



Agenda
Village of Glen Ellyn
Regular Meeting
Monday, October 10, 2016
7:00 PM
Glen Ellyn Civic Center, Galligan Board Room

Village Board Meeting Procedures Statement

Visitors are most welcome to attend all meetings of the Village Board and can find copies of the Agenda on their chairs or online at www.glenellyn.org prior to the meeting. Meetings are taped and also televised on WideOpenWest Channel 6, AT&T Channel 99, and Comcast Cable Services Channel 10. Any individual with a disability requiring a reasonable accommodation in order to participate in a meeting should contact the Village of Glen Ellyn ADA Coordinator, 630-469-5000, at least five (5) business days in advance of the next scheduled meeting. All matters on the Agenda may be discussed, amended, and acted upon.

A. Call to Order

B. Roll Call

C. Pledge of Allegiance

D. Audience Participation

1. Civic Betterment Party President Erik Ford will discuss the process of nominating candidates in preparation for the Town Hall Meeting to be held in December, 2016.
2. Proclamation in recognition of Fire Prevention Week 2016.
3. Proclamation in recognition of Community Planning Month 2016.
4. Open:

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

E. 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 \$2,193,929.62: (Trustee O'Shea)

1. September 12, 2016 Regular Village Board Meeting Minutes.
2. September 19, 2016 Special Village Board Workshop Minutes.
3. September 26, 2016 Regular Village Board Meeting Minutes.
4. Total Expenditures (Payroll and Vouchers) - \$2,193,929.62.

The vouchers have been reviewed by Trustee O'Shea and Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.

5. Approve a license agreement with Euro Crepes, located at 584 Crescent Boulevard, to allow tables and chairs in the public right-of-way. (Planning and Development Director Hulseberg)
6. Approve award of a contract to CMS Solutions, of St. Louis, Missouri, for the purchase and installation of a ShoreTel System in an amount not to exceed \$35,937.71, to be expensed to the Capital Projects Fund. (Chief Norton)
7. Resolution No. 16-14, A Resolution to Adopt the Lambert Lake Stewardship Pilot Program. (Assistant Village Manager Stonitsch)
8. Ordinance No. 6441-VC, An Ordinance Amending the Village Code Regarding Special Events within the Village. (Assistant Village Manager Al Stonitsch)
9. Ordinance No. 6442-VC, An Ordinance Amending the Village Code Regarding Commercial Filming within the Village. (Assistant Village Manager Al Stonitsch)

F. Replacement of the HVAC Roof Top Unit for Civic Center: (Assistant Manager Stonitsch) (Trustee Clark)

1. Approve award of a contract to Mechanical Concepts of Illinois, Inc., of Romeoville, Illinois, to furnish and install a replacement 30 ton HVAC Carrier model roof top unit for the Civic Center, in the amount of \$52,000, to be expensed to the Facilities Maintenance Reserve Fund.
2. Ordinance No. 6444, An Ordinance Amending the Budget for the Fiscal Year Ending December 31, 2016, to Provide Funds for the Purchase of a Replacement 30 Ton HVAC Roof Top Unit in the Facilities Maintenance Reserve Fund.

G. Village Strategic Plan 2016-2017: (Presented by Village Manager Franz) (Discussion Only)

1. Village Manager Mark Franz will lead the discussion on the Village Strategic Plan for 2016-2017.

H. Reminders

1. A Special Village Board Workshop is scheduled for Thursday, October 13, 2016 at 6:00PM in Room 301 of the Glen Ellyn Civic Center.
2. A Special Village Board Workshop is scheduled for Monday, October 17, 2016 at 6:00PM in Room 301 of the Glen Ellyn Civic Center.
3. A Special Village Board Workshop is scheduled for Monday, October 24, 2016 at 6:00PM in Room 301 of the Glen Ellyn Civic Center.
4. A Village Board Meeting is scheduled for Monday, October 24, 2016 at 7:00PM in the Galligan Board Room of the Glen Ellyn Civic Center.

I. Other Business

J. Adjournment



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

Meeting: 10/10/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Presentation
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2448)

DOC ID: 2448

Civic Betterment Party President Erik Ford will discuss the process of nominating candidates in preparation for the Town Hall Meeting to be held in December, 2016.



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

Meeting: 10/10/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Proclamation
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2449)

DOC ID: 2449

Proclamation in recognition of Fire Prevention Week 2016.

ATTACHMENTS:

- Proclamation Fire Prevention Week 2016 (PDF)



PROCLAMATION

WHEREAS, Fire Prevention Week has been observed since 1922 to commemorate the importance of informing the public about preventing fires and is being observed this year with the theme "Don't Wait – Check the Date! Replace Smoke Alarms Every 10 Years"; and

WHEREAS, the Glen Ellyn Volunteer Fire Company is the finest example of the tradition of volunteerism in the Village, providing high-quality fire protection for our residents and businesses; and

WHEREAS, the Glen Ellyn Volunteer Fire Company firefighters are dedicated to reducing the occurrence of residential and commercial fires and fire injuries through prevention and protection education; and

WHEREAS, the courage, caring and commitment exemplified by past and present members of the Glen Ellyn Volunteer Fire Company help to keep Glen Ellyn a safe, great place in which to live;

NOW, THEREFORE, I, ALEXANDER W. DEMOS, President of the Village of Glen Ellyn, Illinois, do hereby declare the week of October 9-15, 2016 as Fire Prevention Week, and encourage all residents of the Village of Glen Ellyn to support the efforts of Glen Ellyn's fire and emergency services through their many fundraising events.

Village President

Village Clerk

Date



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

Meeting: 10/10/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Proclamation
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2450)

DOC ID: 2450

Proclamation in recognition of Community Planning Month 2016.

ATTACHMENTS:

- Proclamation Community Planning Month 2016 (PDF)



PROCLAMATION

WHEREAS, change is constant and affects all villages, cities, towns, suburbs, counties, boroughs, townships, rural areas, and other places; and

WHEREAS, community planning and plans can help manage this change in a way that provides better choices for how people work and live; and

WHEREAS, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community;

WHEREAS, the full benefits of planning requires public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and

WHEREAS, the month of October is designated as National Community Planning Month throughout the United States of America and its territories; and

WHEREAS, we recognize the many valuable contributions made by the professional community and regional planners of the Village of Glen Ellyn.

NOW, THEREFORE, I, ALEXANDER W. DEMOS, President of the Village of Glen Ellyn, Illinois, do hereby proclaim that the month of October 2016 is hereby designated as Community Planning Month in the Village of Glen Ellyn, and extend our heartfelt thanks for the continued commitment to public service by these dedicated professionals.

Village President

Village Clerk

Date



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

Meeting: 10/10/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Minutes
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2457)

DOC ID: 2457

September 12, 2016 Regular Village Board Meeting Minutes.

ATTACHMENTS:

- Minutes 09-12-2016 Regular Village Board Meeting (PDF)

**Minutes
Village Regular Board Meeting
Glen Ellyn Village Board of Trustees
Monday, September 12, 2016**

Call to Order

President Demos called the meeting to order at 7:03 p.m.

Roll Call:

Upon roll call by Village Clerk Galvin, President Demos and Trustees Clark, Elliott, Ladesic, O'Shea and Senak answered "Present."

A motion was made by Trustee Elliott and seconded by Trustee Clark to allow Trustee Kenwood to participate in the meeting via phone.

Upon roll call, Trustees Clark, Elliott, Ladesic, O'Shea and Senak answered "aye."

In Attendance: Village Manager Franz, Assistant Village Manager Stonitsch, Director of Planning and Development Hulseberg, Public Works Director Hansen, Police Chief Norton, Professional Engineer Minix and Senior Engineer Daubert.

Pledge of Allegiance:

President Demos Trustee Elliott to lead the Pledge of Allegiance.

Audience Participation

1. President Demos stated the Proclamation in memory of Vincent A. Persico would be read at a future meeting when Mr. Persico's family could be present.
2. Village Clerk Galvin read a Proclamation in recognition of Chamber of Commerce week. Dawn Smith, the new Executive Director of the Glen Ellyn Chamber of Commerce, stated she had a great first month in role and is very excited about upcoming events.

Agenda Item E - Consent Agenda:

The following items are considered routine business by the Village Board and were presented for a single approval in the form listed below:

1. August 15, 2016 Special Village Board Workshop Minutes.
2. August 15, 2016 Special Village Board Meeting Minutes.
3. Total Expenditures (Payroll and Vouchers) - \$2,973,901.90.
The vouchers have been reviewed by Trustee O'Shea and Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.

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4. Designate Trustee Senak as Village President Pro Tem for the four-month period from September through December, 2016.
5. Approve a Downtown Retail Interior Improvement Award in the amount of \$8,750, for The Beer Cellar, a business located at 488 Crescent Boulevard.
6. Approve waiver of Section 10-4-3(B3) of the Village Code to allow the Village Links/Reserve 22 to host the Glenbard West Boosters Fall Fundraiser, Oktoberfest, on Saturday, October 15, 2016, from 7:00 PM - 11:00 PM, and allow for a band to play live amplified music outside, under a tent, during the event.
7. Resolution No. 16-11, A Resolution Approving and Adopting the 2016 Village Personnel Manual.
8. Approve award of a construction contract to Denler, Inc., of Mokena, Illinois, for the 2016 Asphalt Street Crack Sealing Program, in the amount of \$30,660, to be expensed to the Capital Projects Fund.
9. Approve an award of a multi-year contract for parkway tree pruning for 2016 to 2018, to Nels J. Johnson Tree Experts, of Evanston, Illinois, to perform the annual pruning contract from the time of award on September 12, 2016, until the end of the contract on April 30, 2019, in an amount not to exceed \$162,177.50, to be expensed to the General Fund.
10. Ordinance No. 6438, An Ordinance Extending the Expiration Date of Ordinance No. 5567 Which Granted Approval of a Final Planned Unit Development, Final Plat of Subdivision and Subdivision Variations for Georgetown by the River Located on Property Commonly Known as 440 and 450 Swift Road.
11. Ordinance No. 6439, An Ordinance Approving a Variation from the Maximum Lot Coverage Ratio Requirements of the Zoning Code to Allow the Installation of a Box Bay Window and the Construction of a Front Porch to an Existing 2-Story Residence for the Property Located at 263 Sheffield Lane.
12. Ordinance No. 6440, An Ordinance Approving Variations from the Front and Corner Side Yard, Height and Alteration Class Requirements of the Zoning Code to Allow the Expansion of the First Floor Level, the Construction of a Second Floor Addition, and the Installation of a Bay Window to an Existing 1-Story Residence for the Property Located at 401 Phillips Avenue.

Regarding Item #6, Trustee Kenwood asked about having a band outside to which Village Manager Franz stated the Board did approve a pilot program last fall for six outdoor band events, and this event would be considered a seventh event. Village Manager Franz stated this is a one-time event.

Regarding Item #8, Trustee Senak asked about the different methods that Public Works uses to assess pavement to which Public Works Director Hansen stated for crack sealing, a company is brought in to see if the pavement is worthy of crack-sealing. Public Works Director Hansen stated if there are too many cracks in the pavement, the pavement is deemed that it is beyond crack-fill. Trustee Senak asked about the annual windshield survey to which Public Works Director Hansen stated the Public Works Department will look at every street every year to see how the pavements are faring. There was a discussion about how streets are inspected annually and photographing that will be done every four years. President Demos stated he was very impressed with this program package that was put together as this is a very important investment and should be brought to the Board every year.

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Regarding Item #9, Trustee O'Shea stated ComEd does prune trees around their power lines and asked how the Forestry Department helps. Public Works Director Hansen stated there are 14,000 trees in the Village divided into five areas which would take a lot of time if this would be done completely in-house; however, the in-house arborist does trim the smaller trees. Public Works Director Hansen stated they are continually looking at and inspecting and pruning trees. Trustee O'Shea asked about when the contractor does this tree care to which Public Works Director Hansen stated this work is done in the winter, starting around November 1st. Trustee Senak asked about the previous contractor to which Public Works Director Hansen stated the Village is looking at another contractor as the previous contractor had slow production and was not responsive to the Village's needs as well as there were issues with incorrect invoicing.

Regarding Item # 5, Trustee Ladesic would like to ensure there is a signed document at the Village with the correct lease date as he sees two different dates. Trustee Ladesic stated there are two different property owner names on the different documents, and an audience member stated the second name is for the attorney who has power of attorney. Trustee O'Shea asked to be clear on maintenance versus enhancement for a Retail Interior Improvement Award as he thought HVAC was not eligible. Village Manager Franz stated this might have been listed in the grant application, but this was not included in the award. There was a discussion on what can be included in this Award and how maintenance will be looked at for future Awards.

Regarding Item #10, Catherine Buck, owner of a unit at 1038 Swift Road and President of the Condominium Homeowner's Association of Georgetown by the River, stated they appreciate having the city's services available to them. Ms. Buck stated the Association does have concerns about the extending of the expiration date as there has not been many condos sold in the past few years and the condos that have sold have sold for much less than the original pricing. She stated the ordinance is expired, but the developer wants to reactivate this date, but for 24 months this time. Ms. Buck stated she met with the purchaser, and the new plans were not correct so the purchaser said they would build the new condos according to plan. She stated the Association is concerned about the development not being done correctly and in conformance and that there is financial backing to take this project to completion. She stated they do want to work with the Village and purchaser on this. President Demos thanked her for her comments and stated most of the questions can be answered on an administrative level with Village Manager Franz and Planning and Development Director Hulseberg. Trustee Ladesic asked if this is the same thing that happened with the developer on Pennsylvania Avenue to which Planning and Development Director Hulseberg stated the Village does ask for a standard letter of credit in case there is any damage done to existing common areas. Planning and Development Director Hulseberg stated the purchaser has committed to exactly following the plans, and the Village has told the purchaser this needs to be done exactly to plan. Planning and Development Director Hulseberg stated a few years ago, the Village changed the timing for completion of projects to 24 months instead of 18 months as projects were taking longer to get completed.

A motion was made by Trustee O'Shea and seconded by Trustee Senak to approve Consent Agenda Items 1-12.

Upon roll call, Trustees Clark, Elliott, Kenwood, Ladesic, O'Shea and Senak voted "aye."

Agenda Item F – 390 Elm Zoning Variation

Planning and Development Director Hulseberg presented information on this variation for the installation of a basketball hoop that did not meet the required yard setback requirements and stated that at the August 15, 2016 Village Board meeting, this issue was discussed with all parties expressing comments and concerns. Planning and Development Director Hulseberg stated the Board voted against denying this variation so the parties could

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possibly come up with an agreed-upon solution. Trustee Elliott asked if the Board needed to move to reconsider this issue due to procedure, and there was a discussion on the proper procedure for reconsidering this issue.

Tara Sheeley, property owner of 390 Elm Street stated the parties discussed this issue and decided a hedge would be the best option. Ms. Sheeley stated she got quotes for hedges and showed pictures of the possible hedges to be installed. Ms. Sheeley stated a net was discussed as well, but the parties agreed to try the hedge for now and then put the net up later if needed. George Dailey, property owner of 798 Western Avenue, stated the best compromise is the hedges that would be around four to six feet and would not block his garden. President Demos thanked both parties for coming up with this compromise.

Trustee Kenwood asked if the variation request could be withdrawn to which Planning and Development Director Hulseberg stated the variation request cannot be withdrawn as the installed basketball hoop is still not compliant to code so the best thing would be to grant the variation with certain conditions. Planning and Development Director Hulseberg stated the staff will redraft the ordinance and have the Village Attorney review it.

Trustee Ladesic stated he was the Trustee Liaison at the Zoning Board of Appeals (ZBA) meeting where this issue was discussed. Trustee Ladesic stated he feels if this issue went back before the ZBA with this compromise then the ZBA would support this decision.

A motion to reconsider the action of the Village Board from the August 15, 2016 Village Board Meeting to deny passage of Ordinance #6432 was made by Trustee Clark and seconded by Trustee O'Shea.

Upon roll call, Trustees Clark, Elliott, Kenwood, Ladesic, O'Shea and Senak voted "aye."

A motion to approve a variation to the required yard setback requirements of the zoning code to allow the installation at 390 Elm Street of a basketball hoop with the conditions of a four to six-foot hedge installed and contingent upon a review by the Village Attorney was made by Trustee Clark and seconded by Trustee O'Shea.

Upon roll call, Trustees Clark, Elliott, Kenwood, Ladesic, O'Shea and Senak voted "aye."

Agenda Item G – 196 Brandon Avenue License Agreement

Planning and Development Director Hulseberg presented information on a request for a license agreement at 196 Brandon Avenue to maintain a fence on the Greensfield Avenue right-of-way. Planning and Development Director Hulseberg stated in May 2010, property owners Joseph and Jennifer Iarrobino came before the Village Board to request a license agreement to build a fence in the right-of-way on Greensfield Avenue. Planning and Development Director Hulseberg stated the property line at 196 Brandon is unusual and is five feet short of the sidewalk. She stated the Board granted this license agreement allowing the fence to remain in the right-of-way for 10 years or until the property is sold or rented, at which point the fence is to be removed.

Planning and Development Director Hulseberg stated the property is currently in the process of being purchased by John and Jennifer Enders who are interested in keeping the fence in the right-of-way and are requesting a new license agreement for this fence.

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Trustee O'Shea asked why the license agreement needs to have an expiration date to which Planning and Development Director Hulseberg stated at the time of the original agreement, there were concerns from a few Board members about starting to allow structures in the right-of-way as a regular occurrence. President Demos stated it is good to re-affirm a new license agreement with the new owners.

Planning and Development Director Hulseberg stated if the Village did vacate the right-of-way, this would create a jog in the right-of-way, and the Village may need this right-of-way in the future. Professional Engineer Minix stated the staff was opposed to cutting up the right-of-way so the license agreement is the right formal process and a good way to handle this issue.

A motion to approve the petitioner's request for a license agreement at 196 Brandon Avenue to maintain a fence in the Greensfield Avenue right-of-way was made by Trustee O'Shea and seconded by Trustee Clark.

Upon roll call, Trustees Clark, Elliott, Kenwood, Ladesic, O'Shea and Senak voted "aye."

Agenda Item H – Glenwood-Arbor-Ridgewood Improvements Project Closeout

President Demos stated the memorandum on this topic was presented extremely well and did not feel further explanation was needed. The Board agreed with this as well, and there were no questions on this from the Board or the public.

A motion to increase the original appropriation from the Water Fund by \$63,465, and to credit the Sanitary Sewer Fund in the amount of \$51,752, to rectify funding with actual expenditure categories associated with the Glenwood-Arbor-Ridgewood Improvements Project and approve Resolution No. 16-12, A Resolution concerning the determination of the Glen Ellyn Village Board that Change Order Number One - Final with Swallow Construction Corporation for an increase \$22,718 is required for the Glenwood-Arbor-Ridgewood Improvements Project, for a revised and final contract cost of \$3,171,283 was made by Trustee Elliott and seconded by Trustee O'Shea.

Upon roll call, Trustees Clark, Elliott, Kenwood, Ladesic, O'Shea and Senak voted "aye."

Agenda Item I – Chidester-Elm-Lenox-Linden (CELL) Improvements Project Closeout

Professional Engineer Minix presented information on this project that was completed in 2014 and consisted of various improvements on the four different streets around Lake Ellyn Park. Professional Engineer Minix stated the final project cost was under the original bid price; however, due to the issues relating to the contractor and the timely completion of the project, the oversight engineer did incur additional expenses based on various protracted discussions with the contractor. Professional Engineer Minix stated the Board tonight would take action on approving the Change Order and consideration of adjusting the fee amount for the engineer that did the construction oversight.

Trustee Ladesic asked if the staff looked at the pavement to which Professional Engineer Minix stated the pavement is satisfactory. Trustee O'Shea asked about a possible sidewalk installation to which Professional Engineer Minix stated in 2017, the Village would install a regular concrete sidewalk in the selected alignment on the east side of Lennox Road in Lake Ellyn Park, and the Glen Ellyn Park District has agreed to this.

Trustee Elliott made the following motions, and Trustee O'Shea seconded:

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1. Resolution No. 16-13, A Resolution concerning the determination of the Glen Ellyn Village Board that Change Order Number One - Final with R. W. Dunteman Company for an decrease of \$104,051 (including a \$12,000 deduct for extra engineering expenses) is required for the Chidester-Elm-Lenox-Linden (CELL) Improvements Project for a revised and final contract cost of \$3,318,902.
2. A motion to increase the appropriation for construction phase engineering services associated with the CELL Improvements Project provided by Civiltech Engineering, Inc. in the amount of \$24,000 for a revised total appropriation of \$263,000 to be expensed to the Capital Projects Fund.
3. A motion to approve Amendment No. 1 to the services agreement with Civiltech Engineering, Inc. for the CELL Improvements Project for additional construction engineering expenses in the amount of \$24,000 resulting in a total not-to-exceed fee of \$263,000 for the work.

Upon roll call, Trustees Clark, Elliott, Kenwood, Ladesic, O'Shea and Senak voted "aye."

Agenda Item J – Central Business District LED Street Lights

Public Works Director Hansen presented information on this topic and stated the existing street lights in Central Business District (CBD) were installed in 1985 and are nearing the end of the lights useful lights. Public Works Director Hansen stated the implementation of LED lights is an environmentally friendly initiative since reducing energy consumption reduces air pollution. He stated this topic was discussed at the August 15, 2016 Special Workshop Meeting, and the Board liked two options: the Holophane or the Sternberg. He stated the Public Works Department made replicas of each and referred the Board to these lights.

Public Works Director Hansen stated the Holophane fixture is the one chosen by the Capital Improvements Commission and has adjustable wattage and etched glass panel to reduce the glare of light. Public Works Director Hansen stated the Sternberg is a custom-made convertible LED replica of the existing CBD street lights and has the added up-lighting feature.

A resident stated they are very torn because she has a personal preference on the fixture, but knows there is a historical-preference as well. This resident asked the Board to go easy on the up-lighting of buildings, and it would be good to choose a convertible one if the Board does not choose a dark-sky compliant fixture.

Trustee Clark stated it comes down to cost as both fixtures are attractive. He stated he is concerned about the substantial difference in cost to purchase the higher-price fixtures without seeing a substantial different in the cost to operate the fixtures. He stated he does prefer the Holophane.

Trustee Elliott asked if the Commissions were divided on the fixtures to which Public Works Director Hansen stated the Environmental Commission would like a dark-sky compliant fixture, and the Capital Improvements Commission does want the Holophane fixture. Trustee Elliott stated from an aesthetic standpoint, he prefers the Holophane which is also dark-sky compliant. Trustee Elliott stated he understand the possible historical significance of the fixtures, but the cost difference is too great.

Trustee Senak stated he does not fully support either option and would prefer a historically-consistent fixture which is fully dark-sky compliant and installed by Public Works. Trustee Senak commended the Public Works Department for doing the vetting process on these fixtures. Trustee Senak stated the Village should adopt a historically-consistent fixture.

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Trustee O'Shea stated he likes the Sternberg fixture as it is a great design. He stated he likes the lantern style and knows it is more expensive but worth it.

Trustee Kenwood stated he prefers the look of the Sternberg, and that it is dark-sky compliant. He stated he is not sure if the legacy of the Village's founders are tied to a light.

Trustee Ladesic stated he prefers the Sternberg fixture.

A motion was made to waive competitive bidding for the purchase of 295 LED luminaires, in the amount of \$424,505, for the custom-made convertible Sternberg luminaires; and the installation of the luminaires by Utility Dynamics, of Oswego, Illinois, in the amount of \$100,300, and \$35,000 in electrical materials, for a total project amount of \$559,805, to be expensed in FY2016 and FY2017 to the Parking and Capital Funds by Trustee Senak and seconded by Trustee Ladesic.

Upon roll call, Trustees Kenwood, Ladesic, O'Shea and Senak voted "aye." Trustees Clark and Elliott voted "nay." Motion carried.

Agenda Item K – Reminders

1. A Special Village Board Workshop is scheduled for Monday, September 19, 2016 at 6:00 p.m. in Room 301 of the Glen Ellyn Civic Center.
2. A Village Board Meeting is scheduled for Monday, September 26, 2016 at 7:00 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

Agenda Item K - Other Business

Trustee Ladesic referred back to Item #11 on the Consent Agenda and asked if the Board would be talking about Lot Coverage ratio at a future workshop. President Demos stated the staff is working on this.

Adjournment

At 8:40 p.m., a motion was made by Trustee Elliott and seconded by Trustee O'Shea to adjourn. Motion carried.

Upon roll call, Trustees Clark, Elliott, Kenwood, Ladesic, O'Shea and Senak voted "aye."

Respectfully submitted,

Debbie Solomon
Recording Secretary



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

Meeting: 10/10/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Minutes
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2458)

DOC ID: 2458

September 19, 2016 Special Village Board Workshop Minutes.

ATTACHMENTS:

- Minutes 09-19-2016 Special Village Board Workshop (PDF)

**Minutes
Special Workshop Meeting
Glen Ellyn Village Board of Trustees
Monday, September 19, 2016**

Call to Order

President Demos called the meeting to order at 6:32 p.m.

Roll Call

Upon roll call by Recording Secretary Solomon, President Demos and Trustees Clark, Elliott, Kenwood, Ladesic and Senak answered "Present." Trustee O'Shea was excused.

In Attendance: Village Clerk Galvin, Recording Secretary Solomon, Village Manager Franz, Assistant Village Manager Stonitsch, Village Attorney Mathews, Finance Director Coyle, Public Works Director Hansen, Planning and Development Director Hulseberg, Police Chief Norton, Village Links General Manager Vesevick, Village Links Golf Course Superintendent Pekarek, Senior Engineer Daubert, and Administrative Intern Mendoza

Pledge of Allegiance

President Demos asked Trustee Elliott to lead the Pledge of Allegiance.

At 6:33 p.m., a motion was made by Trustee Clark and seconded by Trustee Ladesic to adjourn to Executive Session for the purpose of discussing pending litigation, returning to open session thereafter.

Upon roll call, Trustees Clark, Elliott, Kenwood, Ladesic and Senak voted "aye."

At 7:30 p.m., President Demos called the meeting back to order.

Audience Participation

None

Agenda Item F. – Five Year Forecast and Background: (Finance Director Coyle)

Finance Director Christina Coyle presented information regarding the Five Year Forecast and stated this forecast is developed annually as a tool for the budget process. She stated the Five Year Forecast is divided into four main areas: the General Fund, the Water and Sewer Fund, the Capital Projects Fund and Long Term Liabilities.

Finance Director Coyle stated that in the General Fund, revenues are forecast to grow at approximately 3% per year while expenditures grow at 4%, which would decrease the General Fund's balance by \$3.7 million over the next 5 years. She referenced the Composition of General Fund Revenues page in the packet and stated these pie charts project a greater reliance on property taxes and income taxes if user fees remain flat. She stated a possible property tax freeze over five years would forego around \$411,000 of revenue in the General Fund that would need to be made up from other revenue sources or through reductions in service. She stated 2010 was the first time this Five Year Forecast was completed with actual results, and this showed that Sales, Home Rule Sales and Income Tax have far outperformed expectations, there were lower salary increases than anticipated, there were lower healthcare costs increases than anticipated and annual balanced budgets and good fiscal management have allowed cash reserves to increase. She stated the Village received an AAA bond rating recently due to the Village's strong reserve balances.

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Finance Director Coyle stated in the Water and Sewer fund, usage decreases have been greater than 2% in some years over the past five years, and the Village will need to monitor usage closely to ensure the rates are appropriate. She stated there is volatility in the Water and Sewer Fund due to timing of capital projects throughout the lifetime of the forecast, and the current forecast shows that rate increases will be needed to keep pace with the capital program. She stated water meter replacement has been slotted for 2020-2022. She stated the Village will revisit the capital plan in preparation for the 2017 budget, and this rate forecast will be updated again in the fall to prepare for rate discussions. She stated a rate study may be warranted in future years to examine options for setting rates and to determine if changes should be made from the current model. Trustee Elliott stated the Board should definitely discuss water purchases during the upcoming budget discussions.

Finance Director Coyle stated expenditures vary year-to-year dependent upon the types of projects that are undertaken in the Capital Projects Fund forecast. She stated a property tax freeze over five years would forego around \$565,000 of revenue that would need to be made up from other revenue sources or through reductions to the Village's capital plan. She stated several projects remain unscheduled and unfunded, and there will need to be future planning to address how to fund these needs. She stated grant funds will be sought to address some of these funding needs, and Trustee Kenwood asked to see the proposed grant funds so the Board can see the Village's actual estimated costs. She stated the Board will need to provide direction of the increase to the 2016 property tax levy and on the unscheduled/unfunded projects and how to proceed forward.

Finance Director Coyle stated for the Long Term Liabilities, there was an issuance of General Government Bonds for the police-station project in 2015, and there is a gradual debt repayment over the five year forecast. She stated the Village Links bonds would retire in 2023 and 2033, and the police station project bonds would retire in 2035. She stated the increase in Police Pension is due to a duty disability, increases to the mortality ages and decreases in the investment rate return assumption in 2014-2016 (and projected for 2017 and 2018). She stated the Board will need to revisit the actuarial assumptions for the Police Pension this fall in preparation for the tax levy discussion. She stated the Village will need to be mindful of the negative impact that increasing pension contributions will have on the General Fund as well as the impact freezing property taxes will have on its ability to pay off debt and meet capital needs in the future.

There was a discussion regarding the tax levy, the Village's overall financial health and the possibility of the State of Illinois freezing property taxes. Village Manager Franz stated pension costs and capital needs will be the two biggest issues of discussion in the upcoming budget conversations.

**Agenda Item G. – Indoor and Outdoor Live Entertainment at the Village Links/Reserve 22:
(Planning and Development Director Hulseberg)**

Village Links/Reserve 22 General Manager Jeff Vesevick presented information regarding a review of the Village Links/Reserve 22 special use permit for indoor and outdoor live entertainment. General Manager Vesevick stated in May 2015, the Board approved Zoning Code Text Amendments, a Zoning Variation and a Special Use Permit to allow live entertainment in the CR District for a trial period of four months. He stated in August 2015, the Board approved a Special Use Permit to allow live entertainment at the Village Links for a 1-year trial period. He stated in the two trial periods of this pilot program, they have only received one complaint which came late in the evening. He stated they have had meetings with the

Minutes
Special Workshop Meeting
Glen Ellyn Village Board of Trustees
Monday, September 19, 2016
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residents in the surrounding neighborhoods, and the comments have been very positive. He stated they would like some restrictions and conditions possibly lifted.

Trustee Elliott stated there is a balancing act between the Village Links/Reserve 22 and its neighbors, and he does not see any neighbors with issues and would be inclined to go along with the changes. Trustee Ladesic stated he would like to end time to 9:00 p.m. on school nights, and he does not think the annual community meeting might be necessary. Trustee Elliott and President Demos stated they like this meeting to remain, and General Manager Vesevick stated this meeting does enhance the relationship with the residents.

Trustee Kenwood asked about the cost of the live entertainment to which General Manager Vesevick stated it is approximately \$200-\$350 to hire bands for the outside in the summer, and in the winter, it is approximately \$500 to hire bands for the inside. Trustee Senak asked if they would continue to track the revenues.

President Demos stated it seems the test was successful. President Demos stated the end time should remain at 8:00 p.m. and the community meeting should keep going for now, and the Board could revisit this meeting if needed in the future.

Agenda Item H. – Park Boulevard/Main Street Projects Engineering Updates: (Senior Engineer Rich Daubert)

Senior Engineer Rich Daubert presented information regarding the Park Boulevard/Main Street Projects additional Phase I engineering expenses and Phase II engineering services. President Demos stated it was a thorough and well-written piece on this topic and did not feel further explanation was needed. The Board agreed with this as well, and there were no questions on this from the Board or the public.

Agenda Item I. – Special Events Policy and Commercial Filming Permits: (Assistant Manager Al Stonitsch and Administrative Intern Brendon Mendoza)

Administrative Intern Brendon Mendoza presented information regarding the Special Events Policy update and Commercial Filming Permits. He stated from time to time, the Board reviews and considers potential updates to the Village's Special Event Permit policies. He referenced the permit fees in other municipalities and stated the current permit fee is \$35.00. There was a discussion regarding this fee, "grandfathered" events, permit fees for sister jurisdictions and a possible deposit fee.

President Demos stated he was comfortable at \$50.00 for the fee, and the Trustees agreed on this. President Demos stated the Board could revisit "grandfathered" events before the event occurs to see about any possible chargebacks. The Board agreed that sister organizations should be charged a permit fee. The Board also agreed on a deposit fee with a provision that staff could waive this deposit depending on the possible risk of the event.

Administrative Intern Mendoza asked if the Village should adopt a separate Film Permit policy and application fee as the staff recommends a \$100.00 fee for this as well as no more than 10 days at any one home in a calendar year. Trustee Senak stated this fee should be more reflective to the burden it will place on the Village, and President Demos agreed with this. President Demos stated the fee should be \$150.00 with no more than five events or ten calendar days per year per location in the Village. President Demos stated Public Works and administration can come up with additional fees for street closure requests.

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There was a five-minute break from 8:48 p.m. to 8:53 p.m.

Agenda Item J. - Environmental Commission Update: (Assistant Manager Al Stonitsch and Administrative Intern Brendon Mendoza)

1. DuPage County Cool DuPage Initiative

Assistant Manager Al Stonitsch presented information on the DuPage County Cool DuPage Initiative and stated the Environmental Commission reviewed this initiative and recommends the Village join this. Environmental Commission Chairman Adam Kreuzer stated there is information available on the web about Cool DuPage and stated DuPage County Environmental Specialist Joy Hinz was very helpful in providing information. Chairman Kreuzer stated the Village was contacted in April 2015 by DuPage County to consider joining the Cool DuPage Initiative, which is a plan to set goals of reducing greenhouse gases from 2007 levels by 10 percent by the year 2020 and by 20 percent by the year 2030.

Trustee Ladesic asked how the Village staff would deal with this initiative, what goals would be measured and how this initiative would benefit the residents. Trustee Ladesic stated he was against this initiative as it comes from the Sierra Club. Chairman Kreuzer stated the people of the Village are responsible to addressing climate change, and this starts at the ground level as every person has a stake in these issues. Chairman Kreuzer stated there is no official commitment to Cool DuPage, and this would put no financial burden on the Village.

DuPage County Environmental Specialist Joy Hinz stated Cool DuPage is strictly a voluntary program for residents and businesses, and this initiative is not intended to bind the Village into anything.

Trustee Kenwood asked about how much time the staff would spend on this to which Assistant Village Manager Stonitsch stated he did not get time specifics from other municipalities, but the municipalities did say the time was very reasonable.

President Demos asked if the Village could withdraw from Cool DuPage after joining it to which Ms. Hinz stated she was not sure of the official process, but it might be just an email would do.

Trustee Kenwood asked how the baseline levels were set to which Ms. Hinz stated they have the 2007 baseline information and are comparing the current levels to these 2007 levels.

At 9:15 p.m. President Demos turned over the meeting to President Pro Tem Senak, and President Demos exited the meeting.

President Pro Tem Senak stated he did some research on this topic and found that this is one of the top 10 pieces that residents look at when moving to a new community. He stated he supports this initiative.

Ms. Hinz stated the Sierra Club originally approached DuPage County about doing a program, but the county decided to do its own program that the county would then oversee.

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There was a discussion on the pros and cons of this initiative. Trustee Kenwood asked Assistant Village Manager Stonitsch to find out what the staff time would take for this. Trustee Clark stated he does agree with Trustee Ladesic on some of the concerns.

2. Proposed Lambert Lake Stewardship Program

Environmental Commissioner Andrew Van Gorp presented information on a proposed one –year pilot program that would mimic the Forest Preserve programs where volunteers would sign up to become trained in restoration techniques by the Environmental Commission and be given responsibility to oversee a parcel of greenspace as a certified steward. Mr. Van Gorp stated he would hold work days and oversee volunteers on these days and then do an analysis at the end of the pilot year to see how this program did.

Trustee Ladesic stated maybe this project should hold for a bit as the Village is possibly putting a salt-storage dome somewhere by Lambert Lake and suggested maybe Panfish Park would be a better location for this stewardship program. Village Links Golf Course Superintendent Chris Pekarek stated the cost for this stewardship program would be minimal and could be a very positive program for either Lambert Lake or Panfish Park.

