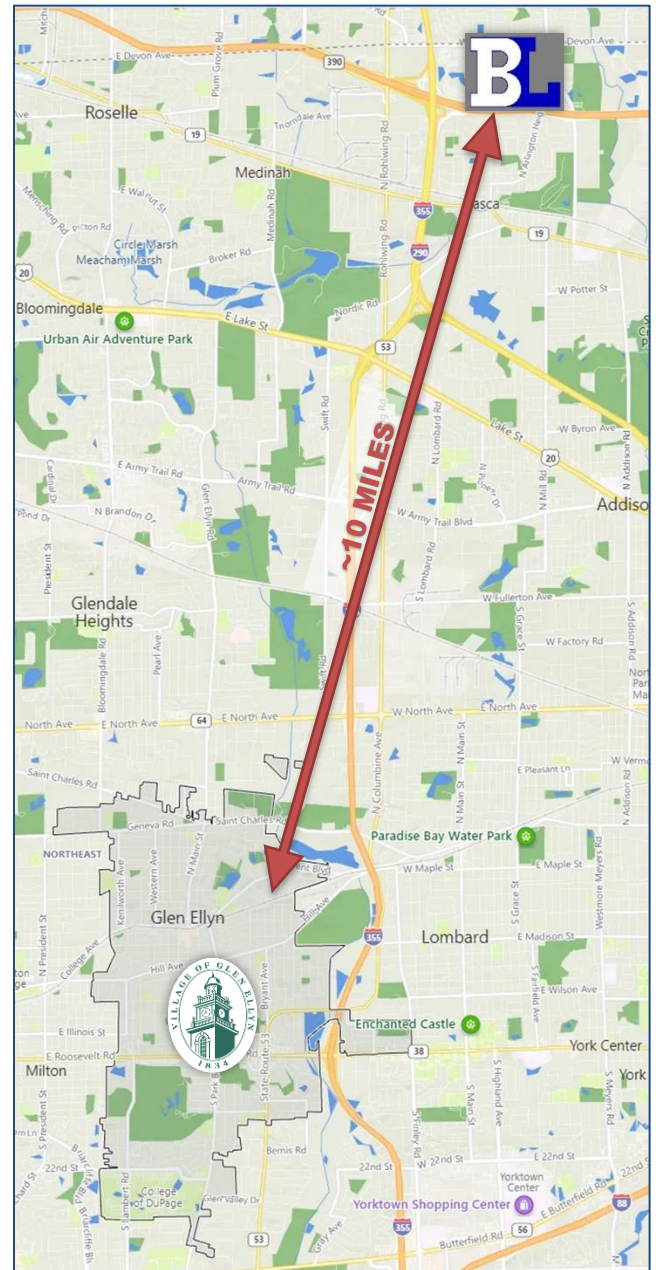
BLA has a full-time staff of 60+ professional, technical and support personnel offering extensive expertise in the fields of civil engineering, structural engineering, construction engineering and environmental services. That expertise is utilized on municipal engineering, roadway/transportation projects, environmental studies, traffic engineering, structural engineering, construction engineering, feasibility studies and design reports for federal, state and local government agencies.

We have worked on Phase III projects providing construction engineering for a significant number of municipalities. Our knowledge of roadway projects is enhanced because of our work with many municipalities and IDOT BLRS; we have worked with government agencies to arrive at solutions where everyone is happy. We also have exhibited an outstanding facet of working with the public and residents in numerous municipalities regarding CBD projects.

Since its inception, BLA has earned and maintained a consistent reputation of professional competence and integrity. Many clients perform reviews/evaluations of our firm and we repeatedly have exceptional ratings.

BLA Experience

We routinely complete projects ranging from small municipal paving work to multi-lane roadway and expressway reconstruction with construction values of more than \$100 million. You will be getting the same staff and their diverse experience since each municipality has different needs.



BLA is here to serve the Village of Glen Ellyn

Our commitment to attend meetings (staff and neighborhood) is how we normally do business. We have met with clients in local schools with residents to find out their concerns and work **with them** to solve problems. **We hand deliver all submittals** and that is our company policy. We urge you to call our clients and ask about our service. We intend to supply the same service to Glen Ellyn.



BLA Qualifications

BLA is prequalified by IDOT in the following categories:

- Highways – Roads and Streets
- Highways – Freeways
- Hydraulic Reports – Waterways: Typical
- Hydraulic Reports – Waterways: Complex
- Location Design Studies – New Construction/Major Reconstruction
- Location Design Studies – Reconstruction/Major Rehabilitation
- Location Design Studies – Rehabilitation
- Special Plans – Pumping Stations
- Special Plans – Traffic Signals
- Special Services – Construction Inspection
- Special Services – Sanitary
- Special Services – Surveying
- Special Studies – Feasibility
- Special Studies – Location Drainage
- Special Studies – Safety
- Special Studies – Traffic Studies
- Structures – Highway: Simple
- Structures – Highway: Typical
- Structures – Highway: Advanced Typical
- Transportation Studies – Railway Engineering

Why Choose BLA?

Our team has a broad range of experience from working with many agencies where we have performed similar services. We would use this knowledge to enhance the Glen Ellyn CBD project, so residents, businesses and other stakeholders are on board.

- *We are flexible and creative in finding ways to meet your needs.*
- *We have recent and strong experience with local counties and municipalities.*
- *We will serve the staff of Glen Ellyn and its constituents.*
- *We have strong experience both in design and construction.*
- *We represent Village staff as a **partner** to completing projects on time and on schedule.*
- **We build our success by building yours...**

LOCAL PRINCIPALS AND DIRECTORS

DAN BRUCKELMEYER, P.E.

PRESIDENT AND CEO

JOEL IHDE, P.E., S.E.

DIRECTOR OF STRUCTURAL

ED LEBBOS, CFM, CWS, DECI

DIRECTOR OF ENVIRONMENTAL

JENNIFER MITCHELL, P.E., PTOE

DIRECTOR OF PRELIMINARY DESIGN

KERRY FIELD, P.E.

DIRECTOR OF CONSTRUCTION

LICENSED STAFF

DESIGN

24 PROFESSIONAL ENGINEERS

2 STRUCTURAL ENGINEERS

CONSTRUCTION

8 PROFESSIONAL ENGINEERS

Project Costs

CONSTRUCTION ENGINEERING		
TITLE	TOTAL HOURS	COST
Director of Construction Engineering	86	\$15,135.00
Resident Engineer I	2176	\$223,383.00
Construction Engineer I	1780	\$142,008.00
Public Information Representative	216	\$17,106.00
TOTAL CONSTRUCTION ENGINEERING		\$397,632.00

DIRECT COSTS	
408 vehicle days @ \$65/day	\$26,520.00
Brochure Publishing	\$1,150.00
Chicago Testing Laboratory (CTL) [Materials Subconsultant]	\$20,000.00
TOTAL DIRECT COSTS	\$47,670.00

OVERALL PROJECT COST	\$445,302.00
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Notes

Per the schedule attachment/monthly manpower breakdown, we are proposing both Resident Engineer I and Construction Engineer I for several periods of 10-hour days, 9-hour days and Saturdays. During peak construction operations (summer months), this additional manhour effort is required for several reasons:

- Contractors consistently work 10 hours to meet interim and final completion dates with situations where it may extend longer (watermain breaks, equipment breaks, etc.). We will be onsite to discuss these situations with businesses, provide them updates and assist with anything we can. We feel it is an absolute necessity to be onsite as the Village's liaison while the contractor is still working because *anything can happen at any time*.
- Routine checks to ensure everything is safe downtown are performed to make sure there are not matters which will cause angst with the businesses after the contractor left for the day. Examples being:
 - construction vehicles and/or materials using parking spots unnecessarily
 - ensuring traffic and pedestrian control are safe, tidy and functional

Having this presence and having the contractor know we are going to be looking for these things every evening makes them a little more aware of their surroundings throughout the day.
- Proper site cleanup, sweeping and dust control are crucial to CBD work. It gradually becomes routine for the contractor, but often takes longer than it should to get them in a good routine.

Projected Monthly Manpower Schedule

Page 213 of 248

Local Public Agency

Glen Ellyn

County

DuPage

Section Number

COST ESTIMATE WORKSHEET

Exhibit E Cost Estimate of Consultant Services Worksheet Anniversary Raise

OVERHEAD RATE **102.02%**COMPLEXITY FACTOR **0.00%**

TASK	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	DIRECT COSTS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Director of Construction Engineering	86	6,515	6,646		1,974		15,135	3.40%
Resident Engineer I	2176	96,152	98,094	13,650	29,137		237,033	53.23%
Construction Engineer I	1780	61,125	62,360	12,870	18,523		154,878	34.78%
Public Information Representative	216	7,363	7,512	1,150	2,231		18,256	4.10%
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Chicago Testing Lab (CTL)		-	-		-	20,000	20,000	4.49%
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Subconsultant DL					0		-	0.00%
TOTALS	4258	171,155	174,612	27,670	51,865	20,000	445,302	100.00%

345,767

Local Public Agency	County	Section Number
Glen Ellyn	DuPage	

PAYROLL RATES

Exhibit E Cost Estimate of Consultant Services Worksheet Anniversary Raise

MAXIMUM PAYROLL RATE	78.00
ESCALATION FACTOR	1.00%

[illegible]



TODAY'S DATE: 1/7/2022

**If other allowable costs are needed and not listed, please add in the above spaces provided.*

J.S. = Job Specific

RESPONDENT'S ACKNOWLEDGMENT OF RECEIPT

ADDENDUM NO. 1

REQUEST FOR PROPOSALS (RFP)

**Construction Engineering Consultant Services
CBD Streetscape and Utility Improvements – Phase I**

VILLAGE OF GLEN ELLYN
GLEN ELLYN, ILLINOIS

ISSUED: JANUARY 4, 2022

Respondent hereby acknowledges receipt of Addendum No. 1 for the above referenced RFP

COMPANY NAME: BLA, Inc.
(Please Print)

AUTHORIZED NAME: Dan Bruckelmeyer
(Please Print)

AUTHORIZED SIGNATURE: 

TITLE: President and Chief Executive Officer

DATE: 01-05-2022

NOTE: Executed form must be submitted prior to the proposal due date/time of 12:00 noon on January 10, 2022. Submit form to:

E-MAIL: ttopor@glenellyn.org (E-MAIL Transmittals are preferred)

OR

FAX (630) 469-3128

CONSULTING
ENGINEERS



BLA, Inc.

Office Locations

Corporate Office

333 Pierce Road
Suite 200
Itasca, IL 60143
630-438-6400
Fax 630-438-6444

Indianapolis Office

8720 Castle Creek Parkway
Suite 329
Indianapolis, IN 46250
317-842-4500
Fax 317-842-4506

Village of Glen Ellyn Central Business District Streetscape and Utility Project Phase III Proposal

MUSE Community + Design is pleased to submit a proposal to develop messaging and support communication during Phase III of the Central Business District Streetscape and Utility Project in Downtown Glen Ellyn. Having been with the project in both Phase I and Phase II, our team will bring its knowledge about the project and its working relationships with Village staff and business organizations to this next phase. Construction projects are stressful for those affected; MUSE understands that timely, accurate communication is of utmost importance to help the project go smoothly.

TASK 1: PROJECT WEBSITE

MUSE will host and maintain the Downtown Glen Ellyn website (downtownge.com). The website will be a hub of information for the construction project and will include up to date information on closures, access, open for business information, and renderings of the final plans.

- Weekly maintenance to include updated construction notices and project information

TASK 2: VIDEOS

MUSE will up to create three (3) project videos for posting on the website and social media. The content for the videos will be developed in coordination with the Village of Glen Ellyn and may feature:

- Project Team introductions and project orientation
- Major milestones (ex. When Main Street reopens)
- Project Completion

TASK 3: OPEN FOR BUSINESS CAMPAIGN

MUSE will develop the overall messaging and look and feel of the open for business campaign. MUSE will create graphics and templates for the Village and its partners to use during the course of the campaign.

- Develop messaging and tagline in partnership with the Village
- Create templates for social media
- Create graphic templates

TASK 4: NEWSLETTERS

MUSE will write up to seven (7) newsletters as requested to update business owners and public on the project. Newsletter articles will be created for the Village, the Library and Chamber and Downtown Alliance as requested.

- Village of Glen Ellyn (3)
- Library (1)
- Chamber / Downtown Alliance (3)

TASK 5: SOCIAL MEDIA GRAPHICS

MUSE will create social media templates and graphics for use by Village staff and others throughout the duration of the project to communicate with visitors, residents and business owners. MUSE will select fonts, colors and create images and sample layouts. MUSE will deliver the template in a user-friendly way as requested by the Village of Glen Ellyn.

TASK 6: SIGNAGE

MUSE will create signage templates for project as needed. This can include wayfinding and other messaging as requested.

TASK 7: PROJECT MEETINGS

MUSE will attend up to four (4) project meetings. The meetings may include:

- Contract award meeting
- Public information meeting
- Downtown Alliance and Chamber business owners meeting
- Project completion meeting

TASK 4: PROJECT MANAGEMENT

MUSE will maintain close communication with the BLA team and the Village to ensure timely, accurate information is communicated to residents, business owners and the public.

- Weekly coordination with client and BLA on project updates

Project Lead

Katrina Balog, Director

Katrina is an urban planner with more than 15 years of experience working at the regional, local and neighborhood level. She enjoys working with communities to help them achieve their goals. Prior to her work with MUSE, she led economic development efforts for a small business support organization on the Northside of Chicago and served as the executive director of the Edgewater Chamber of Commerce in the Edgewater neighborhood of Chicago.

Project Budget

Project Budget for February 2022 - December 2022

Task	Date	Amount
I Project Website	February - March	\$1,250
II Videos (3)	February - December	\$7,800
III Open for Business Campaign	March - December	\$4,100
IV Newsletters	March - December	\$2,100
V Social Media Graphics	February-December	\$1,700
VI Signage	March - December	\$2,175
VII Project Meetings	February - December	\$1,500
VIII Project Management	February - December	\$1,950
Project Total		\$22,575

MUSE Hourly Rates 2022

Director \$150

Senior Associate \$135

Associate \$125

Thank you!

 musecommunitydesign.com
 (312) 416-2816
 katrina@musecommunitydesign.com

 @musecommunitydesign
 @planning_muse
 @planningmuse

CANTERBURY DESIGNS

6195 Maywood Ave.
Huntington Park, CA 90255
www.canterbury-designs.com

Phone: 323.936.7111
Toll Free: 800.935.7111
Fax: 323.936.7115

Sales Quote

Quote Number: C1NQ4062
Date: 02/03/2022

Prepared by:

Tom Price
General Manager
Direct: (323) 909-9366
Email: tom@canterbury-designs.com

Sold To:

Tom Topor
Village of Glen Ellyn, Pub. Works Dept.
30 South Lambert Road
Glen Ellyn, IL 60137

Phone: (630)547-5520
Email: ttopor@glenellyn.org

Ship To:

Tom Topor
Village of Glen Ellyn
30 South Lambert Road
Glen Ellyn, IL 60137-6200

Phone:
Email:

Key Terms of Sale:

Lead Time

12-15 weeks from receipt of deposit and signed submittals; lead times may vary based on product and current backlog.

Payment Terms

50% deposit, with balance due prior to shipment; full payment required at time of order for orders under \$3,000.

Project: Village of Glen Ellyn

Qty.	Product Description	Unit Price	Ext. Price
20	Pennsylvania Avenue Litter Receptacle, Model 102 with side openings and hinged door, 23 1/2" diam. x 37 1/2" tall; cast aluminum barrel and top with black polyester powder coat finish; includes permanent aluminum liner and rigid removable plastic liner; shipped assembled with provisions for surface mounting (anchor bolts by others).	\$1,998.00	\$39,960.00

Product prices and freight quotes held for 45 days.
Unless noted, purchase price does not include sales tax.
Credit card payments are subject to a 3.0% service fee.
Split shipments, flat bed carrier, and lift gate service subject to additional charge.

Subtotal	\$39,960.00
Tax	\$0.00
Freight	\$3,249.00
Total	\$43,209.00
Deposit	\$19,980.00

Accepted By:

Signature

Print Name, Title

Date:

All quotes based on Canterbury's standard dimensions and materials and are subject to revision depending on actual project specifications. Purchaser responsible for: (i) offloading and installation; (ii) noting any damage or discrepancies to driver at time of delivery and indicating such on bill of lading; and (iii) securing any applicable permits, engineering stamps, or performance bonds. This sales contract constitutes the entire and final agreement between the parties and supersedes all prior negotiations, representations, or agreements.

COVERSHEET

To: Tom Topor

Company: Glen Ellyn Village Government

Fax Number:

Voice Phone: 630-469-5000

From: Kristen Bevard

Fax Number: 410-257-7579

Voice Phone: 800-368-2573 ext. 341

Date of transmission: 01/18/22

RE: VILLAGE OF GLEN ELLYN - Site Furnishings

Here is our quotation for the VILLAGE OF GLEN ELLYN Project.

If there are alternatives included in this quotation they will be listed in the notes section.

Please Note:

Victor Stanley™ is a manufacturer of site furnishings including litter receptacles, recycling stations, benches, planters, bike racks, bollards, tables, seats and ash urns. Victor Stanley is not a contractor or sub-contractor working on-site. As a result, Victor Stanley does not have the original contract, plans or specifications for this project. Therefore, Victor Stanley can only be responsible for quoting and providing the products and quantities that are the subject of the purchase order that has been provided to us. Please review this quotation carefully. If any changes are necessary, please let us know immediately and we will send a revised quotation reflecting such changes.

If there are any questions, please contact me at 800-368-2573.

Sincerely,

Kristen Bevard
Customer Service Rep.
800-368-2573 ext. 341
kristenb@victorstanley.com

SALES QUOTE

Sales Quote No: SQ117191
Revision Number: 3
Sales Quote Date: 01/24/22

Sell To:

Glen Ellyn Village Government
Tom Topor
535 Duane Street
Glen Ellyn, IL 60137

Customer No: C026025
Phone No: 630-469-5000
Contact Name:
Contact Phone No:
Terms: Pending
Associate: Kristen Bevard

Project Name: VILLAGE OF GLEN ELLYN
Project Location State: IL

Ship To:

Glen Ellyn Public Works Dept
30 South Lambert Road
Glen Ellyn, IL 60137

Ship Via: Contract Carrier
Ship Freight: Prepaid
Shipping Method: FOB Factory

This Quote is valid for 30 **days.**

Estimated Lead Time: Allow 6 to 8 (weeks)
for Production of your order.