Trustee Kenwood stated there are many easy improvements that could be done. Trustee Elliott stated this would be a great volunteerism initiative and suggested possibly starting on other areas around Lambert Lake where the salt-storage dome has not been proposed to go. President Pro Tem Senak and Trustee Clark agreed they were in favor of this program for areas not proposed for the salt-storage dome.

Trustee Elliott exited the meeting at 9:56 p.m.

3. Environmental Commission 2017 Funding Request

Assistant Village Manager Stonitsch stated the Environmental Commission has developed a line-item budget request that is tied to various initiatives that it would like to implement in 2017. Assistant Village Manager Stonitsch stated in order to do these initiatives, the Commission would like to repurpose the 2016 budget funding through the elimination of the Recycling Extravaganza and the Rain-Barrel Cost Sharing Program.

Environmental Commissioner Mike Malone presented information on the Glen Ellyn Fund initiative which would provide private funds to support new and enhanced programs and projects in the Village through a partnership with the DuPage Foundation to secure significant major gifts. There was a discussion about this initiative, and the Board was favorable on this. President Pro Tem Senak stated this initiative should possibly be a separate line item in the Village's budget.

Agenda Item K. – Other Items

None

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J. Adjournment

At 10:12 p.m., a motion was made by Trustee Kenwood and seconded by Trustee Clark to adjourn.
Motion carried.

Respectfully submitted,

Debbie Solomon
Recording Secretary



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

Meeting: 10/10/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Minutes
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2459)

DOC ID: 2459

September 26, 2016 Regular Village Board Meeting Minutes.

ATTACHMENTS:

- Minutes 09-26-2016 Regular Village Board Meeting (PDF)

**Minutes
Village Regular Board Meeting
Glen Ellyn Village Board of Trustees
Monday, September 26, 2016**

Call to Order

President Demos called the meeting to order at 7:03 p.m.

Roll Call:

Upon roll call by Village Clerk Galvin, President Demos and Trustees Clark, Elliott, Kenwood, Ladesic and Senak answered "Present." Trustee O'Shea was excused.

In Attendance: Recording Secretary Solomon, Assistant Village Manager Stonitsch, Village Attorney Mathews, Director of Planning and Development Hulseberg, Public Works Director Hansen, Police Chief Norton, Economic Development Coordinator Hannah, Senior Engineer Daubert and IT Manager Binkerd.

Pledge of Allegiance

President Demos asked Architectural Review Commission Chairman Jim Burket to lead the Pledge of Allegiance.

Recognition

1. A resident sent an email to acknowledge Administrative Clerk Patti Turner's professionalism, helpfulness and assistance with notarizing documents.
2. Maintenance Worker Emma Sprau received a hearty congratulations from a resident for the artistry displayed in the potted plant arrangements.
3. Assistant Golf Pro Vince Crovetti received a letter of appreciation and recognition for all of his hard work and dedication to the Village Links and the Caddy Program.
4. The Illinois State Police sent a letter to congratulate the Police Department on its full compliance with LEADS/NCIC rules, regulations and policies. Records Supervisor Patti Taves was instrumental in the successful outcome of this audit, which is conducted every three years.
5. The Village Board and Management Team congratulate the following employees who recently celebrated an anniversary as a Village employee:

Ryan Cusack	Police Department	15 Years
Keith Duval	Police Department	10 Years

Audience Participation

1. Beth Marchetti, Executive Director of the DuPage Convention and Visitors Bureau, gave a presentation on how the bureau is working in the Village and DuPage County. Ms. Marchetti stated the bureau has been around since 1987, and their main goal is to promote tourism in the county. She stated they do have

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an aggressive advertising program and attend tradeshow as well as use Multiview and Trip Advisor to bring tourism to the county. She stated the Village of Glen Ellyn had \$75,000 in group business for Quarter 1 of 2016, and in 2015, there was \$2.48 billion in tourism expenditures in DuPage County.

2. President Demos stated Civic Betterment Party President Erik Ford would give a presentation at a later date.
3. Architectural Review Commission Chairman Jim Burket presented this year's winners of the annual Traveling Trophy Award for excellence in building design, an honorable mention for building design and the Vivian Ball Landscape Award for excellence in achieving aesthetic landscape objectives in the Village. The Traveling Trophy design went to Marché, the honorable mention for building design went to Dunkin' Donuts and the Vivian Ball Landscape Award went to Autumn Leave Memory Care Center.
4. Ken Kloss, who resides at 350 Ridgewood Avenue, stated he showed an architectural model presentation at the September 22, 2016 Plan Commission meeting, and this model illustrates how one of the developer's ideas would complement Main Street. Mr. Kloss stated negotiable property considerations should be considered for this project, and the most desirable apartments face to the south or to the east.

Agenda Item E - Consent Agenda:

The following items are considered routine business by the Village Board and were presented for a single approval in the form listed below:

1. Total Expenditures (Payroll and Vouchers - \$1,458,565.29
The vouchers have been reviewed by Trustee Elliott and Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.
2. Approve a Fire Prevention Award request in the amount of \$1,000 to Richard Somolik, for improvements proposed to the property located at 481 N. Main Street.
3. Approve a Fire Prevention Award request in the amount of \$15,000 to Thomas J. Ent. Inc. DBA Glen Art Theatre, for improvements proposed to the property at 540 Crescent Boulevard.
4. Approve the purchase of software, a single source purchase which is an authorized exception in the purchasing policy, with Tyler Technologies, Inc. of Plano, Texas, for Tyler Content Manager, in the amount of \$37,700, to be expensed to the General Fund.
5. Approve an annual maintenance fee, a single source purchase which is an authorized exception in the purchasing policy, with Tyler Technologies, Inc. of Plano, Texas, for MUNIS software support and licensing in the amount of \$76,496.82, to be expensed to the General and Water & Sewer Funds.
6. Approve an agreement with Engineering Enterprises Incorporated, of Sugar Grove, Illinois, for Phase II Engineering for the Park Boulevard Rehabilitation Project, and for Phase I and Phase II Engineering for the Main Street Resurfacing Project, in the total fixed price amount of \$269,695, to be expensed to the Capital Projects, Sanitary Sewer, and Water Funds.

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Village Board Regular Meeting
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Regarding Item #4, Trustee Senak asked if purchasing software that provides automated systems for Accounts Payable would improve internal controls to which Finance Director Coyle stated that both an automated and manual system would work. Finance Director Coyle stated this automated system would shift to an electronic approval system based on electronic workflow in defined parameters. Finance Director Coyle stated this automated system would provide for more of an immediate information flow; however, some items will still need to be reviewed by the Finance team. There was a discussion around the cost per square foot of storage that was mentioned in the staff memo.

Regarding Item #6, Trustee Senak asked for a cost breakdown between Phases I and II for both Main Street and Park Boulevard. Senior Engineer Daubert stated both phases for Main Street equal \$28,164, and they have not broken down the cost of the two phases as these phases will be completed together. Senior Engineer Daubert stated the Phase II cost for Park Boulevard will be \$241,531. Trustee Senak asked why there is a big cost different for the two streets to which Senior Engineer Daubert stated the engineering for Park Boulevard will be much more extensive.

Trustee Senak asked the proposal for a possible widening of Park Boulevard to allow for construction of a bike lane to which Senior Engineer Daubert stated they will widen sections of Park Boulevard between Roosevelt Road and Fairview Avenue to create a five-foot bike lane. Senior Engineer Daubert stated Park Boulevard will be 31 feet across from back of curb to back of curb, but they have not decided if they stripe this bike lane or not yet. Public Works Director Hansen stated Park Boulevard is a connecting north-south route, and this street would be a good

Senior Engineer Daubert stated the Village has been working on a comprehensive plan, and they are still working on its overall bicycle plan. Senior Engineer Daubert stated this bicycle plan would be so they can provide alternative accommodations for residents to make its way through the Village, and it is a good time to incorporate a bike lane as they are reconstructing Park Boulevard.

There was a lengthy discussion regarding this possible bike lane, and President Demos stated Item #6 would be removed from the Consent Agenda for further discussion.

A motion was made by Trustee Elliott and seconded by Trustee Kenwood to approve Consent Agenda Items 1-5.

Upon roll call, Trustees Clark, Elliott, Kenwood, Ladesic and Senak voted "aye."

Regarding Item #6, Trustee Elliott stated he thought this was a strange place to put a bike lane and asked why this bike lane would not be striped. Senior Engineer Daubert stated they can stripe this bike lane, but they just had not discussed this yet. Police Chief Norton stated this is the first he has heard of this proposed bike lane on Park Boulevard, and he does not think this would be a good place due to safety issues. President Demos stated he does think a bike lane would be good on Park Boulevard, and with many adults commuting on bikes these days, he would prefer to see these bike commuters on the street and not the sidewalk.

Trustee Kenwood stated it sounds as if the driving lane would be smaller, and he does think Park Boulevard is a safe place to ride a bike. Trustee Senak how this proposed bike lane combines with the Active Transportation plan to which Senior Engineer Daubert stated this section of Park Boulevard has been identified in the plan as a desirable place to ride a bike as Park is a good north-south connecting route. Senior Engineer Daubert stated Public Works thinks this is a good time to incorporate a bike lane on Park Boulevard as the reconstruction of Park is being done.

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Village Board Regular Meeting
Glen Ellyn Board of Trustees
Monday, September 26, 2016
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Trustee Clark asked for clarification on the footage when the street is widened and then asked if 10 feet is wide enough for a travel lane to which Senior Engineer Daubert stated a 10-foot travel lane is acceptable. Trustee Kenwood stated he is not in favor of this bike lane due to safety. Trustee Senak stated if the proposed footages comply with those in the Active Transportation Plan then he is in favor of this bike lane. Senior Engineer Daubert stated he would need to review the plan, but he did think these footages do comply.

Trustee Kenwood asked if new curbs and sidewalks are installed when a street is reconstructed to which Senior Engineer Daubert stated they do install new curbs and gutters and will fix sidewalks if this is needed.

Trustee Kenwood asked if the Board could approve this without a bike lane to which President Demos stated the Board is only approving the engineering to move forward with this project and could discuss the striping in the future. President Demos stated the Board needs to focus on moving forward so they can stay on top of the engineering and funding for this project. Trustee Senak stated he is in favor of this bike lane and wants to ensure the footages are safe.

Trustee Ladesic stated that seeing the cross sections and dimensions would be helpful to which Senior Engineer Daubert stated he can distribute these typical dimensions when needed.

Alex Durham, who resides at 151 Carleton Avenue, stated he is an avid bicyclist and stated it can be confusing if a bicyclist should be on a sidewalk or travel lane. He stated he would like to see a bike lane on Park Boulevard.

A motion was made to approve an agreement with Engineering Enterprises Incorporated, of Sugar Grove, Illinois, for Phase II Engineering for the Park Boulevard Rehabilitation Project, and for Phase I and Phase II Engineering for the Main Street Resurfacing Project, in the total fixed price amount of \$269,695, to be expensed to the Capital Projects, Sanitary Sewer, and Water Funds by Trustee Elliott and seconded by Trustee Clark.

Upon roll call, Trustees Clark, Elliott, Ladesic and Senak voted "aye." Trustee Kenwood voted "nay." Motion carried.

Agenda Item K – Reminders

1. A Village Board Meeting is scheduled for Monday, October 10, 2016 at 7:00p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.
2. A Special Board Workshop is scheduled for Thursday, October 13, 2016 at 6:00p.m. in Room 301 of the Glen Ellyn Civic Center.

Agenda Item K - Other Business

None

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Adjournment

At 8:02 p.m., a motion was made by Trustee Elliott and seconded by Trustee Kenwood to adjourn. Motion carried.

Upon roll call, Trustees Clark, Elliott, Kenwood, Ladesic and Senak voted “aye.”

Respectfully submitted,

Debbie Solomon
Recording Secretary



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

Meeting: 10/10/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Vouchers
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2452)

DOC ID: 2452

Total Expenditures (Payroll and Vouchers) - \$2,193,929.62.
The vouchers have been reviewed by Trustee O'Shea and Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.

ATTACHMENTS:

- Vouchers 10-10-2016 (PDF)

Approval of Vouchers
For the Village Board Meeting of October 10, 2016

EXPENDITURES:

Accounts Payable Warrant 0916-4	9/9/2016	\$	240,194.66
Accounts Payable Warrant 0916-5	9/30/2016	\$	1,406,437.69
Accounts Payable Warrant 0916-6	9/30/2016	\$	37,125.65
Sub-Total		\$	1,683,758.00
			Warrant Total \$ 1,683,758.00

PAYROLL EXPENDITURES**September 30, 2016****Net Employee Payroll Checks**

316,995.41

Employee & Employer Payroll Deductions:

Employee Deductions*	141,976.53
IMRF - Employer contribution	25,859.18
Social Security/Medicare Tax Withheld - Employer portion	25,340.50

Total Payroll**\$ 510,171.62****GRAND TOTAL \$ 2,193,929.62**

* 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.

09/30/2016 15:34 | VILLAGE OF GLEN ELLYN
maryr | PAID WARRANT REPORT

WARRANT: 0916-4

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| appdwa
TO FISCAL 2016/09 01/01/2016 TO 12/31/2016

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
2021 A-RELIABLE PRINTING 71664 INVOICE: 18455 71665 INVOICE: 18469 VENDOR TOTALS	09/06/16 18455 09/14/16 18469			222952 222952	P P	09/23/16 09/23/16	126100 126200	PRINTING PRINTING	520905 520905 6,557.11 YTD PAID
7251 DJK TECHNOLOGIES, INC 71666 INVOICE: 25647 VENDOR TOTALS	08/29/16 25647			222953	P	09/23/16	65000	MAINTENANCE-BUILDING & GR	520970 1,747.12 YTD PAID
9224 ADVANCE STORES COMPANY, INC 71667 INVOICE: 240 71668 INVOICE: 1208 71669 INVOICE: 1312 VENDOR TOTALS	08/01/16 240 08/30/16 1208 08/31/16 1312			222954 222954 222954	P P P	09/23/16 09/23/16 09/23/16	65000 65000 65000	PARTS PURCHASED PARTS PURCHASED PARTS PURCHASED	530310 530310 530310 2,174.95 YTD PAID
8181 MWSTAR WASTE HOLDINGS CORPORATION 71735 INVOICE: TB0000014951 VENDOR TOTALS	08/31/16 TB0000014951			222955	P	09/23/16	143300	LANDFILL FEES	521115 7,902.68 YTD PAID
5574 AFTERMATH, INC. 71670 INVOICE: JC2016-7428 VENDOR TOTALS	08/31/16 JC2016-7428			222956	P	09/23/16	134200	PROFESSIONAL SERVICES - O	521055 510.00 YTD PAID
8252 RIGHTWAY PRINTING 71737 INVOICE: 46575 VENDOR TOTALS	09/19/16 46575			222957	P	09/23/16	122100	PRINTING	520905 1,922.57 YTD PAID
10224 ALSCO, INC 71673 INVOICE: LCHI947031 71673 INVOICE: LCHI947031 VENDOR TOTALS	08/31/16 LCHI947031 08/31/16 LCHI947031			222958 222958	P P	09/23/16 09/23/16	55730 55730	OPERATING SUPPLIES LINENS AND RENTALS	530105 530446 4,998.49 YTD PAID

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09/30/2016 15:34 | VILLAGE OF GLEN ELLYN
maryr | PAID WARRANT REPORT

WARRANT: 0916-4

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
71671 INVOICE: 3938985 71672 INVOICE: 3938990	08/29/16 3938985 08/26/16 3938990			222959	P	09/23/16	121300	521075	65.0
VENDOR TOTALS	3,588.00	YTD INVOICED						3,588.00	YTD PAID
65 AT&T 71736 INVOICE: 92216	09/04/16 92216			222960	P	09/23/16	50100	521195	85.0
VENDOR TOTALS	34,200.17	YTD INVOICED						34,200.17	YTD PAID
8437 B & F CONSTRUCTION CODE SERVICES, INC 71675 INVOICE: 44743 71676 INVOICE: 44736 71677 INVOICE: 44758 71678 INVOICE: 44734 71679 INVOICE: 44749	09/01/16 44743 08/31/16 44736 09/08/16 44758 08/31/16 44734 09/06/16 44749			222961	P	09/23/16	126200	521048	495.9
				222961	P	09/23/16	126200	521048	2,405.3
				222961	P	09/23/16	126200	521048	1,443.2
				222961	P	09/23/16	126200	521048	1,015.9
				222961	P	09/23/16	126200	521048	1,216.62
VENDOR TOTALS	65,619.99	YTD INVOICED						65,619.99	YTD PAID
10291 JENNIE BOURKE 71815 INVOICE: 20151802	09/16/16 20151802			222962	P	09/23/16	100	240100	2,000.00
VENDOR TOTALS	2,000.00	YTD INVOICED						2,000.00	YTD PAID
9879 BREAKTHRU BEVERAGE ILLINOIS, LLC 71758 INVOICE: 1013324369	09/15/16 1013324369			222963	P	09/23/16	550	150302	462.40
VENDOR TOTALS	21,250.54	YTD INVOICED						21,250.54	YTD PAID
114 CASCO INTERNATIONAL 71680 INVOICE: 1197413 71681 INVOICE: 1196797 71743 INVOICE: 1194757	08/17/16 1197413 08/12/16 1196797 08/02/16 1194757			222964	P	09/23/16	60000	520870	223.00
				222964	P	09/23/16	60000	520870	136.00
				222964	P	09/23/16	60000	520870	104.00
VENDOR TOTALS	758.00	YTD INVOICED						758.00	YTD PAID
5354 UNITED COMMUNICATION SYSTEMS 71688	09/15/16			222965	P	09/23/16	134100	521195	16.0

09/30/2016 15:34 | VILLAGE OF GLEN ELLYN
maryr | PAID WARRANT REPORT

WARRANT: 0916-4

TO FISCAL 2016/09 01/01/2016 TO 12/31/2016

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: 71688	09/15/16			222965	P	09/23/16	134200	521195	TELECOMMUNICATIONS
INVOICE: 71688	09/15/16			222965	P	09/23/16	134300	521195	TELECOMMUNICATIONS
INVOICE: 71688	09/15/16			222965	P	09/23/16	143100	521195	TELECOMMUNICATIONS
INVOICE: 71688	09/15/16			222965	P	09/23/16	50100	521195	TELECOMMUNICATIONS
INVOICE: 71688	09/15/16			222965	P	09/23/16	50200	521195	TELECOMMUNICATIONS
INVOICE: 71688	09/15/16			222965	P	09/23/16	121600	521195	TELECOMMUNICATIONS
INVOICE: 71688	09/15/16			222965	P	09/23/16	55710	521195	TELECOMMUNICATIONS
INVOICE: 71688	09/15/16			222965	P	09/23/16	55720	521195	TELECOMMUNICATIONS
INVOICE: 71688	09/15/16			222965	P	09/23/16	55730	521195	TELECOMMUNICATIONS
INVOICE: 71688	09/15/16			222965	P	09/23/16	55750	521195	TELECOMMUNICATIONS
INVOICE: 71688	09/15/16			222965	P	09/23/16	135100	521195	TELECOMMUNICATIONS
INVOICE: 71688	09/15/16			222965	P	09/23/16	55720	521195	TELECOMMUNICATIONS
INVOICE: 71688	09/15/16			222965	P	09/23/16	121400	521195	TELECOMMUNICATIONS
VENDOR TOTALS				32,921.14	YTD INVOICED			32,921.14	YTD PAID
120 CANON SOLUTIONS AMERICA, INC									
INVOICE: 71683	09/12/16			222967	P	09/23/16	121400	520901	COPIER
INVOICE: 71744	02/23/16			222966	P	09/23/16	121400	520901	COPIER
VENDOR TOTALS				2,080.72	YTD INVOICED			2,080.72	YTD PAID
132 CASEY EQUIPMENT COMPANY, INC									
INVOICE: 71684	09/09/16			222968	P	09/23/16	65000	530310	PARTS PURCHASED
INVOICE: 71685	09/09/16			222968	P	09/23/16	65000	530310	PARTS PURCHASED
VENDOR TOTALS				106,713.25	YTD INVOICED			106,713.25	YTD PAID
8502 NEW CHICAGO WHOLESALE BAKERY, INC									
INVOICE: 71759	09/18/16			222969	P	09/23/16	550	150301	FOOD INVENTORY
INVOICE: 71760	09/15/16			222969	P	09/23/16	550	150301	FOOD INVENTORY
VENDOR TOTALS									

161.7

31.5

416.4

229.9

158.2

46.5

3.0

-134.5

100.0

111.5

265.97

460.76

1,889.81

3,757.71

282.25

398.00

680.25

155.50

19.89

175.39

132.75

66.15

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VENDOR TOTALS		4,307.86	YTD	INVOICED			4,307.86	YTD PAID	198.86
6043 CHICAGO PARTS & SOUND LLC 71687 09/12/16 INVOICE: 785961				222970	P	09/23/16	65000	PARTS PURCHASED	94.86
VENDOR TOTALS		7,979.70	YTD	INVOICED			7,979.70	YTD PAID	94.86
10288 ROBERT CLEWLOW 71738 09/21/16 INVOICE: 92216				222971	P	09/23/16	121100	VILLAGE COMMISSIONS	40.00
VENDOR TOTALS		40.00	YTD	INVOICED			40.00	YTD PAID	40.00
9082 COLPO COMMUNICATIONS 71686 09/12/16 INVOICE: 10212				222972	P	09/23/16	65000	PARTS PURCHASED	712.11
VENDOR TOTALS		2,291.29	YTD	INVOICED			2,291.29	YTD PAID	712.11
175 COMMONWEALTH EDISON COMPANY 71740 09/04/16 INVOICE: 71740 71741 09/14/16 INVOICE: 71741				222974	P	09/23/16	40000	CONSTRUCTION PROJECTS	29.66
				222973	P	09/23/16	121600	UTILITIES	616.75
VENDOR TOTALS		127,384.29	YTD	INVOICED			127,384.29	YTD PAID	646.41
5206 TAYKIT INC 71739 09/12/16 INVOICE: 9121602 71761 09/07/16 INVOICE: 9071602				222975	P	09/23/16	121200	PRINTING	2,565.60
				222975	P	09/23/16	55720	PRINTING	1,736.20
VENDOR TOTALS		19,382.61	YTD	INVOICED			19,382.61	YTD PAID	4,301.80
204 DAILY HERALD 71690 09/02/16 INVOICE: T4451105 71749 09/10/16 INVOICE: 92216				222977	P	09/23/16	126200	PRINTING	87.40
				222976	P	09/23/16	121200	DUES-SUBSCRIPTIONS-REG FE	179.40
VENDOR TOTALS		7,977.75	YTD	INVOICED			7,977.75	YTD PAID	266.80
1097 DLT SOLUTIONS, INC 71746 08/31/16 INVOICE: SI333405				222978	P	09/23/16	143100	EQUIPMENT/CAPITAL OUTLAY	2,149.82
VENDOR TOTALS		2,149.82	YTD	INVOICED			2,149.82	YTD PAID	2,149.82

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8059 DRH CAMBRIDGE HOWES 71745 09/22/16 INVOICE: 20142130				222979	P	09/23/16	100 240100	ESCROWS - DEVELOPER DEPOS	12,405.00
VENDOR TOTALS								29,966.66 YTD PAID	12,405.00
242 DU-KANE ASPHALT CO. 71747 09/04/16 INVOICE: 482				222980	P	09/23/16	143300 530210	OPERATING SUPPLIES, ASPHA	459.88
71748 09/11/16 INVOICE: 506				222980	P	09/23/16	143300 530210	OPERATING SUPPLIES, ASPHA	651.12
VENDOR TOTALS								12,984.84 YTD PAID	1,111.00
9549 DUNBAR ARMORED INC 71689 09/01/16 INVOICE: 3843477				222981	P	09/23/16	122200 520835	BANKING SERVICES	71.19
71689 09/01/16 INVOICE: 3843477				222981	P	09/23/16	50100 520835	BANKING SERVICES	71.19
71689 09/01/16 INVOICE: 3843477				222981	P	09/23/16	50200 520835	BANKING SERVICES	71.19
71689 09/01/16 INVOICE: 3843477				222981	P	09/23/16	54000 520835	BANKING SERVICES	71.19
VENDOR TOTALS								2,327.38 YTD PAID	284.73
9820 DUNNING LIFESTYLES LLC 71762 09/09/16 INVOICE: 80027240				222982	P	09/23/16	550 150300	PRO SHOP INVENTORY	287.70
VENDOR TOTALS								3,773.32 YTD PAID	287.70
2558 R. W. DUNTEMAN COMPANY 71742 06/30/16 INVOICE: 141409				222983	P	09/23/16	40000 580160	STREET IMPROVEMENTS	873.87
71742 06/30/16 INVOICE: 141409				222983	P	09/23/16	50100 580100	LENOX LINDEN	2,971.82
71742 06/30/16 INVOICE: 141409				222983	P	09/23/16	50200 580100	LENOX LINDEN	808.88
VENDOR TOTALS								217,251.03 YTD PAID	4,654.57
249 DUPAGE COUNTY 71691 08/01/16 INVOICE: 201608010449				222984	P	09/23/16	100 240100	ESCROWS - DEVELOPER DEPOS	30.00
VENDOR TOTALS								40,059.18 YTD PAID	30.00
1279 DUPAGE COUNTY CHIEFS OF POLICE ASSN 71734 09/20/16 INVOICE: 92016				222951	P	09/20/16	134200 520600	DUES-SUBSCRIPTIONS-REG FE	25.00

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VENDOR TOTALS		1,260.00	YTD INVOICED				1,260.00	YTD PAID	25.0
10285 ELITE EQUIPMENT SERVICE, INC 71750 08/02/16 INVOICE: 7507				222985	P	09/23/16	65000	MAINTENANCE-BUILDING & GR	242.9
VENDOR TOTALS		242.98	YTD INVOICED				242.98	YTD PAID	242.9
1711 ERNIE'S TOWING SERVICE 71693 08/30/16 INVOICE: E108998				222986	P	09/23/16	134200	IMPOUND FEES	245.0
VENDOR TOTALS		1,010.00	YTD INVOICED				1,010.00	YTD PAID	245.0
291 EUCLID BEVERAGE, LTD 71763 09/15/16 INVOICE: 334037058				222987	P	09/23/16	550	BEER INVENTORY	1,273.7
VENDOR TOTALS		38,382.28	YTD INVOICED				38,382.28	YTD PAID	1,273.7
311 THE TERRAMAR GROUP, INC 71694 09/06/16 INVOICE: 66264 71695 09/12/16 INVOICE: 66313				222988	P	09/23/16	65000	PARTS PURCHASED	328.84
				222988	P	09/23/16	65000	PARTS PURCHASED	43.37
VENDOR TOTALS		28,030.21	YTD INVOICED				28,030.21	YTD PAID	372.21
2715 F & P ASSOCIATES, INC 71696 08/23/16 INVOICE: 1005518				222989	P	09/23/16	121300	MAINTENANCE-BUILDING & GR	1,076.87
VENDOR TOTALS		1,076.87	YTD INVOICED				1,076.87	YTD PAID	1,076.87
9958 FORTUNE INTERNATIONAL, LLC 71764 09/16/16 INVOICE: 131886				222990	P	09/23/16	550	FOOD INVENTORY	250.46
VENDOR TOTALS		8,608.43	YTD INVOICED				8,608.43	YTD PAID	250.46
9362 G & K SERVICES, CO 71698 09/08/16 INVOICE: 1028395637 71698 09/08/16 INVOICE: 1028395637				222991	P	09/23/16	143100	MAINTENANCE-BUILDING & GR	15.96
				222991	P	09/23/16	65000	LEASED EQUIPMENT	47.15
VENDOR TOTALS		1,360.65	YTD INVOICED				1,360.65	YTD PAID	63.11
6616 MIDWEST AUTO REBUILDERS 71697 09/15/16				222992	P	09/23/16	65000	REPAIRS-CONTRACTUAL/LABOR	508.

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INVOICE: 1877 71697 09/15/16				222992	P	09/23/16	65000	521185	448.1
INVOICE: 1877									957.5
VENDOR TOTALS			957.58	YTD INVOICED				957.58	YTD PAID
6961 GFS MARKETPLACE LLC 71765 09/19/16				222993	P	09/23/16	550	150301	48.9
INVOICE: 770178913									9.9
71766 09/14/16				222993	P	09/23/16	550	150301	
INVOICE: 770178735									58.9
VENDOR TOTALS			4,505.99	YTD INVOICED				4,505.99	YTD PAID
922 VILLAGE OF GLEN ELLYN 120495-135 09/01/16				17427	W	09/23/16	135100	521200	264.3
INVOICE: 120495-137									29.8
121350-138 09/01/16				17428	W	09/23/16	121600	521200	120.8
INVOICE: 121350-139									19.50
122670-138 09/01/16				17429	W	09/23/16	121600	521200	19.50
INVOICE: 122670-139									196.90
127680-140 09/01/16				17431	W	09/23/16	50100	521200	297.32
INVOICE: 127680-141									438.75
140210-136 09/01/16				17433	W	09/23/16	53000	521200	348.64
INVOICE: 140210-137									239.04
140220-138 09/01/16				17434	W	09/23/16	53000	521200	709.32
INVOICE: 140220-139									1,063.98
140250-138 09/01/16				17435	W	09/23/16	55720	521200	129.46
INVOICE: 140250-139									19.50
315090-136 09/01/16				17436	W	09/23/16	121300	521200	
INVOICE: 315090-137									
315215-122 09/01/16				17437	W	09/23/16	53000	521200	
INVOICE: 315215-123									
410010-137 09/01/16				17438	W	09/23/16	121300	521200	
INVOICE: 410010-138									
411170-127 09/01/16				17439	W	09/23/16	55710	521200	
INVOICE: 411170-128									
413030-134 09/01/16				17440	W	09/23/16	55720	521200	
INVOICE: 413030-135									
413030-134 09/01/16				17440	W	09/23/16	55730	521200	
INVOICE: 413030-135									
423925-138 09/01/16				17441	W	09/23/16	135100	521200	
INVOICE: 423925-139									
4709529 09/01/16				17430	W	09/23/16	121600	521200	
INVOICE: 122675-63									
6348311 09/01/16				17432	W	09/23/16	40000	580100	
INVOICE: 132570-11									
71813 09/01/16				17443	W	09/23/16	55700	520600	
INVOICE: 23090									

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VENDOR TOTALS									
9692 LOUIS GLUNZ BEER, INC 71767 09/16/16 INVOICE: 910435 71768 09/16/16 INVOICE: 910436		32,763.69		YTD INVOICED			32,763.69	YTD PAID	4,050.4
				222994	P	09/23/16	550	BEER INVENTORY	257.0
				222994	P	09/23/16	550	NA BEVERAGES INVENTORY	36.0
VENDOR TOTALS									
		8,416.89		YTD INVOICED			8,416.89	YTD PAID	293.0
6222 CHARLES T.E. MUNSON 71769 09/07/16 INVOICE: 380				222995	P	09/23/16	550	PRO SHOP INVENTORY	105.0
VENDOR TOTALS									
		205.00		YTD INVOICED			205.00	YTD PAID	105.0
7688 JAMES V GRUTZMACHER 71770 09/15/16 INVOICE: 1813 71770 09/15/16 INVOICE: 1813				222996	P	09/23/16	550	NA BEVERAGES INVENTORY	108.0
				222996	P	09/23/16	550	FOOD INVENTORY	104.0
VENDOR TOTALS									
		3,310.00		YTD INVOICED			3,310.00	YTD PAID	212.00
4547 HD SUPPLY WATERWORKS, LTD. 71699 09/07/16 INVOICE: G084264				222997	P	09/23/16	50200	MAINTENANCE-SANITARY SEWE	137.74
VENDOR TOTALS									
		18,138.44		YTD INVOICED			18,138.44	YTD PAID	137.74
6405 HIGHLAND BAKING CO 71771 09/15/16 INVOICE: 1168700 71772 09/16/16 INVOICE: 1169509 71773 09/17/16 INVOICE: 1170373 71774 09/19/16 INVOICE: 1171255				222998	P	09/23/16	550	FOOD INVENTORY	89.66
				222998	P	09/23/16	550	FOOD INVENTORY	139.05
				222998	P	09/23/16	550	FOOD INVENTORY	364.77
				222998	P	09/23/16	550	FOOD INVENTORY	63.36
VENDOR TOTALS									
		27,325.24		YTD INVOICED			27,325.24	YTD PAID	656.84
960 WILLIAM HOLMER 71814 09/16/16 INVOICE: ER092216				222999	P	09/23/16	134200	TRAVEL	20.00
VENDOR TOTALS									
		20.00		YTD INVOICED			20.00	YTD PAID	20.00
414 ILLINOIS DEPT. OF REVENUE 71812 09/22/16				17442	W	09/23/16	550	DUE TO STATE OF ILLINOIS	22,349.0

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INVOICE: ST-1-133									
VENDOR TOTALS									140,399.00
420 ILLINOIS PAPER COMPANY									140,399.00
71751 INVOICE: IN242568	09/13/16			223000	P	09/23/16	121100	OFFICE SUPPLIES	530100
71751 INVOICE: IN242568	09/13/16			223000	P	09/23/16	121200	OFFICE SUPPLIES	530100
71751 INVOICE: IN242568	09/13/16			223000	P	09/23/16	121300	OFFICE SUPPLIES	530100
71751 INVOICE: IN242568	09/13/16			223000	P	09/23/16	122200	OFFICE SUPPLIES	530100
71751 INVOICE: IN242568	09/13/16			223000	P	09/23/16	122100	OFFICE SUPPLIES	530100
71751 INVOICE: IN242568	09/13/16			223000	P	09/23/16	134100	OFFICE SUPPLIES	530100
71751 INVOICE: IN242568	09/13/16			223000	P	09/23/16	134200	OFFICE SUPPLIES	530100
71751 INVOICE: IN242568	09/13/16			223000	P	09/23/16	134300	OFFICE SUPPLIES	530100
71751 INVOICE: IN242568	09/13/16			223000	P	09/23/16	126200	OFFICE SUPPLIES	530100
71751 INVOICE: IN242568	09/13/16			223000	P	09/23/16	126200	OFFICE SUPPLIES	530100
71751 INVOICE: IN242568	09/13/16			223000	P	09/23/16	126100	OFFICE SUPPLIES	530100
VENDOR TOTALS									4,135.99
1127 JAMES J BENES AND ASSOCIATES, INC.									4,135.99
71701 INVOICE: 1115.055-2	08/31/16			223001	P	09/23/16	100	ESCROWS - DEVELOPER DEPOS	240100
71702 INVOICE: 1115.052-2	08/31/16			223001	P	09/23/16	100	ESCROWS - DEVELOPER DEPOS	240100
71703 INVOICE: 1115.056	08/31/16			223001	P	09/23/16	100	ESCROWS - DEVELOPER DEPOS	240100
VENDOR TOTALS									28,777.98
9888 JOEL/CORRINE JORGENSEN									28,777.98
71700 INVOICE: 20151694	09/16/16			223002	P	09/23/16	100	ESCROWS - DEVELOPER DEPOS	240100
VENDOR TOTALS									11,450.00
10087 KRISTIN SALVADOR DESIGN, INC									11,450.00
71752 INVOICE: 251	09/15/16			223003	P	09/23/16	126500	PRINTING	520905
VENDOR TOTALS									375.00

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VENDOR TOTALS		2,330.00	YTD	INVOICED			2,330.00	YTD PAID	375.0
8983 ANDREW WOOD INC 71775 09/15/16 INVOICE: 400207				223004	P	09/23/16	55720	MARKETING	1,750.0
VENDOR TOTALS		17,500.00	YTD	INVOICED			17,500.00	YTD PAID	1,750.0
10289 MARTIN METZGER 71811 09/22/16 INVOICE: 92216				223005	P	09/23/16	55730	ENTERTAINMENT	500.0
VENDOR TOTALS		500.00	YTD	INVOICED			500.00	YTD PAID	500.0
966 WM. F. MEYER CO. 71704 09/12/16 INVOICE: S3151682.001				223006	P	09/23/16	121300	MAINTENANCE-BUILDING & GR	316.3
VENDOR TOTALS		2,199.05	YTD	INVOICED			2,199.05	YTD PAID	316.3
8668 MID-WEST INSTITUTIONAL FOODS DISTRIBUTORS, INC 71781 09/16/16 INVOICE: 17870				223007	P	09/23/16	550	FOOD INVENTORY	-5.50
71782 09/16/16 INVOICE: 17897				223007	P	09/23/16	550	FOOD INVENTORY	-35.25
71783 09/16/16 INVOICE: 598707				223007	P	09/23/16	550	FOOD INVENTORY	350.21
71784 09/16/16 INVOICE: 598818				223007	P	09/23/16	550	FOOD INVENTORY	35.25
71785 09/17/16 INVOICE: 599499				223007	P	09/23/16	550	FOOD INVENTORY	517.23
71786 09/19/16 INVOICE: 599933				223007	P	09/23/16	550	FOOD INVENTORY	113.57
71787 09/20/16 INVOICE: 600616				223007	P	09/23/16	550	FOOD INVENTORY	219.56
71788 09/15/16 INVOICE: 598093				223007	P	09/23/16	550	FOOD INVENTORY	302.45
71788 09/15/16 INVOICE: 598093				223007	P	09/23/16	55730	MARKETING	82.00
VENDOR TOTALS		54,818.92	YTD	INVOICED			54,818.92	YTD PAID	1,579.52
615 MIZUNO USA, INC. 71776 09/16/16 INVOICE: 4975605 RI				223008	P	09/23/16	550	PRO SHOP INVENTORY	489.67
71777 09/13/16 INVOICE: 4970674 RI				223008	P	09/23/16	550	PRO SHOP INVENTORY	1,854.01
71778 09/16/16 INVOICE: 4975604 RI				223008	P	09/23/16	550	PRO SHOP INVENTORY	296.72
71779 09/14/16				223008	P	09/23/16	550	PRO SHOP INVENTORY	2,214.2

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INVOICE: 4972182 RI 71780 09/19/16 INVOICE: 4977157 RI				223008	P	09/23/16	550 150300	PRO SHOP INVENTORY	227.0
VENDOR TOTALS			8,765.30	YTD INVOICED				8,765.30	YTD PAID
5841 GENUINE PARTS CO-NAPA 71708 09/09/16 INVOICE: 382059 71709 09/09/16 INVOICE: 382058				223009	P	09/23/16	65000 530310	PARTS PURCHASED	14.8
VENDOR TOTALS			3,605.40	YTD INVOICED				3,605.40	YTD PAID
635 NATIONAL ELEVATOR INSPECTION SVCS INC 71705 09/08/16 INVOICE: 244794 71706 09/07/16 INVOICE: 244747				223010	P	09/23/16	126200 521044	ELEVATOR INSPECTIONS	120.0
VENDOR TOTALS			7,265.00	YTD INVOICED				7,265.00	YTD PAID
8790 A NEW DAIRY CO, INC 71789 09/13/16 INVOICE: 1508490 71789 09/13/16 INVOICE: 1508490 71790 09/16/16 INVOICE: 1508974 71790 09/16/16 INVOICE: 1508974 71790 09/16/16 INVOICE: 1508974				223011	P	09/23/16	550 150301	FOOD INVENTORY	247.40
VENDOR TOTALS			23,504.85	YTD INVOICED				23,504.85	YTD PAID
7183 NEWEGG INC 71707 09/07/16 INVOICE: 1202113391 71707 09/07/16 INVOICE: 1202113391				223012	P	09/23/16	126100 530100	OFFICE SUPPLIES	31.99
VENDOR TOTALS			6,435.94	YTD INVOICED				6,435.94	YTD PAID
670 DAVID B COULTER 71753 09/19/16 INVOICE: 92216				223013	P	09/23/16	143400 521055	PROFESSIONAL SERVICES - O	819.93
VENDOR TOTALS			8,201.52	YTD INVOICED				8,201.52	YTD PAID
676 PACKEY WEBB FORD, INC.									