All credit determinations are made by our Credit Department.

Comments:

- * Orders are released into production upon receipt of signed sales/purchase order, credit determination and (where applicable) deposit, payment bond, etc.
- * All products must be permanently affixed to the ground. Consult your local codes for regulations. Anchor bolts NOT provided.
- * Common Carrier unloading is the responsibility of the receiver.
- * While the vast majority of our components satisfy Buy America requirements, we must know if there are Buy America requirements before the order is placed.
- * It is the buyer's sole responsibility to inspect shipments at the time of delivery; any damage, loss, or shortage must be noted on the signed Proof of Delivery and reported to Victor Stanley within seven (7) days.
- * This quote is valid for shipment within normal production time. No deferred shipping dates are accepted without prior written approval.
- * Benches, other seating and tables ship partially unassembled unless otherwise stated by Victor Stanley, Inc.
- * Victor Stanley uses common carriers. Any additional service or re-consignment charges added during shipment will be the sole responsibility of the Buyer.
- * These comments are intended to be part of the terms and conditions of this sales quote.

QTY	Model No.	Description	Unit Cost	Total Price
13	CR-10	Classic Series Contoured Bench CR-10 Components 4-Ft Scrolled Vertical Steel Slats Black	1,596.00	20,748.00
17	CR-10	Classic Series Contoured Bench CR-10 Components 6-Ft Scrolled Vertical Steel Slats Black	1,839.00	31,263.00
1		Freight	1,871.00	1,871.00

Many Victor Stanley, Inc. products are covered by patents including but not limited to the following:
USA Patents D458,431 S; D441,632 S; D452,760 S; D450,166 S; D445,982 S; D483,538 S; D487,177 S; D487,537 S; D487,538 S; D484,238 S; D478,455 S; D476,454 S; D417,053; 6,339,944 B1; D385,231; 5,660,907; 5,791,047; D386,012; D376,937; D383,615; D376,271; D384,512; D523,263 S; D532,620 S; D526,805 S; D585,793 S; D582,169 S; D578,792 S; D579,694 S; D585,220 S; D573,766 S; D573,769 S; D553,821 S; D535,209 S; D586,144 S; D579,684 S; D578,783 S; D581,173 S; D581,188 S; D583,689 S; D579,227 S; D579,685 S; D542,093 S; D561,967 S; D595,915 S; D595,916 S; D599,570 S; D601,770 S; D602,221 S; D606,271 S; D595,973 S; D601,823 S; D607,226 S; D609,933 S; D586,062 S; D621,295 S; **Canada** D98101; 96040; 96159; 98103; 96108; 110953; 110954; 117181; 126714; 126322; 126323; 130714; 130717; 126317; 126318; 126319; 126320; 126321; 130652; 130653; 130715; 130716. **Canada Patent** 2,184,348. **Mexico Reg. Des.** 001871; 28182.
EC Reg. Des. 000475579-0001; 000503297-0001; 000762638-0001; 000961404.
Other Patent(s): Pending.

Sub-Total: 53,882.00
Total Sales Tax: 0.00

Total: 53,882.00
All figures are in US Dollars

Page: 1

Please review our Standard Terms of Production on proceeding pages

STANDARD TERMS OF PRODUCTION

TAXES

Prices on the specified products are exclusive of all city, state and federal excise taxes, including, without limitation, taxes on manufacture, sales, receipts, gross income, occupation, use and similar taxes. It is the responsibility of the purchaser to remit to the appropriate state or local authority all state sales tax not herein designated as well as the applicable use taxes, local taxes, permits and fees of any kind.

REGULAR PAYMENT TERMS

All payment terms are determined by the credit department. No order will be processed or placed into production until credit has been determined and a deposit has been received (if required). Purchaser is responsible for the timely payment of Victor Stanley's invoices within Victor Stanley's payment terms. In the unlikely event that collection activity is necessary due to the non-payment of past due invoices, Purchaser agrees that all collection charges, legal fees and interest incurred in such collection activity will be the sole responsibility of the Purchaser.

CANCELLATION FEE

Victor Stanley, Inc. manufactures all products to specific orders, and therefore reserves the right to charge a 30% cancellation fee if this order is canceled by the Buyer while goods are in production.

DELIVERY

All prices are FOB Factory unless otherwise stated by Victor Stanley, Inc. in writing.

INTEREST

If Buyer fails to pay in accordance with the terms of this agreement, an interest charge of 1.5% per month may be added to the unpaid balance.

ATTORNEYS' FEES

In the event that the Buyer fails to timely pay for the goods in accordance with the terms of this agreement or is otherwise in breach of its obligations to Victor Stanley, Inc., Buyer agrees to pay to Victor Stanley, Inc. the cost of collection, including its reasonable attorney's fees and suit costs.

DELAYS

Our lead time is an estimate only and Victor Stanley, Inc. is not responsible for any delays in our previously quoted or estimated shipping time. Victor Stanley, Inc. will not be liable for any damages, whether direct, indirect or consequential, associated with any delay in the performance of orders or contracts, or in the delivery or shipment of goods, or for any damages suffered by Buyer by reason of such delay. This also applies to any such delay, directly or indirectly, caused by, or in any manner arises from, production delays, fires, floods, accidents, civil unrest, acts of God, war, governmental interference or embargoes, strikes, labor difficulties, shortage of labor, fuel, power, materials, or supplies, transportation delays, or any other cause or causes (whether or not similar in nature to any of these herein before specified).

NONCONFORMITY

All products made by Victor Stanley, Inc. are inspected before shipment, and should any of such materials prove defective due to faults in manufacture, or fail to meet the written specifications accepted by Victor Stanley, Inc., Buyer shall not return the goods, but notify Victor Stanley, Inc. immediately, stating full particulars in support of claim, and Victor Stanley, Inc. will either replace goods upon return of the defective or unsatisfactory material or adjust the matter fairly and promptly, but under no circumstances shall Victor Stanley, Inc. be liable for consequential or other damages, losses, or expenses in connection with or by reason of the use of or inability to use materials purchased for any reason.

LIMITED WARRANTY

We warrant to the original purchaser the goods manufactured by us to be free from defects in material and workmanship for one year under normal use and service. Our obligation under this warranty shall be limited to the repair or exchange of any part or parts which may thus prove defective under normal use and service within one year from date of delivery, and which our examination shall disclose to our satisfaction to be defective. This warranty expressly excludes acts of misuse, vandalism or freight damage. Ductile Iron castings include a 10-year limited warranty against breakage. **THIS WARRANTY IS EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES EXPRESSED OR IMPLIED INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR USE AND OF ALL OTHER OBLIGATIONS OR LIABILITIES ON OUR PART.**

CONDITIONS

All orders or contracts are accepted with the understanding that they are subject to Victor Stanley, Inc.'s ability to obtain the necessary raw materials, and all orders or contracts as well as shipments applicable thereto are subject to Victor Stanley, Inc.'s current manufacturing schedules, and government regulations, orders, directives, and restrictions that may be in effect from time to time.

CONTROLLING PROVISIONS

These terms and conditions shall supersede all provisions, terms and conditions contained on any confirmation order, or other prior or future writing by or to Buyer, and the rights of the parties shall be governed exclusively by the provisions, terms and conditions in this Sales Order. Victor Stanley, Inc. makes no representations or warranties concerning this order except such as are expressly contained herein, and this Sales Order or its terms may not be changed or modified without the signed written agreement of an authorized representative of Victor Stanley, Inc.

CONTROLLING LAW AND VENUE

This Agreement shall be governed by and construed according to the laws of Maryland, without giving effect to its choice of law principles. The parties agree that all actions and proceedings arising out of or relating directly or indirectly to this Sales Order or any ancillary agreement or any other related obligation, including any action on any bond, shall be litigated solely and exclusively in the state or federal courts located in Maryland, and that such courts are convenient forums. Each party hereby submits to the personal jurisdiction of such courts for purposes of any such actions or proceedings.

SHIPPING CLAIMS

It is the sole responsibility of the Buyer to inspect all shipments at the time of receipt, both by comparing the number of packages received to the number outlined on the Bill of Lading, and by inspecting the packaging for damage. Damage, loss, or shortage must be noted on the signed Proof of Delivery prior to the departure of the delivery driver, and must be reported to Victor Stanley, Inc. within seven (7) days. Replacement cannot be guaranteed for damage, loss, or shortage not clearly noted on delivery paperwork and promptly reported to Victor Stanley, Inc. This includes damage to materials that will be stored for later use.



ORDER FORM/PROPOSAL

Box 2121
LaGrange, IL 60525
708-579-9055
708-579-0109 (fax)
1-800-526-6197

Please verify the Bill To and Ship To address information when ordering.

December 21, 2021

BILL TO:

Village of Glen Ellyn
30 South Lambert Rd.
Glen Ellyn, IL 60137

SHIP TO:

To Be Provided

CALL 24 HOURS PRIOR TO DELIVERY: Tom Topor, 630-547-5520

CUSTOMER PURCHASE ORDER #:

<u>QTY.</u>	<u>NO.</u>	<u>DESCRIPTION</u>	<u>EACH</u>	<u>TOTAL</u>
42	290-00/S-2	Loop Bike Rack, S-2 Surface Mount, Black	\$ 210.00	\$ 8,820.00
		Shipping Cost		800.00
		Total Delivered Price		\$ 9,620.00

Above prices are in effect for 30 days.

Please include a copy of your Sales Tax Exemption Certificate with Order Placement. Sales Tax will be charged, if applicable.

Above prices include shipping but not installation.

NOTE: Receiving Party is responsible for removing product from truck to ground upon delivery. Please keep this in mind when providing the Ship To Address, Contact Name and Phone Number. Liftgate and/or Inside delivery are available upon request at additional cost.

TERMS: Our terms are net 30 from date of shipment to tax supported institutions or those who have an account with us. 1-1/2% per month interest will be charged on past due accounts.

Signature	Title
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Signature Printed	Date
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GLE22VIL1.JLR



February 02, 2022
Folder: 03299-77

TOM TOPOR
VILLAGE OF GLEN ELLYN
30 SOUTH LAMBERT ROAD
GLEN ELLYN, IL 60137

RE: Proposed Construction of Ten Feet (10') of Twelve Inch (12") of Underground RCP Storm Drain Pipeline Encroachment And New Storm Drain Inlet And Manhole at Mile Post 22.47 on the Geneva Subdivision at or near Glen Ellyn, DuPage County, Illinois

Attached is an original of the agreement covering your use of the Railroad Company's right of way. Please return the executed agreement via email. For any payment(s), please follow the accompanying instructions.

An original copy of the fully-executed document will be returned to you, when approved and processed by the Railroad Company.

- Payment in the amount of **Six Thousand Dollars (\$6,000.00)** is due and payable to Union Pacific Railroad Company upon your execution of the agreement. Please include your payment, **with Folder No. 03299-77 noted on that document.** If you require formal billing, you may consider this letter as a formal bill and that 94-6001323 is this Corporation's correct Federal Taxpayer Identification Number.
- Railroad Protective Liability Insurance (RPLI) may be obtained from any insurance company which offers such coverage. Union Pacific has also worked with a national broker, Marsh USA, to make available RPLI to you or your contractor. You can find additional information, premium quotes, and application forms at (uprr.marsh.com).

If you have any questions concerning this Agreement, please contact me at (402) 544-8553.

Sincerely,

Jon Gargano
Manager - Real Estate
Email : jgargano@up.com
Phone : (402) 544-8553

LONGITUDINAL PIPELINE AGREEMENT

Mile Post 22.47 - Geneva Subdivision
Location: Glen Ellyn, DuPage County, Illinois

THIS AGREEMENT ("Agreement") is made and entered into as of February 02, 2022, ("Effective Date") by and between **UNION PACIFIC RAILROAD COMPANY**, a Delaware corporation, ("Licensor") and **VILLAGE OF GLEN ELLYN**, to be addressed at 30 South Lambert Road, Glen Ellyn, Illinois 60137 ("Licensee").

IT IS MUTUALLY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

Article 1. LICENSOR GRANTS RIGHT.

A. In consideration of the license fee to be paid by Licensee set forth below and in further consideration of the covenants and agreements to be performed by Licensee, Licensor hereby grants to Licensee the right to construct and thereafter, during the term hereof, maintain and operate ten feet (10') of twelve inch (12") underground RCP storm drain pipeline encroachment and new storm drain inlet and manhole only, including any appurtenances required for the operation of said pipeline (collectively, "Licensee's Facilities") across Licensor's real property, trackage, or other facilities located in Glen Ellyn, DuPage County, State of Illinois ("Railroad Property"). The specific specifications and limited purpose for Licensee's Facilities on, along, across and under Railroad Property are described in and shown on the Print and Specifications dated December 20, 2021, attached hereto as **Exhibit A** and made a part hereof.

B. Licensee represents and warrants that Licensee's Facilities will (i) only be used for ten feet (10') of twelve inch (12") underground RCP storm drain pipeline encroachment and new storm drain inlet and manhole, and (ii) not be used to convey any other substance, any fiber optic cable, or for any other use, whether such use is currently technologically possible, or whether such use may come into existence during the life of this Agreement.

C. Licensee acknowledges that if it or its contractor provides Licensor with digital imagery depicting Licensee's Facilities ("Digital Imagery"), Licensee authorizes Licensor to use the Digital Imagery in preparing **Exhibit A**. Licensee represents and warrants that through a license or otherwise, it has the right to use the Digital Imagery and to permit Licensor to use the Digital Imagery in said manner.

Article 2. LICENSE FEE.

Upon execution of this Agreement, the Licensee shall pay to the Licensor a one-time License Fee of **Six Thousand Dollars (\$6,000.00)**.

Article 3. TERM.

This Agreement shall take effect as of the Effective Date first herein written and shall continue in full force and effect until terminated as provided in the "TERMINATION; REMOVAL OF LICENSEE'S FACILITIES" Section of **Exhibit B**.

Article 4. LICENSEE'S COMPLIANCE WITH GENERAL TERMS.

Licensee represents and warrants that all work on Licensee's Facilities performed by Licensee or its contractors will strictly comply with all terms and conditions set forth herein, including the General Terms and Conditions, attached hereto as Exhibit B and made a part hereof.

Article 5. INSURANCE.

A. During the term of this Agreement, Licensee shall fully comply or cause its contractor(s) to fully comply with the insurance requirements described in **Exhibit C**, attached hereto and made a part hereof. Upon request only, Licensee shall send copies of all insurance documentation (e.g., certificates, endorsements, etc.) to Licensors at the address listed in the "NOTICES" Section of this Agreement.

B. If Licensee is subject to statute(s) limiting its insurance liability and/or limiting its ability to obtain insurance in compliance with **Exhibit C** of this Agreement, those statutes shall apply.

Article 6. DEFINITION OF LICENSEE.

For purposes of this Agreement, all references in this Agreement to Licensee will include Licensee's contractors, subcontractors, officers, agents and employees, and others acting under its or their authority (collectively, a "Contractor"). If a Contractor is hired by Licensee to perform any work on Licensee's Facilities (including initial construction and subsequent relocation, maintenance, and/or repair work), then Licensee shall provide a copy of this Agreement to its Contractor(s) and require its Contractor(s) to comply with all terms and conditions of this Agreement, including the indemnification requirements set forth in the "INDEMNITY" Section of **Exhibit B**. Licensee shall require any Contractor to release, defend, and indemnify Licensors to the same extent and under the same terms and conditions as Licensee is required to release, defend, and indemnify Licensors herein.

Article 7. ATTORNEYS' FEES, EXPENSES, AND COSTS.

If litigation or other court action or similar adjudicatory proceeding is undertaken by Licensee or Licensors to enforce its rights under this Agreement, all fees, costs, and expenses, including, without limitation, reasonable attorneys' fees and court costs, of the prevailing Party in such action, suit, or proceeding shall be reimbursed or paid by the Party against whose interest the judgment or decision is rendered. The provisions of this Article shall survive the termination of this Agreement.

Article 8. WAIVER OF BREACH.

The waiver by Licensors of the breach of any condition, covenant or agreement herein contained to be kept, observed and performed by Licensee shall in no way impair the right of Licensors to avail itself of any remedy for any subsequent breach thereof.

Article 9. ASSIGNMENT.

A. Licensee shall not assign this Agreement, in whole or in part, or any rights herein granted, without the written consent of Licensors, which must be requested in writing by Licensee. Any assignment or attempted transfer of this Agreement or any of the rights herein granted, whether voluntary, by operation of law, or otherwise, without Licensors's written consent, will be absolutely void and may result in Licensors's termination of this Agreement pursuant to the "TERMINATION; REMOVAL OF LICENSEE'S FACILITIES" Section of **Exhibit B**.

B. Upon Licensor's written consent to any assignment, this Agreement will be binding upon and inure to the benefit of the parties thereto, successors, heirs, and assigns, executors, and administrators.

Article 10. SEVERABILITY.

Any provision of this Agreement which is determined by a court of competent jurisdiction to be invalid or unenforceable shall be invalid or unenforceable only to the extent of such determination, which shall not invalidate or otherwise render ineffective any other provision of this Agreement.

Article 11. NOTICES.

Except Licensee's commencement of work notice(s) required under **Exhibit B**, all other notices required by this Agreement must be in writing, and (i) personally served upon the business address listed below ("Notice Address"), (ii) sent overnight via express delivery by a nationally recognized overnight delivery service such as Federal Express Corporation or United Parcel Service to the Notice Address, or (iii) by certified mail, return receipt requested to the Notice Address. Overnight express delivery notices will be deemed to be given upon receipt. Certified mail notices will be deemed to be given three (3) days after deposit with the United States Postal Service.