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VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
71716 INVOICE: 135331 71717 INVOICE: 135334 71718 INVOICE: 135291	09/09/16 135331 09/09/16 135334 09/06/16 135291			223014 223014 223014	P P P	09/23/16 09/23/16 09/23/16	65000 65000 65000	PARTS PURCHASED PARTS PURCHASED PARTS PURCHASED	61.5 146.5 267.2
VENDOR TOTALS				17,493.30	YTD INVOICED			17,493.30	YTD PAID
10287 POWER HOME REMODELING GROUP 71754 INVOICE: 92216	09/19/16 71754 92216			223015	P	09/23/16	1000	BUILDING PERMITS	60.0
VENDOR TOTALS				60.00	YTD INVOICED			60.00	YTD PAID
5678 PRIORITY PRODUCTS, INC 71719 INVOICE: 873938	09/08/16 71719 873938			223016	P	09/23/16	65000	OPERATING SUPPLIES	694.4
VENDOR TOTALS				785.52	YTD INVOICED			785.52	YTD PAID
6552 PROVANTAGE CORPORATION 71711 INVOICE: 7755481 71712 INVOICE: 7755478 71713 INVOICE: 7750400 71714 INVOICE: 7753130 71715 INVOICE: 7753038	09/13/16 71711 7755481 09/13/16 71712 7755478 09/06/16 71713 7750400 09/09/16 71714 7753130 09/09/16 71715 7753038			223017 223017 223017 223017 223017 223017	P P P P P P	09/23/16 09/23/16 09/23/16 09/23/16 09/23/16 09/23/16	121400 121400 121400 121400 121400 121400	OFFICE SUPPLIES COMPUTER EQUIPMENT/PROJEC COMPUTER EQUIPMENT/PROJEC COMPUTER EQUIPMENT/PROJEC COMPUTER EQUIPMENT/PROJEC COMPUTER EQUIPMENT/PROJEC	32.89 234.11 86.75 44.42 548.58 946.75
VENDOR TOTALS				16,013.21	YTD INVOICED			16,013.21	YTD PAID
10283 DYLAN/KATIE PURSE 71710 INVOICE: 20161616	09/16/16 71710 20161616			223018	P	09/23/16	100	ESCROWS - DEVELOPER DEPOS	1,000.00
VENDOR TOTALS				1,000.00	YTD INVOICED			1,000.00	YTD PAID
6927 REGIONAL TRUCK EQUIPMENT CO 71722 INVOICE: 46503	09/14/16 71722 46503			223019	P	09/23/16	65000	VEHICLES	2,070.00
VENDOR TOTALS				27,111.83	YTD INVOICED			27,111.83	YTD PAID
6514 REPUBLIC SERVICES, INC. 71720 INVOICE: 551-012879151 71720	09/15/16 71720 551-012879151 09/15/16			223020 223020	P P	09/23/16 09/23/16	54000 54000	ALLIED WASTE SERVICES ALLIED WASTE SERVICES	104,632.50 1,155.

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INVOICE: 551-012879151									
71721 08/31/16				223020	P	09/23/16	540 150100	BFI STICKER INVENTORY - R	2,500.00
INVOICE: 551-012836844									
71721 08/31/16				223020	P	09/23/16	540 150110	BFI STICKER INVENTORY - Y	7,500.00
INVOICE: 551-012836844									
VENDOR TOTALS			981,889.27	YTD INVOICED				981,889.27	YTD PAID
764 ROTARY CLUB OF GLEN ELLYN									
71724 08/30/16				223021	P	09/23/16	134100 520600	DUES-SUBSCRIPTIONS-REG FE	147.00
INVOICE: 6540									
VENDOR TOTALS			1,323.00	YTD INVOICED				1,323.00	YTD PAID
8689 RUSH TRUCK CENTERS OF ILLINOIS, INC									
71723 09/14/16				223022	P	09/23/16	65000 530310	PARTS PURCHASED	174.00
INVOICE: 3003864131									
VENDOR TOTALS			4,478.50	YTD INVOICED				4,478.50	YTD PAID
6093 SCHAMBERGER BROTHERS, INC									
71791 09/16/16				223023	P	09/23/16	550 150303	BEER INVENTORY	174.00
INVOICE: 404478									
VENDOR TOTALS			13,289.80	YTD INVOICED				13,289.80	YTD PAID
10181 SOUTHERN GLAZER'S WINE AND SPIRITS, LLC									
71799 09/15/16				223024	P	09/23/16	550 150302	LIQUOR INVENTORY	206.56
INVOICE: 1196405									
71799 09/15/16				223024	P	09/23/16	550 150304	WINE INVENTORY	1,416.00
INVOICE: 1196405									
VENDOR TOTALS			18,841.76	YTD INVOICED				18,841.76	YTD PAID
806 STANDARD EQUIPMENT COMPANY									
71726 09/08/16				223025	P	09/23/16	65000 530310	PARTS PURCHASED	808.86
INVOICE: C16235									
VENDOR TOTALS			13,422.34	YTD INVOICED				13,422.34	YTD PAID
2687 STAPLES CONTRACT & COMMERCIAL, INC.									
71727 09/02/16				223026	P	09/23/16	143100 530100	OFFICE SUPPLIES	13.56
INVOICE: 3313820143									
71727 09/02/16				223026	P	09/23/16	143300 530100	OFFICE SUPPLIES	13.57
INVOICE: 3313820143									
71727 09/02/16				223026	P	09/23/16	143400 530100	OFFICE SUPPLIES	13.57
INVOICE: 3313820143									
71727 09/02/16				223026	P	09/23/16	50100 530100	OFFICE SUPPLIES	13.57
INVOICE: 3313820143									
71727 09/02/16				223026	P	09/23/16	50200 530100	OFFICE SUPPLIES	13.57
INVOICE: 3313820143									

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VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		10,955.28	YTD INVOICED				10,955.28	YTD PAID	67.84
9084 STATE INDUSTRIAL PRODUCTS CORPORATION 71725 09/14/16 INVOICE: 97948148				223027	P	09/23/16	121300	OPERATING SUPPLIES	99.51
VENDOR TOTALS		2,886.93	YTD INVOICED				2,886.93	YTD PAID	99.51
10286 STRESSCRETE, INC 71755 09/09/16 INVOICE: 3335				223028	P	09/23/16	143300	MAINTENANCE-STREET LIGHTS	2,765.00
VENDOR TOTALS		2,765.00	YTD INVOICED				2,765.00	YTD PAID	2,765.00
835 SUPERIOR BEVERAGE CO. 71792 09/02/16 INVOICE: 645622				223029	P	09/23/16	550	BEER INVENTORY	427.0
71793 09/16/16 INVOICE: 684055				223029	P	09/23/16	550	BEER INVENTORY	478.9
71795 09/16/16 INVOICE: 104160				223029	P	09/23/16	550	BEER INVENTORY	-390.0
VENDOR TOTALS		15,396.23	YTD INVOICED				15,279.43	YTD PAID	516.00
10104 SUPREME LOBSTER CO 71798 09/16/16 INVOICE: 5964521				223030	P	09/23/16	550	FOOD INVENTORY	400.05
VENDOR TOTALS		7,439.63	YTD INVOICED				7,439.63	YTD PAID	400.05
844 SYSCO FOOD SERV - CHICAGO, INC 71796 09/16/16 INVOICE: 609161476				223031	P	09/23/16	550	FOOD INVENTORY	950.17
71796 09/16/16 INVOICE: 609161476				223031	P	09/23/16	550	NA BEVERAGES INVENTORY	160.52
71796 09/16/16 INVOICE: 609161476				223031	P	09/23/16	55730	OPERATING SUPPLIES	283.98
71796 09/16/16 INVOICE: 609161476				223031	P	09/23/16	55720	OPERATING SUPPLIES	44.86
71797 06/16/16 INVOICE: 609161475				223031	P	09/23/16	55730	MARKETING	55.71
VENDOR TOTALS		161,773.56	YTD INVOICED				161,773.56	YTD PAID	1,495.24
853 TERMINAL SUPPLY CO, INC 71728 09/09/16 INVOICE: 49407-00				223032	P	09/23/16	65000	OPERATING SUPPLIES	410.15
VENDOR TOTALS		1,770.98	YTD INVOICED				1,770.98	YTD PAID	410.15

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854 TERRACE SUPPLY COMPANY 71729 INVOICE: 967783	08/31/16			223033	P	09/23/16	65000	521125	LEASED EQUIPMENT
VENDOR TOTALS			402.11	YTD INVOICED				402.11	YTD PAID
865 ACUSHNET COMPANY 71800 INVOICE: 903063242	09/09/16			223034	P	09/23/16	550	150300	PRO SHOP INVENTORY
VENDOR TOTALS			107,340.81	YTD INVOICED				107,340.81	YTD PAID
1007 TYLER TECHNOLOGIES, INC. 71730 INVOICE: 261372	09/09/16			223035	P	09/23/16	122100	530105	OPERATING SUPPLIES
VENDOR TOTALS			9,316.12	YTD INVOICED				9,316.12	YTD PAID
889 UNIQUE PRODUCTS & SERVICE CORP 71756 INVOICE: 317481	09/15/16			223036	P	09/23/16	121300	530105	OPERATING SUPPLIES
VENDOR TOTALS			134.49	YTD INVOICED				134.49	YTD PAID
884 U.S. FOODSERVICE, INC. 71801 INVOICE: 2729115	09/15/16			223037	P	09/23/16	550	150301	FOOD INVENTORY
71802 INVOICE: 2773214	09/16/16			223037	P	09/23/16	550	150301	FOOD INVENTORY
71802 INVOICE: 2773214	09/16/16			223037	P	09/23/16	55730	530105	OPERATING SUPPLIES
71802 INVOICE: 2773214	09/16/16			223037	P	09/23/16	55730	530410	DRY GOODS
71802 INVOICE: 2773214	09/16/16			223037	P	09/23/16	55720	530105	OPERATING SUPPLIES
71804 INVOICE: 1163790	07/27/16			223037	P	09/23/16	550	150301	FOOD INVENTORY
71805 INVOICE: 1120342	06/29/16			223037	P	09/23/16	550	150301	FOOD INVENTORY
71806 INVOICE: 290215	06/22/16			223037	P	09/23/16	55730	530105	OPERATING SUPPLIES
71807 INVOICE: 78131	06/24/16			223037	P	09/23/16	550	150301	FOOD INVENTORY
71808 INVOICE: 168241	06/24/16			223037	P	09/23/16	55730	530105	OPERATING SUPPLIES
VENDOR TOTALS			129,098.46	YTD INVOICED				129,098.46	YTD PAID
915 VERIZON WIRELESS SERVICES LLC 71731 INVOICE: 9771286785	09/01/16			223038	P	09/23/16	134200	521195	TELECOMMUNICATIONS

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71731 INVOICE: 9771286785	09/01/16			223038	P	09/23/16	121300	TELECOMMUNICATIONS
71731 INVOICE: 9771286785	09/01/16			223038	P	09/23/16	126100	TELECOMMUNICATIONS
71731 INVOICE: 9771286785	09/01/16			223038	P	09/23/16	126200	TELECOMMUNICATIONS
VENDOR TOTALS			23,961.21	YTD INVOICED			23,961.21	YTD PAID
1876 VIPOE, INC 71732 INVOICE: 57301	09/15/16			223039	P	09/23/16	121300	OPERATING SUPPLIES
VENDOR TOTALS			1,064.98	YTD INVOICED			1,064.98	YTD PAID
1335 WESTERN REMAC INC 71757 INVOICE: 50933	09/13/16			223040	P	09/23/16	143300	MAINTENANCE-SIGNS
VENDOR TOTALS			360.00	YTD INVOICED			360.00	YTD PAID
7711 WINDY CITY DISTRIBUTION COMPANY 71809 INVOICE: 770830	09/15/16			223041	P	09/23/16	550	BEER INVENTORY
VENDOR TOTALS			30,445.84	YTD INVOICED			30,445.84	YTD PAID
8565 WIDEPENWEST FINANCE LLC 71733 INVOICE: 71733	09/15/16			223042	P	09/23/16	40000	STREET IMPROVEMENTS
71733 INVOICE: 71733	09/15/16			223042	P	09/23/16	121400	TELECOMMUNICATIONS
VENDOR TOTALS			1,786.62	YTD INVOICED			1,786.62	YTD PAID
REPORT TOTALS								
COUNT								
AMOUNT								
TOTAL PRINTED CHECKS 92 213,795.22								
TOTAL WIRE TRANSFERS 17 26,399.44								

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VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
10229 ACCOUNTING PRINCIPALS 71932 INVOICE: 8186861 71933 INVOICE: 8170457	09/18/16 09/11/16			223043 223043	P P	09/30/16 09/30/16	126200 126200	PROFESSIONAL SERVICES - O PROFESSIONAL SERVICES - O	521055 521055 540.0 540.0
VENDOR TOTALS		4,482.00	YTD INVOICED					4,482.00 YTD PAID	1,080.0
10224 ALSICO, INC 71934 INVOICE: LCHI953454 71934 INVOICE: LCHI953454 71934 INVOICE: LCHI953454 71935 INVOICE: LCHI956671 71935 INVOICE: LCHI956671 71935 INVOICE: LCHI956671 71936 INVOICE: LCHI957026	09/14/16 09/14/16 09/14/16 09/21/16 09/21/16 09/21/16 09/21/16			223044 223044 223044 223044 223044 223044 223044	P P P P P P P	09/30/16 09/30/16 09/30/16 09/30/16 09/30/16 09/30/16 09/30/16	55730 55730 55730 55730 55730 55730 55730	OPERATING SUPPLIES UNIFORMS LINENS AND RENTALS OPERATING SUPPLIES UNIFORMS LINENS AND RENTALS LINENS AND RENTALS	25.1 13.5 555.0 25.1 13.5 555.0 51.45
VENDOR TOTALS		4,998.49	YTD INVOICED					4,998.49 YTD PAID	1,238.77
10295 TYPIESS ALTIER 71926 INVOICE: 71926	09/28/16			223045	P	09/30/16	540	ACCOUNTS REC'D - UTILITY BI	85.89
VENDOR TOTALS		85.89	YTD INVOICED					85.89 YTD PAID	85.89
1107 AMERICAN EXPRESS AMEX-136 INVOICE: AMEXREC-89 AMEX-136 INVOICE: AMEXREC-89 AMEX-136 INVOICE: AMEXREC-89	09/27/16 09/27/16 09/27/16 09/27/16			17529 17529 17529	W W W	09/30/16 09/30/16 09/30/16	55720 55730 55750	CREDIT CARD FEES CREDIT CARD FEES CREDIT CARD FEES	1,123.09 705.34 71.69
VENDOR TOTALS		12,395.69	YTD INVOICED					12,395.69 YTD PAID	1,900.12
9380 ARBORWORKS LLC 71938 INVOICE: 2885 71939 INVOICE: 2885-1 72050 INVOICE: 2887	09/20/16 09/20/16 09/23/16			223046 223046 223046	P P P	09/30/16 09/30/16 09/30/16	143400 143400 54000	TREE REMOVAL EMERALD ASH BORER PROGRAM BRUSH PICK UP SERVICE	1,340.17 591.89 20,500.00

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VENDOR TOTALS		146,818.93		YTD INVOICED			146,818.93	YTD PAID	22,432.
65 AT&T									
71869	09/16/16			223047	P	09/30/16	121400	521195	TELECOMMUNICATIONS
INVOICE: 630299013109-4									63.
71870	09/19/16			223047	P	09/30/16	55710	521195	TELECOMMUNICATIONS
INVOICE: 630469056009-7									174.
VENDOR TOTALS		34,200.17		YTD INVOICED			34,200.17	YTD PAID	237.
8254 AUTOMATIC SYSTEMS CO									
71937	09/15/16			223048	P	09/30/16	50100	520975	MAINTENANCE-EQUIPMENT
INVOICE: 30429S									865.
VENDOR TOTALS		133,431.41		YTD INVOICED			133,431.41	YTD PAID	865.
8437 B & F CONSTRUCTION CODE SERVICES, INC									
71873	09/12/16			223049	P	09/30/16	126200	521048	BUILDING REVIEWS
INVOICE: 44774									1,300.
71874	09/16/16			223049	P	09/30/16	126200	521048	BUILDING REVIEWS
INVOICE: 44813									1,585.
71875	09/12/16			223049	P	09/30/16	126200	521048	BUILDING REVIEWS
INVOICE: 44772									887.27
71944	09/19/16			223049	P	09/30/16	126200	521048	BUILDING REVIEWS
INVOICE: 44821									142.31
VENDOR TOTALS		65,619.99		YTD INVOICED			65,619.99	YTD PAID	3,916.39
6832 POWER UP BATTERIES LLC									
71945	09/08/16			223050	P	09/30/16	50100	520970	MAINTENANCE-BUILDING & GR
INVOICE: 487-107138-01									32.85
71946	09/13/16			223050	P	09/30/16	50100	520975	MAINTENANCE-EQUIPMENT
INVOICE: 487-275953									7.95
71947	09/09/16			223050	P	09/30/16	50100	520970	MAINTENANCE-BUILDING & GR
INVOICE: 487-107302-01									19.95
VENDOR TOTALS		1,884.65		YTD INVOICED			1,884.65	YTD PAID	60.75
10297 DIANNE BATZKALL									
71928	09/28/16			223051	P	09/30/16	540	120210	ACCOUNTS RECV - UTILITY BI
INVOICE: 71928									47.29
VENDOR TOTALS		47.29		YTD INVOICED			47.29	YTD PAID	47.29
10010 BELLA BREW COFFEE & BEVERAGE CO									
71941	09/20/16			223052	P	09/30/16	550	150305	NA BEVERAGES INVENTORY
INVOICE: 42069									75.00
71942	09/20/16			223052	P	09/30/16	550	150305	NA BEVERAGES INVENTORY
INVOICE: 42032									188.00

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VENDOR TOTALS		3,937.30		YTD INVOICED			3,937.30	YTD PAID	263.0
8897 BERGLUND, ARMSTRONG & MASTNY, PC 71940 INVOICE: 28948	09/22/16			223053	P	09/30/16	121200	LEGAL - HEARING OFFICER	165.0
VENDOR TOTALS		1,347.50		YTD INVOICED			1,347.50	YTD PAID	165.0
8688 BRAMCO CONSTRUCTION CO 71871 INVOICE: HMR092716	09/19/16			223054	P	09/30/16	500	HYDRANT METER DEPOSITS	500.0
71871 INVOICE: HMR092716	09/19/16			223054	P	09/30/16	5010	METERED WATER REVENUE	-75.0
71872 INVOICE: 09/26/16				223054	P	09/30/16	1000	BUILDING PERMITS	240.0
VENDOR TOTALS		665.00		YTD INVOICED			665.00	YTD PAID	665.0
10300 ROBERT/ALYSSA BRAUN 71931 INVOICE: 71931	09/28/16			223055	P	09/30/16	540	ACCOUNTS REC - UTILITY BI	16.8
VENDOR TOTALS		16.88		YTD INVOICED			16.88	YTD PAID	16.88
9879 BREAKTHRU BEVERAGE ILLINOIS, LLC 71943 INVOICE: 1013337923	09/22/16			223056	P	09/30/16	550	LIQUOR INVENTORY	761.20
VENDOR TOTALS		21,250.54		YTD INVOICED			21,250.54	YTD PAID	761.20
103 BRISTOL HOSE & FITTING 71948 INVOICE: 3320794	09/21/16			223057	P	09/30/16	65000	PARTS PURCHASED	138.58
71949 INVOICE: 3319648	09/07/16			223057	P	09/30/16	65000	PARTS PURCHASED	126.86
VENDOR TOTALS		1,671.04		YTD INVOICED			1,671.04	YTD PAID	265.44
10067 NEW CARBON COMPANY, LLC 71950 INVOICE: I39035WMP9B	09/22/16			223058	P	09/30/16	550	FOOD INVENTORY	180.00
VENDOR TOTALS		579.00		YTD INVOICED			579.00	YTD PAID	180.00
10298 LISA CARDWELL 71929 INVOICE: 71929	09/28/16			223059	P	09/30/16	540	ACCOUNTS REC - UTILITY BI	20.81
72056 INVOICE: TXR092916	09/29/16			223059	P	09/30/16	4000	REAL ESTATE TRANSFER TAX	1,770.00

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883.4

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30.4

529.575

820

2,761.2

77.5

77.5

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VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
242 DU-KANE ASPHALT CO. 71887 09/18/16 INVOICE: 545				223064	P	09/30/16	143300	530210	624.
VENDOR TOTALS			12,984.84	YTD INVOICED				12,984.84	624.
250 DUPAGE COUNTY PUBLIC WORKS 71888 09/13/16 INVOICE: 71888				223065	P	09/30/16	50100	521200	12.
VENDOR TOTALS			78.26	YTD INVOICED				78.26	12.
5827 DUPAGE DODGE CHRYSLER JEEP 71954 09/22/16 INVOICE: 58479				223066	P	09/30/16	65000	530310	251.
VENDOR TOTALS			379.75	YTD INVOICED				379.75	251.
255 DUPAGE JUVENILE OFF. ASSN. 71953 09/28/16 INVOICE: 92916				223067	P	09/30/16	134200	520620	120.
VENDOR TOTALS			180.00	YTD INVOICED				180.00	120.00
9303 MARY PORTER 71890 09/19/16 INVOICE: 1902612365				223068	P	09/30/16	50200	530225	306.93
71891 09/20/16 INVOICE: 1902612498				223068	P	09/30/16	50200	530225	40.25
VENDOR TOTALS			445.02	YTD INVOICED				445.02	347.18
283 ENGINEERING RESOURCE ASSOC INC 71889 09/14/16 INVOICE: 160611.02				223069	P	09/30/16	40000	580160	567.00
VENDOR TOTALS			44,010.82	YTD INVOICED				44,010.82	567.00
1078 EQUIFAX INFORMATION SVCS LLC 71956 09/17/16 INVOICE: 9915972				223070	P	09/30/16	134200	521055	25.00
VENDOR TOTALS			349.64	YTD INVOICED				349.64	25.00
8327 ETS CORPORATION 5089824 09/27/16 INVOICE: ETSREC-39				17521	W	09/30/16	55720	520810	7,133.05
5089824 09/27/16 INVOICE: ETSREC-39				17521	W	09/30/16	55730	520810	6,106.79
5089824 09/27/16 INVOICE: ETSREC-39				17521	W	09/30/16	55750	520810	455.30

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VENDOR TOTALS							70,495.75	YTD PAID	13,695.1
291 EUCLID BEVERAGE, LTD 71957	09/22/16			223071	P	09/30/16	550	150303	BEER INVENTORY
INVOICE: 334037091									-183.0
71958	09/22/16			223071	P	09/30/16	550	150303	BEER INVENTORY
INVOICE: 334037092									1,450.5
VENDOR TOTALS							38,382.28	YTD PAID	1,267.5
1726 BRIDGESTONE RETAIL OPERATIONS, LLC 71960	09/07/16			223072	P	09/30/16	65000	530315	TIRES
INVOICE: 237258									484.4
VENDOR TOTALS							2,175.81	YTD PAID	484.4
311 THE TERRAMAR GROUP, INC 71962	09/13/16			223073	P	09/30/16	24000	570155	VEHICLES
INVOICE: 66332									-203.2
71963	09/18/16			223073	P	09/30/16	24000	570155	VEHICLES
INVOICE: 66361									241.6
VENDOR TOTALS							28,030.21	YTD PAID	38.40
7097 FLEETPRIDE, INC 71961	09/20/16			223074	P	09/30/16	65000	530310	PARTS PURCHASED
INVOICE: 79887649									1,027.46
VENDOR TOTALS							1,027.46	YTD PAID	1,027.46
9362 G & K SERVICES, CO 71970	09/22/16			223075	P	09/30/16	143100	520970	MAINTENANCE-BUILDING & GR
INVOICE: 1028401091									15.96
71970	09/22/16			223075	P	09/30/16	65000	521125	LEASED EQUIPMENT
INVOICE: 1028401091									47.15
VENDOR TOTALS							1,360.65	YTD PAID	63.11
9040 CARB ALTERNATIVE SPORTSWEAR INC 71964	09/09/16			223076	P	09/30/16	55720	530105	OPERATING SUPPLIES
INVOICE: 82384									28.27
VENDOR TOTALS							777.15	YTD PAID	28.27
6961 GPS MARKETPLACE LLC 71967	09/25/16			223077	P	09/30/16	550	150301	FOOD INVENTORY
INVOICE: 770179122									215.74
71967	09/25/16			223077	P	09/30/16	55730	530105	OPERATING SUPPLIES
INVOICE: 770179122									52.66

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VENDOR TOTALS			4,505.99	YTD INVOICED			4,505.99	YTD PAID	268.4
5947 GLEN ELLYN BANK & TRUST									
899876 09/27/16				17523	W	09/30/16	122100	BANKING SERVICES	1,703.2
INVOICE: GEBT-91							520835		
899876 09/27/16				17523	W	09/30/16	50100	BANKING SERVICES	281.9
INVOICE: GEBT-91							520835		
899876 09/27/16				17523	W	09/30/16	50200	BANKING SERVICES	281.9
INVOICE: GEBT-91							520835		
899876 09/27/16				17523	W	09/30/16	54000	BANKING SERVICES	281.9
INVOICE: GEBT-91							520835		
VENDOR TOTALS			20,243.85	YTD INVOICED			20,243.85	YTD PAID	2,549.0
355 GLEN ELLYN PUBLIC LIBRARY									
PPRT-85 09/27/16				17528	W	09/30/16	1000	PPRT	62.3
INVOICE: PPRT-102							410300		
VENDOR TOTALS			24,754.20	YTD INVOICED			24,754.20	YTD PAID	62.3
360 GLENBARD W. W. TREATMENT PLT.									
72065 09/30/16				17531	W	09/30/16	50200	PAYMENT TO GWA	294,001.08
INVOICE: FY16-9							521130		
VENDOR TOTALS			2,539,511.08	YTD INVOICED			2,539,511.08	YTD PAID	294,001.08
9692 LOUIS GLUNZ BEER, INC									
71965 09/23/16				223078	P	09/30/16	550	NA BEVERAGES INVENTORY	18.00
INVOICE: 912451							150305		
71966 09/23/16				223078	P	09/30/16	550	BEER INVENTORY	170.49
INVOICE: 912450							150303		
VENDOR TOTALS			8,416.89	YTD INVOICED			8,416.89	YTD PAID	188.49
4739 GORDON FOOD SERVICE, INC.									
71968 09/08/16				223079	P	09/30/16	55730	DRY GOODS	-75.43
INVOICE: 794938							530410		
71969 09/22/16				223079	P	09/30/16	550	FOOD INVENTORY	186.90
INVOICE: 172949574							150301		
71969 09/22/16				223079	P	09/30/16	550	NA BEVERAGES INVENTORY	302.34
INVOICE: 172949574							150305		
71969 09/22/16				223079	P	09/30/16	55730	OPERATING SUPPLIES	59.99
INVOICE: 172949574							530105		
VENDOR TOTALS			23,814.53	YTD INVOICED			23,814.53	YTD PAID	473.80
10301 GREAT LAKES COCA-COLA DISTRIBUTION, LLC									
71951 09/16/16				223080	P	09/30/16	550	NA BEVERAGES INVENTORY	658.08
INVOICE: 821206984							150305		

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VENDOR TOTALS				658.08	YTD	INVOICED		658.08	YTD PAID
10294 MAGDALENA GUCWA									658.0
71925	09/28/16			223081	P	09/30/16	500	120210	ACCOUNTS RECV - UTILITY BI
INVOICE: 71925									5.1
VENDOR TOTALS				5.11	YTD	INVOICED		5.11	YTD PAID
4547 HD SUPPLY WATERWORKS, LTD.									
71892	09/20/16			223082	P	09/30/16	50100	521015	MAINTENANCE-WATER METERS
INVOICE: G148721									178.1
71893	09/19/16			223082	P	09/30/16	50100	521025	MAINTENANCE-VALVES
INVOICE: G144531									256.0
71981	09/23/16			223082	P	09/30/16	50100	521050	MAINTENANCE-OTHER
INVOICE: G182041									594.6
VENDOR TOTALS				18,138.44	YTD	INVOICED		18,138.44	YTD PAID
9766 HEARTLAND									1,028.7
6387610	09/27/16			17524	W	09/30/16	50100	520835	BANKING SERVICES
INVOICE: HEARTLAND-11									694.6
6387610	09/27/16			17524	W	09/30/16	50200	520835	BANKING SERVICES
INVOICE: HEARTLAND-11									694.59
6387610	09/27/16			17524	W	09/30/16	54000	520835	BANKING SERVICES
INVOICE: HEARTLAND-11									694.59
VENDOR TOTALS				18,214.61	YTD	INVOICED		18,214.61	YTD PAID
10282 HEARTLAND BEVERAGE, LLC									2,083.78
71979	09/21/16			223083	P	09/30/16	550	150303	BEER INVENTORY
INVOICE: 11337									410.00
VENDOR TOTALS				910.00	YTD	INVOICED		910.00	YTD PAID
6405 HIGHLAND BAKING CO									410.00
71973	09/20/16			223084	P	09/30/16	550	150301	FOOD INVENTORY
INVOICE: 1172033									281.24
71974	09/21/16			223084	P	09/30/16	550	150301	FOOD INVENTORY
INVOICE: 1172782									169.44
71975	09/27/16			223084	P	09/30/16	550	150301	FOOD INVENTORY
INVOICE: 1177007									48.53
71976	09/23/16			223084	P	09/30/16	550	150301	FOOD INVENTORY
INVOICE: 1174561									145.73
71977	09/24/16			223084	P	09/30/16	550	150301	FOOD INVENTORY
INVOICE: 1175352									353.98
71978	09/26/16			223084	P	09/30/16	550	150301	FOOD INVENTORY
INVOICE: 1176413									68.59
VENDOR TOTALS				27,325.24	YTD	INVOICED		27,325.24	YTD PAID
									1,067.51

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5380 L & R MORAN, INC 71972 INVOICE: 59113 71972 INVOICE: 59113	08/31/16 59113 08/31/16 59113			223085 223085	P P	09/30/16 09/30/16	55730 121200	520615 520615	RECRUITING AND TESTING RECRUITING AND TESTING
VENDOR TOTALS								12,700.11 YTD PAID	483.80
10302 ROBERT HOLDRIDGE DMD 71980 INVOICE: 92916	09/29/16 92916			223086	P	09/30/16	60000	520885	LIABILITY INSURANCE - MIC
VENDOR TOTALS								702.81 YTD PAID	702.80
9087 ILLINOIS POWER MARKETING COMPANY 72051 INVOICE: 104285016091	09/15/16 104285016091			223087	P	09/30/16	21000	521190	STREET LIGHTING/ENERGY CO
VENDOR TOTALS								114,990.23 YTD PAID	11,132.00
391 HORNUNGS GOLF PRODUCTS, INC. 71971 INVOICE: 396907	09/06/16 396907			223088	P	09/30/16	55720	520940	REPAIRS CLUBS
VENDOR TOTALS								5,353.82 YTD PAID	100.75
10305 IL ASSN OF PLUMBING, HEATING, COOLING CONTRACTORS 72055 INVOICE: 92916	09/21/16 92916			223089	P	09/30/16	126200	520620	EMPLOYEE EDUCATION
VENDOR TOTALS								243.80 YTD PAID	243.80
9700 IL LEAP 71982 INVOICE: 92916 71982 INVOICE: 92916	09/23/16 92916 09/23/16 92916			223090 223090	P P	09/30/16 09/30/16	134100 134200	530105 530105	OPERATING SUPPLIES OPERATING SUPPLIES
VENDOR TOTALS								195.00 YTD PAID	125.00
427 ILLINOIS STATE TREASURER 71894 INVOICE: 92716	09/27/16 92716			223091	P	09/30/16	100	200300	UNCLAIMED PROPERTY
VENDOR TOTALS								255,231.18 YTD PAID	594.26
900 UNIVERSITY OF ILLINOIS-GAR 72045 INVOICE: UPIN8472	09/14/16 UPIN8472			223092	P	09/30/16	134200	520620	EMPLOYEE EDUCATION
									1,392.00

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VENDOR NAME DOCUMENT	INV DATE VOUCHER PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS	2,066.00 YTD INVOICED					2,066.00 YTD PAID	1,392.0
444 INTERSTATE BATTERY SYS OF SW CHICAGO 71983 09/22/16 INVOICE: 24026207		223093	P	09/30/16	65000	PARTS PURCHASED	219.9
VENDOR TOTALS	5,234.80 YTD INVOICED					5,234.80 YTD PAID	219.9
1127 JAMES J BENES AND ASSOCIATES, INC. 71895 08/31/16 INVOICE: 5	20150011	223094	P	09/30/16	40000	IDOT CROSSWALKS	5,190.6
VENDOR TOTALS	28,777.98 YTD INVOICED					28,777.98 YTD PAID	5,190.6
10306 JULIE KALVELAGE-BURESH 72057 09/29/16 INVOICE: TXR092916 72058 09/29/16 INVOICE: TXR092916-1		223096	P	09/30/16	4000	REAL ESTATE TRANSFER TAX	956.0
		223095	P	09/30/16	4000	REAL ESTATE TRANSFER TAX	1,431.0
VENDOR TOTALS	2,387.00 YTD INVOICED					2,387.00 YTD PAID	2,387.00
8002 KIWANIS CLUB OF CENTRAL DUPAGE 71984 10/01/16 INVOICE: 92916 71985 10/01/16 INVOICE: 92916-1		223097	P	09/30/16	121200	DUES-SUBSCRIPTIONS-REG FE	125.00
		223097	P	09/30/16	134200	DUES-SUBSCRIPTIONS-REG FE	125.00
VENDOR TOTALS	250.00 YTD INVOICED					250.00 YTD PAID	250.00
612 KONICA MINOLTA BUSINESS SOLUTIONS INC 71896 09/19/16 INVOICE: 29162963		223098	P	09/30/16	121400	COPIER	275.00
VENDOR TOTALS	10,882.18 YTD INVOICED					10,882.18 YTD PAID	275.00
1197 LEOPARDO COMPANIES, INC. 72053 09/01/16 INVOICE: 44466	20160001	223099	P	09/30/16	40000	15005 POLICE STATION	390,721.00
VENDOR TOTALS	1,517,617.00 YTD INVOICED					1,517,617.00 YTD PAID	390,721.00
10307 PETE/COLLEEN LOUGHLIN 72059 09/29/16 INVOICE: TXR092916		223100	P	09/30/16	4000	REAL ESTATE TRANSFER TAX	1,815.00
VENDOR TOTALS	1,815.00 YTD INVOICED					1,815.00 YTD PAID	1,815.00
10308 THOMAS LUPO 72061 09/29/16		223101	P	09/30/16	5300	LEASED PARKING LOT FEES	65.