If to Licensor: Union Pacific Railroad Company
Attn: Analyst – Real Estate Utilities (Folder No. 03299-77)
1400 Douglas Street, MS 1690
Omaha, Nebraska 68179

If to Licensee: VILLAGE OF GLEN ELLYN
30 South Lambert Road
Glen Ellyn, Illinois 60137

Article 12. SPECIAL PROVISION – CONSTRUCTION OBSERVATION.

Licensor requires Licensee to provide monitoring of tracks and construction observation through Licensor approved observer named below during all construction and installation work. Licensee is to directly coordinate services with the named inspector:

Railpros Field Services
Email: RP.Utility@railpros.com
Phone (682)223-5271

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date first herein written.

UNION PACIFIC RAILROAD COMPANY

VILLAGE OF GLEN ELLYN

By: _____

By: _____

Jon Gargano
Manager - Real Estate

Name Printed: _____

Title: _____



LEGEND:

PIPELINE ENCROACHMENT - - - - -

UPRRCO. R/W OUTLINED - - - - -

NOTE: BEFORE YOU BEGIN ANY WORK, SEE AGREEMENT FOR FIBER OPTIC PROVISIONS.

EXHIBIT "A"

UNION PACIFIC RAILROAD COMPANY

GLEN ELLYN, DUPAGE COUNTY, ILLINOIS

M.P. 22.47 - GENEVA SUB.

MAP CNW V-2A / 24

SCALE: 1" = 50'

OFFICE OF REAL ESTATE
OMAHA, NEBRASKA DATE: 12-20-2021

PJB FILE: 0329977

CADD FILENAME	0329977
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SCAN FILENAME	X
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EXHIBIT B

GENERAL TERMS AND CONDITIONS

Section 1. LIMITATION AND SUBORDINATION OF RIGHTS GRANTED.

A. The foregoing grant is subject and subordinate to the prior and continuing right and obligation of Licensors to use and maintain its entire property including the right and power of Licensors to construct, maintain, repair, renew, use, operate, change, modify or relocate railroad tracks, signal, communication, fiber optics, or other wirelines, pipelines and other facilities upon, along or across any or all parts of its property, all or any of which may be freely done at any time or times by Licensors without liability to Licensee or to any other party for compensation or damages.

B. The foregoing grant is also subject to all outstanding superior rights (including those in favor of licensees and lessees of Railroad Property) and the right of Licensors to renew and extend the same, and is made without covenant of title or for quiet enjoyment. It shall be Licensee's sole obligation to obtain such additional permission, license and grants necessary on account of any such existing rights.

Section 2. ENGINEERING REQUIREMENTS; PERMITS.

A. Licensee's Facilities will be designed, constructed, operated, maintained, repaired, renewed, modified, reconstructed, removed, or abandoned in place on Railroad Property by Licensee or its contractor to Licensors's satisfaction and in strict conformity with: (i) Licensors's current engineering standards and specifications, including those for shoring and cribbing to protect Licensors's railroad operations and facilities ("UP Specifications"), except for variances approved in advance in writing by Licensors's Assistant Vice President Engineering – Design or its authorized representative ("UP Engineering Representative"); (ii) such other additional safety standards as Licensors, in its sole discretion, elects to require, including, without limitation, American Railway Engineering and Maintenance-of-Way Association ("AREMA") standards and guidelines (collectively, "UP Additional Requirements"); and (iii) all applicable laws, rules, and regulations, including any applicable Federal Railroad Administration and Federal Energy Regulatory Commission regulations and enactments (collectively, "Laws"). If there is any conflict between UP Specifications, UP Additional Requirements, and Laws, the most restrictive will apply.

B. Licensee shall keep the soil over Licensee's Facilities thoroughly compacted, and maintain the grade over and around Licensee's Facilities even with the surface of the adjacent ground.

C. If needed, Licensee shall secure, at Licensee's sole cost and expense, any and all necessary permits required to perform any work on Licensee's Facilities.

Section 3. NOTICE OF COMMENCEMENT OF WORK; EMERGENCIES.

A. Licensee and its contractors are strictly prohibited from commencing any work associated with Licensee's Facilities without Licensors's written approval that the work will be in strict compliance with the "ENGINEERING REQUIREMENTS; PERMITS" Section of this Exhibit B. Upon Licensors's approval, Licensee shall contact both of Licensors's field representatives ("Licensors's Field Representatives") at least ten (10) days before commencement of any work on Licensee's Facilities.

B. Licensee shall not commence any work until: (1) Licensor has determined whether flagging or other special protective or safety measures ("Safety Measures") are required for performance of the work pursuant to the "FLAGGING" Section of this **Exhibit B** and provided Licensee written authorization to commence work; and (2) Licensee has complied with the "PROTECTION OF FIBER OPTIC CABLE SYSTEMS" Section of this **Exhibit B**.

C. If, at any time, an emergency arises involving Licensee's Facilities, Licensee or its contractor shall immediately contact Licensor's Response Management Communications Center at (888) 877-7267.

Section 4. FLAGGING.

A. Following Licensee's notice to Licensor's Field Representatives required under the "NOTICE OF COMMENCEMENT OF WORK; EMERGENCIES" Section of this **Exhibit B**, Licensor shall inform Licensee if Safety Measures are required for performance of the work by Licensee or its contractor on Railroad Property. If Safety Measures are required, no work of any kind may be performed by Licensee or its contractor(s) until arrangements for the Safety Measures have been made and scheduled. If no Safety Measures are required, Licensor will give Licensee written authorization to commence work.

B. If any Safety Measures are performed or provided by Licensor, including but not limited to flagging, Licensor shall bill Licensee for such expenses incurred by Licensor, unless Licensor and a federal, state, or local governmental entity have agreed that Licensor is to bill such expenses to the federal, state, or local governmental entity. Additional information regarding the submission of such expenses by Licensor and payment thereof by Licensee can be found in the "LICENSEE'S PAYMENT OF EXPENSES" Section of this **Exhibit B**. If Licensor performs any Safety Measures, Licensee agrees that Licensee is not relieved of any of responsibilities or liabilities set forth in this Agreement.

C. For flagging, the rate of pay per hour for each flagger will be the prevailing hourly rate in effect for an eight-hour day for the class of flagmen used during regularly assigned hours and overtime in accordance with Labor Agreements and Schedules in effect at the time the work is performed. In addition to the cost of such labor, a composite charge for vacation, holiday, health and welfare, supplemental sickness, Railroad Retirement and unemployment compensation, supplemental pension, Employees Liability and Property Damage, and Administration will be included, computed on actual payroll. The composite charge will be the prevailing composite charge in effect at the time the work is performed. One and one-half times the current hourly rate is paid for overtime, Saturdays and Sundays, and two and one-half times current hourly rate for holidays. Wage rates are subject to change, at any time, by law or by agreement between Licensor and its employees, and may be retroactive as a result of negotiations or a ruling of an authorized governmental agency. Additional charges on labor are also subject to change. If the wage rate or additional charges are changed, Licensee (or the governmental entity, as applicable) shall pay on the basis of the new rates and charges.

D. Reimbursement to Licensor will be required covering the full eight-hour day during which any flagger is furnished, unless the flagger can be assigned to other railroad work during a portion of such day, in which event reimbursement will not be required for the portion of the day during which the flagger is engaged in other railroad work. Reimbursement will also be required for any day not actually worked by the flaggers following the flaggers' assignment to work on the project for which Licensor is required to pay the flaggers and which could not reasonably be avoided by Licensor by assignment of such flaggers to other work, even though Licensee may not be working during such time. When it becomes necessary for Licensor to bulletin and assign an employee to a flagging position in compliance with union collective bargaining agreements, Licensee must provide Licensor a minimum of

five (5) days notice prior to the cessation of the need for a flagger. If five (5) days notice of cessation is not given, Licensee will still be required to pay flagging charges for the days the flagger was scheduled, even though flagging is no longer required for that period. An additional ten (10) days notice must then be given to Licensors if flagging services are needed again after such five day cessation notice has been given to Licensors.

Section 5. SAFETY.

A. Safety of personnel, property, rail operations and the public is of paramount importance in the prosecution of any work on Railroad Property performed by Licensee or its contractor, and takes precedence over any work on Licensee's Facilities to be performed Licensee or its contractors. Licensee shall be responsible for initiating, maintaining and supervising all safety operations and programs in connection with any work on Licensee's Facilities. Licensee and its contractor shall, at a minimum comply, with Licensors's then current safety standards located at the below web address ("Licensors's Safety Standards") to ensure uniformity with the safety standards followed by Licensors's own forces. As a part of Licensee's safety responsibilities, Licensee shall notify Licensors if it determines that any of Licensors's Safety Standards are contrary to good safety practices. Licensee and its contractor shall furnish copies of Licensors's Safety Standards to each of its employees before they enter Railroad Property.

[Union Pacific Current Safety Requirements](#)

B. Licensee shall keep the job site on Railroad Property free from safety and health hazards and ensure that their employees are competent and adequately trained in all safety and health aspects of the work.

C. Licensee represents and warrants that all parts of Licensee's Facilities within and outside of the limits of Railroad Property will not interfere whatsoever with the constant, continuous, and uninterrupted use of the tracks, property, and facilities of Licensors, and nothing shall be done or suffered to be done by Licensee at any time that would in any manner impair the safety thereof.

D. Licensors's operations and work performed by Licensors's personnel may cause delays in Licensee's or its contractor's work on Licensee's Facilities. Licensee accepts this risk and agrees that Licensors shall have no liability to Licensee or any other person or entity for any such delays. Licensee must coordinate any work on Railroad Property by Licensee or any third party with Licensors's Field Representatives in strict compliance with the "NOTICE OF COMMENCEMENT OF WORK; EMERGENCIES" Section of this **Exhibit**

E. Licensors shall have the right, if it so elects, to provide any support it deems necessary for the safety of Licensors's operations and trackage during Licensee's or its contractor's construction, maintenance, repair, renewal, modification, relocation, reconstruction, or removal of Licensee's Facilities. In the event Licensors provides such support, Licensors shall invoice Licensee, and Licensee shall pay Licensors as set forth in the "LICENSEE'S PAYMENT OF EXPENSES" Section of this **Exhibit B**.

F. Licensee may use unmanned aircraft systems ("UAS") to inspect Licensee's Facilities only upon the prior authorization from and under the direction of Licensors's Field Representatives. Licensee represents and warrants that its use of UAS on Railroad Property will comply with Licensors's then-current Unmanned Aerial Systems Policy and all applicable laws, rules and regulations, including any applicable Federal Aviation Administration regulations and enactments pertaining to UAS.

Section 6. PROTECTION OF FIBER OPTIC CABLE SYSTEMS.

Fiber optic cable systems may be buried on Railroad Property. Protection of the fiber optic cable systems is of extreme importance since any break could disrupt service to users resulting in business interruption and loss of revenue and profits. In addition to the notifications required under the "NOTICE OF COMMENCEMENT OF WORK; EMERGENCIES" Section of this **Exhibit B**, Licensee shall visit up.com/CBUD to complete and submit the required form to determine if fiber optic cable is buried anywhere on Railroad Property to be used by Licensee. If it is, Licensee shall telephone the telecommunications company(ies) involved, and arrange for a cable locator, make arrangements for relocation or other protection of the fiber optic cable, all at Licensee's expense, and will not commence any work on Railroad Property until all such protection or relocation has been completed.

Section 7. LICENSEE'S PAYMENT OF EXPENSES.

A. Licensee shall bear the entire cost and expense of the design, construction, maintenance, modification, reconstruction, repair, renewal, revision, relocation, or removal of Licensee's Facilities.

B. Licensee shall fully pay for all materials joined, affixed to and labor performed on Railroad Property in connection with the construction, maintenance, modification, reconstruction, repair, renewal, revision, relocation, or removal of Licensee's Facilities, and shall not permit or suffer any mechanic's or materialman's lien of any kind or nature to be enforced against the property for any work done or materials furnished thereon at the instance or request or on behalf of Licensee. Licensee shall promptly pay or discharge all taxes, charges, and assessments levied upon, in respect to, or on account of Licensee's Facilities, to prevent the same from becoming a charge or lien upon any property of Licensor, and so that the taxes, charges, and assessments levied upon or in respect to such property shall not be increased because of the location, construction, or maintenance of Licensee's Facilities or any improvement, appliance, or fixture connected therewith placed upon such property, or on account of Licensee's interest therein. Where such tax, charge, or assessment may not be separately made or assessed to Licensee but shall be included in the assessment of the property of Licensor, then Licensee shall pay to Licensor an equitable proportion of such taxes determined by the value of Licensee's property upon property of Licensor as compared with the entire value of such property.

C. As set forth in the "FLAGGING" Section of this **Exhibit B**, Licensor shall have the right, if it so elects, to provide any Safety Measures Licensor deems necessary for the safety of Licensor's operations and trackage during Licensee's or its contractor's construction, maintenance, modification, reconstruction, repair, renewal, revision, relocation, or removal of Licensee's Facilities, including, but not limited to supervision, inspection, and flagging services. In the event Licensor provides such Safety Measures, Licensor shall submit an itemized invoice to Licensee's notice recipient listed in the "NOTICES" Article of this Agreement. Licensee shall pay to Licensor the total amount listed on such invoice within thirty (30) days of Licensee's receipt of such invoice.

Section 8. MODIFICATIONS TO LICENSEE'S FACILITIES.

A. This grant is subject to Licensor's safe and efficient operation of its railroad, and continued use and improvement of Railroad Property (collectively, "Railroad's Use"). Accordingly, Licensee shall, at its sole cost and expense, modify, reconstruct, repair, renew, revise, relocate, or remove (individually, "Modification", or collectively, "Modifications") all or any portion of Licensee's Facilities as Licensor may designate or identify, in its sole discretion, in the furtherance of Railroad's Use.

B. Upon any Modification of all or any portion of Licensee's Facilities to another location on Railroad Property, Licensor and Licensee shall execute a Supplemental Agreement to this Pipeline

Agreement to document the Modification(s) to Licensee's Facilities on Railroad Property. If the Modifications result in Licensee's Facilities moving off of Railroad Property, this Agreement will terminate upon Licensee's completion of such Modification(s) and all requirements contained within the "TERMINATION; REMOVAL OF LICENSEE'S FACILITIES" Section of this **Exhibit B**. Any such Modification(s) off of Railroad Property will not release Licensee from any liability or other obligation of Licensee arising prior to and upon completion of any such Modifications to the Licensee's Facilities.

Section 9. RESTORATION OF RAILROAD PROPERTY.

In the event Licensee, in any manner moves or disturbs any property of Licensor in connection with the construction, maintenance, modification, reconstruction, repair, renewal, revision, relocation, or removal of Licensee's Facilities, then, Licensee shall, as soon as possible and at Licensee's sole cost and expense, restore Licensor's property to the same condition as the same were before such property was moved or disturbed.

Section 10. INDEMNITY.

A. Definitions. As used in this Section:

1. "Licensor" includes Licensor, its affiliates, its and their officers, directors, agents and employees, and other railroad companies using Railroad Property at or near the location of Licensee's installation and their officers, directors, agents, and employees.
2. "Licensee" includes Licensee and its agents, contractors, subcontractors, sub-subcontractors, employees, officers, and directors, or any other person or entity acting on its behalf or under its control.
3. "Loss" includes claims, suits, taxes, loss, damages (including punitive damages, statutory damages, and exemplary damages), costs, charges, assessments, judgments, settlements, liens, demands, actions, causes of action, fines, penalties, interest, and expenses of any nature, including court costs, reasonable attorneys' fees and expenses, investigation costs, and appeal expenses.

B. Licensee shall release, defend, indemnify, and hold harmless Licensor from and against any and all Loss, even if groundless, fraudulent, or false, that directly or indirectly arises out of or is related to Licensee's construction, maintenance, modification, reconstruction, repair, renewal, revision, relocation, removal, presence, use, or operation of Licensee's Facilities, including, but not limited to, any actual or alleged:

1. Bodily harm or personal injury (including any emotional injury or disease) to, or the death of, any person(s), including, but not limited to, Licensee, Licensor, any telecommunications company, or the agents, contractors, subcontractors, sub-subcontractors, or employees of the foregoing;
2. Damage to or the disturbance, loss, movement, or destruction of Railroad Property, including loss of use and diminution in value, including, but not limited to, any telecommunications system(s) or fiber optic cable(s) on or near Railroad Property, any property of Licensee or Licensor, or any property in the care, custody, or control of Licensee or Licensor;

3. Removal of person(s) from Railroad Property;
4. Any delays or interference with track or Railroad's Use caused by Licensee's activity(ies) on Railroad Property, including without limitation the construction, maintenance, modification, reconstruction, repair, renewal, revision, relocation, or removal of Licensee's Facilities or any part thereof, any activities, labor, materials, equipment, or machinery in conjunction therewith;
5. Right(s) or interest(s) granted pursuant to this Agreement;
6. Contents escaping from Licensee's Facilities, including without limitation any actual or alleged pollution, contamination, breach, or environmental Loss;
7. Licensee's breach of this Agreement or failure to comply with its provisions, including, but not limited to, any violation or breach by Licensee of any representations and warranties Licensee has made in this Agreement; and
8. Violation by Licensee of any law, statute, ordinance, governmental administrative order, rule, or regulation, including without limitation all applicable Federal Railroad Administration regulations.

C. THE FOREGOING OBLIGATIONS SHALL APPLY TO THE FULLEST EXTENT PERMITTED BY LAW FOR THE BENEFIT OF LICENSOR TO LOSSES CAUSED BY, ARISING FROM, RELATING TO, OR RESULTING FROM, IN WHOLE OR IN PART, THE NEGLIGENCE OF LICENSOR, AND SUCH NEGLIGENCE OF LICENSOR SHALL NOT LIMIT, DIMINISH, OR PRECLUDE LICENSEE'S OBLIGATIONS TO LICENSOR IN ANY RESPECT. NOTWITHSTANDING THE FOREGOING, SUCH OBLIGATION TO INDEMNIFY LICENSOR SHALL NOT APPLY TO THE EXTENT THE LOSS IS CAUSED BY THE SOLE, ACTIVE AND DIRECT NEGLIGENCE, GROSS NEGLIGENCE, OR WILLFUL MISCONDUCT OF LICENSOR AS DETERMINED IN A FINAL JUDGMENT BY A COURT OF COMPETENT JURISDICTION.