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INVOICE: PR092916						
VENDOR TOTALS	65.02	YTD INVOICED		65.02	YTD PAID	65.0
10299 JOHN/ LAURA MARCHESCHI 71930 09/28/16 INVOICE: 71930		223102	P	09/30/16 540	ACCOUNTS RECV - UTILITY BI	83.0
VENDOR TOTALS	83.00	YTD INVOICED		83.00	YTD PAID	83.0
569 MARCOTT ENTERPRISES, INC. 71997 09/14/16 INVOICE: 17513	20160007	223103	P	09/30/16 50200	MAINTENANCE-R.O.W.	782.0
VENDOR TOTALS	25,858.69	YTD INVOICED		25,858.69	YTD PAID	782.0
10296 MARTINEZ & PASTORE, LLC 71927 09/28/16 INVOICE: 71927		223104	P	09/30/16 540	ACCOUNTS RECV - UTILITY BI	71.5
VENDOR TOTALS	71.55	YTD INVOICED		71.55	YTD PAID	71.5
595 MENARDS, INC. 71994 09/09/16 INVOICE: 31485 71995 09/09/16 INVOICE: 31483 71996 09/15/16 INVOICE: 32032		223105	P	09/30/16 50100	MAINTENANCE-BUILDING & GR	44.99
VENDOR TOTALS	2,454.57	YTD INVOICED		2,454.57	YTD PAID	91.93
596 METRO PARAMEDIC SERVICES, INC. 71986 08/12/16 INVOICE: 20-00309		223106	P	09/30/16 135200	AMBULANCE SERVICE	29,572.58
VENDOR TOTALS	285,538.28	YTD INVOICED		285,538.28	YTD PAID	29,572.58
966 WM. F. MEYER CO. 71898 09/13/16 INVOICE: S3152441.001 71993 09/22/16 INVOICE: S3155895.001		223107	P	09/30/16 50100	MAINTENANCE-WATER METERS	105.60
VENDOR TOTALS	2,199.05	YTD INVOICED		2,199.05	YTD PAID	233.36
8668 MID-WEST INSTITUTIONAL FOODS DISTRIBUTORS, INC. 71988 09/22/16 INVOICE: 601965 71989 09/23/16 INVOICE: 602846		223108	P	09/30/16 550	FOOD INVENTORY	230.20
		223108	P	09/30/16 550	FOOD INVENTORY	340.36

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71990 INVOICE: 603606 71991 INVOICE: 604081 71992 INVOICE: 604809	09/24/16 09/26/16 09/27/16			223108	P	09/30/16	150301	FOOD INVENTORY	637.5
VENDOR TOTALS		54,818.92	YTD INVOICED						102.1
615 MIZUNO USA, INC. 71987 INVOICE: 4979497 RI	09/21/16			223109	P	09/30/16	150300	PRO SHOP INVENTORY	140.8
VENDOR TOTALS		8,765.30	YTD INVOICED						1,451.0
9842 RYAN MYERS 71897 INVOICE: ER092716 71897 INVOICE: ER092716	09/23/16 09/23/16 09/23/16			223110	P	09/30/16	50100	DUES-SUBSCRIPTIONS-REG FE	524.0
VENDOR TOTALS		277.46	YTD INVOICED						524.0
5841 GENUINE PARTS CO-NAPA 72001 INVOICE: 382472	09/13/16			223111	P	09/30/16	65000	PARTS PURCHASED	30.0
VENDOR TOTALS		3,605.40	YTD INVOICED						30.0
488 JOHN NERI CONSTRUCTION CO 72052 INVOICE: 92916 72052 INVOICE: 92916 72052 INVOICE: 92916	08/08/16 08/08/16 08/08/16			223112	P	09/30/16	40000	ELM-OAK IMPROVEMENTS	60.00
VENDOR TOTALS		707,395.74	YTD INVOICED						268,777.96
8790 A NEW DAIRY CO, INC 71998 INVOICE: 1509554 71998 INVOICE: 1509554 71999 INVOICE: 1510073 71999 INVOICE: 1510073 72000 INVOICE: 1510537 72000	09/20/16 09/20/16 09/23/16 09/23/16 09/27/16 09/27/16			223113	P	09/30/16	550	FOOD INVENTORY	1,143.00
VENDOR TOTALS		707,395.74	YTD INVOICED						224,730.00
				223113	P	09/30/16	550	NA BEVERAGES INVENTORY	494,650.96
				223113	P	09/30/16	550	FOOD INVENTORY	263.67
				223113	P	09/30/16	550	NA BEVERAGES INVENTORY	29.44
				223113	P	09/30/16	550	FOOD INVENTORY	424.74
				223113	P	09/30/16	550	NA BEVERAGES INVENTORY	17.53
				223113	P	09/30/16	550	FOOD INVENTORY	160.62
				223113	P	09/30/16	550	NA BEVERAGES INVENTORY	23.

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DOCUMENT

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GL ACCOUNT DESCRIPTION

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INVOICE: 1510537

VENDOR TOTALS

23,504.85 YTD PAID

919.9

7183 NEWEGG INC

09/21/16

COMPUTER EQUIPMENT/PROJEC

8.9

INVOICE: 1202137949

09/21/16

COMPUTER EQUIPMENT/PROJEC

8.0

INVOICE: 1202139931

09/21/16

OFFICE SUPPLIES

49.9

INVOICE: 1202139836

VENDOR TOTALS

6,435.94 YTD PAID

67.0

651 NORTHERN ILLINOIS GAS COMPANY

09/20/16

CONSTRUCTION PROJECTS

24.9

INVOICE: 71899

VENDOR TOTALS

27,707.73 YTD PAID

24.9

738 RAY O'HERRON CO. INC.

09/22/16

UNIFORMS

312.47

INVOICE: 1653258-IN

09/13/16

UNIFORMS

284.00

INVOICE: 1651523-IN

09/21/16

UNIFORMS

61.99

INVOICE: 1653072-IN

09/21/16

UNIFORMS

94.99

INVOICE: 1653073-IN

VENDOR TOTALS

26,481.26 YTD PAID

753.45

1458 OFFICE DEPOT, INC

09/08/16

OFFICE SUPPLIES

329.97

INVOICE: 862999427001

09/02/16

OFFICE SUPPLIES

135.97

INVOICE: 861850363001

09/02/16

OFFICE SUPPLIES

-105.98

INVOICE: 862991847001

09/23/16

OFFICE SUPPLIES

-29.99

INVOICE: 867151635-001

09/07/16

OFFICE SUPPLIES

49.32

INVOICE: 862715775001

09/07/16

OFFICE SUPPLIES

95.60

INVOICE: 862715775001

08/15/16

OFFICE SUPPLIES

.79

INVOICE: 857251163001

08/15/16

OFFICE SUPPLIES

1.74

INVOICE: 857251163001

08/15/16

OFFICE SUPPLIES

.79

INVOICE: 857251163001

08/15/16

OFFICE SUPPLIES

.79

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VILLAGE OF GLEN ELLYN
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VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
72002 INVOICE:	08/15/16			223118	P	09/30/16	530100	OFFICE SUPPLIES	.8
72002 INVOICE:	08/15/16			223118	P	09/30/16	530100	OFFICE SUPPLIES	41.2
72002 INVOICE:	08/15/16			223118	P	09/30/16	530100	OFFICE SUPPLIES	.8
72002 INVOICE:	08/15/16			223118	P	09/30/16	530100	OFFICE SUPPLIES	.8
72002 INVOICE:	08/15/16			223118	P	09/30/16	530100	OFFICE SUPPLIES	.4
72002 INVOICE:	08/15/16			223118	P	09/30/16	530100	OFFICE SUPPLIES	22.1
72003 INVOICE:	09/14/16			223118	P	09/30/16	530100	OFFICE SUPPLIES	1.8
72004 INVOICE:	08/16/16			223118	P	09/30/16	530100	OFFICE SUPPLIES	3.9
72004 INVOICE:	08/16/16			223118	P	09/30/16	530100	OFFICE SUPPLIES	1.8
72004 INVOICE:	08/16/16			223118	P	09/30/16	530100	OFFICE SUPPLIES	1.9
72004 INVOICE:	08/16/16			223118	P	09/30/16	530100	OFFICE SUPPLIES	1.9
72004 INVOICE:	08/16/16			223118	P	09/30/16	530100	OFFICE SUPPLIES	1.98
72004 INVOICE:	08/16/16			223118	P	09/30/16	530100	OFFICE SUPPLIES	1.98
72004 INVOICE:	08/16/16			223118	P	09/30/16	530100	OFFICE SUPPLIES	.99
72004 INVOICE:	08/16/16			223117	P	09/30/16	530100	OFFICE SUPPLIES	2.65
72006 INVOICE:	09/09/16			223117	P	09/30/16	530100	OFFICE SUPPLIES	6.67
72006 INVOICE:	09/09/16			223117	P	09/30/16	530100	OFFICE SUPPLIES	1.26
72006 INVOICE:	09/09/16			223117	P	09/30/16	530100	OFFICE SUPPLIES	24.16
72007 INVOICE:	09/16/16			223117	P	09/30/16	530100	OFFICE SUPPLIES	60.87
72007 INVOICE:	09/16/16			223117	P	09/30/16	530100	OFFICE SUPPLIES	11.58
72007 INVOICE:	09/16/16			223117	P	09/30/16	530100	OFFICE SUPPLIES	17.20
72008 INVOICE:	09/09/16			223117	P	09/30/16	530100	OFFICE SUPPLIES	43.33
72008 INVOICE:	09/09/16			223117	P	09/30/16	530100	OFFICE SUPPLIES	8.24
72008 INVOICE:	09/09/16			223117	P	09/30/16	530100	OFFICE SUPPLIES	737.12
VENDOR TOTALS							8,822.39	YTD PAID	
2670 PACE SUBURBAN BUS 72014				223119	P	09/30/16	121500	SENIOR TRANSPORTATION	1,302.

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INVOICE: 4425515						
VENDOR TOTALS	19,226.89	YTD	INVOICED		19,226.89	YTD PAID
9881 JOHN R PACENTE 71910 09/23/16 INVOICE: 92716		223120	P	09/30/16	40000 580160	ELM-OAK IMPROVEMENTS
VENDOR TOTALS	11,683.00	YTD	INVOICED		11,683.00	YTD PAID
676 PACKEY WEBB FORD, INC. 72015 09/20/16 INVOICE: 135462		223121	P	09/30/16	65000 530310	PARTS PURCHASED
72016 09/15/16 INVOICE: 135405		223121	P	09/30/16	65000 530310	PARTS PURCHASED
72017 09/19/16 INVOICE: 135443		223121	P	09/30/16	65000 530310	PARTS PURCHASED
VENDOR TOTALS	17,493.30	YTD	INVOICED		17,493.30	YTD PAID
6453 PARAMEDIC BILLING SERVICES, INC. 1676559 09/27/16 INVOICE: PBS-75		17530	W	09/30/16	135200 520926	AMBULANCE BILLING SERVICE
1676559 09/27/16 INVOICE: PBS-75		17530	W	09/30/16	1000 440050	AMBULANCE SERVICE FEES
1676559 09/27/16 INVOICE: PBS-75		17530	W	09/30/16	135200 520926	AMBULANCE BILLING SERVICE
VENDOR TOTALS	6,625.16	YTD	INVOICED		6,625.16	YTD PAID
7749 PAYMENT SERVICE NETWORK, INC 659217 09/27/16 INVOICE: PSN-51		17525	W	09/30/16	50100 520835	BANKING SERVICES
659217 09/27/16 INVOICE: PSN-51		17525	W	09/30/16	50200 520835	BANKING SERVICES
659217 09/27/16 INVOICE: PSN-51		17525	W	09/30/16	54000 520835	BANKING SERVICES
VENDOR TOTALS	4,695.05	YTD	INVOICED		4,695.05	YTD PAID
700 THE PITNEY BOWES BANK INC 71923 09/27/16 INVOICE: 92616		17526	W	09/30/16	122100 520900	POSTAGE & SHIPPING
VENDOR TOTALS	18,000.00	YTD	INVOICED		18,000.00	YTD PAID
3094 POLICE MAGAZINE 72013 09/28/16 INVOICE: 92916		223122	P	09/30/16	134100 520600	DUES-SUBSCRIPTIONS-REG FE

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VENDOR NAME DOCUMENT	INV DATE VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		25.00	YTD INVOICED			25.00	YTD PAID	25.00
273 ED POSH SCHOLARSHIP FUND 71959 09/27/16 INVOICE: 92916			223123	P	09/30/16	550 120225	EXCHANGE CLEARING - REC R	2,115.2
VENDOR TOTALS		36,096.89	YTD INVOICED			36,096.89	YTD PAID	2,115.2
6552 PROVANTAGE CORPORATION 71908 09/14/16 INVOICE: 7756264 71909 09/14/16 INVOICE: 7756241			223124	P	09/30/16	121400 570110	COMPUTER EQUIPMENT/PROJEC	234.0
			223124	P	09/30/16	134300 530100	OFFICE SUPPLIES	76.0
VENDOR TOTALS		16,013.21	YTD INVOICED			16,013.21	YTD PAID	310.0
5901 QUALITY BLUEPRINT, INC 72018 09/27/16 INVOICE: 80456			223125	P	09/30/16	126200 520905	PRINTING	20.5
VENDOR TOTALS		270.10	YTD INVOICED			270.10	YTD PAID	20.50
7936 REMPE-SHARPE AND ASSOCIATES, INC 72054 09/14/16 INVOICE: 25376 72054 09/14/16 INVOICE: 25376 72054 09/14/16 INVOICE: 25376			223126	P	09/30/16	40000 580160	ELM-OAK IMPROVEMENTS	24,812.37
			223126	P	09/30/16	50100 580100	ELM-OAK IMPROVEMENTS	6,203.09
			223126	P	09/30/16	50200 580100	ELM-OAK IMPROVEMENTS	10,338.49
VENDOR TOTALS		57,986.95	YTD INVOICED			57,986.95	YTD PAID	41,353.95
7585 MARY ROMANELLI 72063 09/30/16 INVOICE: ER03016			223127	P	09/30/16	121200 520305	EMPLOYEE RECOGNITION	36.17
VENDOR TOTALS		36.17	YTD INVOICED			36.17	YTD PAID	36.17
10290 LEE ROTHENBERG 72064 09/30/16 INVOICE: 93016			223128	P	09/30/16	55730 520904	ENTERTAINMENT	400.00
VENDOR TOTALS		400.00	YTD INVOICED			400.00	YTD PAID	400.00
10309 KATHLEEN SCHAFFENIT 72060 09/29/16 INVOICE: VR092916			223129	P	09/30/16	1000 420100	VEHICLE LICENSES	41.68
VENDOR TOTALS		41.68	YTD INVOICED			41.68	YTD PAID	41.68

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6093 SCHAMBERGER BROTHERS, INC 72021 INVOICE: 404547	09/21/16			223130	P	09/30/16	150303	BEER INVENTORY	397.4
VENDOR TOTALS			13,289.80 YTD INVOICED						397.4
774 SCHEFFLER'S FLOWERS 71911 INVOICE: 7835	09/19/16			223131	P	09/30/16	143400	CBD APPEARANCE	1,000.0
VENDOR TOTALS			3,000.00 YTD INVOICED						1,000.0
10310 MORGAN SHOCKLEY 72062 INVOICE: 92916	09/29/16			223132	P	09/30/16	5010	MISCELLANEOUS REVENUE	35.0
VENDOR TOTALS			35.00 YTD INVOICED						35.0
10181 SOUTHERN GLAZER'S WINE AND SPIRITS, LLC 72028 INVOICE: 1207033 72028 INVOICE: 1207033	09/22/16			223133	P	09/30/16	150302	LIQUOR INVENTORY	156.6
VENDOR TOTALS			18,841.76 YTD INVOICED						1,581.76
8331 EMMA SPRAU 71912 INVOICE: ER092716	09/23/16			223134	P	09/30/16	143400	DUES-SUBSCRIPTIONS-REG FE	60.00
VENDOR TOTALS			315.98 YTD INVOICED						60.00
2687 STAPLES CONTRACT & COMMERCIAL, INC. 71913 INVOICE: 3314340728 71914 INVOICE: 3314216134 72019 INVOICE: 3315096603 72020 INVOICE: 3314666292	09/09/16			223135	P	09/30/16	143100	OFFICE SUPPLIES	6.57
VENDOR TOTALS			10,955.28 YTD INVOICED						93.64
5018 SUBURBAN LABORATORIES, INC. 72029 INVOICE: 137779	08/30/16			223136	P	09/30/16	50100	PROFESSIONAL SERVICES - O	179.49
VENDOR TOTALS			4,391.50 YTD INVOICED						369.86
835 SUPERIOR BEVERAGE CO.									649.56
									490.00
									490.00

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72022 INVOICE: 684129 72023 INVOICE: 08/31/15 INVOICE: 217893	09/23/16			223137	P	09/30/16	150303	BEER INVENTORY	382.5
VENDOR TOTALS		15,396.23	YTD INVOICED				15,279.43	YTD PAID	-220.7
10104 SUPREME LOBSTER CO 72025 INVOICE: 5969221 72026 INVOICE: 5969691 72027 INVOICE: 5966310	09/23/16			223138	P	09/30/16	150301	FOOD INVENTORY	182.8
VENDOR TOTALS		7,439.63	YTD INVOICED				7,439.63	YTD PAID	73.9
844 SYSCO FOOD SERV - CHICAGO, INC 72024 INVOICE: 609261512 72024 INVOICE: 609261512 72024 INVOICE: 609261512 72024 INVOICE: 609261512	09/26/16			223139	P	09/30/16	150301	FOOD INVENTORY	470.2
VENDOR TOTALS		161,773.56	YTD INVOICED				161,773.56	YTD PAID	935.4
5615 TASER INTERNATIONAL 72033 INVOICE: S11451440	09/09/16			223140	P	09/30/16	530105	OPERATING SUPPLIES	72.8
VENDOR TOTALS		12,100.56	YTD INVOICED				12,100.56	YTD PAID	35.48
9717 TEMPERATURE ENGINEERING, INC 71915 INVOICE: 910710 71915 INVOICE: 910710	09/15/16			223141	P	09/30/16	521055	PROFESSIONAL SERVICES - O	44.86
VENDOR TOTALS		708.00	YTD INVOICED				708.00	YTD PAID	1,088.61
870 TOUR EDGE GOLF MFG INC 72031 INVOICE: IN-01100380 72032 INVOICE: IN-01107302	07/06/16			223142	P	09/30/16	150300	PRO SHOP INVENTORY	3,690.56
VENDOR TOTALS		5,425.73	YTD INVOICED				5,425.73	YTD PAID	3,690.56
									354.00
									354.00
									708.00
									279.01
									1,250.00
									1,529.01

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1435 TRAFFIC CONTROL CORPORATION 71918 09/07/16 INVOICE: 93301				223143	P	09/30/16	143300	521040	8,120.00
VENDOR TOTALS			9,845.00	YTD INVOICED				9,845.00	YTD PAID
10293 RACHEL ALCORN 71916 08/25/16 INVOICE: 720				223144	P	09/30/16	55730	521055	250.00
71917 09/16/16 INVOICE: 731				223144	P	09/30/16	55700	521055	293.71
VENDOR TOTALS			543.75	YTD INVOICED				543.75	YTD PAID
9078 KEYSTONE MANAGEMENT, INC. 72034 09/17/16 INVOICE: 27206469				223145	P	09/30/16	50100	521195	138.00
72035 08/06/16 INVOICE: 26997598				223145	P	09/30/16	135100	521195	138.00
VENDOR TOTALS			5,217.77	YTD INVOICED				5,217.77	YTD PAID
1007 TYLER TECHNOLOGIES, INC. 72030 10/01/16 INVOICE: 45-170794			20160062	223146	P	09/30/16	121400	520975	5,500.00
VENDOR TOTALS			9,316.12	YTD INVOICED				9,316.12	YTD PAID
6191 M.E.C. ENTERPRISES INC 72043 08/10/16 INVOICE: 7284				223147	P	09/30/16	50200	520900	23.41
72044 08/31/16 INVOICE: 7484				223147	P	09/30/16	50200	520900	14.55
VENDOR TOTALS			117.39	YTD INVOICED				117.39	YTD PAID
10303 UPS SUPPLY CHAIN SOLUTIONS, INC 72036 09/13/16 INVOICE: 1129531158				223148	P	09/30/16	50200	520900	27.94
VENDOR TOTALS			27.94	YTD INVOICED				27.94	YTD PAID
8044 US BANK NATIONAL ASSOCIATION 71919 08/25/16 INVOICE: 4387325				223149	P	09/30/16	30000	520855	450.00
VENDOR TOTALS			440,024.09	YTD INVOICED				440,024.09	YTD PAID
884 U.S. FOODSERVICE, INC. 72037 09/03/16 INVOICE: 2334840				223150	P	09/30/16	55730	530105	100.12

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72038 INVOICE:	09/21/16			223150	P	09/30/16	550	150301	FOOD INVENTORY
72038 INVOICE:	09/21/16			223150	P	09/30/16	55730	530105	OPERATING SUPPLIES
72038 INVOICE:	09/21/16			223150	P	09/30/16	55730	530410	DRY GOODS
72039 INVOICE:	09/23/16			223150	P	09/30/16	550	150301	FOOD INVENTORY
72040 INVOICE:	09/23/16			223150	P	09/30/16	550	150301	FOOD INVENTORY
72040 INVOICE:	09/23/16			223150	P	09/30/16	55730	530105	OPERATING SUPPLIES
72040 INVOICE:	09/23/16			223150	P	09/30/16	55730	530410	DRY GOODS
72040 INVOICE:	09/23/16			223150	P	09/30/16	55720	530105	OPERATING SUPPLIES
72041 INVOICE:	09/26/16			223150	P	09/30/16	550	150301	FOOD INVENTORY
72041 INVOICE:	09/26/16			223150	P	09/30/16	55730	530105	OPERATING SUPPLIES
72041 INVOICE:	09/26/16			223150	P	09/30/16	55730	530410	DRY GOODS
72042 INVOICE:	09/21/16			223150	P	09/30/16	550	150301	FOOD INVENTORY
72046 INVOICE:	09/16/16			223152	P	09/30/16	134200	521195	TELECOMMUNICATIONS
VENDOR TOTALS									129,098.46 YTD INVOICED
									129,098.46 YTD PAID
915 VERIZON WIRELESS SERVICES LLC	09/15/16			223151	P	09/30/16	143100	521195	TELECOMMUNICATIONS
71920 INVOICE:	09/15/16			223151	P	09/30/16	143300	521195	TELECOMMUNICATIONS
71920 INVOICE:	09/15/16			223151	P	09/30/16	143400	521195	TELECOMMUNICATIONS
71920 INVOICE:	09/15/16			223151	P	09/30/16	50100	521195	TELECOMMUNICATIONS
71920 INVOICE:	09/15/16			223151	P	09/30/16	50200	521195	TELECOMMUNICATIONS
71920 INVOICE:	09/15/16			223153	P	09/30/16	143100	521195	TELECOMMUNICATIONS
71921 INVOICE:	09/15/16			223153	P	09/30/16	143300	521195	TELECOMMUNICATIONS
71921 INVOICE:	09/15/16			223153	P	09/30/16	143400	521195	TELECOMMUNICATIONS
71921 INVOICE:	09/15/16			223153	P	09/30/16	50100	521195	TELECOMMUNICATIONS
71921 INVOICE:	09/15/16			223153	P	09/30/16	50200	521195	TELECOMMUNICATIONS
71921 INVOICE:	09/15/16			223153	P	09/30/16	65000	521195	TELECOMMUNICATIONS
72046 INVOICE:	09/16/16			223152	P	09/30/16	134200	521195	TELECOMMUNICATIONS

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VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: 9772130556									
VENDOR TOTALS			23,961.21	YTD INVOICED			23,961.21	YTD PAID	1,602.24
3995 WAREHOUSE DIRECT OFFICE PRODUCTS									
72048 INVOICE: 09/23/16				223154	P	09/30/16	143100	530100 OFFICE SUPPLIES	11.8
72048 INVOICE: 09/23/16				223154	P	09/30/16	143300	530100 OFFICE SUPPLIES	11.8
72048 INVOICE: 09/23/16				223154	P	09/30/16	143400	530100 OFFICE SUPPLIES	11.8
72048 INVOICE: 09/23/16				223154	P	09/30/16	50100	530100 OFFICE SUPPLIES	11.8
72048 INVOICE: 09/23/16				223154	P	09/30/16	50200	530100 OFFICE SUPPLIES	11.8
72049 INVOICE: 09/26/16				223154	P	09/30/16	50100	530100 OFFICE SUPPLIES	32.9
72049 INVOICE: 09/26/16				223154	P	09/30/16	50200	530100 OFFICE SUPPLIES	32.8
VENDOR TOTALS			2,173.35	YTD INVOICED			2,173.35	YTD PAID	125.2
10292 WENKE GREENHOUSES, INC									
71922 INVOICE: 09/12/16				223155	P	09/30/16	143400	521057 CBD APPEARANCE	2,971.46
VENDOR TOTALS			2,971.46	YTD INVOICED			2,971.46	YTD PAID	2,971.46
7711 WINDY CITY DISTRIBUTION COMPANY									
72047 INVOICE: 09/22/16				223156	P	09/30/16	550	150303 BEER INVENTORY	1,397.06
VENDOR TOTALS			30,445.84	YTD INVOICED			30,445.84	YTD PAID	1,397.06
REPORT TOTALS									
COUNT									
AMOUNT									
TOTAL PRINTED CHECKS 114 1,089,603.00									
TOTAL WIRE TRANSFERS 10 316,834.69									

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VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
304 FIFTH THIRD BANK									
5221125 INVOICE:	08/29/16			17462	W	09/30/16	50100	BANKING SERVICES	10.0
5221125 INVOICE:	08/29/16			17462	W	09/30/16	50200	BANKING SERVICES	10.0
5221125 INVOICE:	08/29/16			17462	W	09/30/16	54000	BANKING SERVICES	10.0
5221125 INVOICE:	08/29/16			17554	W	09/30/16	550	NA BEVERAGES INVENTORY	129.9
5221225 INVOICE:	08/29/16			17554	W	09/30/16	55730	OPERATING SUPPLIES	52.9
5221225 INVOICE:	08/29/16			17461	W	09/30/16	121500	OPERATING SUPPLIES	10.0
5530310 INVOICE:	08/29/16			17501	W	09/30/16	121300	OPERATING SUPPLIES	52.5
5530520 INVOICE:	08/29/16			17498	W	09/30/16	550	FOOD INVENTORY	1.1
5824617 INVOICE:	08/29/16			17458	W	09/30/16	121100	VILLAGE COMMISSIONS	42.0
637464 INVOICE:	08/29/16			17481	W	09/30/16	134200	EQUIPMENT/CAPITAL OUTLAY	490.6
689863 INVOICE:	08/29/16			17474	W	09/30/16	126500	MARKETING/ADVERTISING	40.00
689874 INVOICE:	08/29/16			17497	W	09/30/16	121200	PUBLIC RELATIONS	59.00
692993 INVOICE:	08/29/16			17446	W	09/30/16	121300	OPERATING SUPPLIES	198.44
693003 INVOICE:	08/29/16			17506	W	09/30/16	134200	OFFICE SUPPLIES	2.94
700281 INVOICE:	08/29/16			17510	W	09/30/16	122100	EMPLOYEE EDUCATION	1,100.00
700291 INVOICE:	08/29/16			17445	W	09/30/16	55720	POSTAGE & SHIPPING	11.54
71816 INVOICE:	08/29/16			17447	W	09/30/16	121300	OPERATING SUPPLIES	35.97
71817 INVOICE:	08/29/16			17448	W	09/30/16	121300	OPERATING SUPPLIES	327.58
71818 INVOICE:	08/29/16			17449	W	09/30/16	121300	OPERATING SUPPLIES	45.10
71819 INVOICE:	08/29/16			17451	W	09/30/16	143300	OPERATING SUPPLIES	106.21
71820 INVOICE:	08/29/16			17453	W	09/30/16	121400	OFFICE SUPPLIES	68.09
71821 INVOICE:	08/29/16			17454	W	09/30/16	121400	COMPUTER EQUIPMENT/PROJEC	201.72
71822 INVOICE:	08/29/16			17456	W	09/30/16	55720	REPAIRS CLUBS	71.88
71823 INVOICE:	08/29/16			17457	W	09/30/16	55720	OPERATING SUPPLIES	106.56
71824 INVOICE:	08/29/16			17459	W	09/30/16	121100	VILLAGE COMMISSIONS	119.98
71825 INVOICE:	08/29/16								

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VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 0916-6

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TO FISCAL 2016/09 01/01/2016 TO 12/31/201

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
71826 INVOICE:	08/29/16			17460	W	09/30/16	121200	521230	PUBLIC RELATIONS
71827 INVOICE:	08/29/16			17463	W	09/30/16	122100	520620	EMPLOYEE EDUCATION
71828 INVOICE:	08/29/16			17464	W	09/30/16	122100	530105	OPERATING SUPPLIES
71829 INVOICE:	08/29/16			17466	W	09/30/16	121200	521230	PUBLIC RELATIONS
71829 INVOICE:	08/29/16			17466	W	09/30/16	121200	520305	EMPLOYEE RECOGNITION
71829 INVOICE:	08/29/16			17467	W	09/30/16	121100	521055	PROFESSIONAL SERVICES - O
71830 INVOICE:	08/29/16			17468	W	09/30/16	121200	520620	EMPLOYEE EDUCATION
71831 INVOICE:	08/29/16			17469	W	09/30/16	121200	520620	EMPLOYEE EDUCATION
71832 INVOICE:	08/29/16			17470	W	09/30/16	121100	520140	VILLAGE COMMISSIONS
71833 INVOICE:	08/29/16			17471	W	09/30/16	121200	521230	PUBLIC RELATIONS
71834 INVOICE:	08/29/16			17473	W	09/30/16	65000	530305	LICENSE PLATES
71835 INVOICE:	08/29/16			17475	W	09/30/16	126500	520625	TRAVEL
71836 INVOICE:	08/29/16			17476	W	09/30/16	126500	520600	DUES-SUBSCRIPTIONS-REG FE
71837 INVOICE:	08/29/16			17477	W	09/30/16	126500	521230	PUBLIC RELATIONS
71838 INVOICE:	08/29/16			17479	W	09/30/16	143100	521055	PROFESSIONAL SERVICES - O
71840 INVOICE:	08/29/16			17483	W	09/30/16	143100	520305	EMPLOYEE RECOGNITION
71841 INVOICE:	08/29/16			17485	W	09/30/16	126100	520620	EMPLOYEE EDUCATION
71842 INVOICE:	08/29/16			17486	W	09/30/16	126100	520905	PRINTING
71843 INVOICE:	08/29/16			17487	W	09/30/16	126100	520620	EMPLOYEE EDUCATION
71844 INVOICE:	08/29/16			17489	W	09/30/16	134200	530105	OPERATING SUPPLIES
71845 INVOICE:	08/29/16			17490	W	09/30/16	134100	530105	OPERATING SUPPLIES
71846 INVOICE:	08/29/16			17491	W	09/30/16	134100	530105	OPERATING SUPPLIES
71847 INVOICE:	08/29/16			17492	W	09/30/16	134100	530105	OPERATING SUPPLIES
71848 INVOICE:	08/29/16			17493	W	09/30/16	134100	520600	DUES-SUBSCRIPTIONS-REG FE
71849 INVOICE:	08/29/16			17494	W	09/30/16	134100	530105	OPERATING SUPPLIES
71850 INVOICE:	08/29/16			17495	W	09/30/16	134300	520933	STATE DRUG FORFEITURE EXP
71851 INVOICE:	08/29/16								

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VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 0916-6

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TO FISCAL 2016/09 01/01/2016 TO 12/31/201

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
72069 INVOICE:	08/29/16			17536	W	09/30/16	55715	530105	OPERATING SUPPLIES
72070 INVOICE:	PEKC-721								37.4
72071 INVOICE:	08/29/16			17537	W	09/30/16	55710	530415	FERTILIZER
72072 INVOICE:	PEKC-722								3,275.0
72073 INVOICE:	08/29/16			17538	W	09/30/16	55710	530415	FERTILIZER
72074 INVOICE:	PEKC-723								767.5
72075 INVOICE:	08/29/16			17538	W	09/30/16	55710	530425	LANDSCAPE SUPPLIES
72076 INVOICE:	PEKC-723								787.7
72077 INVOICE:	08/29/16			17538	W	09/30/16	55710	530440	TREATMENT COSTS & PESTICI
72078 INVOICE:	PEKC-723								2,080.3
72079 INVOICE:	08/29/16			17539	W	09/30/16	55715	530105	OPERATING SUPPLIES
72080 INVOICE:	PEKC-724								295.8
72081 INVOICE:	08/29/16			17540	W	09/30/16	55710	530440	TREATMENT COSTS & PESTICI
72082 INVOICE:	PEKC-725								133.8
72083 INVOICE:	08/29/16			17542	W	09/30/16	55715	520975	MAINTENANCE-EQUIPMENT
72084 INVOICE:	PEKC-725								1,823.0
72085 INVOICE:	08/29/16			17543	W	09/30/16	55710	520970	MAINTENANCE-BUILDING & GR
72086 INVOICE:	LUDM-973								158.0
72087 INVOICE:	08/29/16			17544	W	09/30/16	55710	520980	MAINTENANCE-DRAIN & IRRIG
72088 INVOICE:	LUDM-974								42.5
72089 INVOICE:	08/29/16			17544	W	09/30/16	55715	520975	MAINTENANCE-EQUIPMENT
72090 INVOICE:	LUDM-975								292.8
72091 INVOICE:	08/29/16			17545	W	09/30/16	55715	530105	OPERATING SUPPLIES
72092 INVOICE:	LUDM-975								480.87
72093 INVOICE:	08/29/16			17546	W	09/30/16	55735	520975	MAINTENANCE-EQUIPMENT
72094 INVOICE:	LUDM-976								419.63
72095 INVOICE:	08/29/16			17547	W	09/30/16	55785	520975	MAINTENANCE-EQUIPMENT
72096 INVOICE:	LUDM-977								971.48
72097 INVOICE:	08/29/16			17548	W	09/30/16	55725	520975	MAINTENANCE-EQUIPMENT
72098 INVOICE:	LUDM-978								111.39
72099 INVOICE:	08/29/16			17549	W	09/30/16	55735	520970	MAINTENANCE-BUILDING & GR
72100 INVOICE:	LUDM-979								179.00
72101 INVOICE:	08/29/16			17550	W	09/30/16	55735	530105	OPERATING SUPPLIES
72102 INVOICE:	LUDM-980								2.49
72103 INVOICE:	08/29/16			17550	W	09/30/16	55715	530105	OPERATING SUPPLIES
72104 INVOICE:	LUDM-981								60.50
72105 INVOICE:	08/29/16			17551	W	09/30/16	55735	520970	MAINTENANCE-BUILDING & GR
72106 INVOICE:	LUDM-981								876.50
72107 INVOICE:	08/29/16			17552	W	09/30/16	55715	530105	OPERATING SUPPLIES
72108 INVOICE:	LUDM-982								88.49
72109 INVOICE:	08/29/16			17553	W	09/30/16	55710	530105	OPERATING SUPPLIES
72110 INVOICE:	LUDM-983								69.44
72111 INVOICE:	08/29/16			17555	W	09/30/16	55730	530105	OPERATING SUPPLIES
72112 INVOICE:	LUDM-984								302.12
72113 INVOICE:	08/29/16			17556	W	09/30/16	550	150301	FOOD INVENTORY
72114 INVOICE:	CONM-283								188.50
72115 INVOICE:	08/29/16			17556	W	09/30/16	550	150304	WINE INVENTORY
72116 INVOICE:	CONM-284								129.49
72117 INVOICE:	08/29/16			17556	W	09/30/16	550	150303	BEER INVENTORY
72118 INVOICE:	CONM-284								111.93
72119 INVOICE:	08/29/16			17556	W	09/30/16	550	150305	NA BEVERAGES INVENTORY
72120 INVOICE:	CONM-284								17.

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VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 0916-6

VENDOR NAME
DOCUMENT

INV DATE VOUCHER PO
CHECK NO T CHK DATE GL ACCOUNT

GL ACCOUNT DESCRIPTION

INVOICE: 72088	CONM-284 08/29/16		17557 W	09/30/16	55730	520903	MARKETING	495.0
INVOICE: 72089	CONM-285 08/29/16		17558 W	09/30/16	550	150301	FOOD INVENTORY	22.5
INVOICE: 72089	CONM-286 08/29/16		17558 W	09/30/16	55730	530105	OPERATING SUPPLIES	111.7
INVOICE: 72090	CONM-286 08/29/16		17559 W	09/30/16	55730	530445	UNIFORMS	264.8
INVOICE: 72091	CONM-287 08/29/16		17560 W	09/30/16	55730	530105	OPERATING SUPPLIES	50.9
INVOICE: 72092	CONM-288 08/29/16		17561 W	09/30/16	55730	530105	OPERATING SUPPLIES	105.7
INVOICE: 72093	CONM-289 08/29/16		17562 W	09/30/16	55730	520620	EMPLOYEE EDUCATION	5.0
INVOICE: 72094	CONM-290 08/29/16		17564 W	09/30/16	50200	521010	MAINTENANCE-SANITARY SEWE	90.2
INVOICE: 72095	GRER-178 08/29/16		17565 W	09/30/16	50200	521010	MAINTENANCE-SANITARY SEWE	143.0
INVOICE: 72096	GRER-179 08/29/16		17566 W	09/30/16	50200	520975	MAINTENANCE-EQUIPMENT	39.9
INVOICE: 72097	GRER-180 08/29/16		17567 W	09/30/16	50200	530445	UNIFORMS	58.65
INVOICE: 72098	GRER-181 08/29/16		17568 W	09/30/16	50200	521010	MAINTENANCE-SANITARY SEWE	315.00
INVOICE: 72099	GRER-182 08/29/16		17569 W	09/30/16	50100	520975	MAINTENANCE-EQUIPMENT	98.50
INVOICE: 72099	GRER-183 08/29/16		17569 W	09/30/16	50100	520970	MAINTENANCE-BUILDING & GR	728.00
INVOICE: 72100	GRER-183 08/29/16		17571 W	09/30/16	134100	530105	OPERATING SUPPLIES	15.17
INVOICE: ALLN-106	TAVE-90 08/29/16		17444 W	09/30/16	550	150300	PRO SHOP INVENTORY	2,700.00
INVOICE: BINM-113	ALLN-341 08/29/16		17452 W	09/30/16	121400	520975	MAINTENANCE-EQUIPMENT	-22.23
INVOICE: BUCD-107	BINM-500 08/29/16		17450 W	09/30/16	143300	521055	PROFESSIONAL SERVICES - O	95.91
INVOICE: BUCD-107	BUCD-292 08/29/16		17450 W	09/30/16	143400	521055	PROFESSIONAL SERVICES - O	95.90
INVOICE: CMM-115	BUCD-292 08/29/16		17455 W	09/30/16	55730	521195	TELECOMMUNICATIONS	544.96
INVOICE: CMM-115	CMM-435 08/29/16		17455 W	09/30/16	55720	521195	TELECOMMUNICATIONS	272.48
INVOICE: FRAF-106	CMM-435 08/29/16		17472 W	09/30/16	65000	520625	TRAVEL	56.40
INVOICE: FRAM-59	FRAF-291 08/29/16		17465 W	09/30/16	121200	521230	PUBLIC RELATIONS	29.84
INVOICE: FRAM-59	FRAM-377 08/29/16		17465 W	09/30/16	121200	520305	EMPLOYEE RECOGNITION	34.61
INVOICE: GRER-87	FRAM-377 08/29/16		17563 W	09/30/16	50200	580110	EQUIPMENT/CAPITAL OUTLAY	1,903.75
INVOICE: GRER-177	GRER-177 08/29/16							

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VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 0916-6

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
HANJ-31 INVOICE:	08/29/16			17478	W	09/30/16	143100	520305	211.2
HANJ-31 INVOICE:	08/29/16			17478	W	09/30/16	50100	520305	211.2
HARJ-100 INVOICE:	08/29/16			17480	W	09/30/16	134200	530105	159.2
HARJ-100 INVOICE:	08/29/16			17482	W	09/30/16	143100	520305	200.3
HORK-61 INVOICE:	08/29/16			17484	W	09/30/16	126100	520600	10.0
HULS-102 INVOICE:	08/29/16			17541	W	09/30/16	55715	530105	537.6
LUDM-118 INVOICE:	08/29/16			17488	W	09/30/16	134100	530105	74.4
MILC-70 INVOICE:	08/29/16			17496	W	09/30/16	134100	530105	39.9
NORP-90 INVOICE:	08/29/16			17532	W	09/30/16	55730	520903	114.2
PEKC-116 INVOICE:	08/29/16			17570	W	09/30/16	134100	530105	135.7
TAVE-63 INVOICE:	08/29/16			17511	W	09/30/16	55720	530445	119.1
VESJ-115 INVOICE:	08/29/16			17511	W	09/30/16	55730	530445	119.13
VESJ-115 INVOICE:	08/29/16			17519	W	09/30/16	134100	530105	62.20
WEEN-83 INVOICE:	08/29/16								
WEEN-177									
VENDOR TOTALS				335,672.61				YTD INVOICED	37,125.65
				335,672.61				YTD PAID	37,125.65
								REPORT TOTALS	

COUNT	AMOUNT
117	37,125.65

TOTAL WIRE TRANSFERS

** END OF REPORT - Generated by Mary Romanelli **



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

Meeting: 10/10/16 07:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Agreement
Prepared By: Kelly Purvis

SCHEDULED

AGENDA ITEM (ID # 2454)

DOC ID: 2454

Approve a license agreement with Euro Crepes, located at 584 Crescent Boulevard, to allow tables and chairs in the public right-of-way. (Planning and Development Director Hulseberg)

Background

Since 1995, the Village Board has authorized one or more License Agreements for tables and chairs, hot dog and gelato sales, wind enclosures and related items to be located on the public sidewalk in the central business district. This year, the Planning and Development Department mailed draft license agreements to fifteen (15) restaurants and two (2) mobile cart owners who had previously expressed interest in locating structures on the public sidewalk in the downtown.

Issues

Euro Crepes has submitted a signed license agreement that is attached and ready for Village Board consideration. Blackberry Market, Einstein's, Fire + Wine, Heaven-Lee Hot Dogs, Javi's Burritos, Made in Italy, Marche, Shannon's Irish Pub, Starbucks and Sunset Slush have previously received license agreements this year.

Recommendation

A draft license agreement is attached to allow tables and chairs in the public right-of-way for Euro Crepes at 548 Crescent Blvd.

The applicant has submitted all the required information including the \$50 license agreement fee, signed license agreement and certificate of liability insurance.

Action Requested

It is requested that the Village Board make a motion to approve a license agreement for Euro Crepes.

Attachment: Euro Crepes License Agreement

cc: Phil Norton, Police Chief
Carol White, Executive Director, Alliance of Downtown Glen Ellyn
Ilirjan Jankulla

ATTACHMENTS:

- License Agreement (PDF)
- Site Plan (PDF)

License Agreement

This Agreement, made and entered into as of this _____ day of _____, 20 16, effective the _____ day of _____, 20 16, by and between the Village of Glen Ellyn ("Licensor") and _____ ("Licensee") pertaining to the property located at _____ Glen Ellyn, Illinois 60137.

1. **Purpose:** Licensor hereby grants to Licensee, and Licensee hereby accepts, a license to (a) install, maintain and operate for the term hereof, tables and chairs in compliance with the site plan approved by the Village and attached hereto as Exhibit "A", including the agreed upon number and location of tables and chairs on the sidewalk and the right-of-way in front of the above listed address, the licensed area, (b) maintain a trash receptacle in accordance with the standards contained below, and (c) install and maintain landscape planters in accordance with the standards contained below and with the following terms, covenants and conditions.

2. **Terms:** This Agreement shall expire December 31, 20 16 or the date the insurance required hereunder expires, whichever comes first. This Agreement may be renewed only through the action of the Village Board of the Village of Glen Ellyn. Licensee may terminate this Agreement immediately by providing written notice to Licensor. Licensor may terminate this Agreement at any time during the term of this Agreement by notifying Licensee of this intention at least 7 days prior to the termination date.

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

4. **Permits and Licenses:** Licensee, at its sole effort and expense, shall conform to the Village Code and DuPage County Health Department regulations.

5. **Installation of Street Furniture:**

a. **Tables and Chairs:** Licensee is permitted to locate on the sidewalk portion of the right-of-way the number of tables and chairs specified in the site plan for this location. The table tops shall not exceed the diameter and size indicated on the site plan. Tables and chairs shall be located so that a five-foot wide passage is maintained along the sidewalk at all times. Use of the public right-of-way shall be conducted in a manner that does not interfere with pedestrian use of the sidewalk. All items placed on the sidewalk shall not obstruct ingress to and egress from the licensed business or any other business. Licensee shall allow restaurant patrons to dine on tables and chairs in the licensed area described above, but at no time shall cooking or food preparation be permitted on the public right-of-way. At a minimum, the public right-of-way shall be cleaned once daily. Umbrellas, approved for use as part of this license agreement, shall be removed from the public sidewalk at the end of each business day.

b. **Trash Receptacle:** Licensee shall maintain trash receptacle(s) located in proximity to the tables and chairs in a neat and orderly manner, and the Licensor shall ensure that a garbage hauling firm removes the trash from the receptacle on a regular schedule. However, **it shall be the responsibility of Licensee to empty the receptacle(s) more frequently, if necessary.** Licensee shall ensure the receptacle(s) are covered on the top at all times, except if lid removal is required during emptying. Licensor is the owner of the trash receptacle(s).

c. **Landscape Planters:** Licensee shall install and maintain a minimum of two (2) landscape planters, planted with flowering annuals and/or perennials, located in conformance with the site plan. The planters shall contain a minimum total of 432 square inches (3 square feet) of planted landscaping. The planters shall be a minimum of 10 inches in height, shall not exceed 30 inches in height

and shall be constructed of metal, terra cotta, masonry, wood or similar materials; plastic planters shall be prohibited. The planters shall be placed up against building in a location that does not obstruct the public right-of-way and sidewalk. At all times, a minimum 5-foot wide pathway on the sidewalk shall remain free and clear of obstructions. Licensee shall replace dead landscape plants as needed to maintain the planters in a clean and neat manner and shall water plants on an as-needed basis during the entire period of time that table and chairs are located on the public sidewalk. Failure to maintain live plants as required by this agreement may result in licensor terminating this agreement with 7 days' written notice to licensee, and the tables and chairs shall be immediately removed from the public sidewalk.

6. **Maintenance:** Licensee shall agree to maintain the licensed area and the nearby sidewalk in a clean, healthy and attractive condition. If Licensee ceases to so maintain the licensed area and the nearby sidewalk, Licensor may require Licensee to pay for additional cleanup costs. Further, Licensor may, upon notice as set forth below, terminate this agreement and require the permanent removal of the tables and chairs from the licensed area in advance of the expiration date of this Agreement. No furniture or other structures shall be affixed or attached to the public sidewalk. The licensee shall be responsible to the Village for any damage occurring to the public sidewalk or public improvements where such damage arises from or occurs as a consequence of the presence and/or operation of structures, equipment or furniture permitted by this license agreement. The Village may repair or replace such improvement in its discretion and shall charge the cost of such repair or replacement to the permit holder.

7. **Removal:** Upon the expiration or the termination of this License, Licensee shall remove the tables and chairs from the licensed area.

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

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

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

If to Licensee:
To the above-listed applicant and business address

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

10. **Assignment:** Licensee may not assign or transfer this License without prior written consent of Licensor. Any attempted assignment or transfer in violation of this paragraph shall be void and confer no rights upon any third person. This license agreement shall not confer any property rights in the underlying Village right-of-way.

11. **Defend and Hold Harmless:** Licensee shall be required to hold harmless Licensor, its officers, employees and independent contractors from any claim or demand or damage to property or injury, including death to persons, which arise out of in any way the exercise by Licensee of its rights under this License. Licensee shall be required to pay for the cost of defense and hold harmless Licensor, its officers, employees and independent contractors against any judgment and to pay any settlement arising out of such claim or demand, including but not limited to, the full costs of the defense of Licensor,

its employees, officers and independent contractors through the employment of experts approved by the parties defended, provided, however, that such approval shall not be unreasonably withheld.

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

13. **Miscellaneous:**

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

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

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

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

DATED as of the date first set forth above.

LICENSOR:

Village Manager

Village of Glen Ellyn

535 Duane Street

Glen Ellyn, Illinois 60137

By: _____

Name: _____

Title: _____

LICENSEE:

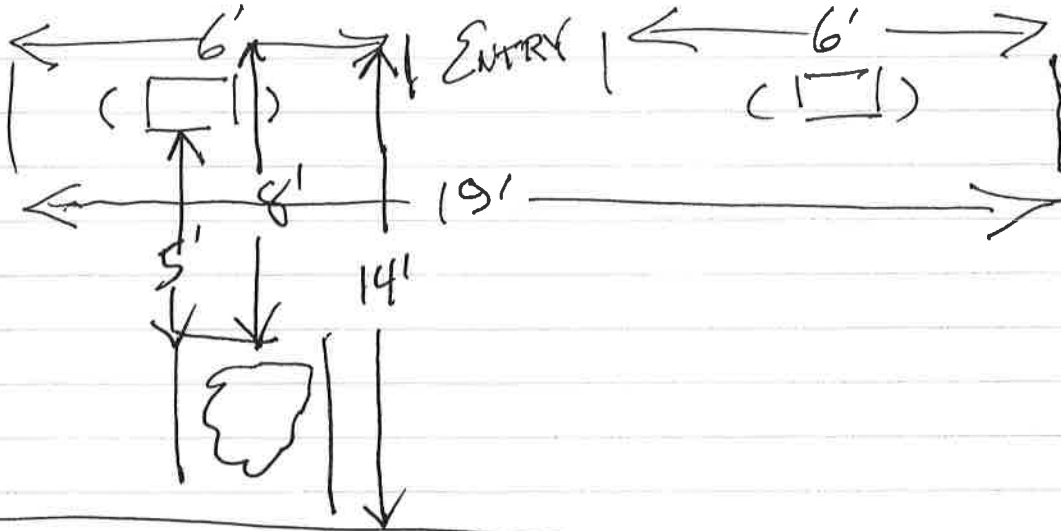
ILIRJAN JANKULLA
2.N. 154 West St.
Carol Stream
IL 60188

By: M. Jankulla

Name: ILIRJAN JANKULLA

Title: PRESIDENT

— EURO CREPES —



CRESCENT



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

Meeting: 10/10/16 07:00 PM
Department: Police
Department Head: Phil Norton
Category: Purchase
Prepared By: Robert Acton

SCHEDULED

AGENDA ITEM (ID # 2443)

DOC ID: 2443

Approve award of a contract to CMS Solutions, of St. Louis, Missouri, for the purchase and installation of a ShoreTel System in an amount not to exceed \$35,937.71, to be expensed to the Capital Projects Fund. (Chief Norton)

Background

The new Police Facility is scheduled to be completed in August 2017. A voice (telephone) platform is an integral component of the facility. The Village's current phone system, an NEC 8300, is an outdated analog system. When planning for the new Police Department, the Command Staff determined that it was important to use modern telecommunications technology in the new Facility. Thus, a decision was made to install current technology - Voice over Internet Protocol (VOIP).

IT Manager Mark Binkerd has coordinated this initiative and is recommending this purchase. It should be noted that staff would likely be recommending a similar replacement for the rest of the phone system and a migration to this new technology over the next 2 or 3 years. Using current phone technology, IT Manager Binkerd designed a VOIP model that allowed staff to evaluate quality, features and functions. To complete this model, he collaborated with technicians from CMS Solutions, who provided ShoreTel IP phone system components for the VOIP model. The success of this initiative prompted Police Command Staff to consider and evaluate the ShoreTel product line for use in the new police building.

Issues

While considering potential vendors, we learned that CMS Solutions is a technology company with regional offices around the country. Based in St. Louis, CMS is known as a reliable, responsive vendor with a long term, positive working relationship with the Village. The same was reported regarding Sound Incorporated, a Naperville, IL company who also has a long and positive working relationship with Village staff.

While considering the ShoreTel system for use in the new Police Department, staff required the following as essential components:

- Robust functionality - Communications are essential to police operations, and the ShoreTel system architecture and built-in redundancy provides up to 99.999% service availability.
- For employees, it offers user-friendly, intuitive devices with features that simplify equipment use, both in office or remote settings.
- Advanced flexibility - Unified Communications (UC). UC describes the integration of real-time communication services such as instant messaging, presence technology (user availability), VOIP, and seamless feature integration. Users may use collaboration applications for smartphones, tablets and wearable devices. Further, this system allows for future expansion and/or upgrading as technology continues to develop.

Recommendation

The Police Department is seeking to purchase the new phone system at this time. Doing so would allow for a partial set-up for use before it is installed into the new police facility. This early set-up would provide time for users to become familiar with the ShoreTel functionality, thereby easing the transition into the new Department. It also allows the work to progress in parallel with the construction of the new facility thereby eliminating fixed cutover dates for the new phone system and a flexible migration to the new site. The ShoreTel system would be able to be networked with the existing (Village) NEC system without disruption or limitations with functionality.

Two proposals were requested and received. These proposals provided an 'apples to apples' comparison, including a complete ShoreTel communications system installation, network components, product features/services, licenses, telephones and training. These items are not available through State purchase or a purchasing consortium. The cost of each proposal were as follows:

· CMS Solutions	\$ 35,937.71
· Sound Incorporated	\$ 36,688.98

Funding for a telephone system has been identified as a facility need and inserted into the Furniture, Fixtures & Equipment (FF&E) budget, which is outside of the construction costs but within the overall Police Department Project Budget of \$13,510,000.

Strategic Plan Initiative

Strategic Issue V: INFRASTRUCTURE. Invest in infrastructure to meet key needs, including downtown access, Village facilities, storm water issues and technology improvement. Meet target date and budget directives to complete the construction of a new police station by September 1, 2017.

Action Requested

Staff recommends Village Board Approval for the purchase and installation of a ShoreTel System from CMS Solutions for a cost not to exceed **\$35,937.71**.

ATTACHMENTS:

- Phone Syst attachments (PDF)

Schedule A

Village of Glen Ellyn - Police Department

Connect SBE 100 Bundle - 1 Year Gold Support

Server Not Included

09/07/18



Presented by:

Greg Fortier

630-693-2705



System Configuration

	Quantity
Analog Voice Ports	6
Central Office Trunk Ports	2
T1/PRI Tie Line to existing NEC SV8300	24
T1/PRI Trunk Ports to Telco	24
Essentials Licenses	55
Courtesy Licenses	12
Call Recorder Licenses	5

ShoreTel System

Village of Glen Ellyn - Police Department

	Qty	Customer Price Unit	Total
Connect ONSITE Software (Controlled Release) for Enterprise and SBE 100 customers. Includes the Virtual Phone Switch, Virtual SIP Trunk Switch and Virtual Service Appliance features. (Licenses purchased separately)	1	\$0.00	\$0.00
Connect Small Business Edition 100 HW bundle, digital trunking without server. Includes ST100DA and rack-mount tray. Requires Connect SBE SW bundle (SKUs 60193-60196, or 60203). One HW bundle per SBE 100 system only.	1	\$1,589.32	\$1,589.32
Connect Small Business Edition 100 SW bundle, 50 users. Includes 50 Essentials, 1 Courtesy license bundles, 1 Operator license, 24 SIP Trunk licenses, 4 Additional Site license. Requires HW bundle (SKU 60183-60186). One SW bundle per SBE 100 system only.	1	\$3,503.50	\$3,503.50
Additional Site License	1	\$315.32	\$315.32
Call Recorder - Base package (5 simultaneous sessions) - Automated recording of external calls. Features rich, flexible recording profiles & web-based player for accessing recordings	1	\$3,185.00	\$3,185.00
Rack Mount Tray Kit for SG switch 1U half width, holds two 1U half width voice switches	1	\$84.50	\$84.50
Voice Switch ST100DA, 1U half-width. Max Capacities: 100 IP Phones, 6 Analog Exts, 38 SIP Trunk, 2 LS Trks, 1 Dig. Trunk (T1 or E1). Made in USA. Requires ShoreTel Connect; not for ShoreTel 14 or older. Use Dual Switch Tray (SKU 10223) for rack mounting.	1	\$3,885.70	\$3,885.70
Voice Switch ST1D, 1U half-width. Max Capacities: 30 SIP Trunk, 1 Dig. Trunk (T1 or E1). Made in USA. Requires ShoreTel Connect; not supported with ShoreTel 14 or older. Use Dual Switch Tray (SKU 10223) for rack mounting.	1	\$1,911.00	\$1,911.00
Connect ONSITE Essentials license bundle. Includes Ext+Mbx, Connect desktop client with IM, collaboration, softphone and video. Also includes Web and App dialer.	5	\$126.76	\$633.82
Connect ONSITE Courtesy license. Includes Extension Only with no Connect client capability.	11	\$63.06	\$693.69
IP Phone IP 655 with anti-glare screen - (Requires ShoreTel 11.1 or later)	3	\$477.11	\$1,431.34
IP Phone IP 420 - Requires ShoreTel 14 or later	40	\$97.30	\$3,891.89
IP Phone IP 480 - Requires ShoreTel 14 or later	17	\$153.93	\$2,616.73
IP Phone IP 485g - Requires ShoreTel 14 or later	1	\$273.27	\$273.27
Voice Mail Quick Reference, Doc. Pack, Qty 25	3	\$13.00	\$39.00
ShoreTel 420 IP Phone Quick Reference, Doc. Pack, Qty 25	2	\$13.00	\$26.00
ShoreTel 480/480g IP Phone Quick Reference, Doc. Pack, Qty 25	1	\$13.00	\$13.00
ShoreTel 485g IP Phone Quick Reference, Doc. Pack, Qty 25	1	\$13.00	\$13.00
Network Analysis (1st & 2nd Sites)	1	\$1,500.00	\$1,500.00
1-Year Gold Support - 24X7 Hardware Coverage and 8X5 M-F On-Site Labor Coverage - ShoreGear Appliances Covered by CMS Advanced Replacement Warranty - Phone Sets Covered by ShoreTel Mail in Repair-Return Warranty for 13 Months from factory ship date	1	\$2,499.00	\$2,499.00

Schedule A

Professional Services

Project Management	24	\$85.00	\$2,040.00
Design and Programming	16	\$85.00	\$1,360.00
Assist Customer IT to deploy ShoreTel Applications on Customer Server and LAN	8	\$85.00	\$680.00
Rack, Stack and Test Appliances	8	\$85.00	\$680.00
End User Training (15 per Class)	13	\$85.00	\$1,105.00
Deploy and Test Sets (61)	16	Customer	Customer
After Hours Telco Cutover and Testing	6	\$127.50	\$765.00
Post Cutover On-Site Support	8	\$85.00	\$680.00

Investment Summary

ShoreTel System	\$28,105.07
Professional Services - Design, Installation, Programming, Training & Project Management	\$7,310.00
Estimated Ground Freight	\$524.64
Total Price (excluding sales tax)	\$35,939.71

This Quote Is Valid For 60 Days

Items not included in this Proposal:

- 1) Overtime - Labor pricing is based on installation during normal business hours except Telco Cutover which is performed after hours.
- 2) Telco Coordination - If requested CMS will perform at current hourly rates and invoice separately.
- 3) Routers - Interoffice Network connections over the WAN requires MPLS service and QoS Routers.
- 4) DHCP - IP Sets require DHCP addressing to log onto the LAN.
- 5) Cat 5 patch cords for IP Sets - Sets include a 8 foot patch cord. Longer cords are available for an additional charge.
- 6) Station Cabling - IP sets require dedicated Category 5 or above Cabling - Hubs are not supported.
- 7) Telco Feeder Cabling (from Telco entrance to Customer Equipment Room).
- 8) Monitor, Keyboard & Mouse for Server.
- 9) Patch Panel.
- 10) LAN Switches - IP Sets require switches that support QoS and PoE.
- 11) System Administration Training.
- 12) Applications Server.
- 13) NEC SV8300 Equipment or labor associated with the SV8300.
- 14) Bogen Amplifier - this is to be customer provided.
- 15) Viking Door Phone equipment.

Customer Responsibilities:

- 1) Rack or Backboard Space suitable for mounting Equipment.
- 2) Air Conditioning and Power per Manufacturers Specifications.
- 3) UPS to provide power backup for ShoreTel equipment, LAN Switches and Routers.
- 4) DHCP addressing.
- 5) Suitable LAN and WAN infrastructure to support IP Telephony.
- 6) Anti-Virus Software.
- 7) Labor has been included to load and train (1) user on a customer-provided PC for a Communicator Access License.
- 8) Provide CMS with remote access to perform diagnostics and system changes.
- 9) Applications Server to meet ShoreTel Specifications.

 Signature

 Print Name

 Print Title

 Date

Proposal - Village of Glen Ellyn Civic Center

Contact Information

END USER

Company Name:	Village of Glen Ellyn Civic Center	
Site Address:	535 Duane St, Glen Ellyn, IL 60137	
Primary Contact Name / Title:	Mark Binkerd, IS Manager	
Contact Address:	535 Duane St, Glen Ellyn, IL 60137	
Phone Number:	6305475213	E-mail:

PROVIDER OF SERVICES

Company Name:	Sound Incorporated	
Address:	1550 Shore Dr., Naperville, IL 60563	
Primary Contact Name / Title:	Mike Carver	
Phone Number:	(630) 718-3176	E-mail: mcarver@soundinc.com

PROJECT MANAGER

Project Manager Name:		
Phone Number:		E-mail:

Executive Summary

The Village of Glen Ellyn is building a new Police Facility that is scheduled to be completed in early 2017. As a part of this project, the Village is looking to begin the process of moving away from their existing voice platform, the NEC 8300 system. This will be done in stages with the initial ShoreTel deployment at the Civic Center. The ShoreTel system will be networked with the existing NEC system. The long term goal is to move off of the 8300 platform and have all locations running on ShoreTel.

This proposal includes a 5-year warranty on the ShoreTel IP Phone Sets to augment the ShoreTel Partner Support. This can be taken out if desired.

The village will be providing the POE switches and the applications server. All cable will be existing (or new) and deemed re-usable for this project. Any additional cabling will be billable.

This is based on work being done during normal business hours, any overtime would be additional.

Schedule of Equipment and Services

Pricing is valid until 10/28/2016.

Qty

ShoreTel

1	ShoreTel Voice Switch ST100DA - Requires Connect ONSITE
1	ShoreTel Voice Switch ST1D - Requires Connect ONSITE
1	Connect Small Business Edition 100 HW bundle, analog trunking without server
1	Connect Small Business Edition 100 SW bundle, 50 users
40	ShoreTel IP Phone IP420
17	ShoreTel IP Phone IP480
1	ShoreTel IP Phone 485G
3	ShorePhone IP655 W/Anti-Glare (Requires ShoreTel 11.1 or later)
2	ShoreTel 420 IP Phone Quick Reference, Doc. Pack, Qty 25
1	ShoreTel 480/480g IP Phone Quick Reference, Doc. Pack, Qty 25
1	ShoreTel 485g IP Phone Quick Reference, Doc. Pack, Qty 25
3	ShoreTel Voice Mail Quick Reference, Doc. Pack, Qty 25
11	Connect ONSITE Courtesy license. Includes Extension Only with no Connect client capability.
5	Connect ONSITE Essentials license bundle. Includes Ext+Mbx, Connect desktop client with IM, collaboration, softphone and video. Also includes Web and App dialer licenses
1	KIT, USB Connect ONSITE Software (Controlled Release)
1	ShoreTel Call Recorder - Base package, includes 5 simultaneous sessions
1	Kit, rack mounting tray, for ShoreGear Switch

1	Equipment Warranty
22	Project Management and Design
70	System Installation (Does not include unboxing and Placement of Phones)
8	Post Cut Support & Completion Tasks
14	Professional Services (Assist with vLan & QOS included)
17	Pre-Cut User Training
8	Post Cut Onsite User Support
4	Administrative Training

Freight, Permits, Expenses

Taxes

No Illinois Tax/Tax Exempt

Payment Terms

Capital Investment

50% due upon order acknowledgement, 40% due upon system cutover and 10% due upon acceptance.

Total Investment**\$36,688.98 (without Tax)**

Note: Payments made by Credit Card are subject to an additional 3% service fee. This fee will be added to the contract total investment price unless otherwise indicated.

Capital Investment amount includes:

- 1 years of ShoreTel Software Assurance
- 1 year(s) of ShoreTel Hardware Warranty (limited to new ShoreTel equipment included this proposal)
- 5 Year Warranty on ShoreTel Phones (limited to new ShoreTel phones included in this proposal)

By Village of Glen Ellyn Civic Center signing below, Village of Glen Ellyn Civic Center confirms their acceptance of the Terms and Conditions set forth in this proposal and the Scope of Work and gives Sound Inc the ability to proceed with the work described in this SOW. In addition, by signing this SOW Village of Glen Ellyn Civic Center acknowledges that they will undertake site preparations and meet network specifications as detailed in the Key Requirements section of this SOW.

Acceptance by:

Village of Glen Ellyn Civic Center
@ Glen Ellyn, IL 60137

@ Naperville, IL

Sound, Incorporated

Authorized Representative

Authorized Representative

Printed Name

Printed Name

Title

Title

Date

Date



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

Meeting: 10/10/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Resolution
Prepared By: Brendon Mendoza

SCHEDULED

RESOLUTION 16-14

DOC ID: 2444

Resolution No. 16-14, A Resolution to Adopt the Lambert Lake Stewardship Pilot Program. (Assistant Village Manager Stonitsch)

Village Board Workshop Discussion

The Lambert Lake Stewardship Pilot Program was presented to the Village Board and public at the September 19, 2016 Village Board Workshop (Attachment #1). The Village Board was supportive of the initiative as proposed and recommended by the Environmental Commission, and stated the stewardship program is an opportunity to improve the Lambert Lake property, and to incorporate community volunteers into the overall process.

Action Requested

The Environmental Commission is recommending Village Board to adoption of a Resolution authorizing the adoption of the Lambert Lake Stewardship Pilot Program.

Resolution No. _____

A Resolution to Adopt the Lambert Lake Stewardship Pilot Program

WHEREAS, the Village of Glen Ellyn (“the Village”) is a home rule municipality in accordance with the Constitution of the State of Illinois 1970;

WHEREAS, the Village of Glen Ellyn and Glen Ellyn Environmental Commission have collaboratively developed the Lambert Lake Stewardship Pilot Program (“the Pilot Program”);

WHEREAS, the Village of Glen Ellyn’s Environmental Commission voted unanimously to approve a Resolution recommending to the Village Board the creation of the Pilot Program;

WHEREAS, the Pilot Program’s Primary Steward shall be an appointed Environmental Commissioner who will be the primary liaison to Village staff;

WHEREAS, the Village Links/Reserve 22 Golf Course Superintendent, in collaboration with the Primary Steward, will oversee and create a master stewardship plan for Lambert Lake, which will include identifying target areas for enhanced maintenance, to the existing state of the site, and also specific plans for proposed improvements of the Lambert Lake Property;

WHEREAS, the Primary Steward will be responsible for soliciting volunteers and coordinating the activities of volunteers at the Lambert Lake property;

WHEREAS, the corporate authorities have reviewed and discussed the proposed Pilot Program;

WHEREAS, the Village Board has determined that it is in the public interest to formally adopt the Pilot Program.

NOW, THEREFORE, BE IT RESOLVED, that the Village President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in exercise of its home rules powers, as follows:

That the Village President and Village Clerk are hereby authorized and directed to formally approve and adopt by Resolution the proposed Lambert Lake Stewardship Pilot Program.

Resolution 16-14

Meeting of October 10, 2016

PASSED by the Village Board 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

ATTACHMENTS:

- Lambert Lake Stewardship Pilot Program Village Board Workshop Memo (PDF)



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

Meeting: 09/19/16 06:30 PM
Department: Administration
Department Head: Al Stonitsch
Category: Commission Recommendation
Prepared By: Brendon Mendoza

SCHEDULED

AGENDA ITEM (ID # 2422)

DOC ID: 2422

Proposed Lambert Lake Stewardship Program.

Background

As requested by the Glen Ellyn Environmental Commission, Village staff has worked in collaboration with the Environmental Commission to develop a proposed pilot stewardship program for the Village's Lambert Lake property located adjacent to the Village's Public Works Facility at 30 S. Lambert Road. Lambert Lake is currently overseen and maintained by Village Links/Reserve 22 Ground Maintenance Division. Through the proposed pilot program, Golf Course Superintendent Chris Pekarek would work with the Environmental Commission to create a master plan in order to maintain and improve the beautification of the natural habitat of the Lambert Lake site.

Pilot Lambert Lake Stewardship Program Points of Consideration

Creation of a Lambert Lake Master Plan

As the main objective of this pilot stewardship program is to improve the Lambert Lake habitat, the Environmental Commission will be asked to develop a master plan. The master plan is to include a listing of areas for improvement, the existing state of the site, and also specific plans for improvements. The master plan for Lambert Lake will be created collaboratively both the Environmental Commission primary steward, and also Golf Course Superintendent Chris Pekarek.

Glen Ellyn Environmental Commission Responsibility for Administering the Stewardship Pilot Program

The Glen Ellyn Environmental Commission would assume responsibility for the coordination of volunteers in collaboration with Golf Course Superintendent Chris Pekarek. The Environmental Commission would also be responsible for appointing a primary steward that will be required to be an appointed member of the Environmental Commission. This will ensure long-term commitment to secure this program into the future. The appointed Environmental Commission primary steward will be responsible as a direct liaison for Village Links Staff, soliciting volunteers, coordinating responsibilities of volunteers, and also ensuring that volunteers are following proper safety procedures. Environmental Commissioner Andrew Van Gorp will be designated as the initial primary steward for the pilot program. Commissioner Van Gorp has extensive experience in stewardship programs as he currently is a primary steward of the Churchill Woods stewardship program that is overseen by the Forest Preserve District of DuPage County. Commissioner Van Gorp has also volunteered with the reforestation efforts of the Village's Manor Woods site.