Section 11. TERMINATION; REMOVAL OF LICENSEE'S FACILITIES.

A. If Licensee does not use the right herein granted on Licensee's Facilities for one (1) year, or if Licensee continues in default in the performance of any provision of this Agreement for a period of thirty (30) days after written notice from Licensor to Licensee specifying such default, Licensor may, at its sole discretion, terminate this Agreement by written notice to Licensee at the address listed in the "NOTICES" Article of this Agreement. This Agreement will not terminate until Licensee complies with Paragraphs "C" and "D" of this Section found below.

B. In addition to the provisions of Paragraph "A" above, this Agreement may be terminated by written notice given by either party, without cause, upon thirty (30) days written notice to the non-terminating party at the address listed in the "NOTICES" Article of this Agreement. This Agreement will not terminate until Licensee complies with Paragraphs "C" and "D" of this Section found below.

C. Prior to the effective date of any termination described in this Section, Licensee shall submit an application to Licensor's online Utility Contracts System at [this link](#) for Licensee's removal, or if applicable, abandonment in place of Licensee's Facilities located on Railroad Property ("Removal/Abandonment Work"). Upon the UP Engineering Representative's approval of Licensee's application for the Removal/Abandonment Work, Licensor and Licensee shall execute a separate consent document that will govern Licensee's performance of the Removal/Abandonment Work from those portions of Railroad

Property not occupied by roadbed and/or trackage ("Consent Document"). Licensee shall then restore the impacted Railroad Property to the same or reasonably similar condition as it was prior to Licensee's installation of Licensee's Facilities. For purposes of this Section, Licensee's (i) performance of the Removal/Abandonment Work, and (ii) restoration work will hereinafter be collectively referred to as the "Restoration Work".

D. Following Licensee's completion of the Restoration Work, Licensee shall provide a written certification letter to Licenser at the address listed in the "NOTICES" Article of this Agreement which certifies that the Restoration Work has been completed in accordance with the Consent Document. Licensee shall report to governmental authorities, as required by law, and notify Licenser immediately if any environmental contamination is discovered during Licensee's performance of the Restoration Work. Upon discovery, the Licensee shall initiate any and all removal, remedial and restoration actions that are necessary to restore the property to its original, uncontaminated condition. Licensee shall provide written certification to Licenser at the address listed in the "NOTICES" Article of this Agreement that environmental contamination has been remediated and the property has been restored in accordance with Licenser's requirements. Upon Licenser's receipt of Licensee's restoration completion certifications, this Agreement will terminate.

E. In the event that Licensee fails to complete any of the Restoration Work, Licenser may, but is not obligated, to perform the Restoration Work. Any such work actually performed by Licenser will be at the cost and expense of Licensee. In the event that Licenser performs any of the Restoration Work, Licensee shall release Licenser from any and all Loss (defined in the "INDEMNITY" Section of this **Exhibit B**) arising out of or related to Licenser's performance of the Restoration Work.

F. Termination of this Agreement for any reason will not affect any of rights or obligations of the parties which may have accrued, or liabilities or Loss (defined in the "INDEMNITY" Section of this **Exhibit B**), accrued or otherwise, which may have arisen prior to such termination.

EXHIBIT C

INSURANCE REQUIREMENTS

In accordance with Article 5 of this Agreement, Licensee shall (1) procure and maintain at its sole cost and expense, or (2) require its Contractor(s) to procure and maintain, at their sole cost and expense, the following insurance coverage:

A. **Commercial General Liability Insurance.** Commercial general liability (CGL) with a limit of not less than \$2,000,000 each occurrence and an aggregate limit of not less than \$4,000,000. CGL insurance must be written on ISO occurrence form CG 00 01 12 04 (or a substitute form providing equivalent coverage).

The policy must also contain the following endorsement, WHICH MUST BE STATED ON THE CERTIFICATE OF INSURANCE:

- Contractual Liability Railroads ISO form CG 24 17 10 01 (or a substitute form providing equivalent coverage) showing "Union Pacific Railroad Company Property" as the Designated Job Site.

B. **Business Automobile Coverage Insurance.** Business auto coverage written on ISO form CA 00 01 10 01 (or a substitute form providing equivalent liability coverage) with a limit of not less \$2,000,000 for each accident, and coverage must include liability arising out of any auto (including owned, hired, and non-owned autos).

The policy must contain the following endorsements, WHICH MUST BE STATED ON THE CERTIFICATE OF INSURANCE:

- "Coverage For Certain Operations In Connection With Railroads" ISO form CA 20 70 10 01 (or a substitute form providing equivalent coverage) showing "Union Pacific Railroad Company Property" as the Designated Job Site.

C. **Workers' Compensation and Employers' Liability Insurance.** Coverage must include but not be limited to:

- Licensee's statutory liability under the workers' compensation laws of the state(s) affected by this Agreement.
- Employers' Liability (Part B) with limits of at least \$500,000 each accident, \$500,000 disease policy limit \$500,000 each employee.

If Licensee is self-insured, evidence of state approval and excess workers' compensation coverage must be provided. Coverage must include liability arising out of the U. S. Longshoremen's and Harbor Workers' Act, the Jones Act, and the Outer Continental Shelf Land Act, if applicable.

D. **Environmental Liability Insurance.** Environmental Legal Liability Insurance (ELL) applicable to bodily injury, property damage, including loss of use of damaged property or of property that has not been physically injured or destroyed, cleanup costs, and defense, including costs and expenses incurred in the investigation, defense, or settlement of claims, or compliance with statute, all in connection with any loss arising from the insured's performance under this Agreement. Except with respect to the limits of insurance, and any rights or duties specifically assigned to the first named insured, this insurance must apply as if each named insured were the only named insured; and separately to the

additional insured against which claim is made or suit is brought. Coverage shall be maintained in an amount of at least \$2,000,000 per loss, with an annual aggregate of at least \$4,000,000.

Licensee warrants that any retroactive date applicable to ELL insurance coverage under the policy is the same as or precedes the Effective Date of this Agreement, and that continuous coverage will be maintained for a period of five (5) years beginning from the time the work under this Agreement is completed or if coverage is cancelled for any reason the policies extended discovery period, if any, will be exercised for the maximum time allowed.

E. **Railroad Protective Liability Insurance.** Licensee must maintain for the duration of work "Railroad Protective Liability" insurance written on ISO occurrence form CG 00 35 12 04 (or a substitute form providing equivalent coverage) on behalf of Licensor only as named insured, with a limit of not less than \$2,000,000 per occurrence and an aggregate of \$6,000,000. The definition of "JOB LOCATION" and "WORK" on the declaration page of the policy shall refer to this Agreement and shall describe all WORK or OPERATIONS performed under this Agreement. Notwithstanding the foregoing, Licensee does not need Railroad Protective Liability Insurance after its initial construction work is complete and all excess materials have been removed from Licensor's property; PROVIDED, however, that Licensee shall procure such coverage for any subsequent maintenance, repair, renewal, modification, reconstruction, or removal work on Licensee's Facilities.

F. **Umbrella or Excess Insurance.** If Licensee utilizes umbrella or excess policies, and these policies must "follow form" and afford no less coverage than the primary policy.

Other Requirements

G. All policy(ies) required above (except business automobile, workers' compensation and employers' liability) must include Licensor as "Additional Insured" using ISO Additional Insured Endorsement CG 20 26 (or substitute form(s) providing equivalent coverage). The coverage provided to Licensor as additional insured shall not be limited by Licensee's liability under the indemnity provisions of this Agreement. BOTH LICENSOR AND LICENSEE EXPECT THAT LICENSOR WILL BE PROVIDED WITH THE BROADEST POSSIBLE COVERAGE AVAILABLE BY OPERATION OF LAW UNDER ISO ADDITIONAL INSURED FORM CG 20 26.

H. Punitive damages exclusion, if any, must be deleted (and the deletion indicated on the certificate of insurance), unless (a) insurance coverage may not lawfully be obtained for any punitive damages that may arise under this Agreement, or (b) all punitive damages are prohibited by all states in which this Agreement will be performed.

I. Licensee waives all rights of recovery, and its insurers also waive all rights of subrogation of damages against Licensor and its agents, officers, directors and employees for damages covered by the workers' compensation and employers' liability or commercial umbrella or excess liability obtained by Licensee required in this Agreement, where permitted by law. This waiver must be stated on the certificate of insurance.

J. All insurance policies must be written by a reputable insurance company acceptable to Licensor or with a current Best's Insurance Guide Rating of A- and Class VII or better, and authorized to do business in the state(s) in which the work is to be performed.

K. The fact that insurance is obtained by Licensee will not be deemed to release or diminish the liability of Licensee, including, without limitation, liability under the indemnity provisions of this Agreement. Damages recoverable by Licensor from Licensee or any third party will not be limited by the amount of the required insurance coverage.