Glen Ellyn Park District Collaboration

The Glen Ellyn Park District currently provides free guided nature hikes in the local parks and forest preserves of Glen Ellyn, one of which is Lambert Lake. Village staff has had informal dialogue with the Glen Ellyn Park District to develop a guided tour through the Lambert Lake site, to compliment the proposed pilot stewardship program along by showcasing the natural habitat. Village staff will continue to explore this opportunity with the Glen Ellyn Park District.

Volunteer Identification Cards

In order to ensure that volunteers are able to be properly identified by Village staff, and the public, Village staff recommends providing Village issued volunteer identification cards. Identification cards can be produced in-house at a nominal expense.

Volunteer Insurance

Village staff has reached out to other similar organizations, who currently utilize stewardship programs in their respective communities. Based upon the survey findings, Village staff recommends providing waivers for volunteers, in order to waive any liability of the Village that may occur as a result of the pilot stewardship program.

Village staff surveyed other local organizations that have established volunteer stewardship programs in order to identify how volunteers are typically insured by the host organization.

Organization	Insurance Provided	Insurance Waiver
Morton Arboretum	X	
DuPage County Forest Preserve		X
Conservation Foundation		X

Budget

Village staff expects the expenses related to the proposed Lambert Lake Pilot Stewardship Program will be nominal during the initial year. The Village Links/Reserve 22 will absorb the expenses incurred during the initial year of the program (i.e. tools, gloves, pesticide application, and identification cards). If the Environmental Commission would like to expand the program in future years that would require additional funding, Village staff will return to the Village Board for review and consideration.

Recommendation

Village staff recommends the Village Board to approve the proposed Lambert Lake Pilot Stewardship Program as presented.

Action Requested

Village staff requests input and direction from the Village Board to move forward with the proposed program. If approved, Village staff will return at the next Village Board meeting with a formal resolution to adopt the Lambert Lake Stewardship Pilot Program.

Attachment

1. Environmental Commissioner Van Gorp's Case Support for Lambert Lake Stewardship Pilot Program
2. Lambert Lake Site/Location Map

Agenda Item (ID # 2422)

Meeting of September 19, 2016

ATTACHMENTS:

- Environmental Commissioner Van Gorp's Case Support for Lambert Lake Stewardship Pilot Program (PDF)
- Lambert Lake Site/Location Map (JPG)



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

Meeting: 10/10/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Ordinance
Prepared By: Brendon Mendoza

SCHEDULED

ORDINANCE 6441

DOC ID: 2446

Ordinance No. 6441-VC, An Ordinance Amending the Village Code Regarding Special Events within the Village. (Assistant Village Manager Al Stonitsch)

Background

Village staff provided an update and review of the Village's current special event policy at the September 19, 2016 Board Workshop (Attachment #1). Through discussion with the Village Board, staff received feedback and direction to update the special event policy as follows:

Special Event Permit Fee

The Village Board was supportive of increasing the special event permit fee to \$50.00, which puts the Village's fee generally in line with other comparable communities.

Village Code Amendment - Special Event Permit Fees

Section 4-1-4(A)(19): Fee and Deposit Schedule- will be updated from \$35.00 to \$50.00 in order to reflect the Board's desired increase in the fee for Special Event Permits.

Deposit Fee

In order to recapture the extraordinary costs that could be incurred by the Village due to damage to public property or post-event clean-up resulting from the special event, the Village Board recommended adopting a new (discretionary) security deposit requirement. The Village Board stated that a reasonable deposit fee would be determined on a case-by-case basis depending on the size and scope of the event and overall track record of the event organizer(s). The need and dollar value of the security deposit would be determined at the discretion of the Village Manager.

Village Code Amendment - Special Event Deposit Fee

Section 4-1-4(A) (19): Fee and Deposit Schedule-establish subsection 19 (a) - Special event deposit fee: "Determined on a case by case basis, per discretion of the Village Manager".

Action Requested

Staff recommends Village Board approval of an ordinance that amends the Village Code (Section 4-1-3 (A) (10), which increases the Special Event Permit Fee to \$50.00, and establishes a discretionary security deposit at the discretion of the Village Manager.

Ordinance No. _____-VC

**An Ordinance Amending the Village Code Regarding
Special Events within the Village of Glen Ellyn
Glen Ellyn, IL 60137**

Whereas, the Glen Ellyn Village Board periodically reviews the Village Code to ensure all sections within the Code reflect best practices and policies; and

Whereas, the Village Board recently reviewed Chapter 39 of the Village Code, and wishes to update certain sections of this Chapter to more accurately reflect appropriate the special event policy within the Village.

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: Section 4-1-4(A)(19) of the Village Code is hereby amended to read as follows:

4-1-4(A)(19): FEE AND DEPOSIT SCHEDULE:

19. Request for village code waiver and/or variation from village board (in accordance with Sections 1-1-6 and 3-39-3 of this Code.		\$50.00
	(a) Special Event Deposit Fee (event organizer)	Case by case basis, per discretion of the Village Manager

Ordinance 6441

Meeting of October 10, 2016

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

Attest:

Village Clerk

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

ATTACHMENTS:

- Special Event Policy Update - Village Board Workshop Memo (PDF)



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

Meeting: 09/19/16 06:30 PM
Department: Administration
Department Head: Al Stonitsch
Category: Special Event
Prepared By: Brendon Mendoza

SCHEDULED

AGENDA ITEM (ID # 2419)

DOC ID: 2419

Assistant Village Manager Al Stonitsch and Administrative Intern Brendon Mendoza will provide information regarding the Special Event Policy update and Commercial Filming Permits.

Background

From time to time, the Village Board reviews and considers potential updates to the Village's Special Event Permit policies. The last Board amendment to the Village's special event policy occurred in April 2013. The purpose of this memo is update the Board on the Village's current fees and permit process, and obtain feedback from the Board on whether it would like staff to evaluate any potential amendments to the Village's special event permit policy. To that end, the main policy questions for the Board include:

I. Special Events Permit:

1. Does the Board wish to keep the permit fee at \$35?
2. Does the Board wish to maintain the Village's historical policy of not charging back "grandfathered" events for additional direct costs (i.e. Police and Public Works overtime) incurred by the Village?
3. Does the Board wish to continue to charge permit fees to sister jurisdictions?
4. Should the Village adopt a deposit fee?

II. Commercial Filming Events:

1. Should the Village adopt a separate Film Permit policy and application fee?
2. If so, should the Village charge additional fees for street closure requests?
2. Does the Board wish to limit the number of filming permits issued per location?

I. Special Event Permits

Current Permit Requirements/Review Process:

As part of the special event permit process, applicants must complete and submit the permit application at least 60 business days before the event. Applicants must also submit a \$35.00 processing fee and provide a Certificate of Insurance naming the Village of Glen Ellyn as additionally insured. Annual (repeat) special events do not require Village Board approval and are sent to Village staff for administrative review. Unless there are material changes to the scope of the event, the permit is administratively approved by the Village Manager. Following staff review from all departments, the Village issues an approval letter to the event organizer, with any applicable conditions. New, first-time events require Village Board approval, which is then followed by an approval letter outlining any additional required permits, such as: tent permits, DuPage County Health Department permits, State of Illinois Liquor Licenses, etc.

The following chart summarizes the number of special event permits issued over the last three years:

Year	# of Permits Issued
*2013	31
*2014	40
2015	53
2016 (YTD)	48

*Note: General 5K charity runs and commercial film shoots did not go through the Village's special event permit process prior to mid-2014, and therefore are not represented in the tally.

Attachment #1 outlines the number of permits issued by year, name, and date of the event.

External Stakeholder Feedback of Special Event Policy

As part of staff's review of the Special Event policy, the Village solicited feedback from the Executive Director of the Alliance of Downtown ("the Alliance") Glen Ellyn, Carol White and the Glen Ellyn Chamber of Commerce ("The Chamber") Executive Director, Dawn Smith. The Alliance and Chamber stated that current special event process is effective and both organizations have experienced minimal issues with the current special event policy.

Issues

Special Event Processing Fee

As part of the special event permit process, Village staff has reviewed the processing fee charged for special event permits. Below is a chart displaying the processing fee of comparable communities. The Village of Glen Ellyn charges a flat application fee to event organizers. The \$35.00 fee includes all administrative costs, indirect staff hours (e.g. Police and Public Works) and vehicle/equipment usage, and services provided by the Village during normal business hours. Event organizers are not charged for additional services provided by the Village, with the exception of overtime hours required by Public Works or Police, or any necessary equipment rental costs (e.g. barricades).

The following table summarizes a general sample size of those area communities that charge special event permit fees. The survey data suggests that the Village's special event processing fee of \$35.00 is on the lower side of the spectrum. As such, the Board may wish to consider raising the fee to \$50.00, in order for the Village to recover some of the indirect staff and equipment time associated with processing and preparing for special events. The potential downside of increasing the fee would be the potential adverse effect on the smaller scale charity or non-profit special events that more commonly operate on very small margins.

Municipality	Special Event Application Fee
Kenilworth	\$50.00 - \$150.00
Riverside	\$100.00
Downers Grove	\$86.00

Highland Park	\$60.00
Oak Park	\$50.00
Wheaton	\$50.00
Lombard	\$50.00*
Glen Ellyn	\$35.00
Lisle	\$25.00
Lake Forest	\$25.00
Batavia	Varies
Skokie	No Fee

*\$50.00 per day or \$20.00 per week for seasonal outdoor garden sales

POLICY QUESTION #1: Does the Board wish to increase the Village's Special Event Permit Fee?

Grandfathered Special Events

Specific special events that have been established by Board policy as "grandfathered" events within the Village, are waived of any additional charges beyond the special event application fee, including Public Works & Police staff overtime costs. The following table identifies the eleven (11) events that are considered "grandfathered" events by the Village, and details the actual overtime costs that are incurred by the Village, but are not charged back for the costs.

Grandfathered Special Events

Grandfathered Events	2014		2015		2016	
	Public Works Overtime Costs	Police Overtime Costs	Public Works Overtime Costs	Police Overtime Costs	Public Works Overtime Costs	Police Overtime Costs
1.Glen Ellyn Chamber Halloween Parade	\$92.18	\$250.00	\$259.82	\$250.00	Has not occurred yet	\$250.00
2.Glen Ellyn Chamber Holiday Walk	\$225.14	\$1,400.00 ^	\$819.04	\$1,400.00 ^	Has not occurred yet	\$1,400.00 ^
3.Glen Ellyn Chamber Taste of GE /Fair	**	*	\$964.65	*	\$1,848.75	*
4.Glen Ellyn	**	\$1,000.00	\$650.49	\$1,000.00	\$1,213.29	\$1,000.00

Alliance/Chamber Jazz Up Glen Ellyn / Jazz In Glen Ellyn		^		^		^
5.Alliance & Chamber Sidewalk Sale	**	*	\$340.21	*	\$220.08	*
6.Alliance Sounds on the Street	**	\$825.00	\$622.54	\$825.00	Not calculated at time of memo	\$825.00
7.Glen Ellyn Boat Regatta	*	\$375.00^	*	\$375.00^	*	\$375.00^
8.Bridge Communities Backyard Barbecue	**	\$950.00	\$369.69	\$950.00	Not calculated at time of memo	\$950.00
9.Village Recycling Extravaganza	\$1,500.00	\$250.00	\$1,424.97	\$250.00	\$1,600.00	\$250.00
10.Glenbard West High School Homecoming Parade	**	\$150.00	\$51.68	\$150.00	Has not occurred yet	\$150.00
11. 4 th of July Parade / Fireworks	**	\$3,500.00 ^	\$2,383.40	\$3,500.00 ^	\$2,040.36	\$3,500.00 ^
Total Direct Cost	\$1,817.32* *	\$5,925.00	\$7,886.49	\$5,925.00	\$6,922.48	\$5,925.00

*Standard indirect staff time only; no overtime

** Detail unavailable; event occurred prior to implementation of new expense tracking/asset management software (Cartegraph) in Public Works.

^Expense fluctuates dependent upon hiring of an additional officer for the special event

POLICY QUESTION #2: Does the Board wish to maintain this same list of “grandfathered” events that are exempt from any additional charges by the Village?

Permit Fees Charged to Sister Jurisdictions:

Relatedly, the Village charges the Library, Park District, and School District the \$35 permit fee for their respective special event permit applications.

POLICY QUESTION#3: Does the Board wish to maintain this current policy of charging sister jurisdictions the standard permit fee?

Deposit Fee Policy Consideration

As part of the special event permit, some communities charge a refundable deposit to the event organizers in order to protect the municipality from damage to public property or to offset any time/material costs incurred to make repairs or conduct post-event clean up. Examples include:

☐ **Post-Event Refuse Clean Up**

Special event organizers are required to contract with a refuse hauler in order to request special pick up for refuse during events. In order to assist organizers with garbage control during the event, the Village provides additional 35 gallon residential refuse carts to be used during events at no additional charge. There have been isolated instances, however, where Public Works staff has been required to pick-up and dispose of left over refuse following a special event, resulting in additional indirect costs to the Village.

☐ **Damage to Village Property**

As part of the special event application process, event organizers have the ability to request use of Village-owned property (e.g. sidewalk, streets, parking lots, and parkway). Public Work inspects the property prior to a special event occurring, and coordinates repairs if any damage occurs as a results of the event. A refundable deposit could be used to cover these costs, if necessary.

Charity Runs/Walk/Bike Markings

As of 2015, runs/walks/bike races have been incorporated into the special event application process, and are required to obtain a special event permit application. Village staff has worked with event organizers to test various methods of marking streets for these types of events. Upon testing the different alternatives, a chalk stick has been recommended as the only method allowed for the marking of routes. Despite the Village's policy, there might still be instances where event organizers use spray paint to mark their event course. In these cases, does the Village want to charge back the event organizers for the costs incurred to remove the painted markings from the street or sidewalk? If so, is a deposit the preferred method?

Comparable Survey of Deposit Fees

Municipality	Deposit Amount Charged
Galena	\$200.00
Glenview	\$100.00 - \$500.00 per day*
St. Charles	50% of municipality services expenses
Wauconda	\$50.00 barricade deposit
Wheaton	N/A
Downers Grove	Case by case basis

Lombard	\$500.00 or \$1000.00 [^]
Lisle	N/A
Oak Park	25% of municipality service expenses
Batavia	50% of municipality service expenses

*Deposit fee per day is dependent upon number of anticipated attendance.

[^]Three (3) days or less requires \$500.000 cash bond, three (3) days or more required \$1000.00 cash bond.

Village staff has only encountered a few isolated incidents, where a deposit fee may have been beneficial; however, at this time staff does not see a compelling reason to assess a deposit to organizers at this juncture. Instead, if the need arises, the Village would continue to notify event organizers that any damage to Village property would be billed back to the event. Non-payment instances would result in potentially denying any future permits until satisfactory payment has been made.

POLICY QUESTION #4: Does the Board wish to create a deposit fee for special events?

II. Commercial Filming Permit

Issue

As part of the Special Event Permit policy discussion, staff would also like to engage the Board in a discussion on the implementation of a separate filming permit that would be required of any commercial film production within the community. Over the last couple of years, there have been isolated instances where the Village has received complaints from a homeowner regarding the frequency of commercial film productions that were occurring across from his home. The Revere Road resident was upset about the nuisance that the operation caused to the neighborhood.

In light of the resident complaints discussed earlier, beginning in 2015, staff administratively began to require commercial film companies to obtain a Special Event permit in order to provide some nominal regulation to the process, such as: 1) Appropriate Notice 2) Permit Fee 3) Restrictions on Hours of Operation, and 4) Traffic Safety/Street Closure Coordination, and 5) Neighborhood Notification.

Number of Filming Permits Approved Per Location

In 2015, five (5) total film permits were processed through the special event application process. In 2016, eight (8) total film permits were processed through the special event application process. Four (4) of the filming permits were approved to take place at 781 Revere Road, and two (2) at 420 Ridgewood Avenue. The Village did not receive any formal complaints regarding these particular locations; however, it is staff's understanding that the prior complainant has since moved from the area.

The following chart summarizes the number of filming/photoshoot "special event" permits issued

over the last three years (*Attachment #3*):

Year	# of Permits Issued
2013	0
2014*	1
2015	5
2016 (YTD)	8

*In 2014, filming requests transitioned from the Police Department to Administration, requiring filming organizers to apply for a special event permit, and be formally reviewed through the special event regulations.

Glen Ellyn, however, is an affluent community with a distinctive topography and a rich inventory of architecturally unique homes and buildings. These characteristics tend to make Glen Ellyn a desirable community for location scouts. Communities who similarly tend to attract commercial film production companies have taken steps to provide some level of regulation to these productions by implementing a separate and distinct film permit policy. As such, staff surveyed communities in the area to better understand how they approach the film permit process. Unlike special events, it seems that many communities do not require a film permit for movies or commercial filming. If the Board wishes to further explore a new and separate Film Permit, however, the following are the main policy points for consideration:

A. Permit Requirements

As part of the film permit process, applicants would be required to complete and submit the permit at least ten (10) business days before the start of filming (*Attachment 3*). Applicants must also submit a signed approval letter from the property owner, and provide a Certificate of Insurance naming the Village of Glen Ellyn as additionally insured. If the filming is set to occur in a residential area, applicants are required to notify all impacted homeowners on their block. If filming will require a partial or full road closure, the production company would be required to notify all impacted homeowners and/or business owners. When filming in a residential area, large production crews would be required to find alternative parking locations to transport crews and equipment to/from so as to not impact street safety. Staff would propose that these types of permits be administratively approved by the Village Manager or his/her designee.

POLICY QUESTION #1: Should the Village adopt a separate Film Permit policy and application fee?

B. Processing Fee

As part of this evaluation process, staff surveyed community film permit fees. The average fee for those communities that actually had a Film Permit requirement was \$110.00, but as the table shows below, the fees range widely from \$10.00 - \$325.00. Staff believes that most film productions present a positive marketing opportunity for the community, and would use caution in using this

permit process to over regulate or discourage filming. If the Board desires to implement a special Film Permit, the survey results suggest that a \$100.00 fee would be reasonably in line with those communities that regulate filming. The \$100.00 would cover processing costs, yet be low enough so as to not unnecessarily discourage smaller-scale productions from operating in Glen Ellyn. In the event of a large scale production, however, that may last longer than a few days, the Village would reserve the right to charge for any additional Police or Public Works overtime costs that may be necessary to support such an operation within the community.

Municipality	Processing Fee
Riverside	\$500.00
Glenview	\$325.00
Elmhurst	\$200.00
Kenilworth	\$50.00 - \$150.00
Skokie	\$100.00
Glen Ellyn Proposed	\$100.00
Highland Park	\$50.00
Lake Forest	\$25.00
Elgin	\$10.00
Oak Park	<i>Assess fee for street closures-see following table</i>
Wheaton	No film permit
Downers Grove	No film permit
Lombard	No film permit
Lisle	No film permit
Batavia	No film permit

C. Additional Road Closure Fee

As part of the filming process, production crews because of the scope of the project, will request full or partial road closures from time to time. The Village does not currently charge an extra fee to special event organizers (5k race, parades, etc.) or resident block parties for street closures. Some communities have taken the position that film permits are profit-making enterprises, and because street closures utilize Village resources and inconveniences a neighborhood, the company should pay additional fees. In addition, some communities also charge additional for any incurred overtime costs for Police and Public Works. As such, if the Board wishes to consider implementing a standard street closure fee, according to the survey data, a \$50/hour charge for partial road closures and \$75.00/hour charge for full road closures would be in line with what other communities charge for film productions (see following table). Alternatively, the Board could choose to assess a flat fee as well.

Municipality	Partial Road Closure/Hour	Full Road Closure/Hour
Highland Park	Varies	n/a

Elmhurst	Varies	n/a
Skokie	\$50.00	\$100.00
Glenview	\$250.00	Prohibited
Elgin	n/a	n/a
Riverside	\$50.00	\$75.00
Lake Forest	\$25.00	\$50.00
Kenilworth	\$45.00	\$90.00
Oak Park*	\$200.00	\$400.00

*Oak Park charges are provided for obstruction of ½ of a block and one (1) full block.

Note: For communities that responded with “varies”, the fee depends on the size and scope of the production, and is not specially listed.

D. Additional Fees

As is the case with special events, on-site police traffic control assistance (if needed) would continue to be charged at the current rate of \$50/hour with a three (3) hour minimum. The \$50/hour police traffic control assistance would be charged along with other fees or charges that the Board would adopt as part of Film Permit. Likewise any overtime assistance of Public Works would be charged at the overtime rate per employee. Additional fees for equipment and other filming related requirements can be determined on a case-by-case basis.

POLICY QUESTION #2: If the Board wishes to implement a filming policy, should the Village charge additional fees for street closure requests?

E. Limitation on Number of Film Productions by Location

If the Board wishes to adopt a film permit, another policy consideration is to determine if there should be a limitation on the number of film permits issued per year at a particular address/location. Doing so would address the situation that occurred in previous years where the resident was complaining about the frequency of commercial film productions adjacent to his residence. Based upon the survey data, only two (2) out of the eleven (11) communities regulate the maximum number of productions at a specific location. Riverside, for example, limits film production at a single private residence to less than ten (10) days per calendar year unless written permission is provided by the Village Manager. The other community that limits the times a filming can occur at one location is Glenview, which states specific locations are only granted one (1) film production permit every twelve (12) months.

POLICY QUESTION #3: If the Board wishes to implement a filming policy, does the Board wish to limit the number of filming permits issued per location to a maximum number per calendar year?

Action Requested

Staff is seeking Village Board feedback and direction on potential updates to the Village’s Special Event Permit policy and direction. Following Board feedback and direction, staff would bring back a proposed ordinance at a future Board meeting reflecting the Board’s policy direction.

Attachments

1. Special Event Permits Issued by Year/Applicant
2. Current Special Event Permit Application Packet
3. Filming “Special Event” Permits Issued by Year/Applicant
4. Draft-Concept Film Permit Application

ATTACHMENTS:

- Current Special Event Permit Application Packet (PDF)
- Special Event Permits Issued by Year (PDF)
- Filming “Special Event” Permits Issued by Year/Applicant (PDF)
- Draft-Concept Film Permit Application (PDF)



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

Meeting: 10/10/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Ordinance
Prepared By: Brendon Mendoza

SCHEDULED

ORDINANCE 6442

DOC ID: 2453

Ordinance No. 6442-VC, An Ordinance Amending the Village Code Regarding Commercial Filming within the Village. (Assistant Village Manager Al Stonitsch)

Background

At the September 19, 2016 Board Workshop Village staff provided findings and recommendations to the Village Board regarding potential implementation of a new Commercial Filming Permit (Attachment #1). Through discussion with the Village Board, staff received feedback and direction to create an Ordinance creating Commercial Filming regulations within the Village. Below are the major aspects of the Commercial Filming Policy.

Implementation of Chapter 3-42: Commercial Filming Policy

Through discussion with the Village Board, Village staff was directed to create and implement a Commercial Filming Policy within the Village Code. In order to solidify the Commercial Filming Policy, Chapter 3-42: Commercial Filming Policy, will be created (Attachment #2).

Police & Public Works Staffing/ Equipment Charges ("Time & Material")

The Village Board expressed a desire to charge the permit applicant the fully burden labor rate for the direct time spent by Police and/or Public Works personnel, including the hourly equipment costs and any the actual cost for any materials used. Such "time and material" rates would be charged to the applicant for any full or partial street closures, creating temporary No Parking zones, and the like.

Limitation on Frequency of Commercial Filming Events at Same Address/Location

The Village Board desired to implement a policy stating that limits the frequency of commercial film productions at the same location/address; that is, the proposed ordinance allows an applicant a maximum of ten (10) totals days of filming within a calendar year at the same address.

Commercial Filming Fee

The Village Board provided direction to set the commercial filming permit application fee at \$150.00. The \$150.00 fee was based upon the survey results of comparable communities.

Late Fee

A flat "late fee" of \$75.00 will be charged to applicants who fail to timely submit a Commercial Filming Permit ten (10) days prior to the filming event.

Fine

The proposed ordinance sets forth a fine penalty for the failure of a film production company to

possess a valid permit while conducting commercial filming operations. The proposed fine would be “not less than two hundred fifty dollars (\$250.00) or more than one thousand dollars

(\$1,000.00) for each offense, and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues”.

Action Requested

Staff is recommending Village Board to approval of an Ordinance which sets forth regulations on commercial film productions within the Village.

Ordinance No. _____ - VC**An Ordinance Amending the Village Code regarding
Commercial Filming within the Village of Glen Ellyn
Glen Ellyn, IL 60137**

Whereas, the Glen Ellyn Village Board periodically reviews the Village Code to ensure all sections within the Code reflect best practices and policies; and

Whereas, the Village Board recently discussed commercial film productions within the Village and wishes to update the Village Code to reflect the discussion had regarding implementation of a commercial film production policy.

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: Title 3, Chapter 43 “Film Production” of Village Code is hereby created to read as follows:

Sec. 3-43-1. - Statement of Policy and Purpose.

It is the policy of the Village to allow interior or exterior locations on public or private property to be used in film production, as hereinafter defined, only if the personal and property rights of affected residents and businesses can be adequately protected, unreasonable and unnecessary disruptions to the community can be avoided, the rights of the public to the safe and normal use of the public streets, rights-of-way and property can be protected, the rights of the public to the orderly functioning of government and the provision of public services can be protected and hazards to the public health, safety, and welfare can be prevented. It is the purpose of this section to establish standards for evaluating requests for the use of public or private property as a location for film production be evaluated on a case-by-case basis, recognizing that the nature of the film, the type of production, the location desired to be used, the length of time of production activities, and the impact of such activities on Village operations and services makes each request unique.

Sec. 3-43-2. - Definitions.

For purposes of this section, the following words and phrases shall have the meanings and be

constructed in accordance with the definitions set forth below:

Film production: The process of recording live action on film, magnetic tape, digital storage, or any other medium, for later sale or distribution as a movie, commercial, training film, or educational program, and any activities relating thereto including set-up and site restoration.

Film production equipment: Any object used in film production, including but not limited to: lighting equipment, sound equipment, cameras, dressing rooms, trailers, props, furnishings, and vehicles.

Film production permit: A permit issued in accordance with the procedures and provisions of this section.

Village Manager: The Manager of the Village of Glen Ellyn, Illinois, or his/her designee.

Sec. 3-43-3. - Permit required.

No person, group of persons, or entities shall use any interior or exterior public or private location or property in the Village of Glen Ellyn for film production, or place any film production equipment on any public street or right-of-way, on any public property, or on the exterior of any private property without first having obtained a film production permit from the Village in accordance with the procedures established in the section.

Sec. 3-43-4. - Application and permit fees.

All applications for film production permits shall be accompanied by a fee as outlined by 4-1-4 and determined by the Village Manager or his/her designee. Late permit applications shall be subject to a late fee, as outlined by 4-1-4.

Sec. 3-43-5. - Submission for application for a permit.

All applications for a film production permit shall be submitted on a standard form prescribed by the Village and to be made available in the Village Manager's Office and on the Village's website. The completed application shall be filed with the Village Manager no less than ten (10) days prior to the proposed commencement of film production. The application shall be accompanied by all documentation and statements required under section 3-43-6 through 46-434
<https://www.municode.com/library/il/glenview/codes/code_of_ordinances?nodeId=MUCO_C46-434USVIPR>. In addition, the application shall provide the following information:

- (1) The name, permanent address, local address, e-mail address, and mobile telephone number of the applicant. If the applicant is an entity, the nature of the entity shall be described and proof of its current, lawful existence provided.
- (2) The name, permanent address, local business address, permanent phone number, and local phone number of the individual or individuals responsible for the day-to-day operations of the film production.
- (3) A statement that the person signing the application is authorized to do so.
- (4) A description of the type of film production and type of film production equipment to be

used.

- (5) The proposed dates for the film production.
- (6) The proposed hours for the film production.
- (7) A letter or statement signed by the owner or owners and occupants of each property which the applicant proposes to use as a location for film production in the format provided in Section 3-43-6.
- (8) The identification of the location of all public streets, public ways, and public property which the applicant proposes to use for the film production or for the location and/or storage of film production equipment.
- (9) A description of all public streets and public rights-of-way for which the applicant requests the imposition of restrictions on or the alteration of normal parking or vehicular pedestrian traffic patterns, and the nature of such restriction or alteration.
- (10) A description of the personnel and equipment the applicant proposes to have on the film production location to provide emergency medical treatment for persons involved in the film production.
- (11) A description of the methods and procedures to be used for food service and health and sanitation on the film production location.
- (12) A description of the methods and procedures for the removal of garbage and other waste from the film production location.
- (13) Such other and further information as the Village Manager may deem necessary in order to evaluate and process the application.

Sec. 3-43-6. - Notification of Neighbors.

Once the application for permit has been approved by the Village Manager, the applicant must notify all owners of record and occupants of all property situated within two blocks in every direction of each separate film production location of the proposed film production within three days of approval. The notice must be delivered personally or sent by certified mail, return receipt requested. The notice shall contain a written description of the proposed film production, including the proposed production schedule and the type of film production activities and film production equipment the applicant proposes to use.

Sec. 3-43-7. - Property Owner Letter of Approval.

The letter or statement required by subsection 3-43-5 (7) above shall state the approval and consent of the owner or owners and, where applicable, the lessee or lessees of the property to its use as a location for film production. The letter of approval shall contain the following statement: "I hereby certify that I am the owner of record (or, where applicable, the occupant) of the property located at (street address) which will be used for film production. I hereby waive any claim against the Village of Glen Ellyn arising out of or in connection with the issuance of the film production permit and will indemnify and hold harmless the Village of Glen Ellyn for and from any loss, damage, expense, claims, and costs of every nature and kind arising out of or in connection with the film production pursuant to said permit."

Sec. 3-43-8. - Certificate of Insurance.

The film production permit application shall be accompanied by a certificate of insurance, issued by a company acceptable to the Village and authorized to do business in the State of Illinois. The

certificate of insurance shall be in an amount of not less than \$2,000,000.00 general liability, including bodily injury, property damages, and automobile liability. The certificate of insurance shall name the Village as an additional insured, using the following language: "The Village of Glen Ellyn and its respective elected and appointed officials, employees, agents, consultants, attorneys and representatives, are, and have been endorsed, as an additional insured under the above reference policy number on a primary and non-contributory basis for general liability and automobile liability coverage for the duration of the film production".

Sec. 3-43-9. - Worker's Compensation and Employer's Liability Insurance.

The application for film production permit shall be accompanied by proof acceptable to the Village Manager that the applicant has provided worker's compensation insurance, employer's liability insurance, and all other insurance required by law to be provided for the employees of the applicant.

Sec. 3-43-10. - Indemnification and Hold Harmless Agreement.

The application for a film production permit shall be accompanied by an indemnification agreement in a form acceptable to the Village wherein the applicant agrees to defend and hold the Village of Glen Ellyn, its officers, employees and agents, harmless from any loss, damage, expense, claim and cost of every nature and kind whatsoever, including attorney's fees, arising out of or in connection with applicant's use of the public property, public right-of-way, public equipment, or public personnel specified in the film production permit or arising out of or in connection with the film production authorized under the permit.

Sec. 3-43-11. - Restoration and Repair of Property.

The application for film production permit shall contain a statement of the applicant agreeing to pay in full, promptly upon receipt of an invoice, the cost of repair for any and all damage to public property, resulting from or in connection with, the film production, and to restore the property to its condition prior to the film production. Any permit issued pursuant to this section shall be conditioned upon such agreement. At the discretion of the Village Manager, the applicant may be required to submit a security deposit based upon the circumstances of the film production and its impact upon public property, in order to secure such restoration. Such funds shall be placed in escrow by the Village. The Village may draw against said escrow to pay any portion of an invoice for the repair or restoration of public property that is not paid within 14 days of its issuance.

Sec. 3-43-12. - Use of Village Personnel.

The applicant shall agree to pay in full the direct costs of any police, public works, or other Village personnel resulting from the film production. Such costs shall include costs of services specifically requested by the applicant and costs of services which, in the judgment of the Village Manager, is directly related to the film production. The costs billed for such direct Village labor shall be equal to the fully burdened labor rate for each individual Village employee so assigned, including any applicable overtime. The Village reserves the right to assign additional police personnel to the film production or film production location, where in the opinion of the Chief of Police such protection is warranted by the nature of the film production.

Sect. 3-43-13 - Use of Village Equipment

The use of Village equipment as film production equipment is prohibited.

Section 3-43-14 - Use of Village Property

The applicant shall agree to pay in full the costs for the use of all Village property and public ways. The costs billed for such use of Village property shall be at the rates deemed reasonable and appropriate by the Village Manager, based on the extent of interference with or disruption of the normal use and operation of Village property or public way. For the partial closure or obstruction of any public street or right-of-way within any block, and/or creation of Temporary No Parking Zones, the applicant shall be required to pay the Village's "time and material" rates. Total closure of any public street or right-of-way is generally prohibited, unless otherwise authorized by the Village Manager or his/her designee.

Sec. 3-43-15. - Processing of Application.

The Village Manager shall distribute copies of the completed application for film production permit to the Chief of Police, Public Works Director, and Planning & Development Director ("Department Directors"), who collectively shall evaluate the application to determine its impact on the functions of their respective departments and the extent of need to provide additional personnel and/or services in the event the permit is issued. In addition, the Department Directors shall evaluate the application on the basis of the impact of use on the public streets, the impact on traffic safety, and any other potential hazards to the health, safety, and welfare of the public. The reports of the Department Directors shall be forwarded to the Village Manager, who shall determine as to whether the permit should be granted.

Sec. 3-43-16. - Authority of Village Manager.

The Village Manager shall review the report and recommendation of the Department Directors based on all of the circumstances surrounding the film production permit application and the assessed impact of the film production. If the size, scope, and extended duration of the proposed film production poses a significant impact to the community, the applicant may be required to appear before the Village Board to seek approval. The Village Manager shall recommend to the Village Board of Trustees whether to issue or deny the film production permit for an extended period.

Sec. 3-43-17. - Reservation of Rights.

The Village hereby reserves the following rights:

- (1) To prohibit the issuance of the film production permit in the event that the applicant does not meet the conditions of the permit;
- (2) To order the cessation of the film production in the event the Village Manager determines either that any of the terms and conditions upon which the film production permit was issued have been violated or that the operation of the film production has otherwise caused a detriment to the public health, safety, and welfare;
- (3) To inspect all structures, devices and/or film production equipment to be used in connection with the film production at any time the film production is in process;

- (4) To impose such regulations, conditions or restrictions other than or in addition to those provided in this section as the Village, acting through the Village Manager, may deem necessary to protect the public health, safety, or welfare, which regulations, conditions, or restrictions shall be stated in the permit.

Sec. 3-43-18. - Number of Permits Limited.

Film productions at any given location shall not exceed a total of ten (10) days within a calendar year

Sec. 3-43-19. - Time limitation for Permit.

Any film production permit issued under this section shall be valid only for the time period specified within the permit.

Sec. 3-43-20. - Hours of production.

Film production, including time for set-up and restoration, shall be limited to the hours of between 7:00 a.m. and 7:00 p.m. on Monday through Saturday, and 8:00 a.m. - 5:00 p.m. on Sunday.

Sec. 3-43-21. - Specific Location for Permit.

Film production must have a specific location. Random filming from Village streets is prohibited, unless specifically authorized by the Village Manager. The use of film production equipment is not to be mobile on Village streets, unless authorized by the Village Manager or his/her designee.

Sec. 3-43-22. - Compliance with Applicable Ordinances, Regulations, Conditions, and Restrictions.

All film production permits issued pursuant to this section shall be conditioned upon the applicant's compliance with all applicable ordinances of the Village of Glen Ellyn and with any additional regulations, conditions, or restrictions set forth in the permit.

Sec. 3-43-23. - Compliance with Police Orders.

The Village hereby reserves the right of the Chief of Police to order any holder of a permit under this section to immediately vacate the public ways and/or public property if, in his determination, such action is necessary to protect the public health, safety, or welfare. All film production permits issued pursuant to this section shall be conditioned upon the applicant's immediate compliance with any such order.

3-43-24 - Severability.

In the event any provision or application of this chapter is found unenforceable by a court of competent jurisdiction, such finding shall not affect any other application or the remaining provisions of this chapter to the maximum extent permitted by law.

Sec. 3-43-25. - Violations and Penalties.

- (a) General penalty. Any person who violates a provision of this article, who makes a false statement in obtaining a permit under this article, or who violates a condition of any permit issued under this article, shall be subject to a fine of not less than \$250.00 or more than \$1,000.00.
- (b) Revocation of permit. Any permit issued pursuant to this section may be revoked by the Village Manager upon any violation of the terms or conditions upon which it was issued, or upon the violation of this section or any other applicable Village ordinance or State law. Such revocation may be in addition to any fine imposed for any such violation.
- (c) Separate offenses. Each act of violation and each day on which a violation of this section or a permit issued pursuant to this section shall constitute a separate offense.
- (d) Liability of permit holder. Every permit holder shall be subject to penalties or violations of this section or a permit issued pursuant to this section by an officer, director, manager, employee, agent or representative of the permit holder as if such violation had been committed by the permit holder personally.

Section 4-1-4(a)(23) - Fee and Deposit Schedule:

Section Twelve: Section 4-1-4(A)23 of the Village Code is hereby created to read as follows:

23.	Commercial Filming Permit	\$150.00
	(a). Commercial Filming Permit Application Late Fee	\$75.00

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____.

Ordinance 6442

Meeting of October 10, 2016

Village President

Attest:

Village Clerk

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

ATTACHMENTS:

- Special Event/Commercial Filming Policy - Village Board Workshop Memo (PDF)



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

Meeting: 09/19/16 06:30 PM
Department: Administration
Department Head: Al Stonitsch
Category: Special Event
Prepared By: Brendon Mendoza

SCHEDULED

AGENDA ITEM (ID # 2419)

DOC ID: 2419

Assistant Village Manager Al Stonitsch and Administrative Intern Brendon Mendoza will provide information regarding the Special Event Policy update and Commercial Filming Permits.

Background

From time to time, the Village Board reviews and considers potential updates to the Village's Special Event Permit policies. The last Board amendment to the Village's special event policy occurred in April 2013. The purpose of this memo is update the Board on the Village's current fees and permit process, and obtain feedback from the Board on whether it would like staff to evaluate any potential amendments to the Village's special event permit policy. To that end, the main policy questions for the Board include:

I. Special Events Permit:

1. Does the Board wish to keep the permit fee at \$35?
2. Does the Board wish to maintain the Village's historical policy of not charging back "grandfathered" events for additional direct costs (i.e. Police and Public Works overtime) incurred by the Village?
3. Does the Board wish to continue to charge permit fees to sister jurisdictions?
4. Should the Village adopt a deposit fee?

II. Commercial Filming Events:

1. Should the Village adopt a separate Film Permit policy and application fee?
2. If so, should the Village charge additional fees for street closure requests?
2. Does the Board wish to limit the number of filming permits issued per location?

I. Special Event Permits

Current Permit Requirements/Review Process:

As part of the special event permit process, applicants must complete and submit the permit application at least 60 business days before the event. Applicants must also submit a \$35.00 processing fee and provide a Certificate of Insurance naming the Village of Glen Ellyn as additionally insured. Annual (repeat) special events do not require Village Board approval and are sent to Village staff for administrative review. Unless there are material changes to the scope of the event, the permit is administratively approved by the Village Manager. Following staff review from all departments, the Village issues an approval letter to the event organizer, with any applicable conditions. New, first-time events require Village Board approval, which is then followed by an approval letter outlining any additional required permits, such as: tent permits, DuPage County Health Department permits, State of Illinois Liquor Licenses, etc.

The following chart summarizes the number of special event permits issued over the last three years:

Year	# of Permits Issued
*2013	31
*2014	40
2015	53
2016 (YTD)	48

*Note: General 5K charity runs and commercial film shoots did not go through the Village's special event permit process prior to mid-2014, and therefore are not represented in the tally.

Attachment #1 outlines the number of permits issued by year, name, and date of the event.

External Stakeholder Feedback of Special Event Policy

As part of staff's review of the Special Event policy, the Village solicited feedback from the Executive Director of the Alliance of Downtown ("the Alliance") Glen Ellyn, Carol White and the Glen Ellyn Chamber of Commerce ("The Chamber") Executive Director, Dawn Smith. The Alliance and Chamber stated that current special event process is effective and both organizations have experienced minimal issues with the current special event policy.

Issues

Special Event Processing Fee

As part of the special event permit process, Village staff has reviewed the processing fee charged for special event permits. Below is a chart displaying the processing fee of comparable communities. The Village of Glen Ellyn charges a flat application fee to event organizers. The \$35.00 fee includes all administrative costs, indirect staff hours (e.g. Police and Public Works) and vehicle/equipment usage, and services provided by the Village during normal business hours. Event organizers are not charged for additional services provided by the Village, with the exception of overtime hours required by Public Works or Police, or any necessary equipment rental costs (e.g. barricades).

The following table summarizes a general sample size of those area communities that charge special event permit fees. The survey data suggests that the Village's special event processing fee of \$35.00 is on the lower side of the spectrum. As such, the Board may wish to consider raising the fee to \$50.00, in order for the Village to recover some of the indirect staff and equipment time associated with processing and preparing for special events. The potential downside of increasing the fee would be the potential adverse effect on the smaller scale charity or non-profit special events that more commonly operate on very small margins.

Municipality	Special Event Application Fee
Kenilworth	\$50.00 - \$150.00
Riverside	\$100.00
Downers Grove	\$86.00

Highland Park	\$60.00
Oak Park	\$50.00
Wheaton	\$50.00
Lombard	\$50.00*
Glen Ellyn	\$35.00
Lisle	\$25.00
Lake Forest	\$25.00
Batavia	Varies
Skokie	No Fee

*\$50.00 per day or \$20.00 per week for seasonal outdoor garden sales

POLICY QUESTION #1: Does the Board wish to increase the Village's Special Event Permit Fee?

Grandfathered Special Events

Specific special events that have been established by Board policy as "grandfathered" events within the Village, are waived of any additional charges beyond the special event application fee, including Public Works & Police staff overtime costs. The following table identifies the eleven (11) events that are considered "grandfathered" events by the Village, and details the actual overtime costs that are incurred by the Village, but are not charged back for the costs.

Grandfathered Special Events

Grandfathered Events	2014		2015		2016	
	Public Works Overtime Costs	Police Overtime Costs	Public Works Overtime Costs	Police Overtime Costs	Public Works Overtime Costs	Police Overtime Costs
1.Glen Ellyn Chamber Halloween Parade	\$92.18	\$250.00	\$259.82	\$250.00	Has not occurred yet	\$250.00
2.Glen Ellyn Chamber Holiday Walk	\$225.14	\$1,400.00 ^	\$819.04	\$1,400.00 ^	Has not occurred yet	\$1,400.00 ^
3.Glen Ellyn Chamber Taste of GE /Fair	**	*	\$964.65	*	\$1,848.75	*
4.Glen Ellyn	**	\$1,000.00	\$650.49	\$1,000.00	\$1,213.29	\$1,000.00

Alliance/Chamber Jazz Up Glen Ellyn / Jazz In Glen Ellyn		^		^		^
5.Alliance & Chamber Sidewalk Sale	**	*	\$340.21	*	\$220.08	*
6.Alliance Sounds on the Street	**	\$825.00	\$622.54	\$825.00	Not calculated at time of memo	\$825.00
7.Glen Ellyn Boat Regatta	*	\$375.00^	*	\$375.00^	*	\$375.00^
8.Bridge Communities Backyard Barbecue	**	\$950.00	\$369.69	\$950.00	Not calculated at time of memo	\$950.00
9.Village Recycling Extravaganza	\$1,500.00	\$250.00	\$1,424.97	\$250.00	\$1,600.00	\$250.00
10.Glenbard West High School Homecoming Parade	**	\$150.00	\$51.68	\$150.00	Has not occurred yet	\$150.00
11. 4 th of July Parade / Fireworks	**	\$3,500.00 ^	\$2,383.40	\$3,500.00 ^	\$2,040.36	\$3,500.00 ^
Total Direct Cost	\$1,817.32* *	\$5,925.00	\$7,886.49	\$5,925.00	\$6,922.48	\$5,925.00

*Standard indirect staff time only; no overtime

** Detail unavailable; event occurred prior to implementation of new expense tracking/asset management software (Cartegraph) in Public Works.

^Expense fluctuates dependent upon hiring of an additional officer for the special event

POLICY QUESTION #2: Does the Board wish to maintain this same list of “grandfathered” events that are exempt from any additional charges by the Village?

Permit Fees Charged to Sister Jurisdictions:

Relatedly, the Village charges the Library, Park District, and School District the \$35 permit fee for their respective special event permit applications.

POLICY QUESTION#3: Does the Board wish to maintain this current policy of charging sister jurisdictions the standard permit fee?

Deposit Fee Policy Consideration

As part of the special event permit, some communities charge a refundable deposit to the event organizers in order to protect the municipality from damage to public property or to offset any time/material costs incurred to make repairs or conduct post-event clean up. Examples include:

☐ **Post-Event Refuse Clean Up**

Special event organizers are required to contract with a refuse hauler in order to request special pick up for refuse during events. In order to assist organizers with garbage control during the event, the Village provides additional 35 gallon residential refuse carts to be used during events at no additional charge. There have been isolated instances, however, where Public Works staff has been required to pick-up and dispose of left over refuse following a special event, resulting in additional indirect costs to the Village.

☐ **Damage to Village Property**

As part of the special event application process, event organizers have the ability to request use of Village-owned property (e.g. sidewalk, streets, parking lots, and parkway). Public Work inspects the property prior to a special event occurring, and coordinates repairs if any damage occurs as a results of the event. A refundable deposit could be used to cover these costs, if necessary.

Charity Runs/Walk/Bike Markings

As of 2015, runs/walks/bike races have been incorporated into the special event application process, and are required to obtain a special event permit application. Village staff has worked with event organizers to test various methods of marking streets for these types of events. Upon testing the different alternatives, a chalk stick has been recommended as the only method allowed for the marking of routes. Despite the Village's policy, there might still be instances where event organizers use spray paint to mark their event course. In these cases, does the Village want to charge back the event organizers for the costs incurred to remove the painted markings from the street or sidewalk? If so, is a deposit the preferred method?

Comparable Survey of Deposit Fees

Municipality	Deposit Amount Charged
Galena	\$200.00
Glenview	\$100.00 - \$500.00 per day*
St. Charles	50% of municipality services expenses
Wauconda	\$50.00 barricade deposit
Wheaton	N/A
Downers Grove	Case by case basis

Lombard	\$500.00 or \$1000.00 [^]
Lisle	N/A
Oak Park	25% of municipality service expenses
Batavia	50% of municipality service expenses

*Deposit fee per day is dependent upon number of anticipated attendance.

[^]Three (3) days or less requires \$500.000 cash bond, three (3) days or more required \$1000.00 cash bond.

Village staff has only encountered a few isolated incidents, where a deposit fee may have been beneficial; however, at this time staff does not see a compelling reason to assess a deposit to organizers at this juncture. Instead, if the need arises, the Village would continue to notify event organizers that any damage to Village property would be billed back to the event. Non-payment instances would result in potentially denying any future permits until satisfactory payment has been made.

POLICY QUESTION #4: Does the Board wish to create a deposit fee for special events?

II. Commercial Filming Permit

Issue

As part of the Special Event Permit policy discussion, staff would also like to engage the Board in a discussion on the implementation of a separate filming permit that would be required of any commercial film production within the community. Over the last couple of years, there have been isolated instances where the Village has received complaints from a homeowner regarding the frequency of commercial film productions that were occurring across from his home. The Revere Road resident was upset about the nuisance that the operation caused to the neighborhood.

In light of the resident complaints discussed earlier, beginning in 2015, staff administratively began to require commercial film companies to obtain a Special Event permit in order to provide some nominal regulation to the process, such as: 1) Appropriate Notice 2) Permit Fee 3) Restrictions on Hours of Operation, and 4) Traffic Safety/Street Closure Coordination, and 5) Neighborhood Notification.

Number of Filming Permits Approved Per Location

In 2015, five (5) total film permits were processed through the special event application process. In 2016, eight (8) total film permits were processed through the special event application process. Four (4) of the filming permits were approved to take place at 781 Revere Road, and two (2) at 420 Ridgewood Avenue. The Village did not receive any formal complaints regarding these particular locations; however, it is staff's understanding that the prior complainant has since moved from the area.

The following chart summarizes the number of filming/photoshoot "special event" permits issued

over the last three years (*Attachment #3*):

Year	# of Permits Issued
2013	0
2014*	1
2015	5
2016 (YTD)	8

*In 2014, filming requests transitioned from the Police Department to Administration, requiring filming organizers to apply for a special event permit, and be formally reviewed through the special event regulations.

Glen Ellyn, however, is an affluent community with a distinctive topography and a rich inventory of architecturally unique homes and buildings. These characteristics tend to make Glen Ellyn a desirable community for location scouts. Communities who similarly tend to attract commercial film production companies have taken steps to provide some level of regulation to these productions by implementing a separate and distinct film permit policy. As such, staff surveyed communities in the area to better understand how they approach the film permit process. Unlike special events, it seems that many communities do not require a film permit for movies or commercial filming. If the Board wishes to further explore a new and separate Film Permit, however, the following are the main policy points for consideration:

A. Permit Requirements

As part of the film permit process, applicants would be required to complete and submit the permit at least ten (10) business days before the start of filming (*Attachment 3*). Applicants must also submit a signed approval letter from the property owner, and provide a Certificate of Insurance naming the Village of Glen Ellyn as additionally insured. If the filming is set to occur in a residential area, applicants are required to notify all impacted homeowners on their block. If filming will require a partial or full road closure, the production company would be required to notify all impacted homeowners and/or business owners. When filming in a residential area, large production crews would be required to find alternative parking locations to transport crews and equipment to/from so as to not impact street safety. Staff would propose that these types of permits be administratively approved by the Village Manager or his/her designee.

POLICY QUESTION #1: Should the Village adopt a separate Film Permit policy and application fee?

B. Processing Fee

As part of this evaluation process, staff surveyed community film permit fees. The average fee for those communities that actually had a Film Permit requirement was \$110.00, but as the table shows below, the fees range widely from \$10.00 - \$325.00. Staff believes that most film productions present a positive marketing opportunity for the community, and would use caution in using this

permit process to over regulate or discourage filming. If the Board desires to implement a special Film Permit, the survey results suggest that a \$100.00 fee would be reasonably in line with those communities that regulate filming. The \$100.00 would cover processing costs, yet be low enough so as to not unnecessarily discourage smaller-scale productions from operating in Glen Ellyn. In the event of a large scale production, however, that may last longer than a few days, the Village would reserve the right to charge for any additional Police or Public Works overtime costs that may be necessary to support such an operation within the community.

Municipality	Processing Fee
Riverside	\$500.00
Glenview	\$325.00
Elmhurst	\$200.00
Kenilworth	\$50.00 - \$150.00
Skokie	\$100.00
Glen Ellyn Proposed	\$100.00
Highland Park	\$50.00
Lake Forest	\$25.00
Elgin	\$10.00
Oak Park	<i>Assess fee for street closures-see following table</i>
Wheaton	No film permit
Downers Grove	No film permit
Lombard	No film permit
Lisle	No film permit
Batavia	No film permit

C. Additional Road Closure Fee

As part of the filming process, production crews because of the scope of the project, will request full or partial road closures from time to time. The Village does not currently charge an extra fee to special event organizers (5k race, parades, etc.) or resident block parties for street closures. Some communities have taken the position that film permits are profit-making enterprises, and because street closures utilize Village resources and inconveniences a neighborhood, the company should pay additional fees. In addition, some communities also charge additional for any incurred overtime costs for Police and Public Works. As such, if the Board wishes to consider implementing a standard street closure fee, according to the survey data, a \$50/hour charge for partial road closures and \$75.00/hour charge for full road closures would be in line with what other communities charge for film productions (see following table). Alternatively, the Board could choose to assess a flat fee as well.

Municipality	Partial Road Closure/Hour	Full Road Closure/Hour
Highland Park	Varies	n/a

Elmhurst	Varies	n/a
Skokie	\$50.00	\$100.00
Glenview	\$250.00	Prohibited
Elgin	n/a	n/a
Riverside	\$50.00	\$75.00
Lake Forest	\$25.00	\$50.00
Kenilworth	\$45.00	\$90.00
Oak Park*	\$200.00	\$400.00

*Oak Park charges are provided for obstruction of ½ of a block and one (1) full block.

Note: For communities that responded with “varies”, the fee depends on the size and scope of the production, and is not specially listed.

D. Additional Fees

As is the case with special events, on-site police traffic control assistance (if needed) would continue to be charged at the current rate of \$50/hour with a three (3) hour minimum. The \$50/hour police traffic control assistance would be charged along with other fees or charges that the Board would adopt as part of Film Permit. Likewise any overtime assistance of Public Works would be charged at the overtime rate per employee. Additional fees for equipment and other filming related requirements can be determined on a case-by-case basis.

POLICY QUESTION #2: If the Board wishes to implement a filming policy, should the Village charge additional fees for street closure requests?

E. Limitation on Number of Film Productions by Location

If the Board wishes to adopt a film permit, another policy consideration is to determine if there should be a limitation on the number of film permits issued per year at a particular address/location. Doing so would address the situation that occurred in previous years where the resident was complaining about the frequency of commercial film productions adjacent to his residence. Based upon the survey data, only two (2) out of the eleven (11) communities regulate the maximum number of productions at a specific location. Riverside, for example, limits film production at a single private residence to less than ten (10) days per calendar year unless written permission is provided by the Village Manager. The other community that limits the times a filming can occur at one location is Glenview, which states specific locations are only granted one (1) film production permit every twelve (12) months.

POLICY QUESTION #3: If the Board wishes to implement a filming policy, does the Board wish to limit the number of filming permits issued per location to a maximum number per calendar year?

Action Requested

Staff is seeking Village Board feedback and direction on potential updates to the Village’s Special Event Permit policy and direction. Following Board feedback and direction, staff would bring back a proposed ordinance at a future Board meeting reflecting the Board’s policy direction.

Agenda Item (ID # 2419)

Meeting of September 19, 2016

Attachments

1. Special Event Permits Issued by Year/Applicant
2. Current Special Event Permit Application Packet
3. Filming “Special Event” Permits Issued by Year/Applicant
4. Draft-Concept Film Permit Application

ATTACHMENTS:

- Current Special Event Permit Application Packet (PDF)
- Special Event Permits Issued by Year (PDF)
- Filming “Special Event” Permits Issued by Year/Applicant (PDF)
- Draft-Concept Film Permit Application (PDF)



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

Meeting: 10/10/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Ordinance
Prepared By: Al Stonitsch

SCHEDULED

ORDINANCE 6444

DOC ID: 2447

Approve award of a contract to Mechanical Concepts of Illinois, Inc., of Romeoville, Illinois, to furnish and install a replacement 30 ton HVAC Carrier model roof top unit for the Civic Center, in the amount of \$52,000, to be expensed to the Facilities Maintenance Reserve Fund. 2. Ordinance No. 6444, An Ordinance Amending the Budget for the Fiscal Year Ending December 31, 2016, to Provide Funds for the Purchase of a Replacement 30 Ton HVAC Roof Top Unit in the Facilities Maintenance Reserve Fund.

Background:

The Civic Center has several air cooled condensers and air handlers, as well as two large boilers, that serve to cool and heat distinct parts of the historic building. One of those units is a 30- ton roof top unit that heats/cools the western half of the building's first floor (+/- 11,000 sq. ft.), which currently houses the Village's police operations. The existing unit is a Carrier brand (*Model 48DF-034-540N4*), and is approximately 25 years old, and has reached its useful life. The Village has deferred replacement over the last few years, and, to the extent possible, has avoided any significant investments in the unit, given that the Village was going through a detailed space needs analysis, and evaluating what the ultimate plans were for the Civic Center/ Police Department. As such, the previous 5-year Facilities CIP had this unit scheduled for replacement in 2017.

Due to the deteriorating condition of the unit, staff approached the Village Board at the December 2015 Board meeting in order request approval to expedite the replacement schedule for the unit. At that time, the Board approved a not-to-exceed expenditure amount of \$43,500.00 and authorized staff to procure the unit through competitive quotations (*Attachment 1*).

Earlier this year, the Village hired a new Facilities Manager (Brian Baltudis). Before proceeding forward with the quote solicitation, staff wanted to allow the new Facilities Manager the opportunity to assess the unit, and independently verify that the existing unit was sized appropriately, and that the overall replacement specifications were thorough and accurate. As part of that process, staff contacted several prospective HVAC vendors to seek their professional opinion on the sizing of the unit, and also hired Adept Energy Consultants (Wheaton, IL) to render an independent opinion on the unit size (*Attachment 2*). Based upon the consultant's evaluation and opinions received from professional HVAC contractors, **staff confirmed that the existing 30 ton unit is sized appropriately.**

July 2016 Competitive Quotations

Earlier this summer, staff contacted several vendors to obtain competitive quotations for the project (*Attachment 3*). The following chart summarizes the responsive quotations:

Vendor	Quote
Hayes Mechanical (Chicago, IL)	\$45,470.00
Murphy & Miller (Chicago, IL)	\$46,350.00
Servpro (Wheaton, IL)	\$51,720.00
The Hill Group (Franklin Park, IL)	\$53,100.00

Hayes Mechanical (Chicago, IL) submitted the lowest, responsible quotation in the amount of \$45,470.00. The low-quote, however, came in slightly higher (\$2,470) than the Board authorized expenditure authority. Staff proposed a contract award to Hayes Mechanical at the July 2016 Board meeting for a revised not-to-exceed amount. At that time, the Board expressed some concern for the overall project cost, and directed staff to competitively bid the project in order to determine if any further savings could be identified.

Issues

On August 24, 2016, the Village solicited sealed bids for a replacement 30 Ton HVAC Carrier Model (#48A2E030-EV521GH) unit. The bid notice was published in the Daily Herald, and bid packets were sent to approximately eighteen (18) prospective bidders. A non-mandatory pre-bid meeting was held at the Civic Center on September 8, 2016 in order to allow vendors an opportunity to inspect the roof area and the existing unit, and to also ask staff any clarifying questions regarding the bid packet.

The Village publically opened bids on September 22, 2016, and received six (6) submittals. **Mechanical Concepts of Illinois, Inc. (Romeoville, IL) submitted the lowest responsive base bid in the amount of \$52,000.00.** Note: Staff included an Alternate bid option in order to evaluate whether any savings could be realized by sourcing an alternate make and model. As indicated in the bid tabulations, the Village was unable to realize any additional cost savings through an alternate manufacturer.

TABLE A: Bid Tabulations - Replacement 30 Ton HVAC Roof Top Unit			
Bidder		Base Bid	Alt. Bid
1	Mechanical Concepts of Illinois, Inc. (Romeoville, IL)	\$ 52,000.00	\$ -
2	OakBrook Mechanical Services (Elmhurst, IL)	\$ 53,700.00	\$ -
3	Hayes Mechanical (Chicago, IL)	\$ 54,996.00	\$ -
4	Monaco Mechanical, Inc. (Lisle, IL)	\$ 57,597.00	\$ 66,597.00
5	Emcor Services (Buffalo Grove, IL)	\$ 66,920.00	\$ -
6	Cyril Reggan Heating (Justice, IL)	\$ 69,484.00	\$ 69,984.00

The overall project cost of \$52,000 came in higher due, in part, to the addition of equipment screening (to block the view of the actual unit from street level) to the project specifications. Staff added this requirement in order to ensure that the Village was in compliance with the Village Code, which requires adequate screening of roof top units.

Project Timeline

Staff anticipates completing this project within the next 60 days.

Budget Amendment

This particular project was not specifically included in the 2016 Facilities Reserve Fund Budget (45000-570105). As such, staff is requesting Board approval of a budget amendment in the amount of \$52,000.00 (***Attachment 4***). There are sufficient reserves within the Village's Facilities Maintenance Reserve Fund budget due to anticipated year-end fund balances that will result from project deferrals.

Action Requested:

1. Staff is requesting Village Board authorization to approve a contract award with Mechanical Concepts of Illinois, Inc. (Romeoville, IL), in the amount of \$52,000.00, to furnish and install a replacement 30 Ton HVAC Carrier model roof top unit for the Village Civic Center, 535 Duane St.
2. Staff if furthermore requesting Village Board approval to amend the 2016 Facilities Reserve Fund Budget (45000-570105) in the amount of \$52,000.00.

Attachments:

1. December 2015 Village Board Report
2. Adept Energy Consultants HVAC Load Analysis, March 2016
3. July 2016 Board Report
4. Draft Ordinance

Ordinance No. _____

An Ordinance Amending the Budget of the Village of Glen Ellyn for the Fiscal Year Ending December 31, 2016, to Provide Funds for the Purchase of a Replacement 30 Ton HVAC Roof Top Unit in the Facilities Maintenance Reserve Fund.

Whereas, the Board of Trustees of the Village of Glen Ellyn on November 23, 2015, passed the annual budget for the Village of Glen Ellyn for Fiscal Year 2016 containing amounts estimated for payment of CURRENT obligations; and

Whereas, the Village Board has identified that it is in the public interest to expedite the replacement of a 30 Ton HVAC Roof Top Unit at the Civic Center during the 2016 fiscal year; and either 2016 revenues or cash reserves are available to satisfy those expenditures;

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, 2016, is hereby amended to include the expenditure of \$52,000.00 in the Facilities Maintenance Reserve Fund.

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 _____, 2016

Ayes:

Nays:

Ordinance 6444

Meeting of October 10, 2016

Absent:

Approved by the Village President of the Village of Glen Ellyn, Illinois, this_____day
of_____, 2016.

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_____, 2016.)

ATTACHMENTS:

- December 2015 Village Board Report (PDF)
- Consultant Report - HVAC Load Analysis, March 2016 (PDF)
- July 2016 Village Board Report (PDF)



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

Meeting: 12/14/15 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Contract
Prepared By: Al Stonitsch

SCHEDULED

AGENDA ITEM (ID # 2042)

DOC ID: 2042

Motion to authorize an emergency purchase of a replacement 30-ton HVAC roof top unit for the Village's Civic Center in a not-to-exceed amount of \$43,500, to be expensed to the Facilities Reserve Fund.

Background:

The Civic Center has several air cooled condensers and air handlers, as well as two large boilers, that serve to cool and heat distinct parts of the approx.. 45,000 sq. ft. building. One of those units is a 30- ton roof top unit that heats the western half of the building's first floor (+/- 11,000 sq. ft.), which currently houses the Village's police operations. The existing unit is a Carrier brand (*Model 48DF-034-540NA*), and is approximately 25 years old, and has reached its useful life. The Village has deferred replacement over the last few years, and, to the extent possible, has avoided any significant investments in the unit, given that the Village was going through a detailed space needs analysis, and evaluating what the ultimate plans were for the Civic Center/ Police Department. As such, the current 5-year Facilities CIP has this unit scheduled for replacement in 2017.

The existing unit is a three-phase unit, and currently two of three heating exchangers are in disrepair. This makes the unit much less efficient from an energy standpoint. It also poses a liability in that if the last remaining phase goes out, the unit will be unable to produce heat altogether. During the recent cold snap and snow storm that occurred over the Thanksgiving holiday, the unit went down for several hours, with the building temperatures dropping precipitously. The repair vendor, Hill Mechanical, replaced the gas valve and installed a repurposed ignitor switch from the one of the inoperable phases, in order to get the unit back in operation as soon as possible. Despite the repairs, the vendor expressed genuine concern to the Village that given the age and condition of the unit, that there were really no guarantees that the intermediate repairs were going to provide a sustainable solution.

Given the 24/7/365 nature of the operations within the Civic Center, and Police Department specifically, staff is very concerned about the reliability of the HVAC unit going forward, and strongly recommends replacement. As the colder winter temperatures are approaching, the unit will be taxed even further. Thus, staff is very concerned about the potential impact to operations should this unit become inoperable. From staff's prospective, it would be much less disruptive to the Village's Police operations if the replacement can be scheduled and planned for in advance, as opposed to on a reactive basis. Pro-actively replacing the unit could also prove less costly overall. Staff has begun to identify contingency plans, for example, and there are disaster recovery firms that can lease to the Village commercial grade heaters on an emergency basis. The approximate cost, however, is \$1,000/day.

Issues:

Staff is currently seeking informal quotations from a minimum of three (3) prospective HVAC contractors who are qualified do this type of work. It appears based upon one preliminary quote received to date that the cost of this project will be a minimum of \$42,500.00. This would include

removal and disposal of the old unit, and furnishing and installing a new 30 ton Carrier roof top unit of similar capacity. Some of this overall expense is associated with the need for a crane in order to hoist the new unit onto the Civic Center's roof, and conversely to lower the old unit to ground level.

Unit Specifications/Sizing

Staff is also working with Hill Mechanical to ensuring that the 30 ton unit was sized appropriately in the first place in order to rule out whether a small unit could be procured at a lower price point. To that end, staff will also be obtaining an independent opinion from a mechanical engineering consulting firm in order to confirm the appropriate unit size specifications. Given that this is a 20-25 year decision with this purchase, **staff will go through this analysis in order to be confident that the unit is sized correctly before proceeding with an in-kind replacement.**

Reconditioning Option/Cost Comparison

As part of this replacement analysis, staff is also looking into the cost/benefit of a reconditioning of the unit, which could include, among other items, replacing the compressor and the inoperative heat exchangers, and other combustible components. According to Hill Mechanical, depending on the specific components that would need to be replaced, a reconditioning of this sort could potentially cost in the \$15,000 to \$18,000 range, which could extend the useful life of the unit by another five (5) years or more. **Staff will take steps to have this detailed conditioning assessment performed in order to assess the cost/benefit of the reconditioning versus complete replacement.** Unless these costs are significantly less, however, staff is concerned about investing over a third of the replacement cost into this 25 year old unit.

Lead Time & Project Duration

According to prospective firms, the lead time for the proposed Carrier unit, if in stock, is approximately two business days. Once it has been procured and delivered, the new HVAC unit can be installed and operational within the same day.

Budget

Although the unit was not scheduled/budgeted to be replaced in 2015, there are sufficient reserves within the Village's Facilities CIP Reserve Fund budget to absorb the anticipated replacement cost. Given the deferment of the Fire Station No. #1 HVAC Unit, per Board direction earlier this year, those funds can be used toward this project.

Action Requested:

Staff is requesting Village Board expenditure authority in the amount of \$42,500, plus \$1,000 in project contingency, for a total not-to-exceed expenditure authority of \$43,500.00 for the replacement of the existing Civic Center 30 ton Carrier HVAC unit. If the Board approves of moving forward as proposed, staff will return to the Board at a January meeting with the actual pricing results, and seek the Board's retro-active approval of the contract award, if replacement is considered the most cost effective option for the Village.



Load Analysis

Glen Ellyn Police Department

535 Duane, Glen Ellyn, IL

Job:
Date: Mar 12, 2016
By: Dale McClelland

506 E. Elm, Wheaton, IL 60189 Phone: 630-995-6601 Email: dm@adeptenergyconsultants.com

Project Information

For: Brian Baltudis, Village of Glen Ellyn
535 Duane, Glen Ellyn, IL

Design Conditions

Location:

Chicago, O'Hare Int'l AP, IL, US
Elevation: 673 ft
Latitude: 42°N

Outdoor:

Dry bulb (°F) -1
Daily range (°F) -
Wet bulb (°F) -
Wind speed (mph) 15.0

Heating

-1
-
-
15.0

Cooling

87
20 (M)
73
7.5

Indoor:

Indoor temperature (°F)
Design TD (°F)
Relative humidity (%)
Moisture difference (gr/lb)

Heating

72
73
31
55.7

Cooling

72
15
50
41.6

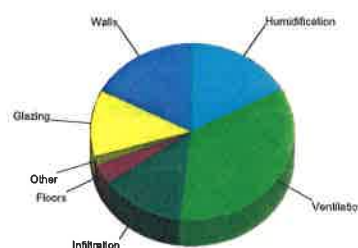
Infiltration:

Method
Construction quality

Simplified
Average

Heating

Component	Btuh/ft²	Btuh	% of load
Walls	19.6	20719	17.3
Glazing	40.5	14766	12.3
Doors	7.6	160	0.1
Ceilings	0	0	0
Floors	0.6	4455	3.7
Infiltration	41.9	16143	13.5
Ducts		1687	1.4
Piping		0	0
Humidification		20231	16.9
Ventilation		41691	34.8
Adjustments		0	0
Total		119853	100.0



Cooling

Jul 1600 LST

Component	Btuh/ft²	Btuh	% of load
Walls	3.8	3980	3.0
Glazing	80.4	29300	22.1
Doors	3.6	75	0.1
Ceilings	0	0	0
Floors	0	0	0
Infiltration	0.4	165	0.1
Ducts		3358	2.5
Ventilation		8795	6.6
Internal gains		87185	65.6
Blower		0	0
Adjustments		0	0
Total		132858	100.0



Latent Cooling Load = 21771 Btuh

Overall U-value = 0.077 Btuh/ft²-°F

Data entries checked.



wrightsoft

Right-Suite® Universal 2015 15.0.25 RSU23712

...Homes-Builders\Glen Ellyn\Police department.rup Calc = RTS Front Door faces: N

2016-Mar-20 16:48:51

Page 1



Component Constructions
Police Dept.
535 Duane

Job:
 Date: Mar 12, 2016
 By: Dale McClelland

506 E. Elm, Wheaton, IL 60189 Phone: 630-995-6601 Email: dm@adeptenergyconsultants.com

Project Information

For: Brian Baltudis, Village of Glen Ellyn
 535 Duane, Glen Ellyn, IL

Design Conditions

	Htg	Clg		Htg	Clg
Outside db (°F)	-1	87	Inside db (°F)	72	72
Outside RH (%)	80	51	Inside RH (%)	31	50
Outside wb (°F)	20	73	Inside wb (°F)	54	60
Daily range (°F)	-	20	Design TD (°F)	73	15
Moisture diff. (gr/lb)	55.7	41.6			

Load calculations are based upon information that was able to be obtained at the site and from Officials of Glen Ellyn. While construction details were not available and visible inspection did not provide missing details, It was necessary to infer some of the construction details. The calculations provided in these reports are presumed to be reasonably accurate but should be understood to have been performed based on the information available.