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

Meeting 2/14/2022 7:00 PM
Department: Administration
Department Head:
Category: Other
Prepared By:

AGENDA ITEM (ID # 2022-
1866)

DOC ID: 2022-1866

Motion to Authorize the Village Manager to Execute an Amendment to a Contract for Developer Recruitment Services for the Roosevelt Road Hotel Properties with Kon Savoy Consulting Group, in the Amount of \$8,250.00, to be Expensed to the Roosevelt Road TIF Fund

Statement of the Issue:

At the January 10, 2022 Village Board meeting, the Village's consultant, Kon Savoy Consulting Group, provided an outline of the public engagement process for the redevelopment of the Roosevelt Road hotel properties. Per the Village Board's request, Kon Savoy has brought forward two additional alternatives for public engagement.

Analysis:

Current Public Engagement Process

The Village Board approved a contract with Kon Savoy Consulting Group on September 27, 2021. The approved contract outlines a multi-step public engagement process to obtain input and feedback on potential development alternatives for the Roosevelt Road hotel properties (675-677 Roosevelt Road & 660 Taft Avenue). The process as currently outlined includes the following:

Concept Design Charrette

The charrette as outlined in the contract, would be a consultant-led, interactive process including both the Village Board and Village staff. The consultant will present the results of their Market Assessment and guide participants through the process of identifying potential uses for the site. As a result, the consultant will develop five different general concept plans including a variety of uses (e.g. commercial, housing, mixed use).

Presentation to Plan Commission of Concepts & Public Comment/Feedback

Using input obtained from the Charrette, Kon Savoy will develop and present five concept plans to the Village's Plan Commission at a public meeting. Kon Savoy will explain the rationale behind each of the concepts (e.g. commercial, housing, mixed use), answer questions presented by the Commission and the public, and make note of comments and feedback provided for incorporation into the concepts.

Presentation to Village Board of Concepts & Public Comment/Feedback

Following the presentation to the Plan Commission, Kon Savoy will bring the revised concepts

forward to the Village Board at a public meeting. Kon Savoy will explain the rationale behind each of the concepts, summarize the feedback received at the Plan Commission meeting, and answer questions posed by the Village Board and the public. Kon Savoy will make note of any additional comments or feedback in order to revise the concepts for inclusion in the Request for Proposals (RFP) that will be distributed to potential developers. It should be noted that while "desired" concepts may be included in the RFP, developers will be welcome to submit proposals for all types of development, regardless of whether they are illustrated in one of the concept plans.

Expanded Public Engagement Process

Social PinPoint

At the January 10th meeting, Kon Savoy recommended the Village consider use of Social PinPoint, a smart phone application and web-based program designed to collect input and feedback from the public on the proposed concepts. Traditionally, this application is employed once general concepts are developed, so the public may provide specific and targeted feedback on each of the alternatives. The use of Social PinPoint could be modified to be incorporated earlier in the process.

Design Charrette

The Village Board expressed interest in expanding the Design Charrette to include members of other Village Commissions. Kon Savoy cautions against expanding the Charrette too widely, as it becomes difficult to engage participants and interact with them at the level necessary to have an effective and thorough discussion.

Ad Hoc Work Group

A number of residents have requested to be more directly involved in the public input process. President Senak is proposing the creation of an Ad Hoc Work Group to serve as an additional means of gathering public input. The Ad Hoc group as proposed, would be co-chaired by President Senak and Trustee Payne, and include an additional nine resident members appointed by the Village President with the advice and consent of the Village Board. The group will be charged with holding public listening sessions and then summarizing and sharing the input received at these sessions with the Village Board (see attached Resolution).

Public Open House

In order to address the Village Board's desire to provide an opportunity for public input in advance of the Design Charrette, Kon Savoy has proposed hosting a public "Open House" in the form of an informational meeting that would include both an educational component and an opportunity for public comment. The Open House will be led by Kon Savoy and include the following:

- Presentation on Site Constraints
- Presentation of Results of Market Assessment
- Presentation of Affordable Housing Types (workforce, senior, disability, low-income, etc)
- Information on Current Affordable Housing Options Available in Glen Ellyn

The proposed changes will alter the timeline of the project. The project was initially anticipated to conclude by bringing forward a recommendation on a developer proposal to the Village Board in July, which has now been pushed back to December.

Budget Impact:

The Village Board approved the original contract with Kon Savoy Consulting in the amount of \$59,430.00. The cost for Kon Savoy to conduct the Roosevelt Road Hotel Open House is \$2,400. The cost to expand the Charette by another dozen people and to design and implement Social PinPoint for this project is \$5,850, for a total cost of \$8,250.00. If this amendment is approved by the Village Board, the total contract cost will be \$65,280.00.

Action Requested:

Approval of a Motion to Authorize the Village Manager to Execute an Amendment to a Contract for Developer Recruitment Services for the Roosevelt Road Hotel Properties with Kon Savory Consulting Group, in the Amount of \$8,250.00, to be Expensed to the Roosevelt Road TIF Fund.

Attachments:

1. Glen Ellyn Hotel Site Project Schedule v5

**Glen Ellyn Hotel Site
Project Schedule**
(2.11.22)



Trip/Conf./ Video Call	Tasks	Work Objectives	Schedule
Trip #1	1.1	Project Initiation Meeting and Site Tour	October 14, 2021
Virtual Mtg	1.2	Zoning Analysis and Development Guidelines	January, 2022
	1.3	Development Feasibility Analysis Review findings with Staff	February, 2022
Trip #2	(additional task)	Village Board Meeting to Review Charette Process	Jan 10, 2022
Trip #3	(additional task)	Meeting with Village officials – review engagement process	February 10, 2022
Trip #4	(additional task)	Community Open House	March 7, 2022
Local Meetings	Village Sponsored	Working Group – Public Licensing and Information Gathering Sessions	February – March 2022
Trip #5	1.4	Concept Design Charette	Early May
Virtual Mtg	1.5	Conceptual Site Plans	Early June
		Review of Plans with Staff	Mid June
		Public Comment on Concept Plan Alternatives via Social PinPoint	Mid-End of June (allow 2 weeks)
Trip #6 and #7	1.6	Plan Commission and Village Board Meetings	Early-Mid July
Virtual Mtg	1.7	Developer Recruitment RFP Draft	Late July
		Review Draft RFP with Staff	Late July
Trip #8	1.7.4	Village Board Meeting	Mid August
	1.7.5 1.7.6	RFP Distribution/Notice	Late August
Trip #9 & #10	1.7.7	Host Informational Meetings with Developers	Early-Mid September
Virtual Mtg	1.7.8	Evaluation of RFP Responses	Early October
		Review with Staff	Mid October
Trip #11	1.7.9	Village Board Meeting	Late October - Early November
Trip #12	1.7.10	Preferred Developer Interviews	Mid-End November
Trip #13	1.7.11	Village Board Meeting	Early December



Village of Glen Ellyn

Resolution No. 22-03

**A RESOLUTION TO ESTABLISH A ROOSEVELT
ROAD/TAFT AVENUE HOTEL SITE AD HOC WORK GROUP**

WHEREAS, the Village of Glen Ellyn has acquired the former hotel properties at 640-660 Taft Avenue and 675-677 Roosevelt Road; and

WHEREAS, in 2013, the Village established the area containing the hotels as a Tax Increment Financing District and the current Draft Comprehensive Plan identifies the former hotels as “Catalyst” sites for investment and redevelopment; and

WHEREAS, the Village Board has determined that it is in the best interest of the Village to create a temporary, ad hoc work group, to take resident input regarding redevelopment of the properties and summarize and share input with the Village Board as to the type or types of redevelopment which best represent the interests of the Village, including the health, welfare, and safety of its residents, which the Village Board should pursue; and

WHEREAS, the Village Board has determined that the ad hoc work group shall consist of President Senak and Trustee Payne as co-chairs, and nine additional residents of the Village, to be appointed by the President, with the advice and consent of the Village Board; and

WHEREAS, all meetings of the committee shall be held in compliance with the Open Meetings Act, 5 ILCS 120/1, et seq.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF GLEN ELLYN, DUPAGE COUNTY, ILLINOIS, in the exercise of its home rule powers, as follows:

Section 1. That the foregoing recitals are incorporated as though fully set forth in this Section.

Section 2. The Village Board hereby establishes an ad hoc working group, consisting of two co-chairs, and nine additional members who are residents of the Village, to conduct listening sessions and take resident input and report to the Village Board a summary of comments received concerning the redevelopment of the former hotels site, within three months following the establishment of the ad hoc work group.

Passed by the President and Village Board of Trustees of the Village of Glen Ellyn, Illinois, this

_____ day of _____, 2022.

Ayes		Mark Senak		Anne Gould		Bill Payne
		Kelli Christiansen		Kelley Kalinich		Steve Thompson
		Gary Fasules				
Nays		Mark Senak		Anne Gould		Bill Payne
		Kelli Christiansen		Kelley Kalinich		Steve Thompson
		Gary Fasules				
Absent		Mark Senak		Anne Gould		Bill Payne
		Kelli Christiansen		Kelley Kalinich		Steve Thompson
		Gary Fasules				

Approved by the Village President of the Village of Glen Ellyn, Illinois, this _____ day of

_____, 2022.

Village President of the
Village of Glen Ellyn, Illinois

Attest:

Village Clerk of the
Village of Glen Ellyn, Illinois

AFFIX VILLAGE SEAL

(Published in pamphlet form and posted on the _____ day of _____, 2022.)