Construction descriptions

	Or	Area ft²	U-value (Btu/hft²·°F)	UA (Btu/h·°F)	Loss (Btu/h)	Gain (Btu/h)
Walls						
Bg wall, light dry soil, empty core, concrete block wall, 10" thk	s	180	0.11	19.7	2830	0
	w	360	0.17	59.5	6530	0
	all	540	0.17	89.3	9359	0
Blk wall, brk 4" ext, 8" thk	s	104	0.30	31.4	2296	813
	w	411	0.30	124	9064	3166
	all	515	0.30	156	11360	3980
Partitions (none)						
Windows						
2 glazing, clr outr, air gas, wd frm mat, clr innr, 1/4" gap, 1/8" thk; 6.67 ft head ht	s	175	htg 0.56 / clg 0.56	htg 98.0 / clg 98.0	7154	8097
2 glazing, clr outr, air gas, wd frm mat, clr innr, 1/4" gap, 1/8" thk; 50% blinds 45°, light; foreground = crushed rock (0.20); 6.67 ft head ht	w	190	0.55 / 0.55	104 / 104	7612	21202
Doors						
Door, mtl eps core type	s	21	0.10	2.2	160	75
Ceilings (none)						
Floors						
Bg floor, heavy dry or light damp soil, 3' depth		7200	0.03	223	4455	0



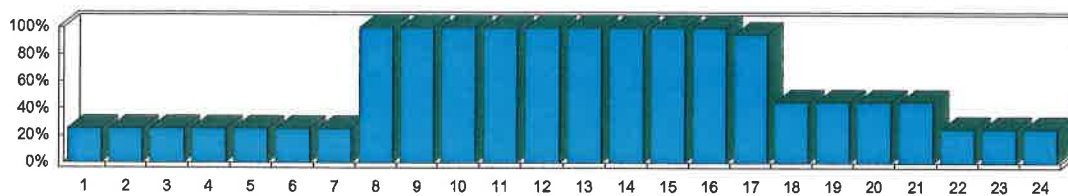
**Right-Suite® Universal 2015 Schedules**

Job:

Date: Mar 12, 2016

By: Dale McClelland

506 E. Elm, Wheaton, IL 60189 Phone: 630-995-6601 Email: dm@adeptenergyconsultants.com



Glen Ellyn Police





Right-Suite® Universal 2015 Load Calculation

Police

Job:
Date: Mar 12, 2016
By: Dale McClelland

506 E. Elm, Wheaton, IL 60189 Phone: 630-995-6601 Email: dm@adeptenergyconsultants.com

Project Information

For: Brian Baltudis, Village of Glen Ellyn
535 Duane, Glen Ellyn, IL

.4 CFM/Sq. Ft. of exposed wall leakage

Zone: Police

LWH: 120.0 x 60.0 x 11.0

1. DESIGN CONDITIONS - COOLING (Jul 1600 LST)

		Dry Blb	RH	Moisture	Range	Wet Blb
Outdoor Conditions	—>	87	51		20	73
Indoor Conditions	—>	72	50			60
TOD Correction	—>	1				
Difference		15		41.6		

[Mult = 1.0] —

2. GLAZING SOLAR HEAT GAIN (Lat = 41.98 °N Const Wt = M)

Type	Orien	Area	Tilt	ShdF	IntShd	SCMult	SC	Sens/A	Sens
GLAZ-01	s	175	90	---	n	1.00	0.76	39.1	6845
GLAZ-02	w	190	90	---	a	1.00	0.54	104.8	19870

3. TRANSMISSION GAINS

Type	Orien	GrArea	NtArea	Uval	Sol-air TD	Shad	Clr	ConvSens	RadSens	Sens
GLAZ-01	s	175	175	0.560	15.4	N	-	558	7539	8097
GLAZ-02	w	190	190	0.550	15.4	A	-	10498	10704	21202
WALL-01	s	180	180	0.499	0	N	m	0	0	0
WALL-02	s	300	104	0.302	28.5	N	m	389	424	813
WALL-03	w	360	360	0.499	0	N	m	0	0	0
WALL-04	w	600	411	0.302	25.5	N	m	1172	1995	3166
DOOR-01	s	21	21	0.104	28.5	-	-	27	49	75
FLOR-01	-	7200	7200	0.031	0	-	-	0	0	0

4. INTERNAL HEAT GAIN PEOPLE

Activity	Schedule	ft²/prsn	#	Total people	Sensible Btuh/prsn	Latent Btuh/prsn	Sens	Latent
Office recp		0	20	20	315	325	5962	6500
Glen Ellyn Police		0	0	0	0	0	0	0

LIGHTS

Lamp/blst + fixture Schedule	W/ft ²	W	Total W	Factor	Space fract	Sens
Fluor MB- General + Rec trof RAP AlwaysOn	0	11k	10720	1.20	0.8	35124
Fluor EB-Lockup + Surface 9ato1a	0	770	770	0.95	1.0	2279
Fluor MB + Rec trof	0	0	0	1.20	1.0	0
Fluor MB + Rec trof	0	0	0	1.20	1.0	0

APPLIANCES / PLUG LOADS

Application Schedule	Usage	Sensible Btuh	Latent Btuh	Sens	Latent
Cold fd/bvrg (lrg)	#/ft ² #				
Laptop Computer Stations	0 1.00	3280.0	0	3280	0
Printers	0 21.00	1200.0	0	24463	0
Copier's	0 5.00	1000.0	0	971	0
Coffee maker	0 5.00	5800.0	0	5630	0
	0 2.00	3580.0	1540.0	695	308

5. INFILTRATION

10 cfm	→	x	db Temp Diff	15.4 x 1.07	Sens 165	Latent
	→	x	Moist. Diff	41.6 x 0.66		276

6. SUBTOTAL COOLING LOAD FOR SPACE

Envelope	Sensible 112k	Latent 7084	111924	21771
Less external cooling	0			
Redistribution	0	0		

7. SUPPLY DUCT HEAT GAIN

Gain factor 0.03	x Line 6 Sensible Gain	3358
------------------	------------------------	------

8. COOLING FAN SIZING

Sum of Duct Gain	(7), Line (6) & Drawthru Fan	=	115282
Est Cooling cfm	(L 8 Sens) / (Xfer x Supply TD)	= cfm	
Actual Cooling Fan	= (115282) / (1.07 x 17.0)	= 6317	

9. VENTILATION

OA 532 cfm	→	x	db Temp Diff	15.4 x 1.07	8795	
	→	x	Moist. Diff	41.6 x 0.66		14687

10. RETURN AIR PLENUM

Lights	Total power (W)	11490	8781
Transmission load (plenum upper surface)			0
Space load credit (plenum lower surface)			0

11. RETURN DUCT HEAT GAIN

Gain factor	0	x Line 6 Sensible Gain	0
-------------	---	------------------------	---

12. TOTAL COOLING LOADS ON EQUIPMENT (Btuh)

132858 21771

SPACE HEATING LOAD CALCULATION**13. HEATING DESIGN TEMPERATURE**

$$\text{Heating TD} = (\text{Inside DB} - \text{Outside DB}) = (72 - -1) = 73$$

$$[\text{Mult} = 1.0]$$

14. TRANSMISSION LOSSES

Type	Expos	GrArea	NetArea	Uval	HTD	Loss
GLAZ-01	s	175	175	0.560	73.0	7154
GLAZ-02	w	190	190	0.550	73.0	7612
WALL-01	s	180	180	0.109	40.0	2830
WALL-02	s	300	104	0.302	73.0	2296
WALL-03	w	360	360	0.165	40.0	6530
WALL-04	w	600	411	0.302	73.0	9064
DOOR-01	s	21	21	0.104	73.0	160
FLOR-01	-	7200	7200	0.031	20.0	4455

15. INFILTRATION

206	cfm	x	db Temp Diff	73.0	x	1.07	Loss
							16143

16. SUBTOTAL HEATING LOAD FOR SPACE

Envelope	56244
Less external heating	0
Less transfer	0
Redistribution	0

17. SUPPLY DUCT HEAT LOSS

Loss factor	0.03	x	Line 16 Loss	1687
Less transfer				0
Redistribution				0

18. VENTILATION

OA	532	cfm	x	db Temp Diff	73.0	x	1.07	41691
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19. HUMIDIFICATION

Inside RH desired	:	30.5	(Max = 10.6 for 1 pane)
# of Glazing panes	:	2.0	(Max = 30.5 for 2 pane)

20. RETURN DUCT HEAT LOSS

948	cfm	x	5.75	g/100cfm/d	=	54.5	gpd	20230
Piping								0

21. TOTAL HEATING LOAD ON EQUIPMENT (Btuh)

Loss factor	x	Line 16 Loss	119853
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Right-Suite® Universal 2015 Load Summary
Police
Adept Energy Consultants

Job:
 Date: Mar 12, 2016
 By: Dale McClelland

506 E. Elm, Wheaton, IL 60189 Phone: 630-995-6601 Email: dm@adeptenergyconsultants.com

Project Information

For: Brian Baltudis, Village of Glen Ellyn
 535 Duane, Glen Ellyn, IL

Zone: Police

COOLING LOAD

1. DESIGN CONDITIONS		at Jul 1600 LST	Peak load at Jul 1600 LST		
Inside:	72 °F	Outside: 87 °F	TD: 15 °F		
RH:	51 %	MoistDiff: 41.6 gr/lb	Mult: 1.0	Ins.wb	60 °F
				Sensible	Latent
2. SOLAR RADIATION THROUGH GLASS				26715	-
3. TRANSMISSION GAINS		Sensible		6640	-
Walls:		3980		-	-
Glass:		2585		-	-
Doors:		75		-	-
Partitions:		0		-	-
Floors:		0		-	-
Ceilings:		0		-	-
4. INTERNAL HEAT GAIN		Sensible	Latent	78404	6808
Occupants:		5962	6500	-	-
Lights:		37403	-	-	-
Motors:		0	-	-	-
Appliances:		35039	308	-	-
5. INFILTRATION:		Outside air cfm:	10	165	276
6. SUBTOTAL: Space load		Sensible	Latent	111924	7084
Envelope		111924	7084	-	-
Less external		0	-	-	-
Redistribution		0	0	-	-
7. SUPPLY DUCT				3358	-
8. SUBTOTAL: Space load + supply duct				115282	-
Actual cfm:		6317	at supply TD: 17	-	-
9. VENTILATION:		Make-up air cfm:	532	8795	14687
10. RETURN AIR LOAD:		Lighting + plenum (net)		8781	-
11. RETURN DUCT				0	-
12. TOTAL LOADS ON EQUIPMENT				132858	21771

HEATING LOAD

13. DESIGN CONDITIONS			Mult: 1.0		
Inside:	72 °F	Outside: -1 °F	TD: 73 °F		
14. TRANSMISSION LOSSES				40100	
Walls:		20719		-	
Glass:		14766		-	
Doors:		160		-	
Partitions:		0		-	
Floors:		4455		-	
Ceilings:		0		-	
15. INFILTRATION:		Outside air cfm:	206	16143	
16. SUBTOTAL: Space load				56244	
Envelope		56244		-	
Less external		0		-	
Less transfer		0		-	
Redistribution		0		-	
17. SUPPLY DUCT:				1687	
18. VENTILATION:		Make-up air cfm:	532	41691	
19. HUMIDIFICATION				20231	
Piping				0	
20. RETURN DUCT				0	
21. TOTAL HEATING LOAD ON EQUIPMENT				119853	



Right-Suite® Universal 2015 Time of day details
Police
Adept Energy Consultants

Job:
 Date: Mar 12, 2016
 By: Dale McClelland

506 E. Elm, Wheaton, IL 60189 Phone: 630-995-6601 Email: dm@adeptenergyconsultants.com

Project Information

For: Brian Baltudis, Village of Glen Ellyn
 535 Duane, Glen Ellyn, IL

.4 CFM/Sq. Ft. of exposed wall leakage

Zone: Police

July				
Time hr	SenLoad MBtuh	LatLoad MBtuh	TotLoad MBtuh	Air Flow cfm
1	68.23	16.67	84.89	3301
2	66.29	16.67	82.95	3226
3	64.65	16.67	81.32	3162
4	63.33	16.67	79.99	3108
5	62.53	16.67	79.19	3070
6	63.50	16.67	80.17	3111
7	65.12	16.67	81.79	3169
8	90.41	21.77	112.18	4498
9	96.89	21.77	118.66	4772
10	102.43	21.77	124.20	4981
11	107.90	21.77	129.67	5175
12	112.74	21.77	134.51	5340
13	118.56	21.77	140.33	5584
14	125.47	21.77	147.24	5912
15	130.49	21.77	152.26	6168
16	132.86	21.77	154.63	6317
17	130.64	21.43	152.07	6239
18	109.50	18.03	127.53	5150
19	95.28	18.03	113.31	4452
20	89.58	18.03	107.61	4221
21	85.65	18.03	103.68	4074
22	76.38	16.67	93.05	3629
23	73.54	16.67	90.21	3524
24	71.42	16.67	88.08	3445



Adept Energy
Consultants

Glen Ellyn Police Station HVAC Information and Requirements

Design Temperatures: (Ashrae 1% Design)

Inside Heating: 72 Degrees

Outside Heating:

1 Degree

Inside Cooling: 72 Degrees

Outside Cooling:

91 Degree

Chicago Wet Bulb: 75 Degrees

Main Police Station Area

Heating Load: 140K BTU's

Cooling Load:

Sensible: 145K BTU's

Latent: 28K BTU's

CFM's

As designed: 6125

Required: 7884

Front Offices:

Heating Load: 40K BTU's

Cooling Load:

Sensible: 30K BTU's

Latent: 8K BTU's

CFM's

As designed: 2225 CFM

Required: 2910 CFM

Combined System:

Heating Load: 179K BTU's

Cooling Load:

Sensible: 175K BTU's

Latent: 31K BTU's

CFM's

As designed: 8350 CFM

Required: 10794 CFM



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

Meeting: 07/25/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Contract
Prepared By: Al Stonitsch

SCHEDULED

AGENDA ITEM (ID # 2350)

DOC ID: 2350

Approve the award of a contract to Hayes Mechanical, of Chicago, Illinois, to furnish and install a new 30-ton HVAC roof top unit at the Village Civic Center, in the amount of \$45,470, to be expensed to the Facilities Maintenance Reserve Fund. (Assistant Village Manager Stonitsch)

Background:

The Civic Center has several air cooled condensers and air handlers, as well as two large boilers, that serve to cool and heat distinct parts of the approx. 45,000 sq. ft. building. One of those units is a 30- ton roof top unit that heats/cool the western half of the building's first floor (+/- 11,000 sq. ft.), which currently houses the Village's police operations. The existing unit is a Carrier brand (*Model 48DF-034-540NA*), and is approximately 25 years old, and has reached its useful life. The Village has deferred replacement over the last few years, and, to the extent possible, has avoided any significant investments in the unit, given that the Village was going through a detailed space needs analysis, and evaluating what the ultimate plans were for the Civic Center/ Police Department. As such, the current 5-year Facilities CIP has this unit scheduled for replacement in 2017.

At the December 2015 meeting, staff briefed the Village Board on the need to replace the unit, and received Board direction to solicit competitive quotations in order to expedite the procurement timeline. The Board authorized a not-to-exceed expenditure amount of \$43,500.00 based upon the estimated project cost (***Attachment 1***).

Earlier this year, the Village hired a new Facilities Manager (Brian Baltudis). Before proceeding forward with the quote solicitation for this project, staff wanted to allow the new Facilities Manager the opportunity to assess the existing unit, and independently verify that it was sized appropriately, and that the overall specifications were thorough and accurate. As part of that process, staff contacted several prospective HVAC vendors to seek their professional opinion on the sizing of the unit, and also hired Adept Energy Consultants (Wheaton, IL) to render an independent opinion (***Attachment 2***). Based upon the consultant's evaluation and opinions received from HVAC contractors, **staff confirmed that the existing 30 ton unit is sized appropriately.**

Issues:

Staff contacted several vendors to obtain competitive quotations for this project. The following table summarizes the responsive quotations that the Village received:

Vendor	Quote
Hayes Mechanical (Chicago, IL)	\$45,470.00
Murphy & Miller (Chicago, IL)	\$46,350.00
Servpro (Wheaton, IL)	\$51,720.00
The Hill Group (Franklin Park, IL)	\$53,100.00

Hayes Mechanical (Chicago, IL) submitted the lowest, responsible quotation in the amount of \$45,470.00 (**Attachment 3**). The low-quote came in slightly higher (\$2,470) than the original Board authorized expenditure authority. Thus, staff is seeking approval to award a contract with Hayes Mechanical, and to authorize a total expenditure authority of \$45,470.

Project Timeline

Staff anticipates completing this project within the next 30-45 days.

Budget

There are sufficient reserves within the Village's Facilities CIP Reserve Fund budget to absorb this cost.

Action Requested:

Staff is requesting Village Board authorization to approve a contract award with Hayes Mechanical (Chicago, IL) in the amount of \$45,470.00 to furnish and install a new 30 Ton HVAC roof top unit for the Village Civic Center, 535 Duane St.

Attachments:

1. December 2015 Village Board Report
2. Adept Energy Consultants HVAC Load Analysis, March 2016
3. Competitive Quotations

ATTACHMENTS:

- December 2015 Village Board Report (PDF)
- Adept Energy Consultants HVAC Load Analysis, Mar. 2016 (PDF)
- Competitive Quotations (PDF)



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

Meeting: 10/10/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Discussion Item
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2455)

DOC ID: 2455

Village Manager Mark Franz will lead the discussion on the Village Strategic Plan for 2016-2017.

Background

Enclosed is the 2016 3rd Quarter Report on Village Strategic Issues and Critical Goals that were approved early this year as part of the overall Strategic Plan. During last year's strategic planning sessions, the Village Board identified the following strategic issues:

1. **DEVELOPMENT.** Build consensus for 21st Century development and re-development of the Village, and take steps to attract and foster desirable development, increase the Village's footprint, add housing variety and increase downtown density.
2. **BUSINESS.** Engage in proactive economic development to attract and recruit key businesses downtown and in commercial corridors to achieve a thriving business community.
3. **ATTRACTIONS.** Encourage a variety of events and shopping and dining options, and provide amenities that attract visitors to the Village and produce resident and visitor presence downtown, day and evening, weekdays and weekends.
4. **COMMUNICATIONS AND INVOLVEMENT.** Communicate with, educate and involve the community and volunteers to support and act on the Village's high priority needs and opportunities.
5. **INFRASTRUCTURE.** Invest in infrastructure to meet key needs, including downtown access, Village facilities, storm water issues and technology improvement.
6. **FINANCIAL SUSTAINABILITY.** Grow revenue and focus spending in line with anticipated resources to meet the highest priority needs and maintain the Village's AAA bond rating.

Since that time, staff has been focused on these goals as well as managing their respective departments and day-to-day workloads with the overall goal of providing quality services to the residents and businesses. This plan includes both short-term and long-term goals and this plan, like most plans, evolves over time as priorities shift and resources are assigned. For these reasons, we have adjusted some timeframes and target dates which are indicated in redline. Each strategic issue has multiple goals and action steps associated with each. These action steps have comments and indicates a status based on a classification of the following:

- On Schedule
- Delayed
- Off Track

In addition, we have highlighted the highest priority projects (blue) to indicate the level of importance to those particular goals. As you can see, of the 76 goals, the vast majority of them are

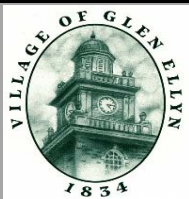
on schedule and all are tracking on schedule or delayed indicating that we are making progress and could achieve the goal. Staff does not identify any goals that are currently off track. We appreciate any feedback as we continue to move forward with the execution of these goals and action steps.

Recommendation

For discussion purposes only, no action is requested at this time.

ATTACHMENTS:

- Village Strategic Plan Goals 2016-2017 (PDF)

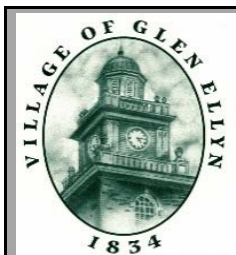


10/10/2016

2016-17 Village Strategic Issues and Critical Goals

GOALS	Strategic Issue I: DEVELOPMENT . Build consensus for 21st Century development and re-development of the Village, and take steps to attract and foster desirable development, increase the Village's footprint, add housing variety and increase downtown density.	Target Date	Status
I-1	Educate the community on development and re-development needs and opportunities.	Ongoing	
I-2	Update Comprehensive Plan to assist in guiding future development of the community.	May, 2017	
I-3	Review and consider annexation opportunities to increase the tax base and control future development.	May, 2016	X
I-4	Improve downtown infrastructure including pedestrian accessibility and parking opportunities in conjunction with potential development projects in the CBD.	May, 2017	
GOALS	Strategic Issue II: BUSINESS . Engage in proactive economic development to attract and retain key businesses downtown and other commercial corridors to achieve a thriving business community.	Target Date	Status
II-1	Continue to implement strategic plan for Economic Development that focuses on overall commercial vitality, EAV and sales tax growth.	Ongoing	
II-2	Target selected retailers and restaurants to increase shopping and dining options and improve the variety of businesses downtown.	Ongoing	
II-3	Improve communication with the Village Board on economic development progress.	Ongoing	
II-4	Eliminate unneeded codes and regulations that inhibit commercial development and business retention and make the approval process more user friendly.	January, 2017	
GOALS	Strategic Issue III: ATTRACTIONS . Encourage a variety of events and shopping and dining options, and provide amenities that attract visitors to the Village and produce resident and visitor presence downtown, day and evening, weekdays and weekends.	Target Date	Status
III-1	Encourage more special events in and around the Central Business District by partnering with the Chamber, the Alliance, Library, Park District, Schools, and COD.	January, 2017	
III-2	Embrace historic tourism.	December, 2016	
III-3	Make infrastructure improvements to encourage outdoor activities and special events in the CBD.	September, 2017	
III-4	Develop and implement marketing plan for CBD and other commercial corridors.	May, 2017	
III-5	Work with businesses to develop opportunities to become an 18 hour downtown.	January, 2017	

GOALS	Strategic Issue IV: COMMUNICATIONS AND INVOLVEMENT. Communicate with, educate and involve the community and volunteers to support and act on the Village's high priority needs and opportunities.	Target Date	Status
IV-1	Maintain an up to date communication plan for emergencies.	November, 2016	
IV-2	Evaluate efficiencies that continue to deliver high quality services to residents and businesses.	December, 2016	
IV-3	Develop and utilize a comprehensive communications plan to educate and inform the community and continue to implement a resident (customer) management strategy that mandates responsiveness and convenience.	December, 2016	
IV-4	Communicate the Strategic plan and priorities and ensure the Village Board and Boards and Commissions are aligned.	December, 2017	
IV-5	Recruit and identify meaningful roles for volunteers.	January, 2017	
GOALS	Strategic Issue V: INFRASTRUCTURE. Invest in infrastructure to meet key needs, including downtown access, Village facilities, storm water issues and technology improvement.	Target Date	Status
V-1	Develop an implementation strategy to invest in Village facilities.	September, 2017	
V-2	Continue to evaluate pedestrian and vehicular traffic improvements in and around the community.	May, 2017	
V-3	Develop and continuously review the 5-year Capital Improvement Plan (CIP) and monitor and enhance funding options as necessary to implement plan.	January, 2017	
V-4	Consider developing a sustainability plan for the Village.	August, 2016	X
V-5	Expand downtown parking in conjunction with downtown development projects.	May, 2017	
GOALS	Strategic Issue VI: FINANCIAL SUSTAINABILITY. Grow revenue and focus spending in line with anticipated resources to meet the highest priority needs and maintain the Village's AAA bond rating.	Target Date	Status
VI-1	Evaluate new revenue concepts and cost controls that continue to deliver high quality services and necessary capital investment.	January, 2017	
VI-2	Continue to utilize technology to consolidate functions, streamline work processes, and deliver services more efficiently	January, 2017	
VI-3	Complete financial monitoring including annual audits, five-year forecast, CIP, and Scorecard as appropriate.	December, 2016	
VI-4	Review staffing allocation and create succession plans for all departments focused on talent management and development.	October, 2016	X
VI-5	Evaluate internal human resources improvements to assist in protecting the greatest organizational asset: employees.	June, 2016	X



2016-17 Village Strategic Issues and Action Plan

10/10/16

TOTAL GOALS: 76**KEY**

On Schedule

Delayed (Schedule Adjusted) / On Target

Most Important Initiatives

Off Track / Concerned About Progress

Strategic Issue I: DEVELOPMENT. Build consensus for 21st Century development and re-development of the Village, and take steps to attract and foster desirable development, increase the Village's footprint, add housing variety and increase downtown density.

Goal I	Action Steps	On track	Complete	Comments	Dept.
1	Identify key development parcels and recruit developers to those sites and enhance all commercial corridors, including 2 proposed CBD projects. - Ongoing			Ongoing: Old Dominicks, Roosevelt Glen Office Park; CBD projects; and 825 Main are key sites that continue to progress.	P&D/ Admin
1	Promote housing diversity by monitoring affordable housing availability and needs. - Ongoing			Downtown projects may add significant rental units downtown, price points are unknown at this point	P&D
1	Encourage eldercare housing and senior facilities within the community including considering relocating Senior Services in the Civic Center. - Ongoing			Ongoing Maple Glen on Park Blvd is under construction	P&D/ Admin
2	Begin the process of updating the Comprehensive Plan as grant funds become available by May 2017.			Grant in 2017 and fund in 2018 if necessary	P&D
2	Consider adopting new building codes including the 2012 Energy Codes by January 2017.				P&D

3	Embrace residential and commercial annexation opportunities * Finalize the annexation of the industrial properties on Hill Ave. by May 1, 2016.---January 1, 2017 *Continue to pursue annexation in conjunction with the Enclaves of Glen Ellyn project and possible residential development on Hill Ave by May 1, 2016. * Continue to pursue annexation of areas near GWA by September, 2016.---January 1, 2017			Enclaves of Glen Ellyn approved by VB. Other annexations have been delayed; next annexation is GWA property in 1Q 2017.	P&D/ Admin
4	Encourage developers to consider public/private partnerships with respect to public parking by January, 2017			Focusing on CBD Projects	P&D/ Admin
4	Complete a Village wayfinding plan and consider implementing by May 1, 2016.			First purchases in 4Q 2016 and 1Q 2017	P&D/PW
4	Maintain an attractive pedestrian environment by encouraging sidewalk cafes, promoting downtown events and making pedestrian-friendly enhancements by May, 2017.			Ongoing: Jazz Up, Bike Race were new events this year. Piloted sidewalk café and have seen an increase throughout CBD.	P&D/ Admin

TOTAL COMPLETE/ON TARGET=TOTAL: 9/9

Strategic Issue II: BUSINESS. Engage in proactive economic development to attract and retain key businesses downtown and other commercial corridors to achieve a thriving business community.					
Goal II	Action Steps	On track	Complete	Comments	Dept.
1	Continue to target areas for economic development including retail, restaurant, and office and track success - 2 CBD projects. - Ongoing			Ongoing	Admin
1	Utilize College of DuPage (COD) as a business retention and recruitment partner by May 2017.			Series of meetings set up with Senior Staff at COD;	Admin
1	Pursue sales agreement for 825 Main Street by June 1, 2016.		X	Approval process to begin in Fall 2016	P&D/ Admin
1&2	Continue to invest in commercial areas through the award program and promote the incentive program for businesses that meet economic development goals. - Ongoing			Utilize most of Award funds in 2016.	Admin
2	Promote the CBD and Roosevelt Rd. TIF Districts. -Ongoing			Ongoing: Roosevelt Glen Office Park is moving ahead	P&D/ Admin
2	Expand the core downtown CBD and expand and retail opportunities by carefully regulating special use applications by May 2017.			Ongoing	P&D/ Admin
2	Continue to work towards finding a long-term tenant for the old Dominick's site by December 1, 2016.			Working with other communities to find creative solutions to lease former Dominicks.	P&D/ Admin
3	Continue to implement a communication strategy with the Village Board to engage them on economic development decisions and outcomes.		X	Manager's Report, ED Newsletters, GIS Enhancements, and regular meetings with Trustees will continue	P&D/ Admin
4	Consider implementation of an online building permit system to provide customer flexibility and improved service by January 1, 2017.			Making progress to roll this out by 1Q2017	P&D
4	Review and modify zoning code and ARC guidelines to provide more flexibility through administrative approval by January 1, 2017.			New employees have delayed this to Q1-2017	P&D
4	Consider combining the Plan Commission and Architectural Review Commission by July 1, 2017.			Options offered to Village Board; awaiting further direction	P&D

TOTAL COMPLETE/ON TARGET=TOTAL: 11/11

Strategic Issue III: ATTRACTIONS. Encourage a variety of events and shopping and dining options, and provide amenities that attract visitors to the Village and produce resident and visitor presence downtown, day and evening, weekdays and weekends.

Goal III	Action Steps	On Track	Complete	Comments	Dept.
1	Coordinate marketing efforts for all special events by February 1 annually.		X		Admin
1	Continue to support the Alliance and Chamber in maintaining and enhancing current and new special events. - Ongoing		X	Jazz Up and Bike Race; continue to strengthen partnership with Chamber and Alliance	Admin
2	Work with the Historic Preservation Commission and Historical Society towards marketing Glen Ellyn's historic districts and historical tourism by December 1, 2016.		X	P&D is creating a layer on GIS that will show landmarked properties; checklists and applications created for the HPC	P&D/ Admin
3	Incorporate streetscape improvements in the downtown street project including opportunities for sidewalk cafes by March 1, 2017.		X	And ongoing	Admin/ PW/ P&D
3	Evaluate the possibility of special event plaza or pocket parks in the downtown as part of the streetscape improvements being considered by March 1, 2017.			Pilot deck program underway at Enza Sicilian Osteria, 504 Crescent; Rotary Project with Library and Park District	Admin/ PW/ P&D
3&5	Evaluate including a sound system and enhanced lighting for the downtown as part of the streetscape improvements being considered by March 1, 2017.			CBD Project and Improvements delay to 2018 due to project workload.	Admin/ PW
3&5	Update all street lights in the CBD by September 1, 2017.			Approved, installed in Q1 and Q2-2017	Admin/ PW
4	Develop a joint marketing plan with the Chamber and Alliance by May 1, 2016.		X		Admin
4	Evaluate joint marketing and communication with the other taxing bodies as a way to share information and brand Glen Ellyn as a place to live, work, and play by May 1, 2017.			Conintue to explore partnerships...	Admin

5	Work with the Chamber and the Alliance on opportunities to encourage businesses to extend hours by increasing pedestrian traffic and customers with special events throughout the year by January 1, 2017.		X	Ongoing: Jazz Up, Bike Race were new events this year. Piloted sidewalk café and have seen an increase throughout CBD.	Admin
5	Continue to offer the Award Program to retain businesses/restaurants that provide entertainment and attractions the downtown such as the Glen Art Theater. - Ongoing		X	Ongoing	Admin

TOTAL COMPLETE/ON TARGET=TOTAL: 11/11

Strategic Issue IV: COMMUNICATIONS AND INVOLVEMENT. Communicate with, educate and involve the community and volunteers to support and act on the Village's high priority needs and opportunities.

Goal IV	Action Steps	On track	Complete	Comments	Dept.
1	Enhance promotion of the Reverse 911 system for emergency communication by June 1, 2016.		X	Presented at a Village Board meeting.	PD/ Admin
1	Conduct a emergency plan drill annually by July 2017.				PD
2	Continue philosophy that all customers are responded to by the village within two business days with an acknowledgement of their request. -Ongoing			Ongoing	All
2	Increase customer convenience, interaction, and improve transparency by enhancing the functionality of the Village website and leveraging social media by Q3 2017.			Beginning the process to update Village Website; Village Links/Reserve 22 website being finalized.	Admin
3	Monitor the success of the PW service request system and evaluate alternatives for other departments to utilize by December 2016.			Expanding to Switchboard and Facilities, looking at othe options for the next phase.	Admin
3	Consider a process to complete a community survey biannually as part of the strategic planning process by July 1, 2017.			Included in the budget for CY17	Admin
3	Develop an online electronic Agenda Packet Program for all Boards and Commissions by May 2017.			Less elected officials and baords and commission members are embracing the paperless packet.	Admin
3	Encourage voter turnout by promtoing Town Hall Meetings and the election process by April 2017.		X		Admin
4	Align the goals of the Village Board, Boards and Commissions, and Village Staff by completing additional strategic planning as necessary by December 2017.			Waiting on next VB.	Admin
4	Communicate the 2016-17 Strategic Plan and incorporate goals into the annual budget discussions. -Ongoing				Admin

5	Develop a policy on appointing and replacing Boards and Commission members by January 2017.		X	Administrative Order	Admin
5	Continue to educate potential commissioners and recruit volunteers for meaningful roles on Boards and Commissions. -ongoing			Ongoing	Admin

Strategic Issue V: INFRASTRUCTURE. Invest in infrastructure to meet key needs, including downtown access, Village facilities, storm water issues and technology improvement.

Goal V	Action Steps	On track	Complete	Comments	Dept.
1	Meet target dates and budget directives to complete the construction of a new Police Station by September 1, 2017.			On budget and on time to date. Construction to be completed by 9/1/17	PD/ Admin
1	Create a plan and funding approach to making needed improvements to the Civic Center, Fire Stations, Village-owned parks, PW building (Salt Dome) and DuComm Facilities by December 1, 2016.			Need some direction from the VB for CY17 budget.	All
1	Continue to evaluate Village Links/Reserve 22 capital needs to effectively maximize business operations.			Updated 10 year Capital plan	Village Links/ Reserve 22
1	Improved GWA infrastructure projects including Combined Heat and Power (CHP) and Facilities Improvement Project (FIP) by September 2017.			CHP nearing completion. Facility Project to be considered at 7/25/16 VB meeting.	PW
2	Complete a RFP and design work of a pedestrian bridge and improved or new train station by June 1, 2017 .			RFP responses due back in November	P&D/ PW/ Admin
2	Apply for a grant to complete Phase I engineering of viable options for a under/overpass in the CBD by January 1, 2017 .				PW/ Admin
2	Construction of a pedestrian underpass on Taylor St. by September 2017.			targeting March 2017 letting for this project	PW/ Admin
2	Promote the bike plan and partner with other agencies to create a north-south bike trail by May 1, 2017.			Scheduling meeting with Forest Preserve and Environmental Commission.	PW/ Admin
3	Successfully manage the 2016 roadway and sidewalk construction projects by December 1, 2016 .			Due to staff vacancies, may not complete all capital projects in 2016.	PW
3	Complete leak detection study and implement recommendations as budget allows by November 1, 2016.		X	All issues were addressed from the most recent leak detection survey.	PW

3	Begin implementation of clear water reduction strategies, studies and projects as recommended by the 2011 SSES report and 2012 Central Basin study including lining of sewers and selected sewer replacement/relief sewer construction. - Ongoing		X		PW
3	Develop and begin to implement the Roosevelt Road water main replacement project by November 2017.			Challenging project that is been deferred until Q4-2017.	PW
3	Address storm water issues include Lake Ellyn Outlet Control Structure Improvements, Riford Rd. Improvements, and improvements on Elm Street, east of Kennilworth by November 1, 2016.			Lake Ellyn is complete, Riford and Elm projects to be completed this year	PW
4	Work with the Environmental Commission to develop sustainability goals for the Village by August 2016.				P&D/Adm in
5	Evaluate economic development partnerships that would increase parking in the downtown by May 2017.				P&D/ Admin
5	Embrace opportunities to increase public parking in the downtown by evaluating street parking options, improving access to Civic Center Parking lot, and other public lots by January 1, 2017.				P&D/ Admin

TOTAL COMPLETE/ON TARGET=TOTAL: 16/16

Strategic Issue VI: FINANCIAL SUSTAINABILITY. Grow revenue and focus spending in line with anticipated resources to meet the highest priority needs and maintain the Village's AAA bond rating.

Goal VI	Action Steps	On track	Complete	Comments	Dept.
1	Generate profit to cover annual debt, execute CIP targets, build cash reserves, and meet financial goals at the Village Links/Reserve 22 as set out by the CY16 Budget by January 1, 2017.				Village Links/ Reserve 22
1	Identify new revenues sources and grant opportunities as part of the budget process by January 1, 2017.				Finance
1	Periodically adjust Village fees and fines to be commensurate with the cost of providing services by establishing gradual and appropriate increases in line with other communities by December 1, 2017.			Planning to review taxes this year and fees in 2017 as part of budget process	All
1	Develop short and long term strategies to sustain the Volunteer Fire Company model by November 1, 2016.				Admin/ FD
1	Prepare a plan and analysis to enhance Administrative Adjudication Program to include other code violations by May 2016.---September 1, 2016				PD/P&D/ Admin
2	Automate the Accounts Payable process by Q1 2017.				Finance/ Admin
2	Complete the installation of a new Computer Aided Dispatch (CAD) and Records Management System (RMS) funded in part by the County by Janaury 1, 2018.			Approved a letter of intent, IGA will be forthcoming	PD
2	Review and implement parking enhancements and payment options to improve convenience for commuters in downtown parking lots by December 2016.				Finance/P W
3	Complete annual five year forecast by October 2016.		X		Finance
3	Complete the annual Capital Improvement Program projects including facility improvements, IT improvements, and equipment replacement by Jan. 1, 2017.		X	Awaiting budget approval.	All

3	Receive the budget and audit award from GFOA by October 1, 2016.		X		Finance
3	Maintain AAA Bond Rating by maintaining a diverse tax base, strong financial policies and healthy reserves including rebuilding the Corporate Reserve Fund. - Ongoing			Ongoing	Finance/ Admin
3	Develop long term funding plan to meet future pension obligations by October 2016.		X	Approved additional contribution earlier this year.	Finance/ Admin
4	Create succession plans in Planning and Development, Public Works, Police Department, Finance, Fire Company, and Village Links/Reserve 22 and continually review staffing allocation and needs. - Ongoing		X	Ongoing	All
4	Evaluate the feasibility of consolidating operations, services, procedures, and common tasks within and across departments and explore cost sharing partnerships with intergovernmental groups and recommend changes as part of budget process by October 2016.			Completed another zero-based budget process; still lowest per capita FT employees in DuPage County, and continue to look for ways to be more efficient such as paperless billing for water billing, automating the permit process, utilizing our website to be more transparency. Strengthening our partnerships with schools, park district, and COD.	All
5	Complete a comprehensive review of the Village's Personnel Manual by June 2016.----August 2016		X	Completed	Admin
5	Foster training, continuing education, skill development, and cross-training for all employees as part of budget process (December 1, 2016).				All

TOTAL COMPLETE/ON TARGET=TOTAL: 17/17